

**MEMORANDUM
DEPARTMENT OF FACILITY SERVICES
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS**

Date: **APRIL 9, 2013**

From: **MARY DIETRICH, ASSISTANT DIRECTOR**

Subject: **PLACER COUNTY FAIRGROUNDS UPDATE AND ANNUAL REPORT**

ACTION REQUESTED:

1. Receive an update and annual report on the Placer County Fairgrounds and the All American Speedway from the Department of Facility Services and the Placer County Fair Association.
2. Consider a request from the Placer County Fair Association to approve its 2013 Budget.

BACKGROUND: The Placer County Fairgrounds property comprises approximately 61 acres of land and improvements including the All American Speedway. This property is situated near the intersection of Washington and Junction Boulevards within the incorporated lands of the City of Roseville. Operation and management of the Fairgrounds is the responsibility of the Placer County Fair Association (Association) pursuant to County Contract No. 11520. The current term of the Contract is through December 31, 2013. This Contract provides for annual extension unless the Association is not in compliance with the agreement or if either party serves a written notice of non-renewal on or before July 15th of each year. Among other requirements, this Contract requires annual approval of the Association's budget and any major maintenance plan by the Placer County Board of Supervisors, and an annual report covering subjects such as interim events, contracts, Speedway operations, maintenance and capital projects, and projections for the year ahead. Following Facility Services' portion of this presentation, John Javidan, Fair Association CEO, will be presenting the Association's report for your Board's information and action.

Attached to this Memorandum is the Association's request to your Board to approve its 2013 Budget. For the upcoming year the Association has forecasted an operating budget of \$1,418,322. This budget shows a deficit of \$7,422 when comparing Operating Revenue against Operating Expenses. This deficit is offset by \$25,000 in funding provided by Placer County (identified in Account 33000 - Contributions from Other Gov't. Sources). The budget also reflects the loss of the State's Allocation of funding for County Fairs which amounted to more than \$252,000 in 2011. The Association clearly relies on Speedway Racing as its most significant source of revenue, and is anticipating revenues of approximately \$137,000 in excess of Speedway expenses. In summary, the Association has prepared a balanced budget but has only a small contingency and no reserves for unexpected expenses.

For 2013, the Fair Association has again voluntarily implemented operating restrictions on the Speedway for mitigation of impacts to the surrounding community. Similar to the 2012 season, provisions include implementation and enforcement of maximum decibel levels associated with race events, use of sound monitoring equipment for continuous data collection, installation of an FM radio system in the Pit Area, use of directional public address speakers in the Grandstand area, and limitations on days and hours of operation. In response to suggestions from the

community, the Association has also scheduled race free weekends on April 27th, May 25th, June 29th, July 27th, August 31st and October 5th and has reduced the number of races from 34 to 26. As a condition of last year's contract extension, the Association was required to secure by December 28, 2012, after-the-fact permits for improvements constructed in 2006-2007. The Association did not meet this deadline but has recently secured some of the required permits and has submitted a transition plan to the Chief Building Official identifying the operating limitations and means for securing buildings and facilities from use until required permits are received.

Since the last update to your Board in July 2012, progress has been made by County staff on a number of initiatives relating to the Fairgrounds and All American Speedway. Through the Community Development Resource Agency, Raney Planning & Management, Inc. (Raney) was selected to prepare the Environmental Impact Report (EIR) to evaluate the impacts of a new Operating Agreement for the Speedway. Raney has completed baseline studies of the Speedway for use in the EIR and is completing the project description which will be the basis for this evaluation. Processes related to the EIR will begin within the month with completion targeted for August 2013.

The Procurement Services Division of Administrative Services is also nearing completion of a Request for Proposal process for an assessment of the Placer County Fairgrounds. This process solicited proposals from qualified firms to prepare a comprehensive assessment and feasibility study for a Fairgrounds and Fair. Components of the requested work scope include an analysis of the existing site, a visioning and stakeholder process, fiscal and economic analysis, evaluation of market opportunities and constraints, infrastructure requirements, public/private opportunities and implementation strategies. The objective of this assessment is to evaluate the long-term economic viability of the Fair and the Fairgrounds so that it may serve as a flexible community resource, foster economic growth in surrounding communities, and operate in a self-sustaining manner. The solicitation garnered proposals from firms nationwide and interviews with the top firms are scheduled for April 10, 2013. Procurement Services anticipates the award of a contract by June 2013.

ENVIRONMENTAL CLEARANCE: Your Board's receipt of this report and approval of the Association's 2013 Budget and maintenance plan is not a project subject to the California Environmental Quality Act pursuant to Section 15378(b)(5) which excludes organizational or administrative activities that do not result in direct or indirect physical change in the environment.

FISCAL IMPACT: There is no new net county cost associated with the Board's approval of the Association's budget. The Association's budget identifies \$25,000 in "Contributions from Other Gov't. Sources" which represents the funding that Placer County provides to the Association as a contribution for conducting the annual Placer County Fair and upkeep of the property. This expense is included in the County's budget.

ATTACHMENT: PLACER COUNTY FAIR ASSOCIATION LETTER AND BUDGET

CC: COUNTY EXECUTIVE OFFICE
COMMUNITY DEVELOPMENT RESOURCE AGENCY
ADMINISTRATIVE SERVICES

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www.placercountyfair.org

April 1, 2013

Placer County Board of Supervisors
Jim Holmes
175 Fulweiler Avenue
Auburn, CA 95603

Dear Chairman Holmes:

This letter requests the Placer County Board of Supervisors approval of the enclosed 2013 Operating Budget for the Placer County Fair Association (PCFA). The PCFA Board of Directors have approved the budget as presented and believe it will provide the communities of Placer County with valuable educational and entertainment events through the year.

While producing the annual Placer County Fair is our primary function, maintaining and improving our facility ranks high on our list of priorities. We invested a significant amount of time and effort into the facilities the past several years, improving their usefulness and increasing the safety to those who attend the numerous events we host. Through the year, approximately 600,000 patrons visit the Placer County fair to attend our annual Fair in June, All American Speedway motorized racing events, Placer County BerryFest and over 200 additional interim events.

Please express our appreciation to the Board of Supervisors and your staff for their continued support, which is instrumental to the continued success of the Placer County Fair. We look forward to continued success next year. I can be reached at (916) 786-2024, extension 104 or via email at john@placercountyfair.org if you have any questions or require additional information.

Sincerely,

John Javidan
CEO, Fair Manager

Enclosures



OPERATING BUDGET

DISTRICT AGRICULTURAL ASSOCIATION

_____ COUNTY

Conducting The _____

at _____, California

For the period of January 1, 2013 to December 31, 2013

	Acct. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
TOTAL NET RESOURCES, JANUARY 1:					
Unrestricted net resources		(\$346,015)	(\$282,213)	\$46,084	\$118,139
Restricted resources				0	0
Investment in Capital Assets, Net of Related Debt		1,017,051	1,049,541	910,999	910,999
Subtotal (Total Net Resources)		671,036	767,328	957,083	1,029,138
RESOURCES ACQUIRED:					
Operating Revenues (From Page 2)		1,172,702	1,396,715	1,189,392	1,410,900
State (Local/Base) Allocations (to Page 2):	31200	252,640	71,600		
Fiscal & Administrative Assistance (F&E) (to Page 2):	31300				
Capital Project Reimbursement Funds (from Sched 8A)	31900			0	0
One-time Revenue Sources (fire camp, sale of property, capital project aud	32500				
Contributions from Other Gov't (non-F&E) Sources (to Page 2)	33000	50,000	25,000	25,000	25,000
Other (e.g., Perf Rating used for oper.) (to Page 2)	34000	186,750			
TOTAL RESOURCES AVAILABLE		2,333,128	2,260,643	2,171,475	2,485,038
RESOURCES APPLIED:					
Operating Expenditures (From Page 2)		1,306,220	1,424,579	1,142,337	1,418,322
Other Operating Expenditures (e.g. Audit Adjustments)					
Subtotal - Operating Expenditures (Excluding Depreciation)		1,306,220	1,424,579	1,142,337	1,418,322
Depreciation Expense (From Page 10)	90000	89,825	87,885	0	0
TOTAL RESOURCES APPLIED		1,376,045	1,492,464	1,142,337	1,418,322
TOTAL NET RESOURCES, DECEMBER 31:					
Unrestricted Net Resources Available for Operations	29100	\$957,083	\$768,179	\$1,029,138	\$1,046,716
Restricted Net Resources		46,084	(213,477)	118,139	(885)
Investment in Capital Assets (From Schedule 7)		910,999	981,656	910,999	1,047,601
Subtotal (Total Net Res Check Figure - should equal #29100)		\$957,083	\$768,179	\$1,029,138	\$1,046,716
Reserve Percentage		3.5%	-15.0%	10.3%	-0.1%

ALL FAIRS:

COUNTY APPROVALS (County Fairs Only):

[Signature] 12/26/12
 President, Board of Directors Date

 Chairman, Board of Supervisors Date

[Signature] 12-26-12
 Chief Executive Officer Date

 County Clerk Date

DEPARTMENT OF FOOD & AGRICULTURE

 Director Date

Summary of Operations

	Accl. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
OPERATING REVENUES:					
Admissions to Grounds	41000	\$24,348	\$30,000	\$25,449	\$20,000
Commercial Space	41500	22,035	25,900	56,535	59,000
Concessions	42000	80,824	81,400	74,987	73,880
Exhibits	43000	1,527	1,900	6,005	6,930
Horse Show	44000				
JLA	44000		25,200	25,200	25,200
Horse Racing (Live)	45000				
Satellite Wagering	45005				
Fair Attractions	46000	22,822	12,000	18,445	26,000
Motorized Racing	46109	499,583	716,950	484,365	676,950
Interim Attractions	46009				
Miscellaneous Fair	47000	22,127	45,700	26,105	42,500
Miscellaneous Non-Fair Programs	47005	71,965	71,965	74,260	81,800
Interim Revenue	48000	419,080	382,000	351,239	365,100
Prior Year Revenue Adjustments	49000	6,800			
Other Operating Revenue	49500	(8)	4,100	4,782	4,580
TOTAL OPERATING REVENUES (to Page 1)		1,172,702	1,396,715	1,189,392	1,410,900
OPERATING EXPENDITURES:					
Administration	50000	347,872	332,249	276,702	361,050
Maintenance & General Operations	52000	286,744	287,900	223,870	287,900
Publicity	54000	36,236	53,000	33,022	45,500
Attendance Operations	56000				
Miscellaneous Fair	57000	59,589	45,000	49,565	58,400
Miscellaneous Non-Fair Programs	57005		43,800	43,206	44,700
Premiums	58000	3,977	9,500		1,000
Exhibits	63000	22,548	20,102	14,970	16,200
Horse Show	64000				
JLA	64000		22,000		
Horse Racing (Live)	65000				
Satellite Wagering	65005				
Fair Entertainment	66000	111,167	72,500	37,396	40,800
Motorized Racing	66109	458,255	492,226	458,153	539,272
Interim Entertainment	66009				5,000
Equipment (Funded by Fair)	72300	6,913	48,900	8,823	18,500
Prior Year Expense Adjustments	80000	(9,721)			
Cash (over/under)	85000	640		631	
Other Operating Expense	84000				
TOTAL OPERATING EXPENDITURES (to Page 1)		1,306,220	1,424,579	1,142,337	1,418,322
NET OPERATING PROFIT/(LOSS) BEFORE DEPRECIATION		(133,518)	(27,864)	47,055	(7,422)
Depreciation Expense	90000	69,825	67,885		
NET OPERATING PROFIT/(LOSS) AFTER DEPRECIATION		(203,343)	(95,749)	47,055	(7,422)
LOCAL (BASE) ALLOCATION - (From Page 1)	31200	252,640	71,800		
OTHER FUNDS - ACCT. #313, #325, #330, #340 (From Page 1)		236,760	25,000	25,000	26,000
UTILIZATION OF UNRESTRICTED NET RESOURCES (if applicable)					
NET PROFIT/(LOSS) BEFORE DEPRECIATION, CURRENT YEAR		\$355,872	\$68,736	\$72,055	\$17,578
NET PROFIT/(LOSS) AFTER DEPRECIATION, CURRENT YEAR		\$286,047	\$851	\$72,055	\$17,578

Detail of Revenues

	Acct. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
ADMISSIONS REVENUE:					
Regular Fair Admissions	41010	24,348	30,000	65,449	60,000
Discounted Fair Admissions	41020				
TOTAL ADMISSIONS REVENUE	41000	24,348	30,000	65,449	60,000
COMMERCIAL SPACE REVENUE:					
Outside Commercial Space	41510	12,540	13,500	44,105	45,000
Inside Commercial Space	41520	9,495	12,000	12,430	14,000
TOTAL COMMERCIAL SPACE REVENUE	41500	22,035	25,500	56,535	59,000
CONCESSIONS REVENUE:					
Carnival	42100	36,107	36,000	7,817	7,800
Carnival: Pre-Sale	42110	7,305	7,400	6,386	6,300
Food Concessions	42200	22,632	24,000	44,581	44,000
Non-Food Concessions	42300	14,822	14,000	17,443	17,000
Other (Health permit fees in excess of seller fees)	42300	(42)	0	(1,240)	(1,240)
TOTAL CONCESSIONS REVENUE	42000	80,824	81,400	74,987	73,660
EXHIBITS REVENUE:					
Entry Fees	43100	1,400	1,400	2,942	2,900
Donated & Sponsored Awards	43200	105	500	3,030	3,000
Advertising in Premium Book	43300	12		33	30
Other (Explain)	43400	10			
TOTAL EXHIBITS REVENUE	43000	1,527	1,900	6,005	5,930
HORSE SHOW REVENUE:					
Admissions	44100				
Entry and Stake Fees	44200				
Donations for Special Prizes	44300				
Stall Fees	44400				
Program Sales	44500				
Other (Explain)	44600				
TOTAL HORSE SHOW REVENUE	44000	0	0	0	0
LIVE HORSE RACING REVENUE:					
Admissions	45100				
Track Commissions & Breakage	45200				
Program Sales	45300				
Concessions	45400				
Other (Explain)	45500				
TOTAL LIVE HORSE RACING REVENUE	45000	0	0	0	0

JLA REVENUE:					
Commission	44100	13,655	15,000	15,000	15,000
Add-On Payments	44200	3,150	3,200	3,200	3,200
Sponsorship	44300	1,922	2,000	2,000	2,000
Stall Fees	44400				
Interest	44400	10			
Prior Year Adjustment	44500				
Other (Explain)	44600	5,097	5,000	5,000	5,000
TOTAL HORSE SHOW REVENUE	44000	23,834	25,200	25,200	25,200

Detail of Revenues

	Acct. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
SATELLITE WAGERING REVENUE:					
TOTAL SATELLITE WAGERING REVENUE	45005	0	0	0	0
FAIR ATTRACTIONS REVENUE:					
Mixed Martial Arts Admissions	46100	0	4,000	8,500	10,000
Queen Pageant Entry Fees	46200	4,000	4,000	5,445	6,000
Concert Admissions	46300	0	4,000	4,500	10,000
Other (Monster Truck/Tractor)	46400	18,822			0
Other (Explain)	46500				
Other (Explain)	46600				
TOTAL FAIR ATTRACTIONS REVENUE	46000	22,822	12,000	18,445	26,000
MOTORIZED RACING REVENUE:					
TOTAL MOTORIZED RACING REVENUE	46109	499,583	718,960	484,365	676,950
INTERIM ATTRACTIONS REVENUE:					
Performance Admissions	46209				
Other Admissions (List)	46309				
TOTAL INTERIM ATTRACTIONS REVENUE	46009	0	0	0	0
MISCELLANEOUS FAIR REVENUE:					
Parking	47100	16,871	28,000	22,413	25,000
Fair Program Revenue	47200				
Utility Fee Reimbursement	47300	1,275	7,700	4,707	5,000
Exhibit Guide Revenue	47400				
Stall Rentals (Fairtime)	47500				
Camping Fees (Fairtime)	47700				
Other (Explain)	47800	3,981	0	460	500
Sponsorships	47900	0	10,000	525	12,000
TOTAL MISCELLANEOUS FAIR REVENUE	47000	22,127	45,700	28,105	42,500
MISCELLANEOUS NON-FAIR PROGRAMS (Berry Fest):					
Admissions	47105			41,925	40,000
Admissions Pre-Sale	47105			0	5,000
Commercial Exhibits	47205			18,602	20,000
Registration	47305			765	800
Exhibits	47405			5,738	6,000
Sponsorship	47505			2,250	5,000
Parking				5,000	5,000
TOTAL MISC. NON-FAIR PROGRAMS	47005	71,965	71,965	74,280	81,800

MISCELLANEOUS NON-FAIR PROGRAMS (Berry Fest):					
Admissions	47105				
Admissions Pre-Sale	47105				
Commercial Exhibits	47205				
Concessions	47305				
Exhibits	47405				
Other (Parking)	47505				
TOTAL MISC. NON-FAIR PROGRAMS	47005	0	0	0	0

Detail of Revenues

	Acct. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
INTERIM REVENUE:					
Rental of Buildings	48100	161,335	170,000	175,000	175,000
Grounds Rentals	48200	64,491	65,000	24,888	35,000
Equipment Rentals	48300	6,100	2,000	1,950	2,000
Concessions Revenue	48400	0	0	12,500	17,000
Utility Fee Reimbursement	48500	10,968	11,000	9,165	11,000
Interim Parking Revenue	48600	88,794	40,000	33,024	20,000
Other Interim Maint Revenue (List)	48700	625	14,000	575	600
Other Interim Misc		803	5,000	2,130	2,500
Other Dumpster reimbursement					
RV Parking		85,964	75,000	91,000	91,000
Association Fees				1,007	1,000
TOTAL INTERIM REVENUE	48000	419,080	382,000	351,239	355,100
TOTAL PRIOR YEAR REVENUE ADJUSTMENT:					
	49000	8,600			
OTHER OPERATING REVENUE:					
Interest Earnings	49510	78	100	57	60
Donations/Sponsorships (general)	49520	2,200	2,000	1,939	2,000
Other (Explain)	49530	(3,835)	1,000	1,220	1,000
Gain on Sale of Asset	49540				
ATM Commission		484	1,000	1,566	1,500
Gain on Sale of Asset		1,065			
TOTAL OTHER OPERATING REVENUE	49500	(8)	4,100	4,782	4,560

Detail of Expenditures

	Acct. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
ADMINISTRATION EXPENSE:					
Salaries & Wages - Permanent	50100	171,642	145,000	125,653	145,000
Salaries & Wages - Temporary	50200	38,674	37,400	35,376	37,000
Compensated Absences Expense	50300	-18,576	8,500		0
Employee Benefits - Employer's Share	50310	11,058	15,000	20,226	29,000
Payroll Taxes	50320	15,918	15,000	13,145	14,000
Worker's Compensation Insurance	50330	10,062	11,500	10,348	11,000
Professional Services (Contractual)	50400	20,304	8,000	9,087	9,000
Director's Expense	50500	936	1,000	1,060	1,000
Traveling/Training Expense - Employees	50600	3,245	3,000	1,400	2,000
Office Supplies and Expense	50700	5,854	8,000	5,600	7,000
Telephone and Postage	50800	12,292	14,000	12,068	13,000
Dues and Subscriptions	50900	4,271	1,000	4,254	4,300
Insurance (General Liability)	51000	46,451	24,750	19,217	20,600
Other (Explain)	51100	5,509		5,457	5,500
Other (Security)	51100	685		1,762	2,000
Other (Bank fees)	51100	18,905		11,514	12,000
Other (Association Dinner)	51100	637		535	650
Unemployment Insurance (Non-reimbursed)	51200	0	30,099	0	36,000
Audit Expense	51300	0	10,000	0	12,000
Current Year Bad Debt Expense	51400	5			
TOTAL ADMINISTRATION EXPENSE	50000	347,872	332,249	276,702	361,050
MAINTENANCE & GENERAL OPERATIONS:					
Salaries & Wages - Permanent	52100	88,355	86,000	73,008	86,000
Salaries & Wages - Temporary	52200	17,021	15,000	9,262	15,000
Employee Benefits	52210	10,528	10,000	9,612	10,000
Payroll Taxes	52220	7,904	7,900	6,449	7,900
Worker's Compensation Insurance	52230	5,820	6,500	5,121	6,500
Professional Services (Contractual)	52300	1,700	1,500	3,777	1,500
Rental - Land & Buildings	52400				
Rental - Maintenance Equipment	52500	848	3,000	1,473	3,000
Rental - Public Address & Intercom	52600				
Temporary Electrical Work (Contractual)	52700				
Light, Heat, Water and Power	52800	77,429	90,000	82,086	90,000
Maintenance of Equipment - Supplies & Expense	52900	49,549	5,000	1,485	5,000
Maint. of Bldgs. & Grounds- Supplies & Expense	53000		60,000	21,225	60,000
Trash Removal, Clean up (Contractual)	53100				
Other (Explain)	53200	8,245	1,000	8,530	1,000
Other (Taxes & Permits)	53200	1,345	1,000	1,181	1,000
Special Repairs & Maintenance (List)	53300		1,000	661	1,000
TOTAL MAINTENANCE EXPENSE	52001	266,744	287,900	223,670	287,900

Detail of Expenditures

	Acct. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
PUBLICITY EXPENSE:					
Salaries & Wages - Permanent	54100				
Salaries & Wages - Temporary	54101				
Employee Benefits	54110				
Payroll Taxes	54120				
Worker's Compensation Insurance	54130				
Professional Services (Contractual)	54200	4,500	15,000	5,578	10,000
Supplies and Expense	54300	0	500	1,633	500
Advertising	54400	24,238	30,000	25,620	30,000
Promotional Expense	54500	0	1,000	180	1,000
Public Relations Expense	54600	6,000	6,000	0	4,000
Pre-Fair Events	54700	600			
Other (Explain)	54800		500	0	0
TOTAL PUBLICITY EXPENSE	54000	38,238	63,000	33,022	46,500
ATTENDANCE OPERATIONS:					
Salaries & Wages - Permanent	58100				
Salaries & Wages - Temporary	58101				
Employee Benefits	58110				
Payroll Taxes	58120				
Worker's Compensation Insurance	58130				
Professional Services (Contractual)	58200				
Supplies and Expense	58300				
Other (Explain)	58400				
TOTAL ATTENDANCE OPERATIONS	58000	0	0	0	0
MISCELLANEOUS FAIR EXPENSE:					
Parking Lot - % paid to contractor	57100	482			
Parking Lot - Salaries & Wages - Permanent	57101	432			
Parking Lot - Salaries & Wages - Payroll taxes	57101	248			
Parking Lot - Salaries & Wages - Temporary	57102	3,238	2,000	1,048	2,000
Parking Lot Expense	57200	0	500	0	500
Program Expense	57200				
Utility Fees	57300	22,072	25,000	20,000	25,000
Exhibit Guide	57400		1,000	300	300
Stall Expense	57500	2,544	0	2,058	2,100
Sponsorships	57700	1,058	1,000	0	1,000
Other (Trash removal)	57800	28,835	15,000	26,159	27,000
Commercial Exhibits & Concessions	57900	700	500	0	500
TOTAL MISCELLANEOUS FAIR	57000	59,589	45,000	49,585	58,400
MISCELLANEOUS NON-FAIR PROGRAMS (Barry Fest):					
Advertising	57105		10,000	7,478	10,000
Decorations	57108		1,000	238	1,000
Entertainment	57115		15,000	9,420	12,000
Grounds Ent	57125			80	0
Pageant	57135			387	500
Insurance	57205		1,800	1,000	1,000
Licenses and Permits	57305		1,000		0
Volunteer and VIP	57405		500		500
Professional Services	57405		10,000	12,009	10,000
Promotional/Prizes	57505		1,000	4,885	1,000
Equipment Rental	57605		3,500	1,040	1,500
Security	57205			1,044	1,200
Supplies	57305			5,787	8,000
Cash Over/Short	57405			38	
	57405				
	57505				
	57605				
	57805				
TOTAL MISC. NON-FAIR PROGRAMS	57005	0	43,800	43,206	44,700

Details of Expenditures

	Acct. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
PREMIUMS EXPENSE (Excluding Horse Show):					
Cash Awards	58100	1,841	2,500	0	0
Trophies, Medals, Ribbons	58200		3,000	0	1,000
Sponsored Cash Awards	58300	2,136	2,000	0	0
Sponsored Trophies, Medals, Ribbons	58400		1,500	0	0
Other Awards (Explain)	58500		500	0	0
TOTAL PREMIUM EXPENSE	58000	3,977	9,500	0	1,000
EXHIBITS EXPENSE:					
Salaries & Wages - Permanent	63100				
Salaries & Wages - Temporary	63101	2,113	6,700	0	0
Employee Benefits	63110				
Payroll Taxes	63120	162	102	0	0
Worker's Compensation Insurance	63130	41	1,200	0	0
Judges (Contractual)	63200	4,150	3,000	3,400	3,500
Professional Services - Other (Contractual)	63300	3,825	4,200	9,100	9,500
Supplies and Expense	63400	5,453	1,500	605	1,500
Tent & Booth Rental	63500				
Guide	63500	2,507	0	300	300
Decorations	63600	385	400	75	400
Other (Explain)	63700	3,909	1,000	1,490	1,000
TOTAL EXHIBITS EXPENSE	63000	22,548	20,102	14,970	16,200
HORSE SHOW EXPENSE (Including Premiums):					
Salaries & Wages - Permanent	64100				
Salaries & Wages - Temporary	64101				
Employee Benefits	64110				
Payroll Taxes	64120				
Worker's Compensation Insurance	64130				
Judges (Contractual)	64200				
Professional Services - Other (Contractual)	64300				
Supplies and Expense	64400				
Cattle Fees	64500				
Other (Explain)	64600				
Tent & Booth Rental	64610				
Decorations	64620				
Cash Awards	64710				
Trophies, Medals, Ribbons	64720				
Sponsored Cash Awards	64730				
Sponsored Trophies, Medals, Ribbons	64740				
TOTAL HORSE SHOW EXPENSE	64000	0	0	0	0

JLA EXPENSES:					
Payments to Seller	64300		0	0	0
BBQ Lunches & Dinners	64400		1,200	1,200	1,200
Labor	64500	2,851	4,500	4,500	4,500
Payroll Taxes	64600	218	400	400	400
Worker's Compensation Insurance	64610		1,000	1,000	1,000
Supplies and Expense	64620	10,321	7,000	7,000	7,000
Others	64710	7,342	4,000	4,000	4,000
Brand Inspections	64720		31	31	31
Prior Year Adjustments	64730	455			
	64740				
TOTAL JLA EXPENSE	64000	21,187	18,131	18,131	18,131

Detail of Expenditures

	Acct. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
HORSE RACING EXPENSE (LIVE):					
Salaries & Wages (Non Pari-Mutuel)	65100				
Salaries & Wages (Pari-Mutuel)	65200				
Employee Benefits	65210				
Payroll Taxes	65220				
Worker's Compensation Insurance	65230				
Professional Services (Contractual)	65300				
Supplies and Expense	65400				
Rental - Totalisator Equipment	65600				
Rental - Other Equipment	65700				
Other (Explain)	65800				
TOTAL RACING EXPENSE (LIVE)	65000	0	0	0	0
SATELLITE WAGERING EXPENSE:					
TOTAL SATELLITE WAGERING	65005	0	0	0	0
FAIR ENTERTAINMENT EXPENSE:					
Salaries & Wages - Permanent	66100				
Salaries & Wages - Temporary	66101				
Employee Benefits	66110				
Payroll Taxes	66120				
Worker's Compensation Insurance	66130				
Professional Services (Contractual)	66200	14,050	15,000	15,505	10,000
Supplies and Expense	66300	2,167	2,500	789	1,500
Rodeo	66400	0			
Grounds Entertainment	66500	93,452	30,000	6,799	15,000
Grandstand Entertainment	66600	0	20,000	10,505	10,000
Other (Pageant)	66700	1,498	5,000	3,797	4,300
TOTAL FAIR ENTERTAINMENT	66000	111,167	72,500	37,395	40,800
MOTORIZED RACING EXPENSE:					
TOTAL MOTORIZED RACING EXPENSE	66109	458,255	488,472	456,153	539,272
INTERIM ENTERTAINMENT EXPENSE:					
Salaries & Wages - Permanent	66208				
Salaries & Wages - Temporary	66209				
Employee Benefits	66219				
Payroll Taxes	66229				
Worker's Compensation Insurance	66239				
Supplies & Expense	66309			0	2,500
Concerts (List)	66609			0	2,500
Other (Explain)	66809				
TOTAL INTERIM ENTERTAINMENT	66009	0	0	0	5,000

Detail of Expenditures

	Acct. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
NON-CAPITALIZED EQUIPMENT EXPENSE (LIST) (Cost less than \$5,000 and life less than one year):					
Equipment Expenses		1,140	46,300	268	500
Office Equipment Rental Fees		5,773		6,292	6,000
Maintenance Equipment				263	12,000
TOTAL EQUIPMENT EXPENSE	72300	6,913	46,300	6,823	18,500
PRIOR YEAR OPERATING EXPENSE ADJUSTMENT:					
General Expense Adjustments	80010	(9,721)	0		
Bad Debt Expense	80020	0	0		
PRIOR YEAR EXPENDITURE	80000	(9,721)	0	0	0
CASH SHORTAGES & OVERAGES:					
Ticket Sales	85100	(10)		235	
ATM	85200	650			
Merchandise Sales	85500				
Other (Explain)	85900			396	
CASH (OVER)/UNDER	85000	640	0	631	0
DEPRECIATION EXPENSE: (From: Sch 7 / To: Pg. 1)	90000	69,825	67,885		
OTHER OPERATING EXPENSE:					
Loss on Sale of Asset	94010				
Other Expenses					
TOTAL OTHER OPERATING EXPENSE	94000	0	0	0	0

Variance Report **Automatically prepared**

	Acct. No.	Budgeted vs. Estimated Fluctuation		2012 Budgeted	2012 Estimated	2013 Proposed	Estimated vs. Proposed Fluctuation	
		\$ Change	% Change				\$ Change	% Change
OPERATING REVENUES:								
Admissions to Grounds	41000	\$35,449	118.2%	\$30,000	\$65,449	\$60,000	(\$5,449)	-8.3%
Commercial Space	41500	31,035	121.7%	25,500	58,535	59,000	2,465	4.4%
Concessions	42000	(6,413)	-7.9%	81,400	74,987	73,860	(1,127)	-1.5%
Exhibits	43000	4,105	216.1%	1,900	6,005	5,930	(75)	-1.2%
Horse Show	44000			25,200	25,200	25,200		
Horse Racing (Live)	45000		#DIV/0!					#DIV/0!
Satellite Wagering	45005		#DIV/0!					#DIV/0!
Fair Attractions	46000	6,445	53.7%	12,000	18,445	26,000	7,555	41.0%
Motorized Racing	46109	(232,585)	-32.4%	716,950	484,365	676,950		
Interim Attractions	46009		#DIV/0!					#DIV/0!
Miscellaneous Fair	47000	(17,595)	-38.5%	45,700	28,105	42,500	14,395	51.2%
Misc. Non-Fair Programs	47005	2,315	3.2%	71,965	74,280	81,800	7,520	10.1%
Interim Revenue	48000	(30,761)	-8.1%	382,000	351,239	355,100	3,861	1.1%
Prior Year Revenue Adj	49000		#DIV/0!					#DIV/0!
Other Operating Revenue	49500	682	16.6%	4,100	4,782	4,580	(222)	-4.6%
TOTAL OPERATING REVENUES		(207,323)	-14.8%	1,396,715	1,189,392	1,410,900	221,508	18.6%
OPERATING EXPENDITURES:								
Administration	50000	(55,547)	-16.7%	332,249	276,702	361,050	84,348	30.5%
Maintenance & Gen Ops	52000	(64,030)	-22.2%	287,900	223,870	287,900	64,030	28.6%
Publicity	54000	(19,978)	-37.7%	53,000	33,022	45,500	12,478	37.8%
Attendance Operations	56000		#DIV/0!					#DIV/0!
Miscellaneous Fair	57000	4,585	10.1%	45,000	49,585	58,400	8,815	17.8%
Misc. Non-Fair Programs	57005	(594)	-1.4%	43,800	43,206	44,700	1,494	3.5%
Premiums	58000	(9,500)	-100.0%	9,500		1,000	1,000	#DIV/0!
Exhibits	63000	(5,132)	-25.5%	20,102	14,970	16,200	1,230	8.2%
Horse Show	64000	(22,000)	-100.0%	22,000				#DIV/0!
Horse Racing (Live)	65000		#DIV/0!					#DIV/0!
Satellite Wagering	65005		#DIV/0!					#DIV/0!
Fair Entertainment Expense	66000	(35,105)	-48.4%	72,500	37,395	40,800	3,405	9.1%
Motorized Racing	66109	(32,319)	-6.8%	488,472	456,153	539,272	83,119	18.2%
Interim Entertainment Exp	66009		#DIV/0!			5,000	5,000	#DIV/0!
Equipment (Funded by Fair)	72300	(39,477)	-85.3%	46,300	6,823	18,500	11,677	171.1%
Prior Year Expense Adj	80000		#DIV/0!					#DIV/0!
Cash (over/under)	85000	631	#DIV/0!		631		(631)	-100.0%
Depreciation	90000	(67,885)	-100.0%	67,885				#DIV/0!
Other Operating Expense	94000		#DIV/0!					#DIV/0!
TOTAL OPERATING EXPENDITURES		(346,371)	-23.3%	1,488,708	1,142,337	1,418,322	275,985	24.2%
NET EFFECT		\$139,048	-151.2%	(\$91,993)	\$47,055	(\$7,422)	(\$54,477)	-1

Exhibit I
BUDGET VARIANCE EXPLANATION

Fair Organization:

	Accounts	Budgeted 2012 to Estimated 2012	Estimated 2012 to Proposed 2013
41000	Admissions	included Pre Sale W/Carroll	Continued
41500	Commercial		
42000	Concessions		
43000	Exhibits		
44000	Horse Show		
45000	Horse Racing		
45005	Satellite Wagering		
46000	Fair Attractions		
46009	Interim Attractions	2012 Budgeted was greater than actual	Estimated 2012 is less than projected due to Concert success
46109	Motorized Racing		
47000	Misc. Fair	2012 Estimate is less than Budgeted amount	Budget remains optimistic
47005	Misc. Non-Fair		
48000	Interim		
49000	PY Revenue Adj.		
49500	Other Ops Rev		
50000	Administration		
52000	Maintenance/Gen. Ops		
54000	Publicity		
56000	Attendance Ops		
57000	Misc. Fair		
57005	Misc. Non-Fair		
58000	Premiums	Board Voted to reduce premiums after budget was set.	New budget reflects new policy.
63000	Exhibits	Lack of funds dictated less spent on decorations than originally budgeted	Budget revised
64000	Horse Show		
65000	Horse Racing		
65005	Satellite Wagering		
66000	Fair Entertainment	Lack of funds dictated less spent on Entertainment than originally budgeted	Budget revised
66108	Motorized Racing		
66009	Interim Entertainment		
72300	Equipment		
80000	PY Expense Adj.		
85000	Cash (over/under)		
90000	Depreciation Expense		
94000	Other Operating Expense		

CEO Signature	Date
Board President Signature	Date

Permanent Positions on Roster for 2013

Filled, Vacant, and Proposed

ACCT. NO.	Expenditure Classification CIVIL SERVICE CLASS TITLE	Proposed Hiring/Anniv Date	Total Number of Months	Pay Rate		Amount Budgeted	
				Amount	Per	Detail	Account Totals
501	CEO/Fair Manager		12	5,000.00	mo	60,000	121,440
	Contracts Manager		12	2,560.00	mo	30,720	
	Office Assistant		12	2,560.00	mo	30,720	
521	Maint Sup		12	5,029.00		60,359	92,999
	Maint Full		12	1,920.00		23,040	
	Maint Part		12	800.00		9,600	
	Speedway Manager		12	3,292.00		39,500	39,500

Temporary Positions Proposed for 2013

ACCT. NO.	Expenditure Classification POSITION TITLE	# Employed		Length of Employment		Pay Rate		Amount Budgeted	
		Last	This	No.	Unit	Amount	Per Unit	Detail	Account Totals
		Year	Year						
502	Office Assistant	1	1	4	mo	16.00	hr	11,099	12,000
56101	Attendance Counters	4	4	4	days	varies		4,000	4,000
63101	Livestock Clerks	4	4	1	mo	varies		3,000	3,000
	Exhibit Clerks	6	6	1	mo	varies		4,000	4,000
	Livestock Secretary	1	1					1,500	1,500
	Entry Program Supervisor	1						2,500	2,500

Proposed 2013 Contractual Professional Services

ACCT. NO.	TYPE OF SERVICE	No. of Posi- tions	Est. Length of Services (hours, days, months)		Amount Budgeted	
			Number	Unit Rate	Detail	Account
						Totals
50400	Website Maintanance	1			1,880	6,880
	Consultant	1			5,000	
54200	Photographer	1			600	5,100
	Publsist				4,500	
56200	Security	1			20,000	25,500
	Emergency Medical Services	1			2,500	
	Golf Cars	1			3,000	
66200	Professional Lighting Services	1			3,000	9,500
	Stage and Sound	1			5,000	
	Production Manager	1			1,500	

**PROPERTY, PLANT & EQUIPMENT
PROPOSED ACQUISITIONS & DISPOSITIONS**

0 _____ (Legal Name of Fair)	0 _____ (Location)	Estimated 2012	Proposed 2013
PROPERTY, PLANT & EQUIPMENT (PP&E), January 1:		\$3,485,483	\$3,485,483
ACQUISITIONS OF FIXED ASSETS:			
Land		0	0
Buildings & Improvements:			
Major Maintenance (MMP) Projects		0	0
ADA Projects		0	0
Building Improvements		0	0
Land Improvements		0	0
New Construction		0	0
Construction In Progress		0	0
Equipment		0	0
Other Fixed Assets		0	0
Other:		0	0
TOTAL ACQUISITIONS OF FIXED ASSETS		0	0
TOTAL PP&E BEFORE DISPOSITIONS & DEPRECIATION		3,485,483	3,485,483
DISPOSITION OF FIXED ASSETS (Salvaged, Sold, etc.):			
Land		0	0
Buildings & Improvements		0	0
Equipment		0	0
Other Fixed Assets		0	0
Other:		0	0
TOTAL DISPOSITIONS OF FIXED ASSETS		0	0
PP&E BEFORE DEPRECIATION, December 31		3,485,483	3,485,483
DEPRECIATION:			
Accumulated Depreciation, January 1		2,437,882	2,437,882
Less A/D on Dispositions of Fixed Assets above			
Annual Depreciation Expense (from page 10)		0	0
Accumulated Depreciation, December 31		2,437,882	2,437,882
PP&E, NET OF DEPRECIATION, December 31		1,047,601	1,047,601
LONG-TERM DEBT (ASSOCIATED WITH FIXED ASSETS)		136,602	0
INVESTMENT IN CAPITAL ASSETS, DECEMBER 31: (to page 1)		\$910,999	\$1,047,801

NOTE: Enter all numbers as a positive.

**NON-FAIR FUNDS RECONCILIATION
FOR CAPITALIZED PROJECTS**

0

(Legal Name of Fair)

	Account Number	Estimated 2012	Proposed 2013
SUMMARY: January 1, 2012 to December 31, 2012			
PRIOR YEAR RESOURCES RECEIVED (Reclassified as CY Revenue)		\$0	\$0
RESOURCES ACQUIRED (Both cash rec'd & funds held at CCA)			
Revenue Generating Funds	31900		
Major Maintenance (MMP) Funds	31900		
ADA Funds	31900		
Infrastructure Matching Grants Fund	31900		
Infrastructure Loan Program	31900		
Replenishment Fund (Investment Capital)	31900		
Environmental Investment Program	31900		
Urgent Needs Fund	31900		
Flex Capital Funds (Used for capitalized assets only)	31900		
Grants from Outside Entities	31900	0	400,000
Other (Specify)	31900		
TOTAL RESOURCES		0	400,000
RESOURCES APPLIED (Run through Fair's accounting system) :			
Construction in Progress	19000		
Land	19100		
Buildings & Improvements	19200		
Equipment	19300		
Leasehold Improvements	19400		
Other (Specify)			
TOTAL Non-Fair Funds Run Through Fair's Books		0	0
RESOURCES APPLIED (Paid directly by CCA)			
Construction in Progress	19000		
Land	19100		
Building & Improvements	19200		
Equipment	19300		
Leasehold Improvements	19400		
Other (Specify)			
TOTAL Non-Fair Funds Paid Directly by CCA		0	0
FUNDS REMAINING (Show as Deferred Revenue)		\$0	\$400,000

SUMMARY OF SATELLITE WAGERING

SW-1

	Acct. No.	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
SATELLITE WAGERING REVENUE :					
Admissions - General and Season	45115				
- VIP Area	45125				
Track Commissions (2%, .6%, etc.)	45205				
Program Sales	45305				
Concessions	45405				
Parking	45505				
Novelties/Souvenirs	45605				
Comcheck	45705				
Promotional and Advertising	45805				
Other - Sponsor revenue	45915				
- Impact Fees	45925				
- Miscellaneous (Explain)	45935				
- Reimbursement (Explain)	45945				
Prior Year Revenue Adjustment	49005				
TOTAL (Forward to Page 4)	45005	0	0	0	0
SATELLITE WAGERING EXPENSE:					
Labor Costs	65105				0
Employee Benefits	65115				
Payroll Taxes	65125				
Worker's Compensation Insurance	65135				
Travel/Training	65205				
Management Time	65315				
Professional Services & Contracts	65325				
Equipment Replacement Fund and/or Sinking Fund	65405				
Publicity and Marketing	65505				
Supplies & Expense - General (office, janitorial & maint)	65615				
- Programs, Concessions, Parking	65625				
Leases and/or Rentals	65705				
Fuel & Utilities	65805				
CHRB /CARF/Impact Fees	65905				
Other (Explain)	65915				
Prior Year Expenditure Adjustment	80005				
Cash Over/Under	85005				
TOTAL (Forward to Page 9)	65005	0	0	0	0
NET EFFECT		\$0	\$0	\$0	\$0

Satellite Wagering Labor Detail

SW-2

0

	FULL TIME		PART TIME (PI) WITH BENEFITS		PART TIME (119 day) WITHOUT BENEFITS		CONTRACT		TOTALS	
	#	AMOUNT	#	AMOUNT	#	AMOUNT	#	AMOUNT	#	AMOUNT
									0	0
Satellite Facility Supervisor									0	0
Asst. Satellite Facility Supervisor									0	0
Satellite Facility Adm./Prog. Clerks									0	0
Satellite Facility Janitors									0	0
Satellite Facility Security Guards									0	0
Satellite Facility Parking Attendant									0	0
Publicity and Marketing									0	0
Operations									0	0
Overtime									0	0
Other (List)									0	0
									0	0
									0	0
									0	0
									0	0
									0	0
Sub-Total Labor Only		0		0		0		0		0
Employee Benefits									0	0
TOTAL SATELLITE WAGERING LABOR	0	0	0	0	0	0	0	0	0	0

Summary of Motorized Racing (Fair-produced)

MR

	Acct Nb	Actual 2011	Budgeted 2012	Estimated 2012	Proposed 2013
MOTORIZED RACING REVENUES:					
Grandstand Admissions		295,356	350,000	154,191	175,000
Concessions		15,772	50,000	27,000	80,000
Novelties		0	1,200	825	1,200
Pit Admission Fees				157,350	185,000
Sponsorships (List)		48,110	150,000	46,947	150,000
Advertising Sales		(4,443)			
Spectator Racing		9,480	15,000	17,750	15,000
Fines & Appeals		3,500	0	450	0
Transponder Rentals		5,180	6,200	4,995	6,500
Banquets		3,064	6,000	2,800	3,000
Car Registrations		4,325	5,000	6,015	6,000
Tire Commissions		0	10,000	5,532	5,000
Test & Tune		43,110	45,000	23,480	30,000
Pit Stalls		13,309	9,000	8,000	9,000
Donations		2,550		0	
Prior Year Revenue Adjustment					
Other (List)		3,591	17,500	10,810	12,500
Sale of Transponder Clips		55	50	10	50
Gain on the Sale of Transponders		0			
Prior Year Revenue Adjustment		8,897			
Other (List)		47,827			
Other (K&N Series)		0	50,000	13,000	17,000
Hospitality VIP		0	2,000	2,200	2,000
TOTAL (Carries to Page 4)	46105	499,563	716,950	484,365	678,950
MOTORIZED RACING EXPENDITURES:					
Wages Permanent		600		6,593	
Wages Temporary		113,344	100,072	124,048	100,072
Wages Sick		0			
Compensated Leave Expense			0		0
Benefits		1,274		866	
Payroll Taxes		8,648	1,200	9,992	12,000
Worker's Comp		4,809	6,600	7,797	8,600
Advertising		4,181	30,000	12,836	30,000
Bank Charges		0			
Dues & Subscriptions				90	
Maintenance & Repairs		1,180		2,256	
Trophies		4,251	7,500	6,297	7,500
Telephones & Postages		489	500		500
Banquet		0	6,000	5,900	8,000
Prizes (Purse Payouts)		0	170,000	181,671	185,000
Professional Services		4,346	41,000	18,181	41,000
Programs & Printing		831	2,000	400	2,000
Security		5,427	5,500	3,991	5,500
Fuel & Utilities		0	1,500		1,500
Supplies & Expenses		14,004	12,000		12,000
Travel & Training		1,200	1,200	358	1,200
Insurance		0	25,000	23,521	25,000
Concessions		1,320		0	25,000
Prior Year Expenditure Adjustment		0			
Cash over/under		0			
Other (List)		292,671	6,500		8,500
Other (Ambulance Service)		0	15,000	18,219	15,000
Other (Sanction)		0	31,000	31,017	31,000
Other (Sponsorship Comm)		0	25,000	1,100	25,000
Other (NASCAR Official Membership)		0	900	1,000	900
Other					
TOTAL (Carries to Page 5)	68109	458,258	488,472	456,153	539,872
NET EFFECT		41,305	228,478	28,212	137,678
Number of Oper Days				58	66
Total Number of Races				33	25

Motorized Racing Labor Detail

MRL

	FULL TIME		PART TIME WITH BENEFITS		PART TIME WITHOUT BENEFITS		CONTRACT		TOTALS	
	#	AMOUNT	#	AMOUNT	#	AMOUNT	#	AMOUNT	#	AMOUNT
Full Time Manager, Salary	1	39,500.00	1	7,200.00					2	46700
DOC					1	6,000.00			1	6000
Score Keepers					2	9,100.00			2	9100
Fire Crew					4	16,216.00			4	16216
Vehicle Technicians					4	24,475.00			4	24475
Flag					1	4,600.00			1	4600
Ramp Stewart/Staging					2	4,900.00			2	4900
Gate Cashiers					2	4,000.00	2	4,000.00	4	8000
Ticket Takers							2	5,000.00	2	5000
Announcer							1	6,825.00	1	6825
Kids Club					1	1,000.00			1	1000
Pit Steward					1	4,800.00			1	4800
Test and Tune									0	0
Scale Operator					1	600.00			1	600
Security								5,500.00	0	5500
Public Media Buyer									0	0
Publicity					1		1	2,400.00	2	2400
Host Operations									0	0
Sound Monitor					1	2,500.00			1	2500
TOTAL MOTORIZED RACING	1	39,500.00	1	7,200.00	21	78,191.00	6	23,725.00	29	148,616.00

Fair:

0

2013 BUDGET PREPARATION

Exhibit II

Personnel Action Request

INSTRUCTIONS:

DAA's Only: If you are proposing any changes within your permanent staff, complete this form and submit it to F&E for approval. F&E will then forward it to the Human Resources Bran

TYPE OF ACTION:

- New Position
- Transfer
- Promotion
- Reclassification

Current Civil Service Class Title: _____ Salary Range _____

Proposed Civil Service Class Title: _____ Salary Range _____

Appointee's Name: _____

Is the position currently filled? _____

Tenure / Timebase: Permanent Full-Time
 (Check all that apply) Limited term Intermittent
 TAU # Months / Hours

Justification: _____

FOR F&E USE ONLY

Comments/Adjustments, if any: _____

Approved by Division of Fairs & Expositions _____

Date _____

1ch.

California Fairs Service Authority
1776 Tribute Road, Suite 100
Sacramento, CA 95815
Tel: 916-921-2213

9658

2/28/2013

\$625.00



02/13 Accounting 1/27-2/23/13

Placer County Fair
800 All American City Blvd.
Roseville, CA 95678

Terms: Due and payable upon receipt of invoice	
Description	Amount
Renee Hours - Bank Recs, Financials, JE, Recon, STOP	125.00
Pat Kress - STOP	500.00
Total Invoice:	625.00

Direct questions to: Finance Department, 916-263-6157

40