



# REGULAR MEETING NOTICE

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

Tuesday April 1, 2025

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 March 21, 2025

<b>Directors:</b>	Clark Stone – President	Richard Bianchi	Vacant Pending Appointment
	Servando Flores – 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 March 31, 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 March 31<sup>st</sup>, to be scanned to the Directors.

### Upcoming Committee Meetings NOTICE:

Livestock Committee Meeting Tuesday March 25, 20225 and Tuesday April 22, 2025

<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>

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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

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# MEETING AGENDA

**6:00 pm**

**CALL TO ORDER** – President Clark Stone

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 Richard Bianchi

**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 March 4, 2025 Meeting
2. Review and Approval of CEO Time sheets for March 2025
3. Review and Approval of Interim and event Contracts for March 2025.

**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. Form 700 Submission
2. Discussion and direction on items on CEO Report

## **COMMITTEE REPORTS**

1. Finance Committee – Directors

- a. Receive Finance Committee Report for January and February 2025
  - b. Receive Draft of 2025 Budget for discussion
2. Vision/Buildings and Grounds – Director Flores and Director Bianchi
    - a. Golf Course Property – CALFire rental update discuss draft of contract from DGS
    - b. Update on Board’s Priority Project List
  3. Livestock – Director Bianchi and Director Flores
    - a. Report on March 2025 Meeting
    - b. Review and advise on Volunteer application and code of conduct updated forms
    - c. Discuss quote for Livestock panels and need for next year.
  4. Heritage Foundation – Director Stone
    - a. Heritage Foundation to provide report on meetings, activities and pending projects.
    - b. Update on Horse and Livestock Panels
  5. Fair Programs Committee – Director Shelton
    - a. Who Let the Cows Out? October 3-5, 2025
  6. Marketing Committee – Director Shelton
    - a. Review preliminary theme graphic
    - b. Report on Marketing Plan for Fair 2025
  7. Saddle Horse Show Committee – Director Stone
    - a. Show Dates June 27-29, 2025.
  8. Events Coordinator
    - a. Report on posting and resumes received for position

**RETIRE TO CLOSED SESSION**

**CLOSED SESSION:**

- A. Personnel: Review and discuss annual evaluations of CEO.  
Personnel Matters § 11126(a)(1)

**RESUME OPEN SESSION:** *Report on any action taken during closed session*

**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 contract from DGS 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.

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

1. Review and approve Financial Reports for January and February 2025
2. Approval of Quote for A Barn Livestock panel purchase from We-Design Formerly Plymouth Industries.

**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 – May 6, 2025
  - b. Dara Vacation April 7-18, 2025
  - c. CDFA Nuts and Bolts Staff Training 4/22 – Office closed
  - d. UnSCruz Event May 1-4, 2025

**ADJOURNMENT**