



23RD DISTRICT AGRICULTURAL ASSOCIATION

BOARD OF DIRECTORS

MEETING MINUTES

TIME & PLACE: A regular meeting of the Board of Directors of the 23RD District Agricultural Association was held at the Contra Costa County Fairgrounds, 1201 West 10th Street, California, on Wednesday, November 10, 2021.

23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS
PRESENT:

Chad Cabral, President
Bob Sherwood, Vice President
Craig Cannon
Kerry Dolphin, Via Teleconference
Bob Hoffner,
John Pence,
Joe Brengle, CEO/Fair Manager

**ALSO
PRESENT:**

Sarah Pelle, Via Teleconference
Craig Teranzono

1. CALL TO ORDER

President Cabral called a meeting of the Board of Directors of the 23rd District Agricultural Association at 7:00pm.

2. FLAG SALUTE

President Cabral led the Flag Salute

3. ROLL CALL/DIRECTORS ABSENT

All Directors were present.

4. INTRODUCTION OF GUESTS

President Cabral introduced Sarah Pelle from Fairs and Expositions, and Craig Teranzono, owner of Delta RC.

5. PUBLIC COMMENTS

No public comment.

6. ACTION ITEMS

A. CONSENT CALENDAR

President Cabral asked for a motion to approve the Oct 13, 2021 Minutes as presented. Motion was made by Director Sherwood, and seconded by Director Cannon to approve the Oct 13, 2021 Minutes as presented. Motion affirmatively voted upon by all members present. Motion carried.

President Cabral asked for a motion to approve the Interim Event Contracts as presented. Director Sherwood made a motion to approve the Interim Contracts as presented, Director Hoffner 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. Budget and Finance Committee

a. Sept 2021 Financials - The Budget and Finance Committee reported on the Sept 2021 Financials. CEO Brengle went over the financials and additional reports. President Cabral asked for a motion to approve the financials. Director Sherwood made a motion to approve the financials as presented. Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

b. Governor's Budget – CEO Brengle stated that F&E reviewed all application submitted, and decided to give each fair a base of \$285,000, and then Fairs that submitted application would receive additional funding, the 23rd DAA, received an additional \$15,000. CEO Brengle stated that he had already received the check for a total of \$300,000, and deposited it.

3. Livestock Committee

a. 2022 Livestock Handbook – CEO Brengle stated that the Livestock Handbook was in the Board Packet for approval. Director Pence asked regarding livestock receiving dates, what number people should call if they are running late, it was stated the Fair Office Phone Number, would be the number for people to call. A motion was made by Director Sherwood, Seconded by Director Cannon. Motion affirmatively voted upon by all members present. Motion carried.

4. Building and Grounds Committee

a. ACAII Contract – CEO Brengle stated that the Building and Grounds Committee had meet will ACAII, and gone over the new rates, and that ACAII had asked how these rates had been determined, and need a breakdown, as they are a public school and they have to justify the use of public funds. Director Sherwood and Director Hoffner were asked to put together a breakdown, how they came up with the rates, so the committee

could present to ACAII. Director Hoffner stated that ACAII was not interested in relocating the school to the area behind Head Start.

b. Antioch Little League Contract – CEO Brengle stated that a letter had been emailed and hard copy mailed to Antioch Little League giving them to the end of November to vacate the facility, and that as of December 1st, the Fair would take over the Little League Facility. CEO Brengle stated that Antioch Little League had acknowledged they had received the letter.

c. Facility Project List – CEO Brengle stated that an updated Project list was in the Board Packet and reviewed the list with the Board. Brengle stated that he had received a 3rd bid on Tree removal, after some discussion it was moved by Director Sherwood, seconded by Director Hoffner to allow CEO Brengle to have trees removed based on the lowest bid CEO Brengle had received. Motion affirmatively voted upon by all members present. Motion carried.

d. Delta RC request to use Livestock Barn – Delta RC Owner Craig Teranzono, addressed the Board regarding the use of the Livestock Barn for winter months, after much discussion, Director Sherwood moved to allow Delta RC use the livestock barn at a rental rate of \$1,000, \$250 for utilities, and \$2,500 deposit, and that the Building and Grounds Committee would do a pre walk through with Delta RC, as well as a post walkthrough, to make sure that facility was left to the Board requirements. Motion was seconded by Director Pence. Motion affirmatively voted upon by all members present. Motion carried.

e. Yahualica International Benefit Org. – Rodeo Proposal – CEO Brengle stated that there was a proposal in the Board packet from the current Hispanic Concert & Rodeo Promoter, for use of the old rodeo arena and horse stall area, at this time CEO Brengle asked the Board to review the proposal, and that it would be on a future Board Meeting Agenda for more discussion.

f. Strategic Planning Goals:

1. Homeless Issues
2. Parameter Fencing for Fairgrounds
3. Deferred Maintenance Plan – 5 Project List

CEO Brengle stated that these 3 items had come out of the Strategic Planning in September for the Building & Grounds Committee to discuss, at this time the committee has no recommendations regarding the Homeless Issue, Parameter Fencing will be an ongoing project as funding is available to improve fencing, and the Committee reviewed the 5 current projects we have submitted to the state for Deferred Maintenance, and agreed these were still critical projects. These goals will be an ongoing item on the agenda.

5. Sponsorship/Marketing/Community Outreach Committee had nothing to report.
6. PR/Media Committee had nothing to report.
7. Fair Attractions Committee – No Report

7. HERITAGE FOUNDATION REPORT

No Report for the Heritage Foundation

8. CEO REPORT

CEO Brengle provided the Board with updates on meeting he had attended, and upcoming events. Brengle also provided the Board with 2022 Fair Theme ideas, and after some discussion a motion was made by Director Sherwood, seconded by Director Dolphin to approve the 2022 Fair them as "Cows, Corndogs, and Carnival Rides, Oh My!" Motion affirmatively voted upon by all members present. Motion carried.

9. BOARD PRESIDENTS COMMENT

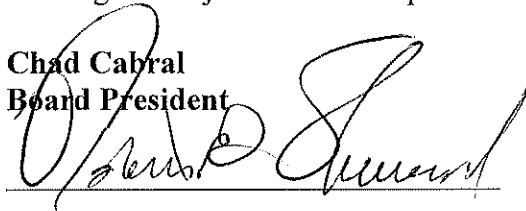
Board President Cabral thanked the Board and Staff for his time on the Board and said his good byes.

10. BOARD COMMENT

Director Sherwood remind the Board Members that they needed to complete their training, otherwise the Fair would lose, its yearly Allocation of \$38,000.

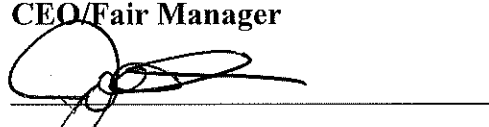
There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 8:15 p.m.

Chad Cabral
Board President



DATE 12-8-21

Joe Brengle
CEO/Fair Manager



DATE 12-8-21

VOTING GRID ATTACHED