

NOTICE OF MEETING

**16th District Agricultural Association
California Mid-State Fair Skybox
2198 Riverside Ave, Paso Robles
Wednesday, February 21, 2018
9:30 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
- V. Approval of Minutes: January 17, 2018 Board Meeting
- VI. 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.
- VII. 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:
 - a. SP018-004 New Times
 - b. 018-005 Sandy Collier Enterprises, LLC
 2. Approve Rental Agreements:
 - a. 2018-1 MGE Undergroud, Inc
 - b. 2018-3 SLO County Foundation for Ag Awareness Crab Feed

- c. 2018-4 Atascadero High School Winter Formal
- d. 2018-37 Cardenas Private Party

3. Approve Judging Agreements: None

B. Approval of Committee Meeting Minutes: None

VIII. Old Business

A. Grandstand Bid Project

- 1. Review Project Components
- 2. Review Project Budget

B. Strategic Plan/Master Plan

IX. New Business

A. Committee Reports

- 1. Finance Committee Report – Director Baldwin
 - a. January 2018 Financials
 - b. Event Cost Analysis
 - c. Write off Stale Checks
 - d. Establish Doubtful receivables, write off doubtful receivables over 10 years
 - e. Operations Committee Recommendations
- 2. Executive Committee Report – Director Darway
- 3. Agriculture Committee Report – Director Lacey
- 4. Operations Committee Report – Director Baldwin
 - a. 2017 Reserve Outlay Capital Improvement Review
 - b. 2017 Unanticipated Expense Review
 - c. Review of 2018 Strategic Plan Prioritized List
 - d. Review of 2018 Budgeted Project Expense
 - e. Upcoming Un-Budgeted Expenses
- 5. Fair Programs Committee Report – Director Lilley
- 6. Marketing Committee Report – Director Woodruff

B. Task Force Committee Reports

- 1. Entertainment Task Force – Director Boneso
- 2. Heritage Foundation Task Force Report – Director Lacey

C. Annual Dinner Recap

- 1. Program Review
- 2. Other Discussion

- D. Fire Marshall Update
 - 1. Bleacher Repair
 - 2. Exit Analysis
- X. Matters of Information
 - A. Staff Reports
 - B. Manager's Report
 - C. Director's Open Forum
- XI. Recess
- XII. Closed Session: Closed Session will be held to consider, under Government Code Section 11126(a), pending litigation, personnel, property.
- XIII. Adjournment

Date of Notice: February 8, 2018

- 1) Persons with disabilities who may require accommodations to attend the meeting are requested to contact the Administration Office at (805) 239-0655
- 2) 16th DAA agendas can be accessed on the web at: <https://www.midstatefair.com/fair/board-meetings.php>