

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

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

February 11, 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: January 14, 2020 Meeting Minutes

ACTION REQUESTED: Approve

4. CORRESPONDENCE

- a. State Rules Circular
- b. 2020 State Rules for CA Fairs
- c. 2020 Governor Fair Season Letter
- d. 2020 Secretary Ross 2020 Exhibitor Handbook Letter

5. SUBJECT: Poultry Cancellation for 2020 Fair

ACTION: Discussion

6. SUBJECT: Poultry Show Alternatives for 2020 Fair

ACTION: Discussion

7. SUBJECT: Fair Date Change

ACTION: Discussion

8. SUBJECT: Fair Date Change

ACTION: Vote

9. SUBJECT: County Rates for Use of Facilities

ACTION: Discussion

10. 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

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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

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LASSEN COUNTY FAIR ADVISORY BOARD

January 14, 2020 Minutes

REGULAR MEETING

Lassen County Fair Office

5:30 PM

DRAFT

The Lassen Fair Advisory Board convened in a Regular Meeting on Tuesday January 13, 2020 at 5:30 p.m. President Cheryl Laruritsen called the meeting to order at 5:32 pm. Members present: Cheryl Lauritsen, Holly Meuller, Kevin Stafford, Lonnie Mahenski, Tom Neely, and Becky Albaugh, Dan Douglas, Jose Pena, Eric Fletcher arrived at 5:55 pm.

Fair Manager: Jim Wolcott

Supervisors Present: Aaron Albaugh

Members absent: Brett Smith

Present in the audience is: Walt Kirklin

CALL TO ORDER

The meeting is called to order at 5:32 PM.

OPENING CEREMONIES

Pledge of Allegiance Lead by: Jose Pena

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

PUBLIC COMMENT

Walt Kirklin – As a 4-H parent, project leader, and County 4-H President Walt wanted to encourage the Fair Board to have poultry at the fair this year. He stated that he checked the State Vet's website and spoke to the office in Redding and that currently there is no quarantine on poultry shows. He also stated that communication last year was slow. Cheryl let Walt know that the decision last year was not made by the Fair Board but by the Ag Commissioner and that he needs to look at not just the fair but at the Ag community as a whole and would make his decision based on the facts he receives. Becky acknowledged that communication was slow and that we would work on getting news out faster to the 4-H and FFA leaders.

CONSENT CALENDAR

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

CORRESPONDENCE:

Received a thank you card from Chris Geffre on behalf of the Humane Society. Holly read an email from Mike & Katy Justice regarding the Holiday Festival of Lights.

5. SUBJECT: Carnival Provider

ACTION: Approve

Jim gave some background on why we needed to change the carnival provider. He stated that he spoke with CFSA and that they stated that Wold is a pretty good carnival.

Dan Douglas moves to approve contract. Seconded by: Jose Pena. All in favor. Motion is carried.

COMMITTEE REPORTS

EXECUTIVE:

Next meeting: TBD

LIVESTOCK:

- The Board of Supervisors would like a Ranch Rodeo on Saturday so the Horseshow will have to stay on Thursday & Friday.

Next meeting: 1/28/20 @ 5:30pm

LONGE RANGE PLANNING:

Next meeting: None scheduled

EXHIBITS:

- Laura had a few suggestions for quilts at the fair
 - A heritage division that would allow people to display vintage & antique quilts and give a story/history on them
 - Becky will reach out to Cindy to see how their fair words this in their premium book
 - A new layout for the quilts in Jensen Hall
 - Reaching out to the Museum to see if they would loan us some of their older quilts to display
- Holly suggested a quilt block completion where the exhibitor purchases a kit and creates a quilt block. The winner would be selected by the public. The quilt blocks would remain property of the fair and could be made into a quilt to possibly be auctioned off the following year.
- A quilting demonstration was suggested
- Remove the Governor & Secretary of CDFA letters from the premium book and add back in when current versions become available
- Becky is still working on the sponsor for the Guys BBQ Contest
- Decorated cupcake Contest will have a \$1 entry fee and the winner will receive a special award
- Cherry Pie contest & Guys BBQ will not have an entry fee and the winners will receive a special award
- Alphabetize the still exhibits and add to the new for 2020 section
- Change the release date for exhibits to Monday 9-5 or by appointment
- Cindy would like a new layout for the Horseshow portion of the premium book. It was discussed and decided that it would remain the same but the schedule would be placed in the same area as the premium book.

Next meeting: 1/28/20 @ 4:30pm

ENTERTAINMENT:

Next meeting: None scheduled

Interim:

Dan – Currently finalizing the schedule for Bluegrass, currently have 5 bands and would like to get 3 more. Still working on Cowboy poetry will reach out to Andy Hevits. Would like to do a dinner and dance one night and the poetry the next.

Next meeting: None Scheduled

Jr. Fair Board:

Holly - The kids will be going to the Board of Supervisors meeting on January 28th. And the WFA convention on January 20th. Sheep & Goat skills day will be on March 29th with the first planning meeting occurring on January 29th.

Next meeting: February 5th @ 5:30 pm

MANAGERS REPORT

Jim Wolcott says:

The RFP for the elevator has been sent to County Counsel. Needs a few corrections then will be good to go. Jim doesn't think we should take the cheapest option.

We need to get a feel for how to price rentals for county entities. Jim will meet with Richard regarding this.

MATTERS BY THE BOARD

Tom – Everything's good

Holly – Thank you Supervisor Albaugh & Walt for coming. I'm excited for fair

Lonnie – Thank you Supervisor Albaugh & Walt for coming. Only 183 days till fair!

Dan – Nothing

Becky – Thank you Sheena and Jim for all the work done for the carnival so far. Thanks for all the work on the premium book.

Kevin – Nothing

Eric – Nothing right now

Jose – Met a local leather worker that does keychain ear tags out of leather and think that would make good prizes during fair.

Cheryl – Awesome job on the premium book

Aaron – I appreciate what you're doing and the amount of time that you all put in.

ADJOURNMENT

Lonnie Mahenski makes a motion to adjourn the meeting. Tom Neely seconds the motion. Meeting is adjourned at 7:00 p.m.

Fair Manager _____

Jim Wolcott

Board President _____

Cheryl Lauritsen

LASSEN COUNTY FAIR

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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 Rotlisberger, Erin Nickell, Autry Satika, 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 Jr. Fair Board

Minutes: January 8, 2020

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

1. **Call to order:** The meeting was called to order at 5:29 P.M.
2. **Agenda approval:** Autry moved to approve, and EmmaLee moved to second.
3. **Public comment:** none
4. **Approve last month's meeting minutes:** EmmaLee moved to approve, and Autry seconded.
5. **Correspondence:** N/A
6. **Festival of Lights:** The board planned to take down the display on January 12th at 9 A.M.
7. **Board of Supervisors Meeting:** The presentation for the Board of Supervisors has been rescheduled to be on January 28th at 10 P.M.
8. **Sheep Goat Skills day:** The board scheduled a planning meeting to be on January 29, 2020 at 5:30 P.M.
9. **WFA Convention:** Board members discussed the agenda for the convention on January 20, 2020.
10. **Committee reports:**
 - a. **Exhibits:** It was discussed that there is a possibility of the 4H building being moved to another location and the premium books will be coming out soon.
11. **Manager's report:** none
12. **Meeting was adjournment at 5:53 P.M.** next meeting will be January 29th, 2020, 5:30p.m.

Dept:
Fund: 175
BU: 1751
CC:

County of Lassen Department Expenditure Rollup

User: sdavis
Fiscal Year 2020
End Date: 1/31/2020
FY Percent 59%

Account	Account Name	Current Budget	Expenditures	Encumbrances	Available	Percent Expended
3000100	SALARIES AND WAGES	\$162,093.00	\$95,212.17	\$0.00	\$66,880.83	59 %
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	\$8,788.06	\$0.00	\$5,307.94	62 %
3000202	MEDICARE	\$2,350.00	\$1,516.35	\$0.00	\$833.65	65 %
3000205	PERS RETIREMENT UNFUNDED LIAB	\$17,446.00	\$8,722.85	\$0.00	\$8,723.15	50 %
3000210	SOCIAL SECURITY	\$10,050.00	\$6,435.84	\$0.00	\$3,614.16	64 %
3000300	GROUP INSURANCE - HEALTH	\$5,460.00	\$7,930.82	\$0.00	(\$2,470.82)	145 %
3000310	FLEX PLAN/CAFETERIA	\$23,064.00	\$9,456.50	\$0.00	\$13,607.50	41 %
3000320	GROUP INSURANCE - DENTAL	\$1,140.00	\$868.00	\$0.00	\$272.00	76 %
3000330	GROUP INSURANCE- LIFE	\$429.00	\$250.32	\$0.00	\$178.68	58 %
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	\$161,936.91	\$0.00	\$128,016.09	56 %
3001201	TELECOMMUNICATIONS	\$7,800.00	\$5,118.03	\$0.00	\$2,681.97	66 %
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	\$21,888.86	\$0.00	(\$1,388.86)	107 %
3002000	MEMBERSHIPS	\$1,250.00	\$0.00	\$0.00	\$1,250.00	0 %
3002200	OFFICE EXPENSE	\$4,000.00	\$2,831.13	\$0.00	\$1,168.87	71 %
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	\$15,169.21	\$0.00	(\$869.21)	106 %
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	\$62,410.09	\$0.00	\$9,589.91	87 %
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

User: sdavis
Fiscal Year 2020
End Date: 1/31/2020
FY Percent 59%

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	\$5,710.82	\$825.00	\$28,464.18	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	\$9,112.00	\$0.00	\$88.00	99 %
	Total SERVICES AND SUPPLIES	\$429,214.00	\$338,560.19	\$1,151.00	\$89,502.81	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	\$500,497.10	\$1,151.00	\$218,717.90	70 %

Dept:
Fund: 175
BU: 1751
CC:

County of Lassen Department Revenue Rollup

User: sdavis
Fiscal Year: 2020
End Date: 1/31/2020
FY Percent: 59%

Account	Account Name	Current Budget	Revenue Realized	Unrealized	Percent Realized
2003000	INTEREST	\$0.00	(\$6.26)	(\$6.26)	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	(\$55,792.00)	\$19,208.00	74 %
2003208	INTERIM ATTRACTIONS	\$15,000.00	(\$9,400.60)	\$5,599.40	63 %
2003209	MISCELLANEOUS FAIR	\$35,000.00	(\$18,175.50)	\$16,824.50	52 %
2003210	MISC NON-FAIR PROGRAMS	\$38,000.00	(\$75.00)	\$37,925.00	0 %
2003211	INTERIM REVENUE	\$131,000.00	(\$117,168.55)	\$13,831.45	89 %
	Total REVENUE FR USE OF MONEY & PROP	\$526,489.00	(\$390,607.52)	\$135,881.48	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	(\$1,554.75)	(\$1,554.75)	0 %
2011201	PRIOR YEAR CANCELLED WARRANTS	\$0.00	(\$125.00)	(\$125.00)	0 %
	Total MISCELLANEOUS	\$0.00	(\$1,679.75)	(\$1,679.75)	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	(\$442,287.27)	\$284,201.73	61 %