

DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK DISTRICT

Mailing Address: P. O. Box 402, Crescent City, CA, 95531

MINUTES

SPECIAL MEETING

Thursday, October 3, 2019 at 5:00 p.m.

Meeting Location: Del Norte Fairgrounds Board Room, 421 Highway 101 North, Crescent City, CA *

BOARD OF DIRECTORS

Steven Westbrook – President
Doug Wakefield – Vice President
Sabina Renner – Secretary
Rich Wier - Director
Robyn Holt - Director

Present: Steven Westbrook - President
Doug Wakefield – Vice President
Rich Wier - Director * arrived during item 4a...
Robyn Holt – Director

Absent : Sabina Renner - Secretary

Others : Wilma Madden, DNCFRPD Administration
Kim Floyd, CEO, 41st District Agricultural Association
Kim Haban, 41st DAA
Rich Taylor, 41st DAA

1. 5:00 p.m. Call the meeting to order and take roll.

The meeting was called to order at 5:00 p.m. Roll Call was taken by Ms. Madden.

- COMMENT PERIOD: Members of the public may address the Board of Directors on matters that are within the authority and jurisdiction of the Board. If you are addressing the Board regarding a matter listed on the agenda, you may be asked to hold your comments until the Board takes up that matter. For matters not on the agenda, The Board cannot comment or otherwise consider a Public Comment matter until such items have been properly noticed for a future meeting agenda.

There were no comments from the public.

- 2. Consent Agenda:** (Discussion/Action by the Board) All items on the Consent Agenda are to be approved in one motion unless a Board Member requests separate action on a specific item.
- Approve Expenditures processed for payment since the meeting of August 29, 2019.
 - Approve Minutes from the Regular Meeting of August 29, 2019.
 - Approve Financial Statements received from CFSA since the meeting of June 25, 2019.

- d. Approve Financial Statements received from the County of Del Norte since the meeting of August 29, 2019.

There were no comments from the public. There were no comments from the Directors. On a motion by Director Wakefield, seconded by Director Holt, the Consent Agenda was approved as presented on a polled vote of 4 ayes, 0 noes, with Director Renner absent.

3. New Business:

- a. Discussion and consideration of adoption of **Resolution 2019-02** entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARKS DISTRICT SETTING THE DATE, TIME AND LOCATION FOR REGULAR MEETINGS. Take action as necessary and appropriate.
- b. Discussion and consideration of approval of the WORK FOR HIRE AGREEMENT with Rural Approaches for Consultant Services effective October 1, 2019 through December 31, 2020.
 - a. *There were no comments from the public. Director Holt moved to approve Resolution 2019-02. Director Wakefield seconded the motion, which passed by a polled vote of 4 ayes, 0 noes, with Director Renner absent.*
 - b. *The Directors agreed to table this discussion until after the Finance Committee Report. Discussion continued after Item 4a. Director Wakefield stated he felt that having Ms. Brown work on the grants will be important in order to get them accomplished. Director Wakefield moved to approve the contract as presented. Director Wier seconded the motion, which carried on a polled vote of 4 ayes, 0 noes, with Director Renner absent.*

4. Committee Reports:

- a. **Finance Committee** – Receive a report from the Finance Committee on any items that were discussed at their last meeting on September 4, 2019. The next meeting of the Finance Committee is scheduled for October 4, 2019 at 10:00 a.m. Take action as necessary and appropriate.

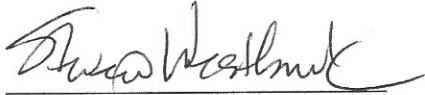
Director Holt, on behalf of the Finance Committee, reported that Ms. Madden was working with Martha Rice to obtain some historical information as to the development of the current FAPP. She indicated that the Finance Committee will not be meeting tomorrow as originally planned, but are trying to reschedule for later this month. Director Holt reported the Committee wants to establish deadlines for various items, including hiring a consultant for grants and land use issues within the next 30 days. Also within the next 30 days, they wish to have some estimate of how long the sales tax funding will last beyond the sunset of its collection. Director Wakefield commented on having had a Strategic Planning committee meeting with Susan Brown who has grant writing experience. Director Westbrook reported on a Business Development meeting, but unfortunately, no one from 41st DAA was unable to attend. Director Westbrook then suggested both boards consider appointment of alternates for the Ad Hoc Committees. Ms. Floyd commented they had discussed that during a Finance meeting question. Director Wier commented on hoping to see revenue stream reports from the 41st DAA. President Westbrook invited comment from the public. Rich Taylor commented that he agreed with what had been said and that “they do need to get on it”. Director Wier commented that time is of the essence with regard to the life of the Measure F funds. Rich Taylor commented the 41st needs to work towards infrastructure grants to supplement their available funds. Discussion was held about the 41st DAA Finance Committee attending the DNCFRPD Finance Committee meetings. Ms. Madden commented it would not cause a problem, but it does need to be included on the agenda.

5. **Board Comments:** Members of the Board of Directors may comment on District business, request clarification, information or that items be included in future agendas. No action will be taken, but direction may be given to staff and items scheduled for future agendas.

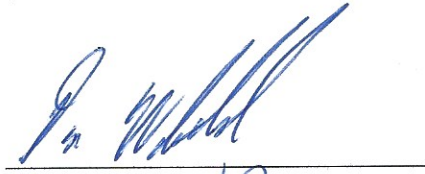
No other comments from the board.

6. **Adjournment:** Adjourn to the next Regular Session meeting on Thursday, October 24, 2019 at 5:00 p.m. at the Del Norte Fairgrounds Board Room.

The meeting was adjourned at 5:35 p.m.



President


Secretary *J.P.*

Del Norte County Fairgrounds Recreation & Park District