

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

Mailing Address: PO Box 402, Crescent City, CA, 95531

**AGENDA**

**SPECIAL MEETING**

Thursday, November 10, 2022

Time: 6:00 pm

**Meeting Location**

Del Norte Fairgrounds Board Room  
421 HWY 101 North, Crescent City, CA 95531

**BOARD OF DIRECTORS**

Doug Wakefield – President  
Sabina Renner – Secretary  
Rich Wier - Director  
Steven Westbrook - Director  
Donna Hopkins-Director

Present:

Doug Wakefield, President  
Donna Hopkins, Director  
Steven Westbrook, Vice President  
Rich Wier, Director  
Sabina Renner, Secretary

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

*The meeting was called to order at 6:00 pm and Ms. Starkey took the roll.*

**2. 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 were no comments from the public.*

**3. 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 September 22, 2022.
- b. Approve Financial Statements received from CFSA for the month of September 2022 and October 2022
- c. Approve Financial Statements received from the County of Del Norte for the month of September 2022 and October 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 a polled vote of 5 ayes, 0 noes.*

#### **4. New Business:**

a. Discuss and take possible action on the receipt of FY 2021 EMPG funding by the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) through Cal OES.

*Matter tabled for further information.*

b. Discuss and take possible action on auditor services for Del Norte County Fair Recreation and Parks District.

*Director Hopkins moved to approve approving the audit services. Director Renner seconded the motion. The motion carried on a polled vote of 5 ayes, 0 noes.*

c. Discuss and take possible action on Oath of Office for newly elected directors.

*Discussion that Administrative Asst Starkey to meet with directors on or after December 2, 2022 to obtain signatures on the oath of office.*

d. Discuss and take possible action regarding cancelling the November 24, 2022 and the December 22, 2022 meetings.

*Director Westbrook moved to approve cancelling November and December regular meetings. Director Hopkins seconded the motion. The motion carried on a polled vote of 5 ayes, 0 noes.*

#### **4. Old Business:**

a. Receive an update from Susan Brown regarding progress made on grant applications. Take action as necessary.

*No information was provided.*

**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 Finance Committee meetings during the time period. Considering the departure of Director Holt, Director Hopkins was appointed to the Finance Committee.*

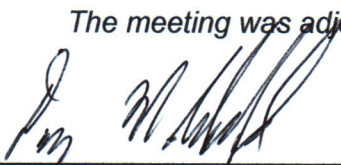
- b. **Public Relations Committee**-Receive a report from the Public Relations Committee on any items that were discussed at their last meeting. Take action as necessary and appropriate.

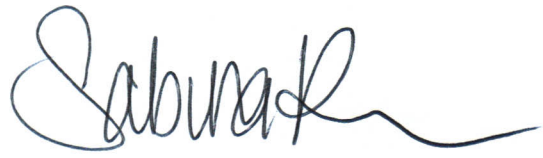
- 6. **Board Comments:** Members of the Board of Directors may comment on District business, request clarification, information or that items be included in future agendas. No action will be taken, but direction may be given to staff and items scheduled for future agendas.

*Discussion regarding possible Joint Meetings with the 41st DAA in the future. Direction given to Administrative Asst Starkey to set up a joint meeting quarterly with the 41st DAA. Directors wanted to have specific topics for each of the meetings so that discussions can be kept brief and focused.*

- 7. **Adjournment:** Adjourn to the next Regular Session meeting on January 26, 2023 at 6:00 p.m. at the Del Norte Fairgrounds Board Room.

*The meeting was adjourned at 7:27 pm.*

  
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PRESIDENT

  
\_\_\_\_\_  
SECRETARY

Del Norte County Fairgrounds Recreation and Park District.