

DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK
DISTRICT

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

AGENDA

REGULAR MEETING

Thursday, September 22, 2022

Time: 6:00 pm or immediately following the 41st DAA Board meeting

Meeting Location:

Del Norte Fairgrounds Board Room, 421 HWY 101 North, Crescent City, CA

BOARD OF DIRECTORS

Doug Wakefield – President

Sabina Renner – Secretary

Rich Wier - Director

Steven Westbrook - Director

1. 6:00 p.m. Call the meeting to order and take 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.

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 18, 2022.
- Approve Minutes from the Regular Meeting of August 18, 2022.
- Approve Financial Statements received from CFSA for the month of July, 2022
- Approve Financial Statements received from the County of Del Norte for the month of July 2022.

3. New Business:

- a. Appoint Donna Hopkins to fill the vacancy left vacant by the resignation of Robyn Holt.
- b. Receive a quarterly financial report from the 41st DAA pursuant the Memorandum of Understanding dated September 20, 2016.

4. Old Business:

None

5. Committee Reports:

- a. **Finance Committee** – Receive a report from the Finance Committee on any items that were discussed at their last meeting-no meeting was held since the last reporting period. A date for the next meeting of the Finance Committee has not yet been set. Take action as necessary and appropriate.
 - 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.
6. **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.

7. **Adjournment:** Adjourn to the next Regular Session meeting on October 27, 2022 at 6:00 p.m. at the Del Norte Fairgrounds Board Room.

**Pursuant to the Americans with Disabilities Act, anyone requiring reasonable accommodation to attend or participate in any Board of Directors meeting should contact the District one (1) week in advance whenever possible. At the present time, such requests to the District may be made by leaving a message at the Del Norte Fairgrounds office at (707)-464-9556 and the message will be forwarded to the District.*



INVOICE STATEMENT

1776 TRIBUTE ROAD, SUITE 100
 SACRAMENTO, CA 95815
 916-263-6157

Statement Period: 8/31/2022 - 9/14/2022

Amount Due: \$297.82

Remit Payment By: 9/30/2022

CALIFORNIA
FAIR SERVICES
 AUTHORITY

Del Norte Co. Recreation & Park District
 PO Box 402
 Crescent City, CA 95531

Invoice Date	Invoice Number	Invoice Description	Invoice Amount	Balance
6/1/2022	063353 WC	2022 True Up WC lump sum Workers' Compensation Ins.	21.44- 21.44-	21.44-
8/31/2022	064805 Sam	8/2022 AccountNet Sam Hours - AccountNet Non-Covered Services	47.50 47.50	47.50
9/1/2022	064606 LI LI	9/2022 True Up Liability Monthly General Liability Insurance Auto liability	250.32 208.32 42.00	250.32
Totals for DN Parks District - Del Norte Co. Recreation & Park District			276.38	276.38

Statement Totals for DN Parks District - Del Norte Co. Recreation & Park District

Credit	Current	Over 30	Over 60	Over 90
21.44-	297.82	0.00	0.00	0.00



CALIFORNIA
FAIR SERVICES
 AUTHORITY

1776 TRIBUTE ROAD, SUITE 100 SACRAMENTO, CA 95815

064805

8/31/2022

\$47.50

Del Norte Co. Recreation & Park District
 PO Box 402
 Crescent City, CA 95531

8/2022 AccountNet

Terms: Due and payable upon receipt of invoice	
Description	Amount
Sam Hours - AccountNet Non-Covered Services	47.50
Total Invoice:	47.50



CALIFORNIA
FAIR SERVICES
AUTHORITY

1776 TRIBUTE ROAD, SUITE 100 SACRAMENTO, CA 95815

064606

9/1/2022

\$250.32

Del Norte Co. Recreation & Park District
PO Box 402
Crescent City, CA 95531

9/2022 True Up Liability Monthly

Terms: Due and payable upon receipt of invoice	
Description	Amount
General Liability Insurance	208.32
Auto liability	42.00
Total Invoice:	250.32

DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK
DISTRICT

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

MINUTES

SPECIAL MEETING

Thursday, August 18, 2022

Time: 6:00 pm or immediately following the 41st DAA Board meeting

Meeting Location:

Del Norte Fairgrounds Board Room, 421 HWY 101 North, Crescent City, CA

BOARD OF DIRECTORS

Doug Wakefield – President

Sabina Renner – Secretary

Rich Wier - Director

Steven Westbrook - Director

Vacant Seat

PRESENT:

Director Wakefield

Director Renner

Director Wier

Administration Assistant: Valerie Starkey

Fair Manager: Kim Floyd

Public members: multiple

ABSENT:

Director Westbrook

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

Meeting called to order at 6:02 pm.

- **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.

An emergency item was added to the agenda. Board Order 2022-02 was requested to be added. Director Renner made the motion to add the emergency item and Director Wier seconded the motion. The motion carried 3 Ayes, 0 Noes, and 1 absent.

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 July 28, 2022.
 - b. Approve Minutes from the Regular Meeting of July 28, 2022.
 - c. Approve Financial Statements received from CFSA for the month of June, 2022
 - d. Approve Financial Statements received from the County of Del Norte for the month of June 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 3 Ayes, 0 Noes and one absent.

3. **New Business:**

- a. Hold a Public Hearing on the Preliminary Budget for Fiscal Year 2022-2023. Following the Public Meeting, adopt the Preliminary Budget for the Fiscal Year 2022-2023. Take action as necessary and appropriate.

Matter was called. Administrative Assistant noted that the only alteration that would need to be made at a later date was the fourth quarter interest. That information was not available at the time of the meeting. That information will be provided to the Board once it becomes available and the amended budget will be returned for approval. No public comment. Director Renner motioned to approved the budget as it was presented. Director Wier seconded the motion. The motion carried by a polled vote of 3 Ayes, 0 Noes, and 1 absent.

- b. Discuss and take possible action to fill the seat vacated by the resignation of Robyn Holt effective August 12, 2022.

Matter was called and administrative assistant reported what was learned from the attorney, Dohn Henion. The board discussed the options and decided to appoint someone to the board. Direction was given to the Administrative Assistant to draft a simple application which included the requirements of the appointee. The application and vacancy needs to be posted in three separate locations and once the application period ends, the Board will take action. This must occur within 60 days (by October 12, 2022). Administrative Assistant directed to provide the board with the draft application to be reviewed by two members before distribution. Once approved, the application period will be opened and the vacancy filled.

Added Item: c. Discuss and take possible action on Board Order 2022-02 requesting the auditors office transfer \$200,000 from the County funds to the Coast Central Credit Union in order to pay the 41st DAA their 2022/2023 budget allocation.

Matter was presented to the board for discussion. Director Renner made the motion to approve the Board Order and Director Wier seconded the motion. The motion passed on a polled vote of 3 Ayes, 0 Noes, and 1 absent.

4. Old Business:

- a. Receive an update on Beach Tech 1000 purchase and operation. Take action as necessary.

According to Director Wakefield, it was reported the order had shipped and is on it's way to the 41st DAA.

- b. Receive an update on the generator, installation and service to equipment. Take action as necessary.

According to Director Wakefield, and supported by Fair Manager Floyd, the generator worked well during the fair. They are still waiting on a fuse that needs to be replaced and Director Wakefield reminded the 41st DAA the generator is still under warranty and needs to be handled that way. Kim Floyd stated Nick was working with the warranty and some new guy that they "really loved."

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

Director Wakefield noted that the grandstands have been addressed based on the above board order.

- d. Receive update from Susan Brown. Take action as necessary.

According to Director Wakefield, he has been talking with Susan Brown and will continue to update the board on her actions. He has indicated to Susan that the California Construction Authority will need to be included in discussions.

- e. Receive a quarterly financial report from the 41st DAA pursuant the Memorandum of Understanding dated September 20, 2016.

According to Fair Manager Floyd, this information was sent to the Recs District Board members via an email.

- f. Receive information regarding the hiring of contractors to repair the Arts and Crafts Building. Take action as necessary.

According to Director Wakefiled, this matter correlates with Old Business, item d.

5. **Committee Reports:**

- a. **Finance Committee** – Receive a report from the Finance Committee on any items that were discussed at their last meeting-no meeting was held since the last reporting period. 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 financial committee meeting since the last meeting.

- 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 had been no financial committee meeting since the last meeting

- 6. **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.

Director Wier complimented the Fair on a successful event.

Director Wakefield expressed appreciation for Ted Grimes and felt all of the volunteer work this year was a “game changer”. He noted that one of the Ewes was inadvertently moved to the wrong truck, resulting in an unfortunate outcome. Director Wakefield apologized and took full responsibility for the error.

- 7. **Adjournment:** Adjourn to the next Regular Session meeting on September 22, 2022 at 6:00 p.m. at the Del Norte Fairgrounds Board Room.

Meeting adjourned at 6:27 pm.

PRESIDENT

SECRETARY

Del Norte County Fairgrounds Recreation and Park District.

Include Accounts With No Activity [No]
 Include Balances and Net Changes [Yes]
 Include Posting Seq. and Batch-Entry [Yes]
 Include Trans. Optional Fields [No]
 From Year - Period [2023 - 01] To [2023 - 01]
 Sort By [Fund]
 Sort Transactions By Date [No]
 From Fund [638] To [638]
 From Account Group [] To [ZZZZZZZZZZZZ]
 Last Year Closed 2022
 Last Posting Sequence 26295
 Use Rolled Up Amounts [No]
 Date Doc. Date

Account Number/Year/Prd.	Source	Doc. Date	Description/Reference	Posting Seq.	Batch-Entry	Debits	Credits	Net Change	Balance
638-010-00000			Cash - Del Norte Fairgrounds						3,534,907.11
2023	GL-CR	7/28/2022	DEPOSIT	26228	28385-1	1,277.83		1,277.83	3,536,184.94
			Net Change and Ending Balance for Fiscal Period 01:						
			Totals: Cash - Del Norte Fairgrounds 2023			1,277.83	0.00	1,277.83	3,536,184.94
			Fund Balance Available						-1,912,448.70
638-010-07100									
2023	GL-CR	7/28/2022	Auth No: 85595	26228	28385-1		894.48	-894.48	-1,913,343.18
			Fairgrounds s/t						
			Net Change and Ending Balance for Fiscal Period 01:						
			Totals: Fund Balance Available 2023				894.48	-894.48	-1,913,343.18
			Designated Reserve						-1,622,458.41
638-010-07110									
2023	GL-CR	7/28/2022	Auth No: 85595	26228	28385-1		383.35	-383.35	-1,622,841.76
			Fairgrounds s/t						
			Net Change and Ending Balance for Fiscal Period 01:						
			Totals: Designated Reserve 2023				383.35	-383.35	-1,622,841.76
			Report Totals:			1,277.83	1,277.83	0.00	0.00

Del Norte Fairgrounds Trust
Balance Sheet
July 31, 2022

Unaudited

ASSETS

638 010 00000	Cash Del Norte Fairgrounds	3,536,184.94
	Total Assets	<u>3,536,184.94</u>

LIABILITIES AND FUND EQUITY

638 010 07100	Fund Balance Available	1,913,343.18
638 010 07110	Designated Reserve	1,622,841.76
	Total Liabilities and Fund Equity	<u>3,536,184.94</u>

DEL NORTE COUNTY FAIR, 41ST DAA
Recreational & Park District
BALANCE SHEET
July-22

	<u>22/23</u>	<u>21/22</u>
ASSETS		
ASSETS		
Cash - Central Coast CU Checking Members	111,142	220,586
Cash - Central Coast CU Savings	50	50
Accounts Receivable	0	0
Deferred Charges	63	0
Cash - County of Del Norte	<u>3,536,185</u>	<u>3,050,560</u>
TOTAL ASSETS	<u><u>3,647,440</u></u>	<u><u>3,271,196</u></u>
LIABILITIES & EQUITY		
LIABILITIES		
Accounts Payable/WC Payable	(21)	1
Designated Reserve - Co of Del Norte	1,622,842	1,379,401
Funds Bal Available - Co of Del Nort	<u>1,913,343</u>	<u>1,671,159</u>
TOTAL LIABILITIES	<u><u>3,536,164</u></u>	<u><u>3,050,560</u></u>
EQUITY		
Net Resources - Rec & Park District	112,036	222,447
Net Income	(760)	(1,812)
TOTAL EQUITY	<u><u>111,276</u></u>	<u><u>220,636</u></u>
TOTAL LIABILITIES & EQUITY	<u><u>3,647,440</u></u>	<u><u>3,271,196</u></u>

Detail of Expenditures

	Acct. No.	Current YTD 7/31/2022	Budget 22/23	Balance of Budget	% of Used 22/23
ADMINISTRATION EXPENSE					
Insurance Fees	60000-11-900	263	0	(263)	0%
Other Expenses	65000-11-900	0	0	0	0%
Professional Services - Legal	69000-11-900	0	0	0	0%
Professional Services - Administration	69010-11-900	450	0	(450)	0%
Professional Services - Miscellaneous	69020-11-900	0	0	0	0%
Professional Services - Accounting / Audit	69030-11-900	48	0	(48)	0%
TOTAL ADMINISTRATION EXPENSE		760	-	(760)	0%
PRIOR YEAR OPERATING EXPENSE ADJUSTMENT					
Prior Year Expense Adjustment	80000-00-900	0	0	0	0%
TOTAL PRIOR YEAR OPERATING EXPENSE		-	-	-	0%
MAINTENANCE & GENERAL OPERATIONS					
CAPITAL EXPENDITURE (LIST)					
Capital Expenditures	91200-00-900	0	0	0	0%
TOTAL CAPITAL EXPENDITURES		-	-	-	0%
OTHER OPERATING EXPENSE					
Other Operating Expense	94500-00-900	0	0	0	0%
TOTAL OTHER OPERATING EXPENSE		-	-	-	0%

DEL NORTE COUNTY FAIR, 41ST DAA
RECREATIONAL & PARK DISTRICT
Statement of Operations
July 31, 2022

	Acct. No.	Current YTD 7/31/2022	Budget 22/23	Balance of Budget	% Used 22/23
REVENUES:					
Sales Tax Revenues	RECS	-	-	-	0%
Interest Income	RECI	-	-	-	0%
TOTAL REVENUES		-	-	-	0%
EXPENSES:					
Administrative Expenditures	RECA	760	-	(760)	0%
Prior Year Expenditures	RECP	-	-	-	0%
Capital Expenditures	RECC	-	-	-	0%
Other operating Expenditures	RECO	-	-	-	0%
TOTAL EXPENSES		760	-	(760)	0%
TOTAL NET GAIN/LOSS		(760)	-	760	0%

General Ledger Detail

Current period 1 (7/1/2022 - 7/31/2022)

Del Norte Parks and Recreation
Sam Harrison

Unit: \$

Wednesday, August 17, 2022 5:29:44PM
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Date	Posting Description	Reference	Source	Merge #	Debit	Credit	Balance
11900-00-900-A		Cash - Rec & Park Dist CCU Checking #S51					111,889.73
7/28/2022	Summarized AP Payments	Payments	AP-Payment	137		747.82	
7/28/2022	California Fair Services Authority	Check: 2193					297.82
7/28/2022	Valerie Starkey	Check: 2192					450.00
11900-00-900-A		Net:		747.82-	0.00	747.82	111,141.91
11910-00-900-A		Cash - Rec & Park Dist CCU Savings #S50					50.00
14300-00-900-A		Deferred Charges - Rec & Park District					75.63
7/1/2022	Summarized AP Invoices	Extra	AP-Invoice			12.61	
1/1/2022	California Fair Services Authority	Invoice: 060882	2022 Estimated WC Lump Sum				12.61
14300-00-900-A		Net:		12.61-	0.00	12.61	63.02
15000-00-900-A		Cash - County of Del Note					3,534,907.11
7/31/2022	Fund Dep 07/28/22	July bal	GL-Manual		1,277.83		
15000-00-900-A		Net:		1,277.83	1,277.83	0.00	3,536,184.94
21200-00-900-A		Accounts Payable-Rec & Park District					20.94
7/1/2022	Summarized AP Invoices	Invoices	AP-Invoice			747.82	
7/1/2022	California Fair Services Authority	Invoice: 063809	2022 True Up Liability Monthly				250.32
7/1/2022	California Fair Services Authority	Invoice: 064007	06/2022 AccountNet				47.50
7/1/2022	Valerie Starkey	Invoice: 2192	June 2022 Services				450.00
7/28/2022	Summarized AP Payments	Payments	AP-Payment	137	747.82		
7/28/2022	California Fair Services Authority	Check: 2193					297.82
7/28/2022	Valerie Starkey	Check: 2192					450.00
21200-00-900-A		Net:		0.00	747.82	747.82	20.94
22800-00-900-A		Designated Reserve - Park & Rec Fair					1,622,458.41-
7/31/2022	Fund Dep 07/28/22	July bal	GL-Manual			383.35	
22800-00-900-A		Net:		383.35-	0.00	383.35	1,622,841.76-
25900-00-900-A		Funds Balance Available - Co of Del Nort					1,912,448.70-
7/31/2022	Fund Dep 07/28/22	July bal	GL-Manual			894.48	
25900-00-900-A		Net:		894.48-	0.00	894.48	1,913,343.18-
29300-00-900-A		Net Resources - Rec & Park District					112,036.30-
60000-11-900-A		Insurance Fees					0.00
7/1/2022	Summarized AP Invoices	Extra	AP-Invoice		12.61		
1/1/2022	California Fair Services Authority	Invoice: 060882	2022 Estimated WC Lump Sum				12.61
7/1/2022	Summarized AP Invoices	Invoices	AP-Invoice		250.32		
7/1/2022	California Fair Services Authority	Invoice: 063809	2022 True Up Liability Monthly, Gen Liab Ins				208.32
7/1/2022	California Fair Services Authority	Invoice: 063809	2022 True Up Liability Monthly				42.00
60000-11-900-A		Net:		262.93	262.93	0.00	262.93
69010-11-900-A		Professional Services - Administration					0.00
7/1/2022	Summarized AP Invoices	Invoices	AP-Invoice		450.00		
7/1/2022	Valerie Starkey	Invoice: 2192	June 2022 Services, Valerie Hours				450.00
69010-11-900-A		Net:		450.00	450.00	0.00	450.00
69030-11-900-A		Professional Services - Accounting/Audit					0.00
7/1/2022	Summarized AP Invoices	Invoices	AP-Invoice		47.50		
7/1/2022	California Fair Services Authority	Invoice: 064007	06/2022 AccountNet, Sam's Hours				47.50
7/1/2022	California Fair Services Authority	Invoice: 064007	06/2022 AccountNet				0.00
69030-11-900-A		Net:		47.50	47.50	0.00	47.50
\$ Grand Totals		Beginning Balance	Net Activity		Total Debits	Total Credits	Balance
		0.00	0.00		2,786.08	2,786.08	0.00
\$ Trial Balances					Total Debits	Total Credits	Balance
			Prior:		3,646,943.41	3,646,943.41	0.00
			Activity:		2,786.08	2,786.08	0.00
			Ending:		3,648,221.24	3,648,221.24	0.00

Trial Balance

Current (7/1/2022 - 7/31/2022)

Unit Of Measure: \$

Del Norte Parks and Recreation

Wednesday, August 17, 2022 5:29:19PM

Sam Harrison

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Account	Beginning Balance	Debits	Credits	Net Activity	Ending Balance
11900-00-900-A Cash - Rec & Park Dist CCU Checking #S51	111,889.73		747.82	747.82-	111,141.91
11910-00-900-A Cash - Rec & Park Dist CCU Savings #S50	50.00			0.00	50.00
14300-00-900-A Deferred Charges - Rec & Park District	75.63		12.61	12.61-	63.02
15000-00-900-A Cash - County of Del Note	3,534,907.11	1,277.83		1,277.83	3,536,184.94
21200-00-900-A Accounts Payable-Rec & Park District	20.94	747.82	747.82	0.00	20.94
22800-00-900-A Designated Reserve - Park & Rec Fair	1,622,458.41-		383.35	383.35-	1,622,841.76-
25900-00-900-A Funds Balance Available - Co of Del Nort	1,912,448.70-		894.48	894.48-	1,913,343.18-
29300-00-900-A Net Resources - Rec & Park District	112,036.30-			0.00	112,036.30-
60000-11-900-A Insurance Fees	0.00	262.93		262.93	262.93
69010-11-900-A Professional Services - Administration	0.00	450.00		450.00	450.00
69030-11-900-A Professional Services - Accounting/Audit	0.00	47.50		47.50	47.50
\$ Grand Totals	Beginning Balance	Debits	Credits	Net Activity	Ending Balance
	0.00	2,786.08	2,786.08	0.00	0.00

Del Norte County Fairgrounds Recreation Park District Board of Directors

The position to be filled is the remainder of a 4-year term ending in November of 2024.

Application for Appointment

ALL APPLICATIONS WILL BE EVALUATED BY A SUBCOMMITTEE WHO WILL MAKE THEIR RECOMMENDATION TO THE BOARD OF DIRECTORS AT THE SEPTEMBER 22, 2022 MEETING.

ALL CANDIDATES SHOULD BE AWARE THAT THIS POSITION REQUIRES THE COMPLETION OF A 700 FORM THROUGH FPPC WITHIN 30 DAYS OF BEING SWORN IN AND THE NEW DIRECTOR WILL NEED TO COMPLETE AN ONLINE ETHICS COURSE PURSUANT SB 778.

APPLICANT INFORMATION:

Name: Donna Hopkins
Home address: PO Box 40/305 Fred Haight Dr Smith River
Contact numbers: 707-954-4393
Email address: Smithriverequipment@gmail.com

QUALIFICATIONS:

1. Please describe your past experience with serving on a Board, either appointed or elected.

I participated as a board member for Jackson County Special Olympics, as their volunteer coordinator AS Aquatic Div. of the Ymca I worked closely with the board of the Ymca by providing information they needed to make decisions.

2. Why do you wish to be appointed to the Board of Directors for the Recs and Park District?

I have had a long relationship with Parks & Rec. in the Rogue Valley. I have seen 1st hand the importance of strong positive programs for a community. I would like to be an integral part of this board to provide programs, keep 4-H alive & well & maintain our fairgrounds.

3. Are you willing to fulfill the remainder of the term until November of 2024?

Yes

4. Please detail any experience you have with working with fairs or agriculture?

I am the third generation of a large Dairy farm that was in the Rogue Valley. My grandparents homesteaded there and the family dairy grew to a herd of over 300. I was fortunate to grow up learning & gaining lifelong experiences in dairy farming & Agriculture.

5. Please let the subcommittee know any other information you feel would be valuable for them to know before they make a selection?

I have a background in finance & Accounting. I handle all of the accounting (except taxes) for our company, Smith River Equipment.

I work well with others and have the ability to listen to all sides of an issue & make decisions with integrity and what is best for positive changes.

I also believe we all need to find ways to support & help the youth of our community grow into community leaders.

The 41st District Agricultural Association 3rd quarter expenditures.

\$100,000 down payment for grandstands 1st payment 5/16/2022

\$100,000 2nd payment for grandstands 06/29/2022

\$57,109.00 Addendum to PSPS Grant 6/28/2022

\$37,620.00 Remaining payment of Rental of portable bleachers 5/27/2022

\$13,108.00 LACO soil report for grandstands 4/19/2022

\$6,261.18 Floral Building Heater replacement 4/21/2022

\$7,652.78 repairs to portable bleachers that Whitchurch Engineering requested
7/6/2022

Total: \$321,750.96

17228

Merge #: 18,737
 Check Date: 7/6/2022

Vendor: TWOGU
 Two Guys

775 Hwy 101 N
 Crescent City CA 95531

Invoice #	Date	Description	Balance	Discount	Net Pay
206471	6/22/2022	20' Portable Bleachers			
206472	6/29/2022	20' Portable Bleachers	675.00	0.00	675.00
206470	6/30/2022	Monthly tank rental	3,350.00	0.00	3,350.00
			30.00	0.00	30.00
		Totals:	4,055.00	0.00	4,055.00

SF5001-15C
 Safeguard

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 916-355-1430

CCDXZP0010000 Y215F009644

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Date	Transaction		
6/22/2022	INV #06 22 22. Orig. Amount \$3,597.78.	3,597.78	3,597.78
6/29/2022	INV #206472. Orig. Amount \$3,350.00.	3,350.00	6,947.78
06/29/2022	INV #206471. Orig. Amount \$675.00.	675.00	7,622.78
06/30/2022	INV #206470. Orig. Amount \$30.00.	30.00	7,652.78
BILLING QUESTIONS: 707-464-7453			

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
30.00	7,622.78	0.00	0.00	0.00	\$7,652.78



Moore Heating & Air

2201 Parkway Drive | Crescent City, CA 95531
707.460.6333 | dmooreheat@gmail.com |
www.CrescentCityHVAC.com

OK For Payment RF
Account # 64000-12-000
Check # _____

RECIPIENT:

Del Norte Fairgrounds
421 U.S. 101
Floral Building
Crescent City, California 95531
Phone: 707.464.9556

Invoice #1352

Issued Apr 21, 2022
Due May 06, 2022
Job Title Floral Building
Installed by: Daniel Moore

Total \$6,261.18

Account Balance \$6,261.18

For Services Rendered

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Reznor Propane Furnace	~Unit Heater Compact, Model#REZ UDX 75 ~Conversion Kit 60-75 ~Unit Heater Compact, Model#REZ UDX 60 ~Conversion Kit 60-75	1	\$3,971.00	\$3,971.00
Labor to Install Complete System	Flat Rate	1	\$1,520.00	\$1,520.00*
Piping Package		1	\$398.75	\$398.75

* Non-taxable

Thank you so much for your business! Please add 2.7% (TOTAL multiplied by .027) if you choose to use a credit card. Please contact us with any questions regarding this invoice.

Subtotal	\$5,889.75
California Sales Tax (8.5%)	\$371.43
Total	\$6,261.18
Account balance	\$6,261.18



CALIFORNIA CONSTRUCTION AUTHORITY

1776 Tribute Rd. Suite 220
SACRAMENTO, CA 95815

RECEPTION: (916) 263-6100
FAX: (916) 263-6118

OK For Payment LF
Account # 19000-00-000-A
Check # 17114

Del Norte County Fair
421 Highway 101, North
Crescent City, CA 95531

Invoice

Invoice Number: 3273
Invoice Date: 4/19/2022
Customer Code: 41st
Project: 04122002
Grandstands Replacement Support

Please make checks payable to California Construction Authority

Description	Amount
Addendum No.1	13,108.00
	\$13,108.00

Thank you for your business!

Terms: **Due Upon Receipt**

Questions: ap@ccaauthority.org

Net Invoice: \$13,108.00
Sales Tax: 0.00
Invoice Total: \$13,108.00



PO Box 1700
 Monrovia, CA 91017

BROWN UNITED, INC.

INVOICE

Ref: John Brown - CEO

March 7, 2022 (rev.)

Invoice # 030722009

Bill to:

Kimberly Floyd
 CEO
 Del Norte County Fair
 421 Hwy 101 N
 Crescent City Ca. 95531
 O: 707-464-9556 C: 707.218.8426

TEMPORARY RENTAL OF THE FOLLOWING:

1 – 90' X 11-row Bleacher elevated +/-60" tall at front row floor level

Total agreement: \$41,800

Includes transportation, installation, rental, and removal

Excludes: 6k all-terrain forklift for up to 3-day installation and 2-day removal, Permits, site engineering, ADA ramps and accommodations, front stairways (as they enter at the 60" level). All use and operational liability, including slip, trips, and falls – Please usher bleacher to safeguard operational hazards.

Installation: After June 1, 2022, but complete by June before June 17, 2022

Removal: After August 15, 2022

10% Deposit Due no later than March 15, 2022

17149

Merge #: 18,645
Check Date: 5/27/2022

Vendor: BRUNI
 Brown United, Inc.

P.O. Box 1700
 Monrovia CA 91017

Invoice #	Date	Description	Balance	Discount	Net Pay
030722009Final	5/26/2022	Temporary Bleachers- Remaining Balance in F	37,620.00	0.00	37,620.00
		Totals:	37,620.00	0.00	37,620.00



CALIFORNIA CONSTRUCTION AUTHORITY

1776 TRIBUTE RD. SUITE 220
SACRAMENTO, CA 95815

RECEPTION: (916) 263-6100
FAX: (916) 263-6116

OK For Payment RF
Account # 19000-00-000
Check # 17209

Del Norte County Fair
421 Highway 101, North
Crescent City, CA 95531

Invoice

Invoice Number: 3338
Invoice Date: 6/28/2022
Customer Code: 41st
Project: 04122013
Del Norte PSPS

-Please make checks payable to California Construction Authority

Description	Amount
Addendum 01 - Phase 4: Construction	57,109.00
	\$57,109.00

Thank you for your business!

Terms: **Due Upon Receipt**

Questions: ap@ccauthority.org

Net Invoice: \$57,109.00
Sales Tax: 0.00
Invoice Total: \$57,109.00

Merge #: 18,703
Check Date: 6/29/2022

Vendor: CCA
 California Construction Authority

1776 Tribute Road, Suite 220
 Sacramento CA 95815

Invoice #	Date	Description	Balance	Discount	Net Pay
May 11	6/29/2022	Project# 041-22-002 Grandstands Replacemer	100,000.00	0.00	100,000.00
Totals:			100,000.00	0.00	100,000.00



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INVOICE DATE: 6/29/2022

Customer Code: 41st

Project: 04122002
 Grandstands Replacement Support

-Please make checks payable to California Construction Authority

Description	Amount
Addendum No.2 Project Funds (DUE DATE 6/6/2022)	\$100,000.00
Addendum No.2 Project Funds (DUE DATE 7/1/2022)	\$100,000.00 ✓
Addendum No.2 Project Funds (DUE DATE 9/1/2022)	\$200,002.00
TOTAL Addendum No.2 Project Funds	\$400,002.00

Thank you for your business!

Terms: **Due Upon Payment Schedule Listed Above**

Questions: ap@ccaauthority.org

Net Invoice: \$400,002.00

Sales Tax: 0.00

Invoice Total: \$400,002.00

Merge #: 18,627
 Check Date: 5/16/2022

Vendor: CCA
 California Construction Authority

1776 Tribute Road, Suite 220
 Sacramento CA 95815

Invoice #	Date	Description	Balance	Discount	Net Pay
May16-2022	5/16/2022	Project# 041-22-002 Grandstands Replaceme	100,000.00	0.00	100,000.00
		Totals:	100,000.00	0.00	100,000.00

SF5001-1SC



TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 916-355-1430

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ADDENDUM 02
 41ST DAA DEL NORTE COUNTY FAIR
 Grandstands Replacement
 CCA Project 41-22-002
 Cost Breakdown

	Original IPA	Addendum 01
PROJECT COSTS		
Bleacher Installation		
Bleacher Installation Contingency 10%		
Bidding		
Laco Engineering (Geotech Evaluation)		\$ 10,600.00
		\$ 10,600.00
REIMBURSABLES		
Inspections (estimated three inspections @ \$1,000 each)		
CCA Project Manager Time (20 hours @ \$102 hourly)	\$ 2,040.00	
Travel		\$ 1,200.00
Special Inspections (estimated three inspections @ \$1,000 each)		
Plan Review (estimated two reviews @ \$650 each)		
Miscellaneous		
	\$ 2,040.00	\$ 1,200.00
MANAGEMENT/ADMINISTRATION FEES		
Project Administration Fee (10%-12% dependent upon cost, \$300 min.)	\$ 300.00	\$ 1,272.00
Direct Costs Handling Fee (3%)	\$ 61.20	\$ 36.00
	\$ 361.20	\$ 1,308.00
Total Costs, with Fees and Estimated Costs	\$ 2,401.20	\$ 13,108.00

All costs/fees will be tracked and reconciled at the project conclusion.

Statement of Operations - Rec & Parks Expenses

	Acct. No.	Current YTD Jun-22	Budget 2022	Balance of Budget	% of Used 2022
REC AND PARKS EXPENSES:					
Salaries & Wages - Permanent *R&P	50000-12-000	57,777	83,922	26,145	69%
Salaries & Wages - Temporary *R&P	50100-12-000	35,965	66,352	30,388	54%
Bank/CC Charges & Fees *R&P	54000-11-000	153	100	(53)	153%
Dues & Subscriptions *R&P	57000-11-000	3,188	2,750	(438)	116%
Insurance Fees *R&P	60000-11-000	37,341	35,000	(2,341)	107%
Other Expenses *R&P	65000-11-000	1,271	5,000	3,729	25%
Professional Services *R&P	69000-11-000	13,438	16,000	2,562	84%
Audit *R&P	69030-11-000	-	4,000	4,000	0%
Office Supplies & Expense *R&P	74000-11-000	5,396	7,500	2,104	72%
Phone & Postage *R&P	75000-11-000	4,774	9,000	4,226	53%
Utilitites *R&P	63000-12-000	19,859	60,000	40,141	33%
Buildings & Grounds Maintenance *R&P	64000-12-000	35,085	100,000	64,915	35%
Equipment Maintenance *R&P	64010-12-000	21,538	25,000	3,462	86%
Special Repairs *R&P	64020-12-000	1,732	-	(1,732)	0%
Other Expense *R&P	65000-12-000	40	-	(40)	0%
Professional Services *R&P	69000-12-000	-	8,000	8,000	0%
Equipment Rental *R&P	72000-12-000	44,589	1,000	(43,589)	4459%
Trash Disposal *R&P	78000-12-000	-	500	500	0%
Professional Services *P&R	69000-70-100	-	14,000	14,000	0%
Professional Services *P&R	69020-80-100	-	3,000	3,000	0%
Professional Services *P&R	69000-75-100	-	25,200	25,200	0%
Professional Services - Rodeo *P&R	69000-75-110	-	37,000	37,000	0%
TOTAL EXPENDITURES		282,145	503,324	221,179	56%

CAPITAL PROJECTS					
Construction in Progress	19000-00-000	6,986	-	(6,986)	0%
CIP - Grandstands Replacement	19000-00-804	215,509	-	(215,509)	0%
CIP - Public Safety Power Shutoff	19000-00-805	190,618	-	(190,618)	0%