

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

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

**MINUTES**  
**REGULAR MEETING**

Thursday, APRIL 22, 2021 at 6:30 PM

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

\*The public is invited to attend/participate in the meeting via Zoom using the following:

Topic: April DNCFRPD Meeting

Time: Apr 22, 2021 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/94280999459?pwd=QWVWUU4xZmQ3cmR4Yk1zaGIGZG5QQT09>

**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  
Robyn Holt, Vice President

*Absent:* Sabina Renner, Director

*Others Present:* Valerie Starkey, Administrative Assistant, DNCFRPD  
Kevin Hartwick  
Kimberly Floyd

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

*The meeting was called to order at 6:33 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.
  - a. Approve Expenditures processed for payment since the meeting of March 25, 2021.
  - b. Approve Minutes from the Regular Meeting of March 25, 2021.
  - c. Approve Financial Statements received from CFSA for the month of March, 2021
  - d. Approve Financial Statements received from the County of Del Norte for the month of March 2021.

*No items were pulled from the Consent Agenda. Director Westbrook moved to approve the Consent Agenda as presented. Director Wier seconded the motion. The motion carried on 4 Ayes, 0 Noes, 1 Director was absent.*

### 3. **New Business:**

- a. Review and discuss possible starting a non-profit process for the Recreation and Parks District. Take action as necessary and appropriate.

*Kevin Hartwick came to the meeting and was able to provide information as to how to start a non-profit, the pros and cons of starting a non-profit, and to offer alternative suggestions with regard to non-profit status.*

### 3. **Old Business:**

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

*Generator update: President Wakefield reported that that paver landing pad is almost done and looks very good. Kim Floyd stated they are looking for ideas to disguise the pumps and are considering "wishing wells". She has purchased trees to have it look nice around the generator. The 41st District is looking to purchase a "pigtail" to hook into the building.*

*Grant update: Valerie Starkey reported she has provided all of the material Susan Brown has requested to Susan Brown at Rural Approaches. She will provide further documentation should Susan Brown make that request.*

### 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.*

*Director Holt indicated they would be setting up a meeting in the near future and had a question with regard to the money allocated toward the barns. Kim Floyd stated they are almost done with the outdoor horse arena but it cost more than they had hoped for. With regard to the roof, four businesses came forward, but they only had one bid returned. There are items still on*

*the list that need to be done. Director Holt requested more information on the projects for budgeting purposes and Kim Floyd stated she would get that information to Director Holt.*

**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.

**7. Adjournment:**

- a. The next regular meeting is scheduled for Thursday, May 27, 2021 at 6:30 PM.

*The meeting was adjourned at 7:15 pm.*

\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
SECRETARY

Del Norte County Fairgrounds Recreation and Park District.