

**46th District Agricultural Association/Southern California Fair**  
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## **BOARD MEETING MINUTES**

Administration Building  
October 27, 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. Per CDC and State of California requirements, masks will be required to attend this meeting.

**1) CALL TO ORDER:** President Yeager

Meeting called to order at 4:06pm

**2) PLEDGE OF ALLEGIANCE**

Pledge of Allegiance led by Linda Thompson

**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.

All board members where present.

**4) INTRODUCTION OF GUESTS & STAFF**

Fair Staff: Rich Persons and Linda Thompson

Guests: Steve Clayton (Soundzskilz), Celia Smith (Family A Fair), Kelly Secord (Livestock), Lauren (Barn Bash), Sarah Pelle (CDFA), Mike (CDFA), Bryan (Soundskilz)

**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 the Attorney General's Office to discuss pending litigation (Gov. Code § 11126(e)(1)):

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

b) *46th District Agricultural Association v. APEX, LLC*

**7) RECONVENE OPEN SESSION** Report of any action taken during Closed Session

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Board President reported out that the *Sandoval, et al. v. 46th District Agricultural Association, et al.* has been settled.

**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 September 2021 Board Meeting Minutes
- b) Receive and file 2017 and 2018 reviews
- c) Extension of Shattuck's Inc. contract through December 31, 2022

Motion by Director Magnuson to approve items 8 a-c without the 2018 review.  
Seconded by Director Skala  
Unanimous vote motion passes with an 8-0 vote

**9) NEW BUSINESS** (Action required)

- a) Review and Approval of August and September 2021 Financials
  - 1) Balance Sheet
  - 2) Profit and Loss Statement
  - 3) AP Payments/AR Aged Invoices/General Ledger

Brief overview from Finance Committee and Richard Persons.

Motion from Director Palumbo to approve August and September Financials. Seconded by Director Skala. Motion passes with an 8-0 vote.

- b) DWR Ad Hoc Committee Recommendation for DWR contract agreements
  - 1) Transfer of Jurisdiction/Temporary Construction Area (\$375,000)
  - 2) 46<sup>th</sup> DAA Marquee Sign Relocation (\$500,000)
  - 3) Parking Goodwill losses (\$1,684,000)

DER David Smith and other engineering staff were present and made in overview presentation of the information was before us. An explanation was provided to the board on the funding error for use of the 15.02 acres temporary construction area. The transfer of jurisdiction agreement of a permanent 11.64 acres for \$588,000 is still with DGS. Questions were asked including if the 46<sup>th</sup> DAA could get their own appraisal done and was told that because DGS has already approved the original appraisal from January 2021 we could not. Motion from DWR Ad-Hoc Committee Director Almiron to approve item B2 46<sup>th</sup> Marquee Sign Relocation agreement and table the other agreements until DWR can return with a whole package that includes the permanent land agreement, temporary access lease agreement, parking goodwill loss and 5-acre property across Lake Perris Drive. Seconded by Director Hurtado. Motion passes with an 8-0 vote.

- c) Policy Committee recommendation
  - 1) TBD

Item tabled to next meeting

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d) Presentation of 2021 Fall Festival and Carnival Report

PPT presentation was provided by Steve Clayton from Soundskilz (see handout). \$1M in sales. Request from Director Scott that there be an overall wrap-up meeting that includes financials and lessons learned.

e) Presentation of 2021 Junior Livestock and Auction – Kelly Secord

Livestock lead Kelly Secord provided a verbal presentation on Junior Livestock and Auction. Secord thanked the administration, board, volunteers and sponsors. Appreciated the board being present at the Live Auction. Secord also shared that there were 861 entries. They were \$500 under budget. Overall raised was \$185,632. Compared to 2019 \$241,445 (256) and 2020 \$101,000 (103). In additional fundraising this year occurred at the end of auction of “Giving of the Heart” which raised an additional \$43,572. On-line participation 918 viewers, 28 bidders and 11 winning bidders. Director Scott noted the first time that the Fair was not supporting the Junior Livestock with security, janitors and maintenance. He asked for this to be reviewed for next year.

**10) REPORTS AND INFORMATION** (Informational)

a) Correspondence

- 1) CDFA notice of required construction inspections 9/21/21
- 2) CDFA Legal Office Change 10/6/21
- 3) CDFA Mandatory Testing for COVID-19 for Civil Service Employees 10/8/21

President Yeager read through all of the correspondence and also shared a 4<sup>th</sup> correspondence on Fiscal Year 2021/2022 Fair Training Reimbursements from 10/22

b) Management Consultant Report Rich Persons provided the following report.

- 1) Update on Recovery Plan, Referred to previous financial report
- 2) Day to Day Operations Update Fair has had a lot of events that are winding down. Construction projects with the roofs are 98% complete, the AC unit was replaced at pavilion, working on the fire system repairs. As a result he has spent a lot of his time with the Fire Marshall and inspections of our property and reviewing all permits for the various grand stands and bleachers.
- 3) COVID 19 Update – all state staff have to be vaccinated or come in with negative weekly testing
- 4) Status of Board Trainings (required) He shared the importance as part of the board member responsibility to finish all of the trainings as it is tied to our annual fair allocations. He offered for fair to help board members come into the office to do the trainings.
- 5) Selection of November date for annual Strategic Planning meeting for 2022 December 4<sup>th</sup> has been selected for this meeting from 9am-1pm. Topics that will be discussed are: Staffing Plan and CEO Succession; 2022 Annual Fair; DWR project and other 46<sup>th</sup> DAA Facilities needs.
- 6) Closure of Fairgrounds office – November and December 2021  
Fair office will be closed Thanksgiving week and from December 20<sup>th</sup> -January 3, 2021.

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c) Committee Reports

- 1) Finance Committee – No report
- 2) Fairgrounds and Contracts Committee – No report
- 3) Annual Fair Committee – meeting to be schedule for wrap up
- 4) Junior Livestock Committee – No report
- 5) Marketing Committee – No report
- 6) Policy Committee – No report
- 7) DWR Ad-Hoc Committee – No report

d) Barn Bash Report President Lauren shared that there was no report at this time as they are reorganizing internally. A meeting did occur with Fair staff, Board members regarding the creation of an MOU.

e) Friends of So Cal Fair Report Cee Smith provided a report on having \$18,000 in the bank. BBVA was bought out by PNC and their promotional agreement will not continue. However, they did receive a check for \$5,000. In addition, they tried to buy an animal during livestock auction and were outpriced. They did provide a \$2500 donation to the Gift of the Heart effort. Finally, a meeting did occur with Fair staff, Board members regarding the creation of an MOU.

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

- 1) Derby Room – Temporary Permit
- 2) 46<sup>th</sup> DAA Roof Repairs – Completed
- 3) CCA to provide oversight for proposed DWR project as it moves forward.

Director Yeager provided a summary of these recent events.

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

a) Directors' Comments

No comment from Director Almiron

Director Magnuson thanked the staff and Kelly for all of their work

Director Skala had no comment

Director Scott thanked Kelly, staff for all of their hard work. He also wants a more detailed wrap-up report from the 2021 Festival and Carnival and the partnership, lessons learned so that it does not get swept under the roof.

Director Bruno thanked Kelly

Director Yeager thanked the board for all of their support, staff for working to keep our fairgrounds safe and clean, thanked Rich for all of his guidance in bringing the fair to the next level and to our partners and tenants for coming together to get us back to operation.

Director Palumbo will submit her comments for the record.

c) Next Board Meeting Information

Items for next board meeting with be:

- 1) Wrap-Up report from 2021 Festival and Carnival event with clear financials

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2) CFSA Elector

**12) IMPORTANT 2021 DATES:** Board Meetings are held on the [fourth](#) Wednesday of the month at 4:00 pm unless otherwise specified.

[December 4 - Strategic Planning](#)

~~November 17, 2021~~

~~December 15, 2021~~

[Board will need to be polled on if we add an hour to the December 4<sup>th</sup> meeting to address board issues.](#)

**13) Adjournment:** President Yeager

[Meeting adjourned at 6:44pm](#)

**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.