

DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK DISTRICT

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

MINUTES

REGULAR MEETING

THURSDAY, MAY 25, 2023

TIME: 6 pm

Board Members Present:

Doug Wakefield, President

Rich Weir, Director

Donna Hopkins, Director

Board Members Absent:

Sabrina Renner, Secretary

Steven Westbrook, Director

Others Present:

Valerie Starkey

Kim Floyd

Patti Vernelson

1. ***President Wakefield called the meeting to order at 6 p.m.***
2. ***Public Comment: None***
3. Approve the Consent Agenda:
On a Motion by Director Weir, seconded by Director Hopkins, the Board voted unanimously to approve the consent agenda.
 - a. Approve expenditures processed for payment since the meeting of February 2023
 - b. Approve financial statements received from CSFA for the months of March and April 2023.
 - c. Approve financial statements from the County of Del Norte for the months of March and April 2023.
4. New Business:
 - a. The Board received a quarterly financial report from the 41st DAA pursuant to the MOU dated September 20, 2016.

- b. PUBLIC HEARING was held on the Preliminary Budget for Fiscal Year 2023-24.

Following the Public Hearing, on a motion by Director Hopkins, seconded by Director Wakefield, the board voted to adopt the preliminary budget for 2023-24.

AYES: Directors Hopkins, Wakefield, Wier.

NOES: None

ABSENT: Directors Renner, Westbrook

- c. The board discussed an additional funding allocation request \$300,000 from the 41st District Agricultural Association.

On a motion by Director Hopkins, seconded by Director Wakefield, the board voted to approve the request.

Poll the vote:

AYES: Directors Hopkins, Wakefield, Wier

NOES: None

ABSENT: Directors Renner, Westbrook

- d. Consider the approval of the transfer of \$300,000 from the County held Trust Account into the operating account at Coast Central Credit Union. Directors discussed that the operating account is running low following the last funding allocation to the 41st DAA.

On a motion by Director Hopkins, seconded by Director Wier, the board approved Board Order 2023-01.

Poll the vote:

AYES: Directors Hopkins, Wakefield, Wier

NOES: None

ABSENT: Directors Renner, Westbrook

- e. Accept the resignation of Director Rich Wier, effective May 25, 2023. Take action to fill the seat vacated by Rich Wier.

The Board voted to post a Notice of Vacancy for the Del Norte County Fairgrounds Recreation Park District Board of Directors is to fill the remainder of a 4-year term ending in November of 2024. Applications are available at the Del Norte County Fairgrounds office or online at www.dncfrnpd.org, or can be returned by mail to PO Box 402, Crescent City, CA 95531. Applications are due by July 1, 2023.

Motion by Director Hopkins, seconded by Director Wakefield and unanimously adopted with Director Wier in agreement.

- f. ***The Board accepted the resignation of Andre Carpenter on a motion by Director Hopkins, seconded by Director Wakefield with Director Wier in agreement.***
- g. ***On a motion by Director Hopkins, seconded by Director Wakefield, the Board reviewed and approved the hiring of Patti Vernelson as administrative assistant and authorized entering a contract with Ms. Vernelson, as included in the packet.***

Poll the vote:

AYES: Directors Hopkins, Wakefield, Wier

NOES: None

ABSENT: Directors Renner, Westbrook

OLD BUSINESS:

- a. The board received an update on Beach Tech 1000 purchase and operation that it hasn't been used yet.
- b. The board received an update on the generator, installation, and service to equipment – pouring pad.
- c. The board received an update on the status of the purchase of the grandstands. They are completed.
- d. The board received an update from Susan Brown that she will be leaving the area.

The board asked staff to draft a thank you card to be signed at the next meeting.

5. Committee Reports:
 - a. Finance Committee:
Report out from meeting of May 8, 2023, that the Committee prepared the Preliminary Budget that was included under "New Business".
 - b. Public Relations Committee: *None*
6. Board Comments: *Directors Wakefield and Hopkins thanked Rich Weir for his service on the Board.*
7. Adjournment: *The meeting was adjourned at 7:00 p.m. to the next Regular Session meeting on June 22, 2023, at 6:00 p.m. at the Del Norte County Fairgrounds Board Room.*