



53RD DISTRICT DESERT EMPIRE FAIRGROUNDS AND EVENTS CENTER

AGRICULTURAL ASSOCIATION

AGENDA

Regular Meeting of the Board of Directors

Thursday June 27, 2019

6 p.m.

Agenda also available at www.desertempirefair.com

DESERT EMPIRE FAIR BOARD ROOM

520 South Richmond Road

Ridgecrest, CA 93555

(760) 375-8000 • Fax (760) 375-8134

Darrell Eddins, President

Howard Laire, Vice President

Jim Kight, Director

Douglas Lueck, Director

Bob Beecroft, Director

Catherine Rogers, Director

Ray Hocker, Director

Laurn Petty, Director

Chip Holloway, Executive Director

E-Mail: chip@desertempirefair.com

Mission Statement

To serve as a well-managed, safe, multi-purpose, year-round facility which meets the diverse educational, recreational, economic, social and entertainment needs of the residents and communities of the 53rd District Agricultural Association.

Pursuant to the Americans with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any Desert Empire Fair Board, Committee or any Advisory meetings, or in connection with other activities of the 53rd District Agricultural Association/Desert Empire Fair, may request assistance at the Desert Empire

Fair Offices, 520 South Richmond Road, or calling 760-375-8000, during normal business hours. Requests should be made one week in advance whenever possible.

All matters noticed on this agenda, in any category, may be considered for action as listed. Any items not so noticed may not be considered. All times indicated, and the order of business is approximate and subject to change at the discretion of the President.

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. INTRODUCTION OF GUESTS
- V. CONSENT AGENDA

A. All items on the Consent Agenda are considered to be routine and will be approved in one motion unless comment or discussion is desired. If comment or discussion is desired, that item may be removed from the Consent Agenda and be considered separately before action is taken.

- 1. Approval of Minutes – April 4, 2019
- 2. Approval of Contracts –
 - May – 19033, 19036, 19029, 19041, 19006, 19013
 - June – SE19-005, 19047
 - July – n/a
 - August – 19037, 19048

VI. PUBLIC COMMENT

A. Speakers are limited to three (3) minutes. This time is for items not on the current agenda. No debate by the Board shall be permitted on such public comment. No action will be taken on such comment at this time as law requires formal public notice prior to any action on a docket item. Public comments on items listed elsewhere on the agenda will be heard as that item is being considered.

- VII. MANAGER REPORT – (attached at end of agenda during board meeting)
- VIII. CORRESPONDENCE

- Facility Condition Assessment
- Insurance true up and estimated cost CFSA
- SCE power pole claim

IX. STANDING BOARD COMMITTEE REPORTS

A. Events Planning Promotion and Marketing (Eddins)

- Did not meet

B. Policy and Financial (Laire)

- March, April, & May Financials

C. Fairgrounds Planning (Kight)

- Did Not Meet

D. Executive Committee (Eddins)

- None

E. Volunteer Community Committee Reports

A. Livestock - Curtis Moore

B. Still Exhibits – Pamela Todd

F. Benevolent Organizations

Friends of the Fair – Larry Hauser

G. AGENDA ACTION Items

- Approval of 2019 Facility Rate Increases

XI. Old Business (Info/Action)

- Mud Run report
- War Time Radio report
- Duel in the Desert 2019 report

XII. New Business (Info/Action)

XIII. Future Agenda Items – Board Information

XIV. Next Board Meeting TBD

XX. Adjournment

CEO's Report

June 27, 2019

UPCOMING EVENTS

Roller derby practice on Monday and Wednesdays in DV Hall

June 29 Lion's Fireworks

August 10 CA. Deer Association Dinner

March

RV Monthly	\$ 14145
RV Daily	\$ 2968
Laundry	\$ 162
Dump Station	\$ 160
Events & Rental	\$ 2565

April

RV Monthly	\$ 10121
RV Daily	\$ 3034
Laundry	\$ 204
Dump Station	\$ 221
Events & Rentals	\$ 2969

May

RV Monthly	\$ 13275
RV Daily	\$ 2341
Laundry	\$ 12
Dump Station	\$ 1125 *
Events & Rentals	\$ 3500

Sponsorships : Garrison's Bros. Well \$500

Around the Grounds

We have been busier than ever since our last board meeting with non-stop events. The Follies went off with two sold-out nights followed by the Ridgecrest Music Festival which continues to grow with their 3rd event. April 20th RCA church had another great Easter egg hunt, then April 26th we had our first concert in partnership with the IWVCA featuring the Eagles tribute, great show and decent crowd.

The next day was the 2nd Annual Mud Run and we had about 250 participants including many families with kids which was nice to see. This event continues to grow although a little slower than I would like.

May started with the Friends of NRA banquet which was another success for them. The SCCA rally car event took place in the south lot the same weekend. The next week we had another IWVCA concert featuring a Beach Boy's tribute and mini car show. This was followed with IWV Round UP in Sage and the Traaxas Monster Truck show in the arena Friday and Saturday the 17th & 18th.

June saw the War Time Radio Revue 75th Anniversary of D-Day tribute show on the 6th which was a very nice event but still not a big money maker due to all the expenses involved in putting it on. All in attendance once again raved about the performance. Our next event was the 2019 Duel in the Desert which was our 2nd Speedway MC event, we had a great turnout and show which attracted over 40 local riders. Again, the profit was a little disappointing as we have almost \$10,000 in cost before we sell a ticket, I'm happy to report it was a profitable event in spite, thanks to sponsorships which was also the key to keeping War Time Radio in the black. Our next event is the Lion's Fireworks Saturday the 29th which will be our last event for a while as July looks dark for now. I am giving staff the first week of July off and possibly the last week in an effort to save labor.

On the maintenance side Jon and Andy have been busy working on a combination of issues first and foremost getting all the swamp coolers running and fixing water leaks around the grounds. Jon painted the bathrooms in DV Hall and resurfaced the floor as well as placed the green wind screen on the north side of the RV park. We replaced a urinal, worked on a water leak on the east side of DV and replaced a door on the VFW building. Jon also started working on the multitude of fence issues around the park and placed multiple slow down signs around the grounds, especially the RV park which is a continuous problem. Andy got the old shop truck running by replacing the rebuilt engine and repaired the busted rear suspension on the water truck. Speaking of the water truck we did get it back in May and the bill was just over \$7500, then we broke a rear suspension but thanks to some help from Bill Wilcox the repair was a minor cost. All this was done in between setting up and tearing down DV hall multiple times in the last three months, followed by grading and placing hay in the arena for Duel in the Desert. We also painted the announcer's booth in the arena for Duel and by tomorrow Jon will have the main stage painted and Andy will have the rotten floor replaced in time for the fireworks. **All my staff deserves a great deal of credit for the effort they put in to make us look good in a very stressful time.** I also must give a big thank you to Deanna who went out and raised over \$18,000 in sponsorships for these three events, without it none would have been profitable. Have a great summer

**MINUTES OF THE REGULAR MEETING OF THE
DESERT EMPIRE FAIR
53RD DISTRICT AGRICULTURAL ASSOCIATION BOARD
OF DIRECTORS**

DESERT EMPIRE FAIR BOARD ROOM
520 South Richmond Rd.
Ridgecrest, CA 93555

THURSDAY, APRIL 04, 2019

This meeting was recorded and will be on file in the Office of the Desert Empire Fair for a certain period of time from date of approval by the Board of Directors. Meetings are recorded solely for the purpose of preparation of minutes.

CALL TO ORDER – 6:04 pm

ROLL CALL:

Darrell Eddins, President –Present; Howard Laire, Vice President – Present; James Kight, Director - Absent; Douglas Lueck, Director - Present; Bob Beecroft, Director – Present; Catherine Rogers, Director – Absent; Ray Hocker, Director – Present; Lauryn Petty, Director – Absent

STAFF:

“Chip” Holloway – Executive Director, Melanie Richards - Office Assistants, Andy Anderson – Maintenance, Jon Boase - Maintenance

PLEDGE OF ALLEGIANCE – LED BY RAY HOCKER

INTRODUCTION OF GUESTS – Chris Livingston from Daily Independent, Madeline Beecroft

CONSENT AGENDA

All items on the Consent Agenda are considered to be routine and will be approved in one motion unless comment or discussion is desired. If comment or discussion is desired, that item may be removed from the Consent Agenda and be considered separately before action is taken.

1. Approval of Minutes – November 29, 2018
2. Approval of Contracts – Jan. & Feb. & Mar. & Apr.

Motion by Bob Beecroft, 2nd Ray Hocker

Darrell Eddins – Aye

Howard Laire – Aye

Bob Beecroft – Aye

Douglas Lueck - Aye

Ray Hocker - Aye

Motion passes

PUBLIC COMMENT

Speakers are limited to three (3) minutes. This time is for items not on the current agenda. No debate by the Board shall be permitted on such public comment. No action will be taken on such comment at this time as law requires formal public notice prior to any action on a docket item. Public comments on items listed elsewhere on the agenda will be heard as that item is being considered.

No Public Comments.

MANAGER'S REPORT – CEO's Report

April 4, 2019

UPCOMING EVENTS

Roller derby practice on Monday and Wednesdays in DV Hall
Wrestling Classes Monday through Thursday Sage Hall

April 5-6	Follies
April 6	Gymkhana
April 13	Ridgecrest Music Festival
April 20	RCA Easter Egg Hunt
April 26	Eagles Tribute
April 27	Desert Dash Mud Run
May 4	NRA Banquet
May 11	Surf City All Stars
May 16-19	IWV Round Up
June 7	War Time Radio Revue
June 8	Ridgecrest Pride Festival
June 22	Speedway Racing MC Duel in the Desert
June 29	Lion's Fireworks Show

November

RV Monthly	\$ 13348
RV Daily	\$ 1995
Laundry	\$ 0
Dump Station	\$ 220
Events & Rental	\$ 1110

December

RV Monthly	\$ 9794
RV Daily	\$ 1099

Laundry	\$ 119
Dump Station	\$ 196
Events & Rentals	\$ 369

January

RV Monthly	\$ 14704
RV Daily	\$ 1789
Laundry	\$ 314
Dump Station	\$ 150

February

RV Monthly	\$10603
RV Daily	\$ 542
Laundry	\$ 145
Dump Station	\$ 170
Events & Rentals	\$ 2755

Sponsorships : Sydney Peak Stone \$2,000 DVFCU \$9600

Around the Grounds

A year has come and gone with 2019 in full swing. Santa's Art Shop closed out the 2018 season and by all accounts it was another success. It's was the first event we have had since all the new LED lighting has been installed. To say it was well received was an understatement. The happiest folks were those who sold jewelry who commented they didn't need the extra lights they usually bring to highlight jewelry. As you may remember part of the LED project was painting the ceiling in Sage black, now it looks like we must do the same in DV which we will work on in spurts in between major events. The last big event of 2018 was the Sierra Art Guild show which we hosted for the first time, we hope to have them as a permanent event going forward. They may even start having multiple events during the year.

2019 started off slow but we did work on upgrading the facility. We re-roofed the arena bathrooms ahead of the rainstorms and we addressed several new leaks we discovered when the rains came. We had our first big event in Sage since the new lights and paint, the IWV Concert Assoc. Take Three dinner, with the help of Mc2 they did an incredible job of transforming the room into a style that would rival any venue in Ridgecrest. In order to encourage their members who were reluctant to move their events to the fairgrounds we repainted the Sage bathrooms both floors and doors. We also painted the heaters black which really helped make the room blend with the new painted ceiling.

Our next big event was the Yard Sale which turned out to be a success despite it raining all morning. This was followed by the Quilt Show and the IWV Concert Assoc.'s second event of 4, The Catapult Shadow Dancers, they had a nice turn out for a midweek show with great reviews.

We now have another issue that must be addressed and that is Wi-Fi access throughout the grounds. Wi-Fi is no longer a nice to have but a MUST HAVE, so many vendors now have their own payment processing electronically , not to mention folks just streaming. We must catch up with the times before we start losing bookings. It even became an issue during our recent 20 Mule team rides as folks staying in trailers outside expect Wi-Fi access. I have included a proposal from Ed Czajka who sets up grids for

the base all over the world, so I trust his expertise. It won't be cheap, but we can do it in phases and Friends of the Fair has offered to help. I have already purchased the stuff for phase one as we are beginning to get too many complaints about the poor Wi-Fi in DV.

We also had a major overhead water line leak that cost almost \$900 to fix even with Garrett giving us a great deal. We repaired as much of the fencing throughout the facility where we could without major cost, but we will have to go back and replace some poles and concrete to properly fix some spots.

After almost a year I'm also happy to report we got the water truck back with a rebuilt engine and a new air pump, but we are still having some issues with the water spraying mechanism which we hope is simply because the lines may be clogged from a lack of use.

I've now set up an account with RSI petroleum which allows us to buy diesel tax free for use on the grounds, it won't save us a lot but every little bit helps.

The city of Ridgecrest donated about 25 Oleanders that they removed from Freedom Park which we placed along the north fence line and the area behind Earl Powers stage.

We are now working on LED lighting for the railroad club building which should payoff quickly due to the usage and the fact we can add less lights than already exist. The railroad club is also working on a project to move all the antique farm equipment over to the fairgrounds to be placed in front of the club and in the dirt area between the food booths.

I'm happy to report we have paid off the arena groomer we purchased in 2017, ahead of schedule with no interest charge, just under \$6,000. That is a little over \$550 in free cash flow. However, we are still paying \$1000 per month for LED lighting.

Andy & Jon attended Maintenance Mania at the Alameda County Fairgrounds in February for three days, it was the best event so far and both received some special training as well as got certified for our new scissor lift.

We had the Garden Bros. Circus on March 19 which was a decent money maker for us although one of their trucks knocked down the HK Gate. Their marketing was misleading, and many folks complained on FB about the door price of \$40. They also set up the arena in a way that made viewing difficult for anyone who didn't pay VIP prices. They charged \$5 for parking and I went and talked to the guy after and he said he didn't get any real complaints which was good to know for future events, I did see the typical cheap skates parking outside the gates.

Back to the HK Gate, this is second time this year it has been hit so I have decided to just take it down and place the signage on a post to the left of the gate, I also collected an extra \$875 from the Circus for the damage.

We had two events the weekend of March 23 & 24, the DI Home Show (including the Farmers Market) and a fund raiser for Erik Catlin. Both events did well but unfortunately, we had a tragic death during the home show as one of the patrons collapsed and ultimately died on the spot. This was clearly a medical issue and we have no liability, but we did file an incident report with our insurance company.

Our final event since our last meeting was Micro Wrestling which was Saturday night the 30th, attendance was over 350 and everyone seemed to have a great time in a family friendly environment that did nothing to denigrate the participants.

Upcoming we have the Follies, Ridgecrest Music Festival, RCA Easter Egg Hunt, Eagles Tribute Band, Mud Run, Surf City All-Star, NRA Banquet, War Time Radio Show, and Speedway Racing.

One final note I just got word on Wednesday that Ridgecrest Regional Hospital is donating two AED's to the fairgrounds valued at \$1800 each, please reach out and make personal call to Jim Suver and Fred Hawkins to thank them. Jim 499-3901 Fred 499-3946.

We will be working on completing our 2018 STOP and preparing for our May audit moving forward. Have a great spring everyone.

CORRESPONDENCE –

- Thank you letter RGA
- Deferred Maintenance Close Out
- Mileage Reports
- SB 313 Letters
- Garden Bros. Circus
- RV Park Letter
- Incident Report
- Wi-Fi Proposal
- Letter to the editor
- Still need 700 forms from Board members
- Bid for Grinding & Paving entrance to buildings

STANDING BOARD COMMITTEE REPORTS

- A. Events Planning Promotion and Marketing (Eddins)**
- Did not meet
- B. Policy and Financial (Laire)**
- November, December, January, and February Financials
- Motion by Bob Beecroft, 2nd Ray Hocker
 Darrell Eddins – Aye
 Howard Laire – Aye
 Bob Beecroft – Aye
 Douglas Lueck - Aye
 Ray Hocker - Aye
 Motion passes
- C. Fairgrounds Planning (Kight)**
- Did Not Meet
- D. Executive Committee (Eddins)**
- None
- E. Volunteer Community Committee Reports**
- A. Livestock - Curtis Moore
 B. Still Exhibits – Pamela Todd

BENEVOLENT ORGANIZATIONS

Friends of the Fair – Larry Hauser

AGENDA ACTION ITEM

- A. Approval of 2019 Budget**
- Motion by Howard Laire; 2nd by Doug Lueck
 Approval vote:
 Darrell Eddins – Aye
 Howard Laire – Aye
 Bob Beecroft – Aye
 Douglas Lueck - Aye
 Ray Hocker - Aye
 Motion passes

OLD BUSINESS (Info/Action)

- Fair P & L
- Demo Derby P & L
- Yard Sale P & L

NEW BUSINESS (Info/Action)

- WFA Conference Report
- 2018 Year End Review

Future Agenda Items – Board Information

NEXT BOARD MEETING: TBD

ADJOURNMENT – 7:21 p.m.

Marshall "Chip" Holloway
Executive Director of Fairgrounds

Darrell Eddins
President



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

April 25, 2019

Chip Holloway
53rd DAA Desert Empire Fair
520 South Richmond Rd
Ridgecrest, CA 93555

Dear Chip Holloway,

This letter is in reference to your submittal of the Facility Condition Assessment to California Construction Authority (CCA). Fairs and Expositions (F&E) would like to thank you for submitting a list of your fairgrounds' most critical facility improvement projects. The goal of the Assessment was to develop a Fairgrounds' Facility Improvement Project List (Project List) that would identify the most current and accurate facility improvement needs of fairgrounds throughout California.

This letter is to acknowledge F&E's receipt of the projects. A total of 64 fairs participated in the Assessment and 257 projects were submitted. We would like to advise you that F&E will soon be assembling a team to review and award projects aligned with the SB 5 Bond Measure. CDFA expects to make a final selection of projects to receive funding from the first phase of SB 5 Bond Measure in July 2019, through a grants process. If your fair is not chosen for this first phase, the Project List will be used to fund additional projects with future SB 5 funds and other deferred maintenance funding, as it becomes available.

If you have any questions, please contact Mike Francesconi with Fairs and Expositions at (916) 900-5365.

Sincerely,

John Quiroz, Branch Chief
Fairs & Expositions Branch



Facility Condition Assessment Form

Fair Name: 53rd DAA Desert Empire Fair

Date: 03/30/2019

Contact Name: CEO: Chip Holloway

Telephone No.: (760) 375-8000

Email Address: chip@desertempirefair.com

Mobile No.:

Project Description:

1 Project Name/Location:

Fairgrounds; Facility Deficiencies Upgrades Footpaths/Roadways Restoration.

2 Priority Reasoning: Please describe why this project meets the Priority 1: Emergency Preparedness or Priority 2: Conservation Measures requirements.

Priority 1. The interior thoroughfares of the Fair that would be utilized by the Public, Emergency Personnel, and those with ADA requirements during an Emergency Evacuation, would cause an extreme trip and fall hazard because of its condition. In addition the restoration upgrade would reduce potential law suits during the fairs daily operations. In addition the Fair's infrastructure would be greatly upgraded providing decades of safe ADA access for the Public, and First Responders alike and a lasting asset for the Fair.

3 Project Description: Details of the project, be specific. Contact CCA if needed. Attach additional pages as needed. Please include any time specific requirements like fair dates, weather impacts, other possible concurrent work, etc.

Removal and replacement of all asphalt/concrete footpaths/roadways (see attached aerial photo).

4 Measurements & Data: Provide your best estimate of dimensions possible. Include things like height, length, depth, diameter, area, quantity, and capacity, etc. Add pertinent information like, name of service provider, type of material, age. Attach additional pages as needed.

Approximately 55,000 sq. ft. needs replacement.

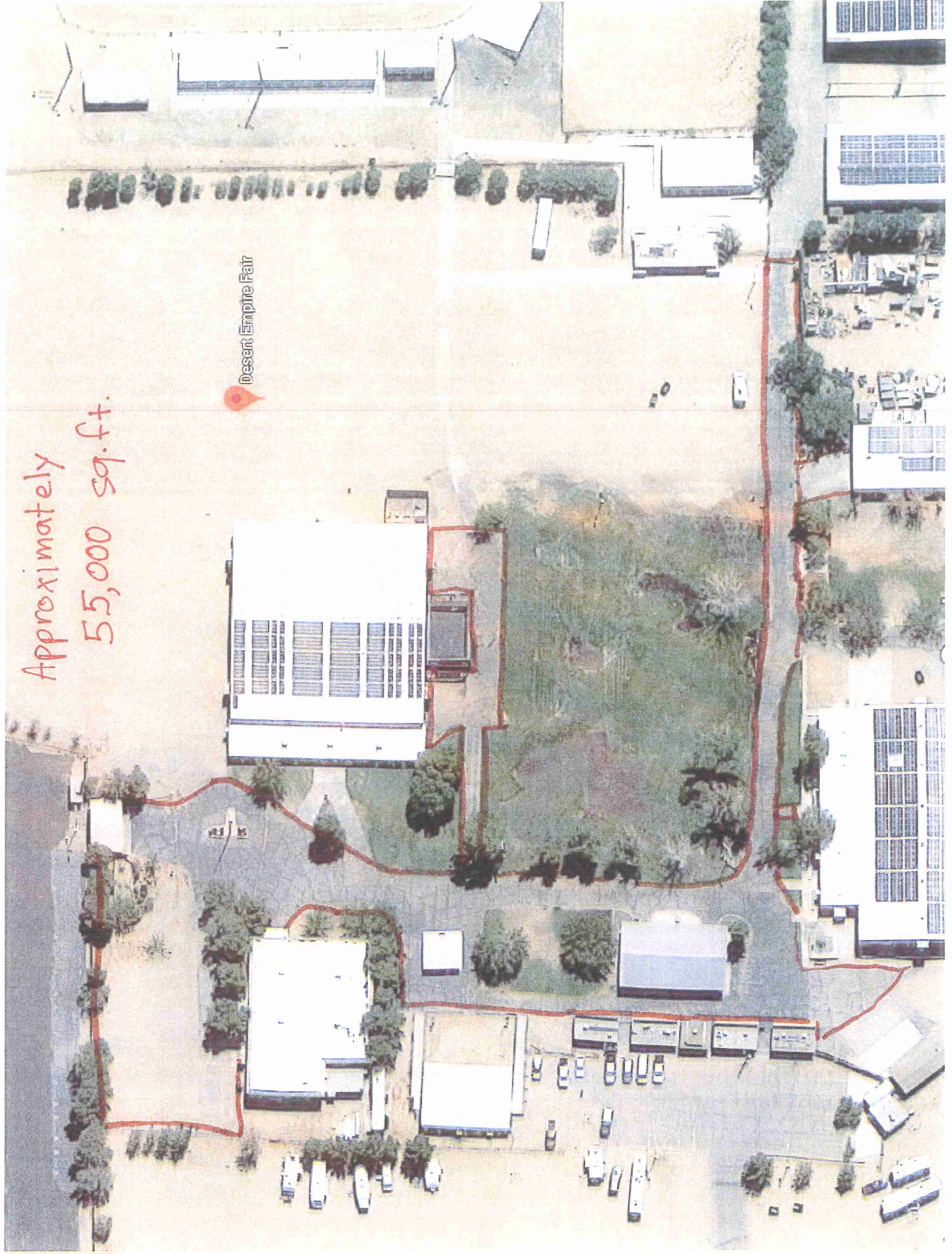
5 Attachments: Provide as much related supporting documents as you can

- ☐ 1. Photos of relevant conditions attached.
- ☐ 2. Plot plan or site area plans indicating the identified project and are of work attached.
- ☐ 3. Inspection reports from CCA, CFSA, CalFire, Local Fire, Health Dept., Lab results, etc.
- ☐ 4. Bids: If you already have bids for an identified project, the information in the bid might be useful attached. If not, call and request a free estimate of repair from a local contractor.
- ☐ 5. Engineering or Architecture Plans or Drawings. Do you have a set of plans already developed? Let us know.
- ☐ 6. Have you utilized local resources? Is there a retired Architect or Engineer that may help?
- ☐ 7. Have you contact local City/County Resources (Building Inspectors, Fire Inspectors, Health Inspectors, etc.)

California Construction Authority (CCA)

via mail to: 1776 Tribute Road, Suite 220, Sacramento, CA 95815

via Email to: Marcus Lee mlee@ccaauthority.org



melanie@desertempirefair.com

From: Chip Holloway <chip@desertempirefair.com>
Sent: Tuesday, May 14, 2019 12:58 PM
To: melanie@desertempirefair.com
Subject: FW: 2019 WC and GL True UP
Attachments: 2019-QandA-final.pdf; 53 DAA Desert Empire.pdf; 53 Liability 2019 True Up Invoice.pdf; 53 Workers Comp 2019 True up Invoice.pdf

Print these please and make sure you keep a copy and a copy goes in board packets. THX

From: Raechelle Gibbons <rgibbons@cfsa.org>
Sent: Tuesday, May 14, 2019 12:18 PM
To: Chip Holloway <chip@desertempirefair.com>
Subject: 2019 WC and GL True UP

Dear Chip,

I am touching base as part of our second quarter communication program to confirm your 2019 General Liability and Workers' Compensation fees (please see the attached letter along with a true-up assessment worksheets).

Using extensive analyses related to the performance of the two risk pools over the past year and the goal of rebuilding the Agency Equity Reserve, the CFSA Board of Directors approved the following base rates for each of the pools:

- General Liability base fee increase of 7% (same as estimated last October)*
- Workers' Compensation base fee is 6.1% for members of both the General Liability and Workers' Compensation risk pools, and 6.3% for members of the Workers' Compensation risk pool only, an increase of 5% in addition to an adjustment in the modification factor calculation table.*

Every year, in review of actuary estimations and projections, the CFSA board balances the needs of the risk sharing pools with the desires of members and the overall economic conditions.

I would really like to discuss the 2019 fees with you and would appreciate you please contacting me to set up a time for a phone call. CFSA staff is also available to discuss these important topics with you and/or board at your fairgrounds or in our office in Sacramento."

Thank you so much for your time today! CFSA strongly believes that CFSA and fairs are better together, so please be sure to let us know how we can help you this year.

Raechelle Gibbons
CFO
California Fair Services Authority
1776 Tribute Road, Suite 100
Sacramento, CA 95815
916-263-6143 work
916-479-0969 cell
rgibbons@cfsa.org



April 30, 2019

Chip Holloway
53rd DAA/Desert Empire Fair
520 S. Richmond Rd.
Ridgecrest, CA 93555

Dear Chip,

The CFSA Board of Directors has approved General Liability and Workers' Compensation fees for the 2019 coverage year. After review of extensive staff analysis related to performance in the two risk pools and the goal of rebuilding the Agency Equity Reserve, the 2019 fees will be as follows:

- General Liability base fee increase of 7%
- Workers' Compensation base fee increase of 5% in addition to an adjustment of the Modification Factor calculation table.

The overall significant factor is that our reserves have been reduced as a result of the goal of keeping fees stable, while both risk pools have experienced an increased trend in the severity of claims. Every year, in review of actuary estimations and projections, the board balances the needs of the self-insurance pool programs with the desires of the members and the overall economic conditions.

General Liability

In setting general liability fees for 2019, the CFSA Board of Directors took many factors into consideration including preparing for claims of the future. Public entity general liability claims are experiencing an increase in both frequency and severity of claims that result in large dollar resolutions, be it jury verdicts or settlements (efforts to avoid the ever-increasing jury verdicts against public entities). This trend is not only impacting CFSA claims, but also claims to the CSAC Excess Insurance Authority that covers all CFSA claims (and numerous other public entities) costs above \$100,000 up to \$25 million, resulting in increased excess coverage fees for CFSA.

For the last 17 years (2002-2018) the General Liability Risk Pool program has collected \$1.1 million less in fees than what has been paid out in claims. CFSA has traditionally not assessed members for poor performing past years, instead we adjust fees on a go-forward basis to maintain and/or build reserves.

1776 TRIBUTE ROAD, SUITE 100
SACRAMENTO, CA 95815
PHONE: (916) 921-2213 | FAX: (916) 646-1238

WWW.CFSA.ORG

Taking the above information and the status of the Agency Equity Fund, the CFSA Board of Directors approved a base fee increase of 7% for 2019 for the general liability risk pool program. This is the same amount that we estimated last fall, so your individual fair's 2019 fee should not have changed unless there was a change to your loss history since September of last year.

Workers' Compensation

CFSA staff did extensive cost analysis on the workers' compensation risk pool and the actuary report data of the reserves that need to be on hand for current and future claims. Claims costs, mostly related to medical costs, have increased dramatically in the past 15 years. In the last 17 years (2002-2018), the Worker's Compensation Risk Pool program has collected \$1 million less than what has been paid out in claims.

In evaluating the cost of risk in the workers' compensation pool program, staff recommended to the board that it would be prudent to have a lower Self Insured Retention (SIR)—the amount of money CFSA pays out per claim prior to the excess insurance being triggered—to assist in building the Agency Equity Reserve. Beginning July 1, 2019, the workers' compensation SIR will drop from \$500,000 per claim to \$250,000 per claim.

With changes above implemented, we determined that a base rate increase to 6.1% of total payroll for participants in both the general liability and workers' compensation risk pools, and 6.3% of total payroll for participants in the workers' compensation risk pool only is necessary for 2019. In addition, the board approved an adjustment to the modification factor table resulting in a higher assessment for poor performing workers' compensation pool participants and a lesser discount for high performing workers' compensation pool participants.

Fee Assessment True-Up Worksheets

Included with this letter you will find the Fee Assessment Worksheets for each risk pool program, with your 2019 fees trued up. For general liability, there will only be a change from the fall estimate if your loss history resulted in a change to your modification factor. For workers' compensation, there will be changes from your fall estimate related to actual versus estimated 2018 payroll, the increased base fee, and the change in the modification factor table.

Please read your fee worksheets carefully and should you have any questions, please contact CFSA Chief Financial Officer Raechelle Gibbons at 916/263-6143 or rgibbons@cfsa.org.

Member Services Outreach Program

The CFSA staff and board truly appreciate your participation in the California fairs' risk pooling programs. CFSA was created specifically for California fairs at a time when commercial insurance was unaffordable and unavailable. For more than 30 years, CFSA and our members have worked together to provide risk management services and coverage to our unique industry.

As part of this success, CFSA is able to provide numerous services to our pool participants at no additional charge. Our risk control program provides onsite evaluations of liability and employee risks and our team works with fair staff to mitigate those risks. In addition, we provide onsite group trainings as well as free access to digital trainings that assist our fair partners in ensuring their teams are trained in all areas of work-related best practices from ladder safety to harassment prevention.

We will be sending out updated information over the next few months introducing you to our new Member Services Outreach Program that will provide onsite reviews of risk management practices for new CEOs as well as with members who are experiencing frequent and/or severe claims. We will also be letting you know about new training programs that are available to you through our excess carrier CSAC EIA! So please keep your eyes out for our emails!!

It is our privilege to bring you the very best of training opportunities while providing top-notch service. We thank you for your membership and welcome your input as we continue on this journey together of protecting the invaluable community services that county fairs provide.

Sincerely,

A handwritten signature in black ink, appearing to read "Becky Bailey-Findley", with a stylized, flowing script.

Becky Bailey-Findley
Executive Director

Fee Assessment
TRUE UP FINAL
Workers' Compensation Fee Calculation for Calendar Year 2019

53rd DAA, Desert Empire Fair

2018 Medicare Wages	Form W-3 2018	88,220.73
2018 Volunteers	Hours x Minimum Wage (new \$12.00 for 2019)	21,864.00
Total Payroll estimated	Wages + Volunteers	110,084.73
2019 Base Fee	Total Payroll x 6.1%/6.3% Rate	6,715.17
Capped Losses	January 1, 2013 - December 31, 2017	0.00
Cumulative Fees Paid	January 1, 2013 - December 31, 2017	11,219.37
Modification Ratio	80% to 160% Per Modification Rate Table	85%
2019 Modified Fee	Base Fee x Modification Rate	5,707.89
2018 Payroll	From 2018 Fee Worksheet based on 2018 W-3	51,682.50
Actual vs. Estimated	Actual 2018 Payroll - 2018 estimated payroll	58,402.23
2018 Fee at 5.8%/6%	(Actual - Estimated) x 5.8%/6% Rate	3,387.33
2018 Modification Ratio	From 2018 Fee Worksheet	80%
2018 Adjustment to Actual	2018 Estimated versus 2018 Actual	2,709.86
2019 Total Fee	Modified Fee + or - 2018 Adjustment	8,417.76
2018 Fee	Comparison To Last Year's Fee	2,744.82
2019 Original Estimated Fee	Pre-CFSA April Board Meeting based on estimated payroll	2,667.79

PAYMENT PLANS

Any questions please call Raechelle Gibbons at 916-263-6143 or
email address: rgibbons@cfssa.org

☐

1

Lump-Sum Payment:

2019 True Up Workers' Compensation Fee	\$0.00
	0.00
Less payment discount (1% if lump sum payment is received by January 25, 2019)	\$0.00
TOTAL LUMP SUM FEE WITH DISCOUNT PAID JAN.25, 2019	\$0.00

☐

2

12 Monthly Installment Payment Plan:

Original Estimated Workers Compensation Fee	\$2,667.79
2019 True Up Final Workers' Compensation Fee	\$8,417.76
FIRST 6 MONTH INSTALLMENTS JANUARY-JUNE 2019	\$222.32
ADJUSTED 6 MONTH INSTALLMENTS JULY-DECEMBER 2019	\$1,180.64

(6 installments Jan-June 2019 at Estimated Fees & 6 installments July-Dec 2019 at True Up Fees)

Fee Assessment
Final True Up Fee 2019
General Liability Fee Calculation for Calendar Year 2019

53rd DAA, Desert Empire Fair

Your Base Fee (2019)	Same for each Fair in your class (Includes 7% Increase)	12,728.99
Losses	Losses from 2013 - 2017	0.00
Capped Losses	Capped Losses from 2013 - 2017	0.00
Fees Paid	Fees Paid from 2013 - 2017	34,827.18
2019 Modification Ratio	Modification Ratio	85%
2019 Liability Fee	Base Fee x Modification Rate	10,819.64
2018 Liability Fee	For comparison only	10,111.81
2018 Modification Ratio	For comparison only	85%
2019 Auto Fee	Optional Auto Liability Insurance	0.00
2019 Estimated General Liability	Pre-CFSA April Board Meeting	10,819.64

PAYMENT PLANS

Any questions please call Raechelle Gibbons at 916-263-6143 or
email address: rgibbons@cfssa.org

☐

1 Lump-Sum Payment:

2019 Final True Up General Liability Fee	\$0.00
Less payment discount (1% if lump sum payment is received by January 25, 2019)	\$0.00
TOTAL LUMP SUM FEE WITH DISCOUNT PAID JAN. 25, 2019	\$0.00

☐

2 12 Monthly Installment Payments:

2019 Final True Up General Liability Fee	\$10,819.64
12 MONTH INSTALLMENTS JANUARY-DECEMBER 2019	\$901.64
(12 payments are due the 25th of each month beginning January '19 thru December '19)	

FREQUENTLY ASKED QUESTIONS about CFSA's Self-insurance Pool Programs

1. What exactly *is* risk pooling? How is it different from commercial insurance?
2. We keep hearing that a benefit of risk pool membership is fee stability. What does that mean?
3. How are my fair's annual pool fees determined?
4. How does my fair's loss history influence our annual fees?
5. How does CFSA know how much money is needed in the General Liability and Workers' Compensation risk pools to cover current and past year claims costs?
6. Are CFSA's risk pools insured against catastrophic losses?
7. Why is it important for fairs to send CFSA copies of insurance certificates for review?
8. Why does CFSA advise fairs to include fair volunteers in their Workers' Compensation coverage?
9. Why does CFSA advise fairs to have their counties provide Workers' Compensation coverage for Community Service and Alternate or Assigned Work Program workers?
10. How many members are in the General Liability and Workers' Compensation pools?

1. What exactly are *risk sharing pools*? How are they different from commercial insurance?

Risk sharing pools are an *alternative* to traditional commercial insurance. Instead of paying annual premiums to an insurance company with dividend-earning shareholders, participants in a risk sharing pool program have their annual fees combined into one interest-generating pool from which all claims costs are paid. At the end of the year, unspent pool funds remain in the pool to help pay for future claims costs. Risk sharing pools are participant driven, not profit driven; pool members are the pool "shareholders."

When a group decides to self-insure, a joint powers authority (JPA) such as CFSA is typically formed to manage and administer pool funds. As a responsible risk pool manager, CFSA is committed to helping risk sharing pool participating fairs identify and mitigate risk exposures, two essential steps in protecting the pools from preventable losses and in keeping annual risk pool fees down. One of the ways we do this is through a collaborative, year-round risk control program that includes pre-fair and fair time facility inspections, state-mandated fair staff training, certification training and testing, workplace safety program development, and by serving as a liaison between the fairs and regulatory safety and fire officials. These and other Risk Control programs are provided at no extra cost to pool participants and are tailored according to the pool(s) in which each fair participates.

2. We keep hearing that a benefit of CFSA pool membership is fee stability. What does that mean?

CFSA's staff and board of directors strive to keep annual risk pool fees as much the same year to year as is prudent; balancing member needs with responsible pool management. By working together, CFSA and pool participants play an influential role in this goal.

For example, CFSA's Risk Control specialists work directly with fairgrounds' staff to develop safe environments for employees and the event-going public. Our in-house claims management team has in-depth knowledge of California's fairs and California's laws, regulations and immunities as they relate to claims against California's fairgrounds. And our Contract Log and Contract Review service ensures that the mandatory risk transfer language requirements are met in both hazardous and nonhazardous fair contracts. Then, should a claim be made stemming from an action by a vendor, carnival, facility renter,

entertainer, tenant or exhibitor, the claim can be tendered (transferred) to the insurance company of the responsible entity.

In addition, CFSA created an Agency Equity Reserve (previously called the Adverse Development Fund), in 1996, to act as a “rainy-day” fund for pool participants.

Should the risk pools experience a frequency of accident severity higher than anticipated (paying out more than is collected in annual fees) this reserve acts as a cushion to absorb sharp increases in claims costs, claims activity and/or investment shortfalls.

Note: Depended on heavily during the past five years, the Agency Equity Reserve is the focus of a multi-year rebuilding strategy. This strategy includes tight control of CFSA’s operating costs, lowering the pool’s self-insured retentions (the amount of money CFSA is responsible for paying on each claim before excess insurance kicks in) and necessary increases in pool base fees.

3. How are my fair’s annual pool fees determined?

Both the General Liability and Workers’ Compensation risk pool program fee formulas are designed to reward fairs with below average loss histories and to assess higher fees to fairs with above average loss histories.

General Liability Pool fees are based on a formula that uses your CFSA fair classification and your individual fair’s loss history over a five-year period compared to the loss histories of the pool’s members for that same five-year period. For 2019, that five-year period is 2013-2017. The most recent year – in this case 2018 – is excluded to give recent claims time to develop.

Workers’ Compensation Pool fees are based on a formula that uses your fair’s gross payroll along with your own individual fair’s five-year loss history as compared to the pool membership’s overall loss history average for the same five-year period.

Keep in mind that your fair’s General Liability and Workers’ Compensation fees can decrease or increase depending on your fair’s own loss history record, and in the case of Workers’ Compensation, by any changes in your fair’s gross payroll from year to year.

4. How does my fair’s loss history influence our annual fees?

CFSA evaluates loss histories with an emphasis on the frequency of claims, rather than the severity (cost) of claims. We do this by capping General Liability and Workers’ Compensation pool participant claims losses at predetermined levels. Total capped losses are then divided by total program fees paid during the five-year period (explained above), and the resulting loss ratio is used to pinpoint your fair’s modification ratio from CFSA’s Modification Percentage Table.

Pool participants with modification ratios or “mod rates” that fall below the pool membership’s average are rewarded with discounts of 5% to 15% off the General Liability program’s base fees and/or the Workers’ Compensation program’s base rate. If your fair’s modification ratio is within the average range, you will pay 100% of the base fees/rate and if it is above average, you could be assessed 10% to 60% over the base fees/rate.

Note: CFSA’s Risk Control Department works closely with fairs experiencing higher than average accidents and losses. By pinpointing the fairs’ most frequent accidents, our Risk Control specialists can help these fairs develop a mitigation plan.

5. How does CFSA know how much money is needed in the General Liability and Workers' Compensation pools to cover current and ongoing past-year claims costs, and when planning for future claims?

We consult annually with an actuarial firm that specializes in helping risk pools determine responsible and appropriate pool funding levels. The actuary's goal is to identify funding levels sufficient to cover the year's anticipated claims, as well as ongoing developing claims while meeting CFSA's funding policy and governmental accounting standards. CFSA's board and staff use all of this information along with other factors, such as projected future claims losses, when setting annual pool fees. Our responsibility is to ensure that the pools are funded at levels that enable fees to stay the same or if additional funding is necessary to meet future needs.

6. Are CFSA's pools insured against high losses?

Yes they are. To protect the pools' integrity and the pool members' pocketbooks, CFSA proactively purchases excess coverage for claim losses that go over the pools' self-insured retention dollar amounts. A self-insured retention (SIR) is the dollar level at which an excess insurance policy is triggered to begin payments on a claim.

The General Liability Pool has an SIR of \$100,000 per claim with excess coverage of up to \$25 million per occurrence. CFSA lowered the pool's SIR from \$500,000 per claim to \$100,000 per claim in 2018 to reduce the pool's risk exposure and to provide added protection for pool reserves.

The SIR for the Workers' Compensation Pool was lowered this year from \$500,000 per claim to \$250,000 per claim with excess coverage up to California's statutory limit per occurrence.

7. Why is it important for fairs to send CFSA copies of insurance certificates for review?

It is important because certificates of insurance that meet CFSA's insurance requirements protect your fair! And, if your fair participates in CFSA's General Liability Pool Program, having correct certificates of insurance also protects the pool, keeping everyone's fees down.

When a certificate does not meet CFSA's insurance requirements, we will work on your behalf to correct the incomplete or missing information. Then, should an incident occur on your grounds during an event, the liability can be transferred or tendered to the responsible party's insurance carrier, protecting your fair's loss history and for pool members, the General Liability Pool.

CFSA also reviews hazardous contracts for all district agricultural association (DAA) fairs - pool members and nonmembers - through a contract with the California Department of Food and Agriculture. Again, our goal is to ensure that all certificates meet CFSA's insurance requirements.

CFSA reviewed 3,455 insurance certificates last year and of those, approximately 25% had errors. The most common error (for the third consecutive year), was the absence of the required additional insured language.

It is very important for all General Liability Pool members to please send in their contract logs monthly for review so that we can assist you in determining which contracts need an insurance certificate review.

8. Why does CFSA advise fairs to include fair volunteers in their Workers' Compensation coverage?

If a volunteer is injured while working at your fair, he or she can file either a workers' compensation claim if covered by the fair's Workers' Compensation Program, or a general liability claim if not. CFSA recommends including volunteers under your workers' compensation coverage because it allows for immediate treatment of the injured party and it is usually less expensive to do so than when a general liability claim is filed. California has a no-fault workers' compensation system; coverage is automatic and no fault is assigned, as would be the case with a general liability claim.

Under normal circumstances, volunteers are not considered employees of your fair and are excluded from workers' compensation coverage. The California Labor Code, however, allows coverage after the adoption of a resolution by a fair's board of directors deeming that volunteers performing services for the fair are employees for workers' compensation purposes. Resolutions are kept on file at CFSA and every January, volunteer wages (calculated by multiplying volunteer hours by minimum wage) should be included with your payroll report to CFSA for fee assessment purposes.

You will find a sample resolution on CFSA's website: www.cfsa.org, under Self-Insurance > Workers' Compensation > Alternate Work Program & Volunteers, and in your fair's CFSA *Red Book (Claims and Loss Reporting Guide)*. You can also contact Cindy Hehner, CFSA's workers' compensation claims administrator, if you have questions: 916/263-6172 or chehner@cfsa.org.

9. Why does CFSA advise fairs to have their counties provide workers' compensation coverage for Community Service and Alternate or Assigned Work Program workers?

Current California law states that for the purpose of workers' compensation coverage, Community Service (CS) and Alternate/Assigned Work Program (AWP) workers are considered employees of your fair. In fact, CS and AWP workers are considered to be employees of **both** the county supplying the workers and the fair using them (general/special employer), so either the county or your fair is required to provide workers' compensation coverage.

Because of the added risk exposure these workers present to CFSA's Workers' Compensation Pool, CFSA recommends having the county provide the coverage. In addition, there should always be a written agreement between the county and the fair identifying the terms and conditions for the use of these workers, including who is responsible for the workers' compensation coverage.

You will find two sample CS and AWP worker forms on CFSA's website: www.cfsa.org, under Self-Insurance > Workers' Compensation > Alternate Work Program & Volunteers, and in your fair's *Red Book (Claims and Loss Reporting Guide)*.

These forms are written by CFSA's legal counsel and approved by legal counsel at CDFA. CFSA strongly recommends that pool members use Form #1, requiring the county to provide coverage. If this isn't an option, use Form #2. Remember, it's your responsibility to report the hours worked by the CS and AWP workers to CFSA annually for fee assessment purposes.

Please contact Cindy Hehner, CFSA's workers' compensation claims administrator, if you have questions: 916/263-6172 or chehner@cfsa.org.

10. How many participants are in the General Liability and Workers' Compensation pools?

In the General Liability Pool there are currently 69 participants (66 fairs, two fair-related JPAs and one special district), and in the Workers' Compensation Pool there are 74 participants (72 fairs, one fair-related JPA and one special district). Most of these fairs and agencies have been in the pools since CFSA's inception more than 30 years ago.

melanie@desertempirefair.com

From: Chip Holloway <chip@desertempirefair.com>
Sent: Tuesday, May 14, 2019 1:33 PM
To: melanie@desertempirefair.com; 'Ron Garrison'
Subject: FW: Claims Notification5/13/2019

From: Southern California Edison <ibp3@scewebservices.com>
Sent: Tuesday, May 14, 2019 10:16 AM
To: Marshall Chip <chip@desertempirefair.com>
Subject: Claims Notification5/13/2019

Marshall Chip Holloway,

You have successfully submitted your claim to Southern California Edison. We have included a copy of your submission below.

Our acceptance of this form is not an admission of liability nor an indication that Southern California Edison Company is responsible for your loss and/or damages. If SCE accepts liability for your property damage claim, we will reimburse you for either the repair cost, actual cash value, or the replacement cost, whichever is lowest.

If you have any questions about your claim, please feel free to contact SCE at 800-251-3311.

Thank you,
Southern California Edison

Confirmation Number: 2019-05-14T10-16-14-729

Service Account Number 3-020-9204-03 **Claim Type:** BUSINESS

Contact Information:

Marshall Chip Holloway 520 S. Richmond Rd Ridgecrest CA 93555 760-375-8000 chip@desertempirefair.com

Insurance Company Contact and Policy Information:

Contact:

Policy or Claim Number:

Incident Location : 2019-04-26 520 S. Richmond Rd Ridgecrest CA 93555




Log In
/ Register

07/11/2019 10:45 AM

Home > Apps > **Submit Online Claim**

Progress

Thank You!

You have successfully submitted your claim to Southern California Edison. If you provided your email address, you will receive an additional email confirmation. You will be contacted within 30 calendar days by a Claims Representative, either by US mail, telephone, or email, regarding the status of your claim. Please note that extenuating circumstances beyond our control, such as significant heat, rain and wind storm conditions may result in an additional delay in our response time, due to higher volume of claims being processed.

Confirmation Number: **2019-05-14T10-16-14-729**

[Print Confirmation](#)

Service Account

3-020-9204-03

Your Contact Information

Company Name

Desert Empire Fair

Name

Marshall Chip Holloway

Position/Title

CEO

Address

520 S. Richmond Rd
Ridgecrest, CA 93555

Telephone Number

760-375-8000

Email Address

chip@desertempirefair.com

Alternate Phone Number

760-608-3054

Fax Number

760-375-8134

Company URL

www.desertempirefair.com

Incident Information

Date / Time of Incident

April 26, 2019 at 08:00 AM

Trouble Order or Sequence Number**Location**

520 S. Richmond Rd
Ridgecrest , CA 93555

Description

Attached is the billing for correcting So Cal Edison's mix up changing the phase on your system after changing out the power pole. Service call, May 5th 2019, Pressure pump was making a grinding noise, very loud, Fair grounds maintenance man informed us of power company changing

More ▼

Property Damage Information

Supplemental Information

Documents Submitted

Documents for SCE Claim.pdf

Witness Info

Andy Anderson



Ron Garrison

**Insurance Company****Policy/Claim Number****Insurance Contact****Insurance Mailing Address**

CA USA

Additional Info[Go to SCE Homepage](#)**QUICK LINKS**

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[Check Power Outages](#)
[Join SCE's Green Service](#)
[Install Smartest Quality Wiring](#)
[Find Dealer](#)
[Contact Us](#)

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melanie@desertempirefair.com

From: Chip Holloway <chip@desertempirefair.com>
Sent: Thursday, May 09, 2019 11:15 AM
To: melanie@desertempirefair.com
Subject: FW: Invoice: So Cal Edison,
Attachments: Desert Empire Fair Grounds.pdf

From: Ron Garrison <garrison35@gmail.com>
Sent: Thursday, May 09, 2019 7:20 AM
To: Chip@desertempirefair.com; Ron Garrison <Garrison35@gmail.com>
Subject: Invoice: So Cal Edison,

Hi Chip

Attached is the billing for correcting So Cal Edison's mix up changing the phase on your system after changing out the power pole. You can submit the bill to Edison and see if they'll cover it, they usually will. Thanks.

Ron Garrison

Service
Account
3-020-9204-03

760 377 4176

1621 North Jacobs drive
CA 93555

Date	Invoice #
4/30/2019	104

Bill To
Desert Empire Fair Grounds 520 South Richmond Avenue Ridgecrest CA 93555 Chip (760) 375-8900

Description	Amount
Service call, May 5th 2019, Pressure pump was making a grinding noise, very loud, Fair grounds maintenance man informed us of power company changing out a power pole nearby and ever since then, pressure pump had been making those noises. After inspection, we decided to change the phase of the incoming power supply so as to verify if So Cal Edison had switched the phases. After switching the phase, Pressure pump returned to normal operating amperage and no more noise.	185.00
Labor Rig & Men, April 29th, 2019, Received a second call from the fair grounds, we found well pump running backwards also, asked maintenance personal if there is anything else running on three phase that would be affected by the switching of phase from Edison, we were informed that compressor for air regulation in also ran off of the same system. Switched phases on both which corrected the matter.	300.00
Sales Tax	0.00
Total	\$485.00

Desert Empire Fairgrounds & Events Center

PROFIT AND LOSS

March 2019

	TOTAL
Income	
40000 Admission - Regular	2,368.43
46000 Building Rental	9,763.00
46010 Yard Sale - Indoor Space	1,555.00
Total 46000 Building Rental	11,318.00
46100 Grounds Rental	40.00
46120 Grounds Rental - Arena	2,400.00
Total 46100 Grounds Rental	2,440.00
46500 RV Camping Fees	14,145.00
46510 RV Rental Overnights	2,968.00
46530 Dump Station	160.00
Total 46500 RV Camping Fees	17,273.00
48500 Utility Fee Reimbursement	1,190.00
49500 Other Miscellaneous Revenue	583.42
49510 Other Revenue - Laundry	162.19
49520 Other Rev - Insurance %	190.00
49550 Other Revenue - Online Service Fees	60.21
Sales of Product Income	60.00
Total Income	\$35,645.25
GROSS PROFIT	\$35,645.25
Expenses	
50000 Wages, Perm	6,760.00
50100 Wages, Temp	1,875.00
51000 Emp Benefits	2,540.91
51100 PR Taxes - AD	553.07
51200 Worker's Comp	518.10
52000 Advertising	945.38
54000 Bank/CC charges & Fees	402.53
60000 Insurance	901.64
64000 Maintenance and Repair	
64010 Grounds Maintenance	1,368.09
64020 Special Repairs & Maintenance	424.66
64030 Vehicle Maintenance, Fuel and Repairs	670.29
Total 64000 Maintenance and Repair	2,463.04
67000 Postage	125.49
69000 Professional Service	3,205.45
74000 Supplies & Expenses	2,081.98
74020 Yard Sale Expenses	68.10
Total 74000 Supplies & Expenses	2,150.08
75000 Utilities	
75010 Electricity Expense	4,761.67
75020 Gas Expense	2,058.52

	TOTAL
75030 Water Expense	668.51
75040 Telephone	618.62
Total 75000 Utilities	8,107.32
77000 Travel/Training	186.19
77010 Hotel Expense	-1,403.60
Total 77000 Travel/Training	-1,217.41
78000 Trash Removal & Clean Up	2,604.36
Total Expenses	\$31,934.96
NET OPERATING INCOME	\$3,710.29
Other Income	
43500 Interest Revenue	38.72
Total Other Income	\$38.72
NET OTHER INCOME	\$38.72
NET INCOME	\$3,749.01

Desert Empire Fairgrounds & Events Center

PROFIT AND LOSS

April 2019

	TOTAL
Income	
40000 Admission - Regular	500.00
41500 Commission	-5.00
42100 Other Concession Keg Fee	1,862.60
43000 Performance Admission	
43030 Mud Run	2,950.00
Total 43000 Performance Admission	2,950.00
46000 Building Rental	6,328.00
46100 Grounds Rental	1,250.00
46120 Grounds Rental - Arena	930.00
Total 46100 Grounds Rental	2,180.00
46300 Equipment Rental	325.00
46500 RV Camping Fees	10,120.55
46510 RV Rental Overnights	3,034.00
46530 Dump Station	221.00
Total 46500 RV Camping Fees	13,375.55
48000 Sponsorships	400.00
48500 Utility Fee Reimbursement	1,825.00
49500 Other Miscellaneous Revenue	525.00
49501 Still Exhibits	-15.13
Total 49500 Other Miscellaneous Revenue	509.87
49510 Other Revenue - Laundry	204.25
49540 Other Revenue - Marquee	110.00
49550 Other Revenue - Online Service Fees	254.28
Total Income	\$30,819.55
GROSS PROFIT	\$30,819.55
Expenses	
50000 Wages, Perm	3,440.33
50100 Wages, Temp	915.00
51000 Emp Benefits	1,267.25
51100 PR Taxes - AD	276.45
51200 Worker's Comp	261.32
52000 Advertising	983.01
52010 Promotional Expense	41.74
Total 52000 Advertising	1,024.75
54000 Bank/CC charges & Fees	474.59
57000 Dues & Subscriptions	99.00
58000 Entertainment	900.00
60000 Insurance	901.64
62000 Licenses & Permit Fee	215.00
64000 Maintenance and Repair	10.72
64010 Grounds Maintenance	1,221.11
64020 Special Repairs & Maintenance	2,073.83

	TOTAL
64030 Vehicle Maintenance, Fuel and Repairs	1,732.92
Total 64000 Maintenance and Repair	5,038.58
65000 Other Miscellaneous Expense	114.34
69000 Professional Service	2,859.34
74000 Supplies & Expenses	506.62
75000 Utilities	
75010 Electricity Expense	4,770.55
75020 Gas Expense	989.20
75030 Water Expense	725.35
75040 Telephone	681.04
Total 75000 Utilities	7,166.14
77000 Travel/Training	170.22
78000 Trash Removal & Clean Up	1,736.24
Total Expenses	\$27,366.81
NET OPERATING INCOME	\$3,452.74
NET INCOME	\$3,452.74

Desert Empire Fairgrounds & Events Center

PROFIT AND LOSS

May 2019

	TOTAL
Income	
42100 Other Concession Keg Fee	485.00
43000 Performance Admission	1,520.00
46000 Building Rental	3,363.00
46100 Grounds Rental	
46120 Grounds Rental - Arena	3,500.00
Total 46100 Grounds Rental	3,500.00
46500 RV Camping Fees	13,185.00
46510 RV Rental Overnights	2,341.00
46530 Dump Station	1,125.60
46540 Credit Application	90.00
Total 46500 RV Camping Fees	16,741.60
48000 Sponsorships	3,400.00
48400 Donations	-39.61
48500 Utility Fee Reimbursement	785.00
49500 Other Miscellaneous Revenue	2,145.08
49510 Other Revenue - Laundry	12.00
49550 Other Revenue - Online Service Fees	205.81
Total Income	\$32,117.88
GROSS PROFIT	\$32,117.88
Expenses	
50000 Wages, Perm	6,880.66
50100 Wages, Temp	2,295.00
51000 Emp Benefits	2,534.50
51100 PR Taxes - AD	559.65
51200 Worker's Comp	550.54
52000 Advertising	1,064.29
52010 Promotional Expense	514.54
Total 52000 Advertising	1,578.83
53000 Sponsorship Marketing	400.00
54000 Bank/CC charges & Fees	905.76
58100 Motorized Racing	1,348.20
60000 Insurance	924.34
64000 Maintenance and Repair	596.99
64010 Grounds Maintenance	2,034.37
64020 Special Repairs & Maintenance	823.39
64030 Vehicle Maintenance, Fuel and Repairs	1,066.96
64035 Washer & Dryer Maintenance	334.43
Total 64000 Maintenance and Repair	4,856.14
67000 Postage	55.00
69000 Professional Service	3,852.14
74000 Supplies & Expenses	374.46

	TOTAL
74010 Mud Run Expenses	1,297.43
Total 74000 Supplies & Expenses	1,671.89
75000 Utilities	
75010 Electricity Expense	5,337.39
75020 Gas Expense	325.19
75030 Water Expense	2,805.02
75040 Telephone	1,502.35
Total 75000 Utilities	9,969.95
77000 Travel/Training	339.71
77010 Hotel Expense	122.97
Total 77000 Travel/Training	462.68
78000 Trash Removal & Clean Up	868.12
Total Expenses	\$39,713.40
NET OPERATING INCOME	\$ -7,595.52
NET INCOME	\$ -7,595.52

old
page
1



DESERT EMPIRE FAIRGROUNDS & EVENTS CENTER
53RD DISTRICT AGRICULTURAL ASSOCIATION

520 South Richmond Road Ridgecrest, California 93555

Phone - (760) 375-8000 FAX - (760) 375-8134

Email to info@desertempirefair.com

DESERT EMPIRE FAIR October 19-21, 2018

ADDENDUM C: APPLICATION

PRINT CLEARLY & FULLY COMPLETE ALL PAGES!

DATE _____

Company Name: _____

(Please enclose picture of booth)

Vendor Name: _____

*Rules deposits or refunds are to be paid to the order of: Company _____ OR Vendor _____ Please mark

*How would you like contract sent? _____ Mail _____ E-mail Insurance _____ Own _____ Ours (CFSA)

Contact Name: _____ Driver's License # _____

Address: _____

Phone Number: _____ EMAIL _____

_____ I hold a valid Seller's Permit. My number is: _____

_____ No sales are being made or solicited at this event.

_____ Health Permit # _____ a copy is required.

Please submit a total itemized list of products to be sold or exhibited. Please be specific and descriptive. Any deviation from your description of product(s) will constitute reason for immediate expulsion (without any refund whatsoever) from the Fairgrounds. The Fair Management reserves the right to examine and make a decision based on physical examination or pictures whether or not any exhibit or concession will, or will not be permitted on the Fairgrounds located at 520 South Richmond Road in Ridgecrest, California. **The Fair Management further has the right to require any exhibitor to immediately remove any exhibit (or portion thereof) which the Management finds offensive or not in keeping with the family atmosphere** at the Desert Empire Fairgrounds. For the purpose of this Application, anything offensive to the Fair Management is at the discretion of said management and includes as examples: **anything of a pornographic or obscene nature, illegal drugs, or any item that is drug-related in any way (jewelry, shirts, etc.)**

LIST:

References: _____

UTILITIES: (we have standard 50 amp, 208 volt & standard 3-prong 110 volt -bring your own adapter and extension cords) **Your Needs** _____

PLEASE ENCLOSE YOUR CERTIFICATE OF INSURANCE WITH YOUR APPLICATION. UPON ACCEPTANCE OF YOUR APPLICATION, YOU WILL RECEIVE A CONTRACT FOR YOUR BOOTH SPACE. WE WILL NOT ACCEPT PERSONAL CHECKS WITHIN 30 DAYS OF THE OPENING DAY OF THE EVENT. ALL PAYMENTS MUST BE CASH, CASHIERS CHECK, OR MONEY ORDER AFTER THAT DATE. SINCE SPACE IS LIMITED, PLEASE SUBMIT YOUR APPLICATIONS IMMEDIATELY.

53RD DISTRICT AGRICULTURAL ASSOCIATION SCHEDULE OF FEES

Old page 2

10' x 10' Exhibit Space	Space(s) Assigned (Office Use)	# of Spaces * See below	Fee per Space per Vendor	Utility Fee per Space (If needed)	Total Fee for Space	Amount Due
Standard in-line			\$250.00	\$50.00		
Corner (inside)			\$310.00	\$50.00		
Wall corner at entrance			\$350.00	\$50.00		
Static Display (53 rd DAA only)			\$275.00	\$50.00		
Non-Profit			\$220.00	\$50.00		
Non-Profit Static Display (53 rd DAA only)			\$180.00	\$50.00		
Commercial Food Vendor/Commercial Vendor			\$400.00 gross or 22.5 % whichever is greater	\$75.00		
Non-Profit Food Vendor			\$270.00	\$50.00		
Static Vehicle Display			\$150.00	\$50.00		
Political Booth (Indoor)			\$200.00 (Flat Fee)			
All Outside Custom Space			Negotiated	\$50.00		
* ALL OUTDOOR SPACES WILL BE ASSIGNED BY DESERT EMPIRE FAIR						
RULES DEPOSIT MUST BE PAID WHEN YOU SEND YOUR APPLICATION TO SECURE YOUR SPACE. THE RULES DEPOSIT WILL BE RETURNED BY MAIL TO ALL VENDORS WHO FOLLOW THE CONTRACT RULES OF THE 53 RD DAA AS STATED IN THE CONTRACT AND ADDENDUMS. PLEASE PAY VERY CLOSE ATTENTION TO THE SETUP AND TEARDOWN REGULATIONS AND TIMES. RENTERS WILL NOT AFFIX ANYTHING TO THE WALLS. <i>THIS IS REQUIRED</i>						\$100.00
OTHER FEES:	# of Spaces	DATES	Total		Camp Fee Per Day	
*Camping per day w/utilities					\$30.00	
*Camping per day no utilities					\$20.00	
*Stock trucks using electric per day					\$15.00	
Insurance - Exhibitor	Event Rate				\$100.00	
Insurance - Food Vendors	Event Rate				\$125.00	
TOTAL FEES DUE: A deposit of 50% of total fees must be enclosed with application. If your application is not accepted, your deposit will be returned.						TOTAL REQUIRED

*CAMPING: Unit size, make and License

PLEASE NOTE THAT YOU MUST PROVIDE YOUR OWN TABLES AND CHAIRS.

THERE WILL BE ABSOLUTELY NO REFUNDS WITHIN 90 DAYS OF OPENING DAY OF THE EVENT OR ONCE THE APPLICATION HAS BEEN ACCEPTED. RENTOR WILL NOT AFFIX ANYTHING TO WALLS.

VENDOR SIGNATURE _____



DESERT EMPIRE FAIRGROUNDS & EVENTS CENTER
53RD DISTRICT AGRICULTURAL ASSOCIATION
520 South Richmond Road Ridgecrest, California 93555
Phone - (760) 375-8000 FAX - (760) 375-8134
Email to info@desertempirefair.com

New
page
1

DESERT EMPIRE FAIR October 18-20, 2019
ADDENDUM C: APPLICATION

PRINT CLEARLY & FULLY COMPLETE ALL PAGES!

DATE _____

Company Name: _____
(Please enclose picture of booth)

Vendor Name: _____

***Rules deposits or refunds are to be paid to the order of: Company _____ OR Vendor _____ Please mark**

***How would you like contract sent? _____Mail _____E-mail Insurance _____ Own _____ Ours (CFSA)**

Contact Name: _____ Driver's License # _____

Address: _____

Phone Number: _____ EMAIL _____

_____ I hold a valid Seller's Permit. My number is: _____

_____ No sales are being made or solicited at this event.

_____ Health Permit # _____ a copy is required.

Please submit a total itemized list of products to be sold or exhibited. Please be specific and descriptive. Any deviation from your description of product(s) will constitute reason for immediate expulsion (without any refund whatsoever) from the Fairgrounds. The Fair Management reserves the right to examine and make a decision based on physical examination or pictures whether or not any exhibit or concession will, or will not be permitted on the Fairgrounds located at 520 South Richmond Road in Ridgecrest, California. **The Fair Management further has the right to require any exhibitor to immediately remove any exhibit (or portion thereof) which the Management finds offensive or not in keeping with the family atmosphere at the Desert Empire Fairgrounds.** For the purpose of this Application, anything offensive to the Fair Management is at the discretion of said management and includes as examples: **anything of a pornographic or obscene nature, illegal drugs, or any item that is drug-related in any way (jewelry, shirts, etc.)**

LIST: _____

References: _____

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new page 2

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Static Display (53 rd DAA only)				\$275.00	\$60.00		
Non-Profit				\$220.00	\$60.00		
Non-Profit Static Display (53 rd DAA only)				\$180.00	\$60.00		
Commercial Food Vendor/Commercial Vendor				\$400.00 gross or 20 % whichever is greater	\$95.00		
Non-Profit Food Vendor				\$300.00	\$60.00		
Static Vehicle Display				\$175.00	\$60.00		
Political Booth (Indoor)				\$225.00 (Flat Fee)			
All Outside Custom Space				Negotiated	\$60.00		
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*Camping per day no utilities						\$20.00	
*Stock trucks using electric per day						\$15.00	
Insurance - Exhibitor	Event Rate					\$110.00	
Insurance - Food Vendors	Event Rate					\$135.00	
TOTAL FEES DUE: A deposit of 50% of total fees must be enclosed with application. If your application is not accepted, your deposit will be returned. <div>TOTAL REQUIRED</div>							

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VENDOR SIGNATURE _____

old

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How

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