

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

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

**MINUTES**  
**REGULAR MEETING**  
Thursday, May 27, 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*

*Absent: Sabina Renner, Director  
Robyn Holt, Vice President*

*Others Present:*

*Valerie Starkey, Administrative Assistant, DNCFRPD  
Susan Brown, Rural Approaches  
Kimberly Floyd*

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

*The meeting was called to order at 6:30 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 April 22, 2021.
- Approve Minutes from the Regular Meeting of April 22, 2021.
- Approve Financial Statements received from CFSA for the month of April, 2021

- d. Approve Financial Statements received from the County of Del Norte for the month of April 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 3 Ayes, 0 Noes, 2 Directors were absent.*

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

- a. Receive update from Susan Brown of Rural Approaches regarding grant applications. Take action as necessary.

*Susan Brown presented information regarding four potential grant opportunities. Three of the grant opportunities looked promising and the fourth could potentially assist with clean water should the RV Park be expanded at the Fairgrounds. The grants ranged from being reimbursement for loss of income from live performances due to covid to expanding the RV Park area of the Fairgrounds to produce more places for tourists to stay when they come to visit our area. The Board gave Susan Brown direction to proceed with filling out the grant applications and Susan reminded the Board that approval for each application would occur before final submission.*

- b. Discuss possible parking lot improvements. Take action as necessary.

*Discussion regarding the recent dumping of material generated from the debris of Last Chance Grade. Director Wakefield indicated he was going to meet with Steve Hemmingsen to determine a cost for leveling out the parking lot, which he believes could be accomplished with a roller. Director Wier stated he would like to consider approaching Caltrans to see if they would be willing to use their equipment to level out the area since it was their project which created the condition of the parking lot. Director Wakefield stated he would contact Clayton at Caltrans to see what he could arrange. Kim Floyd indicated if there was any expense related to the clean up, the 41st could no contribute as they did not have the funding. She stated when the 41st was first approached as a location for the debris, a MOU was presented but that didn't capture the amount and after that initial agreement, the mountainside further deteriorated, causing Caltrans to transfer a significant amount of debris.*

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

- a. Update regarding purchase and installation of generator.  
*There was no new information to report.*
- 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.  
*All information relative to this topic was discussed above under New Business.*

### **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.

- (1) *There was no Finance committee meeting since the last Board meeting. The next finance committee meeting will be held June 4th at 9 am. Kim Floyd asked if the 41st should be present for the meeting and Director Wier indicated she could submit her preliminary budget for consideration.*

**6. Board Comments:**

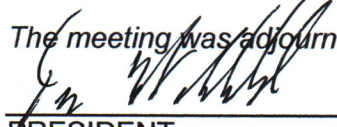
- a. Members of the Board of Directors may comment on District business, request clarification, information or that items be included in future agendas. No action will be taken, but direction may be given to staff and items scheduled for future agendas.

*Director Wier indicated he would like to see the signs at the entrance of the Fairgrounds be repaired and/or updated. Kim Floyd stated that she is in the process of repairing the signs and noted that the improvements should be completed within the month.*

**7. Adjournment:**

- a. The next regular meeting is scheduled for Thursday, June 24, 2021 at 6:30 PM.

*The meeting was adjourned at 7:03 pm.*

  
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PRESIDENT

  
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SECRETARY

Del Norte County Fairgrounds Recreation and Park District.