

DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK DISTRICT

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

AGENDA

REGULAR MEETING

THURSDAY MAY 25, 2023

Time: 6 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

1. **6:00 p.m. Call the meeting to order and take roll.**
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 February, 2023.
 - b. Approve financial statements received from CFSA for the month of March and April, 2023
 - c. Approve financial statements received from the County of Del Norte for the month of March and April, 2023
3. **New Business:**
 - a. Receive a quarterly financial report from the 41st DAA pursuant the Memorandum of Understanding dated September 20, 2016.
 - b. Hold a Public Hearing on the Preliminary Budget for Fiscal Year 2023-2024. Following the public hearing, adopt the Preliminary Budget for Fiscal Year 2023-2022. Take action as necessary and appropriate.
 - c. Discussion and consideration of a funding allocation request in the amount of \$300,000.00 from the 41st District Agricultural Association. Included in the agenda is a memo from Kim Floyd, Fair Manager. Take action as necessary and appropriate.

- d. Consider approval of the transfer of \$300,000 from the County held Trust Account into the operating account at Coast Central Credit Union. The balance in the operating account is running low following the last funding allocation to the 41st District Agricultural Association (DAA), necessitating the movement of funds from the Trust Account into the Operating Account in order to fund day to day operations of the District in addition to future funding allocations to the 41st DAA. Approve Board Order No. 2023-01.
- e. Accept the resignation of Director Rich Wier. Discuss and take possible action to fill the seat vacated by the resignation of Rich Wier effective May 25, 2023.
- f. Accept the Resignation of Andre Carpender. Discuss and take possible action on hiring an Administrative Assistant to replace Ms. Carpender.
- g. Review and consider the approval of hiring Patti Vernelson as the Administrative Assistant. If approved, enter into a contract with Patti Vernelson as drafted.

OLD BUSINESS:

- a. Receive an update on Beach Tech 1000 purchase and operation. Take action as necessary.
- b. Receive an update on the generator, installation and service to equipment. Take action as necessary.
- c. Receive an update on the deposit for the grandstands and information regarding funding the purchase of the grandstands. Take action as necessary.
- d. Receive an update from Susan Brown regarding progress made on grant applications. Take action as necessary.

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. The Finance Committee met on May 8, 2023 and prepared the preliminary budget which has been included under “new business”.
- 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 June 22, 2023 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.*

consent



1776 TRIBUTE ROAD, SUITE 100 SACRAMENTO, CA 95815

067688

4/1/2023

\$264.67

4/2023 Estimated Liability Monthly

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

Terms: Due and payable upon receipt of invoice	
Description	Amount
General Liability Insurance	212.58
Auto liability	52.09
Total Invoice:	264.67

Direct questions to: Finance Department, 916-263-6157

consent



DEL NORTE LOCAL AGENCY FORMATION COMMISSION
1125 16th Street, Suite 202
Arcata, California 95521
TEL (707) 825-9301 FAX (707)825-9181
eo@delnortelafco.org

INVOICE

DATE: April 19, 2023

TO: Doug Wakefield, Board President
Del Norte County Fairgrounds Recreation and Park District
PO Box 402,
Crescent City CA 95531

SUBJECT: Del Norte LAFCo Application Deposit

AMOUNT DUE: \$1,000.00

The District is applying for reconsideration of Del Norte LAFCo Municipal Services Review (MSR) conditions and determinations. This reconsideration includes sales tax revenue reserve restriction review, contingent on a funding program now that sales tax is no longer collected. The review includes a Post Sales Tax Fairgrounds Use Funding Program and Facility 5-year Capital Improvement Program Update.

The Initial Application deposit for a MSR reconsideration is \$1,000.00

Please provide a check in the amount of \$1,000.00 payable to:
Del Norte LAFCo and mail to:
1125 16th Street, Suite 200 Arcata CA 95521.

Thank you.

VALERIE STARKEY**INVOICE**

April/May Assistance

707-490-9177
vstarkey@dncfrpd.org1258 McNamara Ave
Crescent City, CA 95531

Description	Quantity	Unit Price	Cost
Meeting prep/Agenda/Minutes	10	\$25.00	\$250.00
Budget	5	\$25.00	\$125.00
Errands	5	\$25.00	\$125.00
		Subtotal	\$500.00
		Total	\$500.00

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 - 09] To [2023 - 09]
 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 27674
 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						3,375,998.11
638-010-07100			Fund Balance Available						-1,750,468.58
638-010-07110			Designated Reserve						-1,625,529.53
Report Totals:						0.00	0.00	0.00	0.00

3 accounts printed

Current period 1 (3/1/2023 - 3/31/2023)

Del Norte Parks and Recreation
Renee

Unit: \$

Monday, May 22, 2023 2:41:03PM

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Date	Posting Description	Reference	Source	Merge #	Debit	Credit	Balance
11900-00-900-A			Cash - Rec & Park Dist CCU Checkin				104,163.89
11910-00-900-A			Cash - Rec & Park Dist CCU Savings				50.00
3/31/2023	SubsidiaryDetail	Interest	BR-Adjustment	145	0.02		
3/31/2023	Rec & Park GL#11910 - 2023-03-31	Type: Interest	1				0.02
11910-00-900-A		Net:		0.02	0.02	0.00	50.02
14300-00-900-A			Deferred Charges - Rec & Park Distr				138.46
3/1/2023	Summarized AP Invoices	Extra	AP-Invoice			13.85	
1/1/2023	California Fair Services Authority	Invoice: 066584	01/2023 Estimated WC Lump Sum				13.85
14300-00-900-A		Net:	13.85-		0.00	13.85	124.61
15000-00-900-A			Cash - County of Del Note				3,360,463.26
21200-00-900-A			Accounts Payable-Rec & Park Distric				406.75-
3/1/2023	Summarized AP Invoices	Invoices	AP-Invoice			264.67	
3/1/2023	California Fair Services Authority	Invoice: 067352	03/2023 Estimated Liability Monthly				264.67
3/3/2023	Summarized AP Invoices	Invoices	AP-Invoice			2,600.00	
3/3/2023	Rural Approaches	Invoice: 1165	Cus ID: DNCF001, Prepared and Submitted				2,600.00
21200-00-900-A		Net:	2,864.67-		0.00	2,864.67	3,271.42-
22800-00-900-A			Designated Reserve - Park & Rec Fa				1,625,300.79-
25900-00-900-A			Funds Balance Available - Co of Del				1,735,162.47-
29300-00-900-A			Net Resources - Rec & Park District				112,036.30-
43500-00-900-A			Interest Income				0.00
3/31/2023	SubsidiaryDetail	Interest	BR-Adjustment	145		0.02	
3/31/2023	Rec & Park GL#11910 - 2023-03-31	Type: Interest	1				0.02
43500-00-900-A		Net:	0.02-		0.00	0.02	0.02-
60000-11-900-A			Insurance Fees				2,134.59
3/1/2023	Summarized AP Invoices	Extra	AP-Invoice		13.85		
1/1/2023	California Fair Services Authority	Invoice: 066584	01/2023 Estimated WC Lump Sum				13.85
3/1/2023	Summarized AP Invoices	Invoices	AP-Invoice		264.67		
3/1/2023	California Fair Services Authority	Invoice: 067352	03/2023 Estimated Liability Monthly, Gen Liab Ins				212.58
3/1/2023	California Fair Services Authority	Invoice: 067352	03/2023 Estimated Liability Monthly, Auto Liab				52.09
60000-11-900-A		Net:	278.52		278.52	0.00	2,413.11
69010-11-900-A			Professional Services - Administrati				5,357.18
3/3/2023	Summarized AP Invoices	Invoices	AP-Invoice		2,600.00		
3/3/2023	Rural Approaches	Invoice: 1165	Cus ID: DNCF001, Prepared and Submitted				2,600.00
69010-11-900-A		Net:	2,600.00		2,600.00	0.00	7,957.18
69030-11-900-A			Professional Services - Accounting/i				598.93
\$ Grand Totals		<u>Beginning Balance</u>	<u>Net Activity</u>		<u>Total Debits</u>	<u>Total Credits</u>	<u>Balance</u>
		0.00	0.00		2,878.54	2,878.54	0.00
		\$ Trial Balances			<u>Total Debits</u>	<u>Total Credits</u>	<u>Balance</u>
			Prior:		3,472,906.31	3,472,906.31	0.00
			Activity:		2,878.54	2,878.54	0.00
			Ending:		3,475,771.00	3,475,771.00	0.00

DEL NORTE COUNTY FAIR, 41ST DAA
Recreational & Park District
BALANCE SHEET
March-23

	<u>22/23</u>	<u>21/22</u>
ASSETS		
ASSETS		
Cash - Central Coast CU Checking Members	104,164	114,566
Cash - Central Coast CU Savings	50	50
Accounts Receivable	0	0
Deferred Charges	125	113
Cash - County of Del Norte	<u>3,360,463</u>	<u>3,730,590</u>
TOTAL ASSETS	<u><u>3,464,802</u></u>	<u><u>3,845,320</u></u>
LIABILITIES & EQUITY		
LIABILITIES		
Accounts Payable/WC Payable	3,271	1
Designated Reserve - Co of Del Norte	1,625,301	1,578,748
Funds Bal Available - Co of Del Nort	<u>1,735,162</u>	<u>2,151,841</u>
TOTAL LIABILITIES	<u><u>3,363,735</u></u>	<u><u>3,730,590</u></u>
EQUITY		
Net Resources - Rec & Park District	112,036	222,447
Net Income	<u>(10,969)</u>	<u>(107,718)</u>
TOTAL EQUITY	<u><u>101,067</u></u>	<u><u>114,729</u></u>
TOTAL LIABILITIES & EQUITY	<u><u>3,464,802</u></u>	<u><u>3,845,320</u></u>

(3/1/2023 - 3/31/2023)

Unit Of Measure: \$

Del Norte Parks and Recreation

Monday, May 22, 2023 2:45:22PM

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Account	Beginning Balance	Debits	Credits	Net Activity	Ending Balance
11900-00-900-A Cash - Rec & Park Dist CCU Checking #S51	104,163.89			0.00	104,163.89
11910-00-900-A Cash - Rec & Park Dist CCU Savings #S50	50.00	0.02		0.02	50.02
14300-00-900-A Deferred Charges - Rec & Park District	75.63			0.00	75.63
15000-00-900-A Cash - County of Del Note	3,534,907.11			0.00	3,534,907.11
21200-00-900-A Accounts Payable-Rec & Park District	207,746.78			0.00	207,746.78
22800-00-900-A Designated Reserve - Park & Rec Fair	1,622,458.41			0.00	1,622,458.41
25900-00-900-A Funds Balance Available - Co of Del Nort	1,912,448.70			0.00	1,912,448.70
29300-00-900-A Net Resources - Rec & Park District	232,371.30			0.00	232,371.30
43500-00-900-A Interest Income			0.02	0.02	0.02
60000-11-900-A Insurance Fees	3,864.69			0.00	3,864.69
69000-11-900-A Professional Services - Legal Expenses	225.50			0.00	225.50
69010-11-900-A Professional Services - Administration	14,714.69			0.00	14,714.69
69020-11-900-A Professional Services - Miscellaneous	300.00			0.00	300.00
69030-11-900-A Professional Services - Accounting/Audit	1,239.12			0.00	1,239.12
80000-00-900-A Prior Year Expense Adjustments	9.00			0.00	9.00
94500-00-900-A Other Operating Expenses	100,000.00			0.00	100,000.00
\$ Grand Totals	Beginning Balance	Debits	Credits	Net Activity	Ending Balance
	0.00	0.02	0.02	0.00	0.00

DEL NORTE COUNTY FAIR, 41ST DAA
RECREATIONAL & PARK DISTRICT
Statement of Operations
March 31, 2023

	Acct. No.	Current YTD 3/31/2023	Budget 22/23	Balance of Budget	% Used 22/23
REVENUES:					
Sales Tax Revenues	RECS	-	-	-	0%
Interest Income	RECI	0	30,000	30,000	0%
TOTAL REVENUES		0	30,000	30,000	0%
EXPENSES:					
Administrative Expenditures	RECA	10,969	40,800	29,831	27%
Prior Year Expenditures	RECP	-	-	-	0%
Capital Expenditures	RECC	-	-	-	0%
Other operating Expenditures	RECO	-	224,000	224,000	0%
TOTAL EXPENSES		10,969	264,800	253,831	4%
TOTAL NET GAIN/LOSS		(10,969)	(234,800)	(223,831)	5%

Detail of Expenditures

	Acct. No.	Current YTD 3/31/2023	Budget 22/23	Balance of Budget	% of Used 22/23
ADMINISTRATION EXPENSE					
Insurance Fees	60000-11-900	2,413	2,800	387	86%
Other Expenses	65000-11-900	0	10,000	10,000	0%
Professional Services - Legal	69000-11-900	0	10,000	10,000	0%
Professional Services - Administration	69010-11-900	7,957	7,500	(457)	106%
Professional Services - Miscellaneous	69020-11-900	0	0	0	0%
Professional Services - Accounting / Audit	69030-11-900	599	10,500	9,901	6%
TOTAL ADMINISTRATION EXPENSE		10,969	40,800	29,831	27%
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	224,000	224,000	0%
TOTAL OTHER OPERATING EXPENSE		-	224,000	224,000	0%

Current period 1 (4/1/2023 - 4/30/2023)

Del Norte Parks and Recreation
Renee

Unit: \$

Monday, May 22, 2023 2:41:22PM
Page 1

Date	Posting Description	Reference	Source	Merge #	Debit	Credit	Balance
11900-00-900-A			Cash - Rec & Park Dist CCU Checkin				104,163.89
11910-00-900-A			Cash - Rec & Park Dist CCU Savings				50.02
14300-00-900-A			Deferred Charges - Rec & Park Distr				124.61
4/1/2023	Summarized AP Invoices	Extra	AP-Invoice			13.85	
1/1/2023	California Fair Services Authority	Invoice: 066584	01/2023 Estimated WC Lump Sum				13.85
14300-00-900-A		Net:	13.85-		0.00	13.85	110.76
15000-00-900-A			Cash - County of Del Note				3,360,463.26
21200-00-900-A			Accounts Payable-Rec & Park Distric				3,271.42-
4/1/2023	Summarized AP Invoices	Invoices	AP-Invoice			264.67	
4/1/2023	California Fair Services Authority	Invoice: 067688	04/2023 Estimated Liability Monthly				264.67
21200-00-900-A		Net:	264.67-		0.00	264.67	3,536.09-
22800-00-900-A			Designated Reserve - Park & Rec Fa				1,625,300.79-
25900-00-900-A			Funds Balance Available - Co of Del				1,735,162.47-
29300-00-900-A			Net Resources - Rec & Park District				112,036.30-
43500-00-900-A			Interest Income				0.02-
60000-11-900-A			Insurance Fees				2,413.11
4/1/2023	Summarized AP Invoices	Extra	AP-Invoice		13.85		
1/1/2023	California Fair Services Authority	Invoice: 066584	01/2023 Estimated WC Lump Sum				13.85
4/1/2023	Summarized AP Invoices	Invoices	AP-Invoice		264.67		
4/1/2023	California Fair Services Authority	Invoice: 067688	04/2023 Estimated Liability Monthly, Gen Liab Ins				212.58
4/1/2023	California Fair Services Authority	Invoice: 067688	04/2023 Estimated Liability Monthly, Auto Liab				52.09
60000-11-900-A		Net:	278.52		278.52	0.00	2,691.63
69010-11-900-A			Professional Services - Administrati				7,957.18
69030-11-900-A			Professional Services - Accounting /				598.93
\$ Grand Totals		<u>Beginning Balance</u>	<u>Net Activity</u>		<u>Total Debits</u>	<u>Total Credits</u>	<u>Balance</u>
		0.00	0.00		278.52	278.52	0.00
	\$ Trial Balances				<u>Total Debits</u>	<u>Total Credits</u>	<u>Balance</u>
			Prior:		3,475,771.00	3,475,771.00	0.00
			Activity:		278.52	278.52	0.00
			Ending:		3,476,035.67	3,476,035.67	0.00

DEL NORTE COUNTY FAIR, 41ST DAA
Recreational & Park District
BALANCE SHEET
April-23

	<u>22/23</u>	<u>21/22</u>
ASSETS		
ASSETS		
Cash - Central Coast CU Checking Members	104,164	113,804
Cash - Central Coast CU Savings	50	50
Accounts Receivable	0	0
Deferred Charges	111	101
Cash - County of Del Norte	<u>3,360,463</u>	<u>3,757,713</u>
TOTAL ASSETS	<u><u>3,464,788</u></u>	<u><u>3,871,668</u></u>
LIABILITIES & EQUITY		
LIABILITIES		
Accounts Payable/WC Payable	3,536	48
Designated Reserve - Co of Del Norte	1,625,301	1,584,300
Funds Bal Available - Co of Del Nort	<u>1,735,162</u>	<u>2,173,413</u>
TOTAL LIABILITIES	<u><u>3,363,999</u></u>	<u><u>3,757,761</u></u>
EQUITY		
Net Resources - Rec & Park District	112,036	222,447
Net Income	<u>(11,248)</u>	<u>(108,540)</u>
TOTAL EQUITY	<u><u>100,789</u></u>	<u><u>113,907</u></u>
TOTAL LIABILITIES & EQUITY	<u><u>3,464,788</u></u>	<u><u>3,871,668</u></u>

DEL NORTE COUNTY FAIR, 41ST DAA
RECREATIONAL & PARK DISTRICT
Statement of Operations
April 30, 2023

	Acct. No.	Current YTD 4/30/2023	Budget 22/23	Balance of Budget	% Used 22/23
REVENUES:					
Sales Tax Revenues	RECS	-	-	-	0%
Interest Income	RECI	0	30,000	30,000	0%
TOTAL REVENUES		0	30,000	30,000	0%
EXPENSES:					
Administrative Expenditures	RECA	11,248	40,800	29,552	28%
Prior Year Expenditures	RECP	-	-	-	0%
Capital Expenditures	RECC	-	-	-	0%
Other operating Expenditures	RECO	-	224,000	224,000	0%
TOTAL EXPENSES		11,248	264,800	253,552	4%
TOTAL NET GAIN/LOSS		(11,248)	(234,800)	(223,552)	5%

Detail of Expenditures

	Acct. No.	Current YTD 4/30/2023	Budget 22/23	Balance of Budget	% of Used 22/23
ADMINISTRATION EXPENSE					
Insurance Fees	60000-11-900	2,692	2,800	108	96%
Other Expenses	65000-11-900	0	10,000	10,000	0%
Professional Services - Legal	69000-11-900	0	10,000	10,000	0%
Professional Services - Administration	69010-11-900	7,957	7,500	(457)	106%
Professional Services - Miscellaneous	69020-11-900	0	0	0	0%
Professional Services - Accounting / Audit	69030-11-900	599	10,500	9,901	6%
TOTAL ADMINISTRATION EXPENSE		11,248	40,800	29,552	28%
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	224,000	224,000	0%
TOTAL OTHER OPERATING EXPENSE		-	224,000	224,000	0%

(4/1/2023 - 4/30/2023)

Unit Of Measure: \$

Del Norte Parks and Recreation

Monday, May 22, 2023 2:45:42PM

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Page 1

Account	Beginning Balance	Debits	Credits	Net Activity	Ending Balance
11900-00-900-A Cash - Rec & Park Dist CCU Checking #S51	104,163.89			0.00	104,163.89
11910-00-900-A Cash - Rec & Park Dist CCU Savings #S50	50.02			0.00	50.02
14300-00-900-A Deferred Charges - Rec & Park District	75.63			0.00	75.63
15000-00-900-A Cash - County of Del Note	3,534,907.11			0.00	3,534,907.11
21200-00-900-A Accounts Payable-Rec & Park District	207,746.78			0.00	207,746.78
22800-00-900-A Designated Reserve - Park & Rec Fair	1,622,458.41			0.00	1,622,458.41
25900-00-900-A Funds Balance Available - Co of Del Nort	1,912,448.70			0.00	1,912,448.70
29300-00-900-A Net Resources - Rec & Park District	232,371.30			0.00	232,371.30
43500-00-900-A Interest Income	0.02			0.00	0.02
60000-11-900-A Insurance Fees	3,864.69			0.00	3,864.69
69000-11-900-A Professional Services - Legal Expenses	225.50			0.00	225.50
69010-11-900-A Professional Services - Administration	14,714.69			0.00	14,714.69
69020-11-900-A Professional Services - Miscellaneous	300.00			0.00	300.00
69030-11-900-A Professional Services - Accounting/Audit	1,239.12			0.00	1,239.12
80000-00-900-A Prior Year Expense Adjustments	9.00			0.00	9.00
94500-00-900-A Other Operating Expenses	100,000.00			0.00	100,000.00
\$ Grand Totals	Beginning Balance	Debits	Credits	Net Activity	Ending Balance
	0.00			0.00	0.00

Consent

Sign In

March 2023 Balance Sheets.pdf

Del Norte Fairgrounds Trust
Balance Sheet
March 31, 2023

Unaudited

ASSETS

638 010 00000	Cash Del Norte Fairgrounds	3,375,99
	Total Assets	<u>3,375,99</u>

LIABILITIES AND FUND EQUITY

638 010 07100	Fund Balance Available	1,750,46
638 010 07110	Designated Reserve	<u>1,625,52</u>
	Total Liabilities and Fund Equity	<u>3,375,99</u>

Statement of Operations - Rec & Parks Expenses

	Acct. No.	Current YTD Mar-23	Budget 2023	Balance of Budget	% of Used 2023
REC AND PARKS EXPENSES:					
Salaries & Wages - Permanent *R&P	50000-12-000	14,436	57,744	43,308	25%
Salaries & Wages - Temporary *R&P	50100-12-000	7,193	106,352	99,159	7%
Bank/CC Charges & Fees *R&P	54000-11-000	99	225	126	44%
Dues & Subscriptions *R&P	57000-11-000	1,571	4,800	3,229	33%
Insurance Fees *R&P	60000-11-000	3,422	50,000	46,578	7%
Other Expenses *R&P	65000-11-000	990	7,500	6,510	13%
Professional Services *R&P	69000-11-000	4,164	23,000	18,836	18%
Audit *R&P	69030-11-000	-	10,000	10,000	0%
Office Supplies & Expense *R&P	74000-11-000	2,592	9,500	6,908	27%
Phone & Postage *R&P	75000-11-000	2,556	10,000	7,444	26%
Utilitites *R&P	63000-12-000	18,003	60,000	41,997	30%
Buildings & Grounds Maintenance *R&P	64000-12-000	6,844	90,000	83,157	8%
Equipment Maintenance *R&P	64010-12-000	2,967	45,500	42,533	7%
Special Repairs *R&P	64020-12-000	-	-	-	0%
Other Expense *R&P	65000-12-000	-	-	-	0%
Professional Services *R&P	69000-12-000	-	8,500	8,500	0%
Equipment Rental *R&P	72000-12-000	362	5,000	4,638	7%
Trash Disposal *R&P	78000-12-000	-	500	500	0%
Professional Services *P&R	69000-70-100	-	24,039	24,039	0%
Professional Services *P&R	69020-80-100	-	3,000	3,000	0%
Professional Services *P&R	69000-75-100	-	31,000	31,000	0%
Professional Services - Rodeo *P&R	69000-75-110	-	38,500	38,500	0%
TOTAL EXPENDITURES		65,198	585,160	519,962	11%

CAPITAL PROJECTS

Construction in Progress	19000-00-000	-	-	-	0%
CIP - Grandstands Replacement	19000-00-804	-	-	-	0%
CIP - Public Safety Power Shutoff	19000-00-805	10,000	-	(10,000)	0%

3a

41ST DAA 2023 CASH FLOW
ACTUAL & PROJECTED Revenue and Expenses - 2023

	ACTUAL & PROJECTED Revenue and Expenses - 2023												RUNNING BUDGET COMPARISON				
	Actual Jan-23	Actual Feb-23	Actual Mar-23	Projected Apr-23	Projected May-23	Projected Jun-23	Projected Jul-23	Projected Aug-23	Projected Sep-23	Projected Oct-23	Projected Nov-23	Projected Dec-23	TOTAL 2023	BUDGETED 2023	PROJECTED 2023	VAR \$	VAR %
BEGINNING UNRESTRICTED RESERVE	\$422,527	\$346,062	\$323,881	\$300,511	\$255,739	\$188,302	\$117,199	(\$9,737)	\$81,296	\$53,696	\$45,343	\$14,955	\$255,222				
Rec & Parks Allocation	0	0	0	0	0	0	0	0	0	0	0	0	0	350,000	350,000	0	0%
State Allocation (Local Base Allocation Only)	0	0	0	0	0	0	0	0	0	0	0	0	0	45,830	45,830	0	0%
Training Reimbursement	0	0	0	965	0	0	0	0	0	0	0	0	965	2,903	965	-1,938	-67%
Operating Revenue (PSPS Grant refund)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
Admissions to Grounds	0	0	0	0	160	671	8,161	112,128	0	0	0	0	121,120	121,120	121,120	0	0%
Commercial Space	0	0	1,075	2,500	3,000	3,000	4,000	5,000	10,590	0	0	0	18,575	21,483	18,575	-2,908	-14%
Carnival Revenue	0	0	0	0	0	9,803	49,902	36,705	0	0	0	0	107,000	107,000	107,000	0	0%
Concessions	0	0	900	1,050	1,000	800	300	37,000	0	6,457	0	0	47,507	47,767	47,507	-260	-0%
Exhibit Revenue	0	0	0	0	0	53	2,000	1,500	0	0	0	0	3,553	3,553	3,553	0	0%
Horse Show	0	0	60	0	0	0	500	500	0	440	0	0	2,300	2,240	2,300	60	3%
Entertainment Revenue	0	0	0	0	0	1,000	10,000	20,000	0	0	0	0	31,000	45,000	31,000	-14,000	-31%
Miscellaneous Fair Revenue	96	0	150	0	0	1,500	10,460	8,484	0	0	0	0	20,690	20,540	20,690	150	1%
Intern Revenue	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
Intern Attractions	18,375	18,318	17,723	17,000	18,000	18,000	17,000	25,000	27,717	30,000	0	0	243,133	275,092	243,133	-31,959	-12%
Other Operating Revenue	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
Prior Year Revenue Adjustment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
TOTAL OPERATING REVENUE	18,471	18,318	19,908	21,515	22,160	34,827	102,323	246,317	38,807	36,897	18,300	18,000	896,895	1,042,628	991,673	-50,955	-5%
EXPENSES INCURRED	440,998	364,380	343,789	322,026	277,899	223,129	219,622	292,410	120,103	90,893	63,643	32,955					
Operating Expenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
Administration	27,697	20,788	19,347	30,000	30,000	55,000	32,000	32,376	25,000	25,000	25,000	20,000	342,208	358,073	342,208	0.00	0%
Maintenance & General Operations	15,956	19,306	21,961	35,600	58,183	40,000	50,000	75,000	20,000	19,071	20,000	15,000	390,077	410,551	390,077	-19,865	-4%
Publicity	246	405	0	0	500	323	6,657	4,713	1,061	0	0	0	13,905	14,000	13,905	-20,474	-5%
Attendance Operations	0	0	0	0	0	0	7,545	15,536	8,718	0	0	0	31,799	31,799	31,799	0	0%
Miscellaneous Fair	1,347	0	616	0	0	200	528	13,857	10,426	0	0	0	25,627	26,121	25,627	-94	-0%
Premiums	45	0	1,114	0	0	0	3,535	3,137	0	0	0	0	7,805	8,000	7,805	-194	-2%
Exhibits	0	0	138	460	462	427	15,000	9,222	0	0	0	0	26,116	25,978	26,116	138	1%
Horse Show Expense	0	0	0	0	0	0	650	0	0	0	0	0	650	650	650	0	0%
Fair Entertainment Expense	0	0	0	0	200	1,129	112,917	44,310	1,110	834	0	0	160,500	160,500	160,500	0	0%
Intern Expense	0	0	102	227	282	3,851	407	2,953	92	345	0	0	15,615	16,314	15,615	-699	-4%
Equipment (Funded by Fair)	0	0	0	0	0	3,000	0	0	0	0	0	0	5,000	5,000	5,000	0	0%
Prior Year Expense Adjustment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
Cash (Over/Under)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
Depreciation Expense	49,645	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
Capital Expenditures (Funded by Fair)	94,936	40,489	43,278	66,287	89,597	105,930	229,259	201,114	66,407	45,250	48,688	39,095	49,645	49,645	49,645	-355	-1%
TOTAL EXPENSES INCURRED	346,062	323,881	300,511	255,739	188,302	117,199	(9,737)	81,296	53,696	45,343	14,955	(6,140)	1,068,948	1,106,985	1,068,948	-38,038	-3%
ENDING UNRESTRICTED RESERVE													49,645	50,000	49,645	-355	-1%
													1,068,948	1,068,948	1,068,948	-38,038	-3%

41st District Agricultural Association

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421 Hwy 101 North
Crescent City, CA 95531

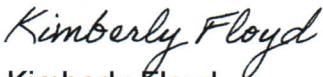
Phone 707-464-9556
Fax 707-464-9519

1-800-350-9556
E-Mail: info@dnfair.org

April 27, 2023

The 41st District Fair Board is requesting from the Rec and Parks Department an allocation of \$300,000 per the MOU, section 6, between both boards that was signed in 2016 and as per the 41st District Agricultural Association's 2021 budget. The funds are being used for non-administrative salaries, routine grounds maintenance, insurance and other costs associated with the fair and the fairgrounds. Please see attached workflow chart.

Sincerely,



Kimberly Floyd
Chief Executive Officer

***DEL NORTE
COUNTY FAIR-
GROUNDS RECRE-
ATION AND PARK
DISTRICT***

BOARD ORDER 2023-01

The Board of Directors of the Del Norte County Fairgrounds Recreation and Park District hereby orders the transfer of \$300,000 from the County held Trust Account into the operating account at Coast Central Credit Union in order to fund day to day operations of the District in addition to future funding allocations to the 41st DAA.

Passed and adopted at a Special Meeting of the Board of Directors of the Del Norte County Fairgrounds Recreation and Park District held on May 25, 2023 by the following polled vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Certified by:

Doug Wakefield, President

Sabina Renner, Director

Del Norte County Fairgrounds Recreation and Park District



From: Richard Wier richwier@gmail.com
Subject: Resignation Notification
Date: May 1, 2023 at 2:06 PM
To: Doug Wakefield xstriper@me.com, aricciardi@dncfrpd.org, Valerie Starkey vstarkey@dncfrpd.org

Please accept this as my formal notice of resignation from the Del Norte Parks and Recreation Board.
It has been a pleasure to serve on the board with my fellow Board of Directors.

Please list this item on the May 25, 2023 Agenda for necessary action by the Board.

Regards
Richard Wier

Notice of Vacancy

Interested persons are hereby notified that pursuant to Government Code §1780 there is a vacancy on the:

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.

Applications are available at the Del Norte County Fairgrounds or online:

Address for collection application: 421 Hwy 101 North Crescent City, California 95531 OR on line at www.dncfrpd.org

Applications can be returned by email to vstarkey@dncfrpd.org, mailed to P.O. Box 402, Crescent City, CA 95531 or in person at a time arranged.

Phone: (707) 490-9177

Email: vstarkey@dncfrpd.org

Website: dncfrpd.org Applications are due by July 1, 2023

The district board has 60 days from the date the board is notified of the vacancy or the effective date of the vacancy, whichever is later, to fill the vacancy by Appointment or call a special election.
Gov. Code 1780

Pursuant to Government Code 1780 this notice will be posted for 15 days in 3 or more conspicuous locations in the district prior to the date of selection.