



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

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

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Monday, June 10, 2024 at 2:00 P.M.

Bothe-Napa Valley State Park Visitor Center, 3801 St Helena Highway, Calistoga, Calif.

Please note the non-standard location.

This is an in-person meeting.

There will be no remote access option for this meeting due to a lack of audio/visual recording equipment in the alternate meeting room.

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.

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

2:00 pm **Public Hearing.** Consideration and potential approval of budget, position allocation table, and salary table for FY 2024-2025.

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors regular meeting of May 13, 2024.
- b. Consideration and potential approval for a transfer of \$24,679 out of the Suscol Headwaters CARLF Reserve to reimburse the General Fund for work on the Suscol frog pond.
- c. Consideration and potential approval of budget adjustments for FY 2023-2024.
- d. Consideration and potential approval of Amendment No. 1 to Agreement 22-01, an option agreement for purchase of an easement on Napa Sanitation District property, extending the term to January 1, 2025.
- e. Consideration and potential authorization for the Board President to sign a letter of support for a November 2024 climate resilience bond.
- f. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for May 2024.
- g. Review of the District Projects Status Report.
- h. Presentation on District outdoor education activities by Jessica Ardizzone.
- i. Receipt of monthly report for Bothe-Napa Valley State Park, Bale Grist Mill State Historic Park, and Robert Louis Stevenson State Park.

5. Announcements by Board and Staff

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

6. Agenda Planning

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

7. Adjournment



STAFF REPORT

By: Chris Cahill
Date: June 10, 2024
Item: **3**
Subject: Consideration and potential approval of budget, position allocation table, and salary table for FY 2024-2025

RECOMMENDATION

1. Open public hearing, staff presentation, take public comments, close public hearing.
2. Approve the position allocation table and salary table effective the first full pay period of July 2024.
3. Approve a one-time payment of \$3,000 to each full-time regular District employee, payable in December 2024.
4. Approve the Fiscal Year 2024-2025 budget.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

On May 13, the Board of Directors authorized release of the District budget for public review and comment. The comment period extends through and includes the public hearing scheduled for the June 10, 2024 regular meeting. As of June 5, no public comments have been received. Should any comments be received between June 5 and the public hearing, those comments will be provided to the Board at the time of the public hearing.

For background discussion on the draft budget, please refer to the May 13, 2024 Agenda packet. The following changes have been made to the budget since that time:

- State Parks and General Fund subdivisions, District Salaries and Benefits line: The one-time payment for all full-time regular District employees has been increased from \$2,000 to \$3,000. Assuming ratification of the draft FY24-25 to FY26-27 SEIU-County of Napa Memorandum of Understanding as presented, the County will be implementing a 4% COLA in FY24-25. Pursuant to the District's policy of basing COLAs on actual All Urban Consumers inflation data for the Bay Area in the prior year, this budget has the District implementing a 2.4% COLA. The proposed \$3,000 one-time payment will keep the highest paid District employee whole for the fiscal year, as compared to their County of Napa colleagues. Lower paid employees will benefit more, as they will receive the same one-time payment. We propose to issue the one-time payment to employees in December.

- Budget-wide rounding changes: Throughout the budget we have revised the default rounding settings in an attempt to match the District budget up to the Auditor-Controller's Tyler Munis accounting software. The net impact is minimal, a matter of a few dollars here and there, but it will hopefully result in the Board not having to adopt a pro-forma Budget Adjustment in early FY24-25 to "true-up" the budget and the accounting software.

Pursuant to the District's Personnel Manual, as part of the adoption of the annual budget, the Board of Directors must also adopt an employee allocation table (which specifies the number of permanent District employees by position) and salary ranges, both attached. As noted above, For the coming year, the proposed salary ranges for District staff implement a 2.4% cost of living increase, consistent with the actual Bay Area inflation rate for the period.

Budget 2024-25 Goals, Accomplishments, and Performance Measures

Accomplishments

- Secured a \$1.17M grant to improve and expand Suscol Headwaters Park including a new south-county trailhead, parking area, and a 14-mile multi-use trail network.
- Partnered with Redwood Trails Alliance and the Skyline Park Citizens Association to permit, construct, and operate Napa County's first bicycle skills course/ pump track at Skyline Park.
- Opened Dan's Wild Ride Trail, Redux Trail, and Washing Machine Trail expanding the popular Moore Creek Park trail network and providing a continuous landscape-scale trail connection between Lake Hennessey and the Pacific Union College Experimental Forest in Angwin.
- Opened Perdida Trail, Forks Trail, Zane Trail, Chance the Cowboy Trail, Amphitheater Trail, Suscol Ridge South Trail, and others at Suscol Headwaters Park.
- Partnered with the Napa Valley State Parks Association and California State Parks to renovate the Bothe Swimming Pool and Bothe Visitors Center and to reconstruct the Bale Mill bridge.
- Partnered with the Land Trust of Napa County to permanently protect the Turkovich property on Mt. Veeder, the Mead Ranch on Atlas Peak, the Spencer property near Lake Berryessa, and Walt Ranch.
- Leveraged more than 1,900 local volunteer hours to help our otherwise lightly-staffed parks prosper.

Goals

- Continue buildout of Suscol Headwaters Park and adopt a Park Plan for Phase 2 of that project, addressing the southern half of the property and access from North Kelly Road.
- Take-over day-to-day maintenance of the Up Valley segment of the Vine Trail once it is opened to the public.
- Complete an agreement to turn Old Howell Mountain Road into a public trail and transfer operations to the Parks District while the underlying right-of-way remains with the County, similar to our long-running Oat Hill Mine Trail arrangement.
- Complete acquisition of the Turkovich property from the Land Trust and the Suscol Headwaters trailhead easement from NapaSan.
- Begin planning and environmental work for our Mount Veeder Parks- The Cove, Turkovich, Amy's Grove, and the Mayacamas Preserve.

Performance Measures

What	21-22	22-23	23-24
Miles of New Trail Opened	5.4	2.5	3.75
Additional Acres of Land Conserved	10.2	4.75	1,310
Children Receiving Outdoor Education Programming	1,364	1,258	1,408
Adults Receiving Outdoor Education Programming	380	489	398

Performance Measure Definitions

Miles of New Trail Opened is the mileage of newly constructed or newly opened (in the case of trails not previously open to the public) trails providing outdoor recreation and access to or through protected open spaces.

Additional Acres of Land Conserved is the total new acreage preserved by the Napa Open Space District in a given fiscal year, either through acquisition of fee title, conservation easement, or other easement.

Children and Adults Receiving Outdoor Education Programming is the number of persons, by age range, who the Napa Open Space District provided with outdoor education and enrichment including fieldtrips, monthly naturalist-led hikes District-wide, a week-long summer camp at Bothe Napa Valley State Park, and festivals at the Bale Mill.

Napa County Regional Park and Open Space District
Q3 Actual 2023-24 & Draft 2024-25

Summary

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43790 Other Funding	\$ 34,534	\$ 130,000	\$ 403,493	
43910 County of Napa	\$ 1,380,789	\$ 1,380,789	\$ 1,228,374	
44200 Court Fines	\$ -	\$ -	\$ -	
44300 Forfeitures and Penalties	\$ -	\$ -	\$ -	
45100 Interest	\$ 41,804	\$ 67,000	\$ 49,000	
47150 Other Grants	\$ 30,930	\$ 30,930	\$ -	
45300 Rent - Building/Land	\$ 39,965	\$ 53,819	\$ 53,500	
45500 Concessions	\$ 559,893	\$ 705,000	\$ 730,000	
47500 Donations and Contributions	\$ 83,770	\$ 97,000	\$ 81,279	
49900 Intrafund Transfers-In	\$ 173,124	\$ 255,000	\$ 486,437	
Total Revenues	\$ 2,344,809	\$ 2,719,538	\$ 3,032,082	
Expenses				
51000 District salaries and benefits	\$ 486,722	\$ 714,598	\$ 977,232	
51405 Workers Comp	\$ 25,250	\$ 25,250	\$ 29,040	
51605 OPEB	\$ 13,474	\$ 13,474	\$ 19,702	
52100 Administration Services	\$ 368,937	\$ 540,514	\$ 606,287	
52105 Election Services	\$ -	\$ -	\$ 132,424	
52125 Accounting/Auditing Services	\$ 12,831	\$ 18,000	\$ 18,000	
52130 Information Technology Service	\$ 50,742	\$ 50,742	\$ 43,559	
52131 ITS-Communications Services	\$ 2,214	\$ 2,214	\$ 5,513	
52132 ITS-Records Mgmt Services	\$ 32	\$ 32	\$ 2	
52140 Legal Services	\$ 2,684	\$ 5,000	\$ 5,000	
52325 Waste Disposal Services	\$ 22,851	\$ 32,293	\$ 33,000	
52340 Landscaping Services	\$ -	\$ -	\$ 15,000	
52345 Janitorial Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ 153,765	\$ 277,315	\$ 240,000	
52382 Sewer Disposal Services	\$ 4,405	\$ 6,500	\$ 8,500	
52490 Other Professional Services	\$ 28,194	\$ 45,500	\$ 141,700	
52500 Maintenance-Equipment	\$ 1,313	\$ 1,313	\$ -	
52510 Maintenance-B&I-PW Charges	\$ 15,525	\$ 15,525	\$ 14,882	
52520 Maintenance-Vehicles	\$ 1,143	\$ 3,000	\$ 3,000	
52525 Maintenance-Infrastructure/Lan	\$ 13,498	\$ 14,000	\$ 7,899	
52600 Rents and Leases - Equipment	\$ 4,157	\$ 6,500	\$ 8,300	
52700 Insurance--Liability	\$ 28,566	\$ 28,566	\$ 29,523	
52705 Insurance - Premiums	\$ 704	\$ 704	\$ 1,000	
52800 Communications/Telephone	\$ 3,983	\$ 6,500	\$ 6,500	
52810 Advertising/Marketing	\$ -	\$ 250	\$ 700	
52820 Printing and Binding	\$ 1,221	\$ 2,500	\$ 7,250	
52825 Bank Charges	\$ 377	\$ 600	\$ 600	
52830 Publications & Legal Notices	\$ -	\$ -	\$ -	
52835 Filing Fees	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ 312	\$ 3,425	
52900 Training/Conference Expenses	\$ 858	\$ 2,500	\$ 3,000	
52905 Business Travel/Mileage	\$ 5,927	\$ 8,257	\$ 8,100	
52906 Fleet Charges	\$ 4,649	\$ 7,250	\$ 5,800	
53100 Office Supplies	\$ 954	\$ 1,750	\$ 1,450	
53105 Offices Supplies-Furn & Fixture	\$ -	\$ 200	\$ 1,200	
53110 Freight/Postage	\$ -	\$ -	\$ -	
53115 Book, Media, Periodicals, Subscrip	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ 7,632	\$ 7,750	\$ 7,750	
53205 Utilities - Electric	\$ 21,933	\$ 26,050	\$ 29,600	
53210 Utilities - Propane	\$ 1,207	\$ 1,500	\$ 1,500	
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ 189	\$ 1,250	\$ 1,250	
53320 Safety Supplies	\$ -	\$ 500	\$ 500	
53325 Landscaping/Ag Supplies	\$ 178	\$ 500	\$ 8,000	
53330 Janitorial Supplies	\$ 2,863	\$ 4,250	\$ 4,250	
53345 Construction Supplies/Material	\$ 10,380	\$ 42,000	\$ 16,100	
53350 Maintenance Supplies	\$ 17,458	\$ 24,300	\$ 25,300	
53355 Vehicle Repair Supplies	\$ 5,790	\$ 8,000	\$ 3,500	
53400 Minor Equipment/Small Tools	\$ 3,245	\$ 44,000	\$ 23,144	
53410 Computer Equipment/Accessories	\$ 166	\$ 1,166	\$ 16,200	
53415 Computer Software/Licensing Fe	\$ 703	\$ 1,000	\$ 1,000	
53600 Special Departmental Expense	\$ 9,979	\$ 10,526	\$ 4,500	
53680 Goods for Resale	\$ 6,409	\$ 8,000	\$ 8,000	
54500 Taxes and Assessments	\$ 1,289	\$ 1,289	\$ 2,000	
55100 Land	\$ 950	\$ 500,000	\$ 332,000	
55400 Capital Asset-Equipment	\$ 34,143	\$ 170,000	\$ 20,000	
57900 Intrafund Transfers Out	\$ 173,124	\$ 323,100	\$ 486,437	
Total Expenditures	\$ 1,345,347	\$ 2,513,240	\$ 3,368,620	
Expenditures from Designated Reserves	\$ 30,000	\$ 60,000	\$ -	
Capital Savings Set-aside	\$ 45,000	\$ 10,000	\$ -	
Net Surplus (Deficit)	\$ 999,462	\$ 191,298	\$ (286,538)	

Napa County Regional Park and Open Space District
Q3 Actual 2023-24 & Draft 2024-25
Summary (w/o State Parks)

	Q3 Actual	Projected 2023-24	Draft	2024-25	
Revenues					
43790 Other Funding	\$ 34,534	\$ 130,000	\$	320,000	
43910 County of Napa	\$ 1,380,789	\$ 1,380,789	\$	1,228,374	County grant check: \$ 1,228,374
44200 Court Fines	\$ -	\$ -	\$	-	
44300 Forfeitures and Penalties	\$ -	\$ -	\$	-	
45100 Interest	\$ 37,267	\$ 57,000	\$	44,000	
45300 Rent - Building/Land	\$ 21,404	\$ 27,129	\$	27,100	
45500 Concessions	\$ 24,632	\$ 30,000	\$	30,000	
47150 Other Grants	\$ 30,930	\$ 30,930	\$	-	
47500 Donations and Contributions	\$ 13,182	\$ 17,000	\$	22,000	
49900 Intrafund Transfers-In	\$ 152,937	\$ 225,000	\$	434,052	
Total Revenues	\$ 1,695,675	\$ 1,897,848	\$	2,105,525	

Expenses					
51000 District Salaries and Benefits	\$ 204,173	\$ 357,000	\$	558,265	
51405 Workers Comp	\$ 6,329	\$ 6,329	\$	7,260	
51605 OPEB	\$ 3,369	\$ 3,369	\$	4,926	
52100 Administration Services	\$ 130,371	\$ 210,514	\$	244,443	
52105 Election Services	\$ -	\$ -	\$	132,424	
52125 Accounting/Auditing Services	\$ 12,831	\$ 18,000	\$	18,000	
52130 Information Technology Service	\$ 20,297	\$ 20,297	\$	21,779	
52131 ITS-Communications Services	\$ 1,107	\$ 1,107	\$	2,757	
52132 ITS-Records Mgmt Services	\$ 32	\$ 32	\$	2	
52140 Legal Services	\$ 2,684	\$ 5,000	\$	5,000	
52325 Waste Disposal Services	\$ 2,468	\$ 3,000	\$	3,000	
52340 Landscaping Services	\$ -	\$ -	\$	-	
52345 Janitorial Services	\$ -	\$ -	\$	-	
52360 Construction Services	\$ 106,450	\$ 231,000	\$	230,000	
52382 Sewer Disposal Services	\$ 3,455	\$ 4,000	\$	6,000	
52490 Other Professional Services	\$ 15,496	\$ 22,500	\$	112,000	
52500 Maintenance-Equipment	\$ 1,313	\$ 1,313	\$	1,500	
52510 Maintenance-B&I-PW Charges	\$ 15,525	\$ 15,525	\$	14,882	
52520 Maintenance-Vehicles	\$ -	\$ -	\$	-	
52525 Maintenance-Infrastructure/Lan	\$ 581	\$ 1,000	\$	6,399	
52600 Rents and Leases - Equipment	\$ 1,922	\$ 4,000	\$	4,000	
52700 Insurance-Liability	\$ 26,392	\$ 26,392	\$	27,000	
52705 Insurance - Premiums	\$ 704	\$ 704	\$	1,000	
52800 Communications/Telephone	\$ -	\$ -	\$	-	
52810 Advertising/Marketing	\$ -	\$ 250	\$	700	
52820 Printing and Binding	\$ 1,221	\$ 2,000	\$	6,250	
52825 Bank Charges	\$ -	\$ -	\$	-	
52830 Publications & Legal Notices	\$ -	\$ -	\$	-	
52835 Filing Fees	\$ -	\$ -	\$	-	
52840 Permits/License Fees	\$ 302	\$ 312	\$	2,925	
52900 Training/Conference Expenses	\$ 32	\$ 1,000	\$	1,500	
52905 Business Travel/Mileage	\$ 5,920	\$ 8,250	\$	7,800	
52906 Fleet Charges	\$ 73	\$ 250	\$	300	
53100 Office Supplies	\$ -	\$ 250	\$	250	
53105 Offices Supplies-Furn & Fixture	\$ -	\$ 200	\$	200	
53115 Book, Media, Periodicals, Subscrip	\$ -	\$ -	\$	-	
53120 Memberships/Certifications	\$ 7,500	\$ 7,500	\$	7,500	
53205 Utilities - Electric	\$ 5	\$ 50	\$	100	
53210 Utilities - Propane	\$ -	\$ -	\$	-	
53250 Fuel	\$ -	\$ -	\$	-	
53300 Clothing and Personal Supplies	\$ -	\$ 250	\$	250	
53320 Safety Supplies	\$ -	\$ -	\$	-	
53330 Janitorial Supplies	\$ 292	\$ 500	\$	500	
53345 Construction Supplies/Material	\$ 9,033	\$ 39,500	\$	4,100	
53350 Maintenance Supplies	\$ 6,107	\$ 9,300	\$	10,300	
53400 Minor Equipment/Small Tools	\$ 2,657	\$ 43,000	\$	3,500	
53410 Computer Equipment/Accessories	\$ -	\$ 1,000	\$	1,200	
53415 Computer Software/Licensing Fees	\$ 703	\$ 1,000	\$	1,000	
53600 Special Departmental Expense	\$ 7,026	\$ 7,526	\$	2,000	
53680 Goods for Resale	\$ -	\$ -	\$	-	
54500 Taxes and Assessments	\$ 1,289	\$ 1,289	\$	1,500	
55100 Land	\$ -	\$ 500,000	\$	332,000	
55400 Capital Assets-Equipment	\$ 34,143	\$ 170,000	\$	20,000	
57900 Intrafund Transfers Out	\$ 171,695	\$ 321,100	\$	486,437	

Total Expenditures	\$ 597,659	\$ 1,554,509	\$	2,290,948
Expenditures from Designated Reserves	\$	\$ 30,000	\$	60,000
Capital Savings Set-aside	\$	\$ 45,000	\$	10,000
Net Surplus (Deficit)	\$	\$ 328,339	\$	(135,423)

Q3 Actual 2023-24 & Draft 2024-25
General Fund--Administration

Subdivision: 8500000 - Parks-Administration

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43790 Other Funding		\$ -	\$ -	
43910 County of Napa	\$ 349,429	\$ 349,429	\$ 227,377	
44200 Court Fines		\$ -	\$ -	
45100 Interest	\$ 32,779	\$ 50,000	\$ 40,000	
47150 Other Grants		\$ -	\$ -	
47500 Donations and Contributions	\$ 9,429	\$ 10,000	\$ 15,000	
49900 Intrafund Transfers-In	\$ 152,937	\$ 225,000	\$ 434,052	
Total Revenues	\$ 544,574	\$ 634,429	\$ 716,429	

Expenses				
51000 District Salaries and Benefits	\$ 200,013	\$ 350,000	\$ 548,365	
51405 Workers Comp	\$ 6,329	\$ 6,329	\$ 7,260	
51605 OPEB	\$ 3,369	\$ 3,369	\$ 4,926	
52100 Administration Services	\$ 53,501	\$ 80,000	\$ 83,557	
52105 Election Services	\$ -	\$ -	\$ 132,424	
52125 Accounting/Auditing Services	\$ 12,831	\$ 18,000	\$ 18,000	
52130 Information Technology Service	\$ 20,297	\$ 20,297	\$ 21,779	
52131 ITS-Communications Services	\$ 1,107	\$ 1,107	\$ 2,757	
52132 ITS-Records Mgmt Services	\$ 32	\$ 32	\$ 2	
52140 Legal Services	\$ 2,684	\$ 5,000	\$ 5,000	
52345 Janitorial Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ 1,000	\$ 1,000	
52510 Maintenance-B&I-PW Charges	\$ 15,525	\$ 15,525	\$ 14,882	
52520 Maintenance-Vehicles (outside service)	\$ -	\$ -	\$ -	
52700 Insurance--Liability	\$ 26,392	\$ 26,392	\$ 27,000	
52705 Insurance - Premiums	\$ 704	\$ 704	\$ 1,000	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 372	\$ 500	\$ 500	
52830 Publications & Legal Notices	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52900 Training/Conference Expenses	\$ 32	\$ 1,000	\$ 1,500	
52905 Business Travel/Mileage	\$ 1,061	\$ 1,200	\$ 1,000	
52906 Fleet Charges (county service)	\$ 73	\$ 250	\$ 300	
53100 Office Supplies	\$ -	\$ 250	\$ 250	
53105 Office Supplies-Furn & Fixture	\$ -	\$ 200	\$ 200	
53115 Book, Media, Periodicals, Subscrip	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ 7,500	\$ 7,500	\$ 7,500	
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ -	\$ 250	\$ 250	
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	\$ 703	\$ 1,000	\$ 1,000	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
55400 Capital Asset-Equipment	\$ 34,143	\$ 90,000	\$ 20,000	
57900 Intrafund Transfer Out	\$ -	\$ -	\$ -	

Total Expenditures **\$ 386,668** **\$ 631,005** **\$ 901,852**

Net Surplus (Deficit) **\$ 157,906** **\$ 3,424** **\$ (185,423)**

*Note: for spreadsheet formula purposes this figure doesn't include credits from reserves.
The correct net is at sheet "Summary (w/o State Parks)".*

Q3 Actual 2023-24 & Draft 2024-25

Moore Creek Park

Subdivision: 8501000 - Parks-Moore Creek

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 91,270	\$ 91,270	\$ 143,666	
44300 Forfeitures and Penalties		\$ -	\$ -	
45300 Rents-Bldgs and Land	\$ 16,175	\$ 21,900	\$ 21,900	
47150 Other Grants	\$ 30,930	\$ 30,930	\$ -	
47500 Donations and Contributions	\$ 2,534	\$ 5,000	\$ 5,000	
Total Revenues	\$ 140,909	\$ 149,100	\$ 170,566	
Expenses				
51000 District Salaries and Benefits	\$ 4,160	\$ 7,000	\$ 9,900	
52100 Administration Services	\$ 13,458	\$ 18,000	\$ 14,624	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ 1,000	\$ 20,000	
52490 Other Professional Services	\$ 3,068	\$ 3,500	\$ 3,000	
52525 Maintenance-Infrastructure/Lan	\$ -	\$ -	\$ 5,399	
52600 Rents and Leases - Equipment	\$ 1,922	\$ 4,000	\$ 4,000	
52705 Insurance - Premiums	\$ -	\$ -	\$ -	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 245	\$ 400	\$ 250	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 2,467	\$ 3,500	\$ 3,500	
53100 Office Supplies	\$ -	\$ -	\$ -	
53205 Utilities - Electric	\$ -	\$ -	\$ -	
53250 Fuel	\$ -	\$ -	\$ -	
53345 Construction Supplies/Materials	\$ -	\$ 30,000	\$ 2,500	
53350 Maintenance Supplies	\$ 3,605	\$ 4,200	\$ 5,000	
53400 Minor Equipment/Small Tools	\$ 2,252	\$ 2,500	\$ 2,500	
53600 Special Departmental Expense	\$ -	\$ 500	\$ 1,000	
54500 Taxes and Assessments	\$ 1,289	\$ 1,289	\$ 1,500	
57900 Intrafund Transfer Out	\$ 53,261	\$ 80,000	\$ 97,393	
Total Expenditures	\$ 85,727	\$ 155,889	\$ 170,566	
Net Surplus (Deficit)	\$ 55,182	\$ (6,789)	\$ -	
33100 - Available Fund Balance	\$ 155,618	\$ 169,653		
Net Surplus (Deficit)	\$ (6,789)	\$ -		
unadjusted ending fund balance	\$ 148,829	\$ 169,653		
draw on capital reserve	\$ -	\$ 15,000		
add to capital reserve	\$ 14,035	\$ 14,035		
year end capital reserve	\$ 169,653	\$ 168,688		
to (from) undesignated reserve	\$ (20,824)			

Oat Hill Mine Trail

Subdivision: 8501001 - Parks-Oat Hill Mine Trail

	Q3 Actual	Projected 2023-24	Draft 25	2024	Notes
Revenues					
43910 County of Napa	\$ 6,768	\$ 6,768	\$	15,144	
47500 Donations and Contributions	\$ 1,219	\$ 2,000	\$	2,000	
Total Revenues	\$ 7,987	\$ 8,768	\$	17,144	
Expenses					
51000 District Salaries and Benefits	\$ -	\$ -	N/A		See Intrafund transfer Out (57900)
52100 Administration Services	\$ 2,577	\$ 4,000	\$	11,837	
52360 Construction Services	\$ -	\$ -		-	
52490 Other Professional Services	\$ -	\$ -	\$	-	
52820 Printing and Binding	\$ -	\$ -	\$	-	
52905 Business Travel/Mileage	\$ 826	\$ 900	\$	800	
53100 Office Supplies	\$ -	\$ -	\$	-	
53345 Construction Supplies/Material	\$ -	\$ -	\$	-	
53350 Maintenance Supplies	\$ 573	\$ 1,000	\$	750	
53600 Special Departmental Expense	\$ -	\$ -	\$	-	
55100 Land	\$ -	\$ -	\$	-	
57900 Intrafund Transfer Out	\$ 8,471	\$ 9,500	\$	3,757	
Total Expenditures	\$ 12,447	\$ 15,400	\$	17,144	
Net Surplus (Deficit)	\$ (4,460)	\$ (6,632)	\$	-	

Napa River and Bay Trail

Subdivision: 8501002 - Parks-Napa River and Bay Trail

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 24,998	\$ 24,998	\$ 25,310	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 24,998	\$ 24,998	\$ 25,310	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ -	\$ 250	\$ 975	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 36	\$ 100	\$ 100	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ -	\$ -	\$ 100	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 3,683	\$ 10,000	\$ 24,135	
Total Expenditures	\$ 3,719	\$ 10,350	\$ 25,310	
Net Surplus (Deficit)	\$ 21,279	\$ 14,648	\$ -	

Q3 Actual 2023-24 & Draft 2024-25

Camp Berryessa

Subdivision: 8501003 - Parks-Camp Berryessa

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 71,007	\$ 71,007	\$ 40,554	
45500 Concessions	\$ 24,632	\$ 30,000	\$ 30,000	
Total Revenues	\$ 95,639	\$ 101,007	\$ 70,554	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	
52100 Administration Services	\$ 1,944	\$ 3,364	\$ 2,986	See Intrafund transfer Out (57900)
52325 Waste Disposal Services	\$ 2,468	\$ 3,000	\$ 3,000	
52360 Construction Services	\$ 17,875	\$ 30,000	\$ 10,000	
52382 Sewer Disposal Services	\$ 3,455	\$ 4,000	\$ 6,000	
52490 Other Professional Services	\$ 1,208	\$ 2,000	\$ 2,000	
52500 Maint-Equipment	\$ 1,313	\$ 1,313	\$ 1,500	
52525 Maint-Infrastructure/Land	\$ 581	\$ 1,000	\$ 1,000	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 53	\$ 125	\$ 250	
52906 Fleet Charges	\$ -	\$ -	\$ -	
53100 Office Supplies	\$ -	\$ -	\$ -	
53205 Utilities - Electric	\$ 5	\$ 50	\$ 100	
53330 Janitorial Supplies	\$ 292	\$ 500	\$ 500	
53345 Construction Supplies/Material	\$ 780	\$ 1,000	\$ 1,000	
53350 Maintenance Supplies	\$ 634	\$ 1,000	\$ 1,000	
53400 Minor Equipment/Small Tools	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 19,312	\$ 30,000	\$ 41,218	
Total Expenditures	\$ 49,920	\$ 77,352	\$ 70,554	
Net Surplus (Deficit)	\$ 45,719	\$ 23,655	\$ -	

Berryessa Vista

Subdivision: 8501004 - Parks-Berryessa Vista

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 450	\$ 450	\$ 456	
Total Revenues	\$ 450	\$ 450	\$ 456	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 184	\$ 300	\$ -	
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	\$ 456	
Total Expenditures	\$ 184	\$ 400	\$ 456	
Net Surplus (Deficit)	\$ 266	\$ 50	\$ -	

Q3 Actual 2023-24 & Draft 2024-25
Napa River Ecological Reserve

Subdivision: 8501005 - Parks-Napa River Ecological Rs

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 17,354	\$ 17,354	\$ 17,780	
Total Revenues	\$ 17,354	\$ 17,354	\$ 17,780	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 460	\$ 800	\$ 487	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52340 Landscaping Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ 4,500	\$ 6,000	\$ 6,000	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 262	\$ 300	\$ 300	
52905 Business Travel/Mileage	\$ 120	\$ 250	\$ 250	
53350 Maintenance Supplies	\$ -	\$ 200	\$ 250	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 4,291	\$ 8,000	\$ 10,493	
Total Expenditures	\$ 9,633	\$ 15,550	\$ 17,780	
Net Surplus (Deficit)	\$ 7,721	\$ 1,804	\$ -	

Q3 Actual 2023-24 & Draft 2024-25

Vine Trail

Subdivision: 8501006 - Parks-Vine Trail

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 86,258	\$ 86,258	\$ 4,848	
Total Revenues	\$ 86,258	\$ 86,258	\$ 4,848	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ -	\$ 1,000	\$ 975	
52905 Business Travel/Mileage	\$ 30	\$ 75	\$ 100	
53400 Minor Equipment/Small Tools	\$ -	\$ 40,000	\$ -	
55400 Capital Asset-Equipment		\$ 80,000	\$ -	
57900 Intrafund Transfer Out	\$ 1,082	\$ 3,000	\$ 3,773	
Total Expenditures	\$ 1,112	\$ 124,075	\$ 4,848	
Net Surplus (Deficit)	\$ 85,146	\$ (37,817)	\$ -	

Q3 Actual 2023-24 & Draft 2024-25
Woodbury Preserve (Formerly Putah Creek)

Subdivision: 8501007 - Parks-Putah Creek

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 3,950	\$ 3,950	\$ 16,533	
47900 Miscellaneous	\$ -	\$ -	\$ -	
Total Revenues	\$ 3,950	\$ 3,950	\$ 16,533	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 1,636	\$ 2,500	\$ 975	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ 10,000	
52840 Permits/License Fees	\$ 302	\$ 312	\$ 325	
52905 Business Travel/Mileage	\$ 373	\$ 600	\$ 500	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 12	\$ 50	\$ 50	
53600 Special Dept Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 2,067	\$ 4,000	\$ 4,683	
Total Expenditures	\$ 4,390	\$ 7,462	\$ 16,533	
Net Surplus (Deficit)	\$ (440)	\$ (3,512)	\$ -	

Q3 Actual 2023-24 & Draft 2024-25

Suscol Headwaters

Subdivision: 8501009 - Parks-Suscol Headwaters Pres

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 221,990	\$ 221,990	\$ 162,750	
45100 Interest	\$ 4,488	\$ 7,000	\$ 4,000	
45300 Rent - Building/Land	\$ 5,229	\$ 5,229	\$ 5,200	
43790 ST-Other Funding	\$ 34,534	\$ 130,000	\$ 320,000	
45500 Concessions	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 266,241	\$ 364,219	\$ 491,950	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 24,151	\$ 40,000	\$ 48,747	
52360 Construction Services	\$ 88,575	\$ 200,000	\$ 200,000	
52490 Other Professional Services	\$ 6,720	\$ 10,000	\$ 40,000	
52810 Advertising/Marketing	\$ -	\$ 250	\$ 700	
52820 Printing and Binding	\$ 135	\$ 500	\$ 200	
52840 Permits/License Fees	\$ -	\$ -	\$ 2,600	
52905 Business Travel/Mileage	\$ 401	\$ 500	\$ 400	
53345 Construction Supplies/Materials	\$ 8,253	\$ 8,500	\$ 500	
53350 Maintenance Supplies	\$ 104	\$ 200	\$ 500	
53400 Minor Equipment/Small Tools	\$ 405	\$ 500	\$ 1,000	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ 82,000	
57900 Intrafund Transfer Out	\$ 26,313	\$ 80,000	\$ 115,303	
Total Expenditures	\$ 155,057	\$ 340,450	\$ 491,950	
Net Surplus (Deficit)	\$ 111,184	\$ 23,769	\$ -	
33100 - Available Fund Balance	\$ 201,390	\$ 203,390		
Net Surplus (Deficit)	\$ 23,769	\$ -		
Restricted donation	\$ 2,000	\$ 2,000		
33100 - Ending Fund Balance	\$ 227,159	\$ 203,390		
to (from) undesignated reserve	\$ 23,769			

Q3 Actual 2023-24 & Draft 2024-25

Mayacamas Preserve

Subdivision: 8501010 - Parks-Amy's Grove

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 121,016	\$ 121,016	\$ 110,825	
45500 Concessions	\$ -		\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 121,016	\$ 121,016	\$ 110,825	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 3,847	\$ 10,000	\$ 9,749	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ 50,000	
52600 Rents and Leases - Equipment	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 210	\$ 500	\$ 500	
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	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -		\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 7,069	\$ 25,000	\$ 49,576	
Total Expenditures	\$ 11,126	\$ 36,500	\$ 110,825	
Net Surplus (Deficit)	\$ 109,890	\$ 84,516	\$ -	

Q3 Actual 2023-24 & Draft 2024-25
Cedar Roughs/Smittle Creek

Subdivision: 8501011 - Parks-Cedar Roughs

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 3,659	\$ 3,659	\$ 1,955	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 3,659	\$ 3,659	\$ 1,955	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 92	\$ 300	\$ 487	
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	\$ 100	
53350 Maintenance Supplies	\$ 11	\$ 50	\$ 50	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 721	\$ 1,500	\$ 1,318	
Total Expenditures	\$ 878	\$ 1,950	\$ 1,955	
Net Surplus (Deficit)	\$ 2,781	\$ 1,709	\$ -	

Q3 Actual 2023-24 & Draft 2024-25

Other Projects

Subdivision: 8501090 - Parks-Other Projects

	Q3 Actual	Projected 2023-24	Draft 2024-25	Notes
Revenues				
43910 County of Napa	\$ 382,640	\$ 382,640	\$ 461,176	
47150 Other Grants	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 382,640	\$ 382,640	\$ 461,176	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 28,521	\$ 50,000	\$ 69,044	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52810 Advertising/marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 207	\$ 300	\$ 5,000	
52905 Business Travel/Mileage	\$ 289	\$ 400	\$ 300	
53100 Office Supplies	\$ -	\$ -	\$ -	
53115 Books/Media/Periodicals/Subsc	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 1,168	\$ 1,500	\$ 1,500	
53415 Computer Software/Licensing Fee	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ 7,026	\$ 7,026	\$ 1,000	
55100 Land	\$ -	\$ 500,000	\$ 250,000	Land acquisition savings fund
57900 Intrafund Transfer Out	\$ 45,425	\$ 70,000	\$ 134,332	
Total Expenditures	\$ 82,636	\$ 629,226	\$ 461,176	
Net Surplus (Deficit)	\$ 300,004	\$ (246,586)	\$ -	

Q3 Actual 2022-23 & Draft 2023-24
Restricted/Unrestricted Funds

	End of FY22-23 Actual	End of FY23-24 Projected	End of FY24-25 Proposed	Notes
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RESTRICTED FUNDS

Moore Creek

Capital Reserve	\$ 155,618	\$ 169,653	\$ 168,688	Based on \$14,035 depreciation, \$15k spent FY 24-25 for electrical panel upgrade
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	\$ 203,390	Restricted money for construction of frog pond
Restricted donation	\$ -	\$ -	\$ 2,000	Ridge Trail donation in FY20-21 for construction of memorial bench in FY21-22

State Parks

Total Restricted Funds	\$ 707,071	\$ 567,030	\$ 431,560	
without State Parks	\$ 357,008	\$ 341,043	\$ 389,078	
with State Parks	\$ 1,064,079	\$ 908,073	\$ 820,638	

UNRESTRICTED FUNDS \$ 1,082,775 \$ 1,274,073 \$ 987,535

Total Restricted and Unrestricted Funds \$ 2,146,854 \$ 2,182,146 \$ 1,808,173

Capital Savings Funds (Non Board-Dedicated Reserves)

Vehicle Fund

From: Subdivision: 8500000 - Parks-Administration

2021-22	\$	10,000
2022-23	\$	10,000
2023-24	\$	10,000
2024-25	\$	20,000

Cove Road Repair Fund

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

Zeroed out in February 2024 per Board action, funds moved to Turkovich acquisition.

Turkovich Acquisition Fund

From: Subdivision: 8501090 - Parks-Other Projects

2023-24	\$	500,000
2024-25	\$	250,000

Ridge Trail Donation-DWR

From: Subdivision: 8501000-Moore Creek

2020-21	\$	15,000
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Staff	Payroll Rate	Payroll Rate with Benefits ¹	Target Hours	Annual Cost	hours check	GF	MC	OHMT	NBBT	CB	BV	NRER	VT	PC	SH	AG	CR	OP	SP
COUNTY PERMANENT																			
Carhill	\$ 73.74	\$ 97.49	2,080	\$ 202,786	2,080	\$ 68,245	\$ 14,624	\$ 1,462	\$ 975	\$ 1,462	\$ -	\$ 487	\$ 975	\$ 975	\$ 48,747	\$ 9,749	\$ 487	\$ 44,847	\$ 9,749
Sup Planner - Vacant 24-25	\$ 71.15	\$ 111.04	2,080	\$ 230,959	-	\$ -	\$ -	\$ -	\$ -	\$ 758	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103,156
Beach	\$ 33.97	\$ 50.57	2,080	\$ 105,178	2,080	\$ -	\$ -	\$ 1,264	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,015
Jessen	\$ 33.97	\$ 58.18	2,080	\$ 121,014	2,080	\$ -	\$ -	\$ 1,455	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,015
Jordan	\$ 48.22	\$ 76.56	2,080	\$ 159,245	2,080	\$ 15,312	\$ -	\$ 7,656	\$ -	\$ 766	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 131,683
COUNTY EXTRA HELP																			
JoeDe Clark	\$ 18.07	\$ 19.41	300	\$ 5,824	300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,824
Millers collectively	\$ 28.55	\$ 30.66	399	\$ 12,235	399	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,241
County Subtotal				\$ 837,242		\$ 83,557	\$ 14,624	\$ 11,837	\$ 975	\$ 2,986	\$ -	\$ 487	\$ 975	\$ 975	\$ 48,747	\$ 9,749	\$ 487	\$ 69,044	\$ 361,644
DISTRICT PERMANENT																			
Fessenden	\$ 41.31	\$ 49.76	2,080	\$ 103,506	2,080	\$ 4,976	\$ 41,801	\$ 995	\$ 249	\$ 498	\$ 249	\$ 9,953	\$ 498	\$ 3,732	\$ 249	\$ 29,858	\$ 498	\$ 9,953	\$ -
Ayers	\$ 57.34	\$ 66.56	2,080	\$ 138,447	2,080	\$ 24,960	\$ 13,312	\$ 1,331	\$ 666	\$ 333	\$ -	\$ 333	\$ 998	\$ 333	\$ 7,322	\$ 7,322	\$ -	\$ 81,537	\$ -
Brooks	\$ 69.25	\$ 82.05	2,080	\$ 170,665	2,080	\$ 32,820	\$ 12,308	\$ 821	\$ 410	\$ 821	\$ -	\$ -	\$ 410	\$ 410	\$ 84,922	\$ 4,103	\$ 821	\$ 32,820	\$ -
Ranger 2	\$ 33.99	\$ 41.47	2,080	\$ 86,264	2,080	\$ 2,074	\$ 26,958	\$ 207	\$ 22,810	\$ 207	\$ 207	\$ 207	\$ 1,866	\$ 207	\$ 22,810	\$ 8,295	\$ -	\$ 415	\$ -
Ranger 3 Vacant 24-25	\$ 33.99	\$ 41.47	2,080	\$ 86,264	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audzone	\$ 33.82	\$ 39.98	2,080	\$ 83,150	2,080	\$ -	\$ 999	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,995	\$ 73,156
Grassi	\$ 41.31	\$ 53.61	2,080	\$ 111,516	2,080	\$ -	\$ -	\$ -	\$ -	\$ 1,072	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,443
Clark	\$ 33.82	\$ 40.31	2,080	\$ 83,837	2,080	\$ -	\$ 2,015	\$ 403	\$ -	\$ 37,888	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,612	\$ 41,919
DISTRICT EXTRA HELP																			
Pruett	\$ 19.35	\$ 20.79	490	\$ 10,186	475	\$ -	\$ 9,874	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ruffno	\$ 51.77	\$ 55.61	728	\$ 40,483	728	\$ 40,483	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Frog pond crew collectively	\$ 61.85	\$ 66.43	450	\$ 29,894	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Millers collectively	\$ 27.82	\$ 29.88	599	\$ 17,900	599	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,894
Park aides collectively no pruet	\$ 20.33	\$ 21.83	5,202	\$ 113,570	5,202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 113,570
District Subtotal				\$ 1,075,682	21,564	\$ 105,313	\$ 97,393	\$ 3,757	\$ 24,135	\$ 41,218	\$ 456	\$ 10,493	\$ 3,773	\$ 4,683	\$ 115,303	\$ 49,576	\$ 1,318	\$ 134,332	\$ 357,582
Grand Total				\$ 1,912,924	\$ 21,564	\$ 188,871	\$ 112,017	\$ 15,594	\$ 25,110	\$ 44,205	\$ 456	\$ 10,980	\$ 4,748	\$ 5,658	\$ 164,050	\$ 59,326	\$ 1,806	\$ 203,376	\$ 719,427

1 Fully burdened hourly rate, includes salary, group insurance, PERs, FICA, other retirement, workers' comp (for permanent regular)

Employee based at Moore Creek
Employee based at State Park

All District SP Staff \$ 409,967
District SP Staff time elsewhere \$ 52,385
District GF Staff at SP \$ -
All District GF Staff \$ 539,365
District GF Staff time elsewhere \$ 434,052



Position Allocation Table

REV 7.1.24

Default Budget Subdivision	Title	Positions
State Park	Park Steward Assistant	1
50% State Park, 50 % Parks and Trails	Park Steward Assistant	1
State Park	Park Maintenance Specialist	1
Parks and Trails	Park Maintenance Specialist	1
Parks and Trails	Park Steward Assistant	2
Parks and Trails	Community Relations Specialist	1
Parks and Trails	Deputy General Manager (M)	1

(M)- management position



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

Salary Table

rates are hourly

REV 7.1.24

Park Aide / Lifeguard

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$16.71	17.13	17.55	18.43	19.35	20.32

Park Steward Assistant

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$27.82	28.52	29.21	30.67	32.20	33.81

Park Maintenance Specialist

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$33.99	34.84	35.69	37.47	39.34	41.31

Management Analyst

Management Analyst I

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$42.74	43.81	44.88	47.12	49.48	51.95

Management Analyst II

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$46.96	48.13	49.31	51.78	54.37	57.09

Community Relations Specialist

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$47.18	48.36	49.54	52.02	54.62	57.35

Park and Open Space Planner

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$53.58	54.92	56.26	59.07	62.02	65.12

Deputy General Manager

Step 1	Step 2 (1/2)	Step 3 (1/2)	Step 4	Step 5	Step 6
\$59.82	61.32	62.81	65.95	69.25	72.71



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

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 REGULAR MEETING

Monday, May 13, 2024 at 2:00 P.M.

Napa County Board of Supervisors Chambers, 1195 Third Street, 3rd floor, 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, Ryan Ayers

2. Public Comment

None.

3. Set Matters

2:00 pm Consideration and release of draft budget for FY 2024-25 for public review and comment to June 10, 2024.

Following presentation by Chris Cahill, Directors released the draft budget for FY 2024-2025 for public review and comment to June 10, 2024.

TN – BW – PC – NH - BC

4. Administrative Items

a. Consideration and potential approval of minutes for Board of Directors regular meeting of April 8, 2024.

Minutes for the April 8,2024 regular meeting were approved as presented.

TN - BC - BW - PC - NH

b. Consideration and potential approval of budget adjustments for FY 2023-24.

Report presented by Chris Cahill; Directors approved budget adjustments for FY 2023-24 as presented.

PC - TN - BW - NH - BC

c. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for April 2024.

Report presented by Chris Cahill; No action taken.

d. Review of the District Projects Status Report.

Report presented by Andrew Brooks; No action taken.

e. 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

- **Chris Cahill directed the Board to a May 5, 2024 article from the Modesto Bee describing a California Supreme Court challenge to Initiative 1935, the “California Business Roundtable Initiative”.**
- **Director Christian announced that the Napa Valley Vine Trail plans to hold an event to commemorate the opening of the St Helena to Calistoga segment on August 16th.**
- **Director Christian announced that he attended the TOGETHER Bay Area conference and was inspired by the sense of community and inclusivity at the event.**
- **Director Norris announced that he attended an event hosted by the Friends of the Napa River, which honored Moira Johnston Block and Bernhard Krevet and celebrated their significant achievements in restoring and protecting the Napa River.**
- **Director Norris announced that he attended the 90th anniversary celebration of the East Bay Regional Park District at Lake Chabot, and that the event was very well attended.**
- **Director Norris acknowledged and thanked District staff for planning and hosting the District’s annual celebration held on April 25th, noting his appreciation that so many members of the public want to be involved in the work of the Napa Open Space District.**

6. Agenda Planning

- **Chris Cahill noted that the June meeting will be held in the Visitors Center at Bothe-Napa Valley State Park, and that day use fees at the park will be waived for any members of the public attending.**
- **Chris Cahill noted that the draft budget will be discussed and potentially approved at the June regular meeting.**

7. Adjournment



STAFF REPORT

By: Chris Cahill
Date: June 10, 2024
Item: **4.b**
Subject: Consideration and potential approval for a transfer of \$24,679 out of the Suscol Headwaters CARLF restricted reserve to reimburse the General Fund for work on the Suscol frog pond.

RECOMMENDATION

Approve \$24,679 in expenditures out of the Suscol Headwaters California Red-Legged Frog restricted reserve.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

Staff has been working on the frog pond at Suscol Headwaters for some time, improving the pond itself and most recently acquiring a cattle-rated rubber liner designed to keep water from percolating out of the pond. In total we had \$24,679 in various expenses for these activities in Fiscal Year 2023-24.

The District has a dedicated reserve account for work on the frog pond and various other red-legged frog-related environmental enhancements on the Suscol Headwaters property. Expenditures out of any restricted reserve can only be authorized by the Board of Directors. The requested action would bless the allocation of \$24,679 from the CARLF restricted reserve account to reimburse the General Administration (District Salaries and Benefits) and Suscol Headwaters (Construction Supplies/Materials) accounts for monies already spent.



STAFF REPORT

By: Chris Cahill
Date: June 10, 2024
Item: **4.c**
Subject: Consideration and potential approval of budget adjustments for FY 2023-24.

RECOMMENDATION

Adopt the adjusted budget for FY 23-24.

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 the following change to the FY 2023-24 budget. The proposed budget adjustment will maintain the fiscal year bottom line number unchanged by decreasing allocations to the State Park- Administrative Services (largely salaries of County-contracted employees) line item by an amount equal to the increase in the State Park- Salaries and Benefits (salaries for District employees) line item.

- Allocate an additional \$40,000 to the **District Salaries and Benefits** line (fund 51100) in the **State Parks** subdivision. At the same time, reduce the **Administrative Services** allocation (fund 52100) in the **State Parks** subdivision by \$40,000.



STAFF REPORT

By: Chris Cahill
Date: June 10, 2024
Item: 4.d
Subject: Consideration and potential approval of Amendment No. 1 to Agreement 22-01, an option agreement for purchase of an easement on Napa Sanitation District property, extending the term to January 1, 2025.

RECOMMENDATION

1. Find that the proposed project is Categorical Exempt from the California Environmental Quality Act.
2. Approve Amendment 1 to Agreement 22-01 and authorize the General Manager to sign all associated documents.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

Agreement 22-01 is an option agreement granting the Open Space District exclusive rights to purchase an easement for a public trail and trailhead parking lot on the Napa Sanitation District sprayfields property on North Kelly Road. It was originally approved by the Open Space District and NapaSan Boards in early 2022, with an option term running until July 1, 2024.

We have reached an agreement on terms between ourselves and NapaSan and are now very close to being able to complete the purchase of the easement, with the only substantive hang-up being the completion of a legal description for the parking lot area. The legal description is promised by our surveyor in a manner of weeks, but given the necessity for the NapaSan Board to vote a final approval of the project and the likelihood that we will want or need to open escrow to complete the transaction, it seems unlikely we will have the purchase complete by the end of the month.

The proposed amendment extends the option agreement for another six months, through to January 1, 2025. We plan to have the purchase done well in advance of that new date.

Recorded at the Request of:
Napa County Regional Park and Open Space District

When Recorded Return To:
Napa County Regional Park and Open Space District
1195 Third Street, Suite 201
Napa, CA 95401

No Tax Due
Exempt Transfer
Rev & Tax Code § 11922

Exempt from recording fee: Gov. Code § 27383

Portion of APNs 057-020-055 and 057-020-056

SPACE ABOVE THIS LINE FOR RECORDER'S USE

The undersigned grantor (s) declare (s): EXEMPT CODE § 11922
Documentary transfer tax is \$ -0-

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(X) Napa County Regional Park and Open Space District

AMENDMENT NO. 1 TO MEMORANDUM OF OPTION AGREEMENT

THIS AMENDMENT NO. 1 TO NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT AGREEMENT NO. 22-01 (“Agreement”) is made and entered into as of this 24th day of June, 2024 (“Effective Date”), by and between the **Napa Sanitation District**, a special district of the State of California, hereinafter “Optionor” and the **Napa County Regional Park and Open Space District**, a special district of the State of California, hereinafter “Optionee.” Optionor and Optionee are hereinafter collectively referred to as the “Parties.”

RECITALS

A. Optionor and Optionee entered into an option agreement on January 10, 2022 regarding certain real property in unincorporated Napa County, California, commonly known as a part of the Napa Sanitation District Spray Fields, including all rights, easements, and privileges appurtenant to the real property (collectively, “Property”). The Property is currently identified by the Napa County Assessor as A.P.N.s 057-020-055 and 057-020-056; and

B. Optionor and Optionee mutually wish to extend the term of said option agreement and to amend and clarify Recital C thereof.

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are acknowledged, the Parties agree to amend said Memorandum of Option Agreement as follows:

Recital C of the Agreement is hereby replaced, in full, as follows:

C. Optionor and Optionee mutually understand and agree that the final precise trail alignment and trailhead parking location will be mutually determined by both Parties.

Section 4 of the Agreement is hereby replaced, in full, as follows:

4. Term. This Agreement shall be effective from the Effective Date until January 1, 2025 (“Option Term”). Optionee and Optionor agree that certain terms of the Option are the subject of further negotiation, including, in particular, (a) the exact location of the easement, which shall be generally along the western boundary and northern section of the Property, and (b) the purchase price, which shall be fair market value, the amount of which shall be based on an appraisal approved by Optionor.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 1 to Optionee Agreement 22-01 to be duly executed as of the 24th day of June, 2024.

OPTIONEE:


NAPA COUNTY REGIONAL PARK AND
OPEN SPACE DISTRICT, a special district
of the State of California

By _____
Christopher M. Cahill, General Manager

OPTIONOR:

NAPA SANITATION DISTRICT, a special district
of the State of California

By _____
Andrew Damron, General Manager

<p>APPROVED AS TO FORM Office of NOSD Counsel</p> <p>By: <i>Chris R.Y. Apallas</i></p> <p>Date: June 4, 2024 Doc. NO. 115317</p>	<p>ATTEST: Ryan Ayers, NOSD Secretary</p> <p>By: </p>
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STAFF REPORT

By: Chris Cahill
Date: June 10, 2024
Item: **4.e**
Subject: Consideration and potential authorization for the Board President to sign a letter of support for a November 2024 climate resilience bond.

RECOMMENDATION

Approve District support of a climate resilience bond and authorize the President to sign a letter of support.

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

Governor Newsom and the California Legislature are currently considering placing a general obligation bond measure on the Nov. 5, 2024 ballot to fund investments that will support California's climate resilience, including infrastructure investments in water and drought preparedness, wildfire protection and forest resilience, coastal resilience, and, importantly for us, funding for open space conservation. This comes in the face of a draft State budget that is projecting significant reductions in revenue and deep cuts in appropriations for the State Coastal Conservancy, the Wildlife Conservation Board, and other grantmaking authorities that the District relies on for funding to deliver capital projects.

Two \$15 billion climate bond proposals, Assembly Bill 1567 (Garcia) and Senate Bill 867 (Allen), have been stalled in the Legislature since last year. California lawmakers have until the end of June to settle on language and get a finalized proposal on the governor's desk if they want their bond to make the November 2024 election.

Our allies at TOGETHER Bay Area and Save the Redwoods League have been leading the charge for a 2024 bond measure that supports the climate resilience of the state and is not subject to the cycles of annual general state funding. Significantly, they are advocating for a measure that directs at least \$750 million to the State Coastal Conservancy to fund open space projects in our region. The attached letter, modeled on work by TOGETHER Bay Area, voices the District's support for a 2024 climate resilience bond that directs meaningful funds to the important work of the Coastal Conservancy.



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

Brad Wagenknecht
Director Ward One

Tony Norris
Director Ward Two

Patricia Clarey
Director Ward Three

Nancy Heliotes
Director Ward Four

Barry Christian
Director Ward Five

June 10, 2024

The Honorable Gavin Newsom
Governor, State of California

The Honorable Mike McGuire
President Pro Tempore, California State Senate

The Honorable Robert Rivas
Speaker, California State Assembly

As regards: A request for support, please place a climate resilience bond on the November 2024 ballot.

Dear Governor Newsom, Senate Pro Tem McGuire, and Assembly Speaker Rivas:

California is grappling with the impacts of climate change daily, including the impacts of rising temperatures, wildfire, and sea level rise. The cost to address these challenges is tremendous and will only increase over time. The need is urgent. The Napa County Regional Park and Open Space District recognizes the fiscal crisis facing our great state, but we can't allow investments in climate resilience to lapse. For this reason, we urge you to place a climate bond on the November 2024 ballot.

Last year, TOGETHER Bay Area member organizations and partners identified at least 148 projects requiring at least \$1.26 billion over the next one to five years that would be advanced through a climate bond. These projects build climate resilience, conserve biodiversity, and create equitable access to the outdoors. The 148 identified projects only scratch the surface of what is needed across this region and across the state.

The State Coastal Conservancy is well positioned to deliver investments for coastal resilience statewide and to support multi-benefit projects through their San Francisco Bay Conservancy Program. They are an outstanding partner to local organizations such as ourselves, and have a proven track record of expediting funding to projects. Please allocate at least \$750 million in the climate bond to the State Coastal Conservancy.

The Napa Open Space District was established by the voters of Napa County in 2006, for the purpose of preserving open space resources throughout the county and providing opportunities for the public to learn about and enjoy the natural world. The District currently protects just

under 5,500 acres through fee title ownership, holds conservation easements over another 1,600 acres, and manages 8,000 acres owned by other public agencies. We do the work of protecting open space lands and building climate resilience on a daily basis and stand ready to do more with the resources that would be provided by climate resilience bond.

Sincerely,

Nancy Lewis-Heliotas
Board President
Napa County Regional Park and Open Space District

cc: The Honorable Cecilia Aguiar-Curry
The Honorable Bill Dodd
Annie Burke, TOGETHER Bay Area



STAFF REPORT

By: Chris Cahill and Barb Ruffino
Date: June 10, 2024
Item: **4.f**
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for May 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 \$53,060.40, provided that all such expenditures are subsequently reported to the Board of Directors. Section III.A.(8) of the By-laws authorizes the General Manager to apply for grants and receive donations, subject to reporting such actions to the Board of Directors.

Attached is a report showing all District expenditures for **May 2024**. All Cal-Card purchases are itemized in the financial report.

- Agreement 24-03** With Johnson Trails for trail construction at Suscol Headwaters Park (Not to exceed \$14,800).
- Agreement 24-04** With Johnson Trails for trail construction at Suscol Headwaters Park (Not to exceed \$14,225).
- Agreement 24-05** With Kevin Smallman for trail design and planning services (Not to exceed \$20,000).
- Agreement 24-06** With Buzz Electric for replacement and upgrade of a residential electrical panel at Moore Creek Park (Not to exceed \$7,500).

Grants and donations for **May**:

Online Donations

ReLeaf	\$95
Moore Creek Shirts	\$35.40

Iron Ranger Donations

Moore Creek Park

\$345

Oat Hill Mine Trail

\$140

PARKS & OPEN SPACE DISTRICT -MAY 2024 EXPENSE REPORT

Gen Admin Dept - 85000-00

Date	Account Name	Description	Vendor Name	Amount
5/2/2024	Office Supplies	Book	Us Bank National Association	\$ 40.72
5/2/2024	Special Department Expense	Outreach stickers	Us Bank National Association	\$ 163.63
5/2/2024	Printing & Binding	Posters	Us Bank National Association	\$ 124.95
5/2/2024	Computer Software/License Fees	Google 3/24	Us Bank National Association	\$ 6.38
5/2/2024	Computer Software/License Fees	Zoom 5/24	Us Bank National Association	\$ 15.99
5/2/2024	Training	CSDA Workshop	Us Bank National Association	\$ 230.00
5/2/2024	Maintenance Supplies	Tire gauge, car wash	Us Bank National Association	\$ 31.25
5/2/2024	Special Department Expense	Ebike Rack	Us Bank National Association	\$ 355.52
5/2/2024	Training	EB 2024 Together conference	Us Bank National Association	\$ 299.00
5/2/2024	Special Department Expense	Supplies to be reimbursed	Us Bank National Association	\$ 29.45
5/20/2024	Health Insurance Premiums	6/24 Kaiser Premium	Kaiser Permanente	\$ 2,883.34
5/20/2024	Office Furniture/Fixtures	Office task chairs	Office Depot	\$ 232.75
5/20/2024	Office Furniture/Fixtures	Office task chairs	Office Depot	\$ 917.04

Moore Creek Dept - 85010-00

Date	Account Name	Description	Vendor Name	Amount
5/1/2024	Rents/Leases	PARK 20-03 4/24 Portable Toilet	Johnny On The Spot	\$ 213.57
5/2/2024	Maintenance Supplies	Chlorine	Dons Swimming Pool Center	\$ 124.99
5/2/2024	Other Professional Services	Monthly water testing	Heritage Systems, Inc	\$ 128.33
5/2/2024	Maintenance Supplies	Cement, trash bags, stakes	Central Valley Builders	\$ 37.20

Camp Berryessa 85010-03

Date	Account Name	Description	Vendor Name	Amount
5/1/2024	Other Professional Services	Lab Order #Z040894 Camp Berryessa	Caltest Analytical Labs	\$ 116.00
5/1/2024	Maint-Infrastructure/Land	Backflow Testing-Camp Berryessa	All Pro Backflow Inc	\$ 190.00
5/2/2024	Waste Disposal Services	4/24 Garbage Service Camp Berryessa	Berryessa Garbage Service	\$ 228.70

NRER - 85010-05

Date	Account Name	Description	Vendor Name	Amount
5/20/2024	Other Professional Services	PARK 23-10 4/24 Litter Abatement	Napa Valley Support	\$ 500.00

State Park - 85010-08

Date	Account Name	Description	Vendor Name	Amount
5/1/2024	Utilities-Electric	3/14-4/14/24 Acct #1869012498-9	Pacific Gas & Electric	\$ 791.56
5/1/2024	Utilities-Electric	3/15-4/15/24 Acct #4831406953-4	Pacific Gas & Electric	\$ 234.35
5/1/2024	Utilities-Electric	3/15-4/15/24 Acct #2172831822-7	Pacific Gas & Electric	\$ 80.32
5/1/2024	Utilities-Electric	3/14-4/14/24 Acct #9051730227-0	Pacific Gas & Electric	\$ 41.65
5/1/2024	Utilities-Electric	3/14-4/14/24 Acct #6781840750-3	Pacific Gas & Electric	\$ 217.71
5/1/2024	Janitorial Supplies	Comet Cleanser	Steves Hardware	\$ 6.47
5/1/2024	Maint-Infrastructure/Land	Backflow Testing-Bothe & Bale Mill	All Pro Backflow Inc	\$ 330.00
5/2/2024	Office Supplies	Bothe Office Supplies	Us Bank National Association	\$ 472.77
5/2/2024	Clothing & Personal Supplies	Bothe tshirts	Us Bank National Association	\$ 126.43
5/2/2024	Maintenance Supplies	Glass pane	Us Bank National Association	\$ 37.71
5/2/2024	Maintenance Supplies	Chloride Pellets	Leslie's Swimming Pools	\$ 162.66
5/2/2024	Communications/Telephone	3/28-4/27/24 Phone	At&T	\$ 29.04
5/2/2024	Maintenance Supplies	Valve	Central Valley Builders	\$ 19.94
5/2/2024	Maintenance Supplies	Trimmer head, engine oil, drain product	Central Valley Builders	\$ 129.79
5/2/2024	Minor Equipment/Small Tools	Trimmer Head Attachment	Central Valley Builders	\$ 80.08
5/2/2024	Maintenance Supplies	Nylon Trimmer Line, Apron Chaps	Central Valley Builders	\$ 161.29
5/20/2024	Health Insurance Premium	6/24 Kaiser Premium	Kaiser Permanente	\$ 2,649.76
5/20/2024	Communications/Telephone	4/13-5/12/24 Alarm	At&T	\$ 139.39
5/20/2024	Waste Disposal Services	4/24 Garbage Service	Upper Valley Disposal	\$ 2,406.01
5/20/2024	Maintenance Supplies	Measure cup, hose kit, hose seal,	Steves Hardware	\$ 31.34
5/20/2024	Maintenance Supplies	light bulbs	Steves Hardware	\$ 21.63
5/20/2024	Goods for Resale	Visitor Gift shop merchandise	Liberty Mountain	\$ 84.34
5/20/2024	Maintenance Supplies	Mop, cleanser, sunblock	Silverado Ace Hardware	\$ 66.75
5/20/2024	Maintenance Supplies	Moth traps, ball valve, misc	Silverado Ace Hardware	\$ 132.48
5/20/2024	Other Professional Services	Mill Alarm 6/1/24-8/31/24	Bay Alarm Company	\$ 222.24
5/20/2024	Vehicle Repair Supplies	Quikbinder-Tractor part	Brown's Auto Parts	\$ 106.07
5/28/2024	Utilities-Electric	4/16-5/13/24 #9051730227-0	Pacific Gas & Electric	\$ 97.99

5/28/2024	Utilities-Electric	4/15-5/13/24 #6781840750-3	Pacific Gas & Electric	\$ 238.70
5/28/2024	Utilities-Electric	4/15-3/12/24 #1869012498-9	Pacific Gas & Electric	\$ 1,141.81
5/28/2024	Utilities-Electric	4/15-5/13/24 #2172831822-7	Pacific Gas & Electric	\$ 79.68
5/28/2024	Utilities-Electric	4/16-5/14/24 #4831406953-4	Pacific Gas & Electric	\$ 489.16

Suscol Headwaters- 85010-09

Date	Account Name	Description	Vendor Name	Amount
5/20/2024	Construction Services	Final Invoice-Perdida-Ridge Trail	Redwood Trails Alliance	\$ 16,772.00

Other Projects - 85010-90

Date	Account Name	Description	Vendor Name	Amount
5/20/2024	Maintenance Supplies	Chain loop, file box	Napa Power Equipment	\$ 55.99



Projects Status Report

June 10, 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 29th 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 5th 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. Staff worked with a forester to develop a plan for salvage logging to (a) remove hazardous dead trees in the campground area and (b) repair/improve the access road into the site. Doug

McConnell (NBC's Open Road) segment on The Cove (and Suscol Headwaters), comparing the effects of the fires in each location and lessons learned, was aired on Sunday June 24, 2018. Salvage logging commenced in late May, 2018 and was completed during the week of July 23rd followed by the logger completing his clean-up and erosion control operations. Road rebuilding is complete. A State Employment Development Department funded crew of 4 (using fire emergency job training funds) started work on April 2, 2019 and continued through the end of 2019 chipping of much of the remaining woody debris and cutting larger logs into rounds for eventual splitting for firewood. In July 2019 we worked with our salvage logging contractor on improvements to the gravel driveway to make it more useable to visitors in 2WD vehicles. 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. Rick met with neighboring property owners to discuss fixes from the winter rains 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. 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 executed a license agreement with the Land Trust allowing us to do initial surveying work, etc on the former Turkovich property. Kevin Smallman made a preliminary trail planning visit to The Cove and Turkovich in May and found the ground travel difficult due to downed trees and post-fire growth.

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. A second required special coliform test on our well water camp back negative, indicating that last month's test was a false positive. The panel that controls our septic disposal field has failed and will need to be partially replaced on an emergency basis, estimated cost for that repair is +/- \$5,000. Additional failure on the septic system controls resulted in a service call of approximately \$600. May 2024 EcoCamp Report: Projected Income: \$2650, Number of Users: 140 adults, 122 children. Other Info: There will be a Scouts BSA troop, 2 Live-Action Roleplaying groups, and a youth outdoor education/life skill group. We are still in process of getting the electrical panel repaired. Lake level is still high.

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. 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. 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. 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. 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. 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 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

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. 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 22nd, 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 8th 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 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. The early February 2024 wind storm resulted in a great many downed oaks and a lot of required clean-up by staff. The water pressure pump at the Ranch House failed in mid-February and was replaced by Oakville Pump on an emergency basis. The General Manager is crediting back rent to our tenants for the days (less than a week) they were without water. Volunteers built a split-rail fence around the native plant garden at the March workday and it really adds a sense of place to the entrance. Spring wildflowers are starting to bloom and parking is tight as usual. Redwood Trails Alliance completed work on Washing Machine Trail with the help of some District volunteers and it's now open for use. Ranch house electrical panel is slated for replacement. Contract for electrical panel replacement at the Ranch house is executed. Hardworking staff and volunteers have nearly completed weedwhacking the entire MC trail network; many thanks to them for their efforts.

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. We cleared out an uninhabited illegal campsite that appeared at the Eco Reserve in early February. Weed whipping season has begun in earnest at the EcoReserve and will roll out to other parks as the grass reaches its peak for the year. Thanks to Rick for all the hard work this spring and every spring. Graffiti and vandalism on signage at EcoReserve are on the rise again.

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. State Parks staff tackled brushing and other trail repairs on Palisades Trail in an effort to keep it in usable condition. Directional signage was installed on the Aetna side of OHMT at the regular April volunteer project. Eagle Scouts installed new (and more accurately measured!) trail markers between Calistoga and Holm's Place. Staff brushed/scouted Palisades trail and inventoried projects for fall trailwork on Palisades.

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 2nd 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. District Staff has been very busy working with County staff on the Camp Coombs purchase. We have been meeting with surveyors at least weekly and will be attending a State Senate Governmental Organization Committee hearing in support of SB 958 in early March. SB958 passed out of committee on March 12th and was re-referred to appropriations with a recommendation to consent calendar. Staff visited Camp Coombs with additional County Supervisors and answered questions about the property and the District's role at Skyline and Camp Coombs post-purchase. SB958 passed Senate unanimously and is on to the Assembly as of 5/23/24.

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. 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). 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.

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. 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. 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. We have signed a contract with Applied Civil Engineering for design and engineering services for the new Suscol Headwaters parking lot. We 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. 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. 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. 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 We

are hoping to have initial parking lot plans and a legal description of the parking lot and trail easement done in draft and ready for Napa San approval in April. We would then proceed to drafting a Park Plan for Suscol Phase 2 and bringing that, along with a CEQA action, to the Board by late Spring or early Summer. Parking lot plan and easement are still on-track for late-spring/early summer board approval. RTA returned to Suscol Headwaters to finish work on Chance the Cowboy and to complete Perdida Connector. Staff submitted requests for bids for three additional trail segments, Chance West, Suscol Ridge South, and Amphitheater. RTA is building in Suscol and was awarded an additional bid for Chance West Trail. Two additional bids were awarded to Johnson Trails. Additional construction is complete on Amphitheater and Suscol Ridge South trails and RTA is wrapping up Chance West. Requests for bid are going out shortly for next season's builds and we anticipate a productive '24/'25 build season in Suscol Headwaters.

Vine Trail

A Class I bicycle/pedestrian path extending from Calistoga to the Vallejo Ferry Terminal sponsored by the Vine Trail Coalition, of which the District is a participating member.

The District has an MOU with the Vine Trail Coalition to provide assistance as requested by the Coalition in receiving funds, preparing plans and environmental documents, and constructing and operating the trail. The District, the Bay Area Ridge Trail, the San Francisco Bay Trail and the Vine Trail Coalition prepared a joint Case Statement for the combined trail network for fundraising purposes. Over the years the District has submitted numerous letters of support for Vine Trail grant applications. The District continues to coordinate with the Vine Trail on plans to route the Vine Trail through Bothe-Napa Valley State Park. A joint Vine Trail/Ridge Trail dedication event was held at Bothe in 2014. In March 2015 the Vine Trail initiated discussions with district staff about the possibility of the District providing maintenance for the entire Vine Trail, but in the end the cities and the county decided that each entity will maintain the section within their jurisdiction, rather than paying into a common fund for common maintenance. Caltrans is proposing to replace the aging bridge over Mill Creek; since the construction as proposed could have significant adverse effects for both the Vine Trail and the Bale Mill, District and Vine Trail staff meet with Caltrans and NVTa to discuss ways to mitigate the impacts. In Sept 2018 the Vine Trail Coalition requested the District accept an easement to facilitate the trail connection between Kennedy Park and Napa Pipe. Staff met with the Vine Trail and Syar in March 2019 to work out details related to the easement. A revised version of the easement, and an associated agreement allocating responsibilities is still being negotiated. At the request of the Vine Trail Coalition, staff is exploring with the County whether to take on the eventual maintenance of the section between Calistoga and St. Helena, with the costs to be paid 50/50 by the County and the Coalition. A similar agreement between the County, the City of Napa and the Vine Trail was approved by the County Board of Supervisors in January 2021. Staff 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 24th 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. Maintenance contract is in its final stages as the segment readies for opening later in June 2024; construction is back on inside Bothe as of 6/33/24, preparing to install Park Tread.

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 30th; Spanish Valley looks surprisingly good given burn intensity. Less tree mortality than would be expected thus far. We have discovered what looks to be an illegal small scale mining operation on one corner of the Crystal Flats property. Staff removed all of the mining material in early December. Inexplicably, it had already been smashed by some unknown party, perhaps a claim jumper? 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. Two large hazard trees adjacent neighboring properties were removed in May 2024.

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.



STAFF REPORT

By: Jessica Ardizzone
Date: June 10, 2024
Item: **4.h**
Subject: Presentation on District outdoor education activities.

RECOMMENDATION

Informational item, no action required.

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

Alongside our efforts to protect watersheds, natural areas, and wildlife habitats, and to improve Napa County's public parks, trails, and recreational facilities, our educational programs form one of the three pillars of the District's mission. These programs contribute to managing outdoor science and conservation education, designed to engage participants and foster a deeper appreciation of parks.

Each year, we serve over a thousand individuals through school field trips, junior ranger programs, community hikes, and events. We focus on building comfort in outdoor settings, fostering a connection to nature, and promoting conservation by educating on concepts like ecology and cultural significance. Most field trips occur at Bothe-Napa Valley State Park or the Bale Grist Mill State Historic Park because they have the facilities to support large groups. Our field trip programs align with state curriculums and standards, and the Napa Valley State Parks Association helps fund bus transportation for schools in need, making these trips accessible to those with lower incomes. Despite our success, we face a significant challenge: a lack of staff to support programs. This limits our ability to meet the increasing demand. To address this, we are partnering with other organizations, seeking volunteers, encouraging new park aides, and restructuring programs to be led by chaperones and teachers with our support.

While building this support, we continue to provide educational experiences through the junior ranger programs, 3rd Saturday Hikes, and our annual summer camp. We are also working to improve the interpretive facilities at Bothe-Napa Valley State Park. We have applied for a grant to renovate the Visitor Center Museum and are supporting the Napa Valley State Parks Association's efforts to transform the dilapidated Rec Hall into a new Environmental Education Center. These efforts will enhance our capacity, ensuring we can continue to offer quality educational experiences and better meet the needs of our community.



STAFF REPORT

By: Jason Jordan
Date: June 10, 2024
Item: **4.i**
Subject: May 2024 State Park Report for Bothe- Napa Valley SP, Robert Louis Stevenson SP, and Bale Grist Mill SHP.

PARK STATUS

Bothe Napa Valley SP- Camping continuing to pick up as we move into summer. Memorial Day Weekend was 100 percent occupancy.

Bale Mill SHP- Mill Closed for most of May for the bridge project.

Robert Louis Stevenson SP- Visitation steady, will start to decrease with warmer temperatures.

PARK UPDATES

- Bale Bridge Update: New bridge completed by State Parks Trail Crew! Mill re-opened on June 1st.
- Pool Update: Temporary crack sealing completed, County Health Permit obtained, and pool opened Memorial Day Weekend. Low use for opening weekend.
 - Lifeguard training occurred in May and will continue into June for make up day and get additional staff certified.
- Vine Trail Update: Announced August 16th as official opening date for trail. Ghilotti expected to return to park to do park tread and other work in coming weeks.
- Two more Park Aide's hired in May, one student returned. Training to continue into June.
- Enviroports Inc Trail Marathon occurred May 4th. Participation was light this year due to rain on race day.
- Kerry/NVSPA held the second Eco fitness hike on May 11th with more participants and good weather.
- Environmental Education:
 - Two field trips May 14th and 16th at American Canyon Wetlands for a total of 132 students.
 - Two field trips held in May at Bothe for 64 students. Another school did a tour through the Visitor Center, 28 students.

- Maintenance staff is staying busy mowing and staying up on vegetation management at all 3 state parks, Oat Hill Mine and Camp Berryessa.
- The third Saturday hike this month was on May 20th RLS Park. The theme was Geology, and five participants attended the hike.
- Staff and volunteers continue to brush and clean up trails in the never-ending battle against poison oak.
- Jessica applied for a California Museum Grant to potentially fund Visitor Center Exhibit remodel. A lot of effort was spent meeting with vendors, State Park Representatives, Staff and NVSPA to prepare a competitive proposal.
- The first Junior Ranger Program of the year was held on Memorial Day Weekend for a big group of 25 kids and 20 adults.
- Volunteer program enhancement and recruitment continues. We had a new trail volunteer get oriented and worked on brushing trails. Another new docent will begin training in Visitor Center in June.
- Staff struggling with an early Camp Host departure that will leave us short-handed in the near term. Recruitment efforts ongoing to find replacement.
- A vendor from Niche Imports did a demo at Bothe to show their glamping yurts. Representative from Sugarloaf attended as well. The tent was less permanent than preferred.
- Finalizing contracts and vendors to make purchases for Vine Trail maintenance equipment.
- State Parks Road and Trail Crew now working on replacing the Southfork Bridge.
- Staff and volunteer work continued in May on the Palisades Trail which is in a lot better shape this year.
- Staff is planning and preparing for upcoming events such as State Parks Week events, Summer Camp, and NVSPA auction events.