



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

Brad Wagenknecht
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, December 11, 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: Brad Wagenknecht, Tony Norris, Patricia Clarey, Nancy Heliotas, Barry Christian
Staff Present: Chris Cahill, Ryan Ayers

2. Public Comment

None.

3. Set Matters

None.

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors regular meeting of November 13, 2023.

Minutes for the November 13, 2023 regular meeting were approved as presented.
BC - BW - TN - PC - NH

- b. Consideration and potential adoption of the Board of Directors Regular Meeting Calendar for 2024.

Directors adopted the Board of Directors Regular Meeting Calendar for 2024 as presented.
BC - BW - TN - PC - NH

- c. Consideration and potential approval to purchase a parking and access easement from Napa Sanitation District providing access to Suscol Headwaters Park from North Kelly Road (portions of Napa County APNs 057-020-055 and 057-020-056), approval of Certificate of Acceptance for the same, and authorization to execute documents.

Report presented by Chris Cahill; Directors approved purchase of a parking and access easement from Napa Sanitation District providing access to Suscol Headwaters Park as presented, approved Certificate of Acceptance for the same, and authorized the Board President or General Manager to execute documents necessary to complete purchase of the easement.
NH - BC - BW - TN - PC

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

Report presented by Chris Cahill; No action taken.

e. Review of the District Projects Status Report.

Report presented by Chris Cahill and Ryan Ayers; No action taken.

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

Report presented by Chris Cahill; No action taken.

g. Election of Board President and Vice-President.

Directors elected Director Heliotes to serve as Board President for the 2024 calendar year.

BC - BW - TN - PC - NH

Directors elected Director Clarey to serve as Board Vice-President for the 2024 calendar year.

BC - BW - TN - PC - NH


5. Announcements by Board and Staff

- **Director Heliotes announced that she would like to explore the creation of a Heritage Tree program.**


6. Agenda Planning

- **Chris Cahill noted that the annual audit will be presented at the January meeting.**
- **Chris Cahill noted that the six month budget check-in review should be presented at the February meeting.**

7. Adjournment

SIGNED: 

Tony Norris, Board President

ATTEST: 

Ryan Ayers, District Secretary

Vote: BW = Brad Wagenknecht; TN = Tony Norris; PC = Patricia Clarey; NH = Nancy Heliotes; BC = Barry Christian

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

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