

46th District Agricultural Association/Southern California Fair
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BOARD MEETING MINUTES AND SUMMARY

Pavilion Building
June 16, 2021 • 4:00 PM

Zoom: <https://us02web.zoom.us/j/85914126316>

Toll Free Number: 1-669-900-6833

Meeting ID: 859 1412 6316

All matters noticed on this agenda may be considered for action. Items listed on the agenda may be considered in any order at the discretion of the Board President. Any item not so noticed will not be considered or discussed.

1) CALL TO ORDER: President Yeager at 4:02PM

2) PLEDGE OF ALLEGIANCE led by **Director Almiron**

3) ROLL CALL OF DIRECTORS: Directors Present, Directors Excused

A motion and second is requested to excuse the absence of any Directors under this agenda item.

Directors Present: Tricia Almiron, Cindy Palumbo, Nick Bruno, Brad Scott, Gene Skala and Ron Magnuson

Directors Absent: Jaime Hurtado

No vote of excused as of this writing

4) INTRODUCTION OF GUESTS & STAFF

Staff: Ken Alstott, Interim CEO

Guests: Kelly Secord, Andy Morocco, Sheri Morocco

On-Zoom: Sarah Watkins, CDFA; Christine Vana, CDFA Legal; Steven, DGA

5) PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

In accordance with state law, the Board will not comment or otherwise consider Public Comment matters until and unless such items have been properly noticed on a future meeting agenda.

No public comment

6) CLOSED SESSION The Board is authorized to enter closed session with CDFA Legal to discuss pending litigation (Gov. Code § 11126(e)(1)) and also Interim CEO evaluation (Gov.Code § 11126 (a)):

a) *Sandoval, et al. v. 46th District Agricultural Association, et al.*

b) Eviction

c) Contracts

d) Personnel Matter: Interim CEO Evaluation

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7) RECONVENE OPEN SESSION Report of any action taken during Closed Session
5:22pm – Report out - Board provide direction to legal and voted unanimously to
extend Interim CEO Contract through October 31, 2021.

8) CONSENT AGENDA (*Discussion/Action by Board*)

All matters listed are considered by the Board to be routine and will be approved in
one motion unless Directors request a specific item be considered separately.

- a) Review and Approval of May 21, 2021 Board Meeting Minutes – [tabled to July 2021 meeting](#)
- b) Review and Approval of April 2021 Financials – [Interim CEO provided overview along with earlier financial training for the Board.](#)
 - 1) Statement of Net Position
 - 2) Summary of Operations
 - 3) Budget Update/Cash Budget Projections – [working on paying down utilities and 2019 Fair balances.](#)
 - 4) Cash on hand
 - [Interim CEO shared the State Targeted support for fairgrounds on June 3rd and SCF will be receiving \\$239k.](#)
 - [Review of utilities is being evaluated by contractor](#)
 - 5) Update on 6-month Plan – approval to pay off Harrison Hall (Community Building) loan for \$124,046.
[Interim CEO reviewed loan debt for Harrison Hall and Administration building. Staff recommends paying off the Harrison Hall loan and a portion of the Administration building. Only other item is to address HVAC issue in Pavilion. Director Yeager moves to pay off Harrison building loan and administration building loan for a total of \\$222,439. Director Palumbo seconds motion. Almiron Aye, Palumbo Aye, Nick Bruno Aye, Brad Scott Aye, Gene Skala Aye, Ron Magnuson Aye. Unanimously approved 7-0.](#)
- c) Review and Approval of Contracts
 - 1) [Interim CEO Contract – previously approved in closed session through October 31, 2021](#)
 - 2) [County COVID Testing Request for Extension to August 2021](#)
[Director Almiron reported committee met and recommends to not extend contract. Director Almiron motioned and Director Bruno seconds motion. Board voted 7-0 to not extend contract. Staff will notify County staff on this decision.](#)
 - 3) [Morocco Racing Contract – Committee recommends board approve for CEO to negotiate with Morocco racing on a contract to come back to the board for approval \(including food vendor, parking, security, EMS, office space and storage\). Director Almiron moves to support in concept and for Interim CEO to negotiate a contract. Director Palumbo seconds motion. Unanimous vote from board 7-0. No public comment was made](#)
 - 4) [TBD Nothing else was discussed](#)

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9) NEW BUSINESS (Action required)

- a) Pavilion Project for New Business – Presentation by Don Harbor and Mark Mejia
Tabled for another meeting. No public comment.
- b) Approve Fair hours and General Pricing for 2021
Item tabled to next meeting
- c) Review and Approve Entertainment during Fair for Sunday, October 3, 2021.
Item tabled to next meeting
- d) Review and Approve 2021 Fair Exhibits Book
Item tabled to next meeting
- e) Review and Approve DWR contract agreements
 - 1) Transfer of Jurisdiction
 - 2) 46th DAA Marquee Sign RelocationDirector Almiron reported no action needed at this time and to table this item to next meeting

10) REPORTS AND INFORMATION (Informational)

- a) Correspondence
 - 1) TBD
 - 1) Targeted resource allocation to 46th DAA
 - 2) No longer need to provide COVID-19 Release of Liability Form from CFSA
 - 3) Message on CALOSHA Executive Order
 - 4) Emergency Executive Order - DAA Boards can still meet via Zoom or Conference Line
 - 5) Message on what we can and can not do on election activities related to Recall Activities
- b) Interim CEO Report
 - 1) Day to Day Operations Update
Continuing to look at things, Working on appearance issues, addressing bigger issues, Helm and Sons labor hours, meeting with tenants on issues
 - 2) COVID 19 Update
- informed the County on board decision for COVID-19, will provide CALOSHA guidelines next month unless things change before next meeting.
 - 3) Status of Board Trainings (required and financial)
Financial Training was offered earlier today. Still need to make sure to go through the on-line required trainings.

Director Bruno commented about our marketing company and options they were proposing.

Director Scott commented on outreaching to FAA, 4-H to see if they would provide volunteer hours for community projects at the fairgrounds and he also expressed frustration on the wasted time on having to do the on-line trainings that were irrelevant to what board members actually do in their roles.

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c) Committee Reports

1) Finance Committee

a) Community Building \$124,046

b) Admin Office \$98,393

Director Skala already addressed the Community Building and annual interest we were paying. Finance Committee reviewed previous fair budgets with Denise so we can have an estimated budget for 2021 fair. Director Skala provided copies on the breakdown of analysis including how much was spend and the revenue received to use for guidance for the proposed estimated budget for 2021 fair. Possible deficit budget with the immediate costs needed to provide the fairs.

Interim CEO commented that it cost over \$200,000 and lost \$100,000 in 2019 and \$180,000 in 2018. For future, we are looking at community partnerships to take care of some of these costs. Also questioned what the commercial vendors fees should be, are we using 40% of 2019? What about sponsorships? Recommend using pavilion for commercial vendors.

Director Scott thanked the committee for the detailed layout in explaining all of the elements. Some of these items have been on-going issues due to tradition. Having community partnerships to help with the tradition pieces of the fair.

2. Fairgrounds and Contracts Committee

Nothing to report out

3. Annual Fair Committee

4. Junior Livestock Committee

Nothing to report out, but noted other fairs who just completed like San Bernardino and Victorville Fair. Kelly Secord here to share as well. Director Yeager asked to have committee coordinate with staff on permanent storage. Kelly Secord reported that discussions are happening.

5. Marketing Committee

Committee met and went over budget outline related to fair and interim events. We reviewed current communications contract and next month will have a presentation to the board (branding, marketing plan, paid advertising, sponsorships, etc.) Have been communicating with staff on the discussions.

Director Magnuson asked did they bring in sponsorships last year?

Director Palumbo that we began the contract to late to have sponsorships last year.

6. Policy Committee

Committee will be meeting to update policy manual and also need to discuss with the board on where we want to go for ticket policy for board members for these events. There are FPPC rules and forms to fill out annually.

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Interim CEO recommends to two things 1) Have Committee review or 2) have Interim CEO to create a process to prevent any confusion or issues for Board participation.

It was decided by board to have Interim CEO review and provide a recommended process for review moving forward. This will be placed agenda for next month's meeting.

7. DWR Ad-Hoc Committee

No reportable action. Received appraisal

d) Barn Bash Report

Director Skala has not report.

e) Friends of the Fair Report

Director Scott shared that there was a meeting and invited current president Josh Naggar up to speak with items. Offered to work with staff to go out for cities and organizations to bring in sponsorships and use their marketing to get the word out. Familiar with vendor issues in pavilion. Suggest to look at entrance into Pavilion, also use local resident artist and advertising the fair. We are here to support

Director Palumbo asked about the landscape project along Lake Perris Drive.

Mr. Naggar shared that it was not supposed to end like that and frustrated that all of this will be removed with the future DWR project. The hand off to maintenance did not go well but we did put in irrigation for this project and it has apparently been damaged by someone.

Director Bruno questioned the water infrastructure.

Mr. Naggar shared they had piping, drip system, etc. for this project. Still want to build a garden but will waiting to know more on DWR.

President Yeager mentioned that there is also a plan with Master Gardner's effort by Heritage Village previous approved by board.

Mr. Naggar wants to focus on current projects.

President Yeager mentioned the facilities analysis and DWR project. Will have this agenda item future agendas.

f) California Construction Authority Update on [Identify Project(s)]

President Yeager shared information on recent CCA meeting related to Strategic Plan and CEO evaluation. Continued efforts on projects state-wide.

1) Derby Room

President Yeager shared information on Derby Room submitting response to CCA and will be submitted to CalFire for review.

2) 46th DAA Roof Repairs

11) MATTERS OF INFORMATION: (Informational – No deliberation/action)

a) Directors' Comments

- Director Almiron no comment

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- Director Palumbo thanked Interim CEO for his efforts on building relationships, thank Alicia for all that she has done, thanked Director Scott for his frustrations noted earlier, Director Skala for his thorough presentation and importance to run these fairgrounds like a business, opportunity to re-tool the fair and our activities, support board working together and stepping up.
- Director Bruno no comment
- Director Scott while different, we still need to keep our partners involved coming to plate, volunteer and bring in sponsorships.
- Director Skala thanked Alicia and Denise for all of what they have been doing. Thanked Ken
- Director Magnuson – no comment
- Director Yeager – thanked all those who attended today’s meeting. Appreciate everyone’s patience and collaboration. Working to respond to all calls and e-mail. Efforts to updating all procedures and policies. Thanked everyone’s help in our fiscal and facilities analysis. Thanked the State, Sarah support in advocating on our behalf of 46th DAA.

b) Interim CEO Comments

No additional comments were made

c) Next Board Meeting Information

President Yeager shared the next meeting date and asked to send agenda items for next meeting.

12) IMPORTANT 2021 DATES: Board Meetings are held on the third Wednesday of the month at 4:00 pm unless otherwise specified.

July 21, 2021
August 18, 2021
September 15, 2021
Annual Fair September 30-October 3, 2021
Junior Livestock Auction October 2, 2021
October TBD
November 17, 2021
December 15, 2021

13) Adjournment: President Yeager

Meeting adjourned at 6:39PM

Americans With Disabilities Act

Any person needing a disability related accommodation or modification in order to attend this Board meeting may request assistance by contacting Alicia at the Southern California Fair Office at (951) 657-4221.