



## 23<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION

### BOARD OF DIRECTORS

### MEETING MINUTES

**TIME & PLACE:** A regular meeting of the Board of Directors of the 23<sup>RD</sup> District Agricultural Association was held at the Contra Costa County Fairgrounds, 1201 West 10<sup>th</sup> Street, California, on Wednesday December 12, 2018.

23<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS  
**PRESENT:**

Robert Hoffner, President  
Kerry Dolphin, Vice President  
Kelly Mykrantz  
Craig Cannon  
John Pence  
Steve Limrite  
Chad Cabral  
Joe Brengle, CEO/Fair Manager

**ALSO  
PRESENT:**

Bill Puckett, Pittsburg  
Laurie Limrite, Knightsen  
Chuck Gordon, Antioch  
Dave Johnson, Clayton  
Amber McAlister, Antioch  
Ty Duggins, Antioch  
Todd Gomez, Antioch  
Jonathan McAlister, Antioch  
Jamie Rodgers, Oakley  
Paul Spinola, Brentwood  
Mike Slaney, Martinez

**1. CALL TO ORDER**

President Hoffner called a meeting of the Board of Directors of the 23<sup>rd</sup> District at 7:00pm.

**2. PLEDGE OF ALLEGIANCE**

President Hoffner led The Pledge of Allegiance.

**3. ROLL CALL/DIRECTORS ABSENT**

President Hoffner asked for a motion to excuse Director Sherwood from the meeting due to illness. Director Mykrantz made a motion to approve the absence. Director Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

**4. INTRODUCTION OF GUESTS**

President Hoffner introduced Jeff Cesca from CDFa.

**5. PUBLIC COMMENTS**

Paul Spinola from Brentwood, a former Board member for the Contra Costa County Fair, addressed the Board of Directors regarding the Contra Costa County Board of Supervisors proposal to request a Gun Show ban at the Fairgrounds. Mr. Spinola reminded the Board that the Board of Supervisors has no jurisdiction over the Fairgrounds and should have no authority on events. Mr. Spinola advised that he supported and attends Gun Shows at the Fair. Mr. Spinola also stated that he had approached several members of the Board of Supervisors to ask if they had ever attended a gun show at the Fairgrounds which they had not, he also asked them if any crimes committed in the county with firearms were from guns purchased at a gun show at the fairgrounds which none had. Mr. Spinola encouraged the Board to invite the Board of Supervisors to be involved in and support the annual Fair in ways such as attending the Junior Livestock Auction and purchase an animal which is a community event that supports the youth in Contra Costa County. He also suggested that they invite them to attend the Annual Heritage Foundation Fundraiser Dinner which raises money for much needed improvements at the Fairgrounds.

**6. ACTION ITEMS**

President Hoffner stated that he would be changing the order of the meeting agenda to review Item #10 under Committee Reports due to the amount of guests present for the update on the speedway bid protest.

Manager Brengle stated that the protest was still in the process of being reviewed by DGS and that the Fair had submitted their rebuttal to the protest submitted which was due by December 14, 2018. Manager Brengle also stated that the protesting bidder has until December 21, 2018 to respond to the Fair rebuttal. After that, at least a 30 day waiting period should be expected due to the holidays. President Hoffner asked if there were any questions or concerns. Todd Gomez of Antioch spoke in favor of the high scoring bidder getting control of the speedway due to various concerns and

issues that many racers have with the current promoter. Another racer spoke with the same concerns and also issues with the condition of the track in general and voiced his support for the high scoring bidder. Manager Brengle advised that the Fair is unable to speak on the details of the protest and advised that the final decision is now in the hands of the Department of General Services and explained the possible different outcomes. President Hoffner advised that there would hopefully be an update at the January 2019 meeting.

#### **A. CONSENT CALENDAR**

1. President Hoffner asked for a motion to approve the minutes of the November 14, 2018 meeting. Director Mykrantz made a motion to approve the minutes as presented. Vice President Dolphin seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
2. President Hoffner asked for a motion to approve the Interim Rental Agreements. Director Limrite made a motion to approve the Interim Rentals as presented. Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion approved.
3. President Hoffner asked for a motion to approve the Standard Agreements. Director Mykrantz made a motion to approve the Standard Agreements as presented. Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

#### **B. COMMITTEE REPORTS**

1. The Executive Committee had nothing to report.
2. The Budget and Finance Committee reviewed the September and October 2018 financials. Vice President Dolphin made a motion to approve the financials as presented. Director Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried. Vice President Dolphin also reviewed the 2019 Budget. No questions or concerns were made. Director Mykrantz made a motion to approve the 2019 Budget as presented. Vice President Dolphin seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
3. Livestock Committee presented the 2019 Livestock Exhibitor Handbook for review. Director Mykrantz requested that the book be revised to reflect that Horseshow participants could participate in showmanship. Director Limrite made a motion to approve the handbook with changes. Director Mykrantz seconded the motion. Motion affirmatively voted upon by all members present.  
Motion carried.
4. Building and Grounds Committee reviewed their meeting earlier in the month and discussed current projects.

5. Sponsorship/Marketing & Facility Rebranding Committee presented the Board with proposed Sponsorship packages for potential sponsors and donors. Manager Brengle reviewed all the different sponsorship levels and asked the Board to direct him to any potential sponsors they may know of or have a connection with in the community.
6. AG Day Committee had nothing to report.
7. Facility Development Committee discussed the status of the vehicle sales from the museum and ongoing development.
8. Community Outreach Committee presented the Board with a slideshow created by Manager Brengle to present to community groups as well as one to present for sponsorship opportunities.
9. PR/Media Committee stated that they would start work on Fair promos after the first of the year.

**C. CEO DELEGATION OF PURCHASE AUTHORITY RESOLUTION**

Manager Brengle presented the Board with the annual Delegation of Purchase Authority Resolution for approval. President Hoffner stated that himself and other Board Members had concerns on the current limits. Director Mykrantz and Director Pence expressed concerns on contracts being issued without Board approval for large amounts and for contracts issued for more than a 1 year term. Manager Brengle advised that all large contracts have been presented to the Board within the previous year's delegation and have been approved by the Board. Manager Brengle also advised that the Resolution did not encompass approval for multi-year contracts just dollar value limits. Director Limrite asked for examples of when it has been an issue with a contract, Manger Brengle complied. Director Limrite stated that in his opinion, a change to the current delegation would be micro-managing by the Board. Director Mykrantz and Director Pence stated they wanted to review and approve multi-year contracts. Discussion followed and it was proposed that the current limit of \$25,000.00 for contracts be reduced to \$10,000.00. President Hoffner asked for a motion to approve the 2019 Delegation as \$10,000.00 for all contracts or over 1 year in length must be pre-approved by the Board of Directors and up to \$10,000.00 signing authority on checks. Director Pence made the motion. Director Mykrantz seconded the motion. Director Pence, Director Mykrantz, Director Cabral, and Director Cannon voted to approve the motion. Vice President Dolphin and Director Limrite voted to decline the motion. Motion carried.

**D. BANK SIGNING AUTHORITY RESOLUTION**

Manager Brengle presented the Board with the proposed Authorized Bank Signers. President Hoffner asked for a motion to approve the resolution as presented. Director Limrite made the motion. Director Cabral seconded the

motion. Motion affirmatively voted upon by all members present. Motion carried.

**E. CFSA WORKER COMPENSATION COVERAGE RESOLUTION**

Manager Brengle presented the Board with the proposed CFSA Worker Compensation Coverage Resolution. President Hoffner asked for a motion to approve the resolution as presented. Director Cannon made the motion. Director Pence seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

**7. HERITAGE FOUNDATION REPORT**

Heritage Treasurer Laurie Limrite reported on behalf of the Foundation. Director Limrite provided the Board with information on the upcoming Annual Membership Dinner. Director Limrite also stated that Lexi Carasis was the 2019 Scholarship winner and would be raising the Heritage Foundation Hog. Director Limrite asked for dessert donations from the Board for the dessert auction.

**8. CEO REPORT**

Manager Brengle provided the Board with updates, meetings, maintenance projects, and past/current/upcoming events. Discussion followed.

**9. BOARD PRESIDENT COMMENT**

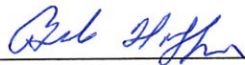
President Hoffner stated that he was glad to see that this weekend the Fair would be able to accommodate 2 events at the same time with the availability of the Museum added to our rental options.

**10. BOARD COMMENTS**

No Board of Director comment.

There being no further business to come before the 23<sup>rd</sup> District Agricultural Association the meeting was adjourned at 8:15 p.m.

**Bob Hoffner**  
Board President



DATE

1-9-19

**Joe Brengle**  
CEO/Fair Manager



DATE

1-9-19

**VOTING GRID ATTACHED**

Jenn Burror  
Recorder