

**Notice of Meeting**  
**Regular Meeting of the Board of Directors**  
**#1-A District Agricultural Association**  
**to be held**  
**On Tuesday, March 20, 2018 – 10:00 AM**  
**In the Paddock Room**  
**Cow Palace, 2600 Geneva Avenue, Daly City, California**

Mara Kopp, President  
Ken Flower, Director  
Al Perez, Director  
Lori Marshall, CEO

Barbara Wanvig, 1<sup>st</sup> VP  
William Nack, Director  
Jason Chan, Director

Tony Pantaleoni, 2<sup>nd</sup> VP  
Tyrone Evans, Director  
Nancy Atkinson, Director

**AGENDA**

**I. ROLL CALL**

**II. APPROVAL OF MINUTES OF BOARD MEETING – held February 20, 2018.**

**III. PUBLIC COMMENT FOR MATTERS NOT ON AGENDA**

Speakers are limited to three minutes unless modified by the Chair. The Board of Directors will not take action on any matter raised under this item unless the matter is specifically otherwise noticed in this agenda. This is for items not listed on the Agenda.

**IV. PRESIDENT’S REPORT**

**V. CEO REPORT -**

- A. Update on rental events and bookings: Staff Report.
- B. Roof Consultant Report – Daniel Sullivan, Applied Materials & Engineering

**VI. CONSENT AGENDA ITEMS:**

Contract #: L18-09

Contractor: San Francisco Municipal Transportation Agency (SFMTA)

Event Type: SFMTA Trolley and Paratransit bus storage

Dates: April 1, 2018-March 31, 2023

Use: 31,500 square feet of space comprised of 4,000 square feet of Warehouse Bldg. space and 27,500 square feet of paved area.

Terms: Minimum Rental fee: \$17,000.00 per month year 1  
\$17,510.00 per month year 2  
\$18,035.30 per month year 3  
\$18,576.36 per month year 4  
\$19,133.65 per month year 5

\*Annual rental fee includes a 3% increase beginning year 2.

Projections: Admissions: N/A Parking Revenue: N/A Food and Beverage: N/A

Contract #: L18-21 (Letter of Intent)  
Contractor: Cirque Du Soleil  
Event Type: "Volta" Tent Show  
Dates: October 23, 2018 – February 1, 2019 inclusive of move-in/move-out.  
Performance run: Approximately 78 performances between November 15, 2018 and January 20, 2019  
Use: Portion of Upper Parking Lot  
Terms: Minimum Rental fee: \$30,000.00 per month, VIP parking @ \$20 p/car with rev share of \$2 to Cirque,  
General Parking @ \$15 p/car with rev share of \$1 to Cirque  
Projections: Admissions: N/A  
Parking Revenue: As stated above Food and Beverage: Buyout.  
Alcohol Sales: % as stated in Centerplate contract.

Contract #: L18-22  
Contractor: Labor Resources Management, Inc.  
Event Type: Cinco De Mayo Concert  
Dates: May 4-5, 2018  
Use: Arena  
Terms: Minimum Rental fee: \$11,000.00 or 12% of net gate receipts whichever is higher plus reimbursable expenses.  
Projections: Admissions: Variable Ticket prices-\$2.00 Facility fee per ticket on advance and event day tickets  
Parking Revenue: \$17,500.00 (Preferred and General Parking)  
Food and Beverage: \$12,500.00 Merchandise: 30% after taxes

Contract #: L18-24  
Contractor: Transportation Management Services  
Event Type: Application of bus wrap advertising for Moscone Center conference  
Dates: April 13-15, 2018  
Use: Bay #8 of North Hall.  
Terms: Minimum Rental fee: \$7,650.00 flat fee  
Projections: Admissions: N/A Parking Revenue: N/A Food and Beverage: N/A

Contract #: L18-25  
Contractor: City & County of San Francisco Department of Elections  
Event Type: Staging of vans for use by City and County of SF for June 2018 Special Election transporting voters to poll locations.  
Dates: May 31-June 8, 2018  
Use: Paddock Room (training room), Portion of South Parking Lot  
Terms: Minimum Rental fee: \$18,250.00 flat fee  
Projections: Admissions: N/A Parking Revenue: N/A Food and Beverage: N/A

## **VII. COMMITTEE REPORTS:**

- A. Budget and Finance Committee – Barbara Wanvig, Chair
  - i. Final December 2017 Financial Statements & 2017 STOP
  - ii. 2018 Annual Budget
  - iii. February 2018 Financial Statements

**VIII. ACTION ITEMS**

- A. Approval of Final Financial Statements for December 2017 and 2017 STOP
- B. Approval of 2018 Annual Budget
- C. February 2018 Financial Statements

**IX. CLOSED SESSION:** Closed Session may be held for the purpose of receiving advice of counsel, considering pending litigation, considering the appointment, employment, evaluation of performance or dismissal of a public employee or for the purpose of negotiating lease terms and transactions of real property, as authorized under Government Section 11126.

Item: Discussion regarding appointment, employment, evaluation of performance of public employee(s) under Government Code Section 11126(a)(1).

**X MATTERS OF INFORMATION**

- A. CEO Comments
- B. Director Comments
- C. Next Board Meeting – Tuesday, April 17, 2018 at 10 am.

**XI. ADJOURNMENT**

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 1-A District Agricultural Association (415)404-4100, 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 Bagley-Keene Open Meeting Act are available on the Internet at: [www.cowpalace.com](http://www.cowpalace.com)