



## Notice of Meeting and Agenda

Humboldt County Fair Association  
Joint Meeting: Executive Committee &  
Buildings & Grounds Committee

Tuesday, February 3, 2025, 8:30am  
In-Person - Board Room

### AGENDA

#### 1. CALL TO ORDER

#### 2. ROLL CALL

\_\_\_ Andy Titus \_\_\_ Clint Duey \_\_\_ Lawrence Dwight \_\_\_ Greg Gomes \_\_\_ Darren Hansen  
\_\_\_ Sandy Hanks

#### 3. PUBLIC COMMENT ON NON-AGENDA ITEMS

This time is provided for members of the public to address the Committee or to submit written communications not on this agenda. Comments are restricted to three (3) minutes per speaker and unused time shall not be transferred to other speakers. Board Members may respond to statements however the Committee cannot discuss or take action on a matter not listed on the agenda.

#### 4. ADMINISTRATIVE ITEMS

Matters under Administrative Items are considered routine by the Executive Committee and will be enacted by one motion unless a specific request is received by a director or a member of the public. The Administrative Items will not be read. There will be no discussion of the items unless pulled for discussion.

- a. Review and Approve Executive Committee Meeting Minutes from January 20, 2026

#### 5. EXECUTIVE COMMITTEE ACTION ITEMS

- a. Discuss 2026 HCFA/County Lease Renewal Process, Make Recommendations to Staff as Appropriate.
- b. Discuss 2026 Race Meet/Date Allocation Request at February 26 CHRB Meeting, Make Recommendations to Staff as Appropriate; Take Action as Appropriate.

#### 6. EXECUTIVE COMMITTEE OLD BUSINESS ACTION ITEMS

Only Executive Committee members may vote on these items.

- a. 2026 Fair Planning Discussion, Make Recommendations to Staff as Appropriate.

#### 7. EXECUTIVE COMMITTEE STANDING BUSINESS ITEMS

- a. Review and Approve Agenda for the upcoming monthly HCFA Board of Directors Meeting.
- b. Financial Planning, Make Recommendations to Staff as Appropriate.
- c. Strategic Planning, Make Recommendations to Staff as Appropriate.
- d. By-Law Review and Development, Make Recommendations to Staff as Appropriate.
  - i. Discuss Committee Roles and Responsibilities, Make Recommendations to Staff as Appropriate.
- e. Policy Review and Development, Make Recommendations to Staff as Appropriate.

## **8. COMBINED INFORMATIONAL ITEMS (Discussion Only)**

These items are of joint interest to both committees. No formal action will be taken unless separately agendized below.

## **9. BUILDINGS & GROUNDS COMMITTEE ACTION ITEMS**

Only Building and Grounds Committee members may vote on these items.)

- a. 2026 Facility Improvements Planning Discussion, Make Recommendations to Staff as Appropriate.
- b. 2026 Building and Grounds Budget Allocations, Make Recommendations to Staff as Appropriate.

## **10. RECEIVE CEO STAFF REPORT**

## **11. ADJOURN**

*All agenda items are subject to discussion and possible action.*

Notice: This agenda has been posted at least seventy-two (72) hours prior to the meeting in a location freely accessible to members of the public, in accordance with the Brown Act. The full agenda packet is also available on the Fair Association's website at <https://www.humboldtcountyfair.org/>. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for consideration by the Board or Committee. The Chair will call for public comment as each item is heard by the Board or Committee. For items not appearing on the agenda, the public is invited to make comments during the Public Comment period for non-agenda items. All speakers are invited to state their names but are not required to do so. If you wish to submit written material at the meeting, please supply 10 copies. Americans with Disabilities Act: Individuals requiring special accommodations to participate in this meeting are requested to contact the Fair Association Office at (707) 786-9511. Notification 48 hours prior to the meeting will enable the Fair Association to make reasonable arrangements to ensure accessibility to this meeting.

This meeting is being conducted as a joint meeting of the Executive Committee and the Marketing & Entertainment Committee. Members of both committees may attend and participate.

Action may only be taken by members of each committee on items specifically listed under their committee's jurisdiction.

This meeting is open to the public and conducted in accordance with the Ralph M. Brown Act (California Government Code §54950 et seq.).