BOARD MEETING NOTICE

The 31st DAA Board of Directors will be holding a board meeting on
Tuesday, June 23rd, 2020 at 9:00 a.m.
Join Zoom Meeting
https://us02web.zoom.us/j/4105967704
Join Via the phone:
+1-669-900-6833
Meeting ID: 410 596 7704

This virtual board meeting is called in accordance with Governor Gavin Newsom's proclaiming a State of Emergency to exist on March 4, 2020 as a result of the threat of COVID-19 and the March 12, 2020 Executive Order N-25-20. Board Directors and staff of the California Department of Food and Agriculture may attend this meeting telephonically without notice of or access to their teleconference location. Members of the public may attend the meeting and provide comment at the meeting location noticed above. Any item not so noticed on this agenda will not be considered or discussed.

BOARD OF DIRECTORS

31st District Agricultural Association
Leslie Cornejo (President), Leah Lacayo (Vice President),
Bonnie Atmore, Mike Bradbury, Cecilia Cuevas, Dan Long, Armando Lopez, Shanté Morgan-Durisseau

STAFF

Barbara Quaid, 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, June 23rd, 2020 at 9:00 a.m.

Join Zoom Meeting
https://us02web.zoom.us/j/4105967704
Dial by your location
+1 669 900 6833 US (San Jose)
Meeting ID: 410 596 7704

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 and limit usage to note taking.**

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. February 25th, 2020 Board Meeting
B. May 26th, 2020 Board Meeting
C. June 2nd, 2020 Emergency Board Meeting

VII. **Financial Report**
A. Financials ending May 31st, 2020

VIII. **Old Business - None**

IX. Committee Reports - None

X. Board Correspondence – Informational only no action required

A. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: Livestock Standard Operating Procedures and Guidance

B. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: Insurance Coverage Limits – New Requirements

C. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: Guidance for Non-Essential Events during COVID-19

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

February 25th, 2020

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 Cornejo.

Directors present:	President, Leslie Cornejo, Vice President, Leah Lacayo, Bonnie Atmore, Michael Bradbury, M. Cecilia Cuevas, Daniel Long, Armando Lopez and Shanté Morgan-Durisseau.
Absent:	Jim Salzer.
Staff present:	Barbara Quaid, CEO, James Lockwood, Publicity and Marketing Manager, Jason Amelio, Sales Manager/Assistant Satellite Supervisor, Kim Leach, Exhibits Supervisor, Cristian Yepez, Accounting Trainee, Luis Juarez, Maintenance Supervisor and Heidi Ortiz, Executive Secretary.
Guests Present:	Beth Mansfield, Terri Lisagor, Steve Nash and Karen Peters.

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

II. Pledge of Allegiance
Director Lopez 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.

Beth Mansfield – She attended the gun show February 8th and expressed some of her concerns with the show.

Terri Lisagor – She attended the January gun show and explained the low vendor attendance. She also stated that she knows the fairgrounds is in arrears and offered to be a part of the Citizens Advisory Committee, but no one has addressed appointing that committee. She compared the security at the Civic Arts Plaza to the gun shows security. She expressed her concerns with the cabling of the guns. She would like to see the Board search for other alternative revenue to make the fairgrounds profitable. She closed that she was held up at gun point in 1994 and it still scares her today.

Steve Nash – Explained that he is afraid to go to the gun shows because he is scared of the people, not the weapons. He explained some facts about guns and stated that weapons are not used for sport they are used to circumvent the law. He stated that these things need to be banned at the fairgrounds.

Karen Peters – She wanted to reiterate all previous public comments. She attended a gun show in August experienced everything the first two speakers did. She explained that since gun shows have been approved for this year she wants to keep things practical for everyone. She understands the contract has been amended with safety items but need to be stringent. She expressed her thoughts on the Citizens Advisory Committee.

President Cornejo clarified that minutes from the previous meeting are not posted until they are approved by the board.

V. Presentations - None

VI. Approval of Minutes

A. January 28th, 2020 Board Meeting

MOTION: To approve the minutes from the January 28th, 2020 Board Meeting.

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

VII. Financial Report

A. December and January operating cash journals. Budget is not yet approved therefore we are presenting only 12/2019 and 1/2020 cash journals.
Mr. Yepez gave a report on the cash journals.

VIII. Old Business – None

IX. Committee Reports - None

X. Board Correspondence – Informational only no action required

A. Memo from Dr. Annette Jones, State Veterinarian at California Dept. of Food and Agriculture: State Veterinarian Update for Fairs and Shows with Poultry
B. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: 2020 State Rules for California Fairs and Fair Letters
C. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: Development of Current Judges List

D. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: 2019 Statement of Operations

CEO Quaid explained that the correspondence is self-explanatory. There was something that came in regards to board and staff training so CEO Quaid will send it to the board via email and it will go to the board in March.

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

MOTION: To approve the consent agenda with items A, 1-2.

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

XII. CEO Report

- There was nothing further to report.

There was a discussion regarding board training. CEO Quaid was in communication with Ms. Pelle and she is willing to conduct it. The Board can discuss what they would like to do and get back to CEO Quaid to make arrangements.

Director Cuevas stated that this goes back to the information that is transmitted in the CEO report, although she finds it very informative and it tells you exactly what all the departments are doing, it seems to her that it is more of an overview of the activities that staff at the department head level is doing on the fairgrounds. It very rarely includes any specificity on more tangible items that are in the CEO's purview like capital campaigns, fundraising activities, marketing outreach or anything like that. She was wondering if CEO Quaid could start looking at those kinds of items that have a more directive path on our deficit within the budget.

CEO Quaid said certainly and that is a good thing to bring up. Any direction on how the Directors want to change the report around she is happy to do so, just let her know what you want to see in there.

XIII. President's Comments

- She encouraged the board to complete and get up to date on all the required trainings.
- A response letter to Mayor Matt LaVere's letter was sent at the direction of the board. She spent a lot of time on it and made sure it represented the fairgrounds well without personal opinions.
- The audit was for 2017 and staff is trying to get on an accelerated schedule for our audits, but it is at the complete control of the state and they need to hire more auditors. We may be able to get one or two more years done this year so we can get caught up. She agreed with Vice President Lacayo that it was an excellent review by the auditors and all things have either been corrected by staff or were relatively easy to fix at this point. If anyone wants details they can speak to CEO Quaid.

XIV. Director's Comments

Director Atmore

- Appreciated CEO Quaid letting the board know how Director Salzer was doing.

Vice President Lacayo

- Attended the exit conference with the auditors and compared to five years ago we are on the right track. There were very few things that needed to be corrected and they were all minor. She really appreciated the auditors input.

Director Bradbury

- He echoed Director Atmore's comment. He also stated that he spoke to Director Salzer and he may be up for visitors in another week.

XV. Future Agenda Items - None

XVI. Closed Session (Government Section 11126)

A. Personnel

1. Annual CEO Review

President Cornejo excused staff so the Board could do the CEO review at 9:30 a.m.

XVII. Adjourn

The meeting was adjourned at 11:26 a.m.

Submitted by: _____
Heidi Ortiz, Executive Secretary

Approved by: _____
Barbara Quaid, CEO Ventura Fairgrounds

Approved by: _____
Leslie Cornejo, 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

Monday, May 26th, 2020 at 9:00 a.m.
Join Zoom Meeting
https://us02web.zoom.us/j/88699246232
Join Via the phone:
+1-669-900-6833
Meeting ID: 886 9924 6232

This virtual board meeting is called in accordance with Governor Gavin Newsom's proclaiming a State of Emergency to exist on March 4, 2020 as a result of the threat of COVID-19 and the March 12, 2020 Executive Order N-25-20. Board Directors and staff of the California Department of Food and Agriculture may attend this meeting telephonically without notice of or access to their teleconference location. Members of the public may attend the meeting and provide comment at the meeting location noticed above. Any item not so noticed on this agenda will not be considered or discussed.

I. Call to Order
Roll Call
Declaration of Recusal or Conflict of Interest
The meeting convened at 9:04 a.m., and called to order by President Cornejo.

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

Staff present: Barbara Quaid, CEO, James Lockwood, Publicity and Marketing Manager, Jason Amelio, Sales Manager/Assistant Satellite Supervisor, Cristian Yepez, Accounting Trainee, Luis Juarez, Maintenance Supervisor and Heidi Ortiz, Executive Secretary.

Guests Present: Karen Peters, Scott Toland and Megan Hook.

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

II. Pledge of Allegiance
Vice President Lacayo 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)
- Sarah Pelle, Resource Coordinator, Fairs & Expositions

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. **Presentations** - None

VI. **Approval of Minutes**

A. February 25th, 2020 Board Meeting

MOTION: To table the minutes from the February 25th, 2020 Board Meeting pending the addition of Director Cuevas and CEO Quaid's comments.

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

B. April 14th, 2020 Emergency Board Meeting

MOTION: To approve the April 14th, 2020 Emergency Board Meeting minutes.

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

C. April 22nd, 2020 Emergency Board Meeting

MOTION: To approve April 22nd, 2020 Emergency Board Meeting minutes.

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

D. May 4th, 2020 Special Board Meeting Minutes
MOTION: To approve the May 4th, 2020 Special Board Meeting minutes.

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

VII. Financial Report

A. January, February, March and April Financials
Mr. Yepez gave a report on the January through April financials.

There was discussion regarding some of the outstanding receivables which CEO Quaid addressed.

B. 2019 Statement of Operations
Mr. Yepez gave a report on the 2019 STOP.

VIII. Old Business – None

IX. Committee Reports

A. Marketing Committee Meeting March 5th, 2020 – Leah Lacayo, Chair

- The main discussion was raising the gate and there was a robust discussion about revenue and how we were going to proceed. At this point everything that has been discussed is still on the table, but given the unknown circumstances we will have to take things one thing at a time.
- The committee asked CEO Quaid for a strategic plan which was emailed to the entire board with detailed information.
- There was a lengthy discussion regarding the survey and the committee agreed that due to unknown financial issues that the fairgrounds is facing it is uncertain where the direction will go based on that. When the committee is ready, they will bring the recommendations to the full board.

B. Operations Committee Meeting March 5th, 2020 – Armando Lopez, Member

- There were no action items and the minutes reflect what the committee discussed.

C. Livestock Committee Meeting March 5th, 2020 – Bonnie Atmore, Chair

1. Discussion and possible action regarding percentage withheld from the exhibitor's auction checks.
2. Discussion and possible action regarding youth horse show entry fees.

- The minutes reflect the discussions and due to the current situation with the coronavirus it was decided to table the two recommendations that came out of the Livestock Committee meeting.

MOTION: To table the two recommendations that came out of the March 5th Livestock Committee meeting.

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

- Director Atmore explained how the decision to hold a virtual auction came about.
- CEO Quaid reported on the details that have been worked out thus far on the virtual livestock auction. There will be more discussions to work out the specifics of this event.

D. Executive Committee Meeting March 5th, 2020 – Leslie Cornejo, Chair

1. Discussion and possible action regarding the matinee show during the Fair.
2. Discussion and possible action regarding the gate admission for Fair.

- There was an important discussion regarding the Citizens Advisory Committee that was requested by some members of the public and the consensus of the committee to not create one was because the difficulties in governance issues. The Board always welcomes public comments and encourages public participation. CEO Quaid did some research in to other like Fairs and none of them have a Citizen's Advisory Committee. She explained that anyone can always email her their suggestions for consideration by her and the Board.
- It was decided to table the two recommendations due to the current situation pending next year's fair but bring them back in this calendar year.
- Vice President Lacayo expressed that the background work on these two items was already done before the coronavirus and at some point the gate will have to be increased before the next Fair, so she felt the Board should vote on them now.
- Director Cuevas stated that she thinks the item of increasing the gate should be referred to the Budget Committee to determine if it is needed to allow the fairgrounds to be viable.
- Director Long commented that he appreciates what Vice President Lacayo is saying and agrees that the gate will need to be increased, but he thinks it should be done towards the end of the year. He stated that if it is voted on what was going to be asked was an increase of $2 for children and seniors and $3 for adults.

MOTION: To table the two recommendations from the Executive Committee to a later vote this calendar year.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Atmore	X		
Director Bradbury (Motion)	X		

Director Cuevas	X		
Director Long	X		
Director Lopez	X		
Director Morgan-Durisseau	X		
Vice President Lacayo (Second)		X	
President Cornejo		X	

E. Budget Committee Meeting March 12th, 2020 – Armando Lopez, Chair

1. Discussion and possible action regarding the 2020 budget.

- Director Lopez is recommending to table the approval of the budget until a subsequent Budget Committee Meeting because there has been some very serious changes in the fairground's financial picture. The committee may be modifying or keeping the recommendation the same, but it needs to be looked at.
- He doesn't agree that the Budget Committee doesn't have a role in discussing the increase in gate.
- Director Bradbury commented that he wants to make sure this is a transparent process and that the public is kept abreast of the fairground's financial situation so that if the Board decides to increase any fees it will be understandable and acceptable.
- President Cornejo commented that CEO Quaid's work on the budget was all part of a package that was involved and included in the budget. Obviously, everything has changed but all the numbers were included as a means to help the committee balance this year's budget going into this year's fair.
- Director Lopez explained that the process was very transparent and he worked closely with CEO Quaid.
- CEO Quaid stated that it is never within the CEO's description to raise the gate without the vote of the Board. It came as a part of the whole package and this is something that has been discussed for the last year and a half. The Board ultimately votes on raising the gate or not and it has never changed nor will it ever. It is planned to start on the budget process in September or October so that it can be finished by the end of the year and go into the new year with a completed budget.

MOTION: To table the recommendations that came out of the Budget Committee to a future meeting.

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

X. Board Correspondence – Informational only no action required

A. Letter from Governor Gavin Newsom: Mass Gatherings Guidance on Novel Coronavirus or COVID-19

B. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: New Sexual Harassment and Abusive Conduct Prevention Training Requirements
C. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: Coronavirus Disease 2019 (COVID-19) Awareness and Prevention
D. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: CDFA Equine Medication and Monitoring Program February 2020 Advisory Committee Meeting Update
E. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: Standard Operating Procedures and Guidance
F. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: Recreational Vehicle Park Guidance

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

MOTION: To approve the consent agenda with items A, 1-2.

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

There was a discussion regarding abstaining from a vote. Director Cuevas stated that she was not comfortable voting on multi-year contracts without having an approved budget.

XII. CEO Report

- The fairgrounds parking lots remain closed. Once the City opens their parking lots we will open ours and put a parking seller in the booth. It will be a civil service employee since she had to lay off all the temporary employees.
- There is an event scheduled that consists of concerts in the car. She has been working with this promoter for about six years to try and bring his events to the fairgrounds. The issues with getting him here is the alcohol contract with Spectra, but this event won't sell alcohol so there is no issue there. This event is scheduled for five weekends and we will be taking a percentage of his gross sales. The promoter worked with the health department to get approval to be able to do this event and we are hoping it is successful.

- Mr. Amelio and CEO Quaid have had to balance the types of events that we can do now and still abide by the Ventura County Health Department rules which takes precedent over the State rules. We are keeping abreast of what we can and cannot do.
- There is a company that CEO Quaid and Mr. Amelio have been working that would set up a testing site for COVID-19. It would be a drive through and the health department is okay with it.
- A contract with Rubicon Theatre is being worked on for them to be able to bring events that you would remain in your car.
- Staff is also working on a food truck event that would have fair food.
- She mentioned earlier that she wanted to start working on the budget in September so that it was completed before the new year.

XIII. CLOSED SESSION: The Board is authorized to meet in Closed Session for the purpose of considering:

Personnel Matters – (Gov. Code § 11126 (a)(1))

- The Board went into closed session at 10:42 a.m.

XIV. RECONVENE INTO OPEN SESSION: Report any action taken in closed session

- The Board reconvened at 11:02 a.m. and President Cornejo reported that there was no action taken just advisory on personnel status.

XV. President's Comments

- Her heart goes out to everyone involved with the Fair and her fellow Directors as we are all struggling through this new world we are dealing with. She hopes everyone comes out of it healthy and strong and ready to move forward.
- Reminded everyone to turn in their Form 700 which is due June 1st.
- Encouraged the Directors to complete the required online training courses.

XVI. Director's Comments

Director Bradbury

- Wished all the Board members well and to stay healthy and safe.
- Asked to adjourn in honor of Ms. Leach.

Director Morgan-Durisseau

- Commented for everyone to stay safe and take care.
- Thanked CEO Quaid for her due diligence.

Director Cuevas

- Thanked CEO Quaid for the work she is doing during this difficult time, it is certainly appreciated.
- Hopes all the Board members are staying in quarantine and staying safe.

Director Long

- Commented that it was nice to see everyone's smiling faces.

Director Atmore

- Gave an extra thank you to CEO Quaid for working with staff and the community on the virtual auction.

- She hopes for everyone to be stay safe and be healthy.

Director Lopez

- Thanked President Cornejo for keeping the meeting going.

XVII. Future Agenda Items - None

XVIII. Adjourn

The meeting was adjourned at 11:08 a.m. in honor of Kim Leach.

Submitted by: _____
Heidi Ortiz, Executive Secretary

Approved by: _____
Barbara Quaid, CEO Ventura Fairgrounds

Approved by: _____
Leslie Cornejo, Board President

EMERGENCY BOARD OF DIRECTORS MEETING

31st District Agricultural Association / Ventura County Fair
10 West Harbor Blvd., Ventura, CA 93001
Office (805) 648-3376, Fax (805) 648-1012
Website: www.venturacountyfair.org
Email: info@venturacountyfair.org

Tuesday, June 2nd, 2020 at 9:00 a.m. via teleconference

This virtual board meeting is called in accordance with Governor Gavin Newsom's proclaiming a State of Emergency to exist on March 4, 2020 as a result of the threat of COVID-19 and the March 12, 2020 Executive Order N-25-20. Board Directors and staff of the California Department of Food and Agriculture attended this meeting telephonically without notice of or access to their teleconference location. Members of the public were able to attend this meeting and provide comment at the meeting location noticed above. Any item not so noticed on this agenda was not considered or discussed.

1) **CALL TO ORDER:** President Cornejo
The meeting convened at 9:03 a.m., and called to order by President Cornejo.

2) **ROLL CALL OF DIRECTORS:**

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

Staff Present: Barbara Quaid, CEO and Heidi Ortiz, Executive Assistant.

3) **PUBLIC FORUM:** Anyone may address the Board on any matter, either on or off the Agenda. In accordance with state law, the Board will not comment or otherwise consider public comment matters until such items have been properly noticed for a future meeting.
- There were no public comments.

4) Adoption of Resolution authorizing CEO Barbara Quaid to execute SBA Paycheck Protection Program (PPP) Loan documents and any related actions to obtain PPP Loan.
- CEO Quaid stated that it was brought to her attention that Fairs can apply and receive PPP monies so she started the process with a local bank. The last thing they need is a resolution from the Board to authorize CEO Quaid to execute the loan documents.
- CEO Quaid explained the terms of the loan.

MOTION: To authorize CEO Barbara Quaid to execute SBA Paycheck Protection Program (PPP) Loan documents and any related actions to obtain PPP Loan.

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

5) **ADJOURNMENT**

The meeting was adjourned at 9:12 a.m.

Submitted by: _____
Heidi Ortiz, Executive Secretary

Approved by: _____
Barbara Quaid, CEO Ventura Fairgrounds

Approved by: _____
Leslie Cornejo, Board President

Ventura County Fair - 31st District Agricultural Association

Financial Dashboard for the Period Ending May 31, 2020

Balance Sheet

Assets		
Current Assets		
Operating Cash	$	(582)
Maximizer Savings		1,229
LAIF Balance		38,926
Other current assets		1,260,293
Total current assets	$	1,299,866
Long-term Assets		
Land	$	282,915
Construction in Progress		-
Buildings (Net of Depr)		4,825,385
Equipment (Net of Depr)		-
Total long-term assets	$	5,108,300
Total assets:	$	6,408,166
Liabilities		
Current liabilities		
Accounts payable	$	1,168,988
Other current liabilities		498,732
Total current liabilities	$	1,667,720
Long-term liabilities		
Notes payable	$	1,015,052
Net Pension Liability	$	4,429,480
Total long-term liabilites	$	5,444,532
Capital Resources		
Unrestricted resources	$	(724,066)
State allocation		-
Invest in Capital Assets	$	140,750
Project Reimbursements	$	-
Auction reserve		502,563
Net Income (Surplus/Deficit)		(623,333)
Total capital resources	$	(704,086)
Total liabilities and capital resources:	$	6,408,166

Total Cash Balance

Beginning Cash Balance		200,560.59
Ending Cash Balance		90,481.43
Net Intake:	$	(110,079.16)

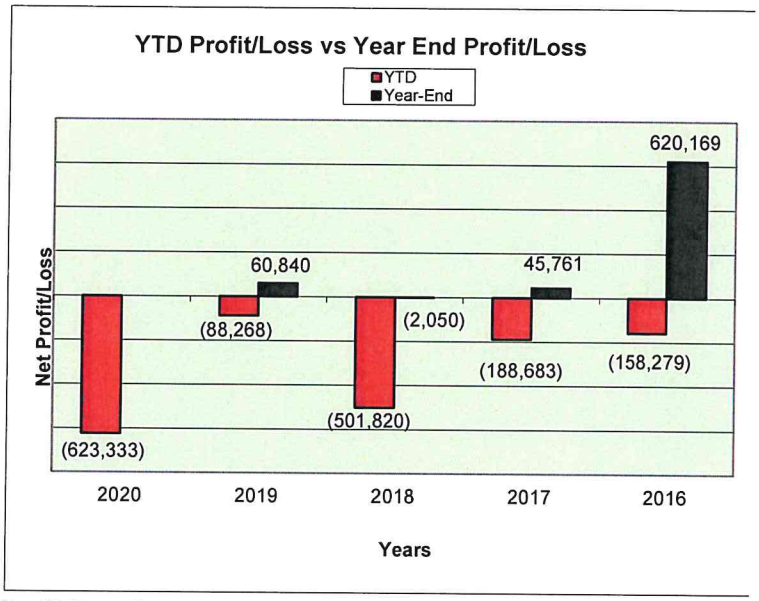
Accounts Receivable

General	$	6,147
Fairtime		2,500
Auction		5,000
Total receivables:	$	13,647

Legal Actions

Consolidated Income Statement

	May	*2020 YTD*	*2019 YTD*
Revenues	$ (1,100)	$ 495,005	$ 1,239,987
Expenses	173,209	1,118,338	1,328,255
Surplus/Deficit	$ (174,309)	$ (623,333)	$ (88,268)



Profit/Cost Centers

	May	*2020 YTD*	*2019 YTD*
Fair	$ (3,730)	$ (33,938)	$ 304,436
Facility Rentals	$ (13,476)	$ 58,054	$ 187,529
Horse Racing	$ (35,734)	$ (15,529)	$ 90,007
Overhead	$ (121,369)	$ (628,513)	$ (673,634)
Auction	$ -	$ (2,014)	$ 5,230

Budget Compliance 2020

	YTD	*BUDGET*	*% MET*
Fair	$ (33,938)	$ 1,181,145	-0.029
Facility Rentals	$ 58,054	$ 571,968	0.101
Horse Racing	$ (15,529)	$ 525,498	-0.030
Overhead	$ (628,513)	$ (1,914,816)	0.328
Auction	$ (2,014)	$ 4,000	-0.504

Capital Projects 2020

	2nd Quarter	*BUDGET*	*% MET*

VENTURA COUNTY FAIR (31st DAA)

BALANCE SHEET

FOR THE PERIOD ENDING MAY 31, 2020

ASSETS	2020	2019
Current Assets		
Cash		
Petty Cash	200	200
Change Funds	14,100	32,600
Cash - Operating	(582)	122,559
Cash - Lottery	8,613	10,787
Cash - Premiums	0	0
Cash - Payroll	22	223
Cash - Savings	1,229	6,758
Cash - LAIF	38,926	101,661
Cash - Auction	27,973	2,123
Total Cash	90,481	276,910
Other Current Assets		
Accounts Receivable	29,444	29,444
Allowance For Doubtful Accounts	(15,797)	(15,797)
Inventory	2,381	15,524
Prepays-Deferred Expenses	1,193,358	1,551,790
Deferred Compensated Absences	0	0
Total Other Current Assets	1,209,385	1,580,961
Total Current Assets	1,299,867	1,857,871
Capital Assets		
Construction In Progress	0	0
Land	282,915	282,915
Buildings	17,328,416	17,328,416
Accumulated Depreciation (Buildings)	(12,503,032)	(12,069,854)
Equipment	828,879	828,879
Accumulated Depreciation (Equipment)	(828,879)	(818,912)
Total Capital Assets	5,108,300	5,551,445
TOTAL ASSETS	6,408,166	7,409,316
LIABILITIES & CAPITAL RESOURCES		
Liabilities		
Payroll Liabilities	0	0
Clearing Accounts	(93,879)	(86,692)
Accounts Payable	1,168,988	364,738
Workers' Compensation	0	0
Payroll Withholdings	128,313	108,551
Horse Show Fees Payable	0	0
Deferred Revenue	189,236	51,900
Guaranteed Deposits	84,897	77,599
Compensated Absences Liability	190,165	221,495
Net Pension Liability	4,429,480	5,561,120
Notes Payable	1,015,052	758,235
Total Liabilities	7,112,252	7,056,946
Capital Resources		
Unrestricted Resources	(724,066)	8,240
State Allocation	0	0
Investment in Capital Assets	140,750	0
Auction Reserve	502,563	432,399
Project Reimbursements, Net	0	0
Net Income Surplus/(Deficit)	(623,333)	(88,268)
Total Capital Resources	(704,085)	352,370
TOTAL LIABILITIES & CAPITAL RESOURCES	6,408,166	7,409,316

VENTURA COUNTY FAIR (31ST DAA)
CONSOLIDATED CASH REPORT
FOR THE PERIOD ENDING MAY 31, 2020

ACCOUNT	BEGINNING BALANCE PER G/L	RECEIVED	DISBURSED	CURRENT TRANSFERS	ADJUST-MENTS	ENDING BALANCE PER G/L
			OPERATING ACCOUNTS			
PETTY CASH	200.00	0.00	0.00	0.00	0.00	200.00
CHANGE FUNDS	14,100.00	0.00	0.00	0.00	0.00	14,100.00
GENERAL CHECKING	102,301.56	-5,665.00	47,367.13	(49,500.00)	(351.47)	-582.04
LOTTERY	8,612.57	0.00	0.00	0.00	0.00	8,612.57
PAYROLL CHECKING	2.95	0.00	56,680.58	56,700.00	0.00	22.37
AUCTION CHECKING	35,173.46	0.00	0.00	(7,200.00)	0.00	27,973.46
PREMIUMS CHECKING	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING	160,390.54	-5,665.00	104,047.71	0.00	-351.47	50,326.36
			SAVINGS ACCOUNTS			
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
UNRESTRICTED	1,243.93	0.00	0.00	0.00	(14.98)	1,228.95
TOTAL SAVINGS	1,243.93	0.00	0.00	0.00	(14.98)	1,228.95
			INVESTMENT ACCOUNTS			
	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
	38,926.12	0.00	0.00	0.00	0.00	38,926.12
TOTAL LAIF	38,926.12	0.00	0.00	0.00	0.00	38,926.12
	200,560.59	**-5,665.00**	**104,047.71**	**0.00**	**-366.45**	**90,481.43**

VENTURA COUNTY FAIR (31ST DAA)
NOTES TO CONSOLIDATED CASH REPORT
FOR THE PERIOD ENDING MAY 31, 2020

OPERATING ACCOUNT			
	Credit Card Fees	(233.36)	
	UMS Celero Fees	(7.95)	
	UMS Celero Fees- Showorks	(6.50)	
	UMS Banking Fees	(82.81)	
	Authorize.net Fees	(20.85)	
			(351.47)
PREMIUMS ACCOUNT			
			0.00
PAYROLL ACCOUNT			
			0.00
AUCTION ACCOUNT			
			0.00
LOTTERY ACCOUNT			
			0.00
PETTY CASH			
			0.00
CHANGE FUND			
			0.00
SAVINGS ACCOUNT			
	Maintenance Fee	(15.00)	
	Interest Earned	0.02	(14.98)
LAIF ACCOUNT			
			0.00
	TOTAL ADJUSTMENTS		(366.45)

VENTURA COUNTY FAIR, 31ST DAA CONSOLIDATED INCOME AND EXPENSE STATEMENT FOR THE PERIOD ENDING MAY 31, 2020						
	Current Month	Current YTD 5/31/20	Budget 2020	Balance of Budget	% Used 2020	Prior YTD 5/31/19
OPERATING REVENUES:						
Admissions	-730	10,858	2,235,957	2,225,099	0%	54,332
Auction Buyer Receipts	0	0	1,550,000	1,550,000	0%	0
Camping	0	0	74,500	74,500	0%	28,050
Carnival	0	0	1,130,000	1,130,000	0%	0
Concessions	0	43,391	1,622,000	1,578,609	3%	271,679
Donations/Sponsorships	0	14,000	548,500	534,500	3%	134,299
Entry Fees	-280	0	41,340	41,340	0%	12,388
Interest	0	7,283	13,000	5,717	56%	11,145
Miscellaneous Fair Revenue	-60	330	85,000	84,670	0%	2,359
Miscellaneous Non-Fair Revenue	0	42,632	154,900	112,268	28%	60,500
Parking	-30	121,094	925,375	804,281	13%	183,046
Programs	0	6,677	37,000	30,323	18%	15,754
Reimb Security/Maint Labor	0	43,658	299,500	255,842	15%	101,430
Rentals	0	115,938	507,300	391,362	23%	184,095
Track 2%-Day & Night	0	83,432	450,000	366,568	19%	156,770
Utilities/Pumping	0	5,713	69,000	63,287	8%	23,282
Prior Year Revenue	0	0	0	0	0%	858
TOTAL OPERATING REVENUES	**-1,100**	**495,005**	**9,743,372**	**9,248,367**	**5%**	**1,239,987**
OPERATING EXPENDITURES:						
Advertising/Promotionals	615	2,973	148,000	145,027	2%	2,000
Auction Payment to Sellers	0	0	1,475,000	1,475,000	0%	0
Cash Awards/Premiums	0	0	147,000	147,000	0%	0
Employee Wages-Permanent JANITE	72,610	430,958	1,150,618	719,660	37%	461,108
Employee Wages-Temporary BQ, PATROL, GUARDS	11,775	137,718	1,493,638	1,355,920	9%	229,692
Employee Benefits	46,770	276,810	292,487	15,677	95%	299,083
Entertainment	0	0	1,195,000	1,195,000	0%	0
Equipment-Purchase/Rent/Repair	406	8,556	269,351	260,795	3%	19,154
Insurance	11,811	64,193	273,002	208,809	24%	77,386
Judges	0	0	0	0	0%	0
Miscellaneous Fair	0	79	292,630	292,551	0%	899
Miscellaneous Non-Fair	4,411	18,502	179,930	161,428	10%	20,517
Payroll Taxes/Workers Comp	5,492	36,807	387,165	350,358	10%	45,615
Professional Svc-Fair	-5,000	10,038	898,137	888,100	1%	25,700
Professional Svc-Non Fair	2,103	7,186	45,020	37,834	16%	8,547
Supplies & Expense-Fair	273	32,487	639,084	606,597	5%	33,055
Supplies & Expense-Non Fair	2,528	23,941	146,295	122,354	16%	28,459
Utilities	19,415	68,089	423,576	355,487	16%	80,764
Audit	0	0	16,900	16,900	0%	0
Cash Over/Short	0	0	-1,000	-1,000	0%	-929
Prior Year Expense	0	0	800	800	0%	-2,796
Projects	0	0	0	0	0%	0
TOTAL OPERATING EXPENDITURES	**173,209**	**1,118,338**	**9,472,633**	**8,354,295**	**12%**	**1,328,255**
OPERATING SURPLUS (DEFICIT)	**-174,309**	**-623,333**	**270,739**	**894,072**	**-230%**	**-88,268**
STATE ALLOC.-F&E FUNDS	0	0			0%	
CAPITAL-ONE TIME SOURCE	0	140,750				
PROJECT REIMBURSEMENTS	0	0			0%	
SURPLUS (DEFICIT) ADJUSTED	**-174,309**	**-482,583**				**-88,268**
NET RESOURCES-OPERATIONS		**-724,066**				
NET RESOURCES OPERATIONS ENDING		**-1,206,648**				

VENTURA COUNTY FAIR, 31ST DAA
OVERHEAD INCOME & EXPENSE STATEMENT
FOR THE PERIOD ENDING MAY 31, 2020

OVERHEAD	Current Month	Current YTD 5/31/20	Budget 2020	Balance of Budget	% Used 2020	Prior YTD 5/31/19
REVENUES						
Interest	0	7,283	13,000	5,717	56%	11,145
Sponsorships-Non-Fair	0	0	0	0	0%	0
Miscellaneous Non-Fair Reven	0	38,414	127,000	88,586	30%	48,106
Reimb Security/Maint Labor	0	10,075	39,500	29,425	26%	15,245
Prior Year Revenue	0	0	0	0	0%	0
TOTAL REVENUES	0	55,772	179,500	123,728	31%	74,496
EXPENSES						
Advertising/Promotionals	605	1,509	7,500	5,991	20%	1,285
Employee Wages-Permanent	43,284	265,137	702,864	437,727	38%	259,974
Employee Wages-Temporary	8,238	66,573	209,014	142,441	32%	104,164
Employee Benefits	27,312	162,207	159,131	-3,076	102%	164,549
Equipment-Purchase/Rent/Rep	406	4,879	44,940	40,061	11%	5,535
Insurance	11,811	64,193	273,002	208,809	24%	77,386
Miscellaneous Non-Fair	2,822	9,428	74,700	65,272	13%	11,224
Payroll Taxes/Workers Comp	3,299	22,050	188,089	166,039	12%	26,087
Professional Svc-Non Fair	1,766	2,478	28,200	25,722	9%	4,509
Supplies & Expense-Non Fair	2,528	18,552	101,500	82,948	18%	16,639
Utilities	19,299	67,279	287,676	220,397	23%	79,904
Audit	0	0	16,900	16,900	0%	0
Cash Over/Short	0	-1	0	1	0%	-169
Prior Year Expense	0	0	800	800	0%	-2,958
TOTAL EXPENSES	121,369	684,285	2,094,316	1,410,031	33%	748,131
SURPLUS (DEFICIT)	-121,369	-628,513	-1,914,816	-1,286,303	33%	-673,634

VENTURA COUNTY FAIR, 31ST DAA
FAIR INCOME & EXPENSE STATEMENT
FOR THE PERIOD ENDING MAY 31, 2020

FAIR	Current Month	Current YTD 5/31/20	Budget 2020	Balance of Budget	% Used 2020	Prior YTD 5/31/19
REVENUES						
Admissions	-730	0	2,175,957	2,175,957	0%	26,620
Camping	0	0	74,500	74,500	0%	28,050
Carnival	0	0	1,130,000	1,130,000	0%	0
Concessions	0	43,391	1,375,400	1,332,009	3%	204,424
Donations/Sponsorships	0	14,000	518,500	504,500	3%	127,799
Entry Fees	-280	0	41,340	41,340	0%	12,388
Miscellaneous Fair Revenue	-60	0	31,000	31,000	0%	2,359
Parking	-30	0	398,375	398,375	0%	3,855
Rentals	0	0	8,300	8,300	0%	0
Utilities/Pumping	0	1,015	37,000	35,985	3%	13,100
Prior Year Revenue	0	0	0	0	0%	0
TOTAL REVENUES	-1,100	58,406	5,790,372	5,731,966	1%	418,594
EXPENSES						
Advertising/Promotionals	10	914	140,500	139,586	1%	715
Cash Awards/Premiums	0	0	147,000	147,000	0%	0
Employee Wages-Permanent	4,469	28,442	103,293	74,851	28%	29,174
Employee Wages-Temporary	392	5,192	957,809	952,617	1%	8,122
Employee Benefits	2,163	15,507	25,664	10,157	60%	15,434
Entertainment	0	0	1,195,000	1,195,000	0%	0
Equipment-Purchase/Rent/Rep	0	0	115,851	115,851	0%	0
Insurance	0	0	0	0	0%	0
Judges	0	0	0	0	0%	0
Miscellaneous Fair	0	79	238,630	238,551	0%	899
Payroll Taxes/Workers Comp	323	2,029	74,259	72,230	3%	2,168
Professional Svc-Fair	-5,000	10,038	884,137	874,100	1%	25,700
Supplies & Expense-Fair	273	30,143	592,084	561,941	5%	31,947
Utilities-Fair	0	0	135,000	135,000	0%	0
Cash Over/Short	0	0	0	0	0%	0
TOTAL EXPENSES	2,630	92,343	4,609,227	4,516,884	2%	114,158
SURPLUS (DEFICIT)	-3,730	-33,938	1,181,145	1,215,083	-3%	304,436

VENTURA COUNTY FAIR, 31ST DAA
AUCTION INCOME & EXPENSE STATEMENT
FOR THE PERIOD ENDING MAY 31, 2020

AUCTION	Current Month	Current YTD 5/31/20	Budget 2020	Balance of Budget	% Used 2020	Prior YTD 5/31/19
REVENUES						
Buyer Receipts	0	0	1,550,000	1,550,000	0%	0
Sponsors	0	0	30,000	30,000	0%	6,500
Slaughter Fees	0	0	36,000	36,000	0%	0
Misc. Revenue	0	330	18,000	17,670	2%	0
Interest	0	0	0	0	0%	0
Prior Year Revenue	0	0	0	0	0%	0
TOTAL REVENUES	0	330	1,634,000	1,633,670	0%	6,500
EXPENSES						
Temp. Wages	0	0	3,000	3,000	0%	0
Professional Servcies	0	0	14,000	14,000	0%	0
Publicity & Marketing	0	0	0	0	0%	0
Lunch Expense	0	0	12,000	12,000	0%	0
Payment to Sellers	0	0	1,475,000	1,475,000	0%	0
Supplies & Expenses	0	2,344	47,000	44,656	5%	1,108
Hauling & Sltr	0	0	42,000	42,000	0%	0
Equipment	0	0	37,000	37,000	0%	0
Prior Year Expense	0	0	0	0	0%	162
TOTAL EXPENSES	0	2,344	1,630,000	1,627,656	0%	1,270
SURPLUS (DEFICIT)	0	-2,014	4,000	6,014	-50%	5,230

VENTURA COUNTY FAIR, 31ST DAA
FACILITY RENTAL INCOME & EXPENSE STATEMENT
FOR THE PERIOD ENDING MAY 31, 2020

FACILITY RENTALS	Current Month	Current YTD 5/31/20	Budget 2020	Balance of Budget	% Used 2020	Prior YTD 5/31/19
REVENUES						
Concessions	0	0	219,000	219,000	0%	58,275
Miscellaneous Non-Fair Rever	0	150	3,700	3,550	4%	900
Parking	0	0	0	0	0%	0
Reimb Security/Maint Labor	0	33,583	260,000	226,417	13%	86,185
Rentals	0	115,938	499,000	383,062	23%	184,095
Rentals-Fair Sponsored Event	0	0	0	0	0%	0
Utilities/Pumping	0	4,698	32,000	27,302	15%	10,182
Prior Year Revenue	0	0	0	0	0%	858
TOTAL REVENUES	0	154,369	1,013,700	859,331	15%	340,496
EXPENSES						
Advertising/Promotionals	0	0	0	0	0%	0
Employee Wages-Permanent	4,982	15,336	54,095	38,759	28%	19,974
Employee Wages-Temporary	3,146	51,692	260,000	208,308	20%	92,714
Employee Benefits	3,731	17,382	20,760	3,378	84%	24,280
Equipment-Purchase/Rent/Re	0	2,411	10,392	7,981	23%	4,919
Miscellaneous Non-Fair	958	5,149	24,000	18,851	21%	4,975
Payroll Taxes/Workers Comp	545	3,475	66,290	62,815	5%	5,126
Professional Svc-Non Fair	0	0	1,500	1,500	0%	0
Supplies & Expense-Non Fair	0	59	3,795	3,736	2%	120
Sup/Exp-Fair Sponsored Even	0	0	0	0	0%	0
Utilities	115	810	900	91	90%	860
TOTAL EXPENSES	13,476	96,315	441,732	345,417	22%	152,967
SURPLUS (DEFICIT)	-13,476	58,054	571,968	513,914	10%	187,529

VENTURA COUNTY FAIR, 31ST DAA
HORSE RACING INCOME & EXPENSE STATEMENT
FOR THE PERIOD ENDING MAY 31, 2020

HORSE RACING	Current Month	Current YTD 5/31/20	Budget 2020	Balance of Budget	% Used 2020	Prior YTD 5/31/19
REVENUES						
Admissions	0	10,858	60,000	49,142	18%	27,712
Concessions	0	0	27,600	27,600	0%	8,980
Miscellaneous Non-Fair Reven	0	4,067	24,200	20,133	17%	11,493
Parking	0	121,094	527,000	405,906	23%	179,191
Programs	0	6,677	37,000	30,323	18%	15,754
Track 2%-Day & Night	0	83,432	450,000	366,568	19%	156,770
Prior Year Revenue	0	0	0	0	0%	0
TOTAL REVENUES	0	226,128	1,125,800	899,672	20%	399,900
EXPENSES						
Advertising/Promotionals	0	550	0	-550	0%	0
Employee Wages-Permanent	19,875	122,044	290,366	168,322	42%	151,986
Employee Wages-Temporary	0	14,261	63,815	49,554	22%	24,692
Employee Benefits	13,565	81,715	86,932	5,217	94%	94,821
Equipment-Purchase/Rent/Rep	0	1,265	13,112	11,847	10%	7,899
Miscellaneous Non-Fair	632	2,532	32,230	29,698	8%	3,283
Payroll Taxes/Workers Comp	1,325	9,252	58,527	49,275	16%	12,234
Professional Svc-Non Fair	337	4,708	15,320	10,612	31%	4,038
Supplies & Expense-Non Fair	0	5,330	41,000	35,670	13%	11,700
Cash Over/Short	0	1	-1,000	-1,001	0%	-760
Prior Year Expense	0	0	0	0	0%	0
TOTAL EXPENSES	35,734	241,658	600,302	358,644	40%	309,893
SURPLUS (DEFICIT)	-35,734	-15,529	525,498	541,027	-3%	90,007

VENTURA COUNTY FAIR (31ST DAA)			
ACCOUNTS RECEIVABLE			
FOR THE PERIOD ENDING MAY 31, 2020			
GENERAL RECEIVABLES			
2011	Liquid Pearls	800.00	
2015	WTF-ComicCon Balance on NSF Check	5,346.75	
	TOTAL GENERAL RECEIVABLES		6,146.75
FAIR TIME ACCRUALS			
2017	Solar City	2,500.00	
	TOTAL FAIR TIME RECEIVALBES		2,500.00
AUCTION RECEIVABLES			
2012	Thomas Parker - Fixn Cat	5,000.00	
	TOTAL AUCTION RECEIVABLES		5,000.00
	TOTAL RECEIVABLES		**13,646.75**
	LEGAL ACTIONS		

VENTURA COUNTY FAIR (31ST DAA)
CAPITAL PROJECTS
FOR THE QUARTER ENDED JUNE 30, 2020

Project Name	Budget Figure	Expenditures thru 6/30/2020	Budget Variance	Funding Source
			$ -	

CAPITAL EQUIPMENT PURCHASES
FOR THE QUARTER ENDED JUNE 30, 2020

Equipment Type	Budget Figure	Expenditures thru 6/30/2020	Budget Variance	Funding Source

General Ledger Detail

(5/1/2020 - 5/31/2020)

Ventura

Date	Posting Description	Reference	Source	Merge #	Debit	Credit	Balance
11300-00-20-400-A	**CASH IN BANK-OPERATING**						102,301.56
5/4/2020	Credit Card Fees	JE20-0503	GL-Manual	43200		233.36 A	
5/4/2020	UMS Banking Fees	JE20-0504	GL-Manual	43201		82.81 A	
5/4/2020	Authorize.net Fees	JE20-0505	GL-Manual	43202		20.85 A	
5/6/2020	UMS Celero Fees -Front Office	JE20-0506	GL-Manual	43203		7.95 A	
5/6/2020	UMS Celero Fees -Showorks	JE20-0507	GL-Manual	43204		6.50 A	
5/6/2020	Summarized AP Payments	Payments	AP-Payment	43208		40,499.22	
5/6/2020	Anthem Select HMO Check: 1001558206						15,755.78
5/6/2020	Blue Shield Access+ California Check: 1001558207						8,191.44
5/6/2020	State Of California Check: 75220						111.83
5/6/2020	Department Of The Treasury Check: 60376682						10,538.84
5/6/2020	Kaiser Permanente Check: 1001558208						3,650.25
5/6/2020	PERS Contingency Account Fund Check: 1001558211						75.84
5/6/2020	Pers Select Check: 1001558209						492.24
5/6/2020	State Board Of Equalization Check: 0-012-448-666						1,683.00
5/7/2020	Summarized AP Payments	Payments	AP-Payment	43208		1,235.74	
5/7/2020	Employment Development Department Check: 1-615-786-528						1,136.89
5/7/2020	STATE DISABILITY INSURANCE Check: 1-307-707-936						98.85
5/14/2020	Payroll Transfer	JE20-0501	GL-Manual	43153		29,500.00 T	
5/20/2020	AR Receipt Summary	Bank	AR-Receipt	43220	5,665.00-		
5/20/2020	OPCA Reference: 1 Receipt(s)						5,665.00-
5/20/2020	Summarized AP Payments	Payments	AP-Payment	43208		9,399.12	
5/20/2020	Employment Development Department Check: 2-084-051-488						674.56
5/20/2020	Department Of The Treasury Check: 13753054						8,625.71
5/20/2020	STATE DISABILITY INSURANCE Check: 0-760-551-968						98.85
5/21/2020	Summarized AP Payments	Payments	AP-Payment	43208		400.00	
5/21/2020	Deposit Refunds Check: 75221						400.00
5/28/2020	Payroll Transfer	JE20-0502	GL-Manual	43198		20,000.00 T	
5/29/2020	Summarized AP Payments	Payments	AP-Payment	43208		833.05	
5/29/2020	American Express Check: AMEX 5/29						520.47
5/29/2020	Dish Cable Co. Check: 565922						312.58
5/31/2020	Summarized AP Payments	Payments	AP-Payment	43208		5,000.00-	
5/31/2020	Lieberman Consulting, Inc Check: 75219 Void payment #73203						5,000.00-
11300-00-20-400-A		Net:	102,883.60-		5,665.00-	97,218.60	582.04-

$ Trial Balances

Adjustments:		**351.47**
Transfers:		**49,500.00**
Net Received:	**5,665.00-**	
Net Disbursed:		**47,367.13**

cdfa CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE
Karen Ross, Secretary

April 28, 2020

F2020-09

TO: All Fairground CEOs and Board Chairs

SUBJECT: Standard Operating Procedures and Guidance

Guidance for Sale of Junior Livestock Market Animals At Cancelled California Fairs Due to COVID-19

The goal of this document is to prepare and establish proper guidelines for fairgrounds to receive junior livestock market animals and properly process these animals through the identified areas of inspections or checks to ensure the safety of these consumer-oriented products and transportation to packer/processors. It is not permissible to have any kind of livestock show and associated sale during COVID-19 restrictions.
Fairs are required to work with their local Public Health Authority to seek approval to collect animals at the fairground so they can be moved into the food system. Even though moving animals into the food chain is an essential function, in a particular area, the local Public Health Department may recommend alternate methods for moving animals to market that better protects individuals from exposure of COVID-19. It will be important for fair management to explain that this process will keep food flowing while also maximizing physical distancing recommendations.

Personnel: Fairs must restrict personnel on-site to only essential employees or volunteers necessary to handle and prepare the animals for shipment to the processing plant. These individuals should have their temperatures checked prior to arrival to the premises, and anyone with fever or signs of COVID-19 should be prohibited from entering the premises. All individuals at the location should follow the most recent public health agency guidelines for essential workers to reduce the risk of COVID-19. Key risk reduction considerations are included in this guidance document.

Animal Processing: Market ready animals will be shipped to verified processors. All market ready animals will have acceptable methods of official identification as required per species that will individually identify each animal to the exhibitor/owner prior to co-mingling of species. This may include ear tags, RFID devices, scrapie tags, slap tattoos, etc. The fairgrounds would serve as drop off points for these animals to be collected and inspected by a CA licensed veterinarian or qualified fair staff to ensure they meet standard criteria for residue, health and quality.

By participating in the Fair "Collection", exhibitors and their agents, parents and leaders acknowledge that they:

1) Understand and have read the State Rules and local fairs rules;
2) Agree to abide by them;
3) Certify all information provided on all forms is true and accurate; and
4) Agree to comply with the fair's decision regarding any alleged violation of the State or Local Rules. In the event that it is determined, there has been unethical treatment of animals or violation of state or federal regulations or of state or local fair drug policy rules, exhibitor names will be forwarded to the Fairs and Expositions Branch as well as given to the network of California fairs and to appropriate government agencies.

Drug Residues: All exhibitors are required to submit an electronic copy of the certificate of animal medication. This form (Declaration of Medication Form) could be submitted at least 2 days in advance of the animal collection for review. Forms must be filled out completely including all required signatures. Each form should be reviewed by a CA licensed veterinarian to determine if animal is clear to continue the process. Forms that are missing information and/or signatures or require additional clarification will be followed up by appropriate personnel to resolve problems. Animals that have residue concerns will not be allowed to be processed.

Upon arrival at the fairgrounds, at the time of drop off of the animal, the drug residue form will need to be re-signed/certified by exhibitor and parent to verify there have been no changes to residue status or to make notification of any changes regarding residue status that have occurred since original submission date and time. Any drug, substance or medication administered triggers review of the document by a veterinarian. A veterinarian should be on site to check forms with a changed residue status.

All State and local rules pertaining to drug residue policies shall apply.

Animal Health: Upon arrival, all animals brought to fairgrounds for shipping will be health checked prior to unloading by a CA licensed veterinarian or qualified fair staff. Animals that meet health requirements will be unloaded for Quality Check. Animals that do not pass the health inspection will not be unloaded and returned to exhibitor's residence.

Quality Inspection of Animals: There will be a qualified judge/evaluator or animal buyer/grader on-site to determine if animals are market ready. Animals will be weighed on certified scale prior to Quality inspection. Animals that do not meet the minimum weight requirements or are deemed not market ready will not be processed and exhibitors will be required to remove animal from fairgrounds. Animals meeting weight

and quality inspection standards will be penned/stalled and prepared for transportation to processor. Steers will need to have a Brand Inspection and official identification; lambs and goats are required to have official identification and scrapie tag and hogs will need to have official identification and a slap tattoo.

Animal Drop Off: Fairs will be responsible for scheduling drop off times that are staggered for delivering livestock at fairgrounds. Fairs should make an effort to receive animals that are co-mingled or housed together at one time. The staggered times would be implemented for physical distancing for COVID-19.

Transportation: Fairs will be responsible for arranging the transportation of all market animals to the appropriate species processor.

Sales: Fairs should have a signed agreement in place with each species packer/processor to define all terms of the agreement. The Fair must adhere to additional packer/processor terms outside of this process. These may include assessing the amount of gut fill that an animal exhibits, requiring animals to be held off feed the night before arriving at the fair, top pay weight and any other terms prescribed by the Packer/Processor

If animals are sold prior to the processing process outlined above, any animal that fails the drug residue, animal health and/or quality checks would prohibit that animal from being processed. This will include both resale and harvest and return animals. Fairs will require a signed form from exhibitor, prior to being sold, specifying that any animal that fails the residue, vet check and/or the quality check, will be prohibited from being shipped and processed, and the sale is null and void. In this scenario, the buyer would receive a refund and the seller would not receive any auction proceeds.

Fairs should allow all exhibitors the opportunity to opt out of the collection process if implemented by the fair. Exhibitors that choose not to participate would be required to submit a signed form provided by the fair declaring they want to opt out of participation in the fair collection process. Exhibitors that want to participate in this process will be required to sign a sales agreement provided by the Fair indicating their desire to participate in the sales program and understand the terms of the sale including, selling their animal RESALE to the processing facility; or selling their animal CUSTOM to a third party and animal is harvested at the processing facility. Exhibitors failing to submit a signed sales agreement form will not be allowed to proceed with the sales process.

In addition to selling the livestock directly to processors, Fairs may take advantage of the option to utilize an online auction/sales format to sell animals in advance or after the collection of animals at fairgrounds. Depending on how Fairs choose to set-up their

online auction/sale, they can allow animals to be sold as Resale and Custom. Resale animals are sold to processors at their designated resale market price for each species based on the agreement Fairs have with the processor. Custom buyers will have the animal harvested and returned to a cut and wrap facility where the buyer will pay to have the animal cut and wrapped and then pick up the product for their own consumption. Another option will be for online bidders to donate to the exhibitor or the fair and the successful bidder would not receive the cut and wrapped product and all animals would be sold directly to the processor. Fairs will have to make the determination on how they would utilize the online sales option.

Prevent the Spread of COVID-19 - Best Practices Guidelines for Fairgrounds: It is necessary to act in a manner that incorporates Governor Newsom's Executive Orders to prevent the spread of the coronavirus and protect California families and communities. To that end, the CDFA recommends the following:

Facility Access

- Restrict access to essential personnel (staff, veterinarians, volunteers, sellers, market animal handlers/caretakers, and essential owners) and stagger entry to maintain physical distance recommendations.
- Develop procedures for minimizing the number of people that exit a vehicle while dropping off animals – ideally, no one exits their vehicle.
- Prohibit non-essential persons (students, friends, family members, etc.) from entering the facility.
- Update website and provide detailed map with instructions for sellers to deliver livestock on fairgrounds. Instructions for delivery should provide gate number for entry and exit and cones/barriers should be laid out to provide an orderly flow of truck/trailers to arrive at inspection and offloading site.
- Provide a delivery date and time to sellers for arrival at fairground. Delivery times should be staggered to limit the number of people gathering. Delivery of livestock should be organized by animal species and animals that are housed as a unit.
- Post signage at the entrance of fairground instructing all staff, volunteers, sellers, and buyers to wash hands, practice physical distancing and use face coverings.
- Do not allow access to the facility to anyone who shows symptoms of COVID-19, or who has been exposed to a person with symptoms of COVID-19 (cough, shortness of breath, or fever). View the CDC's COVID-19 symptoms at: https://www.cdc.gov/coronavirus/2019-nCoV/index.html
- Limit the number of personnel or individuals on the fairgrounds at any one time to ensure physical distancing. Use an online sign-up form to limit the number of individuals on the fairgrounds at any one time.
- All individuals must stay 6 feet apart and must not congregate.

- All individuals should wear a face mask or cloth face covering that covers nose and mouth while on the premises.
- Require washing stations or hand sanitizer for all entering and leaving the premises.
- Limit fairground activity to animal collection actions necessary to perform market animal checks, including residue, health and quality checks, weighing, penning and load out of animals.

Animal Inspection Process

- Trucks and trailers should arrive in a covered/shaded area for processing.
- Barriers/tables should be arranged to promote physical distancing for everyone participating and for all areas of processing and animal movement.
- An individual should meet vehicle and confirm animal and exhibitor that has arrived and re-verify residue information.
- When dropping off livestock, the driver and any passengers must remain inside the vehicle unless asked by Fair staff/volunteers to exit.
- A veterinarian or qualified individual will perform the animal health inspection. That individual will determine if health inspection can be done on or off the truck/trailer.
- If possible, segregate livestock when unloading on fairgrounds at collection area until health check is complete. Any animals showing signs of illness such as a fever, nasal discharge, cough, or diarrhea should be removed from fairgrounds immediately.
- A designated animal handler from each vehicle will unload animal(s) to designated area/pen
- All individuals must maintain physical distancing and should wear nitrile gloves, face mask covering or shield.
- Health inspection is performed. If inspection is done on or in vehicle/trailer and animal passes, animal is unloaded and proceeds to area for weighing. If animal fails health inspection animal is immediately removed from the fairgrounds by the designated handler/owner/parent/leader.
- Animal is weighed and weight and ear tag/identification is recorded by staff/volunteer. Quality Inspection is performed. If animal fails minimum weight standards for the species or fails the quality inspection, animal is removed from the fairgrounds by the designated handler/owner/parent/leader.
- If animal passes weighing requirements and quality check, animal is moved to appropriate pen/tie area to be readied for transport to processing plant.
- If animal fails health check or is not market ready it is not allowed to be sold and must be loaded back onto truck/trailer of seller.
- Sellers of livestock should immediately leave once animal(s) have passed veterinarian inspection and it has been deemed market ready.
- Fairs should have a plan as to where and how the re-loading of an animal that fails any inspections will take place.

Facility Biosecurity Measures

- All individuals entering the collection location shall wash hands before entering and wear clean clothes and footwear as part of the fairground's general biosecurity plan.
- Individuals should touch only the equipment and supplies necessary for completing the tasks of collecting, unloading, performing checks (residue, health and quality), weighing and loading out market animals to be sent to the processor.
- Prohibit the shared use of equipment, office supplies, and other equipment between individuals. Any equipment that must be shared should be cleaned and disinfected before and after each use.
- Keep animal equipment and scales in a fixed position within the collection area to ensure equipment and scales can be accessed without touching these items or removing them. Disinfect before and after each use.
- When handling shared facilities such as trash receptacle lids, hoses, etc., use good biosecurity practices such as gloves, paper towels, hand-washing or other methods, as appropriate, to avoid transmission.

Cleaning and Disinfection Measures to Prevent COVID-19 Transmission

- The virus can persist on non-porous materials (leather leads/halters, nylon halters/lead ropes, trailer latches, gate latches, door handles, spray nozzles) longer than porous materials (cotton lead ropes, livestock coats).
    - According to the CDC, the coronavirus can survive in the air up to 3 hours, on copper up to 4 hours, on cardboard up to 24 hours, and on stainless steel and plastic up to 72 hours.
- Clean communal equipment and supplies with appropriate cleaner.
- Disinfect trailer and gate latches, pen or show ring latches, light switches, scales, hose ends, spray nozzles, shovels, pitchforks, wheelbarrows and other frequently handled surfaces regularly or after contact with personnel.
- The CDC disinfection guidelines for COVID-19 are here:
- https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html A list of approved disinfectants for tougher surfaces (not to be used on leather) is found here: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2
- Although there is no evidence that livestock can contract or become ill from COVID-19, practice good hygiene by washing your hands with soap and water for a minimum of 20 seconds or using a >60% alcohol hand sanitizer after touching livestock, communal areas, or communal equipment to prevent environmental spread of the virus. Hand sanitizer is not as effective as soap and water, so only use it when there is no soap and water available and hands are not visibly soiled.

Veterinary Care, Communication and Livestock Health

- With the shortage of personal protective equipment across the country, veterinarians and veterinary clinics are reducing non-essential visits. Communicate proactively with the veterinarians to determine how to handle a veterinary emergency under current physical distancing guidelines. Work to establish a veterinarian- client- patient relationship prior to shipping of animals as the veterinarian must be able to attest to your livestock's health prior to submission to the fair for processing.

Human-to-Animal Transmission (citation: AVMA)

- While two (2) dogs (Hong Kong), one (1) cat (Belgium), and (2) cats in the US have been reported to have been infected with SARS-CoV-2, there is currently no evidence at this point to indicate that privately owned animals spread COVID-19 to other animals or people.
- Out of an abundance of caution, it is recommended that those ill with COVID-19 avoid contact with animals until more information is known about the virus. Owners/Animal Caretakers should designate an individual to care for the animal in the event of a COVID-19 illness. If an individual or family has been potentially exposed to COVID-19, do not assist in loading animals or travel to the fairgrounds, even if the individual remains in the vehicle. Coordinate with other families to pick up the animals and appropriate paperwork or reschedule if necessary.

Latest California Updates on COVID-19

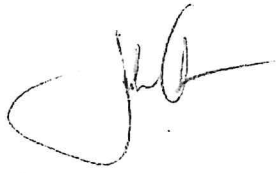
- Visit the California Department of Public Health website at https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCOV2019.aspx
- California's COVID-19 webpage: https://covid19.ca.gov/

Prevent the Spread of COVID-19 – General Information: Please continue to take steps to protect yourself and others as recommended by the CDC. Please consider putting up posters around the fairgrounds.

- **Clean your hands often**
  - Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
  - If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
  - Avoid touching your eyes, nose, and mouth with unwashed hands.
- **Avoid close contact**

  - Avoid close contact with people who are sick
  - Put distance between yourself and other people if COVID-19 is spreading in your community. This is especially important for people who are at higher risk of getting very sick.
- **Stay home if you're sick**
  - Stay home if you are sick, except to get medical care. Learn what to do if you are sick.
- **Cover coughs and sneezes**
  - Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
  - Throw used tissues in the trash.
  - Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.
- **Wear a face mask**
  - If you are sick: You should wear a face mask when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider's office. If you are not able to wear a face mask (for example, because it causes trouble breathing), then you should do your best to cover your coughs and sneezes, and people who are caring for you should wear a facemask if they enter your room. Learn what to do if you are sick.
  - If you are NOT sick: You do not need to wear a face mask unless you are caring for someone who is sick (and they are not able to wear a face mask). Face masks may be in short supply and they should be saved for caregivers. However, a cloth face covering should be worn when going out to public area.
- **Clean and disinfect**
  - Clean AND disinfect frequently touched surfaces daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
  - If surfaces are dirty, clean them: Use detergent or soap and water prior to disinfection.

Sincerely,



John Quiroz, Chief
Fairs and Exposition Branch

cdfa CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE
Karen Ross, Secretary

May 18, 2020

D2020-02

To: All DAA CEOs and Board Presidents

Subject: Insurance Coverage Limits – New Requirements

During these challenging times, protection of the fairgrounds, fair staff, and patrons is of utmost importance. This letter outlines new requirements regarding General Liability (GL) insurance coverage limits for all DAAs. The California Department of Food and Agriculture (CDFA) is responsible for providing oversight to the California Fair network, including ensuring the integrity of the Fairs and Exposition Fund (Fund). In order to limit potential impacts to the Fund from the trend of multi-million-dollar jury verdicts in public entity lawsuits, CDFA has determined the need to mandate GL insurance coverage minimums. When DAAs are underinsured the financial risk to the DAA, CDFA and the Fund is increased. The new limits must be made effective the next time each policy is renewed.

Additionally, DAAs may only obtain insurance coverage through the California Fair Services Authority (CFSA) or through the Department of General Services Office of Risk and Insurance Management (ORIM). CFSA and ORIM will make sure all insurance policies are secured from insurance companies with a high rating (i.e., a minimum AM Best rating of A-, VII) to ensure the ability of the insurance carrier to pay any claim that may result.

The following minimum GL insurance coverage limits have been identified after consultation with CFSA, ORIM and representatives from Alliant Insurance Services (insurance brokerage service used by both ORIM and CFSA).

Minimum Insurance GL Coverage Limits:

Twenty-five million ($25,000,000) per occurrence in GL insurance, including

a. Bodily injury and property damage (non-fair-owned property)
b. Personal injury
c. Public official errors and omissions (coverage must be limited to ***Public Officials***; it cannot include officers of nonprofit corporations)
d. Employment practices liability (caused by an alleged or actual wrongful act including sexual harassment, wrongful termination, and discrimination)

In addition, DAAs shall ensure that, if available, coverage should include the following categories of activities and events:

1) Disease transmission (i.e., E-Coli)
2) Terrorism; Athletic Events
3) Civil Rights (i.e., First Amendment; Freedom of Expression; Americans with Disability Act)

If you have any questions, please contact:

John Quiroz, Branch Chief – Fairs and Exposition Branch at John.Quiroz@cdfa.ca.gov
Tom Amberson, Risk Department Manager– CFSA at Tamberson@cfsa.org
Carrie Willson, Staff Services Manager DGS – ORIM Carrie.Willson@dgs.ca.gov

Sincerely,

John Quiroz
Branch Chief

cc: Rebecca Desmond, Executive Director, California Fairs Services Authority
Virginia Bolman, Chief, DGS Office of Risk and Insurance Management

cdfa CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE
Karen Ross, Secretary

May 26, 2020 D2020-03

TO: All Fairground CEO's and Board Members

SUBJECT: Guidance for Non-Essential Events during COVID-19

The Fairs & Expositions Branch has received several requests from fair managers seeking approval to host non-essential events at DAA fairgrounds. If you plan to have or host a non-essential event you must obtain approval from your local authorities prior to the event. Local authorities usually reference local public health and/or law enforcement; however, you'll need to check with your local county/city. No additional state approval is needed at this time.

Some examples of non-essential events we have received for approval are motorized racing, certified farmers' markets, drive-thru graduations, and drive-in movies. In addition, the DAAs will need to abide by guidelines such as physical distancing protocols, face coverings, and any other current guidance from the state or county during events.

Please note fairgrounds were included in the Governor's Emergency Declaration and can be utilized at any time as needed for emergency state operations. There have been no modifications to the current mass gathering guidance.

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

Sincerely,

John Quiroz
Branch Chief

STANDARD AGREEMENTS

CONTRACT NO.	CONTRACTOR NAME	PURPOSE	AMOUNT
20-24	E. J. Harrison & Sons, Inc.	One Year Trash Service	NTE $63,972.00

Rental Agreements Non-Fair

CONTRACT NO.	CONTRACTOR NAME	PURPOSE	AMOUNT	DATE
20-121	CBF Productions	Concert/Event Series	TBD	5/25-8/31
20-122	Ventura County Sheriff OES	Pre-Fire Coordination Meeting	$280.00	6/25/2020
20-123	Food Share of Ventura County	Can Food Drive	$0.00	6/29/2020
20-124	Food Share of Ventura County	Pop-Up Pantry	$0.00	7/1-7/31
20-125	Totally Local VC	Project Disaster Outreach	$0.00	6/15-7/31
20-126	COVID Clinic	COVID Testing	$19,250.00	6/22-8/31