

DNCFRPD

DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK DISTRICT

421 Hwy 101 North
Crescent City, CA 95531

Website: <https://dn CFRPD.org>

Phone 707-218-8494

AGENDA SPECIAL MEETING

October 15, 2024

TIME: 4:00 p.m. (Convene)

Meeting officially begins at 4:15

Meeting Location

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

Board of Directors

Doug Wakefield, President
Sabina Renner, Secretary
Donna Hopkins, Director
Michelle Camarena, Director
Cory Countess, Director

Administrative Assistant: Patti Vernelson

1. President Wakefield will call the meeting order and take the roll. Called to order at 4:15.
1. **PUBLIC COMENT PERIOD:** Members of the Public may address the Board of Directors on matters that we 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 until such items have been properly noticed for a future meeting agenda.

2. **Consent Agenda:** (Discussion/Action by Board). All items on the Consent Agenda will be approved in one motion unless a Board Member requests separate action on a specific item.
- a. Approve the Minutes of the September 10, 2024, Regular Meeting of the Board.
 - b. Receive and review current account summary received from Coast Central Credit Union, statement period: 8/31/2024.
 - c. Receive and review Balance Sheet from DNCO as of August 31, 2024.
 - d. Receive and approve CSFA Invoice for Accounting and business Services in the amount of \$137.80 for September 2024. (Requires a polled vote).

Motion by: Seconded by:

On a polled vote, members voted to approve as follows: Director Hopkins:
Director Camarena: Director Countess: Director Renner: President
Wakefield:

3. **Regular Agenda:** (Discussion/Action by Board). Approval of payments requires a polled vote of the Board.

New Business:

- a. Receive letter from Coast Central Credit Union re Changes Affecting the Terms and Conditions of Your Business Account (DNCFRPD).
- b. Copy of check issued to the 41st DAA by the County of Del Norte, Auditor-Controller in the amount of \$113,000. This amount was not transferred to the District's CCCU and did not go through the regular process usually followed. Checking account but was transferred directly from county to 41st DAA.
- c. Discussion of process to transfer funds from DNCFRPD to the 41st. Consider and adopt a policy about how funds are to be transferred in the future.
- d. Discuss and recommend appointments to be made to the DNCFRPD to fill positions on the board, as follows: Donna Hopkins, Michelle Camarena, Cory Countess (Short Term). The recommendations are made to the Board of Supervisors and will be acted upon by this Board's advice.
Direct staff to return the required, completed form to the Registrar of Voters no later than October 28, 2024.
- e. Review and approve (requires a polled vote) the September 17, 2024, statement from the Del Norte County Registrar of Voters for Election Services for the November 5, 2024, election in the amount of \$210.00.

Motion by: Seconded by:

On a polled vote, members voted to approve as follows: Director Hopkins:
Director Camarena: Director Countess: Director Renner:
President Wakefield:

Old Business:

- a. Review Notes from the District's 2x2 committee on the LAFCo process to develop a Long-Range Funding Program and 5-year Capital Improvement Plan (2024-2029).
- b. Other:

- c. Committee Reports: Board Members
 - 1. Finance Committee – board report on 2x2 meeting with the 41st DAA members.
 - 2. Public Relations Committee
 - 3. Junior Livestock Auction Committee
- d. 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.
- e. There being no further business, the President will adjourn the meeting.

****Pursuant to the Americans with Disabilities Act, anyone requiring reasonable accommodation to 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, 707 464-9556, and the message will be forwarded to the District.**