



Board of Directors Meeting

March 28, 2024

Good morning.

The meeting will begin just after 9:30 a.m. For members of the public on Zoom – for Public Comment, please use the chat function to communicate to the meeting secretary to indicate which agenda items you would like to speak to.

Please keep your device on mute until called upon to speak.

If using the Zoom dial-in option, use *6 to mute and un-mute your phone.

Please take notice that this public meeting of the 32nd District Agricultural Association, a California state institution, is being recorded using video recording equipment. Please also take notice that the 32nd District Agricultural Association will release video recordings of its public meetings where required under California law.

Please keep your device on mute

The Mission of OCFEC is...

**Creating equitable community access to
agriculture, entertainment, cultural and
educational experiences**



3. Pledge of Allegiance



4. Roll Call

Board of Directors

Chair Nick Kovacevich

Barbara Bagneris, Vice Chair

Director Newton Pham

Director Doug La Belle

Director Natalie Rubalcava-Garcia

Director Robert Ruiz

Director Tanya Bilezikjian

Director Dimetria Jackson



5. Minutes

A. Board meeting held February 22, 2024

Action Item



9A. Presentation of Women's History Month Proclamation by Community Affairs Committee

INFORMATION ITEM:

At the January 2024 Board meeting, the Community Affairs Committee recommended that the Board of Directors recognize various cultural groups throughout the year through the presentation of a proclamation to a prominent member of each community in recognition of their celebration month.

The Board approved the language for a Women's History Month proclamation at the February Board meeting.

The Community Affairs Committee will present a proclamation at the March Board meeting honoring Girl Scouts of Orange County CEO Vikki Shepp.



6. Matters of Public Comment

Public comment is allowed on issues NOT on the current agenda. However, no debate by the Board shall be permitted on such public comments, and no action will be taken on such public comment items at this time, as law requires formal public notice prior to any action on an agenda item. Speakers are requested to sign in prior to the start of the meeting and are limited to three minutes.

Comments will be accepted on all other agenda items at the time each item is listed on the agenda. Speakers wishing to address the Board on items on the agenda are requested to sign in prior to the start of the meeting and identify the agenda item(s) on which you desire to address the Board. Speakers are limited to three minutes.



7. Consent Calendar

All matters listed under Consent Calendar are operational matters about which the Board has governing policies, implementation of which is delegated to the CEO. They will be enacted in one motion by category in the order listed below. There will be no discussion of these items prior to the time the Board of Directors votes on the motion, unless members of the board, staff or public request specific items to be discussed separately and/or removed from this section.

Any member of the public who wishes to discuss Consent Calendar items should notify the Chair of the Board, at the time requested and be recognized by invitation of the Chair to address the Board.



8. CEO's Operational Announcements & Updates



8. CEO's Operational Announcements & Updates



8. CEO's Operational Announcements & Updates

Community Equine Center Updates

- Notices to tenants distributed February 26 and March 15
- Public horse show tentatively scheduled June 15-16
- Plans to move Ranch After School Program in progress
- Staff currently in training for Equine Assisted Growth and Learning Association (EAGALA) certification
- North OC Veterans Center program planning meetings continue
- MOU in development for college veterinary tech program



9B. Review of New Equestrian Center Rental Rates and Vote on Whether or Not to Approve





OCFEC Expenses (based on 100 horses)

Expense	Cost Per Month Per Horse	Notes
Feeding/Stall Cleaning	\$465.00	Based on current contractor invoices
Shavings	\$248.00	Based on current contractor invoices
Manure removal	\$102.00	Based on most recent monthly invoice of \$10,200
Trash removal	\$5.20	Based on 6 dumpsters twice/week at \$20/dumpster; 50% split with District
Fly spray	\$11.25	Based on 9-month average invoice of \$1,125 per month
Street sweeping	\$8.67	Based on \$400/sweep once per week; 50% split with District
Electrical usage	\$18.33	Based on current rates divided by number of horses
Water usage	\$16.67	Based on current water usage for EQC divided by number of horses
OCFEC office staff	\$120.58	Based on 70% of Supervisor wages and 80% of PT Office Coordinator wages
TOTAL:	\$995.70	





OCFEC Expenses (based on 100 horses)

Expenses	Cost Per Month Per Horse	Notes
Arena #1	\$74.40	Designated for exclusive use by boarders and trainers – 100% charged
Arena #3	\$23.25	50% by District; 50% by boarders/trainers
Round pens and 1 turnout	\$69.75	50% by District; 50% by boarders/trainers
Annual arena footing credit	(\$60.38)	Portion of annual arena footing credited to above areas
TOTAL:	\$107.02	



OCFEC Expenses (based on 100 horses)

Expenses	Cost Per Month Per Horse
Operations costs	\$995.70
Daily arena maintenance	\$107.02
TOTAL:	\$1,102.72

District expenses NOT included in the above:

- Annual arena footing (\$74,000)
- Bank fees for credit card charges
- Security
- Janitorial
- Landscaping and tree maintenance



Market Research

- San Juan Capistrano Equestrian Center
 - Rate Increase effective 3/1/24
 - From \$624 to \$910 for 12'x12' stall (\$1340 for 12'x24' stall)
 - 46% increase
- Huntington Central Park Equestrian Center
 - Current rate of \$861 for 12'x12' stall (\$785 in 2021-22)
 - Anticipate an additional increase this year



Proposed Phased-In Rate Increases

Stall Type	Current Rate as of 4/1/23	45% Increase on 6/15/24	10% Increase on 10/1/24	10% Increase on 1/1/25	District Expenses
12'x12' Single Box Stall (shavings included)	\$644	\$934	\$1,027	\$1,130	\$1,103
12'x24' Double Box Stall (shavings included)	\$1,023	\$1,483	\$1,632	\$1,795	\$1,503



Other Fees for Boarders/Trainers

- 10% rate increases on June 15, October 1, and January 1 (phased in):
 - Tack Room/Office
 - Trailer Parking
 - Lockers
 - District owned storage units
- \$400 per month facility usage fee for trainers



9B. Review of New Equestrian Center Rental Rates and Vote on Whether or Not to Approve

RECOMMENDATION:

The staff and Facilities Committee recommend that in order to close the gap between facility operating expenses and current rental rates that the Board approve the proposed rental rate increases effective June 15, 2024 using the proposed phased-in approach.



9C. Review of Construction Bid for Admin Building Expansion Project and Vote on Whether or Not to Approve Additional Funds if Needed

Under the management of California Construction Authority (CCA), bids for the construction of the Administration Building expansion project were opened on March 20. There were four bids received, all falling below the budget approved for the project.

As of the posting of this report, there is no need for the Board of Directors to take action to consider and vote on additional funding.

Staff will continue to work with the Facilities Committee on the Administration Building expansion project and keep the Board of Directors apprised of progress.



9D. Review of Amendments to Board Governance Policy 3.03 and 3.06 to Reflect Changes to CDFA Code Regarding Mandatory Training and Vote on Whether or Not to Approve

AB 623 amended California Food & Agriculture Code by adding that Board Directors shall not officially be seated on the Board or participate in a Board meeting until they had completed any mandatory forms and training, as required by State law and as determined by the department. The amended code also requires that seated Board members complete all mandatory training within 90 days of expiration and are subject to removal if they do not comply with these requirements.



9D. Review of Amendments to Board Governance Policy 3.03 and 3.06 to Reflect Changes to CDFA Code Regarding Mandatory Training and Vote on Whether or Not to Approve

Board Governance Policy 3.03 (Board Member Code of Conduct) and Policy 3.06 (Board Member Orientation and Training) both include Board member training language which should be amended to reflect the new code as follows:

California Food & Agriculture Code Section 3956 requires that newly appointed Board Members may not start serving until all required training is completed. In addition, seated Directors must complete all mandatory training within 90 days of expiration and are subject to removal if they do not comply with these requirements.



9D. Review of Amendments to Board Governance Policy 3.03 and 3.06 to Reflect Changes to CDFA Code Regarding Mandatory Training and Vote on Whether or Not to Approve

RECOMMENDATION:

The staff and Governance Committee recommend approving the amendment to Board Governance Policies 3.03 (Board Member Code of Conduct) and 3.06 (Board Member Orientation and Training) to reflect changes to California Food & Agriculture Code Section 3956.



9E. Presentation of Draft Plan for Upcoming Strategic Planning Process and Vote on Next Steps

In late 2021 and early 2022, the Board of Directors completed a process to develop a 3-year strategic plan for 2022-2024. The process took place over three planning sessions outside of regular Board meetings (September 9, October 12 and December 7) and one wrap-up session during the January 2022 Board meeting, totaling approximately seven (7) hours.



9E. Presentation of Draft Plan for Upcoming Strategic Planning Process and Vote on Next Steps

The draft strategic plan included the following elements:

- Creation of new mission and vision statements
- Confirmation of organizational values
- Strategic direction for:
 - Annual OC Fair
 - Year-round events
 - Educational assets
 - Equestrian center
 - Community support
- Property plan (Master Site Plan added later)



9E. Presentation of Draft Plan for Upcoming Strategic Planning Process and Vote on Next Steps

Following completion of the planning process, staff developed specific initiatives in order to achieve the Board's goals. The draft plan was posted for public review and feedback. The final 3-year strategic plan was presented and approved by the Board at the March 2022 meeting.

With the current strategic plan scheduled to expire at the end of 2024, it's now time to begin the process for the development of the next strategic plan.



9E. Presentation of Draft Plan for Upcoming Strategic Planning Process and Vote on Next Steps

The Board will consider the following in order to provide staff with direction on how to proceed.

1. Does the Board prefer that the process be facilitated by CEO Richards or an outside facilitator?
2. Since so much groundwork was already done with the last strategic plan, it is estimated this effort would take less time, approximately 3-4 hours. Would the Board prefer to devote one hour out of each regularly scheduled Board meeting over the course of three months, or to schedule 1-2 sessions outside of regularly scheduled Board meetings?
3. The senior leadership team has already done some pre-work which will be helpful in the upcoming strategic planning process. Staff is recommending that the new strategic plan be focused on key growth strategies for the OC Fair & Event Center.
4. Staff is again recommending that the Board develop a new strategic plan, then provide for public feedback and suggestions before final approval.
5. Staff is also recommending that once approved, the strategic plan be shared with community partners, elected officials and Orange County leaders, business partners and the public using various communications channels.



9E. Presentation of Draft Plan for Upcoming Strategic Planning Process and Vote on Next Steps

RECOMMENDATION:

The Board should discuss the above suggestions and options for the next strategic planning process and provide staff with direction on how to proceed.



9F. Vote on Whether or Not to Approve Language for Asian American Pacific Islander (AAPI) Heritage Month and Arab American History Month Proclamations

At the January 2024 Board meeting, the Community Affairs Committee recommended that the Board of Directors recognize various cultural groups throughout the year through the presentation of a proclamation to a prominent member of each community in recognition of their celebration month.

Staff met with the Community Affairs Committee to draft the attached language for the proclamations honoring Arab American Heritage Month in April and Asian American Pacific Islander Heritage Month in May.



9F. Vote on Whether or Not to Approve Language for Asian American Pacific Islander (AAPI) Heritage Month and Arab American History Month Proclamations

RECOMMENDATION:

Staff and the Community Affairs Committee recommend approval of the language for the Arab American Heritage Month proclamation to be presented in April and the Asian American Pacific Islander Heritage Month proclamation to be presented in May at the Board of Directors meeting.

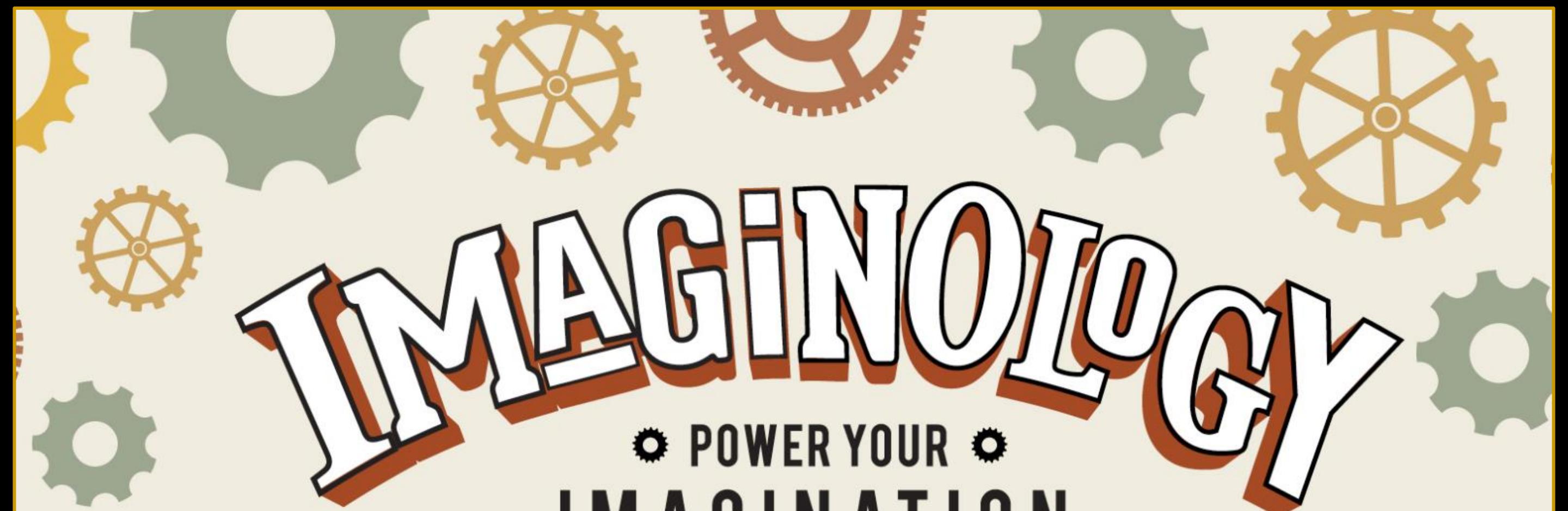


9G. Preview of Imaginology 2024

INFORMATION ITEM:

Staff will provide the Board of Directors and public with a preview of the Imaginology 2024 event on April 13-14 at OC Fair & Event Center.





IMAGINOLOGY

• POWER YOUR •
IMAGINATION

APRIL 13-14, 2024

FREE Admission
10:00 am - 4:00 pm



















Wild Science

Hands-on fun with captivating STEAM displays & activities



Enter To Win a Weekend Getaway

- *2 Night Hotel Accommodations*
- *2 Days at Imaginology*
- *2 Show Tickets at Segerstrom Center*
- *Dinner for 2*



Enter by 9:00 am, April 9th

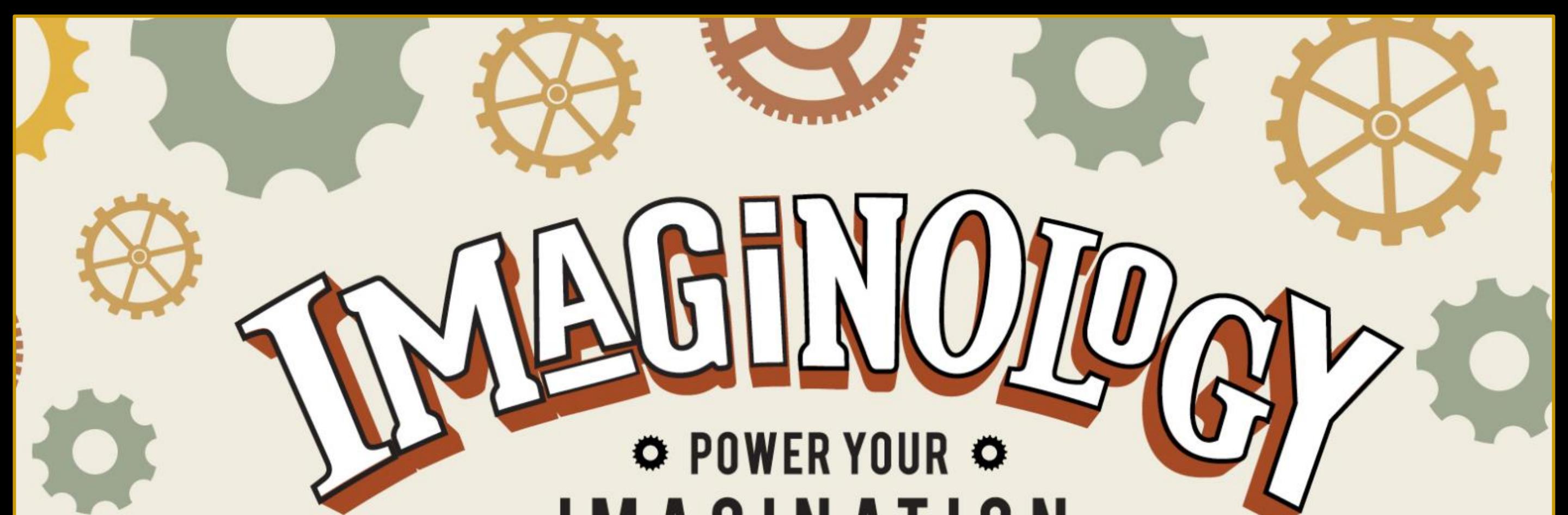


THANK YOU TO OUR SPONSORS



PRESENTED BY: MIRAI





IMAGINOLOGY

• POWER YOUR •

IMAGINATION

APRIL 13-14, 2024

INVENTION + PLAY + EXPERIMENTATION = LEARNING

9H. Committee/Ad Hoc Committee/Liaison Reports

INFORMATION ITEM:

To assure compliance with the Bagley-Keene Open Meeting Act, Committee reports are only for the purpose of the Committee chair, Ad Hoc Committee members or Liaison to provide a verbal update. Should the Board want to discuss any Committee work item not already on the agenda; those would need to be agendized for a future Board meeting.

- i. Leadership Committee** (Chair Kovacevich, Committee Chair; Vice Chair Bagneris)
- ii. Financial Monitoring and Audit Committee** (Director Pham, Committee Chair; Director Bilezikjian)
- iii. Facilities Committee** (Director Ruiz, Committee Chair; Director Bilezikjian)
- iv. Governance Committee** (Director La Belle, Committee Chair; Chair Kovacevich)
- v. Community Affairs Committee** (Director Rubalcava-Garcia, Committee Chair; Director Jackson)



February 2024 Financials

	Actual	Budget	Variance Favorable (Unfavorable)
February 2024 Revenue	\$ 1,355,427	\$ 1,253,187	\$ 102,240
February 2024 Expenses	<u>\$ 2,316,037</u>	<u>\$ 2,777,022</u>	<u>\$ 460,985</u>
February 2024 Net Proceeds/(Loss)	<u>(\$ 960,610)</u>	<u>(\$ 1,523,835)</u>	<u>\$ 563,225</u>
YTD Net Proceeds/(Loss)	<u>(\$ 2,032,357)</u>	<u>(\$ 3,489,009)</u>	<u>\$ 1,456,652</u>



Cash and Cash Equivalents

	<u>February 29, 2024</u>	<u>February 28, 2023</u>
Cash on Hand	\$ 3,581,051	\$ 1,986,203
Investments	<u>\$53,117,193</u>	<u>\$67,974,114</u>
Total Cash and Cash Equivalents	<u>\$56,698,244</u>	<u>\$69,960,317</u>
Year over Year Change	<u>(\$ 13,262,073)</u>	
Year over Year % Change	-19%	



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WOMEN'S HISTORY MONTH





nass.usda.gov/AgCensus

**California's 45,244 women ag producers account for
11.5 million acres and \$22.2 billion in agriculture sales.**

Source: 2022 Census of Agriculture.



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE



CÉSAR CHÁVEZ DAY



“We cannot seek achievement for ourselves and forget about progress and prosperity for our community.”



10. Closed Session

A. Pending Litigation – The Board will meet in closed session to consult with legal counsel regarding the following pending litigation. [Gov. Code section 11126(e).]

- i. To confer with and receive advice from legal counsel regarding potential litigation involving the 32nd District Agricultural Association. Based on existing facts and circumstances, the Board of Directors will decide whether to initiate litigation. (Govt. Code, § 11126, subd. (e).)
- ii. To confer with and receive advice from legal counsel regarding potential litigation involving the 32nd District Agricultural Association. Based on existing facts and circumstances, there is significant exposure to litigation against the 32nd District Agricultural Association. (Govt. Code, § 11126, subd. (e).)
- iii. To confer with counsel, discuss, and consider the following pending litigation to which the 32nd DAA is a party. *Talley Amusements, Inc. v. 32nd District Agricultural Association*, Orange County Superior Court, Case No. 30-2022-01264282-CU-MC-CJC
- iv. To confer with counsel, discuss, and consider the following pending litigation to which the 32nd DAA is a party. *B&L Productions, Inc., et al., v. Gavin Newsom, et al.*, U.S. District Court for the Central District of California, Case No. 8:22-cv-01518 (JDEx)



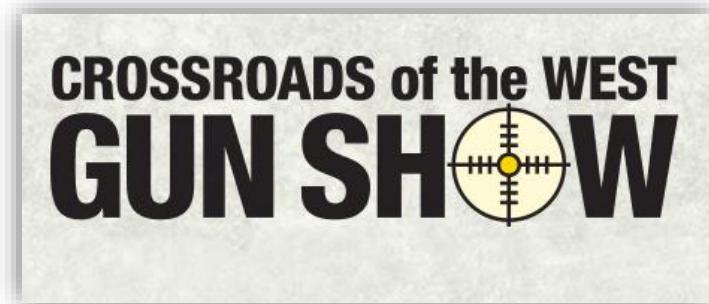
11. Upcoming Events Preview



11. Upcoming Events Preview



Mar 28



Mar 30 - 31



Apr 4



Apr 6 - 7



Apr 13



Apr 18 - 21



Apr 19 - 21



Apr 20 - 21



11. Upcoming Events Preview



Thursdays



11. Upcoming Events Preview

Garden Classes at Centennial Farm



Apr 6

Home Grown Tomatoes
9:30 am – Noon

SOLD OUT



Apr 6

*Integrating Organic Practices
Into Your Garden*
1:00 pm – 3:00 pm

May 11

*Blooms for Mom:
A Mother's Day Floral
Arrangement Workshop*

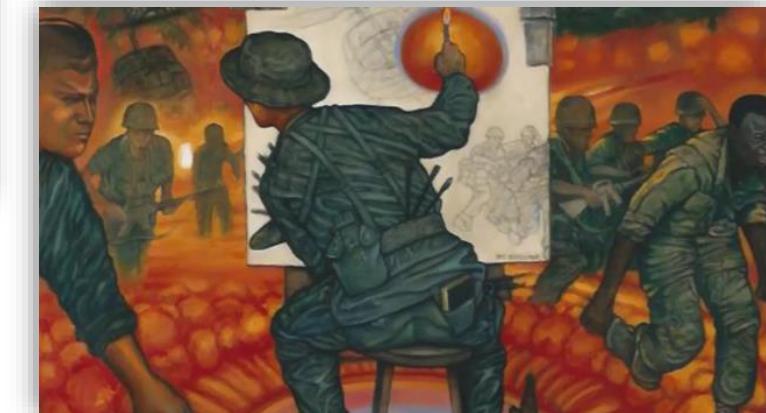
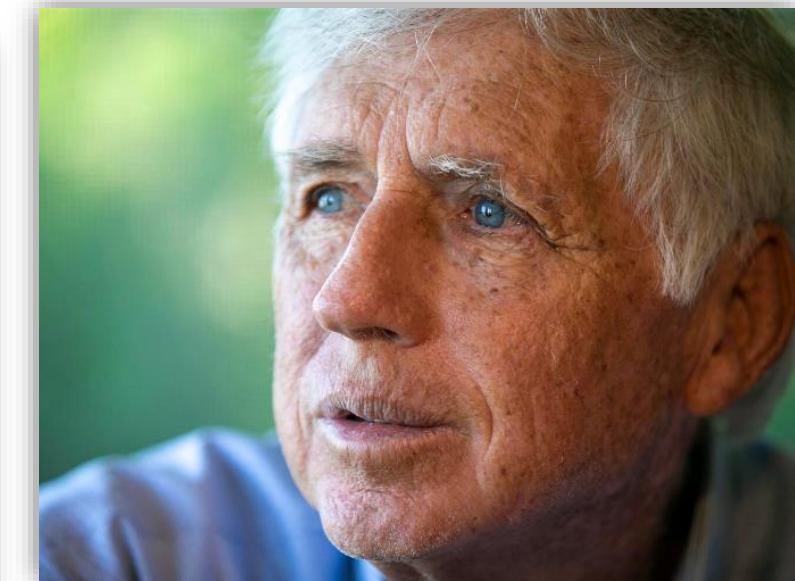
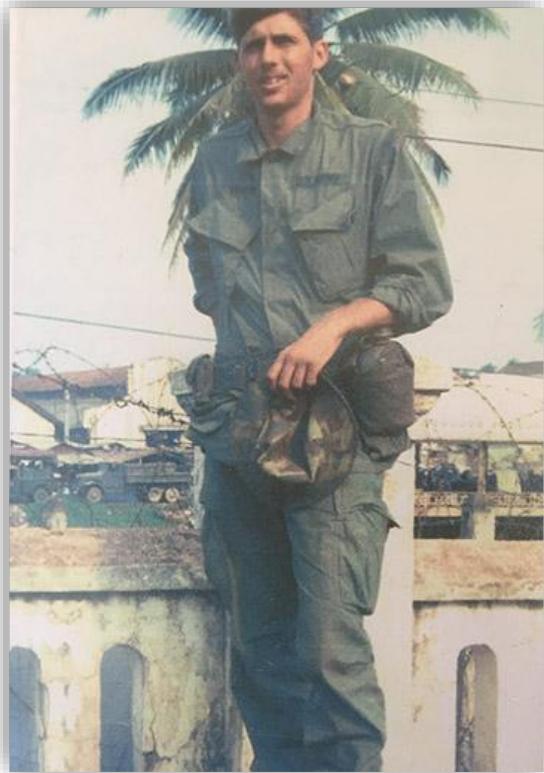


Closes Mar 31





The Vietnam War through the Art & Photography of Ed Bowen

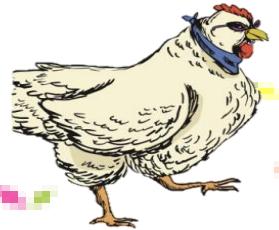


Opening Apr 24



HAPPY MARCH BIRTHDAY!

DIRECTOR JACKSON



11. Board of Directors Matters of Information

Next Board Meeting

April 25, 2024

**** New Location ****

Community Room at the City of Costa Mesa City Hall

