

# NOTICE OF COMMITTEE MEETING

## Sonoma County Fair & Exposition, Inc

Notice is hereby given that meetings of the Sonoma County Fair and Exposition, Inc. will convene at times and locations set forth in this notice.

### BUDGET & FINANCE COMMITTEE

#### June 23, 2020, 4:45 – 5:15

Sonoma County Fair & Exposition, Inc.

Notice is hereby given that meetings of the Sonoma County Fair and Exposition, Inc. will convene at times and location set forth in this notice.

In accordance with Executive Order N-29-20 the June 23, 2020 Sonoma County Fair Budget & Finance meeting will be held virtually.

The web conferencing system Zoom will be utilized for this meeting. To participate in the meeting you will need a computer connected to the internet with microphone capabilities or a telephone. (It is not necessary to have a camera). A smart phone or tablet can also be utilized to join the meeting. To test your equipment please use this link: <https://zoom.us/test>

#### TO JOIN ZOOM MEETING:

<https://us02web.zoom.us/j/82213255634?pwd=TIZIK1F6TEs0SXdlT215NVIXc2JZUT09>

Meeting ID: 822 1325 5634

Password: 108253

One tap mobile

+16699006833,,82213255634#,,1#,108253#

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 822 1325 5634

Password: 108253

### AGENDA

**DIRECTORS:** Teejay Lowe, Chair, Marcia Mickelson, Vice Chair; Tony Gerald, Bev Palm, Wanda Tapia

1. Call to Order
2. Approval of the Agenda
3. Public Comments  
Any member of the audience desiring to address the Board on a matter not on the agenda: Please stand and after receiving recognition from the Chair, please state your name and make your comments. In order that all interested parties have an opportunity to address the Board, each person is granted 3 minutes to speak. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen. For items that are on the agenda, each person will be allowed to address the topic being discussed, and will be allowed 3 minutes to speak.
4. Discussion and possible action regarding Draft Financial Statement, through May 2020 – **(Attachment #1)** – Michael Margetts
5. Review detail of US Bank credit card charges paid through April 2020 - **(Attachment #2)** – Michael Margetts
6. Discussion and possible action regarding approval of 2020 Purchase Orders in excess of \$25,000 – **(None)**

7. Discussion and possible action regarding approval of 2020 Contracts in excess of \$25,000 – **(None)**
8. Discussion of projections through December 2020 – Michael Margett/Becky Bartling
9. Review of May 2020 Harvest Fair financial statements – **(Attachment #3)**
10. Request for future agenda items **(non-discussion items)**
11. Adjournment

For additional information please call Lorna Fox at (707) 545-4200 x 201.

*DISABLED ACCOMODATION: If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact 707-545-4200. Advance notification within this guideline will enable the County to make reasonable arrangements to ensure accessibility.*

**Sonoma County Fair & Exposition, Inc**  
**Balance Sheet**

DRAFT - UNAUDITED

DRAFT

	5/31/2020 Calendar YTD	5/31/2019 Calendar YTD	4/30/2020
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash in Bank and Treasury	4,522,516	3,747,050	4,974,240
Accounts Receivable, Net	74,327	187,712	55,582
Racing Settlement Receivable			
Prepaid Expenses			
Inventory of Supplies			
Other Current Assets			
<b>Total Current Assets</b>	<b>4,596,842</b>	<b>3,934,761</b>	<b>5,029,821</b>
<b>Property &amp; Equipment, Net</b>	<b>8,817,975</b>	<b>8,920,092</b>	<b>8,817,975</b>
Construction in Progress	184,787	168,938	130,360
<b>Total Property &amp; Equipment, Net of Depreciation</b>	<b>9,002,762</b>	<b>9,089,030</b>	<b>8,948,335</b>
<b>Other Assets</b>			
Restricted Cash	120,904	120,904	120,904
Due From/Due (To) County for Vet's	61,824	(8,620)	43,775
GASB 68 Deferred Outflow of Resources	400,824	400,824	400,824
GASB 75 Deferred Outflow of Resources	254,492	254,492	254,492
<b>Total Other Assets</b>	<b>838,044</b>	<b>767,600</b>	<b>819,995</b>
<b>TOTAL ASSETS</b>	<b>14,437,648</b>	<b>13,791,392</b>	<b>14,798,151</b>
<b>LIABILITIES AND EQUITY</b>			
<b>Current Liabilities</b>			
Accounts Payable	1,140	2,878	85,455
Scholarships Payable	8,250	3,500	8,250
Accrued Expenses	757,223	570,700	750,623
Racing Payable	3,515	11,235	3,710
Purses Paid - (Over)/Under	(34,631)	(40,736)	(31,672)
Other Short Term Liabilities	791	185	791
Short Term Notes	940,000		940,000
Current Portion of Long-Term Debt			
Deferred Income	322,746	832,171	389,550
<b>Total Current Liabilities</b>	<b>1,999,034</b>	<b>1,379,933</b>	<b>2,146,707</b>
<b>Long Term Liabilities</b>			
GASB 68 Deferred Inflow of Resources	701,757	701,757	701,757
GASB 68 Net Pension Liability	778,377	778,377	778,377
GASB 75 Deferred Inflow of Resources	216,663	216,663	216,663
GASB 75 Net Pension Liability	1,967,830	1,967,830	1,967,830
<b>Total Long Term Liabilities</b>	<b>3,664,627</b>	<b>3,664,627</b>	<b>3,664,627</b>
<b>NET ASSETS</b>			
<b>Investment in Capital Assets</b>	<b>8,816,985</b>	<b>8,935,760</b>	<b>8,816,986</b>
<b>Restricted for Scholarships</b>	<b>37,849</b>	<b>23,856</b>	<b>37,849</b>
<b>Restricted for Junior Livestock Auction</b>	<b>91,208</b>	<b>75,107</b>	<b>91,208</b>
<b>Other Restricted</b>	<b>120,916</b>	<b>120,916</b>	<b>120,916</b>
<b>Retained Earnings - Unrestricted</b>	<b>478,633</b>	<b>143,458</b>	<b>478,633</b>
<b>Profit/(Loss) Current Year</b>	<b>(771,605)</b>	<b>(552,265)</b>	<b>(558,774)</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>14,437,648</b>	<b>13,791,392</b>	<b>14,798,152</b>

**Sonoma County Fair & Exposition, Inc  
Income Statement**
**DRAFT - UNAUDITED**

	5/31/2020 Actual YTD	5/31/2019 Prior Year YTD	Variance	5/31/2020 Budget YTD	Variance
<b>Operating Revenue</b>					
Fair	1,558	51,828	(50,269)		1,558
Interim	834,423	1,492,940	(658,516)	1,298,307	(463,884)
Jockey Club	134,968	181,239	(46,271)	178,361	(43,394)
<b>Total Operating Revenue</b>	<b>970,949</b>	<b>1,726,006</b>	<b>(755,057)</b>	<b>1,476,668</b>	<b>(505,719)</b>
<b>Operating Expense</b>					
Fair	181,007	292,736	111,729	322,896	141,889
Interim	552,386	619,527	67,141	714,668	162,282
Jockey Club	87,781	143,289	55,508	143,157	55,376
General & Administrative	1,214,213	1,260,843	46,631	1,429,395	215,182
Allocated Costs - Harvest Fair					
<b>Total Operating Expenses</b>	<b>2,035,386</b>	<b>2,316,395</b>	<b>281,008</b>	<b>2,610,116</b>	<b>574,730</b>
<b>Operating Income/(Loss)</b>	<b>(1,064,437)</b>	<b>(590,389)</b>	<b>(474,048)</b>	<b>(1,133,448)</b>	<b>69,011</b>
Other Revenue	145,243	13,871	131,372	12,825	132,418
Harvest Fair - Revenue					
Harvest Fair - Expense	(78)	(423)	346		(78)
Interest Expense					
JLA, net	(6,616)	(12,151)	5,534		(6,616)
Net Affect of GASB 68 Adjustments					
Prior Year & Misc Expense	154,284	36,827	117,457		154,284
<b>Net Income/(Loss)before depreciation and capital</b>	<b>(771,605)</b>	<b>(552,265)</b>	<b>(219,339)</b>	<b>(1,120,623)</b>	<b>349,018</b>
Depreciation Expense					
<b>Net Income(Loss) before capital</b>	<b>(771,605)</b>	<b>(552,265)</b>	<b>(219,339)</b>	<b>(1,120,623)</b>	<b>349,018</b>
Gain (loss) on disposal of asset					
Capital Expenditures					
Capital Funding					
<b>Net Income (Loss) incl Capital</b>	<b>(771,605)</b>	<b>(552,265)</b>	<b>(219,339)</b>	<b>(1,120,623)</b>	<b>349,018</b>

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

DRAFT - UNAUDITED

	5/31/2020 Actual YTD	5/31/2019 Prior Year PTD	Variance	5/31/2020 Budget YTD	Variance
<b>Revenue</b>					
Admissions				-	
Parking				-	
Commercial Space				-	
Carnival				-	
Concessions				-	
Exhibits				-	
Racing	1,558	21,828	(20,269)	-	1,558
Attractions				-	
Sponsorships		30,000	(30,000)	-	
VIP Tent				-	
Miscellaneous				-	
<b>Total Fair Revenue</b>	<b>1,558</b>	<b>51,828</b>	<b>(50,269)</b>		<b>1,558</b>
<b>Expense</b>					
Labor and Benefits	111,167	174,963	63,795	186,192	75,025
Advertising & Publicity	6,520	9,761	3,241	8,229	1,709
Attendance	1,218	4,668	3,451	4,538	3,320
Signage/Other/Drinking Water				-	
Premium	728	682	(46)	-	(728)
Hall of Flowers	12,000	56,077	44,077	50,000	38,000
Exhibits	1,507	11,365	9,859	11,461	9,955
Commerical/Concessions Exhibits	60	177	117	-	(60)
Racing	32,916	16,560	(16,356)	33,826	910
Attractions	798	5,825	5,026	2,650	1,852
Miscellaneous	202	243	40	-	(202)
VIP Tent				-	
RV Park - Fair - Contract Services	13,890	12,414	(1,476)	26,000	12,110
<b>Total Expense</b>	<b>181,007</b>	<b>292,736</b>	<b>111,729</b>	<b>322,896</b>	<b>141,889</b>
<b>Fair Income/(Loss)</b>	<b>(179,448)</b>	<b>(240,908)</b>	<b>61,460</b>	<b>(322,896)</b>	<b>143,448</b>

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

DRAFT - UNAUDITED

	5/31/2020 Actual YTD	5/31/2019 Prior Year YTD	Variance	5/31/2020 Budget YTD	Variance
<b>Revenue</b>					
Long Term Rentals	16,856	26,864	(10,008)	32,257	(15,401)
Building Rental	73,051	222,250	(149,199)	274,202	(201,151)
Facility Rental	59,723	79,130	(19,407)	87,289	(27,566)
Equipment Rental	37,721	84,121	(46,400)	90,697	(52,976)
Trailer & RV	526,669	751,636	(224,966)	510,000	16,669
Interim Parking	36,252	117,381	(81,129)	110,684	(74,432)
Insurance/Costs Reimbursed	10,332	30,427	(20,096)	27,058	(16,727)
Security Reimbursed	6,734	50,215	(43,481)	56,274	(49,540)
Food & Other Concessions	8,480	48,442	(39,962)	35,761	(27,281)
Alcohol Concessions	7,107	29,224	(22,117)	24,085	(16,978)
Other Interim Revenue	51,500	53,251	(1,751)	50,000	1,500
<b>Total Revenue</b>	<b>834,423</b>	<b>1,492,940</b>	<b>(658,516)</b>	<b>1,298,307</b>	<b>(463,884)</b>
<b>Expense</b>					
Int Wages & Benefits	465,205	438,156	(27,050)	531,603	66,398
Int Parking Wages & Benefits	20,480	34,066	13,586	32,829	12,348
<b>Total Wages &amp; Benefits</b>	<b>485,685</b>	<b>472,222</b>	<b>(13,464)</b>	<b>564,432</b>	<b>78,747</b>
Contract Services-Interim	2,160	4,425	2,265	5,361	3,201
Contract Services-RV Park		486	486	711	711
Straw Removal				-	
Security		41,454	41,454	45,314	45,314
Supplies & Equipment	4,704	2,716	(1,988)	2,880	(1,824)
RV Park Utilities	47,471	47,992	521	35,227	(12,244)
RV Park Advertising	405	370	(35)	393	(12)
Miscellaneous RV Parking				-	
RV Supplies & Equipment	3,216	6,303	3,087	5,913	2,697
Interim Advertising		150	150	152	152
Business Partner Incentive				-	
Insurance/Costs Reimbursed	2,824	1,954	(870)	1,953	(871)
Security Costs Reimbursed	5,920	40,469	34,549	49,665	43,745
Equipment Rental		754	754	1,167	1,167
CalTrans Median Strip Rent				-	
Special Repairs & Equipment		231	231	1,500	1,500
<b>Total Expense</b>	<b>552,386</b>	<b>619,527</b>	<b>67,141</b>	<b>714,668</b>	<b>162,282</b>
<b>Interim Income/(Loss)</b>	<b>282,037</b>	<b>873,413</b>	<b>(591,375)</b>	<b>583,639</b>	<b>(301,602)</b>

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

**DRAFT - UNAUDITED**

	<b>5/31/2020</b>	<b>5/31/2019</b>		<b>5/31/2020</b>	
	<b>Actual</b>	<b>Prior Year</b>		<b>Budget</b>	
	<b>YTD</b>	<b>YTD</b>	<b>Variance</b>	<b>YTD</b>	<b>Variance</b>
<b>Revenue</b>					
Admissions	5,060	15,314	(10,254)	14,905	(9,845)
Turf Club	645	3,286	(2,641)	3,277	(2,632)
Commissions	115,677	124,651	(8,974)	124,494	(8,817)
Programs/Other	255	734	(479)	730	(475)
Race Forms, etc	11,563	28,981	(17,418)	28,596	(17,033)
Concessions	1,767	5,472	(3,705)	5,359	(3,592)
Costs Recovered				-	
Prior Year Costs Recovered				-	
Interim Rental				-	
ATM Fees		2,801	(2,801)	1,000	(1,000)
Interim Concessions				-	
<b>Total Jockey Club Revenues</b>	<b>134,968</b>	<b>181,239</b>	<b>(46,271)</b>	<b>178,361</b>	<b>(43,394)</b>
<b>Expense</b>					
Wages & Benefits	53,478	71,765	18,287	63,399	9,921
Contract Services	6,064	11,786	5,722	19,663	13,599
Supplies & Expense	6,763	18,279	11,516	17,054	10,291
Utilities	10,970	16,280	5,310	17,024	6,054
Cost of Periodicals	9,225	22,533	13,308	22,681	13,457
Garbage	1,271	1,595	325	1,836	565
Advertising & Marketing	10	1,050	1,040	1,500	1,490
<b>Total Jockey Club Expenses</b>	<b>87,781</b>	<b>143,289</b>	<b>55,508</b>	<b>143,157</b>	<b>55,376</b>
<b>Jockey Club Income/(Loss)</b>	<b>47,187</b>	<b>37,950</b>	<b>9,237</b>	<b>35,204</b>	<b>11,983</b>

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

**DRAFT - UNAUDITED**

	<b>5/31/2020 Actual YTD</b>	<b>5/31/2019 Prior Year YTD</b>	<b>Variance</b>	<b>5/31/2020 Budget YTD</b>	<b>Variance</b>
Cost Recovered Harvest Fair	0	0	0	-	0
Total Revenue	0	0	0	0	0
<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	8	44	36	-	(8)
Exhibits Wages and Benefits	0	0	0	-	0
Attendance Wages and Benefits	70	379	309	-	(70)
Attractions Wages and Benefits	0	0	0	-	0
Miscellaneous	0	0	0	-	0
<b>Total Expenses</b>	78	423	346	0	(78)
<b>Harvest Fair Income(Loss)</b>	(78)	(423)	346	0	(78)



**Sonoma County Fair & Exposition, Inc**  
**General & Administrative Expenses**

DRAFT - UNAUDITED

	5/31/2020 Actual YTD	5/31/2019 Prior Year YTD	Variance	5/31/2020 Budget YTD	Variance
<b>Expense</b>					
Wages & Benefits-Admin	375,296	348,440	(26,855)	387,050	11,754
Contract Services-Admin	17,195	24,864	7,669	44,375	27,180
County Indirect Services	47,915	35,830	(12,085)	47,915	
Legal	9,591	21,841	12,250	20,830	11,239
Office Expense-Admin	27,574	29,084	1,510	36,150	8,576
Postage & Telephone	17,621	15,826	(1,795)	16,565	(1,056)
Director's Expense & Travel	2,876	3,428	553	5,775	2,899
Donations				-	
Insurance	29,165	27,085	(2,080)	29,165	
Audit Fee	5,610	16,200	10,590	6,000	390
Bad Debt and Cash Short/Over	416	(60)	(476)	552	136
<b>Administration Expenses</b>	<b>533,258</b>	<b>522,539</b>	<b>(10,719)</b>	<b>594,377</b>	<b>61,119</b>
Wages & Benefits-Maint	509,834	539,196	29,361	616,233	106,399
Contract Services-Maint	19,837	33,972	14,136	37,483	17,646
Equipment Rental-Maint	1,487	3,212	1,726	3,577	2,090
Utilities	90,896	72,427	(18,470)	72,906	(17,990)
Utilities - Harvest Fair(Reimbursed)				-	
Trash Removal	8,448	17,571	9,123	16,755	8,307
Maintenance Supplies	46,955	54,446	7,491	65,283	18,328
Repairs & Maintenance		10,041	10,041	15,426	15,426
Equipment Repairs	3,498	7,440	3,942	7,355	3,857
<b>Maintenance Expenses</b>	<b>680,955</b>	<b>738,305</b>	<b>57,350</b>	<b>835,018</b>	<b>154,063</b>
<b>General &amp; Administrative Expenses</b>	<b>1,214,213</b>	<b>1,260,843</b>	<b>46,631</b>	<b>1,429,395</b>	<b>215,182</b>

**Sonoma County Fair & Exposition, Inc  
Salary & Benefit Expenses**

DRAFT - UNAUDITED

	5/31/2020 Actual YTD	5/31/2019 Prior Year YTD	Variance	5/31/2020 Budget YTD	Variance
<b>Permanent Salaries</b>					
Fair	48,691	62,284	13,593	67,044	18,353
Interim	234,524	200,900	(33,624)	245,938	11,415
Jockey Club	15,824	22,892	7,068	12,820	(3,004)
Golf Course				-	
Administration	210,957	194,338	(16,619)	220,050	9,093
Maintenance	253,190	244,953	(8,237)	276,043	22,853
<b>Total Permanent Salaries</b>	<b>763,185</b>	<b>725,366</b>	<b>(37,819)</b>	<b>821,895</b>	<b>58,710</b>
<b>Temporary Salaries</b>					
Fair	13,658	45,903	32,245	42,025	28,367
Interim	47,563	84,040	36,477	92,762	45,199
Jockey Club	15,989	22,280	6,292	25,476	9,487
Golf Course				-	
Administration		291	291	851	851
Maintenance	2,422	33,951	31,529	40,593	38,171
<b>Total Temporary Salaries</b>	<b>79,631</b>	<b>186,465</b>	<b>106,834</b>	<b>201,707</b>	<b>122,076</b>
<b>Health Benefits</b>					
Fair	20,010	31,903	11,893	40,085	20,075
Interim	52,845	38,525	(14,320)	54,023	1,178
Jockey Club	7,541	8,302	762	7,927	386
Golf Course				-	
Administration	31,522	23,674	(7,848)	34,745	3,223
Maintenance	67,995	55,633	(12,361)	74,731	6,736
<b>Total Health Benefits</b>	<b>179,912</b>	<b>158,037</b>	<b>(21,875)</b>	<b>211,511</b>	<b>31,599</b>
<b>FICA, Medicare &amp; Workers Comp</b>					
Fair	6,729	10,534	3,805	10,690	3,961
Interim	28,458	31,363	2,905	41,337	12,879
Jockey Club	3,397	4,616	1,219	4,484	1,087
Golf Course				-	
Administration	20,046	19,424	(622)	19,047	(999)
Maintenance	52,974	69,971	16,997	73,057	20,083
<b>Total Workers Comp &amp; Payroll Taxes</b>	<b>111,604</b>	<b>135,907</b>	<b>24,303</b>	<b>148,615</b>	<b>37,011</b>
<b>Retirement, UI, Other</b>					
Fair	22,146	24,712	2,567	26,348	4,202
Interim	121,970	117,445	(4,525)	130,372	8,402
Jockey Club	10,311	13,603	3,292	12,692	2,381
Golf Course				-	
Administration	112,770	110,714	(2,057)	112,357	(413)
Maintenance	133,150	134,303	1,153	151,809	18,659
<b>Total Retirement &amp; Other Benefits</b>	<b>400,347</b>	<b>400,777</b>	<b>430</b>	<b>433,578</b>	<b>33,231</b>
<b>TOTAL</b>	<b>1,534,679</b>	<b>1,606,552</b>	<b>71,873</b>	<b>1,817,306</b>	<b>282,627</b>
<b>TOTAL BY DEPT</b>					
Fair	111,233	175,335	64,102	186,192	74,959
Interim	485,359	472,272	(13,087)	564,432	79,073
Jockey Club	53,061	71,693	18,632	63,399	10,338
Golf Course					
Administration	375,296	348,440	(26,855)	387,050	11,754
Maintenance	509,730	538,812	29,081	616,233	106,503
<b>TOTAL ALL DEPARTMENTS</b>	<b>1,534,679</b>	<b>1,606,552</b>	<b>71,873</b>	<b>1,817,306</b>	<b>282,627</b>

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

	Actual YTD	Prior Year YTD	Variance	Budget YTD	Variance
<b>Salaries</b>					
Fair					
Hall of Flowers		13,575	13,575	11,512	11,512
Publicity	4,026	16,500	12,474	14,669	10,643
Parking				-	
Admissions	315	681	366	-	(315)
Exhibits - Temp	294	4,674	4,381	6,056	5,762
Exhibits - Perm	48,691	62,284	13,593	67,044	18,353
Attractions		3,440	3,440	3,806	3,806
Concessions Auditor		732	732	-	
Racing	8,957	5,928	(3,029)	5,982	(2,975)
<b>Total Salaries</b>	<b>62,282</b>	<b>107,814</b>	<b>45,531</b>	<b>109,069</b>	<b>46,787</b>
<b>Health Benefits</b>					
Fair					
Exhibits - Perm	6,205	6,006	(199)	13,918	7,713
Racing	13,805	25,897	12,092	26,167	12,362
<b>Total Health Benefits</b>	<b>20,010</b>	<b>31,903</b>	<b>11,893</b>	<b>40,085</b>	<b>20,075</b>
<b>FICA, Medicare &amp; Workers Comp</b>					
Fair					
Hall of Flowers		1,598	1,598	1,389	1,389
Publicity	474	1,964	1,490	1,867	1,393
Parking				-	
Admissions		110	110	-	
Exhibits	5,149	5,702	553	6,201	1,052
Attractions		405	405	444	444
Racing	1,106	754	(352)	789	(317)
<b>Total Workers Comp &amp; Payroll Taxes</b>	<b>6,729</b>	<b>10,534</b>	<b>3,805</b>	<b>10,690</b>	<b>3,961</b>
<b>TOTAL</b>	<b>89,021</b>	<b>150,250</b>	<b>61,229</b>	<b>159,844</b>	<b>70,823</b>
<b>Retirement, UI, Other</b>					
Fair					
Hall of Flowers		842	842	1,091	1,091
Publicity	250	396	147	277	27
Parking				-	
Admissions		271	271	227	227
Exhibits - Perm	21,343	22,806	1,463	24,304	2,961
Attractions				-	
Racing	553	397	(156)	449	(104)
<b>Total Retirement &amp; Other Benefits</b>	<b>22,146</b>	<b>24,712</b>	<b>2,567</b>	<b>26,348</b>	<b>4,202</b>



Post Office Box 1536  
1350 Bennett Valley Road  
Santa Rosa, California 95403  
Tel (707) 545-4200 Fax (707) 573-9342

**May 31, 2020**

**To: Board of Directors**

**From: Michael Margetts**

**May**

**Computer generated checks:**

**May**  
**Total Payables Dispersed: \$ 1,136,800.90**

**Payroll**

**County Payroll-PD's 5/13/2020, 5/27/2020** **\$ 268,608.43**

**Temp Payroll - PD's 5/8/2020, 5/22/2020** **\$ 4,200.25**

**\$ 272,808.68**

**Total disbursements:**

**\$ 1,409,609.58**

**County Counsel Cost for March & April Paid in May 2020:**

**\$ 4,002.00**

**May 2020 - Accounts Receivable Over 60 Days**

<b>Customer Name</b>	<b>61-90 Days</b>	<b>91-120 Days</b>	<b>Over 120 Days</b>	<b>Comments</b>
International Bully Registry			\$ 1,162.25	Kaitlyn & Debbie?
Luther Burbank Savings			\$ 1,000.00	Kaitlyn Sponsorship Cattle Drive Wrangler Fair
North Bay Carmart LLC	\$ 931.00			Debbie?
Spectra			\$ 280.00	Debbie?
Tayman Park		\$ 463.99		Debbie?
<b>Total Owing as of May 2020:</b>	<b>\$ 931.00</b>	<b>\$ 463.99</b>	<b>\$ 2,442.25</b>	

<b># 86066 (Closed), Invoice: 4246044555679855 4, U.S. Bank Corporate Payment Systems (00006275), 05/06/20, 1,245.89</b>				
<b>GL Account</b>	<b>GL Account Description</b>	<b>Reference</b>	<b>Amount</b>	<b>Total</b>
620503010	Tickets & Credentials	CSandersComcastAdmin	140.01	
620209080	Telephone	CSandersVZRV	57.00	
560759080	Computer Support	CSandersVZWireless	212.13	409.14
620305010	Supplies- Exhibits	HBorckAdobeAcropro	24.99	
620305010	Supplies- Exhibits	HBorckAdobeIDCreativeCloud	33.99	58.98
620308010	Supplies- Attractions	JEngdahlAmzonTBReimb	2.99	2.99
620309080	Office Supplies- Administration	LFoxAmazon	43.58	
620309080	Office Supplies- Administration	LFoxAmazon	87.16	
620309080	Office Supplies- Administration	LFoxAmazon	-43.58	
680909080	Travel and Training	LFoxGrandSierra	-89.27	-2.11
620342010	Supplies-Publicity	MMargettsAdobeCreativeCloud	52.99	
650302010	Multi-Media Advertising	MMargettsConstantContact	455.00	
620309080	Office Supplies- Administration	MMargettsFundly	20.00	
620305010	Supplies- Exhibits	MMargettsShopkeep	190.00	
650852010	Website	MMargettsSonic.net	19.95	
650852010	Website	MMargettsSonic.net	38.95	776.89
			<b>Total</b>	<b>\$ 1,245.89</b>

**HARVEST FAIR ASSOCIATION OF SONOMA COUNTY  
BALANCE SHEET - DRAFT**

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	As of	5/31/2020 Actual YTD
<b><u>ASSETS</u></b>		
<b>CURRENT ASSETS</b>		
Cash in Bank		54,548
Cash in Treasury		0
Accounts Receivable (net of allowance)		18,010
Other Assets		0
<b>TOTAL CURRENT ASSETS</b>		<b>72,558</b>
<b>TOTAL ASSETS</b>		<b>72,558</b>
<b><u>LIABILITIES &amp; EQUITY</u></b>		
<b>CURRENT LIABILITIES</b>		
Accounts Payable		0
Accrued Expenses		19,372
Sales & Use Tax Payable		45
Deposits & Refunds Payable		0
<b>TOTAL CURRENT LIABILITIES</b>		<b>19,417</b>
<b>FUND EQUITY</b>		
Beginning Retained Earnings		55,868
Profit(Loss) for the Year		<b>(2,727)</b>
<b>TOTAL EQUITY</b>		<b>53,141</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>72,558</b>

**HARVEST FAIR ASSOCIATION OF SONOMA COUNTY  
INCOME STATEMENT - DRAFT**

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For the Period	5/31/2020 Actual YTD	5/31/2020 Budget YTD	Variance	Annual Budget
<b>Revenues</b>				
Sponsorships				22,000
Operations - Parking - Admissions				8,000
Awards Night				60,000
Sponsorships - Awards Night				15,000
Wine Competition				85,200
Culinary Competitions				4,000
Attractions				3,500
Misc Programs				
Retail Sales				
Tasting				112,900
Vendors				4,100
<b>Total Revenues</b>				<b>314,700</b>
<b>Expenses</b>				
Administration	1,387		(1,387)	73,755
Operations - Parking - Admissions	(323)		323	15,950
Awards Night				65,459
Wine Competition				51,150
Culinary Competition				4,600
Attractions				8,875
Misc. Programs				
Publicity/Marketing	285		(285)	55,000
Retail Sales				
Tasting	1,378		(1,378)	36,950
Vendors				
Prior Period Expense				
<b>Total Expenses</b>	<b>2,727</b>		<b>(2,727)</b>	<b>311,739</b>
<b>Operating Income/(Loss) - Prior to Revenue Split</b>	<b>(2,727)</b>		<b>(2,727)</b>	<b>2,961</b>
<b>Revenue Share with SCF</b>				
<b>Net Income</b>	<b>(2,727)</b>		<b>(2,727)</b>	<b>2,961</b>