



**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 May 11th, 2026 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.

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, by appointment in the NCRPOSD Office at 1443 Main Street, Suite 135, Napa, California 94559, and generally Monday through Friday, between the hours of 9:00 a.m. and 5:00 p.m., except for District holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code §§6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

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

1. Call to Order and Roll Call

2. Public Comment

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

3. Set Matters

2:00 pm Consideration and release of draft budget for FY 2026-27 for public review and comment to June 8, 2026.

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors regular meeting of April 13, 2026.
- b. Consideration and potential approval of Agreement No. 26-15 with CliftonLarsonAllen LLP for independent audit services not to exceed \$5,270 annually through 2028 (for Fiscal Year 2027-2028) with potential extensions through 2030 (for Fiscal Year 2029-2030).
- c. Consideration and potential approval of a proposal by the Land Trust of Napa County that the District accept a conservation easement on the Scarritt Addition to their Grinsell Preserve, No Situs Address, Snell Valley Road, Pope Valley (Napa County Assessor's Parcel Numbers 116-110-042, 116-110-056, and portions of 016-110-063).
- d. Receipt of report on staff reportable actions including expenditures, encumbrances, donations, and grants approved by District staff for April 2026.
- 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



STAFF REPORT

By: Chris Cahill
Date: May 11, 2026
Item: **3**
Subject: Consideration and release of draft budget for FY 2026-27 for public review and comment to June 8, 2026.

RECOMMENDATION

Review draft budget for FY 2026-27 and release for public comment until the regular meeting of the Board of Directors on June 8, 2026.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

The primary source of revenue for the District's non State Park operations is the annual County grant, which is based on a percentage of County Transient Occupancy Tax (TOT) revenues. The District then leverages that base funding at an approximately 3-to-1 ratio with program income, grants, and donations to acquire land and deliver capital projects like new trails. It is, however, near impossible to write a grant that will cover the day-to-day operations of park facilities once built. We are reliant on the County grant to pay staff, buy and maintain weed whackers and chainsaws, and to keep the lights on in the office.

County TOT revenues dropped precipitously during the Covid-19 pandemic and were further affected by recent wildfires, especially the Glass Fire in the fall of 2020. After several years of a very lean budget, the TOT has returned to near pre-pandemic levels. Additionally, in April 2023, the Napa County Board of Supervisors voted to increase the District's share of the TOT, from 60 percent to 80 percent of what is now called the **Community Investment Fund** (so 80% of 12.5% of the prior calendar year's actual TOT revenue by the County). Between the recovered TOT and the new formula, the County grant to the District for Fiscal Year 2026-27 comes to a projected \$1,216,290, which is essentially flat from the \$1,219,661 we received in FY 2025-26.

In addition to significant **Community Investment Fund** revenues from the County, in Fiscal Year 2026-27 our draft budget shows the District receiving funds through a major \$1.17M **Regional Park Program** grant from the California Department of Parks and Recreation for the development of Suscol Headwaters Park and \$215,000 in grant support to the State Parks from our partners at the Napa Valley State Parks Association.

Assuming program revenue of \$1,643,461, a County of Napa **Community Investment Fund** funding level of \$1,216,290, and \$721,044 in anticipated donations and grants for the coming fiscal year, the attached draft FY 2026-27 budget proposes total revenues of \$ \$3,580,794 and total expenditures of \$3,828,177. As the Board is aware, the budget actually reflects two separate operations, whose funds do not comeingle: the **State Parks** operation, which covers Bothe-Napa Valley State Park, the Bale Grist Mill, and Robert Louis Stevenson State Park; and the rest of the District, **General Operations**, which covers all other park units and District administration.

GENERAL OPERATIONS

The **General Operations** side of the ledger is budgeted to have \$2,375,991 in revenue and \$2,570,167 in expenditures in FY 2026-27, resulting in a \$194,176 deficit, which would result in spend out of our (end of FY 2025-26, *projected*) \$1,682,815 **General Operations** fund balance. Of the projected end of FY 2025-26 fund balance, \$389,858 is committed in various restricted accounts, primarily the **Moore Creek Capital Replacement Reserve** and the **Suscol Headwaters Frog Pond Reserve**, leaving an available unrestricted fund balance of \$1,293,457 at the beginning of the coming fiscal year and a projected \$ \$1,099,281 unrestricted fund balance at the end of FY 2026-27. That fund balance serves both as the District's operating reserve and as a source of funds for future capital projects.

The programmed \$194,176 deficit results primarily from two main expenditures: the recent filling of the **General Operations** Park Steward staff position on a limited-term basis and the potential for two contested Board of Directors elections in FY 2026-27. The Park Steward position was discussed and approved by the Board at the March 9, 2026 regular meeting , with a term running to July 1, 2027. Total salary plus benefits annual costs for that position should come to \$137,853 next year and we are happy to report that the position was filled at the end of March.

The remainder of the proposed **General Operations** deficit comes from the **Election Services** line item in the **General Fund-Administration** subdivision. Every election year the District budgets for the substantial cost of holding elections (estimated by the office of the County Election Official at \$65,000 for each contested seat and \$1,212 for each uncontested seat). Our traditional policy has been to assume that half of the seats available in a given year will be contested. With two seats up in 2026 (Wards 1 and 5), that traditional formula leads us to an estimated election cost of \$66,212. However, in the now 20 years of existence of the Open Space District we have had only one contested election, meaning that odds are high that there will be little actual spend on elections in FY 2026-27.

STATE PARKS

Our **State Parks** operation is expected to have \$1,204,803 in revenue and \$1,258,010 in expenditures in FY 2026-27, leading to a projected spend of \$53,207 out of the **State Parks** (end of FY 2025-26 projected) \$605,884 operational fund balance. On the revenue side, this assumes a basically flat concessions figure of \$800,000, which we hope to outperform. We are also assuming a \$20,000 capacity grant from the Napa Valley State Parks Association (NVSPA), in addition to \$195,000 in their usual reimbursement-based grantmaking to the **State Parks**, for a total of \$215,000.

On the expense side, the FY 2026-27 State Park budget assumes fairly significant one-time expenditures on two deferred maintenance items: \$45,000 for a roof replacement on the Wright House (included in the **Construction Services** line item in the **State Parks** subdivision) and \$18,000 in **Landscaping Services** for hazard tree removal.

The State Parks operation is required to be entirely self-supporting, with no infusion of monies sourced from the County's **Community Investment Fund**. Compounding that, the vast majority of our State Parks' concessions revenue comes from camping, which is highly subject to the acts of god and climate that have battered Napa County in recent years. In the short term, spending down reserves in the **State Parks**

subdivision is acceptable. Going forward, however, we will need to either increase revenues, increase support from our non-profit partners, or decrease costs in **State Parks** to bring our operations into structural balance.

STAFFING AND STAFFING COSTS

The attached budget assumes no changes from our current staffing structure, which now includes three field staff on the **General Operations** side after years of making do with only one full time General Operations “ranger.” District employee salaries assume a 1.7% COLA, which is based, per District personnel policy, on the actual Bay Area inflation rate for the prior year (we use the SF Bay Area All Urban Consumers CPI for February). It also assumes a \$5,000 maximum 457-plan match for each regular District employee, up from the current \$2,000, which will need to be approved by the Board at your June 2026 meeting if you are supportive. County employees contracted to the District are subject to the County of Napa/SEIU contract, which includes a 3.5% COLA in FY 2026-27. Per our longstanding funding and services agreement with the County, the Open Space District is obligated to cover the full costs of all Napa County employees contracted to the District.

COUNTY OVERHEAD CHARGES

The District pays the County overhead charges for their services related to communications, IT, workers compensation, general liability, records management, and retiree benefits. Historically, we also paid the County for office space, but that ended in early 2025 when we were asked to vacate the Hall of Justice and relocated to District-leased space at 1443 Main Street in downtown Napa. County overhead charges decreased by 9% overall this year, which is a great turn of events. Altogether, the Open Space District will pay the County ITS (Information Technology Services) Division \$80,361 in FY 2026-27. We split the costs of County overheads between our various budget subdivisions, as appropriate.

OTHER PROJECTS, ETC.

The **Other Projects** subdivision is the traditional home for revenues and expenses associated with new projects. In this budget cycle we have also added new budget subdivisions for **The Cove** (page 19 of the budget) and **Old Howell Mountain** (page 20), reflecting projects that were previously **Other Projects**, but are now being tracked as distinct park units. The attached draft budget assumes FY 2026-27 staffing, and in some cases capital, expenses associated with the following potential new projects:

- **Old Howell Mountain Trail:** In the second half of 2025, the District partnered with the County Department of Public Works to complete the abandonment of Old Howell Mountain Road as a public road and to convert it into Old Howell Mountain Trail. The new, 2.5-mile long recreational trail is managed by the District under a long term management agreement with the County (which continues to own the underlying right-of-way). Prior to formally opening the Trail to the public, we will need to adopt a management plan including trail use rules and policies and develop and install directional and other signage. The County will likewise need to designate no parking zones in the remainder of the area between Deer Park Road and the northern Old Howell Mountain Road closure. Park and trail planning and trailhead improvements for the new trail are currently underway, with a formal opening anticipated in calendar 2026.
- **Skyline Park and Camp Coombs:** District staff continues to provide technical and other assistance to the County of Napa’s efforts to purchase Camp Coombs and to manage Skyline Park, which the County acquired in early 2025. We have had initial discussions with County officials about a potential role for the District in the management of a greater Skyline Park (including both historical Skyline and Camp Coombs) going forward. None of the parties involved have indicated an interest in replacing the Skyline Park Citizens Association as day-to-day park operator and concessionaire. Conceptually, the District might consider stepping into a property manager role, in which the concessionaire would have a contractual relationship with the District and the District would have a

management agreement with the County. This would allow the District to do what it does best, leveraging our park planning, public resources management, and grant writing skills to protect and preserve Skyline Park in perpetuity.

- McCormick Ranch and Other Opportunities West of St Helena: In late 2023, the Land Trust of Napa County acquired the 401-acre Napa County portion of McCormick Ranch on the Sonoma/Napa County Line, west of St Helena. A further 253 acres of McCormick Ranch, on the Sonoma side of the ridge, was acquired by Sonoma County Regional Parks at the same time. The combined McCormick properties connect directly to more than 8,500 acres of existing public open space in Sonoma County, including Sugarloaf Ridge State Park and Hood Mountain Regional Park. The Land Trust would ultimately like to transfer McCormick Ranch to the District. In significant addition, we are currently in conversation with the Land Trust and landowners in the area about the potential sale of additional Napa County properties abutting McCormick Ranch. Those sales, were they to go through, would potentially result in a major new trail running from the St Helena city limits all the way to the ridge of the Mayacamas, Sugarloaf State Park, and the existing “SugarHood” open space complex.

THE ATTACHED DRAFT BUDGET

The detailed draft budget for FY 2026-27 is attached. Also included are actual revenues and expenses for the current fiscal year, FY 2025-26, through the end of the third quarter and projected revenues and expenses for the full fiscal year.

The first two pages of the budget document are summaries: one for all District operations, and one for the District’s non-State Parks General Operations (**Summary w/o State Parks**). The third page of the draft budget is a summary of Restricted and Unrestricted funds. Following that are worksheets for each of the budget subdivisions that the District uses to track expenses, these are generally management units like **Moore Creek Park** or **The Cove**.

Napa County Regional Park and Open Space District
Q3 Actual 2025-26 & Draft 2026-27

Summary

	Q3 Actual	Projected 2025-26	Budgeted 27	2026- Notes
Revenues				
43790 Other Funding	\$ 135,274	\$ 599,000	\$ 484,544	
43910 County of Napa	\$ 1,219,661	\$ 1,219,661	\$ 1,216,290	
43950 Other-Governmental Agencies	\$ -	\$ -		
44200 Court Fines	\$ -	\$ -	\$ -	
44300 Forfeitures and Penalties	\$ -	\$ -	\$ -	
45100 Interest	\$ 56,019	\$ 81,000	\$ 65,000	
47150 Other Grants	\$ -	\$ -	\$ -	
45300 Rent - Building/Land	\$ 46,263	\$ 59,271	\$ 63,500	
45500 Concessions	\$ 571,614	\$ 825,000	\$ 835,000	
47500 Donations and Contributions	\$ 60,853	\$ 161,850	\$ 236,500	
49900 Intrafund Transfers-In	\$ 293,605	\$ 380,000	\$ 679,961	
Total Revenues	\$ 2,383,289	\$ 3,325,782	\$ 3,580,794	
Expenses				
51000 District salaries and benefits	\$ 739,880	\$ 1,003,000	\$ 1,156,283	
51405 Workers Comp	\$ 52,347	\$ 52,347	\$ 53,272	
51605 OPEB	\$ 23,333	\$ 23,333	\$ 24,286	
52100 Administration Services	\$ 432,543	\$ 596,764	\$ 647,739	
52105 Election Services	\$ -	\$ -	\$ 66,212	
52125 Accounting/Auditing Services	\$ 16,372	\$ 26,000	\$ 26,000	
52130 Information Technology Service	\$ 82,211	\$ 82,211	\$ 75,397	
52131 ITS-Communications Services	\$ 8,360	\$ 8,360	\$ 4,964	
52132 ITS-Records Mgmt Services	\$ 60	\$ 60	\$ 67	
52140 Legal Services	\$ 3,944	\$ 10,000	\$ 10,000	
52325 Waste Disposal Services	\$ 22,870	\$ 33,000	\$ 33,000	
52340 Landscaping Services	\$ 52,395	\$ 55,000	\$ 18,000	
52360 Construction Services	\$ 28,910	\$ 543,000	\$ 721,000	
52382 Sewer Disposal Services	\$ -	\$ 7,000	\$ 7,000	
52490 Other Professional Services	\$ 24,887	\$ 141,700	\$ 48,700	
52500 Maintenance-Equipment	\$ 1,356	\$ 1,500	\$ 1,500	
52515 Maintenance-Software	\$ 14,408	\$ -	\$ -	
52520 Maintenance-Vehicles	\$ -	\$ 2,500	\$ 2,500	
52525 Maintenance-Infrastructure/Lan	\$ 5,204	\$ 7,500	\$ 4,000	
52600 Rents and Leases - Equipment	\$ 3,551	\$ 5,900	\$ 5,400	
52605 Rents/Leases-Buildings/Land	\$ 19,047	\$ 25,700	\$ 26,500	
52700 Insurance--Liability	\$ 32,579	\$ 32,579	\$ 35,243	
52705 Insurance - Premiums	\$ 688	\$ 688	\$ 1,000	
52800 Communications/Telephone	\$ 5,113	\$ 7,400	\$ 7,400	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 2,568	\$ 7,550	\$ 3,750	
52825 Bank Charges	\$ 315	\$ 500	\$ 600	
52830 Publications & Legal Notices	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ 395	\$ 863	\$ 900	
52900 Training/Conference Expenses	\$ 3,993	\$ 4,500	\$ 3,000	
52905 Business Travel/Mileage	\$ 5,846	\$ 8,750	\$ 9,350	
52906 Fleet Charges	\$ 3,324	\$ 5,500	\$ 6,000	
53100 Office Supplies	\$ 1,417	\$ 2,500	\$ 2,500	
53105 Offices Supplies-Furn & Fixture	\$ 259	\$ 1,500	\$ 1,500	
53110 Freight/Postage	\$ 46	\$ 50	\$ -	
53115 Book, Media, Periodicals, Subscrip	\$ 65	\$ 65	\$ 100	
53120 Memberships/Certifications	\$ 18,387	\$ 18,637	\$ 17,250	
53205 Utilities - Electric	\$ 26,842	\$ 35,050	\$ 35,100	
53210 Utilities - Propane	\$ 537	\$ 1,000	\$ 1,500	
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ 1,038	\$ 2,500	\$ 2,500	
53320 Safety Supplies	\$ 150	\$ 500	\$ 150	
53325 Landscaping/Ag Supplies	\$ -	\$ 500	\$ 1,000	
53330 Janitorial Supplies	\$ 3,933	\$ 5,600	\$ 6,000	
53345 Construction Supplies/Material	\$ 1,280	\$ 11,000	\$ 6,000	
53350 Maintenance Supplies	\$ 24,793	\$ 30,400	\$ 29,500	
53355 Vehicle Repair Supplies	\$ 3,137	\$ 3,500	\$ 3,500	
53400 Minor Equipment/Small Tools	\$ 2,145	\$ 8,000	\$ 18,000	
53410 Computer Equipment/Accessories	\$ 800	\$ 2,000	\$ 2,200	
53415 Computer Software/Licensing Fe	\$ 780	\$ 1,000	\$ 1,000	

53600	Special Departmental Expense	\$ 4,020	\$ 6,250	\$ 5,000
53680	Goods for Resale	\$ 18,732	\$ 25,000	\$ 27,500
54500	Taxes and Assessments	\$ 1,569	\$ 1,569	\$ 1,700
55100	Land	\$ -	\$ -	\$ -
55400	Capital Asset-Equipment	\$ -	\$ -	\$ -
57900	Intrafund Transfers Out	\$ 292,605	\$ 422,933	\$ 667,114
	Total Expenditures	\$ 1,989,034	\$ 3,272,759	\$ 3,828,177
	Expenditures from Designated Reserves	\$ -	\$ -	\$ -
	Capital Savings Set-aside	\$ -	\$ -	\$ -
	Net Surplus (Deficit)	\$ 394,255	\$ 53,023	\$ (247,383)

Napa County Regional Park and Open Space District
 Q3 Actual 2025-26 & Draft 2026-27
Summary (w/o State Parks)

	Q3 Actual	Projected 2025-26	Budgeted 27	2026-
Revenues				
43790 Other Funding	\$ 74,420	\$ 515,000	\$	400,000
43910 County of Napa	\$ 1,219,661	\$ 1,219,661	\$	1,216,290
43950 Other-Governmental Agencies	\$ -	\$ -	\$	-
45100 Interest	\$ 45,719	\$ 65,000	\$	55,000
45300 Rent - Building/Land	\$ 25,771	\$ 32,271	\$	36,500
45500 Concessions	\$ 12,990	\$ 25,000	\$	35,000
47150 Other Grants	\$ -	\$ -	\$	-
47500 Donations and Contributions	\$ 18,282	\$ 21,850	\$	21,500
49900 Intrafund Transfers-In	\$ 262,886	\$ 330,000	\$	611,701
4* Total Revenues	\$ 1,659,729	\$ 2,208,782	\$	2,375,991
51000 District Salaries and Benefits	\$ 411,210	563,000	\$	724,795
51405 Workers Comp	\$ 26,174	26,174	\$	31,963
51605 OPEB	\$ 11,667	\$ 11,667	\$	12,143
52100 Administration Services	\$ 152,048	\$ 216,764	\$	260,056
52105 Election Services	\$ -	\$ -	\$	66,212
52125 Accounting/Auditing Services	\$ 16,372	\$ 26,000	\$	26,000
52130 Information Technology Service	\$ 82,211	\$ 82,211	\$	75,397
52131 ITS-Communications Services	\$ 8,360	\$ 8,360	\$	4,964
52132 ITS-Records Mgmt Services	\$ 60	\$ 60	\$	67
52140 Legal Services	\$ 3,944	\$ 10,000	\$	10,000
52325 Waste Disposal Services	\$ 2,035	\$ 3,000	\$	3,000
52340 Landscaping Services	\$ -	\$ -	\$	-
52360 Construction Services	\$ 28,910	\$ 535,000	\$	526,000
52382 Sewer Disposal Services	\$ -	\$ 4,500	\$	4,500
52490 Other Professional Services	\$ 15,335	\$ 109,000	\$	21,000
52500 Maintenance-Equipment	\$ 1,356	\$ 1,500	\$	1,500
52515 Maintenance-Software	\$ -	\$ -	\$	-
52520 Maintenance-Vehicles	\$ -	\$ -	\$	-
52525 Maintenance-Infrastructure/Lan	\$ 1,373	\$ 2,500	\$	2,500
52600 Rents and Leases - Equipment	\$ 2,699	\$ 4,900	\$	4,900
52605 Rents/Leases-Buildings/Land	\$ 19,047	\$ 25,700	\$	26,500
52700 Insurance--Liability	\$ 30,636	\$ 30,636	\$	33,000
52705 Insurance - Premiums	\$ 688	\$ 688	\$	1,000
52800 Communications/Telephone	\$ 674	\$ 900	\$	900
52810 Advertising/Marketing	\$ -	\$ -	\$	-
52820 Printing and Binding	\$ 1,108	\$ 5,550	\$	2,750
52825 Bank Charges	\$ -	\$ -	\$	-
52830 Publications & Legal Notices	\$ -	\$ -	\$	-
52835 Filing Fees	\$ 57	\$ 57	\$	-
52840 Permits/License Fees	\$ 363	\$ 363	\$	400
52900 Training/Conference Expenses	\$ 3,993	\$ 4,000	\$	2,500
52905 Business Travel/Mileage	\$ 5,846	\$ 8,450	\$	9,050
52906 Fleet Charges	\$ 992	\$ 1,500	\$	2,000
53100 Office Supplies	\$ 388	\$ 1,000	\$	1,000
53105 Offices Supplies-Furn & Fixture	\$ -	\$ 500	\$	500
53110 Freight/Postage	\$ -	\$ -	\$	-
53115 Book, Media, Periodicals, Subscrip	\$ 65	\$ 65	\$	100
53120 Memberships/Certifications	\$ 18,387	\$ 18,387	\$	17,000
53205 Utilities - Electric	\$ -	\$ 50	\$	100
53210 Utilities - Propane	\$ -	\$ -	\$	-
53250 Fuel	\$ -	\$ -	\$	-
53300 Clothing and Personal Supplies	\$ 32	\$ 1,000	\$	1,000
53320 Safety Supplies	\$ -	\$ -	\$	-
53330 Janitorial Supplies	\$ 182	\$ 600	\$	500
53345 Construction Supplies/Material	\$ -	\$ 3,000	\$	-
53350 Maintenance Supplies	\$ 10,469	\$ 15,400	\$	13,000
53400 Minor Equipment/Small Tools	\$ 517	\$ 5,000	\$	13,000
53410 Computer Equipment/Accessories	\$ 800	\$ 1,000	\$	1,000
53415 Computer Software/Licensing Fees	\$ 780	\$ 1,000	\$	1,000
53600 Special Departmental Expense	\$ 2,607	\$ 3,750	\$	2,500
53680 Goods for Resale	\$ -	\$ -	\$	-
54500 Taxes and Assessments	\$ 1,569	\$ 1,569	\$	1,700
55100 Land	\$ -	\$ -	\$	-
55400 Capital Assets-Equipment	\$ -	\$ -	\$	-
57900 Intrafund Transfers Out	\$ 290,060	\$ 418,933	\$	664,669
5* Total Expenditures	\$ 1,153,014	\$ 2,153,734	\$	2,570,167
Expenditures from Designated Reserves	\$ -	\$ -	\$	-
Capital Savings Set-aside	\$ -	\$ -	\$	-
Net Surplus (Deficit)	\$ 55,048	\$	(194,176)	\$

Restricted/Unrestricted Funds

	End of FY24-25 Actual	End of FY25-26 Projected	End of FY26-27 Proposed	Notes
RESTRICTED FUNDS				
Moore Creek				
Capital Reserve	\$ 160,411	\$ 207,076	\$ 253,741	Based on \$46,665 depreciation
Restricted donation	\$ -	\$ -	\$ 15,000	\$15,000 Ridge Trail donation in FY20-21 for construction of Dan's Wild Ride - under construction in FY25/26
Suscol Headwaters				
Capital Reserve	\$ 176,711	\$ 182,282	\$ 187,282	Restricted money for construction/maintenance of frog pond and surrounds
Restricted donation			\$ -	Ridge Trail donation in FY20-21 for construction of memorial bench in FY21-22-\$2k - Spent in FY25/26
State Parks	\$ 607,966	\$ 605,884	\$ 552,677	
Total Restricted Funds				
without State Parks	\$ 337,122	\$ 389,358	\$ 456,023	
with State Parks	\$ 945,088	\$ 995,242	\$ 1,008,700	
UNRESTRICTED FUNDS				
	\$ 1,238,409	\$ 1,293,457	\$ 1,099,281	
Total Restricted and Unrestricted Funds				
	\$ 2,183,497	\$ 2,288,699	\$ 2,107,981	

Q3 Actual 2025-26 & Draft 2026-27
General Fund--Administration

Subdivision: 8500000 - Parks-Administration

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43790 Other Funding		\$ -	\$ -	
43910 County of Napa	\$ 391,497	\$ 391,497	\$ 236,564	
45100 Interest	\$ 39,854	\$ 55,000	\$ 50,000	
47150 Other Grants		\$ -	\$ -	
47500 Donations and Contributions	\$ 12,907	\$ 15,000	\$ 15,000	
49900 Intrafund Transfers-In	\$ 262,886	\$ 330,000	\$ 611,701	
Total Revenues	\$ 707,144	\$ 791,497	\$ 913,265	
Expenses				
51000 District Salaries and Benefits	\$ 407,457	\$ 555,000	\$ 714,795	
51405 Workers Comp	\$ 26,174	\$ 26,174	\$ 31,963	
51605 OPEB	\$ 11,667	\$ 11,667	\$ 12,143	
52100 Administration Services	\$ 69,231	\$ 90,000	\$ 71,054	
52105 Election Services	\$ -	\$ -	\$ 66,212	
52125 Accounting/Auditing Services	\$ 16,372	\$ 26,000	\$ 26,000	
52130 Information Technology Service	\$ 82,211	\$ 82,211	\$ 75,397	Full amount in GA
52131 ITS-Communications Services	\$ 8,360	\$ 8,360	\$ 4,964	Full amount in GA
52132 ITS-Records Mgmt Services	\$ 60	\$ 60	\$ 67	
52140 Legal Services	\$ 3,944	\$ 10,000	\$ 10,000	
52490 Other Professional Services	\$ -	\$ 1,000	\$ 1,000	
52510 Maintenance-B&I-PW Charges	\$ -	\$ -	\$ -	
52525 Maintenance-Infrastructure/Land	\$ -	\$ -	\$ -	
52600 Rents/Leases-Equipment	\$ 659	\$ 900	\$ 900	Copier
52605 Rents/Leases-Buildings/Land	\$ 19,047	\$ 25,700	\$ 26,500	Main St. Lease
52700 Insurance--Liability	\$ 30,636	\$ 30,636	\$ 33,000	
52705 Insurance - Premiums	\$ 688	\$ 688	\$ 1,000	
52800 Communications/Telephone	\$ 674	\$ 900	\$ 900	Main St Internet
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ 500	\$ 500	
52830 Publications & Legal Notices	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52900 Training/Conference Expenses	\$ 3,993	\$ 4,000	\$ 2,500	
52905 Business Travel/Mileage	\$ 152	\$ 800	\$ 500	
52906 Fleet Charges (county service)	\$ 992	\$ 1,500	\$ 2,000	EV reduced gas usage
53100 Office Supplies	\$ 388	\$ 1,000	\$ 1,000	
53105 Office Supplies-Furn & Fixture	\$ -	\$ 500	\$ 500	
53115 Book, Media, Periodicals, Subscrip	\$ 65	\$ 65	\$ 100	
53120 Memberships/Certifications	\$ 18,387	\$ 18,387	\$ 17,000	
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ 32	\$ 1,000	\$ 1,000	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 2,026	\$ 2,500	\$ 1,000	
53400 Minor Equipment/Small Tools	\$ 517	\$ 500	\$ 500	
53410 Computer Equipment/Accessories	\$ 800	\$ 1,000	\$ 1,000	
53415 Computer Software/Licensing Fe	\$ 780	\$ 1,000	\$ 1,000	
53600 Special Departmental Expense	\$ 203	\$ 500	\$ 500	
55400 Capital Asset-Equipment	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ -	\$ -	\$ 2,445	
Total Expenditures	\$ 705,515	\$ 902,548	\$ 1,107,441	
Net Surplus (Deficit)	\$ 1,629	\$ (111,051)	\$ (194,176)	<i>Note: for spreadsheet formula purposes this figure doesn't include credits from reserves. The correct net is at sheet "Summary (w/o State Parks)".</i>

Q3 Actual 2025-26 & Draft 2026-27

Other Projects

Subdivision: 8501090 - Parks-Other Projects

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 244,395	\$ 244,395	\$ 223,970	
47150 Other Grants	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
49900 Intrafund Transfer-In	\$ -	\$ -	\$ -	
Total Revenues	\$ 244,395	\$ 244,395	\$ 223,970	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 38,188	\$ 55,000	\$ 62,051	
52490 Other Professional Services	\$ 8,400	\$ 20,000	\$ 5,000	
52600 Rents/Leases-Equipment	\$ -	\$ -	\$ -	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52810 Advertising/marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 300	\$ 3,800	\$ 1,000	
52905 Business Travel/Mileage	\$ 293	\$ 800	\$ 500	
53100 Office Supplies	\$ -	\$ -	\$ -	
53115 Books/Media/Periodicals/Subsc	\$ -	\$ -	\$ -	
53120 Memberships/Certifications	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 3,224	\$ 4,000	\$ 1,500	
53415 Computer Software/Licensing Fee	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ 2,354	\$ 3,000	\$ 1,000	Skyline sign expense
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 92,861	\$ 125,000	\$ 152,919	
Total Expenditures	\$ 145,620	\$ 211,600	\$ 223,970	
Net Surplus (Deficit)	\$ 98,775	\$ 32,795	\$ -	

Beryessa Vista

Subdivision: 8501004 - Parks-Beryessa Vista

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 1,197	\$ 1,197	\$ 1,328	
Total Revenues	\$ 1,197	\$ 1,197	\$ 1,328	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 200	\$ 764	\$ 522	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ -	\$ -	\$ -	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ -	\$ 433	\$ 806	
Total Expenditures	\$ 200	\$ 1,197	\$ 1,328	
Net Surplus (Deficit)	\$ 997	\$ -	\$ -	

Q3 Actual 2025-26 & Draft 2026-27

Camp Berryessa

Subdivision: 8501003 - Parks-Camp Berryessa

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 15,613	\$ 15,613	\$ 16,995	
45500 Concessions	\$ 12,990	\$ 25,000	\$ 35,000	
Total Revenues	\$ 28,603	\$ 40,613	\$ 51,995	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	
52100 Administration Services	\$ 898	\$ 1,000	\$ 2,992	See Intrafund transfer Out (57900)
52325 Waste Disposal Services	\$ 2,035	\$ 3,000	\$ 3,000	
52360 Construction Services	\$ 3,000	\$ 5,000	\$ 1,000	
52382 Sewer Disposal Services	\$ -	\$ 2,500	\$ 2,500	
52490 Other Professional Services	\$ 1,780	\$ 5,000	\$ 4,000	
52500 Maint-Equipment	\$ 1,356	\$ 1,500	\$ 1,500	
52525 Maint-Infrastructure/Land	\$ -	\$ 1,000	\$ 1,000	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 70	\$ 150	\$ 250	
52906 Fleet Charges	\$ -	\$ -	\$ -	
53100 Office Supplies	\$ -	\$ -	\$ -	
53205 Utilities - Electric	\$ -	\$ 50	\$ 100	
53330 Janitorial Supplies	\$ 182	\$ 600	\$ 500	
53345 Construction Supplies/Material	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 1,495	\$ 1,800	\$ 1,000	Rekey locks
53400 Minor Equipment/Small Tools	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 22,523	\$ 30,000	\$ 34,153	
Total Expenditures	\$ 33,339	\$ 51,600	\$ 51,995	
Net Surplus (Deficit)	\$ (4,736)	\$ (10,987)	\$ -	

Q3 Actual 2025-26 & Draft 2026-27
Cedar Roughs/Smittle Creek

Subdivision: 8501011 - Parks-Cedar Roughs

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 1,153	\$ 1,153	\$ 3,681	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 1,153	\$ 1,153	\$ 3,681	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	- See Intrafund transfer Out (57900)
52100 Administration Services	\$ 699	\$ 1,000	\$ 1,075	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 179	\$ 300	\$ 250	
53350 Maintenance Supplies	\$ -	\$ 50	\$ 50	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 1,289	\$ 2,000	\$ 2,306	
Total Expenditures	\$ 2,167	\$ 3,350	\$ 3,681	
Net Surplus (Deficit)	\$ (1,014)	\$ (2,197)	\$ -	

Mayacamas Preserve

Subdivision: 8501010 - Parks-Amy's Grove

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 116,782	\$ 116,782	\$ 78,866	
45500 Concessions	\$ -		\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 116,782	\$ 116,782	\$ 78,866	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	- See Intrafund transfer Out (57900)
52100 Administration Services	\$ 6,210	\$ 8,000	\$ 15,660	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ 6,000	\$ 20,000	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52600 Rents and Leases - Equipment	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 385	\$ 500	\$ 500	
52906 Fleet Charges	\$ -	\$ -	\$ -	
53100 Office Supplies	\$ -	\$ -	\$ -	
53250 Fuel	\$ -	\$ -	\$ -	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 188	\$ 500	\$ 1,000	
53400 Minor Equipment/Small Tools	\$ -	\$ -	\$ -	
53600 Special Department Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 9,872	\$ 15,000	\$ 61,707	
Total Expenditures	\$ 22,655	\$ 44,000	\$ 78,866	
Net Surplus (Deficit)	\$ 94,127	\$ 72,782	\$ -	

Napa River and Bay Trail

Subdivision: 8501002 - Parks-Napa River and Bay Trail

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 22,361	\$ 22,361	\$ 22,329	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ 22,361	\$ 22,361	\$ 22,329	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	- See Intrafund transfer Out (57900)
52100 Administration Services	\$ 794	\$ 1,500	\$ 1,044	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 169	\$ 250	\$ 250	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ -	\$ 100	\$ 500	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 4,007	\$ 8,000	\$ 20,535	
Total Expenditures	\$ 4,970	\$ 9,850	\$ 22,329	
Net Surplus (Deficit)	\$ 17,391	\$ 12,511	\$ -	

Q3 Actual 2025-26 & Draft 2026-27

Moore Creek Park

Subdivision: 8501000 - Parks-Moore Creek

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 212,509	\$ 212,509	\$ 166,252	
45300 Rents-Bldgs and Land	\$ 20,200	\$ 26,700	\$ 31,500	
47150 Other Grants	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ 3,866	\$ 5,000	\$ 5,000	
43950 Other Governmental Agencies	\$ -	\$ -	\$ -	
Total Revenues	\$ 236,575	\$ 244,209	\$ 202,752	
Expenses				
51000 District Salaries and Benefits	\$ 3,753	\$ 8,000	\$ 10,000	
52100 Administration Services	\$ 17,703	\$ 30,000	\$ 20,580	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ 8,190	\$ 60,000	\$ 55,000	
52382 Sewer Disposal Services	\$ -	\$ 2,000	\$ 2,000	
52490 Other Professional Services	\$ 1,155	\$ 10,000	\$ 2,000	
52525 Maintenance-Infrastructure/Lan	\$ 1,373	\$ 1,500	\$ 1,500	
52600 Rents and Leases - Equipment	\$ 2,040	\$ 4,000	\$ 4,000	
52705 Insurance - Premiums	\$ -	\$ -	\$ -	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ 250	\$ 250	
52835 Filing Fees	\$ 57	\$ 57	\$ -	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 3,520	\$ 4,000	\$ 4,000	
53100 Office Supplies	\$ -	\$ -	\$ -	
53205 Utilities - Electric	\$ -	\$ -	\$ -	
53250 Fuel	\$ -	\$ -	\$ -	
53345 Construction Supplies/Materials	\$ -	\$ 2,500	\$ -	
53350 Maintenance Supplies	\$ 2,904	\$ 5,000	\$ 5,000	
53400 Minor Equipment/Small Tools	\$ -	\$ 2,500	\$ 2,500	
53600 Special Departmental Expense	\$ 50	\$ 250	\$ 1,000	
54500 Taxes and Assessments	\$ 1,569	\$ 1,569	\$ 1,700	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 62,759	\$ 90,000	\$ 93,221	
Total Expenditures	\$ 105,073	\$ 221,626	\$ 202,752	
Net Surplus (Deficit)	\$ 131,502	\$ 22,583	\$ -	
33100 - Available Fund Balance	\$ 160,411	\$ 207,076		
Net Surplus (Deficit)	\$ 22,583	\$ -		
unadjusted ending fund balance	\$ 182,994	\$ 207,076		
draw on capital reserve	\$ -	\$ -		
add to capital reserve	\$ 46,665	\$ 46,665		
year end capital reserve	\$ 207,076	\$ 253,741		
to (from) undesignated reserve	\$ (24,082)			

Q3 Actual 2025-26 & Draft 2026-27
Napa River Ecological Reserve

Subdivision: 8501005 - Parks-Napa River Ecological Rs

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 23,128	\$ 23,128	\$ 38,177	
Total Revenues	\$ 23,128	\$ 23,128	\$ 38,177	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	- See Intrafund transfer Out (57900)
52100 Administration Services	\$ 1,347	\$ 4,500	\$ 2,150	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ 4,000	\$ 6,000	\$ 6,000	
52800 Communications/Telephone	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 80	\$ 250	\$ 250	
53350 Maintenance Supplies	\$ 106	\$ 250	\$ 250	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 2,802	\$ 5,000	\$ 29,527	
Total Expenditures	\$ 8,335	\$ 16,000	\$ 38,177	
Net Surplus (Deficit)	\$ 14,793	\$ 7,128	\$ -	

Oat Hill Mine Trail

Subdivision: 8501001 - Parks-Oat Hill Mine Trail

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 5,390	\$ 5,390	\$ 27,202	
47500 Donations and Contributions	\$ 1,159	\$ 1,500	\$ 1,500	
Total Revenues	\$ 6,549	\$ 6,890	\$ 28,702	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	- See Intrafund transfer Out (57900)
52100 Administration Services	\$ 8,494	\$ 12,000	\$ 13,471	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 596	\$ 650	\$ 750	
53100 Office Supplies	\$ -	\$ -	\$ -	
53345 Construction Supplies/Material	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 354	\$ 500	\$ 500	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 7,145	\$ 10,000	\$ 13,981	
Total Expenditures	\$ 16,589	\$ 23,150	\$ 28,702	
Net Surplus (Deficit)	\$ (10,040)	\$ (16,260)	\$ -	

State Parks

Subdivision: 8501008 - Parks-State Parks

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43790 Other Funding	\$ 60,854	\$ 84,000	\$ 84,544	
45100 Interest	\$ 10,300	\$ 16,000	\$ 10,000	
45300 Rent - Building/Land	\$ 20,492	\$ 27,000	\$ 27,000	
45500 Concessions	\$ 558,624	\$ 800,000	\$ 800,000	
47500 Donations and Contributions	\$ 42,571	\$ 140,000	\$ 215,000	includes \$20,000 capacity grant from NVSPA
47900 Miscellaneous	\$ -	\$ -	\$ -	
49900 Intrafund Transfers-In	\$ 30,719	\$ 50,000	\$ 68,260	
Total Revenues	\$ 723,560	\$ 1,117,000	\$ 1,204,803	

Expenses				
51000 District Salaries and Benefits	\$ 328,670	\$ 440,000	\$ 431,487	
51405 Workers Comp	\$ 26,173	\$ 26,173	\$ 21,309	
51605 OPEB	\$ 11,666	\$ 11,666	\$ 12,143	
52100 Administration Services	\$ 280,495	\$ 380,000	\$ 387,683	
52130 Information Technology Service	\$ -	\$ -	\$ -	
52131 ITS-Communications Services	\$ -	\$ -	\$ -	
52132 ITS-Records Mgmt Services	\$ -	\$ -	\$ -	
52325 Waste Disposal Services	\$ 20,835	\$ 30,000	\$ 30,000	
52340 Landscaping Services	\$ 52,395	\$ 55,000	\$ 18,000	
52360 Construction Services	\$ -	\$ 8,000	\$ 195,000	
52382 Sewer Disposal Services	\$ -	\$ 2,500	\$ 2,500	
52490 Other Professional Services	\$ 9,552	\$ 32,700	\$ 27,700	reimbursed from \$25k "environmental ed"
52515 Maintenance-Software	\$ 14,408	\$ -	\$ -	
52520 Maintenance-Vehicles (outside services)	\$ -	\$ 2,500	\$ 2,500	
52525 Maintenance-Infrastructure/Lan	\$ 3,831	\$ 5,000	\$ 1,500	
52600 Rents and Leases - Equipment	\$ 852	\$ 1,000	\$ 500	
52700 Insurance - Liability	\$ 1,943	\$ 1,943	\$ 2,243	
52800 Communications/Telephone	\$ 4,439	\$ 6,500	\$ 6,500	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 1,460	\$ 2,000	\$ 1,000	
52825 Bank Charges	\$ 315	\$ 500	\$ 600	
52840 Permits/License Fees	\$ 32	\$ 500	\$ 500	
52900 Training/Conference Expenses	\$ -	\$ 500	\$ 500	
52905 Business Travel/Mileage	\$ -	\$ 300	\$ 300	
52906 Fleet Charges (county services)	\$ 2,332	\$ 4,000	\$ 4,000	
53100 Office Supplies	\$ 1,029	\$ 1,500	\$ 1,500	
53105 Offices Supplies-Furn & Fixture	\$ 259	\$ 1,000	\$ 1,000	
53110 Freight/Postage	\$ 46	\$ 50	\$ -	
53120 Memberships/Certifications	\$ -	\$ 250	\$ 250	
53205 Utilities - Electric	\$ 26,842	\$ 35,000	\$ 35,000	
53210 Utilities - Propane	\$ 537	\$ 1,000	\$ 1,500	
53250 Fuel	\$ -	\$ -	\$ -	
53300 Clothing and Personal Supplies	\$ 1,006	\$ 1,500	\$ 1,500	
53320 Safety Supplies	\$ 150	\$ 500	\$ 150	
53325 Landscaping/Ag Supplies	\$ -	\$ 500	\$ 1,000	
53330 Janitorial Supplies	\$ 3,751	\$ 5,000	\$ 5,500	
53345 Construction Supplies/Material	\$ 1,280	\$ 8,000	\$ 6,000	
53350 Maintenance Supplies	\$ 14,324	\$ 15,000	\$ 16,500	
53355 Vehicle Repair Supplies	\$ 3,137	\$ 3,500	\$ 3,500	
53400 Minor Equipment/Small Tools	\$ 1,628	\$ 3,000	\$ 5,000	
53410 Computer Equipment/Accessories	\$ -	\$ 1,000	\$ 1,200	
53415 Computer Software/Licensing Fe	\$ -	\$ -	\$ -	
53600 Special Departmental Expense	\$ 1,413	\$ 2,500	\$ 2,500	
53680 Goods for Resale	\$ 18,732	\$ 25,000	\$ 27,500	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 2,545	\$ 4,000	\$ 2,445	
Total Expenditures	\$ 836,077	\$ 1,119,082	\$ 1,258,010	

Net Surplus (Deficit) \$ (112,517) \$ (2,082) \$ (53,207)

33100 - Available Fund Balance	\$ 607,966	\$ 605,884
Net Surplus (Deficit)	\$ (2,082)	\$ (53,207)
33100 - Ending Fund Balance	\$ 605,884	\$ 552,677

Q3 Actual 2025-26 & Draft 2026-27

Suscol Headwaters

Subdivision: 8501009 - Parks-Suscol Headwaters Pres

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 167,938	\$ 167,938	\$ 175,167	
45100 Interest	\$ 5,865	\$ 10,000	\$ 5,000	
45300 Rent - Building/Land	\$ 5,571	\$ 5,571	\$ 5,000	
43790 ST-Other Funding	\$ 74,420	\$ 515,000	\$ 400,000	
45500 Concessions	\$ -	\$ -	\$ -	
47500 Donations and Contributions	\$ 350	\$ 350	\$ -	
Total Revenues	\$ 254,144	\$ 698,859	\$ 585,167	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 2,745	\$ 5,000	\$ 20,880	
52325 Waste Disposal Services	\$ -	\$ -	\$ -	
52360 Construction Services	\$ 11,720	\$ 450,000	\$ 400,000	
52490 Other Professional Services	\$ -	\$ 65,000	\$ -	
52600 Rents/Leases-Equipment	\$ -	\$ -	\$ -	
52810 Advertising/Marketing	\$ -	\$ -	\$ -	
52820 Printing and Binding	\$ 808	\$ 1,000	\$ 1,000	
52840 Permits/License Fees	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ 194	\$ 500	\$ 500	
53345 Construction Supplies/Materials	\$ -	\$ 500	\$ -	
53350 Maintenance Supplies	\$ 17	\$ 500	\$ 1,000	
53400 Minor Equipment/Small Tools	\$ -	\$ 2,000	\$ 10,000	
53600 Special Departmental Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
55100 Land	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 84,945	\$ 130,000	\$ 151,787	
Total Expenditures	\$ 100,429	\$ 654,500	\$ 585,167	
Net Surplus (Deficit)	\$ 153,715	\$ 44,359	\$ -	
33100 - Available Fund Balance	\$ 176,711	\$ 176,711		
Net Surplus (Deficit)	\$ 44,359	\$ -		
Use of Restricted donation	\$ -	\$ 10,000		
33100 - Ending Fund Balance	\$ 221,070	\$ 166,711		
to (from) undesignated reserve	\$ 44,359			

Q3 Actual 2025-26 & Draft 2026-27

Vine Trail

Subdivision: 8501006 - Parks-Vine Trail

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 5,148	\$ 5,148	\$ 4,019	
49900 Intrafund Transfers-In	\$ -	\$ -	\$ -	
Total Revenues	\$ 5,148	\$ 5,148	\$ 4,019	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	- See Intrafund transfer Out (57900)
52100 Administration Services	\$ 2,445	\$ 5,000	\$ 1,044	
52360 Construction Services	\$ -	\$ -	\$ -	
52905 Business Travel/Mileage	\$ -	\$ -	\$ -	
53400 Minor Equipment/Small Tools	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 90	\$ 100	\$ 100	
55400 Capital Asset-Equipment	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 464	\$ 1,000	\$ 2,875	
Total Expenditures	\$ 2,999	\$ 6,100	\$ 4,019	
Net Surplus (Deficit)	\$ 2,149	\$ (952)	\$ -	

Woodbury Preserve

Subdivision: 8501007 - Parks-Putah Creek

	Q3 Actual	Projected 2025-26	Budgeted 2026-27	Notes
Revenues				
43910 County of Napa	\$ 12,550	\$ 12,550	\$ 15,436	
Total Revenues	\$ 12,550	\$ 12,550	\$ 15,436	
Expenses				
51000 District Salaries and Benefits	\$ -	\$ -	\$ -	See Intrafund transfer Out (57900)
52100 Administration Services	\$ 3,094	\$ 3,000	\$ 3,163	
52360 Construction Services	\$ -	\$ -	\$ -	
52490 Other Professional Services	\$ -	\$ 2,000	\$ 1,000	
52840 Permits/License Fees	\$ 363	\$ 363	\$ 400	
52905 Business Travel/Mileage	\$ 208	\$ 250	\$ 300	
53345 Construction Supplies/Materials	\$ -	\$ -	\$ -	
53350 Maintenance Supplies	\$ 65	\$ 100	\$ 100	
53600 Special Dept Expense	\$ -	\$ -	\$ -	
54500 Taxes and Assessments	\$ -	\$ -	\$ -	
57900 Intrafund Transfer Out	\$ 1,393	\$ 2,500	\$ 10,473	
Total Expenditures	\$ 5,123	\$ 8,213	\$ 15,436	
Net Surplus (Deficit)	\$ 7,427	\$ 4,337	\$ -	

The Cove

Subdivision: 8501013 - Parks-The Cove

	Q3 Actual	Projected 2025-26	Budgeted 27	2026- Notes
Revenues				
43910 County of Napa			\$ 115,884	
45500 Concessions	\$ -		\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ -	\$ -	\$ 115,884	
Expenses				
51000 District Salaries and Benefits				See Intrafund transfer Out (57900)
52100 Administration Services			\$ 15,660	
52325 Waste Disposal Services				
52360 Construction Services			\$ 55,000	
52490 Other Professional Services			\$ 1,000	
52600 Rents and Leases - Equipment				
52820 Printing and Binding				
52840 Permits/License Fees				
52905 Business Travel/Mileage			\$ 500	
52906 Fleet Charges				
53100 Office Supplies				
53345 Construction Supplies/Materials				
53350 Maintenance Supplies			\$ 500	
53400 Minor Equipment/Small Tools				
53600 Special Department Expense				
57900 Intrafund Transfer Out			\$ 43,224	
Total Expenditures	\$ -	\$ -	\$ 115,884	
Net Surplus (Deficit)	\$ -	\$ -	\$ -	
33100 - Available Fund Balance	\$ -	\$ -	\$ -	
Net Surplus (Deficit)	\$ -	\$ -	\$ -	
33100 - Ending Fund Balance	\$ -	\$ -	\$ -	
to (from) undesignated reserve	\$ -	\$ -	\$ -	

Old Howell Mountain

Subdivision: 8501012 - Parks-Old Howell Mountain

	Q3 Actual	Projected 2025-26	Budgeted 27	2026- Notes
Revenues				
43910 County of Napa			\$ 90,420	
45500 Concessions	\$ -		\$ -	
47500 Donations and Contributions	\$ -	\$ -	\$ -	
Total Revenues	\$ -	\$ -	\$ 90,420	
Expenses				
51000 District Salaries and Benefits				See Intrafund transfer Out (57900)
52100 Administration Services			\$ 28,710	
52325 Waste Disposal Services				
52360 Construction Services			\$ 15,000	
52490 Other Professional Services			\$ 1,000	
52600 Rents and Leases - Equipment				
52820 Printing and Binding				
52840 Permits/License Fees			\$ -	
52905 Business Travel/Mileage			\$ 500	
52906 Fleet Charges				
53100 Office Supplies				
53345 Construction Supplies/Materials				
53350 Maintenance Supplies			\$ 500	
53400 Minor Equipment/Small Tools				
53600 Special Department Expense				
57900 Intrafund Transfer Out			\$ 44,710	
Total Expenditures	\$ -	\$ -	\$ 90,420	
Net Surplus (Deficit)	\$ -	\$ -	\$ -	
33100 - Available Fund Balance	\$ -	\$ -	\$ -	
Net Surplus (Deficit)	\$ -	\$ -	\$ -	
33100 - Ending Fund Balance	\$ -	\$ -	\$ -	
to (from) undesignated reserve	\$ -	\$ -	\$ -	



**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 April 13th, 2026 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, Barry Christian, Nancy Heliotas

Staff Present: Chris Cahill, Andrew Brooks, Jason Jordan, Sabrina Wolfson, Ryan Ayers

2. Public Comment

Kellie Anderson, Angwin resident, spoke to inform the board that the Land Trust of Napa County’s Linda Falls property is very well visited and that she would like to see improvements to directional and parking signage to better direct visitors to the property.

3. Set Matters

None.

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors regular meeting of March 9, 2026.

Minutes for the March 9, 2026 regular meeting were approved as presented.

NH - RG - BW - PC - BC

- b. Introductory presentation by Melanie Parker, recently appointed CEO of the Land Trust of Napa County.

Presentation by Melanie Parker, recently appointed CEO of the Land Trust of Napa County; No action taken.

- c. Consideration and potential approval of a budget adjustment for FY 2025-2026 to track one electronic payment kiosk at Bothe-Napa Valley State Park as a Capital Asset.

Report presented by Chris Cahill; Directors approved the budget adjustment for FY 2025-2026 to track one electronic payment kiosk at Bothe-Napa Valley State Park as a Capital Asset, as presented.

NH - BC - BW - RG - PC

d. Receipt of report on staff reportable actions including expenditures, encumbrances, donations, and grants approved by District staff for March 2026.

Report presented by Chris Cahill; No action taken.

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

Report presented by Jason Jordan; No action taken.

f. 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 annual Earth Day Napa event will be held on Saturday, April 18, 2026 at Oxbow Commons from 11am-4pm.**
- **Ryan Ayers announced that the District’s annual celebration will be held at the Social Hall at Skyline Wilderness Park on Thursday, April 30, 2026 from 5-7pm.**

6. Agenda Planning

- **Chris Cahill noted that the annual Draft Budget will be on the May Regular Meeting agenda.**
- **Chris Cahill noted that an agenda item asking for acceptance of a conservation easement on the Land Trust of Napa County’s Scarritt property will be on the May Regular Meeting agenda.**

7. Closed Session

- a. Conference with Real Property Negotiator (Government Code Section 54956.8)
Property: Napa County APN Nos. 047-080-048 and portions of 047-080-059
Agency Negotiator: Chris Cahill, NCRPOSD General Manager
Negotiating Parties: NCRPOSD, Land Trust of Napa County, Rene and Veronica di Rosa Foundation
Under Negotiation: Price and Terms of Payment

After returning from closed session, District Counsel Sabrina Wolfson reported no reportable actions.

8. Adjournment

SIGNED: _____
Patricia Clarey, Board President

ATTEST: _____
Ryan Ayers, District Secretary

Vote: BW = Brad Wagenknecht; RG = Ryan Gregory; PC = Patricia Clarey; NH = Nancy Heliotas; 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: May 11, 2026
Item: **4.b**
Subject: Consideration and potential approval of Agreement No. 26-15 with CliftonLarsonAllen LLP for independent audit services not to exceed \$5,270 annually through 2028 (for Fiscal Year 2027-2028) with potential extensions through 2030 (for Fiscal Year 2029-2030).

RECOMMENDATION

Approve the proposed agreement with CliftonLarsonAllen for independent audit services.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

The District is required by law to conduct an annual independent financial audit. Because the District's financial records are maintained by the County of Napa and the County Auditor-Controller serves ex-officio as District Controller, it is most efficient to engage the same audit firm as the County.

Earlier this year, the County Auditor-Controller's Office issued a Request for Proposals (RFP) for external auditing services covering fiscal years ending June 30, 2026, 2027, and 2028, with two optional one-year extensions. Proposals were due April 3, 2026, and the County received five responsive submissions. The County's prior external auditor, Brown Armstrong, had served in that role for ten years. While not required, periodically rotating audit firms is widely considered a best practice, as it provides an opportunity for a fresh, independent perspective. None of the proposing firms were local.

Proposals were evaluated by a team of Auditor-Controller's Office staff using criteria weighted 60 percent on technical expertise and 40 percent on cost. CliftonLarsonAllen LLP received the highest overall score and was selected as the County's recommended audit firm. CliftonLarsonAllen is the eighth-largest accountancy firm in the United States and is headquartered in Minneapolis, Minnesota.

District staff recommends the Board approve contracting with CliftonLarsonAllen for the District's annual audit. The proposed cost of \$5,270 per year represents an increase of just \$70 annually over the prior Brown Armstrong contract. It is likely also substantially less than what it would cost the District to contract with an auditor independently.

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

Agreement No. 26-15

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into in Napa County, California, this 11th day of May, 2026, (“Effective Date”) by and between the NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT, a special district of the State of California, hereinafter referred to as “DISTRICT,” and CliftonLarsonAllen LLP whose address is 915 Highland Pointe Drive, Suite 300, Roseville, CA 95678, hereinafter referred to as “CONSULTANT.”

RECITALS

- A. District wishes to obtain professional services, as authorized by Government Code section 31000, in the form of specialized audit services.
- B. Consultant was selected to provide professional services after a competitive process conducted pursuant to Napa County’s (“County”) Request for Proposal number ACO022601.
- C. For good and valuable consideration, the sufficiency of which is acknowledged, District and Consultant agree as follows:

AGREEMENT

ARTICLE I – SCOPE OF SERVICES

1.1 Scope of Services. Consultant shall provide professional services to District as described in Exhibit A to this Agreement, and in accordance with the Contract Documents. The Contract Documents consist of this Agreement and its Exhibits, the Request for Proposal issued by County, and Consultant’s proposal or statement of qualifications.

1.2 Schedule. Consultant shall perform and complete the scope of services in accordance with the schedule set forth in Exhibit A. Consultant shall further perform the scope of services in compliance with any interim milestones or deadlines, as may be set forth in Exhibit A. Time is of the essence in the performance of the scope of services.

1.3 Standard of Care. Consultant represents that the professional services rendered under this Agreement shall be performed in accordance with applicable professional standards. Consultant shall correct any professional services falling below this standard at its sole cost and expense, if notified by District within one year after completion of such services. This remedy is in addition to any other remedies that may be available to District in law or equity.

1.4 Correction of Deficient Services. Consultant shall take reasonable steps to commence correction of any services that fail to meet the standard of care within seven days of receipt of written notice from District unless otherwise agreed by the parties. If Consultant fails to commence such steps within the seven day or other agreed-upon period, District may, in addition to any other remedies provided under the Contract Documents, commence correction of such services without further written notice to Consultant. If District takes such corrective action, Consultant shall be responsible for all

reasonable costs incurred by District in performing such correction, including but not limited to the cost of District staff time and the amount paid to another consultant to correct the deficient services.

1.5 Other Remedies. This Article applies only to Consultant's obligation to correct services that do not meet the standard of care and is not intended to constitute a period of limitations or waiver of any other rights or remedies District may have regarding the Consultant's other obligations under the Contract Documents or federal or state law.

1.6 Key Personnel. Key personnel identified in Consultant's proposal or statement of qualifications shall be the individuals who will actually perform the services. Changes in key personnel must be reported by Consultant in writing and approved by District.

1.7 Government Code Section 7550. Every document or report prepared by Consultant for or under the direction of District pursuant to this Agreement shall contain the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of the document or written report if the total cost for the work performed by nonemployees of District exceeds five thousand dollars (\$5,000). The contract and subcontract numbers and dollar amounts shall be contained in a separate section of the document or written report. If multiple documents or written reports are the subject or product of this Agreement, the disclosure section may also contain a statement indicating that the total contract amount represents compensation for multiple documents or written reports.

ARTICLE II – DURATION OF AGREEMENT

2.1 Term of the Agreement. The term of this Agreement shall begin on the Effective Date entered on page 1 of this Agreement. This Agreement shall expire on December 31, 2028 unless extended or terminated earlier in accordance with this Article.

At the conclusion of the initial term, this Agreement may be extended at the District's option on or before May 31, 2028, for up to two additional years by providing written notice to Consultant.

2.2 Suspension for Convenience. District may suspend all or any portion of Consultant's performance under this Agreement at its sole option and for its convenience at no cost for a period of time not to exceed 60 days. District must give 10 days prior written notice to Consultant of such suspension. District may rescind the suspension prior to or at 60 days by providing Consultant with written notice of the rescission, at which time Consultant will be required to resume performance in compliance with the terms and provisions of this Agreement.

2.3 Termination for Convenience. District may terminate all or any portion of this Agreement at its sole option and for its convenience, by giving 30 days prior written notice of such termination to Consultant. The termination of the Agreement shall be effective 30 days after receipt of the notice by Consultant. After receipt of notice of termination of all or any portion of the Agreement, Consultant shall immediately discontinue all affected performance (unless the notice directs otherwise) and complete any additional work necessary for the orderly filing of documents and closing of Consultant's affected performance under the Agreement. Consultant shall deliver to District all data, drawings, specifications, reports, estimates, summaries, and such other information and materials created or received by Consultant in performing this Agreement, whether completed or unfinished. Consultant may keep copies for its own records. District shall pay Consultant for services satisfactorily provided before the effective date of termination, and reasonable costs incurred by Consultant in providing District with the data and documents required by this paragraph. Consultant shall not be compensated for lost or anticipated profit or overhead on the terminated portion of this Agreement.

2.4 Termination for Cause. District may terminate this Agreement for default if Consultant fails to satisfactorily perform any material obligation required by this Agreement. Default includes Consultant's failure to timely provide services in accordance with the schedule. If Consultant fails to satisfactorily cure a default within 10 days of receiving written notice from District specifying the nature of the default, District may immediately terminate this Agreement, and terminate each and every right of Consultant, and any person claiming any rights by or through Consultant under this Agreement. The rights and remedies of District enumerated in this paragraph are in addition to and independent of District's rights under any other provision of this Agreement and any right or remedy available to District at law or in equity.

2.4.1 Absence of Default. If after District gives notice of termination for cause, it is determined that Consultant was not in default of a material obligation of this Agreement, the termination shall be deemed to be a termination for the convenience of District under paragraph 2.3.

2.5 General Manager's Authority. The District General Manager or their designee is hereby authorized to make all decisions and take all actions required under this Article to suspend or terminate this Agreement on behalf of District.

ARTICLE III – COMPENSATION

3.1 Amount of Compensation. District shall pay Consultant for satisfactory performance of the scope of services, as follows:

3.1.1 Rates. District shall pay Consultant those fixed amounts set forth in Exhibit B attached hereto and incorporated herein by reference.

3.1.2 Expenses. No travel or other expenses will be reimbursed by District.

3.1.3 Maximum Amount. Notwithstanding paragraphs 3.1.1 and 3.1.2, the maximum payments under this Agreement shall be a total of five thousand two hundred seventy dollars (\$5,270) per contract year, including any optional year, as further detailed in Exhibit B; however, such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually provided.

3.2 Payment Process. Consultant may submit one invoice per calendar month, in arrears for services provided, to the Auditor-Controller who will review the invoice to confirm its contents match the services provided during the period covered by the invoice.

3.2.1 Content of Invoices. Invoices shall be in a form acceptable to the District Controller and include Consultant's name, address, Social Security or Taxpayer Identification Number, and the District Agreement number. If this Agreement provides for payment based on unit prices or tasks completed, invoices shall include itemization of the hours worked, descriptions of the tasks completed during the billing period, the names and positions of person(s) performing the services, and the hourly or task rates. If the Agreement or Exhibit B provides for a fixed or lump sum price and Consultant presents monthly invoices, each invoice must indicate the percentage of work completed (e.g., 50% of design or draft report) or the milestone(s) achieved in Exhibit B, which will allow Consultant to be paid the equivalent percentage of the fixed price.

3.3 Annual Appropriation of Funds. Consultant acknowledges that the term of this Agreement may extend over multiple District fiscal years, and that compensation under this Agreement is contingent on the Board of Directors appropriating funding for this Agreement for those fiscal years. This Agreement may be terminated at the end of the fiscal year for which sufficient funding is not appropriated and authorized. District is not obligated to pay Consultant, nor is Consultant obligated to provide further services if sufficient funds have not been appropriated and authorized by the Board of Directors.

ARTICLE IV – INSURANCE

4.1 Insurance. Prior to commencing the scope of services, Consultant shall obtain and maintain in full force and effect throughout the term of this Agreement, and thereafter as to matters occurring during the term of this Agreement, the insurance coverage set forth in Exhibit C.

4.2 Inclusion in Subcontracts. Consultant shall require its subconsultants and any other entity or person providing services under this Agreement to comply with the Workers Compensation and General Liability insurance requirements set forth in Exhibit C.

ARTICLE V – INDEMNIFICATION

5.1 Indemnification and Hold Harmless. To the fullest extent permitted by law, Consultant shall defend at its own expense, indemnify, and hold harmless District and its officers, agents, employees, volunteers, and representatives from and against any and all liability, claims, actions, proceedings, losses, injuries, damages or expenses of every name, kind, and description, including litigation costs and reasonable attorney’s fees incurred in connection therewith, brought for or on account of personal injury (including death) or damage to property, arising from all acts or omissions of Consultant or its officers, agents, employees, volunteers, consultants and subconsultants in providing services under this Agreement, excluding, however, such liability, claims, actions, losses, injuries, damages or expenses to the extent arising from the active or sole negligence or willful misconduct of District. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this Agreement.

5.2 Design Professionals. To the extent Consultant is providing the services of a “design professional” as defined in California Civil Code section 2782, District acknowledges that Consultant’s obligations under paragraph 5.1 may be limited under Civil Code Section 2782.8.

5.3 Effect of Insurance. The provisions of this Article are not limited by the requirements of Article IV related to insurance.

5.4 Enforcement Costs. Consultant shall reimburse any and all costs District incurs enforcing the indemnity, hold harmless, and defense provisions set forth in this Article.

5.5 Survival. This Article shall survive termination or expiration of this Agreement and continue in effect so long as a viable claim may exist.

ARTICLE VI – MANDATORY COUNTY PROVISIONS

6.1 Compliance with County Policies. Consultant shall comply, and require its employees and subconsultants to comply, with the following policies, copies of which are available on County’s website at [Napa County Purchasing Policies \(link\)](#) and are hereby incorporated by reference.

6.1.1 Napa County “Waste Source Reduction and Recycled Product Content Procurement Policy,” which is found in the Napa County Policy Manual Part I, Section 8D.

6.1.2 Napa County “Discrimination, Harassment and Retaliation Prevention Policy,” which is found in the Napa County Policy Manual Part I, Section 37K.

6.1.3 Napa County “Drug and Alcohol Policy,” which is found in the Napa County Policy Manual Part I, Section 37O.

6.1.4 “Napa County Information Technology Use and Security Policy” which is found in the Napa County Policy Manual Part I, Section 31A.

6.1.5 Napa County “Workplace Violence Policy,” which is found in the Napa County Policy Manual Part I, Section 37U.

6.2 Inducement of County Employees. Consultant shall not permit its officers, agents, or employees to engage in any activities during the performance of any of services under this Agreement that would interfere with compliance or induce violation of these policies by County employees or consultants.

ARTICLE VII – COMPLIANCE WITH LAWS

7.1 Compliance with Controlling Law. Consultant shall comply with all laws, ordinances, regulations, and policies of federal, California, and local governments applicable to this Agreement. Consultant shall comply immediately with all directives issued by District or its authorized representatives under authority of any laws, statutes, ordinances, rules, or regulations.

7.2 Conflict of Interest. Consultant acknowledges that they are aware of the provisions of Government Code sections 1090, et seq., and sections 87100, et seq., relating to conflict of interest of public officers and employees. Consultant hereby covenants that it presently has no interest not disclosed to District and shall not acquire any interest, direct or indirect, which would conflict in any material manner or degree with the performance of the scope of services under this Agreement. Consultant further warrants that it is unaware of any financial or economic interest of any public officer or employee of District relating to this Agreement. Violation of this paragraph by Consultant is a material breach of this Agreement which may result in termination of the Agreement for cause.

7.3 Taxes. Consultant shall file federal and state tax returns or applicable withholding documents and pay all applicable taxes or make all required withholdings on amounts paid pursuant to this Agreement. Consultant shall be solely liable and responsible to make such withholdings and pay such taxes and other obligations including, without limitation, state and federal income and FICA taxes. Consultant shall indemnify and hold District harmless from any liability it may incur to the United States or the State of California if Consultant fails to pay or withhold, when due, all such taxes and obligations. If District is audited for compliance regarding any withholding or other applicable taxes or

amounts, Consultant shall furnish District with proof of payment of taxes or withholdings on those earnings within 10 business days after notice from District.

ARTICLE VIII – DISPUTE RESOLUTION

8.1 Mandatory Non-binding Mediation. If a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through normal contract negotiations, the parties agree to attempt to settle the dispute in an amicable manner, using mandatory mediation through Judicial Arbitration and Mediation Services (JAMS) or any other neutral organization agreed to by the parties. To initiate mediation, the initiating party shall send written notice of its request for mediation to the opposing party. Mediation is mandatory before either party may initiate litigation or have recourse in a court of law.

8.2 Mediation Costs. The expenses of witnesses for either side shall be paid by the party producing such witnesses. All other expenses of the mediation, including required traveling and other expenses of the mediator, and the cost of any proofs or expert advice produced at the direct request of the mediator, shall be borne equally by the parties, unless they agree otherwise.

8.3 Selection of Mediator. A single mediator that is acceptable to both parties shall be used to mediate the dispute. The mediator may be selected from lists furnished by JAMS or any other agreed upon mediator. The parties shall endeavor to agree on a mediator within 10 business days, unless a longer period is mutually agreed to in writing by Consultant and District. If the parties cannot agree on a mediator, JAMS or other neutral organization shall select the mediator.

8.4 Conduct of Mediation Sessions. Mediation hearings will be conducted in an informal manner and discovery will not be allowed. The discussions, statements, or admissions will be confidential to the proceedings and will be subject to Evidence Code section 1152. The parties may agree to exchange any information they deem necessary. Both parties shall have a representative attend the mediation who is authorized to settle the dispute, though District's recommendation of settlement may be subject to the approval of the Board of Directors. Either party may have attorney(s), witnesses, or expert(s) present. Either party may request a list of witnesses and notification whether attorney(s) will be present.

8.5 Mediation Results. Any resultant agreements from mediation shall be documented in writing. Mediation results and documentation, by themselves, shall be "non-binding" and inadmissible for any purpose in any legal proceeding, unless such admission into evidence is otherwise agreed to in writing by both parties. Mediators shall not be subject to any subpoena or liability, and their files and actions shall not be subject to discovery.

ARTICLE IX – GENERAL PROVISIONS

9.1 Access to Records/Retention. Consultant shall provide District with access to Consultant's records which are reasonably necessary for District to review or audit Consultant's compliance with the provisions of this Agreement. Consultant shall provide such access within 10 business days after written request by District, either by providing copies of the requested records to District or allowing District to inspect and photocopy the records at Consultant's place of business where the records are kept. Consultant shall maintain all records related to this Agreement for at least four years after expiration or termination of this Agreement. For the avoidance of doubt, records as identified in this Section do not include Contractor's workpapers which are proprietary information and access is restricted.

9.2 **Notices.** All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval, or communication that either party desires to give the other party shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

DISTRICT

Tracy A. Schulze
District Controller
1195 Third Street, Suite B-10
Napa, CA 94559

CONSULTANT

Richard Gonzalez
CliftonLarsonAllen LLP
915 Highland Pointe Drive, Suite 300
Roseville, CA 95678

9.3 **Independent Contractors.** Consultant and its subconsultants, if any, are independent contractors and not agents of District. Any provisions of this Agreement that may appear to give District any right to direct Consultant concerning the details of performing the scope of services, or to exercise any control over such performance, shall mean only that Consultant shall follow the direction of District concerning the end results of the performance.

9.4 **Contract Interpretation.** This Agreement and all Contract Documents shall be deemed to be made under, and shall be construed in accordance with and governed by, the laws of the State of California without regard to the conflicts or choice of law provisions thereof. It is the intent of the Contract Documents to completely describe the goods and services to be provided. Any work, materials, or equipment that may reasonably be inferred from the Contract Documents or from prevailing custom or trade usage as being required to produce the intended result shall be supplied whether or not specifically called for or identified in the Contract Documents. When words or phrases which have a well-known technical or industry or trade meaning are used to describe work, materials, equipment, goods, or services such words or phrases shall be interpreted in accordance with that meaning unless a definition has been provided in the Contract Documents. In resolving conflicts resulting from errors or discrepancies in any of the Contract Documents, the order of precedence shall be in descending order as set forth below (the document in paragraph 9.4.1 having the highest precedence). Provisions of the Contract Documents addressing the same subject which are consistent but have different degrees of specificity shall not be considered to be in conflict, and the more specific language shall control. Order of Precedence:

- 9.4.1 This Agreement.
- 9.4.2 The Exhibits to this Agreement.
- 9.4.3 The RFP issued by County.
- 9.4.4 Consultant's proposal or statement of qualifications.

9.5 **Drafting Ambiguities.** The parties acknowledge that they have the right to be advised by legal counsel with respect to the negotiations, terms, and conditions of this Agreement, and the decision of whether to seek advice of legal counsel with respect to this Agreement is the sole responsibility of each party. This Agreement shall not be construed in favor of or against either party by reason of the extent to which each party participated in the drafting of the Agreement.

9.6 **Third Party Beneficiaries.** Unless expressly set forth in this Agreement, none of the provisions of this Agreement are intended to benefit any third party not specifically referenced herein. No person

other than District and Consultant shall have the right to enforce any of the provisions of this Agreement.

9.7 Force Majeure. In the event either party's performance is delayed due to causes which are outside the control of both parties and their subconsultants, contractors and employees, and could not be avoided by the exercise of due care, which may include, but is not limited to, delays by regulating agencies, wars, floods, adverse weather conditions, labor disputes, unusual delay in transportation, epidemics abroad, earthquakes, fires, terrorism, incidence of disease or other illness that reaches outbreak, epidemic and/or pandemic proportions, unusual delay in deliveries, riots, civil commotion or other unavoidable casualties, and other acts of God, both parties will be entitled to an extension in their time for performance equivalent to the length of delay. Neither party will be entitled to compensation from the other for force majeure events. The party claiming its performance is delayed must demonstrate to the reasonable satisfaction of the other party that a force majeure event is causing the delay; the mere occurrence of a force majeure event is insufficient to extend the time for performance.

9.8 Confidentiality of Services. All services performed by Consultant and any subconsultants, including but not limited to all drafts, data, information, correspondence, proposals, reports of any nature, estimates compiled or composed by Consultant, are for the sole use of District. Neither the documents nor their contents shall be released by Consultant or any subconsultant to any third party without the prior written consent of District. Contractor shall not disclose records or other information provided by District under this Agreement to any third party, except as necessary to perform the scope of services, unless the records or information: (1) were publicly known, or otherwise known to Consultant, at the time it was disclosed to Consultant by District; (2) subsequently become publicly known through no act or omission of Consultant; (3) otherwise become known to Consultant other than through disclosure by District; or (4) disclosure is required by law, regulation or professional standard. This confidentiality provision does not prohibit Consultant from disclosing District's information to one or more of Consultant's affiliated companies in order to provide services that District has requested from Consultant or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of District's information as apply to Consultant. District also consents to Consultant's disclosure of information regarding the nature of services Consultant provides to District to another independent network member of CLA Global, for the limited purpose of complying with professional obligations regarding independence and conflicts of interest. Consultant may, at times, use third-party software applications to perform services under this Agreement. District acknowledges the software vendor may have access to its data.

9.9 Insolvency. Consultant shall notify District if Consultant enters into bankruptcy proceedings. This notification shall be furnished within five days of the initiation of the proceedings relating to bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of District contract numbers and contracting offices for all District contracts against which final payment has not been made. This obligation remains in effect until final payment is made under this Agreement.

9.10 Attorney's Fees. If either party commences legal action of any kind or character to either enforce the provisions of this Agreement or to obtain damages for breach thereof, the prevailing party in such litigation shall be entitled to all costs and reasonable attorney's fees incurred in connection with such action. This paragraph does not apply to attorney's fees or costs incurred during mediation.

9.11 Venue. This Agreement is made and entered into in Napa County, California. Venue for any legal action in state court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Superior Court of California, County of Napa.

Venue for any legal action in federal court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Northern District of California.

9.12 Exhibits Incorporated. All Exhibits referenced in this Agreement are hereby incorporated into the Agreement by this reference.

9.13 District Powers. Nothing contained in this Agreement shall be construed as a limitation upon the powers of District as a subdivision of the State of California. Nothing in this Agreement shall be interpreted as limiting the rights and obligations of District in its governmental or regulatory capacity.

9.14 Survival of Obligations. All indemnifications, warranties, guarantees and other obligations that by their nature involve performance after the early termination or expiration of this Agreement or after completion and acceptance of the scope of services, shall survive the early termination or expiration of this Agreement. Such obligations include, but are not limited to, paragraphs 1.4 (Correction of Deficient Services), 9.1 (Access to Records/Retention), 9.8 (Confidentiality of Services), and Article VIII (Dispute Resolution). Obligations related to insurance or indemnity shall continue in full force and effect after the date of early termination or expiration, but only with regard to acts or omissions that occurred during the term of the Agreement.

9.15 Severability. Should any provision of this Agreement be held invalid or illegal by a court of competent jurisdiction, such invalidity or illegality shall not invalidate the whole of this Agreement, but rather, the Agreement shall be construed as if it did not contain the invalid or illegal provision, and the rights and obligations of the parties shall be construed and enforced accordingly, except to the extent that enforcement of this Agreement without the invalidated provision would materially and adversely impact either or both parties' consideration for entering into this Agreement.

9.16 Amendment/Modification. This Agreement may be modified or amended only in writing and with the prior written consent of both parties. Failure of Consultant to secure such authorization in writing in advance of performing any extra or changed work shall constitute a waiver of any and all rights to adjustment in compensation or contract time.

9.17 No Waivers. Any failure by either party to insist upon the strict performance by the other of any obligation of this Agreement, or any failure to exercise any right or remedy for a breach of any term or condition of this Agreement, shall not constitute a waiver of any such failure to perform or breach of any term or condition. A waiver must be express and in writing. The waiver by either party of any breach or violation of any requirement of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

9.18 No Assignments. Consultant may not assign the obligations under this Agreement, nor any monies due or to become due under this Agreement, without District's prior written approval. Any assignment in violation of this paragraph shall constitute a default and is grounds for termination of this Agreement at District's sole discretion. In no event shall any putative assignment create a contractual relationship between District and any putative assignee.

9.19 Successors in Interest. All rights and obligations created by this Agreement shall be in force and effect whether or not any parties to the Agreement have been succeeded by another entity, and all rights and obligations created by this Agreement shall be vested and binding on any party's successor in interest.

9.20 Entirety of Contract. This Agreement, including any documents expressly incorporated by reference whether or not attached hereto, constitutes the entire agreement between the parties relating to the subject of this Agreement and supersedes all previous agreements, promises, representations, understandings, and negotiations, whether written or oral, among the parties with respect to the subject matter hereof.

9.21 Electronic Signatures and Counterparts. By executing this Agreement, all parties consent and agree that any electronic signature, as defined by Civil Code section 1633.2(h), affixed hereto shall have the full force and effect as a wet or manual signature. This Agreement may be executed in counterparts, which when taken together, shall constitute a single signed original as though all parties had executed the same page.

9.22 Ownership of Consultant's Workpapers. The workpapers and files supporting the services Consultant performs are the sole and exclusive property of Consultant and constitute confidential and proprietary information. Consultant does not provide access to its workpapers and files to District or anyone else in the normal course of business. Unless required by law or regulation to the contrary, Consultant retains its workpapers and files in accordance with its record retention policy that typically provides for a retention period of seven years. After this period expires, Consultant's workpapers and files will be destroyed. Furthermore, physical deterioration or catastrophic events may shorten the time Consultant's records are available. The workpapers and files of Consultant are not a substitute for District's records. Pursuant to authority given by law, regulation or professional standards Consultant may be requested to make certain workpapers and files available to a regulator for its regulatory oversight purposes. Consultant will notify District of any such request, if permitted by law. Access to the requested workpapers and files will be provided to the regulator under the supervision of Consultant personnel and at a location designated by Consultant. Furthermore, upon request, Consultant may provide copies of selected workpapers and files to such regulator. The regulator may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

9.23 Data Aggregation. Consultant regularly aggregates anonymized client data and perform a variety of analyses using that aggregated data. Some of these analyses are published to clients or released publicly. However, Consultant is always careful to preserve the confidentiality of the separate information that Consultant obtains from each client, as required by the AICPA Code of Professional Conduct and various laws. District's acceptance of this Agreement will serve as its consent to Consultant's use of anonymized data in performing and reporting on these cost comparison, performance indicator and/or benchmarking analyses.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, this Agreement is executed by District, acting by and through the Chair of the Board of Directors, and by Consultant through its duly authorized officer(s).

CliftonLarsonAllen LLP

By _____
Richard Gonzalez, CPA, Principal

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

By _____
Christopher M. Cahill, its General Manager

APPROVED AS TO FORM
District Counsel

By: Sabrina S. Wolfson

Date: May 1, 2026

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

Date: May 11, 2026
Processed By:

Clerk of the Board of Directors

ATTEST: _____
Clerk of the Board of Directors

By: Ryan Ayers

EXHIBIT A
SCOPE OF SERVICES

I. Description of Services

Consultant shall provide the following services in accordance with the terms of this Agreement:

- **Financial Statement Audit**

Audit and report on the financial statements for the District.

Final Deliverables Due: October 15, 2026

- **Audit Opinion**

Express an opinion on the fair presentation of the District's basic financial statements in accordance with generally accepted accounting principles.

Final Deliverables Due: October 15, 2026

**EXHIBIT B
COMPENSATION AND FEE SCHEDULE**

Scope/Entity	Contract Years			Optional Years	
	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30
District Auditing Services*	\$5,270	\$5,270	\$5,270	\$5,270	\$5,270

* The above fees exclude Single Audit services, should a Single Audit be required in any contract year. If applicable, an additional fee of \$5,000 shall apply per major program requiring testing.

EXHIBIT C
INSURANCE REQUIREMENTS

C.1 Workers Compensation Insurance. To the extent required by law during the term of this Agreement, Consultant shall provide workers compensation insurance for the performance of any of Consultant's duties under this Agreement as required by the State of California with statutory limits, and employer's liability insurance with a limit of no less than ONE MILLION DOLLARS (\$1,000,000) per accident for bodily injury or disease, all with a waiver of subrogation. Consultant shall provide District with certification of all such coverages upon request by District's Risk Manager.

C.2 Liability Insurance. Consultant shall obtain and maintain in full force and effect during the term of this Agreement the following occurrence-based liability insurance coverages, issued by a company admitted to do business in California and having an A.M. Best rating of A:VII or better, or equivalent self-insurance:

C.2.1 General Liability. Commercial general liability (CGL) insurance coverage (personal injury and property damage) of not less than TWO MILLION DOLLARS (\$2,000,000) combined single limit per occurrence, covering liability or claims for any personal injury, including death, to any person and/or damage to the property of any person arising from the acts or omissions of Consultant or any officer, agent, or employee of Consultant under this Agreement. If the coverage includes an aggregate limit, the aggregate limit shall be no less than twice the per occurrence limit.

C.2.2 Professional Liability/Errors and Omissions. Professional liability (or errors and omissions) insurance for all activities of Consultant arising out of or in connection with this Agreement in an amount not less than TWO MILLION DOLLARS (\$2,000,000) per claim. If the coverage includes an aggregate limit the aggregate limit shall be no less than twice the per occurrence limit.

C.2.3 Comprehensive Automobile Liability Insurance. Comprehensive automobile liability insurance (Bodily Injury and Property Damage) on owned, hired, leased and non-owned vehicles used in conjunction with Consultant's business of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence. Coverage shall be business auto insurance coverage using Insurance Services Office (ISO) form number CA 0001 06 92 including symbol 1 (any Auto) or the exact equivalent. If Consultant owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the General Liability Insurance described in paragraph C.2.1, above. If Consultant or Consultant's employees, officers, or agents will use personal automobiles in any way in the performance of this Agreement, Consultant shall provide evidence of personal auto liability coverage for each such person upon request.

C.3 Certificates of Coverage. All insurance coverages referenced in paragraph C.2, above, shall be evidenced by one or more certificates of coverage or, with the consent of District's Risk Manager, demonstrated by other evidence of coverage acceptable to District's Risk Manager,

which shall be filed by Consultant with the District Department administering this Agreement prior to commencement of the Scope of Services.

C.3.1 Notice of Cancellation. The certificate(s) or other evidence of coverage shall reference this Agreement by its District number or title and department; shall be kept current during the term of this Agreement; shall provide that District shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, other termination, or material change, except that only ten (10) days prior written notice shall be required where the cause of non-renewal or cancellation is non-payment of premium.

C.3.2 Multiple Insureds. The certificate(s) shall provide that the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, the coverage afforded applying as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

C.3.3 Waiver of Subrogation and Additional Insured Endorsements. For the commercial general liability insurance coverage referenced in subparagraph C.2.1 and, for the comprehensive automobile liability insurance coverage referenced in subparagraph C.2.3 where the vehicles are covered by a commercial policy rather than a personal policy, Consultant shall also file with the evidence of coverage an endorsement from the insurance provider naming Napa District, its officers, employees, agents, and volunteers as additional insureds via a blanket endorsement as required by written contract and waiving subrogation. For the Workers Compensation insurance coverage, Consultant shall file an endorsement waiving subrogation with the evidence of coverage.

C.3.4 Additional Requirements. The certificate or other evidence of coverage shall provide that if the same policy applies to activities of Consultant not covered by this Agreement, then the limits in the applicable certificate relating to the additional insured coverage of District shall pertain only to liability for activities of Consultant under this Agreement, and that the insurance provided is primary coverage to District with respect to any insurance or self-insurance programs maintained by District. The additional insured endorsements for the general liability coverage shall use Insurance Services Office (ISO) Form No. CG 20 09 11 85 or CG 20 10 11 85, or equivalent, including (if used together) CG 2010 10 01 and CG 2037 10 01; but shall not use the following forms: CG 20 10 10 93 or 03 94.

C.4 Self-Insured Retention. In the event of a claim, suit, or action, the District reserves the right to request relevant sections of any applicable insurance policy and endorsements. Any self-insured retentions (SIR) shall not reduce the limits of liability. The failure to exercise this right shall not constitute a waiver of such right.



STAFF REPORT

By: Chris Cahill
Date: May 11, 2026
Item: **4.c**
Subject: Consideration and potential approval of a proposal by the Land Trust of Napa County that the District accept a conservation easement on the Scarritt Addition to their Grinsell Preserve, No Situs Address, Snell Valley Road, Pope Valley (Napa County Assessor's Parcel Numbers 116-110-042, 116-110-056, and portions of 016-110-063).

RECOMMENDATION

1. Find the proposed actions categorically exempt under CEQA.
2. Authorize the General Manager to accept a conservation easement over the Scarritt Addition to the Land Trust Grinsell Preserve.
3. Authorize the General Manager to sign other documents and take other actions that may be needed to implement the agreement.

ENVIRONMENTAL DETERMINATION

Categorically Exempt. The proposed actions are exempt from the California Environmental Quality Act, pursuant to 14 California Code of Regulations 15325 (State CEQA Guidelines): Class 25, Transfers of Ownership of Interest in Land to Preserve Existing Natural Conditions and Historical Resources.

BACKGROUND

The 351-acre Scarritt Addition to the Land Trust's 1,535-acre Grinsell Preserve is located in the Snell Valley area of eastern Napa County, a remote stretch of oak woodland and chaparral located just north of Pope Valley, between Butts Canyon and Snell Valley Roads. The property includes the 262-acre Scarritt property, which the Land Trust acquired in March 2025, along with an additional 89-acre portion of the adjoining Edmonds-Waters property, which the Land Trust is currently acquiring through lot line adjustment. The resulting combined 351-acre Scarritt Addition is mostly undeveloped and has frontage on both Butts Canyon and Snell Valley Roads. A stretch of perennial Butts Creek runs through the land before continuing downstream through the Land Trust's Snell Valley Ranch and Missimer Wildflower Preserves and ultimately entering Putah Creek upstream from Lake Berryessa.

The Scarritt Addition occupies a strategically critical position within one of the North Bay's highest-priority wildlife corridors, extending from the Marin coast to Lake Berryessa. It directly connects the 1,400-acre Snell Valley Ranch, protected by the Land Trust through transactions in 2022 and 2023, with their Grinsell Preserve, which was initially acquired by the Land Trust in 2020. It is also located proximate to the District's sprawling 2,790-acre Woodbury Preserve, which includes Spanish Valley, Crystal Flats, and the Stone Corral Unit to the east. On the California Department of Fish and Wildlife's

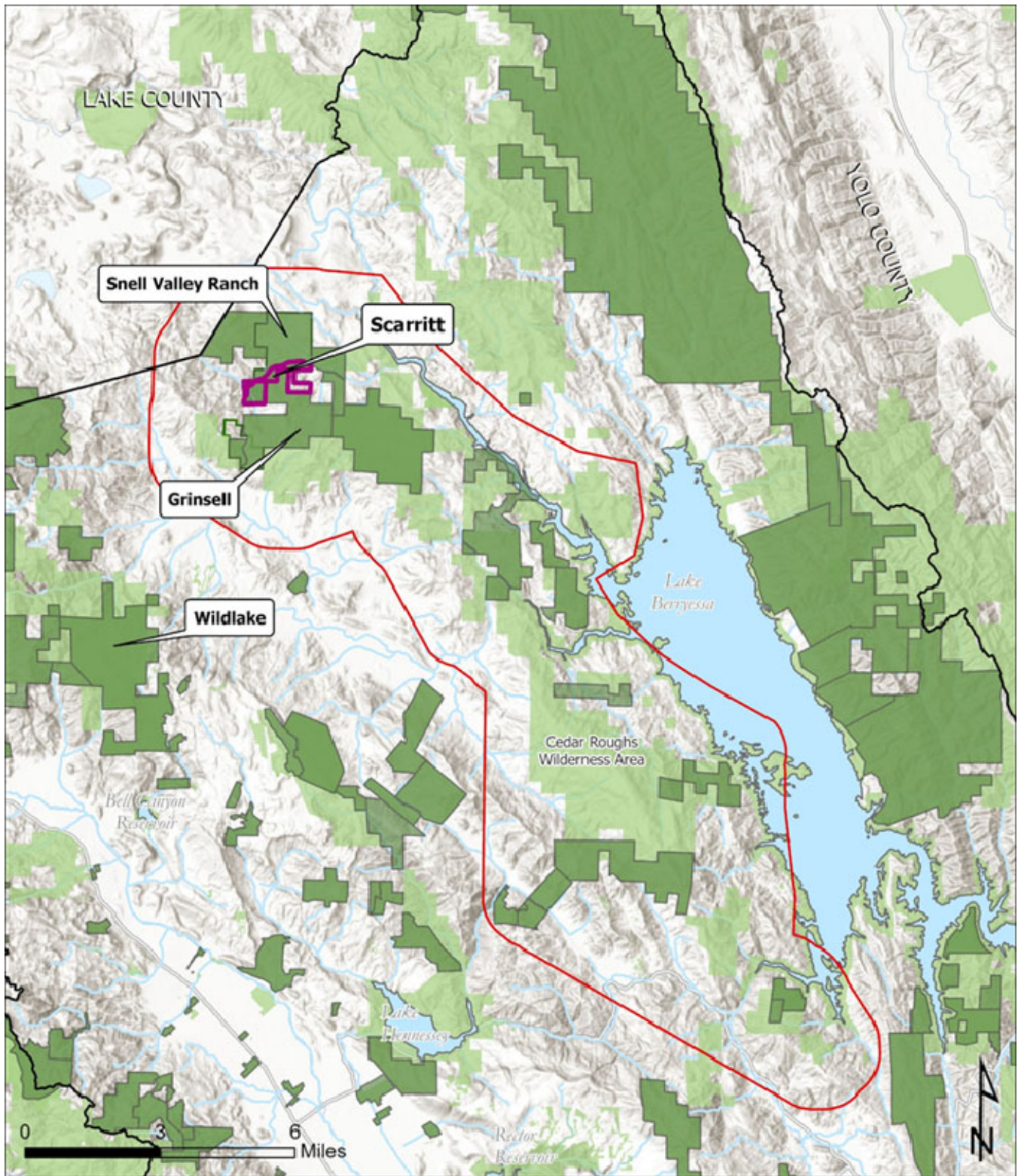
Areas of Conservation Emphasis maps, the Scarritt Addition property is rated 5, the highest rank statewide, for both Terrestrial Biodiversity and Terrestrial Connectivity.

The property's vegetation communities closely resemble those of the adjoining protected lands, which are among the highest-ranked in Napa County for biodiversity. While a botanical survey of the Scarritt Addition has not yet been conducted, a recent Land Trust staff report notes:

The abutting protected properties - Snell Valley Ranch, Missimer Wildflower, Snell Peak, Grinsell - are among the highest-ranked in the county for biodiversity. The Snell Peak Preserve, with 17 special status species, has more rare species per acre than any property in the county. Grinsell has 10 special status species, Missimer Wildflower 12, Snell Valley Ranch 13 which, in addition to rare plants, includes Foothill yellow-legged frog and Western pond turtle in Butts Creek.

Accepting the Scarritt Addition conservation easement is consistent with our Memorandum of Understanding with the Land Trust, which calls for our two organizations to transfer conservation easements amongst ourselves where such transfer accomplishes better protection of a conserved property. It is likewise consistent with the mission and goals of the District.

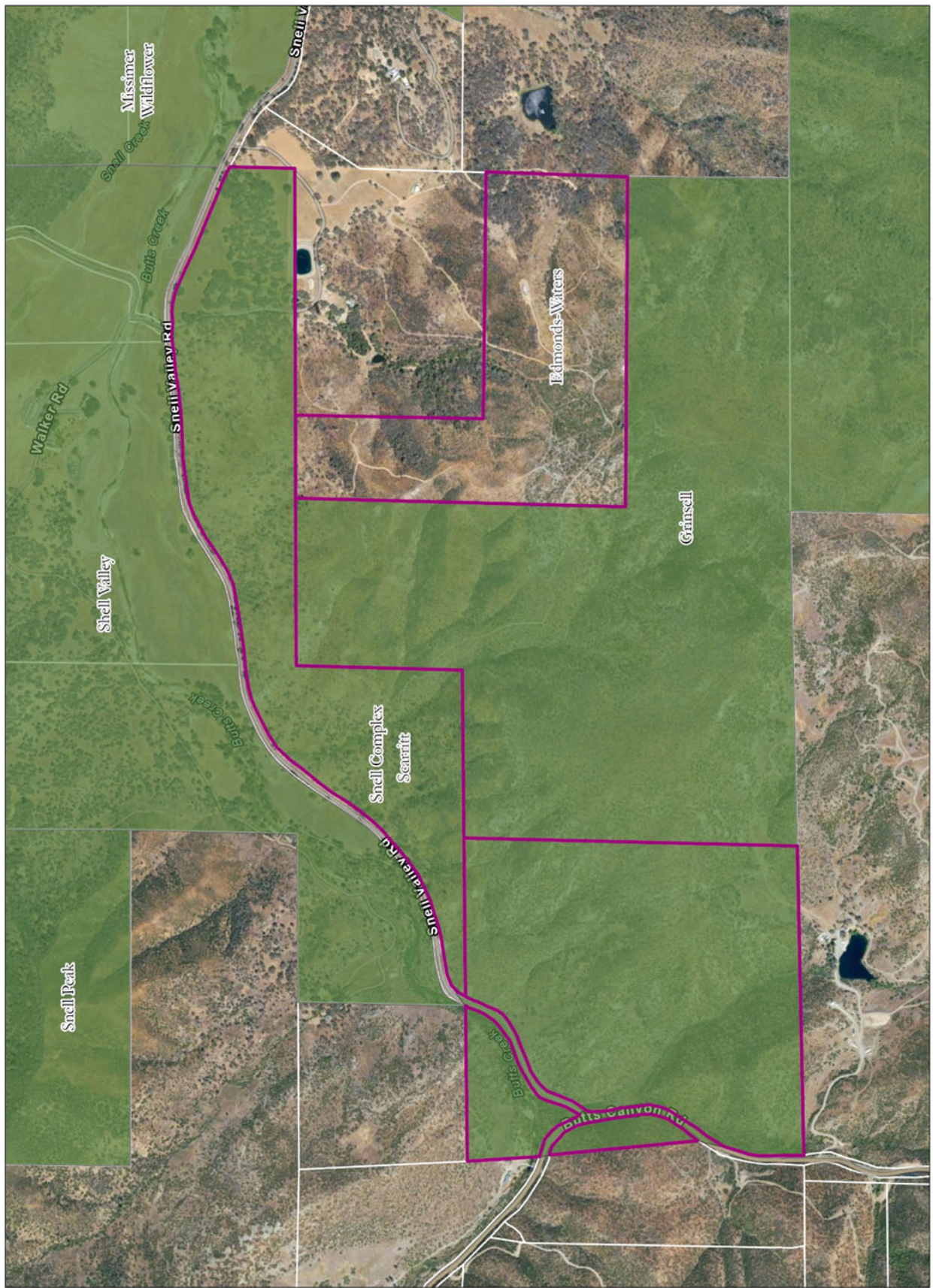
Staff recommends that the Board authorize the General Manager to accept the Land Trust of Napa County's grant of a conservation easement over the +/- 351-acre Scarritt Addition and to execute any and all associated documents.



Grinsell - Scarritt Addition Vicinity Map

Data Sources:
Napa Co. GIS, GreenInfo Network

Use for reference purposes.
Created on 12/31/25



Map is approximate only.
 Use for reference purposes.
 Created by LTNC 12/31/2025

Data Sources:
 Napa Co. GIS, GreenInfo Network





STAFF REPORT

By: Chris Cahill and Barb Ruffino
Date: May 11, 2026
Item: **4.d**
Subject: Receipt of report on staff reportable actions including expenditures, encumbrances, donations, and grants approved by District staff for April 2026.

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 \$55,204.03, 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 **April 2026**. All Cal-Card purchases are itemized in the financial report.

Advocacy

General Manager Letters of Support

1. To the California State Coastal Conservancy, in support of a grant for operational funding for the Bay Area Ridge Trail Council.
2. To the Metropolitan Transportation Commission/ Association of Bay Area Governments, in support of a Priority Conservation Area grant request by the Land Trust of Napa County for the acquisition of rare alkaline wetland habitat located at the corner of Tubbs Ln and Myrtle Dale Rd just north of the City of Calistoga.

Agreements

Agreement 26-13 With the American National Red Cross for the purpose of licensing Red Cross training materials and curriculum (no cost to District).

Agreement 26-14 With the Napa County Resource Conservation District for removal of an existing grouted rock apron serving as a barrier to fish passage in Dry Creek located on the Amy's Grove Unit of the Mayacamas Preserve (no cost to District).

Grants and Donations

Large Donations (≥ \$1,000)

Online Donations

ReLeaf \$505

Iron Ranger Donations

Moore Creek Park \$428

Oat Hill Mine Trail \$144

PARKS & OPEN SPACE DISTRICT -APRIL 2026 EXPENSE REPORT

Gen Admin Dept - 85000-00

Date	Account Name	Description	Vendor Name	Amount
4/7/2026	Fleet Charges	Tire Repair	B & G Tire Of Napa	\$ 40.00
4/9/2026	Rents/Leases-Buildings/Land	5/26 Rent-1443 Main St, Ste 135	Knm Properties, Inc.	\$ 2,173.50
4/7/2026	Rents/Leases-Equipment	4/11/26-5/10/26 Printer Lease	Kyocera Document Solutions	\$ 62.06
4/7/2026	Fleet Charges	Subaru Service	Napa Autowerke Inc	\$ 160.49
4/28/2026	Maintenance Supplies	Broom/dustpan	Zeller's & Clarks Ace Hardware	\$ 19.56

Moore Creek Dept - 85010-00

Date	Account Name	Description	Vendor Name	Amount
4/7/2026	Other Professional Services	4/26 Monthly Wastewater sampling	Heritage Systems, Inc	\$ 128.33
4/14/2026	Maintenance Supplies	Bar oil, trimmer line	Napa Power Equipment	\$ 250.09
4/9/2026	Maintenance Supplies	Air filter, spark plug, fuel filter	Central Valley Builders	\$ 36.26
4/7/2026	Maintenance Supplies	Tag #236707-Chlorine, Acid, DE	Dons Swimming Pool Center	\$ 242.51

Camp Berryessa 85010-03

Date	Account Name	Description	Vendor Name	Amount
4/14/2026	Construction Services	Roofing Repair-Camp Berryessa	Curtis Edwards Roofing	\$ 3,000.00
4/7/2026	Waste Disposal Services	3/26 Garbage Service	Berryessa Garbage Service	\$ 228.70
4/7/2026	Other Professional Services	Lab Order #B030875-Camp Berryessa	Caltest Analytical Labs	\$ 61.00

NRER - 85010-05

Date	Account Name	Description	Vendor Name	Amount
4/9/2026	Other Professional Services	3/26 Litter Abatement	Napa Valley Support	\$ 500.00

State Park - 85010-08

Date	Account Name	Description	Vendor Name	Amount
4/7/2026	Other Professional Services	Lab Order #B031120-Bale Mill	Caltest Analytical Labs	\$ 116.00
4/7/2026	Other Professional Services	Lab Order #B031121-Bothe	Caltest Analytical Labs	\$ 61.00
4/7/2026	Other Professional Services	5/1/26-7/31/26 Bothe Alarm Service	Bay Alarm Company	\$ 325.41
4/7/2026	Vehicle Repair Supplies	Battery cable, misc	Brown's Auto Parts	\$ 97.31
4/7/2026	Waste Disposal Services	3/26 Garbage Service	Upper Valley Disposal	\$ 2,604.39
4/9/2026	Goods for Resale	Souvenir books-gift shop	Ingram Library Service	\$ 69.76
4/9/2026	Maintenance Supplies	Misc hardware	Central Valley Builders	\$ 143.18
4/9/2026	Maintenance Supplies	PVC Pipe	Central Valley Builders	\$ 5.57
4/9/2026	Janitorial Supplies	Janitorial supplies	Little Joe Janitorial	\$ 218.26
4/14/2026	Goods for Resale	Tshirts-gift shop	Thurston - Printing & Graphics	\$ 1,330.16
4/14/2026	Goods for Resale	Youth Tshirts-gift shop	Thurston - Printing & Graphics	\$ 1,252.08
4/16/2026	Waste Disposal Services	Concrete dump run	Clover Flat Landfill	\$ 541.68
4/16/2026	Other Professional Services	Lab Order #B031122-Bale Mill	Caltest Analytical Labs	\$ 85.00
4/16/2026	Janitorial Supplies	Soap refills	Silverado Ace Hardware	\$ 20.45
4/16/2026	Other Professional Services	ADA button repair-Visitor Center	Ryan Seymour	\$ 1,285.00
4/23/2026	Maintenance Supplies	Grease coupler-Mill	Brown's Auto Parts	\$ 28.13
4/28/2026	Utilities - Electric	3/16/26-4/13/26 Acct #2172831822-7	Pacific Gas & Electric	\$ 29.92
4/28/2026	Utilities - Electric	3/16/26-4/13/26 Acct #9051730227-0	Pacific Gas & Electric	\$ 118.42
4/28/2026	Utilities - Electric	3/16/26-4/13/26 Acct #6765403114-4	Pacific Gas & Electric	\$ 19.31
4/30/2026	Maintenance Supplies	Misc hardware supplies	Steves Hardware	\$ 48.66
4/7/2026	Goods for Resale	Ice Cream bars	Wonder Ice Cream	\$ 541.92
4/7/2026	Maintenance Supplies	Chrome X-Arm handle	Silverado Ace Hardware	\$ 11.84
4/7/2026	Communications/Telephone	2/28/26-3/27/26 Phone BAN #9391005845	At&T	\$ 31.94
4/16/2026	Communications/Telephone	3/10/26-4/9/26 Internet BAN #9391064527	At&T	\$ 317.80
4/9/2026	Goods for Resale	Reimbursement-merchandise inventory	Napa Valley State Parks	\$ 407.99
4/9/2026	Maintenance Supplies	Misc plumbing hardware	Central Valley Builders	\$ 144.97
4/14/2026	Landscaping Services	Landscape Installation-Bothe SP	Johnson's Tree & Garden	\$ 52,395.75
4/16/2026	Other Professional Services	Lab Order #B031123-Bothe	Caltest Analytical Labs	\$ 85.00
4/16/2026	Goods for Resale	Souvenir books-gift shop	Ingram Library Service	\$ 61.71
4/16/2026	Maintenance Supplies	Floor marking tape	Silverado Ace Hardware	\$ 11.84
4/23/2026	Maintenance Supplies	Chlorine, pool supplies	Leslie's Swimming Pools	\$ 523.47
4/7/2026	Vehicle Repair Supplies	Lightning Tire	O.K. Tire Store	\$ 396.84
4/28/2026	Utilities - Electric	3/16/26-4/13/26 Acct #4831406953-4	Pacific Gas & Electric	\$ 284.86
4/28/2026	Sewer Disposal Services	Septic Pumping 4/21/26	American Sanitation Service	\$ 1,050.00

Suscol Headwaters - 85010-09

Date	Account Name	Description	Vendor Name	Amount
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4/7/2026	Construction Services	3/26 Preconstruction Surveys-SH	Monk & Associates, Inc	\$ 8,293.15
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Other Projects - 85010-90

Date	Account Name	Description	Vendor Name	Amount
4/14/2026	Special Department Expense	Anniversary Video-50% Payment	Topo Collective Benefit	\$ 1,400.00
4/7/2026	Printing and Binding	Storywalk Flyers	Napa Printing & Grapics	\$ 98.95



STAFF REPORT

By: Jason Jordan
Date: May 11, 2026
Item: **4.e**
Subject: April 2026 State Park Report for Bothe- Napa Valley SP, Robert Louis Stevenson SP, and Bale Grist Mill SHP.

PARK STATUS

Bothe Napa Valley SP- Campground use has picked up during the week and weekends remain near full breaks.

Bale Mill SHP- Visitation relatively slow.

Robert Louis Stevenson SP- Use increasing on weekends.

PARK UPDATES

- Vine Trail Update:
 - Continuing to keep up on mowing, weed eating, blowing.
 - Receiving requests from County and NVVTC to repair non-routine maintenance.
 - Received payment for FY25/26 Q1, Q2 and Q3 from NVVTC.
- Interpretive Plan Draft: The committee continues to research implementation projects with remaining funding.
- The hardscape component for the landscape improvement project at the Visitor Center is complete! Staff have had three different volunteer projects to plant native plants and are working on remaining irrigation work. NVSPA is purchasing seating for the area.
- Kerry Brackett's Eco fitness hike was held on April 11. Some of the participants for the hike assisted with baby bird rescue from a tree that fell the morning of the hike. All babies are reported to have survived.
- Volunteer Update:
 - A volunteer event was held on April 17 with the support of Johnson Tree and Landscape staff. Johnson Tree were the contractors doing the hardscape on the project and volunteered staff to assist with initial planting. There were three volunteers and six staff from Johnson's Tree.
 - St Helena Rotary assisted with a volunteer planting effort at the Visitor Center on April 25th. There were 10 volunteers for this group.

- A Scout troop from Concord camped at the park in April and assisted with planting remaining plants at the visitor center and needed maintenance on accessible pathways. There were 17 participants for this event.
- The CA State Parks trail crew and Civilian Conservation Corp ended their stint camping at Bothe and working on the Palisades Trail at RLS State Park. They completed substantial improvements to tread on that trail as well as doing some brushing of Bothe Trails.
- Environmental Education:
 - Two Field Trips occurred at Bothe in April for 112 students.
 - Two field trips occurred at Bale in April for 35 students.
 - There was a private tour at the Bale Mill in April for 2 people.
- The 3rd Saturday hike in April was held on April 18 in partnership with Tuleyome. The destination was Zim Zim Falls. This property is managed by CA Fish and Wildlife and is a great hike in early spring. There were 10 people who joined this hike.
- The park received a donation of \$6,500 that provided five new redwood picnic tables for the Bale Grist Mill.
- State Park Rangers are increasing their presence at partner operated parks including Napa State Parks. They have been issued keys and alarm codes to the Visitor Center.
- One new Park Aide began training in April. Lifeguard training and recertification has been scheduled for May 15-17 and a new contract was finalized with the American Red Cross.
- The SCENA Ultra Marathon was held on Oat Hill Mine Trail and the Palisades trails on April 12. They chose not to run to the top of Mount St Helena this year due to the CA-29 crossing and safety/permit issues. While the Palisades trail was significantly improved this year, the rain on the event day didn't allow for full enjoyment.
- There was an incident of erratic and disruptive behavior by a camper on April 16, resulting in an arrest by Napa County Sheriff Department.
- Staff supported NVSPA in planning efforts for the annual Pancake Breakfast event.
- NOSD and NVSPA had booths at the annual Earth Day Event in Napa on April 18th.



Projects Status Report

May 11, 2026

Bay/River Trail - American Canyon to Napa

An 8+ mile recreational trail. Phase 2-B--Pond 10 to Napa Pipe.

The design for the public crossing of the SMART tracks has been completed, and SMART, NRCA and the PUC have verbally agreed to allow the railroad crossing. A biological survey for the Fagan Marsh area has been completed; based on the results, CDFW has indicated they do not want the trail alignment to follow the levee on the north side of Fagan Marsh; District staff is reviewing the feasibility of an alternative alignment. The Board President and General Manager met with CADFW staff on June 12, 2018 to discuss CDFW concerns. Senator Dodd organized a meeting in October with the City of American Canyon, County of Napa and the District in an attempt to move the project forward, and another meeting with District staff and CADFW staff on November 28, 2018. Staff has been working with BCDC to determine whether CDFW plans to impose user fees for people walking on the trail along the edge of the wetlands would be allowed under DFW's permit from BCDC. CDFW in April approved policy changes for the Napa-Sonoma marshes, including use of bicycles on designated trails. The District and the City of American Canyon have been developing new and improved signage for the Wetlands Edge trailhead. The commemorative plaque for former Director Myrna Abramowicz was vandalized in June or July of 2020; Director Christian has taken the lead in getting a replacement plaque and the finished product is now installed and turned out excellent. Rick and Chris inspected the segment north of Soscol Ferry Road in mid-June and noticed some damage to the stabilized quarry fines tread due to work by Napa San in their easement. Because the construction project requires excavation in and around a manhole in the middle of the trail, the Butler Bridge segment is currently closed to protect public safety. Post-construction work on rehabilitating the tread of the trail was completed shortly after Thanksgiving and it is once again open and useable. On July 29th the Napa StoryWalk had its grand opening in American Canyon, turnout was light, probably due to the 4:00PM on Friday afternoon timing, but those who attended had a wonderful time. In early February 2023 the County of Napa began the extended process of updating its Airport Land Use Compatibility Plan (or ALUCP), a document that is relevant to the District because adopted policies could impact our ability to someday complete the Napa River Trail, which would run through the Airport Land Use Compatibility planning area. District staff inspected the entire trail from American Canyon to Fagan Marsh in late January and has had initial conversations with the County planners running the project. Chris, Ryan, and Jessica toured the Am Can Parks Foundation's

Napa River Eco Center project in late April and had fruitful conversations with ACCPF and Napa RCD staff about the facility and outdoor education generally. The Napa StoryWalk will be in residence in American Canyon at Wetlands Edge Park for the month of August. Staff inspected the segment between Suscol Ferry Road and Anselmo Court in August 2024 in response to a Vine Trail request for \$167k in planning funds and found the segment to be not only planned but constructed and in good, operable, ADA-compliant shape. King tides in December resulted in flooding and significant debris accumulation along parts of the trail. Rick Fessenden and super-volunteer Wayne Grout got the trail cleaned up along with some help from an anonymous local who had raked much of the debris into piles.

Berryessa Vista

Planning, stewardship and expansion of this 304 acre wilderness park.

Volunteers working with the District have completed detailed GIS mapping showing all existing roads, creek crossings, vista points and potential campsites. The District sent a letter to all property owners in that area introducing the District, explaining the deed restriction prohibiting off road vehicles, and asking for their cooperation. Since then there has been less observed damage, although the problem is not resolved. Staff was planning on installing a gate to restrict OHV access, but this has proven infeasible. In 2014 the Land Trust acquired an 80 acre inholding between District and BLM land, based on a District Board action in November 2014 agreeing to acquire the property from the Land Trust at a later date when funding is available. District and Land Trust staff in April 2016 placed a camera on the property in an attempt to identify the off-road vehicle and motorcycle users who have been causing some damage to the property. Staff has been monitoring the cameras since spring 2016 and has noted a small decrease in illegal off road vehicle use; staff will continue to monitor the cameras. Staff is working on plans to create a formal boat-in backcountry camp at Berryessa Vista accessed from the BOR Capell Cove boat launch. Staff has been reviewing PG&E plans to grade and widen an access road to their high power lines that cross the property, to ensure the work does not cause future erosion nor increase vehicular trespass. The Bureau of Reclamation has completed environmental review and authorized the District to improve the trail leading from water's edge up into the District property and install directional signage. We had tremendous success at the volunteer trail building event in early February, building +/- 900 feet of new trail. Berryessa Vista burned in the August 2020 fires; once the ashes settle staff will need to assess damage and come up with a repair and restoration plan. Land Trust conservation easement monitoring which occurred in early 2023 indicated the property is in good shape. Staff has lifted the closure on the property we put in place after the LNU Fire. With lake levels being what they now are the property is only accessible by boat.

The Cove at Mt. Veeder

Conversion of a former Girl Scout camp into a park and trails.

The Cove was severely burned in the October 2017 fires; since then staff has been working on cleanup. Staff hiked most of the property in early January and confirmed that fire damage is severe and extensive. Staff worked with a forester to develop a plan for salvage logging to (a) remove hazardous dead trees in the campground area and (b) repair/improve the access road into the site. Doug

McConnell (NBC's Open Road) segment on The Cove (and Suscol Headwaters), comparing the effects of the fires in each location and lessons learned, was aired on Sunday June 24, 2018. Salvage logging commenced in late May, 2018 and was completed during the week of July 23rd followed by the logger completing his clean-up and erosion control operations. Road rebuilding is complete. A State Employment Development Department funded crew of 4 (using fire emergency job training funds) started work on April 2, 2019 and continued through the end of 2019 chipping of much of the remaining woody debris and cutting larger logs into rounds for eventual splitting for firewood. In July 2019 we worked with our salvage logging contractor on improvements to the gravel driveway to make it more useable to visitors in 2WD vehicles. Staff hiked the property extensively in February of 2019, trying among other 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. 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. Staff met with Napa Firewise staff to discuss fire access at The Cove and to examine the federally-funded ridgetop fuel break along the top of Cove property. Turkovich neighbor Ian Leggat placed some erosion control measures on our access road and did a nice job. Staff discovered and pulled a patch of French Broom at the Cove. NCCFF work along the Hogback Ridge firebreak is complete on Cove property and District staff continues to interface with Firewise around vegetation management and wildfire readiness on The Cove. Staff is researching grazing with goats and/or sheep for vegetation management at The Cove and possibly on other District properties as well. Staff completed a ten-foot-wide fuel break along the southern border of Turkovich at the request of the southerly neighbor.

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. April Income: \$1800. Number of Users: 104. There were two scouting troops, one live-action roleplaying group, and the Land Trust used the camp to access one of their properties. Wildflowers still blooming due to mild/beneficial rains in April.

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. November's 3rd Saturday hike in Mayacamas Preserve was canceled due to impassable crossing at Dry Creek due to high water level, which serves as a good reminder that we will ultimately want to construct some kind of bridge there. Staff met with representatives from the Napa County RCD and Flood District as well as the Federal National Oceanic and Atmospheric Administration (NOAA... a major funder of this sort of work) to discuss a potential project to remove a fish barrier in Dry Creek at Amy's Grove. The project would be managed by the RCD and funded by NOAA and has been approved in concept by District staff. Work would be completed when Dry Creek is at its lowest flow state, probably mid- to late-summer. Staff executed a landowner implementation agreement with Napa RCD to provide access for work on the fish barrier project and RCD is working on the bid package.

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 22nd, against the objections of two neighbors (one of whom was a representative of CalFire's Las Posadas forest) who were concerned about the adequacy of our parking lots on busy weekend days. We have launched a social media campaign to alert visitors about the full parking lots and busy trails they can expect to experience at Moore Creek in a superbloom spring. Staff met with the Napa County DPW and their landscape architect to discuss tree planting in the area of the main parking lot to mitigate off-site tree removal resulting from a County bridge replacement project on Chiles Creek. The County would be responsible for watering the trees and would cover all costs. A native plant garden is being developed adjacent to the main parking lot in partnership with Napa County First 5 and with funding from First 5's climate initiative. 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. 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. 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). 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 9th to raise money for the Pay the Piper trail in Moore Creek. Construction bid requests for approximately three miles of new trail in Moore Creek Park are live and we're awaiting bids for those trails with an aim towards constructing them this spring. Volunteers made good progress on Yip Trip trail at December's volunteer day; only a few hundred feet remain to complete the trail. Lots of winter maintenance in January: downed trees, slides (mud and rock, and debris. Volunteers and staff continue to make progress on Yip Trip and have completed approximately 500ft of trail and connected the two sides; two more workdays should have the trail totally completed. Bids for three trails on the Phinney Unit of Moore Creek have been awarded and should be completed this spring. Yip Trip Trail is very close to completion; any

(volunteer) day now. Trees were planted and a water tank and other irrigation infrastructure were installed in the parking lot as part of the mitigation for the Chiles Creek bridge replacement. Contractors are onsite for planning work for trail construction on the Phinney Acquisition. Volunteers and staff connected Yip Trip Trail through and are maybe one more project away from finished. It just needs a final touch-up and cleanup along the length of the trail. RTA has started construction in the north end of Moore Creek Park. Trail signs, including Bay Area Ridge Trail medallions, for Dan's Wild Ride have been installed along the northern portion of the trail. Trail construction continues in the northern portion of Moore Creek Park, expected completion in early summer. Spring brushing, clearing, drainage work, and weed whipping continues. Field staff attended the CA Trails and Greenways Conference in San Ramon where they participated in lectures and trainings on a wide variety of trails-related topics.

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. Staff inspected Oat Hill Mine Trail in late December and found it to be in good shape and weathering the storms without incident.

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. Jim Gamble hired Pina Vineyard Management to restore drainage along Old Howell Mountain Road and they've done a nice job clearing culvert inlets and restoring gate functionality on the North end of the road. Staff met with neighbors at the north end to discuss parking and other issues and has been making (as of yet unsuccessful) attempts to meet with City of St Helena officials to discuss additional details around opening Old Howell Mountain Trail to the public. The local volunteer "Friends of Old Howell" crew graveled/hardened the south slide bypass and it seems to be holding up to use and rains nicely. Culverts appear clear and the trail seems in good, clear shape. Staff met with neighbors who live at the north end of Old Howell Mountain Trail to discuss trailhead improvements off of Deer Park Road. We are working on a plan to utilize rock from a decommissioned bridge that we have been storing at EcoCamp Berryessa to beautify and control access in the area. Staff cleaned up trash dumped near the north end 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 2nd and was attended by many well wishers and dignitaries. Surveyors have been on the property since the week before Thanksgiving and the County has contracted with a geologist to complete a mineral resources report in support of a potential State Lands Commission action to surplus the mineral rights to the County along with fee title. The State Phase 1 environmental analysis is complete and did not identify any serious issues. The pump track grand opening was held on December 16, with a great turn out of adult cyclists, kids, and dignitaries. 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. 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 4/4/25 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 8th 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. A recent Napa Valley Register article provided updates about housing in Skyline Park as well as the potential purchase of Camp Coombs. County Flood Control is working on repairs to the gate valve mechanism at Lake Marie Dam. The Camp Coombs appraisal is complete and County staff is working diligently to complete the purchase. Skyline Park staff and County Flood Control are working together to repair the valve mechanism at the Lake Marie Dam. Flood Control and Skyline Staff drained Lake Marie in order to make repairs to the outlet valve mechanism and maintain insurance coverage for the dam. Field, State Parks and Front Office staff attended a two-day Wilderness First Aid training hosted by Redwood Trails Alliance at Skyline and is now much better-prepared to respond to medical issues and trauma in the backcountry.

Smittle Creek

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

The District completed purchase of this property in December 2015. A botanist was retained in early 2016 to do a reconnaissance level survey of plant resources as the first step in planning for the property; his report was received in January 2017; the report describes the property as one of the best locations in the County for native grasses. A group of 20+ people from Tuleyome were given a hiking tour of the property in December 2016, as a way to build interest in the property and build a pool of volunteers to help with restoration and improvement of the property. On March 4 2017, Tuleyome volunteers brushed the Iron Mountain trail (in the Cedar Roughs Wilderness, but accessed via Smittle Creek.) US Geological Survey in 2017 placed a seismic monitoring station on the property. The State Fish and Wildlife Game Warden for this area has been most helpful in patrolling the property looking for illegal poaching. A well-attended volunteer cleanup project was held in October of 2018, more than filling a 30 yard dumpster with debris. Our volunteer caretaker for this property has made repairs to the dirt roads and the perimeter fencing. Staff in January 2020 flagged a route for the proposed new trail access into the property from Reclamation's Smittle Creek Day Use Area parking lot, and a botanist has been retained to conduct a floristic survey this winter and spring. All of Smittle Creek burned in the August 2020 fires. The entry gate and fence the District shares with Reclamation was burned; a temporary fix has been made, but further work will be needed. Staff has had initial discussion with County Public Works about including access improvements at Smittle in a larger grant application aimed at funding work on Knoxville-Berryessa Road. It would apparently make the County's road grant application more attractive to funders and would of course mean new District money for opening the park (if the grants

come through). If award of the grant seems likely we would potentially have most of our development costs funded, but would unfortunately need to slow progress on the property to mesh up with the more measured pace of Federal funded transportation projects. Federal DOT funding officials completed a site visit of the Smittle Creek parking area and potential trail improvements in late April, preliminary reports from County DPW indicate it went well and we may be on a path to funding. It appears that there has been some trespassing and poaching on the property during the 2022 deer season, we are in communication with CaDFW wardens about the situation. Rick has posted a new closed to the public sign on the front gate, replacing the one that was stolen during deer season. Rick and the Napa County Sheriff ran an armed trespasser (who purported to be hunting quail) off the property in early November. Great heads-up work by Rick in what was otherwise a fairly iffy situation. The Federal Highway Administration has approved Napa County Public Works' application for the California Federal Lands Access Program to fund work on Knoxville-Berryessa Road near Smittle Creek. Public Works' project includes funding for the Smittle Creek trail, the crossing of Knoxville-Berryessa Road from the existing BOR parking lot, and parking lot rehabilitation. We continue to see some trespassing and illegal camping on this property. Staff met with CalFire on-property in early March to discuss the use of Smittle for CalFire aviation night training exercises. CalFire/Napa County Fire has volunteered to do some grading and road improvement on the property in support of that use. Calfire has completed the grading on existing fire roads at Smittle in advance of training operations this month. Staff reports the work looks top-notch. 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. CalFire will repair erosion damage on roads they graded last summer; they'll complete that work once the rain has subsided later this spring.

Suscol Headwaters Park

Improvements to Suscol Headwaters Preserve and opening the property as a public park.

The purchase of the Preserve was completed in November, 2017. The one remaining improvement to satisfy funding requirements is the construction of a California red legged frog (CRLF) breeding pond and various habitat improvements focused on, but not exclusively in, the pond area. A reserve fund has been set aside to do the work, but the actual work has been delayed while design and construction details are worked out. Most of the property burned in the October 2017 firestorm; some trees were killed, and a perimeter grazing fence was destroyed, but otherwise damage was not catastrophic. We have installed No Trespassing signs adjacent to ranch roads descending off of Suscol Knob to further limit access to the lower portions of the preserve, where property lines are not necessarily well marked or fenced. The District hired local trail builder Kevin Smallman to help with trail corridor planning and spent May 10 and 11 of 2019 hiking and flagging the property. A Use Permit for Suscol Headwaters Park was approved by the County Planning Commission in February 2020 and the northern portion of the property is now officially open to the public via Skyline Park. We have been awarded the \$1.17M Prop 68 grant to fund the development and opening of Phase 2 of Suscol Headwaters! Now the real work begins. We have signed a contract with Applied Civil Engineering for design and engineering services for the new Suscol Headwaters parking lot. We are hoping to have initial parking lot plans and a legal description of the parking lot and trail easement done in draft and ready for Napa San approval in April. RTA returned to

Suscol Headwaters to finish work on Chance the Cowboy and to complete Perdida Connector. Staff submitted requests for bids for three additional trail segments, Chance West, Suscol Ridge South, and Amphitheater. RTA is building in Suscol and was awarded an additional bid for Chance West Trail. Two additional bids were awarded to Johnson Trails. Additional construction is complete on Amphitheater and Suscol Ridge South trails and RTA is wrapping up Chance West. On June 24th. Staff installed temporary directional signage to help users navigate the newly opened trails which are already proving to be very popular. Construction and planning work continues at Suscol with RTA slated to wrap up construction on Chance West Trail this month. Frog pond liner is slated to be installed by staff and volunteers this month. Frog pond liner is installed thanks to staff and volunteers and our partners at Skyline Park. Escrow is opened on the easement purchase, CEQA is launched for phase 2, another invoice went to OGALS and a slate of bids is queued and ready to send to potential contractors for this season's trail construction. Planning work for parking lot construction is underway and we expect to launch formal bid for that work around the new year in anticipation of summer 2025 parking lot construction. Staff received comments from Ca Dept of Fish and Wildlife on Phase 2 CEQA and integrated those comments into a revised document whose comment period ends 12/7/24. Trailbuilding work in phase 1 continues while staff and volunteers are keeping existing trails clear and in good shape. Escrow closed on the acquisition of the Napa San trailhead easement on December 2 and we are now the proud owners of .75 acres of sprayfield, or sprayfield easement. Staff removed several trees along North Kelly Road in December and a final Eucalyptus is slated for removal in January in anticipation of a summer 2025 parking lot build. Biosurveying is slated to begin in spring in advance of parking lot and trail construction in phase 2 this spring and summer. Preconstruction surveys are under contract and we're on track to get bid out for parking lot construction in advance of this summer's construction window. Staff and volunteers addressed cattle damage on recent trails and met with ranchers to mitigate future trail damage. Additional trail construction bids are out for this spring's builds. One trail construction contract was awarded, several others for summer construction are imminently out to bid, and pre-construction surveys are underway in advance of parking lot and further trail construction in Suscol Headwaters. Staff has been busy maintaining existing trails and visitation at the park is high with the good weather. Existing trails have been string trimmed. Buckaroo trail construction is nearly complete (as of 5/7/25). Biosurveys are in progress, including the first round of bumblebee surveys. Bids for parking lot construction are still on track for build this summer. Buckaroo Trail is complete and open after hard work by both contractors and staff to complete it. Parking lot bid is in progress. Biologists found Crotch's bumblebee and have asked CDFW to cease surveys and proceed with a bumblebee avoidance plan so that trail and parking lot construction can commence in Phase 2. 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. Bids were awarded to Johnson Trails for two more trails, commencing building in Phase 2 of Suscol Headwaters Park. Staff continues to chip away at builds in

Phase 1 as well as tackling maintenance issues as they arise. Two more requests for trail construction bids are live in Suscol Headwaters Phase 2. District trailbuilding staff has almost completed Little Bend Trail in Phase 1. Formal bid for the parking lot is undergoing legal review prior to launch later in January for construction in summer 2026. Little Bend Trail in Phase 1 is complete and open to the public. Construction contracts were awarded to Johnson Trails for two additional trails in Phase 2 and will be constructed this spring. Parking lot construction is on track for this summer. Biosurveys in advance of trail construction is scheduled for February. Johnson Trails is onsite constructing trails in Phase 2. District excavator was repaired under warranty and is headed back towards Suscol to continue building trail in Phase 1. Staff continues building trail in phase 1 and spring maintenance is underway as well. Johnson Trails has been working diligently to complete four miles of new trail in phase 2. Parking lot build is on track for summer completion pending an engineer's estimate for the construction and release of formal bid documents. Trail construction continues at Suscol Headwaters and formal bid documents for the parking lot construction are ready to go; bid expected to launch 5/14. Expect to see contractor bids for board approval later this summer, possibly as soon as the June meeting.

Vine Trail

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

The District has an MOU with the Vine Trail Coalition to provide assistance as requested by the Coalition in receiving funds, preparing plans and environmental documents, and constructing and operating the trail. The District, the Bay Area Ridge Trail, the San Francisco Bay Trail and the Vine Trail Coalition prepared a joint Case Statement for the combined trail network for fundraising purposes. Over the years the District has submitted numerous letters of support for Vine Trail grant applications. The District continues to coordinate with the Vine Trail on plans to route the Vine Trail through Bothe-Napa Valley State Park. A joint Vine Trail/Ridge Trail dedication event was held at Bothe in 2014. In March 2015 the Vine Trail initiated discussions with district staff about the possibility of the District providing maintenance for the entire Vine Trail, but in the end the cities and the county decided that each entity will maintain the section within their jurisdiction, rather than paying into a common fund for common maintenance. Caltrans is proposing to replace the aging bridge over Mill Creek; since the construction as proposed could have significant adverse effects for both the Vine Trail and the Bale Mill, District and Vine Trail staff meet with Caltrans and NVTA to discuss ways to mitigate the impacts. In Sept 2018 the Vine Trail Coalition requested the District accept an easement to facilitate the trail connection between Kennedy Park and Napa Pipe. Staff met with the Vine Trail and Syar in March 2019 to work out details related to the easement. A revised version of the easement, and an associated agreement allocating responsibilities is still being negotiated. At the request of the Vine Trail Coalition, staff is exploring with the County whether to take on the eventual maintenance of the section between Calistoga and St. Helena, with the costs to be paid 50/50 by the County and the Coalition. A similar agreement between the County, the City of Napa and the Vine Trail was approved by the County Board of Supervisors in January 2021. Staff met with Philip Sales in early July to inspect the St Helena – Calistoga segment and recommence discussions about the District potentially taking over maintenance responsibility for that section. After much thought and research staff has reached a point where we believe we may be able to take over maintenance of the St Helena to Calistoga section without committing to potentially

subsidizing the work out of District funds. Groundbreaking for the St Helena to Calistoga Vine Trail segment took place on May 24th at the State Park. Tony Norris and Jason Jordan represented the District. The NCRPOSD/Vine Trail/County of Napa Up Valley Vine Trail maintenance agreement was approved by the Board of Supervisors in June and is now (finally) fully executed. Celebrations for the opening of the St. Helena to Calistoga segment are planned for the 8/17 weekend. Vine Trail St. Helena to Calistoga segment is opened and traffic through Bothe has been a steady stream both on weekends and weekdays. Staff is slated to begin maintenance on the St. Helena to Calistoga segment in January and final preparations are underway to complete punchlist and identify any last construction-related issues. Discussions about Vine Trail construction and ongoing maintenance continue as the last construction punch list items are debated. Winter rains exposed several design-related drainage issues and other challenges with the trail surface. 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 30th; Spanish Valley looks surprisingly good given burn intensity. We have discovered what looks to be an illegal small scale mining operation on one corner of the Crystal Flats property. Staff removed all of the mining material in early December. Inexplicably, it had already been smashed by some unknown party, perhaps a claim jumper? District staff has been contacted by LBRID staff, who are concerned that a lack of rainfall this spring could leave Berryessa Estates without a source of drinking water. The General Manager has preliminarily ok'd the use District-owned properties to do hydrogeological assessments in hopes of finding alternate emergency water sources. Proposed exploratory work is focused on the Marina and adjacent to the Crystal Flats access drive. The GM has given Napa County permission to do additional exploratory drilling in hopes of finding reliable emergency water for the community of Berryessa Estates. We were contacted by a neighboring property owner who had concerns about a large Gray pine on our property in mid-May. Staff is getting bids to have it removed. In the last months we've additionally been contacted about two large oaks located on our property that neighbors have concerns about, we'll be up

to inspect those as well. Staff is securing quotes for the removal of the trees, the large Gray pine will likely be expensive. We received a weed abatement notice from Napa County Fire for a small undeveloped residential property in Berryessa Estates, which served as a useful reminder to current staff that we owned such a property. The Fire Marshal retracted the abatement notice, which was issued pursuant to Napa County Code Sec 8.36.060, following a conversation about the District's *Save Lafayette Trees* exemption. District staff weed whipped the abated parcel in mid-November. Two large hazard trees adjacent neighboring properties were removed in May 2024. 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. With extensive support from the Stewardship team at the Land Trust, preparations continue for a prescribed burn in May/June 2026 in partnership with CALFIRE. Staff met with FireWise to inspect fuels work on NOSD property near Berryessa Estates. They're prescribed 15 acres a year and no removal of live trees, with some standing dead snags to be preserved as habitat. Staff also met with BOR, LBRID, and Solano Irrigation district to address uncontrolled boat launches into Lake Berryessa with Golden Mussel inspection. Restricting access by means of a sliding gate seems most likely at this point. Staff met with Land Trust of Napa County as well as representatives from CAL FIRE in preparation for the planned prescribed burn scheduled for this summer to sort details. Burn is scheduled for early summer, once fuels have dried further.

Completed Projects

Amy's Grove

Donation of 50 acres along Dry Creek and Wing Creek.

The donation of approximately 50 acres of open space from the Chamberlain family to the District closed in December 2015.

Bay Area Ridge Trail Realignment

In December of 2012 the Bay Area Ridge Trail Council approved the proposed realignment of the Ridge Trail through Napa County as requested by the District.

Bay Area Ridge Trail Napa-Solano Ridge Trail Loop

The Bay Area Ridge Trail Council obtained a donated easement from the Tuteur family and constructed a section of Bay Area Ridge Trail adjacent to Skyline Park. In March 2018 the Ridge Trail Council transferred the easement to the District, and with the support of the Tuteur family revised the easement to facilitate an extension of the trail south onto the District's Suscol Headwaters Preserve.

Bay/River Trail - American Canyon to Napa Phase I

Phase One - Eucalyptus Drive to Green Island Road.

Constructed approximately 5 miles of Class I bicycle and pedestrian path in the vicinity of American Canyon along the Napa River was completed in April 2012, in partnership with the City of American Canyon, Department of Fish and Game and Napa Vallejo Waste Management Authority. A formal opening ceremony was held June 2, 2012.

Phase Two - Pond 10.

DFW surfaced the existing levee with gravel and opened the gate to the public in spring 2015.

Phase Three - Soscol Ferry Road to Napa Pipe

Completed construction in spring of 2015 of 0.7 miles between Soscol Ferry Road and the Napa Pipe property in the Napa Valley Corporate Park.

Berryessa Peak Trail

Obtain right of way and construct trail to provide public access to extensive federal lands on Blue Ridge and to Berryessa Peak.

Obtained donated trail easement from the Ahmann family to close gaps between existing public lands on Blue Ridge. A Negative Declaration and Use Permit hearing was approved December 16, 2009 by the County Planning Commission. An Operations and Management Plan was approved by the property owner and the District. BLM's biologist inspected the alignment on September 17, 2011. The trail was constructed over the course of two years using volunteer crews, and continues to be maintained by volunteers (mostly provided by Tuleyome and Yolo Hiker)

Berryessa Vista Acquisition

Purchase of 224 acres from the Land Trust of Napa County for use as a public park completed in early 2008 using State Prop 12 funds.

Cedar Roughs/Smittle Creek

Purchase of 443 acres of land that will provide public access to Cedar Roughs from the Smittle Creek Day Use Area closed in December 2015.

Connolly Ranch

Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.

The Cove at Mt Veeder

The acquisition of 164 acres from the Girl Scouts was completed in December 2017.

Historic ROW Analysis

Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those that have greatest potential.

Linda Falls Conservation Easement

Conservation easement accepted in spring 2008 from Land Trust of Napa County to provide additional protection for this 39 acre property, which is owned by the land trust. The easement was revised and expanded in 2016 to cover the entire Linda Falls property owned by the Land Trust. This is a continuation of a long-term project for the district and land trust to hold easements over each other's properties to protect against unforeseen circumstances that could threaten the conservation values of the properties.

Master Plan Development and Updates

The Master Plan for 2008-2013 was approved in January 2009. It was updated in 2011 and again in 2019.

Moore Creek Open Space Park

Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008. The City of Napa subsequently approved an agreement with the District to incorporate approximately 900 acres of City of Napa Lake Hennessey watershed lands into Moore Creek Park.

Napa River Ecological Reserve Improvements & Restoration

Parking area paved, and rock barrier installed to control vehicular access in 2007. Trash enclosure constructed and entry signs restored by volunteers in 2008. Deteriorated kiosk and interpretive panels removed in 2008. The District in July 2008 assumed the County's role in managing the preserve under the joint management agreement with DFG. A new maintenance contract with the non-profit organization Options 3 was started in January 2009. A multi-year project resulted in the removal of the bulk of the invasive teasel that had taken over the 5 acre meadow at the entrance to the Reserve, and the construction of a short native plant interpretive trail. In doing this work, several thousand students received a day of environmental education about native and invasive plants and riparian ecology.

Napa River Flood Control Easement

Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding.

Newell Preserve Improvements

As part of the arrangement with the land trust on the District's purchase of Berryessa Vista, the land trust was willing to use some of the proceeds from the transaction to fund a well pump and distribution system at the Preserve, which is owned by the City of American Canyon. However, the first well drilled by the City of American Canyon came up dry. The City has dropped plans for digging any more test wells.

Oat Hill Mine Trail

The Oat Hill Mine Trail was formally opened in May Of 2008, after a major volunteer work party doing signage installation, brush removal and erosion control. The District in 2008 applied to BLM for a non-fee transfer to the District of a 40 acre parcel at Maple Springs on the Oat Hill Mine Trail; BLM in April 2016 indicated they did not want to transfer this parcel, so the District's application has been dropped.

River to Ridge Trail

Lot line adjustment to legalize River to Ridge Trail as constructed (it had encroached on private property in two locations). Animal silhouettes along the entryway fence illustrating the types of birds and mammals that can be found in the area were installed by an Eagle Scout candidate in 2008. A new information kiosk was installed at the entrance in December 2008 as part of a Boy Scout project. In 2011 volunteers made some drainage improvements.

Skyline Park Road and Trail Improvements

Erosion control work on Lake Marie Road, and paving of campground loop road, completed in 2007 using State Prop 12 funds. The District and the Skyline Park Citizens Association have continued to cooperate on various trail maintenance projects.

Skyline Park Concessionaire Agreement Renewal

District staff negotiated renewal of concessionaire agreement on behalf of the County in 2010, 2015 and 2020. The renewal involved changes to the fee schedule and amendments to and approval of sub agreements with three non-profit partner organizations.

Skyline Park Facility Improvements

The proposals for a second greenhouse (from CNPS) and a covered equestrian arena (from Skyline Riders) were approved by the Department of General Services and by the County Board of Supervisors. The sponsors of these projects however ended up not pursuing either project.

State Parks

Operate Bothe-Napa Valley State Park, Bale Grist Mill State Historic Park, and RLS State Park.

The District, with assistance from the Napa Valley State Parks Association, took over management of the parks on April 1, 2012. Since then the District has obtained permits and done improvements to the pool, installed 7 yurts, instituted recycling in the campground and day use areas, pumped all septic system tanks annually, repaired the historic Wright House for use as a rental property, restored 5 cabins, constructed a new shower/toilet facility, and made a large dent in the backlog of deferred maintenance.

In 2014 the District started the process of extending the District's 5 year Operating Agreement and including RLS in the agreement, that new 20 year agreement was signed in April 2020.

Suscol Headwaters Preserve Acquisition

Acquisition of 709 acres of the former Kirkland Ranch in two phases was completed in November 2017.

Trinchero/Putah Creek Open Space Acquisition

The donation by the Trinchero family of 2,500 acres of open space (Spanish Valley, Crystal Flats and Stone Corral) was completed on December 29, 2010. A related granting of an access easement to the Lake Berryessa Resort Improvement District was completed in mid-January 2011.

Wild Lake Ranch

The District participated in the development of a strategic plan for the property, together with other public lands in the area, that was led by the Land Trust of Napa County. The land trust has decided, at least for the near term, to manage the Wildlake-Duff property itself.

Deferred/Cancelled Projects

Milliken Reservoir Trails and Picnic Area Feasibility Study

The feasibility study to *construct approximately 3 miles of Bay Area Ridge Trail plus additional feeder and loop trails, along with a staging and picnic area* within the City of Napa's Milliken Watershed was completed and accepted by the Board of Directors in 2009. The Napa City Council in November, 2009 approved city staff recommendation to hold off on considering the Milliken Reservoir trails project until the Lake Hennessey Unit of Moore Creek Park is completed.

Montesol West

The District had the opportunity to purchase 1,254 acres west of Highway 29 adjacent to Robert Louis Stevenson State Park. The area's conservation values were protected through an easement negotiated by the Trust for Public Land and now held by the Land Trust of Napa County. Purchase of fee title would permit the area to be used for public recreation. The District prepared and obtained a Habitat Conservation Program grant that, together with a Moore Foundation grant obtained by the Trust for Public Land, would fully fund the purchase. Public outreach to Middletown area residents in 2017 were positively received. Unfortunately, the option expired at the end of February without TPL exercising it, because we were unable to provide the type of liability insurance the seller wanted to protect his interest in carbon credits that they had sold to the State over timber located on the property.

Rector Ridge/Stags Leap Ridge Trail

Construction of staging area and 6+ miles of Ridge Trail climbing east from Silverado Trail near Rector Creek.

CEQA on this project was completed several years ago, the project concept was approved by the District Board, and was positively viewed by the Veterans Home administration. However, subsequent changes and controversies within the Department of Veterans Affairs undid the progress we had made. The area

in question also involves the Department of Fish and Wildlife, since they have an easement to allow hunters to use the area; the Department was initially supportive of the District pursuing a formal trail through the property, but personnel changes within their Department means their review also needs to be restarted. Finally, with the approval of the Go North alignment of the Bay Area Ridge Trail, this segment of trail is no longer part of the officially proposed alignment for the Ridge Trail. For all these reasons, this project is deferred until other District priorities are under control.

Vallejo Lakes

Possible purchase of 1100 acres of surplus Vallejo Water District lands, of which 200 acres are located in Napa County, and Lake Curry which is entirely in Napa County.

Discussions between the District, the Land Trust of Napa County, the County of Solano and the Solano Land Trust indicate a common desire to work together to purchase this property adjacent to Skyline Park. The City Council of the City of Vallejo officially authorized staff to pursue surplussing of the property, and hired an appraiser to prepare an estimate of the property's fair market value, but this was never released. The District GM, together with the County of Solano EO, in February 2012 each sent letters to the City of Vallejo formally expressing interest in the property and requesting notification per state law of any planned surplussing of the property. Sale of the property by the City has been delayed because of complications related to questions about how best to supply water to residents in Green Valley. Staff from the District and its partners met with the Vallejo City Manager in April 2014; the surplussing process has become more complicated and the City does not anticipate any action in the near future. Staff had a very interesting meeting with City of Vallejo water division staff and a tour of Lake Curry in late May. The Lake Curry property can only be described as a jewel, and the City of Vallejo would clearly like to divest it, but doesn't know how to do this. Solano County in 2015 investigated the feasibility of acquiring the lakes and managing their water supplies; as part of this investigation they expressed interest in partnering with the District to manage public recreational access, but no decisions were made. Further progress on this project depends on the City of Vallejo and Solano County; the District cannot do more until they decide what direction to head.