



**21st DISTRICT AGRICULTURAL ASSOCIATION
BIG FRESNO FAIR**

1121 S. Chance Avenue, Fresno CA 93702 (559) 650-3247

Email: info@fresnofair.com Website: www.fresnofair.com

BOARD MEETING NOTICE

The Board of Directors of the 21st District Agricultural Association will be holding a regular monthly Fair Board meeting on
TUESDAY, May 28, 2024, at 12 Noon

The Big Fresno Fair – Fresno County Historical Museum, 2nd Floor.

Zoom Option - to participate follow this link.

<https://us02web.zoom.us/j/7339943574?pwd=STljOEYzaUF6Tzlnb09sVVFYbDM1dz09>

Meeting ID: 733 994 3574 - Password: 1121

One tap mobile

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MISSION STATEMENT

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

NOTE

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

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

AMERICANS 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 21st District Agricultural Association Board meeting 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 4:00 p.m. Monday through Thursday. Requests should be made one (1) week in advance whenever possible.

¹ Persons with disabilities who may require accommodation 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 notices 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. INTRODUCTION OF STAFF AND GUESTS:

4. ROLL CALL OF DIRECTORS AND DECLARATION OF QUORUM:

Terry Gonsalves President; Gary Chahil Vice President; Frank Flores, Secretary/Treasurer; Linda Mae Balakian Hunsucker, Jerry Pacheco, Annalisa Perea, Chuck Riojas, and Larry Salinas.

5. CLOSED SESSION:

Pursuant to Government Code (GC) section 11126, the Board is authorized to meet in Closed Session for the purpose of considering matters involving:

- a. Personnel Matters: – Govt. Code 11126(a)(1)
- b. Pending Litigation: - Govt. code 11126(e)(2)

6. REPORT OUT ON ACTION TAKEN DURING CLOSED SESSION:

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

7. PUBLIC COMMENT:

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

8. MINUTES: (*Action by the Board*)

- a. Approve Board Minutes:

- 1. Regular Board Meeting 04/23/2024

9. ACKNOWLEDGE CONSENT AGENDA: (colored pages) Item #20 thru Item #106

10. PROGRAM REPORT: (*Informational*)

- a. None

11. STAFF REPORT: *(Informational)*

- a. Report on Satellite/Kentucky Derby/Preakness
- b. Report on CARF/CHRB Meetings
- c. Report on Interim Events
- d. Report on Entertainment/Ticket Sales
- e. Report on Maintenance Projects

12. COMMITTEE REPORTS: *(Action by the Board)*

- a. Finance Committee
 - Acknowledge Financial Reports from Price Paige & Company.

13. OLD BUSINESS: *(Informational/Action by the Board)*

- a. Discussion and action by the board on possible cashless options

14. NEW BUSINESS: *(Action by the Board)*

- a. Award the Carnival Operations Contract, RFP #24-001, for a 3-year period (2024-2026) with (2) 1-year options (2027-2028).
- b. Approve renewal option for Total Event Access Management to provide fair time concession auditing services for 2024 in the amount of \$10,000.00.

15. CORRESPONDENCE: *(Informational)*

- a. none

16. MANAGER'S UPDATE: *(Informational)*

17. BOARD RECOMMENDATION FOR FUTURE AGENDA ITEMS:

18. FOR YOUR INFORMATION:

Next Board Meeting – June 25, 2024, 12 Noon

19. ADJOURNMENT:

Item # 20 thru Item # 25 **ACKNOWLEDGE THE FOLLOWING SERVICE
AGREEMENTS FOR 2024 FAIR: EXPENSE AGREEMENTS**

Item #	20	24-005	10/14/24	Via Entertainment Tours, Inc f/s/o Dwight Yoakam Agrees to perform one 90 min. show in the Paul Paul Theater during the 2024 Big Fresno Fair.	\$150,000.00
Item#	21	24-006	10/2/24	Purplehayes Touring, Inc f/s/o Walker Hayes Agrees to perform one 75-90 min. show in the Paul Paul Theater during the 2024 Big Fresno Fair.	\$175,0000.00
Item #	22	24-007	1/1/24 to 12/31/24	Etix dba Etix Agrees to provide on-line ticket sales and POS tickets for a 1 year period w/ 3, 1 year options (2025- 2027).	Not to exceed \$125,000.00
Item #	23	24-008	10/12/24	Lady Killers Touing, LLC f/s/o G-Eazy GRE LLC Agrees to perform one 60-75 min. show in the Paul Paul Theater during the 2024 Big Fresno Fair.	\$170,000.00
Item #	24	24-009	10/7/24	WT Medley, LLC f/s/o The Righteous Brothers Agrees to perform one 90 min. show in the Paul Paul Theater during the 2024 Big Fresno Fair.	\$54,000.00
Item #	25	24-010	10/3/24	Maro, Inc f/s/o Sugar Ray Agrees to perform one 90 min. show in the Paul Paul Theater during the 2024 Big Fresno Fair.	\$75,0000.00

**ACKNOWLEDGE THE FOLLOWING SPONSORSHIP
AGREEMENT FOR 2024 FAIR: REVENUE AGREEMENTS**

Item # 26	24-905-S	05/1/24	H&L Partners obo Northern CA Toyota Dealer Advertising Assn. Agrees to be a Presenting Sponsor of the Paul Paul Theater Concert Series during the 2024 Big Fresno Fair.	\$84,000.00
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Item # 27 thru Item # 37 **ACKNOWLEDGE THE FOLLOWING RENTAL
AGREEMENTS FOR 2024 FAIR: REVENUE AGREEMENTS**

Item #	27	5/4/2024	Exceptional Parents Unlimited Lowell Ens	Fiesta De Los Ninos Fundraiser Agriculture Bldg	\$3,103.00
Item #	28	5/24/2024 to 5/26/2024	Golden Gate Pygmy Goat Association Shannon Parks	Livestock Show Livestock Pavilion	\$2,532.00
Item #	29	6/2/2024	Republic Services Tammie Cain	Truck Rodeo Pavilion & Carnival Lot	\$4,584.50
Item #	30	6/15/2024	Masjid Fresno	Religious Event Industrial Commerce	\$3,850.00
Item #	31	8/31/2024 to 9/1/2024	A & L Truck Supply Axel Reyes	Commercial Truck Show Industry Commerce & Carnival Lot	\$8,042.00
Item #	32	1/1/2024 to 11/2/2024	Central California Pigeon Club John Geiger	Pigeon Show Greenhouse Bldg	\$1,189.00
Item #	33	11/16/2024	AMP Live Events LLC Ronald Leach	Monster Truck Show Grandstands	\$13,015.00
Item #	34	11/16/2024 to 11/17/2024	Mark Guevara	Gaming Expo Industrial Education	\$5,156.00
Item #	35	11/17/2024	HSE Holdings 6 LLC Maria Palumbo	Bridal & Wedding Expo Agriculture Bldg	\$3,041.50
Item #	36	12/6/2024 to 12/7/2024	Fresno Convention & Visitors Bureau Andrew Smith	American Cornhole Chmpshp Industry Commerce	\$7,261.00
Item #	37	12/7/2024	National Treasury Employees Union Marcella Gutierrez	Christmas Party Junior Exhibits	\$4,830.50

**ACKNOWLEDGE THE FOLLOWING RENTAL
AGREEMENT FOR 2025: REVENUE AGREEMENTS**

Item #	38	4/12/2025	Manuel Para	60 th Birthday Industrial Education	\$2,067.48
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Item # 39 thru Item #105 **ACKNOWLEDGE THE FOLLOWING COMMERCIAL AGREEMENTS FOR 2024: REVENUE AGREEMENTS**

Item #	39	Chapman Fashions International	Sale of Permanent Jewelry	\$9,500.00
Item #	40	H & W CO.	Sale of Handmade Leather Crafts in Various Animals or Flowers Styles	\$3,650.00
Item #	41	3p Enterprise LLC - dba Aloha Pearl and Gem	Sale of Hawaiian Jewelry and Pearls in Clams, Tungsten, Natural Stone and Jade	\$4,175.00
Item #	42	JEM Restaurant Management dba Wendy's/KFC	Display of Information for Employment Opportunities and Spinning Wheel	\$1,650.00
Item #	43	SweetT's Treats	Sale of Gourmet Baked Items and Freeze Dried Candy	\$2,210.00
Item #	44	Whole House Fan Co.	Information - Quiet Cool Products: Whole House Fans & Attic Fans	\$1,650.00
Item #	45	Elite Life California	Sale of Healing Bracelets	\$2,150.00
Item #	46	Navera LLC.	Sale of Crystals, Candles & Jewelry	\$2,150.00
Item #	47	Renewal By Andersen	Information Booth	\$3,150.00
Item #	48	M & D Honey	Sale of Honey Products	\$2,210.00
Item #	49	Ohana Hawaiian Jewelry	Sale of Sterling Silver, Stainless Steel, and Titanium Jewelry	\$4,400.00
Item #	50	Lakeside Products Inc	Sale of Scissors, Small Tools, Magnifiers, Personal Care Items, and Tweezers	\$4,925.00
Item #	51	Belmont Memorial Park	Display of Information Cremation and Cemetery Services	\$1,650.00
Item #	52	Khausak Imports	Sale of Import Clothing and Toys	\$3,650.00

Item #	53	B & D Services	Display of Vacuums	\$2,150.00
Item #	54	Dicansan Company	Sale of Custom Made Jewelry by The Inch	\$2,695.00
Item #	55	Euroshine USA, Inc.	Sale of Euro Scooters ADA compliant "Eco Friendly" Electric Scooters	\$3,150.00
Item #	56	AK Name Rings	Sale of Custome Engraved Name Rings	\$1,650.00
Item #	57	Sandy & David Hall dba Sassy Diamond Diva	Sale of Paparazzi Jewelry	\$3,675.00
Item #	58	3 Fish	Sale of Bug Items/The Real Insect	\$3,650.00
Item #	59	Mary Kay Products	Display of Mary Kay Products	\$2,150.00
Item #	60	Right To Life Of Central California	Display of Brochures on Fetal Development, Abortion Consequences	\$1,815.00
Item #	61	Fresno County Republican Party	Display of Republican Information and Donations for Election Materials	\$2,150.00
Item #	62	Katerina Emily Morales	Sale of Natural Remedies, Soaps and Lotions	\$1,650.00
Item #	63	Jerky Hut	Sale of a Variety of Jerky Meats and Flavors	\$2,210.00
Item #	64	One Love King	Sale of African Clothing, Bags, Bucket Hats and Sunglasses	\$4,290.00
Item #	65	Paul's Products	Sale of Primo Peeler, Chamois, Watermelon Slicer	\$2,150.00
Item #	66	Paul's Products	Sale of Collapsible Stools and Lint Roller	\$2,150.00
Item #	67	Leaf Filter Gutter Protection	LeafFilter Gutter Protection	\$3,650.00

Item #	68	Fresno Psychic	Sale of Fortunes and Palm Readings	\$2,565.00
Item #	69	House Of Pistachios	Sale of Pre Packaged Dried Fruits, Nuts and Candies	\$4,710.00
Item #	70	African Art Trading	Sale of Hats, Sunglasses, Hand-Dyed Clothing, Leather Animals and Jewelry	\$4,425.00
Item #	71	Paul's Products	Sale of Ceramic Curling Irons and Flat Irons	\$3,650.00
Item #	72	Anime Love	Sale of Figurines, Stickers, Cups, Key chains, Lanyards	\$3,800.00
Item #	73	Cutco Cutlery	Sale of Cutlery, Culinary Tools, BBQ & Garden Tools, Scissors and Sporting Knife	\$6,300.00
Item #	74	Trendybiz	Sale of Croc Charms, keychains, backpacks, wristlets and pop sockets	\$3,315.00
Item #	75	Sports Card Emporium	Sale of Sports Items and Collectibles	\$2,150.00
Item #	76	Scentsy Flameless Fire	Sale of Scentsy Waxes, Warmers, Diffusers and Oils	\$1,650.00
Item #	77	Raja Fashion USA	Sale of Wallets, Fanny Packs, Backpacks, Leather Goods	\$1,650.00
Item #	78	Paul's Products	Sale of Ceramic Cookware	\$2,150.00
Item #	79	Paul's Products	Sale of Play Sand and Dough, Krazy Klat, toys	\$3,150.00
Item #	80	Paul's Products	Sale of Ceramic Curling Irons and Bionic Cream	\$3,650.00
Item #	81	Paul's Products	Sale of Garlic Graters	\$2,150.00
Item #	82	Paul's Products	Bamboo Pillows and Sheets	\$2,150.00
Item #	83	On Point Prints	Sale of 3D Prints & Decals	\$3,300.00

Agenda
Regular Board Meeting 05/28/24

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Item #	84	New England Leatherworks	Sale of Leather products	\$3,150.00
Item #	85	Music Boxes And Things	Sale of Toys, Jewelry, 3D Pictures, Purses, Anime, Wallets, Misc Bags, Laynards	\$6,650.00
Item #	86	M & E Sales	Sale of Outdoor Patio Umbrellas and 3-Wheel Electric Scooters	\$4,800.00
Item #	87	Lea's Chinese Gifts	Sale of Chinese Gift Items, Feng Shui Items, Good Luck Items	\$2,150.00
Item #	88	Kadija Fashion	Sale of Clothing, Dresses, Tops, Hats and Vests	\$3,650.00
Item #	89	J. H. Store	Sale of Hand Crafted Wooden Objects	\$3,150.00
Item #	90	International Boutique	Sale of Lamps & Bowls, Jewelry & Apparel	\$3,150.00
Item #	91	Hmong Needlework	Sale of Handmade Hmong Clothing and Accessories	\$2,150.00
Item #	92	H & H Brands / Campfire Foods	Sale of 30 Second Salsa	\$2,735.00
Item #	93	Hawaiian Jewelry Inc.	Sale of Hawaiian Jewelry	\$3,675.00
Item #	94	Glittery, LLC	Sale of Edible Glitter and Cosmetic Glitter Products	\$2,735.00
Item #	95	Fat Straw Cafe	Sale of Cotton Candy Flowers	\$3,860.00
Item #	96	Farm Fresh To You LLC	Display of Farm Fresh memberships.	\$1,650.00
Item #	97	Earbangers	Sale of Cell Phone Accessories	\$3,150.00
Item #	98	Chelle Austin - Independent Damsel Pro	Sale of Personal Safety Products	\$1,650.00

Item #	99	DamonArt™ Event Caricatures	dba: Nacho Mama's Caricatures	\$3,650.00
Item #	100	Country Builders	Display of Windows, Insulation, AC and Solar	\$1,650.00
Item #	101	California Apparel	Sale of Funny Socks, Shoe Charm, Air Tag Holders	\$5,300.00
Item #	102	Borgil Enterprises	Sale of Neck and Back Massagers, Massage Guns	\$2,150.00
Item #	103	Black And White Art Studio	Sale of 11x17 Hand-Drawn Pictures by Charcoal Pencil	\$2,150.00
Item #	104	Action Promotions	Sale of Jewelry, Crystal Prisms, Pewter Pendants, Art Glass Earrings	\$2,900.00
Item #	105	4Cru	Sale of Bluetooth & Speaker Tumblers	\$1,650.00

Item # 106

ACKNOWLEDGE EXPENSE CLAIMS

TRAVEL EXPENSE CLAIMS

April 2024

Travel Cindy Suarez	Traveled to Alameda, CA for the 2024 Olive Oil Competition, April 9-10. Employee Claiming hotel, per diem, mileage & business expenses.	\$683.29
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**MINUTES
21ST DISTRICT AGRICULTURAL ASSOCIATION
BIG FRESNO FAIR
BOARD OF DIRECTORS MEETING
April 23, 2024 AT 12:00 PM**

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 item listed on the agenda. Public Comment is a right granted to the public. It is reserved for items not listed on the agenda but are 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 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 12:00 p.m. by President Terry Gonsalves.

ITEM #2. PLEDGE OF ALLEGIANCE:

Chris Chatoian opened the meeting by leading the Pledge of Allegiance.

ITEM #3. INTRODUCTION OF STAFF AND GUESTS:

President Gonsalves asked staff to introduced themselves: Christina Estrada, Interim CEO, Taylor Collins Interim Events Coordinator, Teri O'Leary Collins Livestock/Exhibits Superintendent, Victor Felan Box Office Manager, Tammy Warner Administrative Assistant, Chris Chatoian Maintenance Consultant, Danielle Griffin with Cohen Communications, Henry Oum and Lori Clanton with Price Paige & Co., and guests Stephen and Peggy Bissell, CJ Bausano, Jerry Hunsucker, Dr.Toula Thoa, H.B. Loy, Toua Ly, Jose Luis Barraza, and Satellite Supervisor Ruben Gastelo was absent.

ITEM #4. ROLL CALL OF DIRECTORS AND DECLARATION OF QUORUM:

Interim CEO Christina Estrada called roll. Those in attendance were President Terry Gonsalves, Vice President Gary Chahil, Secretary/Treasurer Frank Flores, and Directors Linda Mae Balakian Hunsucker, Jerry Pacheco, Annalisa Perea, Chuck Riojas, and Larry Salinas a quorum was declared.

ITEM #5. CLOSED SESSION:

Pursuant to Government Code (GC) section 11126, the Board is authorized to meet in Closed Session for the purpose of considering matters involving:

- a. Personnel Matters: – Govt. Code 11126(a)
- b. Pending Litigation: - Govt. code 11126(e)(2)

ITEM #6. REPORT OUT ON ACTION TAKEN DURING CLOSED SESSION:

- a. Disclosure of any action taken place during the Closed Session Meeting
President Terry Gonsalves reported no action was taken during closed session.

ITEM #7 PUBLIC COMMENT:

- CJ Bausano with Valley Motorcycle Training spoke on the possibility of expanding and upgrading Kiddie Land concrete pad to hold motorcycle training throughout the year. Valley Motorcycle Training would like to explore providing the resources to do the upgrades.
- Dr. Toulou Thoa with Fresno Hmong New Year thanked the Board and Interim CEO Estrada for their support with the Hmong New Year event.
- Jose Luis Barraza stated he is the finance person for the Southeast Fresno Community, the organization that revitalizes, improves and brings about prosperity and would like to continue to put on events.

ITEM #8. MINUTES: (Action by the Board)

A. Approve Board Minutes:

1. Regular Board Meetings 04/23/2024

MSP (Chahil-Salinas) to approve the Board minutes. The vote was unanimous. Director Riojas abstained due to being absent from the last board meeting.

Roll Call Vote:

Director	Yes	No	Absent	Abstained
President Gonsalves	X			
Gary Chahil	X			
Frank Flores	X			
Linda Balakian Hunsucker	X			
Jerry Pacheco	X			
Annalisa Perea	X			
Chuck Riojas				X
Larry Salinas	X			

ITEM #9. ACKNOWLEDGE CONSENT AGENDA (COLORED PAGES) ITEM #20 THRU ITEM #68:

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

A correction was made, item # 21 should have read 4/26/24 thru 4/28/24 as this is a 3-day event.

Roll Call Vote:

Director	Yes	No	Absent	Abstained
President Gonsalves	X			
Gary Chahil	X			
Frank Flores	X			
Linda Balakian Hunsucker	X			
Jerry Pacheco	X			
Annalisa Perea	X			
Chuck Riojas	X			
Larry Salinas	X			

ITEM #10. PROGRAM REPORT: (Informational)

- None

ITEM #11. STAFF REPORT: (Informational)

a. Report on Satellite

Satellite Supervisor Ruben Gastelo was unable to attend the Board meeting. Ronnie Mobley is taking over the satellite racing position. Danielle Griffin with Cohen Communications discussed promoting the additional 4 days of live racing.

b. Report on Interim Events

Interim Event Coordinator Taylor Collins reported on preparing for La Feliz Guild which will be held on May 4th in the Infield.

c. Report on Exclusive Ticket Pre-Sale

Box Office Manager Victor Felan reported that total tickets sold are Walker Hayes - 478, The Righteous Brothers - 352, G-Eazy - 956 and Dwight Yoakam - 1011. He presented revenue and expenses for those shows.

d. Report on San Joaquin Olive Oil Competition

Livestock/Exhibits Superintendent Teri O'Leary Collins reported that the Olive Oil Competition was held at the Alameda Fairgrounds. There were 54 entries, 41 virgin olive oils and 13 flavored oils. 23 gold medals and 13 silver medals were given out. Winners will be announced May 1st. Tim Ossum acted as coordinator and will be the new coordinator going forward, Nancy Ash is retiring.

e. Report on Exhibits/Livestock handbook

Livestock/Exhibits Superintendent Teri O'Leary Collins reported on working on the competitive exhibits handbook. Some changes have been made which include all competitive entries now having an entry fee to cover costs. Goats will be moved back to the first week of the fair. No lassos or lariats will be allowed. The home brew competition will no longer take place.

ITEM #12. COMMITTEE REPORTS: (Action by the Board)

a. Finance Committee:

- Acknowledge Financial Reports from Price Paige & Company.

MSP (Riojas-Chahil) to acknowledge the financial reports as presented. The vote was unanimous.

Lori Clanton with Price Paige & Co. introduced Henry Oum who will be coordinating projects, assignments, and be a liaison with the payroll company Paychex. Henry Oum spoke on key priorities such as keeping the bill pay system on track, overseeing the Paychex payroll system, and tracking accounting system properly. PPC will be working on the 2023 STOP report and plans on presenting it to CDFA by the end of May. As 2023 is being closed out, a projection budget will also be created for 2024 to allow fair management to see numbers to help make proper decisions. Clean up will be underway for the past 2 years once 2023 is reconciled.

Roll Call Vote:

Director	Yes	No	Absent	Abstained
President Gonsalves	X			
Gary Chahil	X			
Frank Flores	X			
Linda Balakian Hunsucker	X			
Jerry Pacheco	X			
Annalisa Perea	X			
Chuck Riojas	X			
Larry Salinas	X			

ITEM #13. OLD BUSINESS: (Informational/Action by the Board)

- a. None

ITEM #14. NEW BUSINESS: (Action by the Board)

- a. Approve amendment of renewal option for The Hmong Inc. for the 2024 Hmong New Year Celebration.

MSP (Salinas-Perea) to approve the renewal option for the 2024 Hmong New Year Celebration. The vote was unanimous.

Roll Call Vote:

Director	Yes	No	Absent	Abstained
President Gonsalves	X			
Gary Chahil	X			
Frank Flores	X			
Linda Balakian Hunsucker	X			
Jerry Pacheco	X			
Annalisa Perea	X			
Chuck Riojas	X			
Larry Salinas	X			

- b. Discuss and approve plans for the additional 4 days of Horse Racing.

MSP (Riojas-Perea) to approve discussing and approving plans for the additional days of Horse Racing. The vote was unanimous.

There was a discussion regarding planning, marketing/promotions, and entertainment.

Roll Call Vote:

Director	Yes	No	Absent	Abstained
President Gonsalves	X			
Gary Chahil	X			
Frank Flores	X			
Linda Balakian Hunsucker	X			
Jerry Pacheco	X			
Annalisa Perea	X			
Chuck Riojas	X			
Larry Salinas	X			

c. Discuss and approve Box Seat Price increase.

MSP (Hunsucker-Flores) to approve the Box Seat Price increase.
The vote was unanimous.

After a discussion regarding the \$3 increase in general admission it was proposed the Box Seat price will be increased by \$3 per seat per box.

The new pricing would be as follows:

Box of 2 from \$336 to \$378

Box of 4 from \$642 to \$726

Box of 6 from \$928 to \$1,054.

The season parking pass was increased to \$300.

Roll Call Vote:

Director	Yes	No	Absent	Abstained
President Gonsalves	X			
Gary Chahil	X			
Frank Flores	X			
Linda Balakian Hunsucker	X			
Jerry Pacheco	X			
Annalisa Perea	X			
Chuck Riojas	X			
Larry Salinas	X			

ITEM #15. CORRESPONDENCE: (Informational)

- a. Dymally – Allatore Bilingual Services Act Language Survey – CDFA Letter D2024-03

ITEM #16. MANAGER'S UPDATE: (Informational)

Interim CEO Christina Estrada reported on the following;

- Reported that Satellite Wagering has moved to the Grandstand and will remain there until after the Fair. Also, Ruben Gastelo has submitted his resignation, effective April 28th.
- Reviewed the organizational chart with the Board.
- Reported that she is working with the bank to reduce the Junior Livestock Auction credit card processing fees.
- Presented the 2024 theme "Magic on the Midway".
- Reported that Tim Ossun will be replacing Nancy Ash as Coordinator for the 2025 Olive Oil Competition.
- Reported Central Valley Community Bank is now Community West Bank.
- Stated that the repairs of the bow of the Pirate Ship will begin April 29th and then will move over to Fort Fresno; Spot tower plans will be submitted by Rick Ransom by the end of the month.
- The Carnival RFP will be posted and mailed out as soon as corrections are made.
- Reported on meeting with Fresno Camera Club and addressed concerns that the President John had regarding manning their display during the Fair.

ITEM #17. BOARD RECOMMENDATION FOR FUTURE AGENDA ITEMS:

Director Flores suggested that going cashless in parking and ticketing be on the agenda for discussion for the 2024 Fair.

ITEM #18. FOR YOUR INFORMATION:

Next Board Meeting – May 28, 2024, 12 Noon

ITEM #19. ADJOURNMENT:

The Board Meeting adjourned at 4:04 p.m.

Respectfully Submitted,

Christina Estrada
Interim Chief Executive Officer

Terry Gonsalves, President
Board of Directors

Date: May 16, 2024

From: Lori Clanton, CAS Controller, Price Paige & Company (PPC)
Henry Oum, CAS Engagement Partner, Price Paige & Company (PPC)

To: The Big Fresno Fair, 21st DAA
Board of Directors
Interim CEO, Christina Estrada

Subject: Progress Report on the Fair's Accounting and Financial Reporting

Introduction

The accounting work continues in the following areas with the goal of providing reliable financial statements as soon as possible. Below is a summary of recent progress and accomplishments.

Highlights of PPCs new efforts since the last report include:

- Payroll
 - Completion of automated financial reporting
 - PST submissions
 - ACA submission
 - Payroll journal entry processing
 - Training of FAIR personnel on payroll processing
- Contracts Training
 - Successful staff training with AccountingWare (software provider) team to understand how contracts should be administered, monitored and recorded
- Pending Projects
 - Completion of the 2023 STOP report; targeted for May 31, 2024 submission
 - Development of project budget templates for major events
- On-Going Projects
 - Engage AccountingWare as consultants to review and revise historical contracts and current contract tracking
 - Required as part of the current year and prior year reconciliations

Ongoing Operations

Expenses / Accounts Payable

Since transitioning to Bill.com in November, PPC has processed and paid 1,100 vendor invoices totaling over \$4.8 million.

Payroll

We anticipate that FAIR staff can take full lead on the payroll processing starting June 2024. PPC to provide oversight and final review. The CALPERS pension reports and payments are caught up through 3/31/24, except for a few specific employee contributions that need further inquiry and reconciliation.

PST and 457b reports and payments are caught up through 4/30/24, except for a few specific employee contributions that need further inquiry and reconciliation.

The OPEB withholdings and employer match project is still in progress.

Paychex generated payroll is being recorded in AccountingWare through journal entries. To improve this process, PPC has created an automated system to import the payroll activity into AccountingWare by department. This project has been completed.

Revenue / Accounts Receivable

We have recommended the FAIR engage with the software provider AccountingWare to assist in the review and reconciliation of the Accounts Receivable and Contract Management functions of FAIR's operations. This should allow for a more accelerated close of the 2023 and 2024 years and allows for clean in prior periods.

Contracts, customer invoices, and deposits are prepared and recorded by Fair staff in AccountingWare and the deposits are made into the Fair's checking accounts at Central Valley Community Bank, now named Community West bank.

Below are the total invoices, deposits, and accounts receivable balance as reported in AccountingWare.

	July – Dec 2023	1 st Quarter 2024	2 nd Quarter 2024 (as of 5/16/2024)	Total Since 7/1/2023
Invoiced	\$10,935,036	\$2,193,585	\$522,551	\$13,651,172
Payments Received	\$13,108,069	\$1,980,015	\$601,101	\$15,689,185

Accounts Receivable Aging

Due from 2022	\$	13,753
Due from 2023	\$	60,468
Due from Jan 2024	\$	79,356
Due from Feb 2024	\$	7,503
Due from March 2024	\$	38,798
Due from April 2024	\$	105,664
Current May 1 – 16, 2024	\$	19,482
Total Due as of May 16, 2024	\$	<u>325,024</u>

For comparison, Accounts Receivable balance as of December 31, 2022, was \$265,057.

Deferred Revenue:	
Due May 16 - 31, 2024	\$ 47,703
Due June – Dec 2024	\$ 183,638
Due in 2025	\$ 10,088
Total Deferred Revenue	<u>\$ 241,429</u>

Please note that PPC is still in the process of reviewing these balances, transactions, and processes.

Cash and Bank Reconciliations

Of the Fair's nine (9) bank accounts, seven have been reconciled through April 30, 2024, and two are currently in progress. All accounts are held at Community West Bank (CWB).

General Operating: The reconciliation of the General Operating Account is still in progress. The General Operating account has the highest volume of activity. Between August and April, \$13.5 million and 1700 transactions were reported through this bank account. PPC continues to identify and correct many of these transactions in AccountingWare. This is a priority and a critical part of reporting on 2023.

Attached is a listing of the Fair's bank accounts and balances through April 30, 2024. The net activity is summarized here:

July 31, 2023, total cash account balance	\$ 9,509,262
April 30, 2024, total cash account balance	<u>\$10,231,050</u>
Increase	\$ 721,788

The attached summary also includes the cash balances for the same periods in 2020, 2021, and 2022 for comparison purposes. The source of the prior year balances are AccountingWare's bank reconciliations. PPC is undertaking a review of the previous year financial statements to understand the increases in cash balances from 2020 to current and will report the findings as a future board meeting.

Financial Controls

Throughout the work in the areas listed above, PPC is recommending and implementing financial controls. Audit-ready documentation is required for every bill paid and deposit made. Ongoing.

Prior years review, clean up, and preparation for audit.

Once the day-to-day accounting functions as described above are in place and operating effectively and calendar year 2023 is reconciled, we will turn our attention to the cleanup of the two prior years. The purpose of going back to those fiscal years is to ensure that the accounting is accurate so that an external audit can be conducted. The last financial audit covered the years 2019 and 2020, and it is important to provide assurance to the board and other stakeholders that the Fair's accounting and financial statements are in accordance with generally accepted accounting principles. Pending.

Enclosed:

1. Summary of bank account balances as of 4/30/24 with prior years comparison data.

Big Fresno Fair - Cash Accounts
Summary of bank accounts July 2023 - April 2024

GL Account	Bank*	Account Name	Bank Acct # Last 4	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	Change from July 2023 to April 2024	Reconciled through:
11309	CVCB / CWB	Operating Checking	5851	\$387,749	\$263,818	\$1,529,566	\$1,834,961	\$1,807,983	\$1,893,876	\$2,115,030	\$1,422,686	\$858,052	\$526,129	\$138,380	Oct - Mar in progress
11507	CVCB / CWB	Payroll	5843	\$53,568	\$72,050	\$139,761	\$146,446	\$48,881	\$37,050	\$52,871	\$52,000	\$116,247	\$37,805	(\$15,762)	12/31/2023
11902	CVCB / CWB	Box Office	5894	\$161,666	\$364,051	\$545,630	\$0	\$21,660	\$22,851	\$83,357	\$87,579	\$126,372	\$268,844	\$107,178	4/30/2024
11408	CVCB / CWB	Premium	5878 & 2455	\$16,435	\$16,435	\$16,435	\$43,639	\$17,971	\$12,031	\$6,333	\$8,535	\$8,105	\$7,741	(\$8,694)	4/30/2024
11708	CVCB / CWB	Business Premium MMKT	7887	\$8,474,274	\$8,490,468	\$7,005,461	\$8,953,745	\$8,970,303	\$8,986,339	\$9,004,619	\$9,020,717	\$9,036,311	\$9,054,929	\$580,655	4/30/2024
11709	CVCB / CWB	Business Premium MMKT (Savings)	7897	\$57,038	\$57,039	\$57,039	\$57,040	\$57,040	\$57,040	\$57,041	\$57,041	\$57,042	\$57,042	\$4	4/30/2024
11311	CVCB / CWB	Operating - Credit Card	5908	\$47,035	\$71,455	\$97,130	\$697	\$419	\$609	\$279	\$502	\$417	\$538	(\$46,497)	4/30/2024
11809	CVCB / CWB	JLA - Checking	5886	\$285,692	\$279,932	\$282,095	\$390,248	\$941,299	\$663,601	\$429,913	\$335,594	\$245,357	\$231,614	(\$54,078)	4/30/2024
11810	CVCB / CWB	JLA - Credit Card	5916	\$25,806	\$25,659	\$25,443	\$32,241	\$32,075	\$38,254	\$44,898	\$46,825	\$46,608	\$46,407	\$20,601	4/30/2024
Totals				\$9,509,262	\$9,640,906	\$9,698,560	\$11,459,016	\$11,897,581	\$11,711,651	\$11,794,340	\$11,031,478	\$10,494,512	\$10,231,050	\$721,788	

* Central Valley Community Bank (CVCB) is now Central West Bank

History for Comparison of Cash balance Totals

GL Account	Banks	Accounts	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Change from July to April	Source
Multiple	Suncrest & CVCB	Total of all cash accounts	\$7,736,333	\$7,917,588	\$8,452,874	\$11,414,384	\$10,594,505	\$11,043,987	\$11,212,023	\$10,388,015	\$9,775,921	\$9,129,176	\$1,392,843	AW Bank Reconciliations
Multiple	Banks Suncrest & Citizens	Total of all cash accounts	\$3,598,903	\$3,880,212	\$3,913,868	\$8,072,139	\$8,732,730	\$8,500,128	\$7,660,893	\$7,085,352	\$6,940,211	\$12,130,297	\$8,531,394	AW Bank Reconciliations
Multiple	Banks WF & Suncrest	Total of all cash accounts	\$1,622,854	\$1,747,220	\$1,532,712	\$1,788,790	\$1,903,268	\$1,495,039	\$1,310,029	\$1,276,084	\$1,227,194	\$1,943,423	\$320,568	AW Bank Reconciliations