



July 17, 2020

TO: Board of Directors  
FROM: John C. Alkire, CEO  
SUBJECT: Board of Directors Meeting

The July Board of Directors Meeting has been scheduled for Tuesday, June 28, 2020, 3:30 p.m. via Zoom.

The following documents are enclosed:

1. July 28, 2020 Board Agenda
2. Regular Board Meeting Minutes of 6/23/2020
3. Check Registers, Statement of Operations and Balance Sheet for June
4. CDFA Legal Service for DAAs Letter
5. \$40.3 Million General Fund Support Letter

If you have any questions, feel free to call me.

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21ST DISTRICT AGRICULTURAL ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 28, 2020 AT 3:30 P.M.

**BOARD MEETING NOTICE**

Notice is hereby given that a meeting of the 21<sup>st</sup> District Agricultural Association, Big Fresno Fair Board of Directors will be held on **Tuesday, July 28, 2020**, commencing at 3:30 p.m. **via Zoom.**

Please be advised, in accordance with Executive Order N-29-20. The 21<sup>st</sup> DAA, Big Fresno Fair will provide a Zoom option for its upcoming public meeting, to be held on **July 28, 2020 at 3:30 p.m.** Board members and members of the public are strongly encouraged to participate using the Zoom meeting link provided below so as to minimize the spread of COVID-19 and reduce the risk of infection during this current state of emergency. No physical location will be provided.

To participate in the Zoom Meeting, follow this link.

<https://us02web.zoom.us/j/7339943574?pwd=STljOEYzaUF6TzINb09sVVFYbDM1dz09>

Meeting ID: 733 994 3574

Password: 1121

One tap mobile

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**MISSION STATEMENT**

“TO PROVIDE QUALITY EXPERIENCES FOR THE COMMUNITY”  
-CELEBRATE, EDUCATE AND HAVE FUN-

**NOTE**

Please be informed that any member of the public has a right and is invited to participate during this public meeting and may address the Board either during the “Public Comments” portion and/or during the discussion of any particular item listed on the agenda.

Items listed on this agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

Pursuant to the American with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any 21<sup>st</sup> District Agricultural Association Board or Committee meetings, or in connection with other The Big Fresno Fair ground activities, may request assistance at the Fair Office, 1121 S. Chance Ave., or by calling 559-650-3215, during normal business hours of 9:00 a.m. to 4:00p.m. Monday through Friday. Requests should be made one (1) week in advance whenever possible.

<sup>1</sup> Persons with disabilities who may require accommodations to attend the meeting are requested to contact the CEO's office at (559) 650-3215.

<sup>2</sup> Questions regarding agenda items should be directed to the CEO's office at (559) 650-3215.

<sup>3</sup> Public notice required by Government Code – Section 11125(a) is available for viewing at [www.fresnofair.com](http://www.fresnofair.com)

The agenda for the regular meeting will consist of the following matters:

**AGENDA**

1. Call to Order:
2. Pledge of Allegiance:
3. Roll Call of Directors and Declaration of Quorum:  
Larry Serpa, President; Jerry Pacheco, Vice President; Charles Riojas,  
Secretary/Treasurer; Leta Ciavaglia, Gabriel Hernandez, Linda Mae Balakian  
Hunsucker, Larry Salinas
4. CLOSED SESSION:  
Government Code – Section 11126(a)(1))
  - a. Personnel Matters
5. Minutes: (*Action by the Board*)
  - A. Approve Board Minutes:
    1. Regular Board Meeting 06/23/20
6. Acknowledge Consent Agenda (colored pages) Item #14 thru Item #59
7. Public Comment:

Public comment is a right granted to the public. It is reserved for items that are not listed on the agenda, but under this Board's jurisdiction. Please be informed that public participation under public comment will be limited to five (5) minutes per speaker and in accordance with state law, the Board will not comment or otherwise consider such public comment item for business until and unless such item has been properly listed on the agenda at a future meeting.
8. Executive Staff Report: (*Informational*)
  - a. Report on Satellite Wagering
  - b. Report on CARF/CHRB Meetings
  - c. Report on Interim Events and Postponements
  - d. Report on Entertainment/Refunds
  - e. Report on the Swap Meet
  - f. Report on Junior Livestock Shows

9. Committee Reports: *(Action by the Board)*
  - A. Finance Committee
    - Acknowledge June 30, 2020 Check Register in the amount of \$226,749.45
    - Acknowledge Statement of Operations dated June 30, 2020;
    - Acknowledge Balance Sheet dated June 30, 2020.
10. Old Business: *(Informational/Action by the Board)*
  - a. Discussion and action by the Board regarding Scenario #3, 10-Day Fair
11. New Business: *(Informational/Action by the Board)*
  - a. Informational Purposes Only
    - CDFA Legal Service for DAAs (CDFA - D2020-04)
    - \$40.3 Million General Fund Support (CDFA-D2020-05)
12. Manager's (CEO) Update:
  - a. Sponsorships; Entertainment; New Projects and Improvements
13. Board Recommendation for Future Agenda Items:
14. Adjournment:

**The August Board Meeting is scheduled for Tuesday, August 25, 2020, 3:30p.m.**

**AGENDA**  
**21ST DISTRICT AGRICULTURAL ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**JULY 28, 2020 at 3:30PM**

**CONSENT AGENDA**

Item #15 thru Item #17 ACKNOWLEDGE THE FOLLOWING SPONSORSHIP AGREEMENT FOR 2020:

|        |    |          |                            |  |            |
|--------|----|----------|----------------------------|--|------------|
| Item # | 15 | 20-011-S | 10/08/20<br>to<br>10/18/20 | Humana MarketPOINT, Inc.<br>Agrees to be a Presenting<br>Sponsor of Seniors' Day at the<br>2020 Big Fresno Fair. | \$8,000.00 |
| Item # | 16 | 20-012-S | 10/08/20<br>to<br>10/18/20 | Vicky's Satellite<br>Agrees to be an Official<br>Sponsor of the 2020 Big<br>Fresno Fair.                         | \$6,500.00 |
| Item # | 17 | 20-013-S | 10/08/20<br>to<br>10/18/20 | Aetna Inc.<br>Agrees to be co-presenting<br>Sponsor of Seniors' Day for<br>the 2020 Big Fresno Fair.             | \$9,000.00 |

Item #18 thru Item #33 ACKNOWLEDGE THE FOLLOWING CONCESSIONAIRE AGREEMENTS FOR 2020:

|        |    |  |   |                 |
|--------|----|--|---|-----------------|
| Item # | 18 | Boy Scout Pepsi Stands                 | Sale of Pepsi Products  | \$2,700 or 25%  |
| Item # | 19 | Brock Enterprises                      | Sale of Dippin Dots   | \$2,100 or 25%  |
| Item # | 20 | Chicken Charlie's<br>Enterprises       | Sale of Chicken and<br>Waffles, Chicken and<br>Shrimp Pineapple Bowls<br>and Deep Fried Foods | \$7,500 or 25%  |
| Item # | 21 | Country Fair Cinnamon<br>Rolls - D & D | Sale of Cinnamon Rolls<br>and Drinks  | \$10,000 or 25% |
| Item # | 22 | Gary Morse Concessions                 | Sale of Dole Whip and<br>Frozen Bananas   | \$2,000 or 25%  |

|        |    |                                       |   |                 |
|--------|----|---------------------------------------|---|-----------------|
| Item # | 23 | Hol N Jam                             | Sale of Kettle Corn   | 24%             |
| Item # | 24 | JLQ Concessions                       | Sale of Mangoneadas,<br>Fresh Fruit Cups, Agua<br>Frescas, Chamango and<br>Diablitos        | \$2,100 or 25%  |
| Item # | 25 | Joe Mestmaker<br>Diego Enterprises    | Sale of Chicken Strips,<br>Fries, Fried Veggies, Kids<br>Meals and Fried Cheese             | \$2,700 or 25%  |
| Item # | 26 | Milo and Son<br>Enterprises, Inc.     | Sale of Pizza Whole and<br>by the Slice, Souvenir<br>Cups, Drinks and Bottled<br>Water      | \$5,000 or 25%  |
| Item # | 27 | Milo and Son<br>Enterprises, Inc.     | Sale of Corndogs, Hot<br>Dogs and Drinks  | \$10,000 or 32% |
| Item # | 28 | Space Age Food<br>Concession          | Sale of Corn Dogs, Bacon<br>Wrapped Hot Dogs, Curly<br>Fries, Buffalo Burgers and<br>Drinks | \$11,000 or 32% |
| Item # | 29 | The Sleek Greek                       | Sale of Greek Food and<br>Drinks  | \$2,700 or 25%  |
| Item # | 30 | West Coast Concessions<br>Fairs, Inc. | Sale of Beef, Chicken,<br>Pork Sandwich, Shish<br>Kabobs and Pork Ribs                      | \$10,000 or 25% |
| Item # | 31 | West Coast Concessions<br>Fairs, Inc. | Sale of Tri Tip Sandwich,<br>Cheese Burger, Chicken<br>Strips and Chicken Kabob             | \$3,000 or 25%  |
| Item # | 32 | West Coast Concessions<br>Fairs, Inc. | Sale of Flavored and Plain<br>Churros   | \$1,000 or 25%  |
| Item # | 33 | West Coast Concessions<br>Fairs, Inc. | Sale of Flavored and Plain<br>Churros   | \$1,000 or 25%  |

Item #34 thru Item #59 ACKNOWLEDGE THE FOLLOWING COMMERCIAL  
VENDOR AGREEMENTS FOR 2020:

|       |    |   |   |            |
|-------|----|---|---|------------|
| Item# | 34 | Action Promotions                       | Sale of Jewelry, Crystal Prisms, Pewter Pendants, and Art Glass Earrings          | \$3,500.00 |
| Item# | 35 | Airbrush Artworks                       | Sale of Airbrush T- Shirts  | \$1,800.00 |
| Item# | 36 | Amazon Wonders                          | Sale of Entry into Educational Monkey Exhibit                                     | \$3,600.00 |
| Item# | 37 | Amazon Wonders                          | Sale of Entry into Educational Giant Snake Trailer                                | \$3,600.00 |
| Item# | 38 | Amazon Wonders                          | Sale of Pictures taken with Birds and Reptiles                                    | \$2,950.00 |
| Item# | 39 | Artname Company                         | Sale of Name Painting and Clay Sculptures   | \$1,800.00 |
| Item# | 40 | California Department of Motor Vehicles | Display and Distribution of DMV Information                                       | \$3,000.00 |
| Item# | 41 | Cellular Innovations                    | Sale of Phone Assessories   | \$3,500.00 |
| Item# | 42 | Country Builders                        | Display of Windows, Insulation, AC and Solar                                      | \$1,500.00 |
| Item# | 43 | Crooked Tree, LLC                       | Sale of Facepainting, Artwork, Prints and Junk Journals                           | \$2,000.00 |
| Item# | 44 | Cutco Cutlery                           | Sale of Cutlery, Culinary Tools, BBQ & Garden Tools, Scissors and Sporting Knives | \$5,000.00 |
| Item# | 45 | Designer Inspired Shades                | Sale of Sunglasses, Polarized and Non Polarized, Readers and Bifocals             | \$2,000.00 |

|       |    |                               |   |            |
|-------|----|-------------------------------|---|------------|
| Item# | 46 | Erkin Henna Body Art          | Sale of Henna Body Art  | \$1,800.00 |
| Item# | 47 | Foot Massage Company          | Sale of Use of Foot Massage Chairs                                  | \$1,150.00 |
| Item# | 48 | Glittery, LLC                 | Sale of Cosmetic Glitter Products and Festival Face Art and Jewels  | \$2,000.00 |
| Item# | 49 | Graffiti Traffic              | Sale of Cartoon Caricature Faces and Body                           | \$1,800.00 |
| Item# | 50 | Happy Day Pony Ride           | Sale of Pony Rides and Photos                                       | \$5,400.00 |
| Item# | 51 | Jerky Hut                     | Sale of a Variety of Jerky Meats and Flavors                        | \$2,000.00 |
| Item# | 52 | Johnson Woodworks             | Sale of Metal Signs, License Plate Frames, Dog Tags and Stickers    | \$3,600.00 |
| Item# | 53 | L. A. International Marketing | Sale of Neck and Back Massagers and Electric Scooters               | \$4,000.00 |
| Item# | 54 | Pacific Enterprises           | Sale of Cell Phone Accessories                                      | \$3,000.00 |
| Item# | 55 | Paul's Products               | Sale of Wine Opener   | \$2,000.00 |
| Item# | 56 | Payton Photos                 | Sale of Black and White Photos                                      | \$3,600.00 |
| Item# | 57 | Pedroza Arts                  | Sale of Henna Art, Jewelry, Mexican Products and Toys               | \$3,600.00 |
| Item# | 58 | Pondvest, LLC                 | Sale of Lamps, Misting Fans and Light Bulbs                         | \$2,000.00 |
| Item# | 59 | Randy's Pet Supply            | Sale of Embroidered Pet Collars, Pet Tags and Assorted Pet Supplies | \$2,700.00 |

**MINUTES  
21ST DISTRICT AGRICULTURAL ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JUNE 23, 2020 at 3:30 PM  
VIA ZOOM**

Please be advised, in accordance with Executive Order N-29-20, The Big Fresno Fair is providing a Zoom option for today's board meeting so as to minimize the spread of Covid-19 and reduce the risk of infection during this current state of emergency.

Please be informed that any member of the public has the right and is invited to participate during this public meeting and may address the Board either during the "Public Comments" portion and/or during the discussion of any particular item listed on the agenda. Public Comment is a right granted to the public. It is reserved for items that are not listed on the agenda, but under this Board's jurisdiction. Please be informed that public participation under Public Comment will be limited to five (5) minutes per speaker and in accordance with state law, the Board will not comment or otherwise consider such public comment item for business until and unless such item has been properly listed on the agenda at a future meeting.

Items listed on the agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

Item #1     Call to Order:

The meeting was called to order at 3:30 p.m. by President Serpa. Those in attendance were: President Larry Serpa, Vice President Jerry Pacheco, Directors Linda Mae Balakian Hunsucker via Zoom, Leta Ciavaglia, Gabriel Hernandez, Chuck Riojas and Larry Salinas via Zoom. CEO John C. Alkire, Deputy Manager II Stacy Rianda, Deputy Manager II Lauri King, Business Assistant II Christina Estrada, Business Assistant II Sandra West, Cohen Communications Danielle Griffin via Zoom, Exhibit Representative II Taylor Childers and Fur & Feather Clerk Michelle Borgdorf via Zoom.

Item #2     Pledge of Allegiance:

President Serpa requested Director Hernandez to open the meeting by leading the Pledge of Allegiance.

Item #3     Roll Call of Directors and Declaration of Quorum:

President Serpa called roll and all Directors were present for a full quorum.

Item #4     Minutes: (Action by the Board)

A.     Approve Board Minutes:

1. Regular Board Meeting 05/26/20

Director Pacheco asked how many months the swap meet had been closed. Deputy Manager II Rianda replied it was half of March, all of April, all of May and part of June, so about 3 months total. Director Pacheco wanted clarification within the minutes that it was \$151,000 that we have lost in interim rental revenue and about \$120,000 in swap meet revenue. All information was confirmed and correct.

Director Hunsucker asked for clarification from the last meeting when it was said that we had booked our first tour of the museum for August. Who is the tour with and how many people are we expecting? Deputy Manager II King replied that the tour is with the Shaver Lake Lions Club and it is approximately 30 people. They will be reevaluating to make sure they are still planning to have the tour as we get closer. Deputy Manager II Rianda added that the group will also be split into 3 groups of 10 starting in different locations.

Director Hunsucker said that Cohen Communications worked on their contract for us and they were going to give us a break. What kind of a break are they giving us? Deputy Manager II King said that we are still negotiating that. They have worked to reduce any additional work that need to be done, like extra projects. We are still negotiating what the final contract will look like.

Director Salinas had questions on page 6 and 7 with regard to the contract reductions. Director Salinas asked if the board could see what the rest of those reductions are from where they started to what we were able to work our magic on. Deputy Manager II King said we would be happy to provide those figures. Director Salinas asked if we had sent the talking points on the 10 day fair run out to the board. Deputy Manager II Rianda stated that she did not think we had as we had just received them this morning. Deputy Manager II King said we would get them sent out to the board by tomorrow morning.

Director Salinas had a correction on page 8 with reference to the discussion about plan B and a Scenario 4. He wanted to stand corrected that he was not with the board decision that was made to go forward. He was only stating that he understood the financial implications without doing it, but he

still wanted to hold his right to be opposed to doing this under the certain circumstances we're in now, but that could change. He just wanted to be on record for that. Director Salinas also wanted to ask the CEO, maybe not at this meeting but in the interim between this one and the next meeting, about the suggestion he brought up about a 4<sup>th</sup> scenario, a Spring option. CEO Alkire responded that it will be discussed under managers update today.

Director Pacheco read from the minutes that said "Director Pacheco asked about pension liabilities. Business Assistant II West stated that is the GASB figure we have had to book and has been addressed numerous times". Director Pacheco said he did not remember hearing her say that. Business Assistant II West said that she does not remember. She remembers the question being asked but didn't know without listening to the tape if she said that. Director Pacheco said that his thing is if somebody in here has something to say to me, say it to my face, don't put it in the minutes. That's not being said. She didn't say that. Deputy Manager II Rianda said that the minutes are verbatim from the tape, otherwise it wouldn't be in there. Business Assistant II West said that she has said that in the past, it has come out of her mouth in the past. She doesn't know the specifics of last month but she would be happy to listen to the tape. CEO Alkire said you have said that before, correct? Business Assistant II West said she has said that before. Director Pacheco said he didn't think she said that and Business Assistant II West said she has said it several times because we talk about that figure every month. Those are the grey highlighted numbers on the balance sheet.

MSP (Riojas - Ciavaglia) to approve the Board minutes. The vote was unanimous.

Item #5 Acknowledge Consent Agenda (colored pages) Item #14 through Item #117

MSP (Salinas - Riojas) to acknowledge the Consent Agenda, Item #14 through Item #117. The vote was unanimous.

Item #6 Public Comment:

None

Item #7 Executive Staff Report: (Informational)

a. Report on Satellite Wagering/Belmont Stakes:

Deputy Manager II King reported that we opened our satellite wagering facilities two weeks ago. Things have gone well. It was a soft opening. The first week people were very excited to get back and then we had the Belmont Stakes this last weekend. All things considered it was a good showing and we never ran out of space, so that was good! Our numbers were down about 50 people and our handle was down but the ADW money is not in yet because the Belmont Stakes just ran. So, hopefully things will kind of even out. Comparing physical betting to physical betting we were down about \$50,000. Director Ciavaglia asked what our normal take is. Deputy Manager II King said that last year our handle on the Belmont Stakes would have been \$129,000 and we brought in \$77,000, but we are open and that's \$77,000 that we wouldn't have had! CEO Alkire said that when we get the ADW numbers in, we think you'll see a little difference. Deputy Manager II King said that she thinks a lot of people are still more comfortable betting from home.

b. Report on CARF/CHRB Meetings:

Deputy Manager II King reported that she was on the CHRB meeting for June two weeks ago and it was a 5 ½ hour meeting. It was all on the computer and all jockeying for dates and getting fair racing approved. They were trying to get the date shifted over so that Pleasanton could start their meet, they had to go out in the hallway and take some time and make it all work and they did, so Pleasanton started racing last week. It has gone extremely well, the horsemen are happy to be there. Deputy Manger II King said she talked to Larry Schwartzlander this morning and currently they are underpaid in purses significantly, their handle is up and they are very happy. They are racing three days a week for the next six weeks in Pleasanton. They'll race Fridays, Saturdays and Sundays, that just helps us because there's more Northern California tracks for people to bet on here, as well.

Deputy Manager II King said she was going to roll agenda item "f" into "b" and report on our horse race meet license. The license was submitted to CHRB, which was due in June. They came back to us with about 3 things they had questions on, all of which needed to be answered by Larry Schwartzlander, our director of racing. They were very complimentary of our marketing plan and our health and safety plan; we will be on their agenda for the July meeting for approval of our race meet. If anyone would like to see it, everything was submitted digitally this year and we are happy to share that with you. We just don't have the big binder this year. CEO Alkire said that Director Salinas, you probably noticed that sports betting, the casino's pulled it back, so there won't be any sports betting

initiatives this year. It's too bad that people couldn't come together and create/generate some new needed revenue for California, which sports betting would have done. We are just going to fold our cards and wait for the next chance to sit down at the table and we think that is going to come back and make another run at them, at least his comments online were positive about coming back and trying to get something going for next year.

c. Report on Interim Events and Postponements:

Exhibit Representative II Taylor Childers reported that as of today we have only postponed events through June 30<sup>th</sup>. That may change after Thursday's meeting with the Health Department. This past weekend we did hold the go kart races for the Central California Go Kart Racing. It was very successful. The weekend before that we had the Sports Car Club of America. They held one of their autocross meets out here. Again, a very successful event. They have asked for more dates on the calendar for the remainder of the summer. Both of them had plans proposed to the health department that were approved, so we worked with the health department on getting those going. Taylor is currently working with the health department on the Home Show, which, depending on when their plan gets approved, she will kind of fluctuate her dates to give herself enough time to plan. We are still working on a used auto sale for the end of August. Director Hunsucker asked when did the Home Show plan on coming if they are able to come? Taylor said it depends on when and if the health department approves their plan. If it is any later than this week she will have to push her show back, which would normally be the third weekend in July. So, she is looking at dates in August right now.

d. Report on Swap Meet:

Deputy Manager II Rianda reported that the swap meet opened two weeks ago and has been going out there each Sunday to walk through and make sure they are complying with the plan that they set forth. After each morning's walk, I meet with their manager and we go over things we would like to see changed. Their numbers are increasing, they started out a little on the slow side and this week was almost double what they had last week. As people start to learn that they are back open again we think those numbers will keep increasing. Of course we will have to work with them on the rent because they are not making what they were, which we are doing and we are sharing those numbers with Sandra. At the end of the month we can sit down together and say ok, here's what we were getting, here's what they are doing, here's how much we are going to need

and they will pay us. We will do that until they get back up on their feet again. Director Hunsucker asked what kind of break did we plan on giving them? Deputy Manager II Rianda replied that it depends on how much they make at the end of the month. They have only been open for two weeks. Deputy Manager II King added that they are going to work with the percentage of vendors that they have and then look at it each week and kind of base it off of the percentage of vendors that they have, then the percent of income total. Director Hunsucker asked if all of their vendors came back? Deputy Manager II King stated no. A lot of their vendors went to other swap meets that never closed. Deputy Manager II Rianda stated they also lost a lot of their employees, which has been an issue for them.

e. Report on San Joaquin Valley Olive Oil Competition:

Deputy Manager II Rianda said that it was determined several weeks ago that we were going to have to cancel our olive oil competition. All of the producers were contacted and given the option to either roll their entry fees into 2021 or ask for it back. We had about half and half. Half said roll it, half wanted a refund. Half wanted their oil back and half told us to keep it. We are trying to work with the producers who have asked us to keep the oil on doing some kind of a display to talk about their businesses. We have asked for pictures and history so we can put their olive oil on display with a story about that specific producer. We have yet to receive anything from anyone, so we will see how that goes, but that was our plan so we can at least keep it alive for this year in some way.

f. Report on Fair's Horse Race Meet License:

Discussed under agenda item b.

g. Report on Junior Livestock Shows:

Deputy Manager II King stated that in an effort to work through our plan for social distancing in the livestock barns, we made a decision about three weeks ago to limit the number of market and breeding animals that could be brought in. Each student is allowed to bring in one market animal and one breeding animal. What this will do is give us enough space to be able to distance and have enough pens. It is relative to market swine, market sheep and market goats, it did not apply to dairy replacement heifers or market steers because the ownership deadline for those animals had already passed and it would not be fair of us to come back after an ownership deadline had passed and say oh, by the way, if you have two steers you have to choose one. The ownership deadline for the rest of the animals is

August 7<sup>th</sup> and that is why we could put that plan into gear. Director Pacheco stated that somebody called him and asked him about the change and I told him I don't have any idea what you're talking about. I think it would have really been nice if you make a major change on anything you could have sent us an e-mail saying we're making a change. I told them I don't know what you're talking about. Deputy Manager II King stated I apologize, we didn't get that specific in the weekly update. We just said that we were working through some different options. Director Pacheco said yea, I know it. The guy that called me said "Well aren't you on the board?" and I said yes, but we weren't notified. You guys were notified before the board. Deputy Manager II King said I apologize. Director Pacheco said it just would have been nice to know that was coming.

Michelle Borgdorf from the Fur & Feathers Department was on the zoom portion of the meeting and asked while the students are in there with the public, will they have to wear masks? Deputy Manager II King said that is still something that we are determining with the Fresno County Public Health Department and we will know more as we get through our reopening plan and it will change as the State continues to go into different phases. As we know more we will be rolling that out to our youth exhibitors. It's just going to depend where we're at in the reopening phases. Michelle also asked if it would be specified what type of mask they will have to wear? Deputy Manager II Rianda stated that we have been saying face coverings which would include face shields, masks, scarves or buffs or whatever. We will keep it kind of basic at face coverings. Michelle asked if they could use a bandana. Yes, it is considered a face covering.

Item #8 Committee Reports: (Action by the Board)

A Finance Committee

- Acknowledge May 31, 2020 Check Register in the amount of \$121,869.11

Director Ciavaglia asked about a check for \$4,500 to Mario Murillo Ministries. Deputy Manager II King stated that was a refund for an interim event.

MSP (Riojas - Hernandez) to approve the Check Registers.  
Director Pacheco Opposed.

- Acknowledge Statement of Operations dated May 31, 2020;

MSP (Hernandez - Ciavaglia) to approve the Statement of Operation. The vote was unanimous.

- Acknowledge Balance Sheets dated May 31, 2020.

MSP (Riojas - Ciavaglia) to approve the Balance Sheet. The vote was unanimous.

Director Pacheco stated that we said if Alameda County Fair was canceled that could cause problems for horse racing. Didn't they cancel? Deputy Manager II King said that yes, they did cancel, but since then they have put together this whole other plan and now we have 6 straight weeks of racing in Alameda. Deputy Manager II Rianda stated that they were able to resolve the issues before they became issues. Director Pacheco asked is the fair paying for anything on the Italian Exhibit? CEO Alkire replied no. Director Pacheco said it's all paid for? That's what I want to make sure. CEO Alkire said yes. Director Pacheco asked what about the cable car? Is the fair doing it? CEO Alkire said no, it's the 501(c)(3). Director Pacheco asked about the Lawson donation. Does it cover all the cost on the new chairs and tables? CEO Alkire said yes, to answer your question, and we still have \$14,000 left.

Item #9 Old Business: (Informational)

- a. Discussion regarding Scenario #3, 10-Day Fair:

Deputy Manager II King said that you have been getting your weekly updates which have kept you informed about what we are doing and the plans we are making. We have continued to work on our reopening plan. We will know a lot after we have our meeting with the health department on Thursday. We just continue to drill down and look at each area specifically how we can get things safe, healthy, lean and mean. We were fortunate enough to get a plan from the Delaware State Fair that is running the end of July. Their plan is extremely comprehensive, was approved by their State Department of Public Health and their Governor. It gave us a lot of really good ideas so we continue to use pieces of that and other industry resources to figure out each part of the fair. Deputy Manager II Rianda stated that our meeting on Thursday with the health department, we are basically going to sit down with them and say here's our plan. Here are the maps that we've put together for horse racing, for the Paul Paul Theater, are we moving in the right

direction? We know things are changing and they are going to continue to change, but if they look at our plans now and say forget it, this is never going to fly, just take it off the table, then at least we can say okay and we'll make that call and then we'll move on and focus on other areas. That's why this meeting on Thursday is SO important. Deputy Manager II King stated we will give you an update on Thursday after the meeting. Director Ciavaglia said that she heard on the news that Madera Fair canceled because they are not in Phase 4 roll out, so how are we? Deputy Manager II Rianda said they are in September, they have also had some issues with their health department. We are very fortunate that we have the relationship that we have with our health department. They do not. We have been working with our health department since 2005 very closely on things that we do here. So we think that relationship is going to take us a long way, where it didn't there in Madera.

Director Ciavaglia said you don't think someone will just pull the coupon that we're Phase 4 and we're out? CEO Alkire said they would have to do it to Disneyland too, because they're opening the 17<sup>th</sup>. So, that should help us. Director Hunsucker stated that she has heard that at Disneyland the employees don't want to open because they say it's not safe. Director Ciavaglia stated that is true but they are opening in Florida which has higher death rates than we do and there's no problem and they're opening sooner. Deputy Manager II King said that Madera also had some other things they are figuring out. They don't have to have a fair to keep going because they have a shopping center and other areas of revenue.

Director Hunsucker said that Deputy Manager II Rianda had sent them something that we are going to lose half of the horse racing box seats. How do you plan on deciding on which one of the people that buy box seats will keep them and which ones will lose them. Deputy Manager II King explained that we have sent a letter out to our box seat holders letting them know what it looks like with the reduction and giving them options. There are some box seat holders who are not going to want to come back this year, so we have reassured them that if they don't want to come back this year they will still have their same box next year. Giving people options to move into boxes that are close to the box that they had. Christina has had a lot of phone calls already in the last two days and so far people have been extremely understanding and really positive and excited that we are even talking about horse racing right now.

Director Hunsucker stated that when they came at the first of the year we were going to have the fair starting on the 7<sup>th</sup> and it was going to go through that Sunday. So the concert that was booked for

Wednesday, October 7<sup>th</sup> and the one that was for Tuesday, October 13<sup>th</sup> were the tickets already on sale? Deputy Manager II King said that we didn't have to cancel any. We were able to move one entertainer to the other open day we had and we didn't have an entertainer for opening day, so it all worked out to our benefit. Director Hunsucker said we won't be out any money on anything. Deputy Manager II King stated no.

Director Hernandez said that on the weekly updates there is a lot of information that is sent out all at once. He was wondering if we could break it down a little bit. Maybe not once a week, maybe every other day or something. The reason why he says this is because there is so much information in one big paragraph and it just goes from one subject to the next and by doing that, if they were kind of more spread out, those subjects could be a little bit more elaborated on. A little bit more detail, like Jerry was saying about there wasn't too much detail on having to do with the livestock issue. I think by doing that it would allow you guys to actually have a little bit more detail on those updates. Deputy Manager II Rianda asked if you would like them Tuesday and Friday. Director Hernandez stated that would be good.

Director Pacheco asked if all the people coming to the fair, are we going to ask them to sign a waiver like President Trump did at his rally? and are we liable for anybody that gets sick because of the coronavirus. I'm just saying because he did it on national TV and everybody that walked in had to sign a waiver or they were turned away. Are we in the same boat or are we not? Deputy Manager II King stated that we are working with our insurance carrier to determine exactly what that is and they are getting back to us with information about what their requirements will be and then we'll keep going from there. Deputy Manager II Rianda stated that they have also sent us language for signage that will be at all the gates and parking lots. We've got disclaimers on our tickets, our hard stock and our print at home. Yes, we are all on the same page with you. Any interim events that we have had have signed a waiver.

Director Hunsucker asked if we have most of the vendors coming back this year. Deputy Manager II King said yes, we do. President Serpa asked for updates on the carnival part as he realizes we may not have our regular vendor. Director Pacheco said that in the newspaper today it said that the labor that Butler Amusements uses, they canceled all of that. (H2B visas) Deputy Manager II King said they are not allowing any H2B visas. They do have enough local people that they will be able to have a carnival and they have confirmed with us that they will have rides here and be able to service

us. It will not be the same carnival that we have had before because there will be less rides. We have to do the social distancing. Director Pacheco said so Butler is coming and Deputy Manager II King stated yes. CEO Alkire said they hinted that they weren't going to come. The possibility that they weren't going to come was because of what you just said and staff jumped immediately and already had another carnival ready to go. Hats off to staff.

Item #10 New Business: (Informational/Action by the Board)

a. Informational Purposes Only:

- Insurance Coverage Limits - New Requirements (CDFA-D2020-02)
- Guidance for Non-Essential Events during COVID-19 (CDFA-D2020-03)

Director Hunsucker said she went over the Insurance Coverage and it said that when the policy is up for renewal that is when you would have to think about getting the additional insurance. Do we have enough liability insurance as of now? Deputy Manager II King said yes, all of our contracts are good. Director Hunsucker asked if we did get that additional insurance, what would the cost be? Deputy Manager II King said we don't know that right now, we can find out. Is the board covered on this insurance? The board is covered under the errors and omissions. It's the same policy we have every year that covers the boards, the board volunteers and all other entities. Director Hunsucker said she was also noticing on the second page it says example E.Coli, she is assuming it would also be the coronavirus? Deputy Manager II King stated they have not determined that yet and they just don't know yet, they are working with their underwriters. Director Hunsucker said she was on the board before when we had someone whose child said they got the E.Coli during the fair and we had a lot of problems with that, which is why she was asking. Director Pacheco asked what the amount they were covered for was. 10 million? He was asking about the whole fair. Staff said they had to look it up. Deputy Manager II King stated the minimum is 25 million that we have to have. Our E.Coli settlements were more than 10 million. Director Hunsucker asked when does our policy need renewal? Deputy Manager II Rianda said our property insurance is right now, as I've been working on it, they send all the information out in April.

b. Discussion and action by the Board regarding July's Regular Board Meeting.

President Serpa said that unless there is a new directive that would possibly come from the county or the state, we will have our regular board meeting on the regular scheduled day in person, but I believe the options of Zoom participation or call in will also be an options.

Deputy Manager II King said that we actually don't have a July meeting scheduled. When we did our schedule in November we eliminated the December and the July meetings because we had a hard time getting a quorum due to vacations, so we don't currently have a meeting planned for July. That's why this item is on the agenda, to find out if you would like to have a meeting or not. Director Pacheco stated it depends on what the county says at your meeting on Thursday. If they come up with something new, how are we gonna know? President Serpa said he would suggest, this is a big item, we all want some input on this, we all want to be updated properly, so we should have a meeting. The date would be July 28<sup>th</sup>.

MSP (Pacheco - Riojas) to approve having the Regular Board Meeting for July. Director Ciavaglia Opposed.

Director Ciavaglia said we voted on this at the beginning of the year. She feels like we are voting on things over and over. Director Pacheco said at the beginning of the year we didn't have coronavirus.

Deputy Manager II King just received confirmation that our insurance is 25 million per occurrence.

Item #11 Manager's (CEO) Update:

CEO Alkire reported on various items management has been working on since the last Board Meeting:

- CEO Alkire reported that our weekly updates are very, very thorough and detailed.
- CEO Alkire reported that he would like to respond to Director Salinas's suggestion relative to a Plan B for a Spring Fair. I think it's a great idea and it's something that we need to put in the can with regard to the future. I think in the future there's probably a few less fairs, so the problem or question or concerns about having enough concession stands or a carnival or having enough people to bring together and have a spring event actually it'll be better as this thing goes on if we lose some fairs. I think we are going to lose a few fairs. What we feel is paramount or what would really make it successful is if we could possibly pick up some spring race dates because a number of years ago they did have a spring race meet here that was just a spring race meet and that's it.

It was profitable, unfortunately the people running it didn't run it properly and put a sour taste in a lot of people's mouths and they did away with it. The bottom line was, there was a considerable amount of money made on that event.

So, if we could possibly pick up some race dates in the spring and put together enough concession stands and a carnival to come in and have a Spring Fair, I don't think it would be a bad idea. We did have a Spring Fair here a number of years ago that was an outside contractor who came in and did it. They stopped doing it after about two years because there wasn't the profitability and there wasn't a lot of concession stands available. They were just running against the wind. But, things are changing, so that's how we would look at a Spring Fair. If we could possibly pick up some race dates and I've talked to Larry about keeping us in the back of his mind if he hears of some dates coming up, but we need to make sure we are on solid ground financially before we jump out that far. President Serpa asked what the estimated run of that would be. CEO Alkire replied 2 weeks.

- CEO Alkire reported that the prison program that was introduced by one of the directors on the 501(c)(3) board, he and Stacy will be attending a meeting on Thursday at 2 p.m. Thursday is a big day for us with the Health Department in the morning and then we'll be traveling north to Chowchilla. Basically, we are going to take a couple of food stands up to the prison, we will deal directly with them; they will be paying us direct. It's kind of like our drive-thru feature food, but we are actually going to their facility. If it works with the prison, Stacy and I want to take it on to other state facilities. Another step we would like to possibly get into is entries from different prisons, art, handcrafts, metal art, wood art, we could have a prison division and that would help our numbers. We are excited about sitting down and talking with these people. It could generate some money for us. We are also working with Brad Stevens and his group, Habitat for Humanity, we will be splitting the profits with them because he brought the idea to us.
- CEO Alkire reported that Sandra is the quarterback on bingo. We are on the final stages of approval for our bingo license and approval. Thanks to Lauri, she went down and picked up all of our equipment and put that deal together with Bakersfield. We have all of our equipment up here currently and will be working out of the Armory building. Staff has already had their organizational meeting, once we get the green light we're ready to hit the ground running. Bottom line new added revenue that the 501(c)(3) will be basically heading up for us.

- CEO Alkire reported that we had some great 1930's, 1940's street lights donated that have been in storage for a couple of decades, one of our directors on the 501(c)(3) found these street lights for us. We're going to get a couple of lights for the museum park area. The Teamsters, there was a trucking firm that was out here on McKinley Avenue years and years ago. They have a big piece of granite that has the Teamster's logo and a lot about what they used to do years ago out of their yard. We are having that piece of granite donated to the museum and it will be here next Monday.
- CEO Alkire reported that we have been made aware that there is a person in the public that has been reaching out to board members regarding our smoke-free zones, Director Ciavaglia had an inquiry recently and she gave the perfect answer back. Basically just let them talk to staff. Stacy has spent a lot of time on the phone with these folks and I don't know what their goal and objective is other than to go around staff and want to talk to the board and see if there's more support than she indicated. Director Hunsucker stated that she was glad that was mentioned because she received something today from them. She was not going to respond back but was going to mention it to staff. CEO Alkire stated that if she wanted to respond back, just tell them to touch base with staff at the fair. Director Ciavaglia said that when she sent that back she was told that staff approved for her to talk to them, which she clarified that didn't happen. Be cautious.
- CEO Alkire reported that today at lunch there was a small family gathering in remembrance of Ardie Der Manouel. President Serpa gave a nice couple of good words on behalf of the fair. Some great memories about Ardie. He had been here a long time. He went through four terms under a number of Governors. During that lunch his brother Mike Der Manouel, stopped him and said he wants to get together with him after Del Mar and do something up in the VIP Suite, buy some screens and dedicate them to my brother.
- CEO Alkire reported that he had a call last night from John Harris. He had a question about if our ADW numbers are as strong as what everybody else is touting. CEO Alkire stated yes, they are much better. Mr. Harris said it just amazes him under this cloud that we have been under for a number of months how many people are actually betting and doing quite well.
- CEO Alkire reported that he has said all along that a fair is only as good as the people you surround yourself with and a fair is only as good as it is reflective on its community. We need to reflect well on our community and our country, too. There's a lot of stuff going on

in the streets and throughout the country and we need to be ahead of the curve and not behind it. I'd rather have somebody come up to me and say, "well it's nice you're doing this and this vs why didn't you do something" The direction I want to go in is something like Stand Against Racism.

CEO Alkire reported that he talked to our Chief of Police. Chief Hall said Stand Against Racism is much better than singling out one group because if you think about it, the Hmong's, the Japanese, the Hispanics, the BLM, the native American Indians, they all have the same issues, they're just not as vocal. He said if we could pull everybody together for music, kids dancing and have some cultural food plus we could make it a fundraiser for the museum. He would like to explore with different people who could help us with your blessing?

Director Hunsucker thought it sounded like a really nice idea. CEO Alkire will report back in July but after Thursday's meeting it might be a mute subject. President Serpa asked if this would be a stand-alone event or would it be incorporate it in a fair run? CEO Alkire said he didn't know. First things first, is Thursday. Then once the girls get some feedback then we can kind of say well, this will fit or this won't fit. The fair is a melting pot of cultures and everybody here is welcomed. Everybody is a part of what we are doing and the movement.

Director Ciavaglia received this question from someone in the public. One of our acts in particular is an older music group and what protection do we have that they aren't going to say we can't come because there's a crowd? Deputy Manager II Rianda said that we have already had that discussion with our entertainment agency. We said the exact same thing, we have some older entertainers. Are they looking to pull out? If they pull out they don't get paid. So, like I told John, it's almost like a game of chicken to see who's going to cancel first. Because if we cancel then we still have to pay them unless we have the letter. At this point, nobody is backing out.

Director Salinas said he likes the Stand Against Racism idea. He thinks it's really a good move for us, are you thinking of an on the grounds event? CEO Alkire said at this point he wants to see what's going to happen Thursday to make sure the Health Department is going to allow us to congregate with people and worst case scenario let's say they say no, then hopefully we can do a private event as a fundraiser. Director Salinas asked if we would raise that in our meeting on Thursday. CEO Alkire said yes, the girls will.

Director Ciavaglia referred to the letter they received regarding leave balances. Has that all flowed well for last month?

CEO Alkire asked if she would like a report. She said yes. Every Friday CEO Alkire has been off.

Item #12 Board recommendation for Future Agenda Items:

Director Pacheco would like some total of all vacation hours or leave time for each employee totaled until this time. On the deferred income per employee, how much money is being deferred? And if someone retires and asks for all their money, how much time do we have to get it to them or is it a law that we have to give it to them in a certain amount of time? Business Assistant II Estrada stated it's about a month. Business Assistant II West said that we give you this at the beginning of each year a report that shows the year-end balance and it's in your budget. As it changes every month, because it's so fluid, we only make one entry at the end of the year. If you want it to be every month it's going to become pretty time consuming. It's the balance right now in the general ledger and it coincides with December 31<sup>st</sup> time off accrual, I gave that to you in your budget. It was also in the packet that Director Hunsucker asked for last month, she had asked for it, as well. Director Hunsucker had asked for every employee, so it included temporary and civil service employees.

Director Pacheco asked so the total number we owe? Business Assistant II West stated Director Hunsucker asked for a lot more information but if you go back to your budget you will find it. It's a whole sheet and it's per person. It's schedule 6 with a letter behind it. Director Pacheco stated that I was referring to, we are in such hard financial straits this year and if somebody retires, he doesn't understand how much money that is. Business Assistant II West stated that on his balance sheet it says Compensated Absence Liability is \$448,081, if everybody walked out the door? Deputy Manager II King said it's not even if everyone retired. If everyone separated from the state service today, because whether I retire or not, you have to pay me.

Business Assistant II West said that doesn't change until the end of the year. Director Pacheco said he thinks that's an important number to pay attention to because we are out of money and if this year gets bad and everybody wants to retire, how are we going pay? If we use up our million dollar savings to operate into next year to get to the next fair, not this year but the following year, to me, we haven't addressed that enough and that's my fault. I'm saying this as a board member, it's my fault to look at all this and make sure we are protecting the fair, or future board members so when they come on, I don't want them to say what the hell you guys were doing? You let this get out of hand and nobody said a word.

There's no record of this, which is the truth because I never addressed it. Debbie used to tell me that, we need to address this, I'm afraid. CEO Alkire stated he appreciates him taking that position and he appreciates him obviously taking the responsibility for that because that is your job. Keep in mind, before the COVID hit us, you were doing a great job. We have always complained that the number is high because of my numbers, but before that you were doing a good job and you're still doing a good job by bringing it to our attention. Worst case scenario, we would go get us a loan and we would go to the 501(c)(3) and ask them for help. Deputy Manager II King stated there are already firms that are dealing with this, so we would not be the first and CDFA already has it all figured out for them. Director Pacheco said on a worst case scenario we could have a real problem next spring. Deputy Manager II King said it will be a lot sooner than next spring if we don't have some sort of a revenue generating firm.

Director Pacheco said this does not need to go for a future agenda item. He already got the answers.

Item #13 Adjournment

There being no further business, the meeting adjourned. MSP (Ciavaglia - Hernandez) to adjourn the meeting.

Respectfully Submitted,

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John C. Alkire  
Chief Executive Officer

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Larry Serpa, President  
Board of Directors

# AP Payments Check Register

Check Register 11305

Fresno Fair  
Saundra West

Wednesday, July 15, 2020 10:45:23AM  
Page 1

| Reference | Date      | Vendor  | Vendor Description                   | Net Pay   | Merge # |
|-----------|-----------|---------|--------------------------------------|-----------|---------|
| 2020231   | 6/11/2020 | WELFAR1 | WELLS FARGO BANK - FEES              | 468.60    | 92,453  |
| 10958     | 6/2/2020  | TAYKEL  | TAYLOR, KELLY                        | 560.00    | 92,398  |
| 10959     | 6/2/2020  | ACSS    | ASSOCIATION OF CALIF. STATE SUPERVIS | 36.00     | 92,399  |
| 10960     | 6/2/2020  | CAL111  | CALIFORNIA FAIR SERVICES AUTHORITY   | 14,302.08 | 92,400  |
| 10961     | 6/2/2020  | FRE911  | FRESNO FIRE DEPARTMENT               | 705.00    | 92,401  |
| 10962     | 6/2/2020  | INTUNI  | INTERNATIONAL UNION OF OPERATING E   | 534.46    | 92,402  |
| 10963     | 6/2/2020  | KUCTRA  | KUCKENBECKER TRACTOR COMPANY         | 75.50     | 92,403  |
| 10964     | 6/2/2020  | MISUNI  | MISSION UNIFORM SERVICE              | 441.20    | 92,404  |
| 10965     | 6/2/2020  | PACSUP  | PACE SUPPLY                          | 652.12    | 92,405  |
| 10966     | 6/2/2020  | ROT923  | ROTARY CLUB OF FIG GARDEN            | 60.00     | 92,406  |
| 10967     | 6/2/2020  | SEI100  | SEIU LOCAL 1000                      | 47.49     | 92,407  |
| 2020214   | 6/2/2020  | INT105  | INTERNAL REVENUE SERVICE             | 14,022.98 | 92,408  |
| 10968     | 6/4/2020  | AT&958  | AT&T                                 | 382.55    | 92,410  |
| 2020215   | 6/3/2020  | STADIS  | STATE DISBURSEMENT UNIT              | 538.00    | 92,411  |
| 2020218   | 6/5/2020  | CAL198  | CALPERS - HCF                        | 11,485.81 | 92,412  |
| 2020219   | 6/5/2020  | CAL198  | CALPERS - HCF                        | 4,528.60  | 92,413  |
| 2020220   | 6/5/2020  | CAL198  | CALPERS - HCF                        | 4,380.30  | 92,414  |
| 2020221   | 6/5/2020  | CAL198  | CALPERS - HCF                        | 4,186.74  | 92,415  |
| 2020222   | 6/5/2020  | CAL198  | CALPERS - HCF                        | 3,148.00  | 92,416  |
| 2020223   | 6/5/2020  | CAL198  | CALPERS - HCF                        | 74.87     | 92,417  |
| 2020224   | 6/8/2020  | AFLAC   | AFLAC OF COLUMBUS                    | 306.52    | 92,418  |
| 10969     | 6/9/2020  | ASH204  | ASH, NANCY                           | 250.00    | 92,419  |
| 10970     | 6/9/2020  | CAL111  | CALIFORNIA FAIR SERVICES AUTHORITY   | 20,330.43 | 92,420  |
| 10972     | 6/9/2020  | CIT206  | CITY OF FRESNO-UTILITY BILLING       | 2,704.76  | 92,422  |
| 10974     | 6/9/2020  | DEL677  | DELTA DENTAL INSURANCE COMPANY       | 173.23    | 92,424  |
| 10975     | 6/9/2020  | DEP944  | DEPARTMENT OF JUSTICE                | 2,887.50  | 92,425  |
| 10976     | 6/9/2020  | DISNET  | DISH NETWORK                         | 249.74    | 92,426  |
| 10977     | 6/9/2020  | DUN488  | DUNN-EDWARDS CORPORATION             | 166.37    | 92,427  |
| 10978     | 6/9/2020  | ELE446  | ELECTRIC MOTOR SHOP, INC.            | 181.89    | 92,428  |
| 10979     | 6/9/2020  | FRE215  | FRESNO COUNTY PRIVATE SECURITY       | 11,329.92 | 92,429  |
| 10980     | 6/9/2020  | GAR320  | GARDA WORLD                          | 336.22    | 92,430  |
| 10981     | 6/9/2020  | INTUNI  | INTERNATIONAL UNION OF OPERATING E   | 534.46    | 92,431  |
| 10982     | 6/9/2020  | JME600  | J. M. EQUIPMENT COMPANY, INC.        | 11.49     | 92,432  |
| 10983     | 6/9/2020  | JORCOM  | JORGENSEN COMPANY                    | 2,415.00  | 92,433  |
| 10984     | 6/9/2020  | MID123  | MID VALLEY DISPOSAL                  | 933.36    | 92,434  |
| 10985     | 6/9/2020  | NAP568  | NAPA AUTO PARTS                      | 192.52    | 92,435  |
| 10986     | 6/9/2020  | ROB803  | ROBERT V. JENSEN, INC.               | 1,894.82  | 92,436  |
| 10987     | 6/9/2020  | SEBAST  | SEBASTIAN                            | 704.40    | 92,437  |
| 10988     | 6/9/2020  | SHEWIL  | SHERWIN-WILLIAMS                     | 408.89    | 92,438  |
| 10989     | 6/9/2020  | SIT238  | SITEONE LANDSCAPE SUPPLY, LLC        | 286.50    | 92,439  |
| 10990     | 6/9/2020  | THEOFF  | THE OFFICE CITY                      | 391.06    | 92,440  |
| 10991     | 6/9/2020  | TREOSO  | Tres Osos Olive Oil                  | 60.00     | 92,441  |
| 10992     | 6/9/2020  | AT&958  | AT&T                                 | 6,000.00  | 92,442  |
| 10993     | 6/9/2020  | CAS398  | CASEY PRINTING                       | 3,007.15  | 92,444  |
| 10994     | 6/9/2020  | DEL444  | DELTA DENTAL PLAN OF CALIFORNIA      | 1,689.81  | 92,446  |
| 2020225   | 6/9/2020  | CALFEE  | CalHR Direct Pay Fees                | 4.34      | 92,447  |
| 2020225   | 6/9/2020  | SAVPLU  | Savings Plus Direct Pay              | 1,435.48  | 92,448  |
| 10995     | 6/16/2020 | AT&501  | AT&T LONG DISTANCE                   | 1,615.78  | 92,454  |
| 10996     | 6/16/2020 | AT&958  | AT&T                                 | 1,827.45  | 92,455  |
| 10997     | 6/16/2020 | B&D176  | B & D PEST CONTROL, INC              | 170.00    | 92,456  |
| 10998     | 6/16/2020 | BLA451  | BLAIR, CHURCH & FLYNN                | 4,480.00  | 92,457  |
| 10999     | 6/16/2020 | CAL111  | CALIFORNIA FAIR SERVICES AUTHORITY   | 684.14    | 92,458  |
| 11000     | 6/16/2020 | COMCAS  | COMCAST                              | 265.57    | 92,459  |

# AP Payments Check Register

Check Register 11305

Fresno Fair  
Saundra West

Wednesday, July 15, 2020 10:45:23AM  
Page 2

| Reference | Date      | Vendor | Vendor Description                   | Net Pay   | Merge # |
|-----------|-----------|--------|--------------------------------------|-----------|---------|
| 11001     | 6/16/2020 | CON522 | CONETRIX TECHNOLOGY                  | 455.00    | 92,460  |
| 11002     | 6/16/2020 | CULLIG | CULLIGAN                             | 378.00    | 92,461  |
| 11004     | 6/16/2020 | FAC152 | FACSCO                               | 1,202.46  | 92,463  |
| 11005     | 6/16/2020 | FERENT | FERGUSON ENTERPRISES, INC.           | 153.21    | 92,464  |
| 11006     | 6/16/2020 | FLA700 | FLANIGAN'S COWBOY STUFF              | 670.65    | 92,465  |
| 11007     | 6/16/2020 | FRE166 | FRESNO OXYGEN                        | 58.30     | 92,466  |
| 11008     | 6/16/2020 | HOMDEP | HOME DEPOT CREDIT SERVICES           | 372.95    | 92,467  |
| 11009     | 6/16/2020 | INTNET | INTEGRITY NETWORKS                   | 45.00     | 92,468  |
| 11010     | 6/16/2020 | JOR474 | JORGENSEN BATTERIES, INC.            | 114.27    | 92,469  |
| 11011     | 6/16/2020 | JORCOM | JORGENSEN COMPANY                    | 4,991.33  | 92,470  |
| 11012     | 6/16/2020 | NQASOL | NQATIVE SOLUTIONS                    | 1,285.99  | 92,471  |
| 11013     | 6/16/2020 | PACGAS | PACIFIC GAS & ELECTRIC               | 3,531.51  | 92,472  |
| 11014     | 6/16/2020 | PACSUP | PACE SUPPLY                          | 250.50    | 92,473  |
| 11015     | 6/16/2020 | RIASTA | RIANDA, STACY                        | 53.53     | 92,474  |
| 11016     | 6/16/2020 | RICUSA | RICOH USA, INC.                      | 40.24     | 92,475  |
| 11017     | 6/16/2020 | SEBAST | SEBASTIAN                            | 155.00    | 92,476  |
| 11018     | 6/16/2020 | SIMGRO | SIMPLIT GROWER SOLUTIONS             | 735.31    | 92,477  |
| 11019     | 6/16/2020 | TOT065 | TOTLCOM INC.                         | 1,269.00  | 92,478  |
| 11020     | 6/16/2020 | VOYFLE | VOYAGER FLEET SYS                    | 236.08    | 92,479  |
| 11021     | 6/16/2020 | WEC373 | WECO                                 | 27.70     | 92,480  |
| 11022     | 6/16/2020 | WELPAY | WELLS FARGO PAYMENT REMITTANCE CT    | 972.28    | 92,481  |
| 11023     | 6/16/2020 | DEP989 | DEPARTMENT OF GENERAL SERVICES       | 173.74    | 92,483  |
| 11024     | 6/16/2020 | NQASOL | NQATIVE SOLUTIONS                    | 45.00     | 92,484  |
| 11025     | 6/17/2020 | NEWENG | NEW ENGLAND SHEET METAL              | 251.50    | 92,486  |
| 2020232   | 6/17/2020 | INT105 | INTERNAL REVENUE SERVICE             | 14,203.27 | 92,487  |
| 2020233   | 6/17/2020 | PUB198 | PUBLIC EMPLOYEES RETIREMENT SYSTEM   | 9,775.75  | 92,488  |
| 2020234   | 6/17/2020 | EMP944 | EMPLOYMENT DEVELOPMENT DEPARTMEI     | 1,295.06  | 92,489  |
| 2020235   | 6/17/2020 | STADIS | STATE DISBURSEMENT UNIT              | 538.00    | 92,490  |
| 2020236   | 6/17/2020 | EMP944 | EMPLOYMENT DEVELOPMENT DEPARTMEI     | 115.75    | 92,491  |
| 11026     | 6/18/2020 | BAROLI | BARTON OLIVE OIL CO                  | 60.00     | 92,492  |
| 11027     | 6/18/2020 | MOL290 | MOLLY'S CUSTOM SILVER                | 780.77    | 92,493  |
| 2020238   | 6/22/2020 | EMP944 | EMPLOYMENT DEVELOPMENT DEPARTMEI     | 1,350.40  | 92,494  |
| 2020239   | 6/22/2020 | EMP944 | EMPLOYMENT DEVELOPMENT DEPARTMEI     | 110.41    | 92,495  |
| 11028     | 6/23/2020 | ACSS   | ASSOCIATION OF CALIF. STATE SUPERVIS | 36.00     | 92,496  |
| 11029     | 6/23/2020 | AT&501 | AT&T LONG DISTANCE                   | 114.89    | 92,497  |
| 11030     | 6/23/2020 | CAL111 | CALIFORNIA FAIR SERVICES AUTHORITY   | 12,898.60 | 92,498  |
| 11031     | 6/23/2020 | COH120 | COHEN COMMUNICATIONS                 | 6,025.00  | 92,499  |
| 11032     | 6/23/2020 | FREWIR | FRESNO WIRE ROPE AND RIGGING CO.     | 97.39     | 92,500  |
| 11033     | 6/23/2020 | GOR150 | GORM, INC.                           | 2,378.79  | 92,501  |
| 11034     | 6/23/2020 | MEGPRI | MEGA-PRINTS                          | 457.27    | 92,502  |
| 11035     | 6/23/2020 | NQASOL | NQATIVE SOLUTIONS                    | 1,285.99  | 92,503  |
| 11036     | 6/23/2020 | ROBSMI | ROBERT SMITH PRESENTS, LLC           | 1,395.00  | 92,504  |
| 11037     | 6/23/2020 | SAF248 | SAFFIRE                              | 3,600.00  | 92,505  |
| 11038     | 6/23/2020 | SEI100 | SEIU LOCAL 1000                      | 47.49     | 92,506  |
| 11039     | 6/23/2020 | SELSAN | SELF, SANDY                          | 192.50    | 92,507  |
| 11040     | 6/23/2020 | SOA153 | SOAP & SUDS JANITORIAL               | 199.00    | 92,508  |
| 11041     | 6/23/2020 | AT&958 | AT&T                                 | 6,372.55  | 92,509  |
| 11042     | 6/23/2020 | CLU103 | CLUB ONE                             | 6,276.53  | 92,510  |
| 11043     | 6/23/2020 | DAVNAL | DAVID NALCHAJIAN, INC.               | 5,000.00  | 92,511  |
| 11044     | 6/30/2020 | COMCAS | COMCAST                              | 1,342.83  | 92,512  |
| 11045     | 6/30/2020 | FEDEX  | FEDEX                                | 24.72     | 92,513  |
| 11046     | 6/30/2020 | FRE215 | FRESNO COUNTY PRIVATE SECURITY       | 208.35    | 92,514  |
| 11047     | 6/30/2020 | GAR320 | GARDA WORLD                          | 336.22    | 92,515  |

# AP Payments Check Register

Check Register 11305

Fresno Fair  
Saundra West

Wednesday, July 15, 2020 10:45:23AM  
Page 3

| Reference       | Date       | Vendor | Vendor Description           | Net Pay | Merge # |
|-----------------|------------|--------|------------------------------|---------|---------|
| 11048           | 6/30/2020  | NAP568 | NAPA AUTO PARTS              | 675.71  | 92,516  |
| 11049           | 6/30/2020  | PRI123 | PRICKETTS DISTRIBUTING, INC. | 981.29  | 92,517  |
| 11050           | 6/30/2020  | QUALEA | QUADIENT LEASING USA, INC.   | 211.67  | 92,518  |
| 11052           | 6/30/2020  | SELSAN | SELF, SANDY                  | 918.75  | 92,520  |
| 11053           | 6/30/2020  | THEOFF | THE OFFICE CITY              | 181.70  | 92,521  |
| 11054           | 6/30/2020  | AT&MOB | AT&T MOBILITY                | 984.41  | 92,522  |
| 11055           | 6/30/2020  | DISNET | DISH NETWORK                 | 249.74  | 92,524  |
| <hr/>           |            |        |                              |         |         |
| Total Payments: | 113        |        |                              |         |         |
| Total Amount:   | 226,749.45 |        |                              |         |         |

**THE BIG FRESNO FAIR, 21ST DAA**  
**Statement of Operations**  
**June 30, 2020**

| Acct. No.                           | Title                            | Current Fiscal Year |                  |                    |                     | Prior Fiscal Year |                  |
|-------------------------------------|----------------------------------|---------------------|------------------|--------------------|---------------------|-------------------|------------------|
|                                     |                                  | Final Budget        | Month            | Year to Date       | (Over)/Under Budget | Month             | Year to Date     |
| <b>REVENUES</b>                     |                                  |                     |                  |                    |                     |                   |                  |
| <b>Non-Operating</b>                |                                  |                     |                  |                    |                     |                   |                  |
| 311                                 | Non-Operating                    | 0                   | 0                | 140,750            | (140,750)           | 0                 | 0                |
| <b>Operating</b>                    |                                  |                     |                  |                    |                     |                   |                  |
| 410                                 | Admission to Grounds             | 16,500              | 609              | 6,046              | 10,454              | 31,890            | 77,044           |
| 415                                 | Commercial Space                 | 126,000             | (1,587)          | 3,999              | 122,001             | 95,273            | 196,609          |
| 420                                 | Concessions                      | 315,100             | 35               | 6,928              | 308,172             | 99,645            | 167,158          |
| 430                                 | Exhibits                         | 16,500              | (193)            | 4,287              | 12,213              | 1,725             | 6,500            |
| 450                                 | Horse Racing - Fair              | 33,900              | 282              | 282                | 33,618              | 35,464            | 63,952           |
| 457                                 | Satellite Wagering               | 166,000             | 40,271           | 183,563            | (17,563)            | 45,603            | 184,593          |
| 458                                 | Sat Wagering - Polo Lounge       | 44,300              | 0                | 18,703             | 25,597              | 17,019            | 53,796           |
| 470                                 | Miscellaneous Fair               | 760,500             | (51,225)         | 416,737            | 343,763             | 219,190           | 1,083,905        |
| 480                                 | Non Fair/Interim                 | 943,810             | (11,377)         | 809,877            | 133,933             | 98,030            | 1,127,325        |
| 490                                 | Prior Year Revenue Adjustments   | 0                   | 5,120            | 18,890             | (18,890)            | 0                 | (128)            |
| 495                                 | Miscellaneous Income             | 0                   | 0                | 0                  | 0                   | 0                 | 0                |
| <b>Total Operating Revenues</b>     |                                  | <b>2,422,610</b>    | <b>(18,065)</b>  | <b>1,469,312</b>   | <b>953,298</b>      | <b>643,839</b>    | <b>2,960,754</b> |
| <b>TOTAL REVENUES</b>               |                                  | <b>2,422,610</b>    | <b>(18,065)</b>  | <b>1,610,062</b>   | <b>812,548</b>      | <b>643,839</b>    | <b>2,960,754</b> |
| <b>EXPENSES</b>                     |                                  |                     |                  |                    |                     |                   |                  |
| <b>Operating</b>                    |                                  |                     |                  |                    |                     |                   |                  |
| 500                                 | Administration                   | 816,891             | 117,703          | 817,643            | (752)               | 153,546           | 890,163          |
| 520                                 | Maint & Gen Oper                 | 812,516             | 92,108           | 740,238            | 72,278              | 135,430           | 890,463          |
| 540                                 | Publicity Expense                | 132,150             | 11,718           | 82,061             | 50,089              | 24,043            | 106,761          |
| 560                                 | Attendance Operation             | 0                   | 12,664           | 13,537             | (13,537)            | 7,236             | 65,162           |
| 570                                 | Miscellaneous Fair               | 41,000              | 10,104           | 61,313             | (20,313)            | 9,571             | 62,943           |
| 541                                 | Museum                           | 0                   | 0                | 0                  | 0                   | 158               | 158              |
| 580                                 | Premium                          | 0                   | 0                | 0                  | 0                   | 0                 | 0                |
| 630                                 | Exhibits (Excluding Premiums)    | 23,850              | (3,683)          | 8,313              | 15,537              | 3,225             | 26,858           |
| 650                                 | Horse Racing - Fair Live         | 18,000              | 1,185            | 32,761             | (14,761)            | 230,875           | 271,569          |
| 659a                                | Satellite Wagering               | 153,216             | 19,197           | 113,207            | 40,009              | 23,405            | 134,172          |
| 659b                                | Satellite Wagering - Polo Lounge | 36,315              | 2,845            | 25,237             | 11,078              | 21,875            | 45,552           |
| 660                                 | Attractions (Fairtime)           | 0                   | 0                | 65,000             | (65,000)            | 0                 | 19,770           |
| 668                                 | Interim Event Expense            | 156,748             | 1,621            | 138,054            | 18,694              | 23,278            | 152,617          |
| 723                                 | Equipment Funded by Fair         | 3,700               | 0                | 0                  | 3,700               | 0                 | 0                |
| 800                                 | Prior Year Expense Adjustments   | 0                   | 206,367          | 229,985            | (229,985)           | 2,050             | 436              |
| 850                                 | Cash Over/(Under)                | 0                   | (8)              | (1)                | 1                   | (131)             | (269)            |
| <b>Total Operating Expenses</b>     |                                  | <b>2,194,386</b>    | <b>471,821</b>   | <b>2,327,348</b>   | <b>(132,962)</b>    | <b>634,559</b>    | <b>2,666,354</b> |
| <b>Non-Operating</b>                |                                  |                     |                  |                    |                     |                   |                  |
| 91000                               | Depreciation Expense             | 328,500             | 54,679           | 328,075            | 425                 | 52,539            | 315,232          |
| 91300                               | Capital Expense - Equipment      | 0                   | 0                | 0                  | 0                   | 0                 | 0                |
| 96000                               | Pension Expense GASB68           | 0                   | 41,118           | 247,472            | (247,472)           | 39,651            | 163,298          |
| <b>Total Non-Operating Expenses</b> |                                  | <b>328,500</b>      | <b>95,797</b>    | <b>575,547</b>     | <b>(247,047)</b>    | <b>92,190</b>     | <b>478,530</b>   |
| <b>TOTAL EXPENSES</b>               |                                  | <b>2,522,886</b>    | <b>567,618</b>   | <b>2,902,895</b>   | <b>(380,009)</b>    | <b>726,749</b>    | <b>3,144,884</b> |
| <b>Non-Operating</b>                |                                  |                     |                  |                    |                     |                   |                  |
| Revenues                            |                                  | 0                   | 0                | 140,750            | (140,750)           | 0                 | 0                |
| Expenditures - Depreciation         |                                  | (328,500)           | (95,797)         | (575,547)          | 247,047             | (92,190)          | (478,530)        |
| <b>Non-Operating Income/(Loss)</b>  |                                  | <b>(328,500)</b>    | <b>(95,797)</b>  | <b>(434,797)</b>   | <b>106,297</b>      | <b>(92,190)</b>   | <b>(478,530)</b> |
| <b>Operating</b>                    |                                  |                     |                  |                    |                     |                   |                  |
| Revenues                            |                                  | 2,422,610           | (18,065)         | 1,469,312          | 953,298             | 643,839           | 2,960,754        |
| Expenditures                        |                                  | (2,194,386)         | (471,821)        | (2,327,348)        | 132,962             | (634,559)         | (2,666,354)      |
| <b>Operating Income/(Loss)</b>      |                                  | <b>228,224</b>      | <b>(489,886)</b> | <b>(858,036)</b>   | <b>1,086,260</b>    | <b>9,280</b>      | <b>294,401</b>   |
| <b>NET INCOME/(LOSS)</b>            |                                  | <b>(100,276)</b>    | <b>(585,683)</b> | <b>(1,292,833)</b> | <b>1,192,557</b>    | <b>(82,910)</b>   | <b>(184,130)</b> |

**The Big Fresno Fair, 21st DAA**  
**Balance Sheet**  
As of June 30, 2020

| ASSETS  | 2020              | 2019              | Increase/Decrease |            |
|---|-------------------|-------------------|-------------------|------------|
|   |                   |                   | Amount            | Percent    |
| <b>Current Assets</b>                                       |                   |                   |                   |            |
| Cash  |                   |                   |                   |            |
| Cash - Unrestricted   | 1,561,405         | 1,747,058         | (185,652)         | -11%       |
| Cash - Savings Account                                      | 1,051,209         | 1,051,209         | 0                 | 0%         |
| <b>Total Cash</b>   | <b>2,612,614</b>  | <b>2,798,267</b>  | <b>(185,652)</b>  | <b>-7%</b> |
| Accounts Receivable   | 694,150           | 808,005           | (113,855)         | -14%       |
| Prepaid Premiums  | 0                 | 6,278             | (6,278)           | -100%      |
| Deferred Charges  | 0                 | 0                 | 0                 | #DIV/0!    |
| Other Assets  | 0                 | 0                 | 0                 | #DIV/0!    |
| <b>Fixed Assets</b>   |                   |                   |                   |            |
| Construction in Progress                                    | (8,302)           | (9,898)           | 1,596             | -16%       |
| Land  | 244,077           | 244,077           | 0                 | 0%         |
| Buildings & Improvements                                    | 26,280,060        | 26,280,060        | 0                 | 0%         |
| Accum Dep - Buildings & Improvements                        | (18,100,418)      | (18,051,903)      | (48,515)          | 0%         |
| Equipment   | 880,270           | 773,883           | 106,387           | 14%        |
| Accum Dep - Equipment                                       | (584,645)         | (578,481)         | (6,164)           | 1%         |
| <b>Total Assets</b>   | <b>9,405,193</b>  | <b>9,472,021</b>  | <b>(66,828)</b>   | <b>-1%</b> |
| <b>Deferred Outflows of Resources</b>                       |                   |                   |                   |            |
| Deferred Outflows of Resources - Pension                    | 1,202,782         | 1,202,782         | 0                 | 0%         |
| Deferred Outflows of Resources - OPEB                       | 0                 | 0                 | 0                 | #DIV/0!    |
| <b>Total Deferred Outflow of Resources</b>                  | <b>1,202,782</b>  | <b>1,202,782</b>  | <b>0</b>          | <b>0%</b>  |
| <b>Total Assets &amp; Deferred Outflow of Resources</b>     | <b>13,220,589</b> | <b>13,473,070</b> | <b>(252,481)</b>  | <b>-2%</b> |
| <b>LIABILITIES &amp; RETAINED EARNINGS</b>                  |                   |                   |                   |            |
| <b>Current Liabilities</b>                                  |                   |                   |                   |            |
| Accounts Payable  | 1,102,878         | 899,127           | 203,751           | 23%        |
| Payroll Liabilities   | 108,766           | 91,989            | 16,777            | 18%        |
| Deferred Revenue  | 721,749           | 589,413           | 132,336           | 22%        |
| Other Liabilities   | 2,263             | 1,051             | 1,212             | 115%       |
| Guaranteed Deposits   | 29,800            | 33,500            | (3,700)           | -11%       |
| Compensated Absences Liability                              | 448,081           | 448,081           | 0                 | 0%         |
| Current Year Long Term Debt                                 | 89,011            | 103,846           | (14,835)          | -14%       |
| <b>Total Current Liabilities</b>                            | <b>2,502,548</b>  | <b>2,167,007</b>  | <b>335,541</b>    | <b>15%</b> |
| <b>Long Term Liabilities</b>                                |                   |                   |                   |            |
| Long Term Debt  | 648,987           | 651,327           | (2,340)           | 0%         |
| Long Term Debt - SB 84 Obligation                           | 456,401           | 456,401           | 0                 | 0%         |
| Long Term Debt - PPP Loan                                   | 533,250           | 533,250           | 0                 | 0%         |
| <b>Pension Liability</b>                                    |                   |                   |                   |            |
| Net Pension Liability                                       | 3,989,645         | 3,989,645         | 0                 | 0%         |
| Net OPEB Liability  | 0                 | 0                 | 0                 | #DIV/0!    |
| <b>Total Long Term Liabilities</b>                          | <b>5,628,283</b>  | <b>5,630,623</b>  | <b>(2,340)</b>    | <b>0%</b>  |
| <b>Deferred Inflow of Resources</b>                         |                   |                   |                   |            |
| Deferred Inflows of Resources - Pension                     | 160,074           | 160,074           | 0                 | 0%         |
| Deferred Inflows of Resources - OPEB                        | 0                 | 0                 | 0                 | #DIV/0!    |
| <b>Total Deferred Inflows of Resources</b>                  | <b>160,074</b>    | <b>160,074</b>    | <b>0</b>          | <b>0%</b>  |
| <b>Total Liabilities &amp; Deferred Inflow of Resources</b> | <b>8,290,905</b>  | <b>7,957,704</b>  | <b>333,201</b>    | <b>4%</b>  |
| <b>Retained Earnings</b>                                    |                   |                   |                   |            |
| Beginning (Jan 1) Investment in Facilities                  | 8,053,043         | 8,208,744         | (155,700)         | -2%        |
| Beginning (Jan 1) Investment in Reserves                    | 1,116,406         | 960,706           | 155,700           | 16%        |
| Unrestricted Net Position - Pension/OPEB                    | (2,946,937)       | (2,946,937)       | 0                 | 0%         |
| Non-Operating Net Income                                    | (575,546)         | (479,749)         | (95,797)          | 20%        |
| Operating Net Income  | (717,285)         | (227,400)         | (489,884)         | 215%       |
| Adjustment for rounding                                     | 3                 | 3                 | 0                 | N/A        |
| <b>Total Liabilities &amp; Retained Earnings</b>            | <b>13,220,589</b> | <b>13,473,070</b> | <b>(252,481)</b>  | <b>-2%</b> |



July 1, 2020

D2020-04

TO: District Agricultural Association Board Presidents and CEOs

SUBJECT: CDFA Legal Services for DAAs

The CDFA Legal Office is the in-house counsel for the District Agricultural Association (DAA) Boards of Directors. All services provided by the Legal Office are included as a part of the Fairs and Expositions Branch's oversight of DAAs. Currently, the Legal Office provides the following services to the DAAs.

### **Litigation Liaison with the Attorney General's Office**

If the DAA is served and named in a lawsuit, immediately forward the summons and complaint to the Legal Office general mailbox at [CDFA.LegalOffice@cdfa.ca.gov](mailto:CDFA.LegalOffice@cdfa.ca.gov). In the top right corner of the cover page, staff who was personally served should indicate the date and time of service and initial. An Attorney General's Office (AGO) referral will be prepared on the DAA's behalf.

### **General Legal Requests**

- Lease or rental agreement review and development
- Contract review and drafting
- Contract termination or default notices
- Debt or rent collection letters
- Attending closed sessions for: Litigation, Real Estate or Personnel Matters
- Liaison with EEO Office investigators
- Serves as the Board's liaison to the Department of General Services in real property acquisition and leasing matters
- Assistance with Bagley-Keene Open Meeting Law
- Development and review of Board Meeting notices and agendas
- Conflict of Interest analysis and Form 700

### **Processing Public Records Act Requests**

- Immediately forward any request for documents to the Legal Office general mailbox at [CDFA.LegalOffice@cdfa.ca.gov](mailto:CDFA.LegalOffice@cdfa.ca.gov)
- Document review and redaction of confidential information as permitted by law
- Preparing responses to and communicating with the requester and release of documents to meet statutory deadlines



### **Procedure for Requesting Services**

If you need legal assistance, requests must be submitted as follows:

Legal services are to be submitted to John Quiroz at [john.quiroz@cdfa.ca.gov](mailto:john.quiroz@cdfa.ca.gov) or Mike Francesconi at [mike.francesconi@cdfa.ca.gov](mailto:mike.francesconi@cdfa.ca.gov), including all supporting documentation, any background information on the matter, the specific services desired, and the date by which an answer is necessary.

Fairs and Expositions Branch reviews and, if appropriate, forwards to the Legal Office for assignment. Response time will vary based on the complexity of the legal issues involved, but generally within 30-45 days. Requests may be expedited if the request involves a legal urgency, such as a quickly approaching statutory or contractual deadline. Upon receipt of the legal request from the Fairs and Expositions Branch, staff counsel will contact the designated point of contact to discuss details and information. If you have an issue that requires immediate attention, please call the Fairs and Expositions Branch at 916-999-3000.

Finally, please be assured that all information, documents, and communications regarding your legal requests between the DAA, Fairs and Expositions Branch staff, and the Legal Office are protected by attorney-client privilege and should be maintained as confidential. Maintain all communications and files pertaining to your legal request or pending litigation in a separate folder marked "Confidential" to avoid any inadvertent disclosure to a third-party. Never forward or share attorney communications or memorandums without first getting permission from counsel.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Quiroz', with a long horizontal flourish extending to the right.

John Quiroz, Chief  
Fairs & Expositions Branch

cc: CDFA Legal Office



CALIFORNIA DEPARTMENT OF  
FOOD & AGRICULTURE

Karen Ross, Secretary

July 7, 2020

D2020-05

**To: All DAA CEOs and Board Presidents**

On June 29, 2020, the Governor approved a budget augmentation under AB 75, which provided \$40.3 million in General Fund support for District Agricultural Associations and Cal Expo (Affected Fairgrounds) that employ state civil service employees. These funds are directed towards Affected Fairs that are projected to have insufficient reserves to pay **legally mandated costs** that may be incurred during the state civil layoff process. Use of the funds is limited to:

- State civil services salaries, benefits, CalPERS payments, etc. (excludes Exempt/Appointed employees)
- Unemployment insurance costs (EDD payments)
- Payout of leave balances for state civil service employees and Exempt/Appointed employees

It is important to highlight that in view of the limited resources; these funds will only be available to Affected Fairgrounds that are unable to meet all their financial obligations with their current reserves. Also, in order to be eligible for the funds, Affected Fairgrounds must submit to the California Department of Food and Agriculture (CDFA) the attached application along with the pertinent documents and a layoff plan. With the layoff process typically taking a minimum of six months from start to finish, it is recommended that CEOs start this process immediately as time is of the essence and funding will be distributed on a first-come-first served basis. For assistance to start the layoff process (including the development of a plan), please contact Sarah Pelle, [Sarah.Pelle@cdfa.ca.gov](mailto:Sarah.Pelle@cdfa.ca.gov).

The COVID-19 pandemic has brought fast-moving and unexpected variables that have impacted all sectors of the fair industry. Affected Fairgrounds have done their best to navigate the financial and operational challenges of COVID-19 while still addressing the needs of the community, local stakeholders, and the state partners. These are difficult times and there are going to be many tough decisions ahead. CDFA is doing its best to provide support to the California fair industry based on the resources that have been provided. I appreciate your dedication and commitment to your local communities. If you have any questions, please contact me at [John.Quiroz@cdfa.ca.gov](mailto:John.Quiroz@cdfa.ca.gov)

Sincerely,

John Quiroz  
Branch Chief

Enclosure





CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE

Fairs and Expositions Branch
Fair General Fund Support \$40.3 Million
Funding Request Application

Fair Information

Fair Name:
Fair Address:
Fair Phone:
Fair Contact:
Fair Contact Email:

Funding Requested

Requested Amount: \$

Type of Funding Requested (Please check all that apply and include supporting documents):

- Staff Salaries \$ 0.00 # of Staff Supported
Payout of Leave Balances \$ 0.00 # of Staff Supported
Unemployment Insurance \$ 0.00 # of Staff Supported
Total \$ 0.00 # of Staff Supported

Brief description for funding request:

Additional Requirements

Please attach the following to this application:

- Current year budget and cash budget (see the attached template)
Current financials (income statement, balance sheet, trial balance, and bank statements)
Detailed projected budget expenditures over the next 12 months.
Proof of starting the staff reduction plan (this should include number of staff currently on payroll and number of staff that are in the lay-off process/where they are in that process).

Did the DAA receive a Paycheck Protection Program Loan? Yes or No

Recipient Fair CEO or Board President Signature

Date