

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 2.8
(ID # 28083)

MEETING DATE:
Tuesday, December 16, 2025

FROM : FACILITIES MANAGEMENT

SUBJECT: FACILITIES MANAGEMENT: Adoption of Resolution No. 2025-121 Approving the 2025 Amended and Restated Bylaws of The Riverside County Fair Advisory Board.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Adopt Resolution No. 2025–121 Amending the Bylaws of The Riverside County Fair Advisory Board for the Riverside County Fair Advisory Board; and
2. Approve the 2025 Amended and Restated Bylaws of the Riverside County Fair Advisory Board for the County of Riverside.

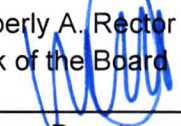
ACTION:Consent


Vincent Yzaguirre 11/25/2025

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Perez and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: Medina
Date: December 16, 2025
xc: FM, Board, COB/AB/WM

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: N/A			Budget Adjustment: No	
			For Fiscal Year: 2025/26	

C.E.O. RECOMMENDATION: [CEO use]

BACKGROUND:

Summary

On August 14, 1985, the Riverside County Board of Supervisors adopted Resolution No. 84-041, establishing an advisory committee for the Riverside County Fair and National Date Festival (County Fair). In establishing the Fair Board, the County also approved the initial written guidelines (Bylaws) for the policies and procedures outlining the basic composition, officers, duties, membership, and meeting requirements of the Fair Board and the general governance rules for the conduct of business. At the time, the County directly managed and operated the County Fair through and by its former Economic Development Agency and in conjunction with the Fair Board.

On June 6, 1996, the Board of Supervisors approved the name change of the Fair Board to the Riverside County Fair Advisory Board (Fair Advisory Board). In 2020, the Department of Facilities Management (FM) was tasked with the oversight of the County Fair, Fairgrounds and the Fair Advisory Board and beyond the COVID Pandemic. FM immediately pursued an alternative method for delivering and managing the fair and fairgrounds through a request for proposals and a public private partnership agreement.

On June 7, 2022, the Board of Supervisors approved the License and Operating Agreement between the County and Pickering Events, LLC to provide for the private operations and management of the County Fair and fairgrounds in conjunction with FM. Pickering has since produced three County Fair events along with multiple year-round community events and is established as one of the only experienced and successful private operators of a county fair.

FM Staff and the Fair Advisory Board realized that the Bylaws established in 1985 were now outdated and needed revision to modify the duties of the Fair Advisory Board as they applied to the current form of private operations, as well as to update the terms and remove sites that were no longer applicable.

On October 7, 2025, the Fair Advisory Board met and approved the attached 2025 Amended and Restated Bylaws of the Riverside County Fair Advisory Board and to effectuate the recommended changes as attached in the 2025 Amended and Restated Bylaws of the Riverside County Fair Advisory Board.

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

Facilities Management recommends that the Board of Supervisors adopt Resolution No. 2025-121, approving the 2025 Amended and Restated Bylaws of the Riverside County Fair Advisory Board.

ATTACHMENTS

1. Resolution No. 2025-121
2. 2025 Amended and Restated Bylaws of the Riverside County Fair Advisory Board - (Redline Version to view modifications to the existing 1985 Fair Advisory Board Bylaws)
3. 2025 Amended and Restated Bylaws of the Riverside County Fair Advisory Board



Aaron Gettis, Chief of Deputy County Counsel 12/4/2025

2
3 **RESOLUTION NO. 2025-121**
4 **APPROVING THE AMENDED BYLAWS OF THE RIVERSIDE**
5 **COUNTY FAIR ADVISORY BOARD**

6 **WHEREAS**, on January 24, 1984, the Board of Supervisors adopted Resolution No. 84-
7 041 establishing the Riverside County Fair Board; and

8 **WHEREAS**, the Fair Advisory Board Bylaws have been periodically amended,
9 including changes approved on June 6, 1996; and

10 **WHEREAS**, on October 7, 2025, the current Fair Advisory Board met and has now
11 reviewed and recommended further revisions to better reflect its responsibilities and structure
12 and such revisions are reflected in the Amended Bylaws, attached hereto as Exhibit A; and

13 **WHEREAS**, Article VI, Section 1 provides that the Bylaws may be adopted, repealed, or
14 amended by the majority vote of a quorum of members of the Fair Advisory Board at any
15 meeting of the Fair Advisory Board and when approved by Riverside County Board of
16 Supervisors, shall become the governing principals of the Fair Advisory Board as so adopted,
17 repealed, or amended.

18 **NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the
19 Board of Supervisors of the County of Riverside, State of California, in regular session
20 assembled in the meeting room of the Board, located at 4080 Lemon Street, Riverside,
21 California, on this 16 day of December, 2025, or soon thereafter, that the Board of Supervisors
22 consents to the amended Bylaws of the Riverside County Fair Advisory Board, attached hereto
23 as Exhibit A, are and they are hereby adopted in full, superseding all previous versions.

FORM APPROVED COUNTY COUNSEL
BY  RYAN D. YABIKO
DATE 12/13/25

2
3 RESOLUTION NO. 2025-121

4 APPROVING THE AMENDED BYLAWS OF THE RIVERSIDE
5 COUNTY FAIR ADVISORY BOARD

6 ROLL CALL:

7
8 Ayes: Spiegel, Washington, Perez, and Gutierrez

9 Nays: None

10 Absent: Medina

11 Abstain: None

12
13 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of
14 Supervisors on the date therein set forth.

15
16 KIMBERLY A. RECTOR, Clerk of said Board

17
18 By:  _____

19 Deputy

2025 AMENDED AND RESTATED
BYLAWS OF THE RIVERSIDE COUNTY
FAIR ADVISORY BOARD

ARTICLE I. NAME AND PURPOSE

Section 1. Name and Legal Basis. The Riverside County Board of Supervisors, in regular session assembled on January 24, 1984, adopted Resolution No. 84-041, establishing an advisory committee for the Riverside County Fair and National Date Festival to be known as the "Fair Board." Subsequent action on June 6, 1996, changed the name to "Fair Advisory Board". (Amend to include the intended modifications to the Bylaws as of a certain date)

Section 2. Purpose. The purpose of the Fair Advisory Board is to counsel and advise the Riverside County Board of Supervisors through the Riverside County Facilities Management Department as to administrative and policy matters in connection with Riverside County's Fair and National Date Festival.

Section 3. Duties. The Fair Advisory Board shall act in an advisory capacity to the Riverside County Board of Supervisors through the Riverside County Facilities Management Department and their responsibilities shall include, but not necessarily be limited to, making recommendations to the Riverside County Board of Supervisors through the Riverside County Facilities Management Department regarding Riverside County Fair and National Date Festival planning, public and community relations, and operations; and make recommendations upon such other related matters as the Riverside County Board of Supervisors may from time to time request. In keeping with their responsibilities, the Fair Advisory Board, shall have responsibilities including, but not necessarily limited to:

- A. Serving as Community Ambassadors for the Riverside County Fair & National Date Festival and developing Community and Public Relations Plans to promote the Fair within the Riverside County and local Community.
- B. Participating on various committees to pursue improvement and execution in relation to production for the Fair and National Date Festival and including Agriculture, Livestock, Community Stage Events and Programs, Local School Involvement, and Local Service Group involvement.
- C. Assisting and participating in the production of the Opening Ceremony or "Blessing of the Dates" Event.
- D. Assisting in the production of the annual "Veteran's Flag Raising Ceremony" and promoting and encouraging Veterans' participation at the Fair.
- E. Working to raise scholarship funds for the Fair's Livestock Auction and similar community programs for the benefit of youth in the community.
- F. Assist and participate in the Annual President's Day Parade and Breakfast.
- G. Making helpful suggestions for improvement and Community Participation in the Fair directly to the Riverside County Facilities Management Staff and the Operator of the Fair in quarterly and Fair Board

Meetings.

- H. Serving as Ambassadors on the Fairgrounds during the run of the Fair and providing post Fair input to Riverside County Facilities Management and the Pickering Events LLC about the Quality of the Fair and the Events of the Fair.

ARTICLE II. MEMBERSHIP

Section 1. Number of Members: The Fair Advisory Board members shall consist of nine (9) qualified residents of Riverside County who shall be appointed by the Board of Supervisors. Membership shall not be extended to salaried officers or full-time employees of the County of Riverside.

Section 2. Countywide Representation: The Fair Advisory Board's members shall include representatives from the following groups:

- A. 1 member from the 1st Supervisorial District.
- B. 1 member from the 2nd Supervisorial District.
- C. 1 member from the 3rd Supervisorial District.
- D. 1 member from the 5th Supervisorial District.
- E. 2 members from the 4th Supervisorial District.
- F. 3 members from fair related organizations such as the County Date Industry, County Agricultural/Farm Interests, and County Educational Institutions.

Section 3. Terms: The term of each Fair Advisory Board Member shall be four (4) years commencing July 1 and ending on June 30 of the final year of said term and staggered as follows:

- A. Term of Member from the 1st Supervisorial District shall end June 30, 2026 and every 4 years thereafter.
- B. Term of Member from the 2nd Supervisorial District shall end June 30, 2029 and every 4 years thereafter.
- C. Term of Member from the 3rd Supervisorial District shall end June 30, 2026 and every 4 years thereafter.
- D. Term of 1st Member from the 4th Supervisorial District shall end June 30, 2029 and every 4 years thereafter.
- E. Term of 2nd Member from the 4th Supervisorial District shall end June 30, 2029 and every 4 years thereafter.
- F. Term of Member from the 5th Supervisorial shall end June 30, 2028 and every 4 years thereafter.
- G. Term of Member from the fair related organization shall end June 30, 2027 and every 4 years thereafter.
- H. Term of 2nd Member from fair related organization shall end June 30, 2028 and every 4 years thereafter.
- I. Term of 3rd Member from the fair related organization shall end June 30, 2029 and every 4

years thereafter.

Section 4. Maximum Length of Service: The Fair Advisory Board members shall serve a maximum of two full four (4) year terms. Any member who has completed a partial term on the Fair Advisory Board shall be qualified to be re-appointed to another term so long as said member as not served more than eight (8) consecutive years on the Board.

Section 5. Voting: Each Fair Advisory Board member present shall be entitled to cast one vote on any matter proposed at any meeting.

ARTICLE III. OFFICERS AND TERMS

Section 1. Officers: The officers of the Fair Advisory Board shall consist of a Chairperson, Vice Chairperson, and Secretary.

Section 2. Election and Terms: The Chairperson and Vice Chairperson shall be elected annually by the Fair Advisory Board at the Fair Board's first meeting of the calendar year and will assume office at the conclusion of the fair. In the event of an officer's position being declared vacant, the Fair Advisory Board shall elect a replacement at the next regular meeting to fill the unexpired term of said vacant officer's position. Riverside County Facilities Management, Senior Administrative Services Analyst shall provide administrative support to the Fair Advisory Board.

Section 3. Chairperson: The Chairperson shall preside over all meetings of the Fair Advisory Board and exercise such duties and functions normally associated with such office.

Section 4. Vice Chairperson: The Vice Chairperson shall, in the absence of the Chairperson, performs such duties and functions as normally associated with the office of Chairperson.

Section 5. Secretary: The Secretary shall mail notice of meetings no less than (5) working days prior to said meetings. Such notice shall comply with the Brown Act. The Secretary is responsible for keeping records of the proceeding of the Fair Advisory Board and shall provide notice of all meetings and matters to be presented to the Fair Advisory Board for discussion or action. The Secretary is responsible for ensuring the completion of the duties of Secretary by his/her designee in the event he/she is unable to carry out said duties.

Article IV. MEETINGS

Section 1. The Fair Advisory Board shall hold regular meetings at such locations and times as set by the Fair Advisory Board. At the first meeting of the year, a calendar of meetings shall be established. Special meetings of the Fair Advisory Board may be called by the Chairperson or any two (2) members. Notice of meeting shall be mailed by the Secretary no less than five (5) working days prior to said meeting. Such notice shall include as a minimum the date, time, place and agenda of said meeting.

Section 2. Quorum. A Quorum shall consist of a majority of the members of the Fair Advisory Board, not counting vacant positions. The affirmative vote of a majority of the quorum present is required to take any actions. If less

than quorum is present, the only action, which may be taken subsequent to a majority vote, is to adjourn a meeting sine die or to a specified time and place.

Section 3. Ralph M. Brown Act. All meetings of the Fair Advisory Board or any committee thereof shall be called noticed, held, and conducted in accordance with provisions of the Ralph M. Brown act. (Section 54950 et seq. of the Government Code of the State of California).

Section 4. Minutes. Written minutes of all meetings of the Fair Advisory Board shall be kept by the Secretary and shall include all discussion items, actions, and recommendations of the Fair Advisory Board. The minutes shall include the total affirmative and negative votes on all proposed motion, action or recommendations items. A copy of the minutes and supporting documents shall be kept on file by the Secretary. A copy of the minutes shall be forwarded to the Clerk of the Board of supervisors.

ARTICLE V. CONFLICT OF INTEREST

Section 1. Members of the Fair Advisory Board shall not possess investments interest in any entity which within the two (2) years prior to or any time during said members appointment may contract with the County of Riverside to provide services, supplies, materials, machinery, equipment, or the like to the Riverside County Fair and National Date Festival

Section 2. Members of the Fair Advisory Board shall not be recipients of income from any source which for the two (2) years prior to or during said members' appointment has contracted with the County of Riverside to provide services, supplies, materials, machinery, equipment, or the like to the Riverside County fair and National Date Festival.

ARTICLE VI. ADOPTION AND AMENDMENTS

Section 1. These Bylaws may be adopted, repealed, or amended by the majority vote of a quorum of members of the Fair Advisory Board at any meeting of the Fair Advisory Board and when approved by Riverside County Board of Supervisors, shall become the governing principals of the Fair Advisory Board as so adopted, repealed, or amended. In the event any portion of these Bylaws are found to be in conflict to any existing statute, ordinance resolution, or Board of Supervisors Policy, said statute, ordinance, resolution, or Policy shall govern and prevail.

2025 AMENDED AND RESTATED
BY-LAWS OF THE RIVERSIDE COUNTY
FAIR ADVISORY BOARD

ARTICLE I. NAME AND PURPOSE

Section 1. Name and Legal Basis. The Riverside County Board of Supervisors, in regular session assembled on January 24, 1984, adopted Resolution No. 84-041, establishing an advisory committee for the Riverside County Fair and National Date Festival to be known as the "Fair Board." Subsequent action on June 6, 1996, changed the name to "Fair Advisory Board". (Amend to include the intended modifications to the By-Laws as of a certain date)

Section 2. Purpose. The purpose of the Fair Advisory Board is to counsel and advise the Riverside County Board of Supervisors through the Riverside County Economic Development Agency~~Facilities Management Department~~ as to administrative and policy matters in connection with Riverside County's Fair and National Date Festival.

Section 3. Duties ~~Advisory~~. The Fair Advisory Board shall act in an advisory capacity to the Riverside County Board of Supervisors through the Riverside County Facilities Management Department~~Economic Development Agency~~ and their responsibilities shall include, but not necessarily be limited to, making recommendations to the Riverside County Board of Supervisors through the Riverside County Economic Development Agency~~Facilities Management Department~~ regarding on: broad Riverside County Fair and National Date Festival planning, development, public and community relations, budgets, and operations; and make recommendations upon such other related matters as the Riverside County Board of Supervisors may from time to time request.

Section 4. ~~Duties~~ Action in keeping with their responsibilities ~~to,~~ the Fair Advisory Board, shall have responsibilities including, but not necessarily limited to:

- A. Provide input and evaluate the annual Riverside County Fair and National Date festival budget to be submitted for approval by the Board of Supervisors and the state of California. Serve as Community Ambassadors for the Riverside County Fair & National Date Festival and developing Community and Public Relations Plans to promote the Fair within the Riverside County and local Community.
- B. Reviewing with staff and recommending to the Board of Supervisors proposals for long term professional services contract and those contract which call for major repairs or capital improvements to the Riverside County Fair and National Date Festival. Participate on various committees to and pursue improvement and execution in relation to the production for the Fair and National Date Festival and including Agriculture, Livestock, Community Stage Events and Programs, Local School Involvement, and Local Service Group involvement.
- C. Assisting and Participate ~~participate~~ on various committees' relation to the production of the fair such as: Entertainment, Livestock, Agriculture, etc. The committees may increase or decrease from time to time. and assist in the production of the Opening Ceremony or "Blessing of the Dates" Event.

- D. ~~Take a role in establishing and maintaining good public relations with all other agencies and individuals, both public and private, who are affected by or taken part in the activities or programs of the Riverside County Fair and National Date Festival.~~ Assisting in the production of the annual "Veteran's Flag Raising Ceremony" and promoting and encouraging Veterans' participation at the Fair.
- E. ~~Provide input and evaluation on Major Maintenance Plan.~~ Working to raise scholarship funds for the Fair's Livestock Auction and similar community programs for the benefit of Youth in the Community.
- F. ~~Initiate action necessary to insure following the intent of the Master Premium List.~~ Participate and assist Assist and participate in the Annual President's Day Parade and Annual President's Day Parade Breakfast.
- G. ~~Take an active role in the development of the Strategic Plan.~~ Making helpful suggestions for improvement and Community Participation in the Fair directly to the Riverside County Facilities Management Staff and the Operator of the Fair in quarterly and Fair Board Meetings.
- H. ~~Make recommendations as necessary to insure the maximum utilization of the resource of the Riverside County Fair and National Date Festival.~~ Serve as Ambassadors on the Fairgrounds during the run of the Fair and providing post Fair input to Riverside County Facilities Management and the Pickering Events LLC. Operator whabout the Quality of the Fair and the Events of the Fair.

ARTICLE II. MEMBERSHIP.

Section 1. Number of Members: The Fair Advisory Board members shall consist of nine (9) qualified residents of Riverside County who shall be appointed by the Board of Supervisors. Membership shall not be extended to salaried officers or full-time employees of the County of Riverside.

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- D. 1 member from the 5th ~~S~~ Supervisorial District.
- E. 2 members from the 4th Supervisorial District.
- F. 3 members from fair related organizations such as the County Date Industry, County Agricultural/Farm Interests, and County Educational Institutions.

Section 3. Terms: The term of each Fair Advisory Board Member shall be four (4) years commencing July 1 and ending on June 30 of the final year of said term and staggered as follows:

- A. Term of Member from the 1st Supervisorial District shall end June 30, ~~2004~~ 2026 and every 4 years

thereafter.

- B. Term of Member from the 2nd Supervisorial District shall end June 30, ~~2003~~2029 and every 4 years thereafter.
- C. Term of Member from the 3rd Supervisorial District shall end June 30, ~~2002~~2026 and every 4 years thereafter.
- D. Term of 1st Member from the 4th Supervisorial District shall end June 30, ~~2004~~2029 and every 4 years thereafter.
- E. Term of 2nd Member from the 4th Supervisorial District shall end June 30, ~~2002~~2029 and every 4 years thereafter.
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Section 1. Officers: The officers of the Fair Advisory Board shall consist of a Chairperson, Vice Chairperson, and Secretary.

Section 2. Election and Terms: The Chairperson and Vice Chairperson shall be elected annually by the Fair Advisory Board at the Fair Board's first meeting ~~January of the calendar year~~ and will assume office at the conclusion of the fair. In the event of an officer's position being declared vacant, the Fair ~~a~~ Advisory Board shall elect a replacement at the next regular meeting to fill ~~the~~ unexpired term of said vacant officer's position. ~~The Fair Manager Riverside County Facilities Management, Senior Administrative Services Analyst-Staff shall serve as Secretary provide administrative support~~ to the Fair Advisory Board.

Section 3. ~~Duties: Chairperson:~~ The Chairperson shall preside over all meetings of the Fair Advisory Board and exercise such duties and functions normally associated with such office.

Section 4. Vice Chairperson— The Vice Chairperson shall, in the absence of the Chairperson, perform such duties and functions as normally associated with the office of Chairperson.

Section 5. Secretary— The Secretary shall mail notice of meetings no less than (5) working days prior to said meetings. Such notice shall comply with the Brown Act. He/She/The Secretary is responsible for keeping records of the proceeding of the Fair Advisory Board. He/She and shall provide notice of all meetings and matters to be presented to the Fair Advisory Board for discussion or action. He/She/The Secretary is responsible for ensuring the completion of the duties of Secretary by his/her designee in the event he/she is unable to carry out said duties.

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Section 4. Minutes. Written minutes of all meetings of the Fair Advisory Board shall be kept by the Secretary and shall include all discussion items, actions, and recommendations of the Fair Advisory Board. The minutes shall include the total affirmative and negative votes on all proposed motion, action or recommendations items. A copy of the minutes and supporting documents shall be kept on file by the Secretary. A copy of the minutes shall be forwarded to the Clerk of the Board of supervisors.

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ARTICLE VI. ADOPTION AND AMENDMENTS

Section 1. These ~~By-laws~~ may be adopted, repealed, or amended by the majority vote of a quorum of members of the Fair Advisory Board at any meeting of the Fair Advisory Board and when approved by Riverside County Board of Supervisors, shall become the governing principals of the Fair Advisory Board as so adopted, repealed, or amended. In the event any portion of these ~~by-laws~~Bylaws are found to be in conflict to any existing statute, ordinance resolution, or Board of Supervisors Policy, said statute, ordinance, resolution, or Policy shall govern and prevail.

DRAFT