



13th District Agricultural Association / Yuba-Sutter Fairgrounds
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BOARD MEETING MINUTES

Meeting Date: Tuesday – May 26, 2020@ 5:30 p.m.

Meeting Location: Franklin Hall – Yuba Sutter Fairgrounds and also available via Tele-Conference Zoom

2020 BOARD MEMBERS: President – Erin Cucchi; Vice President – Joe Serger; Board Members - Karm Bains, Kulwant Johl, Jill LeVake, Jennifer Matteoli, Alice Munger and Andrew Stresser.

FAIR MANAGER/CEO – David Dillabo

1. CALL TO ORDER: President Cucchi called the meeting to order at 5:30 p.m.

All matters listed on this agenda, may be considered for action as listed. Any item not listed may not be considered at this meeting. Items on this agenda may be considered in any order at the discretion of the President.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL: Members present/Declaration of a quorum - Present: Board President – Erin Cucchi, Vice-President - Joe Serger, Alice Munger, Karm Bains, Jennifer Matteoli, Jill LeVake, Andrew Stresser, Kulwant Johl; Absent: None

4. INTRODUCTION OF STAFF AND GUESTS: Office Staff: Dave Dillabo & Sherrie Skaggs; Public: None Introduced

5. PUBLIC COMMENT: None

6. CORRESPONDENCE: CEO Dillabo reported on the following correspondence;

- i. Cdfa – F2020-03 – Guidance for Non-Essential Events during COVID-19
- ii. SUMMARY- The Fairs & Expositions Branch has received several requests from fair managers seeking approval to host non-essential events at DAA fairgrounds. If you plan to have or host a nonessential event you must obtain approval from your local authorities prior to the event. Local authorities usually reference local public health and/or law enforcement; however, you'll need to check with your local county/city. No additional state approval is needed at this time.

7. CONSENT AGENDA:

- i. Motion: Upon a motion by Director Bains, 2nd by Director Johl and passed unanimously with an "Aye" vote by Directors Matteoli, Bains, Serger, Munger, LeVake, Johl, Stresser.
- ii. Meeting Minutes dated April 21, 2020 and the contracts identified below were approved;
- iii. Paid Bills in the amount of \$ 16,252.69 from April 21st thru May 22, 2020 were approved.
- iv. Approval of Contracts:
 - a. Standard Agreements: SA 2020-34 thru 2020-36
 - b. Sponsorship Agreements: None
 - c. Inside Commercial Agreements: None
 - d. Outside Commercial Agreements: None
 - e. Concession Agreements: None
 - f. Interim Rental Agreements:
 1. 2020/21 Interim Contracts: None

8. COMMITTEE REPORTS:

- a. Finance Committee:

Director Cucchi reviewed the current financial reports with the Board. After review and discussion of the current the financial standing, upon a motion by Director Munger, seconded by Director LeVake and passed unanimously with an "Aye" vote by Directors Matteoli, Munger, Serger, LeVake, Stresser & Bains; the board moved to approve the current financial status of the 13th DAA as summarized below.

1. Monthly Net Gain: \$ 115,816.68
 2. Annual Net Gain: \$ 73,750.09
 3. Total Account Balances: \$ 898,423.13
- b. Executive Committee: Directors Cucchi and Serger reported on an executive committee meeting held with Yuba & Sutter County Public Health Departments to discuss the planning of the 2020 annual fair and livestock show events. The meeting was very productive and resulted with the Dr. Luu recommending not to hold the annual fair, but would allow the Livestock Show to take place with certain restrictions. It was recommended to hold the Junior Livestock Auction thru an online virtual platform due to the potential mass gathering amount of buyers and public.

9. CEO REPORT: (Informational/Non-Action items)

CEO Dillabo provided a report regarding;

- a. COVID-19 Impact Report
 - i. Garden Highway RV Lot Use
 - ii. Interim Rental Revenue Impact
 - iii. Fair-time Sponsorship & Award Sponsor Impact
 - iv. Current Fairground Operations
 1. Office
 2. Maintenance/Facilities
 3. Cost-Savings Measures:
 - a. Reduced Garbage Services down to once a week – Saved \$350 per month
 - b. Electrical Savings Usage Practices Applied – Reduced Electrical bill down to \$2,000 from \$3,500 the month before.
- b. Form 700's – Deadline Extended to June 1st
- c. SB 5 Infrastructure Project Update –
 - i. Bridge Loan Update
 - ii. Project Timeline
- d. AB1499 Fair Funding Update –
- e. Cal-Fire Use Agreement – Entered into a 3 Year Use agreement to utilize the fairgrounds as a base fire camp for emergency purposes. Agreement provided to board for review.
- f. Sutter County Sherriff's Possee – Working with the Possee and County for potential use of the fairgrounds arena for the possee for the next 18 months.
- g. Yuba & Sutter County Agreement Extensions and re-negotiations of contracts for the COVID-19 Homeless Quarantine site RV Trailers. \$35 per site/per night while non-activated, \$50 per site/per night while activated
- h. Lead Efficiency Consulting - Energy Grant Agreement – Installation of LED Lights for Franklin Hall, Livestock Goat Barn, Livestock Arena Lights, Flood Lights throughout the fairgrounds.
 - i. Total Cost Paid by YS Fair: \$2,943.00 One-time Payment
 - ii. Total Project Cost Paid through PG&E Incentive Grant: \$19,787
 - iii. Estimated Total electrical Savings of \$100,575 over a 5 year period.

10. NEW BUSINESS:

- a. Determination of holding or postponing the 2020 annual fair scheduled for August 6-9.
 - a. The board discussed the recommendations by the Local Public Health Officer that were reported from the executive committee meeting in regards to holding the annual fair. As well, CEO Dillabo reported that Governor Newsom announced just prior to the board meeting that Theme Parks will now be considered as part of Phase 3 in the re-opening plan.

There is some question as to whether fairgrounds would be classified as a theme park and be allowed to occur as part of the Phase 3 plan. The board and staff discussed the opportunity and approval by the Local Health Department to continue to hold the Jr. Livestock Show in the absence of the annual fair.

After discussion and an opportunity for public comment, upon a motion by Director Serger, Seconded by Director Bains, the board moved to postpone the determination of holding the 2020 annual fair to allow the staff to research the Phase 3 Re-opening plan and continue to plan to hold the Jr. Livestock Show following the guidance of the Yuba-Sutter Local Health Department. Motion was passed with a unanimous "Aye" vote by Directors, Munger, Matteoli, LeVake, Stresser, Bains, Johl and Serger. A task force committee will be formed to help with organizing the Livestock Show.

11. **DIRECTOR'S COMMENTS:** Please note that pursuant to California State Law, the Board is prohibited from discussing or taking action on any item not listed on the agenda.
 - a. Director Cucchi: Recommended Live Streaming the Jr. Livestock Shows to allow public to view the shows.

12. **MATTERS OF INFORMATION:**
 - a. Next meetings June 15 2020 @ 5:30 pm at TBD
 - a. Agenda items to be included on the next meeting agenda:
 - i. Determination of the 2020 Annual Fair

13. **ADJOURNMENT:** Upon a motion by Director Munger, seconded by Director Bains and carried unanimously with an "Aye" vote by Director Serger, Matteoli, Munger, Cucchi, Bains, LeVake, Stresser; the board moved to adjourn the meeting at 6:45 p.m.

Respectfully submitted by:
David Dillabo, CEO