



## NOTICE OF MEETING

The Board of Directors meeting is scheduled for **Tuesday – March 19, 2024 at 5:15p.m.**, Administration Board Room, 1350 Bennett Valley Road, Santa Rosa, CA, to consider the attached agenda. Those persons wishing to attend the meeting and who may require special accommodations pursuant to the provisions of the Americans with Disabilities Act are requested to contact the office of the CEO, (707) 545-4200, at least five working days prior to the meeting to ensure the proper arrangements can be made.

### **Sonoma County Fair & Exposition, Inc. Board of Directors**

Kevin Howe, President  
Hugo Mata, Treasurer  
Rob Muelrath, Past President  
Lisa Wittke Schaffner  
Marcia Mickelson  
Sharon Wright  
Alma Bowen

Kanani Reynolds, Vice President  
Rocco Cunningham, Secretary  
Marilyn Herzog  
Annette O'Kelley  
Neysa Hinton  
Carole Quandt  
Stacey Powers  
Teejay Lowe

This notice is also available on the Internet at: [www.sonomacountyfair.com](http://www.sonomacountyfair.com)

### **MISSION STATEMENT**

*Sonoma County Fair and Exposition Inc. is a non-profit enterprise that serves as a multi-use facility and event center. Our focus is on agriculture education, economic development and entertainment. We also strengthen our community by being an asset at the ready for emergency conditions in the North Bay region.*

### **PUBLIC COMMENT**

Speakers are requested to sign in prior to the start of the meeting and are limited to **three minutes**.

Speaker's time may be modified based on the # of public speakers. Public comment is allowed on issues **NOT** on the current Agenda. 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. Comments will be accepted on Agenda items during the meeting. Speakers wishing to address the Board on items on the agenda are requested to sign in prior to the start of the meeting and identify the agenda item(s) on which you desire to address the Board.

# SONOMA COUNTY FAIR & EXPOSITION, INC.

Meeting of the Board of Directors  
Tuesday – March 19, 2024 at 5:15 p.m.

## AGENDA

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Introduction of Guests**

4. **Public Comments**

The President will ask for names of individuals expressing desire to make a comment during the Public Comment Agenda item or on a listed Agenda item. The President will then call upon those individuals to provide their comment during public comment or during the particular agenda item. Comments are limited to **three minutes**. Speaker's time may be modified based on the number of public speakers. Public comment is allowed on issues **NOT** on the current Agenda. 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. Comments will be accepted on Agenda items during the meeting.

5. **Approval of Regular Agenda**

6. **Approval of Items 1 through 5 on the Consent Agenda**

The Consent Agenda includes routine financial and administrative actions that are usually approved by a single majority vote. Questions or comments are accepted, but there will be no discussion on these items prior to voting on the motion unless Board Members or the public request specific items be discussed and/or removed from the Consent Agenda and placed on the p Agenda under the appropriate Committee or Agenda Item.

7. **President's Comments – Kevin Howe**

8. **CEO's Report – Becky Bartling**

- February Interim Financial Reports (Attachment #1)
- March/April Interim Event Schedules (Attachment #2)

9. **Fair Operations – Director Wittke Schaffner**

Chair update on committee meeting held March 5, 2024

- Discussion and possible action regarding the committee recommendation to approve revising the golf cart policy to not allow side-by-side vehicles at the Fair and to allow staff to determine verbiage for the policy. – Matt Daly, COO
- Discussion and possible action regarding the committee recommendation to a contract with Jeff Davis and Four-Star Rodeo to produce the PRCA Rodeo for the 2024 Fair for an amount NTE \$40,700
- Discussion and possible action regarding the committee recommendation to approve the tent rental, installation, and equipment for the Sylvia Zerbini's Leberte, a Cavalia Experience during the 2024 Fair for an amount NTE \$55,000.
- Update on events and activities at the 2024 Sonoma County Fair – Becky Bartling, CEO

**10. Competitive Exhibits, Ag & Educational Exhibits – Director O’Kelley**

Chair update on committee meeting held March 5, 2024

- Discussion and possible action regarding the committee recommendation to approve the plan to recognize the future Agricultural Award Recipients from the Sonoma County Fair and Sonoma County Harvest Fair.
- Discussion and possible action regarding the committee recommendation to approve Ron Crane as the 2024 Outstanding Person in Agriculture.
- Discussion and possible action regarding the committee recommendation to approve changes to the Round Robin rules.
- Discussion and possible action regarding the committee recommendation to approve endorsing new awards for the Ag Mechanics auction and a minimum bid price for the top 4 ag mechanics auction items.

**11. Buildings & Grounds – Director Muelrath**

Chair update on committee meeting held March 7, 2024

- Discussion and possible action regarding the committee’s recommendation to approve moving the Fairgrounds power use to Sonoma Clean Power. (Attachment #3)
- Discussion and possible action regarding the committee's recommendation to approve the following rent considerations:
  - The use of the Hall of Flowers for Santa Rosa City Schools for Career Day on April 4, 2024 – to allow staff to partner with Santa Rosa City Schools to identify a cost-effective plan that benefits both Fair and the School. (Attachment #4)
  - The use of Cattle Barn 1 & Jamison Ring for a Redwood Empire Holstein Show on April 21, 2024 – to reduce the facility rental to 40% of the rental price with full reimbursement to the Fair of equipment and labor to the Redwood Empire Holstein Association. (Attachment #5)
  - Sonoma Marin Rush Riders (CGAD45), for use of Chris Beck Arena for a Gymkhana Horse Show on May 18 & 19, 2024 - to reduce the facility rental to 40% of the rental price with full reimbursement to the Fair of equipment and labor to the Sonoma Marin Rush Riders with the agreement to provide a member email list to the fairgrounds. (Attachment #6)
  - Redwood Gospel Mission for their annual Great Thanksgiving Banquet on November 27, 2024 - NTE \$7718.752 which includes facility rental fee for Grace, Garden, Finley, Kraft, Garrett and Showcase Kitchen with full reimbursement to the Fair for all equipment, labor, and outside areas. (Attachment #7)
- Discussion and possible action regarding the committee's recommendation to approve a partnership with Sonoma County Hot Air Balloon Classic Organization to produce a 2-Day Hot Air Balloon Festival on July 13 & 14, 2024 with a parking trade out for \$3-\$4 per ticket sale.

Food and alcohol revenue will go to the Fair and Merchandise will go to the Sonoma County Hot Air Balloon Classic Organization.

- Discussion and possible action regarding the committee's recommendation to approve moving the dates of The Country Summer Music Festival in 2025 to June 20, 21, & 2 to move away from hosting the event during Father's Day weekend.
- Discussion and possible action regarding the committee's recommendation to approve the purchase of a flatbed truck NTE \$40,000.00.

**12. Racing – Director Lowe**

No Chair update, committee meeting scheduled for March 7, 2024, was cancelled.

Update on 2025 Racing – CEO Becky Bartling

**13. Budget & Finance – Director Mata**

Chair update on committee meeting held March 19, 2024

- Discussion and possible action regarding the committee recommendation to approve Draft Financial Statements for February 29, 2024. (Attachment 8)
- Discussion and possible action regarding the committee recommendation to approve the request to apply for a bridge line of credit with Exchange Bank for the balance of JLA payments 2 to 4 weeks post-fair at an amount not to exceed \$500,000.
- Discussion and possible action regarding the committee recommendation to approve a contract with Michael Margetts for additional administrative support of the 2024 race season meet and accounting at an amount not to exceed \$36,000, contract beginning March 2024. (Attachment 9)

**14. Executive Committee Meeting – President Howe**

- Discussion and possible action regarding the committee recommendation to approve sending a letter to each County Supervisor on the Fairgrounds and its vendors being included in the Living Wage Ordinance
- Discussion and possible action regarding the committee recommendation to approve sending a letter to the Mayor of Santa Rosa and the Chair of the County Board of Supervisors on creating an ad hoc for collaboration on future Fairgrounds development.

**15. Report on Harvest Fair – Directors Wittke Schaffner & Rocco Cunningham**

President update on committee meeting held March 6, 2024

**16. Report on Fair Foundation – Directors Herzog & Mickelson**

Update on committee meeting held March 1, 2024

**17. Request for future agenda items**

**18. Adjournment**

## CONSENT AGENDA

1. **Full Board Meeting**  
Approval of Minutes from the February 20, 2024, Meeting
2. **Fair Operations Committee Meeting**  
Approval of Minutes from the March 5, 2024, Committee Meeting
3. **Competitive Exhibits & Ag Committee Meeting**  
Approval of Minutes from the March 5, 2024, Committee Meeting
4. **Building & Grounds Committee Meeting**  
Approval of Minutes from the March 7, 2024, Committee Meeting
5. **Budget & Finance Committee Meeting**  
Approval of Minutes from the February 20, 2024, Committee Meeting

**Sonoma County Fair**  
**DRAFT MINUTES OF THE MEETING OF THE**  
**BOARD OF DIRECTORS**  
**Tuesday – February 20, 2024, at 5:15 p.m.**

**DIRECTORS PRESENT:** Kevin Howe, President; Kanani Reynolds, Vice President; Rocco Cunningham, Secretary; Rob Muelrath, Past President; Hugo Mata, Treasurer, Lisa Wittke Schaffner, Marilyn Herzog, Carole Quandt, Stacey Powers, TeeJay Lowe, Sharon Wright, Alma Bowen

**DIRECTORS ABSENT,** Marcia Mickelson, Neysa Hinton, Annette O’Kelley,

**OTHERS PRESENT:** Becky Bartling, Matt Daly, Debbie Townsend, Isaac Gentry, Cyndy Dalbeck, Hope Marshall, Greg Duncan, Jennifer Herrera

**CALL TO ORDER:** The meeting was called to order by President Howe at 5:22 p.m.

**PLEDGE OF ALLEGIANCE:** Director Wittke Schaffner led the Pledge of Allegiance.

**INTRODUCTION OF GUESTS:** Alison and Colin from Redwood Empire Food Bank, Dana and Rebecca from the Farm Bureau

**PUBLIC COMMENTS:** None

**APPROVAL OF REGULAR AGENDA:**

Director Mata moved to approve the agenda, Director Powers seconded the motion; **the motion passed unanimously.**

**APPROVAL OF CONSENT AGENDA – Item 1 through 4:**

Director Wittke Schaffner moved to approve the Consent Agenda; Director Wright seconded the motion; the motion passed unanimously.

1. **Full Board Meeting**  
Approval of Minutes from the January 23, 2024, Meeting
2. **Fair Operations Committee Meeting**  
Approval of Minutes from the February 6, 2024, Committee Meeting
3. **Competitive Exhibits & Ag Committee Meeting**  
Approval of Minutes from the February 6, 2024, Committee Meeting
4. **Building & Grounds Committee Meeting**  
Approval of Minutes from the February 8, 2024, Committee Meeting

**PRESIDENT COMMENTS:**

None

**CEO’S REPORT:**

CEO Bartling reviewed the January 2024 Interim Financials. Bartling reviewed the February/March Interim Event Schedules and is expecting a very busy month in March. Bartling reminded the Fair Board Directors that the Form 700 filing is due on April 1<sup>st</sup>, 2024. **No action taken.**

## **FAIR OPERATIONS – Director Wittke Schaffner**

Chair Wittke Schaffner provided an update on the committee meeting held on February 6, 2024.

Director Wittke Schaffner moved to approve the implementation of a clear bag policy for the Sonoma County Fair and all large events held at the fairgrounds using the State Fair Policy, see link for review <https://calexpostatefair.com/info/clear-bag-policy/>. Director Wright seconded the motion; **the motion passed unanimously.**

Director Wittke Schaffner moved to approve increasing the Sylvia Zerbinì's Liberte, A Cavalia Experience event advance tickets for Monday -Thursday shows to \$15 a ticket and Friday-Sunday shows to \$30, with an increase of \$5 for all tickets purchased at the door.- Director Reynolds seconded the motion; **the motion passed unanimously.**

Director Wittke Schaffner moved to approve a one-year contract for sponsorship with Patty Crone for \$30,000 plus 10% of sponsorship dollars raised over \$300,000. Director Reynolds seconded the motion; **the motion passed unanimously.**

CEO Becky Bartling provided an update on events and activities at the 2024 Sonoma County Fair. Jane has been very active in her action packed planning with fun walk arounds such as animal acts, circus dog act, and magicians. The Fair will have monster trucks, a rodeo, a demolition derby, a Mexican dance, and increasing entertainment in Shade Park. We removed the VIP tent so there is more room to work with

## **COMPETITIVE EXHIBITS, AG & EDUCATIONAL EXHIBITS – Director Cunningham**

Director Cunningham gave an update on the committee meeting held on February 6, 2024.

Director Cunningham moved to approve a sponsorship proposal for the Flower Show from Sonoma Clean Power at \$20,000 annually for 3 years. Director Muelrath seconded the motion; **the motion passed unanimously.**

Director Cunningham moved to approve consolidating the Harvest Fair Ag awards into the County Fair awards programs including Outstanding Young Person in Agribusiness, Friend of Sonoma County Agriculture, Outstanding Leader in Ag Education, and Lifetime Contribution to Sonoma County Agriculture. Wine related awards are open to being presented at Harvest Fair at the discretion of the CEO.; Director Wittke Schaffner seconded the motion; **the motion passed unanimously.**

Director Cunningham moved to approve the new steer breed divisions for 2025, which eliminate the Charolais division and divide the Crossbred division into "All Other Color Crossbred" and "Black Crossbred" divisions. Director Wright seconded the motion; **the motion passed unanimously.**

Director Cunningham moved to approve a custom-only market hog auction; Director Herzog seconded the motion; **the motion passed unanimously.**

Hope, Bella, the Foodbank, and the Farm Bureau are working together to organize an auction where the animals are donated by local ranchers to the food bank.

Director Cunningham moved to approve a contract with Duncan Designs for the creation and management of the 2024 Hall of Flowers, NTE \$75,000. Director Lowe seconded the motion; **the motion passed unanimously.**

## **BUILDINGS & GROUNDS – Director Muelrath**

Director Muelrath reported for the February 8, 2024, committee meeting.

Director Muelrath moved to approve the request for consideration to waive all equipment fees; and in lieu of the fair charging a parking fee, rent will be paid for use of the Saralee & Richard's Barn, the Redwood Lot, the

outdoor grass areas, a portion of the area by jockey quarters; with reimbursement for labor and crossing guards, for the 63<sup>rd</sup> annual 4-H Chickenque on Sunday, May 5, 2024. Director Lowe seconded the motion; **the motion passed unanimously.**

Director Muelrath moved to approve rent consideration NTE \$4,020.00, with full reimbursement for equipment and labor, to North Bay Dairy Women & CA Milk Advisory Board for use of the Garrett Building, the Link, & Showcase Kitchen for the Dist. 2 Dairy Princess Contest on April 27, 2024. Director Cunningham seconded the motion; **the motion passed unanimously.**

Director Muelrath moved to approve allowing staff to work out the details and enter into a multi-year contract with Terry Saunders to produce an annual 4th of July fireworks event, for 3-years with an annual CPI increase and any annual increases in labor rates. CEO Bartling shared that the community has missed the 4<sup>th</sup> of July in Santa Rosa. The agreement is that they will get the gate, food, sponsorships, and will pay for expenses, and the Fair will get the revenue for parking and alcohol. Director Lowe recommends putting a cap on sponsorship, Director Muelrath recommends leaving the agreement open for negotiations for future events. Director Wittke Schaffner seconded the motion; **the motion passed unanimously.**

Director Muelrath moved to approve North Bay Properties valuation of the Jockey Club building and the committee's recommendation to approve allowing staff to negotiate an agreement with North Bay Properties to list the Jockey Club for lease. CEO Bartling shared that this will not cost the Fair anything until we lease the property, the building is costing the fairgrounds approx. \$35k per month to keep without occupancy. Director Lowe seconded the motion; **the motion passed unanimously.**

Director Muelrath moved to approve allowing staff to move forward with the installation of a dog park at the RV Park with labor/material fees of \$40K plus a 10% contingency. Superintendent Gentry has designed the dog park with the help of Robin Goodman who has experience in building dog parks. Director Mata seconded the motion; **the motion passed unanimously.**

Director Muelrath moved to approve the removal of trees in front of the administration building. CEO Bartling shared that the Fair would like to put in a Waterwise aesthetically appealing garden to replace the trees. Director Herzog seconded the motion; **the motion passed unanimously.**

#### **RACING – Director Lowe**

Committee meeting scheduled for February 8, 2024 was cancelled.

CEO Bartling reported there was a public records request that went to CARF in Pleasanton. She confirmed that there will be 9 total days of racing, 3-3-3, and a plan to promote the bonus week to ticket holders and through advertisements.

#### **BUDGET & FINANCE – Director Mata**

Director Mata reported for the February 8, 2024, committee meeting.

Director Mata moved to approve Draft Financial Statements for December 31, 2023. CFO Dalbeck reviewed the statements and clarified revenue, reducing expenses, and budget. Director Muelrath seconded the motion; **the motion passed unanimously.**

Director Mata moved to approve the Draft Financial Statements for January 31, 2024. CFO Dalbeck updated that the Fair is currently ahead of budget. Approximately \$270k was received from AB1499 to add to the capital budget. Emerald Cup owes approximately \$100k, \$35k payment was sent to the collection agency.



Director Wittke Schaffner seconded the motion; **the motion passed unanimously.**

**HARVEST FAIR – Director Teejay Lowe**

Director Lowe gave an update on the meeting held on February 7, 2024.

There was a discussion regarding the wine judge's dates and the judging dinner venue. October 12, 2024, is the proposed date for the 2024 Grand Tasting, making it a one-day evening event, focusing on a wine-tasting experience and food competition with an awards gala.

Director Lowe moved to approve the 2024 Harvest Fair Budget which was created around the new format of the Harvest Fair. Director Cunningham seconded the motion; **the motion passed unanimously.**

**FAIR FOUNDATION – Director Herzog**

Director Herzog was not present for the Fair Foundation meeting held on Friday, February 2, 2024, and has nothing to report

**REQUEST FOR FUTURE AGENDA ITEMS:**

None

**ADJOURNMENT**

There being no further business, a motion was made by Director Muelrath to adjourn the meeting at 6:42 p.m.; Director Herzog seconded the motion; **the motion passed unanimously.**

**Sonoma County Fair**  
**DRAFT Minutes of the**  
**Fair Operations Committee Meeting**  
Tuesday – March 5, 2024 at 4:30 pm  
Administration Building, Board Room

**VOTING-DIRECTORS PRESENT:** Stacey Powers, Vice Chair; Sharon Wright, Carole Quandt, Kanani Reynolds, Alma Bowen

**VOTING-DIRECTORS ABSENT:** Lisa Wittke Schaffner

**NON-VOTING DIRECTORS PRESENT:** Neysa Hinton

**OTHERS PRESENT:** Becky Bartling, Matt Daly, Debbie Townsend, Cyndy Dalbeck, Jane Engdahl, Greg Duncan

The meeting was called to order by Vice Chair Powers at 4:31 p.m.

**APPROVAL OF AGENDA:**

Director Wright moved to approve the agenda; Director Quandt seconded the motion; the motion passed unanimously.

**PUBLIC COMMENTS:**

None

**DISCUSSION AND POSSIBLE ACTION REGARDING FORBIDDING SIDE BY SIDE VEHICLES AT THE FAIR:**

COO Daly stated that the CFSA Risk unit recommended that for safety, ranch type/crossover utility vehicles with high horsepower, should not be allowed at the Fair.

Director Reynolds moved to approve revising the golf cart policy to not allowing side by side vehicles at Fair and to allow staff to determine verbiage for the policy; Director Bowen seconded the motion; the motion passed unanimously.

**DISCUSSION AND POSSIBLE ACTION REGARDING TO APPROVE A CONTRACT WITH JEFF DAVIS AND FOUR STAR RODEO TO PRODUCE THE PRCA RODEO FOR THE 2024 FAIR NTE \$40,700:**

CEO Bartling reported that Jeff Davis has been producing the PRCA rodeo at the Fair for several years and does a great job. Bartling stated that this year \$1,200 was added to the contract for the "Break-Away" womens event purse.

Director Reynolds moved to approve a contract with Jeff Davis and Four Star Rodeo to produce the PRCA Rodeo for the 2024 Fair for an amount NTE \$40,700. Director Wright seconded the motion; the motion passed unanimously.

**DISCUSSION AND POSSIBLE ACTION TO APPROVE TENT RENTAL, INSTALLATION, AND EQUIPMENT FOR THE SYLVIA ZERBINI'S LEBERTE, A CAVALIA EXPERIENCE DURING THE 2024 FAIR NTE \$55,000:**

COO Daly reported that this was the best pricing available for the ¾ acre tent that is required for this event.

Director Wright moved to approve the tent rental, installation, and equipment for the Sylvia Zerbiní's Leberte, a Cavalia Experience during the 2024 Fair for an amount NTE \$55,000. Director Bowen seconded the motion; the motion passed unanimously.

**DISCUSSION AND POSSIBLE ACTION REGARDING TO APPROVE A CONTRACT WITH JANE ENGDAHL TO SCHEDULE ALL THE SPECIAL EVENTS, PRODUCE THE FAIR MAGAZINE AND OTHER DUTIES FOR THE 2024 SONOMA COUNTY FAIR AT A NTE AMOUNT OF \$48,000:**

This item was already approved at the November 21, 2023 Full Board Meeting.

**No Action taken.**

**UPDATE ON FAIR ENTERTAINMENT & ACTIVITIES AT THE 2024 SONOMA COUNTY FAIR:**

Special Events Coordinator Engdahl reported that the grounds acts for this year are going to be the best ever! Engdahl stated that many of the acts are not from the West coast and therefore never before seen in this area. Engdahl added that she had found a petting zoo that will also provide pony rides.

**No Action taken.**

**REQUEST FOR FUTURE AGENDA ITEMS:**

- Open early one day during Fair for patrons with unique needs

**There being no further business, Director Bowen moved to adjourn the meeting at 5:09 p.m., seconded by Director Quandt; the motion passed unanimously.**

Sonoma County Fair  
**DRAFT Minutes of the**  
**Competitive Exhibits, Agriculture and Educational Exhibits Committee Meeting**  
Tuesday, February 6, at 5:00 p.m.  
Administration Building, Board Room

Directors Present: Chair, Annette O'Kelley; Vice-Chair, Rocco Cunningham; Marilyn Herzog, Marcia Mickelson, Stacey Powers

Directors Absent: Alma Bowen

Other Directors Present: None.

Others Present: Becky Bartling, Matt Daly, Hope Marshall, Bella Adams, Jennifer Herrera, Greg Duncan

The meeting was called to order by Chair Annette O'Kelley at 5:00 PM

Approval Of Agenda:

Director Powers moved to approve the agenda; Director Cunningham seconded the motion; the motion passed unanimously.

Public Comments:

None.

Discussion & Possible Action: Consolidate Fair & Harvest Fair ag award programs:

The Harvest Fair Board made the decision to give their awards program to the Sonoma County Fair board because they believe it is a better venue for presenting the awards. The committee discussed how the new awards could be consolidated with the current awards program. Director Cunningham moved to approve consolidating the Harvest Fair awards program with the County Fair awards program; Director Herzog seconded the motion; motion passed unanimously.

Discussion & Possible Action Steer Breed divisions for 2025:

Bella Adams presented the proposed new steer divisions which eliminate the Charolais division and divide the Crossbred division into "All Other Color Crossbred" and "Black Crossbred" divisions. Director Mickelson moved to approve the proposed steer divisions; Director Cunningham seconded the motion; motion passed unanimously.

Discussion And Possible Action: Recommendation to the full board for a sponsorship proposal of the Flower Show from Sonoma Clean Power at \$20,000 annually for 3 years:

Becky Bartling shared that Sonoma Clean Power would like to be the presenting sponsor of the Flower Show at \$20,000 annually for 3 years. Bartling informed the board that Sonoma Clean Power would like to increase their support of the fair. Director Herzog moved to approve the recommendation to the full board for a sponsorship proposal of the Flower Show from Sonoma Clean Power at \$20,000 annually for three years; Director Mickelson seconded the motion; motion passed unanimously.

Hat Day Update:

Director Powers gave an update on Hat Day planning. Hat Day is scheduled for August 10<sup>th</sup>, 12pm-3pm. 200 tickets will be sold. Powers will meet with staff to discuss logistics and location of the event.

Rodeo Queen Update:

Director Powers gave an update on the Rodeo Queen competition. The application will close in early April. A coronation will be held at Director Power's house on May 4<sup>th</sup>. There is currently one applicant, but the committee is working to promote the competition and get more participation.

Junior Livestock Auction Payment Policy Update:

Cyndy Dalbeck reported that Exchange Bank has offered the Fair a \$500,000 bridge loan to support paying the exhibitors in a timely manner. Staff will work to collect all payments within 10 days of the auctions.

Staff Report:

- 2023 JLA Summary & Receivable Update – Four people still have outstanding JLA bills, the total outstanding balance is \$3,968.21.
- Custom Hog Auction/Donation Program – Staff met with the Redwood Empire Food Bank and Farm Bureau to create a donation program for the market hog auction. Buyers will now have the opportunity to donate the pig to the Food Bank. The hog auction will be a 100% custom auction with the option to donate, no resale will be available.
- Exhibits & JLA Marketing/Publicity – Hope Marshall met with Tanya Henry, the publicist for the Harvest Fair, to discuss working with exhibits staff to publicize the exhibits program and the livestock auctions to encourage participation.
- 2024 Livestock Judge contracts are being sent out.
- Steer Pre-Registration – The pre-registration is scheduled for April 14<sup>th</sup>. Cattlewomen have confirmed that they will be present with an educational table to engage the exhibitors. Dr. Cantor is scheduled to be the vet on grounds. Jim Vietheer is confirmed to be the official breed caller.
- Flower Show Scholarship Update – The Flower Show Scholarship application will be updated to clarify award amounts. Staff will communicate with Christine Margetts regarding condensing the interviews for the Arthur “Big Boy” & Catherine “Honey” Kunde scholarship with the Flower Show scholarship. The judges on the interview panel will be: Marilyn Herzog, Stacey Powers, Rocco Cunningham, and Christine Margetts. Annette O’Kelley will be an alternate judge.

Request For Future Agenda Items:

- Ag Awards Program
- Flower Show Scholarship
- Junior Livestock Auction Payment Policy Update

Adjournment:

Director Cunningham moved to adjourn the meeting at 6:18 p.m., Director Powers seconded the motion, motion passed unanimously.

Sonoma County Fair & Exposition, Inc.  
**DRAFT Minutes of the**  
**Buildings and Grounds Committee Meeting**  
Thursday – March 7, 2024 at 4:30 p.m.

**VOTING-DIRECTORS PRESENT:** Rob Muelrath, Chair; Teejay Lowe, Vice Chair; Neysa Hinton, Hugo Mata, Annette O’Kelley

**VOTING-DIRECTORS ABSENT:** Rocco Cunningham

**NON-VOTING DIRECTORS PRESENT:** None

**OTHERS PRESENT:** Becky Bartling, Matt Daly, Isaac Gentry, Jennifer Herrera, Cyndy Dalbeck, David of Sonoma County Hot Air Balloon Classic, Eric Sangervasi of Redwood Gospel Mission, Scott Lawrence of Sonoma Clean Power, Jennifer Beretta of Redwood Empire Holstein Association, Gena Burgess of Sonoma Marin Rush Riders

The meeting was called to order by Chair Muelrath at 4:31 p.m.

**APPROVAL OF AGENDA:**

**Director Mata moved to approve the agenda; Director O’Kelley seconded the motion; the motion passed unanimously.**

**PUBLIC COMMENTS (not related to the agenda):**

None

**DISCUSSION AND POSSIBLE ACTION REGARDING MOVING FAIRGROUNDS POWER USE TO SONOMA CLEAN POWER:** A presentation was given by Scott Lawrence, Account Manager for Sonoma Clean Power. Handouts of the Fair’s electrical service, usage, and rate were provided showing potential savings with Sonoma Clean Power.

**Director Mata moved to approve the recommendation to move the Fairground's power use to Sonoma Clean Power with meter readings; Director Hinton seconded the motion; the motion passed unanimously.**

**DISCUSSION AND POSSIBLE ACTION REGARDING FEBRUARY 2024 INTERIM FINANCIAL REPORTS:**

COO Daly reviewed the February 2024 interim financials, noting that we are doing better than what we budgeted for up to date. There is a pretty full schedule of events booked for March and April. **No action taken.**

**DISCUSSION AND POSSIBLE ACTION REGARDING MARCH-APRIL 2024 INTERIM EVENTS SCHEDULE:**

COO Daly reviewed the list of March-April 2024 interim events. **No action taken.**

**DISCUSSION AND POSSIBLE ACTION REGARDING RENT CONSIDERATION REQUEST FROM SANTA ROSA CITY SCHOOLS FOR A CAREER DAY IN THE HALL OF FLOWERS ON APRIL 4, 2024:**

COO Daly reported a request for rent consideration for Santa Rosa City Schools to host a Career Day for 8<sup>th</sup> grade students. In addition to renting the facility, they will be renting tables, chairs, pipe and drape, etc. This is a great opportunity to create a partnership and market the Fair to the local youth.

**Director Lowe moved to approve granting the rent consideration request for the Hall of Flowers, to waive the facility rent with full reimbursement to the Fair of equipment and labor to the Santa Rosa City Schools for their Career Day on April 4, 2024 with the discretion given to Fair staff to create a partnership to benefit both organizations; Director Mata seconded the motion; the motion passed unanimously.**

**DISCUSSION AND POSSIBLE ACTION REGARDING RENT CONSIDERATION FOR USE OF CATTLE BARN 1 & JAMISON RING FOR A REDWOOD EMPIRE HOLSTEIN SHOW ON APRIL 21, 2024:**

Jennifer Beretta of Redwood Empire Holstein Association presented the details of the rent consideration request and the event they would like to host which has been in Petaluma for over 20 years. They would like to move this over to the Sonoma County Fairgrounds this year and moving forward. The event is a show for the junior dairy members in the north coast to help encourage members to practice with their animals before county shows and getting the younger children to participate as a bridge into 4H.

**Director Lowe moved to approve the rent consideration request to reduce the facility rental to 40% of the rental price with full reimbursement to the Fair of equipment and labor to the Redwood Empire Holstein Association; Director Mata seconded the motion; the motion passed unanimously.**

**DISCUSSION AND POSSIBLE ACTION REGARDING REQUEST FOR RENT CONSIDERATION, FROM SONOMA MARIN RUSH RIDERS (CGAD45), FOR USE OF CHRIS BECK ARENA FOR A GYMKHANA HORSE SHOW ON MAY 18 & 19, 2024**

Gena Burgess of Sonoma Marin Rush Riders presented the details of the rent consideration request and the event they would like to host for the second time and would like to keep this event at the Sonoma County Fairgrounds. The event allows Western Equine Sports in Sonoma and Marin Counties alive, and to raise money for the First Responders Resiliency Center.

**Director Hinton moved to approve the rent consideration request to reduce the facility rental to 40% of the rental price with full reimbursement to the Fair of equipment and labor to the Sonoma Marin Rush Riders with the agreement to provide a member email list to the fairgrounds and to promote the Wine Country Rodeo Queen Contest; Director Howe seconded the motion; the motion passed unanimously.**

**DISCUSSION AND POSSIBLE ACTION REGARDING LETTER OF REQUEST FROM REDWOOD GOSPEL MISSION FOR THEIR ANNUAL GREAT THANKSGIVING BANQUET ON NOVEMBER 27, 2024:**

Eric Sangervasi represented the Redwood Gospel Mission for the rent consideration request and the Great Thanksgiving Banquet event they would like to host on November 27<sup>th</sup>, set up beginning November 25<sup>th</sup>, 2024. The event benefits the poor and needy of Sonoma County during the Thanksgiving holiday.

**Director O'Kelley moved to grant rent consideration NTE \$7718.752 which includes facility rental fee for Grace, Garden, Finley, Kraft, Garrett and Showcase Kitchen with full**

reimbursement to the Fair for all equipment, labor, and outside areas. Director Lowe seconded the motion; the motion passed unanimously.

**DISCUSSION AND POSSIBLE ACTION REGARDING A PARTNERSHIP WITH SONOMA COUNTY HOT AIR BALLOON CLASSIC ORGANIZATION TO PRODUCE A 2-DAY HOT AIR BALLOON FESTIVAL ON JULY 13 & 14, 2024:**

COO Daly reported the Fair has come into a partnership with Sonoma County Hot Air Balloon Classic organization to host a 2-day Hot Air Balloon Festival with a parking trade out for \$3-\$4 per ticket sale. Food and alcohol revenue will go to the Fair and Merchandise will go to the Sonoma County Hot Air Balloon Classic Organization.

Director Howe moved to approve the partnership with Sonoma County Hot Air Balloon Classic to produce the Balloon Festival on July 13&14, 2024; Director O’Kelley seconded the motion; the motion passed unanimously.

**DISCUSSION AND POSSIBLE ACTION REQUESTING CAPITAL IMPROVEMENTS FOR 2023 AND 2024 FROM OAKVIEW GROUP (OVG):**

CEO Bartling reported OVG will be purchasing container bars as part of the \$50,000 capital improvements. This discussion will be tabled for the next meeting. **No action taken.**

**DISCUSSION AND POSSIBLE ACTION REGARDING THE 2025 DATES OF JUNE 20, 21 & 22 FOR THE COUNTRY SUMMER MUSIC FESTIVAL:**

The Country Summer Music Festival would like to move away from hosting the event during Father’s Day weekend. They are requesting to move to the following weekend, June 20, 21, and 22, beginning in 2025.

Director Lowe moved to approve the dates with permission for staff to work out the hard proposal; Director Mata seconded the motion; the motion passed unanimously.

**DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF A NEW FLATBED TRUCK AT A NOT TO EXCEED THE AMOUNT OF \$32,500:**

Director Lowe moved to approve the purchase of a new flatbed truck NTE \$40,000; Director O’Kelley seconded the motion; the motion passed unanimously.

**UPDATE ON ACTIVITIES AROUND THE FAIRGROUNDS:**

CEO Bartling shared information regarding the Living Wage Ordinance that Sonoma County has and wants to enforce it on temporary staff, including those who are here during the Fair only, for 11 days. This also includes raising the minimum wage from \$18 per hour to \$22-23 per hour. This has not happened yet, it is in discussions with the Board of Supervisors. We would like to avoid it, at least, enforcing it to our Fair Vendors.  
**No action taken.**

**REQUEST FOR FUTURE AGENDA ITEMS:**

- Discussion and possible action capital improvements for 2023 and 2024 from Oakview Group (OVG)

There being no further business, Director Howe moved to adjourn the meeting at 6:01 p.m.; Director Mata seconded the motion; the motion passed unanimously.



**Sonoma County Fair  
Minutes of the  
Budget & Finance Committee Meeting  
January 20, 2024 4:30 PM**

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**DIRECTORS PRESENT:** Stacey Powers, Sharon Wright, Marilyn Herzog, Hugo Mata

**DIRECTORS ABSENT:** Marcia Mickelson, Neysa Hinton

**CALL TO ORDER:** The meeting was called to order by Director Mata at 4:37 p.m.

**APPROVAL OF THE AGENDA:**

Attachment #5 included by addendum. Agenda date corrected to January 20<sup>th</sup>, by addendum. Director Wright moved to approve the agenda, as amended; Director Powers seconded the motion; the motion passed unanimously.

**PUBLIC COMMENTS:** None

**UPDATE ON BUDGET APPROVAL BY COUNTY BOS:** CFO Dalbeck discussed the budget approval process and noted that we are set to present to the Sonoma County BOS on March 5<sup>th</sup>, 2024. No action taken.

**UPDATE ON SONOMA COUNTY LWO AND BOARD OF SUPERVISORS INTENT TO APPLY TO SONOMA COUNTY FAIR:** CEO Bartling discussed the Sonoma County Living Wage Ordinance (LWO) and the possibility of the Sonoma County BOS including the Fairgrounds in the LWO. The Sonoma County BOS is set to meet again and further the discussion on March 26<sup>th</sup>, 2024. No action taken.

**UPDATE ON CORPORATE RESOLUTION TO OPEN A MONEY MARKET ACCOUNT AT EXCHANGE BANK:** CFO Dalbeck discussed the approval of a corporate resolution by the Sonoma County Fair Board to open a money market account at Exchange Bank. No action taken.

**DISCUSSION AND POSSIBLE ACTION REGARDING DRAFT FINANCIAL STATEMENTS FOR THE PERIOD ENDING DECEMBER 31, 2023:**

CFO Dalbeck discussed the results of operations for the period ended December 31, 2023 (Attachment #1). Director Powers moved to accept the draft December 2023 financial statements, as presented. Director Herzog seconded the motion. The motion passed unanimously.

**DISCUSSION AND POSSIBLE ACTION REGARDING DRAFT FINANCIAL STATEMENTS FOR THE PERIOD ENDING JANUARY 31, 2024:**

CFO Dalbeck discussed the results of operations for the period ended January 31, 2024 (Attachment #2). Director Powers moved to accept the draft January 2024 financial statements, as presented. Director Herzog seconded the motion. The motion passed unanimously.

**REVIEW DETAIL OF US BANK CREDIT CARD CHARGES PAID DECEMBER 2023:**

CFO Dalbeck discussed the payments made on the US Bankcard during the month of December 2023 (Attachment #3). No action taken.

**REVIEW DETAIL OF US BANK CREDIT CARD CHARGES PAID JANUARY 2024:**

CFO Dalbeck discussed the payments made on the US Bankcard during the month of January 2024 (Attachment #4). No action taken.

**REVIEW OF DRAFT DECEMBER 2023 HARVEST FAIR FINANCIAL STATEMENTS:** CFO Dalbeck discussed the results of operations for the period ended December 31, 2023(Attachment #5). No action taken.

**DISCUSSION AND POSSIBLE ACTION TO APPROVE REQUEST TO APPLY FOR A BRIDGE LINE OF CREDIT WITH EXCHANGE BANK FOR BALANCE OF JLA PAYMENTS 2 WEEKS POST FAIR. AT AN AMOUNT NOT TO AMOUNT NOT EXCEED \$500,000:** CFO Dalbeck discussed the ability to apply for a bridge line of credit from Exchange Bank to cover the balance of JLA payments post fair. No action taken.

**DISCUSSION AND POSSIBLE ACTION TO APPROVE CONTRACT WITH MICHAEL MARGETTS FOR ADDITIONAL ADMINISTRATIVE SUPPORT OF 2024 RACE SEASON MEET AND ACCOUNTING. AT AN AMOUNT NOT TO EXCEED \$36,000. CONTRACT TO BEGINNING MARCH 2024:** CFO Dalbeck discussed a proposed contract (Attachment #6) for Michael Margetts to provide administrative support for the 2024 racing season. Contract NTE \$36,000. Director Herzog moved to accept the contract, as presented. Director Powers seconded the motion. The motion passed unanimously.

**REQUEST FOR FUTURE AGENDA ITEMS:**

1. Discussion and possible action to approve Exchange Bank bridge line of credit for balance of JLA payment post Fair.

There being no further business, Director Mata moved to adjourn the meeting at 5:22 p.m. Director Herzog seconded the motion; the motion passed unanimously.

\*Records are on file in the Administration Office.

**INTERIM REVENUE - February 1-29, 2024**  
(Prepared for March 19, 2024 Full Board Meeting)

**ATTACHMENT #1**

FEBRUARY - Event Name	Event Type	Facility Rented	Rental	Parking	Food	Alcohol	*2024	2023	
RV Park	RV Sites	RV Park	\$64,024.50				\$64,024.50	\$71,106.72	
Redwood Empire Gymnastics	Gymnastics Tournament	Grace Pavilion & Saralee	\$27,021.00	\$13,305.00	\$1,500.00		\$41,826.00		
Sonoma County Farm Bureau	Crab Feed	Grace, HOF, Showcase & Annex	\$22,193.25				\$22,193.25	\$14,535.75	
McAllister Motorsports	Indoor Flat Track Racing	Grace Pavilion	\$13,951.52	\$2,750.00	\$785.19	\$2,069.97	\$19,556.68	\$13,215.28	
Redwood Empire Coin Club	Coin Show	Finley Hall	\$8,352.00	\$1,905.00	\$317.55		\$10,574.55	\$11,560.00	
Management of SR Vet's	Facility Management	Vet's Building	\$10,000.00				\$10,000.00	\$10,000.00	
Hot Productions	Hot Tub & Swim Spa Sale	Garrett Building	\$7,225.00				\$7,225.00		
Tayman Park Golf Group	Golf Course	Golf Course	\$6,878.47				\$6,878.47	\$6,687.98	
English Cocker Spaniel Club	Dog Agility Trials	Lyttle Cow Palace	\$4,912.50	\$1,600.00			\$6,512.50	\$6,294.00	
County-Wide Dog Training Club	Dog Agility Trials	Lyttle Cow Palace	\$4,481.25	\$1,140.00			\$5,621.25	\$4,743.00	
Vizsla Club	Dog Agility Trials	Lyttle Cow Palace	\$4,312.50	\$1,060.00			\$5,372.50	\$4,866.00	
Department of Health Service, So. Co. Animal Services	Emergency Boarding of Fowl	Poultry Barn	\$5,000.00				\$5,000.00		
Wine Competitions Management & Productions	LA Times	Grandstands & Showcase	\$4,856.25				\$4,856.25	\$3,511.00	
The Bay Team	Dog Agility Trials	Lyttle Cow Palace	\$3,656.25	\$810.00			\$4,466.25	\$3,560.00	
Verizon	Telecom Site	Near Maintenance Yard	\$2,652.25				\$2,652.25	\$2,575.00	
North Bay Carmart, LLC	Carmart	Brookwood Lot	\$2,307.50				\$2,307.50	\$2,433.25	
Golden State Gay Rodeo Assn.	Barrel Racing Practice	Lyttle Cow Palace	\$1,764.00				\$1,764.00	\$948.50	
SRMT	Motorcycle Training & Annual Storage	Brookwood Lot	\$1,400.00				\$1,400.00	\$1,712.00	
Board of Supervisors/County Administrator's Office	Roundtable Meeting	Saralee Barn	\$630.00				\$630.00	\$961.50	
Chevento Mobile Window Tinting	Window Tinting	Brookwood Lot	\$550.00				\$550.00	\$500.00	
							n/a	\$64,974.54	
*Gross Revenue includes security and insurance, which are reimbursed expenses								\$223,410.95	\$224,174.52
**Note: Events not returning in 2024: COVID Trailers (\$34,700), Mexican Dance (\$25,977.54), Grape Growers (\$3,847), County Exam (\$450)									
							<b>2022</b>		
							<b>\$224,837.34</b>		



## INTERIM EVENTS

March 1 thru April 30, 2024

(Prepared for March 19, 2024 Full Board Meeting)

### MARCH

- 1-4 – American Supercamp Motorcycle Training (LCP)
- 1-31 – Animal Control Emergency Boarding of Fowl (Poultry Barn)
- 2-3 – Just Between Friends Kids' & Maternity Consignment Sale (Grace)
- 5 – SCOE Steam Showcase (Saralee/Finley/Kraft/Showcase)
- 8 – Mexican Dance (Grace)
- 8 – Golden State Gay Rodeo, Barrel Racing Practice (LCP)
- 9 – North Bay Science Discovery Day (Saralee/Finley/Garrett/Kraft/HOF/Annex)
- 12-13 – Farm Bureau Ag Days (LCP/Saralee/Finley/Cattle Barns/Showcase)
- 15-18 – Jurassic Quest (Grace/HOF/Shade Park)
- 16-17 – The Bay Team Dog Agility Trials (LCP)
- 20 – Dept. of Rehabilitation/State of CA Job & Resource Fair (Garrett/Kraft)
- 20 – Golden State Gay Rodeo, Barrel Racing Practice (LCP)
- 21 – County Exam (Finley)
- 23-24 – Interscholastic Equestrian Horse Show (LCP/Horse Barns)
- 24 – Artisan Cheese Festival (Grace/Showcase Kitchen)
- 24 – Interscholastic Equestrian Horse Awards Banquet (Saralee)
- 24 – Empire Sports Car Assn. Autocross (B-Lot)
- 26-27 – Salmonid Restoration Federation Conference (Saralee/Finley)

Car Mart / Chevento Mobile Window Tinting / Motorcycle Training

### APRIL

- 1-30 – *Animal Control Emergency Boarding of Fowl (Poultry Barn)*
- 2 – Tuesday Night Bike Races (Concourse)
- 2-3 – Press Democrat North Coast Wine Challenge Judging (Showcase Café)
- 3 – Golden State Gay Rodeo, Barrel Racing Practice (LCP)
- 4 – SRCS Career Day (HOF)
- 6 – Battle of the Brews (Grace Pavilion/Showcase)
- 6-7 – Bay Area Fox Trotters (LCP)
- 7 – Operating Engineers BBQ (Saralee)
- 7 – Cycle Cart Event (B-Lot)
- 9 – Tuesday Night Bike Races (Concourse)
- 13 – Mexican Dance (Grace Pavilion) - **CANCELLED**

## **APRIL (cont.)**

10-14 – Hispanic Church Services (Garrett/Kraft/Annex)

14 – *Steer Weigh-in (Sheep Ring)*

17 – North Bay Business Journal 40 Under 40 Event (Saralee)

17 – Circus on Ice (HOF)

18 & 20 – Phase Four Film “Under the Lights” (Jockey Club/B-Lot)

19-21 – Gem Faire (Grace Pavilion)

19-21 – Big Bounce America (Carnival Lot)

20 – Exotic Bird Mart (Finley)

21 – Miss Quince Y Novias Expo (HOF)

23 – Tuesday Night Bike Races (Concourse)

24 – Golden State Gay Rodeo, Barrel Racing Practice

25 – *Rincon Valley Union School Dist. 6<sup>th</sup> Grade Robotics Event (Finley Hall)*

26-28 – Gymnastics Tournament (Grace Pavilion/Saralee)

27 – Dairy Princess Contest (Garrett/Showcase Kitchen)

27-28 – Spring Home Show (HOF/Mexican Village)

Car Mart / Chevento Mobile Window Tinting / Motorcycle Training



P.O. Box 1030, Santa Rosa, CA 95402

February 28, 2024

Becky Bartling, CEO and  
Cyndy Dalbeck, CFO  
Sonoma County Fair Association  
1350 Bennet Valley Road  
Santa Rosa, CA 95404

Dear Becky and Cyndy,

I appreciate your taking the time to review the Fair's electrical service, usage, and rates. As you saw from the analysis I presented, the Fair has the opportunity to significantly reduce its overall electrical costs by simply selecting Sonoma Clean Power as its power generator, and by optimizing rates on qualified accounts.

### **About**

SCP serves the residents and businesses in Sonoma and Mendocino counties clean energy from more renewable resources, such as geothermal, wind, and solar. We're invested in the communities we live and work in. We deliver services that enhance quality of life through competitive pricing, improved air quality, and customer benefits. By changing the way our communities source energy, we're able to deliver customer programs that make a difference in everyone's life.

Powered by innovative thinking, SCP was formed to provide a choice beyond the for-profit, investor-owned utility (PG&E). Today, SCP is a model for community choice programs throughout California. By providing higher percentages of renewable energy that reduce greenhouse gas emissions, our customers are helping to solve the climate crisis at the local level.

### **Pricing**

Sonoma Clean Power's Board of Directors set prices so that most customers getting power generation through our local public agency enjoy a savings of seven percent (7%) over customers who receive bundled generation and distribution from PG&E.

### **Savings**

As you know, the Fair is currently getting bundled service from PG&E. Calculated on prices in effect today, the Fair would reduce its annual electric costs by 7.3%, or \$49,134 by opting into SCP generation service now. That's based on applying current pricing to the Fair's historical usage. SCP customers continue to have distribution services from PG&E.

Additionally, our detailed rate analysis indicated that several of the Fair's meters could be better served by optimizing the rate they're set to with PG&E. By optimizing every account, the annual rate savings could further reduce annual costs by \$35,347.

The combined power generator savings and rate optimization savings are projected to come to \$84,480 annually.

### **Easy**

Taking advantage of generation cost reductions is quite easy: simply let me know you want to opt into SCP's CleanStart service. There's nothing else for you to do: no meter changes, no contracts. The only commitment is that the Fair would need to remain with SCP service for one year. And while being an SCP customer, the Fair would be eligible to take advantage of the programs SCP offers.

### **Cleaner**

In addition to cost reductions and energy efficiency programs, the Fair would also get the benefit of reducing its greenhouse gas emissions and local carbon pollution. SCP's CleanStart is 91% carbon-free and 50% from renewable sources. SCP is locally grown and focused, and we support local renewable power generation.

Nearly nine out of ten eligible businesses and residences in the County are served by SCP. And we're proud to be celebrating our Ten-Year Anniversary in May, having met our reserves target ahead of schedule and by earning an investment grade credit rating of A.

### **Sponsorship**

SCP is also quite pleased to support our local communities with sponsorships that make an impact. And we're honored to be an ongoing and committed sponsor of the Sonoma County Fair since our formation in 2014.

### **Timing**

Now is the optimal time for the Fair to opt into SCP service due to NEM true-up in April. As you know, the majority of the Fair's solar generation accounts (billed as NEM) receive their true-up settlement from PG&E in April. It's best to continue that true-up timing and have all NEM accounts opt to SCP just after their April billing, allowing the Fair to receive the full value of the credits it earns through solar power generation.

I look forward to hearing from you soon. We'd be honored to have the Fair as an SCP customer.

Regards,  
Scott Lawrence  
Senior Commercial Accounts Manager

**Sonoma County  
Fair Association  
Electric Account Review**



February 28, 2024

Service ID	Account Id	Address	Location	NEM	Current rate	Meter #	Annual consumption in kWh	Savings on SCP generation	Potential rate change savings	Combined cost reductions
7621520444	7626769636	E/S Ball Park N/Allan Wy		NEM	B-1	1010273604	133,890	\$4,716	\$5,523	\$10,240
7623604244	7626769636	Aston Ave &	Meda Ave Zone 5 A	NEM	B-1	1006717480	5,117	\$185	\$0	\$185
7625122392	7626769636	Bennett Ave Zone 13		NEM	B-1	1009483956	33,399	\$1,186	\$0	\$1,186
7625209925	7626769636	Bennett Ave		NEM	B-1	1009505873	33,003	\$1,183	\$0	\$1,183
7626769002	7626769636	PO Box 1536			LS1-A					
7626769017	7626769636	Fairgrounds			B-1	1009076763	224			
7626769113	7626769636	1350 Bennett Valley Rd			B-1	1009504956	2,780	\$100		\$100
7626769124	8595785330	1350 Bennett Valley Rd		NEM	B-6	1010027236	75,440	\$2,671	\$378	\$3,050
7626769132	7626769636	Aston Ave			B-1	1004462702	25			
7626769139	8595785330	Bennett Ave Zone 20 H		NEM	B-6	1009884724	118,621	\$4,320	\$8,591	\$12,911
7626769208	7626769636	Aston Ave			B-1	1009505869	2,070	\$76		\$76
7626769253	7626769636	Brookwood Ave	N/Allen Way		B-1	1009124703	1,358	\$47	\$0	\$47
7626769339	7626769636	Fairgrounds			B-1	1009077886	266			
7626769361	7626769636	1350 Bennett Valley Rd			B-1	1009076765	9,913	\$346	\$192	\$539
7626769381	7626769636	Bennett Ave			B-1	1010857919	5,720	\$204		\$204
7626769516	7626769636	820 Brookwood Ave			B-1	1009076764	0			
7626769519	7626769636	1350 Bennett Valley Rd			B-1	1009504958	48,284	\$1,741		\$1,741
7626769565	7626769636	Fairgrounds	50 So Gate		B-1	1005764631	3,238	\$118	\$0	\$118
7626769570	7626769636	Brookwood Ave Zone 21			B-1	1009505867	31,755	\$1,134		\$1,134
7626769652	8595785330	1350 Bennett Valley Rd	@ Zone-17	NEM	B-6	1010034874	363,279	\$13,013	\$18,615	\$31,628
7626769666	7626769636	Aston Ave N			B-1	1009661775	889			
7626769677	8595785330	1350 Bennett Valley Rd		NEM	B-6	1010034893	-8,796	(\$379)	\$716	\$337
7626769737	7626769636	Brookwood Es/2Nd Pole	S/Bennett Vly Rd		B-1	1009124705	2,071	\$73		\$73
7626769816	8595785330	Fairgrounds Zone 15		NEM	B-6	1009884722	43,095	\$1,528	\$0	\$1,528
7626769836	8595785330	1350 Bennett Valley Rd		NEM	B-6	1009869041	-14,840	(\$531)	\$567	\$36
7626769843	7626769636	Fairgrounds			B-1	1009989350	2,516	\$89	\$0	\$89
7626769877	7626769636	Bennett Ave			B-1	1006725154	10,919	\$387		\$387
7626769878	7626769636	Fairgrounds			B-1	1009077888	249			
7626769895	7626769636	Fairgrounds			B-1	1009077889	229			
7626769903	8595785330	Bennett Val Rd @ Fair Grounds		NEM	B-6	1009884725	88,292	\$3,127	\$0	\$3,127
7626769909	7626769636	Brookwood Ave E/			B-6	5000122002	11,130	\$387		\$387
7626769960	8595785330	Fair Grounds		NEM	B-6	1009869066	5,761	\$208	\$197	\$406
7627357244	7626769636	1600 Meda Ave		NEM	B-10	1006708177	504,941	\$12,815		\$12,815
7627925170	7626769636	Linwood Ave		NEM	B-6	1009537734	10,246	\$389	\$566	\$955
<b>Totals</b>							<b>1,525,086</b>	<b>\$49,134</b>	<b>\$35,347</b>	<b>\$84,480</b>





P.O. Box 1030, Santa Rosa, CA 95402

March 13, 2024

Becky Bartling, CEO and  
Cyndy Dalbeck, CFO  
Sonoma County Fair Association  
1350 Bennet Valley Road  
Santa Rosa, CA 95404

Dear Becky and Cyndy,

RE: follow-up to Buildings and Grounds Committee meeting

I'm grateful to have had the opportunity to answer questions the committee members brought up last Thursday about how the Fair benefits from selecting Sonoma Clean Power as its electricity generation provider.

In response to some of those questions and requests, I've provided the following information that I believe the Board members will appreciate knowing in preparation for their meeting next Tuesday.

### **SCP Board**

As a publicly created agency, SCP is governed by a board of directors comprised of elected officials from our member cities, towns, and counties. They currently include:

- Lynda Hopkins, Chair, Sonoma County Supervisor 5<sup>th</sup> District
- Chris Rogers, City of Santa Rosa Councilmember
- Stephen Zollman, City of Sebastopol Vice Mayor
- Brian Barnacle, City of Petaluma, Councilmember
- Jackie Elward, City of Rohnert Park, Councilmember
- Patricia Farrar-Rivas, City of Sonoma, Vice Mayor
- Deb Fudge, Town of Windsor Councilmember
- Dan Gjerde, Mendocino County Supervisor Chair, 4th District
- Todd Lands, City of Cloverdale Mayor
- Sylvia Lemus, City of Cotati Councilmember
- Madge Strong, City of Willits, Councilmember

### **Total projected costs**

The cost analysis I provided earlier calculates annual savings for the Fair of \$49,134 from simply selecting Sonoma Clean Power as its power generator. That's the difference of the annual projection of \$675,227 in total power costs if the Fair remained as a bundled PG&E customer, versus \$626,093 under SCP generation. As you know this was the product of precise calculations for each of the thirty-four meters the Fair holds.

### **Proving savings broken into price components**

However, to provide even more transparency, and to show the proof of the calculations, I've supplied a simplified version using just one of the Fair's accounts that comprises a bulk of overall savings (see attachment). That comparison shows actual published prices broken out by seasons and time of use periods, and then applies them to historical usages for each period.

The pricing recently approved by SCP's Board targeted a total bill discount of 7% for most of our customers compared to those receiving bundled service from PG&E. The simple rate comparison shows that the generation-related costs for this one Fair account if left on bundled PG&E service is 2.4¢ per kilowatt-hour higher than if served by SCP generation. The total annual savings projected for this account with a net consumption of 504,941 kWh amounts to an annual savings of \$12,288 with SCP.

I look forward to hearing from you soon. We'd be honored to have the Fair as an SCP customer.

Regards,  
Scott Lawrence  
Senior Commercial Accounts Manager

Sonoma County Fair single account (#XXXXX57244) rate comparison (rates in effect 2/1/2024)

Line item	PG&E bundled per kWh	On SCP generation per kWh	Differentials	Usage in kWh	Cost reduction	PG&E Bundled	On SCP generation
<b>B-10 Peak Summer</b>							
Bundled	38.7¢	38.7¢					
Generation credit		-25.2¢					
PCIA credit		-0.8¢					
SCP generation		22.0¢					
PCIA		0.8¢					
FFS		0.1¢					
Total	<u>38.7¢</u>	<u>35.6¢</u>	3.1¢	48,653	\$1,493	\$18,826	\$17,333
			7.9%				
<b>B-10 Partial peak Summer</b>							
Bundled	32.5¢	32.5¢					
Generation credit		-19.0¢					
PCIA credit		-0.8¢					
SCP generation		16.2¢					
PCIA		0.8¢					
FFS		0.1¢					
Total	<u>32.5¢</u>	<u>29.9¢</u>	2.6¢	27,277	\$719	\$8,872	\$8,153
			8.1%				
<b>B-10 Off peak Summer</b>							
Bundled	29.3¢	29.3¢					
Generation credit		-15.7¢					
PCIA credit		-0.8¢					
SCP generation		13.2¢					
PCIA		0.8¢					
FFS		0.1¢					
Total	<u>29.3¢</u>	<u>26.9¢</u>	2.4¢	73,536	\$1,771	\$21,523	\$19,752
			8.2%				
<b>B-10 Peak Winter</b>							
Bundled	31.1¢	31.1¢					
Generation credit		-19.4¢					
PCIA credit		-0.8¢					
SCP generation		16.7¢					
PCIA		0.8¢					
FFS		0.1¢					
Total	<u>31.1¢</u>	<u>28.5¢</u>	2.5¢	83,603	\$2,119	\$25,973	\$23,854
			8.2%				
<b>B-10 Off peak Winter</b>							
Bundled	27.5¢	27.5¢					
Generation credit		-15.8¢					
PCIA credit		-0.8¢					
SCP generation		13.4¢					
PCIA		0.8¢					
FFS		0.1¢					
Total	<u>27.5¢</u>	<u>25.2¢</u>	2.3¢	261,823	\$5,983	\$72,051	\$66,068
			8.3%				
<b>B-10 Super off peak Winter</b>							
Bundled	23.9¢	23.9¢					
Generation credit		-12.2¢					
PCIA credit		-0.8¢					
SCP generation		10.0¢					
PCIA		0.8¢					
FFS		0.1¢					
Total	<u>23.9¢</u>	<u>21.9¢</u>	2.0¢	10,049	\$204	\$2,400	\$2,196
			8.5%				
Grand totals .....	29.6¢	27.2¢	2.4¢	504,941	\$12,288	\$149,644	\$137,357
			8.2%				



**ELECTRIC SCHEDULE B-10**  
MEDIUM GENERAL DEMAND-METERED SERVICE

Sheet 3

RATE:

Total bundled service charges shown on customers' bills are unbundled according to the component rates shown below. Direct Access (DA) and Community Choice Aggregation (CCA) charges shall be calculated in accordance with the paragraph in this rate schedule titled Billing.

**TOTAL BUNDLED TIME-OF-USE RATES**

	Secondary Voltage	Primary Voltage	Transmission Voltage
<u>Total Customer Charge Rates</u>			
Customer Charge (\$ per meter per day)	\$11.24275 (I)	\$11.24275 (I)	\$11.24275 (I)
<u>Total Demand Rates (\$ per kW)</u>			
Summer	\$21.41 (I)	\$20.72 (I)	\$14.20 (R)
Winter	\$21.41 (I)	\$20.72 (I)	\$14.20 (R)
<u>Total Energy Rates (\$ per kWh)</u>			
Peak Summer	\$0.38694 (I)	\$0.36374 (I)	\$0.26516 (I)
Part-Peak Summer	\$0.32525 (I)	\$0.30544 (I)	\$0.20842 (I)
Off-Peak Summer	\$0.29268 (I)	\$0.27460 (I)	\$0.17835 (I)
Peak Winter	\$0.31067 (I)	\$0.29088 (I)	\$0.21211 (I)
Off-Peak Winter	\$0.27519 (I)	\$0.25724 (I)	\$0.17928 (I)
Super Off-Peak Winter	\$0.23885 (I)	\$0.22090 (I)	\$0.14294 (I)
<u>PDP Rates (Consecutive Day and Five-Hour Event Option)</u>			
<u>PDP Charges (\$ per kWh)</u>			
All Usage During PDP Event	\$0.90	\$0.90	\$0.90
<u>PDP Credits Energy (\$ per kWh)</u>			
Peak Summer	(\$0.08103) (R)	(\$0.08103) (R)	(\$0.08103) (R)
Part-Peak Summer	(\$0.02807) (R)	(\$0.02807) (R)	(\$0.02807) (R)

\* See PDP Details, section g, for corresponding reduction in PDP credits and charges if other option(s) elected.

(Continued)

Advice 7116-E  
Decision

Issued by  
**Shilpa Ramaiya**  
Vice President  
Regulatory Proceedings and Rates

Submitted  
Effective  
Resolution

December 29, 2023  
January 1, 2024



**ELECTRIC SCHEDULE B-10**  
MEDIUM GENERAL DEMAND-METERED SERVICE

Sheet 5

RATES (Cont'd):

**UNBUNDLING OF TOTAL RATES (Cont'd)**

Energy Rate by Components (\$ per kWh)	Secondary Voltage		Primary Voltage		Transmission Voltage	
<b>Generation:</b>						
Peak Summer	\$0.25174	(I)	\$0.23098	(I)	\$0.20509	(I)
Part-Peak Summer	\$0.19005	(I)	\$0.17268	(I)	\$0.14835	(I)
Off-Peak Summer	\$0.15748	(I)	\$0.14184	(I)	\$0.11828	(I)
Peak Winter	\$0.19369	(I)	\$0.17635	(I)	\$0.15204	(I)
Off-Peak Winter	\$0.15821	(I)	\$0.14271	(I)	\$0.11921	(I)
Super Off-Peak Winter	\$0.12187	(I)	\$0.10637	(I)	\$0.08287	(I)
<b>Distribution**:</b>						
Summer	\$0.09154	(I)	\$0.08990	(I)	\$0.01975	(I)
Winter	\$0.07332	(I)	\$0.07167	(I)	\$0.01975	(I)
<b>Transmission Rate Adjustments*</b> (all usage)	(\$0.00016)	(R)	(\$0.00016)	(R)	(\$0.00016)	(R)
<b>Public Purpose Programs</b> (all usage)	\$0.02529	(I)	\$0.02463	(I)	\$0.02262	(I)
<b>Competition Transition Charge</b> (all usage)	\$0.00102	(I)	\$0.00102	(I)	\$0.00102	(I)
<b>Energy Cost Recovery Amount</b> (all usage)	(\$0.00003)	(I)	(\$0.00003)	(I)	(\$0.00003)	(I)
<b>Nuclear Decommissioning</b> (all usage)	(\$0.00259)	(R)	(\$0.00259)	(R)	(\$0.00259)	(R)
<b>Wildfire Fund Charge</b> (all usage)	\$0.00561	(I)	\$0.00561	(I)	\$0.00561	(I)
<b>New System Generation Charge</b> (all usage)**	\$0.00476	(I)	\$0.00476	(I)	\$0.00476	(I)
<b>California Climate Credit</b> (all usage)***	\$0.00000		\$0.00000		\$0.00000	
<b>Wildfire Hardening Charge</b> (all usage)	\$0.00216		\$0.00202		\$0.00149	
<b>Recovery Bond Charge</b> (all usage)	\$0.00528		\$0.00528		\$0.00528	
<b>Recovery Bond Credit</b> (all usage)	(\$0.00528)		(\$0.00528)		(\$0.00528)	
<b>Bundled Power Charge Indifference Adjustment</b> (all usage)****	\$0.00760	(R)	\$0.00760	(R)	\$0.00760	(R)

\* Transmission, Transmission Rate Adjustments, and Reliability Service charges are combined for presentation on customer bills.

\*\* Distribution and New System Generation Charges are combined for presentation on customer bills.

\*\*\* Only customers that qualify as Small Businesses – California Climate Credit under Rule 1 are eligible for the California Climate Credit.

\*\*\*\* Direct Access, Community Choice Aggregation and Transitional Bundled Service Customers pay the applicable Vintaged Power Charge Indifference Adjustment. Generation and Bundled PCIA are combined for presentation on bundled customer bills.

(Continued)

Advice 7116-E  
Decision

Issued by  
**Shilpa Ramaiya**  
Vice President

Submitted  
Effective  
Resolution

December 29, 2023  
January 1, 2024

## B-10, Medium General Service (4 P.M. to 9 P.M. Peak)

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**Summer** - Service from June 1 through September 30

	<b>Secondary</b>	<b>Primary</b>	<b>Transmission</b>
Peak	\$0.217/kWh	\$0.20054/kWh	\$0.18195/kWh
Part-Peak	\$0.15839/kWh	\$0.14514/kWh	\$0.12804/kWh
Off-Peak	\$0.12745/kWh	\$0.11585/kWh	\$0.09948/kWh

**Winter** - Service from October 1 through May 31

	<b>Secondary</b>	<b>Primary</b>	<b>Transmission</b>
Peak	\$0.16276/kWh	\$0.14954/kWh	\$0.13155/kWh
Off-Peak	\$0.12905/kWh	\$0.11759/kWh	\$0.10036/kWh
Super Off-Peak	\$0.09453/kWh	\$0.08307/kWh	\$0.06584/kWh

### Time of Use Periods:

**Summer** - Service from June 1 through September 30

Peak	4 P.M. to 9 P.M. every day*, including weekends and holidays**
Part-Peak	2 P.M. to 4 P.M. and 9 P.M. to 11 P.M. every day*, including weekends and holidays**
Off-Peak	All other hours

**Winter** - Service from October 1 through May 31

Peak	4 P.M. to 9 P.M. every day*, including weekends and holidays**
Off-Peak	All other hours
Super Off-Peak	9 A.M. to 2 P.M. every day* March, April, and May only

**Sonoma County Event Center**

*Sonoma County Fair and Exposition Inc. is a non-profit enterprise that serves as a multi-use facility and event center. Our focus is on agriculture education, economic development and entertainment. We also strengthen our community by being an asset at the ready for emergency conditions in the North Bay region.*

**Request for Rent Consideration Policies and Procedures**

- 1) All requests for rent consideration will be reviewed and acted upon by the Sonoma County Fair Board of Directors.
- 2) Proposals will only be accepted from non-profit organizations requesting rent considerations for events that provide a community benefit and/or has an educational focus. The event must be free to the public.
- 3) Only written requests will be accepted and must be submitted at least two months in advance of the requested facility use. Even if an organization has received consideration in the past, the organization must submit a request for any rent consideration.
- 4) Should fee consideration be granted, all direct costs realized by the Sonoma County Fair will be charged. These fees may be estimated and could include:
  - Heat
  - Utilities (water, gas and electricity)
  - Set-up, teardown and cleaning
  - Use or call-outs of Fair Staff outside of regularly scheduled work hours
  - Cost of moving equipment
  - Gate staffing
  - False Alarms
- 5) Waiver or reduction of rental fees for the use of the electronic signboard and the marquee will not be considered.

**Organization Name:** Santa Rosa City Schools

**Contact Name/Phone/Email:** Debi Cardozo/707-293-6558/dcardozo@srcs.k12.ca.us

**Rent Wavier or Reduction Consideration Request:**

- 1) The mission of the organization:

Santa Rosa City School ensures equitable access to a transformative educational experience grounded in the assets of our students, staff, and community. We nurture the whole student in an engaging, challenging, and safe environment. We recognize and value each student's individuality and our community's cultural wealth.

- a.  Yes  No: We are a non-profit organization
- b.  Yes  No: Our mission is of benefit to the community and/or educational focus

- 2) The date(s) you are requesting the use of the facility: April 4, 2024
- 3) Alternative date(s) you will accept if your first choice is not available (weekday requests are more likely to be granted than are weekends). \_\_\_\_\_

**ATTACHMENT # 4**

4) The purpose of the event:

The event is a Career Day for 8<sup>th</sup> grade students. The district is committed to preparing students to be ready for postsecondary success, and we are looking forward to providing this opportunity for our students to learn more about their options.

5) An estimate of how many people will be served: 1400 8<sup>th</sup> Grade Students

6) Information about rent consideration provided by the Event Center in the past:

Santa Rosa City Schools received a reduced rate for a College and Career Day/District Showcase in 2015.

7) What type/amount of rent consideration are you requesting?

A reduced rental rate for the Hall of Flowers would be greatly appreciated.

8) Any other pertinent information?

To ensure access to this opportunity for all students, the Career Day will be held during the school day from 9-12:30. Santa Rosa City Schools (SRCS) does not have a space available during the school day that is large enough to hold this event for students. In addition to renting a facility to house the Career Day, the district will also be renting other items from the SCF (tables, chairs, pipe/drape, etc.) for the event. SRCS is also covering costs associated with providing students transportation to and from the event and materials and supplies for pre and post Career Day activities to ensure students come prepared to engage with industry and reflect on next steps to achieve career goals. We are also assisting students with making connections to Career Technical Education Program offerings in our high schools and post-secondary opportunities in our region. We are inviting industry and community partners from multiple sectors to be a part of the event to build awareness of career opportunities in our county. Thank you for your consideration!

For Board of Directors' Use

Board Meeting Agenda Date: \_\_\_\_\_

Decision: \_\_\_\_\_ Grant      \_\_\_\_\_ Not Approved

Comments: \_\_\_\_\_

Approved: \_\_\_\_\_  
Fair Board President Signature

**Please email completed form to: [dtownsend@sonomacountyfair.com](mailto:dtownsend@sonomacountyfair.com)  
Or mail to: Sonoma County Event Center, Attn: Debbie Townsend  
1350 Bennett Valley Road, Santa Rosa, CA 95404  
Questions: (707) 545-4200 x201**



### Sonoma County Event Center

Sonoma County Fair and Exposition Inc. is a non-profit enterprise that serves as a multi-use facility and event center. Our focus is on agriculture education, economic development and entertainment. We also strengthen our community by being an asset at the ready for emergency conditions in the North Bay region.

### Request for Rent Consideration Policies and Procedures

- 1) All requests for rent consideration will be reviewed and acted upon by the Sonoma County Fair Board of Directors.
- 2) Proposals will only be accepted from non-profit organizations requesting rent considerations for events that provide a community benefit and/or has an educational focus. The event must be free to the public.
- 3) Only written requests will be accepted and must be submitted at least two months in advance of the requested facility use. Even if an organization has received consideration in the past, the organization must submit a request for any rent consideration.
- 4) Should fee consideration be granted, all direct costs realized by the Sonoma County Fair will be charged. These fees may be estimated and could include:
  - Heat
  - Utilities (water, gas and electricity)
  - Set-up, teardown and cleaning
  - Use or call-outs of Fair Staff outside of regularly scheduled work hours
  - Cost of moving equipment
  - Gate staffing
  - False Alarms
- 5) Waiver or reduction of rental fees for the use of the electronic signboard and the marquee will not be considered.

Organization Name: Redwood Empire Holstein Association

Contact Name/Phone/Email: Jennifer Beretta 707-695-2977  
Jens4x4@comcast.net

#### Rent Wavier or Reduction Consideration Request:

1) The mission of the organization:

To Promote the Holstein breed

- a.  Yes  No: We are a non-profit organization
- b.  Yes  No: Our mission is of benefit to the community and/or educational focus

2) The date(s) you are requesting the use of the facility: April 21, 2024

3) Alternative date(s) you will accept if your first choice is not available (weekday requests are more likely to be granted than are weekends). \_\_\_\_\_

**ATTACHMENT # 5**

4) The purpose of the event:

We put on a local show for the junior dairy members in the north coast. We also give our calf award out to a outstanding Holstein exhibitor. This show is to help encourage members to practice with their animals before county shows, also getting the little ones to participate that aren't old enough for 4-H yet. This show has been happening for over 20 years

5) An estimate of how many people will be served:   20-30 junior members  

6) Information about rent consideration provided by the Event Center in the past:

In the past we ask because it was covid and county fairs weren't allowing breeding shows and we wanted to make sure our dairy kids got a local show in

7) What type/amount of rent consideration are you requesting?

We would love for a very low rate, we will do the clean up of the barns we use, it would be Jamison ring and barn 1, we used to host this show at Petaluma fair but with the change in the rental process we aren't sure we can use that facility

8) Any other pertinent information?

This show has been happening for over 20 years, this is a great way to promote the dairy industry and brings in a lot of our upcoming dairy kids to start enjoying showing. We appreciate that in 2021 you gave us rent consideration and hoping for the same this year.

For Board of Directors' Use

Board Meeting Agenda Date: \_\_\_\_\_

Decision: \_\_\_\_\_ Grant      \_\_\_\_\_ Not Approved

Comments: \_\_\_\_\_

Approved: \_\_\_\_\_

Fair Board President Signature

**Please email completed form to: [dtownsend@sonomacountyfair.com](mailto:dtownsend@sonomacountyfair.com)  
Or mail to: Sonoma County Event Center, Attn: Debbie Townsend  
1350 Bennett Valley Road, Santa Rosa, CA 95404  
Questions: (707) 545-4200 x201**

**Sonoma County Event Center**

*Sonoma County Fair and Exposition Inc. is a non-profit enterprise that serves as a multi-use facility and event center. Our focus is on agriculture education, economic development and entertainment. We also strengthen our community by being an asset at the ready for emergency conditions in the North Bay region.*

**Request for Rent Consideration Policies and Procedures**

- 1) All requests for rent consideration will be reviewed and acted upon by the Sonoma County Fair Board of Directors.
- 2) Proposals will only be accepted from non-profit organizations requesting rent considerations for events that provide a community benefit and/or has an educational focus. The event must be free to the public.
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- 4) Should fee consideration be granted, all direct costs realized by the Sonoma County Fair will be charged. These fees may be estimated and could include:
  - 
  - Heat
  - Utilities (water, gas and electricity)
  - Set-up, teardown and cleaning
  - Use or call-outs of Fair Staff outside of regularly scheduled work hours
  - Cost of moving equipment
  - Gate staffing
  - False Alarms
- 5) Waiver or reduction of rental fees for the use of the electronic signboard and the marquee will not be considered.

Organization Name: CGIA District 45

Contact Name/Phone/Email: Gena Burgess / cgad45rshkriders@gmail

**Rent Wavier or Reduction Consideration Request:**

1) The mission of the organization. To help keep western equine sports alive in Sonoma and Marin Counties

a. Yes No: We are a non-profit organization

b. Yes No: Our mission is of benefit to the community and/or educational focus

2) The date(s) you are requesting the use of the facility: May 17, 18, 19

3) Alternative date(s) you will accept if your first choice is not available (weekday requests are more likely to be granted than are weekends).

4) The purpose of the event: To allow CGIA members to participate in a CGIA regulated show as well as raise awareness and funds for the First Responders Resiliency Center

5) An estimate of how many people will be served: 105

6) Information about rent consideration provided by the Event Center in the past: We received rent consideration for our last show and that allowed us to put more money into our organization and our community

7) What type/amount of rent consideration are you requesting? 40-50% but we are happy without discount.

8) Any other pertinent information?

For Board of Directors' Use

Board Meeting Agenda Date: \_\_\_\_\_

Decision: \_\_\_\_\_ Grant \_\_\_\_\_ Not Approved

Comments: \_\_\_\_\_

Approved: \_\_\_\_\_

Fair Board President Signature



January 17, 2024

RE: Great Thanksgiving Banquet

Dear Sonoma County Fairgrounds Board,

We are truly grateful for our partnership over the years with the Sonoma County Fairgrounds. As always, the Great Thanksgiving Banquet was an excellent opportunity for everyone.

Mission statement of the Redwood Gospel Mission is that in the grace and power of Jesus Christ, we mobilize our community to minister to the needy so that lives are transformed. Our outreaches, including the Great Thanksgiving Banquet, are perfect examples of this.

For over 25 years, the Great Thanksgiving Banquet has been a blessing for both guests and volunteers. This year, we were grateful to welcome over 629 volunteers, all of whom enjoyed the new volunteer hub, including our RGM coffee cart serving free coffee in the Garden Building. Approximately 4,000 people were able to attend this event. Community churches, social service organizations, families, and individuals worked together to provide tangible and meaningful resources and services for the homeless and low-income families in attendance.

This year, we distributed 1,868 coats, prompting us to plan the relocation of coat distribution to The Hall of Flowers for a new radical experience. We increased registrations from 846 to 900 families for turkey, food box, and pumpkin pie. On-site registration was a new service offered available for guests in need who missed the last day to register. Thanksgiving was made special with a chapel service, a warm meal, and diverse activity and service booths by our various partners: Nation's Finest, Santa Rosa Junior College, Churches, St. Joseph Memorial, Salvation Army, and Sutter. The Humane Society highlighted the services by providing free pet supplies to serve the animals we permitted.

You graciously opened the door for us to host our 4th annual Turkey Smoke at the Fairgrounds. Showcase Café has been an absolute blessing for safely preparing turkeys. The turkeys are shredded and stored without the need to move them to multiple locations. Smoking the turkeys is a way we can show Radical Hospitality to our guests, going the extra mile to let them know they are important. We partnered with local BBQ companies, including Guy Fieri's foundation, which utilized Showcase Café to prepare Thanksgiving meals for the event.

We appreciate the Fairgrounds Board's commitment to the homeless and those in need in our community. We aim to collaborate closely with the Fairgrounds staff again this year to effectively bless those attending the Great Thanksgiving Banquet 2024.

Once again, thank you for the benefits that the poor and needy have received through the partnership between Redwood Gospel Mission and the Sonoma County Fairgrounds.

Sincerely,

Jeffery W. Gilman  
Executive Director



**Request for 2024:**

**Great Thanksgiving Banquet: Event will be Wednesday, November 27  
Grace Pavilion from Monday, Nov. 18 – Wednesday, Nov. 27**

- Mon-Fri 11/18 -11/22 would be to bring food barrels.
- Food packing would be Saturday, 11/23.
- Items would be moved to Grace on Monday, 11/25 if Grace is rented out.

**Showcase Kitchen: Wednesday, November 20 – Wednesday, November 27**

- Wednesday, 11/20 - Wednesday, 11/27- would be to begin bringing over kitchen supplies and prep for the Turkey Smoke on Saturday, 11/23 and shred turkeys.
- Wednesday, November 27 - Kitchen to warm food, make salads, etc.

**Showcase Cafe: Wednesday, November 20 – Saturday, November 23**

- Wednesday, 11/20 - Saturday, 11/23 - would use the space to prep for the Turkey Smoke on Saturday, 11/23 and to shred turkeys.

**Grace Pavilion, Hall of Flowers, Garden Building, Finley Hall, EC Kraft, and Garrett –  
Monday, November 25 (to start setup)-Wednesday, November 27**

- Grace will be used for food distribution and various activities.
- Hall of Flowers – coat distribution
- Garden Building – volunteer showcase and RGM coffee cart for Volunteers
- Finley Hall – dining room
- Kraft and Garrett will host the coffee bar, check-in and chapel.

**2023 Costs:**

Flat rate building charge (Hall of Flowers not included) -	\$2600.00
Outside Areas -	\$750.00
Security deposit of	\$500.00
2 Crossing Guards -	\$475.00
(1-Bennett Valley and 1 – Brookwood)	
Pipe and Drape -	\$1593.75
Crowd Control Barricades -	\$700.00
Wifi -	\$100.00
Set Up Fee-	\$1,000.00

**Total- \$7,718.75**

Sonoma County Fair & Exposition, Inc  
Balance Sheet

DRAFT - UNAUDITED

	2/29/2024 Calendar YTD	2/28/2023 Calendar YTD	1/31/2024 Calendar YTD
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash in Bank and Treasury	7,357,397	8,017,630	7,617,497
Accounts Receivable, Net	142,338	299,923	133,183
Racing Settlement Receivable	(454)	6,533	(454)
Prepaid Expenses		81,000	
Other Current Assets	38,570	(9,155)	38,570
<b>Total Current Assets</b>	<b>7,537,850</b>	<b>8,395,930</b>	<b>7,788,795</b>
<b>Property &amp; Equipment, Net</b>			
Property & Equipment, Net	8,850,814	8,130,871	8,850,814
Construction in Progress	1,827	946,805	
<b>Total Property &amp; Equipment, Net of Depreciation</b>	<b>8,852,641</b>	<b>9,077,675</b>	<b>8,850,814</b>
<b>Other Assets</b>			
Restricted Cash	86,423	120,904	86,423
Due From/Due (To) County for Vet's	73,721	44,212	71,125
GASB 68 Deferred Outflow of Resources	531,524	531,524	531,524
GASB 75 Deferred Outflow of Resources	143,665	143,665	143,665
<b>Total Other Assets</b>	<b>835,333</b>	<b>840,305</b>	<b>832,737</b>
<b>TOTAL ASSETS</b>	<b>17,225,824</b>	<b>18,313,910</b>	<b>17,472,346</b>
<b>LIABILITIES AND EQUITY</b>			
<b>Current Liabilities</b>			
Accounts Payable	2,011	9,431	
Accrued Expenses	877,436	915,867	815,547
Racing Payable	34,244	20,051	34,244
Purses Paid - (Over)/Under	(193,699)	(131,521)	(193,699)
Deferred Income	169,280	265,009	154,392
<b>Total Current Liabilities</b>	<b>889,272</b>	<b>1,078,838</b>	<b>810,483</b>
<b>Long Term Liabilities</b>			
Long Term Note			
GASB 68 Deferred Inflow of Resources	1,471,472	1,471,472	1,471,472
GASB 68 Net Pension Liability	(248,672)	(248,672)	(248,672)
GASB 75 Deferred Inflow of Resources	599,027	599,027	599,027
GASB 75 Net Pension Liability	592,416	592,416	592,416
<b>Total Long Term Liabilities</b>	<b>2,414,243</b>	<b>2,414,243</b>	<b>2,414,243</b>
<b>NET ASSETS</b>			
Investment in Capital Assets	8,850,814	8,317,970	8,850,814
Restricted for Scholarships	93,248	73,968	93,248
Restricted for Junior Livestock Auction	126,395	180,068	126,395
Other Restricted	86,435	120,916	86,435
Retained Earnings - Unrestricted	5,050,245	5,843,843	5,050,245
GASB 68 Prior Period Adjustment			
Profit/(Loss) Current Year	(284,828)	284,064	40,483
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>17,225,824</b>	<b>18,313,910</b>	<b>17,472,346</b>

Sonoma County Fair & Exposition, Inc  
Income Statement

DRAFT - UNAUDITED

	2/29/2024 Actual YTD	2/29/2024 Budget YTD	Variance vs budget	2/28/2023 Prior Year YTD	Variance vs prior year
<b>Operating Revenue</b>					
Fair					
Interim	392,920	410,174	(17,254)	432,772	(39,852)
Jockey Club					
<b>Total Operating Revenue</b>	<b>392,920</b>	<b>410,174</b>	<b>(17,254)</b>	<b>432,772</b>	<b>(39,852)</b>
<b>Operating Expense</b>					
Fair	124,398	80,064	(44,334)	83,871	(40,527)
Interim	206,683	249,435	42,752	160,784	(45,898)
Jockey Club	6,531	5,950	(581)	4,652	(1,879)
General & Administrative	616,930	731,786	114,856	463,506	(153,424)
Allocated Costs - Harvest Fair					
<b>Total Operating Expenses</b>	<b>954,541</b>	<b>1,067,235</b>	<b>112,694</b>	<b>712,813</b>	<b>(241,729)</b>
<b>Operating Income/(Loss)</b>	<b>(561,622)</b>	<b>(657,061)</b>	<b>95,440</b>	<b>(280,040)</b>	<b>(281,581)</b>
Other Revenue	285,493	1,000	284,493	8,821	276,672
Harvest Fair - Revenue					
Harvest Fair - Expense					
Interest Expense					
JLA, net	(8,700)		(8,700)	(8,604)	(96)
Net Affect of GASB 68 Adjustments					
Prior Year & Misc Expense				(15,149)	15,149
<b>Net Income/(Loss)before depreciation and capital</b>	<b>(284,828)</b>	<b>(656,061)</b>	<b>371,233</b>	<b>(294,972)</b>	<b>10,143</b>
Depreciation Expense					
<b>Net Income(Loss) before capital</b>	<b>(284,828)</b>	<b>(656,061)</b>	<b>371,233</b>	<b>(294,972)</b>	<b>10,143</b>
Gain (loss) on disposal of asset					
Capital Expenditures					
Capital Funding				579,036	(579,036)
<b>Net Income (Loss) incl Capital</b>	<b>(284,828)</b>	<b>(656,061)</b>	<b>371,233</b>	<b>284,064</b>	<b>(568,893)</b>



**Sonoma County Fair & Exposition, Inc**  
**Fair Income Statement**

DRAFT - UNAUDITED

	2/29/2024 Actual YTD	2/29/2024 Budget YTD	Variance vs budget	2/28/2023 Prior Year PTD	Variance vs prior year
<b>Revenue</b>					
Admissions		-			
Parking		-			
Commercial Space		-			
Carnival		-			
Concessions		-			
Exhibits		-			
Racing		-			
Attractions		-			
Sponsorships		-			
VIP Tent		-			
Miscellaneous		-			
Total Fair Revenue					
<b>Expense</b>					
Labor and Benefits	67,017	52,814	(14,203)	44,034	(22,983)
Advertising & Publicity	1,167	4,000	2,833	6,835	5,667
Attendance		-			
Signage/Other/Drinking Water		-			
Premium	6,733	-	(6,733)	2,835	(3,898)
Hall of Flowers	3,641	-	(3,641)		(3,641)
Exhibits	3,422	-	(3,422)	439	(2,982)
Commerical/Concessions Exhibits		-			
Racing	40,876	-	(40,876)	15,228	(25,648)
Attractions	1,200	12,000	10,800	8,000	6,800
Miscellaneous		-			
VIP Tent		-			
RV Park - Fair - Contract Services	343	11,250	10,907	6,500	6,157
Total Expense	<b>124,398</b>	<b>80,064</b>	<b>(44,334)</b>	<b>83,871</b>	<b>(40,527)</b>
<b>Fair Income/(Loss)</b>	<b>(124,398)</b>	<b>(80,064)</b>	<b>(44,334)</b>	<b>(83,871)</b>	<b>(40,527)</b>

**Sonoma County Fair & Exposition, Inc**  
**Interim Income Statement**

**DRAFT - UNAUDITED**

	<b>2/29/2024</b>	<b>2/29/2024</b>	<b>Variance</b>	<b>2/28/2023</b>	<b>Variance</b>
	<b>Actual</b>	<b>Budget</b>	<b>vs budget</b>	<b>Prior Year</b>	<b>vs prior year</b>
	<b>YTD</b>	<b>YTD</b>		<b>YTD</b>	
<b>Revenue</b>					
Long Term Rentals	21,879	21,676	203	21,677	202
Building Rental	68,923	96,887	(27,965)	38,897	30,026
Facility Rental	33,726	20,700	13,026	97,180	(63,454)
Equipment Rental	37,767	21,705	16,062	21,706	16,062
Trailer & RV	147,673	180,000	(32,327)	185,009	(37,337)
Interim Parking	31,240	21,643	9,597	18,342	12,898
Insurance/Costs Reimbursed	7,470	4,753	2,717	5,228	2,242
Security Reimbursed	9,709	6,685	3,024	6,585	3,123
Food & Other Concessions	6,602	3,678	2,924	3,679	2,923
Alcohol Concessions	6,557	12,447	(5,890)	12,448	(5,890)
Other Interim Revenue	21,375	20,000	1,375	22,021	(646)
<b>Total Revenue</b>	<b>392,920</b>	<b>410,174</b>	<b>(17,254)</b>	<b>432,772</b>	<b>(39,852)</b>
<b>Expense</b>					
Int Wages & Benefits	140,841	187,805	46,964	107,240	(33,602)
Int Parking Wages & Benefits	14,687	22,610	7,923	13,487	(1,199)
<b>Total Wages &amp; Benefits</b>	<b>155,528</b>	<b>210,415</b>	<b>54,887</b>	<b>120,727</b>	<b>(34,801)</b>
Contract Services-Interim	1,778		(1,778)	1,214	(564)
Contract Services-RV Park	895	1,600	705	731	(164)
Straw Removal		-			
Security		-			
Supplies & Equipment	2,170	2,000	(170)	32	(2,138)
RV Park Utilities	35,708	27,800	(7,908)	36,433	726
RV Park Advertising		-			
Miscellaneous RV Parking		-			
RV Supplies & Equipment	158	1,800	1,642	135	(23)
Interim Advertising		620	620		
Business Partner Incentive		-			
Insurance/Costs Reimbursed	4,453	150	(4,303)		(4,453)
Security Costs Reimbursed	5,993	4,000	(1,993)	1,352	(4,641)
Equipment Rental		800	800	160	160
CalTrans Median Strip Rent		-			
Special Repairs & Equipment		250	250		
<b>Total Expense</b>	<b>206,683</b>	<b>249,435</b>	<b>42,752</b>	<b>160,784</b>	<b>(45,898)</b>
<b>Interim Income/(Loss)</b>	<b>186,237</b>	<b>160,739</b>	<b>25,498</b>	<b>271,988</b>	<b>(85,751)</b>

**Sonoma County Fair & Exposition, Inc  
Jockey Club Income Statement**

**DRAFT - UNAUDITED**

	<b>2/29/2024 Actual YTD</b>	<b>2/29/2024 Budget YTD</b>	<b>Variance vs budget</b>	<b>2/28/2023 Prior Year YTD</b>	<b>Variance vs prior year</b>
<b>Revenue</b>					
Admissions		-			
Turf Club		-			
Commissions		-			
Programs/Other		-			
Race Forms, etc		-			
Concessions		-			
Costs Recovered		-			
Prior Year Costs Recovered		-			
Interim Rental		-			
ATM Fees		-			
Interim Concessions		-			
<b>Total Jockey Club Revenues</b>					
<b>Expense</b>					
Wages & Benefits		-			
Contract Services	580	950	370	336	(245)
Supplies & Expense	3,039	2,100	(939)	1,169	(1,870)
Utilities	2,911	2,900	(11)	3,147	236
Cost of Periodicals		-			
Garbage		-			
Advertising & Marketing		-			
<b>Total Jockey Club Expenses</b>	<b>6,531</b>	<b>5,950</b>	<b>(581)</b>	<b>4,652</b>	<b>(1,879)</b>
<b>Jockey Club Income/(Loss)</b>	<b>(6,531)</b>	<b>(5,950)</b>	<b>(581)</b>	<b>(4,652)</b>	<b>(1,879)</b>

**Sonoma County Fair & Exposition, Inc**  
**Harvest Fair**

**DRAFT - UNAUDITED**

	<b>2/29/2024 Actual YTD</b>	<b>2/29/2024 Budget YTD</b>	<b>Variance vs budget</b>	<b>2/28/2023 Prior Year YTD</b>	<b>Variance vs prior year</b>
Cost Recovered Harvest Fair	0	-	0	0	0
Total Revenue	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expense</b>					
Admin Wages and Benefits	0	-	0	0	0
Publicity Wages and Benefits	0	-	0	0	0
Maintenance Wages and Benefits	0	-	0	0	0
Interim Wages and Benefits	0	-	0	0	0
Exhibits Wages and Benefits	0	-	0	0	0
Attendance Wages and Benefits	0	-	0	0	0
Attractions Wages and Benefits	0	-	0	0	0
Miscellaneous	0	-	0	0	0
<b>Total Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Harvest Fair Income(Loss)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Sonoma County Fair & Exposition, Inc  
 General & Administrative Expenses

DRAFT - UNAUDITED

	2/29/2024 Actual YTD	2/29/2024 Budget YTD	Variance vs budget	2/28/2023 Prior Year YTD	Variance vs prior year
<b>Expense</b>					
Wages & Benefits-Admin	134,951	140,670	5,719	69,003	(65,948)
Contract Services-Admin	9,709	30,200	20,491	12,656	2,947
County Indirect Services	36,700	28,600	(8,100)	27,200	(9,500)
Legal	9,725	10,000	275	1,199	(8,527)
Office Expense-Admin	18,515	17,000	(1,515)	9,797	(8,719)
Postage & Telephone	6,271	7,500	1,229	4,840	(1,431)
Director's Expense & Travel	1,518	3,670	2,152	5,175	3,657
Donations	-	-	-	-	-
Insurance	19,400	21,000	1,600	27,200	7,800
Audit Fee	-	-	-	-	-
Bad Debt and Cash Short/Over	(154)	-	154	108	261
<b>Administration Expenses</b>	<b>236,636</b>	<b>258,640</b>	<b>22,004</b>	<b>157,176</b>	<b>(79,460)</b>
Wages & Benefits-Maint	283,008	337,835	54,827	200,916	(82,092)
Contract Services-Maint	4,437	37,407	32,970	1,444	(2,993)
Equipment Rental-Maint	426	2,208	1,782	5,922	5,496
Utilities	49,298	53,897	4,599	45,550	(3,749)
Utilities - Harvest Fair(Reimbursed)	-	-	-	-	-
Trash Removal	7,280	4,416	(2,864)	8,833	1,553
Maintenance Supplies	23,755	18,569	(5,186)	37,968	14,213
Repairs & Maintenance	7,255	8,510	1,255	505	(6,750)
Equipment Repairs	4,835	10,304	5,469	5,193	358
<b>Maintenance Expenses</b>	<b>380,294</b>	<b>473,146</b>	<b>92,852</b>	<b>306,330</b>	<b>(73,964)</b>
<b>General &amp; Administrative Expenses</b>	<b>616,930</b>	<b>731,786</b>	<b>114,856</b>	<b>463,506</b>	<b>(153,424)</b>

Sonoma County Fair & Exposition, Inc  
Salary & Benefit Expenses

DRAFT - UNAUDITED

	2/29/2024 Actual YTD	2/29/2024 Budget YTD	Variance vs budget	2/28/2023 Prior Year YTD	Variance vs prior year
<b>Permanent Salaries</b>					
Fair	24,517	31,340	6,823	19,818	(4,699)
Interim	77,999	101,690	23,691	49,729	(28,270)
Jockey Club		-			
Golf Course		-			
Administration	92,165	79,650	(12,515)	38,912	(53,253)
Maintenance	123,339	155,950	32,611	82,559	(40,780)
<b>Total Permanent Salaries</b>	<b>318,021</b>	<b>368,630</b>	<b>50,609</b>	<b>191,019</b>	<b>(127,003)</b>
<b>Temporary Salaries</b>					
Fair	7,019	-	(7,019)	397	(6,622)
Interim	17,125	31,110	13,985	24,086	6,960
Administration	2,432	7,040	4,608		(2,432)
Maintenance	29,490	17,700	(11,790)	19,272	(10,217)
<b>Total Temporary Salaries</b>	<b>56,066</b>	<b>55,850</b>	<b>(216)</b>	<b>43,755</b>	<b>(12,311)</b>
<b>Health Benefits</b>					
Fair	21,422	5,600	(15,822)	15,191	(6,231)
Interim	14,757	20,340	5,583	11,986	(2,772)
Administration	9,233	13,220	3,987	6,650	(2,583)
Maintenance	29,700	41,010	11,310	22,795	(6,905)
<b>Total Health Benefits</b>	<b>75,112</b>	<b>80,170</b>	<b>5,058</b>	<b>56,621</b>	<b>(18,491)</b>
<b>FICA, Medicare &amp; Workers Comp</b>					
Fair	3,763	3,500	(263)	1,948	(1,815)
Interim	11,853	15,630	3,777	9,445	(2,408)
Administration	7,028	8,720	1,692	4,233	(2,795)
Maintenance	53,357	64,020	10,663	34,832	(18,526)
<b>Total Workers Comp &amp; Payroll Taxes</b>	<b>76,001</b>	<b>91,870</b>	<b>15,869</b>	<b>50,457</b>	<b>(25,544)</b>
<b>Retirement, UI, Other</b>					
Fair	10,296	12,374	2,078	6,680	(3,615)
Interim	30,147	40,645	10,498	25,482	(4,666)
Administration	24,092	32,040	7,948	19,207	(4,885)
Maintenance	46,236	59,155	12,919	41,458	(4,778)
<b>Total Retirement &amp; Other Benefits</b>	<b>110,771</b>	<b>144,214</b>	<b>33,443</b>	<b>92,827</b>	<b>(17,944)</b>
<b>TOTAL</b>	<b>635,972</b>	<b>740,734</b>	<b>104,762</b>	<b>434,679</b>	<b>(201,293)</b>
<b>TOTAL BY DEPT</b>					
Fair	67,017	52,814	(14,203)	44,034	(22,983)
Interim	151,882	209,415	57,533	120,727	(31,155)
Jockey Club					
Administration	134,951	140,670	5,719	69,003	(65,948)
Maintenance	282,123	337,835	55,713	200,916	(81,207)
<b>TOTAL ALL DEPARTMENTS</b>	<b>635,972</b>	<b>740,734</b>	<b>104,762</b>	<b>434,679</b>	<b>(201,293)</b>

Sonoma County Fair & Exposition, Inc  
Salary & Benefit Expenses - Fair Only

DRAFT - UNAUDITED

	2/29/2024 Actual YTD	2/29/2024 Budget YTD	Variance vs budget	2/28/2023 Prior Year YTD	Variance vs prior year
<b>Salaries</b>					
Fair					
Hall of Flowers	6,337	-	(6,337)		(6,337)
Publicity		-			
Parking		-			
Admissions		-			
Exhibits - Temp	546	-	(546)		(546)
Exhibits - Perm	24,517	31,340	6,823	19,818	(4,699)
Attractions		-			
Concessions Auditor		-			
Racing	136	-	(136)	397	261
<b>Total Salaries</b>	<b>31,536</b>	<b>31,340</b>	<b>(196)</b>	<b>20,215</b>	<b>(11,321)</b>
<b>Health Benefits</b>					
Fair					
Exhibits - Perm	4,086	5,600	1,514	3,291	(795)
Racing	17,335	-	(17,335)	11,900	(5,436)
<b>Total Health Benefits</b>	<b>21,422</b>	<b>5,600</b>	<b>(15,822)</b>	<b>15,191</b>	<b>(6,231)</b>
<b>FICA, Medicare &amp; Workers Comp</b>					
Fair					
Hall of Flowers	738	-	(738)		(738)
Publicity		-			
Parking		-			
Admissions		-			
Exhibits	3,025	3,500	475	1,901	(1,124)
Attractions		-			
Racing		-		47	47
<b>Total Workers Comp &amp; Payroll Taxes</b>	<b>3,763</b>	<b>3,500</b>	<b>(263)</b>	<b>1,948</b>	<b>(1,815)</b>
<b>TOTAL</b>	<b>56,721</b>	<b>40,440</b>	<b>(16,281)</b>	<b>37,354</b>	<b>(19,368)</b>
<b>Retirement, UE Insur, Other</b>					
Fair					
Hall of Flowers	393	-	(393)		(393)
Publicity		-			
Parking		-			
Admissions		-			
Exhibits - Perm	9,794	12,374	2,580	6,655	(3,138)
Attractions		-			
Racing	109	-	(109)	25	(84)
<b>Total Retirement &amp; Other Benefits</b>	<b>10,296</b>	<b>12,374</b>	<b>2,078</b>	<b>6,680</b>	<b>(3,615)</b>

## CASH EXPENDITURES

MONTH OF :	FEBRUARY 2024	JANUARY 2024
PERMANENT PAYROLL	\$ 304,449.11	\$ 257,058.17 (1)
TEMP PAYROLL	68,095.09	49,463.90 (1)
ACCOUNTS PAYABLE (PAYMENTS)	158,481.42	160,365.11
MERCHANT FEES		
ADD'L RACING	-	-
TOTAL PAYMENTS	<u>\$ 531,025.62</u>	<u>\$ 466,887.18</u>
LEGAL FEES PAID	\$ 9,725.30	\$ -

Ending Cash Balances, book:	FEBRUARY 2024	JANUARY 2024
operating account	\$ 4,518,000.24	\$ 6,323,584.49
money market account	2,001,820.17	-
merchant accounts	85,432.57	169,224.38
payroll accounts	518,027.95	890,572.15
other fair and racing accounts	320,538.92	320,538.92
	<u>\$ 7,443,819.85</u>	<u>\$ 7,703,919.94</u>

(1) January payroll is reduced by portion allocated into to prior year (based on when worked)



# INVOICES PAST DUE 30 OR MORE DAYS as of 02/15/24

Invoice Date	Invoice Due Date	Invoice #	Bill-To Account	Event	Amount Due	Days Past Due	Comments
<b>slow payor, collecting a bit at time</b>							
12/12/21	01/11/22	55161	Skyline Entertainment-MEXICAN DANCE		4,236.13	794	
<b>place with collections agency</b>							
08/31/22	09/30/22	56874	Bula Pies Fiji - 2022 FAIR		1,806.90	532	no collection update
12/30/22	01/29/23	57788	EC Events, LLC-EMERALD CUP DEC 2022		98,506.60	411	combined total - EC Events = \$108,431.41
01/01/23	02/01/23	58015	EC Events, LLC-EMERALD CUP DEC 2022		1,852.60	408	
02/01/23	03/01/23	58016	EC Events, LLC-EMERALD CUP DEC 2022		1,655.39	380	The collection agency has a partial settlement payment of \$32,500 which we will receive in mid to late march, less a 25% commission, if no other vendor of theirs forces them into bankruptcy
03/31/23	04/30/23	58136	EC Events, LLC-EMERALD CUP DEC 2022		1,680.22	320	
04/30/23	06/21/23	58425	EC Events, LLC-EMERALD CUP DEC 2022		1,555.42	268	
05/31/23	06/30/23	58426	EC Events, LLC-EMERALD CUP DEC 2022		1,578.75	259	
06/30/23	07/30/23	58427	EC Events, LLC-EMERALD CUP DEC 2022		1,602.43	229	
<b>remaining FAIR invoices</b>							
08/31/23	09/30/23	59879	Farm 2 Fair	2023 FAIR	12,000.00	167	sponsor
08/31/23	10/06/23	60015	Mangiata Catering LLC	2023 FAIR	1,350.00	161	concessionaire
08/31/23	10/05/23	59995	International Leather & Hat Co.	2023 FAIR	1,000.00	162	concessionaire
08/31/23	09/30/23	59886	Action Foods 2 (Dill Pickle & Lemonade)	2023 FAIR	5,109.84	167	concessionaire
08/31/23	09/30/23	59834	Reggae Rasta Styles	2023 FAIR	1,724.39	167	concessionaire
08/31/23	10/04/23	59977	Van Anda, Rich & Bonnie JLA	2023 FAIR	525.00	163	JLA
08/31/23	10/04/23	59970	Stefana Alioto (JLA)	2023 FAIR	101.50	163	JLA
08/31/23	10/04/23	59960	Linda Siino, JLA	2023 FAIR	50.75	163	JLA
08/31/23	10/04/23	59952	Fishman Supply Company JLA	2023 FAIR	2,615.66	163	JLA
08/31/23	10/04/23	59943	Aviotti Jet Club (JLA)	2023 FAIR	2,466.00	163	JLA
08/31/23	09/30/23	59809	Glenn, Mark & Lori JLA	2023 FAIR	25.38	167	JLA
<b>other invoices over 30 days past due:</b>							
09/29/23	10/29/23	59894	Trapeze Entertainment, LLC dba Circus Caballero RED UNIT-CIRCUS (C-Lot)		1,625.00	138	Prior over 30, excluding above
10/30/23	11/29/23	60156	County of Sonoma Exams (7/1/23-6/30/24) - Correctional Deputy 1 & Deputy Sheriff Trainee Written		500.00	107	\$ 27,207.39
10/30/23	11/29/23	60154	Out to Lunch Catering-CATERING PREP (Showcase Kitchen)		1,375.00	107	
10/30/23	11/29/23	60145	County of Sonoma Exams (7/1/23-6/30/24) - Probation Department Written Exam (Kraft-120/session)		500.00	107	collected in past month:
10/31/23	11/30/23	60182	James Vale-CELEBRATION OF LIFE (SC/100-125)		1,314.25	106	\$ 12,409.14
10/31/23	11/30/23	60129	Taylor Dance (Thursday Night Dance Class) (VETS)		262.50	106	
10/31/23	11/30/23	60120	Taylor Dance (Thursday Night Dance Class) (VETS)		137.50	106	new additions:
11/16/23	12/16/23	60244	Nor Cal Motorcycle Training - SRMT (MY2023-2025)		642.00	90	\$ 8,917.55
11/30/23	12/30/23	60334	Nor Cal Motorcycle Training - SRMT (MY2023-2025)		642.00	76	
11/30/23	12/30/23	60286	County of Sonoma Emergency Management-COVID-19 D-Lot Trailers/Ballpark		7,800.00	76	Current over 30 excluding above:
12/31/23	01/30/24	60434	Wine Industry Network-TRADE EXPO (300)		997.00	45	\$ 23,715.80
12/31/23	01/30/24	60429	Spectra - The SoCo Market-2nd Annual So-Ho-Ho Holiday Market (Grace Pavilion/1,000)		841.41	45	
12/31/23	01/30/24	60427	Crozat Family Foundation-10 CAR GIVEAWAY (Garrett/70)		625.00	45	
12/31/23	01/30/24	60425	Spectra - ZR Entertainment LLC-MEXICAN DANCE (GP-184)		1,715.70	45	
12/31/23	01/30/24	60424	Spectra - Magda Lopez-QUINCEANERA (Finley/400)		383.60	45	
12/31/23	01/30/24	60421	Department of Health Services, Sonoma County Animal Services-BOARDING OF 49-CHICKENS/19-DU		4,354.84	45	

\*\* above listing excludes invoices that are not yet due or less than 30 days past due and credit balances

**SONOMA COUNTY FAIR AND EXPOSITION, INC.  
SONOMA COUNTY HARVEST FAIR**  
1350 Bennett Valley Road  
Santa Rosa, California 95404  
Phone: (707) 545-4200

**SERVICE AGREEMENT**

THIS AGREEMENT, made and entered into on \_\_\_\_\_, 2024 in the County of Sonoma, State of California, by and between the **SONOMA COUNTY FAIR & EXPOSITION, INC.** (hereafter called the Association), and **Michael Margetts, Sole Proprietor** (hereafter called the Contractor).

WITNESSETH: That the Contractor for and in consideration of the covenants, conditions, agreements, and stipulations of the Association hereinafter expressed, does hereby agree to furnish to the Association services and materials, as follows:

**Perform administrative support for 2024 race season, as outlined on Attachment A – Scope of Services.**

*Insurance waived per CEO*

**CONTRACT TERM: March 01, 2024 – December 31, 2024**

**CONTRACT PRICE AND PAYMENT: Monthly invoice of \$3,600.00 will be submitted by the 10<sup>th</sup> and paid by the 30<sup>th</sup>.**

**EXPENSES TO BE PAID AS FOLLOWS: None**

**TOTAL CONTRACT PRICE: \$36,000.00.**

***TERMS & CONDITIONS:***

1. Indemnification. Contractor agrees to accept all responsibility for loss or damage to any person or entity and to indemnify, hold harmless, and release FAIR and the County of Sonoma, their officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity that are caused by negligent performance of this Agreement.
2. The Contractor, and the agents and employees of Contractor, in the performance of this agreement, shall act in an independent capacity and not as officers or employees or agents of the Association.
3. Without the written consent of the Association, this agreement is not assignable by Contractor in whole or in part.
4. Time is of the essence of this agreement. If the Contractor becomes aware of delays due to time allowances for review and approval being exceeded, delay by unanticipated field conditions, the Association, or any cause beyond the control of the Contractor, which will result in the schedule for performance of the Contractor's services not being met, the Contractor shall promptly notify the Association. If the Association becomes aware of any delays or other causes that will affect the Contractor's schedule, the Association shall promptly notify the Contractor.

Contractor is not responsible for delay caused by activities or factors beyond Contractor's reasonable control, including but not limited to, delays by reason of strikes, lockouts, work slowdowns or stoppages, accidents, acts of God.

5. No alteration or variation of the terms of this contract shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein, shall be binding on any of the parties hereto.
6. The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided. Only the Fair Manager may authorize extra or changed work or waiver of any right to adjustment in price or payment for additional work.

7. In the event of termination of this Agreement by either party, the Association shall within fifteen (15) calendar days of termination pay the Contractor for all services rendered by the Contractor up to the date of termination, in accordance with the payment provisions of this Agreement.
8. Either party may terminate this Agreement upon giving the other party not less than thirty (30) calendar day's written notice.
9. In the event either party brings an action or proceeding for damages arising out of the other's performance under the contract to establish a right or remedy, the prevailing party shall be entitled to recover attorney's fees and costs as part of such action or proceeding.

IN WITNESS WHEREOF, this agreement has been executed by the parties hereto, upon the date first above written.

**(ASSOCIATION)**

SONOMA COUNTY FAIR & EXPOSITION, INC.  
1350 Bennett Valley Road  
Santa Rosa, CA 95404  
(707) 545-4200

\_\_\_\_\_  
Rebecca Bartling, CEO

Dated: \_\_\_\_\_

**(CONTRACTOR)**

\_\_\_\_\_  
Contractor's Signature

Dated:

\_\_\_\_\_  
Michael Margetts

Address:

421 Sonoma Drive, Cloverdale CA 95425

Phone: 707.322.2213

E-Mail: Margetts@sonic.net

ATTACHMENT A - SCOPE OF WORK  
2024 RACING MEET ADMINISTRATION

Description of Task
Liaise with Del Mar Thoroughbred Club for 2024 contracts for handle settlement (ADW and imports) and import race management.
Liaise with independent auditor to prepare engagement letters for Outs and Tote to CHRIMS agreed-upon-procedure agreements
Prepare Co-op Marketing agreement.
Attend relevant CHRB and other racing meetings.
Update Excel spreadsheets for daily download of ADW and Brick and Mortar racing data from CHRIMS (see examples - S:\Accounting & Finance\Racing\2023\Takout)
Prepare Man Days report for payment to unions (see examples - S:\Accounting & Finance\Racing\2023\Man Days)
Download daily ADW and Brick and Mortar racing information and format for upload to Excel spreadsheets (see examples - S:\Accounting & Finance\Racing\2023\Takout\CHRIMS reports_080723)
Prepare Purse Report used for calculation of payments for Association/Breeder fees and overpayment/underpayment from data obtained from CHRIMS and Incompass.
Prepare journal entries and make daily entries to general ledger
Reconcile NCOTWINC Brick and Mortar takeout payments to CHRIMS reports.
Download daily purse information from Incompass, prepare journal entry to record various purse entries and make journal entries to general ledger
Fund Exchange Bank Horsemen's account for purses, transfers, and payments.
Reconcile ADW and Brick and Mortar information from CHRIMS to Del Mar settlement reports.
Prepare checks in Incompass for Horsemen payouts as well as payment for taxes/fees.
Liaise with Del Mar on collection of ADW takeout.
Liaise with Paymaster of Purses prior to meet/during meet/subsequent to meet.
Prepare HISA and CHRB funding true up.
Liaise with Director of Racing for application for 2024 race meet.
Work with County Counsel to improve racing agreements to better protect Fairgrounds
Liaise with NCOTWINC for payroll charges for on-track management personnel and Local 280 clerks.
Prepare invoice support for payment of all takeout
Negotiate and assist in preparation of Vanning and Stabling agreements
Liaise with Paymaster and cut Horsemen's checks and answer Horsemen's inquiries