

L A S S E N C O U N T Y F A I R

H3

Telephone (530) 251-8900

Fax (530) 251-2715

lcfair@co.lassen.ca.us

Regular meeting of the
Lassen County Fair Advisory Board
Lassen County Fair Office

195 Russel Ave

January 14, 2020

5:30 p.m.

Any person desiring to address the Board shall first secure permission of the presiding officer. Matters under jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to five minutes per person and not more than fifteen minutes for a particular subject.

1. CALL TO ORDER

2. OPENING CEREMONIES

Pledge of Allegiance, Introductions

A. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

B. PUBLIC COMMENT

3. CONSENT CALENDAR

(These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item.)

A. SUBJECT:

ACTION REQUESTED:

4. CORRESPONDENCE

5. SUBJECT: Carnival Provider

ACTION: Approve 1 year contract

6. SUBJECT:

ACTION:

7. SUBJECT:

ACTION:

8. SUBJECT:

ACTION:

11. COMMITTEE REPORTS

A. Executive

B. Livestock

C. Long Range planning/ Site

D. Exhibits

E. Commercial/ Entertainment Report

F. Interim

G. Junior Fair Board

12. MANAGER'S REPORT

13. MATTERS BY THE BOARD

14. ADJOURNMENT

L A S S E N C O U N T Y F A I R

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Regular meeting of the
LASSEN COUNTY FAIR ADVISORY BOARD
Lassen County Fair Office
195 Russell Ave
Susanville, CA 96130
December 10, 2019
5:30 p.m.

Any person desiring to address the Board shall first secure permission of the presiding officer. Matters under jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to five minutes per person and not more than fifteen minutes for a particular subject.

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- A. SUBJECT: November 2019 Meeting Minutes**
ACTION REQUESTED: Approve

4. CORRESPONDENCE

- 5. SUBJECT: Fair Logo**
ACTION: Vote & Approve

6. COMMITTEE REPORTS

- A. Executive**
- B. Livestock**
- C. Long Range planning/ Site**
- D. Exhibits**
- E. Commercial/ Entertainment Report**
- F. Interim**
- G. Junior Fair Board**

7. MANAGER'S REPORT

8. MATTERS BY THE BOARD

9. ADJOURNMENT

LASSEN COUNTY FAIR ADVISORY BOARD

December 10, 2019 Minutes

REGULAR MEETING

Lassen County Fair Office

5:30 PM

H3

DRAFT

The Lassen Fair Advisory Board convened in a Regular Meeting on Tuesday December 10, 2019 at 5:30 p.m. Vice President Brett Smith called the meeting to order at 5:36 pm. Members present: Brett Smith, Jose Pena, Lonnie Mahenski, Becky Albaugh, Holly Mueller, Kevin Stafford arrived at 6pm
Fair Manager: Jim Wolcott
Supervisors Present: None
Members absent: Dan Douglas, Cheryl Lauritsen, Tom Neely, and Eric Fletcher
Present in the audience is: N/A

CALL TO ORDER

The meeting is called to order at 5:36 PM.

OPENING CEREMONIES

Pledge of Allegiance Lead by: Becky Albaugh

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Jose Pena moves to approve the agenda. Seconded by: Lonnie Mahenski. Motion is carried. All in favor.

PUBLIC COMMENT

None

CONSENT CALENDAR

Holly Mueller moves to approve the consent calendar. Seconded by: Becky Albaugh. All in favor. Motion is carried.

CORRESPONDENCE:

Received a Christmas card from Banner Lassen

5. SUBJECT: Fair Logo

ACTION: Vote & Approve

Board members voted on fair logo submissions. The submission by Ethan German received the most votes, changes were suggested

Becky Albaugh moves to approve submission with the majority of votes as the 2020 Fair logo with changes. Seconded by: Kevin Stafford. All in favor. Motion is carried.

COMMITTEE REPORTS

EXECUTIVE:

Next meeting: None Scheduled

LIVESTOCK:

- Horse Show schedule: Cindy Laver unable to attend due to a death in the family. Becky will get a sympathy card to be signed at the next meeting. She did provide a schedule for the horse show.
 - Cindy Laver and Debbie Michaels will make the necessary changes for the premium book. We asked to have these back by December 10, 2019
- The Jack and Pat Haslem Memorial – Sue Skidmore can't do it anymore so she asked for help. She suggested to have Debbie Michaels and Debbie Savage. Debbie Michaels doesn't have time so Jim will contact Debbie Savage. A Local best bred and fed lamb.
- Premium Book Changes: put species in alphabetical order. Horse show to be at end of book

Next meeting: None scheduled

LONGE RANGE PLANNING:

Next meeting: None scheduled

EXHIBITS:

- Amy's Corner – Wants to work with afterschool programs to create items for fair entries.
- Moving the 4-H exhibits to another building was discussed. Jim will visit the next 4-H Council meeting to let them know what we are planning. Becky would like some flexibility so we can fill exhibit halls and have someone watching over the exhibits throughout the fair.
- According to Lonnie, all buildings will have names on them before fair starts.
- Becky will contact Paul at the Red Barn to see if they will sponsor the Guys BBQ Contest (supply a BBQ for the prize)
- Discussed "What's New for 2020": Added "Chopped", Watermelon Eating, & either an Obstacle Course or the "Amazing Race". Cheryl will reach out to Melissa Blosser
- Kiddie's Day : We need to keep brainstorming. Some suggestions are to reach out to other youth organizations to sponsor and run the event – AWANAS, MOPPS, as the Jr. Fair Board has too many other duties during fair.
- Procrastinator Class – revamped – Jr. Fair Board to make the "Most Remarkable Procrastinator" crown
- Becky suggested to put the still and livestock exhibit schedules in premium book at the beginning of each section and add them to the Kiosk during fair
- Add FFA SAE project categories to FFA section of premium book
- Talked about the Fair Advisory Board providing the Old Timers Lunch – possibly as the Lassen County CattleWomen to provide beef sandwiches. Board can provide potato and macaroni salad, brownies and ice cream (or use the cherry pies that are entered in the special contest)
- Ask Helena Chemical or Basin Fertilizer to sponsor our Hay Contest
- Display Fair Theme art during fair and have a "people's choice contest"

Next meeting: 12/17/19 @3:30pm

ENTERTAINMENT:

Next meeting: None scheduled

Interim:

Next meeting: None Scheduled

Jr. Fair Board:

- A date was scheduled to meet up with the other members to create JFB letters for a light display on November 17th at 11 A.M.
- Members discussed doing games based off chopped as well as a watermelon eating contest, athletic contest and frozen tee shirt contest. It was also discussed to have each game sponsored by a local business.

MANAGERS REPORT

Jim Wolcott says:

Paul Maurer has a contract for another fair on our normal date and would like us to move our date to the second Wednesday of July. Jim will contact Becky Finley to see if there might be another carnival operator. Becky suggested that if we need to change the date that we see if we can move to August. Paul was contacted and the only date he has available is the second Wednesday of July. We may need to schedule a special meeting depending on whether we can find an operator that can maintain our dates.

MATTERS BY THE BOARD

Holly – Now is the time to come together

Becky – Glad we'll be meeting Thursday

Kevin – I'm good

Brett – We got dealt a tough deal but if we work together we can pull it off

Lonnie – Nothing

Jose – Let's get on the ball

ADJOURMENT

Jose Pena makes a motion to adjourn the meeting. Becky Albaugh seconds the motion. Meeting is adjourned at 7:17 p.m.

Fair Manager _____

Jim Wolcott

Board President _____

Cheryl Lauritsen

LASSEN COUNTY FAIR

Telephone (530) 251-8900

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Regular meeting of the
Lassen County Junior Fair Board
Lassen County Fair Office

195 Russel Ave

January 8, 2020

5:30 p.m.

Any person desiring to address the Board shall first secure permission of the presiding officer. Matters under jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to five minutes per person and not more than fifteen minutes for a particular subject.

Board Members: Ronnie Merrill, EmmaLee Rottisberger, Erin Nickell, Autry Satica, and Neil Growdon

Introduce new members/visitors:

1. CALL TO ORDER -

2. OPENING CEREMONIES

- A. Pledge of Allegiance, Introductions
- B. Agenda Approval, additions and/or deletions
- C. Last Month's Minutes Approval
- D. Public Comment

3. CONSENT CALENDAR

(These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item.)

4. CORRESPONDENCE

5. SUBJECT: Festival of Lights

ACTION: Set date to take down.

6. SUBJECT: Board of Supervisors Meeting

ACTION: Pick a Date to attend

7. SUBJECT: Sheep Goat Skills Day

ACTION: Select Date

8. SUBJECT: WFA Convention 1/20/2020

ACTION: Discussion

9. COMMITTEE REPORTS

- A. Executive -
- B. Livestock -
- C. Long Range planning/ Site -
- D. Exhibits -
- E. Commercial/ Entertainment Report -
- F. Interim -
- G. Junior Fair Board -

10. MANAGER'S REPORT -

11. MATTERS BY THE BOARD -

12. ADJOURNMENT – Next Meeting February 5, 2020 5:30PM

LASSEN COUNTY FAIR

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Fax (530) 251-2715
lcfair@co.lassen.ca.us

H3

Regular meeting of the
Lassen County Junior Fair Board
Lassen County Fair Office
195 Russel Ave
December 4, 2019

5:30 p.m.

Any person desiring to address the Board shall first secure permission of the presiding officer. Matters under jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to five minutes per person and not more than fifteen minutes for a particular subject.

Board Members: Ronnie Merrill, EmmaLee Rotlisberger, Erin Nichell, Autry atica, and Neil Growdon
Introduce new members/visitors:

1. CALL TO ORDER -

2. OPENING CEREMONIES

- A. Pledge of Allegiance, Introductions
- B. Agenda Approval, additions and/or deletions
- C. Last Month's Minutes Approval
- D. Public Comment

3. CONSENT CALENDAR

(These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item.)

4. CORRESPONDENCE

5. SUBJECT: Festival of Lights
ACTION: Discussion

6. SUBJECT: Board of Supervisors Meeting
ACTION: Discussion and meeting

11. COMMITTEE REPORTS

- A. Executive -
- B. Livestock -
- C. Long Range planning/ Site -
- D. Exhibits -
- E. Commercial/ Entertainment Report -
- F. Interim -
- G. Junior Fair Board -

12. MANAGER'S REPORT -

13. MATTERS BY THE BOARD -

14. ADJOURNMENT - December 4th, 2019

Lassen County Jr. Fair Board

Minutes: December 4, 2019

Board members present: EmmaLee Rotlisberger, Ronnie Merrill, Erin Nickell

1. **Call to order:** The meeting was called to order at 5:34 P.M.
2. **Agenda approval:** EmmaLee moved to approve, and Autry moved to second.
3. **Public comment:** none
4. **Approve November meeting minutes:** EmmaLee moved to approve, and Erin seconded.
5. **Correspondence:** N/A
6. **Festival of Lights:** The board planned a date to work on the light display to set up at the light display.
7. **Board of Supervisors Meeting:** The presentation for the Board of Supervisors will be reschedule to a later date.
8. **Committee reports:** none
9. **Managers' report:** none
10. **Meeting was adjournment at 6:06 P.M.** next meeting will be January 8th, 2020, 5:30p.m.

Account	Account Name	Current Budget	Expenditures	Encumbrances	Available	Percent Expended
3000100	SALARIES AND WAGES	\$162,093.00	\$82,212.85	\$0.00	\$79,880.15	51 %
3000110	OVERTIME	\$0.00	\$1,806.59	\$0.00	(\$1,806.59)	0%
3000130	EXTRA HELP	\$28,500.00	\$7,433.25	\$0.00	\$21,066.75	26 %
3000200	RETIREMENT	\$14,096.00	\$7,535.62	\$0.00	\$6,560.38	53 %
3000202	MEDICARE	\$2,350.00	\$1,329.59	\$0.00	\$1,020.41	57 %
3000205	PERS RETIREMENT UNFUNDED LIAB	\$17,446.00	\$8,722.85	\$0.00	\$8,723.15	50 %
3000210	SOCIAL SECURITY	\$10,050.00	\$5,637.25	\$0.00	\$4,412.75	56 %
3000300	GROUP INSURANCE - HEALTH	\$5,460.00	\$7,325.82	\$0.00	(\$1,865.82)	134 %
3000310	FLEX PLAN/CAFETERIA	\$23,064.00	\$7,541.88	\$0.00	\$15,522.12	33 %
3000320	GROUP INSURANCE - DENTAL	\$1,140.00	\$733.00	\$0.00	\$407.00	64 %
3000330	GROUP INSURANCE- LIFE	\$429.00	\$214.56	\$0.00	\$214.44	50 %
3000340	GROUP INS - VISION	\$0.00	\$166.80	\$0.00	(\$166.80)	0%
3000400	WORKERS COMPENSATION INSURANCE	\$21,500.00	\$11,436.86	\$0.00	\$10,063.14	53 %
3000501	OTHER POST-EMPLOYMENT BENEFITS	\$3,825.00	\$1,912.50	\$0.00	\$1,912.50	50 %
	Total SALARIES AND EMPLOYEE BENEFITS	\$289,953.00	\$144,009.42	\$0.00	\$145,943.58	50 %
3001201	TELECOMMUNICATIONS	\$7,800.00	\$4,762.34	\$0.00	\$3,037.66	61 %
3001500	INSURANCE	\$30,000.00	\$15,408.61	\$0.00	\$14,591.39	51 %
3001700	MAINTENANCE - EQUIPMENT	\$13,000.00	\$13,240.59	\$0.00	(\$240.59)	102 %
3001800	MAINT-BUILDINGS & IMPROVEMENTS	\$20,500.00	\$21,764.26	\$0.00	(\$1,264.26)	106 %
3002000	MEMBERSHIPS	\$1,250.00	\$0.00	\$0.00	\$1,250.00	0 %
3002200	OFFICE EXPENSE	\$4,000.00	\$2,743.02	\$0.00	\$1,256.98	69 %
3002300	PROFESSIONAL & SPECIALIZED SV	\$0.00	\$78.35	\$0.00	(\$78.35)	0%
3002302	IT DIRECT BILL	\$10,000.00	\$5,000.00	\$0.00	\$5,000.00	50 %
3002800	SPECIAL DEPARTMENTAL EXPENSE	\$14,300.00	\$14,940.81	\$0.00	(\$640.81)	104 %
3002801	COUNTY WIDE COST ALLOCATION PL	\$39,464.00	\$19,732.00	\$0.00	\$19,732.00	50 %
3002901	CONFERENCES AND TRAINING	\$2,500.00	\$2,434.19	\$0.00	\$65.81	97 %
3003000	UTILITIES	\$72,000.00	\$61,682.09	\$0.00	\$10,317.91	86 %
3050000	ADMINISTRATION	\$1,800.00	\$0.00	\$0.00	\$1,800.00	0 %
3054000	PUBLICITY	\$16,500.00	\$10,054.42	\$225.00	\$6,220.58	62 %
3056000	ATTENDANCE OPERATIONS	\$18,200.00	\$16,350.00	\$0.00	\$1,850.00	90 %

Dept:
Fund: 175
BU: 1751

CC:

County of Lassen Department Expenditure Rollup

Printer: sdavis
Fiscal Year 2020
End Date: 1/10/2020
FY Percent 53%

Account	Account Name	Current Budget	Expenditures	Encumbrances	Available	Percent Expended
3057000	MISCELLANEOUS FAIR	\$7,500.00	\$16,875.97	\$0.00	(\$9,375.97)	225 %
3057005	MISC NON-FAIR PROGRAMS	\$35,000.00	\$5,665.82	\$825.00	\$28,509.18	19 %
3058000	PREMIUMS	\$5,700.00	\$6,819.42	\$0.00	(\$1,119.42)	120 %
3063000	EXHIBITS	\$16,500.00	\$14,278.19	\$100.00	\$2,121.81	87 %
3064000	HORSE SHOW	\$4,750.00	\$5,140.26	\$0.00	(\$390.26)	108 %
3066000	FAIR ENTERTAINMENT EXPENSE	\$99,250.00	\$90,908.05	\$1.00	\$8,340.95	92 %
3066009	INTERIM ENTERTAINMENT EXPENSE	\$9,200.00	\$9,157.00	\$0.00	\$43.00	100 %
	Total SERVICES AND SUPPLIES	\$429,214.00	\$337,035.39	\$1,151.00	\$91,027.61	79 %
3007000	OPERATING TRANSFERS-OUT	\$1,199.00	\$0.00	\$0.00	\$1,199.00	0 %
	Total OPERATING TRANSFERS OUT	\$1,199.00	\$0.00	\$0.00	\$1,199.00	0 %
	Grand Total	\$720,366.00	\$481,044.81	\$1,151.00	\$238,170.19	67 %



Dept:
Fund: 175
BU: 1751
CC:

County of Lassen
Department Revenue Rollup

H3

User: Travis
Fiscal Year: 2020
End Date: 1/10/2020
FY Percent: 53%

Account	Account Name	Current Budget	Revenue Realized	Unrealized	Percent Realized
2003000	INTEREST	\$0.00	(\$124.67)	(\$124.67)	0 %
2003200	RENTS & CONCESSIONS	\$127,000.00	(\$106,187.77)	\$20,812.23	84 %
2003202	OPERATING REVENUE	\$3,000.00	(\$2,500.00)	\$500.00	83 %
2003203	ADMISSIONS/PASSES	\$80,789.00	(\$73,704.78)	\$7,084.22	91 %
2003204	COMMERICAL SPACE	\$8,200.00	(\$900.00)	\$7,300.00	11 %
2003205	EXHIBITS	\$6,500.00	(\$881.06)	\$5,618.94	14 %
2003206	HORSE SHOW	\$7,000.00	(\$5,816.00)	\$1,184.00	83 %
2003207	FAIR ATTRACTIONS	\$75,000.00	(\$55,492.00)	\$19,508.00	74 %
2003208	INTERIM ATTRACTIONS	\$15,000.00	(\$9,400.60)	\$5,599.40	63 %
2003209	MISCELLANEOUS FAIR	\$35,000.00	(\$17,025.50)	\$17,974.50	49 %
2003210	MISC NON-FAIR PROGRAMS	\$38,000.00	(\$75.00)	\$37,925.00	0 %
2003211	INTERIM REVENUE	\$131,000.00	(\$115,232.25)	\$15,767.75	88 %
	Total REVENUE FR USE OF MONEY & PROP	\$526,489.00	(\$387,339.63)	\$139,149.37	74 %
2006200	STATE-OTHER	\$100,000.00	\$0.00	\$100,000.00	0 %
	Total INTERGOVT REVENUE-STATE	\$100,000.00	\$0.00	\$100,000.00	0 %
2011200	MISCELLANEOUS	\$0.00	(\$851.00)	(\$851.00)	0 %
2011201	PRIOR YEAR CANCELLED WARRANTS	\$0.00	(\$125.00)	(\$125.00)	0 %
	Total MISCELLANEOUS	\$0.00	(\$976.00)	(\$976.00)	0 %
2012200	OPERATING TRANSFERS-IN	\$100,000.00	(\$50,000.00)	\$50,000.00	50 %
	Total OTHER FINANCING SOURCES	\$100,000.00	(\$50,000.00)	\$50,000.00	50 %
	Grand Total	\$726,489.00	(\$438,315.63)	\$288,173.37	60 %

