



April 16, 2021

TO: Board of Directors

SUBJECT: Board of Directors Meeting

The April Board of Directors Meeting has been scheduled for Tuesday, April 27, 2021, 3:30 p.m. in person and via Zoom.

The following documents are enclosed:

1. April 27, 2021 Board Agenda
2. Regular Board Meeting Minutes of 03/23/2021
3. Check Register, Statement of Operations and Balance Sheet for March
4. Check Register Explanation Sheet
5. Friends of the Fair Packet
6. Notice of PPP Forgiveness Payment Letter
7. \$40.3M General Fund Support-Phase II Letter
8. Guidance for Safely Conducting Fairs & Livestock Events Letter

If you have any questions, feel free to call the Office.



1121 S. Chance Avenue, Fresno, California, 93702-3707
559 650-3247 • FAX 559 650-3226 • www.FresnoFair.com

W/FA
MERRILL AWARD WINNER



21ST DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 27, 2021 AT 3:30 P.M.

BOARD MEETING NOTICE

Notice is hereby given that a meeting of the 21st District Agricultural Association, Big Fresno Fair Board of Directors will be held on **Tuesday, April 27, 2021, commencing at 3:30 p.m. via Zoom.**

Please be advised, in accordance with Executive Order N-29-20. The 21st DAA, Big Fresno Fair will provide a Zoom option for its upcoming public meeting, to be held on **April 27, 2021 at 3:30 p.m.** Board members and members of the public are strongly encouraged to participate using the Zoom meeting link provided below so as to minimize the spread of COVID-19 and reduce the risk of infection during this current state of emergency. No physical location will be provided.

To participate in the Zoom Meeting, follow this link.

<https://us02web.zoom.us/j/7339943574?pwd=STljOEYzaUF6TzINb09sVVFYaDM1dz09>

Meeting ID: 733 994 3574

Password: 1121

One tap mobile

+16699006833,,7339943574#,,,0#,,1121#

MISSION STATEMENT

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

NOTE

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

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

Pursuant to the American with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any 21st District Agricultural Association Board or Committee meetings, or in connection with other The Big Fresno Fair ground activities, may request assistance at the Fair Office, 1121 S. Chance Ave., or by calling 559-650-3247, during normal business hours of 9:00 a.m. to 4:00p.m. Monday through Thursday. Requests should be made one (1) week in advance whenever possible.

¹ Persons with disabilities who may require accommodations to attend the meeting are requested to contact the Fair office at (559) 650-3247.

² Questions regarding agenda items should be directed to the Fair office at (559) 650-3247.

³ Public notice required by Government Code – Section 11125(a) is available for viewing at www.fresnofair.com

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

AGENDA

1. Call to Order:
2. Pledge of Allegiance:
3. Roll Call of Directors and Declaration of Quorum:
Jerry Pacheco, President; Charles Riojas, Vice President; Terry Gonsalves, Secretary/Treasurer; Linda Mae Balakian Hunsucker, Gary Chahil, Frank Flores, Annalisa Perea, Larry Salinas and Larry Serpa
4. Minutes: (*Action by the Board*)
 - A. Approve Board Minutes:
 1. Regular Board Meeting 03/23/2021
5. Acknowledge Consent Agenda (colored pages) Item #15 thru Item #31
6. Public Comment:

Public comment is a right granted to the public. It is reserved for items that are not listed on the agenda, but under this Board's jurisdiction. Please be informed that public participation under public comment will be limited to five (5) minutes per speaker and in accordance with state law, the Board will not comment or otherwise consider such public comment item for business until and unless such item has been properly listed on the agenda at a future meeting.

7. Executive Staff Report: (*Informational*)
 - a. Report on Satellite Racing/CARF Meeting
 - b. Report on Interim Events and Postponements
 - c. Report on Drive-Thru Eats-Spring Edition
8. Committee Reports: (*Action by the Board*)
 - A. Finance Committee
 - Acknowledge March 31, 2021 Check Register in the amount of \$90,752.45;
 - Acknowledge Statement of Operations dated March 31, 2021;
 - Acknowledge Balance Sheet dated March 31, 2021.
9. Old Business: (*Informational*)

None

10. New Business: (*Informational/Action by the Board*)
 - a. Informational Purposes Only
 - \$40.3M General Fund Support – Phase II Letter (D2020-01)
 - Guidance for Safely Conducting Fairs & Livestock Events (F2021-03)
11. Manager's Update:
 - a. Sponsorships; Entertainment; New Projects and Improvements.
12. Board Recommendation for Future Agenda Items:
13. For Your Information:
Next Board Meeting – May, 25, 2021, 3:30 p.m.
14. Adjournment:

Item #15 thru Item #26 ACKNOWLEDGE THE FOLLOWING RENTAL AGREEMENTS FOR 2021:

Item #	15	6/19/21	United Cerebral Palsy of Central Ca. Roger Slingerman 4224 N. Cedar Ave. Fresno, CA 93726	Cornhole Tournament Industry Commerce (IC)	\$2,678.00
Item #	16	9/11/21 to 9/12/21	Kerman Kart Club Marty Kamimoto 958 N. Citadel Ave. Clovis, CA 93611	GoKart Racing Carnival Lot	\$2,400.00
Item #	17	5/15/21	Fresno County 4-H c/o Tracy Newton 550 E. Shaw Avenue Fresno, CA 93710	Livestock Skills Testing Livestock Pavilion	\$100.00
Item #	18	4/24/21	Fresno County 4-H c/o Tracy Newton 550 E. Shaw Avenue Fresno, CA 93710	Fashion Review Table Mountain Rancheria Park	\$100.00
Item #	19	4/30/21 to 5/2/21	Fresno Gem & Mineral Society 404 W. McKinley Ave. Fresno, CA 93793	Gem and Mineral Show Chance Lot	\$3,674.00
Item #	20	5/24/21 to 6/10/21	Fresno Unified School District 2348 Mariposa Street Fresno, CA 93721	Fresno Unified Graduations Paul Paul Theater	\$64,627.80
Item #	21	12/8/21	Yesenia Ruiz 131 W. Alluvial Pinedale, CA 93650	Church Event Industrial Education	\$3,016.00
Item #	22	3/1/21 to 3/31/21	County of Fresno c/o Robert Bash P O Box 11800 Fresno, CA 93721	Vaccine Distribution Ag Building, Commerce Bldg. IC Bldg.	\$27,184.00

Item #	23	4/1/21 to 8/31/21	County of Fresno c/o Robert Bash P. O. Box 11800 Fresno, CA 93721	Vaccine Distribution Ag Bldg. Commerce Bldg. IC Bldg. & Junior Exhibits Bldg.	\$135,920.00
Item #	24	7/31/21	Oswaldo Loya 990 E. Adams Avenue Fowler, CA 93625	Quinceañera Table Mountain Rancheria Park	\$1,862.00
Item #	25	4/22/21 to 4/25/21	Just Between Friends of Fresno, Visalia Mandi Milburn 2516 E. Seeger Avenue Visalia, CA 93292	Children & Maternity Consignment Sale Junior Exhibits Bldg.	\$6,050.00
Item #	26	4/1/21 to 4/31/21	Pentecostal of Fresno Gary Sones 4695 N. Seventh Street Fresno, CA 93726	Church Services Industrial Education	\$450.00
Item #27 thru	Item #29	<u>ACKNOWLEDGE THE FOLLOWING RENTAL AGREEMENTS FOR 2022:</u>			
Item #	27	2/18/22 to 2/20/22	Sun Maid Kennel Club Tim Sullivan P.O. Box 8183 Fresno, CA 93747	Dog Show Commerce Bldg., Ag Bldg. Industry Commerce, Industrial Education and FCHM	\$19,147.50
Item #	28	2/26/22	Greater Cal. Society of Poultry Fanciers c/o Alan Gallegos 28270 Burroughs Rd Tollhouse, CA 93667	Poultry Show Gem & Minerals and Junior Exhibits Bldg.	\$4,012.00
Item #	29	2/26/22	Claudia Acosta 5652 E. Bird Avenue Fresno, CA 93727	Quinceañera Yosemite Station	\$1,453.50

Item #30 thru Item #31 ACKNOWLEDGE THE FOLLOWING INTERIM
CONCESSION AGREEMENTS FOR 2021:

Item #	30	Fruit Caboose, Inc. Mike & Ryann Newman 1023 Flag Creek Road Oroville, CA 95965	Sale of Milk Shakes, Strawberry Shortcakes, Chocolate Dipped Cheesecake, Skewers, Water, Lemonade, Frozen Lemonade and Sodas.	20% Drive Thru Eats - Spring Edition
Item #	31	Mmmm D's Tacos & More Michael & Diane Harrell 5383 S. Fig Avenue Fresno, CA 93706	Sale of breakfast burritos, tacos, nachos, sodas and water.	10% Red Wave Classic

**MINUTES
21ST DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 23, 2021 AT 3:30 PM
VIA ZOOM**

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

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

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

Item #1. Call to Order:

The meeting was called to order at 3:30 p.m. by President Pacheco. Those in attendance were: President Jerry Pacheco, Vice President Chuck Riojas, Secretary/Treasurer Terry Gonsalves, Directors Frank Flores and Larry Serpa; Deputy Manager II Stacy Rianda, Deputy Manager II Lauri King, Business Assistant II Christina Estrada, Business Assistant II Saundra West, Event Coordinator Taylor Childers and via Zoom: Directors Linda Mae Balakian Hunsucker, Gary Chahil, Larry Salinas, Annalisa Perea and Celeste Zavala with Cohen Communications.

Item #2. Pledge of Allegiance:

President Pacheco requested Vice President Chuck Riojas to open the meeting by leading the Pledge of Allegiance.

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

President Pacheco called roll. All Directors were present for a full quorum.

Item #4. Minutes: (Action by the Board)

A. Approve Board Minutes:

1. Regular Board Meeting 02/23/2021

MSP (Flores - Chahil) to approve the Board minutes. The vote was unanimous.

Director Salinas had a correction at the top of Page 3 with the spelling of Dora Westerlund's name and Page 5 with the spelling of Governor Newsom's name. Corrections were noted.

Item #5. Acknowledge Consent Agenda (colored pages) Item #15 thru Item #37:

MSP (Serpa - Riojas) to approve the Consent Agenda. The vote was unanimous.

Item #6. Public Comment:

None

Item #7. Executive Staff Report: (Informational)

a. Report on Satellite Racing/CARF Meeting:

Deputy Manager II King reported that satellite wagering continues to be operating out of the grandstand on the first floor. We are hopeful that we will be back inside by the Kentucky Derby which is the first Saturday in May. Ruben is doing a great job of managing everything that is going on out there and our numbers continue to be very strong. Regarding CARF, we are still at the table and waiting to see what tier we'll be in closer to our meet. This will determine if we will be able to have attendees at the races; horsemen are excited to come in October. We are planning on having a live race meet this year; we will need to know one way or the other by July 15th.

b. Report on Interim Events and Postponements:

Event Coordinator Taylor Childers reported that we just had the dinosaur drive-thru and it was very successful. We are moving forward with the May Home Show which will be an indoors and outdoors show. This is replacing the big March show. We are still working out some logistics with the County as they will have to vacate two of the building for that week. We are working with a promoter for drive-in movies that will start in April and feature one movie a month for the next 10 months. Also working with Fresno Unified and the Health Department. Fresno Unified would like to bring all the high school and junior high school graduations to the Paul Paul Theater permanently. We just concluded the second weekend of the Red Wave Classic this last weekend.

c. Report on Drive-Thru Eats: Spring Edition:

Event Coordinator Taylor Childers reported that we have 15 different food vendors and two souvenir stands. We will not have any entertainment or decorations like we did in October. Currently working on staffing, the route will be the same as it was in October. The Fast Pass will be available. The difference for this event is we will be selling the Fast Pass ourselves, where last time Save Mart sold them, which required that the contract be with our non-profit or we would had to pay Save Mart to sell the tickets for us. This time all of the revenue will come back to the fair because we are not working with Save Mart, there is no need to share with the non-profit. We also reduced the price from \$50 down to \$30. Some of the food booths were rearranged to help eliminate congestion and we also have a couple new stands that weren't here in October.

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

A. Finance Committee:

- Acknowledge January 31, 2021 Check Register in the amount of \$285,049.55 and February 28, 2021 in the amount of \$98,468.34.

MSP (Serpa - Flores) to approve the Check Register. The vote was unanimous.

- Acknowledge Statement of Operations dated January 31, 2021 and February 28, 2021;

MSP (Riojas - Flores) to approve the Statement of Operations. The vote was unanimous.

- Acknowledge Balance Sheet dated January 31, 2021 and February 28, 2021.

MSP (Serpa - Riojas) to approve the Balance Sheet.

a. Approve the Fair's 2021 Operating Budget

Deputy Manager II King reported that we had met with the Finance Committee (President Pacheco and Treasurer Gonsalves) and went through the budget line by line, page by page, had some great discussion and at the end of the meeting everyone was in full support of moving forward with this budget. We want to remind everyone that this is a work in progress. It will continue to change and what is reflected in this budget is what we know for sure.

As things open up and we get more events, we will be making modifications. Director Gonsalves stated that he never said he supported the budget and, in fact, does not support it and cannot recommend this budget to this board. We cannot get the second round of PPP until the first round is forgiven. Director Gonsalves pointed out that there is more money allocated to maintenance than there is to staff and Saundra needs help. Deputy Manager II King stated that Saundra is not behind on her work and has met all deadlines; some of her duties have been taken and spread out amongst the staff to lighten her load and there is more money allocated to maintenance for staffing. We are trying to keep the grounds and buildings up so that when we can start having events again, everything doesn't look completely run down. When we start having events again, we will need more maintenance people. In the office, we have automated and streamlined a lot of things so we don't require more people at this time. If we have horse racing, we will need 3 people just to work the backside and that all comes out of this budget.

Director Salinas suggested that perhaps the Board could volunteer to come out, roll up their sleeves and help out on the grounds. We have to approve a proposed budget going forward. Staff is pulling added weight here. This budget will change, even if it is adopted today. The landscape in California is changing. Director Chahil agreed with everything Director Salinas said.

Deputy Manager II King stated that in order to receive additional State funding, we have to have an approved budget. The longer it is delayed, the longer it will take for us to get additional funding.

Director Gonsalves wants to wait an additional month so the budget could look better. He is just not recommending it and not voting for it. President Pacheco suggesting letting it go through, even though they don't want to, and revisit it at the next Finance Committee meeting. Director Gonsalves stated that it would take more revenue in the budget, a little different allocation and more time to look at it again, so maybe another month before he would be in support of it.

MSP (Riojas – Serpa) to approve the 2021 Operating Budget.

YES Votes – Directors Flores, Chahil, Perea, Riojas, Serpa,
and Salinas

NO Votes – Directors Hunsucker, Gonsalves

Item #9. Old Business: (Informational)

None

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

- a. Approve contract amendment for Butler Amusements, Inc. to reflect all elements for the 2020 term year to be transferred to the 2021 term year due to Covid-19 pandemic

MSP (Riojas – Chahil) to approve contract amendment for Butler Amusements.

YES Votes – Salinas, Riojas, Serpa, Chahil, Perea,
NO Votes – Hunsucker, Gonsalves, Flores

After additional discussion regarding contract money going to Friends of the Fair, Director Salinas suggested that staff put together a list of how much money Friends of the Fair has given back to the fair over the last 3 years relative to what they have taken in, in terms of contracts in the name of the Big Fresno Fair. This would be in-kind and cash both. Perhaps this will put some myths to bed and give us a better understanding of where the dollars are going.

- b. Approve contract amendment for Valley Wide Beverage Company to reflect all elements for the 2020 term year to be transferred to the 2021 term year due to Covid-19 pandemic

MSP (Riojas - Serpa) to approve contract amendment for Valley Wide Beverage Company.

No additional money is going from this contract to the Friends of the Fair. There was a one-time donation to Friends of the Fair during the first year of the contract.

Item #11. Manager's Update:

Deputy Managers Rianda and King reported on various items management has been working on since the last Board Meeting.

- Deputy Manager II Rianda reported that the Big Fresno Fair won the Fresno Bee's "Best Local Festival/Event" award and "Most Missed During Covid-19" award. Our PR team was contacted by Carnival Warehouse, which is an industry on-line publication for carnivals and fairs.

- Deputy Manager II Rianda was asked to do an interview about our interim events and how we are bouncing back and how COVID-19 has affected us. That was published about a week ago. We had our Budget 101 meeting with some of the directors. Thank you to those that attended and hopefully you learned a little more about what goes on here regarding our finances.
- Deputy Manager II Rianda reported that the San Joaquin Valley Olive Oil Competition was started six years ago. Last year we couldn't have it and after speaking with the judges and our lead judge we are finding a way to have it this year. The judging is typically held at the Alameda County Fairgrounds because the majority of the judges come from the Bay Area, it saves us money when we don't have to pay them to come to Fresno, put them up in hotels, etc. Since we pushed the date back from April to June, the judging will be held at the Cow Palace in Daly City because Alameda will be using the building for horse racing in June. We get the room for free; there will also be a little bit of revenue as they all pay \$60 a bottle to enter.
- Deputy Manager II King reported that last Thursday we had a Zoom meeting with the Fresno County Department of Public Health with Dr. Vohra and their head team. We are excited to say they are very positive and see the light at the end of the tunnel and feel that we will be able to have an in-person fair in 2021. Deputy Manager II Rianda explained that now, as a team, we need to determine how many days it will be and how many hours a day. We will probably be looking at combining some buildings. We will need to change the traffic flow patterns with one way in, one way out. The Health Department is 100% behind in-person livestock shows. They are looking at partnering with us to do promotions for people who have been vaccinated. When Sandra gets back from vacation, we will get together and start flushing this out and figure out how much money we have and what the days will look like, parking lots, staffing, etc. We plan to bring an outline to the Board by the May meeting.

Director Serpa suggested putting our billboards on the freeway a month in advance to let people know we are back. Director Riojas suggested that we run longer than 12 days. We did ask about a carnival and we were told we would have to defer that question until later but probably not until we are in the Orange or Yellow tier. Christina wanted us to remind everyone about your Form 700. Deputy Manager II King reported that she did a presentation for the Fresno Adult School last week.

- Deputy Manager II King reported that we have been busy with a lot of Zoom meetings including our area, CFA Board and Committees, IAFE Committee and WFA Committee. Deputy Manager II King reported that we had looked at doing something a little bit bigger for the Kentucky Derby since La Feliz Guild will not be doing their big event this year. We thought we could put a tent out in the infield and sell tables but with the restrictions of COVID-19, it doesn't pencil out cost wise. We couldn't sell enough tables with social distancing to make it pay for itself. By the time of the Derby we should be

back indoors and are looking at opening the Turf Club. Deputy Manager II King reported that two weeks ago during the big storm that came through, the house that is two houses down from Gate 2 had a palm tree in their front yard get struck by lightning. We ended up having quite a bit of damage to our network because of it. It took out our phone system, all of our wireless cameras, our switch gear and our internet. We thought it was going to be really bad, but as of today we are back up and running. Instead of 10's of thousands of dollars, we were able to get it repaired and back up for \$1,000.

- Friends of the Fair had their meeting today at noon. They are breaking ground on the Hispanic Plaza next month. They have six signs they are finishing up, a couple have already been hung. They are continuing to work on grants and fundraising.
- Deputy Manager II Rianda reported that out of the 40.3 million that was allocated to fairs for the layoff process, there is about 19 million left. Fairs & Expositions is looking at a two pronged approach to distribute that money back out to the fairs. One of them is through general allocations based on the size of your fair. We are a class VI fair so we will be receiving approximately \$375,000 in the next 30 – 60 days. The other part of the money will go to targeted support in which you have to apply for money. They will then determine how much money you get, if any. The first day the applications came out, Saundra completed it and got it right back to them, all of our paperwork has been submitted. Reported that SANS training is now available, they are requesting that everyone get that done as soon as possible, as well as any other training you need to complete.

Item #12. Board Recommendation for Future Agenda Items:

Director Gonsalves requested to discuss the MOU with the Friends of the Fair and asked that it be in closed session. Deputy Manager II Rianda explained that this topic could not be in closed session. Only personnel matters and litigation are allowed to be discussed in closed session. Director Gonsalves said he would call Sacramento.

Item #13. For Your Information:

Next Board Meeting – April 27, 2021, 3:30 p.m.

Item #14. Adjournment:

Respectfully Submitted,

Stacy Rianda
Deputy Manager II

Jerry Pacheco, President
Board of Directors

AP Payments Check Register

March 2021

Fresno Fair
Saundra West

Wednesday, April 7, 2021 8:59:17AM
Page 1

Reference	Date	Vendor	Vendor Description	Net Pay	Merge #
1104	3/2/2021	ACCWAR	ACCOUNTING WARE	1,665.00	93,371
1105	3/2/2021	AT&501	AT&T LONG DISTANCE	459.96	93,372
1106	3/2/2021	AT&958	AT&T	156.74	93,373
1107	3/2/2021	AT&MOB	AT&T MOBILITY	861.85	93,374
1108	3/2/2021	CFSASA	CALIFORNIA FAIR SERVICES AUTHORITY	13,366.00	93,375
1109	3/2/2021	COMCAS	COMCAST	845.23	93,376
1110	3/2/2021	COMPHO	COMCAST - PHONE SERVICE	366.30	93,377
1111	3/2/2021	DAVNAL	DAVID NALCHAJIAN, INC.	5,000.00	93,378
1112	3/2/2021	DEPOFM	DEPARTMENT OF MOTOR VEHICLES	12.00	93,379
1113	3/2/2021	FEDEX	FEDEX	33.84	93,380
1114	3/2/2021	FREPRI	FRESNO COUNTY PRIVATE SECURITY	5,286.40	93,381
1115	3/2/2021	GAR320	GARDA WORLD	450.00	93,382
1116	3/2/2021	JORBAT	JORGENSEN BATTERIES, INC.	92.67	93,383
1117	3/2/2021	MIDVAL	MID VALLEY DISPOSAL	1,450.83	93,384
1118	3/2/2021	NAPAUT	NAPA AUTO PARTS	137.33	93,385
1119	3/2/2021	PACGAS	PACIFIC GAS & ELECTRIC	7,937.21	93,386
1120	3/2/2021	QUAFIN	QUADIENT FINANCE USA, INC.	548.45	93,387
1121	3/2/2021	QUALEA	QUADIENT LEASING USA, INC.	211.67	93,388
1122	3/2/2021	RICUSA	RICOH USA, INC.	50.33	93,389
1123	3/2/2021	SELSAN	Sandy Self	936.25	93,390
1124	3/2/2021	THEOFF	THE OFFICE CITY	208.37	93,391
1125	3/8/2021	DAVAUT	Dave's Auto	206.38	93,401
1126	3/9/2021	AFLAC	AFLAC OF COLUMBUS	122.26	93,402
1127	3/9/2021	AT&958	AT&T	156.74	93,403
1128	3/9/2021	CFSASA	CALIFORNIA FAIR SERVICES AUTHORITY	344.85	93,404
1129	3/9/2021	CIT206	CITY OF FRESNO-UTILITY BILLING	1,346.61	93,405
1130	3/9/2021	COMPHO	COMCAST - PHONE SERVICE	550.59	93,406
1131	3/9/2021	EMSFRE	ELECTRIC MOTOR SHOP, INC.	2,121.81	93,407
1132	3/9/2021	INT304	INTERNATIONAL ASSOCIATION OF FAIR &	1,320.00	93,408
1133	3/9/2021	INTUNI	INTERNATIONAL UNION OF OPERATING E	50.06	93,409
1134	3/9/2021	RVJENS	ROBERT V. JENSEN, INC.	1,506.50	93,410
1135	3/9/2021	WELPAY	WELLS FARGO PAYMENT REMITTANCE CT	1,114.46	93,411
1136	3/9/2021	DAVAUT	Dave's Auto	1,335.68	93,412
1137	3/9/2021	ESTCHR	Christina A. Estrada	700.00	93,413
1138	3/9/2021	WESSAU	Saundra West	700.00	93,414
2021133	3/11/2021	WELFAR1	WELLS FARGO BANK - FEES	217.58	93,457
1139	3/16/2021	ACCWAR	ACCOUNTING WARE	1,255.00	93,415
1140	3/16/2021	ACSS	ASSOCIATION OF CALIF. STATE SUPERVIS	36.00	93,416
1141	3/16/2021	ALEOLI	ALERT-O-LITE INC.	398.05	93,417
1142	3/16/2021	AT&958	AT&T	1,409.04	93,418
1143	3/16/2021	BDPEST	B & D PEST CONTROL, INC	340.00	93,419
1144	3/16/2021	BICBER	BIC - BERKLEY FIRE & MARINE UNDERWR	5,057.00	93,420
1145	3/16/2021	COMCAS	COMCAST	165.62	93,421
1146	3/16/2021	DEPFOR	DEPT OF FORESTRY & FIRE PROTECTION	941.16	93,422
1147	3/16/2021	DEPPUB	Department of Public Health	516.00	93,423
1148	3/16/2021	FAC152	FACSCO	116.70	93,424
1149	3/16/2021	INTNET	INTEGRITY NETWORKS	45.00	93,425
1150	3/16/2021	JORBAT	JORGENSEN BATTERIES, INC.	114.27	93,426
1151	3/16/2021	MIDVAL	MID VALLEY DISPOSAL	963.71	93,427
1152	3/16/2021	PACGAS	PACIFIC GAS & ELECTRIC	26.28	93,428
1153	3/16/2021	SEBAST	SEBASTIAN	584.50	93,429
1154	3/16/2021	WELPAY	WELLS FARGO PAYMENT REMITTANCE CT	45.95	93,430
1155	3/17/2021	HECNIC	Nicholas R. Heckman	750.00	93,432

AP Payments Check Register

March 2021

Wednesday, April 7, 2021 8:59:17AM

Fresno Fair
Saundra West

Page 2

Reference	Date	Vendor	Vendor Description	Net Pay	Merge #
1156	3/17/2021	WELPAY	WELLS FARGO PAYMENT REMITTANCE CT	1,057.33	93,433
1157	3/17/2021	TWE112	21ST DISTRICT AGRICULTURAL ASSOCIA	63.08	93,435
1158	3/18/2021	HANPRO	HANOIAN'S PROPERTIES	5,000.00	93,436
1159	3/22/2021	COMPHO	COMCAST - PHONE SERVICE	4,345.01	93,442
1160	3/22/2021	CULLIG	CULLIGAN	54.00	93,443
1161	3/22/2021	FTBGAR	Franchise Tax Board - Garnishment	200.00	93,444
1162	3/22/2021	JORCOM	JORGENSEN COMPANY	40.00	93,445
1163	3/22/2021	RVJENS	ROBERT V. JENSEN, INC.	572.46	93,446
1164	3/22/2021	SELSAN	Sandy Self	1,715.00	93,447
1165	3/22/2021	SOASUD	SOAP & SUDS JANITORIAL	298.00	93,448
1166	3/22/2021	VOYFLE	VOYAGER FLEET SYS	172.73	93,449
1167	3/22/2021	AT&501	AT&T LONG DISTANCE	122.14	93,450
1168	3/22/2021	COH120	COHEN COMMUNICATIONS	2,956.25	93,451
1169	3/22/2021	DEPOFM	DEPARTMENT OF MOTOR VEHICLES	1.00	93,452
1170	3/22/2021	MIDVAL	MID VALLEY DISPOSAL	1,235.45	93,453
1171	3/22/2021	PACGAS	PACIFIC GAS & ELECTRIC	7,534.44	93,454
1172	3/22/2021	RICUSA	RICOH USA, INC.	50.33	93,455
1173	3/22/2021	VOYFLE	VOYAGER FLEET SYS	182.52	93,456
1174	3/23/2021	INTTAC	INTERTRIBAL TACOS	518.48	93,462

Total Payments: 72

Total Amount: 90,752.45

THE BIG FRESNO FAIR, 21ST DAA
Statement of Operations
March 31, 2021

		Current Fiscal Year				Prior Fiscal Year	
Acct. No.	Title	Budget	Month	Year to Date	(Over)/Under	Month	Year to Date
					Budget		
REVENUES							
Non-Operating							
311	Non-Operating	0	567,276	944,795	(944,795)	0	0
Operating							
410	Admission to Grounds	0	0	0	0	1,056	5,445
415	Commercial Space	0	0	0	0	0	1,500
420	Concessions	7,500	540	9,298	(1,798)	5,324	6,874
430	Exhibits	0	2,078	2,078	(2,078)	960	2,280
450	Horse Racing - Fair	0	0	0	0	0	0
457	Satellite Wagering	87,525	49,087	142,265	(54,740)	28,745	90,413
458	Sat Wagering - Polo Lounge	0	0	0	0	3,435	18,703
470	Miscellaneous Fair	0	0	0	0	449,196	449,473
480	Non Fair/Interim	152,800	48,274	144,111	8,689	232,714	798,295
490	Prior Year Revenue Adjustments	0	0	0	0	13,044	13,044
495	Miscellaneous Income	0	0	0	0	0	0
Total Operating Revenues		247,825	99,979	297,752	(49,927)	734,475	1,386,027
TOTAL REVENUES		247,825	667,255	1,242,547	(994,722)	734,475	1,386,027
EXPENSES							
Operating							
500	Administration	262,832	46,803	211,583	51,249	131,904	407,213
520	Maint & Gen Oper	209,753	65,544	182,873	26,880	117,239	423,748
540	Publicity Expense	2,500	0	1,600	900	14,000	41,125
560	Attendance Operation	1,500	460	671	829	582	873
570	Miscellaneous Fair	15,000	2,565	12,675	2,325	9,357	25,623
541	Museum	0	0	0	0	0	0
580	Premium	0	0	0	0	0	0
630	Exhibits (Excluding Premiums)	1,500	1,319	1,324	176	950	4,383
650	Horse Racing - Fair Live	0	4,718	5,157	(5,157)	669	25,679
659a	Satellite Wagering	35,101	11,044	34,172	929	19,074	61,479
659b	Satellite Wagering - Polo Lounge	0	60	180	(180)	9,283	15,728
660	Attractions (Fairtime)	0	0	0	0	0	65,000
668	Interim Event Expense	58,000	11,439	45,397	12,603	41,203	110,859
723	Equipment Funded by Fair	0	0	0	0	0	0
800	Prior Year Expense Adjustments	0	1,282	1,279	(1,279)	10,434	24,078
850	Cash Over/(Under)	0	(6)	7	(7)	62	7
Total Operating Expenses		586,186	145,228	496,918	89,268	354,755	1,205,795
Non-Operating							
91000	Depreciation Expense	169,293	56,431	169,293	0	54,679	164,037
91300	Capital Expense - Equipment	0	0	0	0	0	0
96000	Pension Expense GASB68	45,000	18,643	54,304	(9,304)	41,836	128,549
Total Non-Operating Expenses		214,293	75,074	223,597	(9,304)	96,515	292,586
TOTAL EXPENSES		800,479	220,302	720,515	79,964	451,270	1,498,381
Non-Operating							
Revenues		0	567,276	944,795	(944,795)	0	0
Expenditures - Depreciation		(214,293)	(75,074)	(223,597)	9,304	(96,515)	(292,586)
Non-Operating Income/(Loss)		(214,293)	492,203	721,198	(935,491)	(96,515)	(292,586)
Operating							
Revenues		247,825	99,979	297,752	(49,927)	734,475	1,386,027
Expenditures		(586,186)	(145,228)	(496,918)	(89,268)	(354,755)	(1,205,795)
Operating Income/(Loss)		(338,361)	(45,249)	(199,166)	(139,195)	379,720	180,232
NET INCOME/(LOSS)		(552,654)	446,954	522,032	(1,074,686)	283,205	(112,354)

The Big Fresno Fair, 21st DAA
Balance Sheet
As of March 31, 2021

ASSETS	2021	2020	Increase/Decrease	
			Amount	Percent
Current Assets				
Cash				
Cash - Unrestricted	681,687	623,081	58,605	9%
Cash - Payroll	265,451	391,666	(126,215)	-32%
Cash - Savings Account	1,051,849	1,051,849	0	0%
Total Cash	1,998,987	2,066,596	(67,610)	-3%
Accounts Receivable	152,586	122,887	29,699	24%
Prepaid Premiums	14,288	19,052	(4,764)	-25%
Deferred Charges	0	0	0	#DIV/0!
Other Assets	0	0	0	#DIV/0!
Fixed Assets				
Construction in Progress	(14,195)	(14,195)	0	0%
Land	244,077	244,077	0	0%
Buildings & Improvements	26,293,498	26,293,498	0	0%
Accum Dep - Buildings & Improvements	(18,537,726)	(18,488,987)	(48,739)	0%
Equipment	888,483	883,183	5,300	1%
Accum Dep - Equipment	(644,705)	(637,013)	(7,692)	1%
Total Assets	8,396,307	8,422,503	(26,197)	0%
Deferred Outflows of Resources				
Deferred Outflows of Resources - Pension	1,202,782	1,202,782	0	0%
Deferred Outflows of Resources - OPEB	0	0	0	#DIV/0!
Total Deferred Outflow of Resources	1,202,782	1,202,782	0	0%
Total Assets & Deferred Outflow of Resources	11,598,075	11,691,881	(93,806)	-1%
LIABILITIES & RETAINED EARNINGS				
Current Liabilities				
Accounts Payable	604,221	640,466	(36,245)	-6%
Payroll Liabilities	49,260	42,504	6,756	16%
Deferred Revenue	111,087	73,802	37,284	51%
Other Liabilities	442	687	(245)	-36%
Guaranteed Deposits	22,704	20,400	2,304	11%
Compensated Absences Liability	197,190	197,190	0	0%
Current Year Long Term Debt	133,517	148,352	(14,835)	-10%
Total Current Liabilities	1,118,420	1,123,401	(4,982)	0%
Long Term Liabilities				
Long Term Debt	464,553	467,080	(2,527)	-1%
Long Term Debt - SB 84 Obligation	456,401	456,401	0	0%
Long Term Debt - PPP Loan	0	533,250	(533,250)	-100%
Pension Liability				
Net Pension Liability	3,989,645	3,989,645	0	0%
Net OPEB Liability	0	0	0	#DIV/0!
Total Long Term Liabilities	4,910,599	5,446,376	(535,777)	-10%
Deferred Inflow of Resources				
Deferred Inflows of Resources - Pension	160,074	160,074	0	0%
Deferred Inflows of Resources - OPEB	0	0	0	#DIV/0!
Total Deferred Inflows of Resources	160,074	160,074	0	0%
Total Liabilities & Deferred Inflow of Resources	6,189,093	6,729,851	(540,758)	-8%
Retained Earnings				
Beginning (Jan 1) Investment in Facilities	8,053,043	8,208,744	(155,700)	-2%
Beginning (Jan 1) Investment in Reserves	1,116,406	960,706	155,700	16%
Unrestricted Net Position - Pension/OPEB	(2,946,937)	(2,946,937)	0	0%
Non-Operating Net Income	(1,318,511)	(1,243,438)	(75,074)	6%
Operating Net Income	504,981	(17,045)	522,026	-3063%
Adjustment for rounding	0	(0)	0	N/A
Total Liabilities & Retained Earnings	11,598,075	11,691,881	(93,806)	-1%



MEMORANDUM

TO: Board of Directors

FROM: Lauri King, Deputy Manager II

DATE: April 12, 2021

SUBJECT: Check Register Explanation

MESSAGE:

March 2021 Check Register

Check #	Vendor	Amount	Purpose
1104	Accounting Ware	\$1,665	February payment for services and for program assistance
1125	Dave's Auto	\$206.38	Repair on 2010 Silverado Truck
1132	International Association of Fair & Expositions	\$1,320	Annual dues for trade organization
1136	Dave's Auto	\$1,335.68	Final payment on repair on 2010 Silverado Truck
1139	Accounting Ware	\$1,255	March payment for services and for program assistance
1137,	Christina Estrada	\$700	Employee Back Pay from Layoff Adjustment
1138,	Saundra West	\$700	
1155	Nicholas Heckman	\$750	
1157	21 st District Agricultural Association	\$63.08	Petty Cash Payment
1158	Hanoian's Properties	\$5,000	Payment for Parking Lot Rent for 2020
1174	Intertribal Tacos	\$518.48	Payment for food services for Red Wave Classic. Red Wave covered this cost in their invoicing.

Friends of the



Big Fresno Fair

BYLAWS

BYLAWS OF

FRIENDS OF THE BIG FRESNO FAIR

A CALIFORNIA PUBLIC BENEFIT CORPORATION

ARTICLE I – NAME

The name of this corporation (Corporation) shall be FRIENDS OF THE BIG FRESNO FAIR.

ARTICLE II – PLACE OF BUSINESS

The principal office for the transaction of business of this Corporation shall be located in the County of Fresno, State of California.

ARTICLE III – PURPOSE

Proposed BYLAWS

The purpose for which this Corporation is formed shall be the solicitation, accumulation and disbursement of funds for agricultural and youth-related educational programs and exhibits of the 21st District Agricultural Association (“the BIG FRESNO FAIR”).

In addition, this Corporation may also disburse funds to support the beautification and long term operation, viability and development of the BIG FRESNO FAIR and its activities.

- A. For the beautification and long-term development of the BIG FRESNO FAIR and its activities;
- B. Youth related, educational programs and exhibits;
- C. Compensation to employees of the BIG FRESNO FAIR, and;
- D. Such other programs, services, exhibits and events deemed by the Board of Directors as compatible with the mission of this organization.

ARTICLE IV – NONPARTISAN ACTIVITIES

This Corporation has been formed under the California Nonprofit Corporation Law for the public purposes described above, and it shall be non-profit and nonpartisan. No substantial part of the activities of the corporation shall consist of the publication or dissemination of materials with the purpose of attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign on behalf of any candidate for public office, or for or against any cause or measure being submitted to the people for a vote.

This Corporation shall not, except in an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes described in Article III above.

ARTICLE V – DIRECTORS

A. Powers and Duties. The Board of Directors shall have the following powers and duties.

1. General Corporate Powers. Subject to the provisions of the California Nonprofit Corporation Law and any limitations in the Articles of incorporation and these Bylaws, the business and affairs of this Corporation shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Directors.

2. Specific Powers. Without prejudice to these general powers, and subject to the same limitations, the members of the Board of Directors (the "Directors") shall have the power to:

- a. Select and remove all officers, agents, and employees of the Corporation, prescribe such powers and duties for them, and determine their compensation;
- b. Conduct, manage and control affairs and business of the Corporation and to make appropriate rules and regulations;
- c. Create such committees as it may deem appropriate to carry out purposes of the Corporation;
- d. Arrange for the raising of funds;
- e. Authorize an annual audit and/or review of the Corporation finances performed by a certified public accountant;
- f. Meet at such times and places as required by these bylaws; and
- g. Indemnify any trustee, officer or other agent of the Corporation who is a party to or is threatened to be made a party to any proceeding against the Corporation, for expenses, judgments, fines, settlements, and other amounts as permitted in the California Nonprofit Corporation Law, as amended.

3. Duties. The duties of the Board of Directors shall be directing the management and administration of the affairs of this Corporation.

B. Number, Qualification and Election of Directors.

1. Number of Directors. There shall be between Nine (9) and Eleven (11) Directors.

2. Qualification of Directors. At all times at least two (2) of the Directors shall have served on the board of directors of the Big Fresno Fair. The remaining Seven (7) to

Nine (9) Directors shall be selected on the basis of their concern for and involvement in their community.

3. Election of Directors. Directors shall be elected by and serve at the pleasure of the Board of Directors and may be removed, for cause, by a majority vote of the Board of Directors of this Corporation,

E. Terms of Office. The terms of office for each director shall be three (3) years or until their successor is elected, whichever shall occur last.

1. Term Defined. The term shall include the calendar year in which the Director is elected, regardless of the date of election and the following two (2), calendar years.
2. Staggered Terms. Terms may and should be adjusted by the Board of Directors to ensure only three (3) members' terms expire at the end of any calendar year.

F. Vacancies. A vacancy on the Board of Directors shall be deemed to exist upon the occurrence of any of the following:

1. Removal of a Director by vote of the Board of Directors pursuant to section V.B.3, herein above.
2. The death or resignation of any Director.
3. The position of any Director may be considered vacant by the Board of Directors whenever a Director has been absent for three (3) regular meetings within a twelve (12) month period. Immediately following the second absence, the Vice President will notify such Director of this provision and that Director's attendance problems.
4. The declaration by resolution of the Board of Directors of a vacancy of the office of a Director who has been declared of unsound mind by an order of any court or convicted of a felony or has been found by final order or judgment of any court to have breached a duty under Section 5230 and following of the California Nonprofit Corporation Law; or
5. The increase of the authorized number of Directors.

G. Filling Vacancies. In the event a Director's position becomes vacant for any reason, a successor shall be elected by a vote of the Directors then in office, even though less than a quorum, or by the sole remaining Director, to fill the vacancy thus created until the term is expired.

ARTICLE VI – OFFICERS

- A. Eligibility. All Directors of this Corporation shall be eligible to hold any office in this Corporation.
- B. Election of Officers. The Board of Directors of this Corporation shall elect the officers of this Corporation.
- C. Term of Office. The term of office for each officer shall be two (2) years or until their successor is elected, whichever shall occur last. The term shall include the calendar year in which the Director is elected, regardless of the date of election and the following calendar year.
- D. Election. The election of Officers shall take place at the first, regularly scheduled meeting of every even, numbered year.
- E. Officers. The officers of this Corporation and their duties shall be:
 - 1. President. Subject to the control of the Board of Directors, the President shall:
 - a. Have general supervision of the affairs of the Corporation;
 - b. Preside at all meetings of the Board of Directors;
 - c. Have such other powers and duties as may be prescribed from time to time by the Board of Directors; and
 - d. Have the power of the Board of Directors during time of emergency.
 - 2. Vice President. In the absence or disability of the President, the Vice President shall perform the duties of the President, and in so acting shall have the powers of the President. The Vice President shall keep the seal of the Corporation and affix it to such papers and instruments as may be required in the regular course of business, prepare and maintain the official minutes of the Corporation, make service of such notices as may be necessary, and supervise the keeping of the records of the Corporation. The Vice President shall have such other powers and perform such other duties as may be prescribed from time to time by the Board of Directors.
 - 3. Treasurer. The Treasurer shall be responsible for keeping the Corporation's books, for issuing and signing checks, for establishing various funds deemed appropriate by the Board of Directors and for supervising the implementation of an annual audit and/or accountant's review, if ordered by the Board of Directors. The treasurer shall also be responsible for filing required and appropriate forms and documents with all

governmental agencies, including but not limited to annual Internal Revenue Service and California Franchise Tax returns.

4. Vacancies. Vacancies of offices shall be filled by the Board of Directors.
5. Uniqueness. No person shall hold more than one (1) office at the same time.

ARTICLE VII – REGULAR MEETINGS

- A. Meeting Schedule. The Board of Directors shall meet at least once each calendar quarter at a time and place to be determined by the Board of Directors, to conduct the Corporation's business.
- B. Quorum. A quorum for any meeting of the Corporation's Board of Directors shall consist of a majority (51% or more) of the currently serving Directors.
- C. Notice. Written notice stating the place, day and time of any meeting of the Board of Directors shall be delivered personally to each Director or mailed to each Director, postage pre-paid, at the address of the Director as shown on the records of the Corporation. Such notice shall be mailed at least ten (10) days before the day of the meeting or personally delivered at least five (5) days before the day of the meeting.
- D. Meeting Place. Regular and special meetings of the Board of Directors shall be held at any place within the State of California that has been designated in the notice of the meeting.
- E. Action by Written Consent. Any action by the Board of Directors may be taken without a meeting if all Directors individually consent in writing to the action. Such written consent shall be filed with the minutes of the proceedings of the Board of Directors.
- F. Meetings by Conference Telephone. Directors may participate in a meeting through use of conference telephone so long as all Directors participating in such meetings can hear one another. Participation in a meeting pursuant to this section constitutes presence in person at such meetings.
- G. No Action. No action shall be taken on any matter presented at a meeting, without first being placed on the Agenda or the manager's "update."
- F. Restrictions. No action may be taken on the following matters unless the general nature of any proposal acted upon was stated in the notice of the meeting:
 1. Removal of a Director;

2. Election of a Director to fill a vacancy;
3. Amendment of the Articles of Incorporation;
4. Amendment of these Bylaws, or;
5. Winding up and dissolving the Corporation.

ARTICLE VIII – SPECIAL MEETINGS

Special meetings of the Board of Directors of the Corporation for any purpose may be called by the President of the Board of Directors, or by any two Directors.

ARTICLE IX – AMENDMENT OF BYLAWS

These Bylaws may be amended or repealed and new Bylaws adopted by the vote of a majority of the Directors at any properly noticed Directors' meeting.

ARTICLE X – MISCELLANEOUS

- A. Fiscal Year. The fiscal year of the Corporation shall be March 1 through the last day in February.
- B. Parliamentary Procedure. All meetings of this Corporation shall be run in accordance with *Robert's Rules of Order, revised*, unless this would conflict with a provision of these Bylaws.
- C. Establishing Priorities. The Board of Directors shall meet with the Chief Executive Officer of the BIG FRESNO FAIR on a regular basis to establish priorities for the disbursement of funds. The Board of Directors shall follow the wishes of the Chief Executive Officer in prioritizing its disbursements of funds.
- D. Non-voting Members. This Corporation may offer non-voting "memberships" to the general public but shall not have any Voting members. Except as otherwise expressly provided in these Bylaws, pursuant to Section 5310(b) of the California Corporations Code, any action which would otherwise require approval by the members of the Corporation, shall only require the approval of the Board of Directors.

Adopted by majority action of the Board of Directors, at a properly noticed meeting, on September 25, 2012.

ATTACHMENT 11.1

FRIENDS OF THE BIG FRESNO FAIR

Statement of Programs

The Friends of the Big Fresno Fair will sponsor a variety of programs at the Big Fresno Fair.

Fair Livestock Support Program: This program could be utilized to improve the livestock exhibits program during the run of the Big Fresno Fair. Support may include but not be limited to, reinstatement of the Open Livestock Program through an offering of premiums, support in added premiums paid to participants in the Junior Livestock Program. The program could also be used to develop innovative livestock displays and programs to educate the public. A premium is traditionally a cash award for an exhibitor or participant of the fair who has entered projects, goods or animals under specifications set forth by the fair to be officially judged. This program could be embodied in a "Champions Club."

Premium Support Program: This program could be utilized to improve the overall exhibits program during the annual fair by offering additional premiums. It could also be utilized to enhance the fair through the offering of special exhibits and special contests designed to involve more ethnic participation in the premiums area.

Special Fair Education Program: The Special Fair Ed Program runs Monday through Friday during the run of the Big Fresno Fair. Docents are stationed in the various buildings to take classrooms on educational tour and help teachers with lesson plans. Children learn about the community, agriculture, livestock, home arts junior exhibits, fur & feathers, etc. Curriculum is provided to all teaches who request it to be utilized prior to and after their classroom visit

Other special programs: Solicitation and expenditure of funds for landscaping, improvements to enhance the public's experience and general beautification of the fair grounds will be encouraged. When deemed appropriate by the Board of Directors, on advise from the Fair manager, cash grants may be made to employees of the Big Fresno Fair for extraordinary effort on behalf of this organization.

ATTACHMENT 11.3

FRIENDS of THE BIG FRESNO FAIR

Statement of Fundraising Activities

The Friends of the Big Fresno Fair (Friends of the Fair) will hold fundraising events throughout the year. An annual meeting will be established, featuring a keynote speaker, as a fund raising event. Friends of the Fair Board members will solicit funds by directly contacting leading agriculturalists and agriculture-related businesses or any other businesses thought to have an interest in the agricultural aspects of the Big Fresno Fair. Other agriculturally-related associations will be asked to solicit funds from their members for this corporation. The general public will have an opportunity to donate funds to the Friends of the Fair.

The Friends of the Fair membership program would raise funds through the solicitation of annual membership dues from the corporation's members which will be non-voting members.

The Big Fresno Fair Capital Improvements Log

Term	Location	Capital Improvement Name	Description	Cost Per Year	Total Cost of Project/Program
1 year	Horse Racing	New VIP Suite	Construction of the VIP Suite in the Brian I. Tatarian Grandstand made it possible for horse racing fans to watch live horseracing on high definition television screens and enjoy private betting.	\$268,000	\$268,000
1 year	Buildings	Facility Improvements - Livestock	Facility improvements added to the livestock area. Wash racks for large animals and changing rooms help better serve our 4-H and FFA students.	\$47,731.15	\$47,731.15
1 year	Park Area	Fort Fresno & Granville Homes Horse Palace Tree House	As part of a continuing effort to improve the Fairgrounds a 3 year capital improvement project is started with the construction of Fort Fresno an interactive play structure for children and adults that includes a system of bridges, slides, of a western theme.	\$143,235.71	\$143,235.71
1 year	Park Area	Pirates in the Park & McCaffrey Miner's Town	Part of a 3-year capital improvements project to establish the Park Area for families to enjoy for free. This was year two.	\$425,141.31	\$425,141.31
1 year	Pavilion	Pavilion Park Area Improvements	In 2006, the Pavilion was formally named Fresno County Sesquicentennial Park. Added 16 banners representing 15 cities & 16th for all unincorporated Fresno County cities. Addition of Hmong Statue and area celebrating the Hmong Community. Creation of the Landscape area by Mike's Evergreen.	\$875,000	\$875,000
1 year	Buildings	Found Children's Center	The creation of a permanent Found Children's Center in honor of the late Rick Fatland who served as the Voice of the Fair for more than 20 years. Building includes kitchen, bed, TV, craft/work area.	\$59,443	\$59,443
1 year	Horse Racing	Luxury Deck Addition	That same year the Fair added the new Luxury Deck, which overlooks the Paddock Area. Dimensions are: 46' x 36'	\$230,000	\$230,000
1 year	Park Area	Cattfish Falls	The final part of a 3-year capital improvements project to establish the Park Area for families to enjoy for free. Cattfish Falls was created as part of Table Mountain Rancheria Park and featured a catch and release fishing hole and Beazers Home Bait Shop.	\$303,321.19	\$303,321.19
1 year	Parking	Newly remodeled Infield Parking Entrance	In 2008 history was brought to life with the new Infield Parking entrance. Now patrons will drive underneath a replica of the original, historic Big Fresno Fair Grandstand, as they enter the infield parking lot. The entrance is 40-feet tall and includes a life-size horse and jockey.	\$127,000	\$127,000
1 year	Entrance	Kings Canyon Gate Entrance	This two-year project will bring fairgoers inside the Fairgrounds and off of Kings Canyon Avenue, providing a safer and more aesthetically pleasing entrance with a shaded covering, tropical trees and water features	\$765,000	\$765,000

Term	Location	Capital Improvement Name	Description	Cost Per Year	Total Cost of Project/Program
1 year	Horse Racing	Re-modeled Tote Board	Tote Board was remodeled with a new rock facade that looks more polished and professional. Landscaping was added around the tote board to add color.	\$26,561	\$26,561
1 year	Park Area	Dairyville USA & Land O'Lakes Butter Barn Laser Shooting Gallery	An expansion of the original 3-year capital improvements campaign to create the Park Area.	\$179,712	\$179,712
1 year	Park Area	The Water Tree	Additional of The Water Tree that features education huts, water wheel and 2 large aquariums inside. Educational exhibit about the importance of water.	\$233,864.11	\$233,864.11
1 year	New Structure	Fresno County Historical Museum	Construction of a 14,000 sq. ft. building to house the Fresno County Historical Museum. This is the cost of the structure/not the cost of the exhibits that were curated to be part of the Museum.	\$3,400,000.00	\$3,400,000.00
1 year	Exhibits	Fresno County Historical Museum	Exhibits in the Fresno County Historical Museum including: Armenian Culture, Courthouse, MARS area, Projection Mapping, Comos Bar, Murals, Boxing, Fire Fighters, Veterans, Police, Motorcycles, Signs, Forrest Area, Blackie Exhibit, Athletic Hall of Fame, Japanese American Exhibit, General Store, Mono Indian Baskets, PG&E Exhibit, Jewish Culture, Italian Americans Exhibit, African Americans Exhibit, Russian/German Culture, Touch Screens, Sheikh Exhibit, Hmong Culture and Mexican American Community.	\$753,300.00	\$753,300.00
9 years	Program	4.0 and Above Program	Friends of the Fair is the vehicle for the 4.0 and Above program acting as the non-profit to receive scholarships. The organization gives roughly \$70,000 in scholarships, \$15,000 in prizes and a \$28,000 car each year of the program.	\$113,000.00	\$1,017,000.00
9 years	Program	The Big Band Review	The Friends of the Fair completely funds the entire Big Band Program including prizes, prize money, judges and administration time.	\$20,000.00	\$180,000.00
1 year	Entrance	Cattlemen's Area Entrance	Construction of the Cattlemen's Area entrance on the east side of livestock. Showcasing the Beef industry through videos, photos and education pieces.	\$70,000.00	\$70,000.00
15 years	Program	Champions Club & Junior Livestock Auction	Donations are made to the Champions Club to preserve and protect the Champion Animals at the Junior Livestock Auction each year.	\$35,000.00	\$525,000.00
1 year	Equipment	Cargo Vans	Purchased 2 cargo vans from a surplus auction for the Fair to use for horse racing and maintenance use.	\$4,000.00	\$4,000.00
1 year	Equipment	Cardboard Ballers	2 cardboard ballers were donated to the 501C3 for the Fair to use to enhance their recycling program	\$5,000.00	\$5,000.00
1 year	Park Area	Tractor Tree	Creation of the ONE of a Kind, award winning tractor tree!	\$71,000.00	\$71,000.00
1 year	Grounds	Restoration and Acquisition of the Fresno County Courthouse Cupola	Restoration and acquisition of the historic Cupola.	\$145,000.00	\$145,000.00

Term	Location	Capital Improvement Name	Description	Cost Per Year	Total Cost of Project/Program
1 year	Buildings	Big Fresno Fair Museum	Development & Implementation of the Big Fresno Fair Museum	\$105,000.00	\$105,000.00
3 years	Program	Heritage Talks	A three part documentary-style series on display in the Big Fresno Fair Museum & the Fresno County Historical	\$30,000.00	\$30,000.00
1 year	Park Area	Big Fresno Fair Farmer's Market	Addition of the Farmers Market to the Park Area showcasing larger than life fruits and vegetables grown in Fresno County.	\$75,000.00	\$75,000.00
1 year	Park Area	Old Fresno Schoolhouse	Creation of the first schoolhouse in Fresno County	\$10,000.00	\$10,000.00
1 year	Park Area	Wine Garden Entrance	Creation of the wine garden rock entrance on the Southside of the wine garden.	\$35,000.00	\$35,000.00
1 year	Equipment	Flatbed Tilt Trailer	Donation of a flatbed tilt trailer.	\$3,500.00	\$3,500.00
1 year	Equipment	Tables & Chairs for VIP Concert Deck	Friends of the Fair has donated 1/2 rounds, cocktail tables, chairs and bar stools to the Fair for year round use and Fair use on the VIP deck	\$60,000.00	\$60,000.00
1 year	Pavilion	Iron Mountain	Creation of the one of a kind and award winning metal art display.	\$76,000.00	\$76,000.00
15 years	Equipment	ATM Machines	The Friends of the Fair has purchased 12 ATM Machines over the years and split the ATM profit with the Fair.	\$36,000.00	\$36,000.00
1 year	Equipment	450 Diesel Truck	The Friends of the Fair purchased a F450 Diesel Truck and gifted it to the Fair.	\$12,500.00	\$12,500.00
1 year	Equipment	Generators, Welder, Pressure Washer	The Friends of the Fair purchased 2 generators, pressure washer and welder and gifted it to the Fair.	\$6,500.00	\$6,500.00
1 year	Equipment	Fresno Bee Delivery Truck	The Friends of the Fair purchased a large box truck for the Fair to use for hauling equipment.	\$5,000.00	\$5,000.00
5 years	Material	1,900 Tons of Large Landscape Rock	All materials donated to the Friends of the Fair for projects around the facility.	\$1,300,000.00	\$1,300,000.00
1 year	Exhibit/Park	200+ Mature Olive Trees		\$150,000.00	\$150,000.00
		2 Custom Waterfalls	Creation of the Hispanic Plaza.		
		80 foot Flag Pole at Race Track			
		60 Mature Palm Trees	Murals painted around the grounds including: the Grandstand, Yosemite Station, Wells Fargo Ag Building, BFF Museum, Fresno County Historical Museum, Midway Murals, Restrooms		
		Hispanic Plaza			
15 years	Artwork	Murals Painted by Mike Kohler & Dale Ofedal	Purchase of 2 people trams to move people from the parking lots to the Fair.	\$300,000.00	\$300,000.00
1 year	Equipment	People Trams		\$50,000.00	\$50,000.00

Term	Location	Capital Improvement Name	Description	Cost Per Year	Total Cost of Project/Program
On Going	Signs	Historic Signs	Restoration of Historic Fresno Signs including: The Hacienda, Kearney Bowl Race Car, MARS sign, Hallowell Chevrolet, Foster Freeze, Fresno Motel, Fresno Bee, Evans Electric, Eddie's Speed Shop, DiCicco's, Basque Hotel, Buell Motorcycles, Castillo's Mexican Restaurant, Wintons Pharmacy, Harley Davidson, Pontiac, 1905 Beer, VIP Deck Guitar, Lester Burger, Louie Key Market, Lily's Beauty Salon, Paul's Cleaners, El Patio Cafe', Karate Dojo, Hispanic Plaza Sm. Hacienda.	\$362,200.00	\$362,200.00
On Going	Equipment	Foam Machine Equipment & Trailer	The Friends of the Fair purchased Foam Roofing equipment so that the Big Fresno Fair could reroof all of the buildings at the facility in house. This SAVED the FAIR over \$1,600,000 in commercial roofs.	\$52,000.00	\$52,000.00
2 years	Project	Reroofing ALL Buildings at the Big Fresno Fair	Provided the equipment for the Fair reroof all buildings at the facility.	\$1,600,000.00	\$1,600,000.00
1 year	Equipment	Bingo Equipment	The Friends of the Fair purchased Bingo equipment to start a Bingo game at the Fair - splitting the revenue with the Fair.	\$18,000.00	\$18,000.00
12 years	Program	Employee Appreciation Program	The Friends of the Big Fresno Fair recognizes the Big Fresno Fair staff for their excellence and amazing support. This includes Holiday Gift Cards for staff, employee appreciation party and awards. Roughly \$5,500 in gift cards and \$3,500 in appreciation awards.	\$9,000.00	\$108,000.00
TOTAL COST OF CAPITAL IMPROVEMENTS & PROGRAMS WITHIN LAST 15 YEARS				\$12,596,009.10	\$14,249,009.10

4/13/2021

TOTAL	\$ 158,500.00	\$ 705,000.00
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SMALL BUSINESS ADMINISTRATION
WASHINGTON, DC 20416

**NOTICE OF PAYCHECK PROTECTION PROGRAM
FORGIVENESS PAYMENT**

Borrower: 21st District Agricultural Association, The Big Fresno Fair
Lender of Record: Suncrest Bank
SBA Loan No.: 4395867301
Loan Approval Date: 04/29/2020
Loan Disbursement Amount: \$ 533,250.00

Amount of Forgiveness Requested by Lender: \$ 533,250.00
Forgiveness Amount Remitted: \$ 533,250.00 in principal and \$ 4,733.51 in interest
Forgiveness Payment Date: 03/26/2021

As authorized by Section 1106 of the CARES Act, SBA has remitted to the Lender of Record the payment listed above for forgiveness of the Borrower's Paycheck Protection Program (PPP) loan.

If any balance remains on the PPP loan after application of the forgiveness payment, the Lender must notify the Borrower of the date on which the first payment is due, and the loan must be repaid by the Borrower on or before the maturity date.

For loans of \$150,000 and less [except for those borrowers that together with their affiliates received loans of \$2 million or greater], the borrower must retain records relevant to the loan forgiveness application that prove compliance with the requirements of Section 7(a)(36) and Section 7A of the Small Business Act—with respect to employment records, for the 4-year period following submission of the loan forgiveness application, and with respect to other records, for the 3-year period following submission of the loan forgiveness application.

For loans greater than \$150,000, the Borrower must retain all records relating to the Borrower's PPP loan for six years from the date the loan is forgiven or repaid in full.

THIS DOCUMENT IS A NOTICE OF PAYMENT ONLY. ISSUANCE OF THIS NOTICE OF PAYMENT DOES NOT PROVIDE THE BORROWER WITH A RIGHT TO APPEAL TO THE SBA OFFICE OF HEARINGS AND APPEALS.



March 19, 2021

D2021-01

TO: District Agricultural Association Board Presidents and CEOs

SUBJECT: \$40.3M General Fund Support – Phase II

The Fairs & Expositions Branch (F&E) is pleased to announce it is entering the second distribution phase for the one-time \$40.3 million general fund budget allocation approved by the Governor on June 29, 2020. The initial phase consisted of allocations to help state-affiliated fairs, which includes both District Agricultural Associations (DAAs) and the California Exposition and State Fair, mitigate the severe loss of revenue resulting from the pandemic; accordingly, the funds were used to pay for legally mandated expenses associated with the layoff of civil service employees.

F&E has determined that after accounting for all legally mandated expenses and layoff-related expenses projected to become due before the end of the State's fiscal year (June 30, 2021), there will be a remaining balance of approximately \$19.3 million available for distribution to DAAs. For this second phase, F&E plans to provide operational support to DAAs under a two-pronged approach: "Targeted Support" (based on financial need) and "DAA Fairgrounds Allocation" (to provide funding to all DAAs with fairgrounds).

Phase I	Phase II	
Civil Service Layoff Support	Targeted Support	DAA Fairgrounds Allocation
Approximately \$21.0M is projected to be utilized towards the legally mandated expenses associated with the civil service layoff process.	Through an application process, approximately \$9.7M will be used to provide targeted operational support. Priority will be given to those that show the greatest financial need relative to the application pool.	Class Size
		Total \$
		I 62,000
		I-X -
		II 83,000
		III 104,000
		III+ 125,000
		IV 146,000
		IV+ 167,000
		V 250,000
		VI 375,000
		VII 1,562,000
~21.0M	~\$9.7M	~\$9.6M

Targeted Support

The Targeted Support will provide operational support to DAAs with fairgrounds through an application process. Funding under this distribution will depend strictly on the financial need of the applicant relative to the financial needs of the application pool.



Fairs interested in receiving this type of allocation will need to provide a completed application along with the supporting documents requested on the form; fairs will be ranked based on financial need as supported by their financial statements and the key indicators they list (such as cash balance, unrestricted reserves, current liabilities, debt obligations, and payroll expenditures).

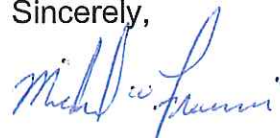
To be considered for targeted support, applications and the required documents must be submitted to Joji Kume via email at joji.kume@cdfa.ca.gov by April 16, 2021.

DAA Fairgrounds Allocation

All DAAs with a fairground will be provided an allocation based on class size. Although there is still some uncertainty around the exact amounts needed for the rest of the layoff processes, the amounts shown in the table for the DAA Fairgrounds Allocation is considered a solid estimate. Disbursement of allocations will take place over a three-week period that we anticipate starting early April. **No action is required by the DAAs.**

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Francesconi".

Mike Francesconi
Interim Branch Chief

Enclosure: Targeted Support Application Form



**Fairs and Expositions Branch
40.3M General Fund Support – Phase II
Targeted Support Application**

Fair Information

Fair Name: _____

Fair Address: _____

Fair Phone: _____

Fair Contact: _____

Fair Contact Email: _____

Questionnaire

Did the fair initiate a layoff plan for permanent employees due to the pandemic?

Yes ☐ No ☐

If there were any retirements since March 2020, did any retiree cite cost savings for the fair as a reason for their retirement? Yes ☐ No ☐

Required Documents

Please attach the following documents to this application:

☐ **Cash Flow Projection**
Provide cash projections over the 12-month period identified in the attached spreadsheet; please include all sources of revenue.

☐ **Current Bank Statement**
Provide the most recent bank statement available. These amounts should match the cash amount shown in the cash budget projection for the corresponding month.

☐ **Ending 2020 Financial Statements and Current Financial Statements**
Provide income statements, balance sheets, and trial balances for both the ending 2020 year and the most currently available month.

☐ **Current Aged Accounts Payable Report**
Provide the most recent available aged accounts payable report showing overdue payables. The report should include information on the age range of the payables.

☐ **Current Payroll Report**

Targeted Support Application
Page 2

Include information on the monthly gross wage, benefits, and payroll tax costs for all employees, including 125-day employees.

☐ **Long-term Debt Documents (if applicable)**

If applicable, provide loans and/or bond documents, which should include the terms of the agreement and, if possible, an amortization schedule.

By signing this application form, I acknowledge that there is no guarantee that I will receive any support from these funds and understand that the eligibility and amount for support is based on the financial need determined by the Fairs and Expositions Branch relative to the financial need of the total application pool. Furthermore, I understand that any missing or inaccurate information may negatively affect my eligibility and amount for support.

Fair CEO or Board President Signature

Date

XX FAIR
Cash Budget - 2021

	Actual Jan-21	Actual Feb-21	Projected Mar-21	Projected Apr-21	Projected May-21	Projected Jun-21	Projected Jul-21	Projected Aug-21	Projected Sep-21	Projected Oct-21	Projected Nov-21	Projected Dec-21	TOTAL
BEGINNING CASH BALANCE (Note 1)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
JLA Cash in Bank	0	0	0	0	0	0	0	0	0	0	0	0	0
Unclaimed Trust Fund/Other Restricted Cash Accts.	0	0	0	0	0	0	0	0	0	0	0	0	0
CASH RECEIPTS:													
State Allocation & Other State Funding	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Receipts (Note 2)	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Revenue													
Admissions to Grounds (41000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial Space(41500)	0	0	0	0	0	0	0	0	0	0	0	0	0
Concessions (42000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Exhibits (43000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Horse Show (44000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Horse Racing Live (45000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Satellite Wagering (45005)	0	0	0	0	0	0	0	0	0	0	0	0	0
Fair Attractions (46000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Motorized Racing (46109)	0	0	0	0	0	0	0	0	0	0	0	0	0
Interim Attractions (46009)	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous Fair (47000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous Non-Fair Programs (47005)	0	0	0	0	0	0	0	0	0	0	0	0	0
Interim Revenue (48000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Prior Year Revenue Adjustment (49000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Operating Revenue (49500)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Receipts From Operations	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL AVAILABLE CASH (Note 1)	0	0	0	0	0	0	0	0	0	0	0	0	0
CASH DISBURSEMENTS:													
Reimbursable Expenditures	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Disbursements (Note 2)	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Expenses													
Administration (50000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Maintenance & General Operations (52000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Publicity (54000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Attendance Operations (56000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous Fair (57000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous Non-Fair Programs (57005)	0	0	0	0	0	0	0	0	0	0	0	0	0
Premiums (58000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Exhibits (63000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Horse Show (64000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Horse Racing Live (65000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Satellite Wagering (65005)	0	0	0	0	0	0	0	0	0	0	0	0	0
Fair Entertainment Expense (66000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Motorized Racing (66109)	0	0	0	0	0	0	0	0	0	0	0	0	0
Interim Entertainment Expense (66009)	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment Funded by Fair (72300)	0	0	0	0	0	0	0	0	0	0	0	0	0
Prior Year Expense Adjustment (80000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash (over/under) (85000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Capital Expenditures (Funded by Fair) (91000)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Cash Disbursements From Operations	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL CASH DISBURSED	0	0	0	0	0	0	0	0	0	0	0	0	0
EXCESS CASH (DEFICIENCY) (Note 1)	0	0	0	0	0	0	0	0	0	0	0	0	0
FINANCING:													
Repayment (P&I)	0	0	0	0	0	0	0	0	0	0	0	0	0
ENDING CASH BALANCE (Note 1)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ADJUSTMENTS TO ENDING BALANCE (Note 3):													
Accounts Payable	0	0	0	0	0	0	0	0	0	0	0	0	0
Leave Liability	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Short-term Liability	0	0	0	0	0	0	0	0	0	0	0	0	0

TOTAL SHORT-TERM LIABILITY
ADJUSTED ENDING BALANCE[illegible]

Note 1: JLA Reserve and Unclaimed Trust Fund are shown for information purposes only and are excluded from cash balances
Note 2: Includes flow-through accounts, security deposits, and deferred revenues/charges



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

March 26, 2021

F2021-03

TO: All Fairground CEOs and Directors

SUBJECT: **Guidance for Safely Conducting Fairs & Livestock Events**

The California Department of Public Health (CDPH) is currently drafting guidance for District Agriculture Associations, County Fairs and Non-Profit Fairs, to support a safe, clean environment for workers and attendees of events (Guidance). This guidance is expected to be released in early April of this year. Application to your fair is based on the County Risk Level documented in the Guidance.

Once the Guidance is released, the fairs must work with local health authorities on a site-plan for hosting a fair or livestock event. If you have been working on a site-plan to host a fair or livestock event relying on other industry guidance, please work with your local health authorities on the best course of action. Please note that local health departments can have more restrictive criteria and different closures. For the most updated information on county status, visit [Blueprint for a Safer Economy](#).

Please be mindful before entering into any contracts for the production of your fair or livestock event that the CDPH Guidance and locally approved site plan must be incorporated into the contract terms and conditions. If you have already entered into contracts for your event, you may either amend the contract consistent with the CDPH Guidance by a written addendum agreed to by both parties, or terminate the contract pursuant to its termination clause.

Sincerely,

Michael Francesconi, Interim Branch Chief
Fairs and Exposition Branch

