



MINUTES

**33RD DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING and
Tuesday January 13, 2026
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}

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

ANNUAL PLANNING SESSION 5:00pm

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

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

Topics for Discussion and Direction for 2026 *(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.
 - a. Priorities updated to include;
 - i. Repairing the ramp to the Pinnacle Room
 - ii. Repairing the Stage on the Upper picnic area
 - iii. Refurbishing the Upper picnic area restrooms
 - iv. Gate 1 Entrance Project
 - b. Secondary list to include;
 - i. Main Sewer line scope
 - ii. Rooftop Solar
 - iii. Perimeter Fencing
 - iv. Office repaint/refresh
 - v. Monitoring demand when considering upper RV space addition
2. Elect Board officers for 2025
 - a. Director Shelton nominated Director Servando Flores as President and Director Bianchi Seconded. All were in Favor. President Flores will serve until the January 2027 Planning meeting.
 - b. Director Shelton nominated Director Richard Bianchi as Vice President and President Flores Seconded. All were in Favor. Vice President Bianchi will serve until the January 2027 Planning meeting.
3. Appoint Committees for 2025 – Consider inviting members of the community to serve on additional committees with a Board member.
 - a. Committees will remain the same for now. Staff and Board will consider community members as added committee members.
4. Discuss and set Board Meeting calendar for 2025
 - a. The March Board meeting will be moved to Wednesday March 18th. Dara noted a possible last minute family conflict on the July meeting date but will ensure a staff person is present if she is not available. The meeting date will stay the same. There will not be a Board meeting in October. All other Dates will remain the 2nd Tuesday of the Month.
5. Review priorities list and update as directed by Board. – Not addressed at this meeting.
6. Additional topics as requested by Board. – None

Annual Planning Session Closed

6:03 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 Nicole 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

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 November 18, 2025 Meeting
2. Review and Approval of CEO Time sheets for November and December 2025
3. Review and Approval of Interim and event Contracts for September, November & December 2025.
4. Approve 2025/2026 Base Allocation Request

Motion to approve Consent agenda Director Shelton and seconded by Director Bianchi. All were in favor.

Motion Record to approve 1-13-2025 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 -

CEO Report on Facilities, Maintenance and Administration

Grounds, Maintenance and Equipment:

Continuing maintenance and weatherizing. We made it through the wind and storms with no obvious damage. One tree limb needed to be removed. The creek finally rose a bit but nowhere near the banks.

Office and Administrative: Calls and office visits are picking back up after the quieter December. We have shifted staffing days and opened up Sunday for rental opportunities to increase revenue. We are continuing progress on the 2023 financial review and will follow with 2024 when that is complete. Attended a Collaborative in Sacramento specifically to hear from CALPERS representatives. It seems we are in compliance with the enrollment requirements and payroll reporting requirements at this time. Working through growing pains with trying to increase use. We have had a couple complaints of facilities not working to expectations of guests. Most recently the bathrooms in the Oaks backed up during a party and the guests reported that it ruined their event. We are working on getting all the details. We are working with CFSA accountants to complete w-2s and 1099s for 2025 and compiling information for the 2025 STOP report that is due the end of February. February Agenda will include the annual approvals for Delegation of authority for CEO and Workers comp coverage etc.

Events and Camping: Camping has been a little slow but we are getting more reservations due to more changes at Thousand Trails. We have a report of a huge price increase at Casa De Fruta also and we have gotten 2 more campers from there. All of our campers have received notice of the campground closing on April 25. We will be open for weekly and short-term camping surrounding events throughout the summer. Farm Day is coming March 17th. The Motorcycle Rally was approved for July 4th weekend by City Council and will be open for camping. We are not closing our campground for June through July 4th CGA contract through 2028 is approved and signed. As mentioned at the December discussion we did not go through with a contract for the State Junior High rodeo finals.

Fair Programs: Committee meetings are starting this month and guidebook changes are due by First week in February. Livestock meetings will be held the 4th Tuesday of the Month, Stills Department meetings the 3rd Wednesday of the month and Horse Department Meetings the 4th Wednesday of the month. Heritage Foundation is scheduled to have their meetings the 3rd Tuesday of the month, but I know that has been flexible in order for them to have a quorum.

Board News: Form 700s will be due March 25th to me. I would like them by then so I can compile, complete the recap sheet and get them turned in on time. No news from the appointments office.

COMMITTEE REPORTS

1. Finance Committee-
Financial reports were reviewed. Cash flow is a little better but still being cautious with spending. Motion to approve financial reports for October by Director Shelton and seconded by Director Flores. All were in favor.
2. Vision/Buildings and Grounds – No new updates
3. Livestock –
 - a. Committee will meet on January
 - b. Discussed phone call received about Santa Clara County Fair date change. Any requests for the livestock department will be discussed during the livestock meeting.
4. Heritage Foundation – No reports. They have a meeting coming up soon.
5. Fair Programs/Marketing Committee – Director Shelton
 - a. Committee planning meetings are starting this month.
 - b. Working with Source Management to schedule and contract entertainers early
 - c. Will meet with Fair marketing soon.
 - d. Website is a continual effort and still not ideal.
 - e. Work on messaging regularly on socials to build followers

OLD BUSINESS (*Discussion and Action by Board*)

1. TABLED - Review and discuss MOU for activity by Heritage Foundation for the 33rd DAA.

NEW BUSINESS (Discussion and Action by Board)

1. Discuss and approve request to rename the Fair Classic Car show the “Don Skow Memorial Car Show”
Motion to approve by Director Shelton and second by Director Bianchi. All were in Favor

Motion record to Approve the Don Skow Memorial Car Show listed in the program during Fair going forward			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Nicole Shelton	x		
Servando Flores	x		
Clark Stone	x		

2. Review and approve Financial Reports for October and November 2025
3. Motion to approve financial reports for October by Director Shelton and seconded by Director Flores. All were in favor. November reports are preliminary and will be reviewed when final.

Motion record to Approve October 2025 Financial Reports			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Nicole Shelton	x		
Servando Flores	x		
Clark Stone	x		

Manager Comments:

CDFA Correspondence go to:

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

Important Reminders:

- Office closed January 19th for Martin Luther King Day
- Office Closed Tuesday and Wednesday January 20-21st for admin staff to attend WFA convention.
- Livestock Committee meeting Tuesday January 27 at 6:00pm in the Board Room
- February Board Meeting Tuesday February 10th
- March Board meeting TBD by discussion tonight
- Farm Day March 17th
- Form 700s due March 24th 2025

ADJOURNMENT – Meeting adjourned at 7:50pm