



NOTICE OF MEETING

Solano County Fair Association

Board Retreat

Meeting of the Board of Directors

To Be Held

Saturday, November 11, 2017 at 9:00 a.m.

and

Continuing Wednesday, November 15, 2017 at 6:00 p.m.

In the

Directors' Room

Solano County Fairgrounds

Vallejo, California

Directors

Mike Coakley, President & Chair

Dennis Yen, Vice President

Carole Paterson, Treasurer

Ray Bell, Director

Kari Birdseye, Director

Rosie Enriquez, Director

Gary Falati, Director

Norma Lisenko, Director

Joe Lopez, Director

Kathy Marianno, Director

Norma Placido, Director

Raymond Simonds, Director

Lee Williams, Director

Staff

Stephen Hales, General Manager & Chief Executive Officer

Michael Passey, Deputy General Manager & Chief Financial Officer

Michael Ioakimedes, Business Development Manager

Tom & Debbie Egidio, DTS Egidio & Retreat Discussion Leaders

131 days to Youth Ag Day (Tuesday, March 20, 2018)

232 days to the Solano County Fair (Thursday, June 28 – Sunday, July 1, 2018)

Our Mission

To ensure a positive experience for the public by providing a year-round multi-purpose venue that showcases and celebrates the wide variety of resources and activities to our diverse communities.



Matters of Information

The Solano County Fair Association does not discriminate against persons with disabilities. If you wish to attend this meeting and you will require assistance to participate, please call the Fair Association's Administration Office at (707) 551-2000 at least 24 hours in advance of the meeting to make reasonable arrangements to ensure accessibility to this meeting.

Non-confidential materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Solano County Fair Association's Administration Office, 900 Fairgrounds Drive, Vallejo, California or at the Solano County Government Center, 675 Texas Street, Fairfield, California. These materials may also be viewed on the Solano County Fair Association's website at www.scfair.org.

AGENDA

Saturday, November 11, 2017 9:00 am & Wednesday, November 15, 2017 6:00 p.m.

1. CALL TO ORDER *(Mike Coakley, President)*

All matters noticed on this agenda, in any category, may be considered for action as listed. Any items not so noticed may not be considered. Items listed on this agenda may be considered in any order, at the discretion of the Chair.

2. PLEDGE OF ALLEGIANCE *(Mike Coakley, President)*

3. CHANGES TO OR DELETIONS FROM THE AGENDA *(Mike Coakley, President)*

4. APPROVAL OF THE AGENDA *(Mike Coakley, President)*

Motion & Moved: _____ Second: _____ Aye: _____ No: _____

5. PUBLIC COMMENT *(Mike Coakley, President)*

(This is your opportunity to address the Board on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the Board. Comments are limited to 3 minutes per speaker.)

6. WELCOME AND INTRODUCTIONS *(Mike Coakley, President)*

7. GENERAL MANAGER'S COMMENTS & OBSERVATIONS *(Stephen Hales, GM/CEO)*

8. OVERVIEW OF RETREAT PROCESS & EXPECTATIONS *(DTS Egidio, Retreat Discussion Leader)*

9. SCFA's BOARD, GM/CEO & STAFF ROLES & RESPONSIBILITIES *(DTS Egidio, Retreat Discussion Leader)*



10. SCFA's REVENUE SOURCES & FINANCIAL POSITION (DTS Egidio, Retreat Discussion Leader)

a. **Revenue Sources** (Mike Ioakimedes, Business Development Manager)

- **Leases** (6 Flags parking, Marriott Hotel, ATT Cell Site, Chevron/Carl's Jr, Gem Society & Pre-School)
- **Interim (or "3rd Party") Events** (parking/admissions, merchandise/food/bev, facility & equipment rental, labor, security, etc)
- **Satellite Wagering Commissions, Admissions and ".33" Funds** (also potential future food/bev revenue)
- **SCFA Events (Fair & Ag Day)** (parking/admissions, food/bev commissions/guarantees, entry fees, sponsorships)
- **Electronic Sign adjacent to I-80** (advertising display)
- **CDFA "Fairs & Expositions" Allocations & Grants** (annual base allocation, deferred maintenance grants)
- **"Other" Non-Fair or Ag Day Sponsorship & Grants** (solicited from commercial, NGOs or government entities)

b. **Financial Position** (Mike Passey, DGM/CFO)

11. SCFA's IMMEDIATE CHALLENGES & OPPORTUNITIES (DTS Egidio, Retreat Discussion Leader)

12. SCFA's PURPOSE – WHY ARE WE HERE, WHAT DO WE WANT TO ACHIEVE AND HOW DO WE ACHIEVE THESE GOALS? (DTS Egidio, Retreat Discussion Leader)

- a. Near Term (1 year) – 2018
- b. Medium Term (5 years) – 2018 thru 2022
- c. Long Term (6+ years) – 2023+

13. ADJOURNMENT/CONTINUANCE (Saturday, November 11, 2017) (Mike Coakley, President)

Adjourn and Continue the meeting until Wednesday, November 15, 2017 at 6 p.m.

Motion & Moved: _____ Second: _____ Aye: _____ No: _____

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14. RECONVENE RETREAT ON WEDNESDAY, NOVEMBER 15, 2017 AT 6:00 PM (Mike Coakley, President)

15. CALL TO ORDER (Mike Coakley, President)

All matters noticed on this agenda, in any category, may be considered for action as listed. Any items not so noticed may not be considered. Items listed on this agenda may be considered in any order, at the discretion of the Chair.

16. PLEDGE OF ALLEGIANCE (Mike Coakley, President)

17. PUBLIC COMMENT (Mike Coakley, President)

(This is your opportunity to address the Board on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the Board. Comments are limited to 3 minutes per speaker.)



18. REITERATION OF RETREAT PROCESS & EXPECTATIONS *(DTS Egidio, Retreat Discussion Leader)*

19. RESUME AND CONCLUDE DISCUSSIONS OF AGENDA ITEMS 11 & 12 *(DTS Egidio, Meeting Discussion Leader)*

20. PROVIDE SUBSTANTIVE PHILOSOPHICAL AND STRATEGIC DIRECTION TO GM/CEO HALES TO ENABLE THE EXPEDITED FORMULATION OF THE 2018 OPERATING BUDGET AND PRESENTATION OF BUDGET TO THE SOLANO COUNTY BOARD OF SUPERVISORS FOR THEIR REVIEW AND APPROVAL. *(Mike Coakley, President)*

ACTION: Provide substantive direction to GM/CEO regarding 2018 Operating Budget formulation and submission.

Motion & Moved: _____ *Second:* _____ *Aye:* _____ *No:* _____

21. DETERMINE DATE & TIME OF NEXT MEETING OF THE SOLANO COUNTY FAIR ASSOCIATION BOARD OF DIRECTORS *(Mike Coakley, President)*

ACTION: Discussion and action regarding the date and time of the next meeting of the SCFA Board of Directors.

Motion & Moved: _____ *Second:* _____ *Aye:* _____ *No:* _____

22. ADJOURNMENT (Wednesday, November 15, 2017) *(Mike Coakley, President)*

Adjourn the meeting until the next regularly scheduled meeting of the Solano County Fair Association's Board of Directors, date and time as determined prior to conclusion of Wednesday, November 15, 2017 Retreat.

Motion & Moved: _____ *Second:* _____ *Aye:* _____ *No:* _____

Date of Notice: Monday, November 6, 2017