

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 April 7, 2025 TIME: 4:00 p.m.

**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

President Wakefield will call the meeting to order and take the roll.

PUBLIC COMMENT 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.

1. Consent Agenda: (Discussion/Action by Board).

Approve the Minutes of the March 10, 2025, Special Meeting of the Board.

2. Regular Agenda:

New Business:

- a. Review and approve invoice from Kurt Elzner for annual website hosting and consulting services in the amount of \$270.00.

This item requires a polled vote of the board.

Motion to approve made by: Seconded by:

Polled vote:

- b. Receive annual accountings for FY 2022-23 from CSFA, per March agenda.
- c. Receive annual accountings for FY 2023-24 from CSFA, per March agenda.

3. New Business:

- a. Approve a Budget Transfer in the amount of \$250,000 from the District's 2024-25 Fiscal Year Final Budget to the 41st DAA. This action requires a polled vote of the Board.

Motion by: Seconded by:

Polled vote of Directors:

- b. Approve the Board Order that authorizes the above transfer, to be signed by the Board President.

Direct staff to work with the County Auditor-Controller to transfer funds to the District's Coast Center Credit Union Account and authorize CSFA to cut a check to the 41st DAA.

- d. Discuss Preliminary Budget for FY 2025-26, based on Final Budget for FY 2024-25. The District does not yet have accounting figures for 2024-25. Take action as needed.

4. Old Business:

- a. Discuss steps necessary to move the LAFCO June process forward. Review document prepared by George Williamson. Take action as needed.
- b. Follow-up on Job descriptions for Grant Writer position. Give direction to staff for changes and distribution.
- c. Follow-up on Friends of the Fairgrounds donation request and options for sending to community members.
- 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.

Adjournment. Set the next meeting date. There being no further business, President Wakefield 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.**

