

**CALIFORNIA EXPOSITION & STATE FAIR  
FINANCE & AUDIT COMMITTEE**

**Notice of Regular Meeting**

To Be Held

Friday, February 24, 2012 at 10:00 a.m.

In the Administration Building Boardroom

California Exposition & State Fair

1600 Exposition Blvd., Sacramento, CA 95815

COMMITTEE MEMBERS: Cynthia Bryant, Chair      Director Richard Cuneo  
Director Rex Hime      Director Kathy Nakase

MISSION STATEMENT

The mission of the Finance & Audit Committee is to review and make recommendations to the Board on matters concerning the financial status of the California Exposition & State Fair, including oversight of the annual financial audit and other special reviews or reports.

PUBLIC COMMENTS

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.

**AGENDA**

All matters noticed on this agenda, in any category, may be considered for action as listed. Any item not so noticed may not be considered.

**NEW BUSINESS**

1. Profit & Loss for 2011
2. Profit & Loss Point Sheet for 2011
3. Balance Sheet for 2011
4. Balance Point Sheet for 2011
5. Accounts Receivables Report as of December 31, 2011
6. Review of Improvements and Changes to Accounts Receivables in 2011 and Movement Toward State Controller's Office Write Off
7. List of AR "Write Offs" Request
8. Projected Cash Flow for 2012
9. Preliminary Review of 2010 Audit Issues and Resolutions as of December 31, 2011
10. Preliminary Year End Harness Profit & Loss for 2011
11. Contracts/Purchases Requiring Board Approval (FA 1)

## **MATTERS OF INFORMATION**

1. Contracts/Purchases Requiring Board Notification (FA 2-3)

## **ADJOURNMENT**

Date of Notice: February 14, 2012

Pursuant to the American 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 office, 1600 Exposition Boulevard, or by calling 916-263-3247, during normal business hours. Requests should be made one week in advance whenever possible.

**State of California**

**California Exposition & State Fair  
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Sacramento, California 95852  
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## **MEMORANDUM**

Date: February 14, 2012

To: Board of Directors  
California Exposition & State Fair

Via: Norbert J. Bartosik, General Manager/CEO  
California Exposition & State Fair

From: Samantha Brown, Financial Officer  
California Exposition & State Fair

Subject: Financial Reports

The Financial Reports will be sent to you under separate cover.

Thank you.

**California Exposition & State Fair**

**Service Contracts**

**\$100,000 and Over (rounded) Requiring Approval**

**November 17, 2011 – February 8, 2012**

<b>Contractor</b>	<b>Amount</b>
<b>Haas &amp; Wilkerson Insurance</b> <ul style="list-style-type: none"><li>• Insurance services<ul style="list-style-type: none"><li>○ General liability; public officials errors &amp; omissions; law enforcement liability; comprehensive crime</li></ul></li><li>• 1-year agreement (January – December 2012)</li><li>• Premium reduction of \$6,507 from 2011</li></ul>	<b>\$413,708</b>
<b>Macias, Gini &amp; O’Connell LLP</b> <ul style="list-style-type: none"><li>• Financial auditing services</li><li>• 3-year agreement (February 2012 – December 2014)<ul style="list-style-type: none"><li>○ 2012: \$40,128</li><li>○ 2013: \$40,976</li><li>○ 2014: \$41,894</li></ul></li></ul>	<b>\$122,998</b>
<b>Runyon Saltzman &amp; Einhorn</b> <ul style="list-style-type: none"><li>• Advertising services</li><li>• 2-year extension of agreement (January 2012 – December 2013)<ul style="list-style-type: none"><li>○ 2012: \$1,227,500 (actual budget may be less)</li><li>○ 2013: \$1,227,500 (actual budget may be less)</li></ul></li></ul>	<b>\$2,455,000</b>

**California Exposition & State Fair**

**Service Contracts**

**From \$15,000 to \$99,999 (rounded) Requiring Notification**

**November 17, 2011 – February 8, 2012**

<b>Contractor</b>	<b>Amount</b>
<b>Blaser Building Specialties, Inc. (Certified Small Business)</b> <ul style="list-style-type: none"> <li>• Furnish and install ceramic tile floor and base in Buildings A/B restrooms</li> </ul>	<b>\$20,000</b>
<b>Clark Pest Control</b> <ul style="list-style-type: none"> <li>• Pest control services</li> <li>• 3<sup>rd</sup> year of 3-year contract (1/1/12 – 12/31/12)</li> </ul>	<b>\$15,660</b>
<b>Digital Gear (Certified Small Business)</b> <ul style="list-style-type: none"> <li>• Update web site; add event schedule for State Fair; and provide monthly support</li> <li>• Term through 12/31/12</li> </ul>	<b>\$30,000</b>
<b>Guitar Guy, Inc.</b> <ul style="list-style-type: none"> <li>• 2012 State Fair Entertainment (Suzy Haner Hypnotist Show)</li> <li>• 3 shows per day</li> </ul>	<b>\$27,000</b>
<b>Henry Cook, DVM</b> <ul style="list-style-type: none"> <li>• Harness horse racing official track veterinarian</li> <li>• 12/30/11 – 6/16/12</li> </ul>	<b>\$27,500</b>
<b>Sportech Racing, LLC</b> <ul style="list-style-type: none"> <li>• Harness <u>and</u> State Fair Thoroughbred Horse Racing Meets totalisator services</li> <li>• 1/1/12 – 7/29/12</li> <li>• 70% of Cal Expo's costs are reimbursed by Southern California Offtrack Wagering, Inc. (SCOTWINC) operations account</li> </ul>	<b>\$34,800</b>
<b>Van Gundy Insurance</b> <ul style="list-style-type: none"> <li>• Harness horse racing meet driver/trainer accident insurance</li> <li>• 12/18/11 – 6/16/12</li> </ul>	<b>\$47,009</b>

**California Exposition & State Fair**

**Purchase Orders**

**\$15,000 to \$99,999 Requiring Notification**

**November 16, 2011 - February 06, 2012**

<b>Vendor/Merchant</b>	<b>Amount</b>
<b>Gexpro</b> Vault #7 Project, Rodeo Arena	<b>\$ 40,365</b>
<b>Compucom Systems</b> Microsoft Software Licensing renewals	<b>\$ 26,048</b>