

BOARD MEETING NOTICE

The 31st DAA Board of Directors will be holding a board meeting on
Tuesday, November 22nd, 2022 at 9:00 a.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/4834214737?pwd=d0FrRzVFQUIUNG9OeUxFM0FuUG5qQT09>

Join Via the phone:

1-720-707-2699

Meeting ID: 483 421 4737

Passcode: 575554

This virtual board meeting is called in accordance with the Bagley-Keene amendment that was enacted in July with the budget trailer bill, restoring the meeting process that was permitted under the Governor's COVID-19 executive order regarding public meetings. Section 20, SB 189, effective June 30th, 2022, added Government Code section 11133, which permits DAA boards to again hold meetings with all members participating via teleconference until July 1, 2023.

BOARD OF DIRECTORS

Leah Lacayo (President), Armando Lopez (Vice President),
Mike Bradbury, Leslie Cornejo, Cecilia Cuevas, Dan Long, Shanté Morgan-Carter

STAFF

Stacy Rianda, CEO and Heidi Ortiz, Executive Assistant

Public Participation

Members of the public are encouraged to provide comment to the Board. While the Board values the participation of the public, the Board president reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker in order to proceed with the agenda. Public comment must be related to fair authority and jurisdiction and their placement on the agenda is within the discretion of the Board.

All meeting notices, agendas and materials considered by the Board during the meeting will be available to the public prior to the meeting in the fair office. Agendas and meeting notices will be posted on Board's website at www.venturacountyfair.org.

AMERICAN WITH DISABILITIES ACT

Pursuant to the American with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any Board meetings or Committee meetings, or in connection with other District Fair activities, may request assistance at the 31st DAA Fair office, 10 West Harbor Blvd., Ventura, CA or by calling (805) 648-3376. Requests should be made one (1) week in advance whenever possible.

Board of Directors Meeting Agenda

Ventura County Fairgrounds, 31st District Agricultural Association
10 W. Harbor Blvd. - Ventura, CA 93001 - (805) 648-3376
Website: venturacountyfair.org Contact: Barbara Quaid, CEO

Tuesday, November 22nd, 2022 at 9:00 a.m.

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<https://us06web.zoom.us/j/4834214737?pwd=d0FrRzVFQUIUNG9OeUxFM0FuUG5qQT09>

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All matters noticed on this agenda may be considered for action. Items listed on the agenda may be considered in any order at the discretion of the Board President. Any item not so noticed will not be considered or discussed. The Board requests your courtesy to mute your electronic devices.

I. Call to Order

Roll Call

Declaration of Recusal or Conflict of Interest

Does any Board member have a conflict of interest that should preclude them from participating in discussions about or voting on any matter on today's agenda?

II. Pledge of Allegiance

III. Welcome and Introduction of Guests & Staff

Invitation for the public to introduce themselves (not mandatory)

IV. Public Comments on Items Not on the Agenda

In accordance with state law, the Board will not comment or otherwise consider Public Comment matters until and unless such items have been properly noticed for a future meeting.

V. Presentations

VI. Approval of Minutes

A. September 27th, 2022 Board Meeting

B. October 25th, 2022 Board Meeting

VII. Financial Report

A. Financials ending October 31st, 2022

VIII. Old Business

A. Discussion and possible action regarding disposal of goods policy.

IX. New Business

A. Annual Appointments by the Board

1. Secretary/Treasurer-Manager

B. Secretary/Treasurer-Manager Annual Delegation of Authority

The (Secretary/Treasurer-Manager) Chief Executive Officer, Stacy Rianda, is authorized to execute Rental Agreements up to \$75,000.00, Standard 2 Agreements up to \$75,000.00 and Grandstand Contracts up to \$150,000.00 without further authorization from the Board of Directors.

C. Discussion and possible action regarding 2023 fee schedule.

X. Board Correspondence

A. Memo from Mike Francesconi at California Dept. of Food and Agriculture, Fairs & Expositions: Fairground and Community Resilience Centers Funding

B. Memo from Mike Francesconi at California Dept. of Food and Agriculture, Fairs & Expositions: Fiscal Year 2022/2023 Fair Training Reimbursements

C. Memo from Mike Francesconi at California Dept. of Food and Agriculture, Fairs & Expositions: State Rules Advisory Committee Applications

D. Memo from Mike Francesconi at California Dept. of Food and Agriculture, Fairs & Expositions: Proposition 12 Update

XI. Consent Agenda: Items hereunder on the Consent Agenda are considered routine, not requiring separate discussion and will be enacted in one motion. Individual items A, 1-2, are approved by the vote that approves the Consent Agenda, unless an item is pulled for separate consideration.

A. Agreements

1. Standard Agreements

2. Rental Agreements – Interim

XII. CEO Report

XIII. President's Comments

XIV. Director's Comments

XV. Future Agenda Items

XVI. Adjourn

Americans With Disabilities Act

The meeting is accessible to the physically disabled. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Heidi Ortiz at (805) 648-3376 ext. 106 or sending a written request to that person at the Fairgrounds: 10 West Harbor Blvd., Ventura, CA 93001. Although not required, providing your request at least five (5) business days before the meeting will help ensure availability of the requested accommodation.

Board of Directors Meeting Minutes

Ventura County Fairgrounds
31st District Agricultural Association - 10 W. Harbor Blvd. - Ventura, CA 93001 - (805) 648-3376
Website: venturacountyfair.org Contact: Barbara Quaid, CEO

Tuesday, September 27th, 2022 at 9:00 a.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/4834214737?pwd=d0FrRzVFQUIUNG9OeUxFM0FuUG5qQT09>

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1-720-707-2699

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Passcode: 575554

I. Call to Order

Roll Call

Declaration of Recusal or Conflict of Interest

The meeting convened at 9:05 a.m. and called to order by President Lacayo.

Directors present: President, Leah Lacayo, Vice President, Armando Lopez, Michael Bradbury, Leslie Cornejo, M. Cecilia Cuevas, Daniel Long and Shanté Morgan-Carter.

Staff present: Stacy Rianda, CEO, James Lockwood, Publicity and Marketing Manager, Jason Amelio, Sales Manager, Cristian Yopez, Accounting Dept. and Heidi Ortiz, Executive Assistant.

Guests Present: Sarah Pelle; Fairs & Expositions, Charles Southwick, Fairs & Expositions, Carla Alvara, Kathie Moore, Megan Hook, Holly NLN, Julie NLN, Steve Nishi and Katie Lynch.

There were no conflicts of interest with any of the Board members that were present.

II. Pledge of Allegiance

Director Bradbury led all present in the Pledge of Allegiance.

III. Welcome and Introductions of Guests and Staff

Invitation for the public to introduce themselves (not mandatory)

IV. Public Comment on Items Not on the Agenda

In accordance with State law, the Board will not comment or otherwise consider Public Comment matters until and unless such items have been properly noticed for a future meeting.

CEO Rianda read a public comment from Eric Jimenez regarding the Junior Livestock show and auction that was put on this year during the Fair. He explained that it was special and one of the best shows in over ten years. He was very thankful that Jen McGuire was brought back along with her team and hopes they will be back next year.

V. Presentations – Tom Cady

- Mr. Cady was not present but submitted a report that was included in the board packet.

VI. CEO Report

- Maintenance Mania – November 29th – December 1st at the Gold Country Fair in Auburn; she will be sending Mr. Duran who is on the committee
- Food Share Tour - Met staff, went through their facility, saw what they do for the community and what part we play in making what they do happen.
- Land Use Zoom – Attended the City of Ventura’s land zoom because this property is in very high demand, so she likes to see what is being said about us if anything.
- Limoneira Land Swap Meeting – She met with Steve Nishi and Harold Edwards regarding swapping 104 acres of their property with the 63 acres that this fairgrounds resides on. It was purely exploratory and to relay it to the board to see if there is any interest.
- Jim Naylor Meeting – He has been working in the community for his entire life and has offered to connect her with potential partners to help with whatever we need at this facility.
- VPD and CHP recap Meeting regarding the Fair - Everything was positive and they loved the way security worked this year and said it never ran better. There were 4 separate security companies as well as VPD, CHP and the Mounted Sheriffs. She thanked Mr. Amelio and Mr. Maynard because they did a fantastic job coordinating everything. Mr. Maynard was really key to our security success and volunteered his services for that job.
- Meeting with John Karayan, Spencer McKenzies – They discussed the Fair and potential future events at our facility.
- Meetings with Rick Conrad, Pacific Sports Group – A master plan for our facility was presented to the Operations Committee to build a baseball stadium including retail stores, a gym, parking structure, etc. This is similar to the Limoneira situation, but we would stay in the same location and they would come in and in phases reconstruct the fairgrounds.
- Pacific Beverage Meeting – She met with Ms. Hanks and Mr. Demarcus regarding their 2023 sponsorship and improvements she would like to see with their beer booths and set-ups. They were really responsive and excited to move forward with us. They had a great year but feel there is more to be done which we are excited to move in that direction with them.
- Superintendent’s Meeting – This was a positive meeting and all the superintendents are excited to move forward. They will be talking about a theme for 2023 Fair which they enjoy working around. There were issues with the online entry process because it went live shortly before the deadline. They have ideas and will be putting measures in place to prevent those same issues in the future. There will be training so everyone is on the same page and can answer any questions exhibitors may have.
- Weekly staff meetings have been reinitiated every Monday morning at 10 a.m. with all staff members so everyone is on the same page.
- Fair Recap Meeting – Staff met and reviewed the Fair to discuss what worked, what didn’t work and any ideas moving forward.
- Paving Grant – There is a paving grant through Cal Recycle that is due October 12th she is trying to get done and submitted. They would bring in the materials and our staff would put in the labor.

- CBF Productions Meeting – She met with Mr. Giammanco, who has the Surfer’s Point Live our in our parking lot, and he wanted to discuss Surfer’s Pint which is the restaurant proposal for the front corner of the parking lot and the RFP. They also discussed the upcoming Tim McGraw concert, parking, Snow n Glow event and his building rental for storage.
- Complaints - There were some complaints regarding the litter along the fence line, the crumbling walkway at the beach and graffiti along the Garden Street fence line. She met with maintenance who will be starting each week at the fence line on Shoreline Drive and working their way through the parking lot and inside the fairgrounds. It has already been a huge improvement. As for the crumbling bike path there has been additional footage of fence line added to make sure people don’t fall off but the erosion continues to occur. The graffiti on Garden Street has been painted over and some of the shade cloth has been replaced. We are really trying to clean up the outside of the facility because it is the first thing people see.
- She had a CCA zoom meeting regarding projects and the RFP for Surfer’s Pint which will cost between \$2,000 to \$4,000 to do. The storm water pumps need to be evaluated for flooding in the Clark Pavilion because we need to ensure it is working properly. Installation of the generators will be done November or December which will also be done by the Clark Pavilion which are for emergency services and will be utilized in the event of an emergency. Entries to Anacapa and San Miguel Halls will be coming down as early as November; the steel has corroded all the way through and has become a hazard. They were reinforced for the Fair, but they are not structurally sound so they will come down.
- WCF Grant – The Foundation was awarded \$100,000: \$80,000 to large livestock used for add-ons, \$10,000 to small livestock (\$6,575 passed on to exhibitors and remainder is on the Foundation account for future use) and \$10,000 to equestrian center (no request for funds has been given yet).
- Fairgrounds security – She had a meeting with Bay Alarm to get a price for putting an alarm on the administration building because it is important to secure this facility as much as possible. We’re getting robbed on a regular basis because it is so easy to get on grounds. She also has someone from the Department of Homeland Security coming in October to evaluate the facility for weak points which will give us a guideline of where to start and what to budget for; this is a free service.

Director Cuevas asked what types of robberies the fairgrounds has been having and CEO Rianda explained what they were. CEO Rianda mentioned the burglary that took place during the Fair where \$518,000 was stolen. There was a discussion that followed and questions were asked by some of the directors. Director Morgan-Carter mentioned for the record that she did not know about this as well as Director Bradbury and Director Cuevas.

Ms. Pelle explained that this is an open investigation so we are very limited on what can be shared in an open public meeting. There are multiple authorities on multiple levels that are associated with this burglary. She explained that CEO Quaid was still here when this happened and handled most of it while CEO Rianda was on the outside when this took place. There was a lack of communication but moving forward she will make sure it is improved. There is no insurance that will bring the missing money back, the fairgrounds is not covered for that kind of loss. The contractor involved is not bonded or licensed for this kind of loss. There are a lot of details that are part of the case, which

cannot be shared in open session, but suggested a one-way communication with legal to provide how much detail can be shared. All required forms have been filled out and we are just waiting to see what the next steps are.

There was further discussion regarding having a closed session to discuss the details and Ms. Pelle said she would need to check with legal to see where the board could fit it in or what the best, most appropriate and legal way to share information might be. President Lacayo stated that it can be agendaized for the next meeting and will be handled at the direction of Ms. Pelle.

CEO Rianda clarified that she was not involved with this until CEO Quaid left. Since then, on a weekly basis she has been in touch with the CHP lieutenant, who is in charge of this investigation, to get an update on the progress. She has informed President Lacayo of everything she has learned. She apologized to the board but was told that they had been informed. President Lacayo apologized as well because she thought she had contacted everyone.

Director Lopez stated that in response to Ms. Pelle comments about closed session, he thinks there is grounds for potential litigation because the contractor does have liabilities for securing the revenues that he is receiving on the fairground's behalf. He feels there is grounds for a closed meeting to discuss possibilities of those areas and what the physical impact is on us now. This is about who is responsible and who will be held responsible.

CEO Rianda stated that she did reach out to CFSA regarding revenue protection insurance and was told that since 2020 when COVID hit it wiped out the fund completely, so there is no revenue protection insurance to purchase and even if it was it wouldn't have covered loss of revenue in this fashion.

- Board Training –The trainings have been emailed out and CEO Rianda encouraged everyone to get those completed.
- We just received an application for a cannabis event and stated that the board may want to consider moving forward due to the loss of gun shows to our facility. This may be a way to recoup additional revenue for that loss. She reached out to the chief of police to get his take on it from a VPD and City standpoint and they are both moving in that direction.
- We received our compliance audit report and has 30 days to respond.
- Mr. Lockwood, our PR Manager, is retiring at the end of the month. He said he would be available to help or answer any questions that may come up. She talked to him about doing some special projects, like the poster contest, and he was open to do that.
- She has had individual staff meetings to talk about the future and what they would like to be doing so she can better determine responsibilities with people and make changes if need be. Staff is important and is what has held this place together, so she wants to make sure they are moving up and getting paid for the positions they are doing. There may be some restructuring going on in order to ensure that.
- She noticed there are several committees that the board has had and isn't sure how the board feels about them, but she has always worked with Ad Hoc Committees and used on an as needed basis which she would like to move forward with. This can be agendaized for next month if everyone would like to move forward with that.

- Training at Orange County Fair October 13th – Training will include Maintaining a Respectful Workplace, update from F&E, roles and responsibilities of the Board versus the CEO and overview of open meeting laws and parliamentary procedures. She did send this invitation out to the board and heard back from a couple but said if anyone is interested in attending to let her know.
- Staff reports from various departments
 - Interim Sales - Mr. Amelio
 - He is busy booking and working events.
 - CEO Rianda is looking to get him some assistance because he is working alone in this department.
 - He has booked well into 2023 and is looking to restructure pricing, which will be brought to the board once it is finalized. In some cases, there are facilities that have not had a price increase in over 20 years. CEO Rianda has done some research for him and Mr. Amelio is now putting together a proposal of things that he thinks will work. They have reached out to other Fairs to get what they charge and what their structures are.
 - Upcoming events: Harvest Festival, Seaside Highland Games, Seaside Oddities Expo, Boots and Brews, Crossroads of the West Gun Show (last one) and the Latino Business Expo.
 - Accounting Department – Mr. Yepez
 - Between July and August 191 hire packets were entered into the Activities Accounting Program.
 - There were 52 carnival game invoices created for a total payout of \$557,902. 113 carnival ride invoices were created for a total of \$1,544,640.
 - Grandstand entertainment expenses included rodeo at \$133,000, grounds acts at \$137,000 and grandstand concerts at \$711,000.
 - Temporary fairtime payroll: administration \$30,740, security \$8,673, maintenance \$134,928, publicity \$2,047 and admissions/carnival \$127,087.
 - There were 436 premium award checks for a payout total of \$86,691.50.
 - 544 voucher award sheets printed for a total payout of \$4,575. Those are for payments that are less than \$20; those exhibitors bring their voucher to the office and redeem it for cash onsite.
 - \$555,600 was collected in parking revenue with \$111,120 paid to the Lions Club for their services.
 - Administration – Ms. Ortiz
 - Open enrollment is now for health, dental and vision benefits for civil service employees so they can make any changes now through October 14th.
 - August Retirement: \$25,096.56 (As a comparison in August of 2019 we paid \$70,611.53 in retirement)
 - Police services contract amount was NTE \$230,000 and we actually paid \$194,536 so they came in under budget.
 - She will start figuring out what bids need to be done for next year and start working on a schedule. She will also be taking a harder look at the scope of work for each one to make sure they are accurate and up to date based on our current needs.
 - Concessions and Commercial Exhibits – Ms. Johnson
 - Researching other events nearby that she can travel to get new ideas for vendors.

- Her goal is to seek appropriate food types and commercial vendors or attractions that we currently do not have.
- Researching with other Fairs and events to be able to create a proposal for possible price changes and rental spaces for commercial and food vendors.
- Communicating and coordinating with the Ventura Health Department. They require trainings and certificates that she will need to have as the onsite manager of concessions and commercial exhibits.
- Started discussions with attractions for next year.
- Publicity and Marketing Department – Mr. Lockwood
 - Working with CBF Productions on social media promotions for Boots and Brews.
 - He did a #LoveVCFair outreach to try and reach some patrons photos that can be used in the future for marketing efforts which was a huge success.
 - He is working with event services on Turkey Night event camping which is a big two-day race event during Thanksgiving.
 - He reached out to event promoters for accurate event information to make sure our event calendar on our website is up to date.
 - Website and event calendar updates as needed.
- Exhibits Department – Ms. Patrick
 - There was a Superintendent Meeting which was very positive.
 - Entries were down across the board in all departments which wasn't a surprise because it has been the norm across the state.
 - We are continuing with the online entries only. There are plans to do some judging on iPads so it downloads to ShoWorks program directly which will eliminate a ton of staff time and be more efficient.
 - We will be getting laptops and iPads out to the various departments and do some training so they can do onsite entries for the day of.
- Livestock Department – Ms. McGuire
 - 293 animals sold with a total revenue of \$1,381,191. The revenue per head was over \$4,700.
 - In 2019 approximately 600 animals were sold and an approximate per head was \$1,800.
 - The Foundation Hog was sold after the champion drive and raised approximately \$41,000. About \$1,500 will go back to the exhibitor that donated it and the Foundation will clear about \$40,000 from the sale of that hog.
 - The Auction Committee has been able to collect all but \$50,000 from the auction.
- Fair Observations – Aside from the security issues CEO Rianda feels we are a bit food heavy, so she is working with Ms. Johnson to see how we reduce that. Our restrooms are in desperate need of fixing. We had great comments regarding our contracted janitorial services; the restrooms always looked clean. We are going to be working on changing the layout of area 1 to open it up and create a better flow because it felt closed off. We will also be working on adding some lights and something exciting down at the end of Main Street by the livestock area to draw people down there because it just dies. She will also be recommending charging for the rodeo because there were so many people waiting in line and it caused some confusion. The tickets can be sold in advance, which will also bring in some revenue early, and once the tickets are sold they are sold and we don't have to worry about people standing around and being disappointed. It will be a nominal fee but it will also help offset the cost of the rodeo.
- CEO Rianda reviewed the Fair recap numbers.

VII. Approval of Minutes

A. July 26th, 2022 Board Meeting

MOTION: To approve the July 26th, 2022 Board Meeting minutes.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Bradbury	X		
Director Cornejo	X		
Director Cuevas	X		
Director Long	X		
Director Morgan-Carter (Motion)	X		
Vice President Lopez (Second)	X		
President Lacayo	X		

VIII. Financial Report – Cristian Yepez

A. Financials ending July 31st, 2022

B. Financials ending August 31st, 2022

Mr. Yepez reviewed the financials for months ending July 31st and August 31st, 2022.

There was a discussion regarding being a cashless venue. Part of the discussion needs to be the consideration of serving the underserved population in our community. CEO Rianda is looking into this and her and Mr. Amelio are meeting with a representative from Park Hub to discuss a cashless parking system. CEO Rianda was asked to explore not only parking as an option for cashless but the entire system that we work with.

IX. Committee Reports

A. Special Executive Committee Meeting August 30th, 2022 – Leah Lacayo, Chair

1. Discussion and possible action regarding delegation of authority.

President Lacayo stated that this meeting was to transfer the delegation of authority from one CEO to the other CEO. The meeting enabled CEO Rianda to have signing authority for 30 days until full board was able to vote.

X. New Business

A. Discussion and possible action regarding naming CEO, Stacy Rianda, as the Ventura County Fairground’s CFSA elector.

MOTION: To approve CEO Rianda as the Ventura County Fairgrounds CFSA elector.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Bradbury (Second)	X		
Director Cornejo	X		
Director Cuevas	X		
Director Long (Motion)	X		
Director Morgan-Carter	X		
Vice President Lopez	X		
President Lacayo	X		

B. Discussion and possible action approving CEO, Stacy Rianda, as an authorized signer on the bank accounts.

MOTION: To approve authorizing CEO, Stacy Rianda, as a signer on the bank accounts.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Bradbury (Motion)	X		
Director Cornejo	X		
Director Cuevas (Second)	X		
Director Long	X		
Director Morgan-Carter	X		
Vice President Lopez	X		
President Lacayo	X		

C. Discussion and possible action regarding delegation of authority through 2022.

MOTION: To approve CEO Rianda's delegation of authority through 2022.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Bradbury (Second)	X		
Director Cornejo	X		
Director Cuevas	X		
Director Long (Motion)	X		
Director Morgan-Carter	X		
Vice President Lopez	X		
President Lacayo	X		

XI. Board Correspondence

- A. Memo from Mike Francesconi at California Dept. of Food & Agriculture, Fairs & Expositions: SB 915 – Prohibition of Sale of Firearms on State Property
- B. Memo from Annette Jones, State Veterinarian
- C. Memo from Mike Francesconi at California Dept. of Food & Agriculture, Fairs & Expositions: 2022 State Rules Advisory Committee Meeting

- D. Memo from Mike Francesconi at California Dept. of Food & Agriculture, Fairs & Expositions: AB 1499 (New Fair Funds) Employee Work Conditions Reminder
- E. Letter from Helen Perri regarding gun shows

XII. Consent Agenda: Items hereunder on the Consent Agenda are considered routine, not requiring separate discussion and will be enacted in one motion. Individual items A, 1-5, are approved by the vote that approves the Consent Agenda, unless an item is pulled for separate consideration.

- A. Agreements
 - 1. Standard Agreements
 - 2. Rental Agreements – Interim
 - 3. Concession Agreements
 - 4. Judging Agreements
 - 5. Crossroads of the West – October 22nd-23rd, 2022

President Lacayo explained that the gun show agreement has been pulled out and will be voted on separately and apart from items 1-4.

MOTION: To approve the consent agenda with items A, 1-4.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Bradbury (Second)	X		
Director Cornejo (Motion)	X		
Director Cuevas	X		
Director Long	X		
Director Morgan-Carter	X		
Vice President Lopez	X		
President Lacayo	X		

President Lacayo explained that Crossroads of the West is the next item on the agenda and opened it up to public comments. There were no public comments.

Director Cuevas asked if Mr. Cady would be hired by the Fair Board again to monitor this show and whether he comes out of the provider’s budget or the fairground’s budget.

President Lacayo stated that he is hired by the fairgrounds as the compliance officer and assured her that he has been hired for the last show in October. He is paid by the fairgrounds.

MOTION: To approve and accept the Crossroads of the West gun show contract October 22nd-23rd, 2022.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Bradbury (Motion)	X		
Director Cornejo (Second)	X		
Director Cuevas		X	
Director Long	X		
Director Morgan-Carter		X	
Vice President Lopez	X		
President Lacayo	X		

XIII. President's Comments

- She was at the Fair for three days but ended up getting COVID so wasn't there for the remaining days.
- She will be looking into a policy manual review and update. She liked the suggestion regarding Fair committees, but instead of having Ad Hoc committees having permanent committees that meet on an as needed basis and limiting the committees to two members.
- Thanked staff for all the help they gave with CEO Quaid's retirement party. It was a beautiful send off and suited her well.
- She reminded everyone about the trainings that need to be completed.
- She welcomed CEO Rianda and stated that she likes her report.
- She thanked Mr. Lockwood for all of his hard work over these last several years and it has been a pleasure to work with him. She hopes to run in to him down the road at various events if not at the fairgrounds.
- She thinks there needs to be a real formal assessment of where the fairgrounds is at as far as staff and prioritize where the board starts. She mentioned the list Mr. Murphy made when he was here of projects that need to be done and that can possibly be brought back and updated.

XIV. Director's Comments

Director Cornejo

- Thanked Mr. Lockwood for all his service to the Fair. He has a big heart, one of the most thoughtful people she knows and is sorry to see him go but wishes him well in any future endeavors and wants him to know he is always welcome to come back to the Fair.
- She welcomed CEO Rianda officially. She likes her report because it provides a better understanding of everything going on and is more transparent that way for the board and public. She really appreciates the detail that was given and looks forward to future events in a similar way.
- She would like to push for live meetings when it is possible.
- Encourages everyone to share anything that comes out on social media. There was a Harvest Festival posting that she immediately shared and got people interested.

Director Long

- Welcomed CEO Rianda and stated that he likes her report. Especially with zoom, it really helps keep everyone connected with what's going on.
- Thanked Mr. Lockwood for all he has done and hopes he sees him do the poster contest because it is a hard job but a great one and will keep him connected to the Fair.
- He was so excited during the auction because it was really truly something. When he was doing the add-ons there was a turkey that went for \$4,700 and from there it just started rolling. You could feel the thrill of it all and the kids were happy. It was truly wonderful to be a part of and to see the kids do so well.
- Thanked CEO Rianda for bringing in additional staff from Fresno and other Fairs because without them we would have had a different experience at the Fair.

Director Bradbury

- He welcomed CEO Rianda and stated that it is good to have her on board and thought her report was excellent. He didn't think it was too detailed or too long but was the type of information they need and appreciate.
- He would like to renew his plug for live meetings as soon as possible. It adds a dimension that is hard to define but is very positive and important for the public to be able to participate directly in the meeting and decisions.
- Asked CEO Rianda, when she has time, to do a survey of the property and its facilities in terms of condition and longevity to assist us in making decisions that will have to be determined in the future.
- Stated that Mr. Lockwood will be missed and stated that he has done a great job.

Director Cuevas

- She also congratulated Mr. Lockwood on his retirement for a very long, happy and fulfilling career with us. He always made her and her guests, especially during meet and greets, feel welcomed and supported. He always made everyone feel a part of the team and has worked very hard to remain relevant in the public eye over COVID and coming out of COVID and getting us in front of the public in all the many ways he did. More particularly, he reached under served and minority community members through various outlets and she appreciates that very much. She thanked him and wished him good luck in his future endeavors.
- She explained that during the Fair, the directors had two parking spaces, but it was really like they only had one because the parking spots by the Derby Club were not marked.
- She would like to see Mr. Cady present on not only the last gun show in August but also the gun show he will be doing in October.
- Security issues are obviously a major concern for her with this recent loss and she looks forward to CEO Rianda's recommendations to tighten up that issue throughout the fairgrounds.
- She was put on the Operations Committee last year and there has not been a meeting yet but she is hearing that there is interest in the fairgrounds for various projects so she would like to meet to hear exactly what the interest is from the public in utilizing the grounds including Limoneira and baseball group.
- She liked CEO Rianda's report and looks forward to her new fresh eyes on the operation and believes it is long overdue and appreciates her being here.
- Explained that the food provided during the Fair was awesome. She did ask for CEO Rianda to find a more permanent place for not only board meetings but during the Fair,

instead of the tent, to be able to provide that ambassadorship when bringing guests to the Fair.

Director Lopez

- He welcomed CEO Rianda officially and is very happy with the way she has hit the ground running.
- He added his voice to everyone that has congratulated and thanked Mr. Lockwood. He was incredibly cooperative, was always ready to be helpful, had a wonderful attitude and work ethic and will be missed.
- On the issue of parking, the space next to the Derby Club there was a makeshift sign and his wife was told to move.
- He feels Mr. Amelio did a great job of accommodating the parking overall. The que line was amazing and effective.
- He explained that Cabo provided the food for the Directors during the Fair which the Fairgrounds Foundation paid for so there was no expense incurred by the organization.

Director Morgan-Carter

- In regards to CEO Quaid, she served the Fair a long time and thought there should have been a grander event for her, but after being there and knowing her personality she thought it was the most tasteful way of honoring her. She also wanted to acknowledge her service.
- She thanked Mr. Lockwood for his service and being such a gracious host. He was always upbeat and positive.
- She welcomed CEO Rianda and stated that she is a breath of fresh air. She has enjoyed her new approach but likes a more organized written report. She would like to see some more context but if there is a reason she doesn't want to do that she would be open hearing why.
- In terms of today, she was taken back by some of the information. She would like a comprehensive review of the Fair. She would like to see an assessment done on the fairgrounds not only with maintenance and security but also staffing issues and where we are short.
- She also explained that a retreat has been put off and suggests that the board does some sort of planning and comes up with a joint agreement of priorities. She is willing to take direction for the format but sees it as a retreat.

XV. Future Agenda Items

1. Review of the policy manual
2. Review of the committee structure
3. Tom Cady Presentation
4. Addressing security issues
5. Look at being a cashless venue
6. When can we return to live meetings
7. Update on burglary
8. Update on Limoneira swap and Pacific Sports Group

XVI. Adjourn

The meeting was adjourned at 11:20 a.m.

Submitted by: _____
Heidi Ortiz, Executive Secretary

Approved by: _____
Stacy Rianda, CEO Ventura Fairgrounds

Approved by: _____
Leah Lacayo, Board President

Board of Directors Meeting Minutes

Ventura County Fairgrounds
31st District Agricultural Association - 10 W. Harbor Blvd. - Ventura, CA 93001 - (805) 648-3376
Website: venturacountyfair.org Contact: Barbara Quaid, CEO

Tuesday, October 25th, 2022 at 9:00 a.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/4834214737?pwd=d0FrRzVFQUIUNG9OeUxFM0FuUG5qQT09>

Join Via the phone:

1-720-707-2699

Meeting ID: 483 421 4737

Passcode: 575554

I. Call to Order

Roll Call

Declaration of Recusal or Conflict of Interest

The meeting convened at 9:03 a.m. and called to order by President Lacayo.

Directors present: President, Leah Lacayo, Vice President, Armando Lopez (left but returned during Director's comments), Michael Bradbury, M. Cecilia Cuevas (joined late, left early), Daniel Long and Shanté Morgan-Carter (left early).

Absent: Leslie Cornejo.

Staff present: Stacy Rianda, CEO, Jason Amelio, Sales Manager, Madalyn Johnson, Concessions Manager, Shannon Patrick, Exhibits Supervisor, and Cristian Yepez, Accounting Dept.

Guests Present: Sarah Pelle, Fairs & Expositions, Charles Southwick, Fairs & Expositions, Brandi Gragg, Staff Counsel for Fairs & Expositions, Tom Cady, Sharon Ferro, Kathie Moore, Pam Cwiklo, Rick Conrad, Robert Young, Kevin Waldron, Andrew Goodwin, Tanner Shelton, Ryan Thompson, Meridith Peele Thompson, Jeffrey Wayne Maulhardt, Sandy Spooner and Megan Hook.

There were no conflicts of interest with any of the Board members that were present.

II. Pledge of Allegiance

Director Long led all present in the Pledge of Allegiance.

III. Welcome and Introductions of Guests and Staff

Invitation for the public to introduce themselves (not mandatory)

IV. Public Comment on Items Not on the Agenda

In accordance with State law, the Board will not comment or otherwise consider Public Comment matters until and unless such items have been properly noticed for a future meeting.

- V. **Closed Session:** (Adjourn into Closed Session) The Board is authorized to meet in Closed Session with CDFA Legal for the purpose of considering: Pending Litigation— (Gov. Code § 11126(e)(1))

The Board went into closed session at 9:30 a.m.

- VI. **Open Session:** (Reconvene into Open Session)

- a. Disclosure of any action taken place during the Closed Session Meeting

The Board reconvened at 9:53 a.m. and there was no action taken.

VII. **Presentations**

1. Tom Cady – Crossroads of the West Gun Show Compliance Officer

Mr. Cady explained that the last scheduled gun show at the Ventura Fairgrounds is done. The attendance at the last two gun shows was lower than what he thought it would be but it was fairly steady in terms of people showing up. The vendors did comply with the rules and conditions implemented by the Fair Board. The last show there were no new vendors, so he didn't have to remind folks what to do. The security brought their radios this time which was a step in the right direction. There was an incident with an off-duty CA Youth Authority Officer discharging a round in his vehicle that hit him in the leg. He drove himself to the hospital and reported the incident. The promoter is looking for private venues to continue their shows but is not sure if that will work out.

Mr. Cady was thanked for his work as the Compliance Officer at the gun shows and being the Board's eyes and ears.

Director Cuevas explained that she was very concerned that we continued to have violations from the operator and once the issues were brought up they were remedied. Now that gun shows are not permitted on the property she doesn't see it as important as she did then in addressing the violations that were occurring. But she sincerely appreciated Mr. Cady's work because it was only him that would let the Board know objectively and without bias what was actually happening at the gun shows in the Board's desire to keep them safe. She hopes that the Board can get a final report and asked him to include any areas involving security that may need to be improved on not only at the gun shows but for any events on grounds. She thanked Mr. Cady again for his work.

Mr. Cady explained that one reason he thinks there were violations is due to the special conditions that the Board implemented. The requirements turned out to be appropriate and explained an incident that happened a few shows back where one of the vendors, that actually questioned the cabling of the guns, had a clip stolen out of his gun and if the gun had not been cabled it could have been stolen too. It just goes to show that the conditions were effective, but it took a while for the vendors to get used to and comply with.

2. Rick Conrad – Pacific Sports Group

- a. Discussion and possible action regarding proposal.

Mr. Young stated that he is the Founder and President of the Pacific Sports Group and gave some background of the company. He stated that their proposal is to modernize, revitalize and reinvent this wonderful community asset. They seek to combine this public

facility with private investment and leverage the strengths and community benefits of what the Fair has been and what it can be. It will require an act of governance and a partnership between both parties. They are grateful for this opportunity and wanted to share a few highlights of the proposal. He turned the presentation over to the team who each presented specific parts of the proposal.

Director Long commented that he appreciates all the work that went into this proposal and presentation. However, he expressed his concerns and is reluctant to move forward with the project with the way it is. He would prefer the Board look to the State and local legislatures to support the fairgrounds and even look at bonds or home improvement loans to improve our infrastructure. He is not in favor of moving forward with this project.

Vice President Lopez also thanked Pacific Sports Group for all their hard work in putting this together. He does have a concern and explained that we are a center for the community where there are many events throughout the year including the Fair. He is concerned of the impact that this project will have on the total community and where it has been in the past. Without knowing that, he is not in a position to support this project either.

Director Bradbury spoke to the larger issue which is the fairgrounds is falling apart. We have not had the money or ability to put back into the grounds to keep it up to date and it is in pathetic condition. If it wasn't for the fires the parking lot would be destroyed or in bad shape. He is not focused on this particular proposal, but what he thinks they are saying is not "take it or leave it" but willing to work with us to come up with something that would work for the Fair and the people of our community. We need to take a broader look at the responsibility to maintain the fairgrounds and have it available for families 5-20 years from now. Not saying this is the right proposal but the board needs to start looking at a way to repair and maintain our fairgrounds.

Director Morgan-Carter also thanked Pacific Sports Group for their proposal. She stated that her perspective with any type of development is that part of the problem is the board has not had a real global look as to what needs to be done with the fairgrounds to bring it up to par. Before moving forward with one idea the Board needs to consider doing an assessment so that the Board can figure out what the needs are. She wouldn't go so far to say she's not interested at all, but she is not prepared to move forward with any project until there is a better assessment of the fairgrounds and internally take a look at what we need to do so that the board can evaluate any future proposal.

Director Long stated that when he was on the Operations Committee years ago Mr. Murphy, former Facilities Manager, put together a top ten list of facility improvements and the Board really hadn't gone after other revenue sources that the Board may be able to get. Again, a bond is something that might be possible with the State to help pay for some of the infrastructure needs. He's not so quick in wanting to give up his public responsibility to this site to a private industry until that option is looked at. There was a master plan done about 15 years ago that we may need to look at to try and garner some support from the State to help fund the needed infrastructure improvements.

Director Bradbury wanted to reiterate some points that were already stated that are really important. At a minimum, there needs to be a detailed assessment of the needs of the fairgrounds. Secondly, we need to look at what the options are in order to correct the deficits. This next year the Board needs to focus on this issue and take action. He would like this to be on the January board agenda.

Ms. Pelle mentioned that if the fairgrounds wants to go in the direction of doing a public/private partnership or redevelopment there is a whole entire bid process associated with it. Ultimately, the fairgrounds has to figure out what it is they are looking for and then decide on the bid process before selecting someone to revitalize the facility.

President Lacayo opened the floor for public comment.

Kathie Moore – She reiterated what Director Long stated and feels there is a good community around us and they would probably be more than happy to do some fundraisers. There are a lot of large companies around that would help and people just need to know what is going on because she is sure they would step up.

Megan Hook – Thanked the Board members for speaking out on the community's behalf. Even if it isn't the community's decision to make they do feel invested in what happens with these fairgrounds, so she appreciates that consideration. She also wanted to echo what Ms. Moore and a few others have said that with the previous administration she's not so sure there has been a lot of community outreach or acceptance of support. There is a lot of money in the community that could be tapped and she feels a lot of the community would come out and help, especially if they knew that this was one of the alternatives. She would implore that the Board does their due diligence first and to keep this process transparent because the community would feel like a rug had been pulled out from under them.

Mr. Waldron commented that he appreciated the comments from the Board and community members and thinks the needs assessment is a great endeavor. That is something that this project team also endeavored to do, not from a structural and building standpoint, but a needs assessment of what does the fairgrounds do, what do they do well and what do they need from a land space planning standpoint. This concept plan really is that; it's a concept rooted in substantial analysis of space planning and needs. This is a conversation and if there are modifications or opportunities where they can be a better partner with the Fair then that is something they are willing to do. Ultimately it is about the community and making this a more effective place for the City of Ventura and County of Ventura. As Mr. Lopez stated this is a place where community members can come together for two weeks out of the year and be unified no matter what ethnicity or economic background. How do you do that more than two week out of the year is the idea that this group is presenting to provide more opportunities throughout the year for that unity to occur.

Mr. Goodwin echoed that and explained this group is not proposing to get rid of the Fair at all; they are actually trying to enhance and repair the Fair with their own financial model. They wouldn't have to ask for any bond or money, they would be helping through this development. This development and the way that they analyzed it is not only based on the land use but also the environment around us and the economic

environment around us. A lot of the things they are trying to provide on this land, which is mostly parking and asphalt with a bunch of fair buildings and Ag buildings is opportunities to have jobs year-round. It is an opportunity for people to take care and steward the land which is basically abandoned right now when the Fair is not in session or an event is not there which could be a safety or security issue. They really want to connect the downtown to this property more so that everybody continues to invest their time. The Fair is an event so they want to provide this event with new buildings and more space. They are actually adding improving and adding arenas, agricultural buildings and convention halls. So that is the idea around this proposal and that is the conversation they want to have.

Ms. Thompson added that everybody loves the Fair, but there were studies that the Fair had done after the 2019 Fair and there is the concern that “the bang for your buck” is not there because of the infrastructure. When you go into the facilities they are just lacking. What this project would do is generate revenue consistently throughout the whole year. There is a lot more ability to use the fairgrounds property and ideas on how to generate revenue to pour back into the property itself and continue to make it attractive for the entire county.

Mr. Shelton stated that the Fair is really important to all of them and the last thing any of them want to do is come across with the impression that they are removing the agriculture and that component of the Fair. He explained that this is a conversation and, should the Board be interested in moving forward with dialogue and discussion, this is a conceptual master plan and can be adjusted. They are committed to having a dialogue with the community and there have already been public comments within the city that the fairgrounds could be improved upon.

Mr. Conrad stated that when they were in the planning stages of this they looked at five different site plans that were proposed and went with the most creative one that they thought would help bring diversity and traffic to the property year round. They have done a lot of research and have talked to a lot of people. They did not get to the community yet but it is something they can do. If the Board wants to take time for a needs assessment they can also start their outreach to the community because he thinks it will be a winning program.

Mr. Young commented that they come today wanting to be the Fair’s teammates because there is something here that for 100 years the Fosters have put into play. They have the capabilities to make this property the gold coast golden. He encouraged the Board to continue this process and explore some of the comments the Board had that he found interesting.

Director Bradbury explained that everyone loves the fairgrounds and they are not going to trade or give it away, it is here for the future and everyone is dedicated to protecting that no matter what. He thinks that the Board shouldn’t shut any doors and look at it as an important conversation that needs to be had this coming year. There will be some hard decisions one way or another to preserve and protect the grounds. The Board needs to take action and he would look at this as the beginning of a conversation and not the end.

Vice President Lopez stated that he concurs with Director Bradbury’s comments. His prior comments were not to negate the necessity of having an assessment to find out what we are because that is critical and that is precisely the point that we do not know what we are faced with. The other issue is that if at some point the Board is prepared to make a statement about what we need we are going to have to make it a competitive process from what he understood. Any development company or group of individuals are free to submit proposals based on our stated needs. To factor into that, there will be a lot of investment dollars which will impact costs for the community. These are some things that need to be looked at. He thinks it is appropriate for the Operations Committee to get the wheels turning on doing the assessment. He is not for or against because he has nothing to gauge his decision on. He thinks there needs to be a clear path on the process and what comes first.

Director Morgan-Carter asked for point of order and clarification.

President Lacayo stated she is looking for a motion on this project.

CEO Rianda commented that she wanted to clarify that should this project move forward the fairgrounds as we know it and the staff would only be responsible for the operation of the Fair. We would not be a part of any interim rentals or events and all those responsibilities would be turned over to their group.

Vice President explained that is why his motion does not support that proposal. The motion is to move forward with a needs assessment.

MOTION: To not move forward with this proposal. Instead refer the issue of a needs assessment to the Operations Committee so they can lay out the process under which this needs assessment will take place.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Bradbury (Second)	X		
Director Cuevas (left meeting)			
Director Long	X		
Director Morgan-Carter	X		
Vice President Lopez (Motion)	X		
President Lacayo	X		

VIII. CEO Report

- During the volunteer appreciation breakfast, funds were collected by the departments to purchase lunch for our maintenance department. The exhibits team was so appreciative of all their efforts and help during the Fair that they wanted to do something nice for them.
- She had a meeting with Bill Camarillo and Doug Halter to start the process of talking about our needs and reaching out to the community. Councilmember Halter is currently on the Ventura City Council and Mr. Camarillo is going to be running for office. She is gathering some information for them so they can try and move forward.

- She is trying to get the message out that we are back, open and looking for assistance from anywhere we can get it.
- We received the donation of a van from the Orange County Fairgrounds, so we are going through the process to get the license switched over and onto our property leger.
- We have been having a lot of issues out on the beach lot with illegal dumping and RV's that pay once, dump and cause issues. We are no longer allowing RV parking and will not be selling permits to RVs starting November 1st. Hopefully, that will eliminate some of these issues.
- There was a Foundation Meeting, which there was not a quorum for, but they did discuss having an event which is still in discussion. She gave them a Fair recap and they decided to have quarterly meetings.
- Increase daily and annual parking fees at beach lot for 2023 – this will be included in the fees which is something she is hoping to bring to the next board meeting. Staff is reevaluating all of our fees for rental of our facilities, beach lot parking, camping on the fairgrounds and commercial exhibits and concessions. Everything needs to be adjusted and more up to industry standards. These will all be brought for approval at the next board meeting.
- Bill Logan, who was one of our security team members, suffered a heart attack and passed away.
- We filled the maintenance office manager position and Anel started yesterday. Mr. Gomez and Mr. Duran were involved in the second interviews so they had some input as to who would be working down in their area. She will do a great job and she is bilingual which will be helpful because there are several maintenance workers that do not speak English. We are thrilled to have her on board and hopefully start getting that place organized and giving the guys support that they need.
- Mr. Gomez gave notice and will be leaving November 15th, which will be a huge loss for us. Cowboy Jim will be coming this week to negotiate a contract to be here on a part time basis and help run that maintenance team until we can go through the exam process and hopefully get a Maintenance Supervisor hired.
- KVTA with Tom Spence – She did an interview with Mr. Spence on the radio a couple weeks ago, thanks to Mr. Naylor who connected them, and talked about the fairgrounds and what we are doing here, what projects we might have and events we have coming up. This will be a monthly addition and she will be doing it the first Monday morning of each month at 8:30.
- Mr. Amelio had a meeting with Park Hub which is kind of along the lines of our discussions about going cashless. Mr. Amelio explained the system and that he is proposing in the budget several handheld units that will allow our sellers to take credit card and cash right at the gate. It is a very fast and efficient system. He stated that he has actually been to several facilities that use that system. One of the side bonuses is that we'll be able to input several different prices so theoretically they could be used during regular events or fairtime. He feels it would be a great improvement for the fairgrounds.
- She had a Southern California Area Meeting via zoom.
- She had a meeting with Armenn, who runs the Derby Room and has the lease in the Derby Club, and they talked about what his plans are. Other facilities he has taken over he has put a lot of money into to make lots of improvements and she hasn't seen anything happen over here so she wanted to know his plans for the future. He did tell her that he planned on putting a Mexican restaurant in on the bottom floor and if the Players Club leaves us he would like to put in a steak house upstairs. The Players Club has a year left

on their contract so that won't be happening any time soon but he does anticipate changes coming to the first floor starting within the next several months.

- Orange County Fair Regional Training – Director Morgan-Carter and her attended the training in Orange County that was for directors and CEO's. It was an excellent training with lots of great information.
- She did have the Department of Homeland Security assessment last week and is waiting for his report. She is anxious to get that and start getting some things budgeted that we will need to help secure our facility properly.
- She met with Marty Lieberman, our Sponsorship Director, and they discussed putting together proposals, moving forward on what is acceptable and what is not acceptable. She explained that nothing is off the table and if he has ideas he will put together for review.
- She met with Heather Sumagzysay, who is the City of Ventura PIO, and they were connected by Patrick Maynard. They discussed public relations and whether or not she had recommendations for people who may be interested in the RFP that we are going to be putting out for those services. She also connected her with additional people from the City of Ventura. She will be meeting with the Economic Development group next week, so lots of good things.
- She met with Marlyss Auster from the Ventura Visitors and Convention Bureau who then connected her with Matt LaVere who is one of our Board of Supervisors for our district. She is again trying to make connections and let people know we are open to working with them which will only benefit us.
- She was in Sacramento last week at the California Department of Food and Agriculture downtown for the collaborative exchange meeting. There were a lot of CEO's there with the CDFA Deputy Secretary of Agriculture as well as the CDFA staff. They went over all the issues that the Fairs are facing, issues that they are having with Sacramento, issues with personnel, etc. They finally got to the resiliency fund money which was right around \$150 million dollars. It was divided up between various organizations. There were a number of Fairs that received the money, however our Fair was not one of them due to the fact that our property is at or below sea level. There is money available in the form of grants which Mr. Southwick confirmed.
- She met with Taurie Banks, Sue Flezok and Linda Wolf regarding our horse shows. They had issues but came with solutions. They had four or five pages of ideas on ways to make money and help rejuvenate our Morgan Arena and start having high school rodeos and other horse events here. It was very productive and there were some great ideas.
- There was a livestock meeting. Director Bradbury commented that it was very well attended and everyone seemed excited about the livestock programs. Ms. McGuire was there and everyone had good things to say about her and her team during the Fair and the job that they did.
- She had a meeting with Megan Hook right after the last board meeting. She came to introduce herself and tell her about 805AgKids and The Toland Group. She was very optimistic and excited about the future of our facility and of our livestock program.
- She had a meeting with Kathie Moore and Sharon Ferro to talk about livestock, the future and what needs to be accomplished down there.
- She started making offers on entertainment for the Fair next year. They made an offer on Chaka Khan for August 4th as well as an offer on Midland for August 2nd.

Madalyn Johnson

- She explained that she is the Commercial and Concessions Coordinator/Manager and she recruits, seeks, finds, researches, coordinates, places, takes payments and sets up contracts for all of the commercial and food vendors. She also works on all of the community vendors like AA or a women's charity group or a non-profit. She also is a liaison and does the trainings with the Health Department. Ventura County has a very robust Health Department and there are a lot of rules and regulations that other counties do not. They have a lot of requirements that are special to the county so she has to be TFF (Temporary Food Facility) certified. She also coordinates the space and financial part of the fairtime campers. Also, during the Fair she works with California Department of Food and Tax Permit so we make sure every person here is permitted. She also verifies all of the vendors that she is in charge of that their insurance is through CFSA or their carrier is verified and current. She also interfaces with Marty. She has a goal of adding in more community, more local and different vendors.

Shannon Patrick

- She explained that she oversees the exhibits departments. She works on contracts for the staff and their judges, updates and improves the exhibitor entry guide, updates the ShoWorks program, which is where people do their online entries and ensures that all insurances are received and updated for various exhibits and exhibitors. She will be meeting with Mr. Yopez and CEO Rianda to go over the budgets for each department and make sure they are appropriate. She coordinates the volunteer events. One big thing she did this year was learning the state rules and educating the departments. She also goes over supplies for each department and makes sure they have what they need. She helps address any issues that may arise and brings them to CEO Rianda's attention when needed. In the off season, she is looking at other Fairs and events to see what new and exciting exhibits we can bring here. CEO Rianda has discussed changing up some of the exhibits and combining some things which we could do a great job with and make them exciting and new so things are different and fun.

Jason Amelio

- He explained he oversees our sales, events' security contractors and parking operations. He gave a sales report of where we are from September 23rd through October 22nd. In addition to our returning events we ran one new public event. The Seaside Highland Games returned for the first time since before COVID. Additionally, there was a television filming in the beachlot and a couple different private events. During this period, we took in over \$111,000 in rental revenue and over \$77,000 in event parking revenue. This is just about in line with our pre-COVID levels which is great news. The same period in 2019 brought in slightly under \$110,000 in rental revenue and about \$63,000 in event parking revenue. Next month we have an awesome slate of events, most of them returning but there are three new events. November 7th – 11th we have the World Waveski Surfing Championship which is an international paddle boarding competition. November 17th – 21st we have Paranormal Cirque which will be in our front parking lot. November 18th – 20th we have Southern California Women's Gymnastics State Championship. We are working towards booking 2023 and at pre-pandemic levels. It is going extremely well and we are looking at an awesome slate of events for 2023.

IX. Approval of Minutes

A. September 27th, 2022 Board Meeting

This item was tabled due to lack of quorum.

X. Financial Report – Cristian Yopez

A. Financials ending September 30th, 2022

Mr. Yopez explained that he oversees the accounting department. He does payroll, accounts payables, accounts receivables, the budget which will be starting soon, bank reconciliations and the financials. He gave an overview of the financials ending September 30th, 2022.

XI. Old Business

XII. New Business

A. Discussion and possible action regarding disposal of goods.

President Lacayo stated that there could not be a vote but asked CEO Rianda to explain.

CEO Rianda stated that out along the eastside of the Morgan Arena is a giant junk pile of equipment that doesn't work and a bunch of trash that for whatever reason was not disposed of. She reached out to the State to see what the process was to get this cleaned up and they said we just need to create a policy if we do not have one. Therefore, she created a policy to get approved and into our policy manual to clean up that area. We will put it on the agenda again for the next meeting so we can move forward.

XIII. Board Correspondence

There is no board correspondence.

XIV. Consent Agenda: Items hereunder on the Consent Agenda are considered routine, not requiring separate discussion and will be enacted in one motion. Individual items A, 1, are approved by the vote that approves the Consent Agenda, unless an item is pulled for separate consideration.

A. Agreements

1. Rental Agreements – Interim

No action was taken due to lack of quorum. This will be brought to the next meeting.

XV. President's Comments

- She thought this was a good meeting though very long. This is the first time there has been difficulty with the quorum. The meeting falls on November 22nd next month and she was thinking of cancelling but with so many items to be voted on we should probably have the meeting.
- She has asked CEO Rianda to look into properly equipping either the Santa Rosa Hall or how and where the Board can best meet. For the time being she is not ready to meet publicly; all boards she is on meet virtually. There are some meetings that have both options. She believes we should wait until next year and for now the Board meets virtually.

XVI. Director’s Comments

Director Bradbury

- He had the opportunity to work with CEO Rianda a few times and it is great to see her excitement and he would like to welcome her all over again.
- He would like the Board to start looking at in person meetings again.
- CEO Rianda has indicated some inquiries of trading or selling the fairgrounds and he thinks the Board should tell anyone interested that that is off the table.

Director Long

- Thought it was a good meeting as well and thinks that if anyone has a proposal they should just come to the full Board. He wished he had seen the group today a lot sooner so that the Board didn’t have to send them packing today after all the time they have spent with a conceptual idea.
- Going cashless made him nervous before but hearing what Mr. Amelio had to say about being able to take cash for parking sounds like a better option.
- He was glad to hear that we are already booking entertainment for next year.
- Thinks we should wait until January before going back to in person meetings

Director Lopez

- To Director Long’s point, he stated that PSG wasn’t ready to come to the Board before today. From day one they wanted to make a full-blown presentation and that is what they did today.
- On the other issue of the committee meeting, his intent of his motion is that the committee will deal with the issue of assessment not any future proposals.
- He thought it was a good meeting and the air was cleared on a lot of matters.

XVII. Future Agenda Items

1. Bring back the three items that were tabled due to lack of quorum.
 - a. September Board minutes
 - b. Disposal of goods policy
 - c. Consent agenda

XVIII. Adjourn

The meeting was adjourned at 11:52 a.m.

Submitted by: _____
Heidi Ortiz, Executive Secretary

Approved by: _____
Stacy Rianda, CEO Ventura Fairgrounds

Approved by: _____
Leah Lacayo, Board President

Ventura County Fair - 31st District Agricultural Association
Financial Dashboard for the Period Ending October 31, 2022

Balance Sheet

Assets	
Current Assets	
Operating Cash	\$ 2,847,644
Maximizer Savings	555,218
LAIF Balance	39,573
Other current assets	1,233,447
Total current assets	\$ 4,675,882
Long-term Assets	
Land	\$ 282,915
Construction in Progress	-
Buildings (Net of Depr)	3,979,179
Equipment (Net of Depr)	-
Total long-term assets	\$ 4,262,094
Total assets:	\$ 8,937,976
Liabilities	
Current liabilities	
Accounts payable	\$ 225,861
Other current liabilities	265,165
Total current liabilities	\$ 491,026
Long-term liabilities	
Notes payable	\$ 545,873
Net Pension Liability	\$ 4,185,093
Total long-term liabilities	\$ 4,730,966
Capital Resources	
Unrestricted resources	\$ 1,165,989
State allocation	61,000
Invest in Capital Assets	-
Project Reimbursements	-
Auction reserve	480,740
Net Income (Surplus/Deficit)	2,008,255
Total capital resources	\$ 3,715,984
Total liabilities and capital resources:	\$ 8,937,976

Total Cash Balance

Beginning Cash Balance	5,503,914.16
Ending Cash Balance	3,619,179.46
Net Outlay:	\$ (1,884,734.70)

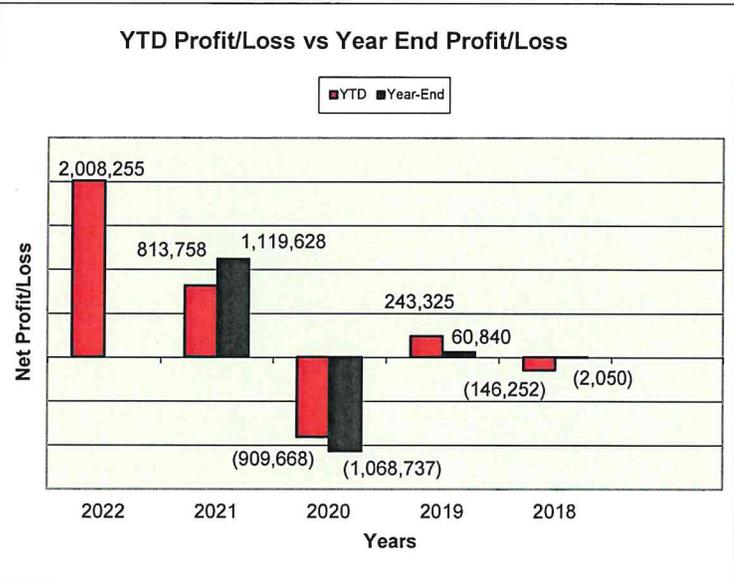
Accounts Receivable

General	\$ 27,816
Fairtime	-
Auction	-
Total receivables:	\$ 27,816

Legal Actions

Consolidated Income Statement

	<i>October</i>	<i>2022 YTD</i>	<i>2021 YTD</i>
Revenues	\$ 327,333	\$ 10,297,980	\$ 1,979,543
Expenses	1,880,210	8,289,725	1,165,785
Surplus/Deficit	\$ (1,552,877)	\$ 2,008,255	\$ 813,758



Profit/Cost Centers

	<i>October</i>	<i>2022 YTD</i>	<i>2021 YTD</i>
Fair	\$ (218,525)	\$ 2,702,912	\$ 109
Facility Rentals	\$ 157,045	\$ 857,454	\$ 948,526
Horse Racing	\$ 86,764	\$ 545,972	\$ 639,762
Overhead	\$ (321,216)	\$ (2,016,970)	\$ (764,708)
Auction	\$ (1,256,455)	\$ 37,315	\$ -

Budget Compliance 2022

	<i>YTD</i>	<i>BUDGET</i>	<i>% MET</i>
Fair	\$ 2,702,912	\$ -	0.000
Facility Rentals	\$ 857,454	\$ -	0.000
Horse Racing	\$ 545,972	\$ -	0.000
Overhead	\$ (2,016,970)	\$ -	0.000
Auction	\$ 37,315	\$ -	0.000

Capital Projects 2022

<i>4th Quarter</i>	<i>BUDGET</i>	<i>% MET</i>
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VENTURA COUNTY FAIR (31st DAA)
BALANCE SHEET
FOR THE PERIOD ENDING OCTOBER 31, 2022

ASSETS			
Current Assets	2022	2021	
Cash			
Petty Cash	119	200	
Change Funds	13,900	14,100	
Cash - Operating	2,847,644	1,058,211	
Cash - Lottery	4,665	4,665	
Cash - Premiums	0	0	
Cash - Payroll	1,061	(511)	
Cash - Savings	555,218	554,674	
Cash - LAIF	39,573	39,312	
Cash - Auction	157,000	3,030	
Total Cash	3,619,179	1,673,680	
Other Current Assets			
Accounts Receivable	57,260	29,444	
Allowance For Doubtful Accounts	(29,444)	(29,444)	
Inventory	8,789	2,381	
Prepays-Deferred Expenses	1,020,097	1,193,358	
Deferred Compensated Absences	0	0	
Total Other Current Assets	1,056,702	1,195,739	
Total Current Assets	4,675,881	2,869,419	
Capital Assets			
Construction In Progress	0	0	
Land	282,915	282,915	
Buildings	17,328,416	17,328,416	
Accumulated Depreciation (Buildings)	(13,349,237)	(12,933,321)	
Equipment	828,879	828,879	
Accumulated Depreciation (Equipment)	(828,879)	(828,879)	
Total Capital Assets	4,262,094	4,678,010	
TOTAL ASSETS	8,937,976	7,547,429	
LIABILITIES & CAPITAL RESOURCES			
Liabilities			
Payroll Liabilities	0	0	
Clearing Accounts	(58,440)	(49,515)	
Accounts Payable	225,861	104,114	
Workers' Compensation	0	0	
Payroll Withholdings	7,201	118,126	
Horse Show Fees Payable	0	0	
Deferred Revenue	130,997	227,131	
Guaranteed Deposits	124,249	83,008	
Compensated Absences Liability	61,158	50,180	
Net Pension Liability	4,185,093	4,429,480	
Notes Payable	545,873	916,561	
Total Liabilities	5,221,992	5,879,086	
Capital Resources			
Unrestricted Resources	1,165,989	(814,177)	
State Allocation	0	0	
Investment in Capital Assets	61,000	1,188,023	
Auction Reserve	480,740	480,740	
Project Reimbursements, Net	0	0	
Net Income Surplus/(Deficit)	2,008,255	813,758	
Total Capital Resources	3,715,984	1,668,343	
TOTAL LIABILITIES & CAPITAL RESOURCES	8,937,976	7,547,429	

VENTURA COUNTY FAIR (31ST DAA)
CONSOLIDATED CASH REPORT
FOR THE PERIOD ENDING OCTOBER 31, 2022

ACCOUNT	BEGINNING BALANCE PER G/L	RECEIVED	DISBURSED	CURRENT TRANSFERS	ADJUST- MENTS	ENDING BALANCE PER G/L
<u>OPERATING ACCOUNTS</u>						
PETTY CASH	118.73	0.00	0.00	0.00	0.00	118.73
CHANGE FUNDS	14,100.00	0.00	200.00	0.00	0.00	13,900.00
GENERAL CHECKING	2,539,543.45	138,644.58	12,672.08	0.00	(12,738.54)	2,652,777.41
MISSION BANK OPERATING	942,440.81	157,262.32	836,836.76	(68,000.00)	0.00	194,866.37
LOTTERY	4,664.57	0.00	0.00	0.00	0.00	4,664.57
PAYROLL CHECKING	41.55	0.00	0.00	0.00	0.00	41.55
MISSION BANK PAYROLL	512.04	0.00	67,468.13	68,000.00	(24.63)	1,019.28
AUCTION CHECKING	(1,139.28)	0.00	0.00	0.00	0.00	(\$1,139.28)
AUCTION CHECKING MISSION	1,409,017.97	47,248.00	1,297,733.86	0.00	(392.61)	158,139.50
PREMIUMS CHECKING	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING	4,909,299.84	343,154.90	2,214,910.83	0.00	-13,155.78	3,024,388.13
<u>SAVINGS ACCOUNTS</u>						
	0.00	0.00	0.00	0.00	0.00	0.00
MISSION BANK SAVINGS	553,866.04	0.00	0.00	0.00	52.80	553,918.84
UNRESTRICTED	1,309.24	0.00	0.00	0.00	(9.99)	1,299.25
TOTAL SAVINGS	555,175.28	0.00	0.00	0.00	42.81	555,218.09
<u>INVESTMENT ACCOUNTS</u>						
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	39,439.04	0.00	0.00	0.00	134.20	39,573.24
TOTAL LAIF	39,439.04	0.00	0.00	0.00	134.20	39,573.24
	5,503,914.16	343,154.90	2,214,910.83	0.00	-12,978.77	3,619,179.46

**VENTURA COUNTY FAIR (31ST DAA)
NOTES TO CONSOLIDATED CASH REPORT
FOR THE PERIOD ENDING OCTOBER 31, 2022**

OPERATING ACCOUNT			
UMS Celero Fees	(7.95)		
UMS Celero Fees- Showworks	(6.50)		
UMS Celero Fees- Fair	(211.00)		
Authorize.net Fees	(10.00)		
Credit Card Rentals	(3,010.07)		
Credit Cards Fees	(377.49)		
Chargebacks	(475.00)		
Bank Analysis Fees	(8,640.53)		
MISSION- OPERATING ACCOUNT			(12,738.54)
			0.00
PREMIUMS ACCOUNT			
			0.00
PAYROLL ACCOUNT			
			0.00
MISSION- PAYROLL ACCOUNT			
Banking Fees	(24.63)		
			(24.63)
AUCTION ACCOUNT			
Credit Card Rental Fees	(422.96)		
Authorize.net Fees	(10.00)		
UMS Celero Fees	(32.50)		
Add-On Reduced	112.80		
Auction Banking Fees	(39.95)		(392.61)
LOTTERY ACCOUNT			
	0.00		
			0.00
PETTY CASH			
			0.00
CHANGE FUND			
			0.00
SAVINGS ACCOUNT			
Maintenance Fee	(10.00)		
Interest Earned	0.01		(9.99)
LAIF ACCOUNT			
3rd Quarter Interest Earned	134.20		
			134.20
MISSION BANK SAVINGS			
Interest Earned	52.80		
			52.80
TOTAL ADJUSTMENTS			(12,978.77)

VENTURA COUNTY FAIR, 31ST DAA
CONSOLIDATED INCOME AND EXPENSE STATEMENT
FOR THE PERIOD ENDING OCTOBER 31, 2022

	Current Month	Current YTD 10/31/22	Budget 2022	Balance of Budget	% Used 2022	Prior YTD 10/31/21
OPERATING REVENUES:						
Admissions	6,000	2,699,180	0	-2,699,180	0%	20,000
Auction Buyer Receipts	47,548	1,403,934	0	-1,403,934	0%	0
Camping	0	61,165	0	-61,165	0%	0
Carnival	0	1,741,925	0	-1,741,925	0%	0
Concessions	108,747	1,917,717	0	-1,917,717	0%	145,115
Donations/Sponsorships	-3,785	419,730	0	-419,730	0%	0
Entry Fees	0	41,978	0	-41,978	0%	0
Interest	187	6,665	0	-6,665	0%	353
Miscellaneous Fair Revenue	-2,800	31,953	0	-31,953	0%	0
Miscellaneous Non-Fair Revenue	8,484	111,661	0	-111,661	0%	166,772
Parking	80,819	895,300	0	-895,300	0%	437,051
Programs	0	0	0	0	0%	0
Reimb Security/Maint Labor	4,450	101,976	0	-101,976	0%	39,738
Rentals	68,480	738,519	0	-738,519	0%	914,706
Track 2%-Day & Night	7,844	79,573	0	-79,573	0%	247,767
Utilities/Pumping	1,360	42,541	0	-42,541	0%	7,998
Prior Year Revenue	0	4,165	0	-4,165	0%	42
TOTAL OPERATING REVENUES	327,333	10,297,980	0	-10,297,980	0%	1,979,543
OPERATING EXPENDITURES:						
Advertising/Promotionals	0	169,137	0	-169,137	0%	0
Auction Payment to Sellers	1,297,621	1,311,977	0	-1,311,977	0%	0
Cash Awards/Premiums	-1,404	89,863	0	-89,863	0%	0
Employee Wages-Permanent	43,542	385,930	0	-385,930	0%	255,445
Employee Wages-Temporary	47,572	661,958	0	-661,958	0%	156,717
Employee Benefits	31,943	266,805	0	-266,805	0%	175,947
Entertainment	1,100	987,700	0	-987,700	0%	0
Equipment-Purchase/Rent/Repair	1,146	189,820	0	-189,820	0%	12,431
Insurance	15,577	122,392	0	-122,392	0%	162,270
Judges	0	0	0	0	0%	0
Miscellaneous Fair	28,396	275,947	0	-275,947	0%	0
Miscellaneous Non-Fair	53,697	123,444	0	-123,444	0%	37,360
Payroll Taxes/Workers Comp	5,088	48,687	0	-48,687	0%	22,246
Professional Svc-Fair	180,386	1,598,742	0	-1,598,742	0%	0
Professional Svc-Non Fair	6,190	71,944	0	-71,944	0%	61,844
Supplies & Expense-Fair	1,411	715,492	0	-715,492	0%	391
Supplies & Expense-Non Fair	9,412	229,674	0	-229,674	0%	23,640
Utilities	158,021	434,646	0	-434,646	0%	226,720
Audit	0	0	0	0	0%	0
Cash Over/Short	511	519,971	0	-519,971	0%	291
Prior Year Expense	0	19,362	0	-19,362	0%	30,483
Projects	0	66,235	0	-66,235	0%	0
TOTAL OPERATING EXPENDITURES	1,880,211	8,289,725	0	-8,289,725	0%	1,165,785
OPERATING SURPLUS (DEFICIT)	-1,552,877	2,008,255	0	-2,008,255	0%	813,758
STATE ALLOC.-F&E FUNDS	0	0			0%	
CAPITAL-ONE TIME SOURCE	0	61,000				
PROJECT REIMBURSEMENTS	0	0			0%	
SURPLUS (DEFICIT) ADJUSTED	-1,552,877	2,069,255				813,758
NET RESOURCES-OPERATIONS		1,165,989				
NET RESOURCES OPERATIONS ENDING		3,235,244				

VENTURA COUNTY FAIR, 31ST DAA						
OVERHEAD INCOME & EXPENSE STATEMENT						
FOR THE PERIOD ENDING OCTOBER 31, 2022						
<u>OVERHEAD</u>	Current Month	Current YTD 10/31/22	Budget 2022	Balance of Budget	% Used 2022	Prior YTD 10/31/21
REVENUES						
Interest	187	6,665	0	-6,665	0%	353
Sponsorships-Non-Fair	0	0	0	0	0%	0
Miscellaneous Non-Fair Reven	8,484	111,661	0	-111,661	0%	166,772
Reimb Security/Maint Labor	3,070	32,060	0	-32,060	0%	13,180
Prior Year Revenue	0	0	0	0	0%	792
TOTAL REVENUES	11,741	150,386	0	-150,386	0%	181,098
EXPENSES						
Advertising/Promotionals	0	1,983	0	-1,983	0%	0
Employee Wages-Permanent	32,413	285,756	0	-285,756	0%	176,350
Employee Wages-Temporary	36,997	240,836	0	-240,836	0%	111,647
Employee Benefits	24,736	192,769	0	-192,769	0%	114,056
Equipment-Purchase/Rent/Rep	1,146	19,983	0	-19,983	0%	12,331
Insurance	15,577	122,392	0	-122,392	0%	162,270
Miscellaneous Non-Fair	50,091	64,273	0	-64,273	0%	21,505
Payroll Taxes/Workers Comp	4,022	30,163	0	-30,163	0%	14,649
Professional Svc-Non Fair	0	45,545	0	-45,545	0%	50,422
Supplies & Expense-Non Fair	9,502	224,755	0	-224,755	0%	25,630
Utilities	157,963	399,567	0	-399,567	0%	226,162
Audit	0	0	0	0	0%	0
Cash Over/Short	511	519,971	0	-519,971	0%	300
Prior Year Expense	0	19,362	0	-19,362	0%	30,483
TOTAL EXPENSES	332,957	2,167,356	0	-2,167,356	0%	945,805
SURPLUS (DEFICIT)	-321,216	-2,016,970	0	2,016,970	0%	-764,708

VENTURA COUNTY FAIR, 31ST DAA
FAIR INCOME & EXPENSE STATEMENT
FOR THE PERIOD ENDING OCTOBER 31, 2022

<u>FAIR</u>	Current Month	Current YTD 10/31/22	Budget 2022	Balance of Budget	% Used 2022	Prior YTD 10/31/21
REVENUES						
Admissions	0	2,605,180	0	-2,605,180	0%	0
Camping	0	61,165	0	-61,165	0%	0
Carnival	0	1,741,925	0	-1,741,925	0%	0
Concessions	230	1,659,794	0	-1,659,794	0%	0
Donations/Sponsorships	-3,785	388,244	0	-388,244	0%	0
Entry Fees	0	41,978	0	-41,978	0%	0
Miscellaneous Fair Revenue	0	34,653	0	-34,653	0%	0
Parking	0	453,601	0	-453,601	0%	0
Rentals	0	3,905	0	-3,905	0%	0
Utilities/Pumping	0	28,155	0	-28,155	0%	500
Prior Year Revenue	0	0	0	0	0%	0
TOTAL REVENUES	-3,555	7,018,600	0	-7,018,600	0%	500
EXPENSES						
Advertising/Promotionals	0	166,568	0	-166,568	0%	0
Cash Awards/Premiums	-1,404	89,863	0	-89,863	0%	0
Employee Wages-Permanent	5,363	16,841	0	-16,841	0%	0
Employee Wages-Temporary	3,226	342,541	0	-342,541	0%	0
Employee Benefits	21	2,731	0	-2,731	0%	0
Entertainment	1,100	987,700	0	-987,700	0%	0
Equipment-Purchase/Rent/Rep	0	159,030	0	-159,030	0%	0
Insurance	0	0	0	0	0%	0
Judges	0	0	0	0	0%	0
Miscellaneous Fair	28,396	236,383	0	-236,383	0%	0
Payroll Taxes/Workers Comp	53	8,531	0	-8,531	0%	0
Professional Svc-Fair	180,386	1,595,581	0	-1,595,581	0%	0
Supplies & Expense-Fair	-2,171	675,374	0	-675,374	0%	391
Utilities-Fair	0	34,545	0	-34,545	0%	0
Cash Over/Short	0	0	0	0	0%	0
TOTAL EXPENSES	214,970	4,315,688	0	-4,315,688	0%	391
SURPLUS (DEFICIT)	-218,525	2,702,912	0	-2,702,912	0%	109

VENTURA COUNTY FAIR, 31ST DAA
AUCTION INCOME & EXPENSE STATEMENT
FOR THE PERIOD ENDING OCTOBER 31, 2022

AUCTION	Current Month	Current YTD 10/31/22	Budget 2022	Balance of Budget	% Used 2022	Prior YTD 10/31/21
REVENUES						
Buyer Receipts	47,548	1,403,934	0	-1,403,934	0%	0
Sponsors	0	31,486	0	-31,486	0%	0
Slaughter Fees	-2,800	-2,800	0	2,800	0%	0
Misc. Revenue	0	100	0	-100	0%	0
Interest	0	0	0	0	0%	0
Prior Year Revenue	0	0	0	0	0%	0
TOTAL REVENUES	44,748	1,432,720	0	-1,432,720	0.0%	0
EXPENSES						
Temp. Wages	0	0	0	0	0%	0
Professional Servcies	0	3,161	0	-3,161	0%	0
Publicity & Marketing	0	587	0	-587	0%	0
Lunch Expense	0	13,128	0	-13,128	0%	0
Payment to Sellers	1,297,621	1,311,977	0	-1,311,977	0%	0
Supplies & Expenses	3,582	40,117	0	-40,117	0%	0
Hauling & Sltr	0	26,435	0	-26,435	0%	0
Equipment	0	0	0	0	0%	0
Prior Year Expense	0	0	0	0	0%	0
TOTAL EXPENSES	1,301,203	1,395,405	0	-1,395,405	0%	0
SURPLUS (DEFICIT)	-1,256,455	37,315	0	-37,315	0%	0

**VENTURA COUNTY FAIR, 31ST DAA
FACILITY RENTAL INCOME & EXPENSE STATEMENT
FOR THE PERIOD ENDING OCTOBER 31, 2022**

FACILITY RENTALS	Current Month	Current YTD 10/31/22	Budget 2022	Balance of Budget	% Used 2022	Prior YTD 10/31/21
REVENUES						
Concessions	108,517	257,923	0	-257,923	0%	145,115
Miscellaneous Non-Fair Revenue	0	0	0	0	0%	0
Parking	0	0	0	0	0%	0
Reimb Security/Maint Labor	1,380	69,916	0	-69,916	0%	26,558
Rentals	68,480	734,614	0	-734,614	0%	914,706
Rentals-Fair Sponsored Event	0	0	0	0	0%	0
Utilities/Pumping	1,360	14,386	0	-14,386	0%	7,498
Prior Year Revenue	0	0	0	0	0%	-750
TOTAL REVENUES	179,737	1,076,838	0	-1,076,838	0%	1,093,127
EXPENSES						
Advertising/Promotionals	0	0	0	0	0%	0
Employee Wages-Permanent	2,798	56,177	0	-56,177	0%	50,905
Employee Wages-Temporary	6,809	71,654	0	-71,654	0%	42,631
Employee Benefits	4,262	42,969	0	-42,969	0%	36,173
Equipment-Purchase/Rent/Repair	0	1,711	0	-1,711	0%	100
Miscellaneous Non-Fair	1,878	9,141	0	-9,141	0%	3,627
Payroll Taxes/Workers Comp	786	7,786	0	-7,786	0%	5,687
Professional Svc-Non Fair	6,190	26,399	0	-26,399	0%	4,809
Supplies & Expense-Non Fair	-90	3,011	0	-3,011	0%	110
Sup/Exp-Fair Sponsored Event	0	0	0	0	0%	0
Utilities	59	535	0	-535	0%	559
TOTAL EXPENSES	22,692	219,384	0	-219,384	0%	144,601
SURPLUS (DEFICIT)	157,045	857,454	0	-857,454	0%	948,526

VENTURA COUNTY FAIR, 31ST DAA
HORSE RACING INCOME & EXPENSE STATEMENT
FOR THE PERIOD ENDING OCTOBER 31, 2022

<u>HORSE RACING</u>	Current Month	Current YTD 10/31/22	Budget 2022	Balance of Budget	% Used 2022	Prior YTD 10/31/21
REVENUES						
Admissions	6,000	94,000	0	-94,000	0%	20,000
Concessions	0	0	0	0	0%	0
Miscellaneous Non-Fair Revenue	0	0	0	0	0%	0
Parking	80,819	441,699	0	-441,699	0%	437,051
Programs	0	0	0	0	0%	0
Track 2%-Day & Night	7,844	79,573	0	-79,573	0%	247,767
Prior Year Revenue	0	4,165	0	-4,165	0%	0
TOTAL REVENUES	94,663	619,437	0	-619,437	0%	704,818
EXPENSES						
Advertising/Promotionals	0	0	0	0	0%	0
Employee Wages-Permanent	2,969	27,156	0	-27,156	0%	28,190
Employee Wages-Temporary	540	6,926	0	-6,926	0%	2,438
Employee Benefits	2,924	28,335	0	-28,335	0%	25,718
Equipment-Purchase/Rent/Rep	0	900	0	-900	0%	0
Miscellaneous Non-Fair	1,239	6,033	0	-6,033	0%	2,296
Payroll Taxes/Workers Comp	226	2,207	0	-2,207	0%	1,910
Professional Svc-Non Fair	0	0	0	0	0%	6,613
Supplies & Expense-Non Fair	0	1,908	0	-1,908	0%	-2,101
Cash Over/Short	0	0	0	0	0%	-9
Prior Year Expense	0	0	0	0	0%	0
TOTAL EXPENSES	7,898	73,465	0	-73,465	0%	65,056
SURPLUS (DEFICIT)	86,764	545,972	0	-545,972	0%	639,762

VENTURA COUNTY FAIR (31ST DAA)
ACCOUNTS RECEIVABLE
FOR THE PERIOD ENDING OCTOBER 31, 2022

GENERAL RECEIVABLES

8/18/2022	Fairs & Expositions Branch	27,815.80
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	TOTAL GENERAL RECEIVABLES	27,815.80
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FAIR TIME ACCRUALS

	TOTAL FAIR TIME RECEIVALBES	0.00
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AUCTION RECEIVABLES

	TOTAL AUCTION RECEIVABLES	0.00
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	TOTAL RECEIVABLES	27,815.80
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LEGAL ACTIONS

General Ledger Detail

Defaults (10/1/2022 - 10/31/2022)

Date	Posting Description	Reference	Source	Merge #	Debit	Credit	Balance
11300-00-20-400-A CASH IN BANK-OPERATING							2,539,543.45
10/1/2022	Chargebacks	JE22-1024	GL-Manual	45221		80.00 A	
10/3/2022	AR Receipt Summary	Bank	AR-Receipt	45229	620.00		
10/3/2022	OPCC Reference: 6 Receipt(s)						620.00
10/3/2022	Credit Card Fees	JE22-1009	GL-Manual	45206		377.49 A	
10/3/2022	UMS Celero Fees -Fair	JE22-1019	GL-Manual	45216		182.00 A	
10/4/2022	AR Receipt Summary	Bank	AR-Receipt	45231	130.00		
10/4/2022	OPCC Reference: 1 Receipt(s)						130.00
10/4/2022	Authorize.net Fees	JE22-1017	GL-Manual	45214		10.00 A	
10/4/2022	Summarized AP Payments	Payments	AP-Payment	45232		11,129.29	
10/4/2022	California State Employees Association	Check: 76063					140.37
10/4/2022	Int'l Union Of Operating Engineers	Check: 76064					161.70
10/4/2022	OPEB	Check: 76065					2,688.68
10/4/2022	Southern California Gas Company	Check: 2770709					8,075.54
10/4/2022	SEIU Local 1877	Check: 76066					63.00
10/5/2022	AR Receipt Summary	Bank	AR-Receipt	45234	10,160.00		
10/5/2022	OPCA Reference: 1 Receipt(s)						9,900.00
10/5/2022	OPCC Reference: 2 Receipt(s)						260.00
10/6/2022	AR Receipt Summary	Bank	AR-Receipt	45236	260.00		
10/6/2022	OPCC Reference: 2 Receipt(s)						260.00
10/7/2022	AR Receipt Summary	Bank	AR-Receipt	45239	7,612.25		
10/7/2022	OPCA Reference: 1 Receipt(s)						7,612.25
10/10/2022	AR Receipt Summary	Bank	AR-Receipt	45241	520.00		
10/10/2022	OPCC Reference: 4 Receipt(s)						520.00
10/12/2022	AR Receipt Summary	Bank	AR-Receipt	45245	260.00		
10/12/2022	OPCC Reference: 2 Receipt(s)						260.00
10/12/2022	UMS Celero Fees -Front Office	JE22-1010	GL-Manual	45207		7.95 A	
10/12/2022	UMS Celero Fees -Showworks	JE22-1016	GL-Manual	45213		6.50 A	
10/12/2022	Credit Card Rentals	JE22-1018	GL-Manual	45215		3,010.07 A	
10/13/2022	AR Receipt Summary	Bank	AR-Receipt	45247	6,530.00		
10/13/2022	OPCA Reference: 1 Receipt(s)						6,400.00
10/13/2022	OPCC Reference: 1 Receipt(s)						130.00
10/14/2022	AR Receipt Summary	Bank	AR-Receipt	45249	220.36		
10/14/2022	OPCC Reference: 2 Receipt(s)						220.36
10/17/2022	AR Receipt Summary	Bank	AR-Receipt	45255	130.00		
10/17/2022	OPCC Reference: 1 Receipt(s)						130.00
10/17/2022	Bank Analysis Fees	JE22-1008	GL-Manual	45205		8,640.53 A	
10/17/2022	UMS Celero Fees -Fair	JE22-1025	GL-Manual	45222		29.00 A	
10/18/2022	AR Receipt Summary	Bank	AR-Receipt	45257	46,466.63		
10/18/2022	OPCA Reference: 1 Receipt(s)						46,236.63
10/18/2022	OPCC Reference: 3 Receipt(s)						230.00
10/18/2022	Summarized AP Payments	Payments	AP-Payment	45232		1,542.79	
10/18/2022	Sam's Club Mastercard	Check: 2222313422					1,542.79
10/19/2022	AR Receipt Summary	Bank	AR-Receipt	45259	130.00		
10/19/2022	OPCC Reference: 1 Receipt(s)						130.00
10/20/2022	AR Receipt Summary	Bank	AR-Receipt	45261	1,310.40		
10/20/2022	OPCC Reference: 4 Receipt(s)						1,310.40
10/21/2022	AR Receipt Summary	Bank	AR-Receipt	45263	707.20		
10/21/2022	OPCC Reference: 5 Receipt(s)						707.20
10/24/2022	AR Receipt Summary	Bank	AR-Receipt	45265	504.40		
10/24/2022	OPCC Reference: 3 Receipt(s)						504.40
10/24/2022	Chargebacks	JE22-1020	GL-Manual	45217		405.00 A	
10/25/2022	AR Receipt Summary	Bank	AR-Receipt	45267	256.80		
10/25/2022	OPCC Reference: 2 Receipt(s)						256.80

General Ledger Detail

Defaults (10/1/2022 - 10/31/2022)

Ventura

Page 2

Date	Posting Description	Reference	Source	Merge #	Debit	Credit	Balance
11300-00-20-400-A		CASH IN BANK-OPERATING					
10/26/2022	AR Receipt Summary	Bank	AR-Receipt	45271	260.00		
10/26/2022	OPCC Reference: 2 Receipt(s)						260.00
10/27/2022	AR Receipt Summary	Bank	AR-Receipt	45273	62,436.54		
10/27/2022	OPCA Reference: 1 Receipt(s)						62,280.54
10/27/2022	OPCC Reference: 1 Receipt(s)						156.00
10/28/2022	AR Receipt Summary	Bank	AR-Receipt	45275	130.00		
10/28/2022	OPCC Reference: 1 Receipt(s)						130.00
10/31/2022	Chargebacks	JE22-1026	GL-Manual	45223		10.00 A	
10/31/2022	Chargeback Reversal	JE22-1028	GL-Manual	45284	20.00 A		
11300-00-20-400-A		Net:		113,233.96	138,664.58	25,430.62	2,652,777.41

\$ Trial Balances

Adjustments:	20.00	12,758.54
Transfers:		
Net Received:	<u>138,644.58</u>	
Net Disbursed:		<u><u>12,672.08</u></u>

DISPOSAL OF GOODS POLICY

Board approval is required for disposal of goods with an estimated value exceeding \$500 as estimated by the CEO. The CEO may dispose of goods with an estimated value of less than \$500 without Board approval. Goods will be disposed of in a manner that is fair and equitable to all parties that may be interested in acquiring goods. Preferential treatment towards individuals, businesses and other entities is prohibited. Disposal methods include: State surplus programs, public auctions, sealed bid auctions, trade-in, disposal via recycling, disposal via landfill, gift, trade or sale to other federal, state or local government agency.

Proposed Fee Structure for 2023 FAIR
Commercial and Concessions Department

<u>From 2015 until 2022</u>	<u>Proposed for 2023</u>
Main Street Location \$1200.00 per 10x10	\$1500.00 per 10x10
Adventures in Shopping \$1100.00 per 10x10	\$1275.00 per 10x10
Pavilion Shopping Tent \$900.00 per 10x10	\$1000.00 per 10x10
Ocean Lane \$1050.00 per 10x10	\$1275.00 per 10x10 (Ocean Lane Includes Tent w/3 sides)
Additional charges of \$100-\$300 for Corners or Islands	No Change
\$145 Utility / Electrical Fee	No Change

Food Concessions

25% of Gross Sales and a \$2,000 Advance	No Change
\$145 Utility / Electrical Fee	Will pay a scale of Amps used

Camping

These fee's include move-in and move-out day:

RV Camping Fee \$680.00 for 14 Days w/one car pass (Included 1 day before and 1 day after fair)	\$780.00 for 19 days w/one car pass (Allows for set up 1 week prior to fair and 1 days after fair)
--	---

Box Seats

Currently \$1400 for 10 tickets to 13 events ($\$140/\text{person} / 13 \text{ events} = \$10.77/\text{person}/\text{day}$ Includes admission & 1 parking permit)	\$2000 for 10 tickets to 13 events ($\$200/\text{person}/13 \text{ events} = \$15.38/\text{person}/\text{day}$ includes admission & 1 parking permit)
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Rodeo

Currently FREE	\$10 per ticket
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Proposed Rental Increases

BUILDING/SPACE	CURRENT PRICE	2023 PRICE	PROPOSED DISCOUNTS
COMMON USE INDOORS			
Clark Event Center	\$2,500	\$2,700	20% discount Mon-Thurs or 3 day rentals
San Miguel Hall	\$1,200	\$1,400	(any space excluding camping)
Anacapa Hall	\$1,200	\$1,400	
Santa Cruz Hall	\$1,100	\$1,300	
San Nicholas Hall	\$800	\$1,000	
Santa Rosa Hall	\$800	\$900	
McBride Hall	\$500	\$600	
Callahan Center	\$200	No Change	
COMMON USE OUTDOORS			
Morgan Arena	\$800	\$1,000	
Morgan Arena with Practice area	\$800	\$1,200	
Horse Show Office	\$300	No Change	
Stall -First Day	\$20	\$50	
Stall - Additional Day	\$5	\$25	
Pacific Arena - Non Raceway	\$5,000	No Change	
Lot C Full *Use Depending	\$5,000	No Change	
Lot C Partial * Use Depending	\$2,500	No Change	
Lot B	\$1,200	No Change	
Lot D	\$1,000	\$1,200	
Beach Lot	\$500	\$1,000	
Beach Lot + Lot D	\$1,500	\$2,000	
Lot A * Use Depending	\$5,000 - \$10,000	No Change	
Lot A Partial * Use Depending	\$1,200 - \$5,000	No Change	
Areas 1-4 , Main Gate Park Porker Flats* with building rental	\$250-\$500	\$500-\$750	
Areas 1-4 , Main Gate Park Porker Flats*no building rental	\$500-\$1200	\$1,000-\$2,000	
Camping per day (Dry/No Hook Up)	\$35-\$50	\$50	
Camping per day (With Hook Up)	\$35-\$50	\$55	

Proposed Rental Increases

BUILDING/SPACE	CURRENT PRICE	2023 PRICE	PROPOSED DISCOUNT/NOTES
Uncommon/Non Traditional Use			
Barn 100	No Current Set Price	\$200	
Floriculture Building	No Current Set Price	\$1,100	*if building can be prepared for use
Floriculture with outdoor	No Current Set Price	\$1,800	*if building can be prepared for use
COMMON USE EQUIPMENT	* Add Labor Charge to all set up for 2023 events		
Chairs	\$1	\$2	
Tables (8ft)	\$9	\$11	
Tables (Round)	\$9.50	\$12	
Fencing	\$1.25 per ft	\$20 per 10ft panel	
Pipe and Drap	\$2.00 per ft	\$25 per 10ft panel	
10 X 10 Exhibit Space Package	\$65	\$75	
<i>*3 ft. Side drape per space</i>			
<i>*8 ft. Back drape per space</i>			
<i>*Chairs - 2 per space</i>			
<i>*Electrical - 500wtt per space</i>			
<i>*Tables - 8' (1 per space)</i>			
Electrical Drop	\$32	\$40	
Electrical Blanket Lay	\$25	INCLUDE WITH DROP	
All Equip. with Operator	\$65	\$75	
Bleachers	\$150	No Change	
PA System	\$250	No Change	
Bicycle Barricades	\$8	\$13	
Plastic Barricades	\$3	\$5	
Park Benches	\$10	\$20	
EVENT LABOR			
Set Up/Clean Up	\$25	\$30	
Event Attendant	\$20	\$25	



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

October 25, 2022

F2022-07

TO: Network of California Fairs

SUBJECT: Fairground and Community Resilience Centers Funding

This letter is to provide you with an update regarding the Fairground and Community Resilience Centers program, the one-time General Fund allocation of \$150 million from the Budget Act of 2021. The goal of the allocation is to improve both local fairground and other community resilience centers to enhance the state's emergency preparedness capabilities, particularly in response to climate change. Elements for the infrastructure improvements may include cooling and heating centers, clean air centers, and extended emergency evacuation response centers with community kitchens, shower facilities, broadband, backup power, and other community needs due to wildfires, floods, and other emergencies or climate events.

The Fairs and Expositions Branch (F&E) has received the allocation (resiliency funds). As stated in the budget language, \$10 million was provided to the California Exposition and State Fair, \$38 million will be used toward a competitive application process for projects on other community centers, up to \$7.5 million may be used for administrative costs, and the remaining \$94.5 million will be used for resiliency projects solely on facilities within the Network of California Fairs. Of the \$94.5 million, CDFA has set aside \$5 million for the completion of up to 28 Public Safety Power Shutoff (PSPS) projects throughout the Network of California Fairs. The PSPS projects include a facility assessment and installation of automatic transfer switches and docking stations for backup power connections.

To begin the process of awarding the remaining \$89.5 million for fairgrounds, CDFA formed a committee with industry representatives to come up with criteria for selecting the fairgrounds. The committee included industry representatives from the California Fair Services Authority (CFSA), Western Fairs Association (WFA), California Construction Authority (CCA), California Office of Emergency Services (CalOES), California Department of Forestry and Fire Protection (CAL FIRE), and the California Department of Social Services (CDSS).

The criteria were carefully selected to align with the goal of the resiliency funds. The initial set of criteria included fairgrounds without physical property, fairgrounds with difficult accessibility, especially during emergency/evacuation events, fairgrounds in less climate resilient locations/fairgrounds at or below sea level, fairgrounds with property



size smaller than 33 acres, and fairgrounds not located in disadvantaged/severely disadvantaged communities. Furthermore, additional criteria included population reach, historical number of emergency/evacuation events served, and fairgrounds with past deferred maintenance (SB 5 and CS 6.10) projects. These criteria condensed the list to 15 fairgrounds:

Large Investments

- Northern Area – 3rd DAA Silver Dollar Fair
- Central Area – 24th DAA Tulare County Fair
- Central Area – 35th DAA Merced County Fair
- Southern Area – 28th DAA San Bernardino County Fair
- Southern Area – 50th DAA Antelope Valley Fair

Small/Extended Investments

- 4th DAA Sonoma-Marin Fair
- 10th DAA Siskiyou Golden Fair
- 12th DAA Redwood Empire Fair
- 13th DAA Yuba-Sutter Fair
- 18th DAA Eastern-Sierra Fair
- 24A DAA Kings Fair
- 26th DAA Amador County Fair
- 27th DAA Shasta District Fair
- 30th DAA Tehama District Fair
- Cal Expo

These selected fairgrounds were applied to a two-pronged approach: large investments and small/extended investments. The location of the fairgrounds is extremely important for the purpose of the resiliency funds; therefore, the large investments were selected on a regional basis: northern, central, and southern areas. The list of small/extended investments is a combination of fairgrounds that have potentially already received past deferred maintenance funding or need smaller improvements to make their facilities a resilient center. The list of 15 fairgrounds will undergo a facilities assessment to establish a scope of work, budget, and timeline which will assist in awarding the fairgrounds a portion of the allocation. The assessments do not guarantee that the fairgrounds listed above will be awarded funds. The fairgrounds and amounts awarded will be dependent on the information received through the assessments and the amount available for awarding. Once the assessments have been completed and submitted to F&E, F&E will review the assessments and announce to the industry the fairgrounds and amounts awarded.

Please note that there is still an opportunity to apply for the other community centers portion of the funding. For more information on the competitive application process and

F2022-07
October 21, 2022
Page 3

upcoming dates, please visit the Fairground and Community Resilience Centers [website](#).

If you have any questions/concerns regarding the Fairground and Community Resilience Centers program, please contact [Mike Francesconi](#) at (916) 900-5365.

Respectfully,

A handwritten signature in cursive script that reads "Mike Francesconi". The signature is written in black ink and is positioned above the printed name.

Mike Francesconi
Branch Chief



October 26, 2022

F2022-08

TO: Fair CEOs and Board Chairs

SUBJECT: Fiscal Year 2022/2023 Fair Training Reimbursements

The California Department of Food & Agriculture, Fairs & Expositions Branch (F&E) would like to announce the opening of the annual Fair Training Reimbursement Program for FY 2022/2023 and provide you with the program details that will allow the fairgrounds to be reimbursed for select training costs. There are no substantive changes to the past program's requirements. While we continue to encourage the fairgrounds to explore virtual and online training options to maximize your reimbursement funds, please be sure to get prior approval from F&E to ensure that the training options not listed below are reimbursable.

This training reimbursement is available for fair class sizes I through IV+ and includes District Agricultural Associations, County Fairs, and Citrus Fruit Fairs. The allocation amount is based on class size and shall focus on training for CEOs, staff, and board of directors. The types of training include fair fiscal management, facility operations, effective management skills, minimizing liability exposure, and animal disease transmission prevention.

F&E encourages the fair to utilize 100% of the eligible funds to enhance the training development of the fair staff and board members. Additional information on the Fair Training Allocation Program and the process of submitting the training reimbursement requests are below. The reimbursement form contains detailed instructions and provides navigable links to help fill out the different sections and tabs.

ELIGIBILITY

Includes all fairs class sizes I to IV+ that have a signed and completed FY 2022/2023 Fair Funding Allocation contract on file. Only training events that have occurred **after** the execution date of the agreement are eligible for reimbursements.

ELIGIBLE TRAINING EXAMPLES

- CFA Fall Managers Conference
- WFA Convention
- Strategic Planning



- Staff & Board of Director Trainings
- Event & Management Symposiums
- Eligible IAFE Events and Courses
- Training Supplies & Materials

TRAVEL REIMBURSEMENTS

All travel expenses sent in for reimbursement must be in accordance with the California Travel Reimbursement Guidelines set by the Department of Human Resources (CalHR) as described below. For more information regarding travel reimbursement guidelines, please visit [CalHR Travel Reimbursements](#).

REIMBURSEMENT SUBMISSION PROCESS

The following information and documentation are required in order to process the request:

1. Submit and have your Base Allocation agreement executed before the date of your first reimbursable training event.
2. Complete the Training Reimbursement Request form. (See Attached)
3. Include a copy of the training event registration receipt.
4. Credit card statements **Will Not** be accepted in place of receipts for registration and airfare expenses.
5. Include the lodging receipt that indicates the daily lodging amount and the daily tax amount per room/per day. Please verify that the rate you are submitting for reimbursement is at or below the maximum daily lodging rate allowed as noted above or they will be adjusted accordingly on the reimbursement form.
6. For air travel and shuttle service, a detailed receipt must be included in the reimbursement request.
7. For mileage reimbursement, include the departure and destination locations and miles traveled. The mileage reimbursement rate is subject to change annually at the beginning of each year.
8. For meal and incidental reimbursements, please complete the Travel Detail section and include the trip departure time and date and the trip arrival time and date for each leg of your trip.

Send the completed reimbursement form and supporting documentation listed above via email to Kenneth.Anater@cdfa.ca.gov. Should you prefer to mail hard copies, please mail to the Fairs and Expositions Branch at 1220 N Street, Sacramento, CA 95814, Attention Ken Anater.

F2022-08 Fiscal Year 2022/2023 Fair Training Reimbursements

October 26, 2022

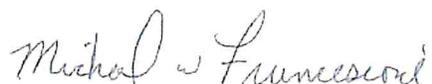
[Page 3]

REIMBURSEMENT SUBMISSION DEADLINE

All reimbursement requests are to be postmarked or emailed by June 1st, 2023. All requests postmarked or emailed after June 1st, 2023, **WILL NOT** be reimbursed.

Should you have any questions or require further information, please contact Ken Anater by email or call (916) 900-5073.

Sincerely,

A handwritten signature in cursive script that reads "Mike Francesconi".

Mike Francesconi Branch Chief
Fairs & Expositions Branch

Enclosure: FY 2022-23 Training Reimbursement Form



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

October 28, 2022

F2022-09

TO: Network of California Fairs and Interested Parties

SUBJECT: State Rules Advisory Committee Applications

The California Department of Food and Agriculture (CDFA) State Rules Advisory Committee held its annual meeting on October 19, 2022. One of the topics discussed at the meeting was the Advisory Committee terms. Eight positions, including the Committee Chair position, have termed out this year and CDFA is currently accepting applications for new members or reappointment of existing members. Applicants for Committee Chair may be existing members or new applicants.

The committee is appointed by the Branch Chief of Fairs and Expositions Branch (F&E) and will be announced by December 31, 2022. The responsibility of the committee is to review the State Rules on an annual basis and make a recommendation for adoption to CDFA F&E. The Advisory Committee application is for a four-year term that would begin on January 1, 2023, and end on December 31, 2026. Applicants must be representatives of the fair industry and employed within California, each having awareness of the current requirements of livestock classification and/or current trends in still exhibits. The committee should be a balance of expertise in livestock, horse shows, small animals, and/or still exhibits. Each member of the Committee shall serve without compensation.

Please Note: once the new committee members have been selected for the new two-year term, F&E will be requesting volunteers from the committee to serve on a sub-committee to assist F&E with State Rules issues that may arise throughout the 2023 fair season. Three sub-committees will be formed to assist with large animals, small animals, and still-exhibit-related matters.

Should you, or an appropriate member of your team, be interested in applying to be considered for State Rules Advisory Committee, please fill out the attached application form and email it to Sofia Goss at sofia.goss@cdfa.ca.gov and F&E's Branch Chief, Mike Francesconi at mike.francesconi@cdfa.ca.gov by November 15, 2022. If you are interested in being considered for Committee Chair, please email Sofia Goss directly to be added to the list of interested applicants for Committee Chair.

Respectfully,

Mike Francesconi
Branch Chief





CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

November 4, 2022

F2022-10

TO: All Fairs
SUBJECT: Proposition 12 Update

In 2018, California voters approved the Farm Animal Confinement Initiative (Proposition 12). The Proposition 12 regulations went into September 1, 2022. While the minimum confinement standards are exempt during fairs and exhibitions, Proposition 12 directly affects the fair industry as all junior livestock fair exhibitors raising the immediate offspring of a breeding pig for the purpose of producing and selling whole pork meat, must adhere to the minimum confinement standard requirements.

Enclosed is an FAQ outreach document that the CDFA Animal Health Branch has created for California Fair and Exhibitions Stakeholders. The document has many additional details about Proposition 12 and how it pertains to the fair industry. For more information about the implementation of Proposition 12 and to view the FAQ outreach document online, please visit the CDFA Animal Health Branch at <https://www.cdfa.ca.gov/AHFSS/Animalcare/StakeholderResources/>

If you have any questions, please contact Mike Francesconi at (916) 900-5365 or via email at mike.francesconi@cdfa.ca.gov.

Sincerely,

Mike Francesconi
Branch Chief

Enclosure

cc: Dr. Elizabeth Cox, Animal Care Program Manager
CDFA Animal Health Branch





GUIDANCE FOR FAIRS AND EXHIBITIONS STAKEHOLDERS





What is the Animal Care Program?

The California Department of Food and Agriculture's (CDFA) Animal Care Program (ACP) implements and enforces Animal Confinement laws¹ related to covered animals² raised in the state and in-state sales of covered products³ from covered animals. Animal Confinement laws established minimum confinement standards for California farms⁴ raising egg-laying hens, breeding pigs, and veal calves and made it illegal to engage in a commercial sale⁵ of covered product from covered animals if they were not raised according to those minimum standards of confinement. For pork meat, this includes meat from the immediate offspring of a covered animal (breeding pig).

Effective September 1, 2022, [Animal Confinement regulations outline](#) a regulatory framework of certification, registration, accreditation, and inspection for ACP to implement Health and Safety Code (HSC) sections 25990-25994, which was passed by California voters as the Proposition 12 initiative in 2018.

Which animals are included?

Egg-laying hen⁶ means any female domesticated chicken, turkey, duck, goose, or guineafowl kept for the purpose of egg production. Kept for the purpose of egg production means a sexually mature female confined for the purpose of laying eggs which are intended for use as human food.

Breeding pig⁷ means any female pig of the porcine species kept for the purpose of commercial breeding who is six (6) months or older, or pregnant. A breeding pig must be in a compliant enclosure for the duration of its production cycle⁸. "Production cycle" means the lifecycle of a commercial breeding pig for the generation of immediate offspring. A production cycle for gilts begins when they are 6 months or older and moved into an enclosure for breeding and ends when a litter of piglets is weaned. A new production cycle for sows begins when each litter of piglets is weaned.

Veal calf⁹ means any calf of the bovine species kept for the purpose of producing¹⁰ the food product described as veal. "Kept for the purpose of producing" means keeping a calf that is, or is intended to be, harvested at more than 21 days of age, or more than 150 pounds in liveweight for the production of food described, advertised, represented, identified, or labeled as veal.

What are the exceptions¹¹ to Animal Confinement minimum standards as related to 4-H, FFA, Grange, Independent, or similar youth program to Fairs and Exhibitions?

- During transportation.
- During temporary periods for animal husbandry purposes for no more than six (6) hours in any 24-hour period, and no more than 24 hours total in any 30-day period.
- During state or county fairs and similar exhibitions.
- During 4-H, FFA, Grange, Independent, or similar youth programs.

What is considered a "sale" under Animal Confinement?

Commercial sale of a covered product means to sell, exchange, barter, trade, transfer title or possession, or distribute, conditional or otherwise, in California commerce including, but not limited to, transactions by a retailer with a consumer and electronic transactions made using the internet.

The sale of a show pig which is then slaughtered at an establishment under mandatory inspection under the Federal Meat Inspection Act (FMIA) has several potential options for that pork meat which has been inspected by Food Safety and Inspection Service, United States Department of Agriculture:



1. Whole pork meat which is then “resold” into California commerce, such as a grocery store, is considered a “sale” under Animal Confinement. This includes whole pork meat from show pigs.
2. Whole pork meat which is then sold to another establishment under mandatory inspection under the FMIA, such as a food processing facility making sausage, is not considered a “sale” under Animal Confinement.
3. Donations¹² of whole pork meat are not considered a “sale” under Animal Confinement.

The sale of a live animal does not fall under Animal Confinement.

- For example, if a show pig is sold at a fair and then processed as custom slaughter¹³ for pork meat to be consumed only by the buyer of the live pig, then there is no sale under Animal Confinement laws and regulations because there is no commercial sale of pork meat.

I am a 4-H, FFA, Grange, Independent, or similar youth program exhibitor, leader, or parent planning to purchase show pigs from an exhibition/show breeder for the 2023 fair season, what do I need to do?

When purchasing a show pig from an exhibition/show breeder in California:

- As of January 1, 2022, all commercial breeding pigs in California are required to be raised in compliance with Animal Confinement minimum standards.
- To ensure pork meat from the show pig has access to a “resale” market, ask for self-certification or third-party certification confirming that the commercial breeding pig (dam of the show pig) was kept in compliance with Animal Confinement minimum standards.
 - Without written documentation that the show pig is an immediate offspring of a breeding pig kept in compliance with Animal Confinement, then pork meat from the show pig will not have access to the “resale” market after the fair.
 - The buyer of show pigs who processes the pigs as pork meat to be sold into the retail market in California will want this written documentation.

When purchasing a show pig from an exhibition/show breeder outside of California:

- To ensure pork meat from the show pig has access to a “resale” market, ask for self-certification or third-party certification confirming that the commercial breeding pig (dam of the show pig) was kept in compliance with Animal Confinement minimum standards.
 - Without written documentation that the show pig is an immediate offspring of a breeding pig kept in compliance with Animal Confinement, then pork meat from the show pig will not have access to the “resale” market after the fair.
 - The buyer of show pigs who processes the pigs as pork meat to be sold into the retail market in California will want this written documentation.

I am a commercial exhibition/show breeder housing breeding pigs and selling their immediate offspring to be shown in 2023 county and state fairs and similar exhibitions, what do I need to do?

When the farm keeping breeding pigs is located in California:

- As of January 1, 2022, all commercial breeding pigs in California are required to be raised in compliance with Animal Confinement minimum standards.
- To ensure pork meat from the show pigs (which are an immediate offspring of breeding pigs) can be sold in California commerce, CDFA recommends providing a self-certification or third-party certification of compliance with Animal Confinement with all show pigs sold to 4-H, FFA, Grange, Independent, or similar youth programs for the 2023 fair season.
- A self-certification or third-party certification is written documentation that the show pig is an immediate offspring of a breeding pig kept in compliance with Animal Confinement.





When the farm keeping breeding pigs is located outside of California:

- As of January 1, 2022, the sale of pork meat in California is required to be from a breeding pig confined according to Animal Confinement minimum standards.
- Show pigs shown and sold at a fair or exhibition may be processed for “resale” and the pork meat sold in California commerce.
- To ensure pork meat from the show pigs (which are an immediate offspring of breeding pigs) can be sold in California commerce, CDFA recommends providing a self-certification or third-party certification of compliance with Animal Confinement with all show pigs sold to 4-H, FFA, Grange, Independent, or similar youth programs for the 2023 fair season.
- A self-certification or third-party certification is written documentation that the show pig is an immediate offspring of a breeding pig kept in compliance with Animal Confinement.

I am a 4-H, FFA, Grange, Independent, or similar youth program exhibitor, leader, or parent planning to include breeding pig projects in the 2023 fair season, what do I need to do?

- Breeding pigs which are kept as part of a 4-H, FFA, Grange, Independent, or similar youth program breeding project are exempt from Animal Confinement minimum standards.
- Therefore, the commercial sale of pork meat from the breeding pig and immediate offspring of the breeding pig while she is part of a 4-H, FFA, Grange, Independent, or similar youth program breeding project, are exempt from Animal Confinement minimum standards.

I am a Fair CEO or Junior Livestock Auction Committee that manages a livestock auction, what do I need to do?

- Consider the processing options for the show pigs offered by the fair, Jr. Livestock Auction, or similar exhibition after live animals are sold:
 1. If the only option for buyers of show pigs at the fair or auction is custom slaughter, then no additional action will need to be taken because pork meat produced from custom slaughter cannot be resold. Therefore, there is no sale under Animal Confinement.
 2. If show pigs sold at the fair have the possibility of being processed through a slaughter plant under mandatory inspection under the FMIA and then the pork meat entering California commerce, a recommended best practice is to communicate directly with the slaughter plant that will be performing this service for the fair.
 - Whole pork meat from a slaughter plant under mandatory inspection under the FMIA has several options, refer to definition of “sale” under Animal Confinement above.

¹Animal Confinement laws [HSC §§ 25990-25994](#) and [3 California Code of Regulations \(CCR\) §§ 1320-1327.3](#).

²Covered animal as defined in [3 CCR § 1326\(h\)](#).

³Covered product as defined in [3 CCR § 1326\(l\)](#).

⁴Farm as defined in [HSC § 25991\(l\)](#).

⁵Commercial sale as defined in [3 CCR §§ 1320\(e\)](#), [1321\(f\)](#), [1322\(f\)](#).

⁶Egg-laying hen as defined in [HSC § 25991\(g\)](#).

⁷Breeding pig as defined in [HSC § 25991\(a\)](#).

⁸Production cycle as defined in [3 CCR § 1322\(v\)](#).

⁹Calf as defined in [HSC § 25991\(e\)](#).

¹⁰Kept for the purposes of producing as defined in [3 CCR § 1321\(s\)](#).

¹¹Exceptions as described in [3 CCR §§ 1324-1324.1](#).

¹²Donations to nonprofit organizations that have a tax exemption under section 501(c)(3) of the Internal Revenue Code (26 U.S.C.).

¹³Custom slaughter as exempted from the California Meat and Poultry Supplemental Inspection Act FAC § 19020.

STANDARD AGREEMENTS

CONTRACT NO.	CONTRACTOR NAME	PURPOSE	AMOUNT
22-187	James Howell	Interim Maintenance Manger	\$320/day + RV camping space

Rental Agreements Non-Fair

CONTRACT NO.	CONTRACTOR NAME	PURPOSE	AMOUNT	DATE
22-078	Central Coast Engineering	Christmas Party	\$1,189.50	12/3/2022
22-079	Rosales Baptisim	Baptisim	\$2,308.50	11/26/2022
22-080	California Strawberry Commission	Strawberry Workshops	\$4,832.00	11/15,12/6,12/13-14
22-081	Cirque Entertainment III, LLC	Paranormal Cirque	\$9,520.00	11/17-11/21/22
22-082	CA Assoc. Directors of Activities, Area D	Collage Admissions Event	\$4,143.00	11/8/2022
22-083	Jewel Jipsies	RV Ralley	TBD	11/19-11/21/22
22-084	CBF Productions	SnowNGlow	\$50,000*	11/27-12/26/22
22-085	The Shop	Chopperfest	\$15,025.00	12/11/2022
23-001	Baker Creek Heirloom Seed Co.	Seed Expo	\$37,030.00	9/12/23 - 9/14/23
23-002	Sanchez Wedding 2023	Wedding	\$4,635.50	9/16/2023
23-003	Seaside Congregation	Religious Event	\$3,414.50	4/4/2023
23-004	Ventura Downtown Lions Club	Crab Feast	\$6,020.50	4/1/2023
23-005	Zayra Quinceanera	Birthday Party	\$4,478.00	3/11/2023
23-006	Jurassic Quest-One LLC	Jurassic Quest	\$24,136.00	2/3/23-2/5/23
23-007	Skull & Roses LLC	Skull & Roses	\$123,907.00	4/19/23 - 4/23/23
*Details on labor and space use are still being worked out				