



MINUTES

33RD DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING and
Tuesday November 18, 2025
Administration Building
Bolado Park Event Center
9000 Airline Hwy, Tres Pinos, CA
831-628-3421

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

Mission Statement

The 33rd 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. ^{1 2 3}

MEETING CALLED TO ORDER: 6:02pm

Due to a Lack of Quorum of 5 Board Members: Adjourn Regular Meeting and Open Delegated Authority Meeting

PLEDGE OF ALLEGIANCE – Lead by Director Shelton

ROLL CALL/DIRECTORS ABSENT – Directors Present: Richard Bianchi, Clark Stone, Nicole Shelton and Servando Flores.

INTRODUCTION OF GUESTS AND STAFF – Dara Tobias was present. Liz Westrick from Saddle Horse and Fair Entry office and Dave Westrick from the Saddle Horse Association were present. Also Joining were 2 youth members and 3 adults from Aromas 4-H.

PUBLIC COMMENT – No Public comment on items not on the Agenda

¹ Persons with disabilities who may require accommodations to attend the meeting are requested to contact the CEO’s office at 831-628-3421

² The 33rd DAA agendas can also be accessed on the web at <https://boladoparkeventcenter.com/board-meeting-agendas-and-minutes/>

³ Questions regarding agenda items should be directed to the CEO’s office at 831-628-3421

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 August 12 and September 9, 2025 Meeting
2. Review and Approval of CEO Time sheets for August, September and October 2025
3. Review and Approval of Interim and event Contracts for August, ~~September~~ and October 2025.
September Contract summary pulled to review missing event contract.
4. Review and Approval of Fair time Contracts completed for 2025 Fair
5. ~~Approve 2025/2026 Base Allocation Request~~ Pulled for review of document before approval

Motion to approve Consent agenda excluding pulled items noted above by Director Shelton and seconded by Director Bianchi. All were in favor.

Motion Record to approve 11-18-2025 Consent Agenda			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Nicole Shelton	x		
Servando Flores	x		
Clark Stone	x		

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

CEO REPORT -

- Fair cleanup completed efficiently; use of rented dumpster improved post-fair cleanup and reduced fly issues.
- Emergency water line repair after a downed tree; dedicated line to the north end of the golf course working after repair.
- Approach to Heritage for help with unforeseen infrastructure costs.
- Cal Fire rental progressing, with ongoing cleanup and property improvement.
- Facility winterizing underway; staff are busy with maintenance annual maintenance.
- Event updates: Proposal submitted for CA High School Rodeo Association Finals (decision pending); California Blacksmith Association interested in returning (2027); "Adventure to the North Pole" contract renegotiated and setup ongoing.
- Cash flow is tight due to outstanding payments (Heritage, Ale House, and CDFA allocations pending; Cal Fire payment will catch up middle of December and be monthly thereafter.
- Management training scheduled for CEO in December.
- Event coordinator on pause due to financial constraints.
- Approval needed for staff to attend Western Fairs Convention (January).
- General positive feedback on the fair, but persistent financial and operational challenges continue. It is very expensive to produce and secure and staff.
- Discussion about scheduling/rescheduling the December 9th board meeting.

COMMITTEE REPORTS

1. Finance Committee-
Financial reports were reviewed. Revenue shortfall attributed to delayed payments, light winter rentals at the beginning of the year and reduced camping revenues post Fair.
2. Vision/Buildings and Grounds –

- a. Cal Fire office renovations and equipment storage progressing; contract is for five years with potential expansion.
 - b. Members discussed safety concerns about exit sightlines at the golf course and potential improvements to campground facilities and possibility of adding new designated spaces. Heritage Foundation has been discussing campground development, but Board expressed need to focus on projects with higher revenue potential, like adding to camp spaces near the Gate 1.
 - c. Recent infrastructure repairs (water and AT&T lines) reviewed; discussion on ensuring 811 notifications before future digging projects.
 - d. Heritage Foundation approached for support with unplanned infrastructure costs; Board agreed to request assistance.
 - e. Conversation continued about clarifying and formalizing the MOU with Heritage in line with State guidance.
3. Livestock –
- a. Overall, livestock portion of fair ran smoothly; auction described as best in recent years, with positive weigh-in and sale results.
 - b. Attendance up 10% from previous year, though still recovering from prior declines.
 - c. Sales total: \$1,297,014.14 with \$121,000 outstanding. Checks issued to exhibitors.
 - d. No meat chickens due to poultry restrictions; only two turkeys shown.
 - e. Issues with communication between livestock and security noted; plan to improve for next year.
 - f. Community members shared concerns about security staff's treatment of youth, perceived inconsistencies in rule enforcement, and communication challenges during checkout. Specific complaints included feeling targeted, lack of uniform policy application, and inadequate notification to club leaders about incidents.
 - g. Board clarified public comment limitations and indicated follow-up would occur in closed session.
4. Heritage Foundation – Jeff Guerra joined the meeting and reported on the Foundation Meeting
- a. Heritage Foundation meeting held; bills for admissions, AT&T claim, and pre-fair dinner processed.
 - b. Admissions, parking, and pre-fair dinner tickets slightly down from previous year.
 - c. Board and Heritage discussing a joint board meeting and mixer for better collaboration.
 - d. MOU revision for compliance remains a priority.
5. Fair Programs/Marketing Committee – Director Shelton
- a. Fair programming praised, especially outreach assemblies and entertainment.
 - b. New fair theme selected for 2025; approximately 60% of entertainment already booked.
 - c. Suggestions for new events (e.g., bingo night, glow party) to expand appeal.
 - d. Recap of successful volunteer appreciation event; suggestions for increased engagement and recognition.
 - e. Marketing spends (TV/radio) seen as less effective; recommendation to shift focus to social media and digital outreach.
 - f. Plan to explore hiring a student intern for social media marketing, possibly through the Workforce Development Committee or college programs.
 - g. Discussion of improving use of QR codes and digital schedules to enhance event access and ticket sales.

OLD BUSINESS (*Discussion and Action by Board*)

1. TABLED - Review and discuss MOU for activity by Heritage Foundation for he 33rd DAA.
2. Motion to Approve Financial Reports for July. Moved by Director Bianchi and seconded by Director Shelton All were in favor.

NEW BUSINESS (*Discussion and Action by Board*)

1. Motion to approve Financial Reports for August and September 2025 made by Director Bianchi and seconded by Director Shelton. All were in Favor, motion passed.

Motion record to Approve July, August and September 2025 Financial Reports			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Nicole Shelton	x		
Servando Flores	x		
Clark Stone	x		

CLOSED SESSION:

- A. Security: Review and discuss options for Fair time Security concerns in public spaces Security § 11126(g)(1)

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

Discussion of Security procedures and report from Public Safety director. Discussion of report from public on situation in Livestock area during Load out. Board will send a letter to the Family involved in the situation. Staff will ensure rules are consistently communicated and enforced. No other action taken.

Manager Comments:

- "Adventure to the North Pole" event contract details clarified (runs through Christmas, includes extra fees for setup and vendors).
- Proposal to rename the antique car show as the Don Skow Memorial Car Show to be added to next month's agenda.
- Staff funding for Western Fairs Convention approved for up to four people, with some reimbursement available through training allocations.
- Board supports continued collaboration with Heritage and ongoing infrastructure and event improvements.
- December board meeting rescheduled to December 16th due to scheduling conflicts.

Director Comments:

Correspondence: Letters from Aromas 4-H leaders. Letter requesting name change for Classic car show. Thank you letters from exhibitors and clubs.

CDFA Correspondence go to:

https://www.cdfa.ca.gov/fairsandexpositions/Resources_and_Publications/Circular_Letters_D.html

Important Dates to Remember:

Office closed December 24-26 and December 31-January 1.

January Board Planning Meeting Tuesday January 13, 2025

Livestock committee meeting Tuesday January 27th 6:00pm

ADJOURNMENT – Meeting adjourned at 8:05pm