

**Del Norte County Fairgrounds Park and
Recreation District
MINUTES
SPECIAL MEETING
Tuesday, May 6th, 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

1. **President Wakefield called the meeting order at 4:00 p.m. and took the roll. All Board members were in attendance. Others in attendance: Patti Vernelson**

1. **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. **There were no public comments.**

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 April 7 Special Meeting of the Board.
 - b. Receive and review current account summary received from Coast Central Credit Union Summary, July 2024-April 2025.
Item b was removed from the agenda.
On a Motion by Director Camarena, seconded by Director Hopkins, the Board unanimously approved the Consent Agenda, Item a., Minutes of the April 7th Special Board Meeting.

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

New Business:

- a. Consider request by Director Wakefield to discuss and take appropriate action as needed to replace the lights around the rodeo area.
There was a long discussion about replacing the lights, what is the reason to replace? Can lightbulbs be replaced? quotes received by Kim Floyd, 41st DAA CEO from contractor Neil Goodman, whether incentives were available, if it would be possible to make a deal with Pacific Power to use its equipment to do work. Goodman estimate seemed high to board members. Currently there are 36 lights, 6 poles. 1 or 2 are out.
- b. Review and adopt Preliminary Budget for fiscal year 2025-2026.
Discuss about draft budget prepared by staff. Directors said the number added to the line item for transfer to the 41st DAA was higher than normal, which is usually \$250,000 annually. Budget numbers for admin and operations, tech assistance, grant writing potential will be evaluated in more detail before the June meeting. No action was taken on the preliminary budget. Final figures of expenditures will be available after the June 30 fiscal year ends.

Old Business:

LAFCO

- a. Receive as informational, a copy of the 2020 Municipal Service Review and Sphere of Influence Update, Del Norte LAFCO.
- b. Receive as informational. A copy of the Scope of Work and bill to the District dated July 2024 submitted by LAFCO to move the MSR process forward.
- c. Report from Director Hopkins re communications with George Williamson from LAFCO. Review recent emails from George Williamson, LAFCO staff, re documents needed from the District. Discuss director questions about the upcoming LAFCO public hearing and any further action needed by the District.

OTHER

- a. Discussion re Grant Writer position
The position is posted on the 41st website and the District website. It was sent to all Directors to distribute to a larger circle. Staff sent this out to multiple nonprofits and to the Humboldt Area Foundation to share with its partners.
- b. Discussion re Friends of Fairgrounds fundraising efforts
- d. Committee Reports: Board Members
1. Finance Committee
 2. Public Relations Committee
 3. Junior Livestock Auction Committee

- e. 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.
- f. Set next meeting date.
- g. 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.