



## **STAFF REPORT**

*By:* John Woodbury  
*Date:* May 13, 2019  
*Item:* **3**  
*Subject:* Consideration and release of draft budget for FY 2019-20

### RECOMMENDATION

Amend the draft budget for FY 2019-20 as desired, then release the draft for public comment and set a public hearing and potential adoption for June 9, 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

A draft budget for fiscal year 2019-20 (July 1, 2019 through June 30, 2020) is attached. Notable features of the draft budget include:

- The County grant, 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.
- 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.
- 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 provides sufficient funding to continue the restoration of the Cove and to reopen the campground before the end of the fiscal year.
- 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. When adopting the final budget in June, the Board will also need to allocate positions and approve salary ranges for all permanent District employees.
- “District Salaries and Benefits” includes personnel expenses for District employees. “Administrative Services” includes personnel expenses for County employees contracted to the District. Total personnel expenses are projected to increase by just over \$200,000 next fiscal year. Most of this increase will be offset by a projected decrease in Other Professional Services. This shift is due to the fact that over the past several months the District has replaced several private professional services contracts with two new employees and expanded hours for several part-time employees.
- The budget assumes the last trail currently slated for construction in the Lake Hennessey Unit of Moore Creek Park will be completed this fall, with the work being done primarily by Conservation Corps North Bay using grant funding they have applied for (though not yet guaranteed) under the close supervision of District staff.
- State Park revenues are projected to remain the same as the current fiscal year. Expenses are projected to increase, primarily to undertake the next round of deferred maintenance and improvement projects. New capital projects were mostly not undertaken in the current fiscal year, in part because the District has been waiting for the new long term operating agreement to be signed before embarking on major new projects, and in part because State Parks-sponsored ADA improvements diverted considerable District staff resources to deal with the disruption caused by the construction. Overall, in the current fiscal year State Park revenues exceeded revenues, and the available fund balance as of June 30, 2019 is projected to increase by about \$50,000 compared to one year prior. The draft budget assumes increased District-paid construction activity, with a resulting small decrease in the available fund balance projected as of June 30, 2020.
- 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 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 monthly District newsletter.
- 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.

Napa County Regional Park and Open Space District

Draft April 15, 2019

**Summary FY 2019-2010**

		Projected FY 2018-19	Proposed 2019-20	
<b>Revenues</b>				
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	-	
<b>Total Revenues</b>		<b>\$ 2,253,447</b>	<b>\$ -</b>	<b>\$ 2,450,926</b>
<b>Expenses</b>				
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	
<b>Total Expenditures</b>		<b>\$ 1,620,431</b>	<b>\$ -</b>	<b>\$ 2,973,189</b>
<b>Net Surplus (Deficit)</b>		<b>\$ 633,016</b>	<b>\$ -</b>	<b>\$ (522,263)</b>
<b>33100 - Available Fund Balance</b>		<b>\$ 1,546,443</b>	<b>\$ 2,179,459</b>	
<b>Net Surplus (Deficit)</b>		<b>\$ 633,016</b>	<b>\$ (522,263)</b>	
<b>33100 - Ending Fund Balance</b>		<b>\$ 2,179,459</b>	<b>\$ 1,657,196</b>	

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	
<b>Revenues</b>				
	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	\$ -	-	
	<b>Total Revenues</b>	<b>\$ 1,438,663</b>	<b>\$ -</b>	<b>\$ 1,592,168</b>
<b>Expenses</b>				
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	
	<b>Total Expenditures</b>	<b>\$ 862,036</b>	<b>\$ -</b>	<b>\$ 2,107,332</b>
	<b>Net Surplus (Deficit)</b>	<b>\$ 576,627</b>	<b>\$ -</b>	<b>\$ (515,164)</b>
<b>33100 - Available Fund Balance</b>		\$ 622,217	\$ 1,198,844	
<b>Net Surplus (Deficit)</b>		\$ 576,627	\$ (515,164)	
<b>33100 - Ending Fund Balance</b>		\$ 1,198,844	\$ 683,680	

## Restricted/Unrestricted Fund Balance

	6/30/2018 (actual)	6/30/2019 (projected)	6/30/2020 (proposed)
<b><u>RESTRICTED FUNDS</u></b>			
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
<b><u>UNRESTRICTED FUNDS</u></b>	\$310,506	\$708,341	\$ 451,898
<b><u>FUND BALANCE W/O CAPITAL ASSETS</u></b>	\$1,546,443	\$2,179,459	\$1,657,196
<b><u>Invested in Capital Assets</u></b>	\$13,878,020		
<b>TOTAL FUND BALANCE</b>	\$15,424,463		

Projected 2018-2019 (based on 9 month actuals)

Proposed 2019-2020

**General Fund--Administration**

Subdivision: 8500000 - Parks-Administration

		Projected FY 2018-19	Proposed 2019-20	
<b>Revenues</b>				
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	\$ -		
<b>Total Revenues</b>		<b>\$ 442,589</b>	<b>\$ -</b>	<b>\$ 379,793</b>

<b>Expenses</b>				
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

<b>Total Expenditures</b>	<b>\$ 250,775</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 379,793</b>
---------------------------	-------------------	-------------	-------------	-------------------

<b>Net Surplus (Deficit)</b>	<b>\$ 191,814</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
------------------------------	-------------------	-------------	-------------	-------------

<b>33100 - Available Fund Balance</b>	\$ -			\$ -
<b>Net Surplus (Deficit)</b>	\$ 191,814			\$ -
<b>33100 - Ending Fund Balance</b>	\$ 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	
<b>Revenues</b>					
43910	County of Napa	\$	-	\$	72,935
45300	Rent - Building/Land	\$	20,574	\$	21,900
47150	Other Grants	\$	-		
47500	Donations and Contributions	\$	40,000	\$	-
	<b>Total Revenues</b>	<b>\$</b>	<b>60,574</b>	<b>\$</b>	<b>94,835</b>
<b>Expenses</b>					
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
	<b>Total Expenditures</b>	<b>\$</b>	<b>138,040</b>	<b>\$</b>	<b>94,835</b>
	<b>Net Surplus (Deficit)</b>	<b>\$</b>	<b>(77,466)</b>	<b>\$</b>	<b>-</b>
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	\$
	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
<b>Revenues</b>					
43910	County of Napa	\$	169,322		\$ 10,076
<b>Total Revenues</b>		<b>\$</b>	<b>169,322</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
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	\$	-		\$ -
<b>Total Expenditures</b>		<b>\$</b>	<b>7,454</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>		<b>\$</b>	<b>161,868</b>	<b>\$ -</b>	<b>\$ 0</b>
<b>33100 - Available Fund Balance</b>		\$	-		\$ -
<b>Net Surplus (Deficit)</b>		\$	161,868		\$ 0
<b>33100 - Ending Fund Balance</b>		\$	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	
<b>Revenues</b>						
43910	County of Napa	\$	17,382		\$	12,382
47500	Donations and Contributions	\$	160			
<b>Total Revenues</b>		<b>\$</b>	<b>17,542</b>	<b>\$</b>	<b>-</b>	<b>\$</b> 12,382
<b>Expenses</b>						
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	\$	-			
<b>Total Expenditures</b>		<b>\$</b>	<b>10,191</b>	<b>\$</b>	<b>-</b>	<b>\$</b> 12,382
<b>Net Surplus (Deficit)</b>		<b>\$</b>	<b>7,351</b>	<b>\$</b>	<b>-</b>	<b>\$</b> (0)
<b>33100 - Available Fund Balance</b>						
		\$	-		\$	-
<b>Net Surplus (Deficit)</b>		\$	7,351		\$	(0)
<b>33100 - Ending Fund Balance</b>		\$	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	
<b>Revenues</b>					
43410	State-Coastal Conservancy				
43910	County of Napa	\$	40,615	\$	18,400
45500	Concessions	\$	14,960	\$	15,000
<b>Total Revenues</b>		<b>\$</b>	<b>55,575</b>	<b>\$</b>	<b>33,400</b>

<b>Expenses</b>					
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
<b>Total Expenditures</b>		<b>\$</b>	<b>32,454</b>	<b>\$</b>	<b>33,400</b>
<b>Net Surplus (Deficit)</b>		<b>\$</b>	<b>23,121</b>	<b>\$</b>	<b>-</b>

<b>33100 - Available Fund Balance</b>	-	\$	-
<b>Net Surplus (Deficit)</b>	23,121	\$	-
<b>33100 - Ending Fund Balance</b>	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	
<b>Revenues</b>					
43910	County of Napa	\$	104,311	\$	9,427
<b>Total Revenues</b>		<b>\$</b>	<b>104,311</b>	<b>\$</b>	<b>9,427</b>

<b>Expenses</b>					
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		
<b>Total Expenditures</b>		<b>\$</b>	<b>89,699</b>	<b>\$</b>	<b>9,427</b>
<b>Net Surplus (Deficit)</b>		<b>\$</b>	<b>14,612</b>	<b>\$</b>	<b>-</b>

<b>33100 - Available Fund Balance</b>	\$	-	\$	-
<b>Net Surplus (Deficit)</b>	\$	14,612	\$	-
<b>33100 - Ending Fund Balance</b>	\$	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	
<b>Revenues</b>					
43910	County of Napa	\$	27,761	\$	15,909
<b>Total Revenues</b>		<b>\$</b>	<b>27,761</b>	<b>\$</b>	<b>15,909</b>
<b>Expenses</b>					
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	\$	-	\$	-
<b>Total Expenditures</b>		<b>\$</b>	<b>20,824</b>	<b>\$</b>	<b>15,909</b>
<b>Net Surplus (Deficit)</b>		<b>\$</b>	<b>6,937</b>	<b>\$</b>	<b>-</b>
<b>33100 - Available Fund Balance</b>		\$	-	\$	-
<b>Net Surplus (Deficit)</b>		\$	6,937	\$	-
<b>33100 - Ending Fund Balance</b>		\$	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	
<b>Revenues</b>					
43910	County of Napa	\$	2,064	\$	5,375
<b>Total Revenues</b>		<b>\$</b>	<b>2,064</b>	<b>\$</b>	<b>5,375</b>
<b>Expenses</b>					
51xx	District Salaries and Benefits	\$	-	\$	-
52100	Administration Services	\$	3,551	\$	5,375
52905	Business Travel/Mileage	\$	33	-	-
<b>Total Expenditures</b>		<b>\$</b>	<b>3,584</b>	<b>\$</b>	<b>5,375</b>
<b>Net Surplus (Deficit)</b>		<b>\$</b>	<b>(1,520)</b>	<b>\$</b>	<b>-</b>
<b>33100 - Available Fund Balance</b>		\$	-	\$	-
<b>Net Surplus (Deficit)</b>		\$	(1,520)	\$	-
<b>33100 - Ending Fund Balance</b>		\$	(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	
<b>Revenues</b>					
43910	County of Napa	\$	15,324	\$	13,091
47900	Miscellaneous	\$	-		
<b>Total Revenues</b>		<b>\$</b>	<b>15,324</b>	<b>\$</b>	<b>-</b>
				<b>\$</b>	<b>-</b>
				<b>\$</b>	<b>13,091</b>

<b>Expenses</b>					
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	\$	-	\$	-
<b>Total Expenditures</b>		<b>\$</b>	<b>8,196</b>	<b>\$</b>	<b>-</b>
				<b>\$</b>	<b>-</b>
				<b>\$</b>	<b>-</b>
				<b>\$</b>	<b>13,091</b>

<b>Net Surplus (Deficit)</b>	<b>\$</b>	<b>7,128</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
------------------------------	-----------	--------------	-----------	----------	-----------	----------	-----------	----------

<b>33100 - Available Fund Balance</b>	\$	-	\$	-
<b>Net Surplus (Deficit)</b>	\$	7,128	\$	-
<b>33100 - Ending Fund Balance</b>	\$	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	
<b>Revenues</b>					
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		
<b>Total Revenues</b>		<b>\$</b>	<b>807,756</b>	<b>\$</b>	<b>858,758</b>

<b>Expenses</b>					
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
<b>Total Expenditures</b>		<b>\$</b>	<b>757,063</b>	<b>\$</b>	<b>865,857</b>
<b>Net Surplus (Deficit)</b>		<b>\$</b>	<b>50,693</b>	<b>\$</b>	<b>(7,099)</b>

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
<b>Revenues</b>					
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
<b>Total Revenues</b>		<b>\$ 282,935</b>	<b>\$ -</b>	<b>-</b>	<b>\$ 40,217</b>
<b>Expenses</b>					
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	\$ -			\$ -
<b>Total Expenditures</b>		<b>\$ 11,065</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 298,938</b>
<b>Net Surplus (Deficit)</b>		<b>\$ 271,870</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (258,721)</b>
<b>33100 - Available Fund Balance</b>		<b>\$ 62,721</b>			<b>\$ 258,721</b>
<b>Net Surplus (Deficit)</b>		<b>\$ 271,870</b>			<b>\$ (258,721)</b>
<b>33100 - Ending Fund Balance</b>		<b>\$ 334,591</b>			<b>\$ -</b>

**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
<b>Revenues</b>			
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	
<b>Total Revenues</b>		<b>\$ 162,275</b>	<b>\$785,564</b>

<b>Expenses</b>			
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

<b>Total Expenditures</b>	<b>\$ 175,367</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,042,007</b>
---------------------------	-------------------	-------------	-------------	---------------------

<b>Net Surplus (Deficit)</b>	<b>\$ (13,092)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (256,443)</b>
------------------------------	--------------------	-------------	-------------	---------------------

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

**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	
<b>Revenues</b>						
43910	County of Napa	\$	13,821		\$	26,038
47500	Donations and Contributions	\$	-	-	\$	-
<b>Total Revenues</b>		<b>\$</b>	<b>13,821</b>	<b>\$</b>	<b>-</b>	<b>\$</b> <b>26,038</b>

<b>Expenses</b>						
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	\$	-		\$	-
<b>Total Expenditures</b>		<b>\$</b>	<b>2,599</b>	<b>\$</b>	<b>-</b>	<b>\$</b> <b>26,038</b>

<b>Net Surplus (Deficit)</b>	<b>\$</b>	<b>11,222</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
------------------------------	-----------	---------------	-----------	----------	-----------	----------	-----------	----------

<b>33100 - Available Fund Balance</b>	\$	-		\$	-
<b>Net Surplus (Deficit)</b>	\$	11,222		\$	-
<b>33100 - Ending Fund Balance</b>	\$	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	
<b>Revenues</b>						
43910	County of Napa	\$	91,598		\$	166,062
47150	Other Grants	\$	-			
47500	Donations and Contributions	\$	-			
<b>Total Revenues</b>		<b>\$</b>	<b>91,598</b>	<b>\$</b>	<b>-</b>	<b>\$</b> <b>166,062</b>
<b>Expenses</b>						
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	\$	-			
<b>Total Expenditures</b>		<b>\$</b>	<b>113,120</b>	<b>\$</b>	<b>-</b>	<b>\$</b> <b>166,062</b>
<b>Net Surplus (Deficit)</b>		<b>\$</b>	<b>(21,522)</b>	<b>\$</b>	<b>-</b>	<b>\$</b> <b>-</b>
<b>33100 - Available Fund Balance</b>		\$	-		\$	-
<b>Net Surplus (Deficit)</b>		\$	(21,522)		\$	-
<b>33100 - Ending Fund Balance</b>		\$	(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**