



To: Board of Directors

From: Dana Stoehr, Chief Executive Officer

Date: March 13, 2026

Subject: CEO Update

Dear Members of the Board,

Please find below my report summarizing current initiatives, operational activities, and strategic planning efforts led by the CEO's Office in March. Due to the shortened time of the March Board meeting, this report is condensed to cover only the most notable items for the Board.

Strategic Planning - Feasibility Study

- The Feasibility Study ongoing process. The consultants will be out next week to present an update to the Feasibility Committee and the Board of Directors.

Capital Projects

- Cypress Restroom Project – Completed
- Fiesta Hall Lobbies and Bathrooms – Completed
- Redwood Hall and Resiliency Kitchen - are on schedule and on budget, with planned opening June 2026. Staff recommend creating a letter of agreement with Samaritan House over the next 24 months to continue our support for auxiliary kitchen facility needs, (if SMCEC can make such facilities available) while they continue to source funding for longer-term facility solutions. In the interim options for use of the kitchen have been presented to the Facilities committee for consideration: Staff recommended creating a shared commissary model, which supports small culinary businesses, aligns with our mission, generates revenue, and allows for operational flexibility. The Facilities committee will recommend action at the March Board meeting.
- RV Park – Project 90% complete, however we have run into numerous cost overruns with were presented to the Facilities committee. The project is now expected to run \$552,000 over budget. While disappointing is consistent with issues the arise on a \$5 million project. We anticipate opening no later than May 1, 2026, and JCM Events is diligently overseeing the project on a daily basis to ensure the final construction is completed, with no further additional delays over overages.

- Generator Project - is complete and all final grant closure paperwork has been submitted to CAL OES. We anticipate a \$175,000 final payment to be made as reimbursement to SMCEC
- Fiesta Hall Life Safety and Fire System Upgrade - Fiesta Hall is being scheduled with the selected contractor for full life and fire system upgrade. Contractor has received approval of the plan from the San Mateo/Belmont Consolidated Fire Department. Work is expected to be completed by July 2026.

Operational and Other Activities

- Jim Mercurio has been contracted to serve as Deputy CEO for SMCEC, he will attend the April Board meeting. Jim has been meeting with staff and will assist the CEO in overseeing Event Sales and Marketing, Event Services, Culinary and support additional SMCEC operations as needed. A press release will be sent out at the end of March and we will copy the Board.
- Our Sales staff has sold a Corporate Day at the Fair on Tuesday June 9th. This will be a large event with substantial revenue for the Fair
- Staff is getting ready for Saastr, our major Spring corporate event in May
- San Mateo PAL Event will be held this Friday March 20th
- Fair Planning is going well, and we anticipate a great 2026 Fair