



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

Brad Wagenknecht
Director, Ward One

Ryan Gregory
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 9, 2025 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 2025-2026.

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors regular meeting of May 12, 2025.
- b. Public hearing, consideration, and potential approval of Resolution 25-03, adopting a revised fee schedule for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
- c. Public hearing, consideration, and potential approval of Resolution 25-04, adopting a revised fee schedule for EcoCamp Berryessa.
- d. Consideration and potential approval of Resolution 25-05, nominating the NAPA11 - Napa Valley Vine Trail Priority Conservation Area.
- e. Consideration and potential approval of a budget adjustment for FY 2024-2025 allocating \$60,000 for the purchase of an additional ranger vehicle.
- f. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for May 2025.
- g. Review of the District Projects Status Report.
- h. Receipt of monthly report for Bothe-Napa Valley State Park, Bale Grist Mill State Historic Park, and Robert Louis Stevenson State Park.

5. Announcements by Board and Staff

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

6. Agenda Planning

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

7. Adjournment



STAFF REPORT

By: Chris Cahill
Date: June 9, 2025
Item: **3**
Subject: Consideration and potential approval of budget, position allocation table, and salary table for FY 2025-2026

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 2025.
3. Approve the Fiscal Year 2025-2026 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 12, 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 9, 2025 regular meeting. As of June 4, no public comments have been received. Should any comments be received between June 4 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 12, 2025 Agenda packet. The following changes have been made to the budget since that time, all of which are highlighted yellow in the attached budget. The net of the proposed changes leaves the FY 25/26 bottom line for District General Operations ("Summary w/o State Parks") balanced, the State Parks subdivision unchanged from the May draft with a \$49,839 surplus, and the District overall ("Summary") showing a \$49,839 surplus.

- General Fund-Administration subdivision, Capital Asset-Equipment line: Reduced by \$45,000 to **\$35,000** to reflect the purchase of one of the two required ranger vehicles in FY 24/25 instead of FY 25/26.
- Other Projects subdivision, Printing and Binding line: Reduced by \$1,129 to **\$3,871** to reduce expenses.
- Camp Berryessa subdivision, Concessions line: Increased by \$5,000 to **\$40,000** to reflect a proposed overall 34% increase in fees at the facility.

- Camp Berryessa subdivision, various Expenses lines: Reduced **Maint-Equipment** by \$500 to **\$1,000**, reduced **Janitorial Supplies** by \$250 to **\$750**, reduced **Construction Supplies/Materials** by \$500 to **\$0**; all to reduce expenses.
- Mayacamas Preserve subdivision, Construction Services line: Reduced by \$33,500 to **\$60,000** with the money shifted to the Moore Creek Park subdivision. This line item is for construction of trails and related improvements on the Turkovich and The Cove properties.
- Moore Creek Park subdivision, Construction Services line: Increased to **\$60,000** to fund construction of new trails on the Phinney Addition to Moore Creek Park.

Pursuant to the District's Personnel Manual, as part of the adoption of the annual budget, the Board of Directors must also adopt an employee allocation table (which specifies the number of permanent District employees by position) and salary ranges, both attached. For the coming year, the proposed salary ranges for District staff implement a 2.7% cost of living increase, consistent with the actual Bay Area inflation rate for the period.

Budget 2025-26 Goals, Accomplishments, and Performance Measures

Accomplishments

- Secured \$1.7M in grants to acquire the 523-acre Phinney Property, growing Moore Creek Park to over 2,100 acres and further protecting the Lake Hennessey watershed, a critical drinking water source for the City of Napa.
- Collaborated with the County Executive's Office to secure the purchase and permanent protection of Skyline Wilderness Park, the accomplishment of a near 50-year community-wide goal.
- Acquired the 42-acre Hirth/Turkovich property near the peak of Mount Veeder, which will combine with the Open Space District's existing 160-acre The Cove property to become a new Mayacamas Mountains hiking park and public open space.
- Built more than 4 miles of new singletrack trails at Suscol Headwaters Park and adopted a Park Plan for Phase 2 of Suscol, addressing the southern half of the property and including a new trailhead parking lot that will provide access to the ridgeline for people who live or work in southern Napa County.
- Leveraged more than 11,368 volunteer hours to help out lightly-staffed parks survive and prosper. Since the formation of the Open Space District in 2006, we have matched County grant support with other funding sources (grants, gifts, direct and indirect donations, and program revenue) at a ratio of almost 3 to 1.

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.
- 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.

- Secure the acquisition and permanent protection of Camp Coombs and the Coombs Ranch Canyon, two previously-hidden jewels that are totally surrounded by Skyline Park but, to date, inaccessible to the public.
- Work to secure permanent dedicated funding for the Open Space District, allowing our now near 20 year-old special district to pivot out of startup mode and redouble its efforts to conserve land and water, provide public access, and steward the precious natural resources of Napa County.

Performance Measures

What	22-23	23-24	24-25
Miles of New Trail Opened	2.5	3.75	4.5
Additional Acres of Land Conserved	4	1,310	1,457
Children Receiving Outdoor Education Programming	1,258	1,408	1,500
Adults Receiving Outdoor Education Programming	489	398	450

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 2024-25 & Draft 2025-26

Summary

	Q3 Actual	Projected 2024-25	Draft	2025-26
Revenues				
43790 Other Funding	\$ 99,358	\$ 240,000	\$	599,544
43910 County of Napa	\$ 1,228,374	\$ 1,228,374	\$	1,217,406
43950 Other-Governmental Agencies	\$ 1,000,000	\$ 1,000,000		
44200 Court Fines	\$ -	\$ -	\$	-
44300 Forfeitures and Penalties	\$ -	\$ -	\$	-
45100 Interest	\$ 81,660	\$ 96,000	\$	65,000
47150 Other Grants	\$ -	\$ -	\$	-
45300 Rent - Building/Land	\$ 43,471	\$ 52,480	\$	58,700
45500 Concessions	\$ 551,115	\$ 730,000	\$	815,000
47500 Donations and Contributions	\$ 52,177	\$ 85,279	\$	116,000
49900 Intrafund Transfers-In	\$ 263,491	\$ 894,500	\$	353,514
Total Revenues	\$ 3,319,646	\$ 4,326,633	\$	3,225,164
Expenses				
51000 District salaries and benefits	\$ 710,303	\$ 886,545	\$	794,600
51405 Workers Comp	\$ 29,927	\$ 29,927	\$	33,350
51605 OPEB	\$ 19,702	\$ 19,702	\$	19,511
52100 Administration Services	\$ 451,564	\$ 606,000	\$	785,600
52105 Election Services	\$ -	\$ 2,277	\$	-
52125 Accounting/Auditing Services	\$ 16,573	\$ 18,000	\$	18,000
52130 Information Technology Service	\$ 43,559	\$ 43,559	\$	85,448
52131 ITS-Communications Services	\$ 5,513	\$ 5,513	\$	9,693
52132 ITS-Records Mgmt Services	\$ 2	\$ 2	\$	60
52140 Legal Services	\$ 1,870	\$ 5,000	\$	3,500
52325 Waste Disposal Services	\$ 24,988	\$ 33,410	\$	33,000
52340 Landscaping Services	\$ 10,496	\$ 13,000	\$	8,000
52360 Construction Services	\$ 25,902	\$ 99,130	\$	586,000
52382 Sewer Disposal Services	\$ 4,123	\$ 11,000	\$	7,000
52490 Other Professional Services	\$ 64,305	\$ 106,500	\$	141,700
52500 Maintenance-Equipment	\$ -	\$ 1,500	\$	1,000
52510 Maintenance-B&I-PW Charges	\$ 14,253	\$ 7,000	\$	-
52520 Maintenance-Vehicles	\$ 602	\$ 500	\$	2,500
52605 Rents/Leases-Buildings/Land	\$ 9,300	\$ 15,600	\$	26,000
52525 Maintenance-Infrastructure/Lan	\$ 4,341	\$ 7,602	\$	4,000
52600 Rents and Leases - Equipment	\$ 1,968	\$ 6,400	\$	4,500
52700 Insurance--Liability	\$ 31,395	\$ 31,395	\$	30,591
52705 Insurance - Premiums	\$ 704	\$ 704	\$	1,000
52800 Communications/Telephone	\$ 4,456	\$ 6,500	\$	6,500
52810 Advertising/Marketing	\$ -	\$ 250	\$	-
52820 Printing and Binding	\$ 2,086	\$ 3,150	\$	6,121
52825 Bank Charges	\$ 299	\$ 500	\$	600
52830 Publications & Legal Notices	\$	\$ -	\$	-
52840 Permits/License Fees	\$	\$ 3,827	\$	900
52900 Training/Conference Expenses	\$ 282	\$ 1,000	\$	1,000
52905 Business Travel/Mileage	\$ 4,995	\$ 8,525	\$	7,700
52906 Fleet Charges	\$ 6,370	\$ 8,000	\$	7,500
53100 Office Supplies	\$ 2,204	\$ 2,800	\$	2,500
53105 Offices Supplies-Furn & Fixture	\$ 2,994	\$ 3,000	\$	1,500
53115 Book, Media, Periodicals, Subscrip	\$ -	\$ -	\$	-
53120 Memberships/Certifications	\$ 14,387	\$ 14,637	\$	14,637
53205 Utilities - Electric	\$ 28,594	\$ 35,050	\$	35,100
53210 Utilities - Propane	\$ 341	\$ 1,000	\$	1,500
53250 Fuel	\$ -	\$ -	\$	-
53300 Clothing and Personal Supplies	\$ 126	\$ 1,000	\$	1,500
53320 Safety Supplies	\$ 472	\$ 750	\$	500
53325 Landscaping/Ag Supplies	\$ -	\$ 500	\$	1,000
53330 Janitorial Supplies	\$ 4,198	\$ 5,700	\$	5,250
53345 Construction Supplies/Material	\$ 2,812	\$ 11,750	\$	15,000
53350 Maintenance Supplies	\$ 20,662	\$ 24,400	\$	24,750
53355 Vehicle Repair Supplies	\$ 1,330	\$ 5,000	\$	3,500
53400 Minor Equipment/Small Tools	\$ 4,509	\$ 10,017	\$	10,000
53410 Computer Equipment/Accessories	\$ 3,229	\$ 5,000	\$	16,000
53415 Computer Software/Licensing Fe	\$ 1,762	\$ 800	\$	1,000
53600 Special Departmental Expense	\$ 7,158	\$ 7,200	\$	5,000
53680 Goods for Resale	\$ 15,562	\$ 20,000	\$	20,000
54500 Taxes and Assessments	\$ 1,549	\$ 1,549	\$	1,700
55100 Land	\$ 784,910	\$ 1,785,000	\$	-
55400 Capital Asset-Equipment	\$ 72,655	\$ 133,000	\$	35,000
57900 Intrafund Transfers Out	\$ 807,989	\$ 933,100	\$	354,514
Total Expenditures	\$ 3,267,321	\$ 4,983,271	\$	3,175,325
Expenditures from Designated Reserves	\$	5,000	\$	-
Capital Savings Set-aside	\$	-	\$	-
Net Surplus (Deficit)	\$ 52,325	\$ (651,638)	\$	49,839

Napa County Regional Park and Open Space District
Q3 Actual 2024-25 & Draft 2025-26
Summary (w/o State Parks)

	Q3 Actual	Projected 2024-25	Draft	2025-26
Revenues				
43790 Other Funding	\$ 99,358	\$ 200,000		515,000
43910 County of Napa	\$ 1,228,374	\$ 1,228,374		1,217,406
43950 Other-Governmental Agencies	\$ 1,000,000	\$ 1,000,000		
45100 Interest	\$ 69,552	\$ 82,000		55,000
45300 Rent - Building/Land	\$ 21,149	\$ 25,790		31,700
45500 Concessions	\$ 16,690	\$ 30,000		40,000
47150 Other Grants	\$ -	\$ -		-
47500 Donations and Contributions	\$ 23,376	\$ 26,000		22,000
49900 Intrafund Transfers-In	\$ 782,016	\$ 854,500		290,669
Total Revenues	\$ 3,240,515	\$ 3,446,664		2,171,775
Expenses				
51000 District Salaries and Benefits	\$ 414,153	\$ 512,275		380,877
51405 Workers Comp	\$ 8,297	\$ 8,297		16,675
51605 OPEB	\$ 4,926	\$ 4,926		9,756
52100 Administration Services	\$ 176,169	\$ 236,000		450,495
52105 Election Services	\$ 2,277	\$ 2,277		-
52125 Accounting/Auditing Services	\$ 16,573	\$ 18,000		18,000
52130 Information Technology Service	\$ 21,779	\$ 21,779		85,448
52131 ITS-Communications Services	\$ 2,757	\$ 2,757		9,693
52132 ITS-Records Mgmt Services	\$ 2	\$ 2		60
52140 Legal Services	\$ 1,870	\$ 5,000		3,500
52325 Waste Disposal Services	\$ 2,263	\$ 3,410		3,000
52340 Landscaping Services	\$ -	\$ -		-
52360 Construction Services	\$ 22,032	\$ 89,130		571,000
52382 Sewer Disposal Services	\$ 2,085	\$ 6,000		4,500
52490 Other Professional Services	\$ 67,178	\$ 96,500		109,000
52500 Maintenance-Equipment	\$ -	\$ 1,500		1,000
52510 Maintenance-B&I-PW Charges	\$ 14,253	\$ 7,000		-
52520 Maintenance-Vehicles	\$ -	\$ -		-
52525 Maintenance-Infrastructure/Lan	\$ 4,943	\$ 7,102		2,500
52600 Rents and Leases - Equipment	\$ 3,064	\$ 5,900		4,000
52605 Rents/Leases-Buildings/Land	\$ 9,300	\$ 15,600		26,000
52700 Insurance-Liability	\$ 28,872	\$ 28,872		28,648
52705 Insurance - Premiums	\$ 704	\$ 704		1,000
52800 Communications/Telephone	\$ -	\$ -		-
52810 Advertising/Marketing	\$ -	\$ 250		-
52820 Printing and Binding	\$ 1,989	\$ 2,650		5,621
52825 Bank Charges	\$ -	\$ -		-
52830 Publications & Legal Notices	\$ -	\$ -		-
52840 Permits/License Fees	\$ 3,327	\$ 3,327		400
52900 Training/Conference Expenses	\$ 75	\$ 500		500
52905 Business Travel/Mileage	\$ 4,995	\$ 8,225		7,400
52906 Fleet Charges	\$ 2,153	\$ 2,500		2,500
53100 Office Supplies	\$ 709	\$ 1,000		1,000
53105 Offices Supplies-Furn & Fixture	\$ 2,994	\$ 2,500		500
53115 Book, Media, Periodicals, Subscrip	\$ -	\$ -		-
53120 Memberships/Certifications	\$ 14,387	\$ 14,387		14,387
53205 Utilities - Electric	\$ -	\$ 50		100
53210 Utilities - Propane	\$ -	\$ -		-
53250 Fuel	\$ -	\$ -		-
53300 Clothing and Personal Supplies	\$ -	\$ 500		1,000
53320 Safety Supplies	\$ -	\$ -		-
53330 Janitorial Supplies	\$ 534	\$ 700		750
53345 Construction Supplies/Material	\$ -	\$ 3,750		3,000
53350 Maintenance Supplies	\$ 5,615	\$ 9,400		9,750
53400 Minor Equipment/Small Tools	\$ 3,603	\$ 7,517		5,000
53410 Computer Equipment/Accessories	\$ 3,229	\$ 4,500		1,000
53415 Computer Software/Licensing Fees	\$ 1,762	\$ 800		1,000
53600 Special Departmental Expense	\$ 4,124	\$ 4,200		2,500
53680 Goods for Resale	\$ -	\$ -		-
54500 Taxes and Assessments	\$ 1,549	\$ 1,549		1,700
55100 Land	\$ 1,784,910	\$ 1,785,000		-
55400 Capital Assets-Equipment	\$ 72,655	\$ 133,000		35,000
57900 Intrafund Transfers Out	\$ 806,165	\$ 930,600		353,514
Total Expenditures	\$ 3,518,272	\$ 3,989,936		2,171,775
Expenditures from Designated Reserves		\$ 5,000		
Capital Savings Set-aside		\$ -		
Net Surplus (Deficit)		\$ (538,272)		0

Restricted/Unrestricted Funds

	End of FY23-24 Actual	End of FY24-25 Projected	End of FY25-26 Proposed	Notes
--	--------------------------	-----------------------------	----------------------------	-------

RESTRICTED FUNDS

Moore Creek

Capital Reserve	\$ 167,621	\$ 186,208	\$ 212,008	Based on \$25,800 depreciation, \$7k 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	\$ 176,711	\$ 175,601	\$ 180,601	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	\$ 631,729	\$ 518,363	\$ 568,202	
Total Restricted Funds				
without State Parks	\$ 344,332	\$ 361,809	\$ 409,609	
with State Parks	\$ 976,061	\$ 880,172	\$ 977,811	

UNRESTRICTED FUNDS

	\$ 1,676,541	\$ 1,138,269	\$ 1,138,269
--	--------------	--------------	--------------

Total Restricted and Unrestricted Funds

	\$ 2,652,602	\$ 2,018,441	\$ 2,116,080
--	--------------	--------------	--------------

Q3 Actual 2024-25 & Draft 2025-26
General Fund--Administration

Subdivision: 8500000 - Parks-Administration

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43790 Other Funding		\$ -	\$ -	
43910 County of Napa	\$ 227,377	\$ 227,377	\$ 391,497	
45100 Interest	\$ 63,983	\$ 75,000	\$ 50,000	
47150 Other Grants		\$ -	\$ -	
47500 Donations and Contributions	\$ 13,374	\$ 15,000	\$ 15,000	
49900 Intrafund Transfers-In	\$ 237,516	\$ 310,000	\$ 290,669	
Total Revenues	\$ 542,250	\$ 627,377	\$ 747,166	

Expenses				
51000 District Salaries and Benefits	\$ 403,230	\$ 500,275	\$ 370,877	
51405 Workers Comp	\$ 8,297	\$ 8,297	\$ 16,675	
51605 OPEB	\$ 4,926	\$ 4,926	\$ 9,756	
52100 Administration Services	\$ 71,403	\$ 90,000	\$ 98,714	
52105 Election Services	\$ 2,277	\$ 2,277	\$ -	
52125 Accounting/Auditing Services	\$ 16,573	\$ 18,000	\$ 18,000	
52130 Information Technology Service	\$ 21,779	\$ 21,779	\$ 85,448	
52131 ITS-Communications Services	\$ 2,757	\$ 2,757	\$ 9,693	
52132 ITS-Records Mgmt Services	\$ 2	\$ 2	\$ 60	
52140 Legal Services	\$ 1,870	\$ 5,000	\$ 3,500	
52490 Other Professional Services	\$ -	\$ 1,000	\$ 1,000	
52510 Maintenance-B&I-PW Charges	\$ 14,253	\$ 7,000	\$ -	
52525 Maintenance-Infrastructure/Land	\$ 602	\$ 602	\$ -	
52600 Rents/Leases-Equipment	\$ 460	\$ 900	\$ 900	
52605 Rents/Leases-Buildings/Land	\$ 9,300	\$ 15,600	\$ 26,000	
52700 Insurance--Liability	\$ 28,872	\$ 28,872	\$ 28,648	
52705 Insurance - Premiums	\$ 704	\$ 704	\$ 1,000	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 214	\$ 500	\$ 500	
52830 Publications & Legal Notices	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52900 Training/Conference Expenses	\$ 75	\$ 500	\$ 500	
52905 Business Travel/Mileage	\$ 838	\$ 1,000	\$ 1,000	
52906 Fleet Charges (county service)	\$ 2,153	\$ 2,500	\$ 2,500	
53100 Office Supplies	\$ 709	\$ 1,000	\$ 1,000	
53105 Office Supplies-Furn & Fixture	\$ 2,994	\$ 2,500	\$ 500	
53115 Book, Media, Periodicals, Subscrip	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ 14,387	\$ 14,387	\$ 14,387	
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ -	\$ 500	\$ 1,000	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 316	\$ 500	\$ 300	
53400 Minor Equipment/Small Tools	\$ 517	\$ 517	\$ 500	
53410 Computer Equipment/Accessories	\$ 3,229	\$ 4,500	\$ 1,000	
53415 Computer Software/Licensing Fe	\$ 1,762	\$ 800	\$ 1,000	
53600 Special Departmental Expense	\$ 64	\$ 200	\$ 500	
55400 Capital Asset-Equipment	\$ -	\$ 60,000	\$ 35,000	
57900 Intrafund Transfer Out	\$ 544,500	\$ 544,500	\$ 20,108	

Total Expenditures **\$ 1,159,063** **\$ 1,341,895** **\$ 750,066**

Net Surplus (Deficit) **\$ (616,813)** **\$ (714,518)** **\$ (2,900)**

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 2024-25 & Draft 2025-26

Other Projects

Subdivision: 8501090 - Parks-Other Projects

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43910 County of Napa	\$ 461,176	\$ 461,176	\$ 242,139	
47150 Other Grants	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
49900 Intrafund Transfer-In	\$ 460,000	\$ 460,000		
Total Revenues	\$ 921,176	\$ 921,176	\$ 242,139	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 44,369	\$ 55,000	\$ 112,292	
52490 Other Professional Services	\$ 10,130	\$ 12,500	\$ 20,000	
52600 Rents/Leases-Equipment	\$ 471	\$ 500	\$ -	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52810 Advertising/marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 666	\$ 800	\$ 3,871	
52905 Business Travel/Mileage	\$ 190	\$ 500	\$ 300	
53100 Office Supplies	\$ -	\$ -	\$ -	
53115 Books/Media/Periodicals/Subsc	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 578	\$ 1,000	\$ 1,500	
53415 Computer Software/Licensing Fee			\$ -	
53600 Special Departmental Expense	\$ 4,060	\$ 3,500	\$ 1,000	
55100 Land	\$ 702,910	\$ 703,000		
57900 Intrafund Transfer Out	\$ 68,291	\$ 90,000	\$ 103,176	
Total Expenditures	\$ 831,665	\$ 866,800	\$ 242,139	
Net Surplus (Deficit)	\$ 89,511	\$ 54,376	\$ -	

Q3 Actual 2024-25 & Draft 2025-26

Berryessa Vista

Subdivision: 8501004 - Parks-Berryessa Vista

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43910 County of Napa	\$ 456	\$ 456	\$ 1,197	
Total Revenues	\$ 456	\$ 456	\$ 1,197	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 780	\$ 1,000	\$ 764	
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	\$ 433	
Total Expenditures	\$ 780	\$ 1,100	\$ 1,197	
Net Surplus (Deficit)	\$ (324)	\$ (644)	\$ -	

Q3 Actual 2024-25 & Draft 2025-26

Camp Berryessa

Subdivision: 8501003 - Parks-Camp Berryessa

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43910 County of Napa	\$ 40,554	\$ 40,554	\$ 15,613	
45500 Concessions	\$ 16,690	\$ 30,000	\$ 40,000	
Total Revenues	\$ 57,244	\$ 70,554	\$ 55,613	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	
52100 Administration Services	\$ 1,423	\$ 2,500	\$ 2,986	See Intrafund transfer Out (57900)
52325 Waste Disposal Services	\$ 1,853	\$ 3,000	\$ 3,000	
52360 Construction Services	\$ -	\$ 5,000	\$ 1,000	
52382 Sewer Disposal Services	\$ 2,085	\$ 4,000	\$ 4,500	
52490 Other Professional Services	\$ 13,623	\$ 15,000	\$ 5,000	
52500 Maint-Equipment	\$ -	\$ 1,500	\$ 1,000	
52525 Maint-Infrastructure/Land	\$ 4,341	\$ 5,000	\$ 1,000	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 65	\$ 125	\$ 250	
52906 Fleet Charges	\$ -	\$ -	\$ -	
53100 Office Supplies	\$ -	\$ -	\$ -	
53205 Utilities - Electric	\$ -	\$ 50	\$ 100	
53330 Janitorial Supplies	\$ 534	\$ 700	\$ 750	
53345 Construction Supplies/Material	\$ -	\$ 1,000	\$ -	
53350 Maintenance Supplies	\$ -	\$ 500	\$ 500	
53400 Minor Equipment/Small Tools	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 21,778	\$ 30,000	\$ 35,527	
Total Expenditures	\$ 45,702	\$ 68,375	\$ 55,613	
Net Surplus (Deficit)	\$ 11,542	\$ 2,179	\$ -	

Q3 Actual 2024-25 & Draft 2025-26
Cedar Roughs/Smittle Creek

Subdivision: 8501011 - Parks-Cedar Roughs

		Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues					
43910	County of Napa	\$ 1,955	\$ 1,955	\$ 1,153	
47500	Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues		\$ 1,955	\$ 1,955	\$ 1,153	
Expenses					
51000	District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100	Administration Services	\$ 1,121	\$ 1,500	\$ 487	
52325	Waste Disposal Services	\$ -	\$ -	\$ -	
52360	Construction Services	\$ -	\$ -	\$ -	
52490	Other Professional Services	\$ -	\$ -	\$ -	
52840	Permits/License Fees	\$ -	\$ -	\$ -	
52820	Printing and Binding	\$ -	\$ -	\$ -	
52905	Business Travel/Mileage	\$ 240	\$ 400	\$ 100	
53350	Maintenance Supplies	\$ -	\$ 50	\$ 50	
53600	Special Departmental Expense	\$ -	\$ -	\$ -	
54500	Taxes and Assessments	\$ -	\$ -	\$ -	
55100	Land	\$ -	\$ -	\$ -	
57900	Intrafund Transfer Out	\$ 2,722	\$ 4,000	\$ 516	
Total Expenditures		\$ 4,083	\$ 5,950	\$ 1,153	
Net Surplus (Deficit)		\$ (2,128)	\$ (3,995)	\$ -	

Q3 Actual 2024-25 & Draft 2025-26

Mayacamas Preserve

Subdivision: 8501010 - Parks-Amy's Grove

		Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues					
43910	County of Napa	\$ 110,825	\$ 110,825	\$ 116,782	
45500	Concessions	\$ -		\$ -	
47500	Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues		\$ 110,825	\$ 110,825	\$ 116,782	
Expenses					
51000	District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100	Administration Services	\$ 1,998	\$ 4,000	\$ 9,749	
52325	Waste Disposal Services	\$ -	\$ -	\$ -	
52360	Construction Services	\$ -	\$ -	\$ 60,000	
52490	Other Professional Services	\$ 8,100	\$ 15,000	\$ -	
52600	Rents and Leases - Equipment	\$ -	\$ -	\$ -	
52820	Printing and Binding	\$ -	\$ -	\$ -	
52840	Permits/License Fees	\$ -	\$ -	\$ -	
52905	Business Travel/Mileage	\$ 526	\$ 750	\$ 500	
52906	Fleet Charges	\$ -		\$ -	
53100	Office Supplies	\$ -	\$ -	\$ -	
53250	Fuel	\$ -		\$ -	
53345	Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350	Maintenance Supplies	\$ 437	\$ 1,000	\$ 1,000	
53400	Minor Equipment/Small Tools	\$ -		\$ -	
53600	Special Department Expense	\$ -	\$ -	\$ -	
54500	Taxes and Assessments	\$ -		\$ -	
55100	Land	\$ -	\$ -	\$ -	
57900	Intrafund Transfer Out	\$ 14,157	\$ 20,000	\$ 45,533	
Total Expenditures		\$ 25,218	\$ 40,750	\$ 116,782	
Net Surplus (Deficit)		\$ 85,607	\$ 70,075	\$ -	

Q3 Actual 2024-25 & Draft 2025-26

Moore Creek Park

Subdivision: 8501000 - Parks-Moore Creek

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43910 County of Napa	\$ 143,666	\$ 143,666	\$ 212,509	
45300 Rents-Bldgs and Land	\$ 17,259	\$ 21,900	\$ 26,700	
47150 Other Grants	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ 3,470	\$ 4,000	\$ 5,000	
43950 Other Governmental Agencies	\$ 1,000,000	\$ 1,000,000		
Total Revenues	\$ 1,164,395	\$ 1,169,566	\$ 244,209	
Expenses				
51000 District Salaries and Benefits	\$ 10,923	\$ 12,000	\$ 10,000	
52100 Administration Services	\$ 23,876	\$ 30,000	\$ 60,359	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ -	\$ 60,000	
52382 Sewer Disposal Services	\$ -	\$ 2,000	\$ 2,000	
52490 Other Professional Services	\$ 17,786	\$ 20,000	\$ 10,000	
52525 Maintenance-Infrastructure/Lan	\$ -	\$ 1,500	\$ 1,500	
52600 Rents and Leases - Equipment	\$ 1,968	\$ 4,000	\$ 4,000	
52705 Insurance - Premiums	\$ -	\$ -	\$ -	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 44	\$ 150	\$ 250	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 2,163	\$ 3,500	\$ 3,500	
53100 Office Supplies	\$ -	\$ -	\$ -	
53205 Utilities - Electric	\$ -	\$ -	\$ -	
53250 Fuel	\$ -	\$ -	\$ -	
53345 Construction Supplies/Materials	\$ -	\$ 2,500	\$ 2,500	
53350 Maintenance Supplies	\$ 3,641	\$ 5,000	\$ 5,000	
53400 Minor Equipment/Small Tools	\$ 1,625	\$ 2,500	\$ 2,500	
53600 Special Departmental Expense	\$ -	\$ 500	\$ 1,000	
54500 Taxes and Assessments	\$ 1,549	\$ 1,549	\$ 1,700	
55100 Land	\$ 1,000,000	\$ 1,000,000		
57900 Intrafund Transfer Out	\$ 46,715	\$ 75,000	\$ 79,900	
Total Expenditures	\$ 1,110,290	\$ 1,160,199	\$ 244,209	
Net Surplus (Deficit)	\$ 54,105	\$ 9,367	\$ -	
33100 - Available Fund Balance	\$ 167,621	\$ 186,208		
Net Surplus (Deficit)	\$ 9,367	\$ -		
unadjusted ending fund balance	\$ 176,988	\$ 186,208		
draw on capital reserve	\$ 7,213	\$ -		
add to capital reserve	\$ 25,800	\$ 25,800		
year end capital reserve	\$ 186,208	\$ 212,008		
to (from) undesignated reserve	\$ (16,433)			

Napa River and Bay Trail

Subdivision: 8501002 - Parks-Napa River and Bay Trail

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43910 County of Napa	\$ 25,310	\$ 25,310	\$ 22,361	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 25,310	\$ 25,310	\$ 22,361	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 1,706	\$ 2,500	\$ 1,756	
52325 Waste Disposal Services	\$ -		\$ -	
52360 Construction Services	\$ -		\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 938	\$ 1,000	\$ -	
52905 Business Travel/Mileage	\$ 166	\$ 300	\$ 250	
53345 Construction Supplies/Materials	\$ -		\$ -	
53350 Maintenance Supplies	\$ 77	\$ 200	\$ 100	
53600 Special Departmental Expense	\$ -		\$ -	
57900 Intrafund Transfer Out	\$ 5,282	\$ 8,000	\$ 20,255	
Total Expenditures	\$ 8,169	\$ 12,000	\$ 22,361	
Net Surplus (Deficit)	\$ 17,141	\$ 13,310	\$ -	

Q3 Actual 2024-25 & Draft 2025-26
Napa River Ecological Reserve

Subdivision: 8501005 - Parks-Napa River Ecological Rs

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43910 County of Napa	\$ 17,780	\$ 17,780	\$ 23,128	
Total Revenues	\$ 17,780	\$ 17,780	\$ 23,128	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 785	\$ 1,500	\$ 5,794	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ 4,500	\$ 6,000	\$ 6,000	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 85	\$ 200	\$ 250	
53350 Maintenance Supplies	\$ 372	\$ 500	\$ 250	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 4,499	\$ 7,000	\$ 10,834	
Total Expenditures	\$ 10,241	\$ 15,200	\$ 23,128	
Net Surplus (Deficit)	\$ 7,539	\$ 2,580	\$ -	

Oat Hill Mine Trail

Subdivision: 8501001 - Parks-Oat Hill Mine Trail

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43910 County of Napa	\$ 15,144	\$ 15,144	\$ 5,390	
47500 Donations and Contributions	\$ 1,532	\$ 2,000	\$ 2,000	
Total Revenues	\$ 16,676	\$ 17,144	\$ 7,390	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 5,738	\$ 10,000	\$ 3,807	
52360 Construction Services	\$ -	\$ -	-	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 371	\$ 600	\$ 500	
53100 Office Supplies	\$ -	\$ -	\$ -	
53345 Construction Supplies/Material	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ -	\$ 100	\$ 500	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 5,458	\$ 7,000	\$ 2,583	
Total Expenditures	\$ 11,567	\$ 17,700	\$ 7,390	
Net Surplus (Deficit)	\$ 5,109	\$ (556)	\$ -	

State Parks

Subdivision: 8501008 - Parks-State Parks

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43790 Other Funding	\$ -	\$ 40,000	\$ 84,544	
45100 Interest	\$ 12,108	\$ 14,000	\$ 10,000	
45300 Rent - Building/Land	\$ 22,322	\$ 26,690	\$ 27,000	
45500 Concessions	\$ 534,425	700,000	\$ 775,000	
47500 Donations and Contributions	\$ 28,801	59,279	\$ 94,000	includes \$50,000 capacity grant from NVSPA
47900 Miscellaneous	\$ -	-	\$ -	
49900 Intrafund Transfers-In	\$ 25,975	\$ 40,000	\$ 62,845	
Total Revenues	\$ 623,631	\$ 879,969	\$ 1,053,389	

Expenses				
51000 District Salaries and Benefits	\$ 296,150	\$ 374,270	\$ 413,723	
51405 Workers Comp	\$ 21,630	\$ 21,630	\$ 16,675	
51605 OPEB	\$ 14,776	\$ 14,776	\$ 9,755	
52100 Administration Services	\$ 275,395	\$ 370,000	\$ 335,105	
52130 Information Technology Service	\$ 21,780	\$ 21,780	\$ -	
52131 ITS-Communications Services	\$ 2,756	\$ 2,756	\$ -	
52132 ITS-Records Mgmt Services	\$ -	\$ -	\$ -	
52325 Waste Disposal Services	\$ 23,135	\$ 30,000	\$ 30,000	
52340 Landscaping Services	\$ 10,496	\$ 13,000	\$ 8,000	
52360 Construction Services	\$ 8,000	\$ 10,000	\$ 15,000	
52382 Sewer Disposal Services	\$ 2,038	\$ 5,000	\$ 2,500	
52490 Other Professional Services	\$ 7,257	\$ 10,000	\$ 32,700	
52520 Maintenance-Vehicles (outside services)	\$ -	\$ 500	\$ 2,500	
52525 Maintenance-Infrastructure/Lan	\$ -	\$ 500	\$ 1,500	
52600 Rents and Leases - Equipment	\$ -	\$ 500	\$ 500	
52700 Insurance - Liability	\$ 2,523	\$ 2,523	\$ 1,943	
52800 Communications/Telephone	\$ 4,456	\$ 6,500	\$ 6,500	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 97	\$ 500	\$ 500	
52825 Bank Charges	\$ 299	\$ 500	\$ 600	
52840 Permits/License Fees	\$ -	\$ 500	\$ 500	
52900 Training/Conference Expenses	\$ 207	\$ 500	\$ 500	
52905 Business Travel/Mileage	\$ -	\$ 300	\$ 300	
52906 Fleet Charges (county services)	\$ 4,217	\$ 5,500	\$ 5,000	
53100 Office Supplies	\$ 1,495	\$ 1,800	\$ 1,500	
53105 Offices Supplies-Furn & Fixture	\$ -	\$ 500	\$ 1,000	
53120 Memberships/Certifications	\$ -	\$ 250	\$ 250	
53205 Utilities - Electric	\$ 28,594	\$ 35,000	\$ 35,000	
53210 Utilities - Propane	\$ 341	\$ 1,000	\$ 1,500	
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ 126.00	\$ 500	\$ 500	
53320 Safety Supplies	\$ 472.00	\$ 750	\$ 500	
53325 Landscaping/Ag Supplies	\$ -	\$ 500	\$ 1,000	
53330 Janitorial Supplies	\$ 3,664	\$ 5,000	\$ 4,500	
53345 Construction Supplies/Material	\$ 2,812	\$ 8,000	\$ 12,000	
53350 Maintenance Supplies	\$ 15,047	\$ 15,000	\$ 15,000	
53355 Vehicle Repair Supplies	\$ 1,330	\$ 5,000	\$ 3,500	
53400 Minor Equipment/Small Tools	\$ 1,423	\$ 2,500	\$ 5,000	
53410 Computer Equipment/Accessories	\$ -	\$ 500	\$ 15,000	
53415 Computer Software/Licensing Fe	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ 3,034	\$ 3,000	\$ 2,500	
53680 Goods for Resale	\$ 15,562	\$ 20,000	\$ 20,000	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 1,824	\$ 2,500	\$ 1,000	

Total Expenditures **\$ 770,936 \$ 993,335 \$ 1,003,551**

Net Surplus (Deficit) **\$ (147,305) \$ (113,366) \$ 49,839**

33100 - Available Fund Balance	\$ 631,729	\$ 518,363
Net Surplus (Deficit)	\$ (113,366)	\$ 49,839
33100 - Ending Fund Balance	\$ 518,363	\$ 568,202

Q3 Actual 2024-25 & Draft 2025-26

Suscol Headwaters

Subdivision: 8501009 - Parks-Suscol Headwaters Pres

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43910 County of Napa	\$ 162,750	\$ 162,750	\$ 167,938	
45100 Interest	\$ 5,569	\$ 7,000	\$ 5,000	
45300 Rent - Building/Land	\$ 3,890	\$ 3,890	\$ 5,000	
43790 ST-Other Funding	\$ 99,358	\$ 200,000	\$ 515,000	
45500 Concessions	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ 5,000	\$ 5,000	\$ -	
Total Revenues	\$ 276,567	\$ 378,640	\$ 692,938	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 16,622	\$ 30,000	\$ 146,304	
52325 Waste Disposal Services	\$ 410	\$ 410		
52360 Construction Services	\$ 17,902	\$ 80,000	\$ 450,000	
52490 Other Professional Services	\$ 13,039	\$ 25,000	\$ 65,000	
52600 Rents/Leases-Equipment	\$ 165	\$ 500		
52810 Advertising/Marketing	\$ -	\$ 250		
52820 Printing and Binding	\$ 1,065	\$ 1,200	\$ 1,000	
52840 Permits/License Fees	\$ 2,966	\$ 2,966	\$ -	
52905 Business Travel/Mileage	\$ 238	\$ 600	\$ 500	
53345 Construction Supplies/Materials	\$ -	\$ 250	\$ 500	
53350 Maintenance Supplies	\$ 194	\$ 500	\$ 500	
53400 Minor Equipment/Small Tools	\$ 1,461	\$ 2,500	\$ 2,000	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ 82,000	\$ 82,000	\$ -	
57900 Intrafund Transfer Out	\$ 89,957	\$ 140,000	\$ 27,134	
Total Expenditures	\$ 226,019	\$ 366,176	\$ 692,938	
Net Surplus (Deficit)	\$ 50,548	\$ 12,464	\$ -	
33100 - Available Fund Balance				
	\$ 176,711	\$ 178,711		
Net Surplus (Deficit)	\$ 12,464	\$ -		
Restricted donation	\$ 2,000	\$ 2,000		
33100 - Ending Fund Balance	\$ 191,175	\$ 178,711		
to (from) undesignated reserve	\$ 12,464			

Q3 Actual 2024-25 & Draft 2025-26

Vine Trail

Subdivision: 8501006 - Parks-Vine Trail

	Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues				
43910 County of Napa	\$ 4,848	\$ 4,848	\$ 5,148	
49900 Intrafund Transfers-In	\$ 84,500	\$ 84,500	\$ -	
Total Revenues	\$ 89,348	\$ 89,348	\$ 5,148	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 3,318	\$ 4,000	\$ 2,021	
52360 Construction Services	\$ 4,130	\$ 4,130	\$ -	
52905 Business Travel/Mileage	\$ 48	\$ 50	\$ -	
53400 Minor Equipment/Small Tools	\$ -	\$ 2,000	\$ -	
55400 Capital Asset-Equipment	\$ 72,655	\$ 73,000	\$ -	
57900 Intrafund Transfer Out	\$ 1,596	\$ 3,000	\$ 3,127	
Total Expenditures	\$ 81,747	\$ 86,180	\$ 5,148	
Net Surplus (Deficit)	\$ 7,601	\$ 3,168	\$ -	

Q3 Actual 2024-25 & Draft 2025-26
Woodbury Preserve (Formerly Putah Creek)

Subdivision: 8501007 - Parks-Putah Creek

		Q3 Actual	Projected 2024-25	Draft 2025-26	Notes
Revenues					
43910	County of Napa	\$ 16,533	\$ 16,533	\$ 12,550	
Total Revenues		\$ 16,533	\$ 16,533	\$ 12,550	
Expenses					
51000	District Salaries and Benefits	\$ -	\$ -	N/A	See Intrafund transfer Out (57900)
52100	Administration Services	\$ 3,030	\$ 4,000	\$ 5,462	
52360	Construction Services	\$ -		\$ -	
52490	Other Professional Services	\$ -	\$ 2,000	\$ 2,000	
52840	Permits/License Fees	\$ 361	\$ 361	\$ 400	
52905	Business Travel/Mileage	\$ 65	\$ 200	\$ 250	
53345	Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350	Maintenance Supplies	\$ -	\$ 50	\$ 50	
53600	Special Dept Expense	\$ -	\$ -	\$ -	
54500	Taxes and Assessments	\$ -	\$ -	\$ -	
57900	Intrafund Transfer Out	\$ 1,210	\$ 2,000	\$ 4,388	
Total Expenditures		\$ 4,666	\$ 8,611	\$ 12,550	
Net Surplus (Deficit)		\$ 11,867	\$ 7,922	\$ -	



Position Allocation Table

REV 7.1.25

Default Budget Subdivision	Title	Positions
State Park	Park Steward Assistant	1
60% State Park, 40% Parks and Trails	Park Steward Assistant	1
State Park	Park Maintenance Specialist	1
Parks and Trails	Park Maintenance Specialist	1
Parks and Trails	Park Steward Assistant	2
Parks and Trails	Community Relations Specialist	1
Parks and Trails	Deputy General Manager (M)	1

(M)- management position



Salary Table, revised 7/1/2025

rates are hourly

	Step 1	Step 2 (half)	Step 3 (half)	Step 4	Step 5	Step 6
Park Aide / Lifeguard	\$ 17.16	\$ 17.59	\$ 18.03	\$ 18.93	\$ 19.88	\$ 20.87
Park Steward Assistant	\$ 28.57	\$ 29.29	\$ 30.02	\$ 31.52	\$ 33.09	\$ 34.75
Park Maintenance Specialist	\$ 34.91	\$ 35.78	\$ 36.67	\$ 38.51	\$ 40.43	\$ 42.46
Management Analyst I	\$ 43.89	\$ 44.99	\$ 46.12	\$ 48.42	\$ 50.84	\$ 53.39
Management Analyst II	\$ 48.23	\$ 49.43	\$ 50.67	\$ 53.20	\$ 55.86	\$ 58.66
Community Relations Specialist	\$ 48.45	\$ 49.67	\$ 50.91	\$ 53.45	\$ 56.12	\$ 58.93
Park and Open Space Planner	\$ 55.03	\$ 56.40	\$ 57.81	\$ 60.70	\$ 63.74	\$ 66.93
Deputy General Manager	\$ 61.44	\$ 62.97	\$ 64.55	\$ 67.77	\$ 71.16	\$ 74.72



NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT

Brad Wagenknecht
Director, Ward One

Ryan Gregory
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 12, 2025 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, Ryan Gregory, 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 2025-26 for public review and comment to June 9, 2025.

Report presented by Chris Cahill; Directors approved release of draft budget for FY 2025-26 for public review and comment to June 9, 2025.

BW- PC - RG- NH -BC

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors regular meeting of April 14, 2025.

Minutes for the April 14, 2025 regular meeting were approved as presented.

RG - BW- PC - NH -BC

- b. Consideration and potential approval of a license agreement with the Regents of the University of California for installation of a ShakeAlert seismic observatory at Moore Creek Park.

Report presented by Chris Cahill; Directors found the project Categorically Exempt from CEQA, approved license agreement with the Regents of the University of California for installation of a ShakeAlert seismic observatory at Moore Creek Park, and authorized the GM to complete all actions and execute all documents necessary to finalize and execute the proposed license, as presented.

BC - PC - BW - RG - NH

c. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for April 2025.

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

- **Director Heliotes announced that there will be a Napa Land Trust guided hike on the Walt Ranch Property on Friday May 16, 2025.**
- **Director Christian announced that he will be attending the TOGETHER Bay Area Conference on May 14, 2025.**

6. Agenda Planning

- **Chris Cahill noted that the June Regular Meeting will be held at the alternate location of Bothe-Napa Valley State Park on June 9, 2025.**

7. Closed Session

a. Public Employment (Government Code § 54957(b))

Title: Park Steward Assistant

After the closed session, the Board reported nothing to announce.

8. Adjournment

SIGNED: _____
Nancy Lewis-Heliotes, Board President

ATTEST: _____
Ryan Ayers, District Secretary

Vote: BW = Brad Wagenknecht; RG = Ryan Gregory; PC = Patricia Clarey; NH = Nancy Heliotes; BC = Barry Christian

The maker of the motion and second are reflected respectively in the order of the recorded vote.

Notations under vote: N = No; A = Abstain; X = Excused; Ab=Absent



STAFF REPORT

By: Jason Jordan and Chris Cahill
Date: June 9, 2025
Item: **4.b**
Subject: Public hearing, consideration, and potential approval of Resolution 25-03, adopting a revised fee schedule for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

RECOMMENDATION

1. Open Public Hearing on the proposed revised fee schedule for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park, staff report, take comments, then close the Public Hearing.
2. Roll call vote to adopt Resolution 25-03, adopting a revised fee schedule for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

The goal of NOSD is to provide quality service and facilities at an affordable price to visitors and locals at the State Park units. Since NOSD took over management of the parks in 2012, fee increases have occurred twice. The first was changing weekend Camping fee from \$35 to \$40 in 2019. The second was an increase in 2022, resulting in average of 17 percent of those changed (10 of 24), after severe revenue loss from the pandemic and wildfires. While fee increases continue to be a last resort, they are unavoidable to sustain long term operations due to inflation.

1. Cost of living, supplies and service, minimum wage, employee benefits continue to rise and make operations more costly.
2. Deferred maintenance, aging infrastructure, and taking over water system at the State Parks has resulted in expenditures exceeding revenues.
3. Pandemic and Glass Fire impacts caused a significant loss of revenues in FY 19/20 as well as spenddown of the operating reserve each additional fiscal year since.
4. Operational and labor costs are depleting reserves at a rate that will result in a negative balance in the foreseeable future.

Of the twenty-four different fees at Bothe-Napa Valley State Park, an increase is proposed for twelve. One fee is proposed to be decreased. The fees for the remaining eleven will remain unchanged. The percentage increase for proposed fees ranges from 50 to 7.5 percent, with the average increase being 19.3 percent. When including the fees not proposed for increase, the average increase is 10.4 percent.

Effort was put in to raising fees that are low based on comparable facilities in the region, with emphasis on lodging units. Thought was put in to keep existing fees that seem fair for service. Location was also factored in to proposed increases. Additional analysis and information in support of each of the proposed changes is attached in the attached "Fee Schedule Increase Announcement" sheets, each of which is topped by a California State Parks logo.

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

In accordance with Operating Agreement DPR OA #P19OA003, the Bay Area District Superintendent for California State Parks was sent the fee change proposal on May 10, 2025. On May 15, 2025 Deputy District Superintendent Matthew Allen, acting on behalf of State Parks' Bay District, indicated that State Parks had no objections.

2025 Fee Increase Proposal

	Fee Description	Existing Fee	Proposed Fee	C/NC	% Increase		
Bothe	Day use Fee (Vehicle)	\$10	\$10	NC	0		
	Standard Campsite- Weekday	\$43	\$43	NC	0		
	Standard Campsite- Weekend	\$43	\$43	NC	0		
	Walk In Campsite- Weekday	\$43	\$43	NC	0		
	Walk In Campsite- Weekend	\$43	\$43	NC	0		
	Senior Campsite-Weekday	\$40	\$40	NC	0		
	Senior Campsite-Weekend	\$40	\$40	NC	0		
	ADA Campsite- Weekday	\$21.50	\$20	C	-7.5		
	ADA Campsite- Weekend	\$20	\$20	NC	0		
	Yurt (4 person)- Weekday	\$65	\$75	C	16		
	Yurt (4 person)- Weekend	\$80	\$95	C	19		
	Yurt (6 person)- Weekday	\$70	\$80	C	15		
	Yurt (6 person)- Weekend	\$85	\$105	C	24		
	Small Cabin (2 person)- Weekday	\$125	\$150	C	20		
	Small Cabin (2 person)- Weekend	\$150	\$199	C	33		
	Large Cabin (4 person)- Weekday	\$175	\$200	C	14		
	Large Cabin (4 person)- Weekend	\$225	\$249	C	11		
	Group Camp Site	\$150	\$200	C	33		
	Group Ramada	\$150	\$175	C	16.5		
	Pool (over 2 years)	\$5	\$5	NC	0		
	Extra Vehicle (Campground)	\$10	\$15	C	50		
	Annual Day Use Pass-Bothe	\$70	\$75	C	7.5		
19.3% Avg Increase (of those changed)							
10.4% Avg (incl. those w/ no change)							
Bale	Adult Day Use (Tour)	\$8		NC	0		
	Child Day Use (Tour)	\$3		NC	0		

NC= No Change
C= Change

INQUIRY

The Napa Open Space District is proposing fee increases for Yurts, Cabins, Group Ramada, Group Campsite, and the campsite extra vehicle fee at Bothe-Napa Valley State Park.

Background:

NOSD is proposing changing nightly rates as follows:

2 person Cabin – Weekday Rate- From \$125 to \$150

2 person Cabin – Weekend Rate- From \$150 to \$199

4 person Cabin – Weekday Rate- From \$175 to \$200

4 person Cabin – Weekend Rate- From \$225 to \$249

Discussion

Finding exact comparable pricing for the cabins is challenging as amenities and setup vary considerably. Bothe-Napa Cabins are charmingly restored with above average amenities compared to typical State Park cabins (heat, kitchens, restroom, bed/mattress, no linens). The Napa Valley also traditionally has very high overnight lodging rates, with the County average being \$459.77 per night in 2024.

Fiscal Impact:

Revenues at the Napa County State Park units consistently fail to cover expenses going back to Fiscal year 17/18, resulting in the Bothe budget unit having to draw down our operational reserve. The Napa Valley State Parks Association supports special projects and some programming but has, to-date, provided limited support to our basic operations. Bothe- Napa offers hiking, historical sites, a seasonal swimming pool, access to local wineries and restaurants, educational programs and many other amenities and local attractions. The proposed fee increase has the potential to increase revenues for the park by \$24,462. **Average of 22/23 and 23/24 occupancy revenue for cabins.

Recommendation

As required by our Operating Agreement, NOSD would hold a public hearing of its Board of Directors to consider and potentially approve the proposed rate increases on June 9, 2025.

Regional Recreational Properties Considered

Clearlake State Park

Cabins - \$60 a night

Note: *far fewer amenities than BNVSP cabins, Lake County location less desirable*

Wildhaven Sonoma, Healdsburg

2-person Cabin - \$262 to \$317 a night

Note: *furnished, cabins are dressed-up park unit trailers, location comparable*

Pine Grove Resort, Cobb Mountain

2-person Cabin - \$150 weekday, \$190 weekend

4-person Cabin - \$175 weekday, \$341 weekend

Note: *furnished, larger cabin is nicely furnished, Lake County location less desirable*

Camp Caz, Cazadero

4-person Cabin - \$347 a night

Note: *Russian River location less desirable*

El Bonita Motel, St Helena

2-person Room - \$280 weekday, \$385 weekend

4-person Room - \$215 weekday, \$430 weekend

Note: *motel rooms, not standalone cabins, cheapest lodging in Up Valley Napa, location comparable*

Fee Analysis

While increasing fees is always undesirable, it is necessary to keep up with the deferred maintenance of the property and increased operational costs for sustainability. Nearly every cost is on the rise including employee COLAs, employee benefits, services and supplies, goods, and construction materials. We feel that even with the proposed increases, the services and amenities for this park and area are still of great value to the park visitor. We have not raised rates to adjust for inflation annually. Lodging in the Napa Valley can be as high as \$2,400 a night at local high-end hotel, we continue to feel we are a great value.

Value

Even with limited revenue and resources, the park is well-maintained and clean for park visitors. There have been many improvements over the years even with limited funding. Wifi has been added to Bothe and Bale in the past two years, the swimming pool has been resurfaced, the visitor center has been painted and we added air conditioning to give visitors reprieve from summer heat. Programs have been expanded over the years and now there is a paved bike trail coming in and out of the park. Revenue increases will allow additional deferred maintenance and facility improvements to occur that simply aren't possible with the current budget. Identified projects could include continued cabin upgrades, program, and facility upgrades.

INQUIRY

Napa Open Space District is proposing fee increases for Yurts, Cabins, Group Ramada, Group Campsite, and the campsite extra vehicle fee at Bothe-Napa Valley State Park.

Background:

NOSD is proposing changing Yurt nightly rates from

2 person Yurt - Weekday- From \$65 to \$75

2 person Yurt - Weekend- From \$80 to \$95

4 person Yurt - Weekday- From \$70 to \$80

4 person Yurt – Weekend- From \$85 to \$105

Discussion

Finding exact comparable pricing for the yurts is challenging as amenities and setup vary considerably. Bothe-Napa Yurts are simply but neatly furnished inside, offer beds with mattress, table and chairs (no linens) and are spaced out nicely with traditional campsite amenities.

Fiscal Impact:

Revenues at the Napa County State Park units consistently fail to cover expenses going back to Fiscal year 17/18, resulting in the Bothe budget unit having to draw down our operational reserve. The Napa Valley State Parks Association supports special projects and some programming but has, to-date, provided limited support to our basic operations. Bothe- Napa offers hiking, historical sites, a seasonal swimming pool, access to local wineries and restaurants, educational programs and many other amenities and local attractions. The proposed fee increase has the potential to increase revenues for the park by \$24,553. **Average of 22/23 and 23/24 occupancy revenue for yurts.

Recommendation

As required by our Operating Agreement, NOSD would hold a public hearing of its Board of Directors to consider and potentially approve the proposed rate increases on June 9, 2025.

Regional Recreational Properties Considered

Sugarloaf Ridge State Park

Tent Cabins - \$125 weekday, \$150 weekend. \$40 for bedding

Note: *similar amenities BNVSP yurts, Sugarloaf canvas tent cabins are flimsier than BNVSP yurts.*

Hip Camp, Private Yurt (Napa County)

4-person Yurt - \$210 a night

Note: *more furnishings, location comparable, not actually legal under Napa County zoning.*

Wildhaven Sonoma, Healdsburg

4-person Tent Cabin - \$205 a night plus taxes.

Note: *much nicer furnishings, bedding, heat and outlet.*

Dawn Ranch, Russian River

2-person Tent Cabin - \$259, weekday and up.

Note: *much nicer hand selected furnishings, climate controlled, in-house bathroom.*

Auto Camp, Russian River

2-person Tent Cabin - \$320.

Note: *much nicer furnishings, climate controlled, shared bathroom.*

Fee Analysis

While increasing fees is always undesirable, it is necessary to keep up with the deferred maintenance of the property and increased operational costs for sustainability. Nearly every cost is on the rise including employee COLAs, employee benefits, services and supplies, goods, and construction materials. We feel that even with the proposed increases, the services and amenities for this park and area are still of great value to the park visitor. We have not raised rates to adjust for inflation annually. Lodging in the Napa Valley can be as high as \$2,400 a night at local high-end hotel, we continue to feel we are a great value.

Value

Even with limited revenue and resources, the park is well-maintained and clean for park visitors. There have been many improvements over the years even with limited funding. Wifi has been added to Bothe and Bale in the past two, years, the swimming pool has been resurfaced, the visitor center has been painted and we added air conditioning to give visitors reprieve from summer heat. Programs have been expanded over the years and now there is a paved bike trail coming in and out of the park. Revenue increases will allow additional deferred maintenance and facility improvements to occur that simply aren't possible with the current budget. Identified projects could include continued cabin upgrades, program, and facility upgrades.

INQUIRY

Napa Open Space District is proposing fee increases for Yurts, Cabins, Group Ramada, Group Campsite, and the campsite extra vehicle fee at Bothe-Napa Valley State Park.

Background:

NOSD is proposing changing rates as follows:

Group Camping Site- From \$150-\$200

Group Picnic Camping Site- From \$150-\$175

Discussion

Bothe- Napa Valley State Park has a Group campsite for up to 30 people and 10 vehicles. It is set back by itself and surrounded by trees with access to the Day Use Area Restroom and shower building. The site is for tent sites only. The group picnic site is near the pool and can accommodate 50 people. It is covered, has a large group grill, a power outlet, and a sink for food prep. The fee for the subject sites has not been raised once during the time that NOSD has been the operator. The Group Sites offer tremendous value considering the amount of people they accommodate.

Fiscal Impact:

Revenues at the Napa County State Park units consistently fail to cover expenses going back to Fiscal year 17/18, resulting in the Bothe budget unit having to draw down our operational reserve. The Napa Valley State Parks Association supports special projects and some programming but has, to-date, provided limited support to our basic operations. Bothe- Napa offers hiking, historical sites, a seasonal swimming pool, access to local wineries and restaurants, educational programs and many other amenities and local attractions. The proposed fee increase has the potential to increase revenues for the park by \$5,600. **Average of 22/23 and 23/24 occupancy revenue for Group Camp.

Recommendation

As required by our Operating Agreement, NOSD would hold a public hearing of its Board of Directors to consider and potentially approve the proposed rate increases on June 9, 2025.

Regional Recreational Properties Considered

Clearlake State Park

Group Camp Site - \$75 a night

Group Picnic site- \$75 a night.

Note: up to 8 vehicles, Lake County location less desirable

Sugarloaf Ridge State Park, Sonoma

Group Camp Site - \$165 a night

Group Picnic Site- Unknown, staff new.

Note: *up to 10 vehicles, less secluded than BNVSP*

KOA, Petaluma

Group Site (30 ppl) - \$20 per person plus tax, \$600 a night

Spring Lake Regional Park, Santa Rosa

Group site- \$234 night, \$30-\$50 non refundable reservation

Group Picnic Site- \$75.

Note: *Up to 75 people and 10 vehicles, more of a City-park type location.*

American River Resort, Coloma

Group Camping- \$10 per person off-season, \$25 per person peak- season- \$300-750

Note: *access to river, more amenities on grounds.*

Pine Grove Resort, Cobb Mountain

Group Camping- \$20 per person weekday, \$25 per person weekend- \$600-750

Note: *Lake County location less desirable*

Fee Analysis

While increasing fees is always undesirable, it is necessary to keep up with the deferred maintenance of the property and increased operational costs for sustainability. Nearly every cost is on the rise including employee COLAs, employee benefits, services and supplies, goods, and construction materials. We feel that even with the proposed increases, the services and amenities for this park and area are still of great value to the park visitor. We have not raised rates to adjust for inflation annually. Lodging in the Napa Valley can be as high as \$2,400 a night at local high-end hotel, we continue to feel we are a great value.

Value

Even with limited revenue and resources, the park is well-maintained and clean for park visitors. There have been many improvements over the years even with limited funding. Wifi has been added to Bothe and Bale in the past two, years, the swimming pool has been resurfaced, the visitor center has been painted and we added air conditioning to give visitors reprieve from summer heat. Programs have been expanded over the years and now there is a paved bike trail coming in and out of the park. Revenue increases will allow additional deferred maintenance and facility improvements to occur that simply aren't possible with the current budget. Identified projects could include continued cabin upgrades, program, and facility upgrades.

INQUIRY

Napa Open Space District is proposing fee increases for Yurts, Cabins, Group Ramada, Group Campsite, and the campsite extra vehicle fee at Bothe-Napa Valley State Park.

Background:

NOSD is proposing changing rates as follows:

Extra Vehicle (camping) Fee- From \$10 to \$15

Discussion

Bothe- Napa Valley State Park charges \$10 for extra vehicles associated with campsites. We are proposing to raise this fee to \$15 primarily for revenue generation but there are interrelated operational benefits to discouraging extra vehicles. The majority of campground issues are related to sites with extra vehicles. These issues include vehicles parking in unauthorized spots, exceeding site limit, noise and disturbance of other campers. Reducing vehicle traffic in the park for safety and reducing CO2 emissions are other significant benefits.

Fiscal Impact:

Revenues at the Napa County State Park units consistently fail to cover expenses going back to Fiscal year 17/18, resulting in the Bothe budget unit having to draw down our operational reserve. The Napa Valley State Parks Association supports special projects and some programming but has, to-date, provided limited support to our basic operations. Bothe- Napa offers hiking, historical sites, a seasonal swimming pool, access to local wineries and restaurants, educational programs and many other amenities and local attractions. The proposed fee increase has the potential to increase revenues for the park by \$5-\$15,000. **Average of 22/23 and 23/24 extra vehicle revenue.

Recommendation

As required by our Operating Agreement, NOSD would hold a public hearing of its Board of Directors to consider and potentially approve the proposed rate increases on June 9, 2025.

Regional Recreational Properties Considered

Clearlake State Park

Extra Vehicle- \$8

Sugarloaf Ridge State Park, Kenwood

Extra Vehicle- \$10

Spring Lake Regional Park, Santa Rosa

Extra Vehicle- \$10

Spanish Flat Resort, Lake Berryessa

Extra Vehicle- \$10

Fee Analysis

While increasing fees is always undesirable, it is necessary to keep up with the deferred maintenance of the property and increased operational costs for sustainability. Nearly every cost is on the rise including employee COLAs, employee benefits, services and supplies, goods, and construction materials. We feel that even with the proposed increases, the services and amenities for this park and area are still of great value to the park visitor. We have not raised rates to adjust for inflation annually.

Value

Even with limited revenue and resources, the park is well-maintained and clean for park visitors. There have been many improvements over the years even with limited funding. Wifi has been added to Bothe and Bale in the past two, years, the swimming pool has been resurfaced, the visitor center has been painted and we added air conditioning to give visitors reprieve from summer heat. Programs have been expanded over the years and now there is a paved bike trail coming in and out of the park. Revenue increases will allow additional deferred maintenance and facility improvements to occur that simply aren't possible with the current budget. Identified projects could include continued cabin upgrades, program, and facility upgrades.

RESOLUTION N^o 25-03

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

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

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

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

WHEREAS, the said District Superintendent was notified of the potential fee change on May 10, 2025, and no objection to the proposed change has been received by the District; and

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

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

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

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

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

	Fee Description	Proposed Fee
Bothe	ADA Campsite- Weekday	\$20
	Yurt (4 person)- Weekday	\$75
	Yurt (4 person)- Weekend	\$95
	Yurt (6 person)- Weekday	\$80
	Yurt (6 person)- Weekend	\$105
	Small Cabin (2 person)- Weekday	\$150
	Small Cabin (2 person)- Weekend	\$199
	Large Cabin (4 person)- Weekday	\$200
	Large Cabin (4 person)- Weekend	\$249
	Group Camp Site	\$200
	Group Ramada	\$175
	Extra Vehicle (Campground)	\$15
	Annual Day Use Pass-Bothe	\$75

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Napa County Regional Park and Open Space District at a regular meeting of said Board on the 9th day of June, 2025 by the following vote:

AYES: __ DIRECTORS _____

NOES: __ DIRECTORS _____

ABSTAIN: __ DIRECTORS _____

ABSENT: __ DIRECTORS _____

Date: _____ Signed: _____
Nancy Lewis-Heliotes, President

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



STAFF REPORT

By: Chris Cahill
Date: June 9, 2025
Item: **4.c**
Subject: Public hearing, consideration, and potential approval of Resolution 25-04, adopting a revised fee schedule for EcoCamp Berryessa.

RECOMMENDATION

1. Open Public Hearing on the proposed revised fee schedule for EcoCamp Berryessa, staff report, take comments, then close the Public Hearing.
2. Roll call vote to adopt Resolution 25-04, adopting a revised fee schedule for EcoCamp Berryessa.

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

Daily rates to use EcoCamp Berryessa, our 65-bed outdoor education group camp on the peaceful northern shore of Lake Berryessa, were established by Board action in 2016 and have not been adjusted since that time. The facility uses a sliding scale which is designed to incentivize use by the sort of youth outdoor education groups that the camp was primarily designed for. Current fees are as follows:

Group	Daily		Weekly	
	Full Camp	Half Camp	Full Camp	Half Camp
Girl Scouts*	\$100	\$100	\$700	\$700
Other Scouts	\$200	\$100	\$1400	\$700
Youth Outdoor Ed	\$300	\$200	\$2,100	\$1,400
Standard Rate	\$400	\$200	\$2,800	\$1,400

* Girl Scout rates were set, by contract at the time of our acquisition of The Cove from Girl Scouts of America, at \$100 per day for the first 11 booked days annually, through December, 2026.

We completed a very thorough survey of the cost structures at competing outdoor education group camps in 2016 and found that fees at that time ranged from \$75 to \$650 per night for roughly similar facilities. Rates have risen across the board since that time. The local facility most similar to the EcoCamp is the Clem Miller Environmental Education Center at Point Reyes. That 89-person group camp is not, however, a direct comp in that it has a commercial kitchen. EcoCamp Berryessa has no central cooking facility. The two camps otherwise offer similar amenities, though very different natural settings. The current fee structure at the

Clem Miller Ed Center is \$970 a day for groups less than 55 people and \$1,175 a day for groups of 55 to 70 people.

District costs for employee wages, employee benefits, supplies, utilities, and the like have increased appreciably since 2016. In order to sustain our long-term ability to operate an invaluable facility like EcoCamp Berryessa we have to adjust our fee structure to, at a minimum, keep pace with inflation.

The US inflation rate between 2016 and the present day is roughly 34%. Broadly using that number, with some additional edits to half-camp and weekly rates to incentivize renting the entire camp and staying for a full week (both of which are much more cost effective for the District, from a staffing perspective), we propose the following revised fee table:

Group	Daily		Weekly	
	Full Camp	Half Camp	Full Camp	Half Camp
Girl Scouts*	\$100	\$100	\$700	\$700
Other Scouts	\$275	\$150	\$1450	\$785
Youth Outdoor Ed	\$400	\$275	\$2,100	\$1,445
Standard Rate	\$550	N/A	\$2,950	N/A

A resolution adopting the proposed fees is attached. Following adoption by the Open Space District Board, the fee schedule will be forwarded to the Bureau of Reclamation for their review and approval.

RESOLUTION N^o 25-04

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

A RESOLUTION OF THE BOARD OF DIRECTORS ADOPTING CHANGES TO THE FEE SCHEDULE FOR ECO CAMP BERRYESSA.

WHEREAS, the Napa County Regional Park and Open Space District (“District”), an independent special district of the State of California, operates EcoCamp Berryessa under Management Agreement No. 11-LC-20-0194 with the United States Department of Interior, Bureau of Reclamation; and

WHEREAS, pursuant to Section 9 of said Management Agreement, District is authorized to charge reasonable fees for public use of EcoCamp Berryessa, after holding a public hearing on the proposed fees, and with revised fees not becoming effective until approved by the Bureau of Reclamation; and

WHEREAS, District’s goal is to provide quality recreation opportunities, services, and facilities at a fair price affordable to the public, while also covering the costs of its operation at EcoCamp Berryessa; and

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

WHEREAS, an analysis of revenues and expenses at EcoCamp Berryessa since 2016, when fees were last increased, shows losses due to the COVID 19 pandemic, 2017 and 2020 wildfires and during the same period expenses have increased markedly as a result of inflation, increases in the minimum wage, employee cost of living adjustments, and increases in the cost of employee benefits.

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

Group	Daily		Weekly	
	Full Camp	Half Camp	Full Camp	Half Camp
Girl Scouts*	\$100	\$100	\$700	\$700
Other Scouts	\$275	\$150	\$1450	\$785
Youth Outdoor Ed	\$400	\$275	\$2,100	\$1,445
Standard Rate	\$550	N/A	\$2,950	N/A

* \$100 per day for the first 11 booked days annually, through December, 2026. Any days beyond the 11th day will be billed at the Other Scouts rate.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Napa County Regional Park and Open Space District at a regular meeting of said Board on the 9th day of June, 2025 by the following vote:

AYES: __ DIRECTORS _____

NOES: __ DIRECTORS _____

ABSTAIN: __ DIRECTORS _____

ABSENT: __ DIRECTORS _____

Date: _____ Signed: _____
Nancy Lewis-Heliotas, President

APPROVED BY THE NAPA COUNTY
REGIONAL PARK AND OPEN SPACE
DISTRICT BOARD OF DIRECTORS

Date:

Processed by: _____
District Secretary



STAFF REPORT

By: Chris Cahill
Date: June 9, 2025
Item: **4.d**
Subject: Consideration and potential approval of Resolution 25-05, nominating the NAPA11 -Napa Valley Vine Trail Priority Conservation Area.

RECOMMENDATION

Adopt Resolution 25-05, nominating the NAPA11 - Napa Valley Vine Trail PCA.

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

Priority Conservation Areas (PCAs) are designated geographic areas identified to support the Bay Area's regional conservation, resilience, and sustainability objectives. First introduced in 2007, the PCA program was updated in 2024 to ensure improved alignment with regional planning and funding opportunities. PCAs are characterized as one or more types:

- Natural Lands
- Agricultural & Working Lands
- Urban Greening
- Recreation
- Climate Adaptation (must overlap with one other PCA type)

The PCA designation encourages the preservation or enhancement of areas with high conservation values or needs. The PCA nomination process is locally driven, allowing jurisdictions to identify and propose areas of regional significance based on local priorities and community input. Jurisdictions that nominate PCAs gain access to the PCA Grant Program, which provides funding for acquisition, restoration, and public access improvements.

There are currently 10 designated PCAs in Napa County. One, **NAPA1 – Napa County Agricultural Lands**, was nominated by the County. The remainder, including for example, **NAPA5- Southern Mountain Skyline Park to Newell Preserve** and **NAPA6 – Napa River Corridor** were nominated by NOSD.

Working in collaboration with staff from MTC/ABAG, the Napa Valley Transportation Authority, and Napa County we are nominating an eleventh PCA, the Napa Valley Vine Trail. The area of the proposed new PCA, which qualifies under the Recreation category, is show in the attached map. Adopting a PCA that includes

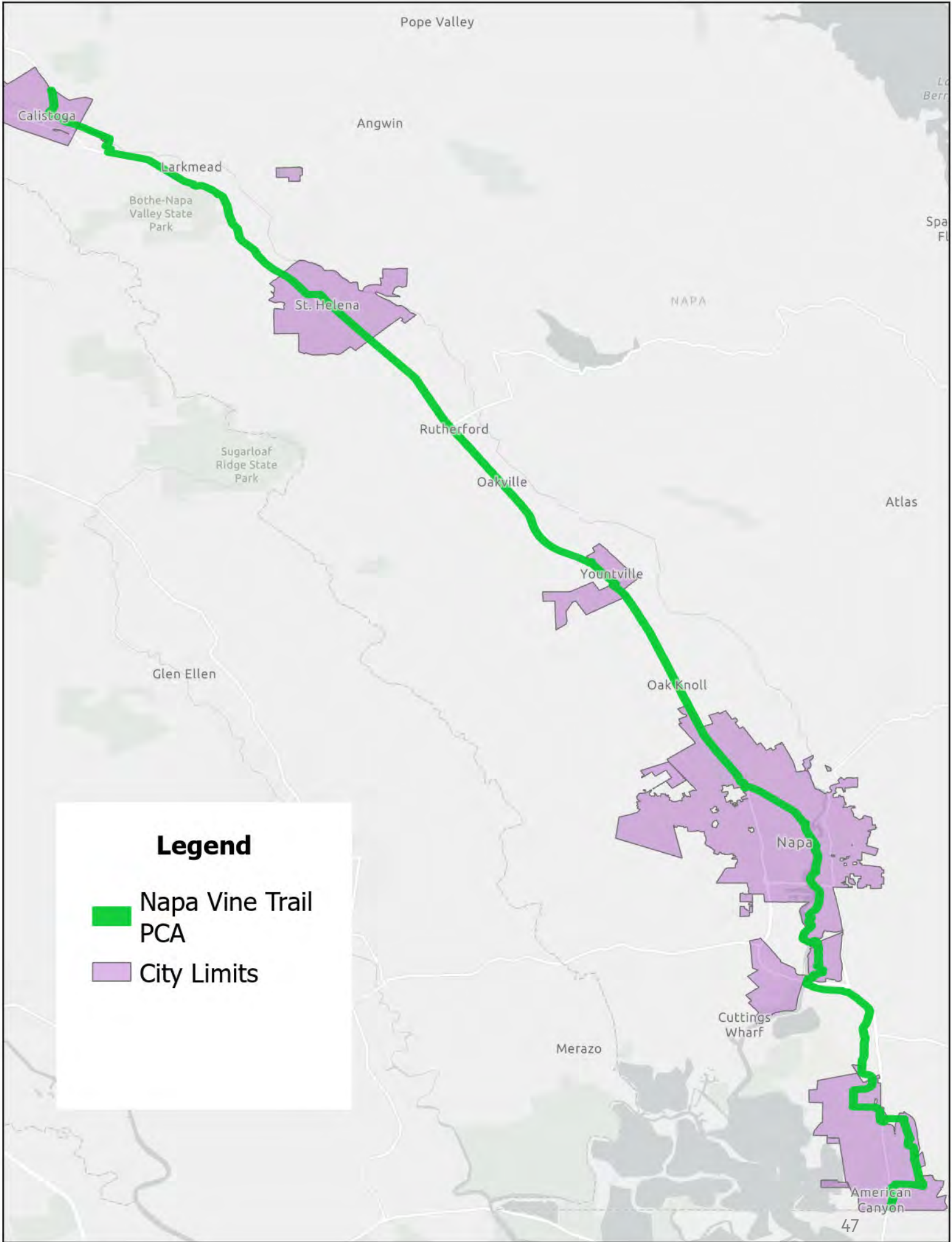
the Vine Trail route (both constructed and planned) would make Vine Trail projects eligible for funding under the Priority Conservation Area grant program.

The Napa Valley Vine Trail offers numerous benefits to residents and visitors alike, including improved health, a reduced carbon footprint, and enhanced tourism opportunities. It provides a safe, car-free alternative for commuting, recreation, and transportation, connecting Napa Valley communities and fostering a sense of community. The Vine Trail also supports local businesses and contributes to the Valley's economy.

The proposed NAPA11 – Napa Valley Vine Trail PCA likewise aligns with the recreation and trail connectivity goals as outlined in the Master Plan of the Open Space District and the Countywide Bicycle and Pedestrian Plans of the Napa Valley Transportation Authority.

The Open Space District has previously received PCA grants for the original acquisition of Suscol Headwaters Park (\$1,107,000 in 2015) and the recent acquisition of the Phinney Addition to Moore Creek Park (\$1,000,000 in 2025).

A resolution formally nominating the proposed **NAPA11 - Napa Valley Vine Trail** PCA is attached. Following adoption by the Open Space District Board, the nomination will be forwarded to the Board of the Metropolitan Transportation Commission for their concurrence and final approval.



RESOLUTION N^o 25-05

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

A RESOLUTION OF THE BOARD OF DIRECTORS NOMINATING NAPAI1 - NAPA VALLEY VINE TRAIL AS A PRIORITY CONSERVATION AREA AND AUTHORIZING ITS SUBMISSION TO THE ASSOCIATION OF BAY AREA GOVERNMENTS.

WHEREAS, The Association of Bay Area Governments (ABAG) has updated the Priority Conservation Area (PCA) planning framework which creates a regionally consistent approach to designate key areas for conservation and nature-based improvements; and

WHEREAS, PCAs include diverse landscapes such as nature preserves, farms, ranches, trails, urban parks, and areas that benefit from urban greening or nature-based climate adaptation solutions; and

WHEREAS, the PCA planning framework includes locally nominated PCAs as locations to coordinate local and regional planning for the conservation of regionally significant areas which are adopted by ABAG; and

WHEREAS, the PCA designation provides opportunities for grant funding to support conservation, restoration, and recreational projects, helping to achieve both local and regional conservation goals; and

WHEREAS, the updated PCA criteria adopted by ABAG in 2024 aim to ensure alignment with regional sustainability and conservation priorities; and

WHEREAS, NAPAI1 - Napa Valley Vine Trail contains the built and planned alignment of the Napa Valley Vine Trail, a regionally significant recreational and active transportation amenity; and

WHEREAS, the Napa County Regional Park and Open Space District (NOSD), a Special District of the State of California, has worked with the County of Napa, the Napa Valley Vine Trail Coalition, the Napa Valley Transportation Authority, and other community partners to support the creation of the Napa Valley Vine Trail; and

WHEREAS, the Board of NOSD recognizes the importance of nominating the NAPAI1 - Napa Valley Vine Trail PCA to ensure eligibility for future funding and support for projects that enhance the Napa Valley, Napa County, the North Bay which includes 56 percent of the region's Conservation Lands Network Priority Lands and 81 percent of the region's Prime Farmland, and the broader Bay Area.

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

1. Endorses the nomination of the Napa Valley Vine Trail as a Priority Conservation Area to be adopted by ABAG, recognizing its regional and local significance; and
2. Authorizes NOSD staff to complete and submit the required PCA nomination form and any supporting materials to ABAG.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Napa County Regional Park and Open Space District at a regular meeting of said Board on the 9th day of June, 2025 by the following vote:

AYES: __ DIRECTORS _____

NOES: __ DIRECTORS _____

ABSTAIN: __ DIRECTORS _____

ABSENT: __ DIRECTORS _____

Date: _____ Signed: _____
Nancy Lewis-Heliotes, President

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



STAFF REPORT

By: Chris Cahill and Barb Ruffino
Date: June 9, 2025
Item: **4.e**
Subject: Consideration and potential approval of a budget adjustment for FY 2024-2025 allocating \$60,000 for the purchase of an additional ranger vehicle.

RECOMMENDATION

Adopt the adjusted budget for FY 24/25.

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 an amendment to the FY 24-25 budget as outlined below. Because we will be filling two vacant Park Steward Assistant (small R ranger) positions in the General Operations unit of the District service in coming months, the District has a need for two additional vehicles. We are proposing to buy one vehicle in FY 24/25 and one vehicle in FY 25/26.

Given the general NOSD position that tools should be well cared for and kept in service for a very long time, we believe it is important to add electric vehicles to the fleet wherever possible. The vehicles we buy today will likely still be in District use long after the State of California's 2035 deadline to full wean itself from fossil fuel engines. It is also consistent with NOSD Resolution 19-03, *A Commitment to Address Climate Change*, attached. (Please consider taking a moment to read through that important policy document if you are not already familiar with it.)

As has been the District's recent habit, we will likely be shopping for lightly-used vehicles instead of buying something new. That makes budgeting for a precise cost difficult. Staff is requesting that the Board approve up to \$60,000, likely for a Ford Lightning electric pickup, but will make every effort to spend less than that. We hope to be able to find something suitable in the mid \$40,000 price range.

Staff proposes the following adjustments to the FY 24/25 (present year) budget. The proposed change would result in up to a \$60,000 decrease in the General Administration fund balance:

- Move \$60,000 from the fund balance into the **General Administration** budget to purchase one additional ranger vehicle and increase expenditures by up to \$60,000. Expenditures will be increased as follows:

Capital Asset-Equipment (55400) \$60,000

RESOLUTION N^o. 19-03

Napa County Regional Park and Open Space District

A COMMITMENT TO ADDRESS CLIMATE CHANGE

WHEREAS, on October 8, 2018 the Intergovernmental Panel on Climate Change (IPCC) released a report, "Global Warming of 1.5 degrees C" which states that "Limiting global warming to 1.5 degree C would require rapid, far-reaching and unprecedented changes in all aspects of society", and projected that the earth could reach and exceed this temperature threshold by as early as 2030, far earlier than previously anticipated; and

WHEREAS, climate modeling shows that it is not possible to stabilize global mean temperature rise at or below 1.5 degree C through emission reduction alone without undertaking additional pre-2030 climate mitigation and restoration actions; and

WHEREAS, Napa County and its residents, economy and environment have already experienced adverse effects associated with climate change, such as a prolonged wildfire season, firestorms, rising temperatures, mudslides, severe droughts, property destruction and damage to infrastructure; and

WHEREAS, the Napa County Regional Park and Open Space District recognizes that climate change represents a global catastrophic risk to human health, safety, and economic prosperity, and to ecosystem health, structure, and function; and

WHEREAS, the Board of Supervisors of the County of Napa on June 18, 2019 adopted a Proclamation of a Countywide Commitment to Address Climate Change; and

WHEREAS, the Master Plan of the Napa County Regional Park and Open Space District, as updated in July 2019, describes the threats of climate change to the natural ecology of Napa County, including water supply and wildlife habitat, to public safety, and to economic vitality, and commits the District to addressing these threats.

NOW, THEREFORE, the Napa County Regional Park and Open Space District resolves as follows:

1. The District commits to work cooperatively with the County of Napa and the five municipalities within Napa County, as well as other public agencies and community organizations, to identify and implement coordinated local actions to limit greenhouse gases and other key contributors to climate change and minimize the adverse effects of climate change.
2. The District commits to reducing the emission of greenhouse gases and other key climate pollutants in its operations through:
 - a. Making Ecocamp Berryessa fully energy self-sufficient and self-reliant, utilizing solar panels and battery storage.
 - b. Retrofitting the houses and buildings at Moore Creek Park including upgraded insulation and installing solar power.
 - c. Seeking permission from State Parks to install solar panels and batteries at the State Parks operated or expected to be operated by the District, including Bothe-Napa Valley

State Park, the Bale Grist Mill State Historic Park and Robert Louis Stevenson State Park.

- d. Seeking State Parks permission to insulate the buildings at Bothe-Napa Valley State Park and Robert Louis Stevenson State Park.
 - e. Constructing bus stops and working with Lake County Transit to provide public bus service to Robert Louis Stevenson State Park.
 - f. Continuing to partner with the Napa Valley Vine Trail Coalition and the San Francisco Bay Trail Project to complete these regional trails that have both commute and recreational functions, and with local agencies to expand the network of Class I and II bicycle and pedestrian routes that connect parks with neighborhoods, employment and retail destinations, schools, and other community facilities, and that together provide an effective, safe and enjoyable alternative to motor vehicle use.
 - g. Continuing public education to encourage carpooling and close- to-home recreation, such as through the “Reduce Your Carbon Footprint” sign located at Moore Creek Park.
 - h. Continuing the fee policy at Bothe-Napa Valley State Park that charges per car rather than per person and allows free entry for people who arrive on foot or by bicycle, and structuring any future fee policies to similarly incentivize carpooling and alternatives to single-occupant vehicles.
 - i. Continuing to expand the recycling and composting of materials generated at District facilities by District operations and by the public. Determine baseline recycling and composting rates, and set future recycling and composting goals by the end of 2020.
 - j. Doubling District average fleet fuel economy, on a miles travelled basis, by the close of Fiscal Year 2023/2024.
 - k. Converting District vehicles, tools, and appliances to all-electric and/or superior carbon neutral technologies to the greatest extent feasible as existing resources are replaced.
 - l. Transitioning to fully renewable electric power at all of our on-grid facilities by the close of Fiscal Year 2020/2021.
 - m. Seeking funds to install electric vehicle charging stations at District facilities for use by the general public, District vehicles and District employees.
 - n. Considering the climate impacts of all District purchasing decisions, such as utilizing native and locally-sourced building materials where available, minimizing packaging, favoring plant-based food products, and preferring products with the least life-cycle carbon impacts.
 - o. Continuing to provide and expanding the supply of employee housing in existing structures on District properties, and developing programs to incentivize employee proximity housing and alternative commute modes (walking, biking, public transportation) by the close of Fiscal Year 2023/2024.
 - p. Requiring Board of Directors approval for any District-funded airplane travel and allowing such travel only when imperative for District management and/or operations.
 - q. Increasing the solar reflectivity of its built structures.
3. The District commits to increasing natural carbon sequestration by:
- a. Reducing the risk of catastrophic wildfire by continuing to remove ladder fuels such as invasive French Broom.
 - b. Seeking funding to dramatically expand the District’s efforts to control invasive and highly flammable vegetation.
 - c. Selective thinning of vegetation to maximize forest health and reduce the risk of catastrophic wildfire.

- d. Supporting grazing practices that encourage root development and carbon sequestration.
- e. Cooperating with community firesafe councils to implement coordinated, comprehensive and ongoing vegetation management activities.
- f. Seeking funding to intensify District efforts to acquire or permanently protect through conservation easements lands which would otherwise be subject to land conversion or development that reduces the ability of the land to sequester carbon.
- g. Making the preservation of forests with high carbon sequestration values a top priority for future acquisitions of open space lands and/or conservation easements.
- h. Encourage compact urban development by using open space acquisitions to prevent sprawl development that would have a high carbon footprint.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Napa County Regional Park and Open Space District at a regular meeting of said Board on the 4th day of November, 2019 by the following vote:

AYES: DIRECTORS Karen Bower Turjanis, Barry Christian,
Tony Norris & Brent Randol

NOES: DIRECTORS Ø

ABSENT: DIRECTORS Dave Finigan

Date: 11-4-19 Signed: Brent Randol
 Brent Randol, President

APPROVED BY THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT BOARD OF DIRECTORS Date: <u>11-4-19</u> Processed by: <u>[Signature]</u> District Secretary
--



STAFF REPORT

By: Chris Cahill and Barb Ruffino
Date: June 9, 2025
Item: **4.f**
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for May 2025.

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 2025**. All Cal-Card purchases are itemized in the financial report.

Agreement 25-10

With the California State Parks Foundation for quitclaim and assignment of the book *The Bale Grist Mill: Symbol of Pioneer Times in Napa Valley*, authored by Denzil and Jennie Verardo (no cost).

Grants and donations for **May**:

Online Donations

ReLeaf	\$730
Spring Trails Challenge	\$15

Iron Ranger Donations

Moore Creek Park	\$529
Oat Hill Mine Trail	\$173

PARKS & OPEN SPACE DISTRICT -MAY 2025 EXPENSE REPORT

Gen Admin Dept - 85000-00

Date	Account Name	Description	Vendor Name	Amount
5/6/2025	Rents/Leases-Equipment	5/25 Printer Lease	Kyocera Document Solutions	\$ 62.06
5/8/2025	Rents/Leases-Buildings/Land	6/25 Rent-1443 Main St	Knm Properties, Inc.	\$ 2,100.00
5/22/2025	Health Insurance Premiums	6/25 Kaiser	Kaiser Permanente	\$ 3,215.41
5/27/2025	Fleet Charges	Fuel	Us Bank National Association	\$ 42.50
5/27/2025	Computer Software Fees	4/25 Google	Us Bank National Association	\$ 7.20
5/27/2025	Computer Software Fees	6/25 Zoom	Us Bank National Association	\$ 15.99
5/27/2025	Office Supplies	Address labels/business cards	Us Bank National Association	\$ 65.15
5/27/2025	Computer Software Fees	GoDaddy web hosting	Us Bank National Association	\$ 46.34

Moore Creek Dept - 85010-00

Date	Account Name	Description	Vendor Name	Amount
5/6/2025	Maintenance Supplies	Tag #235618-Chlorine, shock	Dons Swimming Pool Center	\$ 209.34
5/6/2025	Maintenance Supplies	Chainsaw file, bolts, screws, nuts	Zeller's & Clarks Ace Hardware	\$ 49.80
5/6/2025	Maintenance Supplies	Form Stakes	Central Valley Builders	\$ 42.94
5/6/2025	Maintenance Supplies	Cycle fuel, premix fuel	Napa Power Equipment	\$ 94.58
5/6/2025	Other Professional Services	5/25 Monthly sampling	Heritage Systems, Inc	\$ 128.33
5/8/2025	Maintenance Supplies	50to1 Premix 5gal	Napa Power Equipment	\$ 152.24
5/22/2025	Maintenance Supplies	Oil & 50to1 Premix	Napa Power Equipment	\$ 173.98
5/27/2025	Maintenance Supplies	Chain loop, air filters, hard hat, choke lever	Napa Power Equipment	\$ 231.41
5/27/2025	Rents/Leases-Equipment	5/25 Portable Toilet	Johnny On The Spot	\$ 228.77

Camp Berryessa 85010-03

Date	Account Name	Description	Vendor Name	Amount
5/1/2025	Waste Disposal Services	4/25 Garbage Service-CB	Berryessa Garbage Service	\$ 228.70
5/1/2025	Other Professional Services	Lab Order #A040858-CB	Caltest Analytical Labs	\$ 116.00
5/6/2025	Sewer Disposal Services	Septic Tank Pumping	Napa Septic Tank Service	\$ 1,430.00
5/27/2025	Maintenance Supplies	Bungee cord	Us Bank National Association	\$ 12.05

NRER - 85010-05

Date	Account Name	Description	Vendor Name	Amount
5/8/2025	Other Professional Services	4/25 Litter Abatement	Napa Valley Support	\$ 500.00
5/22/2025	Maintenance Supplies	Graffiti removal supplies-NRER	Zeller's & Clarks Ace Hardware	\$ 67.98

Vine Trail - 85010-06

Date	Account Name	Description	Vendor Name	Amount
5/27/2025	Minor Equipment/Small Tools	Trash Pickers-VT	Us Bank National Association	\$ 130.82

State Park - 85010-08

Date	Account Name	Description	Vendor Name	Amount
5/1/2025	Communications/Telephone	3/28/25-4/27/25 Phone	At&T	\$ 31.89
5/1/2025	Waste Disposal Services	4/25 Garbage Service	Upper Valley Disposal	\$ 2,536.17
5/6/2025	Other Professional Services	Lab Order #A041092-Bothe	Caltest Analytical Labs	\$ 113.00
5/6/2025	Other Professional Services	Lab order #A041095-Bale Mill	Caltest Analytical Labs	\$ 58.00
5/6/2025	Other Professional Services	6/25-8/25 Alarm Service-Bale Mill	Bay Alarm Company	\$ 246.48
5/6/2025	Mainteanance Supplies	Trimmer line, hitch pin, oil	Central Valley Builders	\$ 103.04
5/6/2025	Mainteanance Supplies	Oil	Brown's Auto Parts	\$ 10.81
5/6/2025	Vehicle Repair Supplies	Belt, MIG wire	Brown's Auto Parts	\$ 53.02
5/8/2025	Goods for Resale	Souvenir books-gift shop	Ingram Library Service	\$ 16.17
5/8/2025	Goods for Resale	Souvenir books-gift shop	Ingram Library Service	\$ 245.34
5/21/2025	Communications/Telephone	4/13/25-5/12/25 Alarm	At&T	\$ 152.49
5/21/2025	Communications/Telephone	4/10-5/9/25 Internet	At&T	\$ 315.98
5/21/2025	Construction Services	Pay Station Electrical Work-Bothe	Seymour Electric	\$ 1,200.00
5/21/2025	Vehicle Repair Supplies	Chute - mower	Brown's Auto Parts	\$ 90.92
5/21/2025	Other Professional Services	Lab Order #A041094-Bale Mill	Caltest Analytical Labs	\$ 81.00
5/21/2025	Other Professional Services	Lab Order #A041093-Bothe	Caltest Analytical Labs	\$ 81.00
5/21/2025	Mainteanance Supplies	Chlorine	Leslie's Swimming Pool	\$ 658.18
5/21/2025	Mainteanance Supplies	Keys, packing tape	Steves Hardware	\$ 20.75
5/22/2025	Mainteanance Supplies	Light bulbs, plug, coupling	Silverado Ace Hardware	\$ 66.43

5/22/2025	Maintenance Supplies	LED Bulbs, 2.5AH Battery	Silverado Ace Hardware	\$	211.17
5/22/2025	Utilities-Electric	4/11/25-5/11/25 Acct #1869012498-9	Pacific Gas & Electric	\$	1,685.78
5/22/2025	Utilities-Electric	4/11/25-5/11/25 Acct #6781840750-3	Pacific Gas & Electric	\$	292.00
5/22/2025	Utilities-Electric	4/11/25-5/11/25 Acct #2172831822-7	Pacific Gas & Electric	\$	83.97
5/22/2025	Utilities-Electric	4/12/25-5/12/25 Acct #9051730227-0	Pacific Gas & Electric	\$	191.67
5/22/2025	Utilities-Electric	4/11/25-5/11/25 Acct #6765403114-4	Pacific Gas & Electric	\$	39.47
5/22/2025	Health Insurance Premiums	6/25 Kaiser Billing ID #9756163204	Kaiser Permanente	\$	1,321.87
5/27/2025	Utilities-Electric	4/11/25-5/11/25 #4831406953-4	Pacific Gas & Electric	\$	489.19
5/27/2025	Utilities-Propane	Propane Delivery	Ferrellgas, Lp	\$	445.24
5/27/2025	Maintenance Supplies	Moth trap, coffee filters	Steves Hardware	\$	54.61
5/27/2025	Office Supplies	Iron Ranger/Kiosk numbered envelopes	Central Business Forms	\$	1,519.44
5/27/2025	Special Department Expense	Pool wristbands	US Bank National Association	\$	83.65
5/27/2025	Office Supplies	Office Supplies	US Bank National Association	\$	295.81
5/27/2025	Training/Conference Expense	Grassi water training/lifeguard training	US Bank National Association	\$	150.00
5/27/2025	Clothing & Personal Supplies	Staff shirts	US Bank National Association	\$	108.72
5/27/2025	Janitorial Supplies	Trash Bags	US Bank National Association	\$	301.14
5/27/2025	Maintenance Supplies	Curtain rods	US Bank National Association	\$	10.76
5/27/2025	Training/Conference Expense	Grassi-Water Operator Renewal	State Water Resources	\$	70.00
5/29/2025	Other Professional Services	Tree Removal - Bale Mill	Pacific Tree Care	\$	6,764.00

Suscol Headwaters - 85010-09

Date	Account Name	Description	Vendor Name	Amount	
5/22/2025	Construction Services	Buckaroo Trail invoice	Johnson Trails	\$	22,290.00

Mayacamas - 85010-10

Date	Account Name	Description	Vendor Name	Amount	
5/6/2025	Maintenance Supplies	Insect repellent, trufuel	Zeller's & Clarks Ace Hardware	\$	21.73
5/6/2025	Other Professional Services	Ethlwild field day/mapping	Smallman, Kevin	\$	960.00
5/27/2025	Maintenance Supplies	Hand tools	Us Bank National Association	\$	100.49

Other Projects 85010-90

Date	Account Name	Description	Vendor Name	Amount	
5/5/2025	Capital Asset-Land	Turkovich acquisition	Placer Title Company	\$	702,910.00
5/5/2025	Other Professional Services	Turkovich acquisition-Closing Fees	Placer Title Company	\$	3,329.54
5/6/2025	Other Professional Services	Scope Revision-Fern Springs	County Appraisals, Inc	\$	1,500.00
5/21/2025	Printing & Binding	Storywalk Postcards & Flyers	Napa Printing & Graphics	\$	98.42



Projects Status Report

June 9, 2025

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 CDFW staff on June 12, 2018 to discuss CDFW concerns. Senator Dodd organized a meeting in October with the City of American Canyon, County of Napa and the District in an attempt to move the project forward, and another meeting with District staff and CDFW staff on November 28, 2018. Staff has been working with BCDC to determine whether CDFW plans to impose user fees for people walking on the trail along the edge of the wetlands would be allowed under DFW's permit from BCDC. 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. 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 Napa StoryWalk will be in residence in American Canyon at Wetlands Edge Park for the month of August. Staff inspected the segment between Suscol Ferry Road and Anselmo Court in August 2024 in response to a Vine Trail request for \$167k in planning funds and found the segment to be not only planned but constructed and in good, operable, ADA-compliant shape. King tides in December resulted in flooding and significant debris accumulation along parts of the trail. Rick Fessenden and super-volunteer Wayne Grout got the trail cleaned up along with some help from an anonymous local who had raked much of the debris into piles.

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 thing 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%). 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. We have partnered with the California Climate Action Corps to do vegetation management and clear old jeep roads across the Cove and Turkovich properties. An operator will be provided by the Climate Action Corps and the District will rent equipment for their use. August's volunteer day is focused on vegetation management to restore administrative entry to the Turkovich property. Vegetation management/fire abatement work and preliminary trail planning work is slated to begin at year's end. Trail planning work is now significantly underway at the Cove despite very challenging conditions (lots of brushy regrowth). Staff discovered a small slide on one of the roads in Turkovich which will need to be cleaned up to make it passable by vehicles. The property has otherwise handled the winter weather well. Turkovich acquisition closed as of 5/8/25 and marks a significant step in opening the Cove to the public. Thanks again to our partners at the Land Trust for making this acquisition possible. Our neighbor did significant slide clearing/road repairs on one of the Turkovich roads (which he uses via an easement to access his water supply) and it's much improved.

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. 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. 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. 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. September 2024: Repair for failed electrical panel is contracted and should be completed this month. April report: \$1200 in income, 94 total users (22 adults and 72 children). Two scouting troops and a school group at the camp this month.

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. Francis and Beth Chamberlain sponsored two cameras to be placed on property for mountain lion tracking (via Audobon Canyon Ranch's program out of Sonoma County). Napa RCD is using Mayacamas as a base of operations for fish studies in Dry Creek in anticipation of removing some impediments to salmonid travel in the creek.

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. 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. 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. 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. 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. Redwood Trails Alliance completed work on Washing Machine Trail with the help of some District volunteers and it's now open for use. RTA hosted a ribbon-cutting event for donors and users for the recently-completed Washing Machine Trail on 8/3/24. Staff toured the Phinney property with our State Coastal Conservancy grant administrator and Land Trust partners in order to familiarize SCC with the property and the area. Electrical panel at the Bussey house has been replaced by Buzz Electric, not only very expediently but also slightly under his quoted price. Both State Coastal Conservancy and the Metropolitan Transportation Commission awarded us grants and the Phinney acquisition will add 523 acres to Moore Creek Park. Final details will be buttoned up by spring 2025. Trails weathered the ~15 inches of late November rain surprisingly well with only minimal impacts. Although the trails are holding up well to winter weather and use, staff continues to be busy managing wind/rain-felled trees and drainage-related trail issues in Moore Creek and throughout our parks. Redwood Trails Alliance is hosting a volunteer day to install signage (both temporary and permanent) in the northern reaches of the park. Staff has noted significant erosive damage at Moore Creek and throughout our parks which will require repair. UC researchers have been busy mapping Moore Creek to track changes as well as monitoring bigleaf maple health. The Phinney acquisition is complete and Moore Creek Park is now 523 acres larger! Staff continues to work with UC to install earthquake detection equipment in Moore Creek Park. String trimming season is in full swing and staff and volunteers have been working tirelessly to clear trailside vegetation. Weed whipping in Moore Creek Park is complete, thanks to staff and volunteers. Seismic equipment is scheduled for installation 7/7/25. Staff helped return a bicycle and car to a user who sprained an ankle while in the park and was unable to drive home.

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. 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. 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. Weed whipping and graffiti removal are the themes of the moment at the EcoReserve. Memorial Day celebrations produced a flurry of trash and graffiti at the EcoReserve which was tackled by staff.

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. 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. 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. Replacement trail signs for the Holms-to-Aetna segment of the trail have been ordered to replace the

ones lost to fire in 2020. 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. Two rescues took place on OHMT/Palisades trail in late July. Oat Hill Mine Trail will be closed from Holms' Place to Aetna Springs trailhead during deer season 8/10-9/22. Significant slide in the bottom quarter mile of the trail took place on 2/4/25. Staff will be tending to it as soon as the rains subside somewhat. Staff hosted volunteer workdays on Palisades Trail and OHMT on 3/1 and 3/8 to address trail issues and ensure access. Staff continues to hold volunteer days to maintain OHMT and palisades trail.

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 has made it through the Assembly Governmental Organization Committee as of 7/2/24. The State has provided the County with a draft sale agreement for Skyline Park proper and final checks on legal descriptions and deeds are underway as a final step to hopefully completing the sale this summer. SB 958 passed out of state legislature and is headed to Governor Newsom’s desk for signature. Governor Newsom signed SB958 and final work now begins to complete the purchase of Camp Coombs immediately following the purchase of Skyline Park. Construction work on the “jail trail” happened on River to Ridge in late September and left the side entrance to Skyline looking much nicer and more welcoming. Skyline Park Citizens Association signed a revised concessionaire’s agreement and it’s headed to Napa County Board of Supervisors for signature on 12/17/24. Board of Supervisors approved the PSA for skyline park on 12/17 and we’re in the due diligence period. Final payment is scheduled for Spring 2025. County and Department of State Hospitals staff met and set a mid-March date for an operational overview of Lake Marie dam and other Skyline-related day to day operational issues related to park purchase. Escrow closed on 4/4 and Skyline Park is permanently protected as parkland! Camp Coombs to follow later this year. Many thanks to all involved.

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. Staff met with CalFire on-property in early March to discuss the use of Smittle for CalFire aviation night training exercises. CalFire/Napa County Fire has volunteered to do some grading and road improvement on the property in support of that use. Calfire has completed the grading on existing fire roads at Smittle in advance of training operations this month. Staff reports the work looks top-notch.

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. 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 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. 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. On June 24th. Staff installed temporary directional signage to help users navigate the newly opened trails which are already proving to be very popular. Construction and planning work continues at Suscol with RTA slated to wrap up construction on Chance West Trail this month. Frog pond liner is slated to be installed by staff and volunteers this month. Frog pond liner is installed thanks to staff and volunteers and our partners at Skyline Park. Escrow is opened on the easement purchase, CEQA is launched for phase 2, another invoice went to OGALS and a slate of bids is queued and ready to send to potential contractors for this season's trail construction. Planning work for parking lot construction is underway and we expect to launch formal bid for that work around the new year in anticipation of summer 2025 parking lot construction. Staff received comments from Ca Dept of Fish and Wildlife on Phase 2 CEQA and integrated those comments into a revised document whose comment period ends 12/7/24.

Trailbuilding work in phase 1 continues while staff and volunteers are keeping existing trails clear and in good shape. Escrow closed on the acquisition of the Napa San trailhead easement on December 2 and we are now the proud owners of .75 acres of sprayfield, or sprayfield easement. Staff removed several trees along North Kelly Road in December and a final Eucalyptus is slated for removal in January in anticipation of a summer 2025 parking lot build. Biosurveying is slated to begin in spring in advance of parking lot and trail construction in phase 2 this spring and summer. Preconstruction surveys are under contract and we're on track to get bid out for parking lot construction in advance of this summer's construction window. Staff and volunteers addressed cattle damage on recent trails and met with ranchers to mitigate future trail damage. Additional trail construction bids are out for this spring's builds. One trail construction contract was awarded, several others for summer construction are

imminently out to bid, and pre-construction surveys are underway in advance of parking lot and further trail construction in Suscol Headwaters. Staff has been busy maintaining existing trails and visitation at the park is high with the good weather. Existing trails have been string trimmed. Buckaroo trail construction is nearly complete (as of 5/7/25). Biosurveys are in progress, including the first round of bumblebee surveys. Bids for parking lot construction are still on track for build this summer. Buckaroo Trail is complete and open after hard work by both contractors and staff to complete it. Parking lot bid is in progress. Biologists found Crotch's bumblebee and have asked CDFW to cease surveys and proceed with a bumblebee avoidance plan so that trail and parking lot construction can commence in Phase 2.

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. Celebrations for the opening of the St. Helena to Calistoga segment are planned for the 8/17 weekend. Vine Trail St. Helena to Calistoga segment is opened and traffic through Bothe has been a steady stream both on weekends

and weekdays. Staff is slated to begin maintenance on the St. Helena to Calistoga segment in January and final preparations are underway to complete punchlist and identify any last construction-related issues. Discussions about Vine Trail construction and ongoing maintenance continue as the last construction punch list items are debated. Winter rains exposed several design-related drainage issues and other challenges with the trail surface.

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. 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. 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: Jason Jordan
Date: June 9, 2025
Item: **4.h**
Subject: May 2025 State Park Report for Bothe- Napa Valley SP, Robert Louis Stevenson SP, and Bale Grist Mill SHP.

PARK STATUS

Bothe Napa Valley SP- Camping numbers increased in May with good weather. Most of Memorial Day Weekend was 100% occupancy.

Bale Mill SHP- Mill visitation continues to increase slightly.

Robert Louis Stevenson SP- Higher use until hot weather arrives.

PARK UPDATES

- Vine Trail Update:
 - Staff continue mowing and vegetation work on Vine Trail. Submitted invoice for 3rd and 4th quarter billing.
- Kerry Brackett's Eco fitness hike was held on May 10th. Kerry's hikes are bringing in local and new visitors and adding a different offering for park users.
- Volunteer Events:
 - Volunteers assisted with brushing of Bothe Trail system in May and we are currently working on finishing the Homestead Trail to the park boundary that was very overgrown and had a lot of down trees.
 - The monthly garden event occurred on May 13th. Volunteers planted donated plants and removed stubborn Poison Oak.
 - Staff led a Scout group camping at the park on a guided hike and trail work project.
- Vacation Races held a running event on May 17th at RLS and on the Oat Hill Mine Trail. Approximately 350 runners participated and a Special Use Permit was issued in coordination with Napa County Public Works and other agencies.
- Environmental Education:
 - There was one school group at the Mill in May for approximately 20 students in May.
 - There were three field trips at Bothe in May for approximately 100 students. One of the classes rented the pool after morning activities.

- The 3rd Saturday Hike was held at Bothe on May 17th for fifteen participants. The theme for this hike was “Jr Rangers for Adults”. This was a similar program done on Saturday mornings for kids in the park but designed for adults. The program received lots of positive feedback.
- A tree removal was contracted at the Bale Mill to remove a hazard to the walkway from the parking lot. Another contract for electrical connection was completed at the Bothe entrance station.
- The annual Pancake Breakfast event was held on May 3rd. This year the event honored State Parks and Cal Fire for fuel reduction efforts around the parks. There were about 200 people in attendance with a great representation from Cal Fire.
- The Interpretive Committee selected Weldon Exhibits as the consultant to prepare the Interpretive Master Plan for the three parks. Stakeholder interviews are being scheduled as are regular committee meetings.
- The pool is looking great and opened for Memorial Day Weekend.
- One Miller/interpreter trainee and two Park Aides continued training in May. Three additional Park Aides were hired in May.
- State Parks staff continued a rotation of working at other NOSD properties in May to support spring vegetation work and relief of the State Park budget.
- A fee increase proposal for Bothe was submitted and approved by State Parks.
- The annual Operations Plan was submitted to State Parks in May.
- Efforts on planning for the June 14th art event increased in May with a lot of success in attracting vendors.
- Staff was able to recruit and fill two camp host openings due to last minute cancellations.
- CA State Parks crews removed additional material piles and cleared understory around the Day Use Road, improving wildfire resilience.
- A PG&E sub-contractor came back to remove trees in Day Use Area parking lots and around one of the yurts from previous tree work.
- A number of rattlesnakes have been reported in the park and on the trails this month. Some were successfully relocated.
- Bothe honored active-duty military and veterans with free entry on Memorial Day.