



**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

Monday, May 14, 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

none

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meetings on February 12 and April 9, 2018.
- b. Consideration and potential approval of contracts associated with salvage logging at the Cove.
- c. Consideration and potential approval of an amendment to the District Personnel Manual regarding sick time for temporary employees.
- d. Consideration and potential approval of a resolution authorizing District participation in the Special District Risk Management Authority Workers' Compensation Program.
- e. Consideration and authorization to release draft budget for FY 2018-19 for public review and comment, and approval of salary levels.
- f. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
- g. Review of the District Projects Status Report.
- h. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

5. Announcements by Board and Staff

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

6. Agenda Planning

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

7. Adjournment



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MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, February 12, 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 Bower-Turjanis, Brent Randol, Barry Christian, Tony Norris and Dave Finigan
Staff present: John Woodbury, Lashun Fuller, Teresa Bledsoe

2. Public Comment

Doug Cutting: Expressed appreciation for the progress made on the local parks and trails as he and his family and friends have benefitted greatly and is especially happy with the new trails at Lake Hennessy and Moore Creek. He hopes to have a share in making further progress. He's become an advocate and has been speaking with the PUC Forest Manager as they are interested in opening their trail system but will need help with parking and Doug is hopeful that help can be found for that.

3. Set Matters

None

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of January 8, 2018.

Minutes for the January 8, 2018 meeting were approved.

TN-KT-BC-BR, DF

A

- b. Consideration and potential acceptance of the final 2016-17 financial audit performed by Brown Armstrong CPA (distributed at meeting).

Directors voted to authorize the approval of audit report.

DF-TN-BR-BC-KT

- c. Consideration and potential approval of Resolutions approving an application to the State Department of Justice and adopting District policies regarding Live Scan background checks for employees, agents and volunteers of the District.

Directors voted to approve resolutions 18-01 and 18-02.

KT-DF-BR-BC-TN

- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
John Woodbury gave the report. No formal action taken.
- e. Review of the District Projects Status Report.
John Woodbury gave the update on Bay Area Ridge Trail, Skyline Park, Camp Berryessa, The Cove, Lake Hennessey, Moore Creek, Oat Hill Mine Trail, State Parks
- f. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
John Woodbury gave the report and introduced the new Boothe Park Stewart, Jason Jordan
- g. Consideration and potential direction to staff regarding District hiring of Extra Help seasonal employees
John Woodbury presented information. Directors voted unanimously to approve action item, including authorization to hire outside counsel if needed.
DF-TN-BR-BC-KT

5. Announcements by Board and Staff

- Karen expressed appreciation for the lovely event last weekend.
- Barry concurred as did Brent.
- Dave suggested John write a list of accomplishments throughout the last year and what they plan to accomplish in the upcoming year and meet with the Napa Register and have them publish an article in order to get the word out to the public.
- Tony concurred with Dave and also mentioned State Proposition 68, which will appear on the ballot in June. He's been asked to join the bay area committee representing Napa County and wants to encourage the group to work on getting information out regarding the benefits of getting this measure passed before everyone receives their ballot in the mail on Saturday, May 14th.
- John met with board members to discuss the possibility of going back to the ballot with something similar to Measure Z and said that the Land Trust of Napa County was preparing to send out a public opinion survey soon to see if it's a good time to go forward with this ballot measure in November.
- Barry mentioned that he feels American Canyon will be very supportive of this measure.
- John also mentioned that just that morning they were on a Santa Rosa radio station, KBBF and their Latino Outreach Consultant, Hugo Mata who has a show, was interviewing Belia Ramos (in Spanish) about our district parks and trails and where the public can go to get information about our parks. This is a very good step towards latino outreach that the district has never done in the past.
- Bret mentioned that he recently attended the Lake Berryessa meeting ran by the BOR. In the past it was very hostile with sheriff deputies and security personnel present to keep things under control but this time it was very refreshing. It was nice to see the County "roll up their sleeves" and work towards the wants of the electorate.

6. Agenda Planning

- None

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
No reportable actions.

8. Adjournment

Adjourned to the Regular NCRPOSD Board Meeting March 12, 2018

BRENT RANDOL, Board President

ATTEST:

LASHUN FULLER, District Secretary

Key

Vote: TN = Tony Norris; KBT = Karen Bower-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 = Excused



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MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, April 9, 2018 at 2:00 P.M.

1. Call to Order and Roll Call

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

Staff present: John Woodbury, Chris Cahill, Teresa Bledsoe

2. Public Comment-

None

3. Set Matters-

None

4. Administrative Items

- a. Consideration and approval of Certificate of Acceptance of trail easement assigned to the District by the Bay Area Ridge Trail Council for the Napa-Solano Ridge Trail, and authorization for the Board President and/or General Manager to execute and record related documents (affects APN # 045-370-001).

Barry Christian recused himself because he is on the Board of the Ridge Trail Council and so left the room. The other directors voted to approve the Certificate of Acceptance of the trail easement and to authorize the board president and general manager to execute and record related documents.

BR-TN-KT-DF-BC

A

- b. Consideration and approval of an interim District employment policy manual.
Directors voted to adopt the approval of an interim District Employment Policy Manual.

KT-TN-DF, BR-BC

- c. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.

John Woodbury gave the report. No formal action taken.

- d. Review of the District Projects Status Report
John Woodbury and Chris Cahill gave the update on Skyline Park, Camp Berryessa, The Cove, Lake Hennessey, Oat Hill Mine Trail, State Parks and Crystal Flats
- e. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
John Woodbury gave the report
- f. Discussion and potential decision regarding whether to pursue a measure for the November 2018 ballot that would provide dedicated funding for parks and open space purposes (oral report).
Discussion held by directors and staff with regard to waiting until the June election to ascertain whether or not to move forward with the November ballot. No formal action taken.

5. Announcements by Board and Staff

- Karen mentioned the first Napa Go Event will be held at Skyline Park on April 21st and the next one will be held in American Canyon.
- Barry mentioned that the Friends of the Napa River are putting on a Wild and Scenic Film Festival at Copia on May 1st. RCD and the Environmental Education Council will be involved. NCRPOSD will be providing cookies.
- Tony mentioned that in relation to funding measures, Prop 68, the Clean Water and Safe Parks measure will be on the June ballot. Statewide so far it has over 350 endorsements. Locally the campaign has several endorsements including those from Friends of the Napa River, the Napa County Bicycle Coalition, the Vine Trail Coalition and others.
- Tony also recently attended the North Bay Watershed Conference and learned about how several counties plan to unite efforts in anticipation of wild fires and the California Trails and Freeways Conference where they discussed rising tides and how that will impact Highway 37 and what can be done about it.
- Brent was happy to mention that he and his daughter have been taking care of an inadequate fish ladder at Sulphur Springs in St. Helena the last 10 years and after a year and a half of negotiations with landowners and raising \$40,000 for an engineering study, will hopefully be able to get it replaced! Most likely as a result of her hard work on this, she was appointed to Napa County Wildlife Commission as a youth representative!

6. Agenda Planning

None

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
President Randol noted that no reportable decisions were made in closed session.

8. Adjournment

Adjourned to the Regular NCRPOSD Board Meeting on May 14, 2018.

BRENT RANDOL, Board President

ATTEST:

TERESA BLEDSOE, Acting District Secretary

Key

Vote: TN = Tony Norris; KBT = Karen Bower-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 = Excused



STAFF REPORT

By: Chris Cahill
Date: May 14, 2018
Item: **4.b**
Subject: Consideration and potential approval of contracts associated with salvage logging at the Cove.

RECOMMENDATION

1. Find the project statutorily exempt from CEQA.
2. Approve the proposed contracts subject to final General Manager review and acceptance in each case.
3. Authorize the General Manager to sign for the District.

ENVIRONMENTAL DETERMINATION

The proposed action is statutorily exempt from the California Environmental Quality Act (CEQA) under PRC § 21080(b)(3) - *Projects undertaken by a public agency to restore, demolish, or replace properties or facilities damaged or destroyed as a result of a disaster in a disaster-stricken area in which a state of emergency has been proclaimed by the Governor.*

BACKGROUND

District staff has been working with a professional forester named Matt Greene Forestry since not long after the October 2017 firestorm to secure a CalFire salvage logging permit for the Cove and to put all of the pieces in place to actually do that logging this spring. Timing on these operations is tough, because logging can only happen after the winter rains have stopped and the ground has hardened off enough to support heavy equipment, but then it has to happen almost immediately thereafter, so that warmer weather and the turpentine beetles that come with it don't have the chance to render the standing dead wood valueless.

At the time of this writing, logging on neighboring properties has begun and work at the Cove is slated to begin on the week of the 14th or of the 21st of May. We have the scope and details of our contract with Matt Greene sorted out (**contractor**- Matt Greene Forestry and Biological Consulting, a sole proprietorship, **rate**- \$55 to \$100 hourly, **not to exceed**- \$35,000), but final contracts with the logger and the log buyer (likely to be a saw mill since publicly owned timber arguably can't be exported to foreign buyers) are still in play. Since the contracts will need to be executed before work can actually commence on our property, we are asking for Board approval of a contract with

Forester Matt Greene as described above and for contracts with a qualified, licensed, and fully insured logger and with a log buyer subject to the final review and approval of the General Manager. We would propose to report to the Board with the final executed details of those contracts at your June regular meeting.

As a general rule, we try to have all of the particulars worked out before we bring contracts to the Board for approval and we apologize that that isn't the case here. The tight timelines and just-in-time nature of timber contracts make it impossible to meet our usual meeting deadlines.



**NAPA COUNTY REGIONAL PARK &
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STAFF REPORT

By: Chris Cahill
Date: May 14, 2018
Item: **4.c**
Subject: Consideration and potential approval of an amendment to the District Personnel Manual regarding sick time for Temporary employees.

RECOMMENDATION

Approve the proposed revision to the interim District Personnel Policies, Practices, and Procedures Manual.

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

As the Board may remember, at your April meeting you adopted an interim District Personnel Manual. Following that meeting, the County Auditor's Office informed us that it would be, at least for the moment, impossible for the payroll system to implement the Temporary employee sick time procedures included in it. Specifically, the adopted Personnel Manual provides for temporary sick time accrual that is prorated from the full time rate based on the number of hours actually worked in a week- so a 50% time Temporary employee would receive 50% of a full time benefited employee's sick leave bank per pay period.

While District staff continues to prefer the prorated approach, in the near term it would apparently create too much of a programming problem for the County payroll system. The Auditor's Office has requested that we stick with the County policy for Extra Help/Temporary employees, which is that Temporary employees receive 24 hours of sick leave annually subject to a 90 day waiting period from their date of hire. This item implements that change.



**NAPA COUNTY REGIONAL PARK &
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STAFF REPORT

By: Chris Cahill
Date: May 14, 2018
Item: **4.d**
Subject: Consideration and potential approval of a resolution authorizing District participation in the Special District Risk Management Authority Workers' Compensation Program.

RECOMMENDATION

Approve the attached resolution.

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 staff has been working with our insurance broker to secure both Workers Compensation and Employer Liability insurance as part of our impending hire of seasonal employees at the State Park. After extensive shopping around, the cheapest and best option for Workers Compensation insurance appears to be joining the California Special Districts Association in order to have access to their Special District Risk Management Authority (SDRMA) workers compensation program.

Annual rates with SDRMA are substantially cheaper than other commercial options, but the program does require that the District join the Special Districts Association (+/- \$4,000 per year) and commit to at least a three year initial contract term. The net cost to the District remains substantially below other options and membership in the Special Districts Association includes benefits, beyond the insurance pool, that will likely be useful to the District going forward.

In order to join SDRMA, the Board is required to adopt the attached model resolution.

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION OF A SIXTH AMENDED AND RESTATED JOINT POWERS AGREEMENT AND AUTHORIZING PARTICIPATION IN THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY WORKERS' COMPENSATION PROGRAM

WHEREAS, the **Napa County Regional Park and Open Space District**, a special district duly organized and existing under and by virtue of the laws of the State of California (the "Agency"), has determined that it is in the best interest and to the advantage of the Agency to participate for at least three full years in the workers' compensation program offered by the Special District Risk Management Authority (the "Authority"); and

WHEREAS, California Government Code Section 6500 *et seq.*, provides that two or more public agencies may by agreement jointly exercise any power common to the contracting parties; and

WHEREAS, Special District Risk Management Authority was formed in 1986 in accordance with the provisions of California Government Code 6500 *et seq.*, for the purpose of providing its members with risk financing and risk management programs; and

WHEREAS, California Government Code Section 990.4 provides that a local public entity may self-insure, purchase insurance through an authorized carrier, or purchase insurance through a surplus lines broker, or any combination of these; and

WHEREAS, participation in Special District Risk Management Authority programs requires the Agency to execute and enter into a Sixth Amended and Restated Joint Powers Agreement (the "Amended and Restated JPA Agreement"); which states the purpose and powers of the Authority; and

WHEREAS, all acts, conditions and things required by the laws of the State of California to exist, to have happened and to have been performed precedent to and in connection with the consummation of the transactions authorized hereby do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the Agency is now duly authorized and empowered, pursuant to each and every requirement of law, to consummate such transactions for the purpose, in the manner and upon the terms herein provided.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE AGENCY AS FOLLOWS:

Section 1. Findings. The Agency Board of Directors hereby specifically finds and determines that the actions authorized hereby relate to the public affairs of the Agency.

Section 2. Sixth Amended and Restated JPA Agreement. The Amended and Restated JPA Agreement, proposed to be executed and entered into by and between the Agency and members of the Special District Risk Management Authority, in the form presented at this meeting and on file with the Agency Secretary, is hereby approved. The Agency Board and/or Authorized Officers ("The Authorized Officers") are hereby authorized and directed, for and in the name and on behalf of the Agency, to execute and deliver to the Authority the Amended and Restated JPA Agreement in substantially said form, with such changes therein as such officers may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 3. Program Participation. The Agency Board of Directors approves participating for three full program years in Special District Risk Management Authority Workers' Compensation Program.

Section 4. Other Actions. The Authorized Officers of the Agency are each hereby authorized and directed to execute and deliver any and all documents which is necessary in order to consummate the transactions authorized hereby and all such actions heretofore taken by such officers are hereby ratified, confirmed and approved.

Section 5. Effective Date. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this ____ day of _____, 20____ by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Brent Randol, President

Agency Secretary



STAFF REPORT

By: John Woodbury
Date: September 11, 2017
Item: **4.E**
Subject: Consideration and authorization to release draft budget for FY 2018-19 for public review and comment, and approval of salary levels.

RECOMMENDATION

- (1) Release the FY 2018-19 draft budget for public comment, and set the public hearing for June 18, 2018.
- (2) Approve the salary levels for FY 18-19 for District temporary employees

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

Attached is a draft budget for FY 2018-19 (July 1 to June 30). Also attached is a draft Work Program which identifies the projects and programs that would be supported with the draft budget. A third attachment provides more detail about the proposed naturalist program.

Staff recommends the Board release the draft budget for public review and comment, and to set a public hearing for the next Board meeting (June 18).

There are still several unknowns in the draft budget, which will be refined before the public hearing takes place. One of these is how much net revenue will be generated by salvage logging at The Cove, after road repairs and improvements are funded. The draft budget at this point assumes no net revenues from this work. Another unknown is what level of financial support will be provided by the Napa Valley State Parks Association. A list of potential projects is being provided to their Board for consideration on May 21, and revenue and expense lines within the budget for State Parks will be refined accordingly.

In addition to releasing the budget for public review, staff requests the Board adopt a salary schedule for District employees. At present this only includes temporary employees (park aides

and park steward assistants). Midway through the fiscal year staff expects to come back to the board with recommended salary schedules and authorized positions for permanent employees, once the District has worked out health care and retirement benefit systems, and existing County employees working under contract to the District will be offered the opportunity to be shifted to working directly for the District

The following salary range is recommended at this time:

<u>Position</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
Park Aide	\$12.59	\$13.52	\$14.49	\$15.42	\$16.37
Park Steward Assistant	\$23.13	\$24.07	\$25.19	\$26.24	\$27.48

Napa County Regional Park and Open Space District

Draft April 4, 2018

Summary

		Adopted Budget 2017-18	Actual YTD	Projected 2017-18	Proposed 2018-19	
Revenues						
	State Grants	\$ -	\$ 2,100,000	\$ 2,100,000	\$ 196,000	
43910	County of Napa	\$ 979,925	\$ 979,925	\$ 979,925	\$ 1,034,344	\$1,034,344
44200	Court Fines	-	-	-	-	
45100	Interest	7,500	11,904	15,872	16,500	
47150	Other Grants	-	-	-	-	
45300	Rent - Building/Land	31,350	18,181	25,683	44,400	
45500	Concessions	657,500	606,723	637,500	637,500	
47500	Donations and Contributions	2,721,600	18,506	43,296	268,714	
47900	Miscellaneous	-	-	-	-	
	Total Revenues	\$ 4,397,875		\$ 3,802,276	\$ 2,197,458	
Expenses						
52100	Administration Services	\$ 751,239	\$ 548,504	\$ 731,339	\$ 838,311	
52105	Election Services	\$ -	\$ -	\$ -	\$ 150,000	
52125	Accounting/Auditing Services	14,000	10,610	24,147	14,000	
52140	Legal Services	25,000	17,847	33,796	25,000	
52325	Waste Disposal Services	19,500	13,820	18,427	20,700	
52340	Landscaping Services	5,000	-	1,500	3,500	
52360	Construction Services	322,000	64,744	86,605	533,000	
52490	Other Professional Services	312,355	144,260	215,347	244,455	
52520	Maintenance-Vehicles	8,500	6,536	8,715	13,000	
52525	Maintenance-Infrastructure/Lan	47,000	3,825	6,100	6,100	
52705	Insurance - Premiums	13,700	13,883	18,380	18,380	
52800	Communications/Telephone	11,500	8,170	10,893	11,250	
52810	Advertising/Marketing	1,500	-	500	1,500	
52820	Printing and Binding	1,250	814	1,635	5,750	
52825	Bank Charges	1,500	844	1,125	1,125	
52830	Publications & Legal Notices	500	-	250	500	
52840	Permits/License Fees	9,500	411	548	6,450	
52900	Training/Conference Expenses	1,500	1,067	1,423	6,000	
52905	Business Travel/Mileage	31,099	1,517	2,007	19,400	
52906	Fleet Charges	3,300	2,370	3,660	4,160	
53100	Office Supplies	4,300	2,626	5,159	5,100	
53115	Book, Media,Periodicals, Subscrip	100	563	751	750	
53120	Memberships/Certifications	1,000	1,000	1,000	3,000	
53205	Utilities - Electric	22,600	20,443	27,257	22,100	
53210	Utilities - Propane	200	265	353	500	
53250	Fuel	200	54	172	200	
53330	Janitorial Supplies	6,500	617	823	850	
53345	Construction Supplies/Material	52,000	1,361	1,815	60,000	
53350	Maintenance Supplies	17,850	17,082	22,776	22,150	
53400	Minor Equipment/Small Tools	17,250	11,983	15,977	25,150	
53410	Computer Equipment/Accessories	-	16	21	1,050	
53415	Computer Software/Licensing Fe	6,000	734	979	7,000	
53600	Special Departmental Expense	26,700	25,997	37,301	231,221	
54500	Taxes and Assessments	1,050	883	883	1,750	
55100	Land	3,400,000	2,853,112	2,853,112	309,854	
	Total Expenditures	\$ 5,135,693		\$ 4,134,776	\$ 2,613,256	
	Net Surplus (Deficit)	\$ (737,818)		\$ (332,500)	\$ (415,798)	
33100 - Available Fund Balance		\$ 1,923,327		\$ 1,923,327	\$ 1,590,827	
Net Surplus (Deficit)				\$ (332,500)	\$ (415,798)	
33100 - Ending Fund Balance				\$ 1,590,827	\$ 1,175,029	

Projected 2017-18 (based on 9 month actuals)
Proposed 2018-19
Moore Creek Park

Subdivision: 8501000 - Parks-Moore Creek

		Adopted Budget 2017-18	Actual YTD	Projected 2017-18	Proposed 2018-19
Revenues					
43910	County of Napa	\$ 109,504	\$ 109,504	\$ 109,504	
45300	Rent - Building/Land	13,350	6,662	8,883	27,600
47150	Other Grants	-	-	-	
47500	Donations and Contributions	600	544	725	25,000
Total Revenues		\$ 123,454	\$ 116,710	\$ 119,112	\$ 52,600

Expenses					
52100	Administration Services	\$ 22,395	\$ 8,792	11,723	\$29,091
52325	Waste Disposal Services	2,000	1,583	2,111	\$2,100
52360	Construction Services	60,000	39,990	45,000	\$65,000
52490	Other Professional Services	18,875	16,825	22,433	\$23,813
52525	Maintenance-Infrastructure/Lan	1,000		1,000	\$1,000
52705	Insurance - Premiums	1,000		1,000	\$1,000
52800	Communications/Telephone	2,500	1,690	2,253	\$2,250
52820	Printing and Binding	-			\$250
52840	Permits/License Fees	250		-	
52905	Business Travel/Mileage	7,833	49	50	\$300
53100	Office Supplies	-	107	143	\$100
53205	Utilities - Electric	4,500	3,697	4,929	\$0
53250	Fuel	100	54	72	\$100
53345	Construction Supplies/Materials				\$1,000
53350	Maintenance Supplies	1,000	471	628	\$650
53400	Minor Equipment/Small Tools	500	1,694	2,259	\$2,000
53600	Special Departmental Expense	1,000	438	584	\$1,000
54500	Taxes and Assessments	500	475	475	\$1,000
Total Expenditures		\$ 123,453	\$ 75,865	\$ 94,660	\$ 130,653

Net Surplus (Deficit)	\$ 1	\$ 40,845	\$ 24,452	\$ (78,053)
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33100 - Available Fund Balance	\$ 78,502	\$ 102,954
Net Surplus (Deficit)	\$ 24,452	\$ (78,053)
33100 - Ending Fund Balance	\$ 102,954	\$ 24,901

Objectives

- monitor
- maintain houses, new roof and well for gatehouse
- maintain trails
- continue Madrone Trail construction with volunteers
- construct trail to peak
- 6-10 decent led school field trips including transportation

Projected 2017-18 (based on 9 month actuals)

Proposed 2018-19

Oat Hill Mine Trail

Subdivision: 8501001 - Parks-Oat Hill Mine Trail

		Adopted Budget		Projected		Proposed	
		2017-18	Actual YTD	2017-18	2018-19		
Revenues							
43910	County of Napa	\$ 14,571	\$ 14,571	\$ 14,571	\$ 169,322		
Total Revenues		\$ 14,571	\$ 14,571	\$ 14,571	\$ 169,322		

Expenses							
52100	Administration Services	\$ 1,521	\$ 4,104	\$ 5,472	\$ 3,587		
52360	Construction Services	5,000		-			
52490	Other Professional Services	6,250	5,381	\$ 7,175	\$ 4,938		
52820	Printing and Binding	-			\$ 250		
52905	Business Travel/Mileage	500		\$ -	\$ 300		
53100	Office Supplies	100		\$ -			
53345	Construction Supplies/Material	1,000		\$ -			
53350	Maintenance Supplies	-	476	\$ 635	\$ 100		
53600	Special Departmental Expense	200	340	\$ 453			
55100	Land				\$ 160,221		
Total Expenditures		\$ 14,571	\$ 10,301	\$ 13,735	\$ 169,395		
Net Surplus (Deficit)		\$ 0	\$ 4,270	\$ 836	\$ (73)		

33100 - Available Fund Balance	\$ -	\$ -
Net Surplus (Deficit)	\$ 836	\$ (73)
33100 - Ending Fund Balance	\$ (836)	\$ 73

Objectives

monitor trail
 continue erosion control
 continue to support mercury cleanup project
 acquire inholdings (partial funding included)

Projected 2017-18 (based on 9 month actuals)

Proposed 2018-19

Napa River and Bay Trail

Subdivision: 8501002 - Parks-Napa River and Bay Trail

		Adopted Budget 2017-18		Actual YTD	Projected 2017-18		Proposed 2018-19		
Revenues									
43910	County of Napa	\$	17,723	\$	17,723	\$	17,723	\$	17,382
	Other Grants								
Total Revenues		\$	17,723	\$	17,723	\$	17,723	\$	17,382
Expenses									
52100	Administration Services	\$	10,173	\$	4,718	\$	6,291	\$	10,426
52325	Waste Disposal Services	\$	100			\$	-	\$	-
52360	Construction Services		1,000			\$	-		-
52490	Other Professional Services		6,250		1,592	\$	2,123		6,750
52820	Printing and Binding		-						250
52905	Business Travel/Mileage		100		24	\$	32		100
53345	Construction Supplies/Materials								-
53350	Maintenance Supplies		100		41	\$	55		100
53600	Special Departmental Expense		-						
Total Expenditures		\$	17,723	\$	6,375	\$	8,500	\$	17,626
Net Surplus (Deficit)		\$	(0)	\$	11,348	\$	9,223	\$	(244)
33100 - Available Fund Balance						\$	-	\$	-
Net Surplus (Deficit)						\$	9,223	\$	(244)
33100 - Ending Fund Balance						\$	(9,223)	\$	244

Objectives

seek approvals to complete trail
 maintain existing trail in Am Can and under Butler Bridge
 monitor Napa Pipe gap closure
 design and print trail brochure

Projected 2017-18 (based on 9 month actuals)
Proposed 2018-19
Camp Berryessa

Subdivision: 8501003 - Parks-Camp Berryessa

		Adopted Budget 2017-18	Actual YTD	Projected 2017-18	Proposed 2018-19
Revenues					
43410	State-Coastal Conservancy				
43910	County of Napa	48,386	48,386	48,386	40,615
45500	Concessions	20,000	6,650	8,867	10,000
Total Revenues		\$ 68,386	\$ 55,036	\$ 57,253	\$ 50,615
Expenses					
52100	Administration Services	\$ 28,736	\$ 10,794	14,392	\$ 18,712
52325	Waste Disposal Services	1,000	904	1,205	1,200
52360	Construction Services	-	1,644	2,192	1,000
52490	Other Professional Services	20,500		-	3,625
52525	Maintenance-Infrastructure/Lan	1,000		-	-
52810	Advertising/Marketing	500		-	500
52820	Printing and Binding	-			250
52840	Permits/License Fees	-	182	243	250
52905	Business Travel/Mileage	500		-	500
52906	Fleet Charges	50			
53100	Office Supplies	500		-	
53205	Utilities - Electric	100	80	107	100
53330	Janitorial Supplies	500	431	575	600
53345	Construction Supplies/Material	-		-	9,000
53350	Maintenance Supplies	-	4	5	
53400	Minor Equipment/Small Tools	10,000		-	10,000
53600	Special Departmental Expense	5,000		-	5,000
Total Expenditures		\$ 68,386	\$ 14,039	\$ 18,719	\$ 50,737
Net Surplus (Deficit)		\$ 0	\$ 40,997	\$ 38,534	\$ (122)
33100 - Available Fund Balance				\$ -	\$ -
Net Surplus (Deficit)				<u>\$ 38,534</u>	<u>\$ (122)</u>
33100 - Ending Fund Balance				<u>\$ 38,534</u>	<u>\$ (122)</u>

Objectives

expand and standardize operations/staffing
acquire equipment
prepare Camp brochure
upgrade water treatment system

Projected 2017-18 (based on 9 month actuals)
Proposed 2018-19
Berryessa Vista

Subdivision: 8501004 - Parks-Berryessa Vista

		Adopted Budget 2017-18	Actual YTD	Projected 2017-18	Proposed 2018-19
Revenues					
43910	County of Napa	\$ 4,053	\$ 4,053	\$ 4,053	\$ 104,311
Total Revenues		\$ 4,053	\$ 4,053	\$ 4,053	\$ 104,311

Expenses					
52100	Administration Services	\$ 1,603	\$ 510	\$ 680	\$ 1,660
52490	Other Professional Services	1,250	361	\$ 481	\$ 1,750
52820	Printing and Binding			\$	250
52905	Business Travel/Mileage	200		\$	200
53345	Construction Supplies/Materials	1,000		\$	500
53600	Special Departmental Expense	-			
55,100.00	Land			\$	100,000
Total Expenditures		\$ 4,053	\$ 871	\$ 1,161	\$ 104,360
Net Surplus (Deficit)		\$ -	\$ 3,182	\$ 2,892	\$ (49)

33100 - Available Fund Balance	\$ -	\$ -
Net Surplus (Deficit)	\$ 2,892	\$ (49)
33100 - Ending Fund Balance	\$ (2,892)	\$ 49

Objectives

- monitor property
- improve signage from lake
- acquire donut hole from land trust
- prepare brochure for park

Projected 2017-18 (based on 9 month actuals)

Proposed 2018-19

Napa River Ecological Reserve

Subdivision: 8501005 - Parks-Napa River Ecological Rs

		Adopted Budget		Projected		Proposed	
		2017-18	Actual YTD	2017-18	2018-19		
Revenues							
43910	County of Napa	\$ 28,387	\$ 28,387	\$ 28,387	\$ 27,761		
Total Revenues		\$ 28,387	\$ 28,387	\$ 28,387	\$ 27,761		

Expenses							
52100	Administration Services	\$ 1,603	\$ 777	\$ 1,036	\$ 1,660		
52325	Waste Disposal Services	2,400	1,793	\$ 2,391	2,400		
52340	Landscaping Services	1,500		\$ 1,500			
52490	Other Professional Services	18,250	2,671	\$ 3,561	11,250		
52820	Printing and Binding				250		
52905	Business Travel/Mileage	3,933		\$ -	250		
53350	Maintenance Supplies	200		\$ -			
53600	Special Departmental Expense	500		\$ -	12,000		

Total Expenditures	\$ 28,387	\$ 5,241	\$ 8,488	\$ 27,810
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Net Surplus (Deficit)	\$ 0	\$ 23,146	\$ 19,899	\$ (49)
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33100 - Available Fund Balance	\$ -	\$ -
Net Surplus (Deficit)	\$ 19,899	\$ (49)
33100 - Ending Fund Balance	\$ (19,899)	\$ 49

Objectives

continue portable toilet, weekly maintenance contracts
 continue to control invasives in entry meadow
 6-10 school field trips (docents plus school buses)
 install security camera

Projected 2017-18 (based on 9 month actuals)
Proposed 2018-19
Vine Trail

Subdivision: 8501006 - Parks-Vine Trail

		Adopted Budget 2017-18	Actual YTD	Projected 2017-18	Proposed 2018-19
Revenues					
43910	County of Napa	\$ 2,004	\$ 2,004	\$ 2,004	\$ 2,064
Total Revenues		\$ 2,004	\$ 2,004	\$ 2,004	\$ 2,064
Expenses					
52100	Administration Services	\$ 2,004	\$ 525	\$ 700	\$ 2,075
52905	Business Travel/Mileage	-		-	50
Total Expenditures		\$ 2,004	\$ 525	\$ 700	\$ 2,125
Net Surplus (Deficit)		\$ -	\$ 1,479	\$ 1,304	\$ (61)
33100 - Available Fund Balance				\$ -	\$ -
Net Surplus (Deficit)				\$ -	\$ (61)
33100 - Ending Fund Balance				\$ -	\$ (61)

Objectives coordinate VT/NRBT alignment between Am Can and Soscol Ferry Rd
support VT alignment affecting State Park

Projected 2017-18 (based on 9 month actuals)
Proposed 2018-19
Putah Creek

Subdivision: 8501007 - Parks-Putah Creek

		Adopted Budget 2017-18	Actual YTD	Projected 2017-18	Proposed 2018-19
Revenues					
43910	County of Napa	\$ 24,403	\$ 24,403	\$ 24,403	\$ 15,324
	Miscellaneous				
Total Revenues		\$ 24,403	\$ 24,403	\$ 24,403	\$ 15,324
Expenses					
52100	Administration Services	\$ 7,603	\$ 774	\$ 1,032	\$ 5,922
52360	Construction Services	10,000		\$ -	1,000
52490	Other Professional Services	6,250	236	\$ 315	3,125
52840	Permits/License Fees	150	151	\$ 201	200
52905	Business Travel/Mileage	300		\$ -	200
53345	Construction Supplies/Materials				5,000
53350	Maintenance Supplies	50		\$ -	-
53600	Special Dept Expense			\$ -	-
54500	Taxes and Assessments	50		\$ -	-
Total Expenditures		\$ 24,403	\$ 1,161	\$ 1,548	\$ 15,447
Net Surplus (Deficit)		\$ -	\$ 23,242	\$ 22,855	\$ (123)
33100 - Available Fund Balance				\$ 22,855	
Net Surplus (Deficit)				\$ 22,855	\$ (123)
33100 - Ending Fund Balance				<u>\$ 22,855</u>	<u>\$ 22,732</u>

Objectives

**complete R&PP transfer from BLM
work on access issue for Spanish Valley
install gate/fence between campground and Crystal Flats
Work on conservation easement for Spanish Valley
Seek agreement wih LBEOA**

Projected 2017-18 (based on 9 month actuals)
Proposed 2018-19
State Parks

Subdivision: 8501008 - Parks-State Parks

		Adopted Budget 2017-18	Actual YTD	Projected 2017-18	Proposed 2018-19
Revenues					
45100	Interest	\$ 5,000	\$ 5,588	7,451	\$ 8,000
45300	Rent - Building/Land	18,000	11,519	16,800	16,800
45500	Concessions	637,500	606,723	637,500	637,500
47500	Donations and Contributions	25,000	5,391	25,000	118,714
Total Revenues		\$ 685,500	\$ 629,221	\$ 686,751	\$ 781,014

Expenses					
52100	Administration Services	\$ 394,498	\$ 314,466	\$ 419,288	\$ 468,022
52325	Waste Disposal Services	14,000	9,300	12,400	15,000
52340	Landscaping Services	3,500		-	3,500
52360	Construction Services	75,000	910	11,213	219,000
52490	Other Professional Services	85,980	44,364	69,152	120,580
52520	Maintenance-Vehicles	7,000	2,146	2,861	7,000
52525	Maintenance-Infrastructure/Lan	45,000	3,825	5,100	5,100
52705	Insurance - Premiums	1,700	2,380	2,380	2,380
52800	Communications/Telephone	9,000	6,480	8,640	9,000
52810	Advertising/Marketing	-			500
52820	Printing and Binding	150	814	1,085	3,000
52825	Bank Charges	1,500	844	1,125	1,125
52840	Permits/License Fees	100		-	1,000
52900	Training/Conference Expenses	500	317	423	5,000
52905	Business Travel/Mileage	16,333	859	1,145	16,000
52906	Fleet Charges	2,750	2,370	3,160	3,160
53100	Office Supplies	1,700	2,196	2,928	3,000
53205	Utilities - Electric	18,000	16,666	22,221	22,000
53210	Utilities - Propane	200	265	353	500
53250	Fuel	-		-	\$0
53330	Janitorial Supplies	6,000	186	248	250
53345	Construction Supplies/Material	50,000	1,361	1,815	34,000
53350	Maintenance Supplies	15,000	15,067	20,089	20,000
53400	Minor Equipment/Small Tools	6,000	10,061	13,415	13,000
53410	Computer Equipment/Accessories				1,000
53415	Computer Software/Licensing Fe		494	659	500
53600	Special Departmental Expense	10,000	17,238	22,984	23,000
54500	Taxes and Assessments	500	408	408	500

Total Expenditures \$ 764,411 \$ 453,017 \$ 623,093 \$ 997,117

Net Surplus (Deficit) \$ (78,911) \$ 176,204 \$ 63,657 \$ (216,103)

33100 - Available Fund Balance	\$ 943,702	\$ 1,007,359
Net Surplus (Deficit)	\$ 63,657	\$ (216,103)
33100 - Ending Fund Balance	\$ 1,007,359	\$ 791,256

- Objectives** obtain new operating agreement
ongoing maintenance and operations
obtain PEF for Rec Hall restoration
obtain PEF to repair cabin behind Wright House
repair Palisades Trail, Coyote Peak Trail
signage, camera and Poratable toilet for RLS staging area
increase cabin occupancy rate to 50%
make repairs to Silverado House/Banditini House
electrical repairs to VC
get caretaker for Banditini House
investigate RV hookups
investigate heater for pool
assume responsibility for water system including new water well for Bothe
complete cemetery restoration
repairs to water wheel
expand outdoor education programs
execute new OA for Bothe Bale and RLS
extend leach line for yurtville

Projected 2017-18 (based on 9 month actuals)
Proposed 2018-19
Suscol Headwaters

Subdivision: 8501009 - Parks-Suscol Headwaters Pres

		Adopted Budget		Actual YTD		Projected		Proposed	
		2017-18				2017-18		2018-19	
Revenues									
	State-Other Funding			\$2,100,000		2,100,000	\$	196,000	
43910	County of Napa	\$	11,189	\$	11,189	11,189	\$	79,907	
	Interest			\$	1,567	2,089	\$	2,000	
	Concessions			\$	4,411	4,411	\$	4,500	
47500	Donations and Contributions		2,696,000		6,000	11,000	\$	25,000	
Total Revenues		\$	2,707,189	\$	2,123,167	2,128,689	\$	307,407	
Expenses									
52100	Administration Services	\$	39,955	\$	33,416	44,555	\$	39,586	
52360	Construction Services		150,000		22,200	28,200	\$	197,000	
52490	Other Professional Services		30,000		6,750	14,000	\$	5,500	
52,820.00	Printing and Binding		-		-	-	\$	250	
52840	Permits/License Fees		5,000		78	104	\$	5,000	
52905	Business Travel/Mileage		100		354	472	\$	500	
53345	Construction Supplies/Materials						\$	500	
53600	Special Departmental Expense		-		-	-	\$	-	
54500	Taxes and Assessments						\$	250	
55100	Land		2,700,000		2,185,113	2,185,113	\$	-	
Total Expenditures		\$	2,925,055	\$	2,247,911	2,272,444	\$	248,586	
Net Surplus (Deficit)		\$	(217,866)	\$	(124,744)	(143,754)	\$	58,822	
33100 - Available Fund Balance						\$	188,811	\$	45,057
Net Surplus (Deficit)						\$	(143,754)	\$	58,822
33100 - Ending Fund Balance						\$	45,057	\$	103,878

Objectives

- environmental studies and Use Permit Phase I
- open Phase I
- select/obtain ROW access to Highway 12 and design staging area
- monitoring
- construct frog pond
- construct new loop trail
- trail signage

Projected 2017-18 (based on 9 month actuals)
Proposed 2018-19
Amy's Grove

Subdivision: 8501010 - Parks-Amy's Grove

		Adopted Budget 2017-18	Actual YTD	Projected 2017-18	Proposed 2018-19
Revenues					
43910	County of Napa	\$ 704,652	\$ 704,652	\$ 704,652	\$ 63,104
45500	Concessions				
47500	Donations and Contributions	-	6,571	6,571	\$ 100,000
Total Revenues		\$ 704,652	\$ 711,223	\$ 711,223	\$ 163,104

Expenses					
52100	Administration Services	\$ 21,982	\$ 29,619	\$ 39,492	\$ 31,721
52325	Waste Disposal Services		\$ 240	\$ 320	
52360	Construction Services	20,000		\$ -	\$ 50,000
52490	Other Professional Services	6,250	4,416	\$ 10,888	\$ 1,250
52840	Permits/License Fees	4,000	-	-	
52905	Business Travel/Mileage	100	61	\$ 81	\$ 500
52906	Fleet Charges		19	\$ 25	
53100	Office Supplies		66	\$ 88	
53250	Fuel		24	\$ 32	
53345	Construction Supplies/Materials				\$ 10,000
53350	Maintenance Supplies		61	\$ 81	
53400	Minor Equipment/Small Tools		117	\$ 156	
53600	Special Department Expense		15,897	\$ 21,196	\$ 20,000
54500	Taxes and Assessments		-	-	-
55100	Land	700,000	667,999	667,999	\$ 49,633
Total Expenditures		\$ 752,332	\$ 718,519	\$ 740,359	\$ 163,104

Net Surplus (Deficit)	\$ (47,680)	\$ (7,296)	\$ (29,136)	\$ 0
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33100 - Available Fund Balance	\$ (29,136)
Net Surplus (Deficit)	\$ (29,136) \$ 0
33100 - Ending Fund Balance	<u>\$ (29,136) \$ (29,136)</u>

Objectives

- monitor properties
- complete fire cleanup including road repair and restoration planting
- new water system for The Cove
- investigate options for new sleeping structures
- repair trails
- investigate land acquisitions

Projected 2017-18 (based on 9 month actuals)

Proposed 2018-19

Cedar Roughs/Smittle Creek

Subdivision: 8501011 - Parks-Cedar Roughs

		Adopted Budget		Actual YTD		Projected		Proposed	
		2017-18				2017-18		2018-19	
Revenues									
43910	County of Napa	\$	15,053	\$	15,053	\$	15,053	\$	13,821
47500	Donations and Contributions		-		-		-		-
Total Revenues		\$	15,053	\$	15,053	\$	15,053	\$	13,821

Expenses									
52100	Administration Services	\$	7,603	\$	746	\$	994.67	\$	7,694
	Waste Disposal Services								
52360	Construction Services		1,000			\$	-		
52490	Other Professional Services		6,250				3,000	\$	6,250
52840	Permits/License Fees		-			\$	-		
52905	Business Travel/Mileage		200			\$	-		
53600	Special Departmental Expense		-						
54500	Taxes and Assessments		-			\$	-		
55100	Land		-			\$	-		
Total Expenditures		\$	15,053	\$	746	\$	3,995	\$	13,944

Net Surplus (Deficit)	\$	0	\$	14,307	\$	11,058	\$	(123)
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33100 - Available Fund Balance						\$	11,058
Net Surplus (Deficit)						\$	(123)
33100 - Ending Fund Balance						\$	10,936

Objectives: monitoring
removal of debris
complete environmental studies/ obtain Use Permit

Projected 2017-18 (based on 9 month actuals)
Proposed 2018-19
Other Projects

Subdivision: xxxxx - Parks-Other Projects

		Adopted Budget 2017-18	Actual YTD	Projected 2017-18	Proposed 2018-19
Revenues					
43910	County of Napa	\$ -			\$ 91,598
47150	Other Grants	-			
47500	Donations and Contributions	-			
Total Revenues		\$ -	\$ -	\$ -	\$ 91,598
Expenses					
52100	Administration Services	\$ -			\$ 43,042
52490	Other Professional Services	-			\$ 49,375
52905	Business Travel/Mileage	-			
53600	Special Departmental Expense	-			
55100	Land				
Total Expenditures		\$ -	\$ -	\$ -	\$ 92,417
Net Surplus (Deficit)		\$ -	\$ -	\$ -	\$ (819)
33100 - Available Fund Balance					\$ -
Net Surplus (Deficit)				\$ -	\$ (819)
33100 - Ending Fund Balance				\$ -	\$ (819)

Objectives

- Investigate/develop new projects
- Community outreach and involvement (newsletter, website, social media, presentations, events)
- Westwood Hills vegetation management
- Watershed Protection White Paper (unfunded)
- Ecosystem Services White Paper (unfunded)
- Healthy Parks Healthy People Program Design (guided walks master calendar)
- complete Montesol West acquisition (purchase done off budget)

Napa County Regional Park and Open Space District

Work Program

July 1, 2018 – June 30, 2019

Draft for May 14, 2018

The adopted budget for FY 2018-19 will support the following projects and programs:

General Fund (\$339,001)

- a. General operations
- b. Transition to District hiring
- c. Employee training and development

Moore Creek (\$130,653)

- a. Continue to monitor property and park users
- b. Maintain houses: new roof and water well for gate house
- c. Maintain trails
- d. Continue to work on the Madrone Footpath
- e. Extend Old Man's Beard Trail to peak and Alta Hennessey Trail
- f. Provide 6-10 docent led school field trips including transportation

Oat Hill Mine Trail (\$169,395)

- a. Continue to monitor property and park users
- b. Continue erosion control work with volunteers
- c. Continue to support mercury mine cleanup along trail ROW
- d. Partial funding to acquire inholdings

Napa River and Bay Trail (\$17,626)

- a. Routine maintenance and operations of existing sections of the trail in American Canyon and under Butler Bridge
- b. Monitor Napa Pipe and other gap closure projects
- c. Improve map, brochure, and signage
- d. Seek approvals to complete trail

Camp Berryessa (\$50,737)

- a. Expand and standardize operations/staffing
- b. Acquire equipment
- c. Upgrade water treatment system
- d. Design and print camp brochure

Berryessa Vista (\$104,360)

- a. Continue to monitor property
- b. Improve directional signage, prepare park brochure
- c. Acquire 80 acre donut hole property from land trust

Napa River Ecological Reserve (\$27,810)

- a. Continue contracts for portable toilet, trash pickup, and graffiti removal
- b. Continue maintenance weeding of invasive plants in the meadow area
- c. Provide 6-10 docent led school field trips including transportation
- d. Install security camera

Vine Trail (\$2,125)

- a. Support Vine Trail efforts to obtain alignment through Bothe-Napa Valley State Park
- b. Coordinate with Vine Trail on Soscol Ferry Rd/American Canyon alignment

Putah Creek (\$15,447)

- a. Complete R&PP transfer of 480 acres from BLM
- b. Work on improved access for Spanish Valley
- c. Work on controlling illegal OHV activity at Crystal Flats (install gate and fence as needed)
- d. Seek agreement with LBEPOA
- e. Work on conservation easement for Spanish Valley

State Parks (\$997,117)

- a. Obtain new operating agreement
- b. ongoing maintenance and operations
- c. obtain PEF for Rec Hall restoration
- d. obtain PEF to repair cabin behind Wright House
- e. repair Palisades Trail, Coyote Peak Trail
- f. signage, camera and Portable toilet for RLS staging area
- g. increase cabin occupancy rate to 50%
- h. make repairs to Silverado House/Banditini House and get caretakers/renters
- i. electrical repairs to VC
- j. investigate RV hookups
- k. investigate heater for pool
- l. assume responsibility for water system including new water well for Bothe
- m. extend leach line for yurtville
- n. complete cemetery restoration
- o. repairs to water wheel
- p. expand outdoor education programs

Suscol Headwaters/Skyline Park (\$248,586)

- a. Complete environmental review and prepare Use Permit application for Phase I
- b. Open Phase I including trail signage

- c. Select/obtain ROW access to Highway 12 and design staging area
- d. Monitoring Phase I usage
- e. Construct frog pond
- f. Construct new loop trail

Amy's Grove/The Cove (\$113,471)

- a. Monitor property
- b. Complete fire cleanup including road repair and first round of restoration
- c. Develop new water system for The Cove
- d. Investigate potential new acquisitions
- e. Start repair to trails
- f. Investigate options for new sleeping structures

Cedar Roughs/Smittle Creek (\$13,944)

- a. Monitor property
- b. Remove trash and secure hunting cabin
- c. Prepare environmental studies and Use Permit application

Other Projects (\$92,497)

- a. Investigate/develop new projects (Montesol West, McCormick Ranch, Ridge Trail south of Highway 12)(no acquisition funding included)
- b. Community outreach and involvement (newsletter, website, social media, presentations, events)
- c. Watershed Protection White Paper (unfunded)
- d. Ecosystem Services White Paper (unfunded)
- e. Healthy Parks Healthy People Program Design (guided walks master calendar)
- f. Westwood Hills vegetation management

Education Program (\$83,575, already spread among above budget divisions—mostly Bothe and Bale) See separate description for details.

- a. School field trips (includes coordination, docents, transportation and supplies)
- b. Junior Rangers (includes docents and supplies)
- c. Adult interpretive walks (includes docents and supplies)
- d. Camp Calypso



Naturalist Programs: Year 2 Budget

Here is the Cost Breakdown for the 2nd year from July 2018 to June 2019, including the NOSD Staff costs (broken down between Park Aids (PA) \$14hr and Park Steward Assistants (PSA) \$23hr), Mycelium Project Staff costs, Liability Insurance costs, Supply costs, and Transportation costs.

NOSD Naturalist Staff Costs:

Summer 2018 Programs,

Jr Rangers and Free Sat Hikes, 13 days/ 3hrs/ 1 PA=	\$600
Jr Rangers and Free Sat Hikes, 11 days/ 3hrs/ 1 PSA=	\$800
Summer Camp Calypso/Sequoia Facilitation, 10days/ 6hrs/ 2 PA=	\$1,700
Summer Camp “ “, 10 days/ 6hrs/ 1 PSA (Jessica)=	\$1,400
Summer Camp “ “, 10 days/ 4hrs/ 1 PSA (Jay)=	\$900
Boys and Girls Club of Calistoga and St. Helena, 4 days/ 5hrs/ 2 PA=	\$550
Boys and Girls Club “ “, 4 days/ 5hrs/ 1 PSA=	\$500
Staff Training: Fall, 3 days/ 6hrs/ 3 PA=	\$800
Fall, 3 days/ 6hrs/ 2 PSA=	\$800
Winter, 3days/ 6hrs/ 3 PA=	\$800
Winter, 3 days/ 6hrs/ 2 PSA=	\$800
Summer, 4 days/ 6hrs/ 3 PA=	\$1,000
Summer, 4 days/ 6hrs/ 2 PSA=	\$1,100
Leading School Field Trips, 40 days/ 6hrs/ 2 PA=	\$6,800
Leading School Field Trips, 35 days/ 6hrs/ 2 PSA=	\$9,700
Free Public Events/Hikes: Earth Day Bothe, 3hrs/ 1 PSA=	\$69
Earth Day Bothe, 3hrs/ 1 PA=	\$42
Earth Day 1 NOSD site, 3hrs/ 1 PSA=	\$69
Earth Day 3 NOSD sites, 3hrs/ 3 PA=	\$126
Día del Niño’s Bothe, 5hrs/ 1 PSA=	\$115
Día del Niño’s Bothe, 5hrs/ 3 PA=	\$210



Naturalist Programs: Year 2 Budget

Free Public Events/Hikes Continued	Get Out and Play Day Bothe, 3hrs/ 1 PSA=	\$69
	Get Out and Play Day Bothe, 3hrs/ 1 PA=	\$42
	2 nd Sat Save the Redwoods Bothe, Oct. 3hrs/ 1 PSA=	\$69
	2 nd Sat Save the Redwoods Bothe, Oct. 3hrs/ 1 PA=	\$42
	Flowers of Bothe, 3hrs/ 1 PSA=	\$69
	Flowers of Bothe, 3hrs/ 1 PA=	\$42
Leading Paid Programs, 5 days/3hrs/ 2 PSA=		\$700
*note: paid programs will pay for naturalist time		
Admin. Outreach/Program Logistics, 45hrs / 2 PSA=		\$2,100
Program/Curriculum Enhancement, 22.5hrs / 2 PA=		\$700
Program/Curriculum Enhancement, 22.5hrs/ 2 PSA=		\$1,000

(Includes Planning Next Summer 2019)

Estimated Total of NOSD Staff Costs: \$33,714

Mycelium Project Staff Costs:

Summer 2018 Programs,

Jr Rangers and Free Sat Hikes, 4days/3hrs/2Staff/\$25 =	\$600
Summer Camp Calypso/Sequoia Facilitation, 10days/8.5hrs/2Staff/\$25=	\$4,200
School Program Logistics and Teacher Outreach, 20hrs/\$25=	\$500
Staff Training: Fall, 3days/6hrs/2Staff/\$25=	\$900
Winter, 3days/6hrs/2Staff/\$25=	\$900
Summer, 4days/6hrs/2Staff/\$25=	\$1,200
Leading School Field Trips, 40days/6hrs/2Staff/\$25=	\$12,000
Free Public Events/Hikes: Earth Day NOSD site, 3hrs/ 2Staff/\$25=	\$150
Día del Niño's Bothe, 5hrs/ 2Staff/\$25=	\$250



Naturalist Programs: Year 2 Budget

Free Public Events/Hikes Continued:

Get Out and Play Day NOSD site, 3hrs/ 2staff /\$25=	\$150
Mushrooms of Bothe, 3hrs/ 2Staff/ \$25=	\$150
Birds of Bothe, 3hrs/2Staff/ \$25=	\$150
Spring Hikes 2 NOSD sites, 2 days/ 3hrs/ 2Staff/ \$25=	\$300
Leading Paid Programs, 5days/3hrs/2Staff/\$25=	\$750
Admin. Outreach/Program Logistics, 120hrs/\$25=	\$3,000
Program/Curriculum Enhancement, 45hrs x \$25=	\$1,125
(Includes Planning Next Summer 2019)	

Estimated Total of Mycelium Project Staff Costs: \$26,325

Liability Insurance Costs for 1 year: \$1,536

Supplies (see attached Wants/Inventory List): \$2,000

Transportation for School Programs: 40days, at a rate up to \$500/day or \$20,000

*Money not used on buses can be used for more Field Trips and Outreach

Estimated Grand Total: \$83,575



NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT

STAFF REPORT

Date: May 14, 2018
Item: **4.F**
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 April 2018.

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

None

PARKS & OPEN SPACE DISTRICT -APRIL 2018 EXPENSE REPORT

General Admin Dept - 85000-00

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 48,533.23
04/03/2018	march mileage and expenses	WOODBURY,JOHN ROBERT	\$ 750.00
04/03/2018	march mileage and expenses	WOODBURY,JOHN ROBERT	\$ 5.45
04/10/2018	March 2018 invoice	6539 CONSULTING	\$ 2,400.00
04/30/2018	Q3 17/18, HR Support		\$ 1,101.25

Moore Creek Dept - 85010-00

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 5,679.93
04/03/2018	march mileage and expenses	WOODBURY,JOHN ROBERT	\$ 43.09
04/11/2018	PG&E 2/22/18-3/22/18	PACIFIC GAS & ELECTRIC CO	\$ 29.84
04/11/2018	PG&E 2/21/18-3/21/18	PACIFIC GAS & ELECTRIC CO	\$ 729.35
04/11/2018	Supplies Mar 18	CENTRAL VALLEY BUILDERS	\$ 11.58
04/11/2018	Leaf master, hose, pole, bag	DONS SWIMMING POOL CENTER	\$ 124.99
04/11/2018	Port a potty 3/1/18-3/31/18	JOHNNY ON THE SPOT	\$ 179.77

OHMT Dept - 85010-01

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		482.35

NRBT Dept - 85010-02

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 1,330.05

Camp Berryessa - 85010-03

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 3,068.90
04/11/2018	PG&E 2/21/18-3/21/18	PACIFIC GAS & ELECTRIC CO	\$ 9.53
04/11/2018	Supplies	ZELLER'S & CLARKS ACE HARDWARE	\$ 21.54

Berryessa Vista - 85010-04

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 84.84

NRER - 85010-05

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 535.26

Vine Trail - 85010-06

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 84.84

Putah Creek - 85010-07

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 84.84

State Park - 85010-08

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 94,115.75
04/03/2018	march mileage and expenses	WOODBURY,JOHN ROBERT	\$ 27.25
04/03/2018	march mileage and expenses	WOODBURY,JOHN ROBERT	\$ 27.25
04/03/2018	march mileage and expenses	WOODBURY,JOHN ROBERT	\$ 27.25
04/03/2018	march mileage and expenses	WOODBURY,JOHN ROBERT	\$ 27.25
04/06/2018	Heartland credit card fees-WFB		\$ 39.31
04/11/2018	Garbage pickup March 2018	UPPER VALLEY DISPOSAL	\$ 879.46
04/11/2018	March 2018 (Jessica)	JONATHAN EHLERS	\$ 725.00
04/11/2018	Ed fieldtrip bus 5/14/18	CALIFORNIA WINE TOURS INC	\$ 1,291.75
04/11/2018	Ed fieldtrip bus 5/17/18	CALIFORNIA WINE TOURS INC	\$ 1,291.75
04/11/2018	Hotel for Jay Jessen	JAY JESSEN	\$ 96.42
04/11/2018	Mileage for Jay Jessen	JAY JESSEN	\$ 62.13
04/11/2018	Alarm Lines 02/28/18-3/27/18	AT&T	\$ 35.31
04/11/2018	Phone internet communications	TPX COMMUNICATIONS	\$ 659.87
04/11/2018	Nature Trail signs	NAPA SIGN SHOP	\$ 840.45
04/11/2018	Golf cart batteries	BATTERIES PLUS #620	\$ 774.41
04/11/2018	Supplies	CASH & CARRY	\$ 445.69
04/11/2018	Supplies Mar 18	CENTRAL VALLEY BUILDERS	\$ 339.29
04/11/2018	Port a potty 3/16/18-3/31/18	JOHNNY ON THE SPOT	\$ 103.90
04/13/2018	March 2018 Expenses/Mileage	SANDY JONES	\$ 352.09
04/13/2018	March 2018 invoice	SANDY JONES	\$ 3,097.50
04/16/2018	March 2018 invoice	JONATHAN EHLERS	\$ 2,846.72
04/16/2018	Computers/Monitors - Bothe	DELL MARKETING LP	\$ 1,988.66
04/16/2018	Computers/Monitors - Bothe	DELL MARKETING LP	\$ 132.02

Suscol Headwaters - 85010-09

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 5,807.68

Amy's Grove - 85010-10

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 5,355.99

Smittle Creek- 85010-11

Date	Journal Line Description	Name	Monetary Amount
04/03/2018	3rd Qtr PBES Admin		\$ 238.55

Plan of Projects Status Report

14-May-18

<u>Name of Project Description</u>	<u>Status</u>
Amy's Grove Planning and permits for public use of Amy's Grove	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. Staff is engaged in ongoing conversations with neighboring property owners which may ultimately result in changes to or even an expansion of the property; formal park planning and filing for a County use permit awaits completion of those discussions. Much of Amy's Grove burned in the 2017 fires, but the damage appears to be limited.
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. The Council and the property owner wish to transfer this easement to the District. Staff has reviewed with Mr. Tuteur the results of our survey for the Soscol Headwaters acquisition and together have arrived at a common understanding of property boundaries. Tuteur has agreed to modify the trail easement, as part of the transfer of the easement to the District, to reflect the actual property boundaries. Staff flagged the proposed new trail alignment with Mr. Tuteur on January 12, 2016. A surveyor was engaged to place boundary markers and prepare a legal description for the trail easement; this contract was cancelled before completion because questions arose about the location of the County line in this area, and Tuteur is seeking another surveyor who has the capacity to address the County line question. In June 2017 the SPCA Board unilaterally decided to regulate access on the River to Ridge Trail through constructing and staffing a new guard shack, gate, and cyclone fencing at the eastern end of the trail. The guard shack, gate and cyclone fence on the R2R Trail was removed in late November 2017. Nearly all of the backcountry at Skyline Park burned in the 2017 fires. In December 2017, Forest Trails Alliance completed District-funded fire remediation trail work on the Tuteur Loop and the Loop is now accessible from Suscol Headwaters and the Suscol Knob. <u>The Ridge Trail Council approved transfer of the trail easement in April 2018, as did the Land Trust of Napa County. The documents are now awaiting signatures from the Tuteur family.</u>
Bay/River Trail -- American Canyon to Napa An 8+ mile recreational trail generally following the Napa River and interior levees of associated wetlands. Phase 2-B--Pond 10 to Soscol Ferry Road	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, DFG has indicated they do not want the trail alignment to follow the levee on the north side of Fagan Marsh. District staff is reviewing the feasibility of an alternative alignment. At the request of the City of American Canyon, in August 2017 City and District staff met to discuss strategies for completing the trail. <u>Those discussions are continuing.</u>
Berryessa Estates Acquire 480 acres next to Berryessa Estates from BLM at no fee through their Recreation and Public Purpose Act procedure. Would connect Lake Berryessa Estates to the District's Spanish Valley holdings.	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 March 2018 no progress had been made.
Berryessa Vista	Volunteers working with the District have completed detailed GIS mapping showing all existing roads, creek crossings, vista points and potential

Planning, stewardship and expansion of this wilderness park.

campsites. Continuing damage by off-road vehicles trespassing on the property was noted. 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. 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. 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. No riders have been identified, though staff will continue to monitor the cameras.

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. It's a wonderful amenity to Camp Berryessa and to the Lake. 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. From April through June 2018 the Camp is booked virtually every weekend.

(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. A forester inspected the trees in late November 2017 to determine how many will need to be removed as hazards. 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. Plans to remove hazardous dead trees are proceeding, and salvage logging is expected to start in mid-May 2018. On April 26 2018 Doug McConnell (NBC's Open Road) filmed at The Cove (and Suscol Headwaters), comparing the effects of the fires in each location and lessons learned.

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 Turlanis 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 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 patrol the North Shore several times a week. 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. An extension of this trail to continue to the top of the unnamed peak in the Lake Hennessey Unit and connect to the existing Hennessey Vista Trail is planned for late 2018 or early 2019.

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 Hennessy 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. The first phase of the Old Man's Beard Trail was constructed in February 2018; the extension of this trail to the peak and the Alta Hennessy Trail is planned for the winter of 2018-19.

Montesol West

Acquisition of 1,254 acres west of Highway 29 north of Robert Louis Stevenson State Park

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. A decision on the grant application is expected in May of 2018.

Oat Hill Mine Trail

Various improvements to the historic Oat Hill Mine Road

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 to did a comprehensive evaluation of erosion issues on the trail, and experts from the RCD joined staff for another evaluation in early April. The City of Calistoga and Caltrans have restarted discussions about constructing a roundabout at the intersection of Highway 29 and Silverado Trail; the District is tracking these discussions to ensure that whatever design is adopted will provide adequate and safe access to the Oat Hill Mine Trail. The Bay Area Ridge Trail did some cleanup and minor improvements in late October 2013 to the staging area, and the lower 4 miles of the OHMT was dedicated as part of the Ridge Trail on November 10, 2013. The 40 acre Randy Lee Johnson property donation was completed in December 2014. Volunteers made drainage improvements on the trail in late January 2015 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 over the side and into a gully. They promptly removed the vehicle and repaired the trail damage. A team of 20+ volunteers spent a Saturday in December 2016 constructing and repairing water bars on the Oat Hill Mine Trail. In late July 2017 we placed our annual deer season advisory closure signs on the Trail. 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, but more is needed. 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.

Rector Ridge/Stags Leap Ridge Trail

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

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

Skyline Park

Permanent protection of Skyline Park

Three past legislative efforts to authorize sale to the County failed due to unrelated disagreements between the state legislature and administration. Separately, the County in September 2009 approved a new park overlay zone and an updated Master Plan for Skyline Park. A fourth legislative effort by 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 agreed on an appraisal process for determining the fair market value purchase price; the County retained an appraiser acceptable to the State, and a draft appraisal was prepared. In late April 2012 the state indicated they did not accept the value as determined by the appraisal and negotiations stalled. A Draft EIR was released in late September 2013 for the proposed expansion of the adjacent Syar Quarry. The District Board approved comments on the DEIR at it's October 2013 meeting. The Final EIR was released in November of 2014; the Planning Commission certified the EIR on October 21, 2015. On October 22, 2015, the State applied to the county to rezone Skyline Park by removing the Skyline Wilderness park Combining District overlay, which would make it easier for the State to sell for development and at a higher price. The Planning Commission certification for the quarry expansion was appealed to the Board of Supervisors by two organizations. The 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 Pasing Ridge. In April 2016 the District presented its position to the Board of Supervisors at the public hearing for the project. The Board of Supervisors rejected the appeals and approved the quarry expansion in July 2016. Legislation introduced by Senator Work 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.

Smittle Creek

Planning and permits to open this 4.11 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 Roughs Wilderness, but accessed via Smitile Creek.) A volunteer clean-up project tentatively scheduled for November 4, 2017 was postponed due to the need to focus on fire remediation elsewhere.

Spanish Valley, Crystal Flats, and Stone Corral

Planning for open space donated by Bob and Evelyn Trinchero

Staff met with key community leaders from Lake Berryessa Estates on February 6 and March 6, 2011. A public session was held April 21st at the Pope Valley Farm Center. The District 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 LBEPDA 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 by Tom Origer and Associates in 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 ATVs 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 Puah 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 Owners Association for half the cost (~\$4,000) for pruning hazardous trees in the small campground within the Crystal Flats property. In late March 2017 staff met with the Association President to talk about potentially splitting the cost of new automatic gates to better control access to Putah Creek within the District's Stone Corral and Crystal Flats holdings. 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. In late May District staff met with biologists and lands specialists from the Land Trust to discuss controlled burns and other preservation management options in Spanish Valley. 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.

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 of property to the south on or near Highway 12 in Jamson 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.

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. 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.

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 surprising 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 surprising 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 surprising 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 met 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. Syar Industries in March 2015 entered into an agreement with Napa Pipe and the Vine Trail to provide an easement for the trail connection between Napa Pipe and Kennedy Park. The cities and the county have for now 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 NVT A.

Completed Projects

- Amy's Grove Donation of 50 acres along Dry Creek and Wing Creek The donation of approximately 50 acres of open space from the Chamberlain family to the District closed in December 2015.
- Bay Area Ridge Trail Realignment Amendment to the proposed alignment of the Bay Area Ridge Trail extend north to the Oat Hill Mine Trail In December of 2012 the Bay Area Ridge Trail Council approved the proposed realignment of the Ridge Trail through Napa County as requested by the District.
- Bay/River Trail -- American Canyon to Napa Phase I Phase One--Euclalyptus Drive to Green Island Road Constructed approximately 5 miles of Class I bicycle and pedestrian path in the vicinity of American Canyon along the Napa River was completed in April 2012, in partnership with the City of American Canyon, Department of Fish and Game and Napa Valley Waste Management Authority. A formal opening ceremony was held June 2, 2012.
- Phase Two-A Pond 10 DFW surfaced the existing levee with gravel and opened the gate to the public in spring 2015.
- Phase Three--Soscol Ferry Road to Napa Pipe Completed construction in spring of 2015 of 0.7 miles between Soscol Ferry Road and the Napa Pipe property in the Napa Valley Corporate Park. The contractor will need to return in the summer of 2015 to reapply stabilizer in those spots where it didn't set up due to cold and wet weather.
- 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. Purchase of the property closed in December 2015.
- Cedar Roughs/Smitlle Creek Acquisition of 443 acres providing public access to Cedar Roughs from Smitlle Creek Day Use Area Acquisition of the property closed in December 2015.
- Connolly Ranch Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds. Construction of the patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.
- The Cove at Mt Veeder Aquisition of a 160 former Girl Scout Camp The acquisition of The Cove was completed in December 2017.
- Historic ROW Analysis Study to determine location and status of historic road Rights-of-Way and their value as non-motorized recreational trails Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.
- Linda Falls Conservation Easement 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 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
- Linda Falls Conservation Easement Expansion of conservation easement to cover all of the property at Linda Falls owned by the Land Trust of Napa County The District 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 of 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.

Master Plan Update
 First scheduled update to the Master Plan adopted in January 2009
 Board ad hoc 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.

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. 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 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.

Napa River Flood Control Easement
 Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding
 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.

Newell Preserve Improvements
 Provide on-site water supply for group campground for cattle
 The City has dropped plans for digging any more test wells.

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.

Oat Hill Mine Trail
 Transfer of 40 acre parcel from BLM
 The District in 2008 applied to BLM for a non-fee transfer to the District of a 40 acre parcel at Maple Springs on the Oat Hill Mine Trail; this application is pending. Staff met with BLM in February 2011 to discuss how to speed up this transfer; another meeting with the same topic was held August 5, 2011. The District is still waiting on BLM to process the application. BLM in April 2016 indicated they did not want to transfer this parcel, so the District's application will be dropped.

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
 Deeds accomplishing the adjustment in property boundaries between Syar and the State have been recorded.

River to Ridge Trail
 Lot line adjustment to legalize River to Ridge Trail as constructed (it currently encroaches on
 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 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
 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.

Trinchero Open Space Acquisition

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

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

Wild Lake Ranch

Assist land trust with planning and possible joint management.

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

Monthly Report for April 2018

- ADA construction continues in the park.
- The State Park Trail crew continues work on the Cemetery trail despite staff redirection. State Parks is looking into bringing in CCC crews in May to expedite progress.
- A “Save the Redwoods” hike was held on April 14th that drew 25 participants.
- A Miller training was held on April 17th. Current Millers, park staff and volunteers were treated to training put on by Rob and Sandy. The training consisted of education and basic training as well as process refinement for current millers.
- The flume repair was completed by Steve, Tyler and Jake. The flume is no longer rubbing on the buckets.
- Mill Hosts Lyle and Shirley Albrant organized a dinner at the Mill for members of their church. Author Dona Bakker was a guest presenter and talked about her book “Run of the Mill”. The church graciously donated \$500.
- Park Aid seasonal recruitment continues with some interviews completed in April. Recruiting lifeguards has been challenging.
- There were 3 school field trips that visited the mill in the month of April.
- There were 6 school group, Environmental Education programs at Bothe in April.
- KK, John and park staff met with State Parks to outline a plan to restore portions of the garden disturbed by the construction work. State parks will be securing some replacement plants, decomposed granite for path transition and other planting supplies.
- Jessica coordinated the Dia Del Nino event on April 29th at the park. The event included activities, games, nature hike, arts and crafts and other activities centered on engaging the Latino community in outdoor education. An estimated 170 people enjoyed the event as well as volunteers.
- The FY 18-19 draft budget was developed for Bothe and the Mill.