



SOLANO COUNTY

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February 15, 2018

Mr. Mike Coakley, President, Solano County Fair Association
900 Fairgrounds Drive
Vallejo, CA 94589

Dear Mr. Coakley:

As you are aware, the Board of Supervisors discussed and approved the Fair Association Budget at the February 6, 2018 Board of Supervisors Meeting. Additionally, after much discussion, the Board appointed a sub-committee consisting of Supervisors Skip Thomson and Monica Brown to review the current governance/by-laws of the Fair Association and current management agreement.

This letter is formally requesting that you work with your Association Directors to appoint a subcommittee of two Fair Directors that will work collaboratively with the Board of Supervisors sub-committee on changes for the existing by-laws of the Fair Association and for a future management agreement for the Fairgrounds site in Vallejo, CA.

The areas that the Board sub-committee would like to review with your sub-committee include revisions to the existing by-laws as follows: 1) number of directors and duration of term for each director; 2) attendance requirements for each director; 3) fiscal and operational skill requirements for directors; 4) criteria for director replacement and reappointments by Supervisors; 5) interest and ability for fundraising for future county fairs by directors of the Fair Association; 6) requirement for and frequency of direct reporting from directors to their appointing Supervisors .

We would appreciate if you could discuss this Board of Supervisors' request at your upcoming February 21, 2018 Fair Association Meeting and report back to the County the results so that the first collaborative meeting can be scheduled in March 2018.

Please contact us if you have any questions,

Sincerely,

A handwritten signature in blue ink that reads "Skip Thomson".

Supervisor Skip Thomson

A handwritten signature in blue ink that reads "Monica Brown".

Supervisor Monica Brown

cc: Stephen Hales, General Manager/CEO
Birgitta Corsello, County Administrator
Dennis Bunting, County Counsel