



**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, November 9, 2020 at 2:00 P.M.
Via Zoom Conference Call

Instructions for Joining Zoom Meeting

Internet access

<https://zoom.us/j/97776162580?pwd=UFVvY2J4aXhIWUUh2NVZBYitKTjRPUT09>

Meeting ID: 977 7616 2580

Passcode: 568553

Or one tap mobile

+14086380968,,97776162580#,,,,,0#,,568553# US (San Jose)

+16699006833,,97776162580#,,,,,0#,,568553# US (San Jose)

Or dial by your location

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

Meeting ID: 977 7616 2580

Passcode: 568553

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.

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 707.299.1377.

Prior to action on any item, the Board President will ask for comments from any member of the audience. 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

- a. Receipt of final audit report for FY 2019-20 (presented by District Auditor Tracy Schulze and General Manager John Woodbury (materials to be posted separately before the meeting or distributed at the meeting))

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meeting of October 12, 2020.
- b. Consideration and potential adoption of fundraising program for the District.
- c. Consideration and potential approval of Certificate of Acceptance and authorization for General Manager to execute all documents needed to accept approximately 104 acres of real property (Napa County APN No. 020-300-021 and Sonoma County APN No. 028-260-026).

- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for October 2020.
- e. Review of the District Projects Status Report.
- f. 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 agendaized, no action will be taken by the Board on these items unless specifically noted otherwise.

7. Adjournment



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Karen Bower Turjanis
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Dave Finigan
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Barry Christian
Director, Ward Five

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, October 12, 2020 at 2:00 P.M.

Via Zoom Conference Call

1. Call to Order and Roll Call

Directors Present: Karen Bower-Turjanis, Dave Finigan, Barry Christian, Brent Randol.

Directors Absent: Tony Norris

Staff Present: John Woodbury, Chris Cahill, Bob Minahen, Ryan Ayers.

2. Public Comment

None.

3. Set Matters

- a. Appointment of Robert Minahen as District Treasurer, and Ryan Ayers as District Secretary.

DF-KBT-BC-BR- TN

Ab

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meeting of September 14, 2020.

Minutes for the September 14, 2020 meeting were approved noting one change to language on Item 5: "Director Christian announced that the County Board of Supervisors have agreed to submit an application by Napa County to the State of California for a \$10 million grant to complete a section of the Napa Valley Vine Trail between Yountville and St. Helena at the Vine Trail's request."

DF-KBT-BC-BR- TN

Ab

- b. Consideration and potential dedication of Bay Area Ridge Trail in Suscol Headwaters Park.

Directors voted to approve dedication of Bay Area Ridge Trail in Suscol Headwaters Park.

DF-KBT-BC-BR- TN

Ab

- c. Consideration and potential authorization to grant a conservation easement to the Land Trust of Napa County over approximately 1,900 acres known as Spanish Valley (Assessor’s Parcel Numbers 016-120-020, 016-140-016, and 015-080-012)

Directors voted to approve authorization for easement as written above.

DF-KBT-BC-BR- TN

Ab

- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for September 2020.

Report received; No action taken.

- e. Review of the District Projects Status Report.

Report received; No action taken.

- f. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

Report received; No action taken.

5. Announcements by Board and Staff

None

6. Agenda Planning

John Woodbury noted the budget actuals for FY 19-20 will be presented at the November Board meeting, together with updated budget forecasts.

7. Adjournment

Adjourned the Regular NOSD Board Meeting October 12, 2020.

SIGNED: _____
Barry Christian, Board President

ATTEST: _____
Ryan Ayers, District Secretary

KEY

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

The maker of the motion and second are reflected respectively in the order of the recorded vote.

Notations under vote: N = No; A = Abstain; X = Excused; Ab=Absent



NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT

STAFF REPORT

By: Ryan Ayers
Date: November 9, 2020
Item: **4.b**
Subject: Consideration and potential adoption of fundraising program for the District

RECOMMENDATION

Approve the proposed fundraising program to enable the District to generate additional revenue. Authorize the General Manager to implement and further refine aspects of the fundraising program as it evolves with regard to various sponsorship/membership levels and incentive rewards.

ENVIRONMENTAL DETERMINATION

Not a Project. The proposed action is not a project as defined by the California Environmental Quality Act (CEQA) because it will not in and off itself have any impact of the environment.

BACKGROUND

Donations and sponsorships are important to the District for two reasons. First, they are a way of building links between the District and the communities we serve. Second, they are an essential part of the strategy for maximizing the very limited public funds available to the District. Because of the disruptions caused by the Covid-19 pandemic and the multiple fires affecting the county in 2020, the District will be facing significant budgetary shortfalls in coming years and will need to generate additional revenue in order to maintain operations.

The proposed program addresses both one-time donations as well as ongoing support for the work of the District. The proposed program also reflects what staff has learned about how other organizations and public agencies handle these matters, modified to reflect what staff knows about local needs and potential interest.

The District already has the ability to collect tax deductible donations and logical outreach channels to communicate with our constituency. Mounted properly, the proposed fundraising events and marketing can help increase support for the District overall and bring new involvement from the community to support our work, while also generating revenue.

Since this is the first time the District will be seeking donations and sponsorships in a systematic way, this will be a learning experience. We will want to evaluate the program as it evolves and make adjustments based on what we have learned. Because of the disruptions to the community and the economy mentioned above, it isn't possible at this time to establish reliable targets for how much can be raised by the proposed fundraising program, but if the District vigorously pursues these efforts it can only help the District survive and thrive over the long term.

Napa County Regional Park and Open Space District

Fundraising Program Proposal

Draft for November 9, 2020

(1) The Napa ReLeaf Fund

We will develop the below fundraising mechanisms under the banner of one fund with the working title of the Napa ReLeaf Fund. Developing this fund as a comprehensive effort will allow for better name recognition and saturation as we mount events and outreach activities in the community.

The fund will be focused on generating support for the District's operations and allow various ways for supporters to engage. The core messages will be focused on public access to parks, recreation, and interpretive programming - those things that set the District apart from other local fundraising efforts centered around land use and preservation.

Dedicated web pages will be developed for this fund and various collateral and branded items are needed for outreach, sponsor/donor cultivation, and incentive gifts for donors. Other costs associated with this proposal would include a reasonable licensing arrangement with event/donor management software and labor costs associated with staff time managing donors and fulfilling various incentive items such as overnight stays. All of the administration of these activities can be done in house using existing District and County employees.

The below will be rolled out in various phases with the first phase being implemented in late 2020 to capture end of year donations. Subsequent components will be added as the program evolves.

(2) Individual Donations

Individual donations will be encouraged in a variety of ways and donors will be able to select an option that best fits.

- **One-time donations:** Single one-time donations of any amount.
- **Monthly giving:** Similar to the above, but set up as a recurring donation to the District each month.
- **Annual memberships:** See below for details.
- **Stock or IRA donations:** We are currently investigating what needs to be in place in order for us to accept stock transfers or gifts attached to retirement accounts.
- **Bequests and legacy gifts:** We are currently investigating what needs to be in place in order for us to accept bequests in wills and other legacy gifts.

(3) Annual Membership Options

Annual memberships can provide the District an ongoing stream of revenue and should grow in number over time. Membership programs are most often structured with different benefit levels for donors and require focused retention efforts in order to maintain donors from year to year. The details below reflect what we think are enticing benefits to potential donors that are also deliverable for District staff on an ongoing basis. These may need to be adjusted as we learn what is practical and desirable to donors.

There are several ideas in discussion for ticketed events (see Fundraising Events section below) that can be added into these incentive levels. There are also properties that the District manages that have potential as

incentive gifts for overnight stays, though some of these are contingent on the District's ability to renovate them.

Sample Annual Membership Levels:

(Dollar amounts and details, including naming for each level, may be adjusted when and where appropriate)

- **Level 1 (\$250):** Napa ReLeaf Fund sticker & bandana, two night stay in a yurt at Bothe-Napa Valley State Park, receive quarterly Napa ReLeaf Fund "insider" newsletter.
- **Level 2 (\$500):** All of the above plus Napa ReLeaf Fund water bottle, advance access to ticketed NOSD special events, annual Day Use Pass for Bothe-Napa Valley State Park and Bale Grist Mill, two night stay in a cabin at Bothe-Napa Valley State Park, recognition in our Annual Report.
- **Level 3 (\$1,000):** All of the above plus Napa ReLeaf Fund baseball cap, two tickets to ticketed NOSD special event, three night stay in a cabin or yurt at Bothe-Napa Valley State Park, guided hike for group of up to 10 on NOSD property not open to the general public.
- **Level 4 (\$5,000):** All of the above plus Napa ReLeaf Fund t-shirt, one weekend (Friday through Sunday) exclusive use of all of Ecocamp Berryessa (accommodates up to 64 people), and weekend exclusive use of the Banditini House in Robert Louis Stevenson State Park (accommodates up to 6 people, though this item not yet available).

(4) Business Involvement

Having fundraising options tailored specifically to business involvement will expand our partnerships and community support. Sponsors or partners will have their logos displayed on the Napa ReLeaf Fund web pages and social media as recognition. Incentive items appropriate for employees, badges for web and in-store use, and potential recognition in parks may all be incorporated in various benefit levels.

- **Adopt a Trail/Park:** Businesses will have options to adopt a trail (\$1,500) or park (\$5,000) to help support its maintenance and operation.
- **Company Sponsorship:** Annual sponsorship of the Napa ReLeaf Fund with levels modeled after the individual annual membership tiers.
- **Event Sponsorship:** Each fundraising event will have sponsorship opportunities with incentives similar to the above with recognition attached to the specific event.
- **Workplace Giving/Matching Gifts:** Many companies match charitable giving and/or have a workplace giving program internally.
- **1% for the Planet:** The District is already a part of the 1% for the Planet initiative, which asks companies to dedicate 1% of their gross sales to member environmental organizations, but has not promoted the program nor had much participation.

(5) Memorial Donations

Memorial donations are popular with many donors whose loved ones were connected to parks and open spaces. The District has already approved memorial benches (2/11/2008) at a cost of \$1,000 per bench for installation and maintenance for 5 years, though this program has never been promoted. We may also be able to develop slightly less expensive options for memorial plaques and/or memorial tree plantings in future phases.

(6) Fundraising Events

Fundraising events serve as dual purpose outreach avenues and revenue generators and give the District the opportunity to cultivate new supporters and volunteers while raising funds. Practically speaking, we should

be able to mount 1-2 anchor events annually with the possibility of adding smaller ticketed campaigns as feasible.

The anchor events described below will be designed as "peer to peer" fundraising activities in which participants register electronically and have access to customizable web pages to help them broadcast their involvement to their personal networks. Participants solicit donations from their friends and family and receive incentive reward gifts for various milestones (*Example: \$100 receives a T-Shirt, \$200 T-Shirt + baseball cap, etc*).

Proposed Anchor Events:

- **Trails Challenge (Spring 2021):** A modified version of the Trails Challenge to be mounted as a self-serve fundraising/fitness challenge in our parks (Covid-safe event).
- **Skyline Wilderness Park 5k (Fall 2021):** An in person hike/bike gathering inside Skyline Wilderness Park with the goal of raising funds for the park's eventual purchase. Similar mechanics to the Trails Challenge above with the campaign culminating in an in person event.

Additional smaller fundraising events and campaigns may be developed over the course of the year. Ideas for these include special hike/camp activities at Suscol Headwaters Park or Spanish Valley, educational and historical docent led tours, dine and donate/sip and shop days, classic trailer or car shows, and 3rd party community-led fundraisers for the District's benefit.



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

STAFF REPORT

By: John Woodbury
Date: November 9, 2020
Item: **4.c**
Subject: Consideration and potential approval of Certificate of Acceptance and authorization for General Manager to execute all documents needed to accept approximately 104 acres of real property (Napa County APN No. 020-300-021 and Sonoma County APN No. 028-260-026).

RECOMMENDATION

Approve Certificate of Acceptance and authorize General Manager to execute all documents needed to accept approximately 104 acres of real property, contingent on the Land Trust of Napa County's offer on the property being accepted

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.

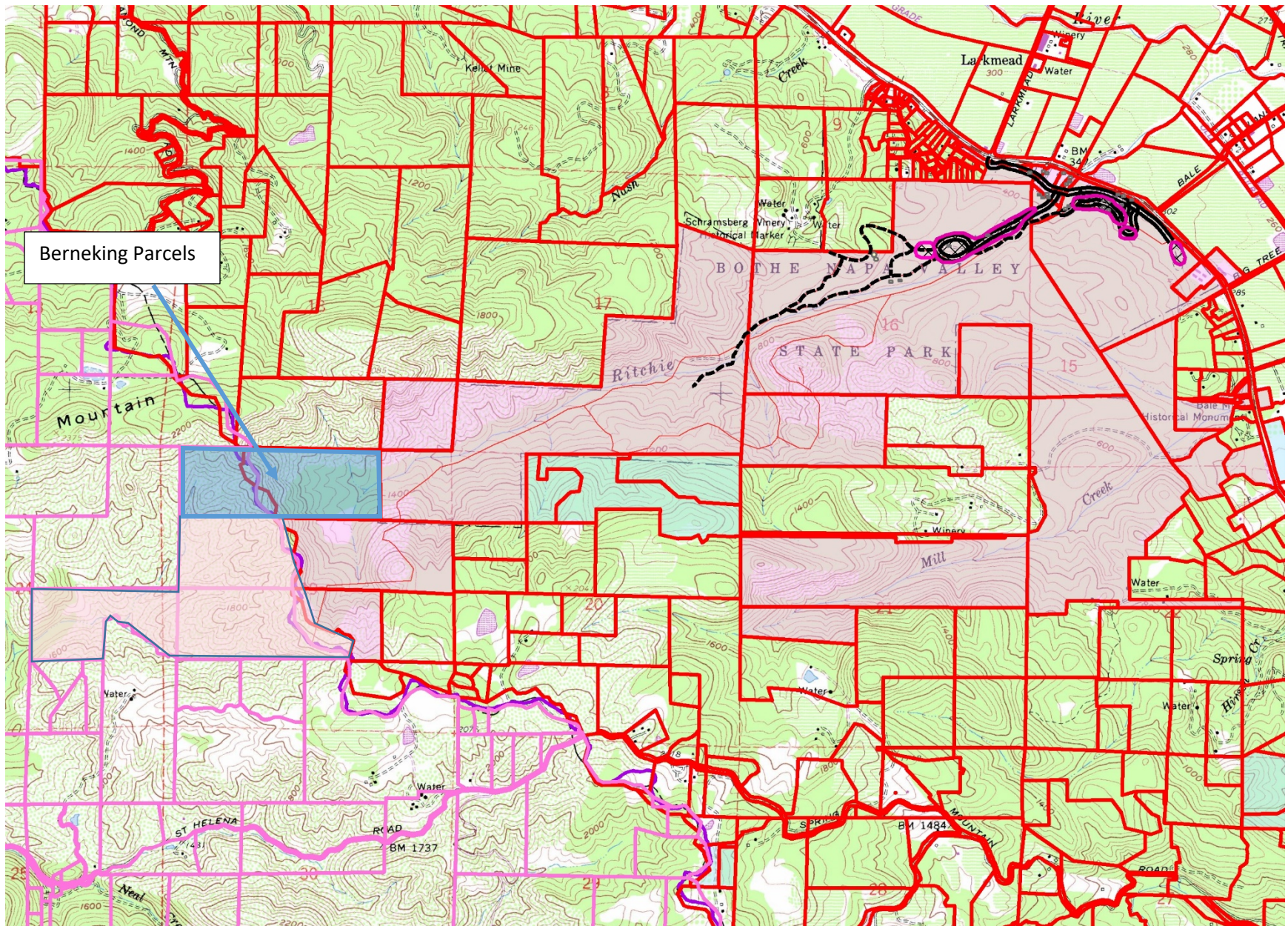
BACKGROUND

The Land Trust of Napa County has made an offer to purchase two parcels totaling just over 104 acres, of which just over 63 acres are in Napa County in the upper Ritchie Creek watershed, with the remaining 40-plus acres located in Sonoma County. Purchase of these parcels would help protect Ritchie Creek water quality as well as preserve the viewshed from and habitat connectivity with Bothe-Napa Valley State Park.

State Parks is not able to pursue purchase of these two parcels in a timely way, and the District has no funding to pursue the acquisition. Fortunately, protection of this area is a high priority for the Land Trust of Napa County as wildlife habitat and habitat connectivity, and they do have sufficient funding. Because the property is adjacent to Bothe-Napa Valley State Park, which the District manages, and because there is no legal access to the property other than through the State Park, it makes sense for the District to manage these properties as part of our regular park operations. For these reasons, the Land Trust is interested in having the District be the take-out partner and take title to the land.

The Land Trust's offer is currently in second place behind another offer on the property. That other offer must be exercised by mid-November for it to be accepted. If it is not exercised, the Land Trust will have 7 days to exercise their option. For this reason, the District Board is being asked to authorize in advance acceptance of the property, should the Land Trust's offer be accepted.

In accepting the property, the District would commit to hold the property in perpetuity, unless transferred to State Parks or another qualified conservation organization acceptable to the Land Trust. In the event the District receives payment for any such transfer, all proceeds in excess of District costs in accepting, holding and disposing of the property shall be returned to the Land Trust. This commitment would be contained in the recorded grant deed transferring the property to the District.





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

STAFF REPORT

Date: November 9, 2020

Item: **4.d**

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 October 2020.

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

None

PARKS & OPEN SPACE DISTRICT -OCTOBER 2020 EXPENSE REPORT

Gen Admin Dept - 85000-00

Date	Journal Line Description	Name	Monetary Amount
10/05/2020	Renewal Business Premium	ALLIANT INSURANCE SERVICES	\$ 1,040.00
10/13/2020	1st Qtr PBES Admin		\$ 62,954.88
10/26/2020	9/24-10/23/20 Zoom Subscrip	WOODBURY,JOHN ROBERT	\$ 14.99
10/28/2020	Membership fee	CALIFORNIA SPECIAL DIST ASSN	\$ 4,679.00

Moore Creek Dept - 85010-00

Date	Journal Line Description	Name	Monetary Amount
10/02/2020	PR2GL Pay End 9/18/20		\$ 5,741.60
10/02/2020	PR2GL Pay End 9/18/20		\$ 91.56
10/02/2020	PR2GL Pay End 9/18/20		\$ 572.40
10/02/2020	PR2GL Pay End 9/18/20		\$ 391.46
10/02/2020	PR2GL Pay End 9/18/20		\$ 662.07
10/07/2020	8/3/20-8/16/20 mileage	FESSENDEN,RICHARD TODD	\$ 115.58
10/07/2020	8/17/20-8/31/20 mileage	FESSENDEN,RICHARD TODD	\$ 200.69
10/07/2020	7/13/20-7/31/20 mileage	FESSENDEN,RICHARD TODD	\$ 151.23
10/08/2020	Utility Ball, Coupling, Mats	CENTRAL VALLEY BUILDERS	\$ 26.26
10/08/2020	Hot Blue Cement Pint, Tape	CENTRAL VALLEY BUILDERS	\$ 11.73
10/13/2020	1st Qtr PBES Admin		\$ 4,578.17
10/26/2020	October 2020 Invoice	HERITAGE SYSTEMS, INC.	\$ 128.33

Oat Hill Mine Trail Dept - 85010-01

Date	Journal Line Description	Name	Monetary Amount
10/07/2020	7/1/20-7/9/20 mileage	FESSENDEN,RICHARD TODD	\$ 63.25
10/07/2020	7/13/20-7/31/20 mileage	FESSENDEN,RICHARD TODD	\$ 40.83
10/07/2020	8/17/20-8/31/20 mileage	FESSENDEN,RICHARD TODD	\$ 82.80
10/08/2020	62124 3/8X12 In Irwin Ext Bit	CENTRAL VALLEY BUILDERS	\$ 24.26
10/13/2020	1st Qtr PBES Admin		\$ 1,908.55

NRBT Dept - 85010-02

Date	Journal Line Description	Name	Monetary Amount
10/07/2020	7/1/20-7/9/20 mileage	FESSENDEN,RICHARD TODD	\$ 33.93
10/13/2020	1st Qtr PBES Admin		\$ 626.05

Camp Berryessa Dept - 85010-03

Date	Journal Line Description	Name	Monetary Amount
10/13/2020	1st Qtr PBES Admin		\$ 1,823.83
10/26/2020	Water Sampling	CALTEST ANALYTICAL LABORATORY	\$ 50.00
10/29/2020	Water Sampling	CALTEST ANALYTICAL LABORATORY	\$ 50.00

Berryessa Vista Dept - 85010-04

Date	Journal Line Description	Name	Monetary Amount
10/13/2020	1st Qtr PBES Admin		\$ 570.97

NRER Dept - 85010-05

Date	Journal Line Description	Name	Monetary Amount
10/07/2020	7/13/20-7/31/20 mileage	FESSENDEN,RICHARD TODD	\$ 122.49

10/07/2020	8/17/20-8/31/20 mileage	FESSENDEN,RICHARD TODD	\$	8.63
10/13/2020	1st Qtr PBES Admin		\$	417.87
10/14/2020	September 2020 Invoice	NAPA VALLEY SUPPORT SERVICES	\$	500.00

Vine Trail Dept - 85010-06

Date	Journal Line Description	Name		Monetary Amount
10/13/2020	1st Qtr PBES Admin		\$	543.44

Putah Creek Dept - 85010-07

Date	Journal Line Description	Name		Monetary Amount
10/13/2020	1st Qtr PBES Admin		\$	866.37

State Park - 85010-08

Date	Journal Line Description	Name		Monetary Amount
10/02/2020	PR2GL Pay End 9/18/20		\$	9,021.96
10/02/2020	PR2GL Pay End 9/18/20		\$	197.97
10/02/2020	PR2GL Pay End 9/18/20		\$	280.24
10/02/2020	PR2GL Pay End 9/18/20		\$	2,081.81
10/02/2020	PR2GL Pay End 9/18/20		\$	689.57
10/02/2020	PR2GL Pay End 9/18/20		\$	1,381.26
10/05/2020	PG&E 8/13/20-9/13/20	PACIFIC GAS & ELECTRIC CO	\$	138.29
10/05/2020	Hand Soap, Clorox Clean-up	CASH & CARRY	\$	142.60
10/06/2020	Heatland credit card fees-USB		\$	0.15
10/07/2020	7/1/20-7/9/20 mileage	FESSENDEN,RICHARD TODD	\$	40.25
10/07/2020	8/3/20-8/16/20 mileage	FESSENDEN,RICHARD TODD	\$	25.88
10/08/2020	phone line 8/28/20-9/27/20	AT&T	\$	20.61
10/08/2020	Garbage Service 9/20	UPPER VALLEY DISPOSAL SERVICE, INC.	\$	2,233.04
10/08/2020	Step Shingles, Engine Oil	CENTRAL VALLEY BUILDERS	\$	62.70
10/13/2020	1st Qtr PBES Admin		\$	85,504.11
10/26/2020	Internet Line 9/10-10/09/2020	AT&T	\$	660.54
10/26/2020	Air Vent 1" PSI Geoflow	PACE SUPPLY CORP	\$	51.12
10/26/2020	Water Line Repair Parts	PACE SUPPLY CORP	\$	1,189.99
10/26/2020	09/10/20 Cleaning Supplies	WOODBURY,JOHN ROBERT	\$	321.16
10/26/2020	09/21/20 N95 Masks	WOODBURY,JOHN ROBERT	\$	156.23
10/26/2020	Odor Eliminator, Ajax	SILVERADO ACE HARDWARE	\$	11.83
10/26/2020	8 Pallets Bundles 8/03/20	V&V FIREWOOD INC.	\$	1,920.00
10/29/2020	PG&E 9/14/20-10/13/20	PACIFIC GAS & ELECTRIC CO	\$	143.01
10/29/2020	2 1/2 PVC 80 SOC Union	PACE SUPPLY CORP	\$	82.28
10/29/2020	Alarm 9/13/20-10/12/20	AT&T	\$	194.52
10/29/2020	Water Sampling	CALTEST ANALYTICAL LABORATORY	\$	50.00
10/29/2020	Water Sampling	CALTEST ANALYTICAL LABORATORY	\$	50.00
10/29/2020	Flex Tape	SILVERADO ACE HARDWARE	\$	21.54
10/29/2020	Finance Charge	STEVES HARDWARE	\$	2.09
10/29/2020	Bolt	SILVERADO ACE HARDWARE	\$	12.02

Suscol Headwaters 85010-09

Date	Journal Line Description	Name		Monetary Amount
10/07/2020	7/13/20-7/31/20 mileage	FESSENDEN,RICHARD TODD	\$	42.56
10/07/2020	7/1/20-7/9/20 mileage	FESSENDEN,RICHARD TODD	\$	18.40
10/13/2020	1st Qtr PBES Admin		\$	3,918.59

Amy's Grove 85010-10

Date	Journal Line Description	Name	Monetary Amount
10/07/2020	8/3/20-8/16/20 mileage	FESSENDEN,RICHARD TODD	\$ 41.98
10/07/2020	7/1/20-7/9/20 mileage	FESSENDEN,RICHARD TODD	\$ 16.10
10/07/2020	8/17/20-8/31/20 mileage	FESSENDEN,RICHARD TODD	\$ 17.25
10/13/2020	1st Qtr PBES Admin		\$ 4,830.32
10/22/2020	PARK190321 Thru 09/30/20	REB ENGINEERING	\$ 385.00
10/26/2020	1st & 2nd Tax FY 2020-2021	NAPA COUNTY TREASURER-TAX COLLECTOR	\$ 25.94
10/26/2020	1st & 2nd Tax FY 2020/2021	NAPA COUNTY TREASURER-TAX COLLECTOR	\$ 25.94
10/29/2020	Metal Sign	NAPA SIGN SHOP	\$ 355.58

Cedar Rough/Smittle Creek 85010-11

Date	Journal Line Description	Name	Monetary Amount
10/07/2020	8/17/20-8/31/20 mileage	FESSENDEN,RICHARD TODD	\$ 40.25
10/13/2020	1st Qtr PBES Admin		\$ 226.40

Other Projects 85010-90

Date	Journal Line Description	Name	Monetary Amount
10/07/2020	7/1/20-7/9/20 mileage	FESSENDEN,RICHARD TODD	\$ 37.38
10/07/2020	8/3/20-8/16/20 mileage	FESSENDEN,RICHARD TODD	\$ 64.98
10/13/2020	1st Qtr PBES Admin		\$ 13,647.80



Projects Status Report

November 9, 2020

Amy's Grove

Planning and permits for public use of Amy's Grove.

The archaeological survey has been completed and did not find evidence of Native American activity. The botanical survey has been completed and submitted for review. 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. PG&E is marking trees for transmission line clearance trimming in the right of way adjacent to our property. We have attempted to limit the scope of that work, but ultimately we have little say in the process. In late July 2019 we learned that we did not receive the Habitat Conservation Fund grant we had applied for to assist with the purchase of the 164 acres to the north. The purchase has been completed using District reserve funds. State Parks in June 2020 released the announcement of the per capita grant funds, which the District will use to reimburse about half the cost of the 164 acre purchase. An application for \$400,000 from the Prop 68 per capita grant program has been submitted, the grant agreement has been signed by the District, and the District is now awaiting processing by the State. Staff submitted a pre-proposal in partnership with Enchanted Hills Camp to share an AmeriCorps team next January through March, and has now submitted a full application.

Bay/River Trail - American Canyon to Napa

An 8+ mile recreational trail. Phase 2-B--Pond 10 to Soscol Ferry Road.

The design for the public crossing of the SMART tracks has been completed, and SMART, NRCA and the PUC have verbally agreed to allow the railroad crossing. A biological survey for the Fagan Marsh area has been completed; based on the results, 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. The Board President and General Manager met

with CDFW staff on June 12, 2018 to discuss CDFW concerns. Senator Dodd organized a meeting in October with the City of American Canyon, County of Napa and the District in an attempt to move the project forward, and another meeting with District staff and CDFW staff on November 28, 2018. Staff has been working with BCDC to determine whether CDFW plans to impose user fees for people walking on the trail along the edge of the wetlands would be allowed under DFW's permit from BCDC. Director Christian has been volunteering considerable time to remove weeds blocking the trail both north and south of Green Island Road. Staff has also been working with the Bay Trail Project and Director Christian to ensure the draft Countywide Bicycle Master Plan includes the trail connection from Green Island Road to Suscol Ferry Road. CDFW in April approved policy changes for the Napa-Sonoma marshes, including use of bicycles on designated trails. The District and the City of American Canyon have been developing new and improved signage for the Wetlands Edge trailhead. The commemorative plaque for former Director Myrna Abramowicz was vandalized in June or July of 2020; Director Christian is researching replacement options.

Berryessa Vista

Planning, stewardship and expansion of this 304 acre wilderness park.

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. 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. The Bureau of Reclamation has completed environmental review and authorized the District to improve the trail leading from water's edge up into the District property and install directional signage. We had tremendous success at the volunteer trail building event in early February, building +/- 900 feet of new trail. Berryessa Vista burned in the August 2020 fires; once the ashes settle staff will need to assess damage and come up with a repair and restoration plan.

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 worked

with a forester to develop a plan for salvage logging to (a) remove hazardous dead trees in the campground area and (b) 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 was completed during the week of July 23rd followed by the logger completing 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; so far they have completed chipping of much of the remaining woody debris, and are well along with cutting larger logs into rounds for eventual splitting for firewood. In July 2019 we worked with our salvage logging contractor on improvements to the gravel driveway to make it more useable to visitors in 2WD vehicles. We met with a local engineer on site on Sep 5th to begin designing facilities for a rebuilt camp. Our EDD crew has been doing preliminary work clearing debris out of future camp site areas. We removed a very large standing dead oak tree adjacent to the parking area in mid-November for safety reasons. The EDD work crew wrapped up their season at the end of December. Staff hiked the property extensively in February, trying among other things to relocate the old trails, but most have been destroyed by the 2017 fires and resulting erosion. We continue to work with a local engineer on developing plans for a new water system and, potentially, a new septic system on the property. While the District's budget situation may not allow the system(s) to actually be constructed for some time, having a completed design in place now will be helpful for budgeting, potentially grant writing, and other projects going forward. We have been talking with the Mt Veeder Fire Safe Council who secured a grant to fund fuel reduction work along the Mayacamas ridge on and near the Cove; they plan to begin work in mid-June, accessing the area from Cavedale Road on the Sonoma County side and will clear downed and standing-dead trees along our ridgetop fire road. We continue to work on locating improvements (camp sites, water spigots, etc) for the rebuilt camp and have been working through some potentially more cost effective fixes to the gravel road, which is a struggle for some cars to climb when it's dry and dusty. Staff together with Enchanted Hills Camp has submitted an application for a 13 week Americorps crew this winter to work on The Cove, Amy's Grove and Enchanted Hills Camp. District staff inspected ridgetop fire clearing completed by the Mount Veeder Fire Safe Council in late September and were quite happy with the work that was done. More removal of dead and down trees will need to be completed, however, before we can meaningfully begin thinking about trail reconstruction.

EcoCamp Berryessa

Redevelopment and operation of former Boy Scout Camp with 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. Tuleyome. The BOR, and Forest Trails Alliance have completed the adjacent 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 Berryess; some have been placed around the property to restrict vehicle access and add character. Issues with the composting toilets and water systems (the result of poor design and power failures) appear to have all been resolved. We completed a fresh fee survey in early 2019, the results of which we are now analyzing to see if our rental rates need to be updated, we will be bringing those to the Board. We are looking into solar battery backups to provide more reliable power as rural blackouts on windy days have become the new normal. Some of the septic system valving and wires was damaged by denning rodents; they have been repaired, and the valve boxes have been hardened to make it more difficult for our furry friends to get into them in the future. The hard water at the camp is causing backflow prevention devices to leak, and repairing them continues to be a challenge. The EcoCamp has been closed to the public since mid-March 2020 due to the pandemic. We have been taking the opportunity of this downtime to get on top of spring mowing and other projects and Sarah Clark has been inspecting the property at least once a week. Staff has completed a survey of rates and policies for other group camps in the region, and will be developing a proposal for expanding camp use to include a broader range of group and family campers, for when the camp is not needed by the non-profit and youth organizations which are the primary target audience for the camp. Camp Berryessa suffered some damage in the August 2020 fires; the camp itself mostly escaped damage, but the power line to the camp was destroyed as was our camp host's mobile home and belongings. We have begun the cleanup process, including a hazardous materials clearance to be completed by the County and will be moving in the direction of permitting debris and ash removal. Power has now been restored and the water system seems to be working. We are having the water tested for VOCs (which can be created when plastic pipes melt) and will be working towards having the septic and water systems inspected and repaired as necessary while we wait for the County and State to finalize plans for debris and ash removal.

Moore Creek Park Development

Improvements and operations at our 1,500 acre regional park in the Lake Hennessey watershed. Includes the Moore Creek unit on land owned by the District and the Lake Hennessey Unit on land owned by the City of Napa.

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. 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. Work was completed on the Conn Creek connector trail between the Moore Creek and Lake Hennessey units in June 2013. Lake Hennessey North Shore Trails formally opened with a ribbon cutting in October 2014. The Sam the Eagle Trail was completed in April 2015. District staff and volunteers installed the Harold Kelly bench in early June 2015 and constructed a short ADA-compliant access trail to it that July. 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. 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. Staff hosted trail scouting and trail building volunteer events focused on the Madrone Trail in late May and early June, 2018. The Gate House was re-roofed in November 2018 using the Moore Creek maintenance/repair reserve fund. Staff coordinated a 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. Napa Marble and Granite installed (well, carved) new trail signage for the Shoreline and Sam the Eagle trails in early September 2017. Old Man's Beard Trail was completed in February 2018. The Whiskey Ridge and Conn Peak Trails (along with the Conn Peak Spur), nearly three miles of new singletrack all-in, was completed in 2019. The Catacoula Trail has been completed in rough form, and is open and safe to use by bikers and hikers, but work on drag-down, backslopes, and some drainage was delayed as a result of staff furloughs at Conservation Corps North Bay due to the Marin County shelter in place order; they are now scheduled to return and finish the work starting in late November 2020. To help ensure public safety in light of the Covid-19 pandemic, staff and volunteers monitored both entrances to Moore Creek Park for most Fridays and weekends in March through July. By late July this extra monitoring was stopped because park usage while still very high had returned to more manageable levels. Staff is working with the County of Napa and the City of Napa to make improvements to the end of Conn Valley Road to be able to better accommodate demand going forward, though planned work has been postponed indefinitely while everyone works on recovering from the LNU and Glass Fires of August and September of 2020. The two tenants at Moore Creek Park had to evacuate for about two weeks as a result of the August 2020 fires, but were able to return just before Labor Day. They then had to evacuate again on September 28 due to the Glass Fire. Despite a number of additional red flag days and closures over the last month, Moore Creek Park is unburned and in good shape.

Napa River Ecological Reserve

Manage public access and improve habitat for this State-owned property

The District has been maintaining the parking lot and front meadow since 2008, after assuming a responsibility that had previously been handled by the County. Staff recently discovered that the agreement between the District and the California Department of Fish and Wildlife, authorizing this partnership, expired at the end of 2017. Staff has approached CDFW about renewing the agreement, and is still waiting for a response from CDFW.

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 firefighting 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. 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. Deer season trail closure signs were put up in early August. Staff investigated reports of an illegal campsite near the Oat Hill Mine Trail and is investigating reports that people in 4WD vehicles have been clearing vegetation and other obstructions along the trail between Calistoga and the Palisades Trail. The campsite was determined to be located on adjacent private property (the owners have been contacted) and the 4WD enthusiasts own property further up the trail so have the right to drive on the trail. As with Moore Creek Park, the trail has been closed repeatedly in October and November due to hazardous fire weather. Recent PG&E line-clearing work along the lower portion of the trail damaged it in several places and we are working with PG&E to motivate them to fix it themselves, if that doesn't happen it is likely to become a District volunteer project later this winter. Visitation at OHMT has been very high since mid-March. We staffed the trailhead on weekends in late March and early April, but have determined that the dispersed nature of the parking in Calistoga means that it handles the higher level of traffic well and we have since reduced monitoring to occasional check-ins. A large tree fell, blocking the trailhead, but it was bucked the next day by Rob Grassi and Tyler Beach and Rick was able to complete the clearing a few days later. We had reports of an unpermitted running event on the morning of July 4th and have reached out to the organizer to ensure similar events don't happen in the future without advance approval. We are also following up on reports of unauthorized work to make the trail driveable by 4-wheel drive vehicles. In July 2020 the General Manager sent a letter to the property owner whose family members are believed to be doing the work, saying work needed to stop until they had obtained County permission to work in the road Right of Way. The property owner responded just before the August 2020 fires broke out; the issue will need to be pursued further once things settle down. The trail burned, at least in part, during September's Glass Fire and it looks to have sustained significantly more damage from firefighting operations this time. Rick Fessenden has been doing a lot of work to inspect the trail and clear debris and hazard trees. At this time the trail is under an advisory closure, meaning that we advise against public use, but since that is very difficult to enforce in practice we have not implemented a hard closure.

Putah Creek Properties

Acquire 480 acres next to Berryessa Estates from BLM at no fee through their Recreation and Public Purpose Act procedure. Manage Spanish Valley, Crystal Flats and Stone Corral (2,500 acres) open space preserves.

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. Per CalFire, the planned prescribed burn for Spanish Valley has been cancelled due to deteriorating weather conditions; we'll try again in 2020. We continue to refine a draft conservation easement for Spanish Valley with the Land Trust, and are close to finalizing the document for Board review. Interpretive staff held a well-attended public hike at Spanish Valley in early November focusing on native plants and the areas interesting geology. Our friends at the Land Trust continue to work with CalFire on coordinating a 2020 prescribed burn at Spanish Valley. Whether or not the burn will actually occur depends on weather, the nature of the fire season, and the ongoing impacts of Covid-19. Unfortunately, limited CalFire resources and bad luck with weather have forced the prescribed burn to be delayed another year. The Lake Berryessa Estates Property Owners Association in June 2020 retained an attorney to help them develop an agreement between the District and the Association authorizing the Association to manage and enforce regulations for use of the campground and boat launch areas of Crystal Flats and Stone Corral. All of the Putah Creek properties burned in the August 2020 fires. Other than burned vegetation, the only damage the District appears to have suffered was to the water tank that was on the hill above the metal barn located on the property, as well as a bulldozing of a fire line across Crystal Flats. The current President for the Association reached out to District staff just before the LNU fire, indicating a willingness to restart discussions about an agreement between the two. Those discussions will hopefully start now that it and the Glass Fire appear to be history.

Skyline Park

Permanent protection of Skyline Park and support for Skyline operations.

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. In October 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. However, the State never completed the application. Legislation introduced by Senator Wolk in January 2016 to authorize us to purchase the property 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; that planning process has apparently not progressed. SB 20 by Senator Dodd was approved in 2019, which again authorizes 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 obtained a TBID grant of \$20,000 to assist Skyline Park 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; the work was completed in the fall of 2019.. The Governor in late 2019 issued an Executive Order directing the State

use surplus State Lands to develop affordable housing, and included 20 acres of Skyline Park as surplus land that could be used for this purpose. Staff has been working with bicycle advocates and Skyline Park Citizens Association to plan and develop a bicycle skills course on a 1/4 acre portion of Skyline Park. The State has completed their review of the latest draft of the agreement authorizing the bicycle skills course, and the draft is now under review by County Counsel. District staff began meeting with the State of California (Departments of General Services and State Hospitals) in July 2020 to discuss the purchase of Skyline Park pursuant to SB 20, but in October DGS informed the District they were too busy to work on this until early 2021. Skyline Park staff in the fall of 2020 completed the repair and hardening of a stretch to the Skyline Trail above Lake Marie so that it can be used year-round. This trail is currently the only way to access Suscol Headwaters Park. The reconstructed trail is now largely done and it is a truly impressive piece of work.

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 Roughs 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 cleanup 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. Our volunteer caretaker for this property has made repairs to the dirt roads and the perimeter fencing. Staff in January 2020 flagged a route for the proposed new trail access into the property from Reclamation's Smittle Creek Day Use Area parking lot, and a botanist has been retained to conduct a floristic survey this winter and spring. Kyra Purvis is working on the CEQA analysis and on putting together a use permit application to the County of Napa to open Smittle Creek to the public. Kyra also continues to work with Reclamation on an agreement to authorize the public to use their Smittle Creek Day Use Area parking lot to access our property. All of Smittle Creek burned in the August 2020 fires. The entry gate and fence the District shares with Reclamation was burned; a temporary fix has been made, but further work will be needed.

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 for human consumption from the Bale Mill were unsuccessful. In 2014 the District started the process of extending the District's 5 year Operating Agreement and including RLS in the agreement, that new 20 year agreement was signed in April 2020. The District repaired the Silverado House at RLS, which a District employee now rents and maintains. The District is working with the Vine Trail on the proposed alignment of the Vine Trail through Bothe. As noted elsewhere, visitation at Robert Louis Stevenson State Park has been very high in the wake of the Covid-19 pandemic. Between March and June of 2020 staff and volunteers monitored the parking lot off Highway 29 during peak times to assist the influx of new users. The majority of Bothe State Park burned in September's Glass Fire, though none of the buildings were damaged. More detail on current activities are contained in a separate Parks Report for Bothe, Bale and RLS.

Suscol Headwaters Preserve

Improvements to Suscol Headwaters Preserve and opening the property as a public park.

The purchase of the Preserve was completed in November, 2017. The one remaining improvement to satisfy funding requirements is the construction of a California red legged frog (CRLF) breeding pond and various habitat improvements focused on, but not exclusively in, the pond area. A reserve fund has been set aside to do the work, but the actual work has been delayed while design and construction details are worked out. In late June 2019 we met on site with Caltrans and USFWS biologists and geologists to refine preliminary pond plans; that process has not yet been completed. Most of the property burned in the October 2017 firestorm; some trees were killed, and a perimeter grazing fence was destroyed, but otherwise damage was not catastrophic. 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. The District hired local trail builder Kevin Smallman to help with trail corridor planning and spent May 10 and 11 of 2019 hiking and flagging the property. A Use Permit for Suscol Headwaters Park was approved by the County Planning Commission in February 2020 and is now officially open to the public via Skyline Park. In July of 2015 the board of the Napa Sanitation District approved an easement option agreement which would allow us to construct a trail and trailhead parking lot on the eastern and southern edges of their Kelly Road treated water spray field property. However, that alignment is not ideal, so alternate access routes and staging areas have been pursued. Negotiations with the City of American Canyon and an adjacent property owner regarding the potential to relocate the access easement to our property from Highway 12 did not work out because of a change of mind by the property owner. Kyra has obtained conceptual agreement from another property owner on revising the access easement through their property to facilitate construction of a staging area on North Kelly Road rather than along Kirkland Ranch Road, and has drafted a grant deed that will accomplish this. Staff is now in promising discussions with Napa Sanitation District for such a staging area off North Kelly Road and a trail leading to the park following the western and northern edge of their treated water spray field. Chris met with REMBA's Executive Director on the property in early July 2020 to discuss funding opportunities and partnerships that may allow some new singletrack trails to be constructed at Suscol Headwaters. Rick and Ryan in spring 2020 installed signage

in hopes of dissuading the public from riding off trail, especially in the area of the knob at the very top of the park, because of the erosion that it causes.

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 an MOU with the Vine Trail Coalition to provide assistance as requested by the Coalition in receiving funds, preparing plans and environmental documents, and constructing and operating the trail. The District, the Bay Area Ridge Trail, the San Francisco Bay Trail and the Vine Trail Coalition prepared a joint Case Statement for the combined trail network for fundraising purposes. The District in 2010 submitted appropriations requests to Senator Feinstein and Congressman Thompson 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 in 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 in March 2019 to work out details related to the easement. A revised version of the easement, and an associated agreement allocating responsibilities is still being negotiated. At the request of the Vine Trail Coalition, staff is exploring with the County whether to take on the eventual maintenance of the section between Calistoga and St. Helena, with the costs to be paid 50/50 by the County and the Coalition.

Completed Projects

Amy's Grove

Donation of 50 acres along Dry Creek and Wing Creek, donation of 9 acres immediately to the north, and purchase of 164 acres to the north of that.

The donation of approximately 50 acres of open space from the Chamberlain family to the District closed in December 2015. An additional 9 acres was donated to the District by the Kateley family in 2019. The District also completed the purchase of another 164 acres from the Chamberlain family in 2019.

Bay Area Ridge Trail Realignment

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

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 - 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.

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 was approved by the property owner and the District. BLM's biologist inspected the alignment on September 17, 2011. The trail was constructed over the course of two years using volunteer crews, and continues to be maintained by volunteers (mostly provided by Tuleyome and Yolo Hiker)

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

Purchase of 443 acres of land that will provide public access to Cedar Roughs from the Smittle Creek Day Use Area 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

The acquisition of 164 acres from the Girl Scouts was completed in December 2017.

Historic ROW Analysis

Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those that 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. The easement was revised and expanded in 2016 to cover the entire Linda Falls property owned by the Land Trust. 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.

Master Plan Development and Updates

The Master Plan for 2008-2013 was approved in January 2009. It was updated in 2011 and again in 2019.

Moore Creek Open Space Park

Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008. The City of Napa subsequently approved an agreement with the District to incorporate approximately 900 acres of City of Napa Lake Hennessey watershed lands into Moore Creek Park.

Napa River Ecological Reserve Improvements & Restoration

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 and interpretive panels 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. A 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. In doing this work, several thousand students received a day of environmental education about native and invasive plants and riparian ecology.

Napa River Flood Control Easement

Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding.

Newell Preserve Improvements

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, which is owned by the City of American Canyon. 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.

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. 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; BLM in April 2016 indicated they did not want to transfer this parcel, so the District's application has been dropped.

River to Ridge Trail

Lot line adjustment to legalize River to Ridge Trail as constructed (it had encroached on private property in two locations). Animal silhouettes along the entryway fence illustrating the types of birds and mammals that can be found in the area were installed by an Eagle Scout candidate in 2008. A new information kiosk was installed at the entrance in December 2008 as part of a Boy Scout project. In 2011 volunteers made some drainage improvements.

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. The District and the Skyline Park Citizens Association have continued to cooperate on various trail maintenance projects.

Skyline Park Concessionaire Agreement Renewal

District staff negotiated renewal of concessionaire agreement on behalf of the County in 2010, 2015 and 2020. The renewal involved changes to the fee schedule and amendments to and approval of sub agreements with three non-profit partner organizations.

Skyline Park Facility Improvements

The proposals for a second greenhouse (from CNPS) and a covered equestrian arena (from Skyline Riders) were approved by the Department of General Services and by the County Board of Supervisors. The sponsors of these projects however ended up not pursuing either project.

Suscol Headwaters Preserve Acquisition

Acquisition of 709 acres of the former Kirkland Ranch in two phases was completed in November 2017.

Trinchero/Putah Creek Open Space Acquisition

The donation by the Trinchero family of 2,500 acres of open space (Spanish Valley, Crystal Flats and Stone Corral) 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

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/Cancelled Projects

Milliken Reservoir Trails and Picnic Area Feasibility Study

The feasibility study to *construct approximately 3 miles of Bay Area Ridge Trail plus additional feeder and loop trails, along with a staging and picnic area* within the City of Napa's Milliken Watershed was completed and accepted by the Board of Directors in 2009. The Napa City Council in November, 2009 approved city staff recommendation to hold off on considering the Milliken Reservoir trails project until the Lake Hennessey Unit of Moore Creek Park is completed.

Montesol West

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 were 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. Public outreach to Middletown area residents in 2017 were positively received. 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 they had sold to the State over timber located on the property.

Rector Ridge/Stags Leap Ridge Trail

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

CEQA on this project was completed several years ago, the project concept was approved by the District Board, and was positively viewed by the Veterans Home administration. However, subsequent changes and controversies within the Department of Veterans Affairs 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 pursuing a formal trail through the property, but personnel changes within their Department means their review also needs to be restarted. Finally, with the approval of the Go North alignment of the Bay Area Ridge Trail, this segment of trail is no longer part of the officially proposed alignment for the Ridge Trail. For all these reasons, this project is deferred until other District priorities are under control.

Vallejo Lakes

Possible purchase of 1100 acres of surplus Vallejo Water District lands, of which 200 acres are located in Napa County, and Lake Curry which is entirely in Napa County.

Discussions between the District, the Land Trust of Napa County, the County of Solano and the Solano Land Trust indicate a common desire to work together to purchase this property adjacent to Skyline Park. The City Council of the City of Vallejo officially authorized staff to pursue surplussing of the property, and hired an appraiser to prepare an estimate of the property's fair market value, but this was never 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. 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. 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, but doesn't know how to do this. Solano County in 2015 investigated the feasibility of acquiring the lakes and managing their water supplies; as part of this investigation they expressed interest in partnering with the District to manage public recreational access, but no decisions were made. 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.



By: Jason Jordan
Date: November 9, 2020
Item: Agenda Item 4.f
Subject: October 2020 State Park Report for Bothe- Napa Valley SP, Robert Louis Stevenson SP and Bale Grist Mill SHP

- All parks were closed in October due to the Glass Fire. The West side of Robert Louis Stevenson SP (Mt. St Helena side), reopened to hiking on October 24th. It was closed again on October 25th due to Red Flag Warning but is now open to hiking. Closure signs remain on the east side while damage to trails are assessed.
- The majority of October was spent on assessing fire damage, cleaning up the park and making repairs. The park was without power for 27 days.
- The waterline from the pump to the water tanks at RLS was damaged by the dozer line. Staff has made repairs to the water system.
- The Bothe water system sustained damage in two areas. A pressure relief valve was broken and has been repaired. The above ground water line from the spring was melted and damaged by fallen trees. The line has been repaired and all tests required by water board have been completed.
- The 3rd Saturday hike this month was cancelled due to the fire.
- The Bale Waterwheel restoration project was delayed due to the fire. Staff have resumed work and are close to completion.
- State Parks completed hazard tree inspection of Bothe, Bale and RLS. Staff have taken down approximately 30 trees. Bids are being prepared for remaining trees of high risk and value to be removed by contractor. Costs are expected to be around \$25,000 for additional removals.
- Staff have been cleaning lodging units, facilities and clearing burned debris from around sites. Trails are being assessed and cleared when safe to do so.
- The Bale Mill and Visitor Center remained closed. Plans and risk assessments continue for Bale Mill for reopening this winter.
- A volunteer event was held at Bale Mill on October 31st to clean up the interior and exterior of buildings from fire gel and extended closure.
- A plan has been developed to reopen Bothe for camping on November 13th as long as cleanup efforts are completed. Trails will be opened on a phased approach as they can be cleared and are safe for use.