CALIFORNIA EXPOSITION & STATE FAIR

TABLE OF CONTENT – DECEMBER 13, 2024

ANNUAL BOARD MEETING

Annual Meeting Agenda1-4	4
10. CONSENT AGENDA	
d. Board Meeting Minutesd1-	-4
e. Service Contracts/Purchase Orderse1	2
11. COMMITTEE REPORTS	
f. Finance Committee	
1) 2024 CA State Fair Revenue Report & 2025 Proposed	
State Fair Budgetf1	
2) Proposed 2025 Annual Budgetf2	
3) 2020 Audit Report – Moved to January 2025 meeting	
4) Financial Stability Planf4-	10
12. OLD BUSINESS	
g. Update of 2025 State Fair Hoursg1	-2
13 NEW BUSINESS	
h. Proposed 2025 Cal Expo State Fair Board Meeting Datesh1	3
i. Future of Multi-Use Sports Fieldi1	-3
j. Financial Institution Signatory Update Resolutionj1	4
14 CORRESPONDENCE - NONE	
15 ELECTION OF OFFICERS	
16 MATTERS OF INFORMATION	
17 ADJOURNMENTS	



Notice of Annual Meeting

California Exposition & State Fair Meeting of the Board of Directors To Be Held

Friday, December 13, 2024 10:00 a.m.

The Board will meet in closed session at 10:00 a.m. Public Board Meeting will resume at 10:45 a.m.

In the Administration Building Boardroom at California Exposition and State Fair

1600 Exposition Boulevard Sacramento, CA 95815

Willie Pelote, Chair Kim Craig, Vice Chair

Arturo Barajas, Director Heather Bernikoff, Director Sonney Chong, Director

Che Salinas, Director

Rina DiMare, Director Nick Hardeman, Director Brian May, Director

EX OFFICIO MEMBERS

Governor Gavin Newsom

Senator Angelique Ashby Senator Melissa Hurtado Assembly Member Kevin McCarty Assembly Member Esmeralda Soria

211 days to California State Fair (July 11-27, 2025)

This notice is also available on the Internet at: www.CalExpoStateFair.com

Mission Statement

The California Exposition & State Fair mission is to create a State Fair experience reflecting California including its industries, agriculture, and diversity of its people, traditions and trends shaping its future supported by year-round events.

Policy Statement

The Board shall serve as the policy-making body for the California Exposition & State Fair and shall have full responsibility for the year-round management and operation of all facilities of the California Exposition & State Fair.

Public Comment

Any member of the public wishing to address the Board on any matter listed for consideration on this agenda shall fill out a Speaker's Form and provide it to the Board's Recording Secretary. All speakers will be recognized by the Chair and be allowed a maximum of three minutes to address the Board at the time the agenda item is being considered by the Board.

If you wish to address the Board on a matter not listed on the agenda, you have that right. If you wish to exercise that right, please fill out a Speaker's Form and provide it to the Board's Recording Secretary. You will be allowed a maximum of three minutes to address the Board during the Public Comment item on the agenda.

AGENDA

1. CALL TO ORDER - Public Meeting

All matters noticed on this agenda, in any category, may be considered for action as listed. Any items not so noticed may not be considered. Items listed on this agenda may be considered in any order, at the discretion of the Chair.

2. ROLL CALL

3. CLOSED SESSION

- **a.** Pursuant to Government Code §11126(c)(7)(A) the Board will convene in closed session for the purposes of discussing a matter of leasing real property 1600 Exposition Blvd. Sacramento CA-Rock & Brews.
- **b.** Pursuant to Government Code §11126.2(a) the Board will convene in closed session for the purposes of receiving and discussing the final draft audit and its response to that report.

4. RESUME PUBLIC MEETING

c. Report out of Closed Session, if needed.

- 5. LAND ACKNOWLEDGEMENT
- 6. PLEDGE OF ALLEGIANCE
- 7. INTRODUCTION OF GUESTS & STAFF
- 8. SWEARING IN OF NEW POLICE OFFICERS FOR CAL EXPO

9. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

In accordance with state law, the Board will not comment or otherwise consider Public Comment matters until and unless such item has been properly noticed for a future meeting.

10. CONSENT AGENDA

All items on the consent agenda are to be approved in one motion unless a Board Member requests a separate action on a specific item.

- d. Approval of Board Meeting Minutes for October 25, 2024
- e. Service Contracts/Purchase Orders Requiring Board Notification/Approval

11. COMMITTEE REPORTS

- f. Finance Committee
 - 1) 2024 CA State Fair Revenue Report & 2025 Proposed State Fair Budget
 - 2) Proposed 2025 Annual Budget
 - 3) 2020 Audit Report
 - 4) Financial Stability Plan

12. OLD BUSINESS

g. Update of 2025 State Fair Hours

13. NEW BUSINESS

- h. Proposed 2025 Cal Expo State Fair Board Meeting Dates
- i. Future of Multi-Use Sports Field
- j. Financial Institution Signatory Update Resolution

14. CORRESPONDENCE

None

15. ELECTION OF OFFICERS

- k. Nominations received at last public meeting on October 25, 2024
 - 1) Chair Kim Craig
 - 2) Vice Chair Nick Hardeman
 - 3) Nominations from the floor
 - 4) Close Nominations

- 5) Hold Election for the 2025 Officer of the Board of Directors
- I. Office of Secretary-Treasurer/General Manager Tom Martinez

16. MATTERS OF INFORMATION

- m. CEO Comments
- **n.** Directors Comments/Agenda Items for Future Meetings
- o. Next Board Meeting Friday, January 31, 2025
- p. Other, if any

17. ADJOURNMENT

Date of Notice: December 3, 2024

Pursuant to the Americans with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any Cal Expo Board, Committee or any Advisory meetings, or in connection with other Cal Expo Activities, may request assistance at the Cal Expo Administration Building Offices, 1600 Exposition Boulevard, or by calling 916-263-3247, during normal business hours. Requests should be made one week in advance whenever possible.

JO. CONSENT ACELNOA

d. Board Mich.

CALIFORNIA EXPOSITION & STATE FAIR

Minutes of the Board of Directors Regular Meeting

Held Pursuant to Due Notice October 25, 2024

Clubhouse located in Michelob Ultra Grandstand 1600 Exposition Blvd. Sacramento, CA 95815

Directors Present

Director Willie Pelote, Chair Director Kim Craig, Vice Chair Director Heather Bernikoff Director Sonney Chong

Director DiMare

Director Nick Hardeman

Director Brian May

Director Che Salinas

Directors Absent

Director Barajas

Executive Staff Present

Tom Martinez, Chief Executive Officer Matt Cranford, Chief Deputy General Manager Marcia Shell, Deputy General Manger Expo Events Sue O'Brien, Recording Secretary

Staff and Guests

Alex Alcantar, Business Development Diana Barrios, Accounting Manager Jaime Ramirez, Programs Manager Mitch Pryor, Chief of Plant Craig Walton, Chief of Police Angel Preciado, Graphic Designer Allison Wagaman, Special Assistant Pat Conner, IT Brian Honebein, Event Partnership Amber Williams, un common Becky Bailey Findley, Facilitator

CALL TO ORDER – Public Meeting

Chair Pelote called the public meeting to order at 12:45 p.m.. Chair Pelote read the Mission Statement and the Policy Statement into the record.

ROLL CALL

Roll call was taken and a quorum was present. Director Barajas was unable to attend the meeting and asked to be excused. Chair Pelote asked for a motion to excuse Director Barajas.

MOTION:

The motion was moved by Director May and seconded by Director Salinas. Chair Pelote asked for a roll call vote: Director Bernikoff, yes; Director Chong, yes; Director DiMare, yes; Director Hardeman, yes; Director May, yes; Director Salinas, yes; Vice Chair Craig, aye; Chair Pelote, aye. **Motion passes unanimously.**

9. LAND ACKNOWLEDGEMENT

Chair Pelote read the Land Acknowledgement.

10. PLEDGE OF ALLEGIANCE

Chair Pelote asked Director Bernikoff to lead the Board and Staff in the Pledge of Allegiance.

11. INTRODUCTION OF GUESTS & STAFF

Chair Pelote asked the Deputy General Manager Shell introduced guests and staff that were in the audience.

12. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

In accordance with state law, the Board will not comment or otherwise consider Public Comment matters until and unless such item has been properly noticed for a future meeting.

13. CONSENT AGENDA

All items on the consent agenda are to be approved in one motion unless a Board Members requests a separate action on a specific item.

- **q.** Approval of Board Meeting Minutes for September 27, 2024
- **r.** Service Contracts/Purchase Orders Requiring Board Notification/Approval Chair Pelote asked for a motion to approve the Service Contracts/Purchase Orders Requiring Board Notification/Approval.

Chair Pelote asked for a motion to approve the Consent Agenda.

MOTION:

The motion was moved by Vice Chair Craig and seconded by Director Hardeman. Any Discussion – None Chair Pelote asked for a roll call vote: Director Bernikoff, yes; Director Chong, yes; Director DiMare, yes; Director Hardeman, yes; Director May, yes; Vice Chair Craig, Aye; Chair Pelote, Aye. **Motion passes**.

14. REPORT OUT OF ACTIONABLE ITEMS FROM BOARD'S STRATEGIC PLANNING SESSION

Chief Deputy General Manager Cranford reported out on item 5 f Hours. Cranford stated there was a motion; Director Salinas moved to approve staff's recommendations to make adjustments in opening times for weekdays for the 2025 and future State Fairs. Director Barajas seconded the motion. A roll call vote was taken and the motion passed. 8-yes and 1 abstention.

15. CORRESPONDENCE

16. MATTERS OF INFORMATION

s. Opening of Nominations of Board Officers
Director Salinas nominated Vice Chair Craig for Chair.

Vice Chair Craig nominated Director Hardeman for Vice Chair.

t. CEO Comments

CEO Martinez thanked staff for all of their time and hard work putting this Strategic Planning Session together.

u. Directors Comments/Agenda Items for Future Meetings
 Director Chong – thanked everyone. This was a good experience and learned a lot.

Director May – echo Director Chong's comments. Thought everyone contributed.

Director Hardeman – echo Directors Chong and May's comments.

Director DiMare – echo Directors Chong, May and Hardeman's comments.

Director Salinas – Thanked staff for their time putting something like this together. He continued that he learned a lot and not just about fair. Thanked Director DiMare for continuing the Log Cabin tradition.

Vice Chair Craig – echo everyone's comments and her appreciation to the staff for teaching the story.

- v. Next Board Meeting, Friday, December 13, 2024
- w. Other, if any

17. ADJOURNMENT

The meeting was adjourned at 1:03 p.m. by Chair Pelote.

e. Service Contracts/Purchase Orders

California Exposition & State Fair

PURCHASE ORDERS

October 22, 2024 to December 6, 2024 From \$15,000 to \$99,999 (rounded) Requiring Notification

Vendor/Merchant	Amount
ARC Document Solutions	\$15,605
 Banners 	•
AMR West	\$18,063
 Ambulance services: Holo Holo, Country in the Park, Latin Festival 	
Diversified Stage	\$19,560
 Video and lighting services 	

SERVICE CONTRACTS

October 22, 2024 to December 6, 2024 From \$15,000 to \$99,999 (rounded) Requiring Notification

Contractor	Amount
Diane L. Baumann – DLB Consulting	\$49,900
 Accounting/Finance consulting services 	
 Term: 11/1/2024 through 4/30/2025 	

SERVICE CONTRACTS

October 22, 2024 to December 6, 2024 \$100,000 and Over (rounded) Requiring Approval

	Contractor	Amount
D Givens Media Cor	nsulting – Amendment #2	\$168,000
 Adds \$84,000 	to extend services thru the 2025 State Fair	
 State Fair Pres 	ss and Community Outreach Management	2024: \$84,000
 Term: 1/1/2024 	4 through 9/30/2025	2025: \$84,000
Global Spectrum LP	dba OVG360	\$302,700
 Venue Operati 	ions Management services for the multiuse sp	orts
facility		2025: \$150,000
 Revenue gene 	erating contract	2026: \$152,700
 Term: 1/1/2025 	5 through 12/31/2026	Topon to the first terms of
Haas and Wilkerson		Est \$800,000
 2025 Liability I 	nsurance Services	
 Term: 1/1/2025 	5 through 12/31/2025	
American Medical R	esponse West	\$855,000
 Ambulance an 	d First Aid Services	
 Term: 1/1/2025 	5 through 12/31/2027	2025: \$285,000 2026: \$285,000
		2027: \$285,000

S. COMMITTEE PERORIS

F.3. 2024 CSF Revenue & 2025 Proposed CSF Buildget

CALIFORNIA EXPOSITION & STATE FAIR STATE FAIR REVENUE ** PROPOSED 2025 BUDGET **

ADOPTED BY THE BOARD OF DIRECTORS ON_

	Column	¥	В	ပ	۵	B		44
ĸ		STATE FAIR	PER CAPS	STATE FAIR	PER CAPS	DIFFERENCE	ENCE	
0		2024	Paid Att	2025	Paid Att			ASSUMPTIONS
3		ACTUALS	312,638	ESTIMATE	343,902	COLC-COLA	COL A	
_	Admissions	\$ 3,754,215	\$ 12.01	\$ 4,129,637	\$ 12.01	\$ 3	75,422	375,422 10% increase in admissions
7	Parking	1,342,640	4.29	\$ 1,476,904	4.29	\$	34,264	34,264 10% increase to paid attendees
က	3 Food & Beverage	2,500,785	8.00	\$ 2,970,934	8.64	\$	70,149	470,149 Increase to per cap x paid attendance
4	4 Commercial Exhibits	837,459	2.68	\$ 762,088	2.22	\$	75,371)	(75,371) 9% decrease in vendors
Ω.	5 Carnival	1,760,097	5.63	\$ 2,226,524	6.47	8	66,427	466,427 Increase to per cap x paid attendance
9	6 Carnival (Other Funds)	88,309	0.28	\$ 88,000	0.26	↔	(308)	
_	Concert Seating (Gold Circle)	588,611	1.88	\$ 882,917	2.57	\$	94,306	294,306 50% Increase in gold circle price
∞	8 Concert Merchandise	11,195	0.04	\$ 12,315	0.04	69	1,120	1,120 No major change
ത	9 Monorail	105,781	0.34	\$ 122,177	0.36	€9	16,396	18% increase to monorail paid admission
10	10 Pari-Mutuel	659,326	2.11	\$ 527,461	1.53	\$	31,865)	131,865) 20% Decrease in handle/betting
7	11 Racing Programs	15,699	0.05	\$ 12,559	0.04	49	(3,140)	(3,140) 20% Decrease in racing
12	12 Competitive Programs	62,100	0.20	\$ 162,100	0.47	€	000,00	Exhibit/Program Revenue
13	13 Entry Fees	203,838	0.65	\$ 210,000	0.61	49	6,162	No major change on entries
4	14 Novelties	43,796	0.14	\$ 53,957	0.16	49	10,161	10,161 Increase to paid attendees & new vendor
15	15 RV Park	57,342	0.18	\$ 57,000	0.17	69	(342)	
16	16 Trailer Space	46,000	0.15	\$ 46,000	0.13	49	1	
17	17 Sponsorships**	1,881,950	6.02	\$ 2,070,145	6.02	€	188,195	assumed 10% increase in both cash and trade for 2025
18	18 Wine Ads	169,750	0.54	\$ 135,800	0.39	\$	33,950)	(33,950) assumed 20% dcrease for 2025
19	19 Miscellaneous	660'9	0.02	\$ 6,709	0.05	\$	610	10% increase to paid attendees
8	20 TOTAL	\$ 14,134,992	\$ 30.27	\$ 15,953,225	\$ 31.77	\$ 1,8	1,818,233	

** 2024 Actuals does not include Trade sponsorships of \$426,200

2025 ESTIMATES	626,306 (10% increase in total attendance)	343,902 (10% increase to paid attendees)	147,535 (10% increase in cars parked)	\$ 8,839,496.74 (higher sales volume)	\$ 442,805.85	\$ 273,704.38	\$ 4,179,116.79 (higher sales volume)
2024 Actuals	569,369	312,638	134,123	a) \$8,540,576.56	\$ 492,006.50	\$ 304,115.98	\$ 4,037,794.00
	Total Attendance	Paid Attendance	Cars Parked	Food Gross (Includes Spectra) \$ 8,540,576.56	Commerical Gross	Novelties Gross	Midway Gross

E.S. Proposed 2025 Annual Budget

CALIFORNIA EXPOSITION & STATE FAIR ** PROPOSED 2025 BUDGET **

ADOPTED BY THE BOARD OF DIRECTORS ON ____

	Column	Α	В	С	D	E
R						
0		Approved	YTD**	Proposed	DIFFERENCE	
		Budget	2024	2025		ASSUMPTIONS
W		2024	ACTUALS**	ESTIMATE	COL B - COL A	
	Revenue					THE RESERVE OF THE PROPERTY OF THE PARTY OF
	State Fair	13,487,125	\$ 14,134,992	\$ 15,953,225	\$ 1,818,233	see PROPOSED STATE FAIR BUDGET for details
	Expo Events	4,000,000	3,743,883	4,950,250	\$ 1,206,367	Increase in events and attendance, X Games
150	Multi-Use Sports Facility	800,000	1,862,362	1,900,000	\$ 37,638	Increase in % from SRFC and more festivals booked
	Rock and Brews	150,000	150,000	250,000	\$ 100,000	minimum guarantee increases
	Watch & Wager	45,000	15,958	22,000		Less racing days and horse racing industry decline
	Simulcast	765,000	490,289	478,788	100	Simulcast decline
	RV Park Raging Waters	1,000,000	930,333	1,023,366	\$ 93,033	10% from Marketing push for less used months
1 55 1	0 0	100,000	6,000	50,000	1 100	No active water park - Income for rent and insurance
	Electronic Sign Miscellaneous	350,000	398,308	395,000		minimum guarantee
12722	Reimbursements	20,000	848,530	890,000	\$ 41,470	W-14-EE
	Grants	1,615,213	1,611,576	3,546,878		tied to Expo Events and HHP (row 2 & 3)
1000	Interest Revenue	375,000 150,000	384,289	300,000		3 Potential Grants for Q3 and Q4 in 2025
	TOTAL REVENUE	\$ 22,857,338	305,582 \$ 24,882,102	260,000 \$ 30,019,508	\$ (45,582) \$ 5,137,406	
15	Personal Services	\$ 22,057,330	\$ 24,002,102	\$ 30,019,508	\$ 5,137,406	
	Salaries & Wages	9,442,426	9,440,686	40 696 047	£ 4 040 004	
	Benefits	3,803,635		10,686,917	\$ 1,246,231	
18	Total Personal Services		3,719,862	4,176,186	\$ 456,324	
19	Operating Expenses	\$ 13,246,061	\$ 13,160,548	\$ 14,863,102	\$ 1,702,554	
1000	General Expense	1,950,000	2,655,324	4 407 557	£ (4.047.707)	
	Advertising	900,000	836,076	1,437,557 788,250	\$ (1,217,767)	
10.25	Printing	140,000	135,406	176,316		Cal Expo establishes spend with Advertising Company 40% increase
15000	Communications	130,000	158,824	193,366	\$ 34,542	40% increase
-	Postage	30,000	9,014	28,100	\$ 19,086	
	Insurance	1,500,000	1,339,632	1,361,035		Increase in rates
	Travel	60,000	87,103	100,965	\$ 13,862	increase in rates
	Training	20,000	4.819	35,450	\$ 30,631	
	Facility Operations	700,000	881,145	605,108	1.0	32% decrease
	Utilities	1,546,353	1,581,842	1,423,150		Decrease from LED conversion and usage savings
12.00	Cons & Prof Svcs External	5,025,000	4,586,939	6,641,821		Increases in all services Post COVID
-	Cons & Prof Svcs Internal	80.000	58,433	108,545	\$ 50,112	increases in all services rost COVID
	Data Processing	100,000	109,404	235,910	\$ 126,506	
-		100,000	100,101	200,010	4 120,000	Increased costs of labor, equipment, grounds and big name
33	Entertainment	2,100,000	2,627,486	2,392,450	\$ (235,036)	entertainment
	Judging	80,000	77,272	92,800	\$ 15,528	
	Premiums	195,000	189,145	223,790	\$ 34,645	
	ProRata	681,124	382,688	750,000	\$ 367,312	
	Other	100,000	132,211	20,000	\$ (112,211)	
	Total Operating Expenses	\$ 15,337,477	\$ 15,852,763	\$ 16,614,613	\$ 761,850	
	TOTAL EXPENSES	\$ 28,583,538	\$ 29,013,311	\$ 31,477,715	\$ 2,464,404	
40	OPERATING PROFIT (LOSS)	\$ (5,726,200)	\$ (4,131,209)	\$ (1,458,208)	\$ 2,673,001	
0.00	Prior Year Income		185,843	250,000		R&B Past Due payments, plus possible true up on electronic sign
35	Prior Year Expense	protosphatectus spepaniscus	27,102	-	\$ (27,102)	
	Transfer into Operating	3,000,000	3,000,000	2,000,000	National Company of the Company of t	
	Capital Improvements	300,000	3,162,074	1,998,300		Expo Center HVAC, Nor/So Pavilion Restrooms, Main Gate
	Equipment	400,000	303,026	675,615	\$ 372,589	
46	CHANGES IN RESERVES	\$ (3,426,200)	\$ (4,437,568)	\$ (1,882,123)	\$ 3,555,445	

^{**} All numbers included in YTD Actuals are as of October 31st. Fiscal Year 2024 ends on December 31, 2024. Changes expected after reconciliation of Q4 2024

4.3. 2020 Audit Report. Moved to Jan. 2025 Meeting

E.A. Financial Stability Plan

California Exposition & State Fair 1600 Exposition Boulevard Sacramento, CA 95815

Financial Stability Plan

Date: November 26, 2024

To: Board of Directors

California Exposition & State Fair

Via: Tom Martinez, Chief Executive Officer

From: Matt Cranford, Deputy General Manager

Subject: Financial Stability Plan

In response to the Board's request for a comprehensive Financial Stability Plan, this memorandum outlines the analysis of historical challenging events and key initiatives Cal Expo is taking to address challenges. Staff is committed to further establish and implement these long-term financial stability objectives. The outlined objectives aim to provide timely, comprehensive, and accurate reports to the Board.

Historical Challenges

Since the COVID-19 Pandemic, Cal Expo has undergone numerous changes to its staffing structure resulting in laying off over 60% of the permanent staffing in order stay financially solvent. During the layoff, the Deputy General Manager of Administration, who managed the financial reports/accounting and highly complex revenue generating contracts, left Cal Expo. At this transition, the manager for the accounting department was left with minimal staff. They were able to provide key accounting services for accounts receivable and accounts payable. Reports and audits were not completed due to the limitations the manager faced during this time. Simultaneously, the Contracts unit lost their only Staff Services Manager I – specialist and an Associate Governmental Program Analyst who provided support and completed contracts needs outside of complex revenue generating contracts. When Covid restrictions were lifted, many of the staff who worked for Cal Expo did not return. Thus, leaving Cal Expo with a continued staffing shortage and for future staff and managers to fulfill a back-log of on-going requirements on top of the current daily activities.

The loss of institutional knowledge within both the accounting and contracts department resulted in a perfect storm of backlogged data to be entered, and contracts to be analyzed, processed, and executed. New staff found themselves short on time to become familiar with the work of Cal Expo, while having the stress to perform the

necessary work to support a 2022 State Fair in short order. While some new staff had months to acclimate, others had only weeks.

Within the Contracts Unit, a new Staff Services Manager I – Specialist was hired, however, Cal Expo has a unique way of conducting business which requires time in position to learn the nuances of their assigned work tasks. A few months later, the former Staff Services Manager I- Specialist returned to Cal Expo. The return of this employee was instrumental for training and getting contracts underway with the fast-approaching 2022 State Fair.

The greatest impact of the knowledge loss was felt by the accounting team. This caused limited financial reporting activities to the Board and highlighted a need for further study into the accounting processes and the flow of work tasks.

To compound the issues, the first tool, a desk manual, which could serve as a major resource to new staff was essentially non-existent. There were no well documented procedures manuals for the majority of the basic and key functions of the entire accounting department. Some job aids were found, but they were not helpful to an untrained individual. There were no desk manuals, passwords, or identifiable job aids for the Accounting Manager functions.

After the departure of the former Accounting Administrator III, Cal Expo hired an Accounting Administrator II (Current Finance Manager Diana Barrios) who was to oversee both the Contracts and Accounting staffs. (Tasks related to Contracts are not in the scope of the Accounting Administrator series). As the Finance Manager trained their replacement at their prior workplace, she worked on a part-time basis from September 2022 until November 2022.

In September of 2022, due to their prior State work experience and expertise in the area of Contracts, the Finance Manager had to shift priorities and focus on leading the contracts team. There were many critical and high yielding revenue generating contracts to be completed that were previously (Prior to COVID) completed by the Deputy General Manager of Administration. The heavy lift of leading the Contracts team and their responsibilities left very little time in the workday for the Finance Manager to fully focus on the needs of the accounting team.

In November 2022, the Finance Manager conducted an initial assessment of the financial records and identified several areas requiring remediation. Some of these being unposted Payroll, unposted approved budget for 2022, incomplete bank reconciliations, unrecognized and unreconciled OPEB accounts, unreconciled and unmanaged building and equipment accounts, years behind in audits, and a lack of trained staff to complete these higher-level tasks outside of day-to-day accounting functions. With the pressing priorities of contractual matters at hand, the Finance Manager requested, and was given approval, to bring in temporary help to take on some of the pressing matters that were identified in the initial analysis. These tasks were to address the backlog of audits, bank reconciliations, and asset reconciliation.

Key Initiatives

To address the ongoing challenges the accounting department currently faces, we have implemented the following actions:

Leadership Realignment

Upon joining the Cal Expo team, Accounting Administrator II (Finance Manager), Diana Barrios, was managing the Accounting and Contracts units. Her extensive background in State Contracts was important as she was the primary staff member handling highly complex revenue generating contracts for Cal Expo. These contracts include the OVG Hospitality RFP and contract, the Water Park RFP and contract, the permit agreements with Sacramento Republic, as well as the field management Memorandum of Understanding at the Multi-Use Sports Field. There was also a need to provide change management to the Contracts staff due to numerous changes to work flow organization and the addition of an Associate Governmental Program Analyst. During this time, the Finance Manager did not have the spare hours in her day to focus solely on the highly critical needs of the accounting processes.

In order to provide the Finance Manager with the most resources possible, it was decided the Deputy General Manager Matt Cranford will temporarily step in to provide direct oversight of the contracts department to allow the Finance Manager to focus completely on accounting. Since June 2024, the Finance Manager has made accounting staff changes and realigned the duties to best work with staff's experience and skill set. This change has helped create an environment for staff to excel and stay current with the daily and ongoing accounting needs. There remains the need to focus on the backlog of clean up from the past accounting items. A Fair Financial Consultant/Expert has been contracted to assist with this ongoing project.

Documenting procedures

A key to any team is to have well documented and easy to follow procedures for all functions of each position within the team. It is especially critical for an accounting team. Placing a priority that Cal Expo have written procedures for current and future staff to follow ensures continuity in processes and prevents the recurrence of incorrect data entry issues.

For the past four months, the Finance Manager has been performing the tasks of both Accounts Receivable and Accounts Payable. During this time, the Finance Manager has gained an in-depth understanding of the work tasks and flow in both of these desks. With this experience, the Finance Manager has begun to streamline work tasks for staff and created detailed procedural documentation. The development of task-oriented procedures continues as a directive to current staff to write procedures for the tasks they are currently working on to assist in creating a comprehensive desk procedures manual for both Accounts Receivable and Accounts Payable.

Included in this initiative, the Finance Manager has begun to create a desk manual for the managerial functions within the accounting team. Important passwords to gain access to key accounts involving critical functions have been recorded and are confidentially stored in two places to serve as a back-up.

Staffing Enhancements

A new staff member, two retired annuitants (RAs), and two contracted consultants have been hired to support financial operations. This team is focused on the following primary objectives:

- 1) Gather documentation and prepare for the audit years of 2020, 2021, and 2022. Liaise with the audit team to respond to follow-up documentation inquiries
- 2) Work on complex tasks and calculations permanent staff is unable to perform at this time
- 3) Assist with the backlog of tasks not performed
- 4) Cross train in all areas involving accounting functions
- 5) Understand the nature of events, where funds are collected, how they are recorded, and which department is responsible for providing the necessary support documentation to record these activities in our accounting system

In November 2022, it was determined that Cal Expo needed the addition of contracted experts to the accounting to assist with extremely unique and complicated work tasks. In late November 2022, Cal Expo contracted a retired Certified Public Accountant (CPA). She assisted with the initial analysis of the state of the accounting records at that point in time. It was confirmed there was a need to reconstruct records due to incomplete tasks related to reconciling, inputting, and documenting the 17 days of the 2022 California State Fair; the entire year of 2022 bank reconciliations were not done; and newly hired staff did not possess a strong enough base of knowledge to perform their basic daily duties and work on the backlog of outstanding items. The retired CPA was contracted for an additional year to work on the back log of the critical tasks identified above. As the year progressed, she completed the initial tasks outlined and began to work on the outstanding issues contained in the 2023 bank reconciliations due to numerous errors in data entry. Her work with Cal Expo stalled due to health-related issues requiring major surgery at the end of 2023.

In October 2024, Cal Expo contracted with Diane Baumann on a very limited basis. Baumann comes to Cal Expo as a retired staff from the Calaveras County Fair and has worked under DLB Consulting, to provide accounting services to fairs across California. Her body of work includes the San Mateo County Fair (non-profit), the Stanislaus County Fair (District Agriculture Association) and the Kern County Fair (District Agriculture Association). Her experience with state and fair accounting, as well as the in-depth knowledge of the accounting software, Accountingware, makes her an integral component of the initiative towards cleaning up past records and ensure Cal Expo accounting can move forward with a clean dataset. To date, Baumann has identified many issues and provided guidance on corrections. She continues to research many of the historical irregularities and has a commitment to ensure Cal Expo will have a modernized chart of accounts, making better use of the accounting software to perform

less manual entry and more automated tasks, and align updates with corresponding procedures.

Audit Recovery Efforts

Temporary and contract staff have been dedicated to addressing past financial audits. The 2020 audit is in its final stages of closure.

The 2021 financial audit requested documentation has gathered and currently being uploaded/submitted. The audit firm has confirmed that they will begin work on the 2021 audit in late January 2025.

Current Progress

With the refocused leadership and added resources, the accounting department is actively:

- 1) Correcting inaccuracies in financial records for 2022 and 2023 while making good progress on 2024 records
- 2) Establishing procedures to institutionalize best practices and ensure accurate financial tracking continues

Next Steps

The objectives outlined in this report, and contained in the attached Financial Stability Progress Chart, aim to bring confidence in Cal Expo's financial reporting and ensure the Board is equipped with the accurate, timely data needed to guide the organization effectively.

The accounting team will continue its dual focus on resolving past financial issues and improving current processes. Future financial reports will include updates on audit progress and steps toward achieving full fiscal stability.

	Desired		Date	
Objective	Outcome	Date Started	Completed	Status
Documenting	Well documented	June 20, 2024	Ongoing	Progress made:
	procedures for each position within the finance			21 AR/AP tasks updated/documented
STAFFING EN	STAFFING ENHANCEMENTS			
Retired	Complete more	November 2022	Ongoing as	Completed 2020 Audit
	highly involved tasks related to			Gathered data, created spreadsheets for Deferred Maintenance
	accounting items			Performing calculations for GASB 68 and 75 to resolve prior years audit findings on the lack of OPEB/Pension entries in accounting software prior to close of fiscal year
Contracted Staff	Bring experts to assist in identifying and guiding erroneous entries. Review	March 2023	Ongoing as needed	Retired CPA resolved backlog of bank reconciliations, posting of 2022 CSF revenue and carnival settle-up, created procedures for completed tasks, and served as a trainer for staff
	processes and recommend procedural changes as needed			Fair Financial Consultant has come to Cal Expo in November 2024 and will work with Finance Manager to review and resolve issues/irregularities within the general ledger, recommend and guide in streamlining tasks so that they are in alignment with current Accountingware capabilities, create a set of revised financial documents, and assist in training staff as needed.
State Fair Workers (SFW)	Bring on temporary staff with expertise to fulfill short-term projects	July 2023	Ongoing as needed	SFW's join Cal Expo at its heaviest points of the year/season to perform tasks related to the California State Fair. The tasks range from daily entries of data into the accounting software to tracking sales, invoicing, collecting monies, and creating reports for the food and commercial sales activities.
				COMMITTEL CIAL SAIGN ACTIVITIES.

Staffing (Filling vacant FTEs)	Hire highly qualified and experienced staff	June 20, 2024	November 1, 2024	Hired Staff Services Analyst position. This position provides more flexibility to the accounting team. The vacated Senior Accounting Officer position remains part of the Accounting Unit, but will not be filled at this time.
Staffing (Training current staff)	Eliminate single task oriented staff mindset to fully cross-trained staff who can perform multiple functions and tasks	August 26, 2024	Ongoing	Trained two FTEs on the basics of both Accounts Receivable (AR) and Accounts Payable (AP) Training conducted and follow-up planned on how to analyze, identify data entry errors, and remediation of incorrect entries issues surrounding closed out events (settle-ups) Trained AR staff on complex invoice entries such as Sac Republic and OVG Hospitality Trained AR and AP staff on complex invoice entries such
LEADERSHIP	LEADERSHIP REALIGNMENT			as CHRIMS and other horse racing related activities`
Re-evaluating duties of the Finance Manager	Evaluating the tasks/needs of the Contracts and Finance Unit to	June 20, 2024	Ongoing	Temporarily transitioned Contracts Unit to Deputy General Manager to provide relief to Finance Manager to focus on Accounting Unit staffing and task related matters
	ensure proper levels of staffing are in place			Assessing revenue, expenditures, position control, and budget projections to evaluate whether further augmentation of staffing can be achieved

2 OID BUSINESS

9. Update of 2025 State Fair Hours

California Exposition & State Fair 1600 Exposition Boulevard Sacramento, CA 95815

2025 Fair Hours

Date: December 6, 2024

To: Board of Directors

California Exposition & State Fair

Via: Tom Martinez, Chief Executive Officer

From: Matt Cranford, Deputy General Manager

Subject: Changing State Fair Weekday hours in 2025

Below is information to provide the Board of Directors with the adjustment of opening hours for the 2025 California State Fair and promotions.

History of the Opening Time

The California State Fair's operating hours have varied over the years, influenced by factors such as visitor demand, weather conditions, and operational considerations.

In the 1980s, the fair's hours were consistent, running from 10 am to 10 pm daily. During the mid-1990s, weekday opening hours were adjusted to 12 noon, while weekend hours remained unchanged at 10 am to 10 pm.

In the early 2000s, weekday opening times fluctuated from year to year. Since the mid-2000s, the fair has adopted its current schedule, opening at 11 am on weekdays and 10 am on weekends, with all days closing at 10pm.

Current Times

The current opening times were designed to capture the early lunch crowd on both weekends and weekdays. The weekday opening time of 11 am allows individuals and families to enjoy lunch at the fair rather than eating beforehand, increasing potential revenue for both concessionaires and the fair.

To support the 11 am weekday opening, staff is required in multiple areas, including parking operations, ticket sales and scanning, and security. Additionally, janitorial and maintenance teams are scheduled early to ensure clean restrooms and well-maintained grounds.

Livestock participants and spectators continue to have access to the East Gate for early entry prior to general opening hours.

Future Times

During the October Board Retreat, staff recommended adjusting the weekday opening time (Monday–Thursday) for the 2025 California State Fair and beyond. The Board of Directors approved this adjustment, emphasizing the importance of maintaining promotional opportunities. In response, staff finalized the dates and hours with a focus on aligning them with family- and child-friendly promotions, encouraging attendance, preserving past promotional successes, and exploring new opportunities.

A comprehensive evaluation of potential impacts on business operations, including projected savings discussed at the retreat, was conducted. Staff consulted with other fairs that have later opening hours, as well as key stakeholders, including the sponsorship team, Event Partnerships, and Butler Amusements. Based on this feedback, staff recommends setting the weekday opening time (Monday–Thursday) for the 2025 California State Fair at 4 pm. Weekend hours (Friday–Sunday) will remain unchanged, with the fair continuing to open at 10 am as in previous years.

Promotional Days

Traditional daily promotions will continue, including:

- SMUD Giving Monday: Free same-day admission for fairgoers who donate five non-perishable items.
- Kids Free Day & \$2 Rides Tuesdays: Free entry for children 12 and under, plus discounted rides.
- Ride and Save Day Wednesdays: A new promotion developed with Butler Amusements, offering a \$10 discount on ride passes.
- Family Discount Fridays: On the first two Fridays of the fair, \$2 entry is available until 2 pm.

These changes aim to enhance the fair experience by providing value to visitors, increasing attendance, and strengthening connections with the community.

RECOMMENDATION

For information only and no action required.

3. ALIN BUSINES

n. Proposed 2025 Cal Expo State Fair Bd. Mr. d.

State of California

California Exposition & State Fair 1600 Exposition Boulevard Sacramento, CA 95815

Tel: (916) 263-3000

E-mail: sobrien@calexpo.com

MEMORANDUM

Date: December 13, 2024

To: Board of Directors

California Exposition and State Fair

Via: Tom Martinez, Chief Executive Officer

California Exposition and State Fair

From: Sue O'Brien, Executive Analyst

Subject: 2025 Board Meeting Dates

INTRODUCTION

Every year at the Annual Board meeting the Directors review the next year's calendar to set Board meeting dates.

Meeting Schedule and Oversight

The Board of Cal Expo adheres to a structured schedule for its meetings, ensuring transparency and regular oversight. The Board holds an annual meeting in December and at least six regular meetings yearly, typically on the last Friday of the month. Additional meetings can be called with proper notice as needed.

1.1.1 ANNUAL MEETINGS

Regular annual meetings of the Board shall be held, with a ten-day notice, at the office of Cal Expo, in open forum, at a time to be determined, on the second Friday of December of each year, if not a legal holiday; if it is a legal holiday, then on the preceding business day.

If this schedule is unable to be met, the Board will meet as soon as possible thereafter. (Adopted by the Board of Directors on February 25, 2011).

1.1.2 BOARD MEETINGS

Other regular meetings of the Board (herein referred to as Board meetings) shall be held on the last Friday of the month, with a ten-day notice at the office of Cal Expo, in open forum, at a time designated by public notice. Regular meetings shall be held at a minimum of 6 meetings per year as set at the annual meeting of the Board. Additional Regular meetings shall be held at the call of the Board Chair.

If the last Friday is a legal holiday, then the meeting shall be on the preceding business day, or a noticed date that is mutually agreeable to a quorum of the Directors present at the preceding meeting (Other meetings of the Board for any purpose(s) may be called, with a ten-day notice, by the Chair, or, if he or she is absent or unable, or refuses to act, by the Vice Chair or six Directors, and may be held either at a place designated or at the office of Cal Expo.) (Adopted by the Board of Directors on February 25, 2011).

RECOMMENDATION

Staff recommends to the Board of Directors that they review the 2025 calendar to approve proposed meeting dates.

PROPOSED BOARD MEETING DATES:

January 24th February 28th March 28th April 25th

May - Combine with June Meeting due to Memorial Day Holiday

June 6th - Combined May and June

July - No board meeting scheduled

August - No board meeting scheduled

September 26th

October 24th

November - No board meeting scheduled

December 12th

PROPOSED BOARD RETREAT DATES:

October 23rd and October 24th

2025 Cal Expo-State Fair Board Meetings

		Ja	nua	ry		
S	Μ	Т	W	Т	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

		Fe	brua	ary			
S	М	Т	W	Т	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28		

		I	/larc	h		
S	Μ	Т	W	Т	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April							
S	М	Т	W	Т	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30				

	May							
S	Μ	Т	W	Т	F	S		
				1	2	3		
4	5	6	7	8	9	10		
11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	26	27	28	29	30	31		

Market Co.		178 A. T. T.	100 Acres 100	TV-0378	W. C. C. C.			
June								
S	Μ	Т	W	Т	F	S		
1	2	3	4	5	6	7		
8	9	10	11	12	13	14		
15	16	17	18	19	20	21		
22	23	24	25	26	27	28		
29	30							

			July			
S	Μ	Т	W	Т	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

	August							
S	Μ	Т	W	Т	F	S		
					1	2		
3	4	5	6	7	8	9		
10	11	12	13	14	15	16		
17	18	19	20	21	22	23		
24	25	26	27	28	29	30		
31								

	September							
S	М	Т	W	T	F	S		
	1	2	3	4	5	6		
7	8	9	10	11	12	13		
14	15	16	17	18	19	20		
21	22	23	24	25	26	27		
28	29	30						

October							
S	Μ	Т	W	Т	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

November							
S	Μ	Т	W	Т	F	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30							

December							
S	M	Т	W	Т	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				

i. Future of Multipuse Sports Field

State of California

California Exposition & State Fair 1600 Exposition Boulevard Sacramento, CA 95815 Tel: (916) 263-3010

Fax: (916) 263-7903

MEMORANDUM

Date: December 13, 2024

To: Board of Directors

Via: Tom Martinez, Chief Executive Officer

From: Matt Cranford, Assistant General Manager

Subject: Multiuse Sports Facility Update

History of the Field

Heart Health Park, originally known as Bonney Field and later Papa Murphy's Park, has long been the home of the Sacramento Republic FC (SRFC), a prominent team in the United Soccer League (USL). Historically, the field was managed by Spectra, which oversaw game-day operations, concerts, and other events from 2014 until late 2022. Under Spectra's management, Cal Expo received minimal annual revenue, averaging \$100,000 or less, derived primarily from parking fees and facility ticket charges. Spectra retained the majority of revenue from events, limiting the financial benefits for Cal Expo.

In late 2022, the contract with Spectra was not renewed, transferring management responsibility to Cal Expo. The transition marked a pivotal moment in the field's operations, enabling Cal Expo to reassess and restructure its revenue generation strategies.

Transformation in Revenue Generation

Starting in 2023, Cal Expo partnered with OVG360 under an emergency contract to oversee field operations, collaborate with SRFC, and secure events and concerts. Despite initial challenges, including the pre-established SRFC schedule limiting booking opportunities, early successes demonstrated the potential for substantial growth. The first concert under Cal Expo and OVG360 management generated over \$100,000 in food, beverage, and facility rental revenue—equivalent to an entire year's income under the previous arrangement.

Through rigorous negotiations led by Cal Expo's board and staff, a new agreement with SRFC was finalized for 2024. This transformative contract secured \$1,200,000 in revenue from SRFC alone. Additionally, HHP's expanded portfolio of concerts and festivals has contributed to a projected total annual revenue exceeding \$1,500,000—more than tenfold the revenue under Spectra's management.

2024 Operational Highlights

Under OVG360's leadership, HHP experienced a year of growth and improvement in 2024:

Management Transition: Carla Miller assumed General Manager duties midyear, successfully building relationships with promoters and securing new events. New Events: Latin concerts, country music shows, and the two-day Holo Holo music festival were major highlights. Returning partnerships with Eddie Valdivia Entertainment and Bonneville Marketing yielded additional successful events. Equipment Investments: Cal Expo invested in field tarps, concert barricades, and other assets, reducing rental costs and creating a new revenue stream from equipment rentals.

Food and Beverage Revenue: SRFC games generated an average of \$13.00 per capita in concession sales, equating to approximately \$35,000 per game for Cal Expo. Additionally, these events contributed \$8,000 to marketing and facility investment funds. Despite a late start to event bookings due to uncertainties in the SRFC schedule, HHP surpassed expectations, generating over \$500,000 from concerts and festivals alone.

2025 Outlook

Building on the successes of 2024, Cal Expo anticipates another strong year in 2025.

With SRFC's game schedule serving as an anchor, Cal Expo expects to secure additional concerts and festivals, further solidifying its role as a premier sports and entertainment venue in Sacramento.

Confirmed Events: The return of the Holo Holo Festival, multiple Latino music concerts, Country in the Park II, and three high school graduations are already in development. Pending Opportunities: A large country music festival during the State Fair and a two-day EDM festival are under consideration.

Financial and Strategic Benefits

The acquisition of Heart Health Park's management has transformed the facility into a cornerstone of Cal Expo's financial stability. By shifting from a third-party management model to a direct oversight approach, Cal Expo has unlocked significant revenue streams, solidified its relationship with SRFC, and laid the foundation for future growth.

UPDATE- Future of the Multi-Use Sports Field

On November 7, 2024, the Republic FC announced a new partnership with Wilton Rancheria. This partnership is the first of its kind as the Tribal Nation now becomes majority owners of the FC. As part of this announcement, Mayor Steinberg introduced a proposal to speed up the development of a soccer-specific stadium at the Railyards for

the FC. Once approved, this will allow the FC to purchase the land needed for the stadium. Upon completion of the stadium, the FC will able to relocate their home games away from Cal Expo and no longer provide rental revenue. This void will create a larger need for staff to find and book even more festivals, concerts, and events that generate revenue. These events, which will be the foundation of revenue once the FC leaves, may compete with the FC for prime bookings (like a Saturday) while the FC is currently utilizing the field for their games leading up to the completion of the new stadium.

Recommendation

This is for informational purposes only; no action is required. This update is to provide information on the recent announcement regarding the team's purchase, the potential development of the rail yard sports complex, and the future use of the sports fields.

j. Financial Institution Signatory Update Reso.

California Exposition & State Fair 1600 Exposition Boulevard Sacramento, CA 95815 Tel: (916) 263-3000

MEMORANDUM

Date:

December 2, 2024

To:

Board of Directors

California Exposition and State Fair

Via:

Tom Martinez, Chief Executive Officer

California Exposition and State Fair

From:

Diana Barrios, Finance Manager

Subject:

Resolution to Update the Delegation of Authority for Investment of Monies

in the Local Agency Investment Fund

INTRODUCTION

The Local Agency Investment Fund (LAIF) is a voluntary program created by statute in 1977 as an investment alternative for California's local governments and special districts. The enabling legislation for the LAIF is Section 16429.1 et seq. of the California Government Code. The LAIF program is administered and managed under the State of California Treasurer's Office.

The LAIF is part of the Pooled Money Investment Account (PMIA). The PMIA began in 1955 and oversight is provided by the Pooled Money Investment Board (PMIB) and an in-house Investment Committee. All securities are purchased under the authority of Government Code Section 16430 and 16480.4. The State Treasurer's Office takes delivery of all securities purchased on a delivery versus payment basis using a third party custodian. All investments are purchased at market and a market valuation is conducted monthly.

Additionally, the PMIA has Policies, Goals and Objectives for the portfolio to make certain that our goals of Safety, Liquidity and Yield are not jeopardized and that prudent management prevails. These policies are formulated by Investment Division staff and reviewed by both the PMIB and the LIAB on an annual basis.

The State Treasurer's Office is audited by the Bureau of State Audits on an annual basis and the resulting opinion is posted to the State Treasurer's Office website

following its publication. The Bureau of State Audits also has a continuing audit process throughout the year. All investments and LAIF claims are audited on a daily basis by the State Controller's Office as well as an internal audit process.

Under Federal Law, the State of California cannot declare bankruptcy, thereby allowing the Government Code Section 16429.3 to stand. This Section states that "moneys placed with the Treasurer for deposit in the LAIF by cities, counties, special districts, nonprofit corporations, or qualified quasi-governmental agencies shall not be subject to either of the following: (a) transfer or loan pursuant to Sections 16310, 16312, or 16313, or (b) impoundment or seizure by any state official or state agency."

During the 2002 legislative session, California Government Code Section 16429.4 was added to the LAIF's enabling legislation. This Section states that "the right of a city, county, city and county, special district, nonprofit corporation, or qualified quasi-governmental agency to withdraw its deposited moneys from the LAIF, upon demand, may not be altered, impaired, or denied in any way, by any state official or state agency based upon the state's failure to adopt a State Budget by July 1 of each new fiscal year."

The LAIF has grown from 293 participants and \$468 million in 1977 to 2,337 participants and \$19.5 billion at the end of October 2024.

STAFF ANALYSIS

During the month of October 2024, after a thorough analysis of its usage/volume, management decided to close our PO Box address. Cal Expo has a staff person who visits the US Post Office several times a week to pick up mail being held at the Post Office. The decision to close the account was due to a low amount of US Mail pieces actually being delivered to our PO Box. A review of our vendors and customers has been taking place to ensure our address on file is updated with all key business partners of Cal Expo's.

A call into LAIF revealed we have an outdated resolution, (done in 2013). Only two of the four authorized authorities remain on staff or on the Board. In 2013, the Chair is listed as Willie Pelote, Vice Chair is Sonney Chong, Secretary/Treasurer is Rick Pickering, Deputy General Manager is blank, and the Staff Services Manager III is Samantha Brown.

Additionally, LAIF has outdated bank account information and address on file. LAIF has guided us to complete the necessary documents to update our records with their organization.

RECOMMENDATION

Staff recommends approval of the attached Resolution to authorize the following individuals/titles as signatories:

TBD	Chair
TBD	Vice Chair
Tom Martinez	Secretary/Treasurer
Matthew D. Cranford	Deputy General Manager
Diana R. Barrios	Finance Manager





RESOLUTION AUTHORIZING INVESTMENT OF CALIFORNIA EXPOSITION & STATE FAIR FUND MONIES IN LOCAL AGENCY INVESTMENT FUND

WHEREAS, Pursuant to Chapter 730 of the statues of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the Board of Directors does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as state therein is in the best interest of the California Exposition & State Fair Fund.

RESOLVED, that the Board of Directors does hereby authorize the deposit and withdrawal of monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated herein.

FURTHER RESOLVED, that the following officers or their successors in office shall be authorized to order the deposit or withdrawal on monies in the Local Agency Investment Fund.

Chair	Vice Chair	Secretary/Treasurer
Deputy General Manager		Finance Director

1600 Exposition Blvd., Sacramento, CA 95815

PHONE (916) 263-3247(FAIR) ★ FAX (916) 263-3304

CalExpoStateFair.com