



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

Andrew Brooks
Director, Ward One

Tony Norris
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, May 8, 2023 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: Andrew Brooks, Tony Norris, Patricia Clarey (Arrived during Agenda Item 3), Nancy Heliotas, Barry Christian

Staff Present: Chris Cahill, Kyra Purvis, Ryan Ayers

2. Public Comment

None.

3. Set Matters

2:00 pm Consideration and release of draft budget for FY 2023-2024 for public review and comment to June 5, 2023.

Following presentation by Kyra Purvis, Directors released the draft budget for FY 2023-2024 for public review and comment to June 5, 2023.

NH - AB - TN - PC - BC

4. Administrative Items

a. Consideration and potential approval of minutes for Board of Directors regular meeting of April 10, 2023.

Minutes for the April 10, 2023 regular meeting were approved as presented.

BC - PC - AB - TN - NH

b. Consideration and potential approval of revisions to the Purchasing Manual to increase General Manager purchasing authority to \$52,020 consistent with AB 2137 (Mayes, 2018).

Following presentation by Chris Cahill, Directors approved revisions to the Purchasing Manual to increase General Manager purchasing authority to \$52,020 consistent with AB 2137 (Mayes, 2018).

BC - NH - AB - TN - PC

- c. Consideration and potential approval of a deed restriction on Suscol Headwaters Park as required by the State of California, Department of Parks and Recreation, pursuant to District receipt of a Regional Park Program grant.

Following presentation by Kyra Purvis, Directors approved the deed restriction on Suscol Headwaters Park as required by the State of California, Department of Parks and Recreation, pursuant to District receipt of a Regional Park Program grant.

PC - AB - TN - NH - BC

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

Report presented by Kyra Purvis; No action taken.

- e. Review of the District Projects Status Report.

Report presented by Chris Cahill; No action taken.

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

Report received; No action taken.

5. Announcements by Board and Staff

- **Director Norris announced that the Land Trust's effort to secure funding for Walt Ranch is ongoing.**
- **Director Christian announced that tickets for the Napa Valley State Park Association's Harvest Dinner on September 30, 2023 are on sale.**
- **Chris Cahill announced that the Inaugural Napa Climate Summit is being held in Napa on May 24, 2023, and that District staff will be in attendance.**
- **Ryan Ayers announced that the second annual Napa StoryWalk® will take place in three parks throughout the county over the summer, with a kickoff event at Skyline Wilderness Park on June 3, 2023.**
- **Ryan Ayers announced that the District Annual Celebration will be held on Thursday May 18, 2023 at the Social Hall at Skyline Wilderness Park.**

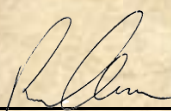
6. Agenda Planning

- **Chris Cahill noted that the June Regular Meeting will be held on Monday June 5, 2023 at 10:00am in the Board of Supervisors Chamber.**
- **Chris Cahill noted that adoption of the FY 2023-2024 Budget will be on the agenda for the June 5, 2023 Regular Meeting.**

7. Adjournment

SIGNED: 

Tony Norris, Board President

ATTEST: 

Ryan Ayers, District Secretary

KEY

Vote: AB = Andrew Brooks; TN = Tony Norris; PC = Patricia Clarey; NH = Nancy Heliotes; BC = Barry Christian

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

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