

**PLACER COUNTY FAIR ASSOCIATION  
800 ALL AMERICA CITY BOULEVARD  
ROSEVILLE, CA 95678**

**MINUTES**

**Board of Directors Meeting**

**September 28, 2004**

**7:00 p.m.**

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**Members Present:** Bickford, Cooper, Fancher, Gray, Henry, Kennedy, Lucich, Lunsford, Pierce

Others Present: CEO Brock Wimberley, AA Heather Belford

**I. CALL TO ORDER**

AA Belford verified the legal meeting notice requirements were met. Following the roll call, Vice President Lunsford determined that there was a quorum and the meeting was called to order at 7:00 p.m.

**II. INTRODUCTIONS**

No members of the public were present.

**III. ACTION ON BOARD MEMBERS ABSENT AT THE LAST MEETING**

Directors Cooper and Vineyard were excused from the August Board Meeting.

**IV. CONSENT AGENDA**

Director Henry moved, Director Lucich seconded, and motion carried to approve the September agenda as mailed. Director Lucich moved, Director Kennedy seconded and motion carried to approve August meeting minutes as mailed.

**V. FINANCIAL REPORTS**

Management and staff explained a few payables including payment to The Cit Group for \$2,498.39, which AA Belford will look into, and payment to California Construction Authority for \$7,000 for the staking and surveying of the Admin Office pad

Following the discussion of the payables Director Henry went on to review the Balance Sheet, Summary Trial Balance, and Budget Comparison. Director Henry noted that the Attendance Operations Expense was 46% over budget and needs to be looked at for the 2005 Budget. Director Lucich moved, Director Bickford seconded, and motion carried to approve the August Financial Reports as mailed.

**VI. COMMITTEE REPORTS**

Executive

Director Lunsford reported on their meeting of August 31 at which they finalized the contract for the new CEO. The Executive Committee was given authorization by the full board to work with HR Consultant, David Mackowiak, to finalize the details of the CEO appointment and contract.

Premium Book

No meeting to report.

Policy & By-Laws

No meeting to report.

Entertainment

No meeting to report.

Buildings & Grounds

Director Cooper reported on their meeting of September 13 at which the committee discussed the Admin Building and the need for additional survey work by CCA to determine accurate ADA access to the building. The Fair had

previously paid Stantec \$7,000 for the surveying and staking and have received another bid from them to finish surveying the whole Mahan Lawn area for an additional \$5,500. The committee recommends searching for another option for surveying. Association Member, Bill Head, volunteered to help research more surveying options.

The committee also discussed Speedway safety and the repaving project. The committee recommends obtaining bids for the paving project.

The committee discussed the RV Park project and has asked CEO Wimberley to talk to CCA and follow up with the initial plans to see where the project stands.

#### Race

No meeting to report.

#### Hospitality

No meeting to report.

#### Complaint

No meeting to report.

### **VII. CORRESPONDENCE**

The Board acknowledged the information provided about the IAFE Convention, letter to Jan Christofferson requesting our annual allocation, letter from Richland Communities regarding their donation for the convection oven, and the CFA end of session report.

Director Gray requested that staff draft a letter from President Fancher, to Richland Communities, Signature Properties, and Westpark Associates thanking them for their donation of the funds for the new convection oven.

### **VIII. MANAGEMENT REPORT**

CEO Wimberley reported on the Jones Hall Kitchen and explained that due to the rain from September 19, damage had been done to the walls, sheetrock, and insulation. All of the appliances are o.k. but all of the sheetrock and insulation needs to be removed and redone. Our CFSA insurance has a deductible of \$25,000, of which, F&E will cover 50%. CEO Wimberley explained that while the kitchen is being redone, he is looking at having the two restrooms in the hallway done at the same time to bring them up to ADA code.

CEO Wimberley also reported on the progress of the Admin Building and that the windows, HVAC, plumbing, electrical, network, and roof should be completed at the end of the week. He also reported that the Press Tribune would be out on Wednesday, September 29 at 11:00 a.m. to meet with John Mourier and his mother to do a story about the donation of the building. Directors Gray and Henry were elected to be representatives of the Board at the meeting.

CEO Wimberley also reported on the Mahan Lawn area and that Bill Head, an association member, has contacted a licensed surveyor who estimated the cost of the survey work not to exceed \$900 for the entire area. CEO Wimberley has also made contact with a developer who plans on building about 100 condos adjacent to Fair property and needs to get rid of about 15,000 yards of clean fill dirt. The developer has expressed that he can have the survey work donated. CEO Wimberley is working on also getting a sponsorship in exchange for us taking the 15,000 yards as well as the free survey work.

CEO Wimberley reported on the repaving of the track and that it has been brought to his attention that the asphalt mix provided by CCA is different than is required for the track. CEO Wimberley will obtain specs for asphalt and will provide the information to CCA to incorporate into the bid package. CEO Wimberley is also exploring alternatives for the infield drainage because the slope for drainage may not be steep enough for proper drainage.

CEO Wimberley reported that he has reviewed the 2004 expenses and will have a draft of the 2005 Budget at the Board Retreat for review.

CEO Wimberley also reported that he delivered a letter to the Preschool and Community School regarding the UST Remediation. It has been determined that the ground around the Maintenance Yard is contaminated and needs to be

pumped out. The Fair will not have to pay for removal of the contamination and explained that there is a revolving fund set up for remediation.

## **IX. PRESIDENT'S REPORT**

President Fancher had nothing to report.

## **X. OLD BUSINESS**

Director Bickford informed the Board that he had been contacted by Coy Eastwood regarding the electrical tools in storage. Mr. Eastwood had previously requested to be compensated \$3,000 for the tools or he will remove them from the premises. CEO Wimberley was directed to get an estimate on how much the inventory was worth and to change the lock on the building.

Director Cooper asked what was happening with Paintball at the Fairgrounds. CEO Wimberley explained that he had met with Matt Martinez, owner of Sinister Sports, and that they are to clean up every Sunday and they will put down a \$1,000 cleaning deposit that must be maintained.

## **XI. NEW BUSINESS**

### A. Approval of Interim, Commercial Exhibit, Concession, Standard Service, Entertainment, and Judging Agreements entered into in August 2004

Director Henry moved, Director Gray seconded and motion carried to approve the Interim, Commercial Exhibit, Concession, Standard Service, Entertainment, and Judging Agreements entered into in August 2004.

### B. Acceptance of resignation – Carlene Moore

Director Gray moved, Director Henry seconded and motion carried to accept the resignation of Carlene Moore.

### C. Action on CEO contract for Brock Wimberley

Director Bickford moved, Director Kennedy seconded and motion carried to approve the CEO contract for Brock Wimberley.

### D. Delegation of Authority authorizing CEO to sign Payroll, Operating, and Speedway checks up to \$5,000 and enter into agreements up to \$25,000

Director Gray moved, Director Henry seconded and motion carried to approve Delegation of Authority authorizing CEO to sign Payroll, Operating, and Speedway checks up to \$5,000 and enter into agreements up to \$25,000.

### E. Action on sick leave and compensated absences payout

Director Gray moved not to pay out sick leave to employees who have left due to the fact that employees have no vested interest in sick leave and it is something the employer contributes to the employee for the specific purpose of using when an employee is sick. Vacation time is earned by the employee and can use however they want, therefore there is a vested interest in vacation time. Director Lunsford seconded and motion carried.

### F. Annual Board Retreat

The Annual Board retreat has been scheduled for Wednesday, October 13 at 8:00 a.m. in the Garden Room.

### G. Fair Appreciation Dinner

The Fair Appreciation Dinner has been scheduled for Thursday, October 14 at 4:00 p.m. with dinner being served between 5:00 p.m. and 6:00 p.m.

### H. Eagle Scout Project Proposal

Director Henry reported on the presentation given by Zack Brothers to build a BBQ and picnic tables in the area behind the community garden. Director Henry explained that Zack would raise the funds and supply on labor and materials for the project. Director Henry moved, Director Bickford seconded and motion carried to approve the Eagle Scout Project.

### I. All American Speedway track paving contract

CEO Wimberley informed the Board that bids should be going out within a couple of weeks for the paving and that no contract has been awarded yet. This item will be place on the October agenda for approval.

J. Underground Storage Tank Remediation

CEO Wimberley discussed this item in his Management report.

K. Approval of Director Kennedy reimbursement request

Director Lunsford moved, Director Gray seconded and motion carried to approve Director Kennedy's refund request for the hotel room at the state pageant.

**XII. DIRECTORS COMMENTS**

Director Pierce asked if the Fair was covered if the Eagle Scout who was building the BBQ/Picnic area was covered under our insurance if he was injured. Management and staff reported that he should be covered under the volunteer coverage but that we would look into it and report back.

Director Gray had concerns that there was an Amish Quilt Sale the same time as a Pagan Pride Festival and that he had heard some complaints. CEO Wimberley explained that the Amish Quilt Sale move their date from October to September and the Pagan Pride Festival was already booked.

President Fancher commented that the new Admin Building looks good and that he was happy.

The meeting adjourned at 8:55 p.m.

CERTIFIED TO BE A TRUE AND CORRECT COPY.

\_\_\_\_\_  
Brock Wimberley  
Chief Executive Officer

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Date