



**NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT**

Karen Bower Turjanis
Director, Ward One

Tony Norris
Director, Ward Two

Brent Randol
Director, Ward Three

Dave Finigan
Director, Ward Four

Barry Christian
Director, Ward Five

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Monday, June 10, 2019 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

Public Hearing. Consideration and approval of budget, employee allocation table, and salary scales for FY 2019-20.

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meetings on May 13, 2019.
- b. Consideration and potential approval of certificate of acceptance of grant deed for APN 019-220-017, payment of \$76,000 for the purchase of the land, and payment of \$3,430 for the Land Trust of Napa County's appraisal, title insurance and closing costs for their 2014 acquisition of the property on behalf of the District, and authorization for the Board President and/or General Manager to execute all necessary documents.
- c. Consideration and potential approval of request to extend option (Agreement No. 18-10) for the purchase of 164 acres on Dry Creek Road (APN #034-370-036 and -039).
- d. Consideration and potential approval of certificate of acceptance of grant deed for that portion of APN No. 034-370-040 that is west of the centerline of Dry Creek Road, and authorization for Board President and/or General Manager to execute all necessary documents including but not limited to the Covenant and Use Restriction on a portion of APN No. 034-040-015.
- e. Consideration and potential approval of interim policies regarding employee health and dental insurance benefits and approval of a contract therefor with Kaiser Permanente.
- f. Consideration and potential approval of Amendment No. 1 to Agreement No. 18-09 with Jonny Ehlers for Naturalist Programming, extending the term to June 30, 2020.
- g. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
- h. Review of the District Projects Status Report.
- i. 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.

8. Adjournment



STAFF REPORT

By: John Woodbury
Date: June 10, 2019
Item: **3**
Subject: Public Hearing. Consideration and approval of budget, employee allocation table, and salary scales for FY 2019-20.

RECOMMENDATION

Open public hearing, take comments, close public hearing, discuss as needed, and approve the proposed budget for FY 2019-20, along with employee allocation table and salary scales.

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

A draft budget for fiscal year 2019-20 (July 1, 2019 through June 30, 2020) was released by the Board of Directors for public comment at its May 13th meeting. Legal notice of the availability of the draft budget for public review was published in the Napa Valley Register. At the time this staff report was prepared, no comments on the draft budget had been received.

Notable features of the draft budget include:

- The draft budget continues to fund operations and maintenance at current levels for Moore Creek Park, Oat Hill Mine Trail, Napa River and Bay Trail, and Berryessa Peak Trail, as well as the completion of the the last planned trail in the Lake Hennessey Unit, and continued work on the Madrone Trail in the Moore Creek Unit.
- The draft budget includes sufficient funding to continue to increase the number of groups using Ecocamp Berryessa.

- The draft budget provides sufficient funding to continue the restoration of the Cove and to reopen the campground before the end of the fiscal year (assuming the availability of contractors to do the work).
- Included in the budget is funding for the acquisition of the 164-acre Chamberlain property. The budget assumes \$600,000 is obtained from State grants (\$400,000 from the Prop 68 Per Capita grant program, and \$200,000 from the Habitat Conservation Fund), with the District drawing on approximately \$300,000 of its reserves for the remainder.
- The budget assumes a continuation and further expansion of the District's naturalist and community engagements programs, including guided youth and adult hikes and nature exploration, overnight camp at EcoCamp Berryessa, summer day camp at Bothe-Napa Valley State Park, the Spring Trails Challenge, and the monthly District newsletter.
- The budget assumes continued full staffing for operations at Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park, adds responsibilities for operating Robert Louis Stevenson State Park, and funds several capital improvement projects (new roof at the Silverado House, new camp host site in the upper campground, extensive repairs to the Mill water wheel, completion of the historic cemetery interpretive materials, upgrade to the septic system for the cabins and yurts, as well as other projects not yet finalized).
- The budget assumes the District constructs the red-legged frog pond that was required as part of the grant funding the District obtained to acquire Suscol Headwaters Preserve. Whether the pond actually gets built in the coming fiscal year will depend on how quickly Caltrans and U.S. Fish and Wildlife Service come to agree on the design of the pond.
- The costs for a new half-time planner position and a new half-time staff services analyst are included in the budget. These new positions are needed to increase staff capacity. In the current fiscal year, expenses are projected to end up substantially lower than budgeted, in large part because the District planning staff is maxed out and does not have the capacity to manage and advance all of the projects for which the District has obtained funding. These new positions may ultimately be hired as either District or County employees, depending on who is selected.
- In the coming fiscal year, \$150,000 is allocated to pay for election costs. This is not a precise figure because the exact costs vary based on the number of items on the ballot from different agencies. Our estimate assumes that a District funding measure will be on the March 2020 primary election ballot. *Note:* if there are any contested Board of Director's seats, those elections would be held in November 2020 and as a result the costs would not hit until the FY 2020-21 budget.

The proposed budget accomplishes all of the above despite the fact that the County grant, which is based on a percentage of the Transient Occupancy Tax revenues collected by Napa County, will be declining next fiscal year by \$118,000, to a total of \$916,001. This is primarily due to the effects of the October 2017 wildfires; each year's grant is based on the amount collected in the prior full fiscal year.

Overall, the proposed budget consists of approximately \$800,000 in on-going operating costs, with the remainder of the proposed \$2.16 million budget allocated to one-time land acquisition and capital improvement projects.

The District's overall fund balance is projected to decline by \$572,263 to end at \$1,607,196, and the unrestricted fund balance is projected to decline from \$708,341 to end the year at \$401,898. This decline in the fund balance is due to the reduction in the County grant combined with the cost of new capital investments.

Pursuant to the District's Personnel Manual, as part of the adoption of the annual budget the Board of Directors must also adopt an employee allocation table (which specifies the number of permanent District employees by position—see attachment two) and salary ranges (see attachment three). For the coming year, the draft budget and proposed salary ranges assume a 2 percent cost of living increase. This increase is consistent with the 2 percent that County of Napa employees are receiving per the County's adopted labor agreements.

Napa County Regional Park and Open Space District
Draft April 15, 2019

Summary FY 2019-2010

		Projected FY 2018-19	Proposed 2019-20	
Revenues				
43790	State Grants	\$ 196,000	\$ 600,000	
43910	County of Napa	\$ 1,034,344	\$ 916,001	\$916,001
44200	Court Fines	\$ 27,500	-	
45100	Interest	\$ 20,617	21,902	
47150	Other Grants	\$ -	\$ -	
45300	Rent - Building/Land	\$ 37,374	38,700	
45500	Concessions	\$ 769,620	771,267	
47400	Insurance Settlement	\$ 97,671	-	
47500	Donations and Contributions	\$ 65,896	103,056	
47900	Miscellaneous	\$ 4,425	-	
Total Revenues		\$ 2,253,447	\$ -	\$ 2,450,926
Expenses				
51xxx	District salaries and benefits	\$ 240,501	\$ 423,664	
52100	Administration Services	\$ 696,894	\$ 760,840	
52105	Election Services	\$ -	\$ 150,000	
52125	Accounting/Auditing Services	\$ 15,512	15,500	
52140	Legal Services	\$ 7,407	10,000	
52325	Waste Disposal Services	\$ 35,114	28,000	
52340	Landscaping Services	\$ 2,280	3,500	
52360	Construction Services	\$ 37,379	318,000	
52490	Other Professional Services	\$ 293,004	132,850	
52520	Maintenance-Vehicles	\$ 4,213	6,000	
52525	Maintenance-Infrastructure/Lan	\$ 1,228	1,500	
52705	Insurance - Premiums	\$ 29,389	32,500	
52800	Communications/Telephone	\$ 13,454	6,260	
52810	Advertising/Marketing	\$ 608	6,900	
52820	Printing and Binding	\$ 7,575	4,750	
52825	Bank Charges	\$ 1,275	1,125	
52830	Publications & Legal Notices	\$ -	500	
52835	Filing Fees	\$ 50	-	
52840	Permits/License Fees	\$ 374	12,000	
52900	Training/Conference Expenses	\$ 1,237	6,000	
52905	Business Travel/Mileage	\$ 2,013	500	
52906	Fleet Charges	\$ 6,917	5,000	
53100	Office Supplies	\$ 4,616	5,500	
53115	Book, Media,Periodicals, Subscrip	\$ 6,655	-	
53120	Memberships/Certifications	\$ 6,921	3,000	
53205	Utilities - Electric	\$ 22,465	22,200	
53210	Utilities - Propane	\$ 658	650	
53250	Fuel	\$ 200	300	
53300	Clothing and Personal Supplies	\$ 279	5,300	
53320	Safety Supplies	\$ 298	500	
53330	Janitorial Supplies	\$ 4,069	3,700	
53345	Construction Supplies/Material	\$ 19,197	32,500	
53350	Maintenance Supplies	\$ 19,012	22,800	
53400	Minor Equipment/Small Tools	\$ 11,582	12,000	
53410	Computer Equipment/Accessories	\$ 2,100	1,000	
53415	Computer Software/Licensing Fe	\$ 346	600	
53600	Special Departmental Expense	\$ 31,505	21,000	
53680	Goods for Resale	\$ 8,611	15,000	
54500	Taxes and Assessments	\$ 493	1,750	
55100	Land	\$ 85,000	900,000	
Total Expenditures		\$ 1,620,431	\$ -	\$ 2,973,189
Net Surplus (Deficit)		\$ 633,016	\$ -	\$ (522,263)
33100 - Available Fund Balance		\$ 1,546,443	\$ 2,179,459	
Net Surplus (Deficit)		\$ 633,016	\$ (522,263)	
33100 - Ending Fund Balance		\$ 2,179,459	\$ 1,657,196	

Napa County Regional Park and Open Space District
Draft April 15, 2019

Summary (w/o State Parks) FY 2019-2020

		Projected FY 2018-19	Proposed 2019-20	
Revenues				
	State-Other Funding	\$ 196,000	\$ 600,000	
43910	County of Napa	\$ 1,034,344	\$ 916,001	\$916,001
44200	Court Fines	\$ 27,500	-	
45100	Interest	\$ 5,954	8,000	
47150	Other Grants	\$ 160	\$ -	
45300	Rent - Building/Land	\$ 20,574	21,900	
45500	Concessions	\$ 14,960	21,267	
47400	Insurance Settlement	\$ 97,671	-	
47500	Donations and Contributions	\$ 41,500	25,000	
47900	Miscellaneous	\$ -	-	
Total Revenues		\$ 1,438,663	\$ -	\$ 1,592,168
Expenses				
51xxx	District Salaries and Benefits	\$ 44,807	\$ 205,660	
52100	Administration Services	\$ 350,555	\$ 398,022	
52105	Election Services	\$ -	\$ 150,000	
52125	Accounting/Auditing Services	\$ 15,512	15,500	
52140	Legal Services	\$ 7,407	10,000	
52325	Waste Disposal Services	\$ 8,429	8,000	
52340	Landscaping Services	\$ -	-	
52360	Construction Services	\$ 28,000	256,000	
52490	Other Professional Services	\$ 245,056	67,850	
52520	Maintenance-Vehicles	\$ -	1,000	
52525	Maintenance-Infrastructure/Lan	\$ -	-	
52705	Insurance - Premiums	\$ 28,049	31,000	
52800	Communications/Telephone	\$ 978	500	
52810	Advertising/Marketing	\$ 187	6,400	
52820	Printing and Binding	\$ 575	2,250	
52825	Bank Charges	\$ -	-	
52830	Publications & Legal Notices	\$ -	500	
52835	Filing Fees	\$ 50	-	
52840	Permits/License Fees	\$ 374	11,000	
52900	Training/Conference Expenses	\$ 200	1,000	
52905	Business Travel/Mileage	\$ 1,531	-	
52906	Fleet Charges	\$ 106	2,000	
53100	Office Supplies	\$ 3,040	3,000	
53115	Book, Media,Periodicals, Subscrip	\$ 6,655	-	
53120	Memberships/Certifications	\$ 6,921	3,000	
53205	Utilities - Electric	\$ 1,579	200	
53210	Utilities - Propane	-	-	
53250	Fuel	\$ -	300	
53300	Clothing and Personal Supplies	-	300	
53320	Safety Supplies	-	-	
53330	Janitorial Supplies	\$ 194	200	
53345	Construction Supplies/Material	\$ 13,075	12,500	
53350	Maintenance Supplies	\$ 3,332	2,800	
53400	Minor Equipment/Small Tools	\$ 1,810	2,000	
53410	Computer Equipment/Accessories	\$ -	-	
53415	Computer Software/Licensing Fe	\$ 33	100	
53600	Special Departmental Expense	\$ 8,505	15,000	
53680	Goods for Resale	-	-	
54500	Taxes and Assessments	\$ 76	1,250	
55100	Land	\$ 85,000	900,000	
Total Expenditures		\$ 862,036	\$ -	\$ 2,107,332
Net Surplus (Deficit)		\$ 576,627	\$ -	\$ (515,164)
33100 - Available Fund Balance		\$ 622,217	\$ 1,198,844	
Net Surplus (Deficit)		\$ 576,627	\$ (515,164)	
33100 - Ending Fund Balance		\$ 1,198,844	\$ 683,680	

Restricted/Unrestricted Fund Balance

	6/30/2018 (actual)	6/30/2019 (projected)	6/30/2020 (proposed)
<u>RESTRICTED FUNDS</u>			
Moore Creek	\$91,990	\$80,478	\$ 80,478
Suscol Headwaters	\$62,721	\$258,721	\$ -
State Parks	\$1,081,226	\$1,131,919	\$ 1,124,820
Total Restricted Funds without State Parks	\$154,711	\$339,199	\$80,478
with State Parks	\$1,235,937	\$1,471,118	\$1,205,298
<u>UNRESTRICTED FUNDS</u>	\$310,506	\$708,341	\$ 451,898
<u>FUND BALANCE W/O</u>			
<u>CAPITAL ASSETS</u>	\$1,546,443	\$2,179,459	\$1,657,196
<u>Invested in Capital Assets</u>	\$13,878,020		
TOTAL FUND BALANCE	\$15,424,463		

General Fund--Administration

Subdivision: 8500000 - Parks-Administration

		Projected FY 2018-19	Proposed 2019-20
Revenues			
43910	County of Napa	\$ 409,135	\$ 373,793
44200	Court Fines	\$ 27,500	
45100	Interest	\$ 5,954	\$ 6,000
47150	Other Grants	\$ -	
47500	Donations and Contributions	\$ -	
Total Revenues		\$ 442,589	\$ 379,793

Expenses			
51xxx	District Salaries and Benefits	\$ -	\$ 52,379
52100	Administration Services	\$ 152,389	\$ 106,264
52105	Election Services	\$ -	\$ 150,000
52125	Accounting/Auditing Services	\$ 15,512	\$ 15,500
52140	Legal Services	\$ 7,407	\$ 10,000
52490	Other Professional Services	\$ 29,267	\$ 1,250
52520	Maintenance-Vehicles (outside service)	\$ -	\$ 1,000
52705	Insurance - Premiums	\$ 27,125	\$ 30,000
52810	Advertising/Marketing	\$ 187	\$ 200
52820	Printing and Binding	\$ 575	\$ 500
52830	Publications & Legal Notices	\$ -	\$ 500
52840	Permits/License Fees	\$ -	\$ -
52900	Training/Conference Expenses	\$ 200	\$ 1,000
52905	Business Travel/Mileage	\$ 198	\$ -
52906	Fleet Charges (county service)	\$ 106	\$ 2,000
53100	Office Supplies	\$ 3,040	\$ 3,000
53115	Book, Media,Periodicals, Subscrip	\$ -	\$ -
53120	Memberships/Certifications	\$ 6,721	\$ 3,000
53250	Fuel	\$ -	\$ -
53350	Maintenance Supplies	\$ 15	\$ 100
53400	Minor Equipment/Small Tools	\$ -	\$ -
53410	Computer Equipment/Accessories	\$ -	\$ -
53415	Computer Software/Licensing Fe	\$ 33	\$ 100
53600	Special Departmental Expense	\$ 8,000	\$ 3,000

Total Expenditures	\$ 250,775	\$ -	\$ -	\$ 379,793
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Net Surplus (Deficit)	\$ 191,814	\$ -	\$ -	\$ -
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33100 - Available Fund Balance	\$ -	\$ -
Net Surplus (Deficit)	\$ 191,814	\$ -
33100 - Ending Fund Balance	\$ 191,814	\$ -

Objectives

general operations
continue transition to District hiring
employee training

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Moore Creek Park

Subdivision: 8501000 - Parks-Moore Creek

		Projected FY 2018- 19		Proposed 2019-20	
Revenues					
43910	County of Napa	\$	-		\$ 72,935
45300	Rent - Building/Land	\$	20,574		\$ 21,900
47150	Other Grants	\$	-		
47500	Donations and Contributions	\$	40,000		\$ -
	Total Revenues	\$	60,574	\$	-
				\$	94,835
Expenses					
51xxx	District Salaries and Benefits	\$	44,807		\$ 27,958
52100	Administration Services	\$	20,876		\$ 34,752
52325	Waste Disposal Services	\$	2,119		\$ 2,100
52360	Construction Services	\$	25,000		\$ 5,000
52490	Other Professional Services	\$	30,000		\$ 16,975
52525	Maintenance-Infrastructure/Lan	\$	-		\$ -
52705	Insurance - Premiums	\$	924		\$ 1,000
52800	Communications/Telephone	\$	451		\$ 500
52820	Printing and Binding	\$	-		\$ 250
52840	Permits/License Fees	\$	-		\$ -
52905	Business Travel/Mileage	\$	300		\$ -
53100	Office Supplies	\$	-		\$ -
53205	Utilities - Electric	\$	1,406		\$ -
53250	Fuel	\$	-		\$ 100
53345	Construction Supplies/Materials	\$	8,000		\$ 1,000
53350	Maintenance Supplies	\$	2,201		\$ 2,200
53400	Minor Equipment/Small Tools	\$	1,810		\$ 1,000
53600	Special Departmental Expense	\$	146		\$ 1,000
54500	Taxes and Assessments	\$	-		\$ 1,000
	Total Expenditures	\$	138,040	\$	-
				\$	94,835
	Net Surplus (Deficit)	\$	(77,466)	\$	-
				\$	-
33100	Available Fund Balance	\$	91,990		\$ 80,478
	Net Surplus (Deficit)	\$	(77,466)		\$ -
	unadjusted ending fund balance	\$	14,524		
	draw on capital reserve	\$	25,000	year-end balance	\$ 80,478
	year end capital reserve	\$	80,478		

Objectives

monitor
maintain houses
maintain trails
continue Madrone Trail construction with volunteers
complete final trail in Lake Hennessey Unit
6-10 docent led school field trips including transportation
update brochure/translate to Spanish

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Oat Hill Mine Trail

Subdivision: 8501001 - Parks-Oat Hill Mine Trail

		Projected FY 2018- 19			Proposed 2019-20
Revenues					
43910	County of Napa	\$ 169,322			\$ 10,076
	Total Revenues	\$ 169,322	\$ -	\$ -	\$ 10,076
Expenses					
51xxx	District Salaries and Benefits	\$ -			\$ 3,309
52100	Administration Services	\$ 4,088			\$ 5,542
52360	Construction Services	\$ -			\$ -
52490	Other Professional Services	\$ 3,324			\$ 875
52820	Printing and Binding	\$ -			\$ 250
52905	Business Travel/Mileage	\$ 42			\$ -
53100	Office Supplies	\$ -			\$ -
53345	Construction Supplies/Material	\$ -			\$ -
53350	Maintenance Supplies	\$ -			\$ 100
53600	Special Departmental Expense	\$ -			\$ -
55100	Land	\$ -			\$ -
	Total Expenditures	\$ 7,454	\$ -	\$ -	\$ 10,076
	Net Surplus (Deficit)	\$ 161,868	\$ -	\$ -	\$ 0
	33100 - Available Fund Balance	\$ -			\$ -
	Net Surplus (Deficit)	\$ 161,868			\$ 0
	33100 - Ending Fund Balance	\$ 161,868			\$ (0)

Objectives

**monitor trail
continue erosion control
update brochure/ translate to Spanish**

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Napa River and Bay Trail

Subdivision: 8501002 - Parks-Napa River and Bay Trail

		Projected FY 2018-19			Proposed 2019-20	
Revenues						
43910	County of Napa	\$	17,382		\$	12,382
47500	Donations and Contributions	\$	160			
Total Revenues		\$	17,542	\$	-	\$ 12,382
Expenses						
51xxx	District Salaries and Benefits	\$	-		\$	1,654
52100	Administration Services	\$	6,761		\$	9,878
52325	Waste Disposal Services	\$	-		\$	-
52360	Construction Services	\$	-		\$	-
52490	Other Professional Services	\$	3,401		\$	500
52820	Printing and Binding	\$	-		\$	250
52905	Business Travel/Mileage	\$	-		\$	-
53345	Construction Supplies/Materials	\$	-		\$	-
53350	Maintenance Supplies	\$	29		\$	100
53600	Special Departmental Expense	\$	-			
Total Expenditures		\$	10,191	\$	-	\$ 12,382
Net Surplus (Deficit)		\$	7,351	\$	-	\$ (0)
33100 - Available Fund Balance		\$	-		\$	-
Net Surplus (Deficit)		\$	7,351		\$	(0)
33100 - Ending Fund Balance		\$	7,351		\$	0

Objectives

seek approvals to complete trail
maintain existing trail in Am Can and under Butler Bridge
new brochure/translate to Spanish

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Camp Berryessa

Subdivision: 8501003 - Parks-Camp Berryessa

		Projected FY 2018-19		Proposed 2019-20	
Revenues					
43410	State-Coastal Conservancy				
43910	County of Napa	\$	40,615	\$	18,400
45500	Concessions	\$	14,960	\$	15,000
Total Revenues		\$	55,575	\$	33,400
Expenses					
51xxx	District Salaries and Benefits	\$	-	\$	14,741
52100	Administration Services	\$	20,827	\$	8,159
52325	Waste Disposal Services	\$	3,093	\$	3,000
52360	Construction Services	\$	3,000	\$	-
52490	Other Professional Services	\$	4,881	\$	500
52525	Maintenance-Infrastructure/Lan	\$	-	\$	-
52810	Advertising/Marketing	\$	-	\$	500
52820	Printing and Binding	\$	-	\$	250
52840	Permits/License Fees	\$	-	\$	250
52905	Business Travel/Mileage	\$	211	\$	-
52906	Fleet Charges	\$	-	\$	-
53100	Office Supplies	\$	-	\$	-
53205	Utilities - Electric	\$	173	\$	200
53330	Janitorial Supplies	\$	194	\$	200
53345	Construction Supplies/Material	\$	75	\$	500
53350	Maintenance Supplies	\$	-	\$	100
53400	Minor Equipment/Small Tools	\$	-	\$	-
53600	Special Departmental Expense	\$	-	\$	5,000
Total Expenditures		\$	32,454	\$	33,400
Net Surplus (Deficit)		\$	23,121	\$	-
33100 - Available Fund Balance			-	\$	-
Net Surplus (Deficit)			23,121	\$	-
33100 - Ending Fund Balance			23,121	\$	-

Objectives

increase promotion/usage
prepare Camp brochure

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Berryessa Vista

Subdivision: 8501004 - Parks-Berryessa Vista

		Projected FY 2018-19		Proposed 2019-20	
Revenues					
43910	County of Napa	\$	104,311	\$	9,427
Total Revenues		\$	104,311	\$	9,427
Expenses					
51xxx	District Salaries and Benefits	\$	-	\$	3,309
52100	Administration Services	\$	2,149	\$	4,868
52490	Other Professional Services	\$	2,550	\$	500
52820	Printing and Binding	\$	-	\$	250
52905	Business Travel/Mileage	\$	-	\$	-
53345	Construction Supplies/Materials	\$	-	\$	500
53600	Special Departmental Expense	\$	-		
55100	Land	\$	85,000		
Total Expenditures		\$	89,699	\$	9,427
Net Surplus (Deficit)		\$	14,612	\$	-
33100 - Available Fund Balance		\$	-	\$	-
Net Surplus (Deficit)		\$	14,612	\$	-
33100 - Ending Fund Balance		\$	14,612	\$	-

Objectives

monitor property
improve trail and signage from lake
prepare brochure for park/translate to Spanish

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Napa River Ecological Reserve

Subdivision: 8501005 - Parks-Napa River Ecological Rs

		Projected FY 2018- 19			Proposed 2019-20
Revenues					
43910	County of Napa	\$ 27,761			\$ 15,909
	Total Revenues	\$ 27,761	\$ -	\$ -	\$ 15,909
Expenses					
51xxx	District Salaries and Benefits	\$ -			\$ 3,309
52100	Administration Services	\$ 957			\$ 5,375
52325	Waste Disposal Services	\$ 2,717			\$ 2,400
52340	Landscaping Services	\$ -			\$ -
52490	Other Professional Services	\$ 16,965			\$ 4,375
52820	Printing and Binding	\$ -			\$ 250
52905	Business Travel/Mileage	\$ -			\$ -
53350	Maintenance Supplies	\$ 185			\$ 200
53600	Special Departmental Expense	\$ -			\$ -
	Total Expenditures	\$ 20,824	\$ -	\$ -	\$ 15,909
	Net Surplus (Deficit)	\$ 6,937	\$ -	\$ -	\$ -
33100 - Available Fund Balance					
		\$ -			\$ -
	Net Surplus (Deficit)	\$ 6,937			\$ -
	33100 - Ending Fund Balance	\$ 6,937			\$ -

Objectives

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

Projected 2018-2019 (based on 9 month actuals) Proposed 2019-2020 Vine Trail

Subdivision: 8501006 - Parks-Vine Trail

		Projected FY 2018-19			Proposed 2019-20
Revenues					
43910	County of Napa	\$ 2,064			\$ 5,375
Total Revenues		\$ 2,064	\$ -	\$ -	\$ 5,375
Expenses					
51xxx	District Salaries and Benefits	\$ -			\$ -
52100	Administration Services	\$ 3,551			\$ 5,375
52905	Business Travel/Mileage	\$ 33			\$ -
Total Expenditures		\$ 3,584	\$ -	\$ -	\$ 5,375
Net Surplus (Deficit)		\$ (1,520)	\$ -	\$ -	\$ -
33100 - Available Fund Balance		\$ -			\$ -
Net Surplus (Deficit)		\$ (1,520)			\$ -
33100 - Ending Fund Balance		\$ (1,520)			\$ -

Objectives coordinate VT/NRBT alignment between Am Can and Soscol Ferry Rd
 support VT alignment affecting State Park
 obtain easement for crossing Syar property

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Putah Creek

Subdivision: 8501007 - Parks-Putah Creek

		Projected FY 2018-19		Proposed 2019-20	
Revenues					
43910	County of Napa	\$	15,324	\$	13,091
47900	Miscellaneous	\$	-		
Total Revenues		\$	15,324	\$	13,091
Expenses					
51xxx	District Salaries and Benefits	\$	-	\$	1,654
52100	Administration Services	\$	2,404	\$	11,186
52360	Construction Services	\$	-	\$	-
52490	Other Professional Services	\$	2,556	\$	-
52840	Permits/License Fees	\$	236	\$	250
52905	Business Travel/Mileage	\$	-	\$	-
53345	Construction Supplies/Materials	\$	3,000	\$	-
53350	Maintenance Supplies	\$	-	\$	-
53600	Special Dept Expense	\$	-	\$	-
54500	Taxes and Assessments	\$	-	\$	-
Total Expenditures		\$	8,196	\$	13,091
Net Surplus (Deficit)		\$	7,128	\$	-
33100 - Available Fund Balance		\$	-	\$	-
Net Surplus (Deficit)		\$	7,128	\$	-
33100 - Ending Fund Balance		\$	7,128	\$	-

Objectives

- work on R&PP transfer from BLM
- work on access issue for Spanish Valley
- Work on conservation easement for Spanish Valley
- Seek agreement wih LBEOA

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
State Parks

Subdivision: 8501008 - Parks-State Parks

		Projected FY 2018-19		Proposed 2019-20	
Revenues					
45100	Interest	\$	13,902	\$	13,902
45300	Rent - Building/Land	\$	16,800	\$	16,800
45500	Concessions	\$	748,393	\$	750,000
47500	Donations and Contributions	\$	24,236	\$	78,056
47900	Miscellaneous	\$	4,425		
Total Revenues		\$	807,756	\$	858,758
Expenses					
51xxx	District Salaries and Benefits	\$	195,694	\$	218,004
52100	Administration Services	\$	346,339	\$	362,818
52325	Waste Disposal Services	\$	25,553	\$	20,000
52340	Landscaping Services	\$	2,280	\$	3,500
52360	Construction Services	\$	9,379	\$	62,000
52490	Other Professional Services	\$	47,948	\$	65,000
52520	Maintenance-Vehicles (outside services)	\$	4,213	\$	5,000
52525	Maintenance-Infrastructure/Lan	\$	1,228	\$	1,500
52705	Insurance - Premiums	\$	1,340	\$	1,500
52800	Communications/Telephone	\$	12,476	\$	5,760
52810	Advertising/Marketing	\$	421	\$	500
52820	Printing and Binding	\$	7,000	\$	2,500
52825	Bank Charges	\$	1,275	\$	1,125
52840	Permits/License Fees	\$	-	\$	1,000
52900	Training/Conference Expenses	\$	1,037	\$	5,000
52905	Business Travel/Mileage	\$	482	\$	500
52906	Fleet Charges (county services)	\$	6,811	\$	3,000
53100	Office Supplies	\$	1,576	\$	2,500
53205	Utilities - Electric	\$	20,886	\$	22,000
53210	Utilities - Propane	\$	658	\$	650
53250	Fuel	\$	-	\$	-
53300	Clothing and Personal Supplies	\$	279	\$	5,000
53320	Safety Supplies	\$	298	\$	500
53330	Janitorial Supplies	\$	3,875	\$	3,500
53345	Construction Supplies/Material	\$	6,122	\$	20,000
53350	Maintenance Supplies	\$	15,680	\$	20,000
53400	Minor Equipment/Small Tools	\$	9,772	\$	10,000
53410	Computer Equipment/Accessories	\$	2,100	\$	1,000
53415	Computer Software/Licensing Fe	\$	313	\$	500
53600	Special Departmental Expense	\$	23,000	\$	6,000
53680	Goods for Resale	\$	8,611	\$	15,000
54500	Taxes and Assessments	\$	417	\$	500
Total Expenditures		\$	757,063	\$	865,857
Net Surplus (Deficit)		\$	50,693	\$	(7,099)
33100	Available Fund Balance	\$	1,081,226	\$	1,131,919
	Net Surplus (Deficit)	\$	50,693	\$	(7,099)
33100	Ending Fund Balance	\$	1,131,919	\$	1,124,820

Objectives obtain new operating agreement
ongoing maintenance and operations
repairs to water wheel
obtain PEF to repair cabin behind Wright House
repair Palisades Trail, Coyote Peak Trail
complete cemetery restoration
increase cabin occupancy rate to 50%
make repairs to Silverado House/Banditini House
electrical repairs to VC
expand outdoor education programs
assume responsibility for water system including new water well for Bothe
investigate heater for pool

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Suscol Headwaters

Subdivision: 8501009 - Parks-Suscol Headwaters Pres

		Projected FY 2018-19			Proposed 2019-20
Revenues					
43790	State-Other Funding	\$ 196,000			
43910	County of Napa	\$ 79,907			\$ 6,950
	Interest	\$ 761			\$ 2,000
47150	Other grants	\$ -			\$ -
	Concessions	\$ 6,267			\$ 6,267
47500	Donations and Contributions	\$ -			\$ 25,000
Total Revenues		\$ 282,935	\$ -	-	\$ 40,217
Expenses					
51xxx	District Salaries and Benefits	\$ -			\$ 13,534
52100	Administration Services	\$ 7,049			\$ 52,904
52360	Construction Services				\$ 221,000
52490	Other Professional Services	\$ 4,000			\$ 5,500
52820	Printing and Binding	\$ -			\$ 250
52840	Permits/License Fees	\$ -			\$ 5,000
52905	Business Travel/Mileage	\$ 16			\$ -
53345	Construction Supplies/Materials	\$ -			\$ 500
53600	Special Departmental Expense	\$ -			\$ -
54500	Taxes and Assessments	\$ -			\$ 250
55100	Land	\$ -			\$ -
Total Expenditures		\$ 11,065	\$ -	\$ -	\$ 298,938
Net Surplus (Deficit)		\$ 271,870	\$ -	\$ -	\$ (258,721)
33100 - Available Fund Balance		\$ 62,721			\$ 258,721
Net Surplus (Deficit)		\$ 271,870			\$ (258,721)
33100 - Ending Fund Balance		\$ 334,591			\$ -

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 (funding and costs to be carried over from prior fiscal year)
construct new loop trail
trail signage

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Amy's Grove

Subdivision: 8501010 - Parks-Amy's Grove

		Projected FY 2018-19		Proposed 2019-20	
Revenues					
43790	State-Other funding				\$600,000
43910	County of Napa	\$	63,104	\$	185,564
45500	Concessions	\$	-		
47400	Insurance Settlement	\$	97,671		
47500	Donations and Contributions	\$	1,500		
Total Revenues		\$	162,275	\$	-
			-	\$	-
				\$	785,564

Expenses					
51xxx	District Salaries and Benefits	\$	-	\$	20,407
52100	Administration Services	\$	46,001	\$	65,775
52325	Waste Disposal Services	\$	500	\$	500
52360	Construction Services	\$	-	\$	30,000
52490	Other Professional Services	\$	125,000	\$	13,625
52835	Filing Fees	\$	50	\$	-
52840	Permits/License Fees	\$	138	\$	500
52905	Business Travel/Mileage	\$	500	\$	-
52906	Fleet Charges	\$	-	\$	-
53100	Office Supplies	\$	-	\$	-
53250	Fuel	\$	200	\$	200
53345	Construction Supplies/Materials	\$	2,000	\$	10,000
53350	Maintenance Supplies	\$	902	\$	-
53400	Minor Equipment/Small Tools	\$	-	\$	1,000
53600	Special Department Expense	\$	-	\$	-
54500	Taxes and Assessments	\$	76	\$	-
55100	Land			\$	900,000
Total Expenditures		\$	175,367	\$	-
			-	\$	-
				\$	1,042,007

Net Surplus (Deficit)	\$	(13,092)	\$	-	\$	-	\$	(256,443)
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33100 - Available Fund Balance	\$	-	\$	-
Net Surplus (Deficit)	\$	(13,092)	\$	(256,443)
33100 - Ending Fund Balance	\$	(13,092)	\$	(256,443)

Objectives

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

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Cedar Roughs/Smittle Creek

Subdivision: 8501011 - Parks-Cedar Roughs

		Projected FY 2018-19			Proposed 2019-20	
Revenues						
43910	County of Napa	\$	13,821		\$	26,038
47500	Donations and Contributions	\$	-	-	\$	-
Total Revenues		\$	13,821	\$ -	\$ -	\$ 26,038
Expenses						
51xxx	District Salaries and Benefits	\$	-		\$	3,309
52100	Administration Services	\$	912		\$	17,729
52325	Waste Disposal Services	\$	1,132		\$	-
52360	Construction Services	\$	-		\$	-
52490	Other Professional Services	\$	555		\$	-
52840	Permits/License Fees	\$	-		\$	5,000
52905	Business Travel/Mileage	\$	-		\$	-
53600	Special Departmental Expense	\$	-		\$	-
54500	Taxes and Assessments	\$	-		\$	-
55100	Land	\$	-		\$	-
Total Expenditures		\$	2,599	\$ -	\$ -	\$ 26,038
Net Surplus (Deficit)		\$	11,222	\$ -	\$ -	\$ -
33100 - Available Fund Balance		\$	-		\$	-
Net Surplus (Deficit)		\$	11,222		\$	-
33100 - Ending Fund Balance		\$	11,222		\$	-

Objectives: monitoring
complete environmental studies/ obtain Use Permit

Projected 2018-2019 (based on 9 month actuals)
Proposed 2019-2020
Other Projects

Subdivision: xxxxx - Parks-Other Projects

		Projected FY 2018-19			Proposed 2019-20	
Revenues						
43910	County of Napa	\$	91,598		\$	166,062
47150	Other Grants	\$	-			
47500	Donations and Contributions	\$	-			
Total Revenues		\$	91,598	\$	-	\$ 166,062
Expenses						
51xxx	District Salaries and Benefits	\$	-		\$	60,097
52100	Administration Services	\$	82,591		\$	70,216
52490	Other Professional Services	\$	22,557		\$	23,750
52800	Communications/Telephone	\$	527		\$	-
52810	Advertising/marketing				\$	5,700
52905	Business Travel/Mileage	\$	231		\$	-
53115	Books/Media/Periodicals/Subsc	\$	6,655			
53120	Memberships/Certifications	\$	200		\$	-
53300	Clothing and Personal Supplies				\$	300
53600	Special Departmental Expense	\$	359		\$	6,000
55100	Land	\$	-			
Total Expenditures		\$	113,120	\$	-	\$ 166,062
Net Surplus (Deficit)		\$	(21,522)	\$	-	\$ -
33100 - Available Fund Balance		\$	-		\$	-
Net Surplus (Deficit)		\$	(21,522)		\$	-
33100 - Ending Fund Balance		\$	(21,522)		\$	-

Objectives

Investigate/develop new projects

Community outreach and involvement (newsletter, website, social media, presentations, events)

Westwood Hills vegetation management

continue monthly guided walks

**Position Allocation Table**

REV 6.10.19

Budget Subdivision	Title	Positions
State Park	Park Maintenance Specialist	1
State Park	Park Steward Assistant	1
State Park	Park Aide	1
Various	Park Maintenance Specialist	1
Various	Park and Open Space Planner	0.5



Salary Table

REV 6.10.19

Park Aide / Lifeguard

Step 1	Step 2	Step 3	Step 4	Step 5
\$12.84	13.79	14.78	15.73	16.70

Park Steward Assistant

Step 1	Step 2	Step 3	Step 4	Step 5
\$22.57	24.55	25.69	26.76	28.03

Park Maintenance Specialist

Step 1	Step 2	Step 3	Step 4	Step 5
\$28.82	30.08	31.49	32.91	34.35

Park and Open Space Planner

Step 1	Step 2	Step 3	Step 4	Step 5
\$45.43	47.64	49.86	52.06	54.61



**NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT**

Karen Bower Turjanis
Director, Ward One

Tony Norris
Director, Ward Two

Brent Randol
Director, Ward Three

Dave Finigan
Director, Ward Four

Barry Christian
Director, Ward Five

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, May 13, 2019 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, Dave Finigan, Tony Norris and Brent Randol

Directors absent: Barry Christian

Staff present: Chris Cahill, Teresa Bledsoe

Staff absent: John Woodbury

2. Public Comment

None.

3. Set Matters

2:00 pm

Consideration and release of draft budget for FY 2019-20 for public comment
Directors voted to release the draft budget for public comment without revision and to set a public hearing and potential adoption for June 10, 2019.

TN-DF-KBT-BR-BC

X

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meetings on April 8, 2019.

Minutes for the April 8, 2019 meeting were approved.

KBT-TN-DF-BR-BC

X

- b. Consideration and potential direction to the General Manager to sign on to a letter of support for SB 474 (Stern), extending the Habitat Conservation Fund to 2050.

Directors voted to find that the proposed action is not a project under CEQA and direct the General Manager, or his designate, to sign on to the letter of support of SB 474 (Stern) circulated by Defenders of Wildlife.

DF-TN-KBT-BR-BC

X

- c. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
A question was raised regarding Suscol Headwaters trail design. A brief discussion ensued. Directors received report.
- d. Review of the District Projects Status Report.
Chris Cahill gave report on Amy's Grove, Berryessa Vista, Camp Berryessa and The Cove. Rick Fessenden, Parks Maintenance Specialist, gave the report on Lake Hennessey North Shore Trails.
- e. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
Monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park was received by the board. No formal action was taken.

5. Announcements by Board and Staff

- Directors gave an update on their presentations for the Master Plan Update. Brent said he has a write-up on all of his meetings and will be happy to share his notes.
- Karen Bower-Turjanis commented on the success of the Earth Day Celebration. She also wanted to acknowledge the passing of Betty Kelly on Good Friday as she was a wonderful woman. Lastly, Karen mentioned she recently had the pleasure of sitting in on a presentation given by David Morrison at the high school that was very interesting and informative.
- David Finigan announced his attendance recently at the National Trust for Public Lands Meeting.
- Tony Norris announced that the Watershed Symposium is coming up on May 16th at Copia at which he will be doing a brief speech and slide presentation on the fire restoration efforts up at the Cove. He had the opportunity to attend portions of the Special Parks District Forum between May 5-9th and a lot of it focused on exchanging ideas for funding options and sources. They provided a newsletter for each day of the forum and Tony passed that along for the other directors to look at.

6. Agenda Planning

None.

8. Adjournment

Adjourned to the Regular NCRPOSD Board Meeting June 10, 2019.

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 = Absent



STAFF REPORT

By: John Woodbury
Date: June 10, 2019
Item: 4.b
Subject: Consideration and potential approval of certificate of acceptance of grant deed for APN 019-220-017, payment of \$76,000 for the purchase of the land, and payment of \$3,430 for the Land Trust of Napa County's appraisal, title insurance and closing costs for their 2014 acquisition of the property on behalf of the District, and authorization for the Board President and/or General Manager to execute all necessary documents.

RECOMMENDATION

- (1) Approve Certificate of Acceptance of grant deed for APN# 019-220-017.
- (2) Approve payment to Land Trust of Napa County in the amount of \$79,430.
- (3) Authorize Board President and/or General Manager to execute all necessary documents.

ENVIRONMENTAL DETERMINATION

Categorically Exempt. The acquisition of land or interests in land to create parks is exempt from the application of the California Environmental Quality Act (CEQA) under State CEQA Guidelines, Class 16 (*Transfer of Ownership of Land in Order to Create Parks*) and the Napa County Regional Park and Open Space District's Local CEQA Guidelines, Class 5, Sub 2 (*Minor Alterations in Land Use Limitations - Acceptance of Interest in Property*). No management plan has been prepared for the property; the District must amend a Napa County use permit prior to opening the facility to the public and a management plan will be developed at that time. There are no unusual circumstances associated with the acquisition of the subject property that would cause it to have a significant effect on the environment.

BACKGROUND

On November 10, 2014, the District Board voted to request the Land Trust assist the District by acquiring an 80 acre parcel immediately south of the District's Berryessa Vista property, and surrounded on three sides by BLM land, with a commitment to purchase the property from the land trust when the District had sufficient funding available to reimburse the land trust for the value of the land and their transaction costs.

As the "donut hole" between the District and BLM holdings, the 80 acre property is important to securing logical boundaries for these public lands, controlling inappropriate off-road vehicle trespass into Berryessa Vista Wilderness Park, and providing non-motorized public access to the expansive views that can be enjoyed from the top of the hills in this area.

In April 2019 the District obtained an updated appraisal for the property, which concluded the fair market value of the property was still \$76,000. The Land Trust's transaction costs including appraisal, title insurance

and closing costs were \$5,430, less \$2,000 for a contribution they received for the purchase from the non-profit organization Tuleyome.

The current (FY 2018-19) District budget includes up to \$85,000 to cover the cost of this transaction.



STAFF REPORT

By: John Woodbury
Date: June 10, 2019
Item: 4.c
Subject: Consideration and potential approval of request to extend option (Agreement No. 18-10) for the purchase of 164 acres on Dry Creek Road (APN #034-370-036 and -039).

RECOMMENDATION

Authorize General Manager to request extension of the Agreement No. 18-10 option period to December 15, 2019.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

The District entered into Agreement No. 18-10 on September 10, 2018 to purchase 164 acres from the Chamberlain family. That agreement runs through June 30, 2019, but may be extended to December 15, 2019 if so requested by the District.

The District's plan for funding the purchase of the property relies on three sources of funding: \$200,000 from a competitive grant from the State Habitat Conservation Fund, \$400,000 from the per capita formula grant funds available from Prop 68, \$280,000 from District reserves, with the remainder of the difference between \$880,000 and the final appraised value (estimated last year to be \$1,140,000; the seller has order an updated appraisal) to be donated by the seller.

We have received positive feedback on the competitive grant funds, and expect an official answer in June or July. The per capita funds are expected to be released this fall. The draft budget before the District Board on June 10th includes the District's share of the cost.

It is staff's intent to close on the acquisition as soon as the funds become available, but it is likely this will not be until close of the December 15th deadline.



STAFF REPORT

By: John Woodbury
Date: June 10, 2019
Item: **4.d**
Subject: Consideration and potential approval of certificate of acceptance of grant deed for that portion of APN No. 034-370-040 that is west of the centerline of Dry Creek Road, and authorization for Board President and/or General Manager to execute all necessary documents including but not limited to the Covenant and Use Restriction on a portion of APN No. 034-040-015.

RECOMMENDATION

- (1) Approve Certificate of Acceptance of grant deed for the portion of APN No. 034-370-040 that is west of the centerline of Dry Creek Road.
- (2) Authorize Board President and/or General Manager to execute all necessary documents including but not limited to the Covenant and Use Restriction on a portion of APN No. 034-040-015.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

In September 2018 the District Board approved Agreement 18-11, a memorandum of understanding laying out terms whereby a seven acre portion of APN No. 034-070-040 immediately to the north of the District's Amy's Grove property would be donated to the District, in exchange for which the District would agree to a Covenant and Use Restriction on a less than one-acre meadow located on the Amy's Grove property, immediately to the west of Dry Creek Road. The restriction would make the meadow a forever-wild area, and prevent the District from constructing a staging area or other improvements on the meadow, as well as prevent the general public from using the meadow.

A survey of the meadow area has now been completed, and draft Grant Deed and Covenant and Use Restriction have been prepared. With the actions requested at this time, staff will record the documents as soon as the owner of APN No. 034-070-040 (Kateley) has signed and notarized the Grant Deed, and the County Planning Director has completed a General Plan conformity review and confirmed exemption from the Subdivision Map Act.

Since no money is changing hands, staff is not planning to prepare a title report or obtaining title insurance. Thus, there is no impact on this year's budget.

Acceptance of the Grant Deed for the seven acres west of Dry Creek Road is a key step in joining Amy's Grove to the planned purchase of 164 acres north of Amy's Grove.



STAFF REPORT

By: Chris Cahill
Date: June 10, 2019
Item: **4.e**
Subject: Consideration and potential approval of interim policies regarding employee health and dental insurance benefits and approval of a contract therefor with Kaiser Permanente.

RECOMMENDATION

- (1) Approve an employee health and dental insurance contract with Kaiser Permanente with an estimated not-to-exceed District cost of +/- \$3,500 per month. *(Final contract terms and not-to-exceed figure subject to the review and approval of the General Manager, details to be reported out to the Board at your next regular meeting.)*
- (2) Adopt the interim benefit policies included in this staff report.

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 District pivots to doing more of its business with directly hired staff we have been working to implement all of the policies and programs that necessarily come with being a public sector employer in California. In March 2018 we contracted with specialist outside labor and employment law counsel, in April 2018 the Board adopted an Interim Personnel Manual, in May 2018 we joined the Special District Risk Management Authority, in September 2018 the Board approved payments to regular employees in-lieu of healthcare, and in April 2019 the Board adopted a formal Personnel Manual. Next up on this many-stage process is replacing the payment in-lieu of healthcare with actual District provided group medical coverage for our regular (meaning non-seasonal and/or non-temporary) employees.

In the name of parity, we have worked as much as possible to model our health benefits after those offered by the County of Napa. Because we're a much smaller employer, we weren't able to precisely duplicate the County offerings either in selection (the County offers Kaiser as well as multiple PPOs, we will just be offering Kaiser) or in plan richness (the Platinum 90/15 HMO plan we are proposing to offer, while very good, doesn't quite match the County plan). Positively, however,

because our workforce is younger and has fewer dependents than the County's, on average our cost structure is lower. We are currently spending \$740.88 per month per employee on the payment in-lieu of healthcare, for the 2019/2020 fiscal year Kaiser is estimated to cost the District +/- \$507 per month per employee, with dental insurance adding another +/- \$51 per month per covered individual. Over time, as employees mature, the District's cost structure can be expected to rise and may ultimately be closer to the County's. In the near term, however, the proposed contract will decrease the District's costs on a per employee basis.

The Board should expect to see a fleshed out benefits amendment to the District Personnel Manual at some point over the next three to six months, but in the near term we will need some interim policies to guide our implementation of healthcare benefits. Again largely paralleling the County of Napa's benefit structure, we would request that the Board approve the following interim policies:

Eligible Employees

Employees eligible for District group health and dental coverage shall include full time and part time regular employees of the District serving in Board allocated positions.

Health and Dental Insurance Cost Share

For eligible employees, the District shall pay the following proportions of District group health and dental coverage costs, with the remainder being the responsibility of the employee:

Employee - 100% of the plan premium

Employee's Spouse and/or Dependent Children - 87% of the plan premium

Part Time Employees - As above, except that the District share shall be prorated (so, for instance, the District would pay 50% of the premium for an eligible half time employee and 43.5% for that employee's dependents).

Withholdings

The District may deduct the employee share of District group health and dental premium costs from the employee's paycheck. If the District's payroll system is unable to immediately implement those withholdings upon commencement of plan coverage (planned to be July 1, 2019), the District will advance the money to the employee and may deduct the same in arrears from the employee's paycheck once the payroll system allows it.

Effect of Leave Without Pay

The District shall not pay insurance premiums for employees on an unpaid leave of absence unless specifically provided in another District policy such as the Family and Medical Care Leave policy. Employees can elect to waive coverage providing that they can show they are covered by health insurance elsewhere.

Continuation of Health Benefits - COBRA

As stated above, the District's health care plans are maintained for employees in regular pay status and their covered dependents. The federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and a related California law allow employees and their dependents to continue health care coverage at their own expense for up to 36 months if they lose coverage due to termination or other qualifying events. The District's COBRA program is administered by Kaiser Permanente.

Other Rules

Information describing coverage is available from the District General Manager upon request. To the extent there may be a conflict between the language used here and the language contained in the group plan documents, the plan documents shall prevail.



STAFF REPORT

By: John Woodbury
Date: June 10, 2019
Item: 4.f
Subject: Consideration and potential approval of Amendment No. 1 to Agreement No. 18-09 with Jonny Ehlers for Naturalist Programming, extending the term to June 30, 2020.

RECOMMENDATION

Approve Amendment No. 1 to Agreement No. 18-09

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

The District in 2018 contracted with Jonny Ehlers to provide naturalist programming for the District. The amount of the contract for one year was for a not-to-exceed amount of \$30,000. A key part of his contract was to expend our outdoor education efforts while also providing training to District staff, with the objective that over time District staff could step up and operate the programming internally.

Much has been accomplished. The District now offers monthly guided hikes for adults and families, as well as numerous hikes and field trips at Bothe-Napa Valley State Park, and to a lesser extent at other District facilities, with District staff taking on the majority of the work.

Over the past year, the District has hosted 65 events (monthly hikes that started in January, class field trips, junior rangers, and Mill tours) as well as three major events (Old Mill Days, Fiesta en el Molino and Pioneer Christmas). The 65 events served a total of 2,041 students and 525 adults. Another approximately 1,000 children and adults attended the three major events.

The Board is requested to extend Agreement No. 18-09 by another year. Of the not-to-exceed amount of \$30,000, a little less than half the amount is projected to have been expended through the end of June 2019; therefore, no increase in the total not-to-exceed amount is proposed. This will enable the District to continue to offer, and expand, the District's naturalist programs, with the bulk of the responsibility falling on District staff, but with Jonny Ehlers available to provide expertise and guidance, and to assist with outreach to Napa educators.



STAFF REPORT

Date: June 10, 2019
Item: **4.g**
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.

RECOMMENDATION

Receive the report.

BACKGROUND

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

Attached is a report showing all District expenditures for May 2019.

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

None to report.

PARKS & OPEN SPACE DISTRICT -MAY 2019 EXPENSE REPORT

General Admin - 85000-00

Date	Journal Line Description	Name	Monetary Amount
05/02/2019	Google gsuite jan feb 2019	WOODBURY,JOHN ROBERT	\$ 56.25

Moore Creek Dept - 85010-00

Date	Journal Line Description	Name	Monetary Amount
05/03/2019	PR2GL Pay End 4/19/19		\$ 195.75
05/03/2019	PR2GL Pay End 4/19/19		\$ 6,579.13
05/03/2019	PR2GL Pay End 4/19/19		\$ 370.44
05/03/2019	PR2GL Pay End 4/19/19		\$ 430.87
05/06/2019	port a potty 4/1/19-4/30/19	JOHNNY ON THE SPOT	\$ 173.97
05/06/2019	Metal sign/laminate	NAPA SIGN SHOP	\$ 26.94
05/13/2019	CV April 19 supplies	CENTRAL VALLEY BUILDERS	\$ 17.27
05/17/2019	PR2GL Pay End 5/3/19		\$ 370.44
05/17/2019	PR2GL Pay End 5/3/19		\$ 6,861.93
05/17/2019	PR2GL Pay End 5/3/19		\$ 448.41
05/17/2019	PR2GL Pay End 5/3/19		\$ 183.11
05/22/2019	PARK140219 05/2019	HERITAGE SYSTEMS, INC.	\$ 367.67
05/28/2019	3/20/19 Excavator Rental Dep#3	WOODBURY,JOHN ROBERT	\$ 1,000.00
05/30/2019	port a potty 5/1/19-5/31/19	JOHNNY ON THE SPOT	\$ 179.77

Camp Berryessa Dept - 85010-03

Date	Journal Line Description	Name	Monetary Amount
05/13/2019	Garbage pickup&trailer pum4/19	BERRYESSA GARBAGE SERVICE AND	\$ 214.40
05/13/2019	PG&E 3/25/19-4/23/19	PACIFIC GAS & ELECTRIC CO	\$ 9.86
05/20/2019	water testing 3/27/19	CALTEST ANALYTICAL LABORATORY	\$ 47.00
05/30/2019	water testing 5/19	CALTEST ANALYTICAL LABORATORY	\$ 50.00

NRER Dept - 85010-05

Date	Journal Line Description	Name	Monetary Amount
05/06/2019	port a potty 4/1/19-4/30/19	JOHNNY ON THE SPOT	\$ 173.17
05/22/2019	April 2019 Invoice	NAPA VALLEY SUPPORT SERVICES	\$ 500.00
05/30/2019	port a potty 5/1/19-5/31/19	JOHNNY ON THE SPOT	\$ 178.94

Putah Creek Dept - 85010-07

Date	Journal Line Description	Name	Monetary Amount
05/06/2019	Burn proj.5/1-7/31/19 358acres	BAY AREA AIR QUALITY MANAGEMENT DISTRICT	\$ 1,022.00

State Park - 85010-08

Date	Journal Line Description	Name	Monetary Amount
05/01/2019	PG&E 3/16/19-4/16/19	PACIFIC GAS & ELECTRIC CO	\$ 427.85
05/01/2019	PG&E 3/15/19-4/15/19	PACIFIC GAS & ELECTRIC CO	\$ 37.58
05/02/2019	All Padlocks new locks 12	WOODBURY,JOHN ROBERT	\$ 121.96
05/02/2019	fabric.com material Feb 2019	WOODBURY,JOHN ROBERT	\$ 116.50
05/02/2019	Ken Stanton books for resale	WOODBURY,JOHN ROBERT	\$ 215.70
05/03/2019	PR2GL Pay End 4/19/19		\$ 212.34
05/03/2019	PR2GL Pay End 4/19/19		\$ 8,156.26
05/03/2019	PR2GL Pay End 4/19/19		\$ 574.59
05/03/2019	PR2GL Pay End 4/19/19		\$ 1,111.32
05/06/2019	Phillips to BM trip#12202	NAPA VALLEY UNIFIED SCHOOL DISTRICT	\$ 595.00
05/06/2019	Monitoring fees 4/15/19	BAY ALARM COMPANY	\$ 198.00

05/06/2019	refund for Christophehr Bruner	CHRISTOPHER BRUNER	\$	150.00
05/06/2019	pallet/bundles firewood	V&V FIREWOOD INC.	\$	1,260.00
05/06/2019	nuts, bolts, water, thinner	STEVES HARDWARE	\$	140.16
05/06/2019	maintenance supplies 4/19	SILVERADO ACE HARDWARE	\$	98.16
05/06/2019	Paint supplies 4/19	THE PAINT WORKS	\$	82.95
05/06/2019	pool supplies 5/1/19	LESLIE'S SWIMMING POOL SUPPLIES	\$	394.31
05/06/2019	5 ton reversable pull 3/19	BROWN'S AUTO PARTS	\$	72.51
05/06/2019	PG&E 3/16/19-4/16/19	PACIFIC GAS & ELECTRIC CO	\$	14.31
05/07/2019	Heartland credit card fees-USB		\$	54.39
05/13/2019	Clover flat App/Freon April 19	CLOVER FLAT LANDFILL	\$	38.25
05/13/2019	Garbage pickup April 19	UPPER VALLEY DISPOSAL SERVICE, INC.	\$	1,025.52
05/13/2019	Autocut 25-2	BELKORP AG, LLC	\$	96.94
05/13/2019	battery cables, antifreeze	BROWN'S AUTO PARTS	\$	194.05
05/13/2019	707-963-2236 3/28/19-4/27/19	AT&T	\$	19.75
05/13/2019	CV April 19 supplies	CENTRAL VALLEY BUILDERS	\$	656.80
05/17/2019	PR2GL Pay End 5/3/19		\$	1,111.32
05/17/2019	PR2GL Pay End 5/3/19		\$	599.35
05/17/2019	PR2GL Pay End 5/3/19		\$	8,555.87
05/17/2019	PR2GL Pay End 5/3/19		\$	231.38
05/20/2019	Chute 5/19	BELKORP AG, LLC	\$	41.64
05/20/2019	Supplies 4/19	CASH & CARRY	\$	171.38
05/20/2019	Aprons, color imprint 4/19	THURSTON SCREEN PRINTING & EMBROIDERY	\$	317.28
05/20/2019	4/29/19-5/4/19 Mileage	CAHILL,CHRISTOPHER MICHAEL	\$	30.16
05/21/2019	StateParks-Bank Supplies Fee		\$	43.25
05/22/2019	NVLA-BMG trip#12091	NAPA VALLEY UNIFIED SCHOOL DISTRICT	\$	287.50
05/22/2019	PARK180919 04/2019	JONATHAN EHLERS	\$	675.00
05/22/2019	Alarm/cc 4/13/19-5/12/19	AT&T	\$	72.73
05/22/2019	Internet 4/10/19-5/09/19	AT&T	\$	330.27
05/22/2019	PG&E 3/14/19-4/15/19	PACIFIC GAS & ELECTRIC CO	\$	811.54
05/23/2019	Offic expenses-April 2019		\$	541.85
05/30/2019	toilet seat,smk alarm,nuts,bol	STEVES HARDWARE	\$	174.31
05/30/2019	Bale Grist bakery supplies	KEITH GIUSTO BAKERY SUPPLY LLC	\$	434.69
05/30/2019	Pool supplies 5/22/19	LESLIE'S SWIMMING POOL SUPPLIES	\$	517.55

Suscol Headwaters Dept - 85010-09

Date	Journal Line Description	Name		Monetary Amount
05/20/2019	Suscol Headwaters survey 4/19	NAPA BOTANICAL SURVEY SERVICES	\$	840.00

Amy's Grove - 85010-10

Date	Journal Line Description	Name		Monetary Amount
05/01/2019	supplies 4/19	ZELLER'S & CLARKS ACE HARDWARE	\$	112.03
05/01/2019	saw chain sharpening	BRIAN'S BLADES	\$	45.00
05/06/2019	port a potty 4/15/19-4/30/19	JOHNNY ON THE SPOT	\$	61.57
05/13/2019	CV April 19 supplies	CENTRAL VALLEY BUILDERS	\$	537.84
05/30/2019	port a potty 5/1/19-5/31/19	JOHNNY ON THE SPOT	\$	119.29

Other Projects - 85010-90

Date	Journal Line Description	Name		Monetary Amount
05/02/2019	facebook ads for skyline video	WOODBURY,JOHN ROBERT	\$	286.69
05/20/2019	4/29/19-5/4/19 Mileage	CAHILL,CHRISTOPHER MICHAEL	\$	27.26

Napa County Regional Park and Open Space District

Projects Status Report

10-Jun-19

Name of Project Description

Status

<p>Amy's Grove</p> <p>Planning and permits for public use of Amy's Grove</p>	<p>The archaeological survey has been completed and did not find evidence of native American activity. The botanical survey has been completed and submitted for review. Much of Amy's Grove burned in the October 2017 fires, but the damage appears to be limited. In Sept 2018 the Board approved placing a restrictive covenant over a portion of Amy's Grove, accepting the donation of an adjacent 7 acres of land, approving an option to acquire 164 acres north of Amy's Grove, and applying for a grant to help fund the purchase. Grant awards are expected to be announced in mid-2019. A legal description of the conservation area covering the meadow at Amy's Grove has been completed. <u>We met with staff of the Resources Agency to tour the Chamberlain extension in support of our HCF grant application on May 8th.</u></p>
<p>Bay/River Trail -- American Canyon to Napa</p> <p>An 8+ mile recreational trail generally following the Napa River and interior levees of associated wetlands.</p> <p>Phase 2-B--Pond 10 to Soscol Ferry Road</p>	<p>The design for the public crossing of the SMART tracks has been completed, and SMART, NRCA and the PUC have verbally agreed to allow the railroad crossing. A biological survey for the Fagan Marsh area has been completed; based on the results, CDFW has indicated they do not want the trail alignment to follow the levee on the north side of Fagan Marsh; District staff is reviewing the feasibility of an alternative alignment. At the request of the City of American Canyon, in August 2017 City and District staff met to discuss strategies for completing the trail and those discussions are ongoing. The Board President and General Manager met with CADFW staff on June 12, 2018 to discuss CDFW concerns. Senator Dodd organized a meeting in October with the City of American Canyon, County of Napa and the District in an attempt to move the project forward, and another meeting with District staff and CADFW staff on November 28, 2018. <u>Staff has been working with BCDC to prevent DFW from imposing user fees for people walking on the trail along the edge of the wetlands.</u></p>
<p>Berryessa Estates</p> <p>Acquire 480 acres next to Berryessa Estates from BLM at no fee through their Recreation and Public Purpose Act procedure. Would connect Lake Berryessa Estates to the District's Spanish Valley holdings.</p>	<p>The District in 2009 applied to BLM for a no-fee transfer of this property to the District for the no-fee transfer of this property; while this transfer has received conceptual approval by BLM staff, the formal approval has been delayed because of property title issues between BLM and BOR. The District has completed the donation to the District of a small, 0.2 acre property that provides critical access to the northeast corner of the property. In 2015 Reclamation said they have done their work to clear up the title issue and it is now up to BLM to finish the transfer. BLM thought they would complete their work by the end of 2015, but this did not happen, and a new date for completion has not been set. BLM's timeline has been extended because BLM has determined that not only these but other federal lands in the same general area also need to have their revocation process completed, and they wish to resolve all at the same time. At a meeting on April 14, 2016, the new Superintendent for the Ukiah District of BLM committed to completing the transfer. Because of staffing changes at BLM, as of June 2019 no progress had been made.</p>
<p>Berryessa Vista</p> <p>Planning, stewardship and expansion of this wilderness park.</p>	<p>Volunteers working with the District have completed detailed GIS mapping showing all existing roads, creek crossings, vista points and potential campsites. The District sent a letter to all property owners in that area introducing the District, explaining the deed restriction prohibiting off road vehicles, and asking for their cooperation. Since then there has been less observed damage, although the problem is not resolved. Staff was planning on installing a gate to restrict OHV access, but this has proven infeasible. In 2014 the Land Trust acquired an 80 acre inholding between District and BLM land, based on a District Board action in November 2014 agreeing to acquire the property from the Land Trust at a later date when funding is available. District and Land Trust staff in April 2016 placed a camera on the property in an attempt to identify the off-road vehicle and motorcycle users who have been causing some damage to the property. Staff has been monitoring the cameras since spring 2016 and has noted a small decrease in illegal off road vehicle use; staff will continue to monitor the cameras. Staff is working on plans to create a formal boat-in backcountry camp at Berryessa Vista accessed from the BOR Capell Cove boat launch. The District is now waiting on the Bureau of Reclamation to complete their environmental review of the planned trail work that would occur on Reclamation land. Staff has been reviewing PG&E plans to grade and widen an access road to their high power lines that cross the property, to ensure the work does not cause future erosion nor increase vehicular trespass. Staff is meeting with representatives of local native american tribes to confirm our work will not damage any cultural resources.</p>

Camp Berryessa

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

A grant for \$50,000 to help with construction was provided by the Mead Foundation, together with a \$1.7 million grant from the State Coastal Conservancy. Construction of Phase I, which includes beds for up to 64 campers was completed in June 2016. Jim Hanks, a Bureau of Reclamation maintenance employee and life-long Berryessa resident has moved his park unit trailer onto the property and become our first volunteer camp host. Tuleyome, the BOR, and Forest Trails Alliance are very close to completing the new North End Trail, running from +/- Camp Berryessa to the north end of the Lake, approximately 7 miles each way. In early October, 2017 Caltrans delivered (at no cost to the District) the disassembled and individually numbered pieces of a former Monticello Road stone arch bridge to Camp Berryessa for our eventual use somewhere. The County Fire, which ultimately burned 90,000+ acres on the east side of Lake Berryessa, spared the Camp but did lead to at least one cancellation. We have been working to resolve issues with the composting toilets that have lead to several water leaks and most recently failures of septic pumps. Plumbing issues with the composting toilets have been resolved and the system is again fully operating. With the help of the Bureau of Reclamation, historic bridge stones have been placed around the property to restrict vehicle access and add character. We are planning to complete a fresh fee survey in early 2019 and if we find that our rental rates need to be updated, we will be bringing those to the Board. As of late February 2019, the lake is full and spilling at the Glory Hole. Work on upgrading the water system was completed on time and on budget in May 2019.

(The) Cove at Mt. Veeder

Reconstruction of campground and trails

The Cove was severely burned in the October 2017 fires; since then staff has been working on cleanup. Most of the trees in The Cove are dead or will be soon and will need to be removed before the camp can be reopened. Staff hiked most of the property in early January and confirmed that fire damage is severe and extensive. In early February the County Wildlife Commission toured the Cove to inspect fire impacts and discuss ways in which they might direct funding to fire recovery efforts County-wide. Staff is working with a forester to develop a plan for salvage logging after the rainy season is over to (a) remove hazardous dead trees in the campground area and (b) in the process also repair/improve the access road into the site. The Napa Girl Scout troops have already undertaken a number of projects to help restore the Cove, including new signage and rehabbing the campfire circle. Installation can, however, only happen once salvage logging is complete. Doug McConnell (NBC's Open Road) segment on The Cove (and Suscol Headwaters), comparing the effects of the fires in each location and lessons learned, was aired on Sunday June 24, 2018. Salvage logging commenced in late May, 2018 and is proceeding well. Active logging wrapped up during the week of July 23rd and the logger has completed his clean-up and erosion control operations. Road rebuilding is complete. Heavy rains in early 2019 (more than 5 inches in one day) happily did not wreak too much havoc at the Camp or on the new driveway. A State Employment Development Department funded crew of 4 (using fire emergency job training funds) started work on April 2, 2019; they will be available through the end of the calendar year; we will use them to complete cleanup of leftover fire and logging debris, replanting, and trail repair. The two month rental of a chipper paid for by EDD has run out; most but not all of the chipping of logging slash has been completed. There is now a considerable amount of chain saw work needed to cut the larger dead wood into rounds for splitting (to be used as firewood).

Lake Hennessey North Shore Trails

Would open up several miles of existing dirt access road, and construct approximately 1 mile of new single track trail, into a loop trail system on the north side of Lake Hennessey, and connecting to the planned Moore Creek Open Space Park trail system.

In November, 2009 the Napa City Council directed city staff to work with the District to finalize an agreement for the proposed Hennessey trails. The District approved a Mitigated Negative Declaration on February 14, 2011. A final lease agreement and operations plan was approved by the District Board in August 2012, and by the City Council in September 2012. Work was completed on the connector trail to Moore Creek in June 2013. Lake Hennessey North Shore Trails formally opened with a ribbon cutting on October 18, 2014. The Sam the Eagle Trail was completed in April 2015 and, in staff's opinion, turned out wonderfully. Forest Trails Alliance donated a hand carved wooden trail sign that was installed at the northern terminus of the new trail. District staff and volunteers installed the Harold Kelly bench in early June 2015 and constructed a short ADA-compliant access trail to it on July 11, 2015. The County Wildlife Conservation Commission awarded the District a +/- \$2,000 grant to fund installation of an interpretive birding trail developed in partnership with Napa Solano Audubon along the north shore of the lake, signage was installed in May 2015. A new bench along the shoreline was dedicated to former Director Harold Kelly on October 22, 2015. Napa Marble and Granite installed (well, carved) new trail signage for the Shoreline and Sam the Eagle trails in early September 2017. A new trail ("Old Man's Beard Trail") was completed in February 2018. In June 2018 we met with the City of Napa and received approval to modify several not-yet-built trail segments and discussed an alternate parking configuration for the Conn Valley Road terminus. In late August we flagged nearly 3 miles of new trail segments on the Hennessey Unit; this work should be finished the week of June 10th. Another volunteer work party on the Madrone Trail is planned for June 15, 2019. It appears likely the final section of new trail planned for the Lake Hennessey Unit will be funded through an Active Transportation grant and constructed by Conservation Corps North Bay under our direction.

Moore Creek Park Development

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

The park opened on June 30, 2013. Many miles of trails have been constructed, fencing installed, emergency communications capacity set up, repairs made to the two houses on the property, and invasive French broom removal has been ongoing. The eastern boundary survey and fencing project was completed June 2014. The property owner to the east of Moore Creek filed suit in June 2017 claiming the District owed additional money for the boundary survey and fence separating his property from ours. After several interim victories, the judge in early April 2018 issued the final ruling in support of the District's position; the District will now seek attorney's fees from the losing party. The "Dry Foot" Trail, including three small stone arch bridges, was completed in late January; this trail parallels the Moore Creek Trail but bypasses three stream crossings. Staff hosted trail scouting and trail building volunteer events focused on the Madrone Trail in late May and early June, 2018. We have finalized leases with a tenants for the Gate House (effective Aug 1) and the Ranch House (effective September 1). There was a small fire on Chiles-Pope Valley Rd on Aug 25th, which caused the precautionary evacuation of the park. The Gate House was re-roofed in November 2018 using the Moore Creek maintenance/repair reserve fund. Staff coordinated w meeting with CalFire and a neighbor to determine what level of tree trimming is needed on the neighbor's property next to the ranch house to comply with Firewise regulations and the trimming work is now underway.

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 did a comprehensive evaluation of erosion issues on the trail, and experts from the RCD joined staff for another evaluation in early April. The Bay Area Ridge Trail did some cleanup and minor improvements in late October 2013 to the staging area, and the lower 4 miles of the OHMT was dedicated as part of the Ridge Trail on November 10, 2013. The 40 acre Randy Lee Johnson property donation was completed in December 2014. Volunteers made drainage improvements on the trail in late January 2015 and work parties to install drain dips to control erosion were held in January and April of 2016. A PG&E contractor attempted to drive an ATV up the OHMT in early June, and ended up going into a gully; they promptly removed the vehicle and repaired the trail damage. The first 1.3 miles of the trail was bulldozed as a result of CalFire efforts to suppress the October 2017 wildfires. CalFire had agreed to come back to do more remediation, but subsequent fires in Southern California diverted their staff to help fight those fires. District staff and volunteers in February 2018 replaced the gate at the Calistoga trailhead that had been damaged by CalFire's fire fighting efforts. Staff has been tracking and participating in the City of Calistoga's trail and parkway redesign project at the Vine / Silverado/ OHM Trail intersection, which may result in parking improvements and general beautification of the area. The lower 1/4 mile of the trail was repaired in early January 2019 by staff and volunteers, with an improved inboard drain, culvert and waterbars, to correct problems created by CalFire's 2017 bulldozing. Another landslide occurred due to the heavy rains in late Feb 2019; staff and volunteers have been working on repairs.

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 were unable to agree on the fair market value of the property, negotiations stalled, and the legislative authorization expired. A Draft EIR was released in late September 2013 for the proposed expansion of the adjacent Syar Quarry. The District Board approved comments on the DEIR at 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 Pasini Ridge. The Board of Supervisors rejected the appeals and approved the quarry expansion in July 2016. Legislation introduced by Senator Wolk in January 2016 stalled when the State announced it was opposed to any sale of Skyline Park to the District until completion of a state planning process for future health and welfare services. Senator Dodd in December 2018 introduced SB 20, which would again authorize the State to sell Skyline Park to the District and/or county for the sole purpose of it continuing to be a public park. In January 2019 the District sponsored the filming of a short feature for Doug McConnell's Open Road TV series to help build support for the purchase of Skyline. The District is working with SPCA to utilize a TBID grant obtained by the District to upgrade their web site including an on-line reservation system, improve their park map and brochure, and install an automatic pay machine on the River to Ridge Trail.

Smittle Creek

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

The District completed purchase of this property in December 2015. The next step is to conduct resource surveys, complete CEQA, and obtain permits. A botanist was retained in early 2016 to do a reconnaissance level survey of plant resources as the first step in planning for the property; his report was received in January 2017; the report describes the property as one of the best locations in the County for native grasses. US Geological Survey has requested permission to place a seismic monitoring station on the property; staff has worked with them to identify an appropriate location. In July 2016 the placement request was submitted to the Wildlife Conservation Board (WCB) for concurrence, which as the provider of the grant to acquire the property has the right to review such changes. WCB approved the request in August. An access agreement with USGS is before the District Board for approval at the September 2016 meeting. A group of 20+ people from Tuleyome were given a hiking tour of the property in December 2016, as a way to build interest in the property and build a pool of volunteers to help with restoration and improvement of the property. On March 4 2017, Tuleyome volunteers brushed the Iron Mountain trail (in the Cedar Roughts Wilderness, but accessed via Smittle Creek.) The State Fish and Wildlife Game Warden for this area has been most helpful in patrolling the property looking for illegal poaching. A well-attended volunteer clean up project was held on October 28th, more than filling a 30 yard dumpster with debris. In late May, field staff met with the US Geological Service to assist with the placement of a remote seismographic station on the property.

State Parks

Operate Bothe-Napa Valley State Park, Bale Grist Mill State Historic Park and RLS State Park

The District, with assistance from the Napa Valley State Parks Association, took over management of the parks on April 1, 2012. Since then the District has obtained permits and done improvements to the pool, installed 7 yurts, instituted recycling in the campground and day use areas, pumped all septic system tanks annually, repaired the historic Wright House for use as a rental property, restored 5 cabins, constructed a new shower/toilet facility, and made a large dent in the backlog of deferred maintenance. District efforts to pass legislation allowing the sale of grain from the Bale Mill were unsuccessful. The District has de facto also taken on responsibility for Robert Louis Stevenson State Park, funding repairs to the Silverado House, working with State Parks to get a caretaker into that house to prevent vandalism. In 2014 the District started the process of extending the District's 5 year Operating Agreement and including RLS in the agreement; approval of that new agreement is still pending. The existing OA expired on March 31, 2017; the District is now operating the parks on a month-to-month basis until State Parks can complete the new agreement. The draft OA is now undergoing final review in Sacramento. The District is working with the Vine Trail on the proposed alignment of the Vine Trail through Bothe. More detail on current activities are contained in a separate Parks Report for Bothe and Bale. A storage area at the vacant Silverado House in RLS was broken into in May 2018; State Parks has agreed to let the District repair the house and place a camp host/caretaker on site to prevent further vandalism. The well and water tank was repaired in late 2018, and a District employee is now living on site and serving as the caretaker. A tree fell on the Silverado House in the late Feb 2019 storms; this was cleaned up last week, but the roof which was already in poor shape is now leaking.

Suscol Headwaters Preserve

Improvements to Suscol Headwaters Preserve

Having completed purchase of the Preserve in November, 2017 the District now needs to make improvements required by funders, acquire a Napa County Use Permit, and make improvements necessary to open and operate the eventual park. Improvements needed to satisfy funders include the construction of a California red legged frog (CRLF) breeding pond and various habitat improvements focused on, but not exclusively in, the pond area. Improvements necessary to open and operate the eventual park include in the planning and construction of a trail network, design and installation of signage, and the potential future construction of a parking lot and trailhead improvements off-property to the south, on or near Highway 12 in Jameson Canyon . On July 1st 2015 the board of the Napa Sanitation District approved an easement option agreement which may allow us to construct a trail and trailhead parking lot on their Kelly Road sprayfield property. Alternate off-site options are also being pursued. A portion of the property, mostly in Phase II, burned in the October 2017 firestorm; some trees were killed, and a perimeter grazing fence was destroyed, but otherwise damage was not catastrophic. Staff is working on a funding agreement with the County of Napa that would result in the District receiving the remaining \$196,000 needed to fund frog pond construction. We have installed **No Trespassing** signs adjacent to ranch roads descending off of Suscol Knob to further limit access to the lower portions of the preserve, where property lines are not necessarily well marked or fenced. As of November, Caltrans is once again working on plans and specs for the red legged frog pond. We plan to file a use permit to open the preserve to the public in summer 2019, as soon as the biological survey update that is scheduled for this spring is complete. As of early April 2019 we have begun actively assembling a trail development plan and working on final CRLF pond plans and specifications with Caltrans. We have hired Kevin Smallman, to help with trail corridor planning and spent May 10 and 11 hiking and flagging the property. We have a preliminary trail plan in hand and are ready to begin refining it for environmental and use permit review.

Vine Trail A Class I bicycle/pedestrian path extending from Calistoga to the Vallejo Ferry Terminal sponsored by the Vine Trail Coalition, of which the District is a participating member.

The District has entered into an MOU with the Vine Trail Coalition to provide assistance as requested by the Coalition in receiving funds, preparing plans and environmental documents, constructing and operating the trail. The District, the Bay Area Ridge Trail, the San Francisco Bay Trail and the Vine Trail Coalition have prepared a joint Case Statement for the combined trail network for fundraising purposes. The District on February 5, 2010 submitted an appropriations request for FY 2011 to Senator Feinstein, and a similar request to Congressman Thompson on February 26, 2010 on behalf of the Vine Trail Coalition. The District in April 2013 approved and sent a letter of support for the City of Calistoga's request for a grant from the Coastal Conservancy to plan the trail through Calistoga. The Board President in early June 2014 sent a letter of support for a Vine Trail federal "Tiger" grant to help construct the section of trail between Yountville and Napa. The District continues to coordinate with the Vine Trail on plans to route the Vine Trail through Bothe-Napa Valley State Park. A joint Vine Trail/Ridge Trail dedication event was held at Bothe on July 27, 2014. In March 2015 the Vine Trail initiated discussions with district staff about the possibility of the District providing maintenance for the entire Vine Trail, but in the end the cities and the county decided that each entity will maintain the section within their jurisdiction, rather than paying into a common fund for common maintenance. District staff joined with Vine Trail and State Parks staff in October 2016 to discuss the Vine Trail route through Bothe-Napa Valley State Park; the solution that State Parks is willing to accept will add an estimated \$600,000 to the cost of the Vine Trail. On behalf of the District, the GM in January 2017 wrote a letter of support for their application for funding from NVTA. Caltrans is proposing to replace the aging bridge over Mill Creek; since the construction as proposed could have significant adverse effects for both the Vine Trail and the Bale Mill, District and Vine Trail staff meet with Caltrans and NVTA to discuss ways to mitigate the impacts. In Sept 2018 the Vine Trail Coalition requested the District accept an easement to facilitate the trail connection between Kennedy Park and Napa Pipe. Staff met with the Vine Trail and Syar on March 6, 2019 to work out details related to the easement.

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 Area Ridge Trail Napa-Solano Ridge Trail Loop	Assignment of Tuteur Ridge Trail easement from the Bay Area Ridge Trail to the District	The Bay Area Ridge Trail Council obtained a donated easement from the Tuteur family and constructed a section of Bay Area Ridge Trail adjacent to Skyline Park. In March 2018 the Ridge Trail Council transferred the easement to the District, and with the support of the Tuteur family revised the easement to facilitate an extension of the trail south onto the District's Suscol Headwaters Preserve.
Bay/River Trail -- American Canyon to Napa Phase I	Phase One--Eucalyptus Drive to Green Island Road	Constructed approximately 5 miles of Class I bicycle and pedestrian path in the vicinity of American Canyon along the Napa River was completed in April 2012, in partnership with the City of American Canyon, Department of Fish and Game and Napa Vallejo Waste Management Authority. A formal opening ceremony was held June 2, 2012.
	Phase Two-A Pond 10	DFW surfaced the 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.	
Cedar Roughs/Smittle Creek	Acquisition of 443 acres providing public access to Cedar Roughs from Smittle Creek Day Use Area	Purchase of the property closed in December 2015.
Connolly Ranch	Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.	
The Cove at Mt Veeder	Acquisition of a 160 former Girl Scout Camp	The acquisition of The Cove was completed in December 2017.
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	

<p>Linda Falls Conservation Easement Expansion of conservation easement to cover all of the property at Linda Falls owned by the Land Trust of Napa County</p>	<p>The District previously obtained a conservation easement on one of several parcels owned by the Land Trust of Napa County. The land trust desired to expand this conservation easement to include all of the land trust's holdings at Linda Falls. The purpose is to provide an additional layer of protection for the property. This is a continuation of a long-term project for the district and land trust to hold easements over each other's properties to protect against unforeseen circumstances that could threaten the conservation values of the properties. The District Board approved acceptance of the easement at its October 2016 meeting, and the easement was finalized and recorded in December 2016.</p>
<p>Master Plan Development The Master Plan for 2008-2013 was approved in January 2009</p>	
<p>Master Plan Update First scheduled update to the Master Plan adopted in January 2009</p>	<p>Board adhoc committee appointed. Methodology for doing update has been agreed upon. Project was delayed due to competing demands on staff time (primarily the effort to keep Napa's state parks from closing. A draft update has been prepared by staff working with the Board ad hoc committee for the Master Plan update, and released by the Board at the April 9, 2012 meeting for public comment. The plan update was adopted by the Board at its June 2012 meeting.</p>
<p>Milliken Reservoir Trails and Picnic Area Feasibility Study Would construct approximately 3 miles of Bay Area Ridge Trail plus additional feeder and loop trails, along with a staging and picnic area</p>	<p>The feasibility study has been completed, and accepted by the Board of Directors. The Napa City Council in November, 2009 approved city staff recommendation to hold off on the Milliken Reservoir trails project until the Hennessey trail project is up and running.</p>
<p>Moore Creek Open Space Park Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008.</p>	
<p>Napa River Ecological Reserve Improvements Parking area paved, and rock barrier installed to control vehicular access in 2007. Trash enclosure constructed and entry signs restored by volunteers in 2008. Deteriorated kiosk removed in 2008. The District in July 2008 assumed the County's role in managing the preserve under the joint management agreement with DFG. A new maintenance contract with the non-profit organization Options 3 was started in January 2009. The old deteriorated information kiosk, which had become a serious eyesore, was removed in November 2008.</p>	
<p>Napa River Ecological Reserve Restoration This multi-year project resulted in the removal of the bulk of the invasive teasel that had taken over the 5 acre meadow at the entrance to the Reserve, and the construction of a short native plant interpretive trail. Work was done by volunteers, students, and paid contractors. In doing this work, several thousand students received a day of environmental education about native and invasive plants and riparian ecology.</p>	
<p>Napa River Flood Control Easement Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding</p>	
<p>Newell Preserve Improvements Provide on-site water supply for group campground for cattle</p>	<p>As part of the arrangement with the land trust on the District's purchase of Berryessa Vista, the land trust was willing to use some of the proceeds from the transaction to fund a well pump and distribution system at the Preserve. However, the first well drilled by the City of American Canyon came up dry. The City has dropped plans for digging any more test wells.</p>
<p>Oat Hill Mine Trail The Oat Hill Mine Trail was formally opened in May Of 2008, after a major volunteer work party doing signage installation, brush removal and erosion control.</p>	
<p>Oat Hill Mine Trail Transfer of 40 acre parcel from BLM</p>	<p>The District in 2008 applied to BLM for a non-fee transfer to the District of a 40 acre parcel at Maple Springs on the Oat Hill Mine Trail; this application is pending. Staff met with BLM in February 2011 to discuss how to speed up this transfer; another meeting with the same topic was held August 5, 2011. The District is still waiting on BLM to process the application. BLM in April 2016 indicated they did not want to transfer this parcel, so the District's application will be dropped.</p>
<p>River to Ridge Trail Enhancements Installation of animal silhouettes along the entryway fence illustrating the types of birds and mammals that can be found in the area completed by Eagle Scout candidate in 2008. In November 2008 five Valley Oak trees were planted at the Highway 221 entrance to the trail with the assistance of a volunteer from CNPS.</p>	
<p>River to Ridge Trail Lot line adjustment to legalize River to Ridge Trail as constructed (it currently encroaches on</p>	<p>Deeds accomplishing the adjustment in property boundaries between Syar and the State have been recorded.</p>
<p>River to Ridge Trail Entrance Enhancements A new information kiosk was installed at the entrance in December 2008 as part of a Boy Scout project. Several Live Oak seedlings were donated by CNPS and have been planted at the entrance to improve its appearance.</p>	

River to Ridge Trail

Correct drainage problems to trail can be used year-round.

Two volunteer work weekends in March and April and two more in May of 2010 were organized by the District to clear brush, improve drainage, and surface about 300 feet of the trail with quarry fines to control problems with mud. Volunteers completed additional work in August 2011.

Skyline Park Road and Trail Improvements

Erosion control work on Lake Marie Road, and paving of campground loop road, completed in 2007 using State Prop 12 funds.

Skyline Park Concessionaire Agreement Renewal

District staff negotiated renewal of concessionaire agreement on behalf of the County. The renewal involved changes to the fee schedule and amendments to and approval of subagreements with three non-profit partner organizations.

Skyline Park Trail Improvements

Major volunteer event to reroute and repair trails

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

Skyline Park Facility Improvements

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

The proposals for a second greenhouse and a covered arena were approved by the Department of General Services and by the County Board of Supervisors. The sponsors of these projects are now raising funds for implementation.

South Napa Wetlands Habitat Area

Transfer to the District those wetlands owned by the Napa County flood control district between the Napa River, Highway 29 and Newport Drive for use as habitat and nature-based recreation.

Transfer was approved in concept by the flood control district, and Park District staff prepared the first draft of a transfer agreement. Subsequently, attorney's for the flood district concluded it would be better from their perspective for the flood district to retain ownership of the property, due to their ongoing maintenance obligations.

Suscol Headwaters

Acquisition of 709 acres of the former Kirkland Ranch

The acquisition was completed in November 2017.

Trincherro Open Space Acquisition

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

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

Wild Lake Ranch

Assist land trust with planning and possible joint management.

The District participated in the development of a strategic plan for the property, together with other public lands in the area, that was led by the Land Trust of Napa County. The land trust has decided, at least for the near term, to manage the Wildlake-Duff property itself.

Deferred Projects

<p>District Non-profit Foundation</p> <p style="padding-left: 20px;">Organize a non-profit foundation to raise funds for District projects</p>	<p>The District Board has approved the goals, objectives and basic structure for a non-profit foundation to assist the District with fundraising. Plans have been postponed while the District first focuses on increasing fundraising and outreach capacity without the challenges of establishing and supporting another legal entity, and to ensure what the District does is coordinated with fundraising efforts of other organizations.</p>
<p>Montesol West</p> <p style="padding-left: 20px;">Acquisition of 1,254 acres west of Highway 29 north of Robert Louis Stevenson State Park</p>	<p>The District had the opportunity to purchase 1,254 acres west of Highway 29 adjacent to Robert Louis Stevenson State Park. 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 would permit the area to be used for public recreation. The District prepared and obtained a Habitat Conservation Program grant that, together with a Moore Foundation grant obtained by the Trust for Public Land, would fully fund the purchase. 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. Unfortunately, the option expired at the end of February without TPL exercising it, because we were unable to provide the type of liability insurance the seller wanted to protect his interest in carbon credits that had been sold to the State for timber located on the property. Staff has begun discussions with other conservation partners about a strategy for changing the ARB carbon project rules so they don't prevent public ownership and access.</p>
<p>Rector Ridge/Stags Leap Ridge Trail</p> <p style="padding-left: 20px;">Construction of staging area and 6+ miles of Ridge Trail climbing east from Silverado Trail near Rector Creek.</p>	<p>CEQA on this project was completed several years ago, though it would need to be updated given the passage of time. The project concept was approved by the District Board, and was positively viewed by the Veterans Home administration. However, there were subsequently a series of changes and controversies within the Department of Veterans Affairs, which undid the progress we had made. The area in question also involves the Department of Fish and Wildlife, since they have an easement to allow hunters to use the area; the Department was initially supportive of the District</p>
<p>Vallejo Lakes</p> <p style="padding-left: 20px;">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</p>	<p>Discussions between the District, the Land Trust of Napa County, the County of Solano and the Solano Land Trust indicate a common desire to work together to purchase this property adjacent to Skyline Park. The City Council of the City of Vallejo has officially authorized staff to pursue surplussing of the property. The City of Vallejo has hired an appraiser to prepare an estimate of the property's fair market value, but this has not yet been released. The District GM, together with the County of Solano EO, in February 2012 each sent letters to the City of Vallejo formally expressing interest in the property and requesting notification per state law of any planned surplussing of the property. Sale of the property by the City has been delayed because of complications related to questions about how best to supply water to residents in Green Valley. The Trust for Public Land has expressed interest in assisting with the purchase of this area. Staff from the District and its partners met with the Vallejo City Manager in April 2014; the surplussing process has become more complicated and the City does not anticipate any action in the near future, but meanwhile the City Manager appears open to working with us to figure out a mutually beneficial outcome. Staff had a very interesting meeting with City of Vallejo water division staff and a tour of Lake Curry in late May. The Lake Curry property can only be described as a jewel, and the City of Vallejo would clearly like to divest it. District staff is presently exploring a broad array of options. The Solano County Board of Supervisors has meet in closed session to discuss the Lake Curry property. A meeting with Solano County representatives took place January 27, 2017. Solano County is 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. Further progress on this project depends on the City of Vallejo and Solano County; the District cannot do more until they decide what direction to head.</p>

Agenda Item 4.i

Bothe-Napa Valley State Park/Bale Mill Report

May 2019

- Construction Update: State Parks accessibility construction complete.
- Staff assisted with set up and staffing of annual Pancake Breakfast that was well attended and received.
- Naturalists led the fifth of the 2019 hike series on May 18th at the Moore Creek Park. The flower hike had only 5 attendees due to rain but several flower species were observed by dedicated attendees. A hike was led for a corporate group on June 8th.
- Park attendance remained busy other than rain days. Memorial Day weekend was 100%+ occupancy with no significant issues. The pool was mostly empty with rain and cool temperatures.
- The first Jr Ranger program of the summer was held with 20 people (10 children & 10 adults).
- Four Bale Mill Field trips were held in May, serving 143 students and 36 adults. One of these programs combined mill tour with a naturalist led hike from Bothe.
- Four Bothe Filed Trips (one combined with Mill tour) were held in May, serving 117 students and 16 adults. One of these programs was the Colonial Days event which is an event involving additional activities and crafts.
- Not State Park related, but Bothe staff is continuing to assist with trail building effort at Moore Creek Park.
- PEF's submitted to SP for approval.
 - **Waterwheel Replacement:** Submitted, received comments questions and have responded.
 - **Silverado Roof:** Submitted, denied. Resubmitted with change of scope.
 - **Site 40 Conversion to Host Site:** Approved
- State Park Archeologist and Sonoma State Students camped at Bothe and conducted Archeological surveys around Silverado house and sections of RLS.
- Fundraiser Event with Calistoga Motor Lodge was cancelled due to low ticket sales.
- Staffed cleared pedestrian pass through slide on spring trail. Once State Parks assesses water line, an improved passage will be created.
- All staff safety meeting to review revised safety plan and emergency procedures. A lifeguard in- service training was held prior to Memorial Day Weekend.
- Tree work (PGE contractor) occurring at Mill and at Bothe have resulted in neighbor complaints and operation interruption.