



*The mission of OCFEC is...*  
**CELEBRATION OF ORANGE COUNTY'S  
COMMUNITIES, INTERESTS, AGRICULTURE AND HERITAGE**  
*(with results justifying resources expended)*

**NOTICE OF MEETING**  
32<sup>ND</sup> District Agricultural Association  
OCFEC Board of Directors  
**Thursday, December 17, 2020**  
**9:00 a.m.**

Administration Building  
OC Fair & Event Center  
88 Fair Drive  
Costa Mesa, California

*Directions: From I-405, exit Fairview Rd. heading south, approximately 1.25 miles to  
Arlington Dr.*

*Administration Building located near the corner of Fairview Rd. and Arlington Dr.  
(Use Gate 4 on Arlington Dr.)*

*As permitted by Executive Order N-25-20 (issued by Governor Newsom on March 12,  
2020), the OCFEC will conduct this meeting by video/teleconference via Zoom. Please  
use the following Zoom link or Zoom dial in information to view and/or participate in the  
meeting:*

*Join Zoom Meeting*  
<https://us02web.zoom.us/j/81845616473?pwd=T2F3N0ZFZVlwWFNWSXBtTDFVSWtQZz09>

*Meeting ID: 818 4561 6473*

*Passcode: 804815*

*Zoom dial in option:*  
*1-669-900-9128*  
*Meeting ID: 818 4561 6473*  
*Passcode: 804815*

*Please note, if you wish to attend the meeting in person, social distancing protocols will  
be in place.*

OC Fair & Event Center offers free use of WiFi during public Board meetings. The WiFi  
password will be provided at the meeting.

**Board of Directors**

Natalie Rubalcava-Garcia, Board Chair  
Doug La Belle, Vice Chair  
Sandra Cervantes, Member  
Robert Ruiz, Member  
Barbara Bagneris, Member  
Ashleigh Aitken, Member  
Newton Pham, Member  
Nick Kovacevich, Member

**Secretary-Treasurer**

Michele Richards,  
Chief Executive Officer, OCFEC

**32<sup>nd</sup> DAA Counsel**

Josh Caplan  
Office of the California Attorney General

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.

Those persons wishing to attend the meeting and who may require special accommodations pursuant to the provisions of the Americans with Disabilities Act are requested to contact the office of the 32<sup>nd</sup> District Agricultural Association (714) 708-1500, at least five working days prior to the meeting to insure the proper arrangements can be made.

At the discretion of the Board of Directors, all items appearing on this Agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board of Directors. The Board may convene to closed session pursuant to Government Code section 11126, subdivisions (a) and (e) to consider personnel evaluation and/or possible litigation. Items may not necessarily be taken up in the order shown on this Agenda. This agenda, and all notices required by the Bagley-Keene Open Meeting Act are available on the Internet at: [www.ocfair.com](http://www.ocfair.com)

## **AGENDA**

### **1. CALL TO ORDER**

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

### **2. THE MISSION OF OCFEC IS...**

Celebration of Orange County's Communities, Interests, Agriculture and Heritage (with results justifying resources expended).

### **3. PLEDGE OF ALLEGIANCE**

### **4. ROLL CALL (Policy 4.5.2.B)**

### **5. CLOSED SESSION (Closed to the Public)**

**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. 32nd District Agricultural Association v. Ovations Fanfare, L.P., et al., Orange County Superior Court, Case No. 30-2020-01161661-CU-CO-CJC

**B.** Personnel: The Board will meet in closed session to consider the evaluation of performance of the General Manager / CEO. [Gov. Code, § 11126, subd. (a).]

### **6. CEO'S OPERATIONAL ANNOUNCEMENTS AND UPDATES**

### **7. MINUTES:**

#### **A. Board meeting held November 19, 2020**

Action Item

**8. 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 a docket 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 Agenda items during the meeting. 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.

**9. CONSENT CALENDAR: (Policy 4.3.4)**

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. 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.

A. Standard Agreements (New): ~~SA-006-21SM~~

i. Standard Agreement Amendments: R1870031

B. Rental Agreements: R-008-21; R-009-21; R-014-21; ~~R-125-20~~

i. Rental Agreement Amendments: R-121-20 (Amend. #1)

C. Active Joint Powers Authority Agreements (New): None.

D. Correspondence:

Communications to the Board from members of public related to OCFEC business are identified below and included with the Board materials (available on the OCFEC website). Note that this agenda item includes only those communication(s) that were sent to the entire Board and CEO before the publication of this month's agenda. *The deadline for correspondence to be included on the October agenda is October 9, 2020.*

i. 11/18/2020: Reggie Mundekis – November 2020 Board Meeting Agenda Item Comments

- E. CDFA Correspondence:  
Communications to the Board from the California Department of Food & Agriculture Division of Fairs & Expositions regarding relevant topics at Fairs and Expositions.
- i. None.

*-End of Consent Calendar-*

## **10. GOVERNANCE PROCESS**

### **A. Committee / Ad Hoc Committee / Liaison Report**

Information Item

To assure compliance with the Bagley-Keene 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 agendaized for a future Board meeting.

- i. Leadership Committee (Chair Rubalcava-Garcia, Committee Chair; Vice Chair La Belle)
- ii. Financial Monitoring and Audit Committee (Director Pham, Committee Chair; Director Bagneris)
- iii. Facilities Committee (Director Aitken, Committee Chair; Director Ruiz)
- iv. Governance Committee (Director Cervantes, Committee Chair; Chair Rubalcava-Garcia)
- v. Community Affairs Committee (Director Kovacevich, Committee Chair; Director Ruiz)
- vi. Centennial Farm Foundation Liaison (Director Cervantes)
- vii. Heroes Hall Veterans Foundation Liaison (Vice Chair La Belle, Director Cervantes)

### **B. Review of 2019 Audit and Vote on Whether or Not to Approve and File with California Department of Food and Agriculture (CDFA)**

Action Item

### **C. Update on 2021 OC Fair Planning**

Information Item

### **D. Presentation of CEO's 2021 Budget Summary Letter**

Information Item

### **E. Presentation of Anticipated 2021 RFPs and Discuss Whether or Not Board Committee Review is Needed**

Action Item

**11. BOARD OF DIRECTORS MATTERS OF INFORMATION**

**12. NEXT BOARD MEETING: JANUARY 28, 2021**

**13. ADJOURNMENT**

Respectfully submitted,

A handwritten signature in cursive script that reads "Michele A. Richards". The signature is written in black ink and is positioned above the typed name.

Michele A. Richards  
Secretary-Treasurer  
Chief Executive Officer, OCFEC

Date of notice: 5:00 p.m. November 9, 2020