



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

Karen Bower Turjanis
Director, Ward One

Tony Norris
Director, Ward Two

Brent Randol
Director, Ward Three

Nancy Lewis-Heliotas
Director, Ward Four

Barry Christian
Director, Ward Five

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Monday, July 12, 2021 at 2:00 P.M.

Note: this is a hybrid in-person meeting, subject to Covid-related regulations.
People may also attend and provide comments via Zoom Conference Call

Instructions for Joining Zoom Meeting

Join Zoom Meeting

<https://us06web.zoom.us/j/87843676174?pwd=bE1GVDIyNk5OUjBETm11MFZsWi94QT09>

Meeting ID: 878 4367 6174

Passcode: 717751

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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

None.

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors special meeting of June 28, 2021.
- b. Consideration and potential acceptance of the Dan's Wild Ride trail easement from David and Kimberly Phinney (being portions of Napa County APNs 025-030-017, 025-060-005, and 025-030-010) connecting Moore Creek Park to the Land Trust's Okin Preserve and Pacific Union College.
- c. Consideration and potential approval of Resolution 21-02, adopting rules and regulations for the administration of employer-employee relations.

- d. Consideration and potential approval of budget adjustments for FY 2021-2022.
- e. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for June 2021.
- f. Review of the District Projects Status Report.
- g. Receipt of monthly report for Bothe-Napa Valley State Park, Bale Grist Mill State Historic Park, and Robert Louis Stevenson State Park.

5. Announcements by Board and Staff

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

6. Agenda Planning

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

7. Adjournment



Karen Bower Turjanis
Director, Ward One

Tony Norris
Director, Ward Two

Brent Randol
Director, Ward Three

Nancy Lewis-Heliotes
Director, Ward Four

Barry Christian
Director, Ward Five

MINUTES

BOARD OF DIRECTORS SPECIAL MEETING

Monday, June 28, 2021 at 2:00 P.M.

Via Zoom Conference Call

1. Call to Order and Roll Call

Directors Present: Karen Bower-Turjanis, Tony Norris, Brent Randol, Nancy Heliotes, Barry Christian

Staff Present: Chris Cahill, Kyra Purvis, Ryan Ayers

2. Public Comment

None.

3. Set Matters

2:00 pm **Public Hearing.** Consideration and potential approval of budget, position allocation table, and salary table for FY 2021-2022.

Staff updated the Board of Directors about revisions to the budget document presented June 14, including minor language and formatting adjustments and several technical edits resulting from rounding differences between the District budget and the County's budgeting software.

The General Manager described the position allocation table, salary table, and the method used by the District for arriving at cost of living adjustments for District employees. The General Manager introduced a staff recommendation to provide a one-time payment to District employees (\$1,500 per full time District employee, with the amount prorated for District employees working less than full time, including extra help).

Public comment period opened and closed with no public comment given.

Directors voted to adopt the budget for FY2021-2022, position allocation table, salary table, and one-time payment for District employees as presented.

TN – KBT - BR - BC - NH

4. Administrative Items

a. Consideration and potential approval of minutes for Board of Directors meeting of June 14, 2021.

Minutes for the June 14, 2021 meeting were approved without changes.

BR – NH - KBT - TN - BC

5. Announcements by Board and Staff

- **Director Christian suggested considering printing QR codes on District business cards in future iterations to encourage additional outreach.**
- **Ryan Ayers detailed implementation of the District's 2021 Recreation Survey currently being disseminated to the public. Directors suggested additional avenues for outreach including signage with various partner agencies.**

6. Agenda Planning

- **Director Bower-Turjanis asked after the status of the easement connecting Moore Creek Park with the Pacific Union College forest. Chris Cahill updated the board on the status of this easement and mentioned its inclusion for acceptance by the board in the July Regular Meeting.**

7. Closed Session

- a. Conference with Real Property Negotiator (Government Code Section 54956.8)
Property: Napa County APNs: 016-040-037, 016-040-038, 016-040-047, 016-060-026, 016-060-027, 016-060-028, 016-060-029, 016-070-011, 018-070-041, 018-070-045, 018-070-046, 018-070-047, 018-070-048, 018-070-049, 018-080-067, 018-080-068, 018-080-069, 018-140-038, 018-250-025, 018-250-026, 018-250-027, 018-250-028, 018-260-022, 018-260-025, 018-290-014, 018-290-015, 018-290-018, 018-290-019, 018-290-024, 018-290-025, 018-290-026, 018-290-028, 018-290-029, 018-290-030, 018-290-031, 018-290-032, 018-290-033, 018-290-034, 018-290-035, 018-290-036, 018-300-005, 018-300-017, 018-300-018, 018-300-057, 018-300-058, 018-300-059, 018-300-063, 018-300-064, 018-300-065, 018-300-066, & 018-300-067-000.
Agency Negotiator: John Woodbury, Park and Open Space Planner (Special Projects)
Negotiating Parties: NCRPOSD and David Wickline, Alchemy Resorts
Under Negotiation: Price and Terms of Payment

No reportable action.

8. Adjournment

SIGNED: _____
Barry Christian, Board President

ATTEST: _____
Ryan Ayers, District Secretary

KEY

Vote: KBT = Karen Bower-Turjanis; TN = Tony Norris; BR = Brent Randol; NH = Nancy Helioles; BC = Barry Christian
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



STAFF REPORT

By: Chris Cahill
Date: July 12, 2021
Item: **4.b**
Subject: Consideration and potential acceptance of the Dan's Wild Ride trail easement from David and Kimberly Phinney (being portions of Napa County APNs 025-030-017, 025-060-005, and 025-030-010) connecting Moore Creek Park to the Land Trust's Okin Preserve and Pacific Union College.

RECOMMENDATION

1. Find that the proposed project is Categorical Exempt from the California Environmental Quality Act.
2. Approve the Certificate of Acceptance for the donation of the Dan's Wild Ride trail easement from David and Kimberly Phinney (being portions of Napa County APNs 025-030-017, 025-060-005, and 025-030-010) and approve the associated Agreement and Operations and Management Plan.
3. Authorize the Board President to execute all documents necessary to complete the transfer of the trail easement to the District, subject to completion of County General Plan Conformity Review as required by Government Code § 65402(c).

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

The Dan's Wild Ride trail easement is the next step in a long-term effort to complete a recreational trail between Moore Creek Park and Angwin. The trail connection was first proposed in the 1970's Park and Recreation Plan adopted by the County of Napa as the ambitious Napa Valley Crest Trail. What has ultimately become Dan's Wild Ride was also included as a key objective in the District's 2009 Master Plan as well as its 2013 and 2019 updates. The route also represents a significant gap in the Ridge Trail and has been

identified by the non-profit Bay Area Ridge Trail Council as part of their preferred alignment for the planned, and partially completed, 550-mile Bay Area Ridge Trail.

The District, under the leadership of former General Manager John Woodbury, has also invested significant work in making the Moore Creek Park to Angwin trail connection over recent years. In 2019, the Open Space District entered into an agreement with Pacific Union College to allow general public non-motorized recreational use of the trail system running through the College's forested lands. In March 2020, the District accepted the Bundy trail easement, unlocking an otherwise intractable corner connection at the northern end of the Moore Creek Park property. Most recently, in May 2020 we entered into a license agreement with our partners at the Land Trust of Napa County allowing a non-motorized recreational trail to cross their Okin Preserve property.

The Phinney easement, which Dave and Kimberly Phinney have graciously offered to donate to the District as part of this agreement, represents the final physical gap in the Moore Creek to Angwin route. The trail corridor, on nearly 6 miles of existing fire roads and singletrack trails, makes a landscape-scale connection between the oak savannahs of Lake Hennessey and the redwoods, firs, and ponderosa pines of Pacific Union College's experimental forest. It has been the work of many hands, the Phinney family and John Woodbury not least of which, but also Corey Dahline; Deb St. Cyr, Alex Dunn, and the whole team at Redwood Trails Alliance; Doug Cutting; Peter Lecourt at PUC; Lena Pollastro and Doug Parker at the Land Trust; and countless others.

At the request of the donors, the Dan's Wild Ride trail across the Phinney property would not allow horses. It likewise does not allow any motorized transportation (except for maintenance or emergency purposes), which is presently intended to exclude e-bikes except as an accommodation under the Americans with Disabilities Act.

While the Dan's Wild Ride trail mostly exists on the ground, there are several steps that remain necessary before the trail can be formally opened to the public. Our agreement with the Phinneys requires a number of gate and signage improvements on their property, all of which are designed to inhibit trespassing. We will also need to request and receive a General Plan Conformity Review from the Napa County Planning Director before recording the Certificate of Acceptance with the County Recorder's Office. Once the easement is formally accepted, District staff would return to the Board with a CEQA analysis for the complete trail connecting the PUC Forest to Moore Creek Park, the approval of which would allow us to file for the required Use Permit with the County of Napa. We hope to be back before this Board with a CEQA document in late summer or early fall, after which the timeline for opening the trail to the public and dedicating it as Ridge Trail would be dependent on processing times in the County Department of Planning, Building, and Environmental Services.

Because Dan's Wild Ride is not currently open to the public we have refrained from creating a map of the entire route. We have, however, attached exhibits from the Phinney easement agreement and the Land Trust (Okin) license agreement, which describe the connection across those two properties.

Phinney - Dan's Wild Ride Trail Easement

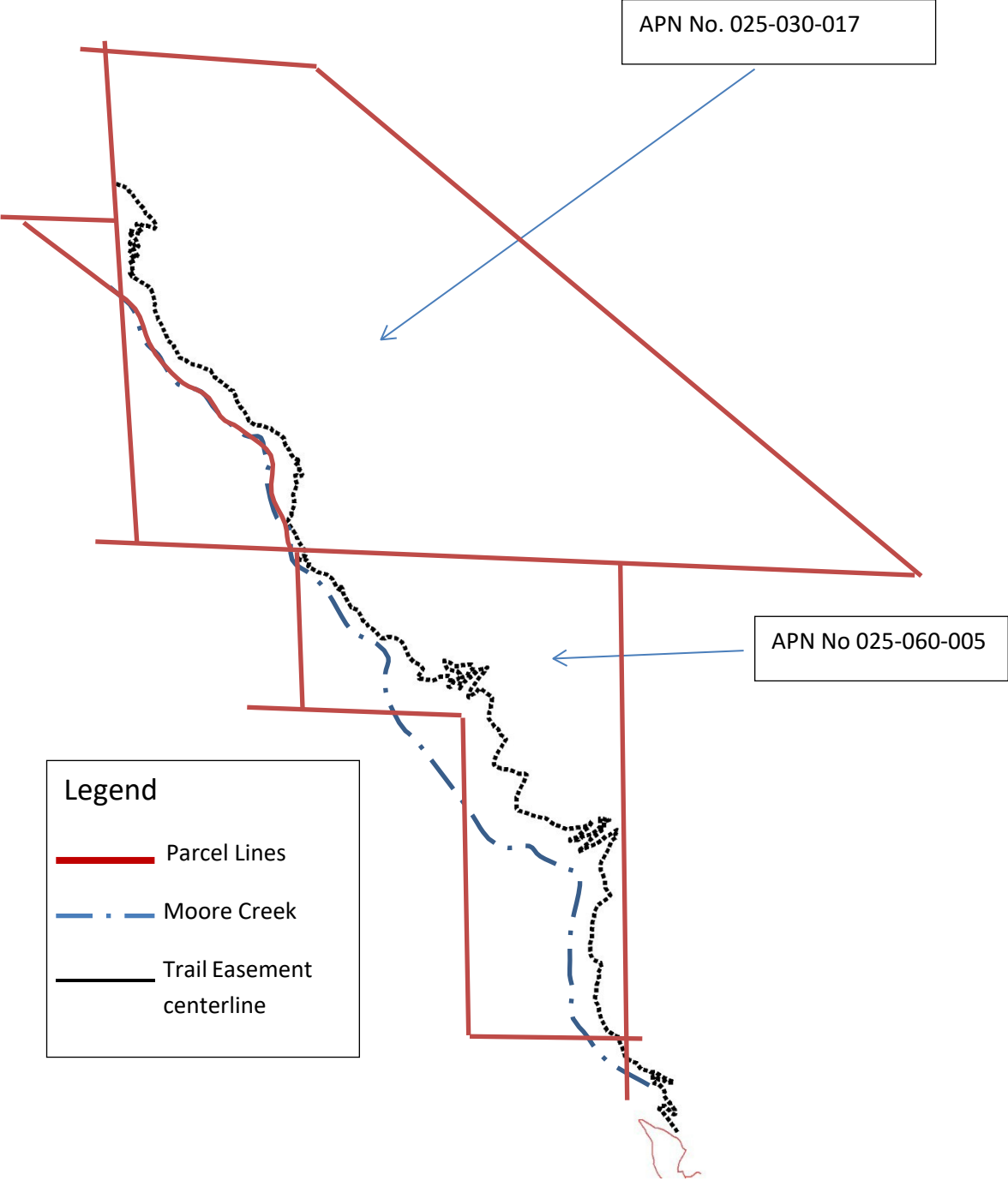
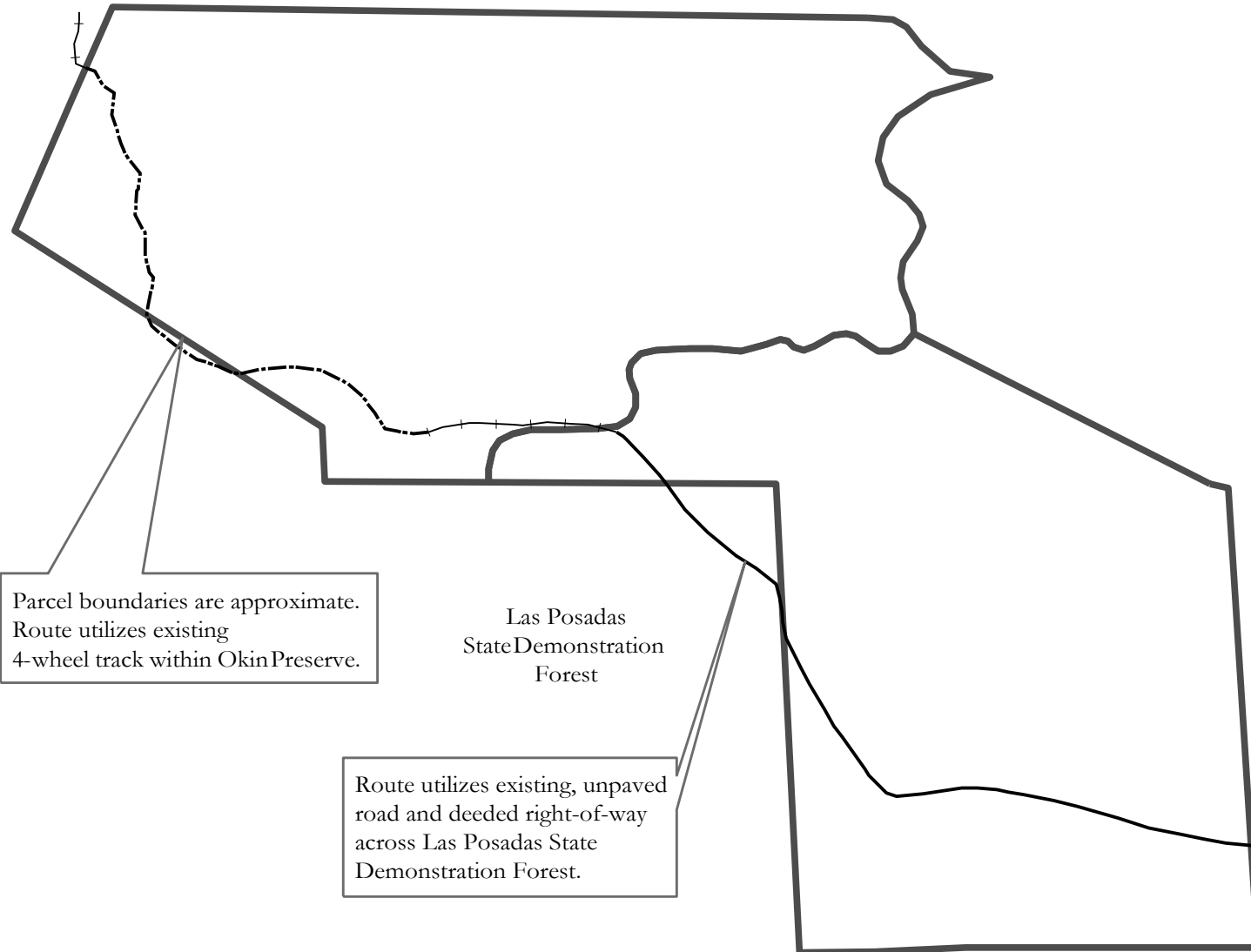


Exhibit A

Okin Preserve
Proposed Trail Route

Pacific Union
College



Parcel boundaries are approximate.
Route utilizes existing
4-wheel track within Okin Preserve.

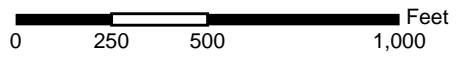
Las Posadas
State Demonstration
Forest


Route utilizes existing, unpaved
road and deeded right-of-way
across Las Posadas State
Demonstration Forest.

- Legend**
- Trail_License**
- +— Dirt
 - - - Grass
 - Gravel
 - ▭ Okin_Parcels

Data Sources:
Napa Co. GIS 2017 Parcels

Map is approximate only.
Use for reference purposes.



 Land Trust
OF NAPA COUNTY Created LINC 09/18



STAFF REPORT

By: Chris Cahill
Date: July 12, 2021
Item: **4.c**
Subject: Consideration and potential approval of Resolution 21-02, adopting rules and regulations for the administration of employer-employee relations.

RECOMMENDATION

Approve the proposed Employer-Employee Relations Resolution as submitted.

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

At the time of adoption of the District's first (non-interim) Personnel Manual in March 2020, our outside labor and employment law counsel advised that we should also adopt employer-employee relations policies. These rules, commonly called Employee Relations Resolutions, are designed to create transparent ground rules for the recognition of employee organizations or unions and to preempt state Public Employee Relations Board (PERB) standards which can be onerous and difficult for both sides to interpret in practice.

The attached Employer-Employee Relations Resolution was drafted by our outside counsel, Richard Rybicki and has been reviewed by District Counsel Chris Apallas and by myself. As noted by Mr. Rybicki, "the attached material leaves quite a lot of discretion to the Board but incorporates modern PERB standards as well." Should District employee groups seek recognition in the future, staff believes that the District will be very thankful to have adopted concise understandable rules to guide the process.

RESOLUTION N^o 21-02

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

A RESOLUTION OF THE BOARD OF DIRECTORS ADOPTING RULES AND REGULATIONS FOR THE ADMINISTRATION OF EMPLOYER-EMPLOYEE RELATIONS

WHEREAS, on November 7, 2006 the voters of Napa County established the Napa County Regional Park and Open Space District (“DISTRICT”) pursuant to the provisions of Article 3, Chapter 3 of Division 5 of the Public Resources Code (commencing with Section 5500) with responsibility for protecting and stewarding public open space resources and providing outdoor recreational and educational opportunities; and

WHEREAS, Chapter 10, Division 4, Title 1 of the Government Code of the State of California was adopted for the purpose of promoting improved employer-employee relations between public employers and their employees by establishing uniform and orderly methods of communication between employees and the public agencies by which they are employed; and

WHEREAS, Government Code Section 3507 empowers a public agency to adopt reasonable rules and regulations after Consultation in Good Faith with representatives of its employee organizations for the administration of employer-employee relations; and

WHEREAS, the Napa County Regional Park and Open Space District desires to adopt such reasonable rules and regulations as authorized by law, via adoption of an Employer-Employee Relations Resolution;

NOW, THEREFORE, the Board of Directors of the Napa County Regional Park and Open Space District hereby resolves as follows:

Section 1. Title of Resolution

This Resolution shall be known as the Employer-Employee Relations Resolution of the Napa County Regional Park and Open Space District.

Section 2. Statement of Purpose

The purpose of this Resolution is to implement Chapter 10, Division 4, Title 1 of the Government Code of the State of California (Sections 3500 *et seq.*) captioned, “Local Public Employee Organizations,” by providing orderly procedures for the administration of employer-employee relations between the District and its employees and employee organizations and for resolving disputes regarding wages, hours, and other terms and conditions of employment. Where expressly provided in this Resolution, in order to provide consistency and guidance to District personnel, the District also intends to adopt certain regulations of the California Public Employee Relations Board that are consistent with the Meyers-Milias-Brown Act.

Section 3. Definitions

A. As used in this Resolution, the following terms shall have the meanings indicated.

- (1) “General Manager” means the General Manager of Napa County Regional Park and Open Space District, and in his or her absence the duly authorized representative.
- (2) “Appropriate Unit” means a unit established pursuant to Section 10 of this Resolution.
- (3) “Board” means the Board of Directors of Napa County Regional Park and Open Space District.
- (4) “Consult or Consultation in Good Faith” means to communicate orally or in writing for the purpose of presenting and obtaining views.
- (5) “Days” means calendar days unless otherwise stated.
- (6) “District” means the Napa County Regional Park and Open Space District, formed and operating pursuant to the provisions of Article 3, Chapter 3 of Division 5 of the Public Resources Code (commencing with Section 5500).
- (7) “Employee” means any person regularly employed by the District as authorized by the Board of Directors and/or the General Manager.
- (8) “Employee, Confidential” means any employee who assists and acts in a confidential capacity to persons who formulate, determine, and effectuate management policies in the field of labor relations; is privy, in advance, to decisions of District management affecting employer-employee relations; who is required to develop or present management positions with respect to meeting and conferring; whose duties normally require access to confidential information which contributes significantly to the development of such management positions.
- (9) “Employee, Management” means any employee having significant responsibilities for formulating and administering District policies and programs, including but not limited to the General Manager and any Deputy or Assistant General Managers, or any employee exercising supervisory authority. “Supervisory authority” means authority, in the interest of the District, to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward or discipline other employees, or responsibly to direct them, or to adjust their grievances or effectively to recommend such action, if the exercise of such authority is not merely routine or clerical in nature but calls for the use of independent judgment.
- (10) “Employee, Professional” means employees engaged in work requiring specialized knowledge and skills attained through completion of a recognized course of instruction, including but not limited to Park and Open Space Planners and Community Relations Specialists. Professional employees need not be confined to the same bargaining unit but may be in different appropriate units according to various professional types.
- (11) “Employee Organization” means any organization that includes employees of the District and has as one of its primary purposes representing such employees in their employment relations with the District.
- (12) “Employer-Employee Relations” means the relationship between the District and its employees and their employee organizations or when used in a general sense the relationship between District management and employees or employee organizations.

- (13) “Impasse” means (1) the failure of representatives of the District and a majority representative to reach an agreement over (a) wages, hours, and other terms and conditions of employment; or (b) whether or not a subject comes within the Scope of Representation; or (2) any unresolved complaint by an affected employee organization concerning a decision of District representatives made pursuant to Sections 9, 10 or 11 of this Resolution.
- (14) “Mediation or Conciliation” means the efforts of an impartial third person, or persons functioning as intermediaries, to assist the parties in reaching a voluntary resolution to an impasse, through interpretation, suggestion and advice. Mediation and conciliation are interchangeable terms.
- (15) “Meet and Confer in Good Faith” (sometimes referred to herein as meet and confer or meeting and conferring) means performance by duly authorized District representatives and duly authorized representatives of an employee organization recognized as the majority representative of their mutual obligation to meet promptly upon request by either party and at reasonable times and to confer in good faith regarding matters within the Scope of Representation, including wages, hours and other terms and conditions of employment, in an effort to:
 - (a) reach agreement on those matters within the authority of such representatives prior to the adoption by the District of its final budget for the ensuing year, and
 - (b) reach agreement on what will be recommended to the Board of Directors on those matters within the decision-making authority of the Board. This does not require either party to agree to a proposal or to make a concession.
- (16) “PERB” means the California Public Employment Relations Board.
- (17) “Recognized Employee Organization” means an employee organization that has been acknowledged by the District as an employee organization that represents employees of the District.
- (18) “Resolution” means, unless the context indicates otherwise, the Employer-Employee Relations Resolution of the Napa County Regional Park and Open Space District.
- (19) “Scope of Representation” means all matters relating to employment conditions and employer-employee relations (including, but not limited to, wages, hours and other terms and conditions of employment) that are included within the scope of representation of a Recognized Employee Organization under applicable law. In accord with applicable law, the Scope of Representation shall not include (a) District actions falling within the exercise of fundamental managerial policy, or (b) the merits, necessity, or organization of any service or activity provided by law or executive order.

Section 4. Employee Rights

Employees of the District shall have the right to form, join and participate in the activities of the employee organizations of their own choosing for the purpose of representation on all matters of Employer-Employee Relations including, but not limited to, wages, hours and other terms and.

conditions of employment. No employee shall be interfered with, intimidated, restrained, coerced or discriminated against by the District or by any employee organization because of their exercise of these rights, consistent with applicable law.

Section 5. District Rights

Subject to its duty to Meet and Confer in Good Faith as required by law, the rights of the District include, but are not limited to, the exclusive right to determine the nature and extent of services to be performed, as well the right to determine and implement its public function and responsibility; determine the mission of its constituent departments; manage and control all property, facilities and operations, including the methods, means, and personnel by which the District's operations are to be conducted; set standards of service; determine the size and composition of the working force; determine the procedures and standards of selection for employment and promotion; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work, funds or for other legitimate reasons; maintain the efficiency of governmental operations; determine the content of job descriptions and classifications; take all necessary actions to carry out its mission in emergencies; exercise complete control and discretion over its organization and technology of performing work; and take such other and further action as may be necessary to organize and operate the District in the most efficient and economical manner and in the best interest of the public it serves.

Section 6. Meet and Confer in Good Faith; Scope

The District, through its authorized representatives, shall Meet and Confer in Good Faith to the extent required by Government Code Section 3505 and any valid implementing regulations of the Public Employment Relations Board.

Section 7. Consultation in Good Faith; Scope

The District, through its authorized representatives, shall Consult in Good Faith with representatives of Recognized Employee Organizations where required under the Meyers-Milias-Brown Act, Government Code Section 3500 *et seq.*, and any valid implementing regulations of the Public Employment Relations Board.

Section 8. Advance Notice

- A. Reasonable written notice shall be given to each Recognized Employee Organization affected by any ordinance, rule, resolution, or regulation directly relating to matters within the Scope of Representation proposed to be adopted by the District and each such organization shall be given the opportunity to meet with the District prior to adoption.
- B. In cases of emergency when the District determines that an ordinance, rule, resolution or regulation must be adopted immediately without prior notice or meeting with a Recognized Employee Organization, the District shall provide such notice and opportunity to meet at the earliest practicable time following the adoption of such ordinance, rule, resolution or regulation.
- C. The preceding subsections shall be interpreted to comply with Government Code Section 3504.5.

Section 9. Petition for Recognition

- A. Petition as Exclusive Representative:

- (1) Any petition for recognition of employees within a specified bargaining unit must seek exclusive representation of all employees within the unit.
- (2) An employee organization that seeks formal recognition for purposes of meeting and conferring in good faith as the exclusive representative of District employees in an Appropriate Unit shall file a petition with the General Manager containing the following information and documentation:
 - (a) Name and address of the employee organization.
 - (b) Names and titles of its officers.
 - (c) Names of employee organization representatives who are authorized to speak on behalf of its members.
 - (d) A statement that the employee organization has, as one of its primary purposes, the function of representing employees in their employment relations with the District, or (ii) seeks to represent employees in their employment relations with the District.
 - (e) A statement whether the employee organization is a chapter or local of, or affiliated in any manner with, a regional, state, national or international organization, and, if so, the name and address of each such regional, state, national or international organization.
 - (f) Certified copies of the employee organization's constitution and by-laws.
 - (g) A designation of those persons, not exceeding two in number, and their addresses, to whom notice sent by regular United States mail will be deemed sufficient notice to the employee organization for any purpose.
 - (h) A statement that the employee organization has no restriction on membership based on race, color, creed, sex, age over 40, national origin, disability, sexual orientation or any other category protected by State and/or federal law.
 - (i) The job classifications or titles of employees in the unit claimed to be appropriate and the approximate number of member employees therein.
 - (j) A statement that the employee organization has in its possession written proof, dated within six months of the date upon which the petition is filed, currently effective or a payroll dues deduction authorization to establish that District employees in the unit claimed to be appropriate have designated the employee organization to represent them in their employment relations with the District. Such written proof shall be submitted for confirmation to a mutually agreed upon disinterested third party.
 - (k) A request that the District recognize the employee organization as the exclusive representative of employees in the unit claimed to be appropriate for the purpose of meeting and conferring in good faith on all matters within the Scope of Representation.

- (1) The petition, including all accompanying documents, shall be verified, under oath, by the President, Secretary or chief officer of the employee organization that the statements are true. All changes in such information shall be filed with the General Manager forthwith in like manner.
- (3) The petition shall be accompanied by written proof that at least 30% of the employees in the unit claimed to be appropriate have designated the employee organization to represent them in their employment relations with the District; provided, however, the employee organization may request that such written proof be submitted to a mutually agreed upon disinterested third party. Upon receipt of the Petition for Recognition, the District shall determine whether:
 - (i) There has been compliance with the requirements of the Petition for Recognition; and
 - (ii) The proposed unit is an Appropriate Unit.

If the District affirms the foregoing two matters, the General Manager shall give notice of such request for formal recognition to appropriate District employees in the unit and shall take no action on said request for 20 days thereafter. If either of the foregoing matters is not determined affirmatively, the General Manager shall inform the employee organization of the reasons therefore in writing.

- (4) Within 20 days of the date notice to employees is given, any other employee organization (hereinafter referred to as the “challenging organization”) may seek formal recognition in an overlapping unit by filing a Petition for Recognition; provided, however, such challenging organization must submit written proof that it represents at least 30% of the employees in such unit. The General Manager shall hold a hearing on such overlapping petitions, at which time all affected employee organizations shall be heard. Thereafter, the General Manager shall determine the Appropriate Unit or units as between such proposed overlapping units in accordance with the criteria set forth in Section 10 hereof.
- (5) If the written proof submitted by the employee organization in the unit found to be appropriate establishes that it represents more than 50% of the employees in such unit, the District shall grant formal recognition to such employee organization without a secret ballot election unless another labor organization has previously been lawfully recognized as exclusive representative of all or part of the same unit. Exclusive representation shall be determined by a neutral third party selected by the District and the employee organization who shall review the signed petition, authorization cards, or union membership cards to verify the exclusive status of the employee organization. In the event the District and the employee organization cannot agree on a neutral third party, the California Mediation & Conciliation Service shall be the neutral third party and shall verify the exclusive status of the employee organization. The cost of any third-party neutral shall be paid by the labor organization seeking recognition. In the event that the neutral third party determines, based on a signed petition, authorization cards, or union membership cards, that a second labor organization has the support of at least 30 percent of the employees in the unit in which recognition is sought, the neutral third party shall order an election to establish which labor organization, if any, has majority status.
- (6) When an employee organization submits written proof that it represents at least 30% of the employees in the unit found to be appropriate, but it does not qualify

for or has not been granted recognition pursuant to subsection (4) herein, the District shall arrange for a secret ballot election to be conducted by the California State Mediation & Conciliation Service or some agreed upon third party. The cost of any third-party neutral shall be paid by the labor organization seeking recognition. All challenging organizations that have submitted written proof that they represent at least 10% of the employees in the unit found to be appropriate and have submitted a Petition for Recognition as required by Section 9 of the Resolution shall be included on the ballot. Employees entitled to vote in such election shall be those persons regularly employed in positions within the unit found appropriate who were employed during the last full pay period immediately preceding 15 days before the election, including those who did not work during such period because of illness, vacation or authorized leaves of absence and who are employed by the District in the same unit on the date of the election. The District representatives shall upon written request of any employee organization to be involved in such election, consult with said employee organization with respect to the procedures for conducting such election and shall allow any such employee organization to maintain an observer at the balloting site or sites upon specific request of said employee organization. An employee organization shall be granted formal recognition following an election or run-off election if it receives more than fifty percent of all valid votes cast by eligible voters. When none of the choices receives a majority of the valid votes cast in an election involving three or more choices, a run-off election shall be conducted between the two choices receiving the largest number of valid votes cast. The rules governing an initial election shall also apply to a run-off election.

(7) There shall be no more than one valid election in a 12-month period within the same unit.

B. Granting of Recognition. The District shall grant recognition, in writing, to all employee organizations that have complied with and been selected as employees' representative under subsection A. The written recognition shall contain a definition of the Appropriate Unit determined under Section 10.

Section 10. Appropriate Unit

A. The District, after reviewing the petition filed by an employee organization seeking formal recognition as exclusive representative, shall determine whether the proposed unit is an Appropriate Unit. The principal criterion in making this determination is whether there is a community of interest among such employees. The following factors, among others, shall be considered in making such determination:

- (1) Which unit will assure employees the fullest freedom in the exercise of rights set forth in this Resolution.
- (2) The history of employee relations: (i) in the unit; (ii) among other employees of the District; and (iii) in similar public employment.
- (3) The effect of the unit on the efficient operation of the District and sound Employer-Employee Relations.
- (4) The extent to which employees have common skills, working conditions, job duties or similar educational requirements.

- (5) The effect on the existing classification structure of dividing a single classification among two or more units.

No unit shall be established solely on the basis of the extent to which employees in the proposed unit have organized.

B. In the establishment of Appropriate Units:

- (1) professional employees shall not be denied the right to be represented separately from nonprofessional employees; and
- (2) management and confidential employees who are included in the same unit with non-management or non-confidential employees may not represent such employees on matters within the Scope of Representation.

Section II. Other Petitions

- A. Petitions for Amendment of Certification shall be submitted to the General Manager in the form and manner provided by PERB regulations, 8 C.C.R. § 32761 *et seq.* The District shall determine issues raised in the petition under the same procedures used by the PERB under its regulations, 8 C.C.R. § 32763, with appeal to the District Board of Directors rather than PERB in the manner set forth in § 32763(d).
- B. Decertification Petitions shall be submitted to the General Manager in the form and manner provided by PERB regulations, 8 C.C.R. § 32770 *et seq.* The District shall determine issues raised in the petition under the same procedures used by the PERB under its regulations, 8 C.C.R. § 32770 *et seq.* (except that the District shall rely on its own records showing the names and job titles or classifications of the persons employed in the established unit as of the last date of the payroll period immediately preceding the date the petition was filed).
- C. Severance Petitions are not permitted under this ordinance, which requires exclusive representation of employees within an Appropriate Unit.
- D. Petitions for Unit Modification shall be submitted to the General Manager in the form and manner provided by PERB regulations, 8 C.C.R. § 32781 *et seq.* The District shall make any determination regarding Appropriate Unit(s) in the manner set forth in Section 10. The District shall determine all remaining issues under the same procedures used by the PERB under its regulations, 8 C.C.R. § 32781 *et seq.* (except that, where employee support is relevant, the District shall rely on its own records showing the names and job titles or classifications of all persons proposed to be added to the unit employed as of the last date of the payroll period immediately preceding the date the petition was filed.)

Section 12. Reasonable Time Off to Meet and Confer

- A. The District shall allow a reasonable number of employee representatives of Recognized Employee Organizations reasonable time off without loss of compensation or other benefits when formally meeting and conferring with representatives of the District on matters within the Scope of Representation. Where circumstances warrant, the District representatives may approve the attendance at such meetings of additional employee representatives with or without loss of compensation. The employee organization shall, whenever practicable, submit the names of all such employee representatives to the District representatives at least two working days in advance of such meetings, provided that:

- (1) No employee representative shall leave his or her duty or workstation or assignment without specific approval of the department head or other authorized District management official.
- (2) Any such meeting is subject to scheduling by District management and the employee organization in a manner consistent with operating requirements and work schedules.
- B. Nothing provided herein shall limit or restrict District management and employee organizations from scheduling such meetings before or after regular duty or work hours under appropriate circumstances.
- C. This section shall not limit a Recognized Employee Organization's right to reasonable time off for its representatives when testifying or appearing in matters related to an unfair practice charge filed by it or before a personnel or merit commission as referenced in Government Code Section 3503.3.
- D. This section shall not limit a Recognized Employee Organization's right to request and obtain time off for represented employees to serve as stewards or officers of the Recognized Employee Organization, or of any statewide or national employee organization with which the Recognized Employee Organization is affiliated pursuant to Government Code Section 3558.8.

Section 13. Resolution of Impasses

- A. Impasse procedures may be invoked only after the possibility of settlement by direct discussion has been exhausted.
- B. The impasse procedures are as follows:
 - (1) Mediation (or Conciliation) as defined in subsection 14 of Section 3. All mediation proceedings shall be conducted confidentially. The mediator shall make no public recommendations nor take any public position concerning the issues.
 - (2) Any other dispute resolving procedures to which the parties mutually agree or which the District may order.
- C. Any party may initiate the impasse procedure by filing with the other party (or parties) affected a written request for an impasse meeting together with a statement of its position on all disputed issues. An impasse meeting may then be scheduled by the District's representatives within a reasonable time after the date of filing of the written request for such meeting, with written notice to all parties affected. The purpose of such impasse meeting is twofold:
 - (1) to permit a review of the position of all parties in a final effort to reach agreement on the disputed issues and
 - (2) if agreement is not concluded, to mutually select the specific impasse procedure to which the dispute may be submitted.
- D. In the event the parties select mediation, a mediator shall be selected who is mutually agreeable to the parties, provided that if the parties cannot agree upon the choice of

mediator, a list of seven impartial mediators shall be obtained from the California State Mediation and Conciliation Service, and each party shall alternatively strike one name from the list until only one name remains, the first party to strike having been chosen by lot.

- E. The fees and expenses, if any, of mediation or of any other impasse procedure, shall be payable one-half by the District and one-half by the employee organization or employee organizations.
- F. This procedure shall incorporate and shall not interfere with a party's right to invoke or participate in fact finding procedures under Government Code Sections 3505.4 to 3505.7.

Section 14. Memorandum of Understanding

- A. When the meeting and conferring process is concluded between the District representatives and a Recognized Employee Organization representing a majority of the employees in an Appropriate Unit, all agreed-upon matters shall be incorporated in a written memorandum of understanding, which shall be advisory to the Board of Directors, signed by the duly authorized District representatives and the majority representatives.
- B. The memorandum of understanding shall be submitted to the Board for determination.

Section 15. Construction

- A. Nothing in this Resolution shall be construed to deny any person or employee the rights granted by federal and State laws.
- B. The rights, powers, duties and authority of the District in all matters, including the right to maintain any legal action, shall not be modified or restricted by this Resolution.
- C. The provisions of the Resolution are not intended to conflict with, but rather to carry out, the provisions of Chapter 10, Division 4, Title 1 of the Government Code of the State of California (Sections 3500, *et seq.*).
- D. Subject to the terms of this Section 20 and Section 22 ("Separability"), all references to statute and regulation within the Resolution shall be applied and interpreted according to their language in effect at the time that this Resolution is adopted by the Board of Directors.

Section 16. Amendments

This Resolution shall be subject to amendment by Resolution passed at stated meetings of the Board, or upon previous notice of the intention to so amend said Resolution, at a special meeting called for such purpose and after Consultation in Good Faith as required by Section 3507 of the Government Code of the State of California.

Section 17. Separability

If any provision of this Resolution, or the application of such provision to any person or circumstance, shall be held invalid, the remainder of this Resolution, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby.

Section 18. Implementation

Upon adoption of this Resolution by the Board of Directors, it shall be immediately effective in all its terms.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Napa County Regional Park and Open Space District at a regular meeting of said Board on the ___th day of _____, 2021 by the following vote:

AYES: __ DIRECTORS _____

NOES: __ DIRECTORS _____

ABSTAIN: __ DIRECTORS _____

ABSENT: __ DIRECTORS _____

Date: _____ Signed: _____
Barry Christian, President

APPROVED BY THE NAPA COUNTY
REGIONAL PARK AND OPEN SPACE
DISTRICT BOARD OF DIRECTORS
Date: _____
Processed by: _____
District Secretary

APPROVED AS TO FORM
Office of County Counsel
By: Chris R.Y. Apallas
Date: June 23, 2021
49034.docx



STAFF REPORT

By: Kyra Purvis
Date: July 12, 2021
Item: **4.d**
Subject: Consideration and potential approval of budget adjustments for FY 2021-2022.

RECOMMENDATION

Adopt the adjusted budget for FY 21-22.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

In late June, County-SEIU negotiations resulted in a Cost of Living Adjustment (COLA) of 4% for represented County staff, along with a one-time \$1,500 payment. At the June 28, 2021 Special Meeting, the Board of Directors approved a \$1,500 one-time payment to District staff to match this payment to County staff (prorated for staff who are less than full time and including District extra help). The budget adopted by the Board at that meeting did not reflect this 4% COLA or \$1,500 payment.

This item would approve a budget adjustment to add the prorated \$1,500 for all subject staff and increase the County staff COLA from 3% to 4%. As revenues for FY 21-22 are already established, the cost of these increases will result in small budget deficits that will be paid out of reserves: \$8,589 for the non-State Parks operation (up from \$207 in the adopted budget), and \$145,251 for the State Parks operation (up from \$131,569 in the adopted budget). The total change in expenditures resulting from these changes is \$22,604.



NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT

STAFF REPORT

By: Kyra Purvis
Date: July 12, 2021
Item: **4.e**
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.

RECOMMENDATION

Receive the report, no action required.

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 \$50,000, 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 June 2021.

PARKS & OPEN SPACE DISTRICT -JUNE 2021 EXPENSE REPORT

Gen Admin Dept - 85000-00

Date	Journal Line Description	Name	Monetary Amount
06/07/2021	amazon	WOODBURY,JOHN ROBERT	\$ 165.36
06/11/2021	PR2GL Pay End 5/28/21		\$ 11,990.80
06/11/2021	PR2GL Pay End 5/28/21		\$ 168.64
06/11/2021	PR2GL Pay End 5/28/21		\$ 721.10
06/11/2021	PR2GL Pay End 5/28/21		\$ 1,501.71
06/23/2021	707 Embroidery Zone - uniforms	AYERS,RYAN C	\$ 342.91

Moore Creek Dept - 85010-00

Date	Journal Line Description	Name	Monetary Amount
06/08/2021	Metal Sign, Laminate	NAPA SIGN SHOP	\$ 215.50
06/08/2021	Metal Signs	NAPA SIGN SHOP	\$ 48.49
06/08/2021	Metal Signs	NAPA SIGN SHOP	\$ 188.56
06/08/2021	Chain Loop, Scabbard, 14 Bar	NAPA POWER EQUIPMENT	\$ 74.94
06/08/2021	Chain Loop, Gal Bar Oil	NAPA POWER EQUIPMENT	\$ 108.19
06/08/2021	Chain Loop, Wedge, Collar Nut	NAPA POWER EQUIPMENT	\$ 111.41
06/08/2021	Viqua UV Lamp, Carbon Filter	OAKVILLE PUMP SERVICE	\$ 614.60
06/11/2021	PR2GL Pay End 5/28/21		\$ 302.10
06/11/2021	PR2GL Pay End 5/28/21		\$ 4.38
06/11/2021	PR2GL Pay End 5/28/21		\$ 18.73
06/11/2021	PR2GL Pay End 5/28/21		\$ 12.39
06/17/2021	June 2021 Invoice	HERITAGE SYSTEMS, INC.	\$ 128.33
06/22/2021	Water Meter, Technician Charge	OAKVILLE PUMP SERVICE	\$ 395.83
06/22/2021	Carburetor	NAPA POWER EQUIPMENT	\$ 86.39
06/30/2021	Mileage for May 2021	FESSENDEN,RICHARD TODD	\$ 469.28
06/30/2021	Mileage for April 2021	FESSENDEN,RICHARD TODD	\$ 236.88
06/30/2021	Chain Loop, File 3 Pack, Box	NAPA POWER EQUIPMENT	\$ 57.01
06/30/2021	Gal bar Oil, File Handle	NAPA POWER EQUIPMENT	\$ 70.90

Oat Hill Mine Trail Dept - 85010-01

Date	Journal Line Description	Name	Monetary Amount
06/08/2021	Concrete Mix	CENTRAL VALLEY BUILDERS	\$ 79.97
06/30/2021	Mileage for April 2021	FESSENDEN,RICHARD TODD	\$ 106.96

Camp Berryessa Dept - 85010-03

Date	Journal Line Description	Name	Monetary Amount
06/08/2021	Water Sampling	CALTEST ANALYTICAL LABORATORY	\$ 50.00
06/08/2021	Water Sampling	CALTEST ANALYTICAL LABORATORY	\$ 50.00

NRER Dept - 85010-05

Date	Journal Line Description	Name	Monetary Amount
06/21/2021	May 2021 Invoice	NAPA VALLEY SUPPORT SERVICES	\$ 500.00

State Park - 85010-08

Date	Journal Line Description	Name	Monetary Amount
06/07/2021	Heartland credit card fees-USB		\$ 71.00
06/08/2021	PG&E	PACIFIC GAS & ELECTRIC CO	\$ 53.38
06/08/2021	Sun Bkock ,Flex Seal, Sprayer	SILVERADO ACE HARDWARE	\$ 45.63
06/08/2021	PG&E	PACIFIC GAS & ELECTRIC CO	\$ 137.70
06/08/2021	PG&E	PACIFIC GAS & ELECTRIC CO	\$ 590.60
06/08/2021	PG&E	PACIFIC GAS & ELECTRIC CO	\$ 127.19
06/08/2021	PG&E	PACIFIC GAS & ELECTRIC CO	\$ 54.44
06/08/2021	PG&E	PACIFIC GAS & ELECTRIC CO	\$ 36.86
06/08/2021	Hach DPD,Gloves, Phenol	USA BLUEBOOK	\$ 1,458.05
06/08/2021	Replacement Connector PVC	USA BLUEBOOK	\$ 12.92
06/08/2021	Mower Blade, Stihl Bar, Kit	JOHN DEERE COMPANY	\$ 156.34
06/08/2021	Phone Line	AT&T	\$ 22.43
06/08/2021	Security Alarm	BAY ALARM COMPANY	\$ 174.84
06/08/2021	Water Sampling	CALTEST ANALYTICAL LABORATORY	\$ 131.00
06/08/2021	Architect Drawings	VALLEY ARCHITECTS INC	\$ 2,470.00
06/08/2021	Water Sampling	CALTEST ANALYTICAL LABORATORY	\$ 131.00
06/08/2021	Garbage Service 5/21	UPPER VALLEY DISPOSAL SERVICE, INC.	\$ 1,666.86
06/11/2021	PR2GL Pay End 5/28/21		\$ 167.29
06/11/2021	PR2GL Pay End 5/28/21		\$ 2,802.40
06/11/2021	PR2GL Pay End 5/28/21		\$ 4,080.40
06/11/2021	PR2GL Pay End 5/28/21		\$ 426.74
06/11/2021	PR2GL Pay End 5/28/21		\$ 99.82
06/11/2021	PR2GL Pay End 5/28/21		\$ 617.15
06/22/2021	Water Sampling	CALTEST ANALYTICAL LABORATORY	\$ 50.00
06/22/2021	Water Sampling	CALTEST ANALYTICAL LABORATORY	\$ 50.00
06/22/2021	Internet Line 5/10/21-6/9/21	AT&T	\$ 333.25
06/22/2021	Battery	BROWN'S AUTO PARTS	\$ 171.98
06/22/2021	Clorox Bleach	STEVES HARDWARE	\$ 10.80
06/22/2021	Chloride Pellets, Alkaup Bag	LESLIE'S SWIMMING POOL SUPPLIES	\$ 473.97
06/22/2021	Chain Loop 55E	JOHN DEERE COMPANY	\$ 24.88
06/22/2021	Toilet Tissue, Seat Covers	AGIO GROUP INC.	\$ 968.00
06/22/2021	Outdoor Bleach,Distilled Water	STEVES HARDWARE	\$ 31.49
06/22/2021	Septic Tank Treatment 5 Gal	GRAINGER INDUSTRIAL	\$ 95.19
06/22/2021	Lead Free Gauge, Tubing	USA BLUEBOOK	\$ 92.41
06/22/2021	Fire Wood Delivery 6/2/21	V&V FIREWOOD INC.	\$ 1,920.00
06/23/2021	707 Embroidery Zone - uniforms	AYERS,RYAN C	\$ 161.54
06/24/2021	MCE surplus refund		\$ (191.39)
06/30/2021	Alarm 5/13/21 - 6/12/21	AT&T	\$ 84.78
06/30/2021	Septic Inspection	MCCOLLUM GENERAL ENGINEERING	\$ 2,400.00
06/30/2021	Security Alarm 2/16	BAY ALARM COMPANY	\$ 174.84
06/30/2021	PG&E 5/14/21 - 6/14/21	PACIFIC GAS & ELECTRIC CO	\$ 80.90
06/30/2021	PG&E 5/14/21 - 6/14/21	PACIFIC GAS & ELECTRIC CO	\$ 119.16
06/30/2021	PG&E 5/14/21 - 6/14/21	PACIFIC GAS & ELECTRIC CO	\$ 208.55
06/30/2021	PG&E 5/15/21 - 6/14/21	PACIFIC GAS & ELECTRIC CO	\$ 80.07
06/30/2021	Chlorine Liquid Gallon	SILVERADO ACE HARDWARE	\$ 38.71
06/30/2021	Diehard Boost CBL, Super Glue	SILVERADO ACE HARDWARE	\$ 66.71

Suscol Headwaters - 85010-09

Date	Journal Line Description	Name	Monetary Amount
06/30/2021	Mileage for April 2021	FESSENDEN,RICHARD TODD	\$ 52.64

Amy's Grove 85010-10

Date	Journal Line Description	Name	Monetary Amount
06/08/2021	Field Survey	NAPA BOTANICAL SURVEY SERVICES	\$ 460.00
06/08/2021	Field Survey	NAPA BOTANICAL SURVEY SERVICES	\$ 820.00
06/30/2021	Mileage for May 2021	FESSENDEN,RICHARD TODD	\$ 30.24
06/30/2021	Mileage for April 2021	FESSENDEN,RICHARD TODD	\$ 136.08

Other Projects 85010-90

Date	Journal Line Description	Name	Monetary Amount
06/14/2021	Mileage- Moore Creek 6.3.21	CAHILL,CHRISTOPHER MICHAEL	\$ 30.80
06/30/2021	Premix5 Gal	NAPA POWER EQUIPMENT	\$ 107.70



Projects Status Report

July 12, 2021

Bay/River Trail - American Canyon to Napa

An 8+ mile recreational trail. Phase 2-B--Pond 10 to Napa Pipe.

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 CADFW staff on June 12, 2018 to discuss CDFW concerns. Senator Dodd organized a meeting in October with the City of American Canyon, County of Napa and the District in an attempt to move the project forward, and another meeting with District staff and CADFW staff on November 28, 2018. 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 has taken the lead in getting a replacement plaque and the finished product is now installed and turned out excellent. Rick and Chris inspected the segment north of Soscol Ferry Road in mid-June and noticed some damage to the stabilized quarry fines tread due to work by Napa San in their easement. Their contractor has committed to repairing the trail to at least the preexisting condition at project completion.

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. 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. 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. A State Employment Development Department funded crew of 4 (using fire emergency job training funds) started work on April 2, 2019 and continued through the end of 2019 chipping of much of the remaining woody debris and 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. Staff hiked the property extensively in February of 2019, trying among other things to relocate the old trails, but most have been destroyed by the 2017 fires and resulting erosion. The Mt Veeder Fire Safe Council secured a

grant to fund fuel reduction work along the Mayacamas ridge on and near the Cove, and cleared 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 applied for and received a 13 week AmeriCorps crew this winter to work on The Cove, Amy's Grove and Enchanted Hills Camp. We have paused work on developing a new potable water system and septic system on the site while we reconsider our priorities in light of District finances, and the timeframe in which we think regular ongoing (as opposed to occasional special event-style) public camping will actually be desirable on the property once again. The Americorps team in January and February of 2021 constructed just under a half mile of new trail running up the ridge and towards Mount Veeder from the Cove bowl; it is much more gradual than the old trails (the old trail was 25-30%, new trail is about 9%). 2 volunteer projects were hosted in spring 2021 to reconstruct several of the campsites. Staff hosted a 5/8/21 volunteer project to continue working on the new trail to the peak.

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 placed around the property to restrict vehicle access and add character. Issues with the composting toilets and water systems (the result of poor design and power failures) appear to have all been resolved. We 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. 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. 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. While the camp is closed due to COVID, we have on three occasions allowed USGS researchers doing post-fire investigations to use the site while working in eastern Napa County. We are starting to take reservations for group camping events starting this summer, contingent on continued improvement in COVID 19 conditions. FEMA ultimately refused to complete the cleanup of the caretaker site at Camp Berryessa under their ROE program, and the County is now appealing that determination. We will either win that appeal and be included in the federal cleanup or will have to rush (and spend) to do it ourselves this summer. Sarah Clark has begun booking new events at the camp effective June 15. The County's thoughtful and carefully worded appeal was submitted to FEMA in late June. Since June 15 we have hosted boyscouts, girlscouts, and the Stonebridge dads.

Mayacamas Preserve

Planning and permits for public use of Amy's Grove and the greater Mayacamas Preserve.

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 a \$400,000 check from the State finally arrived in mid February. 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 team arrived in mid-January and cleared brush from the future staging area on Dry Creek Road. Several volunteer work parties have since made even further progress on tearing down old buildings and salvaging the materials that can be reused. We have paused delivery of debris boxes and work on cleaning up the staging area pending the outcome of the June Board of Supervisors budget hearings as part of our broader campaign to limit spending until the budget issue is resolved. Ryan facilitated ICARE/SFBRWQCB fish surveying and creek assessment in Dry Creek at the Chamberlain acquisition in late May. To clarify project boundaries, sometime in the new fiscal year we will be renaming the Chamberlain and Kately acquisitions (of which Amy's Grove is a part) the Mayacamas Preserve. As of early July we have recommenced demolition and cleanup activities at the Kately donation. A late June conversation with the Chamberlain family confirmed staff's understanding that we are (and should be) committed to naming the original Chamberlain donation Amy's Grove, but that the larger park, of which Amy's Grove will be a named part, is not subject to that restriction.

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.

The District's Moore Creek property (Moore Creek Unit) was expanded in 2012 through a lease agreement and operations plan with the City of Napa (Lake Hennessey Unit). The combined 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. As of early January 2021 work on Catacoula is almost complete and, thanks to some well-timed precipitation, it's looking and riding great. The Conservation Corps North Bay (CCNB) returned to the property in April and has put finishing touches on Catacoula Tr and begun clearing work along the Madrone Tr corridor, all under Rick Fessenden's able leadership. 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 of 2020. 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. Visitation numbers have remained very heavy, right through the early winter, with the parking lot full all day most weekends. Our grant with the CCNB is projected to have three weeks of funding left at the completion of Catacoula, so we are working with them to pivot

to working the Madrone Trail closer to completion with District oversight of the fieldwork provided by Ryan and/or Kyra. We launched a survey of park users aimed at gauging public sentiment about e-bikes, powered skateboards, and other battery-powered devices that are starting to show up on our trails in greater numbers. We hope to have results to report out to the Board over the next few months. In March 2021 volunteers installed striping for the main parking lot (marked with pinned used fire hose segments) to make parking more efficient. The first weekend in April 2021 staff and volunteers installed a new iron ranger and signage at the main parking lot to encourage donations. A second iron ranger will soon be installed at the Conn Valley entrance. Initial response to the new voluntary donation system has been excellent. Our first collection netted +/- \$2,000 in small denomination donations and may collections once again totaled approximately \$2,000. Fuel management activities, focused on removing invasive broom and funded by a grant by the County Ag Commissioner are ongoing in the upper reaches of the park. Rick closed out remaining funds in our CCNB grant by brushing most of the remaining Madrone Trail corridor with the CCNB crew. There was an unfortunate event during the mid-June heatwave in which a visitor's dog succumbed to (presumptively) heat stroke and died. Rick was there and made a valiant effort to help the animal. We are exploring new signage and potentially a water bowl at the horse trough to help the public better understand the risks of extreme heat.

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 continues to wait patiently for a decision from CDFW. In a telling sign of what can happen in unmanaged public open spaces, someone attempted to fell a young oak tree with a shotgun and perhaps a dozen rifled slugs in late December 2021. We have retained a number of casings as evidence. We have removed the porta-potty from the parking lot, both to reduce management costs (on a property that we no longer have an agreement to manage) and to mitigate some of the ongoing trash issues that have been associated with it.

Oat Hill Mine Trail

Various improvements to the historic Oat Hill Mine Road .

The District opened 8 miles of the historic Oat Hill Mine Road as a non-motorized trail in 2007 with the assistance of 130+ volunteers from Volunteers for Outdoor California. Cleanup of mercury contamination north of the opened section of trail, led by Tuleyome, was partly but not fully successful, delaying when the northern section of the road leading to Lake County can be completed. A 40 acre Randy Lee Johnson property along the route of the trail was donated in December 2014. Volunteers have over the years done extensive erosion control and vegetation clearing projects. The first 1.3 miles of the trail was bulldozed as a result of CalFire efforts to suppress the October 2017 wildfires, and this was extended further while fighting the 2020 Glass fire. Nearly all of the forest along the first 4 miles of

the trail out of Calistoga burned in the Glass fire. Visitation at OHMT has been very high since mid-March of 2020. 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. Staff has cleared the trail of downed trees and the trail is open between Calistoga and Holm's place. Repairs to the Aetna Springs trailhead kiosk as well as replacement of wayfinding signs that burned in the 2020 fires are now underway.

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; while this transfer was supported by BLM staff, the formal approval was delayed because of property title issues between BLM and BOR. By the time these issues were resolved personnel and priorities had changed at BLM, and the transfer application is stalled. The District completed the donation to the District of a small, 0.2 acre property that provides critical access to the northeast corner of the property. Prescribed burns were attempted for Spanish Valley in 2019 and 2020, but both had to be cancelled due to a combination of permit delays and uncooperative weather. Shortly after the 2020 prescribed burn was cancelled, the LNU Fire burned the entire valley. The district in the spring of 2020 completed the donation of a conservation easement over Spanish Valley to the Land Trust. 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. 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. However, the LNU fire put those discussions on hold, and staff efforts in February and March of 2021 to reach out to the Association have not been responded to.

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, but 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. 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, which complicates our efforts to purchase the 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. 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. DGS in February 2021 assigned state staff to work on the appraisal of the property in anticipation of selling it; District staff is now in receipt of proposed appraisal instructions and has asked that they be revised to include a whole-park option. The District in 2019 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. 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; despite repeated efforts over two years, this project is still waiting for DGS approval and there has been no movement. 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. Newly appointed County Assistant Executive Officer Becky Craig has been tasked with overseeing the Skyline purchase on the County side and we had a productive discussion with her in late June including John Woodbury, who continues to manage the Skyline appraisal and purchase project for the District as a volunteer.

Smittle Creek

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

The District completed purchase of this property in December 2015. 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. 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.) US Geological Survey in 2017 placed a seismic monitoring station on the property. 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 in October of 2018, more than filling a 30 yard dumpster with debris. 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. Staff has had initial discussion with County Public Works about including access improvements at Smittle in a larger grant application aimed at funding work on Knoxville-Berryessa Road. It would apparently make the County's road grant application more attractive to funders and would of course mean new District money for opening the park (if the grants come through). The County expects to hear whether or not it has been shortlisted for the grant sometime in mid to late summer 2021. If award of the grant seems likely we would potentially have most of our development costs funded, but would unfortunately need to slow progress on the property to mesh up with the more measured pace of Federal funded transportation projects.

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. 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 the northern portion of the property 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. The Napa Sanitation District Manager has indicated support for the location and design 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. District staff has prepared and submitted to Napa San draft easement language for their review and approval. 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. Our partners at REMBA have been on-site, beginning to tight flag some of the trail alignments in hope of beginning construction this winter/spring. REMBA has also been fundraising to support their work, as the District unfortunately has no funds available for trail building at Suscol at this time. We have begun installing the Park Boundary signs promised to the adjoining property owner along our eastern property line. Kyra and Supervisor Ryan Gregory were interviewed on site by Doug McConnell in late May as part of his Open Road series on NBC Bay Area. The segment focuses on the ongoing expansion of the Ridge Trail and is expected to air on July 18th.

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. Over the years the District has submitted numerous letters of support for Vine Trail grant applications. 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. 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. A similar agreement between the County, the City of Napa and the Vine Trail was approved by the County Board of Supervisors in January 2021. Jason, Chris, and Kyra met with Philip Sales in early July to inspect the St Helena – Calistoga segment and recommence discussions about the District potentially taking over maintenance responsibility for that section.

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.



STAFF REPORT

By: Jason Jordan
Date: July 12, 2021
Item: **4.g**
Subject: June 2021 State Park Report for Bothe- Napa Valley SP, Robert Louis Stevenson SP, and Bale Grist Mill SHP.

- Park Status
 - **Bothe Napa Valley SP**- The campground remains steady and the pool popular especially during the heat waves.
 - **Bale Mill SHP**- Reopened June 19th on Saturdays only.
 - **Robert Louis Stevenson SP**- Visitation dropping to usual summer levels.
- The third Saturday hike this month was on June 19th and focused on pioneer history in the Napa Valley. The hike started at the Bothe cemetery covering history and families in the area and concluded at the Bale Mill with discussion of the construction of the mill and Dr. Bale. The ten participants received free entry to the parks and a mill tour after the hike.
- The Bale Mill opened to tours on June 19th after much effort by staff to get it ready. The mill was open for Saturdays only for two weeks in June and will open weekends starting in July. Volunteer Host recruitment continues and we have finally found a host to assist at the mill.
- Staff began replacing fascia and trim boards on the Silverado House in preparation for re-roofing the building.
- Cost estimates and project scoping continues for the Recreation Hall restoration project. A septic system inspection was completed to determine feasibility of using the system in the future. The Park Steward participated in the Prop 68 Locally Operated Grant Program webinar covering the grant application and administration process.
- Carolyn Sanders and Nimbus Arts held their annual Nature Camp from June 21-25 at the Bothe. The picnic area, group camp and swimming pool were made available for campers.
- Park benches and picnic tables for the NVSPA auction items were secured and plaques were mounted in preparation for placement.
- A volunteer workday was held on June 12th at Bothe to continue cleaning up and reducing fuels in the badly burned area near the group camp and yurts. Eleven volunteers participated in the event.
- Naturalist resumed the Junior Ranger program in the campgrounds on Saturday mornings for kids and interested families.

- Staff assisting NVSPA in planning for July 10th Bale Mill 175th Anniversary celebration.