



The 23rd DAA Board of Directors meeting is scheduled for Wednesday, July 9, 2025, and will be held in the Boardroom, Contra Costa County Fairgrounds, 1201 W. 10th Street, Antioch, CA 94509. You may also access this agenda at www.contracostafair.com.

***23RD DISTRICT AGRICULTURAL ASSOCIATION
CONTRA COSTA EVENT PARK
HOME OF THE CONTRA COSTA COUNTY FAIR
BOARD OF DIRECTORS' MEETING
July 9, 2025, AT 7:00 P.M.***

Board of Directors:

John Pence – President
Adam Noah – Vice President
Richard Hobin
Patrick Schoch
Robert Sherwood

Those persons wishing to attend the meeting and who may require special accommodations, pursuant to provisions of the American with Disabilities Act are required to contact the office of the Chief Executive Officer, (925) 757-4400 prior to the meeting to ensure proper arrangements can be made.

This agenda and all notices are required by the Bagley-Keene Open Meeting Act.

Mission Statement

To provide and support a safe community gathering place while promoting agriculture education.

REVISED AGENDA

1. CALL TO ORDER – President Pence

Items listed on this agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

2. FLAG SALUTE – President Pence

3. ROLL CALL/DIRECTORS ABSENT – President Pence

4. INTRODUCTION OF GUESTS

5. PUBLIC COMMENTS

Public comment is a right granted to the public. It is reserved for items that are not listed on the agenda, but under this Board's jurisdiction. Please be informed that public participation under Public Comment shall be limited to three (3) minutes per speaker, the Board will not comment on or otherwise consider such Public Comment item for business until and unless such item has been properly ajenized at a future meeting.

6. ACTION ITEMS

A. CONSENT CALENDAR

1. Minutes, June 11, 2025, Board of Directors Meetings.
2. Interim Contract
3. Standard Contracts

B. COMMITTEE REPORTS

1. Executive – Pence & Noah
2. Budget/Finance - Noah
 - a. May 2025 Financials
3. Livestock – Pence
 - a. Auction Update
 - b. Livestock Wrap Up Meeting - September
4. Buildings, Grounds & Facility Development – Hobin & Sherwood
 - a. Facility Project List
 - b. Building 1 – Central Heat & Air Proposal Update
 - c. Building Naming – Jack Roddy
 1. Subcommittee Report – Hobin & Sherwood
 - d. Strategic Plan Goals:
 1. Homeless Issue
 2. Parameter Fencing of Fairgrounds
5. Fair Attractions Committee – Pence & Sherwood

7. HERITAGE FOUNDATION REPORT

8. CEO REPORT

9. PRESIDENT'S COMMENT

10. BOARD COMMENT

11. ADJOURNMENT



23RD DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS
MEETING MINUTES

TIME & PLACE: A regular meeting of the Board of Directors of the 23RD District Agricultural Association was held at the Contra Costa County Fairgrounds, 1201 West 10th Street, California, on Wednesday, June 11, 2025.

23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS
PRESENT:

John Pence, Vice President
Adam Noah
Richard Hobin
Patrick Schoch
Bob Sherwood
Joe Brengle, CEO/Fair Manager

ALSO
PRESENT:

Charles Southwick
Kerry Dolphin
Jamie Sanchez
Theresa Sherwood
Cherryl Sherwood
Cheyenne Erickson

1. CALL TO ORDER

President Pence called a meeting of the Board of Directors of the 23rd. District Agricultural Association at 7:00pm.

2. FLAG SALUTE

President Pence led the Flag Salute

3. ROLL CALL/DIRECTORS ABSENT

President Pence read Roll Call; All Directors were present.

4. PUBLIC COMMENTS

No Public Comment

5. ACTION ITEMS

A. CONSENT CALENDAR

President Pence asked for a motion to approve the minutes Feb 12, 2025, Board Meeting. It was moved by Director Sherwood, seconded by Director Noah to approve January 15, 2025, Minutes as presented. Motion unanimously approved.

President Pence asked for a motion to approve Interim Contracts. It was moved by Director Sherwood, seconded by Director Hobin to approve Interim Contracts as presented. Motion unanimously approved.

President Pence asked for a motion to approve Standard Contracts. It was moved by Director Sherwood, seconded by Director Schoch to approve Standard Contracts as presented. Motion unanimously approved.

President Pence asked for a motion to approved Judges Contracts. It was moved by Director Sherwood, seconded by Director Hobin to approve Judges Contracts as presented. Motion unanimously approved.

B. COMMITTEE REPORTS

1. Executive Committee

The Executive Committee did not meet.

2. Budget and Finance Committee

a. Jan, Feb, March, and April 2025 Financials - The Budget and Finance Committee reported on the Financials. CEO Brengle went over the financials and additional reports. President Pence asked for a motion. to approve the financials as presented. Director Hobin made a motion to approve the Jan, Feb, March, and April 2025 Financials as presented, Director Noah seconded the motion. Motion unanimously approved.

3. Livestock Committee

a. Auction Report

CEO Brengle reported on the Auction Totals and Averages, and gave the Board comparison to past years.

4. Building and Grounds Committee

a. Facility Project List – CEO Brengle stated that he did not have an updated project list.

b. Building 1 – Central Heat & Air Proposal

After much discussion, the Board asked staff to provide more information, on income from past few years events that took place during the warmer months that utilize Building 1, and what an estimated return on investment,

this upgrade would have. Staff to report back at July Board Meeting.

c. Building Naming – Jack Roddy

After much discussion, a committee was created (Director Hobin & Director Sherwood) to research a potential spot on the facility to honor Jack Roddy. The Committee to report back at July Board Meeting.

d. Strategic Planning Goals:

1. Homeless Issues

2. Parameter Fencing for Fairgrounds

CEO Brengle stated that there was no update, and that these goals would remain on the agenda, as the committee and board will continue to address them.

5. Fair Attractions Committee

CEO Brengle went over the results of the Fair Entertainment

6. HERITAGE FOUNDATION REPORT

CEO Brengle stated that the Heritage Foundation was having a Fair Wrap Up meeting on June 12, and he would be attending.

7. CEO REPORT

CEO Brengle provided the Board with updates on meetings he had attended, and upcoming events, as well as giving a report on Fair Attendance, admissions and parking revenue, and comparison to previous years.

President Pence closed the General Meeting at 7:02pm, and open Closed Session at 7:03pm.

8. CLOSED SESSION

a. Govt. Code, § 11126(a)(1) - CEO Recruitment/and or hiring)

b. Govt. Code, § 11126.2, subd. (a). - Preliminary Compliance Audit Report

President Pence closed the Closed Session at 7:13pm and reopened the General Session at 7:15pm.

President Pence that the Board had approved the Hiring of Cheyenne Erickson at the New Chief Executive Officer starting July 7th, 2025.

President Pence also announce that the Board had approved the responses to the Preliminary Compliance Audit Report.

9. PRESIDENTS COMMENT

No Comment

10. BOARD COMMENT

Director Sherwood wanted everyone to know that past Director Craig Cannon had passed away. Director Sherwood also acknowledged that this would be CEO Brengle last Board Meeting and thanked him for his years of service.

There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 8:07 p.m.

John Pence
Board President

Joe Brengle
CEO/Fair Manager

DATE

DATE

VOTE TO APPROVE FEB 12, 2025 BOARD MINUTES

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Schoch	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE INTERIM CONTRACTS

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Schoch	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE STANDARD CONTRACTS

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Schoch	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE JUDGES CONTRACTS

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Schoch	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE JAN, FEB, MARCH, & APRIL 2025 FINANCIALS

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Schoch	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			