



**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-Heliotis
Director, Ward Four

Barry Christian
Director, Ward Five

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Monday, January 10, 2022 at 2:00 P.M.
Via Zoom Conference Call

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

Instructions for Joining Zoom Meeting

Join Zoom Meeting

<https://us06web.zoom.us/j/87095503701?pwd=aFUzSTAwczZHS0lzTmNVY2ZjU3JkUT09>

Dial by your location

+1 669 900 6833 US (San Jose)

+1 408 638 0968 US (San Jose)

Meeting ID: 870 9550 3701

Passcode: 009973

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 rayers@ncrposd.org.

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 1125 Third Street, Second Floor, Napa, California 94559, by prior appointment (contact rayers@ncrposd.org). 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 Resolution 22-01, authorizing remote teleconference meetings.
- b. Consideration and potential approval of minutes for Board of Directors meeting of December 13, 2021.
- c. Second reading, public hearing, and potential adoption of Ordinance No. 2 of the Board of Directors of the Napa County Regional Park and Open Space District, repealing NCRPOSD Ordinance No. 1 (regarding the 2011 Board of Directors ward redistricting) in its entirety.
- d. Consideration and potential approval of Agreement 22-01, with the County of Napa for services related to District's 2022 decennial redistricting, at a cost not to exceed \$13,000.

- e. *If Agreement 22-01 is adopted:* An oral presentation on the standards for and process of re-drawing Board of Directors ward boundaries using 2020 census data (John Tuteur).
- f. Consideration and potential approval of Agreement 22-02, an option agreement for purchase of an easement on Napa Sanitation District property, and Agreement 22-03, an agreement relocating an easement across neighboring vineyard land, together providing access to Suscol Headwaters Park from North Kelly Road.
- g. Consideration and potential approval of Agreement 22-04, the Napa Weed Management Area Memorandum of Understanding.
- h. Consideration and potential approval of staff recommendation for a split of \$372,660 in state COVID-19 Fiscal Relief for Special Districts funds between the State Parks and General Administration budget units.
- i. Public hearing, consideration, and potential approval of Resolution 22-02, adopting a revised fee schedule for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
- j. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for December 2021.
- k. Review of the District Projects Status Report.
- l. 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



STAFF REPORT

By: Chris Cahill
Date: January 10, 2022
Item: **4.a**
Subject: Consideration and potential approval of Resolution 22-01, authorizing remote teleconference meetings.

RECOMMENDATION

Approve Resolution 22-01, authorizing remote teleconference meetings.

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

With the recent exponential spread of the highly contagious omicron variant, it has become clear that many of the in-person social gatherings reintroduced in 2021 as a result of widespread vaccinations are no longer advisable. According to the federal Centers for Disease Control, with the advent of omicron even fully vaccinated and boosted individuals can contract the virus and spread it to others. In unfortunate addition, as of the first week of January all ICU beds in Napa County are reported full.

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 to Zoom-only Board meetings until the viral surge has passed and in-person meeting are once again safe.

Consistent with the Governor's declared state of emergency and with AB 361, in order for our district to return to Zoom-only meetings 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 and according to District Counsel will need to be re-adopted at the beginning of every Board meeting for as long as we remain Zoom-only.

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

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



**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

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, December 13, 2021 at 2:00 P.M.

1. Call to Order and Roll Call

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

Directors Excused: Nancy Heliotas

Staff Present: Chris Cahill, Kyra Purvis, Ryan Ayers

2. Public Comment

None.

3. Set Matters

None.

4. Administrative Items

- a. Oral presentation on Board of Directors ward redistricting using 2020 census data (John Tuteur).

Agenda Item 4a was moved forward in the agenda and was presented following Agenda Item 4g.

John Tuteur presented information detailing the ward redistricting process using 2020 census data and the scenarios open to the District to approve ward boundaries in 2022. Mr. Tuteur discussed the various costs and details associated with each scenario, and offered to gather information and cost estimates related to a redistricting study to provide to staff.

Informational item only; No action taken.

- b. Consideration and potential approval of minutes for Board of Directors meeting of November 8, 2021.

Minutes for the November 8, 2021 regular meeting were approved without changes.

BR - KBT - TN - BC - NH

X

- c. Consideration and potential adoption of the Board of Directors Regular Meeting Calendar for 2022.

Directors adopted the 2022 Regular Meeting Calendar as presented.

TN - BR - KBT - BC - NH

X

d. Election of Board President and Vice-President.

Agenda Item 4d was moved forward in the agenda and was presented after Agenda Item 6.

Directors appointed Director Norris as Board President.

BC - BR - KBT - TN - NH

X

Directors appointed Director Heliotes as Board Vice-President.

BR - TN - KBT - BC - NH

X

e. Consideration and potential appointment of Barry Christian to represent the District on the City of American Canyon Measure AA Wetland Restoration Plan Technical Advisory Committee.

Directors appointed Director Christian to represent the District on the City of American Canyon Measure AA Wetland Restoration Plan Technical Advisory Committee.

TN - BR - KBT - BC - NH

A X

f. Introduce, first reading, public hearing, and place on agenda for adoption draft Ordinance 2, repealing Ordinance 1 (regarding the establishment of ward boundaries following the 2010 decennial census) in its entirety. Guidance to staff on the goals of the 2021/2022 redistricting process.

Agenda Item 4f was moved forward in the agenda and presented following Agenda Item 4a.

Introduction of Ordinance 2, repealing Ordinance 1 (regarding the establishment of ward boundaries following the 2010 decennial census) by Chris Cahill. Public Hearing opened; no comments. Public Hearing closed. Reading of full title of Ordinance 2 into the record, remainder of reading waived.

Directors voted to waive further reading of Ordinance 2.

TN - BR - KBT - BC - NH

X

Directors voted to place Ordinance 2 on the agenda for the January 10, 2022 Regular Meeting for discussion and potential adoption.

TN - BR - KBT - BC - NH

X

g. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for November 2021.

Report received; No action taken.

h. Review of the District Projects Status Report.

Report received; No action taken.

- i. Receipt of monthly report for Bothe-Napa Valley State Park, Bale Grist Mill State Historic Park, and Robert Louis Stevenson State Park.

Report received; No action taken.

5. Announcements by Board and Staff

- **Director Christian announced that it has been his honor and pleasure to serve as Board President for the past two years.**

6. Agenda Planning

- **Director Norris expressed thanks to John Tuteur for his expertise and noted that future agendas will continue the discussion about the redistricting process.**
- **Kyra Purvis noted that there will be two agenda items forthcoming in connection with the Suscol Headwaters Park southern access plans.**

7. 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: January 10, 2022
Item: **4.c**
Subject: Second reading, public hearing, and potential adoption of Ordinance No. 2 of the Board of Directors of the Napa County Regional Park and Open Space District, repealing NCRPOSD Ordinance No. 1 (regarding the 2011 Board of Directors ward redistricting) in its entirety.

RECOMMENDATION

Take the following actions in order to rescind Ordinance 1 in its entirety upon the enactment of a resolution adopting new ward boundaries consequent to the 2020 decennial census:

1. Open Public Hearing.
2. Staff report.
3. Public comments.
4. Close Public Hearing.
5. Clerk reads the Ordinance Title.
6. Motion, second, discussion and vote to waive the balance of the reading of the ordinance.
7. Motion, second, discussion and vote to adopt Ordinance 2.

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

The District Board of Directors is required to adjust Ward boundaries following each decennial census to reflect changes in population. In 2011, the Board of Directors adopted the Napa County Board of Supervisors district boundaries as their ward boundaries by ordinance. At the time, staff was paralleling the redistricting process followed by the County, which required redistricting to occur by ordinance. Additional research indicates that State law establishes a different (the broadly similar) set of rules for redistricting by special districts and that, in our case, adoption by ordinance is not required.

Because an ordinance can only be repealed or modified by another ordinance, the Board of Directors must first adopt a second ordinance, repealing the first ordinance, which enacted our 2011 redistricting, in its entirety. The Board of Directors voted unanimously to approve the first reading of the ordinance at its regular meeting of December 13, 2021.

Staff recommends the Board of Directors approve the second reading and adoption of Ordinance No. 2.

ORDINANCE NO. 2

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT, REPEALING ORDINANCE NO. 1 IN ITS ENTIRETY

WHEREAS, the Board of Directors of the Napa County Regional Park and Open Space District (District) must adjust director ward boundaries every ten years using decennial census data so that the wards remain substantially equal in population as required by the United States Constitution; and

WHEREAS, District has previously amended district ward boundaries through the passage of an ordinance; and

WHEREAS, District Ordinance 1, adopted following the 2010 census, identifies the director ward boundaries for each of the five wards within Napa County; and

WHEREAS, because District previously adopted ward boundaries by ordinance, repealing the ordinance must also occur by adoption of an ordinance; and

WHEREAS, California Elections Code Section 22000 prescribes that a California special district shall adjust division boundaries by resolution and District intends to adopt ward boundaries by resolution following the 2020 census and going forward.

NOW, THEREFORE, BE IT ORDAINED by the Napa County Regional Park and Open Space District Board of Directors that:

SECTION 1. Ordinance 1 of the District is hereby repealed, effective upon the adoption of a resolution by the Board of Directors establishing new or revised director ward boundaries.

SECTION 2. This Ordinance shall take effect thirty (30) days after its passage.

SECTION 3. A summary of this Ordinance shall be published at least once five days before adoption and at least once before the expiration of 15 days after its passage in the Napa Register, a newspaper of general circulation published in the County of Napa, together with the names of members voting for and against the same.

The foregoing Ordinance was introduced and read at a regular meeting of the Board of Directors of Napa County Regional Park and Open Space District, held on the 13th day of December, 2021, and passed at a regular meeting of the Board of Directors, held on the 10th day of January, 2022, by the following vote:

AYES: DIRECTORS _____
 NOES: DIRECTORS _____
 ABSTAIN: DIRECTORS _____
 ABSENT: DIRECTORS _____

Tony Norris, President
 Napa County Regional Park and Open Space
 District Board of Directors

<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <i>Chris R.Y. Apallas</i> Date: November 17, 2021 ProLaw Doc. No. 62835</p>	<p>ATTEST: District Secretary</p> <p>By: _____</p>
---	---

I HEREBY CERTIFY THAT THE ORDINANCE ABOVE WAS POSTED IN THE CENTRAL OFFICE OF THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT IN THE HALL OF JUSTICE, 1125 THIRD STREET, SECOND FLOOR, NAPA, CALIFORNIA ON DECEMBER 8, 2021.

_____,
 Ryan Ayers, District Secretary



STAFF REPORT

By: Chris Cahill
Date: January 10, 2022
Item: **4.d**
Subject: Consideration and potential approval of Agreement 22-01, with the County of Napa for services related to District's 2022 decennial redistricting, at a cost not to exceed \$13,000.

RECOMMENDATION

Approve Agreement 22-01, with the County of Napa for services related to District's 2022 decennial redistricting, at a cost not to exceed \$13,000.

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

As promised at the December 13, 2021 Board meeting, Napa County Election Official John Tuteur has scoped and priced out a package of services that would allow the District to complete a clean slate redistricting, one which could result in Board of Directors wards that were in some way different from the Board of Supervisors district maps that we have traditionally used. In staff's opinion, Mr. Tuteur has negotiated a fair price for the necessary work to analyze and adopt new maps.

The not to exceed cost for a combination of work by the Elections Division and the County's very experienced redistricting consultant is \$13,000, including both time and materials. Considering that there will be at least five elections between now and the next decennial redistricting, and considering that the cost to the District for a single contested seat is estimated to be \$50,000, an investment of \$13,000 today to get the maps that will frame all of those elections right seems to staff a small price to pay.

If the Board would like to continue with the tradition of using the Board of Supervisors district maps to establish our wards the work envisioned by this agreement would not be necessary. So, in effect, the adoption of this agreement is the decision point as to whether the Board would like to draw its own ward boundaries.

Staff feels responsible to disclose to the Board that there are differing interpretations of whether a special district can consider the residence of board members or potential candidates for the Board of Directors when drawing wards. The Fair Maps Act, the state legislation that explicitly requires counties

and cities to disregard the addresses of incumbents and/or candidates when doing redistricting, does not apply to special districts like ourselves. However, the legal question of whether a special district can consider incumbent residency is a novel one that has not been tested in front of a judge. After quite a bit of thought and research, it is the (admittedly conservative) advice of the General Manager and of District Counsel that the Board blind itself to questions of incumbent or candidate residency and either use the Board of Supervisors maps or embark on a clean slate redistricting process.

While we have used the Board of Supervisors maps since the founding of the District, we are in no way required to continue with that tradition. A review of the legal requirements for county redistricting and those for a special district shows quite plainly that they are not the same. For instance, section 21500 of the Elections Code states counties should consider the “integrity of a city or census designated place” and that boundaries should be “natural and artificial barriers” such as “streets or the boundaries of the county.” By way of comparison, redistricting for a special district such as ours is instead subject to Elections Code section 22000, which reads as follows:

*In adjusting the boundaries of the divisions, the board may give consideration to the following factors: (1) **topography**, (2) **geography**, (3) **cohesiveness, contiguity, integrity, and compactness** of territory, and (4) **community of interests** of the division. (Emphasis added)*

As a special district, the Napa County Regional Park and Open Space District is guided to focus on topography and geography, effectively the natural environment, in a way that the County of Napa wasn't when drawing the 2021 Board of Supervisors districts. If the Board of Directors is interested in drawing its own ward boundaries with a greater mind to the watersheds and ridgelines of Napa County that would clearly be allowed by the relevant law. One could, in fact, argue it is encouraged.



STAFF REPORT

By: Kyra Purvis
Date: January 10, 2022
Item: **4.f**
Subject: Consideration and potential approval of Agreement 22-02, an option agreement for purchase of an easement on Napa Sanitation District property, and Agreement 22-03, an agreement relocating an easement across neighboring vineyard land, together providing access to Suscol Headwaters Park from North Kelly Road.

RECOMMENDATION

1. Find that the proposed project is Categorical Exempt from the California Environmental Quality Act.
2. Approve Agreement 22-02 and Agreement 22-03 and authorize Board President to sign all associated documents

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

Suscol Headwaters Park, a District property located in southern Napa County, is currently only accessible through neighboring Skyline Wilderness Park. At the end of January, staff is submitting a project proposal to the Regional Park Program, a Proposition 68 grant program, which would provide access to Suscol Headwaters Park from North Kelly Road to the south.

In order to provide this access, the parking lot and the western-most portion of the trail would be located on Napa Sanitation District property, and the central portion of the trail would be located on neighboring vineyard property. This is accomplished through two easements, described in Agreements 22-02 and 22-03.

Agreement 22-02 is an option agreement to allow the District to acquire the exclusive rights to purchase a public trailhead parking lot easement allowing the eventual construction of a parking lot and trail on Napa

Sanitation District property. Agreement 22-03 amends a previous access agreement with Global Ag Properties to shift the existing trail easement such that it aligns with current project plans.



STAFF REPORT

By: Kyra Purvis
Date: January 10, 2022
Item: **4.g**
Subject: Consideration and potential approval of Agreement 22-04, the Napa Weed Management Area Memorandum of Understanding.

RECOMMENDATION

Authorize the General Manager to sign the MOU to make the District a member of the Napa Weed Management Area.

ENVIRONMENTAL DETERMINATION

Not a Project. The proposed MOU is not a project as defined by the California Environmental Quality Act (CEQA) because it will not have any impact on the environment. Subsequent joint projects proposed pursuant to this MOU will be subject to review under CEQA

BACKGROUND

A Weed Management Area (WMA) is a local organization that brings together landowners and land managers (private and public) in a county, multi-county, or other geographical area for the purpose of coordinating and combining action and expertise in combating common invasive weed species. The Napa Weed Management Area recently began having regular meetings again after a hiatus.

The purpose of the MOU is to establish a Napa Weed Management Area (NWMA). The members will work together within the scope of their respective authorities toward a common goal of excluding, detecting, eradicating, and suppressing noxious weeds and invasive exotic plants in Napa County using an integrated approach. Through the MOU, members commit to working towards these goals by coordinating efforts to advance knowledge and skills, implement good land stewardship practices, and raise public awareness of invasive plants and their impact on local ecosystems and the economy. The NWMA will develop a strategic plan to prioritize goals and guide its actions.



STAFF REPORT

By: Chris Cahill
Date: January 10, 2022
Item: **4.h**
Subject: Consideration and potential approval of staff recommendation for a split of \$372,660 in state COVID-19 Fiscal Relief for Special Districts funds between the State Parks and General Administration budget units.

RECOMMENDATION

Allocate COVID-19 Fiscal Relief for Special Districts funds as follows: \$173,287 to State Parks and \$199,373 to General Administration.

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

Staff is extremely happy to report that in mid-December the District received \$372,660 in State COVID-19 fiscal relief funding. The funds were made available from a \$100 million allocation provided by the State Legislature and Governor Gavin Newsom in the 2021-2022 State Budget. We have attached a press release, drafted by Community Relations Specialist (and sometimes Board Secretary) Ryan Ayers, for additional information on this one-time COVID relief payment.

Because these unbudgeted state funds come with no strings attached and no rules regarding how they are to be used, the Board must determine how they are to be “booked”, or allocated to the District’s various programs. Specifically, what share of the monies should go to the budget-siloed State Parks operation and what share should be allocated to the remainder?

Staff recommends that the \$372,660 be split pro-rata between the State Parks and General Administration funds based on the State Parks/ Non-State Parks share of the overall expenses in our adopted FY21-22 budget. In this year’s budget, the State Parks accounted for \$894,784 in spending or 46.5% of the total budget. The remainder of the operation would therefore account for 53.5%. Applying these shares to the COVID relief funds, that gives \$173,287 for the State Park and \$199,373 for General Administration.

Napa Open Space District Receives \$372,660 in State COVID-19 Relief Funding

On December 16, 2021 the Napa County Regional Park and Open Space District announced it had received \$372,660 in State COVID-19 fiscal relief funding, which it plans to use to backfill reserves ravaged by COVID and wildfire-related shortfalls. The one-time funds were made available from a \$100 million allocation provided by the State Legislature and Governor Gavin Newsom in the 2021-2022 State Budget. Special thanks go to Senator Bill Dodd and Assemblymember Cecilia Aguilar-Curry, for their commitment to and advocacy on behalf of the Napa Open Space District throughout the pandemic.

The Napa County Regional Park and Open Space District manages more than 13,000 acres of natural open spaces across Napa County, on which it has constructed or operates more than 75 miles of hiking, biking, and horseback riding trails. The District is dedicated to preserving, restoring, educating about, and providing access to Napa County's water, wildlife, open spaces, and historical resources. While the Napa Open Space District was able to creatively maintain most operations during the pandemic, it has been deeply impacted by both COVID-19 and the recent wildfires.

"I'm extremely proud of the hard work of our Board and staff, who have spent the past two years keeping parks open in the face of plague and fire. This occurred during a period in which most of our sister counties were shutting their parks down out of fear of the virus. It was a triumph of grit and determination on the part of our small staff, but it was not without cost to the District," said Chris Cahill, General Manager of the Napa Open Space District. "These relief funds, along with the steadfast financial support of the Napa County Board of Supervisors, will help the Open Space District weather the ongoing budgetary effects of the pandemic, preserve Napa County's native landscape, provide recreational opportunities to residents and visitors alike, and continue working on long-term projects to open new parks and trails."

"Despite the pandemic-caused groundswell of new hikers, bikers, kayakers, and just general visitors to our parks," says Cahill, "the Open Space District's funding is projected to be greatly reduced for years to come, with revenues not returning to pre-pandemic levels until 2027... or even later." The one-time State Special District relief funds fill a critical need, partially refilling reserves and allowing the District to continue its work on the completion of several new public parks in coming years.

State COVID-19 relief funding arrives after special districts across California experienced budget and staff cuts necessitated as a result of the pandemic. Throughout 2020 and 2021, California's special districts provided essential services to their local communities, maintained a large portion of the state's critical infrastructure, and employed thousands of front-line workers; but initially they received none of the COVID-19 relief funding available to cities and counties.

"Special districts are addressing our biggest statewide challenges, all at the local level," said Neil McCormick, CEO of the California Special Districts Association (CSDA). We applaud Governor Newsom and our Legislature for recognizing this and responding to our requests for partnership. Special districts make a difference throughout California and this funding will make a difference in the communities special districts serve."

Statewide, more than 2,000 independent special districts serve the needs of all 40 million Californians at some level, and more than 60 percent of these local agencies provide specialized services to a disadvantaged community.



STAFF REPORT

By: Jason Jordan and Chris Cahill
Date: January 10, 2022
Item: **4.i**
Subject: Public hearing, consideration, and potential approval of Resolution 22-02, adopting a revised fee schedule for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

RECOMMENDATION

1. Open Public Hearing on the proposed revised fee schedule for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park, staff report, take comments, then close the Public Hearing.
2. Adopt Resolution 22-02, adopting a revised fee schedule for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

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

Since the District took over management of the State Park Units in 2012, fees have remained relatively unchanged. Initial management involved some grant funding, private donations, use of volunteers and minimal labor costs that built reserve funding. Due to facility expansion, program enhancement and the constant needs of deferred maintenance and aging infrastructure, expenses now exceed revenues. To make matters worse, the impacts of the COVID-19 pandemic and multiple years of wildfire and wildfire smoke have significantly exacerbated the budget shortfall and depleted once-ample reserves. Therefore, along with other strategies, park management feels a fee increase is necessary to keep the State Park operation financially viable.

The proposed fees were developed by looking at comparable services at other State Parks as well as non-State Park camping and regional park facilities in our region. Location, similar amenities, staffing service levels, and quality of service were all taken into consideration for the proposed fees.

Day Use Fee: The majority of State Parks charge a \$10 Day Use Fee. Some State Parks offer a lower fee for reduced services (hiking only). Examples of private, concession-operated and other parks in the region include \$6 per car at Skyline, \$20 per car at Spanish Flat, Putah Canyon and Steel Canyon at Lake Berryessa, and \$14 per person (peak)/\$7 per person (non-peak) at Casini Ranch in Sonoma County. The proposed increase for the day use fee is from \$8 to \$10.

Camping: Most State Parks charge \$35 for a standard (no power/electric/sewer) sites, although the fees haven't been updated by the broader State Parks system in some time. Hendy Woods State Park in the more remote Anderson Valley charges \$45 a night and Sugarloaf State Park in Kenwood charges \$35 for standard and \$45 for premium sites. Skyline charges \$30 per night for a tent site and \$50 for one with water and power. Lake Berryessa concessions charge \$45 for tent sites and \$50 for premium sites (without hookups) with an additional \$5 per person charge for more than two people. Sonoma County Regional Parks' Spring Lake campground charges \$37 a night for a tent site, while the privately-run Casini Ranch campground charges \$53 for a tent site and \$68 for a full hookup site. The proposed increase for camping is from \$35 (weekday)/\$40 (weekend) to \$43. (See below fee schedule for additional notes regarding ADA and senior campsites.)

Lodging: There aren't many other yurts in the area to use as comparables. Sugarloaf State Park offers glamping tents with linens for an extra fee and a cleaning fee, they charge a \$125 a night base fee. Similar yurts on the American River (private) are \$300 a night, while yurts near Yosemite are \$205 a night. The only proposed increase for cabins is the weekday rate for the small cabins from \$100 to \$125. The cabins offer far more amenities than typical campground cabins and are substantially more charming and historic. A very basic cabin at Pleasure Cove Marina at Lake Berryessa charges \$135 weekday and \$169 weekend.

Bale Grist Mill: The entrance fee at the Mill is proposed to increase from \$5 per adult to \$8. The mill offers an hour-long tour and milling demonstration of one of the only remaining operating water-powered grist mills in the western United States. There is no parking fee for this park and paid entry to the mill gives the visitor free access to Bothe as well. The operation at the Mill has been running at a loss for many years. While the proposed fee increase likely won't change that, it will at least bring the financials of the operation closer to balance.

A revenue projection based on the past year's visitation statistics compiled by staffer Sarah Clark shows an estimated revenue increase of \$90,000 as a result of the proposed fee changes. The increase, as projected, would close the structural deficit at the State Park and make the operation more sustainable. Providing quality recreation opportunities to the visiting public at an affordable price continues to be a priority for the District. While raising fees has always been a last resort, we feel that the minimal increase proposed can help sustain programming and services and maintain a viable operation.

The proposed revised fee schedule is attached, including the existing fees and proposed percentage changes where relevant. A resolution adopting the proposed fees is required by our management agreement with State Parks and that is likewise attached.

In accordance with Operating Agreement DPR OA #P19OA003, the Bay Area District Superintendent for California State Parks was sent the fee change proposal on December 21st, 2021. The Superintendent has up to 10 business days after being notified of a possible change in fees to object to fee changes at the three State Parks we operate. The District Superintendent has not objected as of the time this memo was prepared.

Proposed 2022 Fee Schedule, Napa Valley State Parks

	Fee Description	Existing Fee	Proposed Fee		% Increase
Bothe	Day use Fee (Vehicle)	\$8	\$10		25
	Standard Campsite- Weekday	\$35	\$43		23
	Standard Campsite- Weekend	\$40	\$43		7.5
	Walk In Campsite- Weekday	\$35	\$43		23
	Walk In Campsite- Weekend	\$40	\$43		7.5
	Senior Campsite-Weekday	\$33	\$40		21
	Senior Campsite-Weekend	\$38	\$40		6
	ADA Campsite- Weekday	\$17.50	\$20.00		14
	ADA Campsite- Weekend	\$20	\$20	NC	0
	Yurt (4 person)- Weekday	\$55	\$65		18
	Yurt (4 person)- Weekend	\$70	\$80		14.5
	Yurt (6 person)- Weekday	\$60	\$70		16.5
	Yurt (6 person)- Weekend	\$75	\$85		13
	Small Cabin (2 person)- Weekday	\$100	\$125		25
	Small Cabin (2 person)- Weekday	\$150	\$150	NC	0
	Large Cabin (4 person)- Weekday	\$175	\$175	NC	0
	Large Cabin (4 person)- Weekday	\$225	\$225	NC	0
	Group Camp Site	\$125	\$150		20
	Group Ramada	\$150	\$150	NC	0
	Pool (over 2 years)	\$5	\$5	NC	0
	Extra Vehicle (Campground)	\$8	\$10		25
	Annual Day Use Pass-Bothe	\$70	\$70	NC	0
	Bale	Adult Day Use (Tour)	\$5	\$8	
Child Day Use (Tour)		\$2	\$3		50

NC= No Change

RESOLUTION N^o. 22-02

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

A RESOLUTION OF THE BOARD OF DIRECTORS ADOPTING CHANGES TO THE FEE SCHEDULE FOR BOTHE-NAPA VALLEY STATE PARK AND THE BALE GRIST MILL STATE HISTORIC PARK.

WHEREAS, the Napa County Regional Park and Open Space District (“District”), an independent special district of the State of California, operates Bothe-Napa Valley State Park, the Bale Grist Mill State Historic Park, and Robert Louis Stevenson State Park (jointly “Napa State Parks”) under Operating Agreement DPR OA #P19OA003 between District and the State of California, Department of Parks and Recreation; and

WHEREAS, pursuant to Section 3.c of said Operating Agreement, District is authorized to charge reasonable fees for public use of Napa State Parks, after holding a public hearing on the proposed fees, and provided no objection is made within 10 working days prior to the decision by the State Parks District Superintendent; and

WHEREAS, the said District Superintendent was notified of the potential fee change on December 21, 2021, and no objection to the proposed change has been received by the District; and

WHEREAS, District’s goal is to provide quality recreation opportunities, services, and facilities at a fair price affordable to the public, while also covering the full cost of its operation at the Napa State Parks such that no monies originating with the County of Napa grant to the District are used to support operations at the Napa State Parks; and

WHEREAS, District has analyzed the entrance, camping, and other fees at comparable parks in and around the North Bay Area and has found the proposed fees to be in line with fees charged by others for similar services; and

WHEREAS, an analysis of revenues and expenses at Napa State Parks over the past four years shows significant losses due to the COVID-19 pandemic, 2017 and 2020 wildfires and during the same period expenses have increased markedly as a result of inflation, increases in the minimum wage, employee cost of living adjustments, and increases in the cost of employee benefits; and

WHEREAS, management of the Napa State Parks involves addressing extensive deferred maintenance, aging infrastructure, and required water system upgrades and the ongoing operation of the facilities occasionally requires fee increases so that Napa State Park operations may remain financially viable to protect the resources therein and to remain open to the public.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Napa County Regional Park and Open Space District adopts the following fees and adjustments.

	Fee Description	Proposed Fee
Bothe	Day use Fee (Vehicle)	\$10
	Standard Campsite- Weekday	\$43
	Standard Campsite- Weekend	\$43
	Walk In Campsite- Weekday	\$43
	Walk In Campsite- Weekend	\$43
	Senior Campsite-Weekday	\$40
	Senior Campsite-Weekend	\$40
	ADA Campsite- Weekday	\$20.00
	Yurt (4 person)- Weekday	\$65
	Yurt (4 person)- Weekend	\$80
	Yurt (6 person)- Weekday	\$70
	Yurt (6 person)- Weekend	\$85
	Small Cabin (2 person)- Weekday	\$125
	Group Camp Site	\$150
	Extra Vehicle (Campground)	\$10
	Bale	Adult Day Use (Tour)
Child Day Use (Tour)		\$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>
--



STAFF REPORT

By: Kyra Purvis
Date: January 10, 2022
Item: **4.j**
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for December 2021

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 December 2021. Also included with the report is the District credit card statement.

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

Agreement 21-15	Services Agreement with A Better Place to Go, Inc. dba Johnny on the Spot - for portable restrooms and hand wash stations as needed at the Bale Mill.
------------------------	---

Grants and notable donations:

Winiarski Family Foundation	\$20,000
State of California Department of Finance	\$372,660

PARKS & OPEN SPACE DISTRICT -DECEMBER 2021 EXPENSE REPORT

Gen Admin Dept - 85000-00

Account Name	Date	Description	Vendor Name	Amount
Salaries	12/10/2021	Payroll		\$ 8,999.72
Salaries	12/23/2021	Payroll		\$ 8,999.72
Medicare	12/10/2021	Payroll		\$ 124.42
Medicare	12/23/2021	Payroll		\$ 124.42
FICA	12/10/2021	Payroll		\$ 532.01
FICA	12/23/2021	Payroll		\$ 532.02
Employee Insurance	12/10/2021	Payroll		\$ 1,091.19
Employee Insurance	12/23/2021	Payroll		\$ 1,091.19
Other Professional Services	12/14/21	Jan 2022 Invoice	Kaiser	\$ 2,718.33

Moore Creek Dept - 85010-00

Account Name	Date	Description	Vendor Name	Amount
Other Professional Services	12/08/21	Dec 2021 Invoice	Heritage	\$ 128.33
Office Supplies	12/06/21	toner, markers, pens, tape, cl	Office Depot	\$ 77.83
Maintenance Supplies	12/08/21	Account #NAPACORP	Central Valley	\$ 63.55
Maintenance Supplies	12/08/21	Hardware - Account #460	Ace Hardware	\$ 7.37
Maintenance Supplies	12/08/21	Chlorine	Don's Pool	\$ 115.83
Maintenance Supplies	12/21/21	50to1 Premix 5gal	Napa Power Equipment	\$ 107.70

NRER Dept - 85010-05

Account Name	Date	Description	Vendor Name	Amount
Other Professional Services	12/08/21	Nov 2021 Invoice	NV Support	\$ 500.00

State Park - 85010-08

Account Name	Date	Description	Vendor Name	Amount
Rents/Leases - Equipment	12/21/21	#PARK 21-15 Special event rent	Johnny on the Spot	\$ 299.76
Waste Disposal Services	12/08/21	Garbage Service 11/21 Acct #01	Upper Valley Disposal	\$ 1,966.06
Waste Disposal Services	12/08/21	Dump Run Account #40008	Clover Flat	\$ 150.00
Other Professional Services	12/02/21	Bale Mill Water Sampling #W111	CalTest Analytical	\$ 67.00
Other Professional Services	12/02/21	Bothe Water Testing Lab #W1110	CalTest Analytical	\$ 67.00
Other Professional Services	12/08/21	12/1/21-2/28/22 Alarm Service	Bay Alarm	\$ 174.84
Other Professional Services	12/14/21	Kaiser 1/22 Customer #97561632	Kaiser	\$ 2,352.62
Other Professional Services	12/21/21	Water sampling Lab Order #W120	CalTest Analytical	\$ 67.00
Other Professional Services	12/21/21	Water sampling Lab Order #W120	CalTest Analytical	\$ 67.00
Other Professional Services	12/21/21	Customer #000267 Bothe Field T	West County Transport	\$ 608.93
Communications/Telephone	12/08/21	10/28/21-11/27/21 Bale Mill BA	AT&T	\$ 21.54
Communications/Telephone	12/21/21	11/10/21-12/9/21 Internet BAN#	AT&T	\$ 333.25
Communications/Telephone	12/21/21	11/13/21-12/12/21 Alarm BAN #9	AT&T	\$ 101.74
Office Supplies	12/06/21	toner, markers, pens, tape, cl	Office Depot	\$ 527.74
Utilities - Electric	12/02/21	10/15/21-11/12/21 #186901248-9	PG&E	\$ 669.71
Utilities - Electric	12/02/21	10/14/21-11/12/21 #4831406953-	PG&E	\$ 382.91
Utilities - Propane	12/08/21	Propane Acct #NAPACORP	Central Valley	\$ 16.20
Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 0.53
Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 77.56
Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 42.47
Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 102.83
Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 57.22
Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 8.92
Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 2.19
Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 108.90
Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 52.66

Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 16.38
Construction Supplies/Material	12/08/21	Account #NAPACORP	Central Valley	\$ 127.88
Construction Supplies/Material	12/14/21	Harmsco Filter Vessel and cart	Filtration Technology	\$ 4,926.82
Maintenance Supplies	12/02/21	Cylinder, clamp, coupling, PVC	Silverado Ace Hardware	\$ 59.21
Maintenance Supplies	12/02/21	Tarp	Silverado Ace Hardware	\$ 148.68
Maintenance Supplies	12/08/21	Chain Oil - Acct #NAPACORP	Central Valley	\$ 26.13
Maintenance Supplies	12/08/21	Account #NAPACORP	Central Valley	\$ 20.72
Maintenance Supplies	12/08/21	Welding Gloves Acct #NAPACORP	Central Valley	\$ 18.09
Maintenance Supplies	12/21/21	Chlorine, Acid, pool chemicals	Leslie's Pool	\$ 543.16
Special Department Expense	12/08/21	Hamburger, rolls, condiments,	Smart & Final	\$ 164.93
Special Department Expense	12/08/21	Plate	Smart & Final	\$ 23.87
Special Department Expense	12/08/21	Hamburger, rolls, condiments,	Smart & Final	\$ 3.77
Goods for Resale	12/14/21	Firewood Delivery 11/24/21	V&V Firewood	\$ 1,920.00
Salaries	12/10/2021	Payroll		\$ 7,437.18
Salaries	12/23/2021	Payroll		\$ 7,258.40
Extra Help	12/10/2021	Payroll		\$ 2,578.33
Extra Help	12/23/2021	Payroll		\$ 2,742.18
Holiday Pay	12/10/2021	Payroll		\$ 438.08
Medicare	12/10/2021	Payroll		\$ 151.57
Medicare	12/23/2021	Payroll		\$ 145.02
FICA	12/10/2021	Payroll		\$ 648.14
FICA	12/23/2021	Payroll		\$ 620.02
Employee Insurance	12/10/2021	Payroll		\$ 1,176.32
Employee Insurance	12/23/2021	Payroll		\$ 1,176.32
Unemployment	12/10/2021	Payroll		\$ 50.83
Unemployment	12/23/2021	Payroll		\$ 52.47



P.O. BOX 6343
FARGO ND 58125-6343



ACCOUNT NUMBER [REDACTED]
STATEMENT DATE 12-27-2021
AMOUNT DUE \$116.72
NEW BALANCE \$116.72
PAYMENT DUE ON RECEIPT



NAPA OPEN SPACE DISTRICT
ATTN CHRISTOPHER CAHILL
1195 THIRD STREET
SECOND FLOOR
NAPA CA 94559-3048

AMOUNT ENCLOSED
\$

Please make check payable to*U S. Bank*

U.S. BANK CORPORATE PAYMENT SYSTEMS
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY

NAPA OPEN SPACE DIST	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Late Payment Charges +	- Credits	- Payments	= New Balance
Company Total	\$616.18	\$116.72	\$0.00	\$0.00	\$0.00	\$0.00	\$616.18	\$116.72

NEW ACTIVITY

CHRISTOPHER M CAHILL CREDITS \$616.18 PURCHASES \$116.72 CASH ADV \$0.00 TOTAL ACTIVITY \$499.46 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-23	11-23	24431061327083346983284	AMAZON.COM*W393T5TW3 AMZN AMZN.COM/BILL WA	15.80
11-23	11-22	24906411326134838433017	B&H PHOTO 800-606-6969 800-2215743 NY	52.94
11-26	11-24	24011341328000033384017	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	14.99
12-02	11-30	7479826133600000000103	PAYMENT - THANK YOU 00000 C	616.18 CR
12-02	12-01	24692161335100653641099	GOOGLE *GSUITE_NAPAOUT CC@GOOGLE.COM CA	18.00
12-27	12-24	24011341358000033855597	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	14.99

Department: 00000 Total: \$499.46 CR
Division: 00000 Total: \$499.46 CR

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY	
	[REDACTED]		PREVIOUS BALANCE	616.18
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	STATEMENT DATE	DISPUTED AMOUNT	PURCHASES & OTHER CHARGES	116.72
	12/27/21	.00	CASH ADVANCES	.00
AMOUNT DUE 116.72		CASH ADVANCE FEES		.00
		LATE PAYMENT CHARGES		.00
		CREDITS		.00
		PAYMENTS		616.18
		ACCOUNT BALANCE		116.72



Projects Status Report

January 10, 2022

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

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. Land Trust conservation easement monitoring which occurred in late 2021 indicated there is still some OHV trespass happening on the property.

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. The Board hopefully saw the excellent article on the Cove in the Napa Register on July 31, in which Rick and Ryan featured prominently. We have been working with a Girl Scout on a Gold Award project (roughly equivalent to the Eagle Scout process in Boy Scouting) rebuilding camp facilities at the Cove, including shade structures and the like. We now have 8 new benches and three new cook stands along with temporary signage indicating the names and locations of the previous camping areas. Ultimately the temporary signage will be replaced by routed or burned wood signs. Chris and Kyra are meeting with representatives of Merryvale Vineyards, the new owner of the property directly to our west, in early November to discuss potential shared interests in the area. On the weekend of December 11th staff and a small crew of volunteers worked on flagging an extension of the new singletrack trail which will eventually reconnect the campground bowl to the peak of Mount Veeder.

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 boy scouts, girl scouts, and the Stonebridge dads. Camp Berryessa has had a few groups use it in August, September and October. Groups are starting to make reservations for the 2022 calendar year, with the first reservation occurring in January. We continue to await results of the County's appeal of the FEMA denial of federal cleanup support for the burned caretaker's residence. Staff from the Bureau of Reclamation have reached out to say they have some money available for post-fire cleanup that they may be able to use to help us with the remains of the caretaker's cottage. Details on that are light at this point, but it's a promising turn of events.

Mayacamas Preserve and Amy's Grove

Planning and permits for public use of the Mayacamas Preserve, of which Amy's Grove is part.

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 the Mayacamas Preserve; Amy's Grove will be a named part of the park. As of early July we have recommenced demolition and cleanup activities at the Kately donation. We have been working on clearing downed trees and brush blocking ranch roads to improve fire access and prepare for the eventual opening of the park. Unfortunately, in late July we discovered that a trespasser had been practicing their chainsawing on the property and dropped at least one living tree. Staff has been doing extensive vegetation management and fuels reduction, along with scouting and mapping in support of the development of an eventual park plan. Rick and Ryan hosted a number of additional volunteer projects focused on clearing remaining debris on the Kately donation. Rick reports that the water in Dry Creek has been running very high, which is a good reminder that without some sort of bridge Mayacamas and Amy's Grove will be seasonally inaccessible. We are scouting for bridge locations and beginning to think about permitting and costs if we went that route. Also, the location of the proposed parking lot on the Kately donation has gotten quite mucky, so drainage improvements of some kind will be necessary there if we are going to develop it into a parking lot.

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 Trail 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 number 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. The well went dry at the Ranch House in mid-July and we are having to purchase water and have it delivered. Rick hosted a chainsaw training with a crew from the Sonoma Ecology Center, focusing on tree felling. Because we held the training at Moore Creek we

got quite a bit of free chainsaw work out of the deal, dropping standing dead oaks. Visitation is noticeably down from its Covid peak. The Dan's Wild Ride use permit application was filed with the County in early September. We hope to get to County approval this calendar year. As noted in their recent comment letter, CalFire is concerned that a portion of the proposed trail (this is a section that uses an existing deeded access drive) is located on Las Posadas property. We are working with the Land Trust to survey or otherwise establish that the trail and driveway are not located on State land. We have completed inspections of the trail network at Moore Creek after the 100+ year storm of October 24th and though there are a number of trees down, the trails themselves held up remarkably well. On November 13 a group of volunteers removed mulefat and Himalayan blackberry from the banks of Moore Creek. On December 6 Ryan and JoeJoe Clark met with representatives of the local Head Start office to facilitate acorn planting in celebration of a retiring Head Start administrator. We have been dealing with trespassing cows from neighboring properties on the Hennessey Unit, along with a sinkhole that opened up on the Shoreline Fire Road. On the Moore Creek Unit there have been two minor slides on the Valentine Vista trail.

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. In early August we hosted an in-service day for the Justin Siena High School teaching staff in partnership with Chip Bouril focusing on removing invasive oblong leaf spurge. Mowing season has arrived, Rick reports needing to mow/weed whip the property every few weeks due to the heavy grass growth this winter.

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. John Woodbury (as a volunteer) and Rick have repaired the Aetna side kiosk and replaced the trail map, all of which were damaged in the 2020 fires. Field staff has been focusing on removing dead standing trees that could fall and potentially impact the trail. Tree mortality seems to be increasing as we near a year from last year's fire. The annual hunting advisory closure has now ended. Post storm inspections showed no major disasters.

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. Field inspection completed on August 30th; Spanish Valley looks surprisingly good given burn intensity. Less tree mortality than would be expected thus far. We have discovered what looks to be an illegal small scale mining operation on one corner of the Crystal Flats property. Staff removed all of the mining material in early December. Inexplicably, it had already been smashed by some unknown party, perhaps a claim jumper? The Berryessa Estates Fire Safe Council reached out to the General Manager and was given permission to burn a number of debris piles in and around the marina, all with required CalFire and BAAQMD approvals.

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. Kyra, Chris, and Rick spent a day assessing recent overuse damage to the River to Ridge Trail including some trail widening and erosion that is clearly being caused by the growing number of e-bikes. We are working on plans for minor trail improvements that might mitigate the damage going forward and look forward to pulling Skyline Park's extremely competent trail staff into that conversation. The bicycle skills course is on the consent calendar for Board of Supervisors approval on January 11.

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 Roughs 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. Our volunteer caretaker installed new barbed wire fencing at the front gate area and has also completed some drainage work on the access road following the October storm.

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. Ridge Trail Day occurred on Saturday November 6th; volunteers worked to delete and restore a number of switchback-cutting social trails on Mount St Helena.

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. District staff and volunteers were trained on safe chainsaw use by Rick in an all-day colloquium in mid-July. Kyra did a starring turn along with Supervisor Gregory in an Open Road segment on the Ridge Trail and Suscol Headwaters which aired on NBC Bay Area. Our friends and partners at the Redwood Trails Alliance (formerly REMBA) are currently at work on the property doing corridor clearing in advance of trail construction that may begin as early as this winter. Staff repaired the latch system on the gate between the Tuteur Loop and Suscol headwaters, which sees heavy and sometimes rough use.

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. We continue to explore the feasibility of that project and look forward to bringing it to the Board for a thorough vetting on the upsides and potential issues once we have our heads wrapped around it.

Completed Projects

Amy's Grove

Donation of 50 acres along Dry Creek and Wing Creek.

The donation of approximately 50 acres of open space from the Chamberlain family to the District closed in December 2015.

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: January 10, 2022
Item: **4.1**
Subject: December 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 has slowed with the rains and cold but continues to see above average visitation for the season.
- **Bale Mill SHP-** Open on weekends, visitation remains slow moderated increase around the holidays.
- **Robert Louis Stevenson SP-** Visitation increasing on clear and snow days.

- The third Saturday hike this month was on December 18th, at Robert Louis Stevenson State Park. This was a first of a new series of endurance hikes being tested. The hike led participants to the top of Mount St. Helena for a ten-mile round trip hike. The hike only attracted four participants, but they were treated to beautiful views of the valley and snowcapped Sierras.
- One Field Trip was held at the Bothe Napa SP in the month of December for St John's Lutheran 6th, 7th, and 8th graders. Approximately 82 students and 15 adults attended the field trip.
- One Field Trip was held at the Bale Mill SHP in the month of December for Middletown Adventist School. Approximately 24 students and 5 adults attended the field trip.
- Maintenance staff completed installation of a disinfectant system for the Bale Mill water system.
- Staff provided a booth for the Calistoga Winter Village event at Pioneer Park on December 3rd. The activity taught participants how to make making of holiday wreaths while promoting the different NOSD parks and programs.
- Staff cleaned up several down trees from the various rain events and cleared trails of debris and water flow. Staff continued repairs of water bars on trails.
- The park received the long awaited Park Brochure order from State Parks that was funded by Save the Redwoods League.
- Staff developed a limited comparability study and revenue projection to support a fee increase proposal for State Park approval, and resolution to the NOSD board.