



**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-Helotes
Director, Ward Four

Barry Christian
Director, Ward Five

AGENDA

BOARD OF DIRECTORS SPECIAL MEETING

Monday, June 13, 2022 at 1:00 P.M.
Via Zoom Conference Call

Please Note: due to a resurgence of the COVID-19 pandemic this meeting will be held solely via Zoom teleconference with no in-person option.

Instructions for Joining Zoom Meeting

Join Zoom Meeting

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Dial by your location

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

Meeting ID: 834 2383 5040

Passcode: 250015

Find your local number: <https://us06web.zoom.us/u/kROIvddU6>

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

1:05 pm **Public Hearing.** Consideration and potential approval of budget, position allocation table, and salary table for FY 2022-2023.

4. Administrative Items

- a. Consideration and potential re-approval of Resolution 22-01, authorizing a remote teleconference meeting.

5. Adjournment



STAFF REPORT

By: Kyra Purvis
Date: June 13, 2022
Item: **3**
Subject: Consideration and potential approval of budget, position allocation table, and salary table for FY 2022-2023

RECOMMENDATION

- (1) Open public hearing, take comment, and close the public hearing.
- (2) Approve the FY 2022-2023 budget, position allocation table, and salary table.

ENVIRONMENTAL DETERMINATION

Not a project. 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

On May 9, the Board of Directors authorized release of the District budget for public review and comment. The comment period extends through and includes the public hearing scheduled for the June 13, 2022 special meeting.

As of June 6, no public comments have been received. Should any comments be received between June 6 and the public hearing, those comments will be provided to the Board at the time of the public hearing.

For background discussion of the draft budget, please refer to the May 9, 2022 Agenda packet. Some minor changes have been made to the draft budget, as follows:

- The hourly rates of some employees have been adjusted slightly (pennies per hour) to reflect the steps shown in the attached salary table. This results in small changes to the total non-State Park and State Park expenditures. Non-State Park expenditures increase from \$1,217,769 to \$1,218,170 (an increase of \$401), while State Park expenditures increase from \$932,781 to \$935,560 (an increase of \$2,779).
- The hourly rate changes carry through the budget to result in a decrease in projected available fund balances at the end of Fiscal Year 2022-23 from \$961,618 to \$961,217 for the non-State Parks operation and \$625,288 to \$622,508 for the State Parks operation.

As noted in the draft budget staff report of May 9, \$40,000 was included in that budget for analyst support, which would allow us to reduce reliance on and costs of County-contracted staffing for those services. Since

the release of the draft budget, we have further investigated this proposed change and learned that the District currently spends between \$35,000 and \$40,000 annually on such assistance from the County. Moving this work to a District position would have little financial impact and would improve financial operations.

Pursuant to the District's Personnel Manual, as part of the adoption of the annual budget, the Board of Directors must also adopt an employee allocation table (which specifies the number of permanent District employees by position) and salary ranges, both attached. For the coming year, the proposed salary ranges for staff assume a 6.5% cost of living increase, consistent with the Bay Area inflation rate.

Napa County Regional Park and Open Space District

Q3 Actual 2021-22 & Draft FY 2022-23

Summary Draft FY 2022-23

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43790 Other Funding	\$ 173,287	\$ 372,660	\$ -	
43910 County of Napa	\$ 750,000	\$ 750,000	\$ 760,099	
44200 Court Fines	\$ -	\$ -	\$ -	
44300 Forfeitures and Penalties	\$ -	\$ -	\$ -	
45100 Interest	\$ 7,877	\$ 10,503	\$ 9,500	
47150 Other Grants	\$ -	\$ -	\$ 55,000	
45300 Rent - Building/Land	\$ 41,647	\$ 53,515	\$ 53,800	
45500 Concessions	\$ 520,401	\$ 693,869	\$ 733,237	
47400 Insurance Settlement	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ 62,014	\$ 112,553	\$ 137,300	
47900 Miscellaneous	\$ -	\$ -	\$ -	
Total Revenues	\$ 1,555,227	\$ 1,993,100	\$ 1,748,936	
Expenses				
51000 District salaries and benefits	\$ 423,796	\$ 569,059	\$ 716,019	
51405 Workers Comp	\$ -	\$ 41,379	\$ 14,177	
51605 OPEB	\$ -	\$ 29,584	\$ 29,694	
52100 Administration Services	\$ 279,190	\$ 561,798	\$ 549,432	
52105 Election Services	\$ -	\$ -	\$ 195,000	
52125 Accounting/Auditing Services	\$ 11,790	\$ 18,000	\$ 18,000	
52130 Information Technology Service	\$ -	\$ 61,948	\$ 30,105	
52131 ITS-Communications Services	\$ -	\$ 6,123	\$ 3,745	
52132 ITS-Records Mgmt Services	\$ -	\$ 198	\$ 43	
52140 Legal Services	\$ 11,932	\$ 13,932	\$ 8,000	
52325 Waste Disposal Services	\$ 16,699	\$ 22,437	\$ 25,500	
52340 Landscaping Services	\$ -	\$ 2,500	\$ 30,000	
52345 Janitorial Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ 50,000	\$ 279,500	
52382 Sewer Disposal Services	\$ 950	\$ 3,000	\$ 2,500	
52490 Other Professional Services	\$ 32,087	\$ 37,872	\$ 29,585	
52510 Maintenance-B&I-PW Charges	\$ -	\$ 24,727	\$ 13,105	
52520 Maintenance-Vehicles	\$ 1,246	\$ -	\$ 3,500	
52525 Maintenance-Infrastructure/Lan	\$ -	\$ 500	\$ 4,500	
52600 Rents and Leases - Equipment	\$ 2,391	\$ 3,788	\$ 4,500	
52700 Insurance-Liability	\$ 21,072	\$ 25,663	\$ 29,177	
52705 Insurance - Premiums	\$ 1,040	\$ 1,040	\$ 1,040	
52800 Communications/Telephone	\$ 4,058	\$ 5,410	\$ 6,500	
52810 Advertising/Marketing	\$ -	\$ -	\$ 1,200	
52820 Printing and Binding	\$ 629	\$ 1,010	\$ 1,950	
52825 Bank Charges	\$ 192	\$ 256	\$ 300	
52830 Publications & Legal Notices	\$ 210	\$ -	\$ -	
52835 Filing Fees	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ 307	\$ 388	\$ 5,768	
52900 Training/Conference Expenses	\$ 272	\$ 1,000	\$ 1,000	
52905 Business Travel/Mileage	\$ 4,316	\$ 7,317	\$ 6,050	
52906 Fleet Charges	\$ 6,916	\$ 8,598	\$ 5,500	
53100 Office Supplies	\$ 1,745	\$ 2,435	\$ 2,500	
53105 Offices Supplies-Furn & Fixture	\$ 75	\$ 275	\$ 350	
53110 Freight/Postage	\$ 80	\$ 80	\$ -	
53115 Book, Media,Periodicals, Subscrip	\$ 5,000	\$ 5,000	\$ -	
53120 Memberships/Certifications	\$ 6,909	\$ 6,909	\$ 6,752	
53205 Utilities - Electric	\$ 16,210	\$ 21,614	\$ 22,200	
53210 Utilities - Propane	\$ 270	\$ 360	\$ 650	
53250 Fuel	\$ -	\$ 100	\$ -	
53300 Clothing and Personal Supplies	\$ 6	\$ 400	\$ 1,500	
53320 Safety Supplies	\$ -	\$ 400	\$ 500	
53325 Landscaping/Ag Supplies	\$ 165	\$ 220	\$ -	
53330 Janitorial Supplies	\$ 2,242	\$ 3,000	\$ 4,250	
53345 Construction Supplies/Material	\$ 22,928	\$ 25,255	\$ 15,100	
53350 Maintenance Supplies	\$ 14,210	\$ 18,809	\$ 20,100	
53355 Vehicle Repair Supplies	\$ 392	\$ 522	\$ -	
53400 Minor Equipment/Small Tools	\$ 2,645	\$ 3,174	\$ 1,500	
53410 Computer Equipment/Accessories	\$ 473	\$ 473	\$ 1,000	
53415 Computer Software/Licensing Fe	\$ 1,051	\$ 1,200	\$ 1,700	
53600 Special Departmental Expense	\$ 1,326	\$ 7,326	\$ 53,500	
53680 Goods for Resale	\$ 3,346	\$ 5,546	\$ 5,000	
54500 Taxes and Assessments	\$ 2,360	\$ 2,360	\$ 1,738	
55100 Land	\$ -	\$ -	\$ -	
Total Expenditures	\$ 900,526	\$ 1,602,986	\$ 2,153,730	
Expenditures from Designated Reserves			\$ 217,000	\$200,000 Suscol frog pond, \$15,000 Dan's Wild Ride, \$2,000 Suscol bench
Capital Savings Set-aside			\$ 25,000	\$10,000 to vehicle fund, \$15,000 to Cove road repair
Net Surplus (Deficit)	\$ 654,701	\$ 390,114	\$ (212,794)	

Napa County Regional Park and Open Space District

Q3 Actual 2021-22 & Draft FY 2022-23

Summary (w/o State Parks) Draft FY 2022-23

	Q3 Actual	Projected 2021-22	Draft 2022-23
Revenues			
43790 Other Funding	\$ 173,287	\$ 173,287	\$ -
43910 County of Napa	\$ 750,000	\$ 750,000	\$ 760,099
44200 Court Fines	\$ -	\$ -	\$ -
44300 Forfeitures and Penalties	\$ -	\$ -	\$ -
45100 Interest	\$ 5,730	\$ 7,640	\$ 7,000
45300 Rent - Building/Land	\$ 21,847	\$ 27,115	\$ 27,400
45500 Concessions	\$ 5,139	\$ 6,852	\$ 5,000
47150 Other Grants	\$ -	\$ -	\$ 55,000
47400 Insurance Settlement	\$ -	\$ -	\$ -
47500 Donations and Contributions	\$ 39,784	\$ 49,379	\$ 15,000
47900 Miscellaneous	\$ -	\$ -	\$ -
Total Revenues	\$ 995,787	\$ 1,014,273	\$ 869,499

Expenses			
51000 District Salaries and Benefits	\$ 200,370	\$ 271,158	\$ 393,905
51405 Workers Comp	\$ -	\$ 13,893	\$ 3,396
51605 OPEB	\$ -	\$ 7,396	\$ 7,396
52100 Administration Services	\$ 107,302	\$ 218,021	\$ 186,944
52105 Election Services	\$ -	\$ -	\$ 195,000
52125 Accounting/Auditing Services	\$ 11,790	\$ 18,000	\$ 18,000
52130 Information Technology Service	\$ -	\$ 26,083	\$ 12,042
52131 ITS-Communications Services	\$ -	\$ 3,062	\$ 683
52132 ITS-Records Mgmt Services	\$ -	\$ 198	\$ 22
52140 Legal Services	\$ 11,932	\$ 13,932	\$ 8,000
52325 Waste Disposal Services	\$ 257	\$ 515	\$ 2,500
52340 Landscaping Services	\$ -	\$ -	\$ -
52345 Janitorial Services	\$ -	\$ -	\$ -
52360 Construction Services	\$ -	\$ 40,000	\$ 249,500
52490 Other Professional Services	\$ 14,241	\$ 12,872	\$ 13,585
52510 Maintenance-B&I-PW Charges	\$ -	\$ 24,727	\$ 13,105
52520 Maintenance-Vehicles	\$ -	\$ -	\$ -
52525 Maintenance-Infrastructure/Lan	\$ -	\$ -	\$ 1,500
52600 Rents and Leases - Equipment	\$ 2,091	\$ 2,788	\$ 2,500
52700 Insurance--Liability	\$ 21,072	\$ 22,530	\$ 26,044
52705 Insurance - Premiums	\$ 1,040	\$ 1,040	\$ 1,040
52800 Communications/Telephone	\$ -	\$ -	\$ -
52810 Advertising/Marketing	\$ -	\$ -	\$ 700
52820 Printing and Binding	\$ 206	\$ 445	\$ 450
52825 Bank Charges	\$ -	\$ -	\$ -
52830 Publications & Legal Notices	\$ 210	\$ -	\$ -
52835 Filing Fees	\$ -	\$ -	\$ -
52840 Permits/License Fees	\$ 307	\$ 307	\$ 5,268
52900 Training/Conference Expenses	\$ -	\$ 500	\$ 500
52905 Business Travel/Mileage	\$ 4,030	\$ 6,936	\$ 5,550
52906 Fleet Charges	\$ 2,117	\$ 2,200	\$ 2,000
53100 Office Supplies	\$ 317	\$ 531	\$ 500
53105 Offices Supplies-Furn & Fixture	\$ -	\$ 200	\$ 200
53115 Book, Media,Periodicals, Subscrip	\$ 5,000	\$ 5,000	\$ -
53120 Memberships/Certifications	\$ 6,502	\$ 6,502	\$ 6,502
53205 Utilities - Electric	\$ -	\$ -	\$ 200
53210 Utilities - Propane	\$ -	\$ -	\$ -
53250 Fuel	\$ -	\$ 100	\$ -
53300 Clothing and Personal Supplies	\$ -	\$ 200	\$ 500
53320 Safety Supplies	\$ -	\$ -	\$ -
53330 Janitorial Supplies	\$ -	\$ -	\$ 500
53345 Construction Supplies/Material	\$ 79	\$ 255	\$ 1,100
53350 Maintenance Supplies	\$ 2,745	\$ 3,809	\$ 5,100
53400 Minor Equipment/Small Tools	\$ 1,261	\$ 1,330	\$ 500
53410 Computer Equipment/Accessories	\$ 473	\$ 473	\$ 500
53415 Computer Software/Licensing Fees	\$ 1,051	\$ 1,200	\$ 1,200
53600 Special Departmental Expense	\$ -	\$ -	\$ 50,500
53680 Goods for Resale	\$ -	\$ -	\$ -
54500 Taxes and Assessments	\$ 1,373	\$ 1,373	\$ 1,238
55100 Land	\$ -	\$ -	\$ -

Total Expenditures	\$ 395,764	\$ 707,575	\$ 1,218,170	
Expenditures from Designated Reserves			\$ 217,000	\$200,000 Suscol frog pond, \$15,000 Dan's Wild Ride, \$2,000 Suscol bench
Capital Savings Set-aside			\$ 25,000	\$10,000 to vehicle fund, \$15,000 to Cove road repair
Net Surplus (Deficit)		\$ 306,698	\$ (156,671)	

Q3 Actual 2021-22 & Draft FY 2022-23
Restricted/Unrestricted Funds

	End of FY2021	End of FY2022	End of FY2023	Notes
	Actual	Projected	Proposed	

RESTRICTED FUNDS

Moore Creek

Capital reserve	\$ 131,713	\$ 144,460	\$ 157,207	Based on \$12,747 depreciation
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Restricted donation	\$ -	\$ 15,000	\$ -	\$15,000 Ridge Trail donation in FY20-21 for construction of Dan's Wild Ride
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Suscol Headwaters

Capital Reserve	\$ 201,389	\$ 201,389	\$ 1,389	Restricted money for construction of frog pond
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Restricted donation	\$ -	\$ 2,000	\$ -	Ridge Trail donation in FY20-21 for construction of memorial bench in FY21-22
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State Parks	\$ 581,666	\$ 649,378	\$ 622,508	
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Total Restricted Funds

without State Parks	\$ 333,102	\$ 362,849	\$ 158,596	
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with State Parks	\$ 914,768	\$ 1,012,227	\$ 781,104	
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UNRESTRICTED FUNDS \$ 806,251 \$ 1,091,888 \$ 961,217

Total Restricted and Unrestricted Funds \$ 1,721,019 \$ 2,104,115 \$ 1,742,321

Q3 Actual 2021-22 & Draft FY 2022-23
General Fund--Administration

Subdivision: 8500000 - Parks-Administration

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43790 Other Funding	\$ 173,287	\$ 173,287	\$ -	
43910 County of Napa	\$ 321,529	\$ 321,529	\$ 372,585	County grant of \$760,099 less expenses at all other budget units (except SP)
44200 Court Fines	\$ -	\$ -	\$ -	
45100 Interest	\$ 4,863	\$ 6,484	\$ 5,000	
47150 Other Grants	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ 27,860	\$ 32,146	\$ 10,000	
Total Revenues	\$ 527,539	\$ 533,446	\$ 387,585	
Expenses				
51000 District Salaries and Benefits	\$ 194,374	\$ 259,165	\$ 110,513	
51405 Workers Comp	\$ 9,906	\$ 13,893	\$ 3,396	
51605 OPEB	\$ -	\$ 7,396	\$ 7,396	
52100 Administration Services	\$ 73,066	\$ 146,132	\$ 100,712	
52105 Election Services	\$ -	\$ -	\$ 195,000	
52125 Accounting/Auditing Services	\$ 11,790	\$ 18,000	\$ 18,000	
52130 Information Technology Service	\$ -	\$ 26,083	\$ 12,042	
52131 ITS-Communications Services	\$ -	\$ 3,062	\$ 683	
52132 ITS-Records Mgmt Services	\$ -	\$ 198	\$ 22	
52140 Legal Services	\$ 11,932	\$ 13,932	\$ 8,000	
52345 Janitorial Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ 4,470	\$ -	\$ -	
52510 Maintenance-B&I-PW Charges	\$ -	\$ 24,727	\$ 13,105	
52520 Maintenance-Vehicles (outside service)	\$ -	\$ -	\$ -	
52700 Insurance--Liability	\$ 21,072	\$ 22,530	\$ 26,044	
52705 Insurance - Premiums	\$ 1,040	\$ 1,040	\$ 1,040	
52810 Advertising/Marketing	\$ -	\$ -	\$ 700	
52820 Printing and Binding	\$ -	\$ 200	\$ 200	
52830 Publications & Legal Notices	\$ 210	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52900 Training/Conference Expenses	\$ -	\$ 500	\$ 500	
52905 Business Travel/Mileage	\$ 120	\$ 160	\$ 300	
52906 Fleet Charges (county service)	\$ 2,117	\$ 2,200	\$ 2,000	
53100 Office Supplies	\$ 163	\$ 326	\$ 500	
53105 Office Supplies-Furn & Fixture	\$ -	\$ 200	\$ 200	
53115 Book, Media,Periodicals, Subscrip	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ 6,502	\$ 6,502	\$ 6,502	
53250 Fuel	\$ -	\$ 100	\$ -	
53300 Clothing and Personal Supplies	\$ -	\$ 200	\$ 500	
53345 Construction Supplies/Materials	\$ -	\$ 150	\$ 100	
53350 Maintenance Supplies	\$ 100	\$ 134	\$ 100	
53400 Minor Equipment/Small Tools	\$ -	\$ 100	\$ -	
53410 Computer Equipment/Accessories	\$ 473	\$ 473	\$ 500	
53415 Computer Software/Licensing Fe	\$ 1,051	\$ 1,200	\$ 1,200	
53600 Special Departmental Expense	\$ -	\$ -	\$ 10,000	Unforeseen expenses, vehicle replacement fund
Total Expenditures	\$ 338,386	\$ 548,602	\$ 519,255	
Net Surplus (Deficit)	\$ 189,153	\$ (15,156)	\$ (131,671)	
33100 - Available Fund Balance	\$ 806,251	\$ 1,092,888		
Net Surplus (Deficit)	\$ (15,156)	\$ (131,671)		
33100 - Ending Fund Balance	\$ 791,095	\$ 961,217		
Sweep of Fund Balances	\$ 301,793			

Q3 Actual 2021-22 & Draft FY 2022-23

Moore Creek Park

Subdivision: 8501000 - Parks-Moore Creek

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 57,208	\$ 57,208	\$ 21,726	
44300 Forfeitures and Penalties		\$ -	\$ -	
45300 Rents-Bldgs and Land	\$ 15,804	\$ 21,072	\$ 21,900	
47150 Other Grants	\$ -	\$ -	\$ 55,000	Coastal Conservancy grant (reimbursed)
47500 Donations and Contributions	\$ 8,562	\$ 11,417	\$ 5,000	
Total Revenues	\$ 81,574	\$ 89,697	\$ 103,626	

Expenses				
51000 District Salaries and Benefits	\$ 5,996	\$ 11,992	\$ 62,056	
52100 Administration Services	\$ 15,619	\$ 31,238	\$ 23,116	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ -	\$ 2,500	
52490 Other Professional Services	\$ 1,575	\$ 2,100	\$ 2,485	
52525 Maintenance-Infrastructure/Lan	\$ -	\$ -	\$ -	
52600 Rents and Leases - Equipment	\$ 2,091	\$ 2,788	\$ 2,500	
52705 Insurance - Premiums	\$ -	\$ -	\$ -	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 85	\$ 113	\$ 250	
52840 Permits/License Fees	\$ -	\$ -	\$ 2,480	
52905 Business Travel/Mileage	\$ 1,559	\$ 3,117	\$ 3,000	
53100 Office Supplies	\$ 154	\$ 205	\$ -	
53205 Utilities - Electric	\$ -	\$ -	\$ -	
53250 Fuel	\$ -	\$ -	\$ -	
53345 Construction Supplies/Materials	\$ 79	\$ 105	\$ 500	
53350 Maintenance Supplies	\$ 1,364	\$ 1,819	\$ 2,500	
53400 Minor Equipment/Small Tools	\$ 922	\$ 1,230	\$ 500	
53600 Special Departmental Expense	\$ -	\$ -	\$ 15,500	\$15,000 for Dan's Wild Ride
54500 Taxes and Assessments	\$ 1,373	\$ 1,373	\$ 1,238	

Total Expenditures \$ 30,817 \$ 56,081 \$ 118,626

Net Surplus (Deficit) \$ 50,758 \$ 33,616 \$ (15,000)

33100 - Available Fund Balance	\$ 131,713	\$ 144,460	
Net Surplus (Deficit)	\$ 33,616	\$ (15,000)	Covered by \$15,000 Ridge Trail donation in FY20-21
unadjusted ending fund balance	\$ 165,329	\$ 144,460	
draw on capital reserve	\$ -		
add to capital reserve	\$ 12,747	\$ 12,747	
Restricted donation	\$ 15,000		
year end capital reserve	\$ 144,460	\$ 157,207	
to (from) undesignated reserve	\$ 5,869		

Oat Hill Mine Trail

Subdivision: 8501001 - Parks-Oat Hill Mine Trail

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 25,310	\$ 25,310	\$ 30,398	
47500 Donations and Contributions	\$ 1,362	\$ 1,816	\$ -	
Total Revenues	\$ 26,672	\$ 27,126	\$ 30,398	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 3,390	
52100 Administration Services	\$ 246	\$ 493	\$ 16,808	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 89	\$ 89	\$ -	
52905 Business Travel/Mileage	\$ 612	\$ 816	\$ 100	
53100 Office Supplies	\$ -	\$ -	\$ -	
53345 Construction Supplies/Material	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ -	\$ -	\$ 100	
53600 Special Departmental Expense	\$ -	\$ -	\$ 10,000	
55100 Land	\$ -	\$ -	\$ -	
Total Expenditures	\$ 948	\$ 1,398	\$ 30,398	
Net Surplus (Deficit)	\$ 25,724	\$ 25,728	\$ -	

33100 - Available Fund Balance	\$ -	\$ -
Net Surplus (Deficit)	\$ 25,728	\$ -
33100 - Ending Fund Balance	\$ 25,728	\$ -
to (from) undesignated reserve	\$ 25,728	

Q3 Actual 2021-22 & Draft FY 2022-23

Napa River and Bay Trail

Subdivision: 8501002 - Parks-Napa River and Bay Trail

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 6,324	\$ 6,324	\$ 3,383	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 6,324	\$ 6,324	\$ 3,383	

Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 2,633	
52100 Administration Services	\$ 524	\$ 1,047	\$ 550	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 58	\$ 78	\$ 100	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ -	\$ 50	\$ 100	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	

Total Expenditures \$ 582 \$ 1,175 \$ 3,383

Net Surplus (Deficit) \$ 5,742 \$ 5,149 \$ -

33100 - Available Fund Balance	\$ -	\$ -	\$ -
Net Surplus (Deficit)	\$ 5,149	\$ -	\$ -
33100 - Ending Fund Balance	\$ 5,149	\$ -	\$ -
to (from) undesignated reserve	\$ 5,149		

Q3 Actual 2021-22 & Draft FY 2022-23

Camp Berryessa

Subdivision: 8501003 - Parks-Camp Berryessa

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 81,792	\$ 81,792	\$ 80,618	
45500 Concessions	\$ 5,139	\$ 6,852	\$ 5,000	
Total Revenues	\$ 86,931	\$ 88,644	\$ 85,618	

Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 35,668	
52100 Administration Services	\$ 410	\$ 547	\$ 3,001	
52325 Waste Disposal Services	\$ 257	\$ 515	\$ 2,500	
52360 Construction Services	\$ -	\$ 40,000	\$ 40,000	
52490 Other Professional Services	\$ 1,730	\$ 2,306	\$ 1,500	
52525 Maintenance-Infrastructure/Lan	\$ -	\$ -	\$ 1,500	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 53	\$ 70	\$ 250	
52906 Fleet Charges	\$ -	\$ -	\$ -	
53100 Office Supplies	\$ -	\$ -	\$ -	
53205 Utilities - Electric	\$ -	\$ -	\$ 200	
53330 Janitorial Supplies	\$ -	\$ -	\$ 500	
53345 Construction Supplies/Material	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ -	\$ 100	\$ 500	
53400 Minor Equipment/Small Tools	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	

Total Expenditures \$ 2,450 \$ 43,538 \$ 85,618

Net Surplus (Deficit) \$ 84,482 \$ 45,107 \$ -

33100 - Available Fund Balance	\$ -	\$ -	\$ -
Net Surplus (Deficit)	\$ 45,107	\$ -	\$ -
33100 - Ending Fund Balance	\$ 45,107	\$ -	\$ -
to (from) undesignated reserve	\$ 45,107		

Q3 Actual 2021-22 & Draft FY 2022-23

Berryessa Vista

Subdivision: 8501004 - Parks-Berryessa Vista

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 2,123	\$ 2,123	\$ 527	
Total Revenues	\$ 2,123	\$ 2,123	\$ 527	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 527	
52100 Administration Services	\$ 246	\$ 493	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ -	\$ -	\$ -	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
Total Expenditures	\$ 246	\$ 493	\$ 527	
Net Surplus (Deficit)	\$ 1,877	\$ 1,630	\$ -	
33100 - Available Fund Balance	\$ -	\$ -	\$ -	
Net Surplus (Deficit)	\$ 1,630	\$ -	\$ -	
33100 - Ending Fund Balance	\$ 1,630	\$ -	\$ -	
to (from) undesignated reserve	\$ 1,630			

Q3 Actual 2021-22 & Draft FY 2022-23
Napa River Ecological Reserve

Subdivision: 8501005 - Parks-Napa River Ecological Rs

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 14,711	\$ 14,711	\$ 16,579	
Total Revenues	\$ 14,711	\$ 14,711	\$ 16,579	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 9,479	
52100 Administration Services	\$ 246	\$ 493	\$ 550	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52340 Landscaping Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ 4,000	\$ 6,000	\$ 6,000	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 95	\$ 127	\$ 250	
53350 Maintenance Supplies	\$ 226	\$ 301	\$ 300	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
Total Expenditures	\$ 4,567	\$ 6,921	\$ 16,579	
Net Surplus (Deficit)	\$ 10,144	\$ 7,790	\$ -	
33100 - Available Fund Balance	\$ -	\$ -	\$ -	
Net Surplus (Deficit)	\$ 7,790	\$ -	\$ -	
33100 - Ending Fund Balance	\$ 7,790	\$ -	\$ -	
to (from) undesignated reserve	\$ 7,790	\$ -	\$ -	

Q3 Actual 2021-22 & Draft FY 2022-23

Vine Trail

Subdivision: 8501006 - Parks-Vine Trail

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 3,861	\$ 3,861	\$ 8,202	
Total Revenues	\$ 3,861	\$ 3,861	\$ 8,202	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 2,699	
52100 Administration Services	\$ 1,192	\$ 6,076	\$ 5,503	
52905 Business Travel/Mileage	\$ 48	\$ 64	\$ -	
Total Expenditures	\$ 1,240	\$ 6,140	\$ 8,202	
Net Surplus (Deficit)	\$ 2,621	\$ (2,279)	\$ -	
33100 - Available Fund Balance	\$ -	\$ -	\$ -	
Net Surplus (Deficit)	\$ (2,279)	\$ -	\$ -	
33100 - Ending Fund Balance	\$ (2,279)	\$ -	\$ -	
to (from) undesignated reserve	\$ (2,279)			

Q3 Actual 2021-22 & Draft FY 2022-23

Putah Creek

Subdivision: 8501007 - Parks-Putah Creek

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 8,218	\$ 8,218	\$ 6,842	
47900 Miscellaneous	\$ -	\$ -	\$ -	
Total Revenues	\$ 8,218	\$ 8,218	\$ 6,842	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 4,384	
52100 Administration Services	\$ 855	\$ 1,711	\$ 1,651	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ 307	\$ 307	\$ 307	
52905 Business Travel/Mileage	\$ 223	\$ 297	\$ 500	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ -	\$ -	\$ -	
53600 Special Dept Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
Total Expenditures	\$ 1,385	\$ 2,315	\$ 6,842	
Net Surplus (Deficit)	\$ 6,833	\$ 5,903	\$ -	
33100 - Available Fund Balance	\$ -	\$ -	\$ -	
Net Surplus (Deficit)	\$ 5,903	\$ -	\$ -	
33100 - Ending Fund Balance	\$ 5,903	\$ -	\$ -	
to (from) undesignated reserve	\$ 5,903			

Q3 Actual 2021-22 & Draft FY 2022-23

State Parks

Subdivision: 8501008 - Parks-State Parks

	Q3 Actual	Projected 2021-22	Draft 2022-23
Revenues			
43790 Other Funding	\$ 199,327	\$ 199,373	\$ -
45100 Interest	\$ 2,148	\$ 2,864	\$ 2,500
45300 Rent - Building/Land	\$ 19,800	\$ 26,400	\$ 26,400
45500 Concessions	\$ 515,262	\$ 687,016	\$ 728,237
47500 Donations and Contributions	\$ 22,230	\$ 63,174	\$ 122,300
47900 Miscellaneous	\$ -	\$ -	\$ -
Total Revenues	\$ 559,440	\$ 978,827	\$ 879,437

	Q3 Actual	Projected 2021-22	Draft 2022-23
Expenses			
51000 District Salaries and Benefits	\$ 223,426	\$ 297,901	\$ 322,114
51405 Workers Comp	\$ 10,453	\$ 13,937	\$ 10,781
51605 OPEB	\$ -	\$ 22,188	\$ 22,298
52100 Administration Services	\$ 171,888	\$ 343,777	\$ 362,488
52130 Information Technology Service	\$ -	\$ 35,865	\$ 18,063
52131 ITS-Communications Services	\$ -	\$ 3,062	\$ 3,062
52132 ITS-Records Mgmt Services	\$ -	\$ -	\$ 22
52325 Waste Disposal Services	\$ 16,442	\$ 21,922	\$ 23,000
52340 Landscaping Services	\$ -	\$ 2,500	\$ 30,000
52360 Construction Services	\$ -	\$ 10,000	\$ 30,000
52382 Sewer Disposal Services	\$ 950	\$ 3,000	\$ 2,500
52490 Other Professional Services	\$ 17,847	\$ 25,000	\$ 16,000
52520 Maintenance-Vehicles (outside services)	\$ 1,246	\$ -	\$ 3,500
52525 Maintenance-Infrastructure/Lan	\$ -	\$ 500	\$ 3,000
52600 Rents and Leases - Equipment	\$ 300	\$ 1,000	\$ 2,000
52700 Insurance - Liability	\$ -	\$ 3,133	\$ 3,133
52800 Communications/Telephone	\$ 4,058	\$ 5,410	\$ 6,500
52810 Advertising/Marketing	\$ -	\$ -	\$ 500
52820 Printing and Binding	\$ 423	\$ 564	\$ 1,500
52825 Bank Charges	\$ 192	\$ 256	\$ 300
52840 Permits/License Fees	\$ -	\$ 81	\$ 500
52900 Training/Conference Expenses	\$ 272	\$ 500	\$ 500
52905 Business Travel/Mileage	\$ 286	\$ 381	\$ 500
52906 Fleet Charges (county services)	\$ 4,799	\$ 6,398	\$ 3,500
53100 Office Supplies	\$ 1,428	\$ 1,904	\$ 2,000
53105 Offices Supplies-Furn & Fixture	\$ 75	\$ 75	\$ 150
53110 Freight/Postage	\$ 80	\$ 80	\$ -
53120 Memberships/Certifications	\$ 407	\$ 407	\$ 250
53205 Utilities - Electric	\$ 16,210	\$ 21,614	\$ 22,000
53210 Utilities - Propane	\$ 270	\$ 360	\$ 650
53250 Fuel	\$ -	\$ -	\$ -
53300 Clothing and Personal Supplies	\$ 6	\$ 200	\$ 1,000
53320 Safety Supplies	\$ -	\$ 400	\$ 500
53325 Landscaping/Ag Supplies	\$ 165	\$ 220	\$ -
53330 Janitorial Supplies	\$ 2,242	\$ 3,000	\$ 3,750
53345 Construction Supplies/Material	\$ 22,849	\$ 25,000	\$ 14,000
53350 Maintenance Supplies	\$ 11,465	\$ 15,000	\$ 15,000
53355 Vehicle Repair Supplies	\$ 392	\$ 522	\$ -
53400 Minor Equipment/Small Tools	\$ 1,383	\$ 1,844	\$ 1,000
53410 Computer Equipment/Accessories	\$ -	\$ -	\$ 500
53415 Computer Software/Licensing Fe	\$ -	\$ -	\$ 500
53600 Special Departmental Expense	\$ 1,326	\$ 7,326	\$ 3,000
53680 Goods for Resale	\$ 3,346	\$ 5,546	\$ 5,000
54500 Taxes and Assessments	\$ 988	\$ 988	\$ 500
Total Expenditures	\$ 515,215	\$ 881,862	\$ 935,560

Net Surplus (Deficit) \$ 96,965 \$ (56,123)

33100 - Available Fund Balance	\$ 581,666	\$ 678,631
Net Surplus (Deficit)	\$ 96,965	\$ (56,123)
33100 - Ending Fund Balance	\$ 678,631	\$ 622,508

Q3 Actual 2021-22 & Draft FY 2022-23

Suscol Headwaters

Subdivision: 8501009 - Parks-Suscol Headwaters Pres

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 20,513	\$ 20,513	\$ 25,042	
45100 Interest	\$ 867	\$ 1,156	\$ 2,000	
45300 Rent - Building/Land	\$ 6,043	\$ 6,043	\$ 5,500	
47150 Other grants	\$ -	\$ -	\$ -	
45500 Concessions	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ -	\$ 2,000	\$ -	
Total Revenues	\$ 27,423	\$ 29,712	\$ 32,542	

Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 23,709	
52100 Administration Services	\$ 1,552	\$ 3,103	\$ 5,503	
52360 Construction Services	\$ -	\$ -	\$ 202,000	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ 2,480	
52905 Business Travel/Mileage	\$ 172	\$ 229	\$ 350	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ 500	
53350 Maintenance Supplies	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	

Total Expenditures \$ 1,723 \$ 3,332 \$ 234,542

Net Surplus (Deficit) \$ 25,700 \$ 26,380 \$ (202,000)

33100 - Available Fund Balance	\$	201,389	\$	203,389	
Net Surplus (Deficit)	\$	26,380	\$	(202,000)	Covered by frog pond reserve and FY20-21 \$2,000 Ridge Trail donation
Restricted donation	\$	2,000			
33100 - Ending Fund Balance	\$	229,769	\$	1,389	
to (from) undesignated reserve	\$	26,380			

Q3 Actual 2021-22 & Draft FY 2022-23

Amy's Grove

Subdivision: 8501010 - Parks-Amy's Grove

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 61,005	\$ 61,005	\$ 79,391	
45500 Concessions	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ 2,000	\$ 2,000	\$ -	
Total Revenues	\$ 63,005	\$ 63,005	\$ 79,391	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 45,837	
52100 Administration Services	\$ 2,106	\$ 4,211	\$ 8,255	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ -	\$ 5,000	
52490 Other Professional Services	\$ 2,466	\$ 2,466	\$ 3,600	
52600 Rents and Leases - Equipment	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 32	\$ 43	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 785	\$ 1,571	\$ 700	
52906 Fleet Charges	\$ -	\$ -	\$ -	
53100 Office Supplies	\$ -	\$ -	\$ -	
53250 Fuel	\$ -	\$ -	\$ -	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 563	\$ 751	\$ 1,000	
53400 Minor Equipment/Small Tools	\$ 339	\$ -	\$ -	
53600 Special Department Expense	\$ -	\$ -	\$ 15,000	Road repair fund
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
Total Expenditures	\$ 6,291	\$ 9,042	\$ 79,391	
Net Surplus (Deficit)	\$ 56,714	\$ 53,963	\$ -	
33100 - Available Fund Balance	\$ 7,686	\$ -	\$ -	
Net Surplus (Deficit)	\$ 53,963	\$ -	\$ -	
33100 - Ending Fund Balance	\$ 61,649	\$ -	\$ -	
to (from) undesignated reserve	\$ 61,649			State grant for Chamberlain purchase that used reserves in FY19/20

Q3 Actual 2021-22 & Draft FY 2022-23

Cedar Roughs/Smittle Creek

Subdivision: 8501011 - Parks-Cedar Roughs

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 16,804	\$ 16,804	\$ 13,791	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 16,804	\$ 16,804	\$ 13,791	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 13,241	
52100 Administration Services	\$ 205	\$ 411	\$ 550	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 135	\$ 180	\$ -	
53350 Maintenance Supplies	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
Total Expenditures	\$ 340	\$ 590	\$ 13,791	
Net Surplus (Deficit)	\$ 16,464	\$ 16,214	\$ -	
33100 - Available Fund Balance	\$ -	\$ -	\$ -	
Net Surplus (Deficit)	\$ 16,214	\$ -	\$ -	
33100 - Ending Fund Balance	\$ 16,214	\$ -	\$ -	
to (from) undesignated reserve	\$ 16,214	\$ -	\$ -	

Q3 Actual 2021-22 & Draft FY 2022-23

Other Projects

Subdivision: xxxxx - Parks-Other Projects

	Q3 Actual	Projected 2021-22	Draft 2022-23	Notes
Revenues				
43910 County of Napa	\$ 130,602	\$ 130,602	\$ 101,014	
47150 Other Grants	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 130,602	\$ 130,602	\$ 101,014	

Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ 79,770	
52100 Administration Services	\$ 11,034	\$ 22,067	\$ 20,744	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52810 Advertising/marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 171	\$ 228	\$ -	
53100 Office Supplies	\$ -	\$ -	\$ -	
53115 Books/Media/Periodicals/Subsc	\$ 5,000	\$ 5,000	\$ -	
53120 Memberships/Certifications	\$ -	\$ -	\$ -	
53300 Clothng and Personal Supplies	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 491	\$ 654	\$ 500	
53415 Computer Software/Licencing Fee	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	

Total Expenditures \$ 16,695 \$ 27,949 \$ 101,014

Net Surplus (Deficit) \$ 113,907 \$ 102,653 \$ -

33100 - Available Fund Balance	\$ -	\$ -	\$ -
Net Surplus (Deficit)	\$ 102,653	\$ -	\$ -
33100 - Ending Fund Balance	\$ 102,653	\$ -	\$ -
to (from) undesignated reserve	\$ 102,653		

FY 2022-23 Budget

Staff	hourly rate ¹	Target Hours ²	Annual Cost	hours check	GF	MC	OHMT	NRBT	CB	BV	NRER	VT	PC	SP	SH	AG	CR	OP
COUNTY PERMANENT																		
Canill	\$ 110.06	1,640	\$ 180,542	1,640	\$ 93,551	\$ 22,012	\$ 1,101	\$ 550	\$ 1,101	\$ -	\$ 550	\$ 5,503	\$ 1,651	\$ 22,012	\$ 5,503	\$ 8,255	\$ 550	\$ 18,160
Jordan	\$ 79.57	1,743	\$ 138,675	1,743	\$ 7,161		\$ 5,968		\$ 796					\$ 124,766				
Beach	\$ 52.16	1,783	\$ 92,991	1,783		\$ 522	\$ 3,912		\$ 522					\$ 88,046				
Jessen	\$ 58.28	1,783	\$ 103,902	1,783		\$ 583	\$ 5,828		\$ 583					\$ 96,920				
COUNTY EXTRA HELP																		
Joeloe Clark	\$ 16.15	400	\$ 6,460	400										\$ 3,876				\$ 2,584
Millers collectively	\$ 28.12	956	\$ 26,869											\$ 26,869				
County Subtotal			\$ 549,438		\$ 100,712	\$ 23,116	\$ 16,808	\$ 550	\$ 3,001	\$ -	\$ 550	\$ 5,503	\$ 1,651	\$ 362,488	\$ 5,503	\$ 8,255	\$ 550	\$ 20,744
DISTRICT PERMANENT																		
Ardozonne	\$ 42.66	1,828	\$ 77,974	1,828		\$ 427								\$ 73,290				\$ 4,266
Clark	\$ 41.32	1,828	\$ 75,525	1,828					\$ 30,205					\$ 45,328				
Fessenden	\$ 52.66	1,828	\$ 96,252	1,828	\$ 10,953	\$ 31,596	\$ 2,633	\$ 2,633	\$ 3,950	\$ 527	\$ 9,479	\$ 527	\$ 3,950	\$ 527	\$ 6,583	\$ 17,115	\$ 3,160	\$ 2,633
Grassi	\$ 57.27	1,802	\$ 103,189	1,802					\$ 644					\$ 102,571				
Ayers	\$ 64.42	1,828	\$ 117,747	1,828	\$ 16,105	\$ 14,817	\$ 322							\$ 2,126	\$ 3,221	\$ 14,817		\$ 66,553
Purvis	\$ 86.91	1,136	\$ 98,736	1,136	\$ 43,455	\$ 4,346	\$ 435		\$ 869			\$ 2,173	\$ 435	\$ 2,607	\$ 13,906	\$ 13,906	\$ 10,082	\$ 6,518
DISTRICT EXTRA HELP																		
Millers collectively	\$ 27.78	319	\$ 8,848	319										\$ 8,848				
Pruett	\$ 19.31	563	\$ 10,872	563		\$ 10,872												\$ -
Woodbury	\$ 46.66	-	\$ -	-														\$ -
Park aides collectively	\$ 19.31	4,496	\$ 86,818											\$ 86,818				
Frog pond crew collect	\$ 36.81	1,400	\$ 51,534	1,400										\$ 51,534				
District Subtotal			\$ 675,960	11,132	\$ 70,513	\$ 62,056	\$ 3,390	\$ 2,633	\$ 35,668	\$ 527	\$ 9,479	\$ 2,699	\$ 4,384	\$ 322,114	\$ 23,709	\$ 45,837	\$ 13,241	\$ 79,770
Grand Total			\$ 1,225,398	\$ 11,132	\$ 171,226	\$ 85,173	\$ 20,198	\$ 3,183	\$ 38,668	\$ 527	\$ 10,029	\$ 8,202	\$ 6,035	\$ 684,602	\$ 29,212	\$ 54,091	\$ 13,791	\$ 100,514

Employee based at State Park

1 Fully burdened hourly rate. Includes salary, group insurance, PERS, FICA, other retirement, workers' comp (for permanent/regular)

2 Work hours (2080 for FTE) less leave hours (vacation, holiday, 1/2 of sick, personal, mgmt)



NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT

Position Allocation Table

REV 7.1.22

Default Budget Subdivision	Title	Positions
State Park	Park Steward Assistant	1
60% State Park, 40 % Parks and Trails	Park Steward Assistant	1
State Park	Park Maintenance Specialist	1
Parks and Trails	Park Maintenance Specialist	1
Parks and Trails	Community Relations Specialist	1
Parks and Trails	Park and Open Space Planner (M)	0.65

(M)- management position



Salary Table

rates are hourly

REV 7.1.22

Park Aide / Lifeguard

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$15.50	15.89	16.28	17.09	17.94	18.84

Park Steward Assistant

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$25.80	26.45	27.10	28.46	29.88	31.37

Park Maintenance Specialist

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$31.52	32.31	33.10	34.76	36.50	38.33

Community Relations Specialist

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$43.75	44.85	45.94	48.24	50.65	53.18

Park and Open Space Planner

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$49.69	50.93	52.17	54.78	57.52	60.40



STAFF REPORT

By: Chris Cahill
Date: June 13, 2022
Item: **4.a**
Subject: Consideration and potential re-approval of Resolution 22-01, authorizing a remote teleconference meeting.

RECOMMENDATION

Re-approve Resolution 22-01, authorizing a remote teleconference meeting.

ENVIRONMENTAL DETERMINATION

Not a project. This item does not constitute a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND

After reviewing the most up to date guidance from public health authorities, on January 3, 2022 District staff and the Board president made the decision to return, from time to time, to Zoom-only Board meetings.

Consistent with the Governor's declared state of emergency and with AB 361, in order for our district to hold a Zoom-only meeting the Board needs to approve a resolution making certain findings regarding the risks of the pandemic and continuing compliance with the Brown Act. The attached resolution includes the required findings.

RESOLUTION N^o. 22-01

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

A RESOLUTION OF THE BOARD OF DIRECTORS MAKING FINDINGS IN ACCORDANCE WITH AB 361 AND GOVERNMENT CODE SECTION 54953, AUTHORIZING REMOTE TELECONFERENCE MEETINGS

WHEREAS, meetings of the Board of Directors (“Board”) of the Napa County Regional Park and Open Space District (“District”) are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 et seq.), so that any member of the public may attend, participate, and watch the Board conduct its business; and

WHEREAS, Governor Newsom signed Assembly Bill (“AB”) 361, amending the Brown Act, including Government Code section 54953, subd. (e), that makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953, subd.(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition of AB 361 is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, on March 4, 2020, Governor Newsom proclaimed such a state of emergency in response to the COVID-19 pandemic, said state of emergency remaining in effect as of the date of this action; and,

WHEREAS, the United States Centers for Disease Control and Prevention caution that the Omicron variant of COVID- 19, currently the dominant strain of COVID-19 in the Bay Area, is substantially more transmissible than prior variants of the virus and that even fully vaccinated and boosted individuals can contract the virus and spread it to others; and,

WHEREAS, on September 27, 2021, the Napa County Public Health Officer recommended measures to promote social distancing, including that all boards and commissions meeting in Napa County may continue meeting remotely, in whole or in part, in order to help minimize the spread and transmission of COVID-19; and

WHEREAS, Board and staff are committed to promoting both public access and participation in public meetings and to protecting the health, welfare, and safety of participants; and

WHEREAS, Board does hereby find that it has considered the circumstances of the state of emergency due to COVID-19 and that state or local officials continue to recommend measures to promote social distancing and, therefore, it intends that all public meetings subject to the

Ralph M. Brown Act continue via teleconference and to invoke the provisions of AB 361 related to teleconferencing as provided in Government Code section 54953, subd. (e); and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Napa County Regional Park and Open Space District does find as follows:

1. Those recitals set forth above are true and correct and are incorporated into this Resolution by reference.
2. The Board finds that in consideration of the recitals set forth above, the continued state of emergency, and recommended measures by state or local officials to promote social distancing, that meeting in person would present imminent risks to the health or safety of attendees and that all District public meetings subject to the Ralph M. Brown Act may continue to meet via teleconference.
3. District staff is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings in accordance with Government Code section 54953, subd. (e), and other applicable provisions of the Brown Act.
4. District General Manager is hereby authorized and directed to continue to monitor the health and safety conditions related to COVID-19, the status of the Governor's state of emergency, the state regulations related to social distancing, and the local orders related to health and safety, and to present to the Board for consideration at each regularly scheduled meeting a recommendation for remote, hybrid, or in-person meetings so long as the state of emergency continues to directly impact the ability of the Board to meet safely in person, and/or so long as state or local officials continue to recommend measures to promote social distancing, pursuant to Government Code section 54953, subd. (e)(3).

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 10th day of January, 2022 by the following vote:

AYES: __ DIRECTORS _____

NOES: __ DIRECTORS _____

ABSTAIN: __ DIRECTORS _____

ABSENT: __ DIRECTORS _____

Date: _____ Signed: _____

Tony Norris, President

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