

**DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK
DISTRICT**

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

**MINUTES
REGULAR MEETING
Thursday, FEBRUARY 25, 2021 at 6:30 PM**

BOARD OF DIRECTORS

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

*Present: Doug Wakefield, President
Rich Wier, Director
Steven Westbrook, Director
Sabina Renner, Secretary*

Absent: Robyn Holt, Vice President

Others Present: Valerie Starkey, Administrative Assistant, DNCFRPD

1. 6:30 PM Call the meeting to order and take roll.

The meeting was called to order at 6:40 pm and Ms. Starkey took roll.

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 was no Public Comment.

- 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 January 28, 2021.
 - Approve Minutes from the Regular Meeting of January 28, 2021.
 - Approve Financial Statements received from CFSA for the month of January, 2021
 - Approve Financial Statements received from the County of Del Norte for the month of January 2021.

No items were pulled from the Consent Agenda. Director Westbrook moved to approve the Consent Agenda as presented. Director Renner seconded the motion. The motion carried on 4 Ayes, 0 Noes with 1 Absence.

3. New Business:

- a. None

4. Old Business:

- a. Update regarding purchase and installation of generator.
- b. Update on process for filing for grant opportunities to develop projects that are identified as priorities for the Economic Renovation of the Del Norte Fairgrounds.

Generator update: There is work that needs to be done with regard to either a cement pad or pavers. President Wakefield feels the pavers over a concrete slab may be the best option. They are considering adding a structure over the generator to keep it protected from the weather as well as provide security for the item but will likely need state approval.

Grant update: Valerie Starkey reported that she is applying for a DUNS and a SAM number but the process is a little more complicated than she realized. She will work with Susan Brown of Rural Approaches to get the information necessary to get the numbers needed.

5. Committee Reports:

- a. **Finance Committee** – Receive a report from the Finance Committee on any items that were discussed at their last meeting. A date for the next meeting of the Finance Committee has not yet been set. Take action as necessary and appropriate.

The Finance Committee has not met since the previous meeting, as such, there was no report from the Finance Committee.

6. Board Comments:

- a. 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.

Director Wakefield reported that a lot of Last Chance Grade slide material/debris has been dumped on the fairgrounds property behind a building. The material could be used for another project or it may need to be relocated at some point.

7. Adjournment:

- a. The next regular meeting is scheduled for Thursday, March 25, 2021 at 6:30 PM.

The meeting was adjourned at 7:02 pm.



PRESIDENT



SECRETARY

Del Norte County Fairgrounds Recreation and Park District.