



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

Brad Wagenknecht  
*Director, Ward One*

Tony Norris  
*Director, Ward Two*

Patricia Clarey  
*Director, Ward Three*

Nancy Lewis-Heliotas  
*Director, Ward Four*

Barry Christian  
*Director, Ward Five*

## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Monday, February 12, 2024 at 2:00 P.M.

Napa County Board of Supervisors Chambers, 1195 Third Street, 3rd floor, Napa, Calif.

This is an in-person meeting.

You may also attend and provide comments via Zoom Conference Call.

**Please Note:** Remote participation for members of the public, whether by telephone, Zoom, or any other technology, is provided for convenience only. In the event that the Zoom or other connection is disconnected or malfunctions for any reason, the Board of Directors reserves the right to conduct or to continue a meeting without remote access.

### Instructions for Joining Zoom Meeting

#### Join Zoom Meeting

<https://us06web.zoom.us/j/81950413716?pwd=ym0l22q8CqRiYyezpgqfOFgEPfISLs.1>

Dial by your location

+1 408 638 0968 US (San Jose)

+1 669 444 9171 US (San Jose)

**Meeting ID: 819 5041 3716**

**Passcode: 234053**

Find your local number: <https://us06web.zoom.us/j/kwKK1E6Nz>

## 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 [info@ncrposd.org](mailto:info@ncrposd.org).

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

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

All materials relating to an agenda item for an open session of a regular meeting of the Board of Directors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the NCRPOSD Office at 1195 Third Street, Second Floor, 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.

*The Board of Directors of the Napa County Regional Park and Open Space District encourages a respectful dialogue that supports freedom of speech and values diversity of opinion. The Board, staff, and members of the public are expected to be civil and courteous, and to refrain from questioning the character or motives of others participating in the meeting. The District requests that speakers not use threatening, profane, or abusive language which disrupts, disturbs, or otherwise impedes the orderly conduct of a Board meeting. Members of the public may comment on any item on the agenda during Board consideration of the item. The Board President will invite public comment following the staff presentation and prior to final Board deliberations. Each speaker will be allotted time for comment as set by the Board President (generally 3 minutes).*

### 1. Call to Order and Roll Call

### 2. Public Comment

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

### 3. Set Matters

None.

#### 4. Administrative Items

- a. Consideration and potential approval of minutes for the Board of Directors regular meeting of January 8, 2024.
- b. Fiscal Year 2023-2024 midyear budget review.
- c. Consideration and potential approval of Fiscal Year 2023-2024 midyear budget adjustments.
- d. Consideration and potential approval of a license agreement with the Land Trust of Napa County regarding the Turkovich property.
- e. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for January 2024.
- f. Review of the District Projects Status Report.
- g. Receipt of monthly report for Bothe-Napa Valley State Park, Bale Grist Mill State Historic Park, and Robert Louis Stevenson State Park. (Oral report)

#### 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



Brad Wagenknecht  
Director, Ward One

Tony Norris  
Director, Ward Two

Patricia Clarey  
Director, Ward Three

Nancy Lewis-Heliotes  
Director, Ward Four

Barry Christian  
Director, Ward Five

# MINUTES

## BOARD OF DIRECTORS SPECIAL MEETING

Monday, January 8, 2024 at 2:00 P.M.

Napa County Hall of Justice, 2<sup>nd</sup> Floor Conference Room, 1125 Third Street, Napa, Calif.

### 1. Call to Order and Roll Call

**Directors Present: Brad Wagenknecht, Tony Norris, Patricia Clarey, Nancy Heliotes, Barry Christian**  
**Staff Present: Chris Cahill, Andrew Brooks, Barb Ruffino**

### 2. Public Comment

**None.**

### 3. Set Matters

**None.**

### 4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors regular meeting of December 11, 2023.

**Minutes for the December 11, 2023 regular meeting were approved as presented.**  
**BC - TN - BW - PC - NH**

- b. Acceptance of final independent audit for FY 22-23 prepared by Brown Armstrong, Certified Public Accountants (final audit materials to be distributed at the meeting).

**Report presented by Napa County Auditor-Controller Tracy Schulze; Directors accepted final independent audit for FY 22-23 prepared by Brown Armstrong, Certified Public Accountants as presented.**  
**BW - PC - BC - TN - NH**

- c. Consideration and potential approval of an amendment to the District Personnel Manual relating to bereavement leave.

**Report presented by Chris Cahill; Directors approved amendment to the District Personnel Manual relating to bereavement leave as presented.**  
**TN - BC - BW - PC - NH**

- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for December 2023.

**Report presented by Chris Cahill; No action taken.**

e. Review of the District Projects Status Report.

**Report presented by Chris Cahill; 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 presented by Chris Cahill; No action taken.**

5. Announcements by Board and Staff

- **Director Christian announced that the District's January 3rd Saturday Hike will be hosted on 1/20/24 at Wetlands Edge Park in American Canyon in partnership with Napa Climate NOW!**
- **Director Heliotas noted that a Northern California Black Walnut was erroneously removed by PG&E contractors near her home in Ward 4 and reiterated her support for the creation of a Heritage Tree program to prevent similar mistakes in the future.**

6. Agenda Planning

- **Chris Cahill noted that the six-month budget check-in review will be presented at an upcoming meeting.**

7. Adjournment



## **STAFF REPORT**

*By:* Barb Ruffino  
*Date:* February 12, 2024  
*Item:* **4.b**  
*Subject:* Fiscal Year 2023-2024 midyear budget review.

### RECOMMENDATION

Receive the report.

### ENVIRONMENTAL DETERMINATION

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

### BACKGROUND

In an effort to keep the District budget on track, we have conducted a review of revenue and expenditures for FY 2023-24 Q1 and Q2 (July-December, 2023). This marks the beginning of the budgeting process for next year, giving staff a starting point for drafting next year's budget. It also alerts staff to any adjustment that might be needed. Note that this process provides a general impression of the state of the budget, as not all accounting occurs in real time.

### **Introduction**

The District will likely end this fiscal year in good financial standing. While revenues are expected to be lower than anticipated we also expect that expenditures will be down, resulting in a surplus as compared to the original FY2023-24 budget. Slightly higher concessions, detailed below, can't necessarily be relied upon in coming years until/unless a pattern is established, so expanding District operations continues to depend on the recovering ToT and grant revenues secured by Staff.

### **General Operations, Revenue**

Based on the year to date, non-State Park revenues at the close of this fiscal year are anticipated to drop by approximately \$318,000. The decreased revenue is due to two factors: a reduction in anticipated grant revenue (47150 Other Grants) due to a delay in grant revenue related to the Suscol Headwaters grant as well as a reduced Transfer-In (49900 Intrafund Transfers-In). This revenue is generated by District employees paid out of the General Admin budget charging time to other subdivisions. In this case, vacancies filled mid-year will result in decreased billing revenue. We also tend to be conservative with revenue projections, lest we plan for more money to come in than actually does.

The District is also likely to exceed projected donations. Iron ranger donations exceeded \$8,000 for the 2023 calendar year. Coupled with some large end-of-year donations, we expect to end the fiscal year above projections.

### **General Operations, Expenditures**

Across all non-State Park units, expenditures are lower than budgeted. In developing the budget, District staff includes funds for all projects we hope to complete in the fiscal year. Some of those projects inevitably don't get completed, due to staff workload/availability, permitting, or other hiccups along the way.

It was hoped that the camp host site clean-up and rebuild at Camp Berryessa (destroyed in the LNU Lightning Complex Fire of 2020) would occur this year, but efforts to cost share with the Bureau of Reclamation (on whose land it sits) took many months and were likely, ultimately, fruitless. \$52,000 was included in this fiscal year's budget for that clean-up and rebuild. The clean-up of the site was completed this fiscal year at the cost of \$17,500. Additional funds will have to be budgeted for the rebuild in the coming fiscal years.

The end result is anticipated to be an approximately \$125,000 budget surplus rather than the \$27,000 budget deficit shown in the original adopted FY2023-24 budget.

### **State Parks, Revenue**

State Parks revenues are likely to be slightly lower than anticipated due mostly to delayed revenue regarding the Vine Trail contract. Donations are also projected to be lower than anticipated (*47500 Donations and Contributions*). This line item is where funding from NVSPA is recorded, which is provided on a reimbursement basis and funds specific projects at the State Parks. As projects NVSPA has agreed to fund are completed, the District receives the funds for project costs. As such, lower revenues from NVSPA mostly do not change the bottom line, because they correspond to lower expenditures (but do, unfortunately, represent work that wasn't able to be completed).

### **State Parks, Expenditures**

State Parks expenditures will likely be slightly higher than anticipated by the end of the fiscal year. This is primarily due to expenditures related to pool repairs that carried over from Fiscal Year 2022-23 and were not budgeted in the current fiscal year. As with General Operations, the State Parks budget envisions best case scenario for potential projects, not all of which can be completed, especially with staff's continuing winter storm clean-up efforts.

The result of this will likely result in the use of the fund balance of approximately \$120,000 compared to the \$30,000 deficit anticipated in the originally adopted budget.

Napa County Regional Park and Open Space District  
Q2 Actual 2023-24 & Projected 2023-24

Summary

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43790 Other Funding	\$ -	\$ -	\$ 38,717	
43910 County of Napa	\$ 1,380,789	\$ 1,380,789	\$ 1,380,790	
44200 Court Fines	\$ -	\$ -	\$ -	
44300 Forfeitures and Penalties	\$ -	\$ -	\$ -	
45100 Interest	\$ 41,804	\$ 67,000	\$ 17,000	
47150 Other Grants	\$ 30,928	\$ 126,029	\$ 377,691	
45300 Rent - Building/Land	\$ 24,247	\$ 53,818	\$ 53,400	
45500 Concessions	\$ 467,447	\$ 780,000	\$ 730,000	
47400 Insurance Settlement	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ 78,872	\$ 122,000	\$ 163,747	
47900 Miscellaneous	\$ -	\$ -	\$ -	
49900 Intrafund Trasfers-In	\$ 109,759	\$ 280,000	\$ 405,511	
<b>Total Revenues</b>	<b>\$ 2,133,846</b>	<b>\$ 2,809,636</b>	<b>\$ 3,166,856</b>	
<b>Expenses</b>				
51000 District salaries and benefits	\$ 303,398	\$ 713,598	\$ 793,946	Staffing=834,233
51405 Workers Comp	\$ 25,250	\$ 25,250	\$ 28,443	
51605 OPEB	\$ 13,474	\$ 13,474	\$ 13,474	
52100 Administration Services	\$ 251,955	\$ 587,106	\$ 752,239	Staffing=747,989
52105 Election Services	\$ -	\$ -	\$ -	
52125 Accounting/Auditing Services	\$ 7,304	\$ 18,000	\$ 18,000	
52130 Information Technology Service	\$ 50,742	\$ 50,742	\$ 50,742	
52131 ITS-Communications Services	\$ 2,214	\$ 2,214	\$ 2,214	
52132 ITS-Records Mgmt Services	\$ 32	\$ 32	\$ 32	
52140 Legal Services	\$ 2,046	\$ 9,000	\$ 8,000	
52325 Waste Disposal Services	\$ 14,439	\$ 32,293	\$ 27,000	
52340 Landscaping Services	\$ -	\$ 15,000	\$ 15,000	
52345 Janitorial Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ 146,577	\$ 279,815	\$ 275,379	
52382 Sewer Disposal Services	\$ 3,015	\$ 5,500	\$ 2,500	
52490 Other Professional Services	\$ 13,283	\$ 54,200	\$ 119,256	
52510 Maintenance-B&I-PW Charges	\$ 15,525	\$ 15,525	\$ 15,525	
52520 Maintenance-Vehicles	\$ 1,143	\$ 3,000	\$ 3,000	
52525 Maintenance-Infrastructure/Lan	\$ -	\$ 500	\$ 3,000	
52600 Rents and Leases - Equipment	\$ 3,301	\$ 6,500	\$ 5,500	
52700 Insurance--Liability	\$ 28,566	\$ 28,566	\$ 26,174	
52705 Insurance - Premiums	\$ 704	\$ 704	\$ 1,200	
52800 Communications/Telephone	\$ 2,872	\$ 6,500	\$ 6,500	
52810 Advertising/Marketing	\$ -	\$ 500	\$ 700	
52820 Printing and Binding	\$ 19,486	\$ 1,700	\$ 1,450	
52825 Bank Charges	\$ 377	\$ 600	\$ 300	
52830 Publications & Legal Notices	\$ -	\$ -	\$ -	
52835 Filing Fees	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ 302	\$ 2,782	\$ 3,287	
52900 Training/Conference Expenses	\$ 759	\$ 2,500	\$ 4,000	
52905 Business Travel/Mileage	\$ 3,662	\$ 7,699	\$ 5,850	
52906 Fleet Charges	\$ 3,524	\$ 7,250	\$ 6,000	
53100 Office Supplies	\$ 897	\$ 1,750	\$ 2,000	
53105 Offices Supplies-Furn & Fixture	\$ -	\$ 200	\$ 1,200	
53110 Freight/Postage	\$ -	\$ -	\$ -	
53115 Book, Media,Periodicals, Subscrip	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ 7,632	\$ 7,750	\$ 7,183	
53205 Utilities - Electric	\$ 13,351	\$ 26,050	\$ 26,200	
53210 Utilities - Propane	\$ 604	\$ 1,500	\$ 1,500	
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ -	\$ 1,250	\$ 1,500	
53320 Safety Supplies	\$ -	\$ 500	\$ 500	
53325 Landscaping/Ag Supplies	\$ 178	\$ 14,500	\$ 14,500	
53330 Janitorial Supplies	\$ 2,488	\$ 4,250	\$ 4,250	
53345 Construction Supplies/Material	\$ 312	\$ 43,800	\$ 24,100	
53350 Maintenance Supplies	\$ 11,690	\$ 22,800	\$ 20,100	
53355 Vehicle Repair Supplies	\$ 5,298	\$ 8,000	\$ 1,500	
53400 Minor Equipment/Small Tools	\$ 1,322	\$ 103,000	\$ 85,500	
53410 Computer Equipment/Accessories	\$ -	\$ 1,000	\$ 1,200	
53415 Computer Software/Licensing Fe	\$ 155	\$ 1,200	\$ 1,200	
53600 Special Departmental Expense	\$ 9,502	\$ 10,526	\$ 98,357	
53680 Goods for Resale	\$ 4,387	\$ 7,500	\$ 7,500	
54500 Taxes and Assessments	\$ 1,289	\$ 1,289	\$ 2,500	
55100 Land	\$ -	\$ 269,421	\$ 269,421	
55400 Capital Asset-Equipment	\$ 34,143	\$ 85,000	\$ 65,000	Moved budget-Subaru cost
57900 Intrafund Transfer Out	\$ 109,759	\$ 307,600	\$ 405,512	
<b>Total Expenditures</b>	<b>\$ 1,116,957</b>	<b>\$ 2,809,436</b>	<b>\$ 3,229,435</b>	
<b>Expenditures from Designated Reserves</b>	<b>\$ 30,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	
<b>Capital Savings Set-aside</b>	<b>\$ 25,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	



**Napa County Regional Park and Open Space District**  
**Q2 Actual 2023-24 & Projected 2023-24**  
**Summary (w/o State Parks)**

	Q2 Actual	Projected 2023-24	Adopted 2023-24	
<b>Revenues</b>				
43790 Other Funding	\$ -	\$ -	\$ -	
43910 County of Napa	\$ 1,380,789	\$ 1,380,789	\$ 1,380,790	
44200 Court Fines	\$ -	\$ -	\$ -	
44300 Forfeitures and Penalties	\$ -	\$ -	\$ -	
45100 Interest	\$ 37,267	\$ 57,000	\$ 14,000	
45300 Rent - Building/Land	\$ 10,950	\$ 27,128	\$ 27,000	
45500 Concessions	\$ 15,594	\$ 30,000	\$ 30,000	
47150 Other Grants	\$ 30,928	\$ 126,029	\$ 377,691	
47400 Insurance Settlement	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ 12,444	\$ 22,000	\$ 17,000	
47900 Miscellaneous	\$ -	\$ -	\$ -	
49900 Intrafund Trasfers-In	\$ 97,522	\$ 250,000	\$ 365,230	
<b>Total Revenues</b>	<b>\$ 1,585,494</b>	<b>\$ 1,892,946</b>	<b>\$ 2,211,711</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ 127,862	\$ 356,000	\$ 476,635	
51405 Workers Comp	\$ 6,329	\$ 6,329	\$ 6,826	
51605 OPEB	\$ 3,369	\$ 3,369	\$ 3,369	
52100 Administration Services	\$ 86,039	\$ 207,814	\$ 368,698	
52105 Election Services	\$ -	\$ -	\$ -	
52125 Accounting/Auditing Services	\$ 7,304	\$ 18,000	\$ 18,000	
52130 Information Technology Service	\$ 20,297	\$ 20,297	\$ 20,297	
52131 ITS-Communications Services	\$ 1,107	\$ 1,107	\$ 1,107	
52132 ITS-Records Mgmt Services	\$ 32	\$ 32	\$ 32	
52140 Legal Services	\$ 2,046	\$ 9,000	\$ 8,000	
52325 Waste Disposal Services	\$ 1,988	\$ 3,000	\$ 3,000	
52340 Landscaping Services	\$ -	\$ -	\$ -	
52345 Janitorial Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ 99,262	\$ 232,500	\$ 270,379	
52490 Other Professional Services	\$ 4,290	\$ 31,200	\$ 95,826	
52510 Maintenance-B&I-PW Charges	\$ 15,525	\$ 15,525	\$ 15,525	
52520 Maintenance-Vehicles	\$ -	\$ -	\$ -	
52525 Maintenance-Infrastructure/Lan	\$ -	\$ -	\$ 1,500	
52600 Rents and Leases - Equipment	\$ 1,275	\$ 4,000	\$ 4,000	
52700 Insurance-Liability	\$ 26,392	\$ 26,392	\$ 24,000	
52705 Insurance - Premiums	\$ 704	\$ 704	\$ 1,200	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52810 Advertising/Marketing	\$ -	\$ 500	\$ 700	
52820 Printing and Binding	\$ 635	\$ 1,200	\$ 450	
52825 Bank Charges	\$ -	\$ -	\$ -	
52830 Publications & Legal Notices	\$ -	\$ -	\$ -	
52835 Filing Fees	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ 302	\$ 2,782	\$ 2,787	
52900 Training/Conference Expenses	\$ -	\$ 1,000	\$ 2,500	
52905 Business Travel/Mileage	\$ 3,655	\$ 7,499	\$ 5,550	
52906 Fleet Charges	\$ 73	\$ 250	\$ 2,000	
53100 Office Supplies	\$ -	\$ 250	\$ 500	
53105 Offices Supplies-Furn & Fixture	\$ -	\$ 200	\$ 200	
53115 Book, Media,Periodicals, Subscrip	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ 7,500	\$ 7,500	\$ 6,933	
53205 Utilities - Electric	\$ -	\$ 50	\$ 200	
53210 Utilities - Propane	\$ -	\$ -	\$ -	
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ -	\$ 250	\$ 500	
53320 Safety Supplies	\$ -	\$ -	\$ -	
53330 Janitorial Supplies	\$ 162	\$ 500	\$ 500	
53345 Construction Supplies/Material	\$ 312	\$ 31,300	\$ 11,600	
53350 Maintenance Supplies	\$ 3,506	\$ 7,800	\$ 5,100	
53400 Minor Equipment/Small Tools	\$ 1,111	\$ 102,000	\$ 80,500	
53410 Computer Equipment/Accessories	\$ -	\$ 1,000	\$ 1,200	
53415 Computer Software/Licensing Fees	\$ 155	\$ 1,200	\$ 1,200	
53600 Special Departmental Expense	\$ 7,912	\$ 8,026	\$ 95,857	
53680 Goods for Resale	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ 1,289	\$ 1,289	\$ 2,000	
55100 Land	\$ -	\$ 269,421	\$ 269,421	
55400 Capital Asset-Equipment	\$ 34,143	\$ 85,000	\$ 65,000	Moved budget-Subaru cost
57900 Intrafund Transfer Out	\$ 109,142	\$ 306,100	\$ 405,512	
<b>Total Expenditures</b>	<b>\$ 573,718</b>	<b>\$ 1,770,386</b>	<b>\$ 2,278,604</b>	
<b>Expenditures from Designated Reserves</b>	<b>\$ 30,000</b>	<b>\$ 55,000</b>		
<b>Capital Savings Set-aside</b>	<b>\$ 25,000</b>	<b>\$ 15,000</b>		

Q2 Actual 2023-24 & Draft 2023-24  
**Restricted/Unrestricted Funds**

	End of FY21-22 Actual	End of FY22-23 Projected	End of FY23-24 Proposed	Notes
--	--------------------------	-----------------------------	----------------------------	-------

**RESTRICTED FUNDS\***

Moore Creek

Capital Reserve	\$ 155,618	\$ 167,621	\$ 169,624	Based on \$12,003 depreciation; \$10k spent FY23-24 to demo pool
Restricted donation	\$ -	\$ 15,000	\$ -	\$15,000 Ridge Trail donation in FY20-21 for construction of Dan's Wild Ride

Suscol Headwaters

Capital Reserve	\$ 201,390	\$ 171,390	\$ 172,649	Restricted money for construction of frog pond
Restricted donation	\$ -	\$ 2,000	\$ 2,000	Ridge Trail donation in FY20-21 for construction of memorial bench

State Parks

	\$ 707,071	\$ 587,711	\$ 555,987	
--	------------	------------	------------	--

Total Restricted Funds

without State Parks	\$ 357,008	\$ 356,011	\$ 344,273	
with State Parks	\$ 1,064,079	\$ 943,722	\$ 900,261	

**UNRESTRICTED FUNDS\***      \$ 1,126,280    \$ 1,131,480    \$ 1,188,332

**Total Restricted and Unrestricted Funds\***      \$ 2,190,359    \$ 2,075,202    \$ 2,088,593

\*Note that these are estimates and subject to change as Auditor confirms account balances at the end of each fiscal year

Q2 Actual 2023-24 & Projected 2023-24  
**General Fund--Administration**

Subdivision: 8500000 - Parks-Administration

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43790 Other Funding		\$ -	\$ -	
43910 County of Napa	\$ 349,429	\$ 349,429	\$ 349,429	
44200 Court Fines	\$ -	\$ -	\$ -	
45100 Interest	\$ 32,779	\$ 50,000	\$ 12,000	
47150 Other Grants	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ 9,173	\$ 15,000	\$ 10,000	
49900 Intrafund Transfers-In	\$ 97,522	\$ 250,000	\$ 365,230	District GF-assigned staff time spent at other parks
<b>Total Revenues</b>	<b>\$ 488,903</b>	<b>\$ 664,429</b>	<b>\$ 736,659</b>	

<b>Expenses</b>				
51000 District Salaries and Benefits	\$ 125,340	\$ 350,000	\$ 436,348	All salary costs for District GF-assigned staff
51405 Workers Comp	\$ 6,329	\$ 6,329	\$ 6,826	
51605 OPEB	\$ 3,369	\$ 3,369	\$ 3,369	
52100 Administration Services	\$ 34,574	\$ 80,000	\$ 121,223	
52105 Election Services	\$ -	\$ -	\$ -	
52125 Accounting/Auditing Services	\$ 7,304	\$ 18,000	\$ 18,000	
52130 Information Technology Service	\$ 20,297	\$ 20,297	\$ 20,297	
52131 ITS-Communications Services	\$ 1,107	\$ 1,107	\$ 1,107	
52132 ITS-Records Mgmt Services	\$ 32	\$ 32	\$ 32	
52140 Legal Services	\$ 2,046	\$ 9,000	\$ 8,000	
52345 Janitorial Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ 1,000	\$ -	
52510 Maintenance-B&I-PW Charges	\$ 15,525	\$ 15,525	\$ 15,525	
52520 Maintenance-Vehicles (outside service)	\$ -	\$ -	\$ -	
52700 Insurance--Liability	\$ 26,392	\$ 26,392	\$ 24,000	
52705 Insurance - Premiums	\$ 704	\$ 704	\$ 1,200	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 319	\$ 500	\$ 200	
52830 Publications & Legal Notices	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52900 Training/Conference Expenses	\$ -	\$ 1,000	\$ 2,500	
52905 Business Travel/Mileage	\$ 421	\$ 800	\$ 300	
52906 Fleet Charges (county service)	\$ 73	\$ 250	\$ 2,000	
53100 Office Supplies	\$ -	\$ 250	\$ 500	
53105 Office Supplies-Furn & Fixture	\$ -	\$ 200	\$ 200	
53115 Book, Media,Periodicals, Subscrip	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ 7,500	\$ 7,500	\$ 6,933	CSDA \$6,500, Ridge \$750
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ -	\$ 250	\$ 500	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ 100	
53350 Maintenance Supplies	\$ -	\$ 100	\$ 100	
53400 Minor Equipment/Small Tools	\$ -	\$ -	\$ -	
53410 Computer Equipment/Accessories	\$ -	\$ 1,000	\$ 1,200	
53415 Computer Software/Licensing Fe	\$ 155	\$ 1,200	\$ 1,200	
53600 Special Departmental Expense	\$ -	\$ -	\$ 30,857	New/used vehicles: truck, hybrid, e-motorcycle
55400 Capital Asset-Equipment	\$ 34,143	\$ 85,000	\$ 34,143	Moved budget-Subaru cost
57900 Intrafund Transfer Out	\$ -	\$ -	\$ -	

**Total Expenditures**    **\$ 285,630    \$ 629,805    \$ 736,659**

**Net Surplus (Deficit)**    **\$ 203,273    \$ 34,624    \$ -**

<b>33100 - Available Fund Balance</b>	\$ 1,082,775	\$ 1,188,332
<b>Net Surplus (Deficit)</b>	\$ 34,624	\$ -
<b>33100 - Ending Fund Balance</b>	\$ 1,117,399	\$ 1,188,332
Sweep of Fund Balances	\$ 70,933	

Q2 Actual 2023-24 & Projected 2023-24  
**Moore Creek Park**

Subdivision: 8501000 - Parks-Moore Creek

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 91,270	\$ 91,270	\$ 91,270	
44300 Forfeitures and Penalties		\$ -	\$ -	
45300 Rents-Bldgs and Land	\$ 10,950	\$ 21,900	\$ 21,900	
47150 Other Grants	\$ 30,928	\$ 55,000	\$ 55,000	Coastal Conservancy Grant
47500 Donations and Contributions	\$ 2,341	\$ 5,000	\$ 5,000	
<b>Total Revenues</b>	<b>\$ 135,489</b>	<b>\$ 173,170</b>	<b>\$ 173,170</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ 2,522	\$ 6,000	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 10,324	\$ 20,000	\$ 23,117	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ 2,500	\$ 17,500	
52490 Other Professional Services	\$ 1,173	\$ 3,000	\$ 23,000	
52525 Maintenance-Infrastructure/Lan	\$ -	\$ -	\$ -	
52600 Rents and Leases - Equipment	\$ 1,275	\$ 4,000	\$ 4,000	
52705 Insurance - Premiums	\$ -	\$ -	\$ -	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 246	\$ 400	\$ 250	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 1,678	\$ 3,500	\$ 3,000	
53100 Office Supplies	\$ -	\$ -	\$ -	
53205 Utilities - Electric	\$ -	\$ -	\$ -	
53250 Fuel	\$ -	\$ -	\$ -	
53345 Construction Supplies/Materials	\$ -	\$ 30,000	\$ 10,000	Pool demo, paid for out of Capital Reserve
53350 Maintenance Supplies	\$ 2,136	\$ 4,000	\$ 2,500	
53400 Minor Equipment/Small Tools	\$ 1,111	\$ 2,000	\$ 500	
53600 Special Departmental Expense	\$ 886	\$ 1,000	\$ -	
54500 Taxes and Assessments	\$ 1,289	\$ 1,289	\$ 2,000	
57900 Intrafund Transfer Out	\$ 36,159	\$ 95,000	\$ 87,303	
<b>Total Expenditures</b>	<b>\$ 58,799</b>	<b>\$ 172,689</b>	<b>\$ 173,170</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ 76,690</b>	<b>\$ 481</b>	<b>\$ -</b>	

<b>33100 - Available Fund Balance</b>	\$ 155,618	\$ 167,621
<b>Net Surplus (Deficit)</b>	\$ 481	-
<b>unadjusted ending fund balance</b>	\$ 156,099	\$ 167,621
<b>draw on capital reserve</b>	\$ -	\$ 10,000
<b>add to capital reserve</b>	\$ 12,003	\$ 12,003
<b>year end capital reserve</b>	\$ 167,621	\$ 169,624
<b>to (from) undesignated reserve</b>	\$ (11,522)	

Q2 Actual 2023-24 & Projected 2023-24  
**Oat Hill Mine Trail**

Subdivision: 8501001 - Parks-Oat Hill Mine Trail

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 6,768	\$ 6,768	\$ 6,768	
47500 Donations and Contributions	\$ 930	\$ 2,000	\$ 2,000	
<b>Total Revenues</b>	<b>\$ 7,698</b>	<b>\$ 8,768</b>	<b>\$ 8,768</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 2,077	\$ 4,000	\$ 6,623	
52360 Construction Services	\$ -	\$ -	-	
52490 Other Professional Services	\$ -	\$ -	-	
52820 Printing and Binding	\$ -	\$ -	-	
52905 Business Travel/Mileage	\$ 444	\$ 900	\$ 100	
53100 Office Supplies	\$ -	\$ -	-	
53345 Construction Supplies/Material	\$ -	\$ -	-	
53350 Maintenance Supplies	\$ 572	\$ 1,000	\$ 100	
53600 Special Departmental Expense	\$ -	\$ -	-	
55100 Land	\$ -	\$ -	-	
57900 Intrafund Transfer Out	\$ 4,936	\$ 9,500	\$ 1,945	
<b>Total Expenditures</b>	<b>\$ 8,029</b>	<b>\$ 15,400</b>	<b>\$ 8,768</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ (331)</b>	<b>\$ (6,632)</b>	<b>\$ -</b>	
<b>33100 - Available Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ (6,632)</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>33100 - Ending Fund Balance</b>	<b>\$ (6,632)</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>to (from) undesignated reserve</b>	<b>\$ (6,632)</b>	<b>\$ -</b>	<b>\$ -</b>	

Q2 Actual 2023-24 & Projected 2023-24  
**Camp Berryessa**

Subdivision: 8501003 - Parks-Camp Berryessa

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 71,007	\$ 71,007	\$ 71,007	
45500 Concessions	\$ 15,594	\$ 30,000	\$ 30,000	
<b>Total Revenues</b>	<b>\$ 86,601</b>	<b>\$ 101,007</b>	<b>\$ 101,007</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 1,437	\$ 3,364	\$ 3,364	
52325 Waste Disposal Services	\$ 1,988	\$ 3,000	\$ 3,000	
52360 Construction Services	\$ 17,875	\$ 30,000	\$ 52,879	
52490 Other Professional Services	\$ 617	\$ 1,200	\$ 3,100	CalTest
52500 Maintenance-Equipment	\$ 1,313	\$ 2,000		
52525 Maintenance-Infrastructure/Lan	\$ -	\$ -	\$ 1,500	
52382 Sewer Disposal Services	\$ 2,065	\$ 3,000	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 53	\$ 124	\$ 250	
52906 Fleet Charges	\$ -	\$ -	\$ -	
53100 Office Supplies	\$ -	\$ -	\$ -	
53205 Utilities - Electric	\$ -	\$ 50	\$ 200	
53330 Janitorial Supplies	\$ 162	\$ 500	\$ 500	
53345 Construction Supplies/Material	\$ 312	\$ 800	\$ 1,000	
53350 Maintenance Supplies	\$ 604	\$ 1,000	\$ 500	
53400 Minor Equipment/Small Tools	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 12,060	\$ 30,000	\$ 34,714	
<b>Total Expenditures</b>	<b>\$ 38,486</b>	<b>\$ 75,038</b>	<b>\$ 101,007</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ 48,115</b>	<b>\$ 25,969</b>	<b>\$ -</b>	
<b>33100 - Available Fund Balance</b>	\$ -	\$ -	\$ -	
<b>Net Surplus (Deficit)</b>	\$ 25,969	\$ -	\$ -	
<b>33100 - Ending Fund Balance</b>	\$ 25,969	\$ -	\$ -	
<b>to (from) undesignated reserve</b>	\$ 25,969			

**Q2 Actual 2023-24 & Projected 2023-24  
Napa River and Bay Trail**

Subdivision: 8501002 - Parks-Napa River and Bay Trail

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 24,998	\$ 24,998	\$ 24,998	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
<b>Total Revenues</b>	<b>\$ 24,998</b>	<b>\$ 24,998</b>	<b>\$ 24,998</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ -	\$ 250	\$ 928	
52325 Waste Disposal Services	\$ -		\$ -	
52360 Construction Services	\$ -		\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 16	\$ 100	\$ 100	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ -	\$ -	\$ 100	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 2,688	\$ 10,000	\$ 23,870	
<b>Total Expenditures</b>	<b>\$ 2,704</b>	<b>\$ 10,350</b>	<b>\$ 24,998</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ 22,294</b>	<b>\$ 14,648</b>	<b>\$ -</b>	
<b>33100 - Available Fund Balance</b>	\$ -	\$ -	\$ -	
<b>Net Surplus (Deficit)</b>	\$ 14,648	\$ -	\$ -	
<b>33100 - Ending Fund Balance</b>	\$ 14,648	\$ -	\$ -	
<b>to (from) undesignated reserve</b>	\$ 14,648			

Q2 Actual 2023-24 & Projected 2023-24  
**Berryessa Vista**

Subdivision: 8501004 - Parks-Berryessa Vista

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 450	\$ 450	\$ 450	
<b>Total Revenues</b>	<b>\$ 450</b>	<b>\$ 450</b>	<b>\$ 450</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 184	\$ 400	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ -	\$ -	\$ -	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ -	\$ 100	\$ 450	
<b>Total Expenditures</b>	<b>\$ 184</b>	<b>\$ 500</b>	<b>\$ 450</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ 266</b>	<b>\$ (50)</b>	<b>\$ -</b>	
<b>33100 - Available Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ (50)</b>	<b>\$ (50)</b>	<b>\$ -</b>	
<b>33100 - Ending Fund Balance</b>	<b>\$ (50)</b>	<b>\$ (50)</b>	<b>\$ -</b>	
<b>to (from) undesignated reserve</b>	<b>\$ (50)</b>	<b>\$ (50)</b>	<b>\$ -</b>	



**Q2 Actual 2023-24 & Projected 2023-24  
Napa River Ecological Reserve**

Subdivision: 8501005 - Parks-Napa River Ecological Rs

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 17,354	\$ 17,354	\$ 17,354	
<b>Total Revenues</b>	<b>\$ 17,354</b>	<b>\$ 17,354</b>	<b>\$ 17,354</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 461	\$ 800	\$ 662	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52340 Landscaping Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ 2,500	\$ 6,000	\$ 6,000	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 74	\$ 250	\$ 250	
53350 Maintenance Supplies	\$ -	\$ 200	\$ 300	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 2,993	\$ 8,000	\$ 10,142	
<b>Total Expenditures</b>	<b>\$ 6,028</b>	<b>\$ 15,250</b>	<b>\$ 17,354</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ 11,326</b>	<b>\$ 2,104</b>	<b>\$ -</b>	
<b>33100 - Available Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ 2,104</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>33100 - Ending Fund Balance</b>	<b>\$ 2,104</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>to (from) undesignated reserve</b>	<b>\$ 2,104</b>			

Q2 Actual 2023-24 & Projected 2023-24  
**Vine Trail**

Subdivision: 8501006 - Parks-Vine Trail

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 86,258	\$ 86,258	\$ 86,258	
<b>Total Revenues</b>	<b>\$ 86,258</b>	<b>\$ 86,258</b>	<b>\$ 86,258</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ -	\$ 1,000	\$ 2,351	
52905 Business Travel/Mileage	\$ 31	\$ 75	\$ -	
53400 Minor Equipment/Small Tools	\$ -	\$ 100,000	\$ 80,000	Equipment for new maintenance contract
57900 Intrafund Transfer Out	\$ 1,082	\$ 3,000	\$ 3,907	
<b>Total Expenditures</b>	<b>\$ 1,113</b>	<b>\$ 104,075</b>	<b>\$ 86,258</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ 85,145</b>	<b>\$ (17,817)</b>	<b>\$ -</b>	
<b>33100 - Available Fund Balance</b>	\$ -	\$ -	\$ -	
<b>Net Surplus (Deficit)</b>	\$ (17,817)	\$ -	\$ -	
<b>33100 - Ending Fund Balance</b>	\$ (17,817)	\$ -	\$ -	
<b>to (from) undesignated reserve</b>	\$ (17,817)	\$ -	\$ -	

Q2 Actual 2023-24 & Projected 2023-24  
**Woodbury Preserve (Formerly Putah Creek)**

Subdivision: 8501007 - Parks-Woodbury Properties

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 3,950	\$ 3,950	\$ 3,951	
47900 Miscellaneous	\$ -	\$ -	\$ -	
<b>Total Revenues</b>	<b>\$ 3,950</b>	<b>\$ 3,950</b>	<b>\$ 3,951</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 1,244	\$ 2,500	\$ 1,423	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ 302	\$ 302	\$ 307	
52905 Business Travel/Mileage	\$ 373	\$ 600	\$ 500	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 12	\$ 50	\$ -	
53600 Special Dept Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 2,067	\$ 4,000	\$ 1,721	
<b>Total Expenditures</b>	<b>\$ 3,998</b>	<b>\$ 7,452</b>	<b>\$ 3,951</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ (48)</b>	<b>\$ (3,502)</b>	<b>\$ -</b>	
<b>33100 - Available Fund Balance</b>	\$ -	\$ -	\$ -	
<b>Net Surplus (Deficit)</b>	\$ (3,502)	\$ (3,502)	\$ -	
<b>33100 - Ending Fund Balance</b>	\$ (3,502)	\$ (3,502)	\$ -	
<b>to (from) undesignated reserve</b>	\$ (3,502)	\$ (3,502)	\$ -	

Q2 Actual 2023-24 & Projected 2023-24  
**Suscol Headwaters**

Subdivision: 8501009 - Parks-Suscol Headwaters Pres

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 221,990	\$ 221,990	\$ 221,990	
45100 Interest	\$ 4,488	\$ 7,000	\$ 2,000	
45300 Rent - Building/Land	\$ -	\$ 5,228	\$ 5,100	
47150 Other grants	\$ -	\$ 71,029	\$ 322,691	State RPP grant
45500 Concessions	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
<b>Total Revenues</b>	<b>\$ 226,478</b>	<b>\$ 305,247</b>	<b>\$ 551,781</b>	

<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 15,256	\$ 30,000	\$ 125,554	
52360 Construction Services	\$ 81,387	\$ 200,000	\$ 200,000	Trail construction, paid for by grant
52490 Other Professional Services	\$ -	\$ 20,000	\$ 38,726	
52810 Advertising/Marketing	\$ -	\$ 500	\$ 700	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ 2,480	\$ 2,480	
52905 Business Travel/Mileage	\$ 271	\$ 400	\$ 350	
53345 Construction Supplies/Materials	\$ -	\$ 500	\$ 500	
53350 Maintenance Supplies	\$ 104	\$ 200	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ 82,000	\$ 82,000	Purchase Napa San easement
57900 Intrafund Transfer Out	\$ 13,735	\$ 60,000	\$ 101,470	

**Total Expenditures**    **\$ 110,753**    **\$ 396,080**    **\$ 551,781**

**Net Surplus (Deficit)**    **\$ 115,725**    **\$ (90,833)**    **\$ -**

<b>33100 - Available Fund Balance</b>	\$ 201,390	\$ 203,390
<b>Net Surplus (Deficit)</b>	\$ (90,833)	\$ -
<b>Restricted donation</b>	\$ 2,000	\$ 2,000
<b>33100 - Ending Fund Balance</b>	\$ 112,557	\$ 172,649
<b>to (from) undesignated reserve</b>	\$ (90,833)	

Q2 Actual 2023-24 & Projected 2023-24  
**Mayacamas (Amy's Grove, The Cove)**

Subdivision: 8501010 - Parks-Amy's Grove

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 121,016	\$ 121,016	\$ 121,016	
45500 Concessions	\$ -		\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
<b>Total Revenues</b>	<b>\$ 121,016</b>	<b>\$ 121,016</b>	<b>\$ 121,016</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 3,755	\$ 15,000	\$ 24,122	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ 25,000	Park planning/engineering services
52600 Rents and Leases - Equipment	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 166	\$ 500	\$ 700	
52906 Fleet Charges	\$ -		\$ -	
53100 Office Supplies	\$ -	\$ -	\$ -	
53250 Fuel	\$ -		\$ -	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ -	\$ 1,000	\$ 1,000	
53400 Minor Equipment/Small Tools	\$ -		\$ -	
53600 Special Department Expense	\$ -	\$ -	\$ 15,000	Cove road repair fund
54500 Taxes and Assessments	\$ -		\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 6,233	\$ 25,000	\$ 55,194	
<b>Total Expenditures</b>	<b>\$ 10,154</b>	<b>\$ 41,500</b>	<b>\$ 121,016</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ 110,862</b>	<b>\$ 79,516</b>	<b>\$ -</b>	

<b>33100 - Available Fund Balance</b>		\$	-
<b>Net Surplus (Deficit)</b>	\$ 79,516	\$	-
<b>33100 - Ending Fund Balance</b>	\$ 79,516	\$	-
<b>to (from) undesignated reserve</b>	\$ 79,516		

**Q2 Actual 2023-24 & Projected 2023-24  
Cedar Roughs/Smittle Creek**

Subdivision: 8501011 - Parks-Cedar Roughs

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 3,659	\$ 3,659	\$ 3,659	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
<b>Total Revenues</b>	<b>\$ 3,659</b>	<b>\$ 3,659</b>	<b>\$ 3,659</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 92	\$ 500	\$ 2,937	
52325 Waste Disposal Services	\$ -		\$ -	
52360 Construction Services	\$ -		\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 54	\$ 100	\$ -	
53350 Maintenance Supplies	\$ 11	\$ 50	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 721	\$ 1,500	\$ 722	
<b>Total Expenditures</b>	<b>\$ 878</b>	<b>\$ 2,150</b>	<b>\$ 3,659</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ 2,781</b>	<b>\$ 1,509</b>	<b>\$ -</b>	
<b>33100 - Available Fund Balance</b>	\$ -	\$ -	\$ -	
<b>Net Surplus (Deficit)</b>	\$ 1,509	\$ -	\$ -	
<b>33100 - Ending Fund Balance</b>	\$ 1,509	\$ -	\$ -	
<b>to (from) undesignated reserve</b>	\$ 1,509			

Q2 Actual 2023-24 & Projected 2023-24  
**Other Projects**

Subdivision: 8501090 - Parks-Other Projects

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43910 County of Napa	\$ 382,640	\$ 382,640	\$ 382,640	
47150 Other Grants	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
<b>Total Revenues</b>	<b>\$ 382,640</b>	<b>\$ 382,640</b>	<b>\$ 382,640</b>	
<b>Expenses</b>				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 16,635	\$ 50,000	\$ 60,644	
52490 Other Professional Services	\$ -	\$ -	\$ -	Old Howell Mountain Rd
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52810 Advertising/marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 70	\$ 300	\$ -	
52905 Business Travel/Mileage	\$ 74	\$ 150	\$ -	
53100 Office Supplies	\$ -	\$ -	\$ -	
53115 Books/Media/Periodicals/Subsc	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ -	\$ -	\$ -	
53300 Clothng and Personal Supplies	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 67	\$ 200	\$ 500	
53415 Computer Software/Licencing Fee	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ 7,026	\$ 7,026	\$ 50,000	
55100 Land	\$ -	\$ 187,421	\$ 187,421	Land acquisition savings fund
57900 Intrafund Transfer Out	\$ 26,468	\$ 60,000	\$ 84,075	
<b>Total Expenditures</b>	<b>\$ 50,340</b>	<b>\$ 305,097</b>	<b>\$ 382,640</b>	
<b>Net Surplus (Deficit)</b>	<b>\$ 332,300</b>	<b>\$ 77,543</b>	<b>\$ -</b>	
<b>33100 - Available Fund Balance</b>	\$ -	\$ -	\$ -	
<b>Net Surplus (Deficit)</b>	\$ 77,543	\$ -	\$ -	
<b>33100 - Ending Fund Balance</b>	\$ 77,543	\$ -	\$ -	
<b>to (from) undesignated reserve</b>	\$ 77,543	\$ -	\$ -	

Q2 Actual 2023-24 & Projected 2023-24

**State Parks**

Subdivision: 8501008 - Parks-State Parks

	Q2 Actual	Projected 2023-24	Adopted 2023-24	Notes
<b>Revenues</b>				
43790 Other Funding	\$ -	\$ -	\$ 38,717	Vine Trail contract beginning midyear
45100 Interest	\$ 4,537	\$ 10,000	\$ 3,000	
45300 Rent - Building/Land	\$ 13,297	\$ 26,690	\$ 26,400	
45500 Concessions	\$ 451,853	\$ 750,000	\$ 700,000	
47500 Donations and Contributions	\$ 66,428	\$ 100,000	\$ 146,747	
47900 Miscellaneous	\$ -	\$ -	\$ -	
49900 Intrafund Transfers-In	\$ 12,237	\$ 30,000	\$ 40,281	SP-assigned Staff time spent in other subdivisions
<b>Total Revenues</b>	<b>\$ 548,352</b>	<b>\$ 916,690</b>	<b>\$ 955,145</b>	

<b>Expenses</b>				
51000 District Salaries and Benefits	\$ 175,536	\$ 357,598	\$ 357,598	All Salary costs for SP-assigned staff
51405 Workers Comp	\$ 18,921	\$ 18,921	\$ 21,617	
51605 OPEB	\$ 10,105	\$ 10,105	\$ 10,106	
52100 Administration Services	\$ 165,916	\$ 379,292	\$ 379,292	
52130 Information Technology Service	\$ 30,445	\$ 30,445	\$ 30,445	
52131 ITS-Communications Services	\$ 1,107	\$ 1,107	\$ 1,107	
52132 ITS-Records Mgmt Services	\$ -	\$ -	\$ -	
52325 Waste Disposal Services	\$ 12,451	\$ 29,293	\$ 24,000	
52340 Landscaping Services	\$ -	\$ 15,000	\$ 15,000	
52360 Construction Services	\$ 47,315	\$ 47,315	\$ 5,000	
52382 Sewer Disposal Services	\$ 950	\$ 2,500	\$ 2,500	
52490 Other Professional Services	\$ 8,993	\$ 23,000	\$ 23,430	
52520 Maintenance-Vehicles (outside services)	\$ 1,143	\$ 3,000	\$ 3,000	
52525 Maintenance-Infrastructure/Lan	\$ -	\$ 500	\$ 1,500	
52600 Rents and Leases - Equipment	\$ 2,026	\$ 2,500	\$ 1,500	
52700 Insurance - Liability	\$ 2,174	\$ 2,174	\$ 2,174	
52800 Communications/Telephone	\$ 2,872	\$ 6,500	\$ 6,500	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ 500	\$ 1,000	
52825 Bank Charges	\$ 377	\$ 600	\$ 300	
52840 Permits/License Fees	\$ -	\$ -	\$ 500	
52900 Training/Conference Expenses	\$ 759	\$ 1,500	\$ 1,500	
52905 Business Travel/Mileage	\$ 7	\$ 200	\$ 300	
52906 Fleet Charges (county services)	\$ 3,451	\$ 7,000	\$ 4,000	
53100 Office Supplies	\$ 897	\$ 1,500	\$ 1,500	
53105 Offices Supplies-Furn & Fixture	\$ -	\$ -	\$ 1,000	
53110 Freight/Postage	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ 132	\$ 250	\$ 250	
53205 Utilities - Electric	\$ 13,351	\$ 26,000	\$ 26,000	
53210 Utilities - Propane	\$ 604	\$ 1,500	\$ 1,500	
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ -	\$ 1,000	\$ 1,000	
53320 Safety Supplies	\$ -	\$ 500	\$ 500	
53325 Landscaping/Ag Supplies	\$ 178	\$ 14,500	\$ 14,500	
53330 Janitorial Supplies	\$ 2,326	\$ 3,750	\$ 3,750	
53345 Construction Supplies/Material	\$ -	\$ 12,500	\$ 12,500	
53350 Maintenance Supplies	\$ 8,184	\$ 15,000	\$ 15,000	
53355 Vehicle Repair Supplies	\$ 5,298	\$ 8,000	\$ 1,500	
53400 Minor Equipment/Small Tools	\$ 211	\$ 1,000	\$ 5,000	
53410 Computer Equipment/Accessories	\$ -	\$ -	\$ -	
53415 Computer Software/Licensing Fe	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ 1,590	\$ 2,500	\$ 2,500	
53680 Goods for Resale	\$ 4,387	\$ 7,500	\$ 7,500	
54500 Taxes and Assessments	\$ -	\$ -	\$ 500	
57900 Intrafund Transfer Out	\$ 617	\$ 1,500	\$ -	GF-assigned staff time spent at State Park

**Total Expenditures**    \$ 522,323    \$ 1,036,050    \$ 986,869

**Net Surplus (Deficit)**    \$ (119,360)    \$ (31,724)

**33100 - Available Fund Balance**                    \$ 707,071    \$ 587,711  
**Net Surplus (Deficit)**                            \$ (119,360)    \$ (31,724)  
**33100 - Ending Fund Balance**                    \$ 587,711    \$ 555,987



Napa County Regional Park and Open Space District

**Multi-Year Savings Funds**

**Vehicle Fund**

From: Subdivision: 8500000 - Parks-Administration

2021-22	\$	10,000
2022-23	\$	10,000
2023-24	\$	(20,000)

**Cove Road Repair Fund**

From: Subdivision: 8501010 - Parks-Amy's Grove

2021-22	\$	15,000
2022-23	\$	13,395
2023-24	\$	15,000
	\$	43,395

**Turkovich Purchase Fund**

From: Subdivision: 8501090 - Parks-Other Projects

2023-23	\$	187,421
---------	----	---------



## **STAFF REPORT**

*By:* Chris Cahill  
*Date:* February 12, 2024  
*Item:* **4.c**  
*Subject:* Consideration and potential approval of Fiscal Year 2023-2024 midyear budget adjustments.

### RECOMMENDATION

Adopt the adjusted budget for Fiscal Year 2023-2024.

### ENVIRONMENTAL DETERMINATION

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

### BACKGROUND

Based on changes that have occurred since adoption of the current year budget, staff is proposing a variety of minor adjustments to the FY 23-24 budget as outlined below. The net effect is no change in overall expenses programmed for the year.

#### **Account Reallocation of Already-Approved Expenses**

The following proposed changes would alter the account out of which previously-approved expenses are to be charged. To the extent they occur within a single budget unit (e.g., General Admin or Moore Creek) they are also within the authority of the General Manager to make without Board approval, but they are included here for the sake of clarity.

#### General Admin – Subdivision 85000-00

From: Special Departmental Expense – Account 53600	-\$30,857
From: Vehicle Savings Fund	-\$20,000
To: Capital Assets Equipment – Account 55400	+\$50,857

*For vehicles (ranger #2 truck, UBCO or like).*

#### Other Projects – Subdivision 85010-90

From: Special Departmental Expense – Account 53600	-\$43,000
--	-----------

#### General Admin – Subdivision 85000-00

To: Capital Assets Equipment – Account 55400	+\$43,000
--	-----------

*For trailbuilding equipment.*

## Proposed Amendments

The following represent substantive changes to the adopted budget. As above, to the extent they occur within a single budget unit they are also within the authority of the General Manager to make without Board approval, but they are included here for the sake of clarity.

### Moore Creek – Subdivision 85010-00

From: Other Professional Services – Account 52490	-\$20,000
To: Construction Supplies/Materials – Account 53345	+\$20,000

*For trailbuilding equipment, take from monies budgeted for vegetation management now funded by RCD/Coastal Conservancy grant.*

### General Admin – Subdivision 85000-00

From: Admin Services – Account 52100	-\$40,000
--------------------------------------	-----------

### Vine Trail – Subdivision 85010-06

From: Minor Equipment/Small Tools – Account 53400	-\$40,000
To: Capital Asset Equipment – Account 55400	+\$80,000

*For Vine Trail maintenance equipment acquisition, operated out of the State Parks subdivision, take from front office staffing budget.*

### Amy's Grove (Mayacamas) – Subdivision 85010-10

From: Cove Road Repair Fund	-\$28,395
From: Special Dept Expense – Account 53600	-\$15,000

### Other Projects – Subdivision 85010-90

To: Land – Account 55100	+\$43,395
--------------------------	-----------

*For Turkovich land acquisition savings fund (for a FY23/24 total set-aside of \$230,395) take from Cove road improvement funds.*



## **STAFF REPORT**

*By:* Chris Cahill  
*Date:* February 12, 2024  
*Item:* **4.d**  
*Subject:* Consideration and potential approval of a license agreement with the Land Trust of Napa County regarding the Turkovich property.

### RECOMMENDATION

Approve the proposed license agreement.

### ENVIRONMENTAL DETERMINATION

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

### BACKGROUND

In August, 2023 the District entered in to a purchase and sale agreement with the Land Trust of Napa County to buy the 42 acre Turkovich property on Mount Veeder Road. Our agreement with the Land Trust gives us three years (until August 30, 2026) to acquire the property. The District has committed to setting aside +/- \$250,000 a year to fund the \$695,000 to \$750,000 purchase within that time frame.

In the meantime, however, there is lots of work to be done. We would like to begin planning for a parking lot and trail system as well as completing environmental studies. There is also value in sending District staff out to hike around and explore the property generally. We may even host a few volunteer days at Turkovich focused on clearing downed trees and brush off of the ranch roads.

The attached license agreement between the Land Trust and the District grants us permission to, “enter upon and use the Property... for the purpose of Park Planning and Land Management.” We indemnify the Land Trust, the Land Trust indemnifies us, and both parties agree to carry the usual insurance policies for such things.

**NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT  
AGREEMENT No. 24-01**

**LICENSE AGREEMENT  
THE DISTRICT AS LICENSEE**

THIS AGREEMENT is dated December 29, 2023 ("**Effective Date**"), by and between NAPA COUNTY LAND TRUST ("**Licensor**") and NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT ("**Licensee**").

WHEREAS, Licensee seeks to acquire the right to enter upon and use the property (Assessor's Parcel Numbers 034-020-024, -026, -027, and -028, Napa County), more particularly described in Exhibit A attached hereto and incorporated herein ("**Property**"), for the purpose specified in Paragraph 1 below.

NOW, THEREFORE, intending to be legally bound, the parties agree as follows:

1. Use. Licensor hereby grants to Licensee, and to its agents and contractors, a non-exclusive License to enter upon and use the Property and the right of ingress and egress to and from the Property, subject to the terms and conditions herein, for the purpose of Park Planning and Land Management ("**License**").

2. Term. This License shall commence upon January 1, 2024, and shall continue until December 31, 2029 or until such time as the Licensee acquires Property from the Licensor per Napa County Regional Park and Open Space District Agreement No. 23-14, whichever comes first ("**Term**").

3. Consideration. There is no use fee for this License.

4. Conditions Applicable to License. This License is subject to all existing covenants, conditions, reservations, contracts, leases, licenses, easements, encumbrances, restrictions and rights of way of record and to such other matters concerning use of the Property as are within the actual knowledge of Licensee.

5. No Transfer or Assignment. This License is personal to Licensee. Any attempt to transfer or assign this License shall terminate it.

6. Permits. Licensee shall be responsible for securing any required approvals, permits and authorizations from any federal, state or local agencies.

7. No Interference. Licensee shall not unreasonably interfere with the normal operation and activities of Licensor, and Licensee shall use ordinary care in its activities on the Property to minimize damage to the Property and inconvenience to Licensor, its agents, employees and invitees.

8. Repair and Restoration. If Licensee, its agents or contractors cause any damage to the Property, or to Licensor's roads, infrastructure or other property and improvements in connection with the exercise of this License, Licensee shall repair and restore the Property to its original condition prior to Licensee's use of this License. Licensee shall perform the repair and restoration required hereunder prior to the expiration of this License, or within ten (10) days of its earlier termination. In the event that repair and restoration is performed following the termination this License, the Licensee's Indemnity and Insurance obligations in paragraphs 12 and 13 shall continue until repair and restoration is completed as provided herein.

9. Breach and Cure. In the event that Licensee breaches any of its obligations under this License, Licensor shall send Licensee a written notice specifying the nature of such breach. Licensee shall have ten (10) days from the receipt of such notice to cure such breach. If more time is reasonably required for Licensee's performance, then Licensee shall commence performance within such ten (10) day period and, thereafter, diligently proceed to completion. If Licensee fails to cure or to commence cure within such ten (10) day period, then Licensor shall have the right to terminate this License immediately by serving Licensee with written notice of termination. Licensor shall have all rights and remedies available under California law including, but not limited to, actions for damages and specific performance, for any breach of Licensee's obligations hereunder.

10. Alteration in Writing. This License supersedes any and all prior understandings and agreements, whether written or oral, between the parties with respect to the subject matter of this License. No alteration or variation of this License shall be valid unless made in writing and signed by Licensor and Licensee.

11. Notice. Any notice required hereunder shall be in writing and shall be addressed as follows:

Licensor: Napa County Land Trust  
1700 Soscol Avenue, Suite 20  
Napa, California 94559  
Telephone: (707) 252-3270  
Email: [info@napalandtrust.org](mailto:info@napalandtrust.org)

Licensee: Napa County Regional Park & Open Space District  
1195 Third Street, Second Floor  
Napa, CA 94559  
Telephone: (707) 253-4847  
Email: [ccahill@ncrposd.org](mailto:ccahill@ncrposd.org)

or to such other address as a party may indicate in a written notice to the other. All notices and communications given under this License Agreement shall be deemed to have been duly given and received: (i) upon personal delivery, or (ii) as of the third business day after mailing by United

States certified mail, return receipt requested, postage prepaid, addressed as set forth above, or (iii) the immediately succeeding business day after deposit (for next day delivery) with Federal Express or other similar overnight courier system, or (iv) 24 hours after facsimile transmittal with confirmation of receipt and followed by personal delivery, United States mail, or overnight delivery as specified in this Paragraph.

12. Indemnification.

12.1 Licensor's Obligation. Licensor shall indemnify, defend, and hold harmless Licensee, its officers, agents and employees, from and against any claims, damages, costs, expenses, or liabilities (collectively "Claims") arising out of or in any way connected with this License including, without limitation, Claims for loss or damage to any property, or for death or injury to any person or persons but only in proportion to and to the extent that such Claims arise from the negligent or intentional acts or omissions of Licensor, its officers, agents, partners or employees.

12.2 Licensee's Obligation. Licensee shall indemnify, defend and hold harmless Licensor, its officers, agents, partners and employees, from and against any Claims, arising out of or in any way connected with this License including, without limitation, Claims for loss or damage to any property, or for death or injury to any person or persons but only in proportion to and to the extent that such Claims arise from the negligent or intentional acts or omissions of Licensee, its officers, agents, or employees.

13. Insurance.

13.1 Licensor's Insurance. Licensor, at its sole cost and expense, shall insure its activities in connection with this License and obtain, keep in force, and maintain insurance as follows:

A. Commercial Form General Liability Insurance (contractual liability included) with minimum limits as follows:

1. Each Occurrence \$1,000,000
2. General Aggregate \$3,000,000

If the above insurance is written on a claims-made form, it shall continue for three (3) years following termination of this License. The insurance shall have a retroactive date of placement prior to or coinciding with the commencement of the Term of this License.

B. Business Automobile Liability Insurance for owned, scheduled, non-owned, or hired automobiles with a combined single of not less than one million dollars (\$1,000,000) per occurrence.

D. Workers' Compensation as required by California law.

The coverages required herein shall not limit the liability of Licensor.

The coverages referred to under A. of this Section 13.1 shall include Licensee as an additional insured. Such a provision shall apply only in proportion to and to the extent of the negligent acts or omissions of Licensor, its officers, agents, partners and employees. Licensor, upon the execution of this License, shall furnish Licensee with certificates of insurance evidencing compliance with all requirements. Certificates shall provide for thirty (30) days (ten [10] days for non-payment of premium) advance written notice to Licensee of any material modification, change or cancellation of the above insurance coverages.

13.2 Licensee's Insurance. Licensee, at its sole cost and expense, shall insure its activities in connection with this License and obtain, keep in force and maintain insurance as follows:

A. General Liability Self-Insurance Program (contractual liability included) with minimum limits as follows:

1. Each Occurrence \$1,000,000
2. General Aggregate \$3,000,000

B. Business Automobile Liability Self-Insurance Program for owned, scheduled, non-owned, or hired automobiles with a combined single limit of not less than one million dollars (\$1,000,000) per occurrence.

D. Workers' Compensation as required under California State law.

The coverages required under this Section 13.2.A and B shall not limit the liability of Licensee.

The coverages referred to under this Section 13.2.A shall include Licensor as an additional insured. Such a provision shall apply only in proportion to and to the extent of the negligent acts or omissions of Licensee, its officers, employees, and agents. Licensee upon the execution of this License shall furnish Licensor with certificates of insurance evidencing compliance with all requirements. Certificates shall provide for thirty (30) days advance written notice to Licensor of any material modification, change or cancellation of the above insurance coverages.

13.3 Waiver of Subrogation. Licensee and Licensor hereby waive any right of recovery against the other as a result of loss or damage to the property of either Licensee or



Licensor when such loss or damage arises out of an Act of God or any of the property perils insurable under extended coverage, whether or not such peril has been insured, self-insured, or non-insured.

14. Lien Free Condition. Licensee shall not cause or permit any liens to be placed against the Property or against Licensor's other property as a result of Licensee's exercise of rights under this License. In the event of the filing of any such liens, Licensee shall promptly cause such liens to be removed.

**IN WITNESS WHEREOF**, the parties have executed this License Agreement the day and year first above written.

**LICENSOR:**  
NAPA COUNTY LAND TRUST

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

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

**EXHIBIT A**  
**Legal Description**

The land described herein is situated in the State of California, County of Napa, unincorporated area, described as follows:

TRACT ONE:

PARCEL ONE:

Commencing at a 1/2" rebar and cap marked "LS 4510" at the Northwest corner of the Northeast Quarter of the Southeast Quarter of Section 8, Township 6 North, Range 5 West Mt. Diablo Base & Meridian; thence along the West line of said Northeast Quarter S 00° 32' 32" W 142.59 feet to a 3/4" iron pipe and cap marked "RCE 33483" being the Point of Beginning; thence continuing along said West line S 00° 32' 32" W 176.29 feet; thence leaving said West line N 73° 54' 22" E 473.50 feet to the Southwest right of way line of Mt. Veeder Road, lying 30 feet Southwest of the centerline of said Mt. Veeder Road; thence along said right of way line N 29° 30' 00" W 120.95 feet; thence continuing along said right of way line N 39° 00' 00" W 62.03 feet; thence continuing along said right of way line N 52° 02' 00" W 50.15 feet to the North line of said Northeast quarter; thence along said North line S 89° 24' 05" E 44.13 feet to the centerline of Mt. Veeder Road; thence along a curve of said centerline which center bears S 44° 19' 36" W having a radius of 400.00 feet through an angle of 09° 05' 36" for an arc length of 63.48 feet; thence continuing along said centerline N 54° 46' 00" W 92.49 feet; thence leaving said centerline S 45° 16' 10" W 330.76 feet to the Point of Beginning.

APN: 034-020-027

PARCEL TWO:

A 40 foot wide access and utility easement, as granted in the document recorded December 2, 1998, as Instrument Number 1998-0036072 of Official Records, the centerline of which is described as follows:

Commencing at the Northwest corner of the Northeast quarter of the Southeast quarter of Section 8, Township 6 North, Range 5 West, Mt. Diablo Base & Meridian; thence along the West line of said Northeast quarter S 00° 32' 32" W 142.59 feet to 3/4" inch iron pipe and cap marked "RCE 33483"; thence N 45° 16' 10" E 36.47 feet to the Point of Beginning; thence N 61° 42' 42" W 60.13 feet; thence along a tangent curve to the right, having a radius of 29.00 feet through a central angle of 152° 30' 08" for an arc length of 77.19 feet; thence S 89° 12' 34" E 122.38 feet; thence along a tangent curve to the left, having a radius of 800.00 feet through a central angle of 00° 28' 54" for an arc length of 6.73 feet; thence N 00° 58' 24" W 23.14 feet; thence along a tangent curve to the left, having a radius of 15.00 feet through a central angle of 37° 25' 47" for an arc length of 9.80 feet; thence N 38° 24' 11" W 39.19 feet; thence along a tangent curve to the right, having a radius of 90.00 feet through a central angle of 24° 56' 30" for an arc length of 39.18 feet; thence N 13° 27' 41" W 42.50 feet; thence N 82° 52' 51" E 16.97 feet; thence along a tangent curve to the left, having a radius of 40.00 feet through a central angle of 35° 22' 08" for an arc length of 24.69 feet; thence N 47° 30' 43" E 58.12 feet, more or less, to terminate at the centerline of Mt. Veeder Road.

TRACT TWO:

PARCEL ONE:

Commencing at the Northwest corner of the Northwest Quarter of the Southeast Quarter of Section 8, Township 6 North, Range 5 West Mt. Diablo Base & Meridian; thence along the North line of said Northwest Quarter S 89° 24' 05" E 820.22 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence leaving said North line S 00° 35' 55" W 258.24 feet to a 3/4" iron pipe and cap marked "RCE 33483" being the True Point of Beginning; thence S 30° 35' 05" W 1,223.40 feet to the South line of said Northwest Quarter to a 3/4" iron pipe and cap marked "RCE 33483"; thence due East along said South line 1,115.53 feet to the Southeast corner of said Northwest Quarter; thence along the East line of said Northwest Quarter N 00° 32' 32" E 896.33 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence leaving said East line N 89° 27' 28" W 90.00 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence N 46° 23' 30" W 91.11 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence N 74° 54' 10" W 357.93 feet to return to the Point of Beginning.

APN: 034-020-028

PARCEL TWO:

A 40.00 foot wide access and utility easement, as granted in the document recorded December 2, 1998 as Instrument Number 1998-0036074 of Official Records, the centerline of which is described as follows: Commencing at the Northwest corner of the Northwest quarter of the Southeast quarter of Section 8, Township 6 North, Range 5 West, Mt. Diablo Base & Meridian; thence along the North line of said Northwest quarter S 89° 24' 05" E 820.22 feet; thence leaving said North line S 00° 35' 55" W 257.02 feet to the Point of Beginning; thence along a curve concave to the Northeast, having a radius of 50.00 feet whose center bears N 24° 35' 45" E through a central angle of 19° 50' 11" for an arc length of 17.31 feet; thence S 85° 14' 27" E 133.66 feet; thence along a tangent curve concave to the left, having a radius of 25 feet through a central angle of 154° 20' 23" for an arc length of 67.34 feet; thence N 59° 34' 49" W 73.04 feet; thence along a tangent curve to the right, having a radius of 17.00 feet through a central angle of 162° 16' 51" for an arc length of 48.15 feet; thence S 77° 17' 59" E 44.67 feet; thence along a tangent curve concave to the left, having a radius of 50.00 feet through a central angle of 35° 25' 53" for an arc length of 30.92 feet; thence N 67° 16' 09" E 34.17 feet; thence along a tangent curve concave to the right, having a radius of 75.00 feet through a central angle of 30° 43' 03" for an arc length of 40.21 feet; thence S 82° 00' 49" E 42.54 feet; thence along a tangent curve to the left, having a radius of 90.00 feet through a central angle of 28° 13' 53" for an arc length of 44.35 feet; thence N 69° 45' 19" E 21.30 feet; thence along a tangent curve to the right, having a radius of 50.00 feet through a central angle of 23° 44' 02" for an arc length of 20.71 feet; thence S 86° 30' 40" E 29.54 feet; thence along a tangent curve to the left, having a radius of 40.00 feet through a central angle of 80° 03' 37" for an arc length of 55.89 feet; thence N 13° 25' 43" E 4.59 feet; thence N 61° 42' 42" W 30.43 feet; thence along a tangent curve to the right, having a radius of 29.00 feet through a central angle of 152° 30' 08" for an arc length of 77.19 feet; thence S 89° 12' 34" E 122.38 feet; thence along a tangent curve to the left, having a radius of 800.00 feet through a central angle of 00° 28' 54" for an arc length of 6.73 feet to "Point A"; thence N 00° 58' 24" W 23.14 feet; thence along a tangent curve to the

left, having a radius of 15.00 feet through a central angle of 37° 25' 47" for an arc length of 9.80 feet; thence N 38° 24' 11" W 39.19 feet; thence along a tangent curve to the right, having a radius of 90.00 feet through a central angle of 24° 56' 30" for an arc length of 39.18 feet; thence N 13° 27' 41" W 42.50 feet; thence N 82° 52' 51" E 16.97 feet; thence along a tangent curve to the left, having a radius of 40.00 feet through a central angle of 35° 22' 08" for an arc length of 24.69 feet; thence N 47° 30' 43" E 58.12 feet, more or less, to terminate at the centerline of Mt. Veeder Road

This easement also includes the following leg of the centerline of this 40.00 foot wide easement:

Beginning at said "Point A"; thence along a curve concave to the North with a radius of 800.00 feet whose center bears N 00° 18' 32" E through a central angle of 7° 29' 12" for an arc length of 104.53 feet; thence N 82° 49' 20" E 20.91 feet; thence along a tangent curve to the right, having a radius of 200.00 feet through a central angle of 11° 19' 24" for an arc length of 39.53 feet; thence S 85° 51' 16" E 69.90 feet, more or less, terminate on the Southwesterly line of Mount Veeder Road.

#### PARCEL THREE:

A 10 foot wide PG&E pole line easement, as granted in the document recorded December 2, 1998 as Instrument Number 1998-0036074 of Official Records, the centerline of which is described as follows:

Commencing at the Northwest corner of the Northeast quarter of the Southeast Quarter of Section 8, Township 6 North, Range 5 West Mt. Diablo Base & Meridian; thence along the West line of said Northeast quarter; S 00° 32' 32" W 142.59 feet; thence N 89° 27' 28" W 5.00 feet to the Point of Beginning which lies 5.00 feet West of said West line of said Northeast quarter; thence parallel to and 5.00 distant from said West line of said Northeast quarter S 00° 32' 32" W 167.71 feet; thence leaving said parallel line N 73° 54' 22" E 444.26 feet to a power pole; thence N 59° 17' 31" E 28.48 feet, more or less, to the Southwesterly right of way line of Mount Veeder Road, County of Napa, State of California.

#### PARCEL FOUR:

A 40 foot wide access and utility easement, as granted in the document recorded December 2, 1998 as Instrument Number 1998-0036074 of Official Records, the centerline of which is described as follows:

Commencing at the northwest corner of the northwest quarter of the southeast quarter of Section 8, Township 6 North, Range 5 West, Mt. Diablo Base & Meridian; thence along the north line of said northwest quarter S 89° 24' 05" E 820.22 feet; thence leaving said north line S 00° 35' 55" W 257.02 feet to the Point of Beginning; thence S 72° 47' 33" E 167.13 feet; thence S 68° 55' 05" E 120.34 feet; thence along a tangent curve to the left having a radius of 25.00 feet through a central angle of 34° 39' 49" for an arc length of 15.12 feet; thence N 76° 25' 06" E 71.04 feet; thence along a tangent curve to the left having a radius of 3.00 feet through a central angle of 157° 57' 44" for an arc length of 8.27 feet; thence N 81° 32' 38" W 69.97 feet; thence along a tangent curve to the right, having a radius of 50.00 feet through a central angle

of 52°53'11" for an arc length of 46.15 feet; thence N28°39'27"W 60.29 feet, more or less, to terminate on the centerline of a 40' wide access and utility easement (sidelines are to be lengthened or shortened, as necessary to terminate on the property lines and existing access & utility easements)

TRACT THREE:

PARCEL ONE:

Beginning at the Northwest corner of the Northwest Quarter of the Southeast Quarter of Section 8, Township 6 North, Range 5 West ML Diablo Base & Meridian; thence along the Northerly line of said Northwest Quarter S 89° 24' 05" E 311.94 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence leaving said North line S 50° 33' 32" W 253.71 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence S 52° 23' 10" E 49.87 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence N 50° 33' 32" E 190.00 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence N 83° 59' 57" E 405.90 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence N 00° 35' 55" E 24.36 feet to a 3/4" iron pipe and cap marked "RCE 33483" on said Northerly line of said Northwest Quarter; thence Easterly along said North line S 89° 24' 05" E 114.02 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence leaving said North line S 00° 35' 55" W 258.24 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence S 30° 35' 05" W 1,223.40 feet to the South line of said Northwest Quarter to a 3/4" iron pipe and cap marked "RCE 33483"; thence Westerly along said South line due West 195.00 feet to the Southwest corner of said Northwest Quarter, thence North along the Westerly line of said Northwest Quarter 1,320.00 feet, more or less to the Point of Beginning,

APN: 034-020-024

PARCEL TWO:

A 40.00 foot wide access and utility easement, as granted in the document recorded December 2, 1998 as Instrument Number 1998-0036073 of Official Records, the centerline of which is described as follows:

Commencing at the Northwest corner of the Northwest quarter of the Southeast quarter of Section 8, Township 6 North, Range 5 West, Mt. Diablo Base & Meridian; thence along the North line of said Northwest quarter S 89° 24' 05" E 820.22 feet; thence leaving said North line S 00° 35' 55" W 257.02 feet to the Point of Beginning; thence along a curve concave to the Northeast, having a radius of 50.00 feet whose center bears N 24° 35' 45" E through a central angle of 19° 50' 11" for an arc length of 17.31 feet; thence S 85° 14' 27" E 133.66 feet; thence along a tangent curve concave to the left, having a radius of 25 feet through a central angle of 154° 20' 23" for an arc length of 67.34 feet; thence N 59° 34' 49" W 73.04 feet; thence along a tangent curve to the right, having a radius of 17.00 feet through a central angle of 162° 16' 51" for an arc length of 48.15 feet; thence S 77° 17' 59" E 44.67 feet; thence along a tangent curve concave to the left, having a radius of 50.00 feet through a central angle of 35° 25' 53" for an arc length of 30.92 feet; thence N 67° 16' 09" E 34.17 feet; thence along a tangent curve concave to the right, having a radius of 75.00 feet through a central angle of 30° 43' 03" for an arc length of 40.21 feet; thence S 82° 00' 49" E 42.54 feet; thence along a tangent curve to the left, having a radius of 90.00 feet through a central angle of 28° 13' 53" for an arc length of

44.35 feet; thence N 69° 45' 19" E 21.30 feet; thence along a tangent curve to the right, having a radius of 50.00 feet through a central angle of 23° 44' 02" for an arc length of 20.71 feet; thence S 86° 30' 40" E 29.54 feet; thence along a tangent curve to the left, having a radius of 40.00 feet through a central angle of 80° 03' 37" for an arc length of 55.89 feet; thence N 13° 25' 43" E 4.59 feet; thence N 61° 42' 42" W 30.43 feet; thence along a tangent curve to the right, having a radius of 29.00 feet through a central angle of 152° 30' 08" for an arc length of 77.19 feet; thence S 89° 12' 34" E 122.38 feet; thence along a tangent curve to the left, having a radius of 800.00 feet through a central angle of 00° 28' 54" for an arc length of 6.73 feet to "Point A"; thence N 00° 58' 24" W 23.14 feet; thence along a tangent curve to the left, having a radius of 15.00 feet through a central angle of 37° 25' 47" for an arc length of 9.80 feet; thence N 38° 24' 11" W 39.19 feet; thence along a tangent curve to the right, having a radius of 90.00 feet through a central angle of 24° 56' 30" for an arc length of 39.18 feet; thence N 13° 27' 41" W 42.50 feet; thence N 82° 52' 51" E 16.97 feet; thence along a tangent curve to the left, having a radius of 40.00 feet through a central angle of 35° 22' 08" for an arc length of 24.69 feet; thence N 47° 30' 43" E 58.12 feet, more or less, to terminate at the centerline of Mt. Veeder Road.

This easement also includes the following leg of the centerline of this 40.00 foot wide easement:

Beginning at said "Point A"; thence along a curve concave to the North with a radius of 800.00 feet whose center bears N 00° 18' 32" E through a central angle of 7° 29' 12" for an arc length of 104.53 feet; thence N 82° 49' 20" E 20.91 feet; thence along a tangent curve to the right, having a radius of 200.00 feet through a central angle of 11° 19' 24" for an arc length of 39.53 feet; thence S 85° 51' 16" E 69.90 feet, more or less, terminate on the Southwesterly line of Mount Veeder Road.

#### PARCEL THREE:

A 10 foot wide PG&E pole line easement, as granted in the document recorded December 2, 1998 as Instrument Number 1998-0036073 of Official Records, the centerline of which is described as follows:

Commencing at the Northwest corner of the Northeast quarter of the Southeast Quarter of Section 8, Township 6 North, Range 5 West Mt. Diablo Base & Meridian; thence along the West line of said Northeast quarter, S 00° 32' 32" W 142.59 feet; thence N 89° 27' 28" W 5.00 feet to the Point of Beginning which lies 5.00 feet West of said West line of said Northeast quarter; thence parallel to and 5.00 distant from said West line of said Northeast quarter S 00° 32' 32" W 167.71 feet; thence leaving said parallel line N 73° 54' 22" E 444.26 feet to a power pole; thence N 59° 17' 31" E 28.48 feet, more or less, to the Southwesterly right of way line of Mount Veeder Road, County of Napa, State of California.

#### PARCEL FOUR:

A 40 foot wide access easement, as granted in the document recorded December 2, 1998 as Instrument Number 1998-0036073 of Official Records, the centerline of which is described as follows:

Commencing at the northwest corner of the Northwest Quarter of the Southeast Quarter of Section 8, Township 6 North, Range 5 West Mt. Diablo Base & Meridian; thence along the northerly line of said Northwest Quarter S89°24'05"E 311.94 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence leaving said north line along the property line S50°33'32"W 203.44 feet to the Point of Beginning; thence S39°26'28"E 48.60 feet, more or less to the property line.

**PARCEL FIVE:**

A 40 foot wide access and utility easement, as granted in the document recorded December 2, 1998 as Instrument Number 1998-0036073 of Official Records, the centerline of which is described as follows:

Commencing at the Northwest corner of the Northwest quarter of the Southeast quarter of Section 8, Township 6 North, Range 5 West, Mt. Diablo Base & Meridian; thence along the North line of said Northwest quarter S 89° 24' 05" E 820.22 feet; thence leaving said North line S 00° 35' 55" W 257.02 feet to the Point of Beginning; thence S 72° 47' 33" E 167.13 feet; thence S 68° 55' 05" E 120.34 feet; thence along a tangent curve to the left having a radius of 25.00 feet through a central angle of 34° 39' 49" for an arc length of 15.12 feet; thence N 76° 25' 06" E 71.04 feet; thence along a tangent curve to the left having a radius of 3.00 feet through a central angle of 157° 57' 44" for an arc length of 3.27 feet; thence N 81° 32' 38" W 69.97 feet; thence along a tangent curve to the right, having a radius of 50.00 feet through a central angle of 52° 53' 11" for an arc length of 46.15 feet; thence N 28° 39' 27" W 60.29 feet, more or less, to terminate on the centerline of a 40' wide access and utility easement (sidelines are to be lengthened or shortened, as necessary to terminate on the property lines and existing access & utility easements).

**PARCEL SIX:**

A nonexclusive easement for the purpose of ingress and egress as granted in the "Grant of Easement and Easement Agreement" recorded December 28, 2001 as Instrument Number 2001-0046491 of Official Records.

**TRACT FOUR:**

Beginning at a 1/2" rebar and cap marked "LS 4510" at the Southeast corner of the Southwest Quarter of the Northeast Quarter of Section 8, Township 6 North, Range 5 West Mt. Diablo Base & Meridian; thence S 60° 35' 55" W 30.00 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence N 89° 24' 05" W 281.89 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence N 00° 35' 55" E, 15.00 feet to a 3/4" iron pipe and cap marked "RCE 33483" on the South line of said Southwest Quarter; thence along said South line N 89° 24' 05" W.194.87 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence leaving said South line S 00° 35' 55" W 258.24 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence S 74° 54' 10" E 357.93 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence S 46° 23' 30" E 91.11 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence S 89° 27' 28" E 90.00 feet to a 3/4" iron pipe and cap marked "RCE 33483" on the East line of the Northwest Quarter of the Southeast Quarter of said Section 8: thence along said East line of said Northwest Quarter N 00° 32' 32" E 267.32 feet to a 3/4" iron pipe and cap marked "RCE 33483"; thence leaving said East line N 45°

16' 10" E 330.76 feet to the centerline of Mt. Veeder Road; thence along said centerline of Mt. Veeder Road N 54° 46' 00" W 133.85 feet; thence along a tangent curve concave to the Northeast having a radius of 450.00 feet through an angle of 10° 42' 07" for an arc length of 84.05 feet; thence continuing along said centerline of Mt. Veeder Road N 44° 03' 53" W 72.73 feet; thence leaving said centerline S 02° 05' 02" W 274.46 feet to the Point of Beginning.

APN: 034-020-026

PARCEL TWO:

A 40.00 foot wide access and utility easement, as granted in the documents recorded December 2, 1998 as Instrument Numbers 1998-0036075 through 1998-0036084 of Official Records, the centerline of which is described as follows:

Commencing at the Northwest corner of the Northwest quarter of the Southeast quarter of Section 8, Township 6 North, Range 5 West, Mt. Diablo Base & Meridian; thence along the North line of said Northwest quarter S 89° 24' 05" E 820.22 feet; thence leaving said North line S 00° 35' 55" W 257.02 feet to the Point of Beginning; thence along a curve concave to the Northeast, having a radius of 50.00 feet whose center bears N 24° 35' 45" E through a central angle of 19° 50' 11" for an arc length of 17.31 feet; thence S 85° 14' 27" E 133.66 feet; thence along a tangent curve concave to the left, having a radius of 25 feet through a central angle of 154° 20' 23" for an arc length of 67.34 feet; thence N 59° 34' 49" W 73.04 feet; thence along a tangent curve to the right, having a radius of 17.00 feet through a central angle of 162° 16' 51" for an arc length of 48.15 feet; thence S 77° 17' 59" E 44.67 feet; thence along a tangent curve concave to the left, having a radius of 50.00 feet through a central angle of 35° 25' 53" for an arc length of 30.92 feet; thence N 67° 16' 09" E 34.17 feet; thence along a tangent curve concave to the right, having a radius of 75.00 feet through a central angle of 30° 43' 03" for an arc length of 40.21 feet; thence S 82° 00' 49" E 42.54 feet; thence along a tangent curve to the left, having a radius of 90.00 feet through a central angle of 28° 13' 53" for an arc length of 44.35 feet; thence N 69° 45' 19" E 21.30 feet; thence along a tangent curve to the right, having a radius of 50.00 feet through a central angle of 23° 44' 02" for an arc length of 20.71 feet; thence S 86° 30' 40" E 29.54 feet; thence along a tangent curve to the left, having a radius of 40.00 feet through a central angle of 80° 03' 37" for an arc length of 55.89 feet; thence N 13° 25' 43" E 4.59 feet; thence N 61° 42' 42" W 30.43 feet; thence along a tangent curve to the right, having a radius of 29.00 feet through a central angle of 152° 30' 08" for an arc length of 77.19 feet; thence S 89° 12' 34" E 122.38 feet; thence along a tangent curve to the left, having a radius of 800.00 feet through a central angle of 00° 28' 54" for an arc length of 6.73 feet to "Point A"; thence N 00° 58' 24" W 23.14 feet; thence along a tangent curve to the left, having a radius of 15.00 feet through a central angle of 37° 25' 47" for an arc length of 9.80 feet; thence N 38° 24' 11" W 39.19 feet; thence along a tangent curve to the right, having a radius of 90.00 feet through a central angle of 24° 56' 30" for an arc length of 39.18 feet; thence N 13° 27' 41" W 42.50 feet; thence N 82° 52' 51" E 16.97 feet; thence along a tangent curve to the left, having a radius of 40.00 feet through a central angle of 35° 22' 08" for an arc length of 24.69 feet; thence N 47° 30' 43" E 58.12 feet, more or less, to terminate at the centerline of Mt. Veeder Road.



This easement also includes the following leg of the centerline of this 40,00 foot wide easement:

Beginning at said "Point A"; thence along a curve concave to the North with a radius of 800.00 feet whose center bears N 00° 18' 32" E through a central angle of 7° 29' 12" for an arc length of 104.53 feet; thence N 82° 49' 20" E 20.91 feet; thence along a tangent curve to the right, having a radius of 200.00 feet through a central angle of 11° 19' 24" for an arc length of 39.53 feet; thence S 85° 51' 16" E 69.90 feet, more or less, terminate on the Southwesterly line of Mount Veeder Road.

**PARCEL THREE:**

A 15 foot wide creek access, waterline and utility easement, as granted in the documents recorded December 2, 1998 as Instrument Numbers 1998-0036075 through 1998-0036084 of Official Records, described as follows:

Commencing at the center of said Section 8; thence the Northwest corner of the Northwest Quarter of the Southeast Quarter of said Section 8; thence along the Northerly line of said Northwest Quarter 311.94 feet; thence leaving said North line S 50° 33' 32" W 253.71 feet to the Point of Beginning; thence S 50° 33' 32" W 41.04 feet; thence S 52° 23' 10" E 49.87 feet; thence N 50° 33' 32" E 41.04 feet; thence N 52° 23' 10" W 49.87 feet to the Point of Beginning.

This easement also includes the following appurtenant area:

A creek access, waterline and utility easement along a 15' strip of land, the centerline of which is described as follows:

Commencing at the Northwest corner of the Northwest Quarter of the Southeast Quarter of Section 8, Township 6 North, Range 5 West Mt. Diablo Base & Meridian; thence Easterly the North line of said Northwest Quarter 820.22 feet; thence leaving said North line S 00° 35' 55" W 257.02 feet to the Point of Beginning; thence along a curve concave to the Northeast, whose center bears N 24° 35' 45" E, having a radius of 50 feet through a central angle of 19° 21' 40" for an arc length of 16.90 feet; thence N 46° 02' 35" W 80.30 feet; thence along a tangent curve to the right, having a radius of 100.00 feet through a central angle of 19° 24' 02" for an arc length of 33.86 feet; thence N 26° 38' 33" W 77.82 feet; thence N 68° 37' 43" W 72.50 feet; thence N 83° 06' 3.5" W 53.63 feet; thence S 65° 18' 28" W 53.56 feet; thence S 62° 39' 40" W 106.32 feet; thence S 67° 10' 52" W 45.75 feet; thence S 84° 51' 36" W 52.99 feet; thence S 65° 50' 38" W 39.04 feet; thence S 41° 14' 42" W 39.97 feet; thence S 70° 29' 53" W 30.92 feet; thence N 47° 24' 53" W 52.38 feet; thence S 69° 35' 23" W 52.63 feet; thence N 39° 26' 28" W 5.35 feet, more or less, to the Southeast line of the previously described appurtenant easement area.

**PARCEL FOUR:**

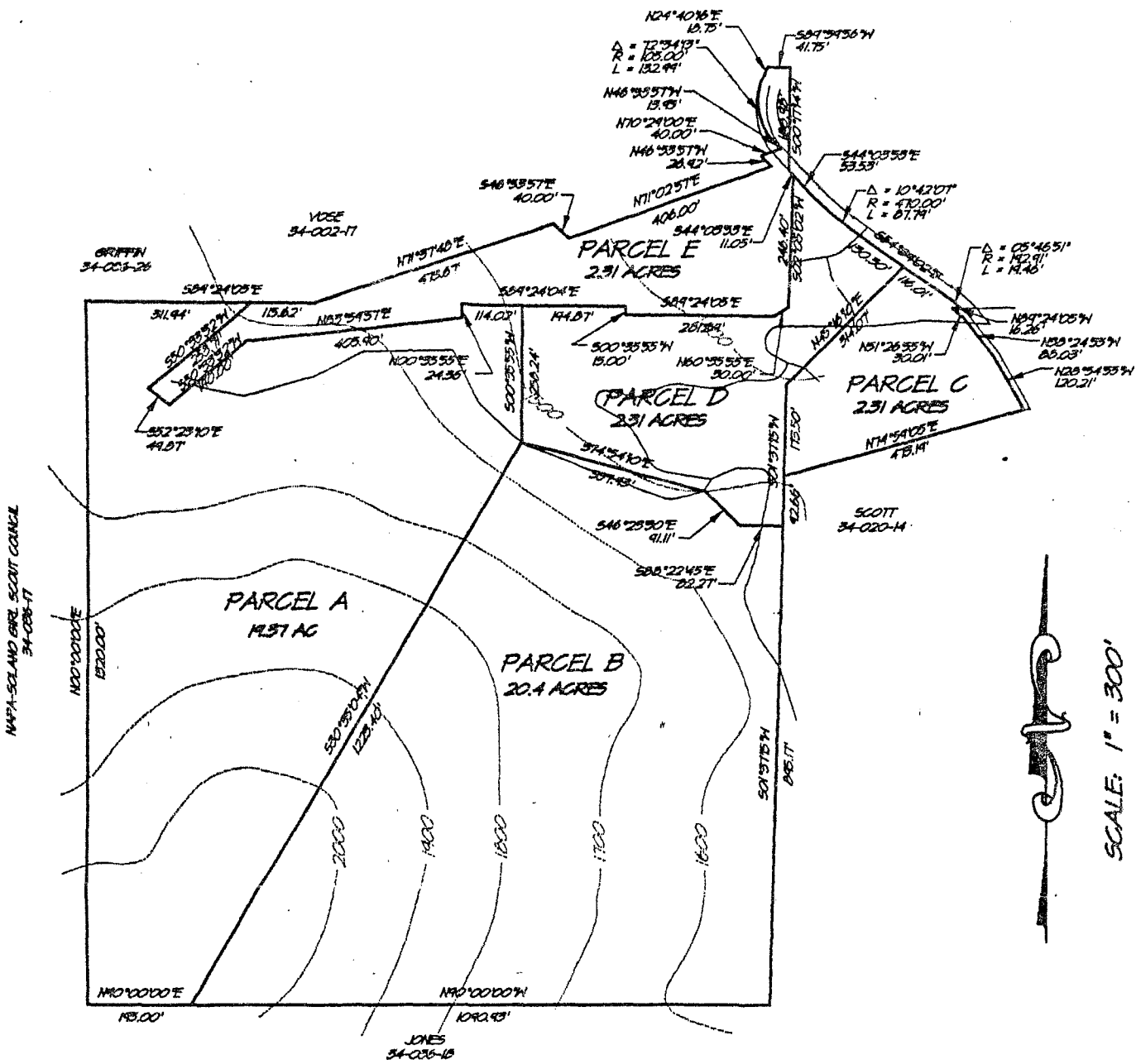
A 10 foot wide PG&E pole line easement, as granted in the documents recorded December 2, 1998 as Instrument Numbers 1998-0036075 through 1998-0036084 of Official Records, the centerline of which is described as follows:

Commencing at the Northwest corner of the Northeast quarter of the Southeast Quarter of Section 8, Township 6 North, Range S West Mt. Diablo Base & Meridian; thence along the West line of said Northeast quarter; S 00° 32' 32" W 142.59 feet; thence N 89° 27' 28" W 5.00 feet to

the Point of Beginning which lies 5.00 feet West of said West line of said Northeast quarter; thence parallel to and 5.00 distant from said West line of said Northeast quarter S 00° 32' 32" W 167.71 feet; thence leaving said parallel line N 73° 54'22" E 444.26 feet to a power pole; thence N 59° 17' 31" E 28.48 feet, more or less, to the Southwesterly right of way line of Mount Veeder Road, County of Napa, State of California

**EXHIBIT B**  
**Property Map**

# LOT LINE ADJUSTMENT MAP



NOTE: 40' RIGHT OF WAY WILL BE GRANTED TO PARCEL A  
AS PART OF THIS LOT LINE ADJUSTMENT

## PROPOSED LOT LINES



## **STAFF REPORT**

By: Chris Cahill and Barb Ruffino  
Date: February 12, 2024  
Item: **4.e**  
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for January 2024.

### 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 \$52,020, 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 **January 2024**. All Cal-Card purchases are itemized in the financial report.

Grants and donations for **January**:

#### **Online Donations**

ReLeaf	\$120
Moore Creek Shirts	\$318.60

#### **Iron Ranger Donations**

Moore Creek Park	\$139
Oat Hill Mine Trail	\$149.53

**PARKS & OPEN SPACE DISTRICT - JANUARY 2024 EXPENSE REPORT**

**Gen Admin Dept - 85000-00**

Date	Account Name	Description	Vendor Name	Amount
1/16/2024	Health Insurance Premium	2/24 Kaiser Premium	Kaiser Permanente	\$ 4,176.23
1/2/2024	Computer Software	Google 11/23	Us Bank National Association	\$ 6.00
1/2/2024	Computer Software	Zoom 1/24	Us Bank National Association	\$ 15.99

**Moore Creek Dept - 85010-00**

Date	Account Name	Description	Vendor Name	Amount
1/4/2024	Other Professional Services	PARK 14-02 1/24 Monthly Sampling	Heritage Systems, Inc	\$ 128.33

**Oat Hill 85010-01**

Date	Account Name	Description	Vendor Name	Amount
1/2/2024	Maintenance Supplies	Trail signs	Us Bank National Association	\$ 572.36

**Camp Berryessa 85010-03**

Date	Account Name	Description	Vendor Name	Amount
1/11/2024	Other Professional Services	Lab Order Y121146	Caltest Analytical Labs	\$ 55.00
1/2/2024	Construction Supplies	Doors	Us Bank National Association	\$ 312.12
1/11/2024	Waste Disposal Services	Garbage Service 12/23	Berryessa Garbage Service	\$ 23.50

**NRER - 85010-05**

Date	Account Name	Description	Vendor Name	Amount
1/11/2024	Other Professional Services	PARK 23-10 12/23 Litter Abatement	Napa Valley Support	\$ 500.00

**State Park - 85010-08**

Date	Account Name	Description	Vendor Name	Amount
1/4/2024	Maintenance Supplies	2 Pole BKRR	Central Valley Builders	\$ 43.28
1/4/2024	Maintenance Supplies	Pressure treated GDF, hose bib	Central Valley Builders	\$ 73.80
1/4/2024	Other Professional Services	Lab Order #Y121136 Bale Mill	Caltest Analytical Labs	\$ 117.00
1/4/2024	Other Professional Services	Lab Order #Y121137 Bothe	Caltest Analytical Labs	\$ 117.00
1/11/2024	Other Professional Services	Alarm Service 2/24-4/24 Bothe	Bay Alarm Company	\$ 262.98
1/11/2024	Waste Disposal Services	Garbage Service 12/23	Upper Valley Disposal	\$ 2,406.01
1/11/2024	Other Professional Services	Lab Order #Y121135 Bale Mill	Caltest Analytical Labs	\$ 100.00
1/11/2024	Other Professional Services	Lab Order #Y121138 Bothe	Caltest Analytical Labs	\$ 55.00
1/11/2024	Computer Equipment	HP Printer/Scanner-Bothe	Cdw Government Inc	\$ 166.18
1/16/2024	Health Insurance Premium	2/24 Kaiser Premium	Kaiser Permanente	\$ 2,649.76
1/16/2024	Janitorial Supplies	Cleaning Supplies	Little Joe Janitorial	\$ 233.61
1/2/2024	Utilities-Electric	Acct #1869012498-9 11/17-12/15/23	Pacific Gas & Electric	\$ 1,506.46
1/2/2024	Office Supplies	Office Depot-office supplies	Us Bank National Association	\$ 713.67
1/2/2024	Goods for Resale	Books-Visitor Center	Us Bank National Association	\$ 456.21
1/4/2024	Maintenance Supplies	Seat cover & grease	Brown's Auto Parts	\$ 210.98
1/4/2024	Communications/Telephone	11/28/23-12/27/23 Phone	At&T	\$ 29.30
1/11/2024	Utilities-Propane	Propane Delivery	Ferrellgas, Lp	\$ 603.71
1/11/2024	Maintenance Supplies	Stripping paint, tire flat, rod	Silverado Ace Hardware	\$ 102.97
1/16/2024	Janitorial Supplies	Clorox	Steves Hardware	\$ 11.90
1/16/2024	Sales Tax	CA Sales Tax - Qtr 4 LOC3801/3369	California State Board	\$ 456.59
1/16/2024	Use Tax	CA Use Tax - Qtr 4 LOC3801	California State Board	\$ 79.05

**Other Projects - 85010-90**

Date	Account Name	Description	Vendor Name	Amount
1/4/2024	Special Department Expense	Split Rails-Skyline Parks (inv balance)	Central Valley Builders	\$ 682.43
1/11/2024	Printing & Binding	Pump Track Signs	Signarama	\$ 137.07



## Projects Status Report

February 12, 2024

### **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. The Board President and General Manager met with CADFW staff on June 12, 2018 to discuss CDFW concerns. Senator Dodd organized a meeting in October with the City of American Canyon, County of Napa and the District in an attempt to move the project forward, and another meeting with District staff and CADFW staff on November 28, 2018. Staff has been working with BCDC to determine whether CDFW plans to impose user fees for people walking on the trail along the edge of the wetlands would be allowed under DFW's permit from BCDC. 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. 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. On July 29<sup>th</sup> the Napa StoryWalk had its grand opening in American Canyon, turnout was light, probably due to the 4:00PM on Friday afternoon timing, but those who attended had a wonderful time. In early February 2023 the County of Napa began the extended process of updating its Airport Land Use Compatibility Plan (or ALUCP), a document that is relevant to the District because adopted policies could impact our ability to someday complete the Napa River Trail, which would run through the Airport Land Use Compatibility planning area. District staff inspected the entire trail from American Canyon to Fagan Marsh in late January and has had initial conversations with the County planners running the project. We will be keeping an eye on the interests of future trail

development in the area. Chris, Ryan, and Jessica toured the Am Can Parks Foundation's Napa River Eco Center project in late April and had fruitful conversations with ACCPF and Napa RCD staff about the facility and outdoor education generally. The possibility of housing a new NCRPOSD South County ranger at the Eco Center was broached. Staff has been working on weed abatement along the Butler Bridge segment of the trail. The Napa StoryWalk will be in residence in American Canyon at Wetlands Edge Park for the month of August. A kickoff event was held August 5<sup>th</sup> in partnership with the City of American Canyon Parks and Recreation Department, American Canyon Community and Parks Foundation, and First 5 Napa County.

### **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 early 2023 indicated the property is in good shape. Staff has lifted the closure on the property we put in place after the LNU Fire. With lake levels being what they now are the property is only accessible by boat.

### **The Cove at Mt. Veeder**

*Conversion of a former Girl Scout camp into a park 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 23<sup>rd</sup> 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 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%). We have been in contact with mountain lion researchers from Audubon Canyon Ranch and given them permission to access sites through the Cove. In mid-November Rick dropped a large Douglas fir located near the previous camp fire area which survived the fire then gave up the fight this summer. Staff visited the property during the height of the December/January storms and were glad to find that erosion was mostly in check, probably due to the soaking but not flashy nature of the weather systems. We saw a significant amount of wet snow in late February/early March, which resulted in major impacts to standing dead trees, along with those that have been limping along since the fires. Thankfully our post-fire salvage logging operation removed most of the damaged trees from the more target rich center of the property. Rick met with neighboring property owners to discuss fixes from the winter rains (and resulting moderate to severe erosion) on our shared gravel road. Initial plans are for the District to provide drain rock and road base and for the neighbors to do the actual tractor work. Repairs to the gravel access drive are complete with the help and tractor work of our neighbors and shared easement owners and the road is now in good (if somewhat loose) condition. The Hirth/Turkovich acquisition is slated to close between the Land Trust and the sellers in a matter of days and is before this Board for approval in July. If approved, the purchase will completely transform the concept and possibilities for a public park including the Cove and the peak of Mt Veeder. The Turkovich acquisition (Hirth/Turkovich to Land Trust) closed in August and the Purchase and Sale Agreement between the Land Trust and the District was executed on August 30, 2023. We have three years to complete the purchase. Staff filed a General Plan Consistency Determination request with the Napa County Planning Director on November 29 regarding the Turkovich acquisition. While the District no longer needs to secure County land use approvals for our parks, we are still obligated to check in with the County on General Plan consistency. The County formally determined that the Turkovich acquisition was consistent with the General Plan on December 12, 2023. Staff visited Turkovich during recent winter rains and saw no major hydrologic issues.

## **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. 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. Camp Berryessa suffered some damage in the August 2020 fires; the camp itself mostly escaped damage, but the power line to the camp was destroyed as was our camp host's mobile home and belongings. We have had the water tested for VOCs (which can be created when plastic pipes melt) and the tests came back negative. We have three bids for cleaning up the burned caretaker site, ranging from \$17,500 to \$33,750. Reclamation has begun work on the camp host site electrical rehabilitation and Sarah has been working to repair tent cabins, which are starting to show some signs of age in what is a tough environment. We are now in contract with Pridmores to, finally, execute the cleanup of the burned camp host site. Unfortunately we weren't able to secure federal funding for it in the end, so the costs will come out of the NCRPOSD budget. Post-fire clean up of the camp-host site is now, finally, complete and the County has finalised our Debris and Ash Removal permit. Napa County 4H successfully hosted their summer camp July 9 – 14, 2023 and campers reportedly thoroughly enjoyed the new location. This was one of the largest groups to utilize the facility for this duration and staff is evaluating infrastructure needs for groups this size at the camp. 4H summer camp will be relocating to Enchanted Hills for the 2024 season, keeping the Bay Area 4H camp tradition alive and located in Napa County. This is a great outcome and staff is very thankful to Lighthouse for the Blind for their help and support in making the move work. Staff responded quickly to a positive coliform result and rushed resamples in time to confirm safe drinking water for weekend guests. Approximately 100 guests at Camp Berryessa in January. Storm damage to tent cabins at the camp was generally minor but there may be some storm-related repairs needed in the coming months.

## **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. 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. 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. To clarify project boundaries, sometime in the new fiscal year we will be renaming the Chamberlain and Kateley acquisitions the Mayacamas Preserve; Amy's Grove will be a named part of the park. 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 Kateley 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. 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. 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. The heavy rains of the winter of 2022/2023 evidenced significant drainage issues in the Kateley Finger staging area; it now appears that drainage improvements, potentially even engineered drainage improvements, will be necessary if we are ever to allow regular wintertime vehicular traffic in and out of that area. The local Napa Firewise council is conducting fuel reduction along Dry Creek Road abutting the Mayacamas and Amy's Grove properties and requested authorization from the District to do significant clearing 110 feet from the center line of the road. The District was not comfortable with the level of planned tree removal, so has agreed to a reduced project, which includes removing brush, trees that pose a hazard to the road, and trees </- 6" dbh, and limbing up of trees >6" dbh to reduce ladder fuels. We had a lengthy site visit with our partners at Redwood Trails Alliance (RTA) in late June, focused on planning and engineering a potential pedestrian suspension bridge crossing of Dry Creek and scoping a joint grant writing campaign to fund the buildout of the (eventual) park. Staff hosted the first public opening of the Mayacamas Preserve/Amy's Grove on September 16, and the event was a success. Chris met with a curator from the California African American Museum (<https://caamuseum.org/>) in late November to discuss opportunities for interpreting, and potentially seeking grants to fund interpretation of, the Hatton family, who owned land in the area and are emblematic of African American life and struggles in post-Civil War rural California.

## 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. 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. 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. 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. In March 2021 volunteers installed striping for the main parking lot (marked with pinned used fire hose segments) to make parking more efficient. 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. On February 3<sup>rd</sup> 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. We have closed the Conn Peak Spur Trail until at least mid-June, due to its proximity to an active Bald eagle nest. The Board of Supervisors adopted a resolution establishing new no-parking zones at the end of Conn Valley Road in late July, 2022. The Dan's Wild Ride use permit modification was approved on March 22<sup>nd</sup>, against the objections of two neighbors (one of whom was a representative of CalFire's Las Posadas forest) who were concerned about the adequacy of our parking lots on busy weekend days. We have launched a social media campaign to alert visitors about the full parking lots and busy trails they can expect to experience at Moore Creek in a superbloom spring. The Napa StoryWalk was in residence on the Moore Creek Unit of the park for the month of July, with a kickoff event held on July 8<sup>th</sup> to officially open the activity. Staff met with the Napa County DPW and their landscape architect to discuss tree planting in the area of the main parking lot to mitigate off-site tree removal resulting from a County bridge replacement project on Chiles Creek. The County would be responsible for watering the trees and would cover all costs. A large group of American Canyon Scouts will be installing trail obelisks in early December as part of an Eagle Scout project. A native plant garden is being developed adjacent to the main parking lot in partnership with Napa County First 5 and with funding from First 5's climate

initiative. Construction of the Washing Machine Trail by Redwood Trails Alliance, a project entirely funded by private donors, is close to done with only 1,000 feet of trail left to built. The trail will need to remain closed to the public through the rest of the wet season so that it can absorb the rains and weather-harden. Rain continues to delay final completion of Washing Machine trail. A private contractor, working for the RCD and fully funded by the Coastal Conservancy vegetation management grant is completing the work proposed in the grant scope.

### **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. Rick has been working with Chip Bouril on rehabbing the nature trail and plant signage at the reserve, as well as dealing with a fresh crop of graffiti. We have requested CaDFW permission to either update/renew or remove the native plant tags on the property, all of which are getting rangy and some of which are no longer located near the plants the purport to interpret. Staff has heard whisperings about the possibility of CalFire taking over the Yountville CA Fish and Wildlife property, which may explain CADFW's long term non-responsiveness about management of the EcoReserve site. Staff has purchased and installed new metal native plant signs.

### **Oat Hill Mine Trail**

*Various improvements to the historic Oat Hill Mine Road.*

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

was extended further while fighting the 2020 Glass fire. Nearly all of the forest along the first 4 miles of the trail out of Calistoga burned in the Glass fire. Visitation at OHMT has been very high since mid-March of 2020. We staffed the trailhead on weekends in late March and early April, but have determined that the dispersed nature of the parking in Calistoga means that it handles the higher level of traffic well and we have since reduced monitoring to occasional check-ins. Staff has cleared the trail of downed trees and the trail is open between Calistoga and Holm's place. Repairs to the Aetna Springs trailhead kiosk as well as replacement of wayfinding signs that burned in the 2020 fires are now underway. John Woodbury (as a volunteer) and Rick have repaired the Aetna side kiosk and replaced the trail map, all of which were damaged in the 2020 fires. Field staff has been focusing on removing dead standing trees that could fall and potentially impact the trail. Tree mortality seems to be increasing as we near a year from last year's fire. The County and the District have been receiving calls from an adjacent property owner who would like to "improve" the trail to make it easier to drive to his property by Jeep. Rick is beginning work on the wintertime replacement of the burned trail signage on the Aetna side of the OHMT. We are aware that there are a number of trees down blocking the upper section of the OHMT. District State Parks staff are working diligently through the backlog of tree work they've been confronting and hope to get the trail cleared in the near future. Staff has not had a chance to make it to the top of OHMT for a post-snow inspection, but based on what we've seen elsewhere on the eastern ridgetops (for instance in Angwin and the PUC Forest) we expect a mess. The Aetna segment of the trail has reopened with the end of the gun deer hunting season. Replacement trail signs for the Holms-to-Aetna segment of the trail have been ordered to replace the ones lost to fire in 2020. Installation should happen this winter and is the last impediment to a full re-opening of the trail. Staff cleared a number of downed trees (several each on both the Aetna and Holms side) in November. In December, 2023 Jason and the State Parks crew made improvements to drainage on the trail, near the gate and parking area, to address winter erosion and wear and tear.

## **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. 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. 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. 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, +/-5 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. On July 11 the Planning Commission hosted a hearing on the Housing Element that featured much discussion of the Skyline (County staff prefers the term "Imola") public housing site. Ryan has been collaborating with a number of individuals and community organizations to develop a StoryWalk that will be hosted by Skyline Park and Wetlands Edge Park over the next several months. Opening day was at Skyline on July 2<sup>nd</sup> and was attended by many well wishers and dignitaries. Surveyors have been on the property since the week before Thanksgiving and the County has contracted with a geologist to complete a mineral resources report in support of a potential State Lands Commission action to surplus the mineral rights to the County along with fee title. The State Phase 1 environmental analysis is complete and did not identify any serious issues. The pump track is complete and, while not yet formally open to the public, it is getting occasional "soft opening" type use and has proven extremely popular with children and adults alike. We are looking to a potential October grand opening. Redwood Trails Alliance and the Skyline Park Citizens Association are collaborating on hardening the pump track with crushed rock and trail plasticizer, largely using private funds donated by the Clif Family Foundation. This work will greatly decrease both water use and the maintenance work that goes into keeping it in good shape going forward. The District is purchasing fencing and signage materials and the installation work will be completed by District staff. The pump track grand opening was held on December 16, with a great turn out of adult cyclists, kids, and dignitaries. The State has informed Napa County that it is willing to consider selling Camp Coombs, an outcome that District staff has been advocating for several years; the County is pursuing legislation through Senator Dodd's office that would make the sale of Camp Coombs possible. The County hopes that the sale of the remainder of the Park, minus 5 acres the State wishes to retain for low income public housing, may be completed as early as the first half of 2024. Senator Dodd introduced SB 958 which deletes the specific exemption of Camp Coombs from the Skyline Park purchase authorization, which would make Camp Coombs eligible for purchase as part of Skyline Park.

## **Smittle Creek**

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

The District completed purchase of this property in December 2015. A botanist was retained in early 2016 to do a reconnaissance level survey of plant resources as the first step in planning for the property; his report was received in January 2017; the report describes the property as one of the best locations in the County for native grasses. A group of 20+ people from Tuleyome were given a hiking tour of the property in December 2016, as a way to build interest in the property and build a pool of volunteers to help with restoration and improvement of the property. On March 4 2017, Tuleyome volunteers brushed the Iron Mountain trail (in the Cedar Roughs Wilderness, but accessed via Smittle Creek.) US Geological Survey in 2017 placed a seismic monitoring station on the property. The State Fish and Wildlife Game Warden for this area has been most helpful in patrolling the property looking for illegal poaching. A well-attended volunteer cleanup project was held in October of 2018, more than filling a 30 yard dumpster with debris. Our volunteer caretaker for this property has made repairs to the dirt roads and the perimeter fencing. Staff in January 2020 flagged a route for the proposed new trail access into the property from Reclamation's Smittle Creek Day Use Area parking lot, and a botanist has been retained to conduct a floristic survey this winter and spring. Kyra Purvis is working on the CEQA analysis and on putting together a use permit application to the County of Napa to open Smittle Creek to the public. Kyra also continues to work with Reclamation on an agreement to authorize the public to use their Smittle Creek Day Use Area parking lot to access our property. All of Smittle Creek burned in the August 2020 fires. The entry gate and fence the District shares with Reclamation was burned; a temporary fix has been made, but further work will be needed. Staff has had initial discussion with County Public Works about including access improvements at Smittle in a larger grant application aimed at funding work on Knoxville-Berryessa Road. It would apparently make the County's road grant application more attractive to funders and would of course mean new District money for opening the park (if the grants come through). The County expects to hear whether or not it has been shortlisted for the grant sometime in mid to late summer 2021. If award of the grant seems likely we would potentially have most of our development costs funded, but would unfortunately need to slow progress on the property to mesh up with the more measured pace of Federal funded transportation projects. 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. It appears that there has been some trespassing and poaching on the property during the 2022 deer season, we are in communication with CaDFW wardens about the situation. Rick has posted a new closed to the public sign on the front gate, replacing the one that was stolen during deer season. Rick and the Napa County Sheriff ran an armed trespasser (who purported to be hunting quail) off the property in early November. Great heads-up work by Rick in what was otherwise a fairly iffy situation. The Federal Highway Administration has approved Napa County Public Works' application for the California Federal Lands Access Program to fund work on Knoxville-Berryessa Road near Smittle Creek. Public Works' project includes funding for the Smittle Creek trail, the crossing of Knoxville-Berryessa Road from the existing BOR parking lot, and parking lot rehabilitation. We continue to see some trespassing and illegal camping on this property. Staff developed a more prominent sign to help keep trespassers and hunters out of this property, and our volunteer caretaker has constructed a strong permanent metal frame for the sign to discourage vandalism.



## **Suscol Headwaters Park**

*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. 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. 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. We have been awarded the \$1.17M Prop 68 grant to fund the development and opening of Phase 2 of Suscol Headwaters! Now the real work begins. Kyra and Chris (but mostly Kyra) have been working on Suscol with singular focus over the last month: trail and park planning, visiting the site with our consulting trail boss, working on the ins and outs of contracting to complete the trail work, completing a successful RFQ for civil engineering services, working on an RFQ for appraisal services, meeting with permitting agencies, and pushing the grant managers at the State on funding timelines. We have signed a contract with Applied Civil Engineering for design and engineering services for the new Suscol Headwaters parking lot. Chris and Kyra met onsite with Applied Civil Engineering to review parking lot design and subsequently received preliminary designs from them. We have signed contracts with Redwood Trails Alliance for construction of the Perdida Trail and with Kevin Smallman for equipment rental for construction of the Zane Trail, as well as the grant agreement with the State. Colliers is proceeding with the appraisal of the trail and parking lot easement on Napa San land. Kyra and Chris also met with Napa San engineers to discuss the layout of the proposed parking lot, and our engineers are proceeding with an orientation that works with Napa San's continued ranch operations surrounding the parking lot. Jake Rugyt has completed his botanical report for the Phase II portion of the property. Napa Sanitation District has indicated they are comfortable with the appraisal and has scheduled sale of the trail and parking lot easement area for the July and August board meetings. Our hope is the sale can close this summer. The Perdida (RTA) and Zane (NCRPOSD/Smallman) trails are under construction and we hosted the Napa Register in late May as they put together an article, due in July, on the Suscol project. RTA and District staff have determined that the western end of the Perdida Trail would be better resolved if it crossed over the existing ranch road and made a number of descending switchbacks on District property to the west. That work is well outside the scope of the Perdida contract, so we will be issuing a separate contract for it and awarding it to RTA on a sole-source basis due to the presence of their equipment right there and the ease with which they could pivot to

that build from Perdida upon completion. Construction of the Perdida Trail is complete and the RTA trail crew have begun work on the Perdida+ extension and the Chance the Cowboy Trail. There is a hearing slated for early September with Napa Sanitation regarding the easements for the parking lot and access trail for the park. Final Napa San approval of the easement purchase has been delayed, as Napa San is asking for a surveyed legal description of the parking lot area, requiring an RFP and securing a (generally busy) surveyor. RTA has pulled their equipment out of Suscol until the rains return as the soils and fuels have gotten too dry. Staff approved a change order to clarify the scope of the Chance the Cowboy build in late September. We continue to tussle with State Parks about the first (May, 2023), still unpaid, grant reimbursement, but have a glimmer of hope that that may be resolved in the next month and we may see our first payment. State Parks now reports that they won't have an answer on our first grant reimbursement until December 8 at the earliest. We have entered into a surveying contract to develop a legal description of the lower parking lot area, which Napa San is requiring before we can complete acquisition of that easement. Twenty volunteers worked the Zane Trail on December 9 in a project led by Ryan Ayers and Kevin Smallman from our staff. We awarded yet another trail building contract, for the Perdida Trail Ridge Connector in early December. Redwood Trails Alliance was the only bidder. Ryan met with Napa County Fire in early December to orient them to the vineyard road access to Suscol. There were several volunteer trail building events on the Zane Trail, led by Kevin Smallman of our staff, in early January. We have a draft of the construction site plan from the engineer for the parking lot and hope to get final approval from Napa San for the parking lot and trail easement in March. Phase 1 trail construction is paused due to rainy weather but will resume as soon the storms let up.

## **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 NVRTA 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. Groundbreaking for the St Helena to Calistoga Vine Trail segment took place on May 24<sup>th</sup> at the State Park. Tony Norris and Jason Jordan represented the District. The NCRPOSD/Vine Trail/County of Napa Up Valley Vine Trail maintenance agreement was approved by the Board of Supervisors in June and is now (finally) fully executed. Paving of the Vine Trail through the State Park is now complete, but associated work needed to actually open the Trail to the public is now slated to be finished in Spring 2024. State Parks staff, who will be managing maintenance on the Vine Trail are doing market research on the equipment needed to actually do the work, with an eye to purchasing in early 2024. Signs have been installed on-trail identifying that the Vine Trail is not yet open to the public but use continues to be very enticing due to the fresh pavement.

### **Woodbury 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 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 30<sup>th</sup>; 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? 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. The GM has given Napa County permission to do additional exploratory drilling in hopes of finding reliable emergency water for the

community of Berryessa Estates. Senator Dodd-funded veg management on our property, planned and undertaken by the local Berryessa Estates Fire Safe Council, is complete for the season. We were contacted by a neighboring property owner who had concerns about a large Gray pine on our property in mid-May. Staff is getting bids to have it removed. In the last months we've additionally been contacted about two large oaks located on our property that neighbors have concerns about, we'll be up to inspect those as well. Staff is securing quotes for the removal of the trees, the large Gray pine will likely be expensive. We received a weed abatement notice from Napa County Fire for a small undeveloped residential property in Berryessa Estates, which served as a useful reminder to current staff that we owned such a property. The Fire Marshal retracted the abatement notice, which was issued pursuant to Napa County Code Sec 8.36.060, following a conversation about the District's *Save Lafayette Trees* exemption. District staff weed whipped the abated parcel in mid-November.

### **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.

### **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. 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.

#### **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.