



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

Brad Wagenknecht  
*Director, Ward One*

Ryan Gregory  
*Director, Ward Two*

Patricia Clarey  
*Director, Ward Three*

Nancy Lewis-Heliotis  
*Director, Ward Four*

Barry Christian  
*Director, Ward Five*

## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Monday November 10<sup>th</sup>, 2025 at 2:00 P.M.

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

This is an in-person meeting.

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

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

### Instructions for Joining Zoom Meeting

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## General Information

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

Requests for disability related modifications or accommodations, aids, or services may be made to the Secretary's office no less than 48 hours prior to the meeting date by contacting [info@ncrposd.org](mailto:info@ncrposd.org).

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

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

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

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

### 1. Call to Order and Roll Call

### 2. Public Comment

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

### 3. Set Matters

None.

#### 4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors regular meeting of October 20, 2025.
- b. Acceptance of final independent audit for FY 24-25 prepared by Brown Armstrong, Certified Public Accountants.
- c. Consideration and potential adoption of an updated Moore Creek Park trail plan.
- d. Receipt of report on staff reportable actions including expenditures, encumbrances, donations, and grants approved by District staff for October 2025.
- e. Receipt of monthly report for Bothe-Napa Valley State Park, Bale Grist Mill State Historic Park, and Robert Louis Stevenson State Park.
- f. Review of the District Projects Status Report.

#### 5. Announcements by Board and Staff

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

#### 6. Agenda Planning

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

#### 7. Adjournment



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

Brad Wagenknecht  
Director, Ward One

Ryan Gregory  
Director, Ward Two

Patricia Clarey  
Director, Ward Three

Nancy Lewis-Heliotas  
Director, Ward Four

Barry Christian  
Director, Ward Five

# MINUTES

## BOARD OF DIRECTORS REGULAR MEETING

Monday October 20<sup>th</sup>, 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 Heliotas, Barry Christian**  
**Staff Present: Chris Cahill, Andrew Brooks, Jason Jordan, Sabrina Wolfson, Ryan Ayers**

2. Public Comment

**None.**

3. Set Matters

**None.**

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors regular meeting of September 8, 2025.

**Minutes for the September 8,2025 regular meeting were approved as presented.**  
**BW - RG - PC - NH - BC**

- b. Consideration and potential approval of a proposal by the Land Trust of Napa County that the District first accept and ultimately assign back to the Land Trust a conservation easement on their Zipsper Preserve, No Situs Address, State Highway 128, Napa (Napa County Assessor’s Parcel Number 032-350-018).

**Report presented by Chris Cahill; Directors approved the proposal by the Land Trust of Napa County that the District first accept and ultimately assign back to the Land Trust a conservation easement on their Zipser Preserve, as presented.**  
**PC - BW - RG - NH - BC**

- c. Consideration and potential revision of the District salary table to add the Trailhand job classification.

**Report presented by Chris Cahill; Directors approved the revision to the District salary table to add the Trailhand job classification as presented.**  
**PC - RG - BW - NH - BC**

d. Update on the status of the Oat Hill Mine Trail following the Pickett Fire.

**Report presented by Andrew Brooks; No action taken.**

e. Receipt of report on staff reportable actions including expenditures, encumbrances, donations, and grants approved by District staff for September 2025.

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

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

**Report presented by Jason Jordan; No action taken.**

g. Review of the District Projects Status Report.

**Report presented by Andrew Brooks; No action taken.**

5. Announcements by Board and Staff

- **Director Christian announced that the Bay Area Ridge Trail held an event on September 27, 2025 recognizing the 20<sup>th</sup> anniversary of the easement of the Napa-Solano Ridge Trail segment and the generosity and partnership of the Tuteur family during the past two decades.**
- **Chris Cahill announced that he is speaking on behalf of the District at the Napa County League of Governments meeting on October 23, 2025, at the invitation of the City of Napa, to share details about the work of the District.**
- **Chris Cahill announced that staff recently had a field trip with the State Coastal Conservancy regarding a potential future project in the Carneros region. Staff also has a grant application field trip planned next week regarding a project west of St Helena.**

6. Agenda Planning

- **Chris Cahill noted that an amendment to the Moore Creek Park Trail Plan will be on an upcoming agenda.**

7. Adjournment

SIGNED: \_\_\_\_\_  
Nancy Heliotes, Board President

ATTEST: \_\_\_\_\_  
Ryan Ayers, District Secretary

Vote: BW = Brad Wagenknecht; TN = Tony Norris; 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:* Chris Cahill  
*Date:* November 10, 2025  
*Item:* **4.b**  
*Subject:* Acceptance of final independent audit for FY 24-25 prepared by Brown Armstrong, Certified Public Accountants.

### RECOMMENDATION

1. Distribution of final independent audit for FY 24-25.
2. Presentation by District Auditor Tracy Schulze.
3. Motion, second, and vote to accept the final independent audit 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

Each year the District commissions an independent audit of its finances. The audit evaluates the accuracy of the District's financial reports, the adequacy of District financial controls, and the overall fiscal health of the District. The external audit process is managed by District Auditor Tracy Schulze and her staff in the Napa County Auditor-Controller's office.

Since the District contracts with the County of Napa to process and track all revenues and expenses, the District has, since its inception, made it a practice to contract with the same audit firm as the County; this substantially reduces District costs, because the District and County utilize the same financial procedures.

As with every year since the District was formed in 2006, the independent financial audit for FY 24-25 has resulted in a "clean" report, meaning fiscal controls are adequate and there are no weaknesses or errors in the District financial reports.

Overall, our financial position remains stable, with no debt and with reserves sufficient to cover all known District obligations. Nonetheless, a review of trends in District finances over the past decade makes it clear the District is rapidly approaching the limits of what it can accomplish with current revenues. Without new revenue sources, future District budgets will need to shift almost exclusively to operation and maintenance of current facilities, rather than expanding open space protection, acquiring additional watershed lands, and developing new regional parks and trails.

To the Honorable Members  
of the Board of Directors  
Napa County Regional Park and Open Space District  
Napa, California

We have audited the financial statements of the governmental activities and major fund of the Napa County Regional Park and Open Space District (the District) as of and for the fiscal year ended June 30, 2025. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 3, 2025. Professional standards also require that we communicate to you the following information related to our audit.

### **Significant Audit Matters**

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. As described in Note 1 to the financial statements, the District adopted Governmental Accounting Standards Board (GASB) Statement No. 101, *Compensated Absences*, and GASB Statement No. 102, *Certain Risk Disclosures*, during the fiscal year ended June 30, 2025. We noted no transactions entered into by the District during the fiscal year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates were:

Compensated absences – Management's estimate of the compensated absences liability is based on employee-level leave balances (vacation, sick, and compensatory time), current pay rates at year-end, and salary-related amounts that are directly and incrementally associated with the leave. It also incorporates management's assessment of leave that is used but unpaid at year-end and the likelihood of accumulated leave being taken or otherwise settled under District policies. We evaluated the methods, assumptions, and data used to develop the estimate and determined that it is reasonable in relation to the financial statements taken as a whole.

Depreciation – Management's depreciation expense is based on historical cost, capitalization thresholds, estimated useful lives by asset class, and the straight-line method. We evaluated the asset classifications, useful life assignments, placed-in-service dates, and the application of policy to current-year additions and dispositions, and determined that the estimate is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. No such misstatements were noted during our audit.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated November 4, 2025.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each fiscal year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### **Other Matters**

We applied certain limited procedures to the Management Discussion's and Analysis and the Budgetary Comparison Schedule, which are required supplementary information (RSI) that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Schedule of Revenues and Expenditures by Division, which accompanies the financial statements but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

### **Restriction on Use**

This information is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.

Bakersfield, California  
November 4, 2025

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

*Brown Armstrong*  
*Accountancy Corporation*

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
  
FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITOR'S REPORT  
  
FOR THE FISCAL YEAR ENDED  
JUNE 30, 2025**

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
JUNE 30, 2025**

**TABLE OF CONTENTS**

	<u>Page</u>
 <b><u>Financial Section</u></b>	
Independent Auditor’s Report .....	1
Management’s Discussion and Analysis.....	4
 <b><u>Basic Financial Statements</u></b>	
Government-Wide Financial Statements:	
Statement of Net Position .....	9
Statement of Activities.....	10
Fund Financial Statements:	
Balance Sheet.....	11
Reconciliation of the Balance Sheet to the Statement of Net Position .....	12
Statement of Revenues, Expenditures, and Changes in Fund Balance.....	13
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance to the Statement of Activities.....	14
Notes to the Basic Financial Statements .....	15
 <b><u>Required Supplementary Information</u></b>	
Budgetary Comparison Schedule .....	21
Note to the Required Supplementary Information.....	22
 <b><u>Supplementary Information</u></b>	
Schedule of Revenues and Expenditures by Division .....	23
 <b><u>Other Report</u></b>	
Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> .....	27

## **FINANCIAL SECTION**

## INDEPENDENT AUDITOR'S REPORT

To the Honorable Members  
of the Board of Directors  
Napa County Regional Park and Open Space District  
Napa, California

### Report on the Audit of the Financial Statements

#### *Opinions*

We have audited the accompanying financial statements of the governmental activities and major fund of the Napa County Regional Park and Open Space District (the District), as of and for the fiscal year ended June 30, 2025, and the related notes to the basic financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of the District, as of June 30, 2025, and the respective changes in financial position for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison schedule on pages 4–8 and 21–22, respectively, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

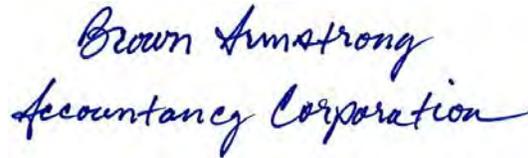
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The Schedule of Revenues and Expenditures by Division on pages 23–26 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from

and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Revenues and Expenditures by Division is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 4, 2025, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

A handwritten signature in blue ink that reads "Brown Armstrong Accountancy Corporation". The signature is written in a cursive, flowing style.

Bakersfield, California  
November 4, 2025

**NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2025**

The Napa County Regional Park and Open Space District (the District) was formed on December 12, 2006, when the County of Napa (the County) Board of Supervisors certified that the voters had approved its formation at the election on November 7, 2006. The purpose of the District is to plan, improve, and operate a system of public parks, trails, outdoor recreational facilities, and outdoor science and conservation education programs, as well as to protect and preserve natural areas, wildlife habitat, and other open space resources.

As management of the District, we offer readers of our financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2025. Please read it in conjunction with the District's financial statements, which follow this section.

### **FINANCIAL HIGHLIGHTS**

- The District ended the fiscal year with a governmental fund balance of \$2,183,497, a decrease of \$469,105 from the prior year's ending fund balance of \$2,652,602. Of that amount, \$160,411 is committed for future capital replacement at Moore Creek, \$176,711 is restricted for future expenditures at Suscol Headwaters, and \$607,966 is restricted for future expenditures at the State Parks, leaving \$1,238,409 available for general District operations.
- The County continued its support for the District's operations and projects, granting funds from its Transient Occupancy Tax in the amount of \$1,233,099.
- Program revenues (camping fees, day use fees, and rental income) were \$850,289, which covers approximately 38.42% of District expenses for the fiscal year. Since the formation of the District in 2006, the District has matched County grant support with other sources of support (grants, gifts, direct and indirect donations, and program revenue) at a ratio of almost 3 to 1.
- The District completed its thirteenth full year of operation of Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park, with a fund balance of \$607,966, an operating reserve of roughly 62% of fiscal year 2024-2025's State Park expenses.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The Statement of Net Position; Governmental Fund Balance Sheet; Statement of Activities; and Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance provide information about the activities of the District. The basic financial statements also include various footnote disclosures, which further describe the District's activities.

#### Government-Wide Statements

The *Government-Wide Financial Statements* are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private sector business.

The *Statement of Net Position* presents information on all of the District's assets and liabilities, with the difference between the two reported as *net position*.

The *Statement of Activities* presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in the Statement of Activities for some items that will only result in cash flows in future fiscal periods.

## Fund Financial Statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Fund financial statements report essentially the same functions as those reported in the government-wide financial statements. However, unlike the government-wide financial statements, fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented. Both the Governmental Fund Balance Sheet and the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance provide a reconciliation to facilitate the comparison between governmental funds and government-wide statements.

## Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

## Required Supplementary Information (RSI)

RSI is presented concerning the District's General Fund budgetary schedule. The District adopts an annual appropriated budget for its General Fund. A budgetary comparison schedule has been provided for the General Fund to demonstrate compliance with this budget.

## Supplementary Information (SI)

SI is presented for additional information on the breakout of revenues and expenditures by Division for the District.

## **FINANCIAL ANALYSIS OF THE DISTRICT**

### **Net Position**

A summary of the District's Statement of Net Position is as follows:

	<u>2025</u>	<u>2024</u>	<u>Increase (Decrease) %</u>	<u>Increase (Decrease) \$</u>
<b>Assets</b>				
Current assets	\$ 2,293,062	\$ 2,792,259	-17.9%	\$ (499,197)
Noncurrent assets	<u>17,467,848</u>	<u>14,906,783</u>	<u>17.2%</u>	<u>2,561,065</u>
<b>Total Assets</b>	<u>19,760,910</u>	<u>17,699,042</u>	<u>11.6%</u>	<u>2,061,868</u>
<b>Liabilities</b>				
Current liabilities	130,436	152,007	-14.2%	(21,571)
Noncurrent liabilities	<u>87,548</u>	<u>31,348</u>	<u>179.3%</u>	<u>56,200</u>
<b>Total Liabilities</b>	<u>217,984</u>	<u>183,355</u>	<u>18.9%</u>	<u>34,629</u>
<b>Net Position</b>				
Net investment in capital assets	17,467,848	14,906,783	17.2%	2,561,065
Restricted	784,677	808,440	-2.9%	(23,763)
Unrestricted	<u>1,290,401</u>	<u>1,800,464</u>	<u>-28.3%</u>	<u>(510,063)</u>
<b>Total Net Position</b>	<u>\$ 19,542,926</u>	<u>\$ 17,515,687</u>	<u>11.6%</u>	<u>\$ 2,027,239</u>

Net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets exceeded liabilities by \$19,542,926 as of June 30, 2025, due primarily to purchased and donated land and buildings over the past years.

Cash and investments are maintained in the County's cash and investment pool where interest earned on the District's balance is apportioned to the District.

### **Statement of Activities**

A summary of the District's Statement of Activities, recapping the District's revenues earned during the fiscal year ended June 30, 2025, and the expenses incurred, is as follows:

#### **Condensed Statement of Activities For the Fiscal Years Ended June 30**

	<u>2025</u>	<u>2024</u>	<u>Increase (Decrease) %</u>	<u>Increase (Decrease) \$</u>
<b>Revenues</b>				
Operating grants	\$ 3,212,697	\$ 1,590,375	102.0%	\$ 1,622,322
Concessions	797,879	775,901	2.8%	21,978
Donations and contributions	83,318	95,557	-12.8%	(12,239)
Rents	52,410	49,904	5.0%	2,506
Interest	94,063	74,593	26.1%	19,470
<b>Total Revenues</b>	<u>4,240,367</u>	<u>2,586,330</u>	<u>64.0%</u>	<u>1,654,037</u>
<b>Expenses</b>				
Parks and recreation	2,213,128	2,014,476	9.9%	198,652
<b>Total Expenses</b>	<u>2,213,128</u>	<u>2,014,476</u>	<u>9.9%</u>	<u>198,652</u>
<b>Change in Net Position</b>	2,027,239	571,854	254.5%	1,455,385
<b>Net Position, Beginning of Year</b>	<u>17,515,687</u>	<u>16,943,833</u>	<u>3.4%</u>	<u>571,854</u>
<b>Net Position, End of Year</b>	<u>\$ 19,542,926</u>	<u>\$ 17,515,687</u>	<u>11.6%</u>	<u>\$ 2,027,239</u>

### **Financial Analysis of the District's Governmental Fund**

As noted earlier, fund accounting is used by the District to ensure and demonstrate compliance with finance-related legal requirements.

The District ended the year with a fund balance of \$2,183,497, a decrease of \$469,105 from the prior year. Of that amount, \$1,238,409 is unassigned and available for general District operations.

The decrease in the District's fund balance results from the acquisition of the Hirth-Turkovich property on Mount Veeder in early calendar year 2025, utilizing funds which had been set aside for that purpose in previous budget years. Excepting spending on that capital expense, District revenue and expense were very close to balanced in the 2024-25 fiscal year.

## **BUDGETARY HIGHLIGHTS**

Total revenues were under final budget by \$9,279, or 0.22%, and total expenditures were under final budget by \$472,780, or 9.12%.

The 0.22% shortfall in revenues and a portion of the 9.12% decrease in expenses chiefly resulted from projects funded by grants on a reimbursement basis which were budgeted to be completed in fiscal year 2024-25 but which weren't completed during that fiscal year. As a result, the District neither spent the money on the expense side nor realized the grant reimbursement on the revenue side. Both the expenses and the revenues were rolled to the fiscal year 2025-26 budget. Concession revenue throughout the organization (both in the State Park budget unit and the rest of the operation) was slightly above budgeted levels.

## **CAPITAL ASSETS**

For the fiscal year ended June 30, 2025, the District owned 304 acres of land, known as Berryessa Vista Wilderness Park; 1,196 acres of land with two residences, known as Moore Creek Park (now inclusive of the 523 acre Phinney Addition); approximately 2,790 acres known as The Woodbury Properties; 0.2 acres known as the Keene parcel within the Lake Berryessa Estates subdivision; 40 acres along the Oat Hill Mine Trail; 202 acres known as The Cove (now inclusive of the 42 acre Turkovich Addition); 798 acres in Suscol Headwaters Park; and 224 acres known as the Mayacamas Preserve and Amy's Grove.

## **DEBT ADMINISTRATION**

For the fiscal year ended June 30, 2025, the District did not have any long-term obligations outstanding.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

The District's primary source of revenue for general operations comes via a grant agreement with the County of Napa. The County funds this agreement using a portion of its General Fund identified in the County budget as the Community Investment Fund. Community Investment Fund monies are derived from a portion of the County's Transient Occupancy Tax (TOT), which was increased through voter approval of Measure V in 2005 from 10.5 to 12 percent of gross receipts for overnight accommodations provided by facilities operating in the unincorporated parts of the County. The County Board of Supervisors has adopted a policy of allocating 80% of the increased TOT revenues for park and open space purposes.

For fiscal year 2024-25, the County agreed to provide the District \$1,233,099 for operational and other costs. Pursuant to revised County policy, any unused portion of this and prior grants from the County will roll over to the subsequent fiscal year through the end of the current County grant agreement, which runs through June 30, 2028, with year-to-year extensions through to June 30, 2033.

The District's second largest source of funding for operations is program revenue derived from the management of Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park, supplemented by grants and donations earmarked for these two parks plus Robert Louis Stevenson State Park (which has no program revenue). Separating out costs for capital improvements and major deferred maintenance, which are being funded from grants and donations, the District needs to be able to operate the three parks without outside subsidies. The State Parks subdivision fund balance is used to buffer year-to-year variations in operational revenue at the State Parks, such as the shortfalls due to the recent Sonoma-Lake-Napa Unit (LNU) and Glass Fires, which caused significant reductions in visitation. To the extent the District is able, it will also continue to use the fund balance to address deferred maintenance and make other improvements at these two parks plus Robert Louis Stevenson State Park.

The District contracts with the County for roughly a third of its staffing; support services such as legal representation, auditing, and information technology; and some supplies. In early calendar year 2025, the District Front Office relocated from space provided by the County at the Hall of Justice to space leased directly by the District at 1443 Main Street in downtown Napa. Aside from the 650 square foot leased Front Office, District facilities include open space land, two residential buildings at Moore Creek Park, a youth outdoor education campground it operates on Bureau of Reclamation land at Lake Berryessa, and the various historic buildings it operates on land owned by California State Parks.

## **CONTACTING THE DISTRICT**

These financial statements are designed to provide a general overview of the Napa County Regional Park and Open Space District finances for all those interested. The County of Napa provides certain management and administrative functions, including payroll and accounting. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Napa County Regional Park and Open Space District, 1443 Main Street, Suite 135, Napa California, 94559 or [info@ncrposd.org](mailto:info@ncrposd.org).

## **BASIC FINANCIAL STATEMENTS**

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
STATEMENT OF NET POSITION  
JUNE 30, 2025**

	2025
<b>ASSETS</b>	
Current Assets:	
Cash in County treasury	\$ 2,093,893
Imprest cash	475
Due from other governments	193,594
Security deposit - lease	3,000
Prepays	2,100
Total Current Assets	2,293,062
Noncurrent Assets:	
Land	16,733,869
Intangibles	82,000
Buildings, net of accumulated depreciation	419,223
Equipment, net of accumulated depreciation	232,756
Total Noncurrent Assets	17,467,848
<b>Total Assets</b>	<b>19,760,910</b>
<b>LIABILITIES</b>	
Current Liabilities:	
Accounts payable	57,839
Accrued salaries and benefits	51,726
Compensated absences payable	20,871
Total Current Liabilities	130,436
Noncurrent Liabilities:	
Compensated absences payable	87,548
Total Noncurrent Liabilities	87,548
<b>Total Liabilities</b>	<b>217,984</b>
<b>NET POSITION</b>	
Net Investment in Capital Assets	17,467,848
Restricted	784,677
Unrestricted	1,290,401
<b>Total Net Position</b>	<b>\$ 19,542,926</b>

The accompanying notes are an integral part of these financial statements.

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

	2025
<b>PROGRAM EXPENSES</b>	
Administrative and general operations	\$ 2,045,755
Accounting and auditing services	20,151
Legal services	2,970
Consulting and engineering	63,939
Insurance	32,100
Taxes and assessments	1,548
Depreciation	46,665
<b>Total Program Expenses</b>	<b>2,213,128</b>
<b>PROGRAM REVENUES</b>	
Operating grants and contributions:	
County of Napa - special projects fund	2,212,697
Other - Governmental Agencies	1,000,000
Concessions	797,879
Donations and contributions	83,318
Rents	52,410
<b>Total Program Revenues</b>	<b>4,146,304</b>
<b>Net Program Revenues</b>	<b>1,933,176</b>
<b>GENERAL REVENUES</b>	
Interest	94,063
<b>Change in Net Position</b>	<b>2,027,239</b>
<b>Net Position - Beginning of Year</b>	<b>17,515,687</b>
<b>Net Position - End of Year</b>	<b>\$ 19,542,926</b>

The accompanying notes are an integral part of these financial statements.

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
BALANCE SHEET  
JUNE 30, 2025**

	2025
<b>ASSETS</b>	
Cash in County treasury	\$ 2,093,893
Imprest cash	475
Due from other governments	193,594
Security deposit - lease	3,000
Prepays	2,100
<b>Total Assets</b>	<b>\$ 2,293,062</b>
<b>LIABILITIES</b>	
Accounts payable	\$ 57,839
Accrued salaries and benefits	51,726
<b>Total Liabilities</b>	<b>109,565</b>
<b>FUND BALANCE</b>	
Restricted	784,677
Committed	160,411
Unassigned	1,238,409
<b>Total Fund Balance</b>	<b>2,183,497</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$ 2,293,062</b>

The accompanying notes are an integral part of these financial statements.

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
RECONCILIATION OF THE BALANCE SHEET TO THE  
STATEMENT OF NET POSITION  
JUNE 30, 2025**

Fund Balance - Total Governmental Fund (Page 11)	\$ 2,183,497
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the governmental fund.	17,467,848
Long-term obligations are not due and payable in the current period and, therefore, are not reported in the governmental fund:	
Compensated absences	<u>(108,419)</u>
Net Position of Governmental Activities (Page 9)	<u><u>\$ 19,542,926</u></u>

The accompanying notes are an integral part of these financial statements.

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCE  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

	2025
<b>REVENUES</b>	
Intergovernmental revenues	\$ 3,212,697
Concessions	797,879
Donations and contributions	83,318
Rents	52,410
Interest	94,063
<b>Total Revenues</b>	<b>4,240,367</b>
<b>EXPENDITURES</b>	
Administrative and general operations	1,981,034
Accounting and auditing services	20,151
Legal services	2,970
Consulting and engineering	63,939
Insurance	32,100
Taxes and assessments	1,548
Capital outlay:	
Land	2,402,910
Intangibles	82,000
Equipment	122,820
<b>Total Expenditures</b>	<b>4,709,472</b>
<b>Net Change in Fund Balance</b>	<b>(469,105)</b>
<b>Fund Balance - Beginning of Year</b>	<b>2,652,602</b>
<b>Fund Balance - End of Year</b>	<b>\$ 2,183,497</b>

The accompanying notes are an integral part of these financial statements.

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

Net Change in Fund Balance - Total Governmental Fund (Page 13) \$ (469,105)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlay as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Details of the difference are as follows:

Expenditures for general capital assets and other related adjustments	2,607,730
Depreciation	(46,665)

Changes in compensated absences do not affect expenditures in the governmental funds but are adjusted through salary expense in the Statement of Activities.

(64,721)

Change in Net Position of Governmental Activities (Page 10)

\$ 2,027,239

The accompanying notes are an integral part of these financial statements.

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
JUNE 30, 2025**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

A. Reporting Entity

In November of 2006, Napa County (the County) voters approved Measure I establishing the Napa County Regional Park and Open Space District (the District). The purpose of the District is to plan, improve, and operate a system of public parks, trails, outdoor recreational facilities, and outdoor science and conservation education programs, as well as to protect and preserve natural areas, wildlife habitat, and other open space resources. Its jurisdiction includes all of Napa County.

The District is governed by a Board of Directors (the Board) whose members are directly elected by the public in each of five wards. Ward boundaries coincide with the County's Board of Supervisors' districts.

The District includes all activities (operations of its administrative staff and District officers) considered to be a part of the District. The District reviewed the criteria developed by the Governmental Accounting Standards Board (GASB) in its issuance of Statement No. 14, and amended by Statement No. 61, relating to the financial reporting entity to determine whether the District is financially accountable for other entities. The District has determined that no other outside entity meets the above criteria and, therefore, no other entity has been included as a component unit in the financial statements. In addition, the District is not aware of any entity that would be financially accountable for the District that would result in the District being considered a component unit of that entity.

B. Basis of Presentation and Accounting

*Government-Wide Statements*

The Statement of Net Position and Statement of Activities display information about the primary government, the District. These statements include the financial activities of the overall District.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

When both restricted and unrestricted net positions are available, restricted resources are used only after the unrestricted resources are depleted.

*Fund Financial Statements*

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. This method recognizes revenues in the accounting period in which they become measurable and available. Revenues are considered available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues available if they are collected within ninety days of the end of the current fiscal period. Significant revenues that have been treated as "susceptible" to accrual under the modified accrual basis of accounting include taxes, charges, interest, and intergovernmental revenues. Expenditures are recognized in the accounting period in which the related fund liability is incurred.

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

B. Basis of Presentation and Accounting (Continued)

*Fund Financial Statements* (Continued)

Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) value in exchange, include sales taxes, grants, entitlements, and donations. On a modified accrual basis of accounting, revenues from sales taxes are recognized when the underlying transactions take place and have met the availability criteria. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

The District reports the following major governmental fund:

- The General Fund is the District's primary operating fund. It accounts for all financial resources of the general government.

C. Capital Assets

Capital assets are recorded at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets are recorded at acquisition value. The District defines capital assets as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Capital assets used in operations are depreciated or amortized (assets under capital leases) using the straight-line method over the lesser of the capital lease period or their estimated useful lives in the government-wide statements. Depreciation begins on the first day of the fiscal year following the period the asset is placed in service and ends in the fiscal year that it is retired from service or is fully depreciated.

The estimated useful lives are as follows:

Buildings and improvements	25 to 50 years
Equipment	5 to 8 years

D. Compensated Absences

The District records a liability for compensated absences in accordance with GASB Statement No. 101, *Compensated Absences*. For the Parks function, compensated absences consist of vacation, sick leave, and compensatory time off (CTO) earned by employees. A liability is recognized when leave is attributable to services already rendered, accumulates from period to period, and is more likely than not to be either taken as paid time off or paid in cash pursuant to District policies and labor agreements. Vacation and CTO meet these criteria because they are earned each pay period, carry forward subject to plan limits, and are paid out upon separation if unused. Sick leave is recognized to the extent it accumulates and, based on historical usage patterns and plan provisions, is more likely than not to be used or otherwise paid/credited; non-accumulating or non-vesting leave types are not recognized.

The liability is measured at the amounts expected to be paid when the obligations are settled, using pay rates in effect at fiscal year-end, and includes salary-related payments that are directly and incrementally associated with the leave (such as employer payroll taxes and applicable employer contributions). The portion expected to be paid within one year is reported as current, with the remainder reported as noncurrent. Amounts related to Parks are presented within governmental activities; in the governmental funds, only the amount that is due and payable at year-end is recognized as an expenditure, while the full liability is reported in the government-wide statements.

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

E. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

F. New Accounting Pronouncements Implemented

**GASB Statement No. 101** – *Compensated Absences*. The requirements of this statement are effective for fiscal years beginning after December 15, 2023, and all reporting periods thereafter. Earlier application is encouraged. The District implemented GASB Statement No. 101 during the current fiscal year. The results of implementation are reflected in the accompanying financial statements.

**GASB Statement No. 102** – *Certain Risk Disclosures*. The requirements of this statement are effective for fiscal years beginning after June 15, 2024, and all reporting periods thereafter. Earlier application is encouraged. The District implemented GASB Statement No. 102 during the current fiscal year. The implementation did not have a material impact on the financial statements.

G. Future Accounting Pronouncements

**GASB Statement No. 103** – *Financial Reporting Model Improvements*. The requirements of this statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter. Earlier application is encouraged. This statement improves financial reporting by enhancing the effectiveness of the financial reporting model through updated recognition and measurement requirements, as well as clarified display and disclosure requirements. The District has not fully judged the impact of implementation of this standard on the financial statements.

**GASB Statement No. 104** – *Disclosure of Certain Capital Assets*. The requirements of this statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter. Earlier application is encouraged. This statement requires separate disclosure of certain types of capital assets including lease assets, intangible right-to-use assets, subscription-based information technology (IT) assets, and other intangible assets, as well as establishing new requirements for capital assets held for sale. The District has not fully judged the impact of implementation of this standard on the financial statements.

**NOTE 2 – CASH AND INVESTMENTS**

Cash at June 30, 2025, consisted of the following:

Cash in County Treasury	\$ 2,093,893
Imprest cash	475
	<hr/>
	\$ 2,094,368
	<hr/>

The District maintains all of its cash and investments with the County Treasurer in an investment pool. On a quarterly basis the Treasurer allocates interest to participants based upon their average daily balances. Required disclosure information regarding categorization of investments and other deposit and investment risk disclosures can be found in the County's financial statements. The County's financial statements may be obtained by contacting the County Auditor-Controller's office at 1195 Third Street, Suite B-10, Napa, California 94559. The County Treasury Oversight Committee oversees the Treasurer's investments and policies.

**NOTE 2 – CASH AND INVESTMENTS** (Continued)

Required disclosures for the District’s deposit and investment risks at June 30, 2025, were as follows:

Credit risk	Not rated
Custodial risk	Not applicable
Concentration of credit risk	Not applicable
Interest rate risk	Not available

Investments held in the County’s investment pool are available on demand and are stated at cost plus accrued interest, which approximates fair value. The District has no deposit or investment policy that addresses a specific type of risk.

**NOTE 3 – CAPITAL ASSETS**

Capital assets at June 30, 2025, are as follows:

	Balance July 1, 2024	Additions	Deletions/ Adjustments	Balance June 30, 2025
Capital assets, not being depreciated				
Land	\$ 14,330,959	\$ 2,402,910	\$ -	\$ 16,733,869
Intangible assets	-	82,000	-	82,000
Total capital assets, not being depreciated	<u>14,330,959</u>	<u>2,484,910</u>	<u>-</u>	<u>16,815,869</u>
Capital assets, being depreciated:				
Equipment	203,070	122,820	(10,375)	315,515
Buildings	600,136	-	-	600,136
Total capital assets, being depreciated	<u>803,206</u>	<u>122,820</u>	<u>(10,375)</u>	<u>915,651</u>
Less accumulated depreciation for:				
Equipment	(58,373)	(34,761)	10,375	(82,759)
Buildings	(169,009)	(11,904)	-	(180,913)
Total accumulated depreciation	<u>(227,382)</u>	<u>(46,665)</u>	<u>10,375</u>	<u>(263,672)</u>
Total capital assets, being depreciated, net	<u>575,824</u>	<u>76,155</u>	<u>-</u>	<u>651,979</u>
Total capital assets, net	<u>\$ 14,906,783</u>	<u>\$ 2,561,065</u>	<u>\$ -</u>	<u>\$ 17,467,848</u>

Depreciation expense was \$46,665 for the fiscal year ended June 30, 2025.

**NOTE 4 – LONG-TERM LIABILITIES**

The following is a summary of changes in long-term liabilities reported in the government-wide financial statements for the year ended June 30, 2025:

	Balance July 1, 2024	Net Increase (Decrease)	Balance June 30, 2025	Due Within One Year
Governmental activities				
Compensated absences payable	<u>\$ 43,698</u>	<u>\$ 64,721</u>	<u>\$ 108,419</u>	<u>\$ 20,871</u>

## **NOTE 5 – NET POSITION/FUND BALANCE**

### **Net Position**

Net position comprises the various net earnings from operating and nonoperating revenues, expenses, and contributions of capital. Net position is classified in the following three components: net investment in capital assets, restricted, and unrestricted. The District has restricted funds, unrestricted funds, and funds invested in capital assets (net of related debt). Net investment in capital assets consists of all capital assets, net of accumulated depreciation and reduced by outstanding debt that is attributable to the acquisition, construction, and improvement of those assets. Debt related to unspent proceeds or other restricted cash and investments is excluded from the determination. Restricted net position consists of amounts constrained to specific purposes by their providers or by enabling legislation. Unrestricted net position consists of all other net position not included in the above categories.

### **Fund Balance**

Governmental funds report fund balance in classifications based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. The following classifications describe the relative strength of the spending constraints:

- *Nonspendable fund balance* – amounts that are not in spendable form or are required to be maintained intact.
- *Restricted fund balance* – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- *Committed fund balance* – amounts constrained to specific purposes by the District itself, using its highest level of decision-making authority. To be reported as committed, amounts cannot be used for any other purpose unless the District takes the same highest level of action to remove or change the constraint.
- *Assigned fund balance* – amounts the District intends to use for a specific purpose. Intent can be expressed by the District's Board or by an official or body to which the District's Board delegates the authority.
- *Unassigned fund balance* – amounts that are available for any purpose. Positive amounts are reported only in the General Fund.

The District's Board establishes (and modifies or rescinds) fund balance commitments by passage of an ordinance or resolution. This is typically done through adoption and amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the fund (such as for special incentives). Assigned fund balance is established by the Board through adoption or amendment of the budget as intended for specific purpose (such as the purchase of capital assets, construction, debt service, or for other purposes).

In circumstances when an expenditure is made for a purpose for which amounts are available in multiple fund balance classifications, fund balance is generally depleted in the order of restricted, committed, assigned, and unassigned.

## **NOTE 6 – RELATED PARTY TRANSACTIONS**

During the fiscal year ended June 30, 2025, the District paid the County, a related party, \$706,324 for workers compensation, other postemployment benefits, administration, election services, accounting, IT services, legal services, maintenance, and fleet charges. The District also received grants from the County in the amount of \$1,228,374.

**NOTE 7 – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. Insurance to cover risk of loss for the District is secured through commercial carriers.

**NOTE 8 – SUBSEQUENT EVENTS**

Subsequent events have been evaluated through November 4, 2025, which is the date the basic financial statements were available to be issued. No events have occurred that would require disclosure.

**REQUIRED SUPPLEMENTARY INFORMATION**

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
BUDGETARY COMPARISON SCHEDULE  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
<b>REVENUES</b>				
Intergovernmental revenues	\$ 1,631,867	\$ 3,335,867	\$ 3,212,697	\$ (123,170)
Concessions	730,000	730,000	797,879	67,879
Donations and contributions	81,279	81,279	83,318	2,039
Rents	53,500	53,500	52,410	(1,090)
Interest	49,000	49,000	94,063	45,063
<b>Total Revenues</b>	<b>2,545,646</b>	<b>4,249,646</b>	<b>4,240,367</b>	<b>(9,279)</b>
<b>EXPENDITURES</b>				
Salaries and benefits	1,025,975	1,025,975	961,991	63,984
Administrative services	606,287	606,287	595,667	10,620
Election services	132,424	132,424	2,277	130,147
Accounting and auditing services	18,000	18,000	20,151	(2,151)
Information technology service	49,074	49,074	49,074	-
Legal services	5,000	5,000	2,970	2,030
Waste disposal services	33,000	33,000	33,591	(591)
Landscaping services	15,000	15,000	17,260	(2,260)
Construction services	240,000	242,000	94,345	147,655
Sewer disposal services	8,500	8,500	8,368	132
Other professional services	141,700	153,863	63,939	89,924
Maintenance - building and improvements	16,382	16,382	34,778	(18,396)
Maintenance - vehicles	3,000	3,000	-	3,000
Maintenance - infrastructure and land	7,899	7,899	4,944	2,955
Rents and leases - equipment	8,300	8,300	3,998	4,302
Rents/Leases - buildings/land	-	-	10,500	(10,500)
Insurance	30,523	30,523	32,100	(1,577)
Communications and telephone	6,500	6,500	6,169	331
Advertising and marketing	700	700	-	700
Printing and binding	7,250	7,250	3,447	3,803
Bank charges	600	600	299	301
Permits and license fees	3,425	3,425	3,973	(548)
Training and conference expenses	3,000	3,000	673	2,327
Business travel and mileage	8,100	8,100	7,950	150
Fleet charges	5,800	5,800	7,770	(1,970)
Office supplies	2,650	2,650	8,169	(5,519)
Memberships and certifications	7,750	7,750	14,387	(6,637)
Utilities - electric	29,600	29,600	36,348	(6,748)
Utilities - propane	1,500	1,500	786	714
Clothing and personal supplies	1,250	1,250	924	326
Safety supplies	500	500	472	28
Landscaping/agriculture supply	8,000	8,000	-	8,000
Janitorial supplies	4,250	4,250	5,825	(1,575)
Construction supplies and materials	16,100	16,100	-	16,100
Maintenance supplies	25,300	25,300	30,183	(4,883)
Vehicle repair supplies	3,500	3,500	2,198	1,302
Minor equipment and small tools	6,000	7,000	5,573	1,427
Computer equipment and accessories	16,200	16,200	3,229	12,971
Computer software/licensing fees	1,000	1,000	1,340	(340)
Special departmental expenses	4,500	4,500	6,715	(2,215)
Goods for resale	8,000	8,000	17,811	(9,811)
Taxes and assessments	2,000	2,050	1,548	502
Capital outlay:				
Land	332,000	2,491,000	2,402,910	88,090
Intangibles	-	-	82,000	(82,000)
Equipment	20,000	161,500	122,820	38,680
<b>Total Expenditures</b>	<b>2,866,539</b>	<b>5,182,252</b>	<b>4,709,472</b>	<b>472,780</b>
<b>Net Change in Fund Balance</b>	<b>\$ (320,893)</b>	<b>\$ (932,606)</b>	<b>(469,105)</b>	<b>\$ 463,501</b>
<b>Fund Balance - Beginning of Year</b>			<b>2,652,602</b>	
<b>Fund Balance - End of Year</b>			<b>\$ 2,183,497</b>	

See the note to the required supplementary information.

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

**NOTE 1 – BUDGET AND BUDGETARY ACCOUNTING**

The Napa County Regional Park and Open Space District (the District) prepares and legally adopts a final budget on or before July 1st of each fiscal year. The District's operation, commencing July 1st, is governed by the proposed budget, adopted by the Board of Directors (the Board) in June of the prior year.

After the budget is adopted, appropriations can only be increased by approval of the Board. Due to the nature of the work completed by the District, reallocations of budget between and within the sub-divisions of the fund are approved by the General Manager and subsequently reported to the Board at a future meeting.

An operating budget is adopted each fiscal year on the modified accrual basis of accounting. Additionally, encumbrance accounting is utilized to assure effective budgetary control. Encumbrances outstanding at year-end represent the estimated amount of the expenditures ultimately to result if the unperformed contracts in process at year-end are completed or purchase commitments satisfied. Such year-end encumbrances are reported in the appropriate fund balance classification (committed, assigned, or unassigned) based on the nature of the commitment, and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent years and included in the subsequent years' budgets. Unencumbered appropriations lapse at year-end.

The legal level of budgetary control (the level on which expenditures may not legally exceed appropriations) is at the fund level. On a monthly basis, the General Manager reports all expenditures and encumbrances incurred during the prior month to the Board.

The budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America.

**SUPPLEMENTARY INFORMATION**

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
SCHEDULE OF REVENUES AND EXPENDITURES BY DIVISION  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

	Moore Creek	Oat Hill Mine Trail	Napa River and Bay Trail	Camp Berryessa
<b>REVENUES</b>				
Grants:				
Napa County	\$ 1,830,463	\$ 12,027	\$ 9,689	\$ 39,004
Concessions	-	-	-	21,214
Donations and contributions	4,940	2,008	-	-
Rents	21,734	-	-	-
Interest	-	-	-	-
<b>Total Revenues</b>	<b>1,857,137</b>	<b>14,035</b>	<b>9,689</b>	<b>60,218</b>
<b>EXPENDITURES</b>				
Salaries and benefits	13,347	-	-	-
Administrative services	36,560	7,247	1,706	3,387
Election services	-	-	-	-
Accounting and auditing services	-	-	-	-
Information technology service	-	-	-	-
Legal services	-	-	-	-
Waste disposal services	-	-	-	2,437
Landscaping services	-	-	-	-
Construction services	10,698	-	-	-
Sewer disposal services	-	-	-	4,230
Other professional services	9,918	-	-	2,346
Maintenance - building and improvements	7,791	-	-	12,734
Maintenance - infrastructure and land	-	-	-	4,342
Rents and leases - equipment	2,639	-	-	-
Rents/Leases - buildings/land	-	-	-	-
Insurance - liability	-	-	-	-
Communications and telephone	-	-	-	-
Printing and binding	46	-	938	-
Bank charges	-	-	-	-
Permits and license fees	-	-	-	-
Training and conference expenses	-	-	-	-
Business travel and mileage	3,801	649	271	125
Fleet charges	-	-	-	-
Office supplies	-	-	-	-
Memberships and certifications	-	-	-	-
Utilities - electric	-	-	-	-
Utilities - propane	-	-	-	-
Clothing and personal supplies	-	-	-	-
Safety supplies	-	-	-	-
Janitorial supplies	-	-	-	534
Maintenance supplies	5,393	-	78	222
Vehicle repair supplies	-	-	-	-
Minor equipment and small tools	1,951	-	-	-
Computer equipment and accessories	-	-	-	-
Computer software/licensing fees	-	-	-	-
Special departmental expenses	-	-	-	-
Goods for resale	-	-	-	-
Taxes and assessments	1,548	-	-	-
Capital outlay:				
Land	1,700,000	-	-	-
Intangibles	-	-	-	-
Equipment	-	-	-	-
<b>Total Expenditures</b>	<b>1,793,692</b>	<b>7,896</b>	<b>2,993</b>	<b>30,357</b>
<b>Transfers</b>	<b>(70,655)</b>	<b>(6,139)</b>	<b>(6,696)</b>	<b>(29,861)</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ (7,210)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
SCHEDULE OF REVENUES AND EXPENDITURES BY DIVISION (Continued)  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

	Berryessa Vista	Napa River Ecological Reserve	Vine Trail	Putah Creek
<b>REVENUES</b>				
Grants:				
Napa County	\$ 780	\$ 13,819	\$ 180	\$ 5,788
Concessions	-	-	-	-
Donations and contributions	-	-	-	-
Rents	-	-	-	-
Interest	-	-	-	-
<b>Total Revenues</b>	<b>780</b>	<b>13,819</b>	<b>180</b>	<b>5,788</b>
<b>EXPENDITURES</b>				
Salaries and benefits	-	-	-	-
Administrative services	780	882	5,609	4,151
Election services	-	-	-	-
Accounting and auditing services	-	-	-	-
Information technology service	-	-	-	-
Legal services	-	-	-	-
Waste disposal services	-	-	-	-
Landscaping services	-	-	-	-
Construction services	-	-	4,130	-
Sewer disposal services	-	-	-	-
Other professional services	-	6,000	-	-
Maintenance - building and improvements	-	-	-	-
Maintenance - infrastructure and land	-	-	-	-
Rents and leases - equipment	-	-	-	-
Rents/Leases - buildings/land	-	-	-	-
Insurance - liability	-	-	-	-
Communications and telephone	-	-	-	-
Printing and binding	-	-	-	-
Bank charges	-	-	-	-
Permits and license fees	-	-	-	361
Training and conference expenses	-	-	-	-
Business travel and mileage	-	148	48	66
Fleet charges	-	-	-	-
Office supplies	-	-	-	-
Memberships and certifications	-	-	-	-
Utilities - electric	-	-	-	-
Utilities - propane	-	-	-	-
Clothing and personal supplies	-	-	-	-
Safety supplies	-	-	-	-
Janitorial supplies	-	-	-	-
Maintenance supplies	-	440	-	-
Vehicle repair supplies	-	-	-	-
Minor equipment and small tools	-	-	131	-
Computer equipment and accessories	-	-	-	-
Computer software/licensing fees	-	-	-	-
Special departmental expenses	-	-	-	-
Goods for resale	-	-	-	-
Taxes and assessments	-	-	-	-
Capital outlay:				
Land	-	-	-	-
Intangibles	-	-	-	-
Equipment	-	-	72,656	-
<b>Total Expenditures</b>	<b>780</b>	<b>7,470</b>	<b>82,574</b>	<b>4,578</b>
<b>Transfers</b>	<b>-</b>	<b>(6,349)</b>	<b>82,394</b>	<b>(1,210)</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
SCHEDULE OF REVENUES AND EXPENDITURES BY DIVISION (Continued)  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

	State Parks	Suscol Headwaters Preserve	Amy's Grove	Cedar Roughs Smittle Creek
<b>REVENUES</b>				
Grants:				
Napa County	\$ 41,198	\$ 301,859	\$ 31,547	\$ 4,599
Concessions	776,665	-	-	-
Donations and contributions	57,684	5,000	-	-
Rents	26,786	3,890	-	-
Interest	13,731	6,667	-	-
<b>Total Revenues</b>	<b>916,064</b>	<b>317,416</b>	<b>31,547</b>	<b>4,599</b>
<b>EXPENDITURES</b>				
Salaries and benefits	419,749	-	-	-
Administrative services	352,203	19,427	3,244	1,121
Election services	-	-	-	-
Accounting and auditing services	-	-	-	-
Information technology service	24,536	-	-	-
Legal services	-	-	-	-
Waste disposal services	30,744	410	-	-
Landscaping services	17,260	-	-	-
Construction services	9,200	70,317	-	-
Sewer disposal services	4,138	-	-	-
Other professional services	9,884	13,039	9,060	-
Maintenance - building and improvements	-	-	-	-
Maintenance - infrastructure and land	-	-	-	-
Rents and leases - equipment	-	166	-	-
Rents/Leases - buildings/land	-	-	-	-
Insurance - liability	2,523	-	-	-
Communications and telephone	5,944	-	-	-
Printing and binding	97	1,225	-	-
Bank charges	299	-	-	-
Permits and license fees	54	3,558	-	-
Training and conference expenses	598	-	-	-
Business travel and mileage	-	361	689	357
Fleet charges	5,358	-	-	-
Office supplies	4,258	-	-	-
Memberships and certifications	-	-	-	-
Utilities - electric	36,348	-	-	-
Utilities - propane	786	-	-	-
Clothing and personal supplies	924	-	-	-
Safety supplies	472	-	-	-
Janitorial supplies	5,291	-	-	-
Maintenance supplies	22,101	457	560	-
Vehicle repair supplies	2,198	-	-	-
Minor equipment and small tools	1,423	1,551	-	-
Computer equipment and accessories	-	-	-	-
Computer software/licensing fees	-	-	-	-
Special departmental expenses	2,595	-	-	-
Goods for resale	17,811	-	-	-
Taxes and assessments	-	-	-	-
Capital outlay:				
Land	-	-	-	-
Intangibles	-	82,000	-	-
Equipment	-	-	-	-
<b>Total Expenditures</b>	<b>976,794</b>	<b>192,511</b>	<b>13,553</b>	<b>1,478</b>
<b>Transfers</b>	<b>36,967</b>	<b>(124,905)</b>	<b>(17,994)</b>	<b>(3,121)</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ (23,763)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**NAPA COUNTY  
REGIONAL PARK AND OPEN SPACE DISTRICT  
SCHEDULE OF REVENUES AND EXPENDITURES BY DIVISION (Continued)  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

	Other Projects	General Fund	Total
<b>REVENUES</b>			
Grants:			
Napa County	\$ 425,959	\$ 495,785	\$ 3,212,697
Concessions	-	-	797,879
Donations and contributions	-	13,686	83,318
Rents	-	-	52,410
Interest	-	73,665	94,063
	<hr/>	<hr/>	<hr/>
<b>Total Revenues</b>	<b>425,959</b>	<b>583,136</b>	<b>4,240,367</b>
<b>EXPENDITURES</b>			
Salaries and benefits	-	528,895	961,991
Administrative services	59,711	99,639	595,667
Election services	-	2,277	2,277
Accounting and auditing services	-	20,151	20,151
Information technology service	-	24,538	49,074
Legal services	-	2,970	2,970
Waste disposal services	-	-	33,591
Landscaping services	-	-	17,260
Construction services	-	-	94,345
Sewer disposal services	-	-	8,368
Other professional services	13,692	-	63,939
Maintenance - building and improvements	-	14,253	34,778
Maintenance - infrastructure and land	-	602	4,944
Rents and leases - equipment	471	722	3,998
Rents/Leases - buildings/land	-	10,500	10,500
Insurance - liability	-	29,577	32,100
Communications and telephone	-	225	6,169
Printing and binding	927	214	3,447
Bank charges	-	-	299
Permits and license fees	-	-	3,973
Training and conference expenses	-	75	673
Business travel and mileage	315	1,120	7,950
Fleet charges	-	2,412	7,770
Office supplies	-	3,911	8,169
Memberships and certifications	-	14,387	14,387
Utilities - electric	-	-	36,348
Utilities - propane	-	-	786
Clothing and personal supplies	-	-	924
Safety supplies	-	-	472
Janitorial supplies	-	-	5,825
Maintenance supplies	578	354	30,183
Vehicle repair supplies	-	-	2,198
Minor equipment and small tools	-	517	5,573
Computer equipment and accessories	-	3,229	3,229
Computer software/licensing fees	-	1,340	1,340
Special departmental expenses	4,060	60	6,715
Goods for resale	-	-	17,811
Taxes and assessments	-	-	1,548
Capital outlay:			
Land	702,910	-	2,402,910
Intangibles	-	-	82,000
Equipment	-	50,164	122,820
	<hr/>	<hr/>	<hr/>
<b>Total Expenditures</b>	<b>782,664</b>	<b>812,132</b>	<b>4,709,472</b>
<b>Transfers</b>	<b>356,705</b>	<b>(209,136)</b>	<b>-</b>
	<hr/>	<hr/>	<hr/>
<b>Net Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ (438,132)</b>	<b>\$ (469,105)</b>

## **OTHER REPORT**

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Honorable Members  
of the Board of Directors  
Napa County Regional Park and Open Space District  
Napa, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and major fund of the Napa County Regional Park and Open Space District (the District), as of and for the fiscal year ended June 30, 2025, and the related notes to the basic financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated November 4, 2025.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

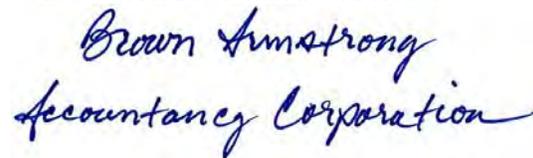
## Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BROWN ARMSTRONG  
ACCOUNTANCY CORPORATION

A handwritten signature in blue ink that reads "Brown Armstrong Accountancy Corporation". The signature is written in a cursive style and is positioned below the printed name of the company.

Bakersfield, California  
November 4, 2025



## **STAFF REPORT**

*By:* Chris Cahill  
*Date:* November 10, 2025  
*Item:* **4.c**  
*Subject:* Consideration and potential adoption of an updated Moore Creek Park trail plan.

### RECOMMENDATION

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

### ENVIRONMENTAL DETERMINATION

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

### BACKGROUND

With the acquisition of the 523-acre Phinney Addition complete as of March 28, 2025 we get to pivot to the fun part, which is park planning and getting to work on integrating the new property into our now 2,100 acre open space park. With the help and partnership of the Napa Resource Conservation District we are currently developing an amendment to the Moore Creek Park Forest Management Plan which will incorporate Phinney and guide our forest and fuels management practices at the park going forward. We are very hopeful that the revised Forest Management Plan will also open up avenues for grant funding to pay for some of that important work. The Board should see that revised Forest Management Plan sometime in calendar 2026.

On the development side, adding Phinney to Moore Creek means amending the property's Trail Plan to include several new trails. The changes in the proposed revised plan are limited to the Phinney Addition, where staff is proposing:

1. McLoed Trail. A new +/- 2 mile multi-use natural surface singletrack trail, intended as a climbing alternate to Dan's Wild Ride with an easier grade.
2. Rocket Sled Trail. A +/- 0.5 mile road-to-trail conversion or mix of new natural surface singletrack trail and road-to-trail conversion, intended as a multi-use but bike-forward dark blue or light black diamond descending trail.

3. Recreation Flat Trail. Conversion of the +/- 0.8 mile former Dan's Wild Ride alignment (historically referred to as Old Dan's) into an out-and-back trail with a turnaround south of the Las Posadas State Forest property line, all occurring on the existing trail tread.
4. Rules and Use Limitations: All trails on the Phinney Addition would be multi-use, allowing hikers, cyclists (including Class 1 e-bikes), and equestrians; no motor vehicles would be allowed, excepting those operated by NOSD staff, Land Trust staff, and our contractors or agents; and the Phinney Addition would close, along with the rest of Moore Creek Park, during red-flag fire weather events.

Napa Open Space District and the Land Trust of Napa County contracted with noted expert Jake Ruygt of Napa Botanical Surveys to complete a full botanical survey of the Phinney property in 2024, prior to its acquisition by the District. The trail alignments proposed in the revised Trail Plan are designed to avoid any rare or endangered species.

Staff developed the following notes as guidelines for trail character in Phinney generally, and for the McLoed Trail in particular. They are intended to be shared with trailbuilders to give a good narrative sense of the type of trail we are looking for here:

*"The climb is at ~7% average to gain the ridge, matching some of the steeper parts of the original Forest Trails Alliance Dan's Wild Ride alignment. The general character of this trail should match Dan's somewhat; good "traditional" trail that can make use of rolling grade dips for water management and is pleasant in both traveling directions on foot or wheels (or presumably hooves). Switchbacks should be navigable by bicycle and comfortable to navigate but not exceedingly generous or deeply bermed. Basically, a nice substitute for the original alignment that gains the ridge, gets folks up to Okin/into PUC forest, something that can make a loop on Phinney and that's also a good line down for someone on their way from Angwin to Lake Hennessey as a usable alternative to the original alignment."*

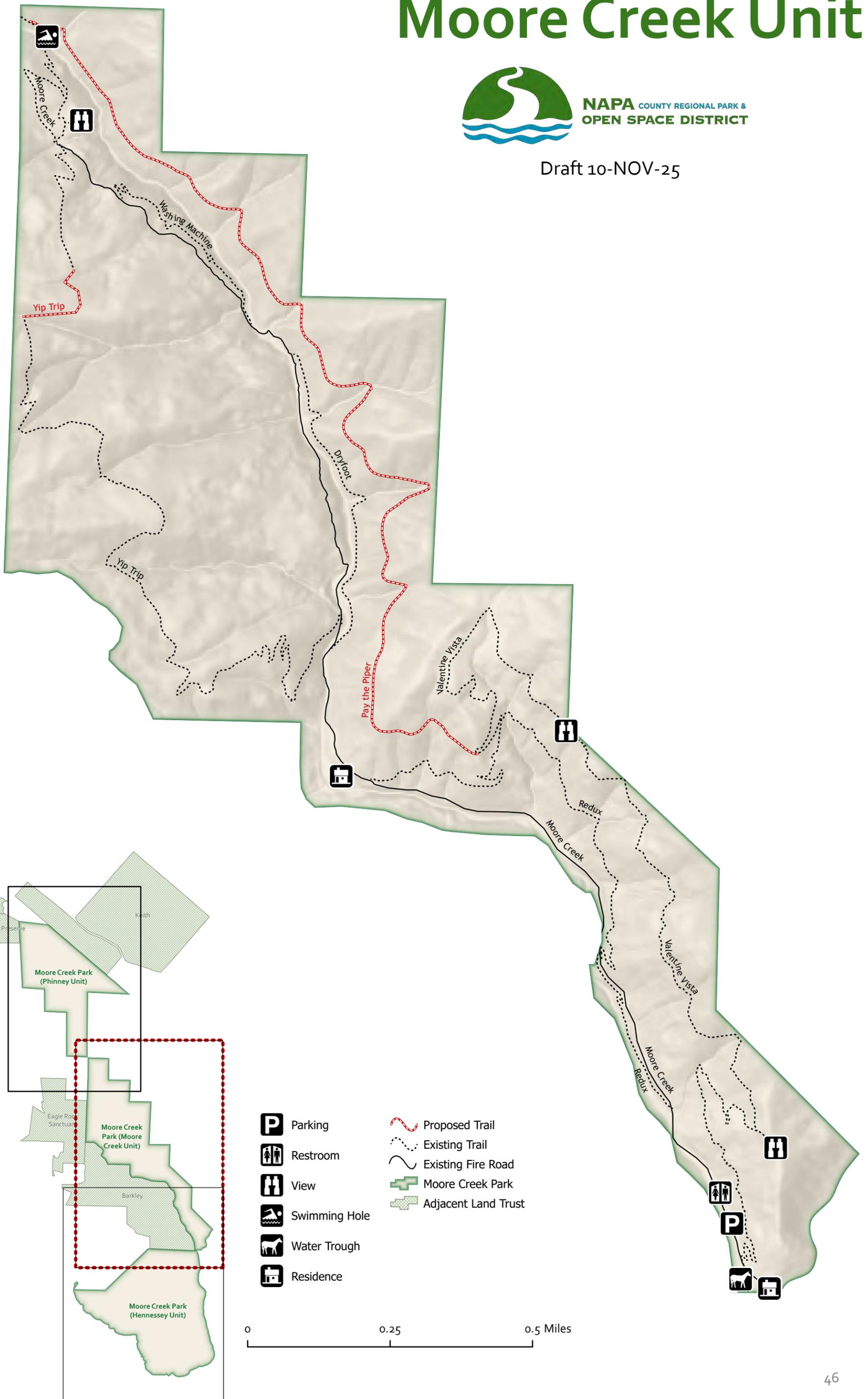
The Board budgeted \$60,000 for trail construction on the Phinney Addition in FY 25/26 and staff believes we can find some additional funds in other pots (such as money set aside for an additional Ford Lightning truck, which we are now unlikely to need to purchase in the current fiscal year) to increase that allocation subject to Board approval at a later date. It is our hope that much of the new Phinney Addition trail mileage proposed in the revised Moore Creek Park Trail Plan can be constructed in 2026.

# Moore Creek Unit



NAPA COUNTY REGIONAL PARK &  
OPEN SPACE DISTRICT

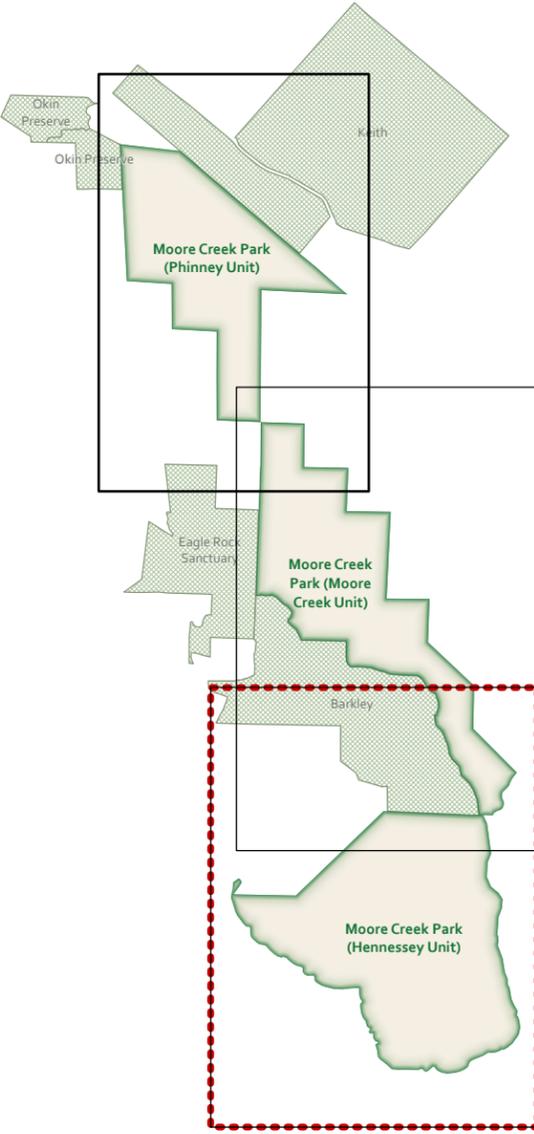
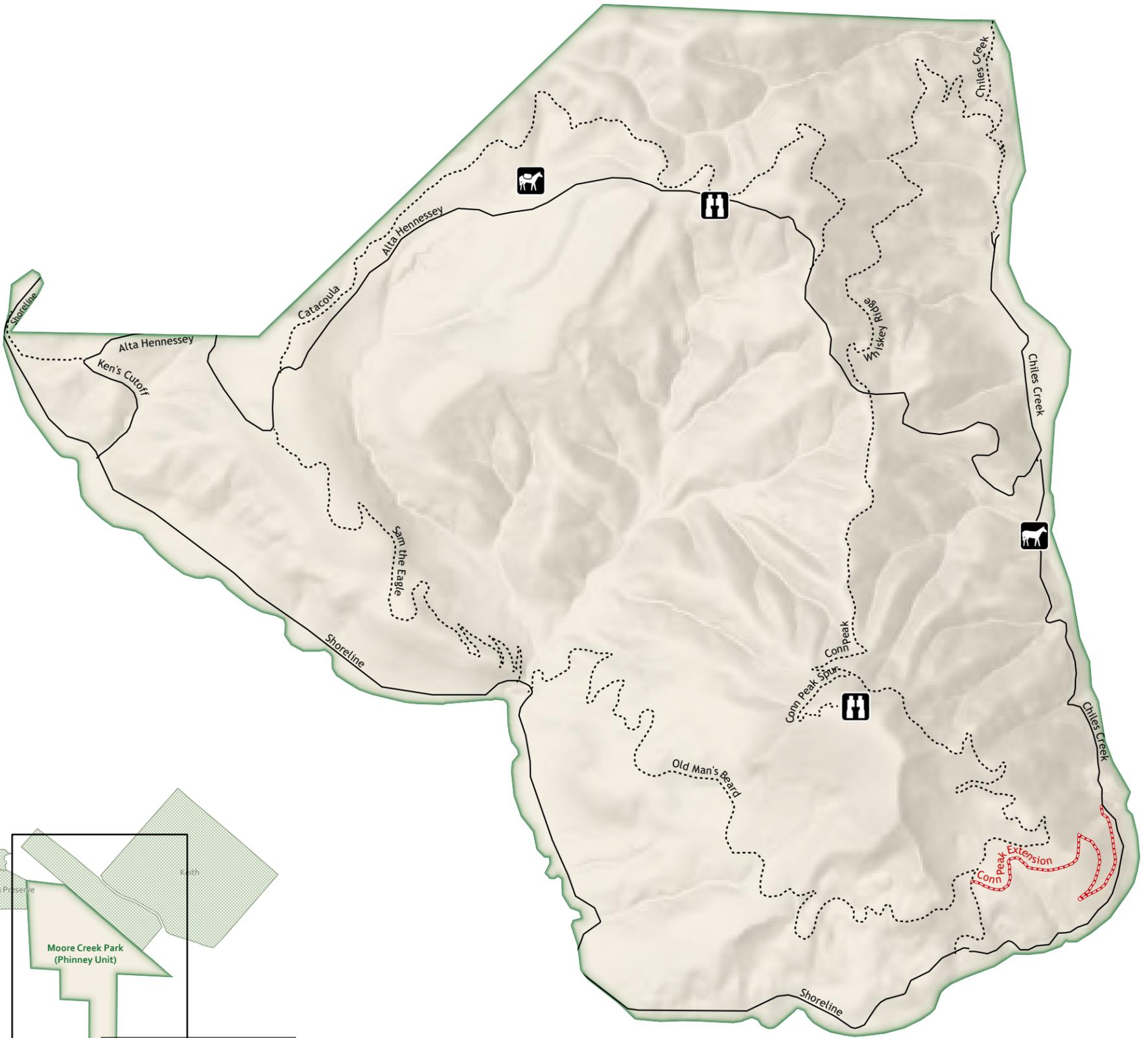
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# Hennessey Unit



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



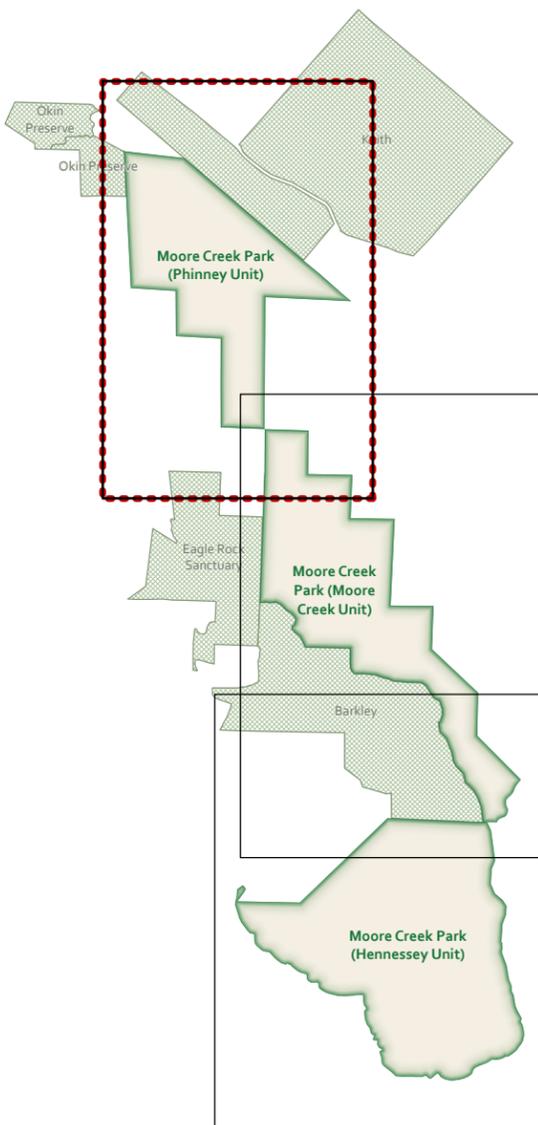
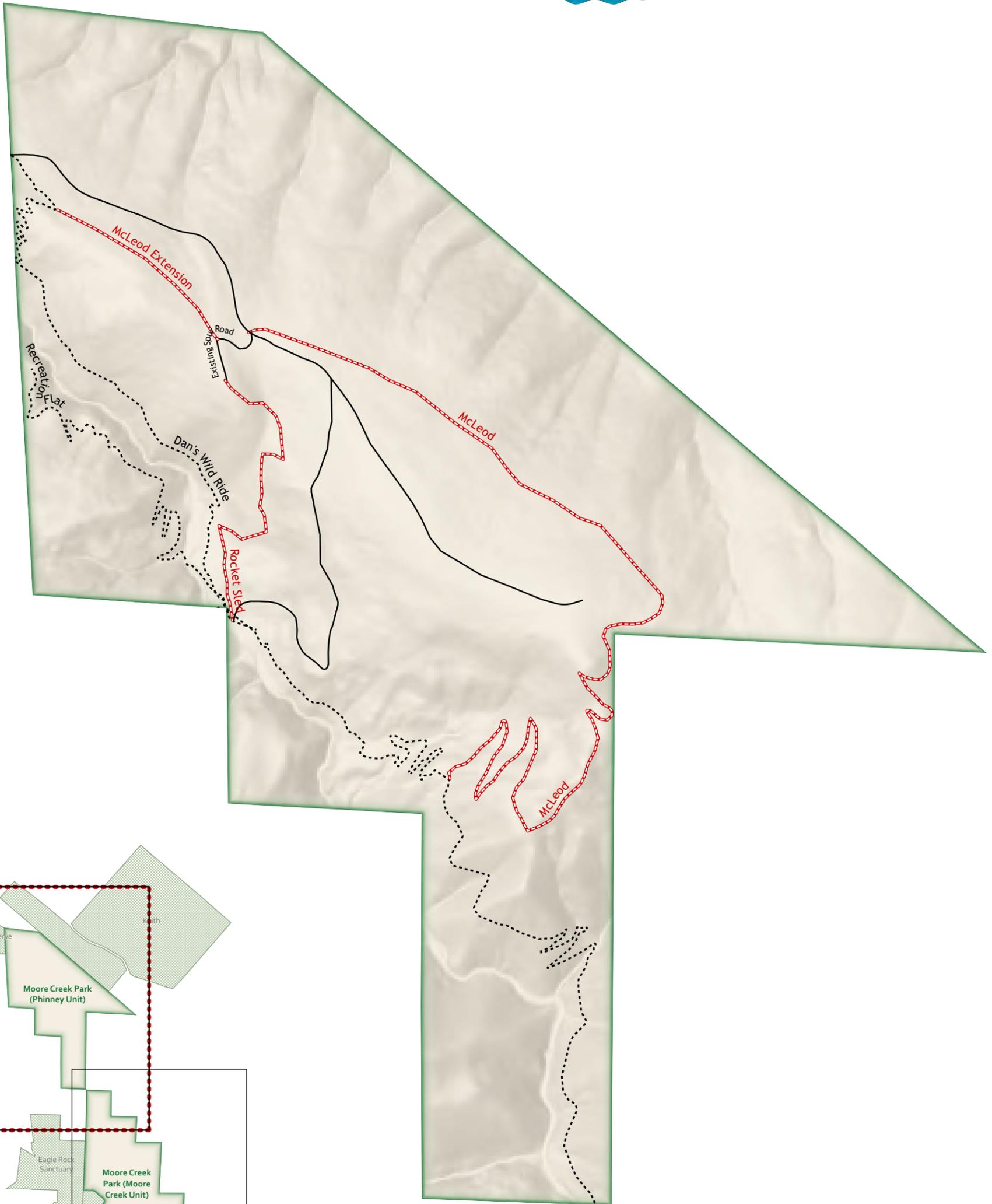
- View
- Water Trough
- Stock Pond
- Proposed Trail
- Existing Trail
- Existing Fire Road
- Moore Creek Park



# Phinney Unit



NAPA COUNTY REGIONAL PARK &  
 OPEN SPACE DISTRICT



- Proposed Trail
- Existing Trail
- Existing Fire Road
- Moore Creek Park
- Adjacent Land Trust





## **STAFF REPORT**

By: Chris Cahill and Barb Ruffino  
Date: November 10, 2025  
Item: **4.d**  
Subject: Receipt of report on staff reportable actions including expenditures, encumbrances, donations, and grants approved by District staff for October 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 \$54,121.60, 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 **October 2025**. All Cal-Card purchases are itemized in the financial report.

### Advocacy

### Agreements

### Grants and Donations

#### **Online Donations**

ReLeaf \$1,433

#### **Iron Ranger Donations**

Moore Creek Park \$279.25

Oat Hill Mine Trail \$132

**PARKS & OPEN SPACE DISTRICT –OCTOBER 2025 EXPENSE REPORT**

**Gen Admin Dept - 85000-00**

Date	Account Name	Description	Vendor Name	Amount
10/2/2025	Workers Compensation	WC Audit Reconciliation	Special Dist Risk Management	\$ 3,597.18
10/16/2025	Rents/Leases-Buildings/Land	Nov 2025 Rent-1443 Main St, Ste 135	Knm Properties, Inc.	\$ 2,100.00
10/16/2025	Rents/Leases-Equipment	7/8/25-10/7/25 Print Charges	Kyocera Document Solutions	\$ 57.51
10/23/2025	Health Insurance Premiums	11/25 Kaiser Premiums	Kaiser Permanente	\$ 3,527.10
10/28/2025	Fleet Charges	Lighting charging costs	Us Bank National Association	\$ 25.91
10/28/2025	Computer Software/License Fees	10/25 Google	Us Bank National Association	\$ 8.40
10/28/2025	Computer Software/License Fees	10/25 Zoom	Us Bank National Association	\$ 16.99
10/28/2025	Communications/Telephone	10/25 Internet-Main St	Us Bank National Association	\$ 74.90
10/28/2025	Maintenance Supplies	Wiper blades-Ford Lightning	Us Bank National Association	\$ 69.58
10/28/2025	Office Supplies	USB stick	Us Bank National Association	\$ 14.13
10/28/2025	Special Department Expense	Outreach goods	Us Bank National Association	\$ 69.34
10/17/2025	Rents/Leases-Equipment	10/11/25-11/10/25 Printer Lease	Kyocera Document Solutions	\$ 62.06
10/23/2025	Insurance-Premiums	25/26 Volunteer Insurance Premium	Alliant Insurance Service	\$ 688.00

**Moore Creek Dept - 85010-00**

Date	Account Name	Description	Vendor Name	Amount
10/28/2025	Rents/Leases-Equipment	10/25 Portable Toilet	Johnny On The Spot	\$ 228.77
10/28/2025	Maintenance Supplies	ATV Maintenance supplies	Us Bank National Association	\$ 84.06
10/2/2025	Maintenance Supplies	Plumbing supplies	Central Valley Builders	\$ 63.30
10/2/2025	Other Professional Services	10/25 Monthly Wastewater Sampling	Heritage Systems, Inc	\$ 128.33

**Camp Berryessa 85010-03**

Date	Account Name	Description	Vendor Name	Amount
10/16/2025	Waste Disposal Services	9/25 Garbage Service-Camp Berryessa	Berryessa Garbage Service	\$ 536.50
10/28/2025	Janitorial Supplies	Trash bags, cleaning spray	Us Bank National Association	\$ 48.32
10/17/2025	Other Professional Services	Lab Order #A090635-Camp Berryessa	Caltest Analytical Labs	\$ 58.00

**NRER - 85010-05**

Date	Account Name	Description	Vendor Name	Amount
10/16/2025	Other Professional Services	9/25 Litter Abatement	Napa Valley Support	\$ 500.00

**State Park - 85010-08**

Date	Account Name	Description	Vendor Name	Amount
10/2/2025	Workers Compensation	WC Audit Reconciliation	Special Dist Risk Management	\$ 3,597.18
10/2/2025	Goods for Resale	Toys/Souvenirs-gift shop	Wild Republic	\$ 463.06
10/2/2025	Construction Supplies	4x8 CDX 5-Ply	Central Valley Builders	\$ 223.74
10/2/2025	Maintenance Supplies	Flashing, Nylon trimmer line, felt roll	Central Valley Builders	\$ 162.79
10/16/2025	Communications/Telephone	8/28-9/27/25 Phone	At&T	\$ 31.43
10/16/2025	Other Professional Services	Lab Order #A091137-Bothe	Caltest Analytical Labs	\$ 58.00
10/16/2025	Maintenance Supplies	Safety pins, Taskpro tools	Steves Hardware	\$ 22.69
10/16/2025	Maintenance Supplies	Paint, roller brushes	Silverado Ace Hardware	\$ 38.00
10/17/2025	Goods for Resale	Souvenir books-gift shop	Ingram Library Service	\$ 86.07
10/17/2025	Maintenance Supplies	Hyd oil, filter	Brown's Auto Parts	\$ 112.87
10/17/2025	Other Professional Services	Lab Order #A081004-Bale Mill	Caltest Analytical Labs	\$ 58.00
10/21/2025	Maintenance Supplies	Decomposed granite	Calmat Co DbA Shamrock	\$ 253.08
10/21/2025	Communications/Telephone	9/10-10/9/25 Internet	At&T	\$ 315.67
10/23/2025	Printing and Binding	Bothe Vine Trail Signs	Embzone Group Inc	\$ 174.00
10/23/2025	Health Insurance Premiums	11/25 Kaiser Premiums	Kaiser Permanente	\$ 1,420.41
10/23/2025	Utilities-Electric	9/11-10/12/25 Acct #2172831822-7	Pacific Gas & Electric	\$ 23.98
10/28/2025	Goods for Resale	Souvenir books-gift shop	Ingram Library Service	\$ 108.57
10/28/2025	Goods for Resale	Souvenir books-gift shop	Ingram Library Service	\$ 13.63
10/28/2025	Goods for Resale	Souvenir books-gift shop	Ingram Library Service	\$ 125.43
10/28/2025	Utilities-Electric	9/12/25-10/13/25 Acct #4831406953-4	Pacific Gas & Electric	\$ 44.94
10/28/2025	Permits/License Fees	VIN #416070H009055 - Tractor DMV fee	State Of California	\$ 32.00
10/16/2025	Other Professional Services	Lab Order #A091135-Bothe	Caltest Analytical Labs	\$ 81.00
10/17/2025	Other Professional Services	Lab Order #A081005-Bothe	Caltest Analytical Labs	\$ 58.00
10/16/2025	Goods for Resale	Firewood bundles	All Seasons Firewood	\$ 1,950.00
10/17/2025	Other Professional Services	11/1/25-1/31/25 Bothe Security Service	Bay Alarm Company	\$ 308.73
10/17/2025	Other Professional Services	Lab Order #A081006-Bothe	Caltest Analytical Labs	\$ 136.00
10/21/2025	Communications/Telephone	9/13-10/12/25 Alarm	At&T	\$ 150.83
10/23/2025	Utilities-Electric	9/11-10/12/25 Acct #9051730227-0	Pacific Gas & Electric	\$ 60.14
10/23/2025	Utilities-Electric	9/11-10/12/25 Acct #6765403114-4	Pacific Gas & Electric	\$ 10.97
10/2/2025	Waste Disposal Services	9/25 Garbage Service	Upper Valley Disposal	\$ 2,604.39
10/2/2025	Construction Supplies	Quikrete Cement, blacktop repair	Central Valley Builders	\$ 207.50

10/23/2025	Utilities-Electric	9/11-10/12/25 Acct #1869012498-9	Pacific Gas & Electric	\$ 1,289.18
10/23/2025	Utilities-Electric	9/11-10/12/25 Acct #6781840750-3	Pacific Gas & Electric	\$ 207.14
10/16/2025	Other Professional Services	Lab Order #A091134-Bale Mill	Caltest Analytical Labs	\$ 81.00
10/17/2025	Maintenance Supplies	Tire tube	O.K. Tire Store	\$ 24.94
10/16/2025	Other Professional Services	Lab Order #A091136-Bale Mill	Caltest Analytical Labs	\$ 113.00
10/16/2025	Goods for Resale	Sonora Wheat-50 lb bags	Riverdog Farm, Inc	\$ 400.00
10/17/2025	Goods for Resale	Souvenir books-gift shop	Ingram Library Service	\$ 179.07

**Other Projects - 85010-90**

<b>Date</b>	<b>Account Name</b>	<b>Description</b>	<b>Vendor Name</b>	<b>Amount</b>
10/20/2025	GIS Services	July-Sept 2025 GIS Services	Zachary W Stanley	\$ 1,718.75



## **STAFF REPORT**

By: Jason Jordan  
Date: November 10, 2025  
Item: **4.e**  
Subject: November 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 remains busy on weekends.

**Bale Mill SHP-** Steady attendance with nice fall weather and Old Mill Days Event.

**Robert Louis Stevenson SP-** Use increasing with mild temperatures. Caltrans finished their slide repair near the trailheads.

### PARK UPDATES

- Vine Trail Update:
  - Warning signs installed for uneven surface.
  - High use on weekends with nice weather.
  - Blowing, trash, tree trimming occurring. Repair to shoulder near Deconnick bridge was made.
- Kerry Brackett's Eco fitness hike was held on October 10<sup>th</sup>.
- Old Mill Days was held on October 11<sup>th</sup> and 12<sup>th</sup>. We had above average attendance at the event with approximately 650 people for the weekend. St Helena Montessori School volunteered and brought grain they grew for demonstrations.
- Enviroports Inc held their annual Wine Country Marathon, Half Marathon, and 10K event on October 25<sup>th</sup> on the Bothe trail system. Light rain came in for Saturday so only about 120 runners participated.
- Volunteer Update:
  - Wayne, our regular trail volunteer, assisted staff to get trails ready for trail run in October.
  - PUC Students chose Bothe as a site to volunteer on October 16<sup>th</sup> for their annual Service Day. Two groups of students helped to maintain and cut drains on trails and plant native plants in the Native American Plant Garden.
- Bothe implemented a planned shut down of camping for four days in October. A leak detector was scheduled to identify leaks on the water system lines. Some valuable information was gained, and a known leak was confirmed.

- Environmental Education:
  - Two Field Trips were held at the Bale Mill in October for 42 students.
  - Three Field Trips were held at Bothe in October for 179 students.
- The theme for the 3<sup>rd</sup> Saturday hike in October was Ravens and Coyotes and was held at Moore Creek Park. We partnered with Ashley from Napa RCD and shared interesting facts and information about these special animals. Six people attended the hike.
- Working with NVSPA and Architect on scoping and developing an RFP for replacement of the Flume structure at the Bale Mill.
- The interpretive committee continues to meet and review submittals from Weldon Exhibits. A presentation to State Parks has been scheduled in early November for their review and input of a 75% draft.
- Maintenance staff installed the new entrance sign for the Bale Mill on Lyman Canyon Road (pic below).
- NOSD worked with a landscape architect on an RFP for hardscape work involved with approved landscape design for the Visitor Center.
- Finalizing design and machine set up for Ventek International for installation of a self-pay credit card machine at the Bothe entrance station. Install is slated for late November.
- A permit was issued to Travis Air Force Base (Outdoor Recreation Program) for recreational climbing at RLS State Park.





## Projects Status Report

November 10<sup>th</sup>, 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 CADFW staff on June 12, 2018 to discuss CDFW concerns. Senator Dodd organized a meeting in October with the City of American Canyon, County of Napa and the District in an attempt to move the project forward, and another meeting with District staff and CADFW staff on November 28, 2018. Staff has been working with BCDC to determine whether CDFW plans to impose user fees for people walking on the trail along the edge of the wetlands would be allowed under DFW's permit from BCDC. CDFW in April approved policy changes for the Napa-Sonoma marshes, including use of bicycles on designated trails. The District and the City of American Canyon have been developing new and improved signage for the Wetlands Edge trailhead. The commemorative plaque for former Director Myrna Abramowicz was vandalized in June or July of 2020; Director Christian has taken the lead in getting a replacement plaque and the finished product is now installed and turned out excellent. Rick and Chris inspected the segment north of Soscol Ferry Road in mid-June and noticed some damage to the stabilized quarry fines tread due to work by Napa San in their easement. Because the construction project requires excavation in and around a manhole in the middle of the trail, the Butler Bridge segment is currently closed to protect public safety. Post-construction work on rehabilitating the tread of the trail was completed shortly after Thanksgiving and it is once again open and useable. On July 29<sup>th</sup> the Napa StoryWalk had its grand opening in American Canyon, turnout was light, probably due to the 4:00PM on Friday afternoon timing, but those who attended had a wonderful time. In early February 2023 the County of Napa began the extended process of updating its Airport Land Use Compatibility Plan (or ALUCP), a document that is relevant to the District because adopted policies could impact our ability to someday complete the Napa River Trail, which would run through the Airport Land Use Compatibility planning area. District staff inspected the entire trail from American Canyon to Fagan Marsh in late January and has had initial conversations with the County planners running the project. 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 23<sup>rd</sup> followed by the logger completing his clean-up and erosion control operations. Road rebuilding is complete. A State Employment Development Department funded crew of 4 (using fire emergency job training funds) started work on April 2, 2019 and continued through the end of 2019 chipping of much of the remaining woody debris and cutting larger logs into rounds for eventual splitting for firewood. In July 2019 we worked with our salvage logging contractor on improvements to the gravel driveway to make it more useable to visitors in 2WD vehicles. Staff hiked the property extensively in February of 2019, trying among other things to relocate the old trails, but most have been destroyed by the 2017 fires and resulting erosion. The Mt Veeder Fire Safe Council secured a grant to fund fuel reduction work along the Mayacamas ridge on and near the Cove, and cleared downed and standing-dead trees along our ridgetop fire road. We have paused work on developing a new potable water system and septic system on the site while we reconsider our priorities in light of District finances, and the timeframe in which we think regular ongoing (as opposed to occasional special event-style) public camping will actually be desirable on the property once again. The Americorps team in January and February of 2021 constructed just under a half mile of new trail running up the ridge and towards Mount Veeder from the Cove bowl; it is much more gradual than the old trails (the old trail was 25-30%, new trail is about 9%). 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. Staff worked with PG&E to position underground power equipment in such a way as to not impact any future parking lots in Turkovich and came to an acceptable plan for locating the underground boxes. Staff met with the neighbors immediately east of Turkovich to discuss PG&E and vegetation management near the property line and scheduled a discussion with Firewise to discuss fire preparedness at Turkovich/The Cove.

## **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. A couple slight water quality issues at Camp in June, resolved by staff without any impact to guests. Some evidence of uninvited guests in the camp, staff requested support from Bureau of Reclamation as well as Napa Sheriff's Office to keep extra eyes on the camp for visitors without reservations. Income: \$2700, 107 adults, 191 children. Total: 298. Other Info: Rain early in the month. There were several scout troops at the camp this month and 1 adult Live Action Role Playing Group

## **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 <math>< 6''</math> dbh, and limbing up of trees >math>6''</math> 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 continues to use Mayacamas as a base of operations for fish studies in Dry Creek. Staff hosted a volunteer day at Mayacamas in preparation for this year's guided hike. Data from the mountain lion tracking cameras was retrieved and we're eagerly awaiting the results.

### **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. 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 22<sup>nd</sup>, against the objections of two neighbors (one of whom was a representative of CalFire's Las Posadas forest) who were concerned about the adequacy of our parking lots on busy weekend days. We have launched a social media campaign to alert visitors about the full parking lots and busy trails they can expect to experience at Moore Creek in a superbloom spring. 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. 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. RTA hosted a ribbon-cutting event for donors and users for the recently-completed Washing Machine Trail on 8/3/24. 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. 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! Seismic monitoring equipment was installed along the road to the caretaker house on 7/7/25. Staff (and Cahill children!) decommissioned a user-created trail on Okin and State property adjacent to the Phinney Addition to MCP after CalFire alerted us to its existence. Rick and Ty began alignment work on additional trails on the Phinney Unit of Moore Creek Park in anticipation of an upcoming build. Alignment work on new trails on the Phinney Addition continues with the intention of building new trail this fall. Napa RCD is intending to resubmit its Forest Health Grant solicitation for work in Moore Creek Park (as well as in several other locations around the county). This grant was /very/ competitive in the last round. Ongoing fall maintenance work continues at Moore Creek and elsewhere: clearing trail drainage, working to improve sight lines, getting ready for winter. Redwood Trails Alliance (with help from Grasshopper Adventure Series) held a fundraising group ride on November 9<sup>th</sup> to raise money for the Pay the Piper trail in Moore Creek.

## **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. A member of the public was concerned about cyanobacteria at NRER, staff confirmed with State Water Board that the site has tested negative several times and the water is free of harmful algae blooms.

## **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. 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. 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. The Pickett fire burned in the vicinity of Oat Hill Mine Trail and the trail served as both firebreak and critical access for CalFire. We won't know the extent of the impacts until firefighting operations cease and staff can get in to assess. Staff inspected OHMT as soon as conditions would allow and found (mostly) good news, as reported elsewhere in this agenda.

### **Old Howell Mountain Trail**

*Operations and Management of three miles of County public trail on a closed section of Old Howell Mountain Road*

The District assumed management responsibility for the trail as of 9/23/25 and staff has been meeting with neighbors, the County, and interested community members to resolve final details of parking, access, and maintenance of the 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 2<sup>nd</sup> and was attended by many well wishers and dignitaries. Surveyors have been on the property since the week before Thanksgiving and the County has contracted with a geologist to complete a mineral resources report in support of a potential State Lands Commission action to surplus the mineral rights to the County along with fee title. The State Phase 1 environmental analysis is complete and did not identify any serious issues. The pump track is complete and, while not yet formally open to the public, it is getting occasional "soft opening" type use and has proven extremely popular with children and adults alike. We are looking to a potential October grand opening. Redwood Trails Alliance and the Skyline Park Citizens Association are collaborating on hardening the pump track with crushed rock and trail plasticizer, largely using private funds donated by the Clif Family Foundation. This work will greatly decrease both water use and the maintenance work that goes into keeping it in good shape going forward. The District is purchasing fencing and signage materials and the installation work will be completed by District staff. The pump track grand opening was held on December 16, with a great turn out of adult cyclists, kids, and dignitaries. The State has informed Napa County that it is willing to consider selling Camp Coombs, an outcome that District staff has been advocating for several years; the County is pursuing legislation through Senator Dodd's office that would make the sale of Camp Coombs possible. The County hopes that the sale of the remainder of the Park, minus 5 acres the State wishes to retain for low income public housing, may be completed as early as the first half of 2024. Senator Dodd introduced SB 958 which deletes the specific exemption of Camp Coombs from the Skyline Park purchase authorization, which would make Camp Coombs eligible for purchase as part of Skyline Park. 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 12<sup>th</sup> 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. Staff worked with DSH fire department to remove homeless encampments along River to Ridge Trail and did brushing work to reduce fuel loads in the area. Surveyors marked the western boundary of Camp Coombs on 10/15 as things continue to proceed towards purchase. Staff and volunteers hosted a volunteer workday on Skyline's pump track to provide routine maintenance to the track surface. November 8<sup>th</sup> was the annual Ridge Trail Service Day (in partnership with Bay Area Ridge Trail and Skyline Park) and volunteers and staff made improvements to River to Ridge Trail where it's often wet in the winter and spring.

## **Smittle Creek**

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

The District completed purchase of this property in December 2015. A botanist was retained in early 2016 to do a reconnaissance level survey of plant resources as the first step in planning for the property; his report was received in January 2017; the report describes the property as one of the best locations in the County for native grasses. A group of 20+ people from Tuleyome were given a hiking tour of the property in December 2016, as a way to build interest in the property and build a pool of volunteers to help with restoration and improvement of the property. On March 4 2017, Tuleyome volunteers brushed the Iron Mountain trail (in the Cedar Roughts Wilderness, but accessed via Smittle Creek.) US Geological Survey in 2017 placed a seismic monitoring station on the property. The State Fish and Wildlife Game Warden for this area has been most helpful in patrolling the property looking for illegal poaching. A well-attended volunteer cleanup project was held in October of 2018, more than filling a 30 yard dumpster with debris. Our volunteer caretaker for this property has made repairs to the dirt roads and the perimeter fencing. Staff in January 2020 flagged a route for the proposed new trail access into the property from Reclamation's Smittle Creek Day Use Area parking lot, and a botanist has been retained to conduct a floristic survey this winter and spring. 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. There was a fire at Smittle Creek on 8/13/25. The fire burned approximately six acres of steep ground, about half of which on our property and half on Federal land. Damage was not significant; Bureau of Reclamation is going to tackle some minor fence repairs and Rick estimates that the burned area will revegetate quickly.

### **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 24<sup>th</sup>. 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. Final touches are being placed on parking lot bid and upcoming Phase 2 trails bids while we await approval from CDFW for Crotch's bumblebee avoidance plan. Still awaiting final approval from CDFW on bumblebee avoidance plan which will surely arrive shortly. Suscol headwaters continues to be heavily used and the parking lot bid is ready to launch save for final word from CDFW about our bumblebee avoidance plan. Staff is continuing to build trail in the Phase 1 area of Suscol and maintenance operations continue as well with support from our partners at Skyline Park. Fall building in Suscol continues and staff has tackled trail maintenance issues as they've started to appear. Bids for two additional trails in Suscol Headwaters are live as of 10/22 and two more are expected to go out shortly. Connection to the North Kelly Road parking lot should be complete this winter/spring in advance of next summer's parking lot construction.

## **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 24<sup>th</sup> at the State Park. Tony Norris and Jason Jordan represented the District. The NCRPOSD/Vine Trail/County of Napa Up Valley Vine Trail maintenance agreement was approved by the Board of Supervisors in June and is now (finally) fully executed. 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. Invoices for the first two quarters of maintenance have been issued and we're awaiting payment for Vine Trail maintenance.

### **Woodbury Properties**

*Acquire 480 acres next to Berryessa Estates from BLM at no fee through their Recreation and Public Purpose Act procedure. Manage Spanish Valley, Crystal Flats and Stone Corral (2,500 acres) open space preserves.*

The District in 2009 applied to BLM for a no-fee transfer of this property to the District; while this transfer was supported by BLM staff, the formal approval was delayed because of property title issues between BLM and BOR. By the time these issues were resolved personnel and priorities had changed at BLM, and the transfer application is stalled. The District completed the donation to the District of a small, 0.2 acre property that provides critical access to the northeast corner of the property. Prescribed burns were attempted for Spanish Valley in 2019 and 2020, but both had to be cancelled due to a combination of permit delays and uncooperative weather. Shortly after the 2020 prescribed burn was

cancelled, the LNU Fire burned the entire valley. The district in the spring of 2020 completed the donation of a conservation easement over Spanish Valley to the Land Trust. The current President for the Association reached out to District staff just before the LNU fire, indicating a willingness to restart discussions about an agreement between the two. However, the LNU fire put those discussions on hold, and staff efforts in February and March of 2021 to reach out to the Association have not been responded to. Field inspection completed on August 30<sup>th</sup>; Spanish Valley looks surprisingly good given burn intensity. 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. Staff is in discussions with the Land Trust's stewardship team about a prescribed burn for veg management/invasives control on the Woodbury properties for May/June 2026.

### **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 0f 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.