



**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, December 14, 2020 at 2:00 P.M.
Via Zoom Conference Call

Instructions for Joining Zoom Meeting

Internet Access

<https://zoom.us/j/92857412385?pwd=Z2lhazFDMklKaUl2Y3lDaS9RK2hWUT09>

Meeting ID: 928 5741 2385
Passcode: 119672

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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

2:00 pm	Certification of November 2020 election results and administration of Oath of office for Directors Tony Norris, Brent Randol and Nancy Heliotés
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4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meeting of November 9, 2020.
- b. Proposed actions to address fiscal challenges resulting from COVID-19 and the 2020 LNU and Glass Fires, including public hearing on potential fee increase for camping at Bothe-Napa Valley State Park.
- c. Update on the Brown Act.

- 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.
- g. Election of Board President and Vice-President for 2021

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



STAFF REPORT

By: John Woodbury
Date: December 14, 2020
Item: **3**
Subject: Certification of November 2020 election results and administration of Oath of office for Directors Tony Norris, Brent Randol and Nancy Helioles

RECOMMENDATION

Approve the Certificate of November 2020 election results.

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

Public Resources Code Section 5532 requires the Board of Directors to adopt a certificate of election results if there was not more than one candidate filing for each of the Director positions whose terms are up. A draft certification is attached.

Public Resources Code Section 5532 also requires each Director to take an Oath of Office prior to the start of their term. The County Clerk of the Board (Luis Valdez) will administer the Oath by Zoom at the December 14 meeting. Those taking the Oath will then need to sign the actual Certificates of Election and Oath and Office.



NAPA COUNTY REGIONAL PARK &
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Barry Christian
Director Ward Five

BOARD OF DIRECTORS' CERTIFICATION THAT THERE ARE NOT MORE CANDIDATES THAN OFFICES TO BE ELECTED

The Board of Directors of the Napa County Regional Park and Open Space District does hereby certify, pursuant to §5532 of the Public Resources Code of the State of California, to the following facts relating to the Consolidated General District Election held on Tuesday, November 3, 2020:

A. As of the close of the nomination period on Wednesday, August 12, 2020, there were not more candidates than offices to be elected.

B. The person(s) so nominated are:

ANTHONY NORRIS	Ward 2
BRENT RANDOL	Ward 3
NANCY HELIOTES	Ward 4

C. That §5532 of the Public Resources Code allows one of the following courses of action to be taken by the Board of Directors:

1. Appoint to the office the person who has been nominated.
2. Appoint to the office any eligible voter if no one has been nominated.
3. Hold the election if no one has been nominated for the office and if a petition signed by ten percent (10%) of the voters or fifty (50) voters, whichever is the smaller number, in the district, or division if elected by division requesting that the election of directors be held.

D. That the District has not received a petition requesting an election be held.

E. That, upon receipt of Certificates of Election from the Registrar of Voters for the nominees for Ward 2, Ward 3, and Ward 4, the District shall appoint the nominees prior to the last Monday before the last Friday in November, 2020, or the first meeting of the Board thereafter.

Barry Christian, President,
Napa County Regional Park and Open Space District

Date: December 14, 2020



**NAPA COUNTY REGIONAL PARK &
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Karen Bower Turjanis
Director, Ward One

Tony Norris
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Director, Ward Five

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, November 9, 2020 at 2:00 P.M.

Via Zoom Conference Call

1. Call to Order and Roll Call

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

Staff Present: John Woodbury, Chris Cahill, Ryan Ayers, Rick Fessenden.

2. Public Comment

None.

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)

Report received.

DF-TN-KBT-BC-BR

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meeting of October 12, 2020.

Minutes for the October 12, 2020 meeting were approved noting one change to item 4.b. Director Christian abstained from voting on this agenda item during the October 12, 2020 meeting.

KBT-DF-TN-BC-BR

A

- b. Consideration and potential adoption of fundraising program for the District.

Directors voted to approve the proposed fundraising program with one note that the working name for the fundraising campaign has been changed to "ReLeaf Napa Fund".

KBT-TN-DF-BC-BR

- 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).
**Directors voted to approve Certificate of Acceptance and authorization as written above.
KBT-BR-DF-TN-BC**
- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for October 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

Director Norris made mention of the continuing citizen scientist project documenting the spread of sudden oak death in Napa County and surrounding counties.

6. Agenda Planning

John Woodbury noted that officer elections for the Board of Directors will take place during the December meeting.

John Woodbury noted that official general election results will be available at the December meeting and that the Board of Directors will need to certify the results. The 2 reelected Directors and one new Director will need to take the oath of office via video conference.

7. Adjournment

Adjourned the Regular NOSD Board Meeting November 9, 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: John Woodbury
Date: December 14, 2020
Item: **4.b**
Subject: Proposed actions to address fiscal challenges resulting from COVID-19 and the 2020 LNU and Glass Fires, including public hearing on potential fee increase for camping at Bothe-Napa Valley State Park

RECOMMENDATION

1. Open Public Hearing on proposed change to camping fees at Bothe-Napa Valley State Park, take comments, then close the Public Hearing.
2. Adopt Resolution approving an increase in camping fees at Bothe-Napa Valley State Park.
3. Direct staff to explore expanding use of EcoCamp Berryessa to include other camping to supplement youth, outdoor education, and social service group camping.
4. Confirm approach of actively seeking voluntary donations at the Moore Creek Park trailhead, and direct staff to investigate feasibility of implementing mandatory fees.
5. Direct staff to develop the draft budget for FY 2021-22 assuming the District will not continue to contract with the County for the services of the County's Parks and Open Space Program Manager position when that position becomes vacant due to retirement in May 2021.
6. Request an extension of the County's Special Projects Fund grant to the District, modified to provide a stable minimum level of funding until the extraordinary effects of the pandemic and the 2020 wildfires are resolved.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

Attached to this memo is a detailed discussion of the District's current and projected financial status in light of the effects of the COVID-19 pandemic and the LNU and Glass Fires of 2020. Also attached is a spreadsheet showing the adopted budget for the current fiscal year, updated projections for the remainder of this fiscal year, and projected revenues and expenses for the next three fiscal years.

The actions recommended for adoption today were drawn from the attached memo. In considering these recommendations, the Board should be aware of the following additional information:

1. The District Superintendent for California State Parks has up to 10 business days after being notified of a possible change in fees to object to fee changes at the three State Parks we operate. Notice that the District Board would be considering raising camping fees for weekends and holidays from \$35 to \$40 was provided on November 30th. The District Superintendent has not objected as of the time this memo was prepared, but has until the day of the Board meeting to do so. A Board action to raise the fee as proposed will only be effective if no objection has been raised by the District Superintendent by the time of the meeting.
2. Recommendation #5, (the District will no longer contract with Napa County for the County's Parks and Open Space Program Manager when/if that position becomes vacant in May of 2021) is not a decision on who will serve as District General Manager in the future. The Board's decision at this time only provides guidance to District staff on how to prepare the draft budget for next fiscal year, and guidance to the County that it does not need to backfill the Parks and Open Space Program Manager position when it becomes vacant. In order to fill the General Manager position (a legally-mandated District Officer) after the current General Manager retires, the Board will at a future date need to either designate another existing staff member as General Manager (the greatest potential for savings), or contract with a new person to serve as a part-time General Manager.

Attachment 1

On the Precipice

By John Woodbury, General Manager
Napa County Regional Park and Open Space District
December 2, 2020

In the 14 years since its formation by the voters of Napa County in 2006, the Napa Open Space District has methodically expanded its offering of open space parks and trails and public usage has steadily increased. By March 2020, NOSD owned just over 5,000 acres of open space, managed another 8,000 acres of parks and open space owned by other public agencies, and oversaw more than 90 miles of multi-use recreational trails. The District, through cautious and careful management, had also built up a rainy day fund equal to nearly a year's worth of routine operating expenses.

However, since March of 2020 the District along with virtually everyone else has experienced a bit more than a few rainy days. The COVID-19 pandemic has thrown everyone's lives into turmoil, disrupting jobs, schools, and families. One significant and mostly positive side effect has been people reconnecting with nature. **Public use of our parks and trails has more than doubled, and in some places tripled, since March 2020.** That's a great affirmation of the value of what we do at the Napa Open Space District, in promoting the physical, mental, and spiritual health of Napa County. It's been a real challenge for District staff and dedicated volunteers to accommodate this surging demand, but one we have willingly taken on.

Skyrocketing demand for public outdoor spaces is showing no signs of diminishing.

Unfortunately, District finances have at the same time been ravaged, due in part to the costs of keeping new park users safe, but much more significantly because of the impacts of coronavirus on the hospitality sector, the devastating LNU and Glass fires, and the choking and pervasive smoke that blanketed the Bay Area from summer deep into the fall.

The Financial Picture

The District has three sources of operating revenues: program income, an annual grant from the County of Napa, and grants and donations from other agencies and the community at large.

Program income currently accounts for more than 40% of overall District operating revenues; which is much more than is typical for other regional park agencies. We're proud to have achieved this level of self-sufficiency even while keeping nearly all of our parks and trails free to the public. However, most of our program income comes from fees at the State Parks we manage, for camping, for picnicking, and for tours of the historic Bale Grist Mill...and those fee revenues went to zero between March and June due to the pandemic forcing the closure of the campground and the Mill. While revenues briefly recovered from late spring into early summer,

they slipped again in August when smoke from the LNU fires made outdoor activities unpleasant and unhealthy and then collapsed completely when the Glass Fire first closed and then ultimately burned much of Bothe-Napa Valley and Robert Louis Stevenson State Parks. We weren't able to reopen the State Parks until Friday November 13, and even then only partially.

Since its formation the District has relied on an annual grant from the County of Napa. The District has had tremendous success leveraging the County grant, turning every \$1 of County funds into approximately \$3 worth of total cash and in-kind contributions that support the District's work. The County grant is based on a percentage of Transient Occupancy Tax revenues collected in unincorporated Napa County. Thanks to Napa's strong tourist economy, it's been an incredibly reliable funding source...until 2020. **Hotel tax revenues have been down 90 percent since March** because of the pandemic followed by the smoke from the LNU fires. **Even more significant, the two hotel/resort complexes that accounted for roughly half of County Transient Occupancy Tax revenues suffered major damage in the Glass Fire.** Whether and how soon those lodging facilities rebuild is impossible to predict at this time, but even in the best of circumstances it is likely to take a few years.

Up to now, the County's grant to the Napa Open Space District each fiscal year (July 1 to June 30) has been based on actual hotel revenues generated from Oct 1 two years prior to Sept 30 one year prior. Because of this lag between when hotel taxes are generated and when the County disburses grant funds to the District, the financial impact of the pandemic and the fires on the District's grant from the County won't start to hit until fiscal year 2021-22, with the full impact actually being delayed to fiscal year 2022-23. **Under the current grant formula, the County grant to the District is expected to decline some 40% in FY 2021-22 (compared to the grant received by the District in FY 2020-21), and by 85% in FY 2022-23.** In the best of circumstances, COVID 19 could be under control by the summer of 2021, and the hotels damaged by the Glass Fire mostly repaired and in operation sometime in 2022. This assumes no more disasters for the next few years. In those best-case circumstances, under the current grant formula the County grant to the District could potentially recover to 55% of normal in FY 2023-24, and 80% to 90% of normal the following year.

These projected cuts are way more than the District's otherwise ample rainy day funds can handle. Without significant changes, the District is facing a slow-moving financial train wreck that can only end in insolvency.

So what is to be done?

Actions Already Taken

The District Board of Directors this last June adopted the District's current-year (FY 2020-21) budget. Anticipating a pandemic-generated future reduction in transient occupancy tax revenues, the Board approved eliminating all capital investments not funded by dedicated

grants, not funding any new staff positions, cutting outside professional services to the bare minimum, and cancelling most of our environmental education program. Then in September the Board of Directors slashed benefit costs by cancelling a previously-approved but not yet implemented defined contribution retirement program for District employees not covered by the County's CalPERS contract.

These actions would have been enough to absorb the impact of the pandemic, but at the end of September the Glass Fire severely damaged Meadowood Napa Valley and Calistoga Ranch- major generators of Transient Occupancy Tax in the unincorporated county. Now that the extent of devastation is known, it is crystal clear the District's fund balance will go negative in fiscal year 2022-23 (see attached chart) unless more major changes are made.

Further Recommended Actions

Since the Board of Director's September decision, District staff has developed additional recommended actions for Board of Directors consideration to keep the District from the public sector version of bankruptcy:

- (1) Explore increasing net revenues from EcoCamp Berryessa by allowing family camping and a wider array of groups in addition to youth groups and community organizations. This would, however, require some investment to repair fire damage to the camp host site and the need for additional staffing to support the increased use could offset much of the extra revenue.
- (2) Actively solicit voluntary user donations at Moore Creek Park and Oat Hill Mine Trail (does not need further Board approval, and implementation is already in process).
- (3) Implement an aggressive community-based fundraising program including supporting memberships, business sponsorships, and planned giving (program approved by Board of Directors in November, and now starting to roll out).
- (4) Reduce administrative, planning and acquisitions staff costs. At the present time, the District operates with 2.5 FTEs (full time equivalent employees) focused on administration, planning, and acquisitions. That level of staffing, while still lean, was required to implement the consistent growth experienced by NOSD since its founding. In the current fiscal environment anything like the past level of growth is not going to be possible for the foreseeable future. When the employee currently filling the County's Parks and Open Space Program Manager position (who is contracted by the District to serve as General Manager) retires at the end of the fiscal year, the District should consider no longer contracting with the County for that position. This would result in a net savings of between \$120,000 and \$180,000 per year or 15% to 21% of non-State Park operating expenses, with the exact amount depending on whether the District will need to backfill some of the lost expertise. With this action, the District Board of

Directors will separately need to designate a new General Manager from among the people who already work for or are contracted to the District.

- (5) Increase camping fees at Bothe-Napa Valley State Park from \$35 to \$40 per night (this requires concurrence by California State Parks).

Recommendations #4 and #5 have tangible and predictable benefits for the bottom line (though #4 only directly benefits the District's State Park operations, and not the operations supported by the County grant. The other three recommendations should also benefit the bottom line over time, but the District would be wise to not count on these potential new revenue streams until they have been proven.

Even with the above actions, as Scenario 2 on the attached chart shows, the District will have depleted its non-State Park reserves by the end of fiscal year 2022-23, and will go negative shortly thereafter unless Transient Occupancy Tax revenues somehow recover considerably faster than seems likely.

Additional Potential Actions

Additional actions that could be taken include the following:

- (1) Close parks and trails. This is actually not easy to do, has significant unintended consequences, and is not recommended.
 - a. The District could stop maintaining the Oat Hill Mine Trail, but there is no practical way to prevent the public from using this old mining road, so the situation would revert to what it was before the District assumed responsibility for the right-of-way in 2008, with extensive trespassing, unsanctioned trail cutting, and illegal camping.
 - b. The District could stop maintaining the Napa River Ecological Reserve and turn it back over to the California Department of Fish and Wildlife, but CDFW has no budget or staff to manage the Reserve, and there is physically no way to exclude the public from using what is the only public access to the Napa River between the cities of Napa and Calistoga. As a result, the Reserve would likely rapidly return to being a trash and graffiti-filled mess.
 - c. Ecocamp Berryessa was built with grant funds that require it be operated as a campground for at least another decade. If it were closed, the District or its successors could be legally obligated to pay back some or all of that grant.
 - d. Moore Creek Park and Soscol Headwaters Park were also grant funded acquisitions, and if closed the District or its successors could be legally obligated to repay all or part of those grants.
 - e. The Cove is still being repaired from when it burned in the 2017 wildfires; the expense of operating it as a public park is not in the baseline budget projections, so not finishing repairs and not reopening it to the public would not improve our budget outlook; this would simply keep it from getting worse.

- f. Other District holdings are not currently open to the public, so keeping them closed would not reduce District expenses.
 - g. The State Parks are a separate budget unit, supported entirely by revenues generated at those parks. Per County policy, no County grant revenues may be used to support State park operations, and per State policy no revenues generated at the State Parks can be used outside of the State Parks. Cancelling the District's agreement to operate the State Parks would thus not benefit the District's bottom line. Further, if operation of these parks reverted to California State Parks, their condition would most likely also revert to what it was when the District assumed operations in 2012—extensive deferred maintenance with numerous boarded-up buildings, leaky roofs and water pipes, poorly cleaned and unsanitary restrooms and showers, and neglected trails.
- (2) Impose new user fees. This has both policy implications and practical constraints, and is not recommended at this time, except to conduct further research into the feasibility for charging for trail use at Moore Creek Park.

The District has up to now avoided charging day use fees, other than the fees already in effect at the State Parks when the District assumed management of those parks. This has partly been because of a belief that parks are a public good, and there is a public benefit when everyone, regardless of income, can enjoy the outdoors. In addition to this policy preference, however, is the simple fact that monitoring and enforcing user fees at remote locations can chew up most of the revenues generated by those fees. User fees can also have significant unintended side effects. For example, charging a fee for use of the Oat Hill Mine Trail may result in many people avoiding the main trailhead and instead trespassing on private property to access the trail further up the mountain. Similarly, charging a fee at the main entrance to Moore Creek Park would encourage people to park on Chiles/Pope Valley Road, a hazardous outcome, or could cause them to shift to the Conn Valley entrance, which already has more usage than the limited off street parking there can reasonably accommodate. Charging a fee for parking at the end of Conn Valley Road would result in more people attempting to park in the substandard shoulders and turnouts before the end of the road, as well as potentially requiring the County to consider turning the last stretch of this public road into what would essentially be a toll road.

- (3) Eliminate additional staff positions. This would significantly impact the capacity of the District to meet its responsibilities, and is not recommended at this time.

Outside of the District's State Parks operations (which are separately funded), the District has a very lean operation, with a total of only just over 4.5 full-time equivalent positions. Recommendation #4 above would eliminate the most expensive of those full

time positions. With this recommended cut the District will have little to no staff capacity left to plan and develop new projects, but existing commitments and park operations could continue. Further cuts to staff would only be possible if parks and trails were closed and performance standards were dramatically lowered.

- (4) Dissolve the District. This would not be easy to do, would involve substantial work and cost in the short run, and would result in the elimination of many if not all services provided by the District. It is a last resort and not recommended at this time.

Because the District was created by the voters of Napa County, any attempt to dissolve the District may need to go back to those same voters, with unknown outcome. In addition, the District's extensive property holdings would need to be taken over by other public agencies or non-profit organizations. If no other agency or organization with sufficient financial capacity were willing to step forward, the properties would likely devolve to the County or the State and, barring significant new expenditures at either of those levels of government, they would cease to be maintained and public access would be curtailed. Under any such scenario the County would likely end up with the knotty and potentially costly challenge of picking up the pieces, similar to what it has had to do in the past with other special districts that for various reasons became insolvent or dysfunctional.

- (5) Sell District Assets. The District owns just under \$15 million in property assets. However, all of the properties have deed restrictions or clouds on the title that either prevent their sale, remove most or all of their market value, or could require the District or its successors to repay the grants used to acquire the properties should they stop being public parks and/or open spaces.
- (6) Restructure the County Grant. The District could request the County of Napa revise the current method for determining the amount of the County's annual grant to the District. Exploring this option is recommended.

The current County grant to the District is based on a five-year agreement that runs through fiscal year 2022-23. The agreement has an option to extend for another five years. However, as the attached projections show, even with the reductions already incorporated into the current-year budget, as well as the additional five Recommendation Actions presented above, District reserves will likely be depleted by the end of the current five-year agreement, and will go negative thereafter unless the terms of the agreement are modified.

Changing the way the County grant formula is structured, such as to base the grant on multiple years' worth of revenues rather than a single year, could reduce abrupt year-

to-year changes in the grant amount, but it would not solve the underlying short to mid-term problem of dramatically reduced transient occupancy tax revenues. Transient Occupancy Tax revenues from the unincorporated county won't recover until the pandemic is over, Napa Valley's tourism sector recovers, and the hotels that were damaged and/or destroyed in the Glass Fire are rebuilt and once again successful.

Assuming Napa Open Space District implements the five Recommended Actions above, District revenues and expenses would be in approximate balance if the County grant approximated \$750,000 per year over the next five years. This would represent a 30 percent reduction from the current-year County grant of \$1,081,800, and it would not be enough to fund further acquisitions or new capital improvements of any scale. However, it would provide desperately-needed stability and predictability, and enable the District to maintain and operate all existing parks and trails, and also allow us to miss out on other grant or donor-funded opportunities to gradually complete those park and trail improvements already in the works.

Final Thoughts

Up until 2006, Napa County was the only county in the San Francisco Bay Area to have neither a county park and recreation department nor a park and open space district. Since then, with the strong support of the County of Napa Board of Supervisors, the Napa Open Space District has made considerable progress in providing the kind of regional parks and trails that the rest of the region has enjoyed for decades.

Demand for and use of these new parks and trails, already high before the arrival of coronavirus, has only exploded since then. Unfortunately, the combination of a pandemic and unprecedented wildfires is now challenging the financial structure that underpins the District. With no further adjustments, the disaster won't happen until early in 2023, but the longer we wait to right the ship the more limited and painful the choices will become.

Napa County Regional Park and Open Space District Budget Projections

Attachment 2

prepared November 25, 2020

	Adopted Budget FY 20-21	Updated Budget (projected) FY 20-21	Scenario 1 Continue Adopted Cuts			Scenario 2 Recommended Cuts		Additional FY 23-24	
			FY 21-22	FY 22-23	FY 23-24	FY 21-22	FY 22-23		
State Parks									
Beginning Fund Balance	\$746,993	\$769,330	\$596,180	\$488,713	\$365,246	\$596,180	\$573,447	\$534,714	
Revenues	\$712,400	\$688,627	\$770,310	\$770,310	\$770,310	\$855,044	\$855,044	\$855,044	
Expenses	\$861,777	\$861,777	\$877,777	\$893,777	\$909,777	\$877,777	\$893,777	\$908,777	
End Fund Balance	\$597,616	\$596,180	\$488,713	\$365,246	\$225,779	\$573,447	\$534,714	\$480,981	
Non-State Parks									
Beginning Fund Balance	\$527,602	\$465,085	\$928,320	\$708,229	-\$37,066	\$928,320	\$834,229	\$214,934	
Revenues	\$1,081,800	\$1,481,800	\$615,474	\$162,270	\$594,990	\$615,474	\$162,270	\$594,990	
Expenses	\$1,098,565	\$1,018,565	\$835,565	\$907,565	\$859,565	\$709,565	\$781,565	\$733,565	
End Fund Balance	\$510,837	\$928,320	\$708,229	-\$37,066	-\$301,641	\$834,229	\$214,934	\$76,359	
Unrestricted	\$365,216	\$799,345	\$565,766	-\$193,017	-\$471,080	\$691,766	\$58,983	-\$93,080	

NOTES

Updated projections for FY20-21

State Parks assume 23% decrease in camping revenues for first half of year, based on 1st Q actuals 19-20 compared to 20-21.

Increase non-SP revenue \$400,000 due to receipt of unbudgeted grant, and decrease expenses by \$80,000 for lower than budgeted election costs

Scenario 1 Continue Cuts Implemented in FY 20-21 budget

State Parks visitation down 23% for first half of FY 20-21, then assumed to return to FY 19-20 levels for second half of year;

For 21-22, TOT revenues unaffected for half of year (Oct 2019 to March 2020 tax revenues), and 10% of normal for rest of year (April 2020-Sept 2020 tax revenues)

For 21-22 expenses decrease \$200,000 from FY 20-21 due to no frog pond construction, and \$10,000 because no election expenses, but increase of 5% annually for half of salaries due to step increases (+16,000 for state parks, \$12,000 for non-state parks)

For 22-23, TOT revenues 10% of normal for half the year (Oct 2020 to Mar 2021 tax revenues), and 20% for rest of year (April 2021 to Sept 2021 tax revenues)

For 22-23 expenses increase from 21-22 by \$60,000 for potential election expenses, and step increase similar to 21-22

For 23-24, TOT revenues 40% of normal for half the year (Oct 2021 to Mar 2022 tax revenues) and 70% for half the year (April 2022 to Sept 2022 tax revenues)

For 23-24 expenses increase for step increase similar to 21-22

Expense projections assume these reductions:

postponed plan to provide a retirement (deferred comp) plan for permanent District employees (approved by BOD in Sept 2020)

no capital projects budgeted for FY 20-21 and beyond unless funded with restricted funds (approved by BOD in June 2020)

no new employee positions in FY 20-21 and for the three years after that

Scenario 2 Implement Further Cuts Recommended in December 2020

State Park visitation same as Scenario 1 but camping fees raised approximately 15% (from \$35 to \$40/night);

Cancel contract with County for services of Parks and Open Space Program Manager (serves as District GM; savings of \$180,000) in May 2021, and designate new GM from among other existing staff, with some backfilling of capacity (assume to cost \$54,000), for net savings of \$126,000

Potential Additional Revenues Not Reflected in Projections

actively seek grants for capital projects and programs (this is unlikely to help with baseline operating and maintenance expenses)

expand community fundraising program (program approved by BOD in Nov 2020, but too speculative to budget at this time)

revise County grant formula (this would need to be agreed to by the County Board of Supervisors)



STAFF REPORT

By: John Woodbury
Date: December 14, 2020
Item: **4.c**
Subject: Update on the Brown Act

RECOMMENDATION

Information only. No action necessary.

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 Brown Act, a transparency law adopted by the State of California, generally provides that legislative bodies must have noticed and open meetings to discuss and transact agency business. This past September AB 992 amending the Brown Act was approved by the legislature and signed by the Governor. AB 992 addresses the issue of communications on social media.

Attached to this memo is a discussion of AB 992 and what it means for public officials. For more information about other requirements of the Brown Act and its implementation, a good document is put out by the California League of Cities (<https://www.cacities.org/Resources-Documents/Resources-Section/Open-Government/Open-Public-2016.aspx>)

The Brown Act Meets Social Media

What Public Officials Can and Cannot Post on Social Media Under the Recently Enacted AB 992

By Hong Dao Nguyen and Albert Maldonado, Attorneys, Best Best & Krieger LLP

Public officials must continue to be vigilant if they post on social media sites about agency-related matters. However, recently enacted legislation, AB 992, aimed at updating the Brown Act to meet today's social media environment, provides greater guidance for public officials.

Prior to AB 992, public officials across the state received mixed messages and conflicting guidance from their various counsels on what could be posted, "liked," or shared on Facebook and other social media websites. These conflicting messages sometimes led to paralysis and some public officials avoiding communication on social media. While the public is increasingly receiving their news and community information from social media, some public agency officials have been noticeably absent from that communication medium. AB 992 was drafted and passed in the hopes of providing greater clarity on the actions public officials can and cannot take on social media, thereby encouraging greater communication and transparency with the public.

The Brown Act, a transparency law, generally provides that legislative bodies must have noticed and open meetings to discuss and transact agency business. Until AB 992 was signed into law in September, the Brown Act was silent regarding communications on social media.

AB 992 amends Government Code section 54952.2 and clarifies that a public official may communicate on social media platforms to answer questions, provide information to the public or to solicit information from the public regarding a matter within the legislative body's subject matter jurisdiction. But those communications are only allowed if members of the same legislative body do not use a social media platform to discuss official business among themselves. "Discuss among themselves" means making posts, commenting, and even using digital icons that express reactions to communications (i.e., emojis) made by other members of the legislative body.

Notably, AB 992 is stricter about social media contacts between public officials than in-person contacts. For example, under the Brown Act, two public officials of the same agency could talk face-to-face about a public agency matter without running afoul of the law. However, AB 992 prohibits a member of a legislative body from responding "directly to any communication on an Internet-based social media platform" regarding an agency matter if the communication is "made, posted, or shared by any other member of the legislative body."

Questions are already arising regarding what social media communications are now allowed under the law. The following includes some questions and answers to unpack AB 992:

Question: To what kinds of social media platforms does AB 992 apply?

Answer: AB 992 applies to Internet-based social media platforms that are "open and accessible to the public." "Open and accessible to the public" means "that members of the general public have the ability to access and participate, free of charge, in the social media platform without the approval by the social media platform or a person or entity other than the social media platform, including any forum and chatroom, and cannot be blocked from doing so, except when the Internet-based social media platform determines that an individual violated its protocols or rules."

Practically, those platforms include, but are not limited to, Snapchat, Instagram, Facebook, Twitter, blogs, TikTok and Reddit. That means AB 992 could affect social media commenting, retweeting, liking, disliking, responding with positive or negative emojis and/or screenshotting (photographing) and reposting.

Question: Does AB 992 prohibit public officials from commenting, sharing, or liking a social media post that was posted by the public agency on its own social media platform?

Answer: No, AB 992 does not prohibit a public official from commenting, sharing, or liking a social media post that was posted by the official's public agency. For example, if a public official wants to share his or her agency's post about water conservation, the official could still do that. AB 992 expressly allows a public official to communicate on social media platforms to answer questions, provide information to the public or to solicit information from the public regarding a matter within the legislative body's subject matter jurisdiction.

An issue may arise, however, if one director shares his or her agency's post on water conservation, and another director from the same board gives it a thumbs up. That would likely be a prohibited direct communication on social media.

Question: What if Director A posts about an agency matter, a member of the public then comments on the post, and then Director B replies to the public comment?

Answer: It is unclear whether the above scenario would violate AB 992. On one hand, Director B would likely claim that he or she is directly communicating with a member of the public and not Director A. On the other hand, someone could claim an AB 992 violation since the thread was started by Director A.

An important takeaway here is that whether or not a violation of AB 992 has occurred will likely be driven by the facts. For example, what if Director A started the thread and there were 10 intervening replies or comments before Director B chimed in? Could Director B's reply still be categorized as a "direct communication" to Director A? A conservative approach is for public officials to avoid posting on threads in which another public official of the same agency has posted, if the issue relates to public business. This is especially true if two directors have already commented on a public agency-related thread, since a third director's input could constitute a serial meeting by a majority.

Question: What if Director B shares or retweets Director A's post without comment?

Answer: Some social media platforms like Facebook and Twitter allow users to "share" someone else's post or "retweet" a post, respectively. Arguably, if one director is taking another director's post about a public agency matter and posting it onto his or her own page — even without comment — that would appear to be a direct response. Typically a share or retweet of another person's post shows support of that post (though that's not always the case).

Similarly, if two other directors (Directors B and C) shared or retweeted Director A's post — even without comment — those directors would appear to be a majority of the body "discussing among themselves" a topic within their agency's purview.

Question: Can public officials use social media to discuss personal matters amongst themselves?

Answer: Yes. Neither the Brown Act nor the new provisions in AB 992 prohibit discussions regarding private matters. For example, there is no issue with one director giving a thumbs up to another director's family photo or a majority of directors congratulating another director for finishing a marathon. The Brown Act only applies to public agency business.

Question: How would AB 992 be enforced?

Answer: AB 992 does not include any new or additional enforcement provisions. The district attorney or any interested person could raise a claim that a public agency violated the Brown Act and follow the enforcement provisions provided in the Government Code.

Question: Does AB 992 affect other methods of communication, such as public officials texting or emailing one another?

Answer: No, AB 992 only applies to communications about agency business on social media accounts that are generally open to the public. It does not regulate other electronic means of communication such as text messaging or emailing. However, the other means of electronic communication could raise other issues, including serial meetings and the California Public Records Act.

Question: How does AB 992 implicate the California Public Records Act?

Answer: In the case *San Jose v. Superior Court* (2017) 2 Cal. 5th 608, the California Supreme Court held that communications on personal electronic accounts could be subject to the Public Records Act. If public officials are using social media to communicate with members of the public (or one another), those posts could be subject to the Public Records Act.

As noted, whether an issue has arisen under AB 992 is highly factual, and this article only gives a sampling of the questions that may come up with public officials' use of social media. For specific issues, public officials should consult with their agency's general counsel.



NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT

STAFF REPORT

Date: December 14, 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 November 2020.

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

11/18/2020	Valley Architects	Plans and specs	Not to Exceed \$25,000
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PARKS & OPEN SPACE DISTRICT- NOVEMBER 2020 EXPENSE REPORT

General Admin -85000-00

<u>Date</u>	<u>Journal Line Description</u>	<u>Name</u>	<u>Monetary Amount</u>
11/04/2020	10/26-28/20 CSDA Conference	WOODBURY,JOHN ROBERT	475
11/04/2020	Zoom 10/24-11/23/20	WOODBURY,JOHN ROBERT	14.99
11/04/2020	09/2020 Google GSuite	WOODBURY,JOHN ROBERT	30
11/10/2020	Winiarski Donation		5000
11/20/2020	160149B-21 FY20 Audit pymt #1	BROWN ARMSTRONG ACCOUNTANCY CORP	2400

Moore Creek Dept. 85010-00

<u>Date</u>	<u>Journal Line Description</u>	<u>Name</u>	<u>Monetary Amount</u>
11/09/2020	PARK200321 10/2020	JOHNNY ON THE SPOT	178.94
11/10/2020	2 Gal Drain Pan, Motor Oil	CENTRAL VALLEY BUILDERS	22.27
11/10/2020	5059OCCI Hi Mont Hammer, STIHL	CENTRAL VALLEY BUILDERS	41.12
11/10/2020	Stihlmoto Mix	CENTRAL VALLEY BUILDERS	29.24
11/10/2020	Gas Treatment, Cooler Float	CENTRAL VALLEY BUILDERS	11.33
11/10/2020	Pre Mix Fuel, Cowhide Driver	CENTRAL VALLEY BUILDERS	159.97
11/10/2020	Nov 2020 Rent		1000
11/13/2020	PR2GL Pay End 10/30/20		5741.6
11/13/2020	PR2GL Pay End 10/30/20		119.25
11/13/2020	PR2GL Pay End 10/30/20		84.99
11/13/2020	PR2GL Pay End 10/30/20		363.37
11/13/2020	PR2GL Pay End 10/30/20		662.07
11/18/2020	Nov 2020 Rent		825
11/18/2020	PARK140221 11/20 water samples	HERITAGE SYSTEMS, INC.	128.33

Camp Berryessa Dept -85010-03

<u>Date</u>	<u>Journal Line Description</u>	<u>Name</u>	<u>Monetary Amount</u>
11/16/2020	Water Sampling	CALTEST ANALYTICAL LABORATORY	202.5
11/18/2020	Mileage 11/1-11/9/2020	CAHILL,CHRISTOPHER MICHAEL	51.75
11/24/2020	Technical Service Charge	OAKVILLE PUMP SERVICE	325

Napa River Ecological Reserve Dept. 85010-05

<u>Date</u>	<u>Journal Line Description</u>	<u>Name</u>	<u>Monetary Amount</u>
11/18/2020	PARK180221 10/2020	NAPA VALLEY SUPPORT SERVICES	500

State Park -85010-08

<u>Date</u>	<u>Journal Line Description</u>	<u>Name</u>	<u>Monetary Amount</u>
11/02/2020	Nov 2020 Rent-Silverado		800
11/03/2020	Oct 2020 Rent		1400
11/04/2020	Phone Line 9/28/20-10/27/20	AT&T	30.12
11/04/2020	Security Alarm 11/01/20-2/1/21	BAY ALARM COMPANY	207.9
11/04/2020	Handle, Brush Deck, Mop	SILVERADO ACE HARDWARE	37.66
11/04/2020	PG&E 8/20/20-9/18/20	PACIFIC GAS & ELECTRIC CO	465.24

11/04/2020	PG&E 9/15/20-10/14/20	PACIFIC GAS & ELECTRIC CO	6.28
11/04/2020	PG&E 9/15/20-10/14/20	PACIFIC GAS & ELECTRIC CO	12.57
11/04/2020	La Prima volunteer event	WOODBURY,JOHN ROBERT	104.41
11/06/2020	Ck#00007 dated 09/22/20		-30
11/10/2020	Garbage Service 10/20	UPPER VALLEY DISPOSAL SERVICE, INC.	2233.04
11/10/2020	Disposable Earplugs	SILVERADO ACE HARDWARE	18.31
11/10/2020	Mill Water Tank	CENTRAL VALLEY BUILDERS	317.25
11/10/2020	Chain saw Oil, Bar Oil	BROWN'S AUTO PARTS	67.54
11/10/2020	Nov 2020 Rent		1400
11/13/2020	PR2GL Pay End 10/30/20		6997.6
11/13/2020	PR2GL Pay End 10/30/20		909.6
11/13/2020	PR2GL Pay End 10/30/20		114.67
11/13/2020	PR2GL Pay End 10/30/20		490.25
11/13/2020	PR2GL Pay End 10/30/20		1381.26
11/16/2020	Hand Soap, Latex, Bleach	SMART FOODSERVICE WAREHOUSE STORES	178.61
11/16/2020	Aeratr, U-Bolt, Bolt U	SILVERADO ACE HARDWARE	15.68
11/16/2020	Chlor 1 Gal, Chlor 53 Gal	LESLIE'S SWIMMING POOL SUPPLIES	329.36
11/17/2020	State Parks - Camping		2339
11/17/2020	State Parks - Yearly Pass		350
11/17/2020	State Parks - Day Use		644
11/18/2020	Hand Soap, Latex, Bleach	SMART FOODSERVICE WAREHOUSE STORES	-178.61
11/19/2020	State Parks - Day Use		142
11/19/2020	State Parks - Camping		181
11/19/2020	State Parks - Donations		10
11/19/2020	State Parks - Fuel Sales		9.22
11/24/2020	Water Sampling	CALTEST ANALYTICAL LABORATORY	125
11/24/2020	Chipper Rental	UNITED RENTALS (NORTH AMERICA), INC.	1157.24
11/24/2020	Water Sampling	CALTEST ANALYTICAL LABORATORY	50
11/24/2020	Water Sampling	CALTEST ANALYTICAL LABORATORY	50
11/24/2020	Bar & Chain Oil, Water	STEVES HARDWARE	27.42
11/24/2020	Keyrafter	STEVES HARDWARE	2.8

Amy' Grove -85010-10

<u>Date</u>	<u>Journal Line Description</u>	<u>Name</u>	<u>Monetary Amount</u>
11/10/2020	Pre-Mix Fuel ,Chainsaws	CENTRAL VALLEY BUILDERS	61
11/18/2020	Mileage 11/1-11/9/2020	CAHILL,CHRISTOPHER MICHAEL	14.38

Other Projects -85010-90

<u>Date</u>	<u>Journal Line Description</u>	<u>Name</u>	<u>Monetary Amount</u>
11/04/2020	MyFonts typeface for logo/sign	WOODBURY,JOHN ROBERT	35
11/10/2020	Hard Hat Pinlock Yellow	CENTRAL VALLEY BUILDERS	81.35
11/30/2020	Napa to RLS to Napa	WOODBURY,JOHN ROBERT	51.75



Projects Status Report

December 14, 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 proposal in partnership with Enchanted Hills Camp to share an AmeriCorps team next January through March, which was approved on December 8th. The AmeriCorps crew is set to arrive in early January.

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

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

EcoCamp Berryessa; some have been places 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 have had the water tested for VOCs (which can be created when plastic pipes melt) and the tests came back negative. The septic system was inspected in late November and some minor damage which was discovered is slated to be repaired before the new year. We have filed for a Right of Entry with the County of Napa, which should mean fire debris are removed as a part of the County/FEMA fire cleanup operation. There is no scheduled date for that cleanup as of the time of this writing.

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 returned right after Thanksgiving and have been doing good work under Rick Fessenden's management completing the trail. 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 autumn red flag days and closures, and a rare December red flag event, 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 Roughts Wilderness, but accessed via Smittle Creek.) The State Fish and Wildlife Game Warden for this area has been most helpful in patrolling the property looking for illegal poaching. A well-attended volunteer 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: December 14, 2020
Item: 4.f
Subject: November 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 (Mnt. St Helena side), reopened to hiking on October 24th. Closure signs remain on the east side while damage to trails are assessed. RLS has been receiving high use after the rain and with good winter weather.
- The majority of November was spent on addressing fire damage, cleaning up the park and trails.
- Bothe Napa was reopened for camping and day use on November 13th, while trails remain closed for cleanup. Staff removed 35 trees and use a chipper to remove down material for 7 days. * Two cabins, one yurt and three campsites will remain closed for winter due to erosion and tree concerns related to the fire.
- Multiple volunteer events were held from October 31st to November 23rd.
 - **Oct 31st**- Bale Mill: Cleanup of inside mill and granary building, fire ice removal, and outside grounds clean up. Clearing of history trail.
 - **November 7th**- Bothe: Brush removal along History trail, group camp trail, and Ritchie Canyon Trail.
 - **November 14th**- Bothe: Brushing, lop and scatter down material on Redwood and Ritchey Creek Trails.
 - **November 13**- Bothe: Skyline Volunteers- Clear downed trees on Redwood and Ritchey Creek Trials
 - **November 13-15**- Bothe: Forest Practices group- Removal of hazard tree, clear waterline and access at spring, clear portions on Coyote Peak Trail.
 - **November 23**- Bothe: AmeriCorps- Clearing, lop and scatter material on Redwood and Coyote Peak Trails.
- 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 waterboard have been completed.
- Bothe Campground had 70% occupancy over the Thanksgiving Holiday weekend.
- The 3rd Saturday hike this month was postponed. Staff is working with State Parks on a fire ecology video to be released in coming months.
- The Bale Mill Waterwheel restoration project was completed and staff is testing equipment and preparing to grind again.

- The Bale Mill and Visitor Center will remain closed while Napa County is in the purple tier.
- Hazard tree assessment was completed for Robert Louis Stevenson State Park.
- Annual visitation and Revenue/ Expenditure reports submitted to State Parks.
- Contract was completed with Architectural firm to produce drawings for RLS buildings including Silverado house drawings required for submittal to State Fire Marshal's office for new roof.



STAFF REPORT

By: John Woodbury
Date: December 14, 2020
Item: **4.g**
Subject: Election of Board President and Vice-President

RECOMMENDATION

Elect Board President and Vice-President for calendar year 2021.

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

According to the District By-Laws (Section II.A) the Board of Directors shall elect from among its members a Board President and a Board Vice-President at the end of the regular meeting in December of each calendar year. Those elected shall begin their terms of office immediately upon election and serve until their successors are elected.

The President acts as the presiding officer of the Board of Directors and in that capacity shall preserve order and decorum, decide questions of order subject to being overruled by a four-fifths vote, and perform a variety of other duties. The Vice-President shall serve as President in the absence of the President.

The District has no rules or set procedures for how these two Board officers are elected. Past practice has generally but not always been that the President has been elected to serve two consecutive one-year terms, after which the Vice-President has been elected to step into the role of President.