

Sonoma County Fair & Exposition, Inc.
**APPROVED Minutes of the
Buildings and Grounds Committee Meeting**
Thursday – November 12, 2020

In accordance with Executive Order N-29-20 the November 12, 2020 Sonoma County Fair Buildings & Grounds Committee meeting was held virtually. All actions were voted on by roll call.

VOTING-DIRECTORS PRESENT: Ross Liscum, Chair; Rob Muelrath, Vice Chair; Annette O’Kelley, Marilyn Herzog, Kevin Howe

VOTING-DIRECTORS ABSENT: Max Mickelsen

NON-VOTING DIRECTORS PRESENT: Marcia Mickelson, Teejay Lowe, Tony Geraldi, Bev Palm, Wanda Tapia

OTHERS PRESENT: Becky Bartling, Kaitlyn Findley-Thorn, Heather Borck, Michael Margetts, Cliff Sanders, Debbie Townsend, Doug Gooby

The meeting was called to order by Chair Liscum at 4:33 p.m.

APPROVAL OF AGENDA: Director Mulerath moved to approve the agenda; Director O’Kelley seconded the motion; the motion passed unanimously.

PUBLIC COMMENTS (not related to the agenda): None

DISCUSSION AND POSSIBLE ACTION REGARDING OCTOBER 2020 INTERIM FINANCIAL REPORTS:

CEO Bartling presented the October Interim financials. Bartling reported on a fire incident in the D-Lot that destroyed one trailer, damaged two others and five trees. Bartling stated that the cause is yet undetermined and that the County will pay for the cost of removing/replacing the five trees. No action taken.

DISCUSSION AND POSSIBLE ACTION REGARDING NOVEMBER/DECEMBER 2020 INTERIM EVENTS:

CEO Bartling reviewed the list of November/December Interim events. No action taken.

DISCUSSION AND POSSIBLE ACTION REGARDING 1-YEAR EXTENSION OF SECURITY CONTRACT WITH PROFESSIONAL EVENT SERVICES:

COO Findley-Thorn reported that 2020 was to be the first year of a 3-year contract (MY2020-2022) with Professional Event Services (PES) for security, and per the contract the security rates would increase annually. Due to COVID-19 most interim events and Fair were cancelled, therefore security needs were very minimal. Findley-Thorn recommended that the contract be extended 1-year, with the 2020 rates effective for 2021, with two annual increases thereafter.

Director O’Kelley moved to exercise a 1-year contract extension, and extend the current multi-year security contract with Professional Event Services to December 31, 2023; Director Herzog seconded the motion; the motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION REGARDING REQUEST FROM NORTH BAY CARMART, LLC TO EXERCISE 1-YEAR CONTRACT EXTENSION:

COO Kaitlyn Findley-Thorn reported that the current 3-year contract (MY2018-2020) expires December 31, 2020, and that the promoter has requested to exercise a 1-year extension.

Director Herzog moved to exercise a 1-year contract extension, and extend the current multi-year contract with North Bay Carmart, LLC to December 31, 2021; Director O’Kelley seconded the motion; the motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION REGARDING AWARDING CONTRACT TO AMERICAN ASPHALT REPAIR & RESURFACING CO., INC. NTE \$36,808.20, FOR BROOKWOOD LOT ASPHALT REPAIRS:

Maintenance Superintendent Sanders reported that there were three (3) areas totaling 6,292 square feet, in the Brookwood Lot where the asphalt was damaged by Cal Fire. Sander stated Cal Fire has included reimbursement of the cost for repair in the rent paid for their base camp during the fires. Sanders added, the contract for work, went out to bid and American Asphalt Repair & Resurfacing Co., Inc. was the lowest bidder.

Director Muelrath moved to award the contract to American Asphalt Repair & Resurfacing Co., Inc. for a NTE amount of \$36,808.20, for Brookwood Lot asphalt repairs; Director O'Kelley seconded the motion; the motion passed unanimously.

REQUEST FOR FUTURE AGENDA ITEMS (NON-DISCUSSION ITEMS): None

There being no further business, Director O'Kelley moved to adjourn the meeting at 4:59 p.m., seconded by Director Herzog; the motion passed unanimously.