



**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 SPECIAL MEETING

Monday, March 11, 2024 at 2:00 P.M.

Napa County Hall of Justice, 2nd Floor Conference Room, 1125 Third Street, 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, Andrew Brooks, 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 February 12, 2024.

Minutes for the February 12, 2024 regular meeting were approved as presented.
BC - TN - BW - PC - NH

- b. Consideration and potential approval of revisions to the Purchasing Manual to increase General Manager purchasing authority to \$53,060.40 consistent with AB 2137 (Mayes, 2018).

Report presented by Chris Cahill; Directors approved revisions to the Purchasing Manual to increase General Manager purchasing authority to \$53,060.40 consistent with AB 2137 (Mayes, 2018).
BC - TN - BW - PC - NH

- c. Discussion and direction to staff regarding Board of Directors meeting location(s) throughout calendar 2024.

Report presented by Chris Cahill; Staff directed to continue scheduling Regular Meetings of the NCRPOSD Board of Directors in the Board of Supervisors Chambers as possible, with Special Meetings being held in alternate locations as necessary.

d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for February 2024.

Report presented by Chris Cahill; No action taken.

e. Review of the District Projects Status Report.

Report presented by Andrew Brooks; 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. Bothe-Napa Valley State Park remains affected by damage from storms in early February, and Chris Cahill noted the dedication of park staff in their continued efforts to make repairs to the water line and fully reopen the park for use.

5. Announcements by Board and Staff

- **Director Clarey announced that the annual Harvest Dinner will be hosted by the Napa Valley State Parks Association at the Bale Grist Mill on September 28, 2024.**

6. Agenda Planning

- **Chris Cahill noted that the first of several annual budget hearings will be on the agenda for the May meeting.**

7. Adjournment

SIGNED: _____


Nancy Heliotes, Board President

ATTEST: _____


Ryan Ayers, District Secretary

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

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

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