

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, 1st VP
William Nack, Director
Jason Chan, Director

Tony Pantaleoni, 2nd 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