



**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, June 6, 2022 at 10:00 A.M.

While this is a scheduled regular meeting, please note the non-standard date and time.

Note: this is an in-person meeting, subject to Covid-related regulations (in particular limitations on number of people in room and mask wearing). People may also attend and provide comments via Zoom Conference Call.

Instructions for Joining Zoom Meeting

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Meeting ID: 847 0772 9500
Passcode: 442050

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General Information

Agenda items will generally be considered in the order indicated below, except for Set Matters, which will be considered at the time indicated. Agenda items may from time to time be taken out of order at the discretion of the President.

Requests for disability related modifications or accommodations, aids, or services may be made to the Secretary's office no less than 48 hours prior to the meeting date by contacting 707.299.1377.

Prior to action on any item, the Board President will ask for comments from any member of the audience. After receiving recognition from the President, give your name, address, and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the President.

State law requires agency officers (Directors and Officers) to disclose, and then be disqualified from participation in, any proceeding involving a license, permit, or other entitlement for use, if the officer has received from any participant in the proceeding an amount exceeding \$250 within the prior 12 month period. State law also requires any participant in a proceeding to disclose on the record any such contributions to an agency officer.

All materials relating to an agenda item for an open session of a regular meeting of the Board of Directors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the NCRPOSD Office at 1195 Third Street, Suite 210, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 4:30 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code §§6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

1. Call to Order and Roll Call

2. Public Comment

In this time period, anyone may address the Board of Directors regarding any subject over which the Board has jurisdiction but which is not on today's posted agenda. In order to provide all interested parties an opportunity to speak, time limitations shall be at the discretion of the President. As required by Government Code, no action or discussion will be undertaken on any item raised during this Public Comment period.

3. Set Matters

2:00 pm **Public Hearing.** Consideration and potential approval of budget, position allocation table, and salary table for FY 2022-2023.

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meeting of May 9, 2022.
- b. Informational presentation on the Napa County Community Wildfire Protection Plan (CWPP) by Shari Gardner, Napa Firewise Project Manager.
- c. Consideration and potential adoption of an updated Moore Creek Park trail plan.
- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for May 2022.
- e. Review of the District Projects Status Report.

- f. 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 agendized, no action will be taken by the Board on these items unless specifically noted otherwise.

7. Adjournment



STAFF REPORT

By: Kyra Purvis
Date: June 6, 2022
Item: **3**
Subject: Consideration and potential approval of budget, position allocation table, and salary table for FY 2022-2023

RECOMMENDATION

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

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

On May 9, the Board of Directors authorized release of the District budget for public review and comment. The comment period extends through and includes the public hearing scheduled for the June 6, 2022 regular meeting.

As of June 1, no public comments have been received. Should any comments be received between June 1 and the public hearing, those comments will be provided to the Board at the time of the public hearing.

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

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

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

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

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

Napa County Regional Park and Open Space District
Q3 Actual 2021-22 & Draft FY 2022-23

Summary Draft FY 2022-23

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

Napa County Regional Park and Open Space District

Q3 Actual 2021-22 & Draft FY 2022-23

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

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

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

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

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

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

RESTRICTED FUNDS

Moore Creek

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

Capital Reserve	\$ 201,389	\$ 201,389	\$ 1,389	Restricted money for construction of frog pond
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Restricted donation	\$ -	\$ 2,000	\$ -	Ridge Trail donation in FY20-21 for construction of memorial bench in FY21-22
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State Parks

Total Restricted Funds	\$ 581,666	\$ 649,378	\$ 622,508	
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without State Parks	\$ 333,102	\$ 362,849	\$ 158,596	
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with State Parks	\$ 914,768	\$ 1,012,227	\$ 781,104	
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UNRESTRICTED FUNDS

UNRESTRICTED FUNDS	\$ 806,251	\$ 1,091,888	\$ 961,217	
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<u>Total Restricted and Unrestricted Funds</u>	\$ 1,721,019	\$ 2,104,115	\$ 1,742,321	
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Q3 Actual 2021-22 & Draft FY 2022-23
General Fund--Administration

Subdivision: 8500000 - Parks-Administration

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

Q3 Actual 2021-22 & Draft FY 2022-23

Moore Creek Park

Subdivision: 8501000 - Parks-Moore Creek

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

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

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

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

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

Oat Hill Mine Trail

Subdivision: 8501001 - Parks-Oat Hill Mine Trail

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

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

Q3 Actual 2021-22 & Draft FY 2022-23

Napa River and Bay Trail

Subdivision: 8501002 - Parks-Napa River and Bay Trail

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

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

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

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

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

Q3 Actual 2021-22 & Draft FY 2022-23

Camp Berryessa

Subdivision: 8501003 - Parks-Camp Berryessa

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

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

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

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

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

Q3 Actual 2021-22 & Draft FY 2022-23

Berryessa Vista

Subdivision: 8501004 - Parks-Berryessa Vista

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

Q3 Actual 2021-22 & Draft FY 2022-23

Napa River Ecological Reserve

Subdivision: 8501005 - Parks-Napa River Ecological Rs

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

Q3 Actual 2021-22 & Draft FY 2022-23

Vine Trail

Subdivision: 8501006 - Parks-Vine Trail

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

Q3 Actual 2021-22 & Draft FY 2022-23

Putah Creek

Subdivision: 8501007 - Parks-Putah Creek

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

Q3 Actual 2021-22 & Draft FY 2022-23

Suscol Headwaters

Subdivision: 8501009 - Parks-Suscol Headwaters Pres

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

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

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

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

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

Q3 Actual 2021-22 & Draft FY 2022-23

Amy's Grove

Subdivision: 8501010 - Parks-Amy's Grove

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

Q3 Actual 2021-22 & Draft FY 2022-23

Cedar Roughs/Smittle Creek

Subdivision: 8501011 - Parks-Cedar Roughs

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

Q3 Actual 2021-22 & Draft FY 2022-23

Other Projects

Subdivision: xxxxx - Parks-Other Projects

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

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

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

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

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

FY 2022-23 Budget

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

Employee based at State Park

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

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



NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT

Position Allocation Table

REV 7.1.22

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

(M)- management position



Salary Table

rates are hourly

REV 7.1.22

Park Aide / Lifeguard

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

Park Steward Assistant

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

Park Maintenance Specialist

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

Community Relations Specialist

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

Park and Open Space Planner

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



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

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, May 9, 2022 at 2:00 P.M.

1. Call to Order and Roll Call

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

Staff Present: Chris Cahill, Kyra Purvis, Barb Ruffino

2. Public Comment

None.

3. Set Matters

2:00 pm

Consideration and release of draft budget for FY 2022-2023 for public review and comment to June 6, 2022.

Kyra Purvis presented the draft FY 2022-2023 District Budget. Directors approved release of the draft budget for public review and comment.

KBT - BR - TN - BC- NH

Ab

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meeting of April 11, 2022.

Minutes for the April 11, 2022 meeting were approved without changes.

BC - KBT - TN - BR - NH

Ab

- b. Consideration and potential approval for the Board President to sign a letter of support for AB 1789 (Bennett), Creating the California Trails Commission and allocating \$75M up front and \$15M annually thereafter to fund a non-motorized trail grant program.

Directors indicated support of AB 1789 (Bennett) and approved the Board President to sign a letter of support addressed to State Senator Dodd and Assemblymember Aguiar-Curry.

KBT - BC - TN - BR - NH

Ab

- c. Consideration and potential direction to the General Manager to make certain requests to the County of Napa regarding public parking at the end of Conn Valley Road.
Directors reviewed the General Manager’s draft letter to the Napa County Public Works Director regarding parking adjacent to the dead end of Conn Valley Road, provided feedback including the request that the Sheriff issue warnings instead of citations for some period of time, and indicated general support of the proposed approach.
- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for April 2022.
Report received; No action taken.
- e. Review of the District Projects Status Report.
Report received; No action taken.
- f. Receipt of monthly report for Bothe-Napa Valley State Park, 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 complimented staff for a job well done completing the draft budget and steering the District through the pandemic. He announced that the Earth Day event was a great success, as was the District annual party and retirement celebration for John Woodbury and Chino Yip.**
- **Director Bower-Turjanis reflected on the Earth Day event and shared her sense that public awareness of the District and its facilities seems to have greatly expanded in recent years.**
- **Chris Cahill reminded the Board and public that the June regular meeting will be held on June 6 at 10AM in the Board of Supervisors chambers.**

6. Agenda Planning

- **Director Christian requested an update on the Community Wildfire Prevention Plan.**

7. Adjournment

SIGNED: _____
Tony Norris, 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: June 6, 2022
Item: **4.c**
Subject: Consideration and potential adoption of an updated Moore Creek Park trail plan.

RECOMMENDATION

1. Find the proposed action categorically exempt under CEQA.
2. Adopt the updated Moore Creek Park trail plan as submitted.

ENVIRONMENTAL DETERMINATION

Categorically Exempt. The proposed trail plan is exempt from the application of the California Environmental Quality Act (CEQA) under State CEQA Guidelines, Class 4 (Minor Alterations to Land) and the Napa County Regional Park and Open Space District's Local CEQA Guidelines, Class 1, Sub 6 (Minor Alterations to Land - New Pervious Surface Trails). There are no unusual circumstances associated with either the proposed project or with its location which would cause it to have a significant effect on the environment.

BACKGROUND

For the last several years the Open Space District has been working with the Redwood Trails Alliance and a group of private donors to build out the multi-use trail network at Moore Creek Park. Much of our recent trail building actually occurred on the Hennessey Unit, the area owned by the City of Napa on which the District manages public access. That work included now very popular trails such as Whiskey Ridge, Conn Peak, and Catacoula.

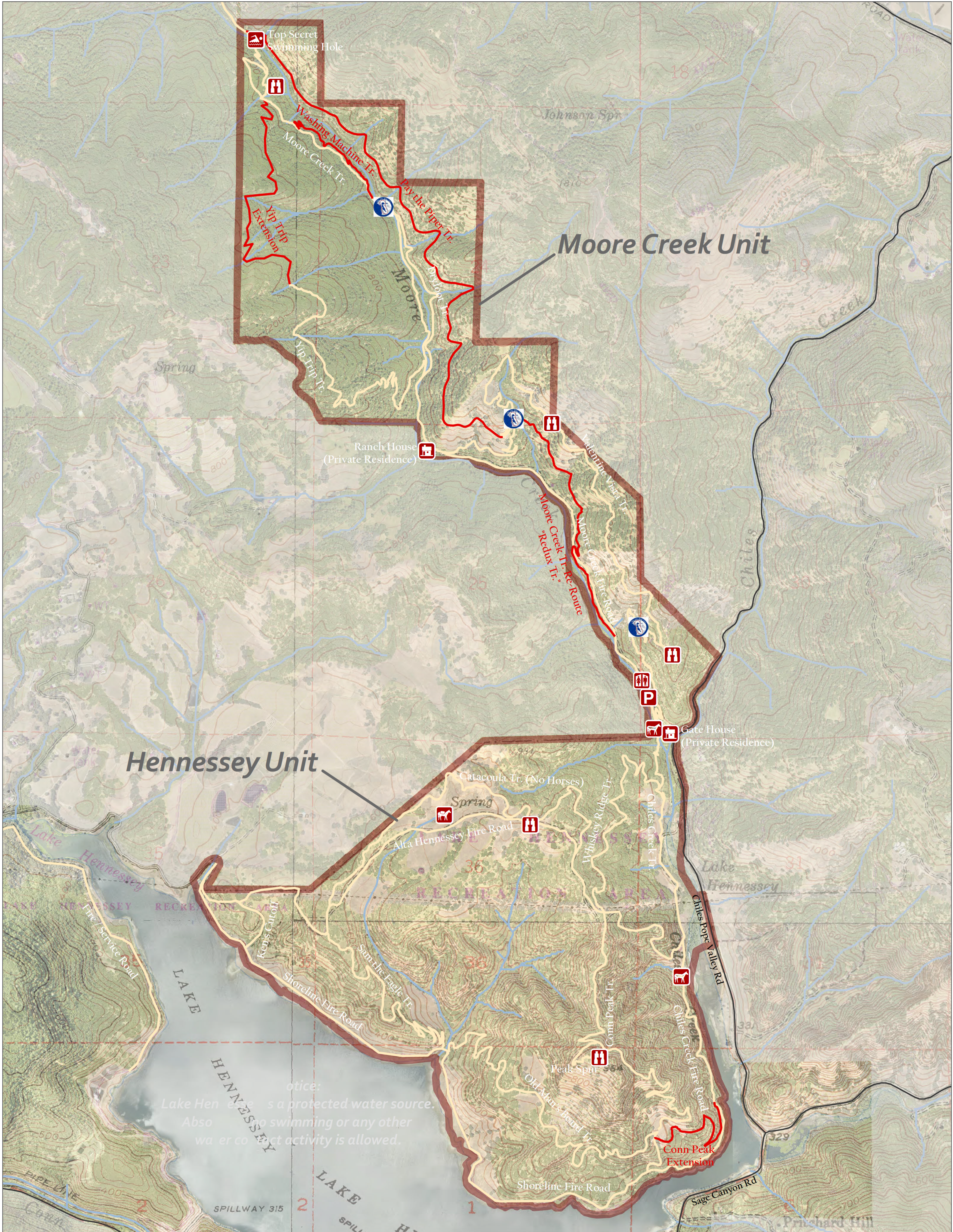
With the completion of the Catacoula Trail, the last of the trails approved by our partners at the City of Napa Water Division at Lake Hennessey, our attention has pivoted back to the District-owned Moore Creek Unit. The attached trail plan includes +/- 3.5 miles of new narrow multi-use trail, which would be designed to replace over-steep existing alignments, create a singletrack alternative to a long section of fire road, and unlock access to the now largely inaccessible northeastern flank of the Moore Creek canyon.

The proposed new alignments have been surveyed by District staff and our partners at Redwood Trails Alliance. All are buildable and none raise any significant environmental concerns. If the plan is approved, construction would occur as private fundraising made resources available.

By way of example, the Moore Creek Fire Road re-route, called Redux Trail in the plan, has been flagged in the field and would likely be the first segment to be constructed. It would create an approximately 1

mile singletrack alternative to the existing Moore Creek Fire Road, which connects the main parking lot to Valentine Vista Trail at the Ranch House. The Moore Creek Fire Road currently serves as both a trail and the only vehicular access route to the caretakers' residence, a dusty and sometimes unpleasant mix of uses. In staff's opinion the Redux Trail re-route is a great project which would improve the trail experience for nearly everyone who travels through that portion of the park.

Napa Open Space District



Hennessey Unit

Moore Creek Unit



Legend

Park Features

- Parking
- Restroom
- View
- Swimming Hole
- Stock Pond
- Water Trough

- Residence

Trails and Boundaries

- Park Boundary
- Private Property
- Existing Trail
- Proposed Trail
- Bay Area Ridge Trail



Moore Creek Park Trail Development Plan



STAFF REPORT

By: Kyra Purvis
Date: June 6, 2022
Item: **4.d**
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for May 2022

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 May 2022. Also included with the report is the District credit card statement.

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

Agreement 22-08	Agreement with Triolo Electric for repair of camp host site meter main panel
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Grants and notable donations:

Marin Community Foundation, Dragonfly Fund	\$1,000.00
Iron Ranger Donations (May)	Not available at time of printing.
Spring Trails Challenge	\$335

PARKS & OPEN SPACE DISTRICT -MAY 2022 EXPENSE REPORT

Gen Admin Dept - 85000-00

Date	Account Name	Description	Vendor Name	Amount
5/10/2022	Computer Software	Google-March 22	Us Bank National Assoc	\$ 18.00
5/10/2022	Computer Software	Zoom-May 2022	Us Bank National Assoc	\$ 14.99
5/10/2022	Memberships	Society for HR-Annual membership	Us Bank National Assoc	\$ 229.00
5/10/2022	Special Dept Expense	Annual celebration supplies	Us Bank National Assoc	\$ 80.63
5/13/2022	Health Insurance	Customer #9756163204 Kaiser 6/22	Kaiser Permanente	\$ 2,718.33
5/23/2022	Office Supplies	poster	Office Depot	\$ 29.08

Moore Creek Dept - 85010-00

Date	Account Name	Description	Vendor Name	Amount
5/9/2022	Maintenance Supplies	Saw Chain Loop	Napa Power Equipment	\$ 28.00
5/10/2022	Rents & Leases	#PARK 20-03 4/22 Portable Toilet	Johnny On The Spot	\$ 196.26
5/13/2022	Maintenance Supplies	Kwik Loader, 50to1 premix, trimmer line, nut, wash	Napa Power Equipment	\$ 233.10
5/13/2022	Maintenance Supplies	marking stake flag, velco loop	Central Valley Builders	\$ 43.89
5/13/2022	Maintenance Supplies	Lock, hose bibb, nipple bag	Central Valley Builders	\$ 54.81
5/13/2022	Maintenance Supplies	CREDIT-return nipple bag, hose bibb	Central Valley Builders	\$ (16.96)

Camp Berryessa - 85010-03

Date	Account Name	Description	Vendor Name	Amount
5/9/2022	Other Professional Services	Coliform, Total & E.Coli (P/A)	Caltest Analytical Lab	\$ 50.00
5/9/2022	Other Professional Services	Coliform, Total & E.Coli (P/A)	Caltest Analytical Lab	\$ 50.00

NRER Dept - 85010-05

Date	Account Name	Description	Vendor Name	Amount
5/10/2022	Other Professional Services	#PARK 18-02 4/22 Litter Abatement	Napa Valley Support	\$ 500.00

State Park - 85010-08

Date	Account Name	Description	Vendor Name	Amount
5/3/2022	Goods for Resale	Pallets of Firewood bundles	V&V Firewood Inc.	\$ 1,920.00
5/3/2022	Other Professional Services	Installation and Commissioning of Batteries	Pure Power Solutions	\$ 1,800.00
5/9/2022	Utilities-Electric	03/15/2022-04/13/2022 #2172831822-7	Pacific Gas & Electric	\$ 39.46
5/9/2022	Utilities-Electric	03/15/2022 - 04/13/2022 #9051730227-0	Pacific Gas & Electric	\$ 33.45
5/9/2022	Utilities-Electric	3/15/2022-04/13/2022 #6781840750-3	Pacific Gas & Electric	\$ 161.58
5/9/2022	Utilities-Electric	03/16/2022-04/14/2022 #4831406953-4	Pacific Gas & Electric	\$ 99.41
5/9/2022	Utilities-Electric	03/15/2022-04/13/2022 #6765403114-4	Pacific Gas & Electric	\$ 20.17
5/9/2022	Communication	03/28/2022-04/27/2022 Phone	At&T	\$ 21.20
5/9/2022	Vehicle Repair Supplies	deep cycle golf cart battery	Brown's Auto Parts	\$ 213.03
5/9/2022	Maintenance Supplies	Month balls, Batteries, pool thermometer, chain	Silverado Ace Hardware	\$ 72.81
5/9/2022	Maintenance Supplies	Chlorine, Handling Charge	Leslie's Swimming Pool	\$ 642.65
5/9/2022	Other Professional Services	Coliform, Total & E.Coli (P/A)	Caltest Analytical Lab	\$ 50.00
5/9/2022	Other Professional Services	Coliform, Total & E.Coli (P/A)	Caltest Analytical Lab	\$ 50.00
5/9/2022	Other Professional Services	05/01/2022-07/31/2022 2699928 Alarm Service	Bay Alarm Company	\$ 233.16

5/9/2022	Other Professional Services	Total Coliform and E.Coli	Caltest Analytical Lab	\$ 70.00
5/9/2022	Other Professional Services	Total Coliform and E.Coli	Caltest Analytical Lab	\$ 70.00
5/9/2022	Other Professional Services	Total Coliform and E.Coli	Caltest Analytical Lab	\$ 70.00
5/9/2022	Communication	03/10/2022-04/09/2022 Internet	At&T	\$ 339.36
5/9/2022	Utilities-Electric	03/15/2022-04/13/2022 #1869012498-9	Pacific Gas & Electric	\$ 909.30
5/10/2022	Maintenance Supplies	Cleaning supplies	Steves Hardware	\$ 15.13
5/10/2022	Maintenance Supplies	Can opener, barrel bolt	Steves Hardware	\$ 39.45
5/10/2022	Maintenance Supplies	Mower parts	Us Bank National Assoc	\$ 44.96
5/10/2022	Maintenance Supplies	Replacement heater part-Oak Cabin	Us Bank National Assoc	\$ 62.54
5/13/2022	Health Insurance	Customer #9756163204 Kaiser 6/22	Kaiser Permanente	\$ 2,352.62
5/13/2022	Administration Services	FED Lvl Volunteer Billing 4/22 Customer #157650	Department Of Justice	\$ 15.00
5/13/2022	Waste Disposal Services	Garbage Service 4/22 Acct #01-0013452-7	Upper Valley Disposal	\$ 1,966.00
5/13/2022	Maintenance Supplies	Liq hand soap, 1 lb pp exterior 10x3	Silverado Ace Hardware	\$ 86.68
5/13/2022	Construction Supplies	Redwood, lumber	Central Valley Builders	\$ 297.29
5/24/2022	Maintenance Supplies	Sponge scrub, spring snap, pulley	Silverado Ace Hardware	\$ 43.11
5/24/2022	Maintenance Supplies	Ace Digiital Wtr Timer	Steves Hardware	\$ 43.29
5/24/2022	Maintenance Supplies	Trimmer line, mowing head durocut	Napa Power Equipment	\$ 64.63
5/24/2022	Utilities-Electric	4/14/22-5/12/22 #2172831822-7	Pacific Gas & Electric	\$ 62.35
5/24/2022	Utilities-Electric	4/14/22-5/12/22 #9051730227-0	Pacific Gas & Electric	\$ 180.41
5/24/2022	Utilities-Electric	4/14/22-5/12/22 #6781840750-3	Pacific Gas & Electric	\$ 181.52
5/24/2022	Maintenance Supplies	Duracell, lamp assembly, Hach DPD	Usa Bluebook	\$ 454.90
5/24/2022	Utilities-Electric	4/14/22-5/12/22 #6765403114-4	Pacific Gas & Electric	\$ 42.94
5/24/2022	Communication	4/10/22-5/9/22 Internet BAN #9391064527	At&T	\$ 339.36

Other Projects - 85010-90

Date	Account Name	Description	Vendor Name	Amount
5/10/2022	Special Department Expense	NOSD Stickers	Us Bank National Assoc	\$ 510.00



P.O. BOX 6343
FARGO ND 58125-6343



ACCOUNT NUMBER [REDACTED]
STATEMENT DATE 05-25-2022
AMOUNT DUE \$1,217.46
NEW BALANCE \$1,217.46
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	\$960.12	\$1,217.46	\$0.00	\$0.00	\$0.00	\$0.00	\$960.12	\$1,217.46

CORPORATE ACCOUNT ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-19	05-16	7479826213900000000225	PAYMENT - THANK YOU 00000 C	960.12 PY

TOTAL CORPORATE ACTIVITY
\$960.12 CR

NEW ACTIVITY

CHRISTOPHER M CAHILL	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$1,217.46	\$0.00	\$1,217.46

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-27	04-27	24431062117083004557166	TARGET.COM * 800-591-3869 MN	36.06
04-28	04-28	24431062118083015509502	TARGET.COM * 800-591-3869 MN	26.39
05-03	05-02	24692162122100948892601	GOOGLE *GSUITE NAPAOUT.CC@GOOGLE.COM CA	18.00
05-05	05-04	24492152124854259976491	SQ *KETCHIE & ASSOI 415-375-3176 NC	271.10
05-05	05-04	24492152125852239806753	VINYLDISORD 866-723-3726 CA	166.41

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY	
	STATEMENT DATE 05/25/22	DISPUTED AMOUNT .00	PREVIOUS BALANCE	960.12
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	AMOUNT DUE 1,217.46		PURCHASES & OTHER CHARGES	1,217.46
			CASH ADVANCES	.00
			CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	.00
		PAYMENTS	960.12	
		ACCOUNT BALANCE	1,217.46	



Company Name: NAPA OPEN SPACE DISTRICT
Corporate Account Number: [REDACTED]
Statement Date: 05-25-2022

NEW ACTIVITY				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-13	05-11	24755422132261325584706	SHAW PLUMBING 707-9426754 CA	518.60
05-20	05-19	24692162139100381390247	IN *ELIFEGUARD, INC. 321-4333630 FL	165.91
05-25	05-24	24011342144000041893876	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	14.99

Department: 00000 Total: \$1,217.46
Division: 00000 Total: \$1,217.46



Projects Status Report

June 6, 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. Merryvale is potentially interested in the possibility of a long-term vineyard lease on one of the three Cove parcels. The parcel in question was previously leased out as vineyard land by the Girl Scouts, but for whatever reason no vineyard was ever developed. We have been engaged in talks with one neighboring property owner about plans to improve the steeper sections of the access road, they are considering making a donation to the District to support that project.

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. We will be meeting with local BOR management in late March to discuss the rebuilding of the camp host location as well as potential federal funding opportunities for the work. As the world opens back up, spring and summer bookings are coming in hot and heavy. Sarah Clark continues to gather bids from contractors to do camp host cleanup work, prices are unfortunately coming back higher than budgeted.

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. The January and early February Diablo wind events resulted in extensive tree fall in previously burned areas, with Bay laurel seeing the brunt of the damage. We have begun initial planning work on opening the Mayacamas Preserve and Amy's Grove to the public; the trailbuilder who did the initial alignment work for the Suscol Headwaters trail system has contracted to do similar work at Mayacamas, which is a great outcome. Staff met with Ryan Gregory on-site in early April to get his experienced civil engineer's advice on parking lot logistics and the possibility of building a pedestrian bridge over Dry Creek. Neighboring property owners have been mowing the meadow portion of the Amy's Grove property with District permission to mitigate fire risks this summer and fall. We had 15 volunteers from Opus One out to pull broom at Mayacamas on June 2nd. Chris and Kyra completed a full wetfoot survey of Dry Creek from property boundary to property boundary in late May and discovered a number of useful and interesting things, including pools as deep as 8 feet and the remnants of a creek-spanning

suspension bridge. We also did an initial planning survey of Amy's Grove and Mayacamas with trail guru Kevin Smallman.

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 February 3rd Rick, Kyra, and Chris met with staff of the RCD to begin work on a Vegetation Treatment Plan funded by a major Coastal Conservancy fire readiness grant. The North Bay Bohemian annual readers' poll has named Moore Creek Park the best hiking park in Napa County for 2022. District staff have begun extensive and grant funded fuel management on the property, focused thus far on thinning Douglas fir saplings in the Moore Creek canyon. We have closed the Conn Peak Spur Trail until at least mid-June, due to its proximity to an active Bald eagle nest. Ryan reports the Easter weekend VO-Cal volunteer trail building event was a rousing success, with excellent residual soil moisture. We had 14 volunteers from Trinchero Winery out on May 19th eradicating Himalayan Blackberry and 9 volunteers earlier in the month who did cleanup on the VO-Cal Madrone Trail/Yip Trip project.

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. Volunteers collected and properly disposed of fully nine 50-gallon contractor garbage bags of 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. The recent wind event resulted in some oak damage that we have been working to buck and clear.

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.

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. District staff has been contacted by LBRID staff, who are concerned that a lack of rainfall this spring could leave Berryessa Estates without a source of drinking water. The General Manager has preliminarily ok'd the use District-owned properties to do hydrogeological assessments in hopes of finding alternate emergency water sources. Proposed exploratory work is focused on the Marina and adjacent to the Crystal Flats access drive. We have likewise given the local Fire Safe Council permission to access our properties to complete planning work on various fuel reduction projects.

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 was approved by the Board of Supervisors on January 11 and was fully executed in late February. The Redwood Trails Alliance has begun fundraising for the project and the plan is for them to construct the skills course as a voluntary cooperator at no cost to the District. The County of Napa Assistant CEO has taken lead on negotiating the Skyline purchase appraisal with the Department of General Services. Chris participated in an extensive site tour (interestingly including Camp Coombs and the Coombs Ranch Dam canyon) in late March with the appraiser and representatives from the Department of General Services, the State Hospital, and Skyline. The final appraisal is slated to be completed in June. In early May, 20 acres of the flat lower portion of Skyline Park was included in a list of potential affordable housing sites presented to the Board of Supervisors by the County's Planning Director.

Smittle Creek

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

The District completed purchase of this property in December 2015. A botanist was retained in early 2016 to do a reconnaissance level survey of plant resources as the first step in planning for the property; his report was received in January 2017; the report describes the property as one of the best locations in the County for native grasses. A group of 20+ people from Tuleyome were given a hiking tour of the property in December 2016, as a way to build interest in the property and build a pool of volunteers to help with restoration and improvement of the property. On March 4 2017, Tuleyome volunteers

brushed the Iron Mountain trail (in the Cedar Roughts Wilderness, but accessed via Smittle Creek.) US Geological Survey in 2017 placed a seismic monitoring station on the property. The State Fish and Wildlife Game Warden for this area has been most helpful in patrolling the property looking for illegal poaching. A well-attended volunteer cleanup project was held in October of 2018, more than filling a 30 yard dumpster with debris. Our volunteer caretaker for this property has made repairs to the dirt roads and the perimeter fencing. Staff in January 2020 flagged a route for the proposed new trail access into the property from Reclamation's Smittle Creek Day Use Area parking lot, and a botanist has been retained to conduct a floristic survey this winter and spring. Kyra Purvis is working on the CEQA analysis and on putting together a use permit application to the County of Napa to open Smittle Creek to the public. Kyra also continues to work with Reclamation on an agreement to authorize the public to use their Smittle Creek Day Use Area parking lot to access our property. All of Smittle Creek burned in the August 2020 fires. The entry gate and fence the District shares with Reclamation was burned; a temporary fix has been made, but further work will be needed. Staff has had initial discussion with County Public Works about including access improvements at Smittle in a larger grant application aimed at funding work on Knoxville-Berryessa Road. It would apparently make the County's road grant application more attractive to funders and would of course mean new District money for opening the park (if the grants come through). The County expects to hear whether or not it has been shortlisted for the grant sometime in mid to late summer 2021. If award of the grant seems likely we would potentially have most of our development costs funded, but would unfortunately need to slow progress on the property to mesh up with the more measured pace of Federal funded transportation projects. Federal DOT funding officials completed a site visit of the Smittle Creek parking area and potential trail improvements in late April, preliminary reports from County DPW indicate it went well and we may be on a path to funding.

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. John Woodbury was out in the field in early February, and again in March and April, working on the

design and (hopefully) future construction of the red legged frog pond. Jeff Alvarez, a renowned Red-legged frog specialist has been working with John on the plans. Kyra finalized and submitted a \$1.2M Prop 68 Regional Park Program grant application to fund development of a N Kelly Road trailhead and the complete Suscol Headwaters trail network. Kyra and Chris conducted a site visit with State grant reviewers on May 24th and it went extremely well. They expect to announce grant awards late this summer.

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. After much thought and research staff has reached a point where we believe we may be able to take over maintenance of the St Helena to Calistoga section without committing to potentially subsidizing the work out of District funds. We are continuing to scope the initial capital outlay for tools and equipment, which will not be insignificant, and are finalizing the terms of a draft 5-year management agreement between ourselves, the County of Napa, and the Vine Trail Coalition. If that proceeds to agreement at the staff level, the Board should expect to see it this fiscal year sometime. A District draft of the proposed management agreement was submitted for County and Vine Trail review in late March. Groundbreaking for the St Helena to Calistoga Vine Trail segment took place on May 24th at the State Park. Tony Norris and Jason Jordan represented the District.

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: June 6, 2022
Item: **4.f**
Subject: May 2022 State Park Report for Bothe- Napa Valley SP, Robert Louis Stevenson SP, and Bale Grist Mill SHP.

PARK STATUS

Bothe Napa Valley SP- Campground continues to be steady and near full on weekends. Walk-in sites are in lower demand than years past and had vacancies in walk- in sites on Memorial Day Weekend.

Bale Mill SHP- Has returned to average visitation for this time of year.

Robert Louis Stevenson SP- Visitation on weekends decreasing with hotter weather.

PARK UPDATES

- Two field trips were held in May at Bothe for 135 students and 15 adults. NOSD also participated in a Watershed Explorers pilot program in American Canyon. Naturalist staff led a macroinvertebrate study for students from Napa Junction Elementary. Other partners were City of American Canyon, Napa RCD, and Suscol Intertribal Council. This program served 66 students and 6 adults.
- NVSPA sponsored the annual Pancake Breakfast that has been cancelled for the past 2 years. The beloved community event had approximately 100 breakfasts served!
- Maintenance staff continues with vegetation management and improving fire clearance in all three parks. This work should be near complete in early June for all three parks.
- Napa Valley State Park Association was awarded a \$10,000 grant from the California State Parks Foundation, Park Improvement Grant for rebuilding the Sourthfork Bridge that burned in the Glass Fire! Unfortunately, NOSD's submission for development of a park brochure for Robert Louis Stevenson SP was not selected for funding. The beams for the bridge finally arrived and this project is next on the list.
- The Bothe Pool Opened on May 28th and was open for the Holiday weekend. Visitation was low due to cool temperatures. All lifeguards participated in an in-service training on May 22nd to refresh on skills and emergency procedures before the start of the season.
- Napa Valley Transit Authority and The Vine Trail organized a ground breaking ceremony near the Cemetery at Bothe to celebrate contract award and start of the Calistoga to St. Helena Section. Several local officials, project partners and Congressman Thompson were in attendance.
- A new miller trainee was hired and began training at the Bale Mill in May.

- The third Saturday hike this month was on May 21st at Moore Creek Park. This was another endurance hike covering all of the trails in the Hennessey Unit of Moore Creek Park. Four people attended this hike.
- Camp Hosts were trained and we were finally able to open the Visitor Center for Memorial Day weekend. As long as volunteer support continues, the Visitor Center will be open on weekends again! A former park employee has signed on to volunteer at the trailhead on most Saturdays to help orient visitors and answer questions about the trail system. She has worked the last two weeks at the trailhead.
- NVSPA organized a Rattlesnake avoidance training for dogs at Bothe on May 21st. The training was provided by “Snake Out” out of Sacramento and led nineteen dogs and their owners through training to identify and avoid rattlesnakes with use of live snakes (mouths taped shut). Part of the training fees were donations to NVSPA to support the parks.
- Bothe offered free day use in honor of veterans and active military on Memorial Day.
- Submitted revised Operations Plan to State Parks.
- In response to failure of an electrical panel serving a Camp Host site, three bids were sought and contract has been prepared for its repair.
- NOSD and State Parks Resource staff met at the Bale Mill to look at historic bat occupation and come up with short and long term management strategies.
- An agreement with Nimbus Arts to put on their annual Nature Camp was prepared and signed.
- PGE vegetation and gas line contractors continue working in the park and along HWY 29 at night for gas line project.