



# REGULAR MEETING NOTICE

33<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS MEETING

Tuesday January 14, 2025

**ANNUAL PLANNING SESSION 5:00pm**

**MONTHLY MEETING at 6:00pm**

[www.boladoparkeventcenter.com](http://www.boladoparkeventcenter.com)

9000 Airline Hwy, Tres Pinos, CA

831-628-3421

Meeting Notice and Agenda posted Friday January 3, 2025

<b>Directors:</b>	Richard Bianchi – President	Servando Flores	Vacant Pending Appointment
	Clark Stone – Vice President	Vacant	Vacant Pending Appointment
	Nicole Shelton	Vacant	Vacant Pending Appointment

### **Mission Statement**

The 33<sup>rd</sup> District Agricultural Association organizes and presents a family oriented annual County Fair which is entertaining, educational and affordable to all members of its community. It manages its facility to provide safe and attractive year-round environment for its community.

### **Notes**

Please be informed that any member of the public has a right and is invited to participate during this public meeting and may address the Board either during the “Public Comment” portion and/or during the discussion of any particular item listed on the agenda. To make a request to add an item to the agenda or request a presentation to the Board, please contact the office at 831-628-3421 or [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com) eleven (11) calendar days before the meeting. <sup>1 2 3</sup>

**PUBLIC COMMENT-** Public comment is a right granted to the public. It is reserved for items that are not listed on the agenda, but under this Board’s jurisdiction. Please be informed that public participation under Public Comment will be limited to three (3) minutes per speaker and in accordance with State law, the Board will not comment or otherwise consider such Public Comment item for business until and unless such item has been properly placed on the agenda at a future meeting.

Should you wish to request a specific agenda item, your request must be made/received in writing by mail or email by 4:00pm 11 Days before the scheduled Meeting. Should you wish to write a letter to the Board of Directors, please email [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com) no later than 9:00am on Monday January 13, 2025 and your letter will be forwarded to each Director to read prior to the meeting. Letters by mail must also be received at PO Box 780 Tres Pinos, CA 95075 by Monday January 13<sup>th</sup>, to be scanned to the Directors.

### **Upcoming Committee Meetings NOTICE:**

No Meetings scheduled in January

<sup>1</sup> Persons with disabilities who may require accommodations to attend the meeting are requested to contact the CEO’s office at 831-628-3421 or [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com)

<sup>2</sup> The 33<sup>rd</sup> DAA agendas can also be accessed on the web at <http://www.boladoparkeventcenter.com>

<sup>3</sup> Questions regarding agenda items should be directed to the CEO’s office at 831-628-3421 or [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com)

In the absence of a Quorum of a Full Board of Directors (5 Directors), the President will Shift to the Appointed Delegated Authority Committee to proceed with the Agenda and vote on listed Items.

## DELEGATED AUTHORITY MEETING NOTICE

33<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS MEETING

Tuesday January 14, 2025

**ANNUAL PLANNING SESSION 5:00pm**

**MONTHLY MEETING at 6:00pm**

[www.boladoparkeventcenter.com](http://www.boladoparkeventcenter.com)

9000 Airline Hwy, Tres Pinos, CA

831-628-3421

Meeting Notice and Agenda posted Friday January 3, 2025

<b>Directors:</b>	Richard Bianchi – President	Servando Flores	Vacant Pending Appointment
	Clark Stone – Vice President	Vacant	Vacant Pending Appointment
	Nicole Shelton	Vacant	Vacant Pending Appointment

### Mission Statement

The 33<sup>rd</sup> District Agricultural Association organizes and presents a family oriented annual County Fair which is entertaining, educational and affordable to all members of its community. It manages its facility to provide safe and attractive year-round environment for its community.

### Notes

Please be informed that any member of the public has a right and is invited to participate during this public meeting and may address the Board either during the “Public Comment” portion and/or during the discussion of any particular item listed on the agenda. To make a request to add an item to the agenda or request a presentation to the Board, please contact the office at 831-628-3421 or [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com) eleven (11) calendar days before the meeting. <sup>4 5 6</sup>

**PUBLIC COMMENT-** Public comment is a right granted to the public. It is reserved for items that are not listed on the agenda, but under this Board’s jurisdiction. Please be informed that public participation under Public Comment will be limited to three (3) minutes per speaker and in accordance with State law, the Board will not comment or otherwise consider such Public Comment item for business until and unless such item has been properly placed on the agenda at a future meeting.

Should you wish to request a specific agenda item, your request must be made/received in writing by mail or email by 4:00pm 11 Days before the scheduled Meeting. Should you wish to write a letter to the Board of Directors, please email [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com) no later than 9:00am on Monday January 13, 2025 and your letter will be forwarded to each Director to read prior to the meeting. Letters by mail must also be received at PO Box 780 Tres Pinos, CA 95075 by Monday January 13<sup>th</sup>, to be scanned to the Directors.

### Upcoming Committee Meetings NOTICE:

No Meetings scheduled in January

---

<sup>4</sup> Persons with disabilities who may require accommodations to attend the meeting are requested to contact the CEO’s office at 831-628-3421 or [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com)

<sup>5</sup> The 33<sup>rd</sup> DAA agendas can also be accessed on the web at <http://www.boladoparkeventcenter.com>

<sup>6</sup> Questions regarding agenda items should be directed to the CEO’s office at 831-628-3421 or [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com)

# ANNUAL PLANNING SESSION AGENDA

## 5:00 pm

**CALL TO ORDER** – President Richard Bianchi

Items listed on this agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

## Topics for Discussion and Direction for 2025 *(All Topics discussed may include action for Board to direct staff)*

1. Infrastructure Concerns and Goals. Discuss Items to prioritize for updating and edit goals list for building and grounds committee.
2. Discuss additional revenue opportunities – Revisit Event Coordinator position and Staffing
3. Elect Board officers for 2025
4. Appoint Committees for 2025 – Consider inviting members of the community to serve on additional committees with a Board member.
5. Discuss and set Board Meeting calendar for 2025

## MEETING AGENDA

## 6:00 pm

**CALL TO ORDER** – President Richard Bianchi

Items listed on this agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

**PLEDGE OF ALLEGIANCE** – Led by Director Nicole Shelton

**ROLL CALL/DIRECTORS ABSENT** – Directors Present, Directors Excused.

**INTRODUCTION OF GUESTS AND STAFF** –

**PUBLIC COMMENT** – Members of the public will have up to 3 minutes to address items under this board's jurisdiction but not on the agenda.

**If Lack of Quorum of 5 Board Members: Adjourn Regular Meeting and Open Delegated Authority Meeting**

**CONSENT AGENDA** *(Discussion and Action by Board- Board members may approve consent agenda as is or pull individual items for further discussion)*

1. Review and Approval of the Minutes from the December 17, 2024 Meeting
2. Review and Approval of CEO Time sheets for December 2024
3. Review and Approval of Interim and event Contracts for December 2024.
4. Approve Board Meeting Calendar for 2025 33<sup>rd</sup> DAA Board Meetings

## **REPORTS AND INFORMATION** *(All Reports are informational, no action taken)*

### **CEO REPORT**

1. Informational Report Regarding Bolado Park Event Center provided in Board packet prior to meeting includes but not limited to:
  - a. Update on Facility Maintenance Repairs
  - b. Information on Interim Rentals
  - c. General Overview of Facility Operations and Staff
  - d. Report on community meetings attended
  - e. Discuss Office closure during WFA Conference
2. Discussion and direction on items on CEO Report

### **COMMITTEE REPORTS**

1. Finance Committee – Directors
  - a. Receive Finance Committee Report for November 2024
  - b. Present bills and request for reimbursement for CEO attendance at IAFE Conference.
2. Vision/Buildings and Grounds – Director Flores and Director Bianchi
  - a. Golf Course Property – CalFIRE rental update
  - b. Update on payment for CALFIRE use of property for Airline Fire
  - c.
3. Livestock – Director Bianchi and Director Flores
  - a. Meeting Schedule for 2025 Livestock Committee
  - b. Auction A/R remaining if any
4. Heritage Foundation – Director Stone
  - a. Heritage Foundation to provide report on meetings, activities and pending projects.
5. Fair Programs Committee – Director Shelton
  - a. Who Let the Cows Out? October 3-5, 2025
  - b. Review preliminary entertainment for feedback
  - c. Review and Discuss Proposals for Truck and Tractor Pull Event at the 2025 Fair
6. Marketing Committee – Director Shelton
  - a. Review preliminary theme graphic
  - b. Report on Marketing Plan for Fair 2025
  - c. Discuss website options
7. Saddle Horse Show Committee – Director Stone
  - a. Review and discuss SHA proposal and 33<sup>rd</sup> suggested edits to reach agreement for 5-year interim event agreement for 2025-2029 show years.

**OLD BUSINESS** *(Discussion and Action by Board)*

1. Review and discuss/approve MOU for activity by the Heritage Foundation for the 33<sup>rd</sup> DAA.
2. Review and approve rental of the former golf course property Club House, parking lot and 10 acres of level ground, formerly Hole 1, to Cal FIRE for use for office space and parking.
3. Review and approve 5-year interim event agreement with the Saddle Horse Association
- 4.

**NEW BUSINESS** *(Discussion and Action by Board)*

1. Review and approve Financial Reports for November 2024
2. Select Promoter for 2025 Fair Truck and Tractor Pull.

**MATTERS OF INFORMATION** *(Informational) No discussion/debate on topics introduced under the Matters of Information will be permitted. No action will be taken on such comment at this time, as law requires formal public notice prior to any action on an agenda item.*

- A. Director Comments
- B. Manager Comments
- C. Correspondence – Circular letters and correspondence from CDFA available at [https://www.cdfa.ca.gov/fairsandexpositions/Resources\\_and\\_Publications/Circular\\_Letters\\_D.html](https://www.cdfa.ca.gov/fairsandexpositions/Resources_and_Publications/Circular_Letters_D.html)
- D. Important Dates to Remember:
  - a. Next Board Meeting – February 11, 2025
  - b. Western Fairs Convention Reno – January 19-23<sup>rd</sup>
  - c. Dara Vacation April 7-18, 2025

**ADJOURNMENT**