

NOTICE OF MEETING

**16th District Agricultural Association
California Mid-State Fair Skybox
2198 Riverside Ave, Paso Robles
December 6, 2017
9:00 a.m.**

AGENDA

Mission Statement

“To Celebrate our Dynamic Community”

Vision Statement

“The 16th District Agricultural Association produces the California Mid-State Fair, which preserves, promotes, and showcases agriculture, the arts, the talents of our citizens, and the traditions of our region while maintaining a dynamic multi-use and solvent year-round event center.”

I. Call Meeting to Order

II. Flag Salute

III. Introduction of Guests

IV. Approval of Absences

IV. Approval of Minutes: November 15, 2017 Board Minutes

V. Public Comment Period: This is the time the public may address the Board on items other than those listed on the agenda. Public comments shall be limited to five (5) minutes per speaker. Comments on items which are listed elsewhere on the agenda should be held until that item is being considered so that public testimony can be considered at the time the item is deliberated.

VI. Consent Agenda: Items hereunder on the Consent Agenda are considered routine, not requiring separate discussion and will be enacted in one motion. Individual Items A, 1-3, and B. 1 are approved by the vote that approves the Consent Agenda, unless an item is pulled for separate consideration.

A. Agreements

1. Approve Standard Agreements: None

2. Approve Rental Agreements:

- a. 17-15 Albertson’s “A Day of Christmas Fun”
- b. 17-53 National Junior Swing Association Western Regional
- c. 17-55 Cowgirl Christmas
- d. 17-63 IQMS, Private Event
- e. 17-76 Outback Cutting, October
- f. 17-109 Zurn, Private Party
- g. 17-112 District 7, High School Rodeo

3. Approve Judging Agreements: None

B. Approval of Committee Meeting Minutes:

1. Finance Committee Meeting, November 15, 2017

VII. Old Business

- A. Grandstand/Backstage Project
 - 1) Bid Approval
- B. Strategic Plan/Master Plan Project with City of Paso Robles
- C. Ticketing RFP
 - 1) Contractor

VI. New Business

- A. Committee Reports
 - 1) Finance Committee Report -- Director Baldwin
 - a. Grandstand Entertainment Budget Discussion
 - b. Deferred Maintenance and Capital Projects Discussion
 - c. 2018 Budget Review and Approval
 - d. Overview of Expenditures (2017)
 - i. Approved Pre-Fair Capital Improvement Projects
 - ii. Approved JLA Reserve Fund Projects
 - iii. Unanticipated/Unbudgeted Expenses
 - e. Board Comments
 - 2) Executive Committee Report – Director Darway
 - 3) Agriculture Committee Report – Director Lacey
 - 4) Operations Committee Report – Director Baldwin
 - a. Reserve Outlay Capital Improvements
 - i. Updates
 - ii. Strategic Plan
 - iii. RV Project
 - iv. The Last Chance
 - v. Shade Projects
 - vi. Vendor Investments
 - vii. Grandstand Challenges
 - viii. Other improvements—Horse Stall Purchase
 - b. Grandstand Project
 - c. Checklist for Projects
 - i. ADA Compliance
 - ii. Utilities
 - iii. Strategic Plan
 - vi. Master Plan
 - v. Fire Marshall
 - d. Director's Comments

- 5) Fair Programs Committee Report – Director Lilley
 - a. 2018 Entertainment Budget
 - b. Board Comments
- 6) Marketing Committee Report – Director Woodruff
- B. Task Force Committee Report
 - 1) Conference Center Feasibility Study Task Force Report – Director Lacey
- C. Election of 2018 Officers
 1. Election of 2018 Officers for President and Vice President
- D. Resolution Regarding Delegation of Authority for 2018

This is a State requirement that is done annually. Consider resolution of Delegation of Authority authorizing the CEO to execute Rental Agreements up to \$75,000; Standard 2 Agreements for service up to \$75,000; and Standard 2 Agreements for entertainment up to \$525,000 on a single act without further authorization from the Board of Directors of the 16th District Agricultural Association, noting that any amount over \$525,000 would require verbal contact with all Board members. Any such executed agreements, however would be submitted to the Board of Directors for review at the subsequent Board Meeting. The duration of the delegation would be authorized for a one (1) year period of time, or upon a change in the CEO position.

VII. Matters of Information

- A. Staff Report
- B. Manager's Report
- C. Director's Discussion

VIII. Recess

IX. Closed Session: Closed Session will be held to consider, under Government Code Section 11126(a), pending litigation.

X. Adjournment

Date of Notice: November 22, 2017