



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, July 13, 2022.

23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS

PRESENT:

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

ALSO

PRESENT:

Sarah Pelle, CDFFA
Susan Cannon
Devon Baldocchi
Jamie Sanchez
Vicki Willard, ACAII
Marianne Dubitsky, ACAII

1. CALL TO ORDER

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

2. FLAG SALUTE

President Sherwood led the Flag Salute

3. ROLL CALL/DIRECTORS ABSENT

President Sherwood read Roll Call; all directors were present.

4. PUBLIC COMMENTS

Devon Baldocchi asked the Board to consider naming something in Livestock, or potential the Sheep Show after Don Lopez. The Board thanked Devon for her suggestion and stated they would discuss during Fair Livestock Wrap up Meeting in September.

5. ACTION ITEMS

A. CONSENT CALENDAR

President Sherwood asked for a motion to approve the June 8, 2022, Minutes as presented. Director Hoffner asked that the minutes be expanded in regards to comments made by Todd Heller from ACAII, President Sherwood asked that the word affirmatively be removed regarding the voting of a motion that was not unanimously approved. CEO Brengle stated that he would make the changes and bring back to the August Board Meeting for approval.

President Sherwood asked for a motion to approve the Interim Event Contracts as presented. Director Pence asked if CEO Brengle could provide a breakdown of Profit/Loss for Hispanic Concert/Rodeo Events. CEO Brengle stated that he would have the breakdown for the August Board Meeting. It was moved by Director Cannon, seconded by Director Pence and unanimously voted on by all Directors present to approve the Interim Contracts as presented.

B. COMMITTEE REPORTS

1. The Executive Committee had nothing to report.
2. Budget and Finance Committee
 - a. May 2022 Financials - The Budget and Finance Committee reported on the Financials. CEO Brengle went over the financials and additional reports. President Sherwood asked for a motion to approve the financials. Director Hoffner asked if the Budget and Finance Committee had been reviewing the Check Logs each month, Director Dolphin stated no that they had not felt a need, Director Hoffner stated that Fairs & Expositions had suggested that it should be reviewed monthly. CEO Brengle stated that he would provide a copy of the monthly Check Log to the Finance Committee for review. Director Dolphin made a motion to approve the financials as presented. Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
3. Livestock Committee
 - a. September Wrap Up Meeting – CEO Brengle stated that he suggested the 1st Wednesday of September for the annual Livestock Wrap Up Meeting, Brengle would email the Committee for confirmation.
4. Building and Grounds Committee
 - a. Review of New ACAII Rent & Utilities Proposal – CEO Brengle stated that at the June Board Meeting, President Sherwood had presented a New

Proposal for ACAII Rent and Utilities, and that it had been voted on, but it was not an item on the Agenda, as well as there had been a few changes to the Proposal, so it was on the July Agenda to be reviewed and voted on. President Sherwood asked for a motion to approve. Motion was made by Director Hoffner, seconded by Director Cannon to approve the proposal as presented. President Sherwood asked the Board if there was any discussion. Director Pence stated that the proposal has everything itemized out, but there is not a total listed, and requested that before it becomes a contract that a monthly total be listed. President Sherwood asked for a vote, Sarah Pelle from CDFA stated that this need to be open for Public Comment first before a vote could be taken. Marianne Dubitsky from ACAII stated that they had reviewed the Proposal and had concerns regarding the language for adding New Portable Classrooms and the cost related to upgrading all the electrical, as these are unknown costs currently. There was no other Public Comment, President Sherwood called for a vote. All Directors present voted, Motion Passed. Directors Cannon, Hoffner, Pence, & Sherwood Yes, Director Dolphin No.

b. Little League Fields Update – Director Hoffner stated that he was waiting for bids to rejuvenate the Baseball Fields. Hoffner stated that these bids were just for groundwork, not repairs to back stops, dug outs, bathrooms, or snack shack, and hoped that those repair cost could potential be shared or done by potential renters. It was asked if Hoffner had gotten any idea of what the groundwork would cost, he stated that he had received a verbal quote of \$14,000 for all three field for groundwork. President Sherwood stated that lighting would also need to be considered, and that it would be costly. CEO Brengle stated that lighting would have to be something negotiated with potential renters. Director Hoffner to have more information at August Board Meeting.

c. Facility Project List – CEO Brengle stated that an updated Project list was in the Board Packet and reviewed the list with the Board.

d. Yahualica International Benefit Org. – Rodeo Proposal – CEO Brengle stated that he was still waiting on a revised proposal from Yahualica International Benefit Org.

f. Strategic Planning Goals:

1. Homeless Issues

2. Parameter Fencing for Fairgrounds

CEO Brengle stated that there was no update, and that these goals would remain on the agenda, as the committee and board will continue to address them.

5. PR/Media, Sponsorship/Marketing/Community Outreach

a. Strategic Plan Goals

1. Advertise to the entire county to increase attendance and facility use

2. enhance Relationship between Event Park and City & County

CEO Brengle stated that had meet with the New CEO of Antioch Chamber, and that he had been asked to sit on a new committee the Chamber was forming to address Tourism and Convention Business, this Committee would also be working with the City Council.

6. Fair Attractions Committee – No Report

6. HERITAGE FOUNDATION REPORT – No Report

7. CEO REPORT

CEO Brengle provided the Board with updates on meetings he had attended, and upcoming events.

8. CLOSED SESSION

President Sherwood asked for a motion to Table the Closed Session until the August Board Meeting. Motion was made by Director Cannon, seconded by Director Hoffner, and unanimously approved to Table the Closed Session until August Board Meeting.

9. PRESIDENTS COMMENT

President Sherwood stated that he would not be able to attend Bill Puckett's celebration of Life, but wanted to share his first meeting with Bill, as Bill introduced himself as the official Pancake Flipper for the Livestock Auction Breakfast.

10. BOARD COMMENT

No Board Comment

There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 7:55 p.m.

Bob Sherwood
President

DATE 9-14-22

Joe Brengle
CEO/Fair Manager

DATE 9-14-22