

DNCFRPD
DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK DISTRICT
421 Hwy 101 North
Crescent City, CA 95531

Website: <https://dnctrpd.org>
Phone 707-218-8494

AGENDA, REGULAR MEETING
Wednesday, October 14th, 4:00 p.m.
Del Norte Fairgrounds Board Room
421 HWY 101 North, Crescent City, CA 95531

Join the Meeting via Zoom
<https://us06web.zoom.us/j/5971831671?omn=86482065610>
Meeting ID: 597 183 1671

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 the meeting order** at 4:00 p.m. and take roll. Introduce guests.
2. **PUBLIC COMENT PERIOD:** Members of the Public may address the Board of Directors on matters that are 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.
3. **CONSENT AGENDA:** (Discussion/Action by Board).
 - a. Approve the Minutes of the Special Board Meeting held September 10th, 2025.
4. **NEW BUSINESS:**
 - a. Review and approve the Professional Service Agreement with Sara Barbour for administrative support services, at an hourly fee of \$40 per hour, term beginning October 15, 2025, ending June 30, 2026. The contract will be renewed at the start of the new fiscal year. This action requires a polled vote of the Board.

- b. Approve the Invoice dated October 2, 2025, submitted by Nicholas Vogel for fund development services in the month September 2025, in the amount of \$1,587.50. This action requires a polled vote of the Board.
- c. Approve Invoices from Nicholas Vogel in the amount of \$56.96 for reimbursement of costs incurred on behalf of the nonprofit. These include: Filing Fees for Articles of Incorporation, State of California, \$30.00; Stamp purchase, USPS, \$26.96. This action requires a polled vote of the Board.
- d. Receive and Review Fiscal Accounting for Fiscal Year 2024-25 prepared by Renee Yi, Accountant, California Fair Services Authority. Discussion, questions for future agenda.

5. **OLD BUSINESS:**

LAFCO

- a. Oral Report by Director Hopkins of communications with George Williamson, LAFCO CEO, regarding the Final Cost Analysis bill submitted by LAFCO in the amount of \$3,330.50. Approval of payment requires a polled vote of the Board.
- b. Committee Reports:
 - 1. Finance Committee
 - 2. Public Relations Committee
 - 3. Junior Livestock Auction Committee
- c. 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.
- d. Set meeting date for November 2025. Consider starting meetings at 5:00 p.m.
- e. The President will adjourn the meeting if there is no further business.

**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 t message will be forwarded to the District.