



## **BOARD MEETING NOTICE**

The 31<sup>st</sup> DAA Board of Directors will be holding a board meeting on  
**Tuesday, November 18<sup>th</sup>, 2025 at 9:00 a.m.**  
**Ventura County Fairgrounds – McBride Hall**

### **BOARD OF DIRECTORS**

Dan Long (President), Guillermo Rodriguez Ceja Jr. (Vice President), Betsy Chess, Leslie Cornejo, Leah Lacayo, Miriam Mack, Gloria Martinez and Shanté Morgan-Carter

### **STAFF**

Heidi Ortiz, CEO, Jason Amelio, Deputy Manager, Madalyn Johnson, Concessions Coordinator, Jenny Martin, Accounting Supervisor, Emilee Inez, Exhibits Supervisor, Gerry Duran, Maintenance, Megan Hook, PR and Marketing and Stephanie Mathewson, Executive Assistant

### **Public Participation**

Members of the public are encouraged to provide comments to the Board. While the Board values the participation of the public, the Board president reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker to proceed with the agenda. Public comment must be related to fair authority and jurisdiction and their placement on the agenda is within the discretion of the Board.

All meeting notices, agendas and materials considered by the Board during the meeting will be available to the public prior to the meeting in the fair office. Agendas and meeting notices will be posted on the Board's website at [www.venturacountyfair.org](http://www.venturacountyfair.org).

### **AMERICANS WITH DISABILITIES ACT**

Pursuant to the Americans with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any Board meetings or Committee meetings, or in connection with other District Fair activities, may request assistance at the 31<sup>st</sup> DAA Fair office, 10 West Harbor Blvd., Ventura, CA or by calling (805) 648-3376. Requests should be made one (1) week in advance whenever possible.



# Board of Directors Meeting Agenda

Ventura County Fairgrounds, 31<sup>st</sup> District Agricultural Association  
10 W. Harbor Blvd. - Ventura, CA 93001 - (805) 648-3376  
Website: [venturacountyfair.org](http://venturacountyfair.org) Contact: Heidi Ortiz, CEO

**Tuesday, November 18<sup>th</sup>, 2025 at 9:00 a.m.**  
**Ventura County Fairgrounds – McBride Hall**

All matters noticed on this agenda may be considered for action. Items listed on the agenda may be considered in any order at the discretion of the Board President. Any item not so noticed will not be considered or discussed. The Board requests your courtesy to mute your electronic devices.

**I. Call to Order**

**Roll Call**

**Declaration of Recusal or Conflict of Interest**

Does any Board member have a conflict of interest that should preclude them from participating in discussions about or voting on any matter on today's agenda?

**II. Pledge of Allegiance**

**III. Welcome and Introduction of Guests**

Invitation for the public to introduce themselves (not mandatory)

**IV. Public Comments on Items Not on the Agenda**

Members of the public are encouraged to provide comments to the Board. While the Board values the participation of the public, the Board president reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker to proceed with the agenda. Public comment must be related to fair authority and jurisdiction and their placement on the agenda is within the discretion of the Board.

In accordance with state law, the Board will not comment or otherwise consider Public Comment matters until and unless such items have been properly noticed for a future meeting.

**V. Presentations**

- A. Fathomwerx Proving Ground Hosted by the Innovation Technology Consortium- Todd Van Epps, Project Manager



**VI. Meeting Minutes (discussion and/or approval)**

- A. October 28<sup>th</sup>, 2025 Board Meeting Minutes
- B. October 27<sup>th</sup>, 2025 Strategic Planning Check in Minutes

**VII. Financial Reports (discussion and/or approval)**

- A. Financials ending September 30<sup>th</sup>, 2025

**VIII. New Business**

- A. 2026 Fair
- B. Election of Officers for 2026-2027 Board of Directors  
(CEO presides over elections of Board Officers)
  - 1. President
  - 2. Vice President
- C. Annual Appointments by the Board
  - 1. Secretary/Treasurer-Manager
- D. Secretary/Treasurer-Manager Annual Delegation of Authority  
The (Secretary/Treasurer-Manager) Chief Executive Officer, Heidi Ortiz, is authorized to execute Rental Agreements up to \$150,000.00, Standard 2 Agreements up to \$150,000.00, Purchasing up to \$150,000.00 and Grandstand Contracts up to \$300,000.00 without further authorization from the Board of Directors.
- E. Deputy Manager Annual Delegation of Authority  
The Deputy Manager, Jason Amelio, is authorized to execute Rental Agreements up to \$50,000.00, Standard 2 Agreements up to \$50,000.00 and Purchasing up to \$50,000.00 without further authorization from the Board of Directors.

**IX. Old Business**

- A. Surfer's Point Update

**X. Board Correspondence**

- A. Letters from the community regarding the annual beach parking pass

**XI. Consent Agenda: Items hereunder on the Consent Agenda are considered routine, not requiring separate discussion and will be enacted in one motion. Individual items A, 1-3, are approved by the vote that approves the Consent Agenda, unless an item is pulled for separate consideration.**

- A. Agreements
  - 1. Standard Agreements
  - 2. Rental Agreements – Interim
  - 3. Concession Agreements

**XII. CEO Report**

**XIII. Presidents Report**



**XIV. Director's Comments**

**XV. Future Agenda Items**

**XVI. Closed Session**

Pursuant to Gov. Code Section 11126(e)(2), the Board is authorized to meet in Closed Session for the purpose of conferring with and receiving advice from legal counsel regarding pending litigation.

**XVII. Report Out of Closed Session**

Report of any action items by the Board during Closed Session

**XVIII. Adjourn**

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