

**MINUTES OF OCFEC BOARD OF DIRECTORS MEETING
HELD SEPTEMBER 25, 2025**

The following Minutes are a summary of Board action and proceedings. For a full transcript please click on the link below or visit the ocfair.com website.

https://s3.us-west-1.amazonaws.com/ocfair.com/wp-content/uploads/2025/09/13154940/25_09_September_Transcript.pdf

Gary Kutcher, of OC Marathon, presented a check for over twenty-eight thousand dollars for OCFEC's half of the revenue share from the OC Fair Fun Run.

1. CALL TO ORDER:

Chair Kovacevich, called the meeting to order at 9:45 a.m.

2. MISSION STATEMENT

3. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by Director Robert Ruiz. Roll call was taken by meeting secretary, Summer Angus.

4. DIRECTORS PRESENT:

Chair Kovacevich, Vice Chair Bagneris, Director Pham (via Zoom), Director La Belle (via Zoom), Director Rubalcava-Garcia, Director Ruiz, Director Bilezikjian and Director Jackson.

Director Pham joined the meeting via zoom at 9:51 a.m.

DIRECTORS ABSENT/EXCUSED: None.

OTHERS PRESENT:

James Canfield, OCFEC Chief Executive Officer; Melissa Au-Yeung, Chief Administrative Officer; Michele Capps, OCFEC Chief Business Development Officer; Jason Jacobsen, OCFEC Production & Planning Director; Arnold Duong, OCFEC IT Technician; Summer Angus, OCFEC Executive Assistant; Evelyn Nunez, OCFEC Communications Associate; Josh Caplan, Office of the Attorney General; Reginald Joseph, transcriptionist; Carla Roque;

10. GOVERNANCE PROCESS *(item moved up)*

A. Presentation of Hispanic Heritage Month Proclamation by Community Affairs Committee

Information Item

Directors Rubalcava-Garcia and Jackson presented the Hispanic Heritage Month proclamation to mural artist and illustrator Carla Roque for her community based public works of art.

Carla Roque thanked the Board for the honor and being recognized for work that she loves.

5. MINUTES:

A. Board meeting held June 26, 2025

Action Item

ACTION: Director Bilezikjian motioned and Director Rubalcava-Garcia seconded to approve the Minutes from Board meeting held June 26, 2025. **MOTION CARRIED. AYES:** Chair Kovacevich, Vice Chair Bagneris, Director Pham, Director Rubalcava-Garcia, Director Bilezikjian and Director Jackson. **NAYES:** None. **ABSTENTIONS:** Director La Belle and Director Ruiz.

6. MATTERS OF PUBLIC COMMENT

None.

7. CONSENT CALENDAR

A. Standard Agreements: SA-186-25PA; SA-188-25PA; SA-189-25PA; SA-191-25PA; SA-192-25PA; SA-193-25PA; SA-194-25PA; SA-195-25PA; SA-196-25PA; SA-197-25PA; SA-198-25PA; SA-199-25PA; SA-200-25PA; SA-201-25PA; SA-204-25PA; SA-218-25GE; SA-219-25GE; SA-222-25SP; SA-223-25SP; SA-224-25FT; SA-227-25PA; SA-228-25GE; SA-229-25FT; SA-230-25FT; SA-231-25SP; SA-232-25GE; SA-233-25GE; SA-234-25PA; SA-235-25FTYR

i. Standard Agreement Amendments (Exercise Option): SA-038-25HB (Amend. #1); SA-066-25PA (Amend. #1); SA-127-25AS (Amend. #1); SA-127-25AS (Amend. #2); SA-181-25PA (Amend. #1); SA-203-25PA (Amend. #1)

B. Rental Agreements: R-013-25; R-016-25; R-026-25; R-041-25; R-045-25; R-047-25; R-077-25; R-078-25; R-079-25; R-080-25; R-081-25; R-085-25; R-101-25; R-103-25; R-104-25; R-107-25; R-108-25; R-109-25; R-110-25; R-113-25; R-116-25; R-117-25; R-118-25; R-119-25; R-120-25; R-121-25; R-122-25; R-124-25; R-125-25; R-126-25; R-127-25; R-128-25; RA-EQC017-25

i. Rental Agreement Amendments: R-016-25 (REVISED); R-041-25 (REVISED); R-117-25 (REVISED); RA-EQC017-25 (REVISED)

C. Commercial Rental Agreements: 25174; 25176; 25115; 25175; 25173; 25170; 25177

D. Concession Rental Agreements: 25581

E. Independent Amusement Rental Agreements: 25642

F. Platinum Rental Agreements: 25726; 25735; 25704

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

H. Judging Agreements: GF-001-25; GF-002-25; GF-003-25; GF-004-25; GF-006-25; GF-007-25; GF-008-25; GF-009-25; GF-010-25; GF-011-25; GF-012-25; GF-013-25; GF-014-25; GF-015-25; GF-016-25; HA-019-25; LS-001-25; LS-002-25; LS-003-25; LS-004-25; LS-005-25; LS-006-25; LS-007-25; LS-008-25; LS-009-25; LS-010-25; LS-011-25; LS-012-25; LS-013-25; LS-014-25; LS-015-25; LS-016-25; LS-017-25; LS-018-25

I. Correspondence:

Communications to the Board from members of the 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 2025 agenda is October 10, 2025.

i. None.

J. 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 –

CEO Canfield, highlighted Standard Agreement SA-235-25FTYR (Ovations Fanfare LP DBA: OVG Hospitality) stating that OVG was awarded the Master Concessionaire contract through the bid process.

ACTION: Vice Chair Bagneris motioned and Director Bilezikjian seconded to approve the consent calendar. **MOTION CARRIED. AYES:** Chair Kovacevich, Vice Chair Bagneris, Director Pham, Director La Belle, Director Rubalcava-Garcia, Director Ruiz, Director Bilezikjian and Director Jackson. **NAYES:** None. **ABSTENTIONS:** None.

8. CLOSED SESSION (Closed to the Public)

The Board adjourned to closed session at 10:05 a.m. and resume at 11:01 a.m.

Items to report out of closed session: None.

9. CEO'S OPERATIONAL ANNOUNCEMENTS AND UPDATES

Director Ruiz left the meeting at 11:04 a.m.

CEO Canfield reported the following:

- The Board meeting was able to be held in the new Administration Building under a Temporary Certificate of Occupancy.
 - Final Certificate of Occupancy is anticipated in the first week of October.

- Reflections on his first Fair
- OCFEC joins CERRVF membership (Cal Emergency Response and Resiliency Venues and Fairgrounds)
- COO recruitment search continues
 - OCFEC is working with CPS-HR
- New event discussions focused on entertainment, targeted lifestyle events, cultural event expansion, corporate, social, catering and self-produced events
- CEO actively involved in engagement with industry associations and community groups

10. GOVERNANCE PROCESS *(continued)*

B. Board Discussion and Vote on Appointment of Member Entity Representative and Alternate to Serve on the California Construction Authority (CCA) Board of Directors Action Item

CEO Canfield presented staff report and recommendation to appoint himself as the CCA Board representative as per custom.

ACTION: Vice Chair Bagneris motioned and Director Rubalcava-Garcia seconded to approve the appointment of CEO James Canfield to the CCA Board of Directors to represent the 32nd DAA. **MOTION CARRIED. AYES:** Chair Kovacevich, Vice Chair Bagneris, Director Pham, Director La Belle, Director Rubalcava-Garcia, Director Bilezikjian and Director Jackson. **NAYES:** None. **ABSTENTIONS:** None.

C. Vote on Whether or Not to Approve Staff Request for Out of State Travel to Attend the 2025 International Entertainment Buyers Association Annual Conference October 5-7 in Nashville, Tennessee Action Item

CEO Canfield presented the staff report and request to approve staff for out of state travel to the IEBA conference in Nashville, TN.

Reggie Mundekis spoke in support of the item and the importance of broadening entertainment offerings, especially during Fair. She also stated The Hangar needs to be utilized more as a music venue.

Chair Kovacevich commented on trying to take a new approach to year round entertainment.

ACTION: Director La Belle motioned and Vice Chair Bagneris seconded to approve staff's request for out-of-state travel to attend the IEBA conference in Nashville, Tennessee. **MOTION CARRIED. AYES:** Chair Kovacevich, Vice Chair Bagneris, Director Pham, Director La Belle, Director Rubalcava-Garcia, Director Bilezikjian and Director Jackson. **NAYES:** None. **ABSTENTIONS:** None.

Director Pham left the meeting at 11:25 a.m.

D. Consideration of and Vote on Whether or Not to Approve Establishment of a Credit Card Convenience Fee to Offset Credit Card Processing Fees
Action Item

Melissa Au-Yeung, Chief Administrative Officer presented the staff report and staff's recommendation to establish a credit card convenience fee to offset credit card processing fees.

Reggie Mundekis spoke in support of the item.

Board discussion ensued; items discussed:

- Suggested discount for cash payments
- Request for an impact report back from staff six to eight months after implementation of fee
- Communication regarding the fee to the public
- Having ample payment options to avoid incurring fees
- The agenda item being fair and on market
- Finance Committee to continue to monitor the development of stable coins
- The fee applies to rental agreements

ACTION: Vice Chair Bagneris motioned and Director Bilezikjian seconded to approve the establishment of a credit card convenience fee to offset credit card processing fees for rental agreements. **MOTION CARRIED. AYES:** Chair Kovacevich, Vice Chair Bagneris, Director La Belle, Director Rubalcava-Garcia, Director Bilezikjian and Director Jackson. **NAYES:** None. **ABSTENTIONS:** None.

E. 2025 OC Fair Wrap-Up Presentation
Information Item

Michele Capps, OCFEC Chief Business Development Officer presented the 2025 OC Fair Wrap-up.

CAO Au-Yeung presented the preliminary Fair financial numbers.

Chair Kovacevich discussed the Fair surveys related to price and value. He suggested branded refillable aluminum bottles for sale at next year's Fair.

CEO Canfield praised the OCFEC team.

F. Board Appointment of Chair and Vice Chair Nominating Committee
Information Item

Chair Kovacevich appointed Director Rubalcava-Garcia as Chair and Director Jackson as Vice Chair of the Nominating Committee.

Director Rubalcava-Garcia left the meeting at 11:57 a.m.

G. Committee / Ad Hoc Committee / Liaison Report

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. **Community Affairs Committee** (Director Rubalcava-Garcia, Committee Chair; Director Jackson)

Chair Kovacevich, on behalf of the Leadership Committee, reported:

- Committee met on 9/10/25 to plan the September agenda
- Next meeting is scheduled for 10/8/25

Director Bilezikjian, on behalf of the Financial Monitoring and Audit Committee, reported:

- Committee met on 9/23/25 and reviewed the August financials (financial numbers presented)
 - Fair revenue number to go down a little bit due to outstanding invoices
 - Credit card processing convenience fees – committee to report back after implementation
 - Shutter venues grant received in 2021 is being pulled back – OCFEC is asking for reconsideration

Director Bilezikjian, on behalf of the Facilities Committee, reported:

- The committee met 9/16/25 and reviewed and discussed the following:
 - CapX projects - 14 are now active; 36 are complete
 - Master Site Plan (MSP)
 - ☐ Phase One (Admin Building): Temporary Certificate of Occupancy has been issued
 - ☐ Phase Two (Midway restroom project): near end of design looking to go out to bid for construction
 - ☐ CERRVF membership to partner well with Master Site Plan projects
- Next meeting is scheduled for next week

Chair Kovacevich suggested looking at the Master Site Plan again with the full board; the committee and CEO to determine when appropriate.

Director Jackson, on behalf of the Community Affairs committee, reported:

- Committee met via email to discuss potential recipients of the Hispanic Heritage Month proclamation (Item 10A)

11. UPCOMING EVENTS PREVIEW

CBDO Capps gave an update on upcoming events at OCFEC.

12. BOARD OF DIRECTORS MATTERS OF INFORMATION

Director La Belle thanked Board and staff for the kind words and thoughts through his recovery.

Board members made concluding comments, expressing the following:

- Well wishes to Director La Belle
- Reflections on the 2025 OC Fair
- Looking forward to the future
- Recognition of new CEO jumping in, VPs stepping up and all of staff
- Excitement for Discovery day at TRCC, the Oscar Meyer Weiner Mobile and the Golden Bachelor episode to come
- Appreciation for the Board Chair
- People and connections make the fair happen
- People coming together is so important to society, especially at the local level
- Being proud of the Board and Management Team
- Excited for America's 250 anniversary the next year

13. NEXT BOARD MEETING: OCTOBER 23, 2025

14. ADJOURNMENT

The meeting adjourned at 12:22 p.m.

Nick Kovacevich, Board Chair

James Canfield, Chief Executive Officer