

24th District Agricultural Association (24th DAA)
Tulare County Fair
620 K Street
Tulare, CA 93274
www.tcfair.org



24th DAA BOARD MEETING NOTICE

The 24th DAA Board of Directors will be holding a regular monthly board meeting on
Tuesday, June 15, 2021 at 6:00PM

Location Jockey Club
620 S. K Street, Tulare, CA 93274
or

Join Zoom Meeting: <https://us02web.zoom.us/j/2991550907?pwd=VGZFeTluNnVudFVuSnRRR0RValhBdz09>

Phone #: 1 669 900 6833 US

Meeting ID: 299 155 0907

Passcode: 6202020

24th DAA BOARD OF DIRECTORS

Gary Castro, President
Pricilla Musgrove, Director
Dan Hackey, Director

Greg Gomez, Director
Grace Calderon, Director

CEO/Fair Manager
Dena Rizzardo

PUBLIC PARTICIPATION

Members of the public may request to place items on the agenda of any board meeting, but their placement is within the discretion of the board President. The items must be directly related to 24th DAA business. Request for placement must be made in writing and delivered to the fair office no later than 4:00 PM on the twelfth (12th) business day prior to the board meeting. While the board values the participation of the public, the board President reserves the right to limit the time for public comment to a maximum of five (5) minutes, or less depending on the number of speakers, in order to proceed with the agenda of the day and/or to place the item on the agenda of a future meeting.

All meeting notices, agendas and approved minutes will be available to the public during the meeting and on the 24th DAA website at www.tcfair.org.

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 24th DAA board or committee meeting, or in connection with any other activities on the grounds, may request assistance at the main office 620 K Street, Tulare, CA 93274 559-686-4707.

24th District Agricultural Association (24th DAA)
Tulare County Fair
Tulare County Fairgrounds Main Office Building
620 K Street, Tulare, CA 93274

MEETING NOTICE

The 24th DAA Board of Directors will be holding a regular monthly meeting on the third Tuesday of each month in the Main Office, on the grounds of the 24th DAA, unless otherwise posted.

24th DAA BOARD MEETING AGENDA

Tuesday, June 15, 2021 at 6:00PM

Location Jockey Club
620 S. K Street, Tulare, CA 93274

or

Join Zoom Meeting: <https://us02web.zoom.us/j/2991550907?pwd=VGZFeTluNnVudFVuSnRRR0RValhBdz09>

Phone #: 1 669 900 6833 US

Meeting ID: 299 155 0907

Passcode: 6202020

1. CALL TO ORDER: President Castro

All matters noticed on this agenda may be considered for action. Items listed on this agenda may be considered in any order, at the direction of the chairperson. Any item not so noticed will not be considered or discussed. This agenda, and all notices required by the California Bagley-Keene Open Meeting Act, are available on the internet at: www.tcfair.org.

2. ROLL CALL OF DIRECTORS:

3. DECLARATION OF QUORUM (minimum of five directors must be present):

4. INTRODUCTION OF GUESTS AND STAFF:

5. PUBLIC COMMENT (for items not listed on the agenda):

Speakers are allotted five (5) minutes. Speaker's time may be modified based on the number of public speakers. No speaker may cede their time to another speaker. Public comments on agenda items will be accepted during the meeting as items are addressed. Public comment on issues NOT on the current Agenda is allowed. However, no debate by the Board shall be permitted on such public comments and no action will be taken on such public comment items at this time, as law requires formal public notice prior to any action on a docket item.

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

- a. Pending Litigation-Personnel (Gov. Code § 11126 (e)(1))
- b. Pending Litigation-Foundation (Gov. Code § 11126 (e)(1))

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

8. CONSENT CALENDAR (Discussion/Action by Board):

The items on the Consent Calendar will be enacted in accordance with recommended action under one motion unless trailed from the Consent Calendar by the Board. Any member wishing to trail an item from the Consent Calendar should notify the CEO prior to the meeting. Trailed items will be considered after the motion to approve the Consent Calendar.

- a. Minutes from the May 2021

- b. Contracts for May 2021
- c. Cash Disbursements for May 2021
- d. Current Finance Report

9. BUSINESS REPORT & INFORMATION (Informational/Action by Board):

- a. CDFA Performance Audit Update # 20-010 & 24th DAA
- b. COVID-19 Pandemic Update
- c. Motorized Vehicle Policy
- d. Discuss Regulation Notice from the Office of the State Fire Marshal

10. CORRESPONDENCE (Informational):

- a. CDFA- D2016-06 Procurement of Insurance for DAA's
- b. CFA California Reopening Update
- c. Poultry Health Inspections – FY 21/22 Fair Season
- d. Biosecurity Practices Poultry Show Exhibition
- e. Biosecurity Practices-Spreading Avian Diseases-Poultry Exhibitors
- f. CDFA-Recommendations Caution for California Rabbit Exhibitions
- g. CDFA-RHD Risk Management – Advice for Rabbit Show Organizers

11. COMMITTEE REPORTS (Informational):

- a. Junior Livestock Auction- Update
- b. Junior Fair Board- Update

12. FAIR REPORT (Informational):

- a. 2021 Fair- Planning update

13. CEO REPORT (Informational):

14. MATTERS OF INFORMATION:

- a. CEO Comments
- b. Board of Director Comments
- c. Staff Comments
- d. Items Proposed for Next Board Meeting

15. NEXT MEETING DATE: July 20, 2021, at 6:00 PM.

16. ADJOURNMENT:

Posted June 4, 2021

AMERICANS WITH DISABILITIES ACT

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**24TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
May 18, 2021**

CALL TO ORDER: The 24th District Agricultural Association Board of Directors meeting was called to order at 6:06 PM by President Castro.

ROLL CALL/DIRECTORS ABSENT: Directors Castro, Hackey, Calderon, and Gomez were physically present. Directors Musgrove was present via Zoom. There are four (4) vacant board positions.

INTRODUCTION OF GUESTS AND STAFF:

CEO Dena Rizzardo

Community members: Cammra Bettencourt, Rochelle Medeiros, and Annika De Boer were present physically; Brandon Lew was present via Zoom.

Representatives from California Department of Justice and Fairs and Expositions were present via Zoom.

PUBLIC COMMENT:

Annika De Boer presented herself as representing the interests of the Tulare County Foundation for Ag Education and Youth and was present to take possession of the livestock pens.

CLOSED SESSION:

The Board of Directors adjourned to closed session at 6:08PM.

The Board of Directors called the public meeting back to order at 7:18pm

CONSENT CALENDAR (Action by Board):

Director Gomez made a motion, seconded by Director Calderon and carried to accept the consent calendar which included minutes from the April 2021 meeting, April 2021 contracts and cash disbursements, and the current financial report.

No public comment.

| Board Member | Approved (yes vote) | Not Approved (no vote) | Abstained | Reason of Abstaining |
|--------------------|---------------------|------------------------|-----------|----------------------|
| Gary Castro | X | | | |
| Pricilla Musgrove | X | | | |
| Grace Calderon | X | | | |
| Greg Gomez | X | | | |
| Dan Hackey | X | | | |
| 4 positions vacant | | | | |

BUSINESS REPORT & INFORMATION (Action by Board):

- The CDFA Performance Audit Report # 20-010 responses – Nothing to update. Will remain on the agenda in case we have future updates/reportable action.
No public comment
- COVID19 pandemic update – the county moved into the orange tier and we are expecting it to move to the yellow tier at some point. It was noted that on 6/15/2021, the Governor has stated that the state will reopen to normal operation and we are expecting more guidance to come.
No public comment
- Building 3 – CCA project #024-21-033 IPA – The board was updated on the grant that was awarded and the project scope that includes work on Building 3. The Board was presented with a copy of the agreement between the California Construction Authority and the 24th DAA.

It was moved by Director Gomez, seconded by Director Musgrove and passed to approve the Individual Project Agreement between the CCA and the 24th DAA.

No public comment.

| Board Member | Approved (yes vote) | Not Approved (no vote) | Abstained | Reason of Abstaining |
|--------------------|---------------------|------------------------|-----------|----------------------|
| Gary Castro | X | | | |
| Pricilla Musgrove | X | | | |
| Grace Calderon | X | | | |
| Greg Gomez | X | | | |
| Dan Hackey | X | | | |
| 4 positions vacant | | | | |

- Building 3 – CCA project #024-21-033 Master Project Agreement – The board was presented with the master project agreement between the CCA and the 24th DAA that included the project scope for the work to be done on Building 3.

It was moved by Director Gomez, seconded by Director Musgrove and passed to approve the Master Project Agreement between the CCA and the 24th DAA.

No public comment.

| Board Member | Approved (yes vote) | Not Approved (no vote) | Abstained | Reason of Abstaining |
|--------------------|---------------------|------------------------|-----------|----------------------|
| Gary Castro | X | | | |
| Pricilla Musgrove | X | | | |
| Grace Calderon | X | | | |
| Greg Gomez | X | | | |
| Dan Hackey | X | | | |
| 4 positions vacant | | | | |

- Building 3 – CCA MPA Resolution – The board was presented with a copy of a resolution granting authority to CEO Rizzardo and President Castro to sign the master project agreement between the California Construction Authority and the 24th DAA.

Director Musgrove, seconded by Director Gomez and carried to resolve that Tulare Fair Board of Directors has appointed and authorized Dena Rizzardo, Chief Executive Officer and Gary Castro, Board President to sign the Master Project Agreement between the CCA and the 24th DAA.

No public comment.

| Board Member | Approved (yes vote) | Not Approved (no vote) | Abstained | Reason of Abstaining |
|--------------------|---------------------|------------------------|-----------|----------------------|
| Gary Castro | X | | | |
| Pricilla Musgrove | X | | | |
| Grace Calderon | X | | | |
| Greg Gomez | X | | | |
| Dan Hackey | X | | | |
| 4 positions vacant | | | | |

- Injury and Illness Prevention Program Policy – The board of directors was presented with a copy of the Injury and Illness Prevention Program Policy and COVID19 Exposure Control Plan. The board was asked to approve both policies

No public comment

It was moved by Director Mugrove and seconded by Director Calderon and carried to approve both policies as presented.

| Board Member | Approved (yes vote) | Not Approved (no vote) | Abstained | Reason of Abstaining |
|--------------------|---------------------|------------------------|-----------|----------------------|
| Gary Castro | X | | | |
| Pricilla Musgrove | X | | | |
| Grace Calderon | X | | | |
| Greg Gomez | X | | | |
| Dan Hackey | X | | | |
| 4 positions vacant | | | | |

CORRESPONDENCE (Information/Action):

The board received a copy of the CFSA Liability & Workman's Comp Insurance Memo.

No public comment.

COMMITTEE REPORTS (Informational/Action):

Junior Livestock Auction – None

The Junior Fair Board – Members of the junior fair board were in attendance and introduced themselves. CEO Rizzardo noted that the junior fair board has been very active and members have volunteered on various projects on the grounds.

FAIR REPORT (Information/Action):

2021 Fair planning update – The CEO has been working on vendor contracts. Food vendors will be by invitation only. Applications for commercial vendors will be going out in a few days. The contracts are expected to be turned in no later than June 30th. We are planning for a community fair.

2021 Fair Theme – Junior Fair Board members were tasked with coming up with a theme for the 2021 fair. Various options were presented to the board of directors.

It was moved by Director Musgrove, seconded by Director Gomez and passed to select “It’s a New Beginning” as this year’s theme.

No public comment

| Board Member | Approved (yes vote) | Not Approved (no vote) | Abstained | Reason of Abstaining |
|--------------------|---------------------|------------------------|-----------|----------------------|
| Gary Castro | X | | | |
| Pricilla Musgrove | X | | | |
| Grace Calderon | X | | | |
| Greg Gomez | X | | | |
| Dan Hackey | X | | | |
| 4 positions vacant | | | | |

CEO REPORT (Information/Action):

Still exhibit applications will go out in June. The CEO reminded board members to go and check out the new website. She was pleased with the work that was done and how improved it looks. Advanced ticket sales for the fair will be on the website starting in July.

MATTERS OF INFORMATION

CEO COMMENTS: None

BOARD OF DIRECTOR COMMENTS:

Director Musgrove thanked the junior fair board members for their hard work and encouraged them to continue their success.

Director Gomez echoed Director Musgrove’s comments and was impressed with the new look of the website.

STAFF COMMENTS: None

ITEMS PROPOSED FOR NEXT MEETING: None

NEXT MEETING DATE: The meeting is scheduled for June 15, 2021 at 6:00 PM.

ADJOURNMENT: Meeting was adjourned at 7:52 PM.

Approved:

Gary Castro
President

Attest:



Greg Gomez
Secretary

As of May 31, 2021

| | Particulars | Amount |
|-----------------------------------|--|--------------------------|
| CURRENT ASSETS | | |
| CASH ON HAND & IN BANK | | |
| | Petty Cash | 200.00 |
| | Change Fund | 0.00 |
| | Change Fund ATM | 0.00 |
| | Cash - Ops BOS Acct#9369 | 490,692.55 |
| | Cash - SW BOS Acct#9318 | 4,760.35 |
| | Cash - Global BOS Acct#9377 | 0.00 |
| | Cash - Premium BOS Acct#9350 | 8,078.27 |
| | Cash - MM - CBB | 0.00 |
| | Cash - JLA Accounts | 63,537.57 |
| | LAIF | 4,166.94 |
| | CD - BOS Acct #5901 | 0.00 |
| 1 | Cash Sweep BOS - 9399 | 0.00 |
| | Cash in Bank - JR Fair Board | 0.00 |
| | Cash in Bank - JR Fair Board BOS | 600.00 |
| | Total CASH ON HAND & IN BANK | 572,035.68 |
| ACCOUNTS RECEIVABLE | | |
| | Accounts Receivable | 6,500.00 |
| | Accounts Receivable - JLA | 8,034.00 |
| | A/R Allow For Doubtful Accts | 0.00 |
| | Total ACCOUNTS RECEIVABLE | 14,534.00 |
| | Total CURRENT ASSETS | <u>586,569.68</u> |
| CURRENT LIABILITIES | | |
| CURRENT LIABILITIES | | |
| | Accounts Payable | 30,882.25 |
| | Accounts Payable JLA | 0.00 |
| | Fees Collected | 0.00 |
| | Tax Liabilities | 1,999.58 |
| | Employee Benefits Withholdings | 916.53 |
| | Event Liability | 0.00 |
| | Current Long Term Liab | 0.00 |
| | Guarantee Deposits | 8,234.00 |
| | Misc Liabilities | 3,048.09 |
| | Total CURRENT LIABILITIES | <u>45,080.45</u> |
| | Current Assets in Excess of Current Liabilities | <u>541,489.23</u> |

TULARE COUNTY FAIR / 24TH DAA
STATEMENT OF NET POSITION
May 31, 2021

| ASSETS | 2021 | 2020 |
|---------------------------------------|---------------------|---------------------|
| Current Assets | | |
| Cash - Operating | 500,420 | 655,858 |
| Cash - ATM | - | - |
| Cash-Premium | 8,078 | 476 |
| Cash - Junior Livestock Auction | 63,538 | 257,477 |
| Cash - JR Fair Board | - | 3,031 |
| AR - Operating (Net) | 6,500 | (2,310) |
| AR - Junior Livestock Auction | 8,034 | - |
| Deferred Charges | - | - |
| Total Current Assets | \$ 586,570 | \$ 914,531 |
| Fixed Assets | | |
| Construction in Progress | - | - |
| Land | 489,069 | 489,069 |
| Building & Improvements | 3,920,707 | 3,828,947 |
| A/D Buildings & Improvements | (2,962,769) | (2,886,854) |
| Equipment | 244,117 | 223,667 |
| A/D Equipment | (173,513) | (136,228) |
| Total Fixed Assets | \$ 1,517,612 | \$ 1,518,601 |
| Deferred Outflows of Resources | 110,967 | 110,967 |
| TOTAL ASSETS | \$ 2,215,149 | \$ 2,544,099 |

| | | |
|--|---------------------|---------------------|
| LIABILITIES & RESOURCES | | |
| Current Liabilities | | |
| Payroll Liabilities | 2,000 | 2,170 |
| Payroll Withholdings | 917 | 14,205 |
| AP - Operating | 30,882 | 30,789 |
| AP - Junior Livestock Auction | - | - |
| Other Liabilities | 3,048 | 3,048 |
| Event Deposits | 8,234 | 11,264 |
| Fees Payable | 380 | 6,649 |
| Deferred Revenue | - | - |
| Current Portion of LT Debt | - | - |
| Total Current Liabilities | \$ 45,460 | \$ 68,125 |
| Long Term Liability | | |
| LTD Associated with Fixed Assets | - | 2,434 |
| Leave Liability | 7,269 | - |
| Loan Payable - SB 84 | 37,911 | 37,911 |
| Net Pension Liability | 369,899 | 369,899 |
| Total Long Term Liability | \$ 415,079 | \$ 410,244 |
| Deferred Inflows of Resources | 14,841 | 14,841 |
| TOTAL LIABILITIES | \$ 475,381 | \$ 493,211 |
| Reserve - Operating | 1,809,661 | 2,307,889 |
| Reserve - Junior Livestock | 163,074 | 110,353 |
| Reserve - Pension/OPEB | (273,774) | (273,774) |
| Reserve - Dairy | - | - |
| Net Income - Operating | 35,239 | (93,531) |
| Net Income - JLA | 5,568 | (49) |
| TOTAL LIABILITIES & RESOURCES | \$ 2,215,149 | \$ 2,544,099 |

Tulare County Fair
STATEMENT OF OPERATIONS
Board Summary
May 31, 2021

| | Activity May 2021 | Activity May 2020 | YTD May 2021 | YTD May 2020 | Budget 2021 | Balance of Budget |
|---|-------------------------|-------------------------|--------------------|--------------------|----------------|----------------------|
| OPERATING REVENUES: | | | | | | |
| ADMISSIONS TO GROUNDS | - | - | - | - | 379,800 | (379,800) |
| COMMERCIAL REVENUE | - | - | - | 75 | 64,000 | (64,000) |
| CARNIVAL REVENUE | - | - | - | - | 329,000 | (329,000) |
| CONCESSION REVENUE | - | - | - | - | 202,350 | (202,350) |
| LIVESTOCK REVENUE | - | - | - | - | 40,100 | (40,100) |
| COMPETITIVE EXHIBIT REVENUE (NON-LIVESTOCK) | - | - | - | - | - | - |
| INTERIM REVENUE | 38,260 | (1,328) | 153,729 | 44,577 | 344,210 | (190,481) |
| FAIR ATTRACTION REVENUE | - | - | - | - | 130,100 | (130,100) |
| MISCELLANEOUS FAIR REVENUE | 400 | - | 1,305 | 2,280 | 225,687 | (224,382) |
| MISCELLANEOUS NON-FAIR REVENUE | 4,495 | - | 19,910 | 11,496 | 70,000 | (50,090) |
| SATELLITE WAGERING REVENUE | - | - | - | - | - | - |
| PRIOR YEAR REVENUE | - | - | (6,581) | 176 | - | (6,581) |
| OTHER OPERATING REVENUE | - | 20 | - | 175 | - | - |

| | | | | | | |
|-----------------------|---------------|----------------|----------------|---------------|------------------|--------------------|
| TOTAL REVENUES | 43,155 | (1,308) | 168,363 | 58,779 | 1,785,247 | (1,616,884) |
|-----------------------|---------------|----------------|----------------|---------------|------------------|--------------------|

| | | | | | | |
|--|----------|--------|----------|---------|---------|---------|
| OPERATING EXPENDITURES: | | | | | | |
| ADMINISTRATION EXPENSES | 27,273 | 20,690 | 160,061 | 171,904 | 421,847 | 261,786 |
| MAINTENANCE & GENERAL OPERATIONS | 59,328 | 45,728 | 184,371 | 148,334 | 394,457 | 210,086 |
| PUBLICITY EXPENSES | - | 5,983 | 1,143 | 12,984 | 57,000 | 55,858 |
| ATTENDANCE OPERATIONS | 1,268 | 1,240 | 12,830 | 11,085 | 87,500 | 74,670 |
| MISCELLANEOUS FAIR EXPENSE (NOT including JLA) | 1,519 | 226 | 5,184 | 3,245 | 86,800 | 81,616 |
| MISCELLANEOUS NON-FAIR EXPENSE | 663 | 619 | 4,736 | 6,195 | 38,559 | 33,823 |
| COMPETITIVE EXHIBIT EXPENSE | - | - | - | - | 28,500 | 28,500 |
| SATELLITE WAGERING EXPENSES | - | - | - | - | - | - |
| FAIR ENTERTAINMENT EXPENSES: | - | - | - | - | 464,500 | 464,500 |
| EQUIPMENT EXPENSES | - | - | - | 24,347 | 10,000 | 10,000 |
| PRIOR YEAR OPERATING EXPENSE ADJUSTMENT | (12,000) | - | (11,722) | 460 | - | 11,722 |
| CASH SHORTAGES & OVERAGES | - | - | - | - | - | - |
| DEPRECIATION EXPENSE | - | - | - | - | 104,132 | 104,132 |
| PENSION EXPENSE - GASB 68 | - | - | - | - | 50,229 | 50,229 |

| | | | | | | |
|-----------------------|---------------|---------------|----------------|----------------|------------------|--------------------|
| TOTAL EXPENSES | 78,051 | 74,485 | 356,603 | 378,554 | 1,743,524 | (1,386,921) |
|-----------------------|---------------|---------------|----------------|----------------|------------------|--------------------|

| | | | | | | |
|--|-----------------|-----------------|------------------|------------------|---------------|------------------|
| Net Gain/Loss Before Allocation | (34,896) | (75,794) | (188,241) | (319,775) | 41,723 | (229,964) |
|--|-----------------|-----------------|------------------|------------------|---------------|------------------|

| | | | | | | |
|-----------------------|---|---------|---------|---------|---------|-----------|
| STATE ALLOCATION | - | 165,600 | 223,480 | 201,244 | 360,644 | (137,164) |
| OTHER F&E ALLOCATIONS | - | 25,000 | - | 25,000 | - | - |
| F&E PROJECT FUNDS | - | - | - | - | - | - |
| FLEX CAPITAL FUNDING | - | - | - | - | - | - |
| MILLENNIUM FLEX | - | - | - | - | 77,480 | (77,480) |

| | | | | | | |
|---------------------------------------|-----------------|----------------|---------------|-----------------|----------------|------------------|
| Net Gain/Loss After Allocation | (34,896) | 114,806 | 35,239 | (93,531) | 479,847 | (444,608) |
|---------------------------------------|-----------------|----------------|---------------|-----------------|----------------|------------------|

Detail of Revenues

| | Acct. No. | Activity May 2021 | Activity May 2020 | YTD May 2021 | YTD May 2020 | Budget 2021 | Balance of Budget |
|--|--------------|-------------------------|-------------------------|--------------------|--------------------|----------------|-------------------------|
| ADMISSIONS TO GROUNDS | | | | | | | |
| Admission to Grounds | 41001 | - | - | - | - | 282,000 | (282,000) |
| Advance Sales | 41015 | - | - | - | - | 32,500 | (32,500) |
| Admissions-Youth | 41010 | - | - | - | - | 35,000 | (35,000) |
| Admissions-Senior | 41017 | - | - | - | - | 3,200 | (3,200) |
| Discount Fair Admissions | 41020 | - | - | - | - | 5,400 | (5,400) |
| Advance Discount - Jackpot | 41018 | - | - | - | - | - | - |
| Discount Fair Admissions-Livestock Season | 41022 | - | - | - | - | 19,000 | (19,000) |
| Discount Fair Admissions-Vendor | 41022 | - | - | - | - | 2,700 | (2,700) |
| TOTAL ADMISSION TO GROUNDS | | - | - | - | - | 379,800 | (379,800) |
| COMMERCIAL REVENUE | | | | | | | |
| Commercial Space Insurance Revenue | 41500 | - | - | - | - | - | - |
| Outside Commercial Space | 41510 | - | - | - | - | 24,000 | (24,000) |
| Inside Commercial Space | 41520 | - | - | - | - | 37,000 | (37,000) |
| Commerical Space Comission | 41550 | - | - | - | - | - | - |
| Application Fees | 41530 | - | - | - | 75 | 3,000 | (3,000) |
| TOTAL COMMERCIAL REVENUE | | - | - | - | 75 | 64,000 | (64,000) |
| CARNIVAL REVENUE | | | | | | | |
| Carnival | 42100 | - | - | - | - | - | - |
| Carnival Presale | 42110 | - | - | - | - | 316,000 | (316,000) |
| Carnival Presale Livestoc | 42111 | - | - | - | - | 13,000 | (13,000) |
| TOTAL CARNIVAL REVENUE | | - | - | - | - | 329,000 | (329,000) |
| CONCESSION REVENUE | | | | | | | |
| Concessions | 42000 | - | - | - | - | 183,000 | (183,000) |
| Concessions - Ice Sales | 42205 | - | - | - | - | 11,000 | (11,000) |
| Safe Food Handling Fee | 42210 | - | - | - | - | 2,400 | (2,400) |
| Food Vendor Utility Fee | 42240 | - | - | - | - | 3,000 | (3,000) |
| Vendor Admissions | 42250 | - | - | - | - | - | - |
| Non-Food Concessions (Application Fees) | 42300 | - | - | - | - | 650 | (650) |
| RV/Stock Truck Revenue | 42310 | - | - | - | - | 2,300 | (2,300) |
| TOTAL CONCESSION REVENUE | | - | - | - | - | 202,350 | (202,350) |
| LIVESTOCK REVENUE | | | | | | | |
| Entry Fees Livestock | 43101 | - | - | - | - | - | - |
| Entry Fees On-line Processing | 43105 | - | - | - | - | 9,000 | (9,000) |
| Sponsored Awards Livestock | 43200 | - | - | - | - | - | - |
| VIP Parking | 43400 | - | - | - | - | 16,500 | (16,500) |
| Other Insurance | 43401 | - | - | - | - | 3,600 | (3,600) |
| Livestock Parking | 43401 | - | - | - | - | 11,000 | (11,000) |
| Fair Donation | 43000 | - | - | - | - | - | - |
| TOTAL LIVESTOCK REVENUE | | - | - | - | - | 40,100 | (40,100) |
| COMPETITIVE EXHIBIT REVENUE (NON-LIVESTOCK) | | | | | | | |
| Entry Fees - Adults | 43103 | - | - | - | - | - | - |
| Entry Fees - Youth | 43102 | - | - | - | - | - | - |
| Entry Fees On-line Processing | 43110 | - | - | - | - | - | - |
| Entry Fees On-line Processing (In-House) | 43111 | - | - | - | - | - | - |
| Donated & Sponsored Awards | 43202 | - | - | - | - | - | - |
| TOTAL COMPETITIVE EXHIBIT REVENUE | | - | - | - | - | - | - |

Detail of Revenues

| | Acct. No. | Activity May 2021 | Activity May 2020 | YTD May 2021 | YTD May 2020 | Budget 2021 | Balance of Budget |
|--|--------------|-------------------------|-------------------------|--------------------|--------------------|----------------|-------------------------|
| FAIR ATTRACTION REVENUE | | | | | | | |
| Monster Truck | 46100 | - | - | - | - | 29,500 | (29,500) |
| Rodeo Admission | 46200 | - | - | - | - | - | - |
| Tractor Pull | 46601 | - | - | - | - | - | - |
| Motorcycle/Tractor Sponsorship | 46410 | - | - | - | - | 1,000 | (1,000) |
| Destruction Derby | 46400 | - | - | - | - | 57,000 | (57,000) |
| Jarypeo Baile | 46500 | - | - | - | - | 42,600 | (42,600) |
| TOTAL FAIR ATTRACTION REVENUE | | - | - | - | - | 130,100 | (130,100) |
| MISCELLANEOUS FAIR REVENUE | | | | | | | |
| Vendor Parking | 47700 | - | - | - | - | 2,957 | (2,957) |
| Parking | 47100 | - | - | - | - | 47,731 | (47,731) |
| Other (Specify) | 47800 | - | - | - | - | - | - |
| Other - Merchandise Sales | 47810 | - | - | - | - | - | - |
| Sponsorships | 47900 | - | - | - | - | 175,000 | (175,000) |
| Event Staff on Duty | 48500 | 400 | - | 1,305 | 2,280 | - | 1,305 |
| TOTAL MISCELLANEOUS FAIR REVENUE | | 400 | - | 1,305 | 2,280 | 225,687 | (224,382) |
| MISCELLANEOUS NON-FAIR REVENUE | | | | | | | |
| Swap Meet | 47405 | 4,495 | - | 19,910 | 12,170 | 45,000 | (25,090) |
| Grounds Improvement - Swap Meet | 48600 | - | - | - | (674) | - | - |
| Grounds Improvement - Water Conservation Grant | 48600 | - | - | - | - | 25,000 | (25,000) |
| TOTAL MISCELLANEOUS NON-FAIR REVENUE | | 4,495 | - | 19,910 | 11,496 | 70,000 | (50,090) |

Detail of Revenues

| | Acct. No. | Activity May 2021 | Activity May 2020 | YTD May 2021 | YTD May 2020 | Budget 2021 | Balance of Budget |
|--------------------------------------|--------------|-------------------------|-------------------------|--------------------|--------------------|----------------|-------------------------|
| INTERIM REVENUE | | | | | | | |
| Building Rentals | 48100 | 30,735 | (1,980) | 141,160 | 25,140 | 267,000 | (125,840) |
| Grounds Rental | 48200 | 4,350 | - | 4,950 | 135 | 20,010 | (15,060) |
| Grandstand/Speedway | 48201 | - | - | - | 3,964 | 1,750 | (1,750) |
| Interim RV/Camping Fees | 48202 | 2,545 | 650 | 5,270 | 3,620 | 30,000 | (24,730) |
| Equipment Rental | 48300 | - | - | 150 | 415 | 2,700 | (2,550) |
| Concessions Revenue | 48400 | - | - | - | - | 7,000 | (7,000) |
| Security on Duty | 48500 | 280 | - | 560 | 2,379 | 3,525 | (2,965) |
| Event Attendant | 48501 | 350 | - | 1,130 | 7,167 | 10,725 | (9,595) |
| Trash Removal | 48501 | - | - | - | 1,710 | 1,500 | (1,500) |
| ATM Revenue | 48700 | - | - | - | - | - | - |
| Non Fair Misc | 47505 | - | 1 | 500 | 1 | - | 500 |
| Interest Earnings | 49510 | - | 1 | 9 | 46 | - | 9 |
| Other Operating Revenue-State checks | 49530 | - | - | - | - | - | - |
| Credit Card Fees | 48730 | - | - | - | - | - | - |
| TOTAL INTERIM REVENUE | | 38,260 | (1,328) | 153,729 | 44,577 | 344,210 | (190,481) |
| PRIOR YEAR REVENUE | | | | | | | |
| Prior Year Revenue | 49000 | - | - | (6,581) | 176 | - | (6,581) |
| TOTAL PRIOR YEAR REVENUE | | - | - | (6,581) | 176 | - | (6,581) |
| OTHER OPERATING REVENUE | | | | | | | |
| Misc Revenue | 48700 | - | 20 | - | 175 | - | - |
| TOTAL OTHER OPERATING REVENUE | | - | 20 | - | 175 | - | - |

Detail of Expenditures

| | Acct. No. | Activity May 2021 | Activity May 2020 | YTD May 2021 | YTD May 2020 | Budget 2021 | Balance of Budget |
|-------------------------------------|--------------|-------------------------|-------------------------|--------------------|--------------------|----------------|-------------------------|
| ADMINISTRATION EXPENSES | | | | | | | |
| Salaries & Wages - Permanent | 50100 | 9,058 | 9,576 | 45,317 | 71,151 | 94,006 | 48,689 |
| Salaries & Wages - Temporary | 50200 | 2,904 | 4,648 | 14,004 | 24,906 | 54,488 | 40,484 |
| Compensated Absence Expense | 50300 | 272 | 224 | 1,361 | 448 | 5,584 | 4,224 |
| Employee Benefits | 50310 | 39 | 25 | 274 | 50 | 319 | 45 |
| Payroll Taxes | 50320 | 785 | 822 | 3,984 | 6,358 | 10,020 | 6,036 |
| Employee Retirement | 50330 | 3,077 | 3,280 | 15,611 | 9,043 | 35,000 | 19,389 |
| Professional Services | 50400 | 3 | 27 | 15 | 612 | 20,000 | 19,985 |
| Traveling Expense Employees | 50600 | - | - | - | 574 | 2,500 | 2,500 |
| Office Supplies | 50700 | 729 | 204 | 2,589 | 4,738 | 8,000 | 5,411 |
| Telephone | 50800 | 746 | 702 | 3,742 | 3,536 | 8,500 | 4,758 |
| Postage | 50820 | - | - | 145 | 336 | 2,000 | 1,855 |
| Dues & Subscription | 50900 | - | - | 1,100 | 3,690 | 7,420 | 6,320 |
| General Liability Insurance | 51000 | 3,672 | - | 22,470 | 22,335 | 44,060 | 21,590 |
| Property Insurance | 51020 | - | - | - | - | 20,000 | 20,000 |
| Other Misc Expense | 51100 | 81 | 322 | 373 | 985 | 2,500 | 2,127 |
| Alarm Expense | 51101 | 1,282 | 40 | 1,282 | 200 | 1,000 | (282) |
| Credit Card Processing Fees | 51102 | 280 | - | 446 | 72 | 1,100 | 654 |
| Legal Fees | 51103 | 1,210 | 750 | 22,770 | 750 | 40,000 | 17,230 |
| Finance Charges | 51104 | - | - | 3 | - | - | (3) |
| Gateway Fees-Online | 51106 | 41 | 15 | 203 | 60 | 250 | 47 |
| Computer & Payroll Process | 51107 | 1,507 | - | 9,146 | 5,367 | 17,500 | 8,354 |
| CFSA Admin Fees | 51108 | 8 | 55 | 78 | 296 | 600 | 522 |
| Interest Expense | 51110 | - | - | - | - | - | - |
| Workers Compensation Insurance | 51200 | 1,579 | - | 7,893 | 10,022 | 22,000 | 14,107 |
| Unemployment Insurance | 51300 | - | - | 7,254 | 6,375 | 25,000 | 17,746 |
| Audit Cost | 51300 | - | - | - | - | - | - |
| Bad Debt Expense | 51400 | - | - | - | - | - | - |
| TOTAL ADMINISTRATION EXPENSE | | 27,273 | 20,690 | 160,061 | 171,904 | 421,847 | 261,786 |

Detail of Expenditures

| | Acct. | Activity | Activity | YTD | YTD | Budget | Balance |
|---|-------|---------------|---------------|----------------|----------------|----------------|----------------|
| | No. | May | May | May | May | 2021 | of |
| | | 2021 | 2020 | 2021 | 2020 | | Budget |
| MAINTENANCE & GENERAL OPERATIONS | | | | | | | |
| Salaries & Wages - Permanent | 50000 | - | - | - | - | - | - |
| Salaries & Wages - Temporary | 50100 | 2,632 | 9,229 | 16,577 | 37,324 | 48,444 | 31,867 |
| Salaries & Wages - Temporary Fair | 50100 | - | - | - | - | 50,400 | 50,400 |
| Salaries & Wages - Temporary | 50100 | - | - | - | - | - | - |
| Salaries & Wages - Temporary Maintenance | 52100 | 42 | 97 | 191 | 198 | - | (191) |
| Employee Benefits | 52201 | - | - | - | - | - | - |
| Compensated Absence | 52204 | - | - | - | - | - | - |
| Payroll Taxes | 50302 | 201 | 302 | 600 | 1,788 | 3,513 | 2,913 |
| Employee Retirement | 50303 | 691 | 777 | 1,619 | 5,933 | - | (1,619) |
| Travel / Training | 50600 | - | - | - | - | 600 | 600 |
| Professional Services - Maintenance | 52300 | - | 789 | 720 | 789 | 30,000 | 29,280 |
| Professional Services - Security | 52300 | - | - | 1,332 | - | 15,000 | 13,668 |
| Rental Land & Bldgs | 52400 | - | - | - | - | 8,500 | 8,500 |
| Rent Maintenance Equipment | 52500 | - | 76 | 1,256 | 76 | 5,000 | 3,744 |
| Electric | 52800 | 37 | 331 | 12,316 | 12,045 | 86,000 | 73,684 |
| Water | 52801 | 3,375 | 2,302 | 12,313 | 11,349 | 32,500 | 20,187 |
| Sewer | 52802 | 1,031 | 1,239 | 2,711 | 6,619 | 15,500 | 12,789 |
| Natural Gas | 52803 | 407 | 418 | 6,424 | 5,995 | 11,000 | 4,576 |
| Fuel/Propane | 52804 | 11 | - | 1,891 | 1,013 | 5,000 | 3,109 |
| Maint of Equipment | 52900 | 2,208 | 46 | 2,630 | 5,946 | 10,000 | 7,370 |
| Maint of Bldgs and Grounds | 53000 | 47,802 | 29,194 | 119,471 | 55,149 | 60,000 | (59,471) |
| Trash Removal, Clean Up | 53100 | 890 | 929 | 4,321 | 3,715 | 10,500 | 6,179 |
| Other Maintenance Expense | 53200 | - | - | - | - | - | - |
| Special Repairs | 53300 | - | - | - | 394 | 2,500 | 2,500 |
| Portable Toilets | 57300 | - | - | - | - | - | - |
| Repairs & Maintenance | 91400 | - | - | - | - | - | - |
| TOTAL MAINTENANCE EXPENSE | | 59,328 | 45,728 | 184,371 | 148,334 | 394,457 | 210,086 |
| PUBLICITY EXPENSES | | | | | | | |
| Publicity | 54000 | - | 5,128 | 1,143 | 10,629 | 20,000 | 18,858 |
| Contracted Services | 54200 | - | - | - | - | - | - |
| Advertising | 54400 | - | - | - | 1,500 | 30,000 | 30,000 |
| Promotional Expense | 54500 | - | 855 | - | 855 | 5,000 | 5,000 |
| Promotional Poster Art | 54525 | - | - | - | - | 2,000 | 2,000 |
| Other Publicity Expense | 54800 | - | - | - | - | - | - |
| TOTAL PUBLICITY EXPENSE | | - | 5,983 | 1,143 | 12,984 | 57,000 | 55,858 |
| ATTENDANCE OPERATIONS | | | | | | | |
| Salaries & Wages - Temporary (Attendance) | 50100 | - | - | - | - | 33,000 | 33,000 |
| Salaries & Wages - Temporary (Parking) | 50100 | - | - | - | - | 7,000 | 7,000 |
| Payroll Taxes | 50302 | - | - | - | - | 800 | 800 |
| Professional Services Contract | 56200 | 1,268 | 1,240 | 12,830 | 11,085 | 42,000 | 29,170 |
| Attendance- Other/Hotels | 56400 | - | - | - | - | 200 | 200 |
| Supplies & Expense | 56300 | - | - | - | - | 4,500 | 4,500 |
| TOTAL ATTENDANCE OPERATIONS | | 1,268 | 1,240 | 12,830 | 11,085 | 87,500 | 74,670 |

Detail of Expenditures

| | Acct. | Activity | Activity | YTD | YTD | Budget | Balance |
|---|-------|--------------|------------|--------------|--------------|---------------|---------------|
| | No. | May | May | May | May | 2021 | of |
| | | 2021 | 2020 | 2021 | 2020 | | Budget |
| MISCELLANEOUS FAIR EXPENSE (NOT including JLA) | | | | | | | |
| Salaries & Wages - Temporary (Events) | 57101 | - | - | - | - | 1,500 | 1,500 |
| Payroll Taxes | 57101 | - | - | - | - | 200 | 200 |
| Parking Lot | 57101 | - | - | - | - | 10,000 | 10,000 |
| Other Parking Expense | 57106 | - | - | - | - | - | - |
| T-Shirts | 57200 | 602 | - | 602 | 130 | - | (602) |
| Carnival Pre-Sale | 57201 | - | - | - | - | 40,300 | 40,300 |
| Trash & Porta Potties | 57300 | 916 | 226 | 4,582 | 1,624 | 10,000 | 5,418 |
| Parade | 57500 | - | - | - | - | 1,000 | 1,000 |
| Sponsorships | 57700 | - | - | - | - | 5,000 | 5,000 |
| Other Misc Fair Expenses | 57800 | - | - | - | - | 1,000 | 1,000 |
| Fair Hotels | 57801 | - | - | - | - | 10,000 | 10,000 |
| Radio/Golf Carts | 57802 | - | - | - | 1,492 | 4,500 | 4,500 |
| Commercial/Concessions | 57900 | - | - | - | - | 3,300 | 3,300 |
| TOTAL MISCELLANEOUS FAIR | | 1,519 | 226 | 5,184 | 3,245 | 86,800 | 81,616 |
| MISCELLANEOUS NON-FAIR EXPENSE | | | | | | | |
| Salaries & Wages - Temporary (Events) | 50100 | 616 | - | 3,611 | 5,395 | 35,000 | 31,389 |
| Payroll Taxes | 50302 | 47 | - | 178 | 186 | 1,059 | 881 |
| Employee Retirement | 50303 | - | - | - | - | - | - |
| Swap Meet Expense | 57105 | - | - | - | - | 1,100 | 1,100 |
| Miscellaneous | 57000 | - | 619 | 947 | 614 | 1,400 | 453 |
| TOTAL MISCELLANEOUS NON-FAIR | | 663 | 619 | 4,736 | 6,195 | 38,559 | 453 |
| COMPETITIVE EXHIBIT EXPENSE | | | | | | | |
| Salaries & Wages - Temporary (Exhibits) | 50100 | - | - | - | - | - | - |
| Salaries & Wages - Temporary (Livestock) | 63101 | - | - | - | - | - | - |
| Payroll Taxes | 50302 | - | - | - | - | - | - |
| Premiums Paid | 58100 | - | - | - | - | 2,000 | 2,000 |
| Tropies, Medals, Ribbons | 58200 | - | - | - | - | 5,000 | 5,000 |
| Professional Services Exhibits | 63200 | - | - | - | - | 5,000 | 5,000 |
| Professional Svcs Livestock | 63300 | - | - | - | - | 5,000 | 5,000 |
| Supplies | 63400 | - | - | - | - | - | - |
| Supplies - Livestock | 63410 | - | - | - | - | 1,500 | 1,500 |
| Supplies - Exhibits | 63440 | - | - | - | - | 1,500 | 1,500 |
| Other- Exhibits | 63700 | - | - | - | - | - | - |
| Tent Rental | 63500 | - | - | - | - | 8,500 | 8,500 |
| TOTAL COMPETITIVE EXHIBIT EXPENSE | | - | - | - | - | 28,500 | 28,500 |

Detail of Expenditures

| | Acct. No. | Activity May 2021 | Activity May 2020 | YTD May 2021 | YTD May 2020 | Budget 2021 | Balance of Budget |
|--|--------------|-------------------------|-------------------------|--------------------|--------------------|----------------|-------------------------|
| SATELLITE WAGERING EXPENSES | | | | | | | |
| Salaries & Wages - Permanent | 50000 | - | - | - | - | - | - |
| Salaries & Wages - Temporary | 50100 | - | - | - | - | - | - |
| Salaries & Wages - Temporary | 50100 | - | - | - | - | - | - |
| Employee Benefits | 65115 | - | - | - | - | - | - |
| Payroll Taxes | 50302 | - | - | - | - | - | - |
| Payroll Taxes | 50302 | - | - | - | - | - | - |
| Satellite Wagering | 65105 | - | - | - | - | - | - |
| Workers Compensation Satellite | 65135 | - | - | - | - | - | - |
| Repairs | 65405 | - | - | - | - | - | - |
| Supplies | 65615 | - | - | - | - | - | - |
| Alarm System | 65616 | - | - | - | - | - | - |
| Utilities | 64720 | - | - | - | - | - | - |
| TOTAL SATELLITE WAGERING EXPENSE | | - | - | - | - | - | - |
| FAIR ENTERTAINMENT EXPENSES: | | | | | | | |
| Salaries & Wages | 66100 | - | - | - | - | - | - |
| Salaries & Wages - Temporary | 66101 | - | - | - | - | - | - |
| Professional Services | 66200 | - | - | - | - | 45,500 | 45,500 |
| Supplies & Expenses | 66300 | - | - | - | - | - | - |
| Fuel/Generators | 66301 | - | - | - | - | - | - |
| Production Costs | 66302 | - | - | - | - | 80,000 | 80,000 |
| Demolition Derby | 66400 | - | - | - | - | 7,500 | 7,500 |
| Grounds Act | 66500 | - | - | - | - | 125,000 | 125,000 |
| Grandstand Entertainment | 66600 | - | - | - | - | 50,000 | 50,000 |
| Insurance/Tshirts/Tickets | 66702 | - | - | - | - | - | - |
| Entertainment Stages | 66601 | - | - | - | - | 150,000 | 150,000 |
| Hospitality/Hotel | 66703 | - | - | - | - | 6,500 | 6,500 |
| TOTAL FAIR ENTERTAINMENT EXPENSE | | - | - | - | - | 464,500 | 464,500 |
| EQUIPMENT EXPENSES | | | | | | | |
| Equipment Purchase Non-Capitalized | 72300 | - | - | - | 3,897 | 10,000 | 10,000 |
| Equipment Purchase Capitalized (>\$5K) | 91300 | - | - | - | 20,451 | - | - |
| TOTAL EQUIPMENT EXPENSE | | - | - | - | 24,347 | 10,000 | 10,000 |
| PRIOR YEAR OPERATING EXPENSE ADJUSTMENT | | | | | | | |
| Prior Year Operating Expense Adjustment | 80000 | (12,000) | - | (11,722) | 460 | - | 11,722 |
| Prior Year Bad Debt Expense Adjustment | 80010 | - | - | - | - | - | - |
| PRIOR YEAR OPERATING EXPENSE | | (12,000) | - | (11,722) | 460 | - | 11,722 |
| CASH SHORTAGES & OVERAGES | | | | | | | |
| Cash Short/Over | 85000 | - | - | - | - | - | - |
| Cash Short/Over Ticket Sales | 85001 | - | - | - | - | - | - |
| CASH (OVER)/UNDER | | - | - | - | - | - | - |
| DEPRECIATION EXPENSE | | | | | | | |
| Depreciation | 90000 | - | - | - | - | 104,132 | 104,132 |
| TOTAL DEPRECIATION EXPENSE | | - | - | - | - | 104,132 | 104,132 |

AP Payments Check Register

Board

Tulare County Fair
Sam Harrison

Thursday, June 10, 2021 2:42:10PM
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| Reference | Date | Vendor | Vendor Description | Net Pay | Merge # |
|-----------------|-----------|--------------|--------------------------------------|-----------|---------|
| ACH05052021 | 5/5/2021 | PERS | CalPERS Retirement | 1,702.54 | 9,739 |
| ACH05202021 | 5/20/2021 | PERS | CalPERS Retirement | 4,465.12 | 9,782 |
| P-91504855 | 5/5/2021 | Zoom | Zoom Video Communications Inc. | 15.89 | 9,783 |
| Debit Card 8119 | 5/5/2021 | AdoInc | Adobe Inc. | 611.64 | 9,784 |
| 36797 | 5/7/2021 | Res.Com | Res.Com Pest Control | 90.00 | 9,786 |
| 36798 | 5/14/2021 | AAAQua | AAA Quality Services, Inc. | 916.36 | 9,787 |
| 36799 | 5/14/2021 | CitTul | City of Tulare | 3,923.81 | 9,788 |
| 36800 | 5/14/2021 | Comcast | Comcast | 342.27 | 9,789 |
| 36801 | 5/14/2021 | CurMer | Curtis Merrill Construction | 27,500.00 | 9,790 |
| 36802 | 5/14/2021 | DodPlu | Dodds Plumbing | 4,353.68 | 9,791 |
| 36803 | 5/14/2021 | GarTra | Garton Tractor Inc. | 96.57 | 9,792 |
| 36804 | 5/14/2021 | KawA/C | Kaweah A/C & Electric | 3,301.63 | 9,793 |
| 36805 | 5/14/2021 | Leaf | LEAF | 101.39 | 9,794 |
| 36806 | 5/14/2021 | PerCar | Perfect Care Landscape & Maintenance | 1,490.00 | 9,795 |
| 36807 | 5/14/2021 | WindPro | Windmill Propane | 204.03 | 9,796 |
| PYM214399 | 5/16/2021 | Citadel | Citadel (Time Clock) | 3.00 | 9,802 |
| 36808 | 5/28/2021 | ActRen | Action Rentals, Inc. | 1,256.40 | 9,803 |
| 36809 | 5/28/2021 | Aramark | Aramark | 119.69 | 9,804 |
| 36810 | 5/28/2021 | CaliBuilt | CaliBuilt Graphics | 602.36 | 9,805 |
| 36811 | 5/28/2021 | CFSA | California Fairs Service Authority | 7,590.22 | 9,806 |
| 36812 | 5/28/2021 | CliBus | Cline's Business Equipment, Inc. | 38.04 | 9,807 |
| 36813 | 5/28/2021 | Comcast | Comcast | 404.09 | 9,808 |
| 36814 | 5/28/2021 | CSFP | California State Fire Protection | 845.25 | 9,809 |
| 36815 | 5/28/2021 | CurMer | Curtis Merrill Construction | 14,325.00 | 9,810 |
| 36816 | 5/28/2021 | DelDen | Delta Dental | 104.06 | 9,811 |
| 36817 | 5/28/2021 | Grapevine | Grapevine MSP | 768.00 | 9,812 |
| 36818 | 5/28/2021 | KawA/C | Kaweah A/C & Electric | 3,301.63 | 9,813 |
| 36819 | 5/28/2021 | P. C. Mobile | P. C. Mobile Techs | 500.00 | 9,814 |
| 36820 | 5/28/2021 | SoCalEdi | Southern California Edison | 273.16 | 9,815 |
| 36821 | 5/28/2021 | SoCalGas | Southern California Gas | 407.17 | 9,816 |
| 36822 | 5/28/2021 | Sparkletts | Sparkletts | 42.05 | 9,817 |
| 36823 | 5/28/2021 | StaOf | State of California Dept of Justice | 1,210.00 | 9,818 |
| 36824 | 5/28/2021 | STEAM | Steam Cleaners Inc. | 185.52 | 9,819 |
| 36825 | 5/28/2021 | WindPro | Windmill Propane | 5.39 | 9,820 |
| 36826 | 5/28/2021 | GilAlv | Gilberto Alvarez | 3,200.00 | 9,822 |
| 36827 | 5/28/2021 | DodPlu | Dodds Plumbing | 1,092.96 | 9,823 |
| 36828 | 5/28/2021 | PerCar | Perfect Care Landscape & Maintenance | 2,808.40 | 9,824 |
| FedTax04302021 | 5/5/2021 | IRS | Internal Revenue Service | 1,432.00 | 9,757 |
| CaTax04302021 | 5/5/2021 | EDD | EMPLOYMENT DEVELOPMENT DEPARTMENT | 150.65 | 9,758 |
| FedTax05142021 | 5/19/2021 | IRS | Internal Revenue Service | 1,449.25 | 9,797 |
| CaTax05142021 | 5/19/2021 | EDD | EMPLOYMENT DEVELOPMENT DEPARTMENT | 182.29 | 9,798 |
| UITax1stQTR | 5/6/2021 | EDD | EMPLOYMENT DEVELOPMENT DEPARTMENT | 7,254.42 | 9,781 |
| NET CREDIT | 5/28/2021 | CurMer | Curtis Merrill Construction | 0.00 | 9,821 |
| <hr/> | | | | | |
| Total Payments: | 43 | | | | |
| Total Amount: | 98,665.93 | | | | |


Check Register

Check Register

Tulare County Fair
Sam Harrison

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6/10/2021 2:38:58PM

| Check # | Void | Date | Employee | Name | Amount |
|---|------|-----------|----------|--------------------|-----------|
| 1376 | | 5/14/2021 | GuVill | Villa, Guadalupe M | 818.74 |
| 1377 | | 5/28/2021 | GuVill | Villa, Guadalupe M | 1,301.29 |
| Direct Deposit | | 5/14/2021 | DeRizz | Rizzardo, Dena L | 2,672.30 |
| Direct Deposit | | 5/14/2021 | AnIban | Ibanez, Angelica M | 306.34 |
| Direct Deposit | | 5/14/2021 | DeHick | Hicks, Deborah | 770.19 |
| Direct Deposit | | 5/14/2021 | HeTaut | Tautuaa, Heione | 284.43 |
| Direct Deposit | | 5/28/2021 | DeRizz | Rizzardo, Dena L | 2,672.30 |
| Direct Deposit | | 5/28/2021 | AnIban | Ibanez, Angelica M | 292.59 |
| Direct Deposit | | 5/28/2021 | DeHick | Hicks, Deborah | 792.02 |
| Direct Deposit | | 5/28/2021 | HeTaut | Tautuaa, Heione | 284.43 |
| Grand Totals: 10 Disbursements to 5 Employees | | | | | 10,194.63 |

| | | | |
|--|---|-----------------------------|--------------------------------------|
|  | Tulare County COVID-19 Situation Report | | Report as of: 06/14/21 at 1:00 PM |
| | Website: https://covid19.tularecounty.ca.gov/ Public Info Line: 2-1-1 | | |
| | | | |
| State “Blueprint for a Safer Economy” Metrics Last Update 06/08/21 | Value | Threshold for Next Tier | Change from Prior Week |
| County Risk Level (Most Restrictive based on Case Rate or Positivity)— More Information: https://covid19.ca.gov/ | Moderate | | Improved 1 Tier as of 4/7/2021 |
| 7-Day Average Positive Test Rate Per 100,000 Population | 1.5% | N/A | -0.3% |
| Adjusted 7-Day Average New Cases Per 100,000 Population | 1.5 | N/A | -0.7 |
| Health Equity Positivity Metric | 1.1% | N/A | -0.7% |
| | | | |
| Case Metrics | Reporting | Change from Prior Report | Updated |
| Total COVID-19 Confirmed Cases New Daily COVID-19 Cases Adjustments from Data Validation Project | 49,734 (-24) | +11 -35 | Daily |
| Total COVID-19 Deaths | 849 | 0 | |
| Total Recovered (no longer being monitored by Public Health) | 48,762 | -11 | |
| Active Cases (Total Positive Cases minus Deaths & Recovered) | 123 | -13 | |
| 7-Day Average New Case Rate Per 100,000 Population <i>Preliminary, not official for County Risk Level purposes</i> | 1.4 | 0.0 | |
| | | | |
| Death Demographics As of 6/14/21 | Skilled Nursing Facility Resident | Not Skilled Nursing Related | Age Group Total |
| Age 26 and under | 0 | 2 | 2 |
| Age 26-40 Years | 0 | 16 | 16 |
| Age 41-64 Years | 11 | 182 | 193 |
| Age 65 Years and Older | 184 | 454 | 638 |
| Category Total | 195 | 654 | 849 |
| | | | |
| Vaccine Metrics | Reporting | Change from Prior Report | Updated |
| Current Vaccine Distribution Phase | All Residents Ages 12+ | | As of 06/14 |
| Total TC Residents vaccinated (1 or more doses) | 177,085 | +2,940 | |
| Total Inventory Received | 331,725 | 0 | |
| More Information on Vaccination Sites: https://covid19.tularecounty.ca.gov/covid-19-vaccine/ | | | |
| | | | |
| Project Room Key Metrics | Reported | Change from Prior Report | Updated |
| Total Rooms | 90 | 0 | Weekly on Fridays |
| Occupied Rooms | 61 | 0 | |

| Testing Metrics | | | | Reporting | Change from Prior Report | | Updated | | | | |
|---|--------|--------|------------|---------------------|--------------------------|--------|--------------|---------|---------------|--------|--------|
| Total Tulare County Resident Tests (All Labs) | | | | 571,380 | +7,490 | | 5/31 to 6/6 | | | | |
| 7-Day Tulare County Resident Tests (All Labs) | | | | 6,766 | -275 | | | | | | |
| Month-to-Date Tulare Co. Resident Tests (All Labs) | | | | 6,167 | -- | | | | | | |
| Test Collection Sites (click for list & map) | | | | 46 | -- | | As Warranted | | | | |
| | | | | | | | | | | | |
| Hospital Metrics | | | | Reporting | Change from Prior Report | | Updated | | | | |
| All Hospitalized COVID Patients | | | | 10 | -3 | | As of 6/13 | | | | |
| --Total COVID Confirmed Patients | | | | 7 | -2 | | | | | | |
| --Total COVID Suspected Patients (pending COVID test results) | | | | 3 | -1 | | | | | | |
| ICU COVID Confirmed Patients <i>Included in Total COVID Confirmed Patients</i> | | | | 1 | +1 | | | | | | |
| Tulare County ICU Available Beds (State Metric) | | | | 60.0% | +25.5% | | | | | | |
| Ventilators Available | | | | 75.2% | +4.4% | | | | | | |
| Percent Change in 3-Day Average of COVID Confirmed Hospitalized Patients (State Target: <10%) | | | | -20.8% | N/A | | | | | | |
| | | | | | | | | | | | |
| Vaccine Demographics Summary as of: 06/14/21 <i>(updated weekly)</i> | | | | | | | | | | | |
| Age Group | Count | % | | Ethnicity | Count | % | | Gender | Count | % | |
| 12-15 | 3,668 | 2.1% | | Hispanic | 95,347 | 53.8% | | Female | 94,971 | 53.6% | |
| 16-17 | 3,931 | 2.2% | | Native American | 573 | 0.3% | | Male | 81,957 | 46.3% | |
| 18-49 | 81,756 | 46.2% | | Asian | 6,203 | 3.5% | | Unknown | 157 | 0.1% | |
| 50-64 | 45,781 | 25.9% | | African American | 1,723 | 1.0% | | | | | |
| 65+ | 41,896 | 23.7% | | Hawaiian/Pac Island | 367 | 0.2% | | | | | |
| Unknown | 53 | 0.0% | | Caucasian | 54,748 | 30.9% | | | | | |
| | | | Multi-Race | 2,505 | 1.4% | | | | | | |
| | | | Other | 7,727 | 4.4% | | | | | | |
| | | | Unknown | 7,892 | 4.5% | | | | | | |
| | | | | | | | | | | | |
| Case Demographic Summary as of: 06/14/21 <i>(updated daily)</i> | | | | | | | | | | | |
| Ethnicity | | Cases | % | | Age Group | Cases | % | | Gender | Cases | % |
| Hispanic | | 28,400 | 57.10% | | 0-17 | 7,457 | 14.99% | | Male | 22,653 | 45.55% |
| Caucasian | | 7,043 | 14.16% | | 18-25 | 7,736 | 15.55% | | Female | 26,802 | 53.89% |
| Asian/HI/Pac. Islander | | 1,004 | 2.02% | | 26-40 | 13,958 | 28.07% | | Unknown/Other | 279 | 0.56% |
| African American | | 373 | 0.75% | | 41-64 | 15,382 | 30.93% | | | | |
| Native American | | 347 | 0.70% | | 65+ | 5,190 | 10.44% | | | | |
| Multi-Race/Other | | 1,653 | 3.32% | | Unknown | 11 | 0.02% | | | | |
| Unknown | | 10,914 | 21.94% | | | | | | | | |



*Promoting Excellence in
Agriculture Awareness and
Education*

STATE OF CALIFORNIA

*24th District Agricultural
Association*

Dena Rizzardo, CEO

Gary Castro

President

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Tulare, CA 93274

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www.tcfair.org

CAL FIRE/Office of the State Fire Marshal
P.O. Box 944246
Sacramento, CA 94244-2460

Attention: Diane Arend, Code Development & Analysis, et al.
(diane.arend@fire.ca.gov)

To Whom It May Concern:

Please accept this document as the written public comment from the 24th District Agricultural Association (DAA) related to:

**California Code of Regulations
Title 19 Public Safety
Division 1 State Fire Marshal
Chapter 1 General Fire and Panic Safety
Subchapter 1 Administration
Article 3A Special Event Permit**

Introduction

The 24th District Agricultural Association was established in 1919 and has continuously supported our community by providing a location for events, showcasing products, promoting, and stimulating local business, and offering a location to house people, pets, and livestock in times of emergency. The proposed changes to current regulations will not only have a detrimental effect on all DAAs and their communities, but could cause the closure of most, if not all, of these facilities, thereby endangering local communities' ability to use their fairgrounds as emergency facilities, notwithstanding, the loss of a large economic engine for the local community and the state.

The 24th DAA Board of Directors has reviewed the State of California Food and Agriculture Code 3951 and determined that because of 3951(a) and (b) the 24th DAA does not host or hold any special events on our site. The fairground is utilized to host the annual fair and a multitude of recreational, educational, and cultural events of general-public interest.

In State of California Government Code Section 11000.10, District Agricultural Associations are mentioned specifically and as such DAA's are required to do an assessment at least 30 days prior to an event with expected attendance levels over 10,000 participants. Tulare County Fair holds its annual "Emergency Services Meeting" with the following agencies in attendance; CalFire, Life Star Department, Tulare Sheriff's Department, Life Star Ambulance, Event Staff, Tulare County Fair Staff, and the CEO. The State Fire Marshal has performed a pre-fair inspection

of the facilities and contracted with California Fair Service to perform an onsite inspection during fair time to assist with public health and safety compliance.

Applicability and Necessity

First and foremost, “Special Events” do not fall outside of the normal scope of activities and operations that are conducted on DAA properties. We respectfully submit that the Special Event Permit regulations and proposed changes to not apply to District Agricultural Associations due to the definition of Special Events in Section 3.36.5 (a) “Special Events are activities which are beyond the normal scope of activities and operations conducted on state-owned and specified state-occupied properties....Special Event permits are required when the event will create a greater potential hazard or liability to the State than incurred through typical operations, when the activity includes the exclusive use of a specified area, when the activity interferes significantly with the public’s use of an area, when additional staffing or staff time is required or where items or services are sold.”

DAA facilities have been purposely built for holding a wide variety of large gatherings that may include everything from indoor social gatherings to large fairs and festivals. While each fairground is unique to its community and may host different types of events, at our core DAAs were established to provide a location for our culturally diverse communities to gather in large numbers as acknowledged through various State codes (Business & Professions Code Section 19622; Food & Ag Code Section 3951) to conduct an annual fair along with operating recreational and cultural facilities of general public interest. DAAs are in the event business; events are the “normal scope of activities and operations conducted on state-owned and specified state-occupied properties.” As such, DAAs should be listed as an exception in the proposed regulation language in Section 3.35 Applicability.

Liability

The Initial Statement of Reasons (ISOR) states that “Even when facilities are made for a specific event, there are added variables which require monitoring for the prevention of fire or for the protection of life and property against fire or panic issues that may arise. Planning is essential when reviewing each special event, to weigh each variable in totality, properly identify and assess the likelihood of an adverse event and develop risk analysis.” DAA fairgrounds do essential planning and risk analysis on a daily basis as a normal scope of business.

In State of California Government Code Section 11000.10, DAAs are mentioned specifically and as such DAAs are required to do an assessment at least 30 days prior to an event with expected attendance levels over 10,000 participants.

The ISOR also states “Special events are some of the biggest liabilities that the State faces due to the wide spectrum of variables.” All of the DAAs in the State of California carry general liability insurance. To date, 48 of the 52 DAAs have \$25 million per occurrence coverage through the California Fair Services Authority (CFSA), a joint powers authority created in 1986 specifically for providing general liability risk pool coverage to California fairgrounds. CFSA requires that every entity and/or individual using the DAA fairgrounds provide a minimum of \$1 million in general liability insurance along with naming the State of California, the DAA, the

county and others as additional insured. CFSA has extensive user insurance requirements that cover the simple to the complex activity. In addition, FAC Code 4057 states "The state is not liable for any action, obligation, commitment, contract, or premium that is offered, or award that is made, by any association."

Various areas of Section 3.38 of the proposed regulations refer to new regulations giving the State Fire Marshal the role of ensuring that users of state properties have the proper insurance. This may be necessary for other state properties, but as explained above, DAAs are already doing this through the CFSA program. CFSA also provides annual facility inspections that are focused on potential hazards on DAA fairgrounds. As stated previously, the new regulations should not apply to DAA fairgrounds.

Economic Impact

Of equal concern and importance are the Minimum Staffing of Special Events requirements that are identified in the proposed regulations in Section 3.38. Permits for Activity on State Property. According to the proposed requirements, a gathering such as a simple birthday party will require a minimum of two (2) Deputies which with a current billing rate of \$240 per hour would result in fees of \$3,840 for an event for which we normally charge only a fraction of that amount as a rental fee, and this is based only on an 8-hour day. These same staffing requirements would require an event with 7,500 or more attendees to pay \$1,440 per hour to retain six (6) Deputies and would cost a small-medium Fair around \$20,000 per day for a total of approximately \$100,000 for a typical five (5) day long fair. Larger fairs could see fees greatly exceeding these numbers depending on the number of stages in operation as well as the number of Deputies required. The 24th DAA runs three stages that are free with admission for the community to enjoy. The Tulare County Fair's paid admission is approximately \$423,000 a year for all five (5) days it's estimated increase in Deputies cost will be more than what is made off the paid gate at this year's fair the way the regulation is purposed.

Fairgrounds provide facilities for public use at a reasonable price which allow **all** Californians an opportunity to hold events and celebrations. These outrageous fees for service will more than likely result in ALL of our interim events being shuttered with renters and promoters opting to move their events to other venues with far less cumbersome fees and requirements. Event promoters will likely go out of business altogether because there will not be adequate affordable facilities for them to use.

ISOR states that these new regulations "will not have an impact on the creation or elimination of jobs". This is untrue. With interim and fair time operations being shuttered or limited, the impact to the businesses that rely on these events will certainly result in a loss of jobs and we as an employer will also no longer be able to hire or retain staffing at normal levels.

The ISOR makes similar claims regarding "The Creation of New or the Elimination of Existing Business" and "The Expansion of Businesses Currently Doing Business" within the state of California. Businesses that rely on DAA fairgrounds for their revenue generating events will suffer significant economic impact that will have far reaching affects to our communities and to the State of California.

Given these two incorrect assumptions alone, the statement in the ISOR that the proposed regulations "will not have a significant adverse economic impact on business" simply cannot be supported as they are entirely inaccurate.

Fairs and fairgrounds have a solid track record of providing safe private and public functions to our communities. In the ISOR, the Office of the State Fire Marshal references three (3) specific incidents to substantiate the necessity of bolstering the Special Events program. While the cited incidents were indeed tragic, none of those events occurred in facilities that are even remotely similar to fairgrounds in either layout or operation.

To be clear, we fear that the State Fire Marshal proposed regulations and changes to enforcement levels in recent years will have the combined result of putting DAAs out of business. The operations of the Network of California Fairs' 77 members generate over \$3.5 billion in economic impact and \$270 million in State and local taxes each year. We also host more than 35 million Californians annually at events that are held on our combined properties and are the catalyst for the employment of over 30,000 people annually. If we are forced to close our doors or drastically alter our operations, not only will all of this be in jeopardy, but we may not be able to open our gates to the numerous emergency services agencies from both local and State jurisdictions who rely on our facilities to fulfill their missions of serving the citizens of our communities and the State of California.

Other Areas of Concern

In addition to the grave concern of the cost prohibitive fees called for in the regulations, the presence of State Fire Marshal deputies and "crowd managers" at events introduces the liability of not using trained security and/or law enforcement personnel to handle crowd control and emergency evacuations at fairgrounds. DAAs are highly experienced in hiring the necessary trained security and/or law enforcement personnel for events on their fairgrounds. All DAAs have emergency evacuation plans that are reviewed with appropriate emergency entities prior to large events and protocols are in place for the safe evacuation of fairground visitors in case of an emergency. These proposed regulations toss aside those plans and protocols and unnecessarily put such controls in the hands of the State Fire Marshal for the first time in the history of DAA operations.

If such action was to take place, it would be expected that the State Fire Marshal would be responsible for all liability for any damages or injuries suffered by patrons, DAA employees, event personnel, event vendors, etc.

Conclusion

While we support the intention of the State Fire Marshal to create safer events on state properties that normally do not conduct special events, our concern is the OSFM has not done its due diligence in assessing the needs and the impacts that these proposed regulations would have on fairs, festivals, and interim events held on DAA fairgrounds.


In the event that Office of the State Fire Marshal feels that these dire predictions of our demise are inaccurate, please consider what the pandemic of 2020 has done to our fairgrounds and our operations. Most fairgrounds throughout the state have had to lay off the majority of their employees and have drained their reserves to the point that many are on life support just hoping to keep the gates open until things get better. If these proposed regulations are adopted, we will be left in an ever-increasingly dire situation similar to that of the pandemic with a community

to serve but no resources to do so. Most emergency events hosted by fairgrounds are free gratis as directed by our Governor. If DAA's close no one will be left to manage the emergency facility. Adopting these regulations place jeopardy on the COVID 19 testing sites, COVID 19 vaccination sites, CalFire camps, emergency evacuation center for people and animals, the list goes on. Two miles down the road from the 24th DAA is a large venue that host more events and larger events than the fairgrounds. The venue is not a State Agency, meaning they are not inspected like DAA's, nor do they pay a State Fire Marshal \$240 per hour. Explaining these things to our communities is not getting any easier. This is over regulation that will simply place DAA's out of business and unable to serve our communities.

Tulare County is a socio-economically depressed county. With over 25.5% of the county living below the poverty level Tulare County Fair and Fairgrounds is one of those places that allows all families to enjoy events that are manageable on tight budgets. Our citizens rely on the fairgrounds to host events for the entire community to enjoy not just a selected few. Fairgrounds are a sacred place where communities come together.

All of the information provided in this letter supports our request that DAA fairgrounds be exempted from the Special Event Permit regulations.

Sincerely,



Dena Rizzardo, CEO

cc: Karen Ross, Secretary of California Department of Food & Agriculture
Wade Crowfoot, Secretary of California Department of Natural Resources
Thom Porter, Fire Chief and Director, CAL FIRE
Mike Richwine, State Fire Marshal
Brian S. Marshall, State Fire & Rescue Chief, California OES
Assemblymember Robert Rivas, Chair, Joint Fairs Committee
Assemblymember, Devon Mathis,
Shannon Grove, State Senator



INDUSTRY UPDATE:
CALIFORNIA REOPENING PLANS
May 24, 2021

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Norm Towne

Norman C. Towne, Consulting & Advocacy

Sarah Cummings

President & CEO

The California Department of Public Health (CDPH) released details surrounding the state's plan to move beyond the Blueprint for a Safer Economy on June 15. With the limited exceptions noted for Mega Events, all other sectors listed in the current [Blueprint Activities and Business Tiers Chart](#) may return to usual operations based on the general public health recommendations below.

Restrictions Applying to Indoor and Outdoor Settings

- Vaccine verification/negative testing: Required for indoor mega events. Recommended for outdoor mega events.
- Capacity limitations: No restrictions.
- Physical distancing: No restrictions for attendees, customers and guests.
- Masking: Follow current [CDPH Guidance for Face Coverings](#).
- Travelers: Follow [CDC](#) recommendations and [CDPH Travel Advisory](#).

CDPH will continue to provide updated guidance for youth, healthcare, and high-risk congregate settings. Please note that employers will remain subject to the [Cal/OSHA COVID-19 Prevention Emergency Temporary Standards \(ETS\)](#), with three exceptions:

1. Workplaces where there is only one employee who does not have contact with other people.
2. Employees who are working from home.
3. Employees who are covered by the [Aerosol Transmissible Diseases](#) regulation.

Limited Exceptions for Mega Events

Mega Events are characterized by large crowds greater than 5,000 (indoors) and 10,000 (outdoors) attendees. Mega Events may have either assigned or unassigned seating, and may be either general admission or gated, ticketed and permitted events. These events are considered higher risk for COVID transmission because:

- Participants and attendees are spending extensive periods of time physically close to large numbers of people they don't usually interact with.
- The frequency and total duration of close contact between attendees is increased, thereby increasing the risk that respiratory particles will be transmitted between attendees and participants.
- They draw from beyond the nearby community and will often draw attendees and participants from other states and countries who may be infected with more infectious COVID variants.
- Effective contact tracing may be difficult given the number of potential uncontrolled mixing between groups and attendees and the nature of the events.

For Indoor Mega Events (such as conventions/conferences/expos/sporting events and concerts) -

- In addition to the general public health recommendations:
 - Verification of fully vaccinated status* or pre-entry negative test** result is required of all attendees.
 - Information will be prominently placed on all communications, including the reservation and ticketing systems, to ensure guests are aware of testing and vaccination requirements (including acceptable modes of verification).
 - Attendees must follow CDPH Guidance for Face Coverings

For Outdoor Mega Events (example: music or food festivals/car shows/large endurance events and marathons/parades/sporting events and concerts) -

- In addition to the general public health recommendations:
 - Verification of fully vaccinated status or pre-entry negative test result is strongly recommended for all attendees. Attendees who do not verify vaccination status should be asked to wear face coverings.
 - Attendees must follow CDPH Guidance for Face Coverings.
 - Information will be prominently placed on all communications, including the reservation and ticketing systems, to ensure guests are aware that the State strongly recommends that they be fully vaccinated, obtain a negative COVID-19 test prior to attending the event, or wear a face covering.
 - Venues are required to make available masks for all attendees.

Additional recommendations for sponsors of Mega Events:

- Encourage everyone to get vaccinated when eligible.
- Facilitate increased ventilation of indoor spaces (i.e., open all windows and doors to increase natural air flow), following current [CDPH and CalOSHA guidance](#).
- Encourage everyone to sign up for [CA Notify](#) as an added layer of protection for themselves and the community to receive alerts when they have been in close contact with someone who tests positive for COVID-19.
- Convey the risk of attending large crowded events where the vaccine status of others in attendance may be unknown to the individuals.

- Convey the risk of attending large crowded events for populations that may not currently be eligible for vaccination, or may be immunocompromised and whose vaccine protection may be incomplete.
- Encourage all venues along any parade or event route to provide outdoor spaces for eating/drinking/congregating to reduce the risk of transmission in indoor settings.

The requirements and recommendations for negative testing/vaccine verification will be in place effective **June 15, 2021 through October 1, 2021**. The state will assess conditions by September 1, 2021, to determine whether updated requirements or recommendations are needed beyond October 1, 2021.

* Fully vaccinated

1. Definition: See current [CDPH Guidance for Fully Vaccinated Persons](#) for definitions, acceptable vaccines, and updates on additional vaccines as they are approved.
2. Verification: The following are acceptable as proof of full vaccination: Vaccination card (which includes name of person vaccinated, type of vaccine provided and date last dose administered) OR a photo of a vaccination card as a separate document OR a photo of the attendee's vaccine card stored on a phone or electronic device OR documentation of vaccination from a healthcare provider. Businesses and venue operators may also utilize self-attestation at point of registration, during ticket purchase or on the day of the event prior to entry into the venue.

** Pre-entry negative testing:

1. Definition: Testing must be conducted within 72 hours before event start time (both PCR and antigen are acceptable). Results of the test must be available prior to entry into the event or venue.
2. Verification: The following are acceptable as proof of a negative COVID-19 test result: printed document (from the test provider or laboratory) OR an email or text message displayed on a phone from the test provider or laboratory. The information should include person's name, type of test performed, and negative test result (date of test must be within prior 72 hours). Businesses and venue operators may also utilize self-attestation at point of registration, during ticket purchase or on the day of the event prior to entry into the venue.

The CDPH press release can be found [here](#).



April 19, 2021

F2021-04

TO: All Fair CEO's

SUBJECT: POULTRY HEALTH INSPECTIONS (PHI) – FY 2021/22 Fair Season

This letter is to announce that there is grant funding through the US Department of Agriculture (USDA) for the Poultry Health Inspection (PHI) program which is available from April 1, 2021 – March 31, 2022. Fairs must receive approval from local health authorities on a site-specific plan for hosting a fair or livestock event that includes poultry. Upon arrival at the fair (and before coop-in), all poultry shall be inspected for symptoms of disease or illness by a certified Poultry Health Inspector(s) (PHI) from the designated CDFA/UC Certification Program. Any suspect animals may be dismissed from the fairgrounds. In the case where the fairgrounds will hold marketing or breeding classes this year, the poultry coming onto the fairgrounds will need to be examined by a Poultry Health Inspector (PHI).

The Poultry Health Check Guidelines and a list of certified PHIs are enclosed for your reference. If you need assistance hiring or selecting a PHI, please contact **CDFA's Dr. Francine Bradley at (760) 699-5078**. Please visit the [UC Davis PHI program](#) and reference the ["Biosecurity Practices to Minimize Risk of Spreading Avian Diseases for Poultry Show and Exhibition Organizers"](#) factsheet for more information. Refer exhibitors to the ["Biosecurity Practices to Minimize Risk of Spreading Avian Disease for Poultry Exhibitors"](#) factsheet.

California eradicated Virulent Newcastle Disease (vND) from Southern California and the Southern California Regional Quarantine was lifted June 1, 2020. Biosecurity remains an effective and important measure in disease prevention. See the attached [letter](#) from CDFA's State Veterinarian for an update on this year's Biosecurity Guidelines for State/County/City Personnel for on-farm poultry visits and a reminder of the importance of watching out for Highly Pathogenic Avian Influenza (HPAI). See the attached [poster](#) to display tips for keeping your birds healthy. Additional resources on biosecurity and bird health can be found on the [CDFA Avian Health Program webpage](#).

A few keynotes for the PHI inspections include:

- 1. The Poultry Health Inspection (PHI) Program is a REQUIREMENT for all fairs and poultry shows.**
- 2. If reimbursable costs are incurred between April 1, 2021, and March 31, 2022, the PHI reimbursement will be processed for payment.**



3. Each fair will be reimbursed for actual expenses incurred, up to \$300.00 per fiscal year. To be reimbursed, fairs must submit an invoice and backup documentation within sixty (60) days of the end of the fair and no later than March 1, 2022, related inspector(s) signed contract(s), and receipts to F&E at Kalia.Mitchell@cdfa.ca.gov. *(Please see the example invoice attached).*

The **invoice must be on Fair letterhead, and include** the following:

- ☐ Date of Invoice
- ☐ Dates of the Fair
- ☐ Date of the PHI
- ☐ Invoice number
- ☐ County with address
- ☐ Description of activity and a breakout of the expenses for each activity related to the PHI.

4. Fairs with poultry shows will be reimbursed up to a maximum of \$300.00 inclusive for inspection fees, per diem, and materials associated with the PHI inspection. *(please see specifics below).*

See [CalHR](#) for reimbursable costs/rates. Below is the pay scale for inspection fees, based on the number of birds inspected.

Pay Scale for PHI Payment

| <u>Amount</u> | <u>Number of Birds</u> |
|---------------|------------------------|
|---------------|------------------------|

| | |
|-------|----------|
| \$75 | 0-24 |
| \$100 | 25 - 50 |
| \$125 | 51 - 100 |
| \$150 | 101-150 |
| \$200 | 151-200 |
| \$250 | 201-250 |
| \$300 | > 250 |

*Over 250 birds will require more than one PHI, but still a maximum of \$300/fair.

If you have any questions or need additional information, please contact Kalia Mitchell at (916) 900-5274 or Kalia.Mitchell@cdfa.ca.gov.

Sincerely,



Mike Francesconi, Branch Chief
Fairs & Expositions Branch

Enclosure



Biosecurity Practices to Minimize Risk of Spreading Avian Diseases

Poultry Show and Exhibition Organizers

Biosecurity means doing everything you can to protect your birds against disease. Standard biosecurity practices are important for California's poultry community at all times. Here are some recommendations for Exhibition Organizers:

Before the Exhibition

Advise exhibitors that if their birds show any sign of illness, they should not bring any birds nor attend the exhibit themselves.

- Arrange bird display areas to minimize contact between exhibition birds and wild birds/wild waterfowl.
 - House exhibition poultry indoors (or at minimum, within a screened area)
 - Remove food and water sources that attract wild birds
- House different species (e.g. chickens, turkeys, ducks, and geese) separate from each other.
- Minimize the total time birds are on the exhibition grounds - Ideally, exhibition birds should be on exhibition grounds for no more than 72 hours.
- Require that a veterinarian and/or poultry health inspector (PHI) be present during the exhibition to:
 - Monitor birds for clinical signs of disease,
 - Evaluate sick birds, and
 - Take additional steps as warranted to minimize the risk of illness in the birds.
- Designate an isolation pen/area where there is no contact with any other birds, and contact with humans is minimal.
- Establish a system to maintain records of individual bird identification (e.g. leg bands), source farms, and owner contact information to enhance the speed and accuracy of an animal disease investigation associated with the exhibition.
- Host a meeting with exhibitors prior to the start of the exhibition to discuss:
 - Role of designated exhibition veterinarian/PHI
 - How to report bird illnesses
 - Required actions for sick birds at the show
 - Exhibition regulations
 - Disease control measures to be utilized before, during, and after the exhibition
 - Methods of communications of avian health issues including potential enhanced biosecurity measures at the event (e.g. email addresses and/or phone numbers from show entry information, social media channels, etc.)

- Develop a fair biosecurity plan with exhibition staff to minimize contact between flocks, including movement of people from flock to flock.
- Host non-animal-related activities (i.e. dances, pizza parties, etc.) in locations other than animal barns.

During the Exhibition

- Require check-in of all birds.
- Make sure that your exhibition veterinarian/PHI station are well identified.
- Ensure that all birds are adequately identified and that identification, along with name and on-site contact information for owner(s), is recorded upon arrival at the show or exhibition.
- Require out-of-state exhibitors to provide a certificate of veterinary inspection (CVI) issued by an accredited veterinarian within 30 days for all birds attending the show or exhibition.
- Consider requiring exhibitors to provide a "poultry health declaration" upon arrival at the show or exhibition stating:
 - No known exposure of your flock to sick birds, and no poultry deaths on your premises within the past 10 days and
 - No clinical signs of illness, including respiratory or neurologic disease, within the past 10 days.
- Signs of disease include:
 - Sudden death,
 - Wheezing, coughing, nasal discharge,
 - Green watery diarrhea,
 - Depression,
 - Decreased feed intake,
 - Drop in egg production or egg quality,
 - Swelling and/or discoloration of eyes, head, neck, combs, or wattles, and/or
 - Tremors, circling, drooping wings, twisting of head and neck.

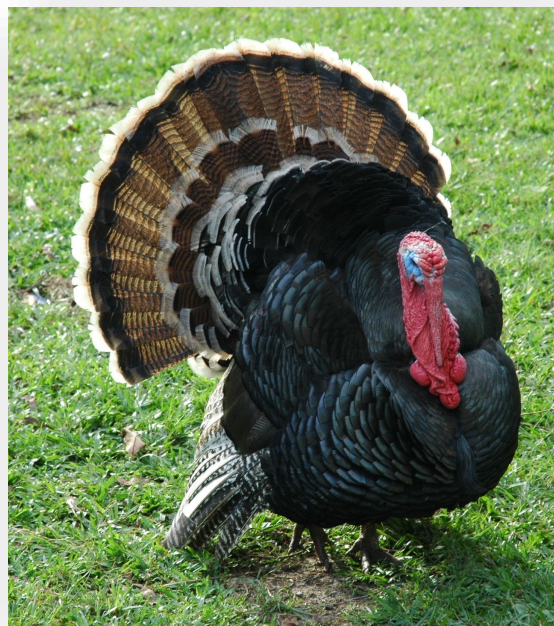
To report an unusual number of sick or dead birds, call: Sick Bird Hotline (866) 922-2473



- Record exit/release time of birds.
- Require exhibitors to immediately notify event staff of any bird displaying signs of illness.
- Immediately remove and isolate sick birds.
- Consult with a veterinarian to determine what diagnostic testing should be performed.

For Exhibit Visitors

- Provide easy access to hand washing/sanitizer stations.
- Post informational signage that includes the following messages:
 - Do not touch birds or cages,
 - No eating or drinking in the animal areas,
 - Wash hands before entering and after exiting exhibit areas, and
 - No pacifiers, sipping cups, or strollers in the animal areas.



CDFA Animal Health Branch

Headquarters - (916) 900-5002

Redding District - (530) 225-2140

Modesto District - (209) 491-9350

Tulare District - (559) 685-3500

Ontario District - (909) 947-5932

USDA-APHIS-VS (916) 854-3950 or (877) 741-3690

For more information, please click the following:

[Animal Health Branch](#)

[Avian Health Program](#)

After the Exhibition

- Clean and disinfect (C&D) the bird exhibition areas and allow these areas to completely dry before restocking.

For Exhibit Visitors

- If exhibitors or family members develop influenza-like illness or long-lasting conjunctivitis, consult a health care provider and a county public health official as soon as possible:
 - Inform the health care provider of close contact with birds.
 - Ill people should avoid all contact with birds until they are fever-free for at least 24 hours without the use of fever-reducing medications.



Photos courtesy of: we-english.co.uk (front), Dr. Robert Czarniecki (back left), Tracy O'Brien (back upper-right), and Kecia O'Sullivan (back bottom-right)



Biosecurity Practices to Minimize Risk of Spreading Avian Diseases

Poultry Exhibitors

Biosecurity means doing everything you can to protect your birds against disease. Standard biosecurity practices are important for California's poultry community at all times. Here are some recommendations for poultry exhibitors:

Before the Exhibition

- House poultry indoors or at minimum, within a screened area.
- Remove food and water sources that attract pests such as wild waterfowl/birds, rodents, and insects.
- House different species (e.g. chickens, turkeys, ducks, and geese) separate from each other.
- Avoid visits to other backyard flocks or poultry operations and restrict visitor access to your birds.
- Avoid direct contact with wildlife, especially wild birds and water waterfowl.
- Keep tools and equipment clean and disinfected.
- Clean cages, food, and water containers daily.
- Wash hands and disinfect shoes after working with birds.
- Consider having dedicated boots and clothing for working with your birds.
- Monitor and document the health of your birds daily.

If your birds show any sign of illness, please do not bring your birds to the exhibition nor attend yourself.

- Become familiar with the signs of disease in birds:
 - Sudden death,
 - Wheezing, coughing, nasal discharge,
 - Green watery diarrhea,
 - Depression,
 - Decreased feed intake,
 - Drop in egg production or egg quality,
 - Swelling and/or discoloration of eyes, head, neck, combs, or wattles, and/or
 - Tremors, circling, drooping wings, twisting of head and neck.

To report an unusual number of sick or dead birds, call:

**Sick Bird Hotline
(866) 922-2473**

- Immediately isolate sick birds to a pen or area that is away from all other birds.
- Handle sick birds after tending to healthy birds.
- Ask the exhibition organizer about appropriate disease prevention measures and any specific actions that may be required if a bird becomes sick at the show.



During the Exhibition

- Clean cages, food, water containers daily.
- Do not share equipment with other exhibitors; if equipment must be shared, make sure it is cleaned and disinfected between uses.
- Avoid contact with other birds during the event.
- Restrict bird contact to essential personnel, and
- Observe birds daily for signs of illness.
 - Report any clinical signs to the designated exhibition veterinarian, poultry health inspector, or appropriate exhibition staff.
 - Immediately remove sick birds from the exhibition area.
 - If your bird(s) show clinical signs of a reportable disease such as avian influenza or virulent Newcastle disease, testing (e.g. blood samples or swab samples) may be required and those results will be shared with the State Veterinarian's Office.

After the Exhibition

- Refrain from attending another event with your birds for *at least* two weeks after returning from an exhibition,
- Isolate and observe birds for illness after returning home and before allowing contact with other animals,
 - The isolation/observation period for clinical signs of illness should be no fewer than 30 days.
 - Tend to the healthy birds that were kept at home first and then later to the isolated birds that attended the event.
- Clean and disinfect equipment, clothing, shoes, and vehicles/trailers that were at the exhibition,
 - Allow all cleaned and disinfected items to dry completely before re-use or restocking.
- If exhibitors or family members develop influenza-like illness, consult your healthcare provider as soon as possible:
 - Inform your health care provider of close contact with birds.
 - Ill people should avoid all contact with birds until they are fever-free for at least 24-hours without the use of fever-reducing medications.



Photos courtesy of: Dr. Everardo Mendes (front), Pixabay (back left), and Camille Carey (back right)



Examples of Disinfectant Products*

- **1-Stroke Environ™** - germicidal detergent
- **Tek-trol™** - Disinfectant cleaner concentrate
- **Nolvasan® S** - Chlorhexidine diacetate
- **Clorox Regular Bleach** - EPA: 5873-50 (sodium hypochlorite 6.0%)
- **Lysol Power & Fresh Multi-purpose cleaner®** - EPA: 777-66 spray
- **Purell®** - hand sanitizer

**Disclaimer: Trade names used in this publication do not constitute a guarantee, warranty, or endorsement of the products, nor criticize similar products not mentioned. CDFA bears no responsibility for liability resulting from the use of the products. These procedures are not guaranteed to prevent highly contagious diseases from affecting your birds; however, they will reduce risks.*

CDFA Animal Health Branch

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For more information, please click the following:

[Animal Health Branch](#)
[Avian Health Program](#)

TIPS FOR KEEPING YOUR BIRDS HEALTHY



1. **Wash hands before and after handling or coming in contact with your birds; have dedicated clothing and boots while tending to your birds; scrub and disinfect boots.**



2. **Avoid sharing equipment with neighbors or other bird owners unless thoroughly cleaned and disinfected before and after each use.**



3. **Do your best to prevent waterfowl and wild birds from coming in contact with your birds.**



4. **Always buy your birds from a National Poultry Improvement Plan (NPIP) Hatchery.**



5. **Report an unusual number of sick or dead birds to: Sick Bird Hotline 1-866-922-BIRD (2473)**



February 1, 2021

Field Biosecurity Guidelines for State/County/City Personnel Entering Shell Egg Packing Facilities, Poultry Harvest Facilities, and Poultry Farms

To: All California State/County/City Personnel

The winter migratory bird season is underway and with it comes the possible return of Avian Influenza (AI). Conditions are similar to those in Winter of 2015 when two strains (H5N8 and H5N2) of Highly Pathogenic Avian Influenza (HPAI) were detected along the Pacific Coast, in wild birds, backyard flocks, and in two separate commercial poultry flocks in California. The 2015 HPAI outbreak in the Midwest resulted in the death of nearly 50 million commercial egg layers and turkeys.

Two key factors make Winter 2021 similar to that of 2015:

- 1) A high number of HPAI outbreaks (H5N8 and other strains) in poultry and wild birds in several Asian countries. This is key as three of the major flyways (East Asia/Australasia, Pacific Americas, Central Americas) mix in Alaska where birds can swap AI viruses. Birds in the Pacific Americas Flyway then migrate through California.
- 2) California is experiencing a late wet season with less standing surface water, forcing birds to closely congregate at stopovers and making it easier for diseases to spread between birds.

Low Pathogenic Avian Influenza (LPAI) is endemic in wild waterfowl and the same factors that increase the risk for HPAI transmission are the same for LPAI transmission. This is a continual hazard every winter. The California Department of Food and Agriculture (CDFA) asks for your assistance and cooperation in preventing the introduction and spread of this devastating poultry disease by following some simple biosecurity precautions. With your help we can continue to provide a safe and healthy food supply for Californians. State, County, City, and private inspectors and auditors should adhere to the following:

- 1) When possible, conduct remote or virtual audits.
- 2) If in-person inspections or visits to poultry farms must occur:
 - a. Do not enter farms where eggs are hatched or poultry are raised if you have birds or live poultry at home.
 - b. Never visit any poultry farm within 72 hours of visiting another commercial poultry farm, egg or meat processor; after duck hunting or having had other exposure to wild migratory waterfowl; or visiting any backyard, school, feed



- store, swap meet, live bird market, pet store, fair, veterinary clinic, zoo, bird hunt club, or other facility which has live poultry or birds.
- c. Always wash your vehicle including undercarriage and wheel wells before entering a farm/egg processing facility. A commercial car wash can be used for this purpose.
 - i. Park your vehicle in a designated area per the company's biosecurity plan or if there is none, try to park on cement or a paved area away from the production houses.
 - ii. Keep the inside of the vehicle clean and free of any organic material.
 - d. Use good personal hygiene measures including freshly laundered clothes and showering before visiting a poultry farm or processing facility. Clothing that has been worn to premises with birds or live poultry should *never* be worn to another farm or processing facility without being laundered between visits.
 - e. Never enter a poultry farm unless trained to apply and remove (don and doff) biosecurity clothing without spreading disease. If entering live bird areas, use clean, dedicated rubber boots or disposable plastic shoe covers, disposable coveralls, a mask, disposable gloves and a hair net.
 - f. **ALWAYS follow all the biosecurity instructions of the commercial poultry farm/egg processing facility which may include: registering in a logbook, answering queries about bird and poultry premises visited previously, using company supplied protective clothing and footwear, footbaths, hand cleaning stations, tire/truck wash stations and other biosecurity measures.**

CDFA appreciates your efforts to protect poultry health in California on a daily basis. Remember, people, equipment, and vehicles can easily spread dangerous diseases from one location to another.

For more information about biosecurity, please visit: cdfa.ca.gov/go/poultrybiosecurity

Sincerely,

Dr. Annette Jones, D.V.M.
Director and State Veterinarian



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

Recommended Caution for California Rabbit Exhibitions

May 26, 2021

Dear Rabbit Exhibition Organizers and Managers:

This advisory is in response to numerous questions about the current risk of spreading rabbit hemorrhagic disease (RHD) via rabbits at fairs and shows. We are posting this advisory now because of the recent increase of disease spread in southern California and the United States, and the risks created by fairs and shows. We urge rabbit owners to prevent this devastating disease by practicing good biosecurity measures and limiting comingling with other rabbits and their owners. They should also avoid moving or sharing equipment which may serve to transfer virus. Rabbit owners who have experienced recent deaths in their rabbit colony should not attend shows or exhibitions.

Since March 2020, an outbreak of RHD has been spreading in wild and domestic rabbits in the southwestern United States and is now affecting 13 U.S. states. It was detected in southern California in May 2020 and has since been killing wild and/or domestic rabbits in seven Southern California counties: Kern, Los Angeles, Orange, Riverside, San Bernardino, San Diego, and Ventura.

Rabbit hemorrhagic disease is caused by a highly contagious and highly fatal calicivirus of rabbits and hares. The primary ways the disease spreads is by movement of infected or exposed rabbits, direct or indirect contact with infected wild and domestic rabbits, movement of rabbit carcasses by scavengers or predators, contamination of hay or feed by infected wild rabbits, or contact with virus on fomites (surfaces) such as hands, shoes, clothing, or feet and fur of rodents and other animals. Clinical signs of rabbit hemorrhagic disease include; sudden death, lethargy, inappetence, seizures/spasms, blood from the nose or other body orifices, difficulty breathing, and vocalization. For more information, please visit https://www.cdfa.ca.gov/AHFSS/Animal_Health/RHD.html

To support our disease containment efforts, the California State Veterinarian is recommending that all rabbit exhibitions practice good biosecurity and health screening of all participating rabbits. The cooperation of rabbit owners is critical in controlling this disease; when exposed rabbits are not moved and comingled, disease is prevented. *An exhibition is an assembly of rabbits brought to the assembly location for purposes that include public display for any duration. Exhibitions include, but are not limited to: sales, auctions, shows, swap meets, pet marts, fair exhibits, pet stores, and petting zoos. Public zoos are not included in this definition.*

Sincerely,

Dr. Annette Jones
State Veterinarian





Rabbit Hemorrhagic Disease Risk Management: Advice for Rabbit Show Organizers

Biosecurity practices are always a good idea at shows, not just for rabbit hemorrhagic disease (RHD), but also to reduce the spread of more common contagious conditions such as snuffles (*Pasteurella*), mites, etc. The highest risk areas for RHD are those with infected feral, domestic or wild rabbits. We all have different levels of risk we are willing to accept; the most conservative participants will not take animals away from home or allow them to contact other animals. The following guidance is intended for those hosting shows.

Preventing Disease from Entering A Rabbit Show

- Managers must evaluate the disease risks and decide what control measures they should establish and enforce to prevent RHD entering and spreading during shows. Veterinarians should be consulted to help with these decisions.
- Show managers can decide to add additional requirements for exhibitors and rabbits before and during an event (e.g. restrictions based on home location of rabbits, RHDV2 vaccination, Certificate of Veterinary Inspection, or veterinary inspection on arrival).
- Keep up to date on current [ARBA](#) and California state [guidelines](#) for showing.
- Effective sanitation of equipment prior to holding a show requires two steps: cleaning and disinfection (See USDA C&D guidance, link [here](#).)



Cleaning

- Remove all organic debris from items to be disinfected (e.g. cages, feeding equipment, waterers, footwear, etc.). Items made of wood are best discarded or burned after use.
- Wash items thoroughly with soap and water; rinse well and let dry.
- Allow prolonged exposure to sunlight when possible.

Disinfection

- Saturate equipment by submersion or spray with 10% household bleach (sodium hypochlorite), 1% Virkon ®-S (DuPont), or accelerated hydrogen peroxide (Rescue®)
- Check that you're using a disinfectant that will inactivate RHD virus on the specific surfaces that need cleaning (e.g. metal, cloth, etc.)
- Allow the disinfectant to sit on the surface for 10 minutes, then rinse and let dry before allowing animal contact.

Preventing Spread at the Event

- Clean show surfaces between animals. Show surfaces need to be made of material that can be easily disinfected. Carpet, fabric, and wood are much more difficult to disinfect than wire or smooth metal surfaces.
- Discourage participants from handling other people's rabbits. Do not share feed, water, or treats with other exhibitors.
- Feed, clean and water animals in a manner to minimize contact between staff, rabbits, and rabbit owners. We recommend each owner take care of their own rabbits; if not possible, set up waterers and feeders so they can be checked without handling cages.
- Obtain hay from areas unaffected by the RHD-outbreak and securely store to prevent contact with wild rabbits.
- Keep feed covered or in a container with a lid while at shows.

- Provide handwashing stations with soap and water or bathrooms near the show area to allow for frequent washing (hand sanitizer has not been proven to deactivate this virus).
 - All people touching or handling rabbits should wash their hands before, after, and between rabbits.
 - Show staff, clerks, and judges should minimize handling rabbits from different rabbitry households. They should thoroughly wash their hands with soap and water between touching rabbits belonging to different owners. When possible, they should wear short sleeves and avoid picking up or holding rabbits to avoid contamination of their clothing. Consider “hands-off” judging during the outbreak.
- Implement excellent vector control. Flies, rats, and birds are examples of animals that can move viruses around on their feet and body. Netting and fly traps may help.
- Reduce the public’s contact with rabbits. Do not allow non-showing spectators into the rabbit areas. Fence off the show area and post signs to help communicate the need for increased biosecurity.
- Keep show rabbits in cages off the ground and do not allow nose-to-nose contact between rabbits in their cages or on the show table.
- Do not allow sharing of grooming stations, tools or show carpets; designate one per animal or rabbitry.



Controls after the show

- Clean and disinfect the show area immediately after the event.
- Allow a minimum of 18 days between different shows* hosted at the same venue.
- Encourage anonymous reporting of illness to your show office for 3 weeks after the show. Maintain communication with all attendees (list of e-mail addresses or cell phone numbers).

**We recommend keeping show events separate for 18 days, as individual shows will contain different animals from the original show, traveling from different regions with different exposure levels. Separating shows can prevent cross-contamination from animals or equipment, as well as provide adequate time for cleaning and disinfection. In this document, a “show” is an event that is hosted by a different organization with different exhibitors. (For example: A two-day rabbit show for the same animals may be acceptable but hosting a one-day “Open” show immediately followed by a county fair should be discouraged.)*

Before taking rabbits to shows in other states, check with the destination state for their rabbit entry-requirements, and check if your rabbits will be able to return from the show to California. Travel to RHD-affected states and contact with rabbits of unknown origin increases the risk of spreading RHD to domestic and wild rabbits in disease-free areas, even within a state with positive RHD-cases.

For further questions about preventing RHD spread at rabbit shows, please contact ahbfeedback@cdfa.ca.gov.

To report dead domestic rabbits, contact your local CDFA Animal Health Branch:

Animal Health and Food Safety Services Animal Health Branch

Headquarters - (916) 900-5002
 Redding District - (530) 225-2140
 Modesto District - (209) 491-9350
 Tulare District - (559) 685-3500
 Ontario District - (909) 947-4462

USDA-APHIS-VS - (916) 854-3950 or (877) 741-3690

For more information about RHD and biosecurity, visit:
https://www.cdfa.ca.gov/AHFSS/Animal_Health/RHD.html



cdfa

CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

December 8, 2016

D2016-06

TO: District Agricultural Associations, CEOs

SUBJECT: Procurement of Insurance for DAA's

This letter is written to inform District Agricultural Associations (DAAs) that acquiring insurance services from commercial sources outside of the California Department of General Services (DGS) or the California Fair Services Authority (CFSA) is not an option. DAAs with existing private insurance policies should forward policy information to the Fairs & Exposition Branch for review and further direction.

Government Code section 11007.7(c)(4) restricts the sources from where DAAs may procure insurance (i.e., general liability and workers' compensation insurance). Accordingly, DAAs are required to obtain insurance coverage through either DGS or through the CFSA.

DGS provides insurance services through its Office of Risk and Insurance Management (ORIM) and, alternatively, CFSA is the Joint Powers Authority (JPA) that offers an insurance pool for fairs. Inquiries regarding purchasing insurance from either of these two entities should be directed to:

Carrie Willson
DGS – ORIM
707 3rd Street, MS 403
West Sacramento, CA 95605
(916) 376-5278
carrie.willson@dgs.ca.gov

Becky Bailey-Findley
CFSA
1776 Tribute Road, Suite 100
Sacramento, CA 95815
(916) 921-2213
baileyfindley@cfsa.org

If you have any questions regarding this requirement, please contact me.

Sincerely,

John Quiroz, Chief
Fairs & Expositions Branch

cc: Carrie Willson – ORIM
Becky Bailey-Findley - CFSA



MEMORANDUM
OFFICE OF THE GOVERNOR
GAVIN NEWSOM



ANN PATTERSON
Legal Affairs Secretary

TO: *All Agency Secretaries*

FROM: *Governor's Office of Legal Affairs*

RE: *Ethics Reminders During Election Contest*

As California prepares for a recall election, we'd like to provide agency secretaries and other agency appointees with the following reminders about engaging in campaign activities:

Don't use state resources for campaign activities. It is unlawful for any state employee to use—or even permit others to use—state resources for campaign activities, such as activities advocating for or against the recall.

- Violating the law can result in civil penalties, criminal prosecution, and permanent disqualification from holding any office in the state.

State time. Agency appointees are strictly prohibited from engaging in campaign activities on state-compensated time.

- Agency appointees may volunteer only on their personal, non-work time for campaign activities.
 - If you wish to engage in campaign activities during what would otherwise be normal working hours, you must take vacation or other applicable leave time.
 - Appointees who do not accrue leave time should only engage in campaign activities outside normal work hours or on weekends and holidays.

- Full-time agency appointees in particular should keep in mind that the state is currently in a state of emergency and responding to an unprecedented global pandemic. Above all else, they should prioritize the effective and efficient operation of state government in service to the People of California.
- If you are meeting with an external stakeholder for work, and they either mention that they've contributed to a political campaign or offer to contribute, it is best to immediately (and politely) remind the person that you are a state official who may not discuss campaign activities on state time, discontinue the meeting, and reschedule.

Other state resources. Agency appointees are strictly prohibited from engaging in campaign activities using state computers, smartphones or emails.

- Don't engage in campaign activities using a state-issued email account—even on a personal device.
- Don't engage in campaign activities using a state-issued computer or smartphone—even if using a personal email account.

Use of your office/title. Agency appointees must not create the impression that they are using their public offices or official titles on behalf of a political campaign.

- Agency appointees should not do anything that might be easily misconstrued as urging agency employees to vote in a specific way.

Donations/Fundraising. Agency appointees may donate to any campaign, so long as they comply with all legal requirements. However,

- Agency secretaries should generally refrain from soliciting donations or allowing their name to be used by others to solicit donations.

Questions? Please follow the guidance of agency counsel. Should you have further questions, please feel free to reach out to Chief Ethics Advisor Rei Onishi.