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

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

**MINUTES
REGULAR MEETING**

Thursday, April 28, 2022 at 6:00 PM (or immediately following the 41st DAA meeting)

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

BOARD OF DIRECTORS

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

PRESENT:

*Doug Wakefield
Steven Westbrook
Rick Weir
Sabina Renner
Valerie Starkey, Administrative Assistant.*

ABSENT:

Robyn Holt

1. 6:00 PM Call the meeting to order and take roll.

Meeting called to order at 7:47 pm. 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.

No public comment-one public member present.

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 24, 2022.

- b. Approve Minutes from Meeting of March 24, 2022.
- c. Approve Financial Statements received from CFSA and Del Norte County since the last meeting of March 24, 2022.

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

3. New Business:

- a. Approve a contract with Susan Brown of Rural Approaches for services from April 28, 2022 to December 31, 2023.

Discussion about value of the keeping this service. Request her to look for grant funding that can assist with the 41st revenue. Director Westbrook moved to approve. Director Wier seconded the motion. The motion carried on 4 Ayes, 0 Noes, 1 Absent.

4. Old Business:

- a. Receive an update on Beach Tech 1000 purchase and operation.

No new information.

- b. Receive an update on the generator, installation and service to equipment.

Update from President Wakefield, the technician was called out and he found 3 blown fuses. The generator was still operational but could not figure out why the fuses were blowing. Nick and President Wakefield will hook up the generator and run it sporadically. The generator is coming up on being a year old and the 41st DAA needs to add running the generator to their routine work schedule.

- c. Receive an update on the deposit for the grandstands and information regarding funding the purchase of the grandstands.

Per President Wakefield the bid date for grandstands was moved to May 3rd. Once the bids are in, the Parks and Rec District can make a determination on the bids received. Director Westbrook stated that the Parks and Rec district has already provided the 41st \$100k for the pole and since they will be reimbursed by the state for the pole, he would be hesitant to give them additional money. President Wakefield stated that CEO Kim Floyd has looked into financing and a 3 year/3% loan option was all she could qualify for. Director Westbrook stated that he would like her to pursue this financing and it would give the Parks and Rec District an opportunity to invest in other projects. Director Westbrook reiterated that the measure F funding was set aside to run the fairgrounds and maybe it was time to reach out to the state for funding to fix some of the buildings. He suggested we contact our legislators to advocate for funding.

- d. Receive an update on attorney services.

Direction given to Administration Assistant to start calling attorneys directly.

- e. Receive an update on project list.

No new information was available for the progress on the project list.

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.

There had been no Finance Committee meetings during the time period.

- b. **Public Relations Committee**–Receive a report from the Public Relations Committee on any items that were discussed at their last meeting. Take action as necessary and appropriate.

There was no update from the Public Relations Committee.

6. Board Comments:

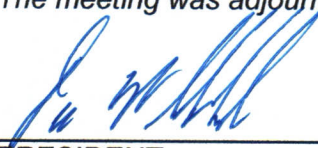
- a. Members of the Board of Directors may comment on District business, request clarification, information or that items be included in future agendas. No action will be taken, but direction may be given to staff and items scheduled for future agendas.

Comments by the Board: The board felt they should be getting a Manager's report from CEO at each meeting. The board felt the 41st DAA should attending the Rec and Park District meeting or at least appoint a committee to attend our meetings or have a representative here. If someone was from the 41st was present at the meeting, they could have heard the discussion and would be aware of what the Recs and Parks District discussed and take it back to the 41st DAA Board.

7. Adjournment:


- a. The next regular meeting is scheduled for Thursday, May 25, 2022 at 6:00 PM (Or immediately following the conclusion of the 41st DAA).

The meeting was adjourned at 6:41 PM.



PRESIDENT

Del Norte County Fairgrounds Recreation and Park District.



SECRETARY