



Notice of Meeting and Agenda

Humboldt County Fair Association
Meeting of the Governing Board
Board of Director's Meeting

Monday, April 28, 2025
In-Person - Board Room

AGENDA

I. CALL TO ORDER

II. ROLL CALL

___ Andy Titus	___ Lawrence Dwight	___ Greg Gomes	___ Clint Duey
___ Sandy Hanks	___ Darren Hansen	___ Jack Rice	___ Johanna Rodoni
___ Wayne Wilson	___ Vacant	___ Vacant	

III. PRESIDENT'S ANNOUNCEMENT: **President Andy Titus**

IV. PUBLIC COMMENT ON NON-AGENDA ITEMS

This time is provided for members of the public to address the Committee or to submit written communications not on this agenda. Comments are restricted to three (3) minutes per speaker and unused time shall not be transferred to other speakers. Board Members may respond to statements however the Committee cannot discuss or take action on a matter not listed on the agenda.

V. CONSENT CALENDAR ITEMS

Matters under Calendar Items are considered routine by the HCFA Board and will be enacted upon by one motion, unless a specific request is received by a Director or requested by the member of the public. The Administrative Items will not be read. There will be no discussion of these items unless pulled for discussion.

- a. Approve Minutes of the HCFA Board of Directors Meeting Held March 31, 2025
- b. Review and File the Monthly KPI Financial Report for March 2025

VI. COMMITTEE REPORTS

Receive and file.

- a. Executive Committee – Presented by Andy Titus
- b. Finance Committee – Presented by Jack Rice
- c. Livestock Committee – Presented by Johanna Rodoni
- d. Junior Livestock Committee – Presented by Mandy Marquez
- e. Racing Committee – Presented by Greg Gomes
- f. Marketing and Entertainment – Presented by Lawrence Dwight
- g. Building and Grounds – Presented by Andy Titus
- h. Nominating – New Chair to be Determined

VII. NEW BUSINESS ITEMS

- a. Receive and Approve the First Amendment of the 2020 Lease Agreement from the County of Humboldt

VIII. OLD BUSINESS ITEMS

- a. Horse Race Meet 2025 Discussion
- b. Receive Ice Rink Funding Update and Updated Rink Sales Proposal
- c. Receive Poultry and Dairy Show Exemption Filing Status Update

IX. DIRECTOR'S ANNOUNCEMENTS AND/OR REPORTS

X. RECEIVE CEO STAFF REPORT

XI. CLOSED EXECUTIVE SESSION

- a. Employee Evaluation
Title: Chief Executive Officer

XII. REPORT OUT OF CLOSED SESSION

XIII. NEXT MEETING: May 26th, 2025

XIV. ADJOURN

All agenda items are subject to discussion and possible action.

Notice: This agenda has been posted at least seventy-two (72) hours prior to the meeting in a location freely accessible to members of the public, in accordance with the Brown Act. The full agenda packet is also available on the Fair Association's website at <https://www.humboldtcountyfair.org/>. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for consideration by the Board or Committee. The Chair will call for public comment as each item is heard by the Board or Committee. For items not appearing on the agenda, the public is invited to make comments during the Public Comment period for non-agenda items. All speakers are invited to state their names but are not required to do so. If you wish to submit written material at the meeting, please supply 10 copies. Americans with Disabilities Act: Individuals requiring special accommodations to participate in this meeting are requested to contact the Fair Association Office at (707) 786-9511. Notification 48 hours prior to the meeting will enable the Fair Association to make reasonable arrangements to ensure accessibility to this meeting.

HUMBOLDT COUNTY FAIR ASSOCIATION
1250 5th Street, Ferndale, CA
BOARD of DIRECTORS MEETING
Monday, March 31, 2025 5:00 PM

1. The meeting was called to order by President Titus at 5:00 pm.
2. Roll Call: Directors Present: Andy Titus, Lawrence Dwight, Greg Gomes, Clint Duey, Sandy Hanks, Darren Hansen, Jack Rice and Johanna Rodoni. Staff Present: Moira Kenny, Madalyn Salmon and Tonde Razooly. Public Present: Linda Stansberry, Tag Wotherspoon, Mandy Marquez, Mathew Butterick, Sarah Mauny, Tinnlay Pidgeon and a few others.
3. President's Announcement: None
4. Public Comment on Non Agenda Items: None
5. Consent Calendar: Director Rodoni moved to approve the Consent Calendar as presented. Director Gomes 2nd. No Discussion. Public Comment: Linda Stansberry asked if the 2025 budget went before the Executive or the Finance committee. Moira stated it goes to the Finance Committee. Mandy Marquez questioned the increase in the JLA and was told it was just a percentage increase. Motion passes.
6. Committee Reports:
 - A. Executive Committee: Director Titus stated at the March 3, 2025 closed session meeting there was nothing to report out. The items discussed at the March 17, 2025 meeting will be discussed later in the meeting.
 - B. Finance Committee: Director Rice said they met on the 18th of March and discussed the budget which was presented in the Consent Calendar. They also looked at the recommended write offs
 - C. Livestock Committee: Director Rodoni said the committee had met twice during March and the recommendations they have for the poultry show and the Dairy Heifer Sale will be discussed later in the meeting.
 - D. Jr. Livestock Auction Committee: Mandy Marquez stated the committee had met in March and discussed the scholarships to be given and the tagging dates for market animals. Beef is April 27th and sheep, goats and swine on June 10th. FFA and 4H advisors can do the sheep, swine and goats prior to that date if they would like. Next meeting will be May 20, 2025.

- E. Racing Committee: Director Gomes reported there had been no meeting. The CHRB had postponed their meeting until April. Just waiting to see if we get our dates.
 - F. Marketing and Entertainment Committee: Director Duey stated they reviewed potential acts and discussed the fair poster.
 - G. Building and Grounds Committee: Director Titus reported they had met on March 4th with Staff and volunteers. The volunteers are going to work on the walkway in the grandstands and the pavement by the Turf Room. Director Rodoni was wondering if any of the materials for these projects was being donated. Public comment: Mandy said the JLA has a list of projects and would like to be told when next meeting is so they could be included.
 - H. Nominating Committee: Nothing to report.
7. New Business Items:
- I. Review and Discuss Poultry and Dairy Show Exemptions option: Moira presented the letter from CDFA outlining the potential for an exemption for the Dairy and Poultry shows at Humboldt County Fair. It is an extensive proposal having bio security requirements and stating that poultry could be on grounds 14 days prior to fair or after all animals have left. Public comment: Mr. Renner stated the Dairy Heifer Sale committee had met and discussed the situation. They felt families won't want to do the exemption. The option for a show should be kept in the exhibitor's book but focus on a sale with poster boards. Sara Mauny and Tinley Pidgeon read letters encouraging the fair to put in for the exemption. A motion was made by Director Duey to have staff move forward with exemption application for a Poultry and Dairy show. Director Hansen 2nd. No discussion. Public comment: Linda wanted clarity on the application wondering if it was more complex to put a show on and needed more information to make it appealing to apply for the exemption. Motion passes.
 - J. Receive and approve Livestock Committee recommendation for Modified 2025 Poultry Exhibit: Director Rodoni stated the Livestock committee was recommending the poultry exhibit be an educational poster display exhibit. Farm Bureau has offered to give prizes to the top posters. There could still be an egg show and Rabbit and Cavy show. Director Duey moved to approve the recommendation to and accept the 2025 modified Poultry show as an alternative if the exemption doesn't

- go through. Director Gomes 2nd. No discussion. Public comment: Mandy was curious how we would fill the barns for the public if it was a poster show and if possible to have the exhibits for free if a posters show. Motion passes.
- K. Receive and Approve Livestock Committee Recommendation for Modified 2025 Dairy Heifer Replacement Sale: Director Rodoni stated the Livestock committee was recommending the members have poster boards with pictures of their heifer projects. There would still be a BBQ for buyers and have the sale after the luncheon with the poster boards. The committee would have a judge go around and judge the heifers at their home facilities and chose the Champion and Reserve Champion before the fair. The posters would be on display during the fair. Director Gomes moved to accept the recommendation for the 2025 Dairy Heifer Sale. Director Duey 2nd. No discussion. Public comment: Tonde suggested having a video playing in the stalls during the fair. Motion passes.
- A. Receive and Approve the Executive Committee Recommendation for College of the Redwoods Memorandum of Understanding. Director Rice recused himself from the discussion. Moira presented the MOU from CR which outlines a collaborative agreement for the collegiate rodeo team to utilize the Fairground facilities for practices and stalling. Director Dwight moved to go forward with the MOU with CR. Director Hansen 2nd. No discussion. Public comment: Mandy was wondering if there would be an overlap with our existing boarders and how this would affect our weekend boarders. Motion passes.
- B. Receive and Approve Executive Committee Recommendation for Welcome Garden and Sponsor Brick Proposal: Tonde discussed the Welcome Garden as you enter the Fairgrounds. She has an in kind sponsor willing to do the work to improve the box. We could put a plaque and sign on it to thank the sponsor. She also discussed selling bricks with the buyers name on them and making a pathway with them. The money raised from the sales would go towards the Ice Skating Rink project. The bricks would be 8" by 8" in size. Director Gomes moved to go forward with the landscaping and brick project. Director Rice 2nd. No discussion. No public comment. Motion passes.
- C. Receive Museum Open House Initiative and Event Rental Guidebook: Tonde reported she had met with the Ferndale Museum Board and they

- are enthusiastic about opening our museum to tours. The project has been put on hold as powder beetles were found in the structure. A company has been contacted to take care of the problem. She also discussed the Event Rental Guide and how sponsors can purchase an ad space at the back of it. No public comment.
- D. Receive and Discuss Winter 2025 Ice Rink Funding Update: Tonde discussed the Ice Rink funding. She has a letter of intention from Redwood Capital Bank for a loan. They are waiting on our 2023 Tax Returns to move forward with the loan. She also discussed the sponsorships made for the project. Director Gomes moved to have Tonde move forward with the fundraising for the Ice Rink and to acquire funding with Redwood Capital Bank. Director Dwight 2nd. No discussion. No public comment. Motion passes. She will invite RCB representative to our next meeting.
 - E. Receive and Approve Executive Committee Recommendation for 2025 Fair Ticket Pricing Strategy: Director Dwight moved to approve the Fair Ticket Pricing Strategy. Director Duey 2nd. No discussion. No public comment. Motion passes.
 - F. Receive and Approve Executive Committee Recommendation for 2025 Fair Sponsor Brochure: Director Rice move to approve the recommendation for Sponsorship Brochure with the clarification of banner size and having them here by a certain date. Director Rodoni 2nd. No discussion. No public comment. Motion passes.
 - G. Receive, Discuss and Approve Marketing and Entertainment & Entertainment Committee Recommendations for 2025 Draft Poster Concept: Director Duey moved to approve the Poster with the correction of Chili misspelling. Director Rice 2nd. Director Gomes wondered if we should wait on the final until we know if there will be Horse Racing. No public comment. Motion passes.
 - H. Receive and Approve Marketing & Entertainment Committee Recommendation for 2025 Fair Entertainment Acts: Director Duey moved to approve Recommendation for 2025 Entertainment acts. Director Rice 2nd. Discussion: Director Dwight said the committee is way under budget. No public comment. Motion passes.
- 8. Directors Announcement/Reports: None
 - 9. Receive CEO Staff Report: Moira said she appreciated the Board for working with her. They are having weekly staff meetings on Wednesdays at 10:30.

Madalyne and Hannah are going to a Show Works training in Cody Wyoming April 9-11th. She will be attending CDFA monthly Lunch and Learn training. Sponsor letters went out last week. Working on Website transition and working on improvements. We will be having an on-line store soon. The RV Park program for on-line reservations is going well. The CHRB meeting is April 17th. Andy, Greg and Moira will be attending. We will get our final payment once CSFA gets the final report from Notwink.

10. Next meeting is scheduled for April 28, 2025

11. The meeting was adjourned at 7:43 PM by President Titus.



Date: April 25, 2025
To: Humboldt County Fair Association Board of Directors
From: Moira Kenny, Chief Executive Officer
Subject: Receive and File Financial KPI Report for March 2025

Recommendation:

That the Board:

1. Receive and file the Financial KPI Report for March 2025.

Summary:

The Financial Report for March 2025 will be reviewed reviewed by the Finance Committee on April 28, 2025 at 4pm.

Next Steps:

Upon receipt and filing, the financial records will be maintained for reporting and auditing purposes.

Humboldt County Fair Association

MONTHLY REPORT

March 2025



Printed 4/9/25

Prepared by:



THE
Lighthouse
GROUP

Monthly Report Purpose

A visual understanding of data.

This monthly financial report provides business insights for Humboldt County Fair Association. Objective is to show the financial health and performance for March 2025 focusing on profitability, efficiency and liquidity.

It includes all the relevant information at your fingertips, offering the ability to visualize and analyze key financial data, uncover fresh insights, spot vital financial trends, identify strengths and weaknesses and improve communication throughout the organization.

The report also admits the fact that some analysis conducted has limitations because of the vast amounts of variables that may be related or unrelated to the business.

P&L statement: This indicates the revenue a business earned over a certain period of time and shows a business's profitability. It includes a net income equal to the revenues and gains minus the expenses and losses.

Balance sheet: This displays a business's financial status at the end of a certain time period. It offers an overview of a business's liabilities, assets, and shareholder equity.

Cash flow statement: Details a business's cash flows during certain time periods and indicates if a business made or lost cash during that period of time.

Takeaways

March 2025: Net Profit was -\$39k.

March 2025: Bank Accounts were \$460.1k.

March 2025: Net Cash Increase For Period was -\$85.2k.

March 2025: Net Assets were \$1.7m.

March 2025: Gross Profit Margin was 100%.

March 2025: Current Ratio was 15.79.

Profit & Loss

The profit and loss (P&L) summarizes the revenues, costs, and expenses incurred through January 2025 - March 2025. The P&L statement is synonymous with the income statement. These records provide information about Humboldt County Fair Association's ability or inability to generate profit by increasing revenue, reducing costs, or both.

Net Profit (\$39k)



March 2025: Net Profit was \$862 lower than February 2025.

(401%)

Operating Profit Margin

(170%)

Net Profit Margin

Trailing Twelve Months (TTM)

	Mar 25	Fiscal YTD	TTM
Income	22,886	147,969	2,584,594
Total Expense	61,734	219,765	2,772,048
Net Operating Income	-38,848	-71,796	-187,455
Total Other Income	-130	2,486	1,188,650
Total Other Expense	0	69	1,184,135
Net Profit	-38,978	-69,380	-182,940

Revenue and Expense



Total Income

\$22.8k

Mar25 Total income was \$22.8k, or 6%, lower than Feb25. This was primarily due to \$2.6k less in JLA buyer payments in March.

Total Expense

\$61.7k

Mar25 total expenses were \$61.7k, or 0.09%, lower than Feb25.

Total YTD Income

\$148k

Total YTD Income through Mar25 was \$15k, or 9%, lower than the PY. This was due to S&U payout and local base allocation previously noted.

Total YTD Expense

\$219.8k

Total YTD Expense through Mar25 was \$8.6k, or 4%, higher than the PY. This was due to increases of \$10k maintenance payroll expenses.

* Please note that these total income and expense figures noted directly above include operating income and expenses and other income and expenses

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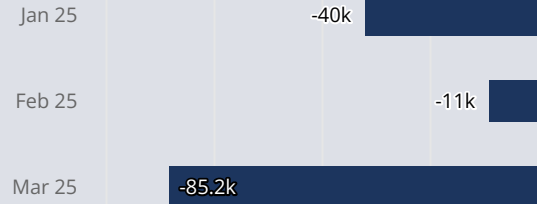
Cash Management

The cash management report provides you with a quick overview of Humboldt County Fair Association's liquidity and current cash flow situation which is critical to keep finances flowing across the organization.

\$460.1k

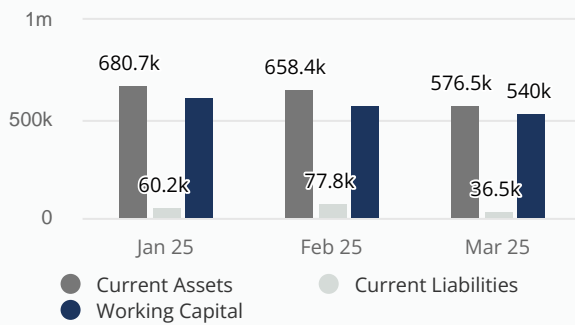
Bank Accounts

Net Change in Cash:



March 2025: Bank Accounts were \$89.2k lower than February 2025.

Working Capital



Current Ratio

	Mar 25
Current Assets	\$576,470
Current Liabilities	\$36,498
Current Ratio	▲ 15.79

A strong current ratio, depending on the industry, is between 1.2 and 2. Anything below 1 is problematic as this means that the company does not have enough current/liquid assets to cover all of their current liabilities.

Cash Burn

Cash Burn measures the level of monthly spending a company has on its overall operations. Zero Cash Date implies the predicted future date after which a company will run out of money without any new cash inflows.

Zero Cash Date

*assumption: no additional cash inflows

Annual Average Cash Burn

231,004

Cash Burn Rate (Months)

2

Cash Balance

467,320

Accounts Receivable

108,162

Total Cash

575,482

YTD Cash Burn

2,772,048

YTD Income

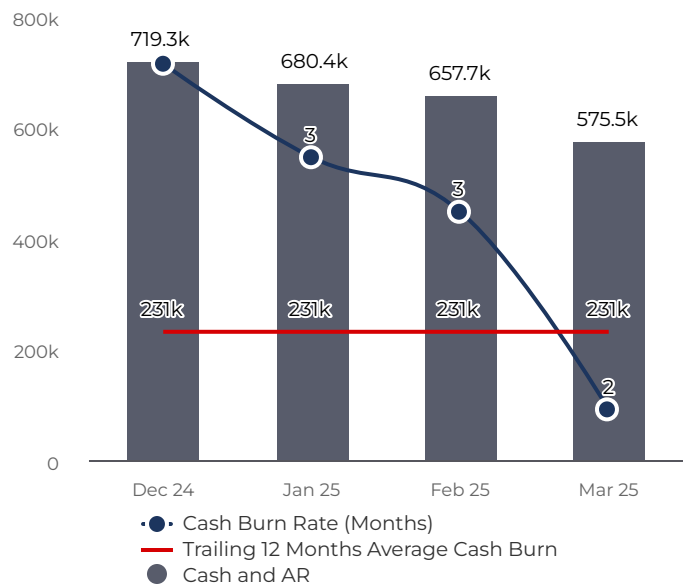
2,584,594

Difference

-187,455

Apr 24 - Mar 25

06/15/2025



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Financial Performance

An overview of how efficiently Humboldt County Fair Association is spending capital while providing a snapshot of the main metrics on Humboldt County Fair Association's balance sheet. As seen above, the Fair generated \$2.98M of revenue against \$3.08M of operating expenses. As a result, if expenses were to remain consistent over the next 12 months, the 2025 fair would only need to generated an additional \$95k in revenue, only a 3% increase.

Accounts Receivable
\$108.2k



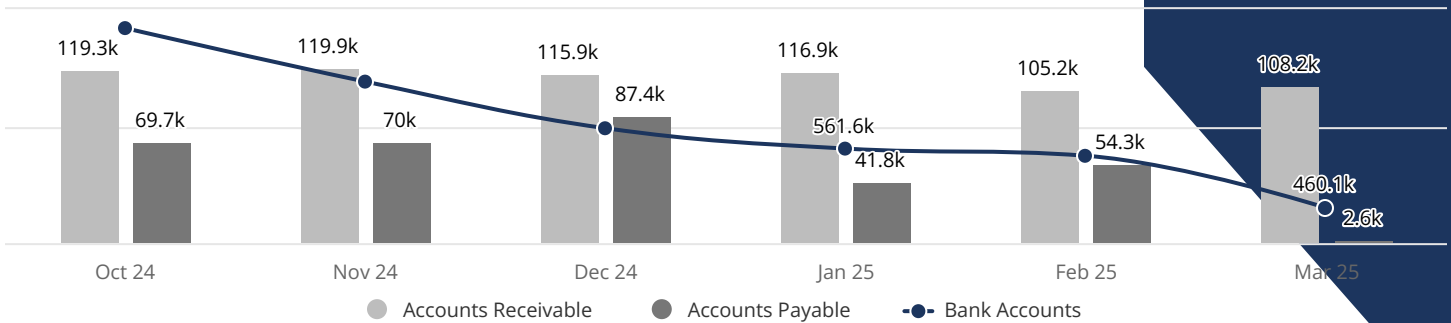
March 2025: Accounts Receivable were \$2,923 higher than February 2025.

Accounts Payable
\$2.6k



March 2025: Accounts Payable were 1,635 lower than February 2025.

Accounts Receivable/ Accounts Payable and Bank Accounts



Return on Assets (ROA)

The Return on Assets (ROA) percentage indicates how well your business manages its balance sheet to generate profits. While there's no universal standard for nonprofits, a positive ROA is generally considered a good benchmark. An ROA of 2 or higher is often seen as strong performance, meaning that for every dollar invested, the organization generates two dollars in revenue. Through March 2025, the Organization's ROA was -3.82%

	Jan 24 - Mar 24	Jan 25 - Mar 25
Assets	2,043,436	1,815,505
Net Profit	-45,347	-69,380
ROA	-2.22%	-3.82%

Return on Net Assets (RONA)

RONA percentage indicates how efficient an organization is at generating growth from its net assets. This metric helps nonprofits understand how well they are leveraging their resources to fulfill their mission and generate revenue. While there isn't a universally accepted benchmark for RONA, organizations should aim for a positive and increasing trend over time. Through March 2025, the Organization's RONA was -4.10%.

	Jan 24 - Mar 24	Jan 25 - Mar 25
Net Assets	1,874,807	1,691,867
Net Profit	-45,347	-69,380
ROE	-2.42%	-4.10%

Operating Reserve Ratio

The Operating Reserve Ratio indicates how long a nonprofit could keep running if existing revenue streams were cut off. It is calculated by dividing the organization's savings (unrestricted net assets) by its annual operating expenses. A higher ratio indicates that the nonprofit has a larger financial cushion to handle unexpected challenges or changes in circumstances. In March 2025, the Organization experienced a reduction in its Operating Reserve of 0.27 from 2024.

	Jan 24 - Mar 24	Jan 25 - Mar 25
Unrestricted Net Assets	913,560	913,560
Total Operating Expenses	206,141	219,765
Operating Reserve Ratio	4.43	4.16

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Profit and Loss

Humboldt County Fair Association

	Mar 25	Mar 25 Prelim Budget	Budget to Actual \$ Variance	Budget to Actual % Variance	Mar 25 YTD	2025 YTD Prelim Budget
Income						
31200 Local (Base) Allocation					39,500	
42200 Concessions Revenue						
Total 42200 Concessions Revenue	575	715	-140	-20%	575	715
43000 Exhibits Revenue						
43200 Donated & Sponsored Awards	80		80		80	
Total 43000 Exhibits Revenue	80	80	80		80	
45000 Horse Racing Revenue						
45500 Other Live Racing Revenue	86	81	5	6%	86	223
Total 45000 Horse Racing Revenue	86	81	5	6%	86	223
47000 Miscellaneous Fair Revenue						
47900 Other Miscellaneous Fair Revenue						
47902 Fair Merchandise		132	-132	-100%		132
42500 Vendor Application Fee	575	715	-140	-20%	575	715
Total 47900 Other Miscellaneous Fair Revenue		132	-132	-100%		132
Total 47000 Miscellaneous Fair Revenue		132	-132	-100%		132
47005 Miscellaneous Non-Fair Programs						
Total 47005 Miscellaneous Non-Fair Programs	3,115		3,115		3,115	
48000 Interim Revenue						
48100 Rental of Buildings	6,325	5,198	1,127	22%	16,375	18,712
48105 Arlington Rental Revenue	935		935		2,805	
48200 Grounds Rental	990	1,958	-968	-49%	2,095	6,573
48201 RV Camping Interim Revenue	1,424	3,587	-2,163	-60%	7,694	13,475
48202 Stall & Arena Rental Income	4,160	4,453	-293	-7%	10,259	12,567
48203 RV & Boat Storage	5,966	7,480	-1,514	-20%	18,070	22,954
48300 Equipment Rentals	30	99	-69	-70%	165	1,194
47006 Interim Concession Revenue	25		25		25	

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Profit and Loss

Humboldt County Fair Association

	Mar 25	Mar 25 Prelim Budget	Budget to Actual \$ Variance	Budget to Actual % Variance	Mar 25 YTD	2025 YTD Prelim Budget
48503 Insurance Processing Fee	20	44	-24	-55%	-5	154
47008 Interim Parking Revenue	90		90		90	
48700 Other Interim Revenues					15	149
Total 48000 Interim Revenue	20,001	22,819	-2,818	-12%	57,624	75,778
49500 Other Operating Revenue						
47009 Non-Fair Donations & Sponsorships	3,000		3,000		3,000	
49540 Other Operating Revenue		105,600	-105,600	-100%	51,000	105,600
Total 49500 Other Operating Revenue		105,600	-105,600	-100%	51,000	105,600
Total Income	22,886	129,347	-106,461	-82%	147,969	182,448
Cost of Goods Sold						
Total Cost of Goods Sold						
Gross Profit	22,886	129,347	-106,461	-82%	147,969	182,448
Expense						
50000 Administration Expense						
50100 Admin Salaries - Permanent	16,163	26,629	-10,466	-39%	58,816	58,306
50320 Admin Payroll Taxes	1,309	2,287	-978	-43%	5,723	5,759
Total 50320 Admin Payroll Taxes	1,309	2,287	-978	-43%	5,723	5,759
50330 Admin Worker's Comp Insurance	1,169		1,169		2,338	4,329
50400 Admin Contracted Professional Services	3,500	6,094	-2,594	-43%	10,800	18,304
50500 Directors' Expenses						213
50600 Employee Travel, Recruitment & Training	2,548	196	2,352	1200%	5,504	361
50700 Office Supplies	456	436	20	5%	1,238	1,324
50701 Computer Software & Supplies	980	2,344	-1,364	-58%	4,659	3,043
50702 Credit Card & Bank Fees	587	508	79	16%	1,612	1,626
50703 QuickBooks CC Payments Fees	381	281	100	36%	1,446	825
50800 Postage	1,096	2,596	-1,500	-58%	1,832	8,526
50900 Dues & Subscriptions	325		325		300	1,746
51000 Insurance (General Liability)	6,757		6,757		13,514	12,103
51050 Property Taxes		-13	13	-100%	8,637	1,556
Total 50000 Administration Expense	35,594	41,358	-5,764	-14%	116,850	118,021

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Profit and Loss

Humboldt County Fair Association

	Mar 25	Mar 25 Prelim Budget	Budget to Actual \$ Variance	Budget to Actual % Variance	Mar 25 YTD	2025 YTD Prelim Budget
52000 Maintenance & General Operations						
52100 Maint Salaries - Permanent	9,952	12,674	-2,722	-21%	36,179	29,535
52200 Maint Salaries - Temporary		1,056	-1,056	-100%	3,387	2,321
52220 Maintenance Payroll Taxes	861	1,198	-337	-28%	4,299	3,402
52230 Maintenance Worker's Comp Insurance	1,754		1,754		3,507	4,329
52300 Maint Contracted Professional Services	164	74	90	122%	770	248
52500 Maintenance Equipment Rental		743	-743	-100%		1,493
52800 Light, Heat, Water & Power	8,026	15,247	-7,221	-47%	23,664	31,751
52900 Equipment Maintenance		1,983	-1,983	-100%		1,983
53000 Buildings & Grounds Maintenance	146	1,145	-999	-87%	237	1,922
Total 53000 Buildings & Grounds Maintenance	146	1,145	-999	-87%	237	1,922
53100 Trash Removal, Clean-up	1,106	277	829	299%	3,749	5,392
53200 Maintenance Supplies		1,442	-1,442	-100%	4,087	4,246
53300 Special Repairs Under \$5K					2,470	
Total 52000 Maintenance & General Operations	22,010	35,839	-13,829	-39%	82,349	86,622
54000 Publicity Expenses						
54400 Advertising Expense					4	
Total 54000 Publicity Expenses					4	
56000 Attendance Expense						
56101 Attendance Salaries - Temporary	205		205		205	
56120 Attendance Payroll Taxes	26		26		26	
Total 56000 Attendance Expense	231		231		231	
57000 Miscellaneous Fair Expense						
57200 Fair Bar Expenses						
57210 Bartender-Temporary						52

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Profit and Loss

Humboldt County Fair Association

	Mar 25	Mar 25 Prelim Budget	Budget to Actual \$ Variance	Budget to Actual % Variance	Mar 25 YTD	2025 YTD Prelim Budget
57220 Bartender Payroll Taxes						6
Total 57200 Fair Bar Expenses						58
57700 Sponsorship Expense	46		46		4,398	
Total 57000 Miscellaneous Fair Expense	46		46		4,398	58
58000 Premium Expense						
58100 Cash Premium Awards		230	-230	-100%	13	1,617
58500 Other Premium Expense					5	
Total 58000 Premium Expense		230	-230	-100%	18	1,617
63000 Exhibits Expense						
63101 Exhibits Salaries - Temporary	340		340		340	
63120 Exhibits Payroll Taxes	42		42		42	
63700 Other Exhibits Expense	650		650		650	2,060
Total 63000 Exhibits Expense	1,032		1,032		1,032	2,060
65000 Horse Racing Expense						
65210 Horse Racing Employee Benefits (ER share)		1,859	-1,859	-100%	2,689	2,690
65300 Horse Racing Contracted Professional Services	1,000		1,000		1,000	
65301 CARF Management Fees					486	
65800 Other Horse Racing Expense					65	
Total 65000 Horse Racing Expense	1,000	1,859	-859	-46%	4,239	2,690
66009 Misc. Non Fair Events					1,626	
Total 66009 Misc. Non Fair Events					1,626	
80000 Prior Year Operating Expense Adjustment		-5,217	5,217	-100%	1,469	5,118
Total 80000 Prior Year Operating Expense Adjustment		-5,217	5,217	-100%	1,469	5,118
85000 Cash Shortages & Overages						
85900 Other Cash Over/Under	-4		-4		-4	
Total 85000 Cash Shortages & Overages	-4		-4		-4	
Total Expense	61,734	74,069	-12,335	-17%	219,765	216,186
Net Operating Income	-38,848	55,278	-94,126	-170%	-71,796	-33,738

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Profit and Loss

Humboldt County Fair Association

	Mar 25	Mar 25 Prelim Budget	Budget to Actual \$ Variance	Budget to Actual % Variance	Mar 25 YTD	2025 YTD Prelim Budget
Other Income						
49600 Auction Revenues						
49605 JLA Revenues						
49700 JLA Other Revenue						44
49705 JLA Add-ons	-130		-130		-130	
49812 JLA Buyer Income						
49820 JLA Buyer Payments					2,616	
Total 49820 JLA Buyer Payments					2,616	
Total 49812 JLA Buyer Income					2,616	
Total 49605 JLA Revenues	-130		-130		2,486	44
Total 49600 Auction Revenues	-130		-130		2,486	44
Total Other Income	-130		-130		2,486	44
Other Expense						
95000 Junior Livestock Auction Expenses						
95200 JLA - Supplies					69	5,259
Total 95000 Junior Livestock Auction Expenses					69	5,259
Total Other Expense					69	5,259
Net Profit	-38,978	55,278	-94,256	-171%	-69,380	-38,953

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Balance Sheet

Humboldt County Fair Association

	Mar 25	Feb 25	CM vs PM \$ Variance	Mar 24	CY vs PY \$ Variance
Assets					
Current Assets					
Bank Accounts					
11000 Cash - Unrestricted					
11300 US Bank Operating Acct (#4664)	271,217	359,775	-88,558	572,901	-301,685
11400 US Bank Premium Acct (#4854)	537	537		240	298
11500 US Bank Payroll Acct (#5356)				990	-990
Total 11000 Cash - Unrestricted	271,754	360,312	-88,558	574,131	-302,377
12000 Cash - Restricted					
12100 US Bank Dairy Heifer Replacement (#0027)	10,432	10,432		9,459	973
12200 US Bank JLA Custodial Acct (#4648)	100,021	100,698	-677	124,213	-24,192
12300 US Bank JLA Operating (#5548)	77,218	77,218		51,277	25,941
Total 12000 Cash - Restricted	187,672	188,349	-677	184,949	2,722
12500 Petty Cash	655	655		-5	660
Total 12500 Petty Cash	655	655		-5	660
Total Bank Accounts	460,081	549,316	-89,235	759,075	-298,995
Accounts Receivable					
13100 Accounts Receivable (A/R)	108,162	105,239	2,923	33,950	74,212
Total Accounts Receivable	108,162	105,239	2,923	33,950	74,212
Other Current Assets					
12800 Payments to deposit	7,240	3,171	4,068	11,375	-4,135
Credit Card Receivables	988	719	269		988
Total Other Current Assets	8,227	3,890		11,375	
Total Current Assets	576,470	658,445	4,337	804,400	-3,148
Fixed Assets					
19200 Buildings & Improvements	4,459,452	4,459,452		4,459,452	
19201 Accumulated Depreciation-Building & Improvements	-3,935,553	-3,935,553		-3,935,553	
19300 Equipment	246,457	246,457		246,457	
19301 Accumulated depreciation-Equipment	-242,422	-242,422		-242,422	
19500 Leasehold Improvements	944,303	944,303		944,303	
19501 Accumulated Depreciation-Leasehold Improvements	-368,011	-368,011		-368,011	
19502 Eco Green Project (PGE)	134,809	134,809		134,809	
Total Fixed Assets	1,239,035	1,239,035		1,239,035	
Other Assets					
Total Other Assets					
Total Assets	1,815,505	1,897,481		2,043,436	
Liabilities and Equity					
Liabilities					
Current Liabilities					
Accounts Payable					
21200 Accounts Payable (A/P)	2,647	54,282	-51,635	6,687	-12,973

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Balance Sheet

Humboldt County Fair Association

	Mar 25	Feb 25	CM vs PM \$ Variance	Mar 24	CY vs PY \$ Variance
Accounts Payable - Docyt			-51,635	8,934	-4,039
Total Accounts Payable	2,647	54,282		15,621	-8,934
Credit Card					
21300 Capital One CC (#9529)			-214		1,083
21600 US Bank CC (#2921)		235		1,035	
21610 US Bank CC 2818	2,118	2,097	-235		-1,035
us bank credit card			21		2,118
Total Credit Card	2,118	2,332		1,035	
Other Current Liabilities					
21000 TOT Tax Liability Account	225	54	10,579		-14,813
21100 Insurance Fee's Collected			171		225
22100 Payroll Liabilities					
22200 Federal Payroll Taxes Payable				-73	
22210 Federal Unemployment (940)					73
22300 State Payroll Taxes Payable				-118	
22600 Payroll Clearing Acct (DD)					118
Total 22100 Payroll Liabilities				-190	
22400 Admin Accrued PTO	6,491	6,491		6,491	190
22410 Maintenance Accrued PTO	4,649	4,649		4,649	
22800 Deferred Revenue	14,653	4,445		25,627	
22900 CFSA Insurance Fees Collected	4,340	4,340	10,208	1,845	-10,974
24100 Guaranteed Deposits	700	500		7,600	2,495
24200 Stall Rental Deposits	675	675	200	525	-6,900
Accrued Liability - Docyt (deleted)					150
Total Other Current Liabilities	31,733	21,154		46,546	
Total Current Liabilities	36,498	77,767	10,579	63,202	-14,813
Long-Term Liabilities					
24500 Eco Green Project Loan (PGE)	87,140	88,869	-1,728	105,427	-18,287
Total Long-Term Liabilities	87,140	88,869	-1,728	105,427	-18,287
Total Liabilities	123,638	166,636	-1,728	168,629	-18,287
Equity					
25100 JLAC Net Res (Reserve)	32,997	32,997	-38,978	32,997	-182,940
25200 Racing Incentive Fund (Reserve)	9,830	9,830		9,830	
29000 Inves in Cap Assets	1,213,624	1,213,624		1,213,624	
29100 Unrestricted Net Assets	913,560	913,560		913,560	
Net Income	-69,380	-30,402		-45,347	
Opening balance equity	-99,876	-99,876	-38,978	-99,876	-24,032
Retained Earnings	-308,890	-308,890		-149,982	
Total Equity	1,691,867	1,730,845		1,874,807	-158,908
Total Liabilities and Equity	1,815,505	1,897,481	-38,978	2,043,436	-182,940

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Cash Flow Statement

Humboldt County Fair Association

	Mar 25	Feb 25	CM vs PM \$ Variance	Mar 24	CY vs PY \$ Variance
Operating Activities					
Net Income	-38,978	-38,115	-862	48,223	-87,201
Adjustments to Net Income					
13100 Accounts Receivable (A/R)	-2,923	11,696	-14,619	47,368	-50,291
21000 TOT Tax Liability Account	171		171		171
21200 Accounts Payable (A/P)	-51,635	12,477	-64,112	910	-52,545
21600 US Bank CC (#2921)	-235		-235	566	-801
21610 US Bank CC 2818	21	2,077	-2,056		21
22800 Deferred Revenue	10,208	1,880	8,328	15,930	-5,722
22900 CFSA Insurance Fees Collected		100	-100	690	-690
24100 Guaranteed Deposits	200	1,000	-800	450	-250
24200 Stall Rental Deposits		75	-75		
Accounts Payable - Docyt				-30,999	30,999
Credit Card Receivables	-269	-470	202		-269
Total Adjustments to Net Income	-44,461	28,836	-73,297	34,916	
Total Operating Activities	-83,439	-9,280	-74,159	83,139	-79,377
Investing Activities					
Total Investing Activities					
Financing Activities					
24500 Eco Green Project Loan (PGE)	-1,728	-1,728		-3,457	1,728
25100 JLAC Net Res (Reserve)					1,728
Total Financing Activities	-1,728	-1,728		-3,457	
Net Cash Increase For Period	-85,167	-11,008	-74,159	79,682	1,728

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A/P Aging
March 31st, 2025

	Current	1 - 30	31 - 60	61 - 90	91 and Over	Total
Amazon Prime	45.88					45.88
Eureka Oxygen Co	47.30					47.30
Ferndale Tech	447.00	30.00				477.00
Frontier Communications	375.07					375.07
Pitney Bowes	270.68					270.68
Recology Eel River Fortuna	1,106.45					1,106.45
Roto-Rooter	99.00					99.00
Six Rivers Portable Toilets LLC		225.86				225.86
TOTAL	2,391.38	255.86				2,647.24

A/R Aging March 31st, 2025

	Current	1 - 30	31 - 60	61 - 90	91 and Over	Total
Adam Jager		-95.00				-95.00
Alioune Jioum TGM					1,375.00	1,375.00
Alissa Clear					100.00	100.00
Allen Ehlers					95.00	95.00
Alto Equipment					100.00	100.00
Andrew Harwich		95.00	95.00	95.00		285.00
Barnum Timber Co		-1,500.00				-1,500.00
Bart Silvers		-95.00				-95.00
Beatriz Cuenca				-1,215.00	-920.00	-2,135.00
Benjamin Hawk		95.00	95.00			190.00
Bertha Maldonado	1,950.00					1,950.00
Blue Milsap (JLA)					903.00	903.00
Brian Vosburg				-95.00		-95.00
Bryce T Bell		45.00	45.00	45.00	170.00	305.00
Bureau of Land Managment					25.00	25.00
Castle Mini Donuts		25.00				25.00
Chad Baier		-198.40				-198.40
Charlene Larsen					14.40	14.40
Chris Cisper					2.64	2.64
Cindy Olsen					25.00	25.00
Devin Ailpatric					-8.80	-8.80
Dona Kahrs					139.20	139.20
Donald Laffranchi	-95.00					-95.00
Dry Camping					-2.20	-2.20
Faith Gittins	-95.00					-95.00
Falcon International Co.					25.00	25.00
Fat Anne's Bakery & Bistro					500.00	500.00
Flavors of East Africa					25.00	25.00
Fortuna Optometry (JLA)					250.00	250.00
George Peterson		95.00	95.00			190.00
George Petrov		95.00		95.00		190.00
Glenn Ziemer	-230.00					-230.00
Green Wired					1,000.00	1,000.00
Hamari's Shave Ice					25.60	25.60
Hanna & Joe Sample					-49.10	-49.10
Harbers Insurance Agency		-3,000.00				-3,000.00
Hometown Store					25.00	25.00
Horse Race Offsite Betting AR					78,949.12	78,949.12
Humboldt Co Republican Party					75.00	75.00
Humboldt County Office of Elections		25.00				25.00
International Foods					25.00	25.00
James Monroe					55.00	55.00
James Ross		-95.00				-95.00
Jared Sousa					68.40	68.40
Jason Butcher		95.00	95.00	95.00		285.00
Jason Farley	60.00	60.00	60.00			180.00
Jeff Griffith					270.00	270.00
Joe Coppini		95.00	104.00			199.00
John Goodale		-135.00		135.00		
John Walsh		-95.00				-95.00
Josh McCall		95.00		95.00		190.00

A/R Aging
March 31st, 2025

	Current	1 - 30	31 - 60	61 - 90	91 and Over	Total
Kathy Riddle					94.40	94.40
Kelton Chambers			-45.00			-45.00
Kinetic Universe		-200.00				-200.00
Kurtis Ackerson		-44.80				-44.80
Lawrence Dwight					2,500.00	2,500.00
Maria Bernabe				-200.00		-200.00
Marooned Inc DBA Scaregrounds	300.00	300.00	300.00	300.00	4,739.70	5,939.70
Matt Nilsen		95.00	-95.00			
Mejia Curios					25.00	25.00
Miscellaneous - A/R Reconcile	-101,715.32	112,123.52	-112,123.52		117,068.62	15,353.30
Miscellaneous JLA					6,711.83	6,711.83
Molly Morrill	-400.00					-400.00
Natisha Baird		90.00	90.00	52.20		232.20
Native Sons of the Golden West		50.00	50.00			100.00
Note Creative					155.00	155.00
Parry Dyer				85.00		85.00
Pete Smith		85.00	85.00	85.00		255.00
Portuguese Hall Celebration		-200.00				-200.00
Recology (JLA)					54.00	54.00
Redwood Capital Bank		-3,000.00				-3,000.00
Roger Cummings	44.80					44.80
RV Camping-CC					1,810.20	1,810.20
Sarah Watson		220.00	220.00	220.00		660.00
Schmidbauer Lumber, Inc.		-3,000.00				-3,000.00
Scott Foster					75.00	75.00
Scott Griswold		-95.00		-190.00		-285.00
Scott Lester			95.00			95.00
Stephanie Beauchaine					75.00	75.00
Stephens Candles					165.00	165.00
Steve Hoffman			313.60			313.60
Susan LeRoy		85.00	85.00	85.00		255.00
Tammy Benson		120.00				120.00
Tyler Franklin		95.00	95.00	95.00		285.00
US Forest Service		25.00				25.00
Zaruk Hayes		-95.00				-95.00
Zoe Wise			-95.00			-95.00
TOTAL	-100,180.52	102,260.32	-110,435.92	-217.80	216,736.01	108,162.09

A/R Aging
March 31st, 2025

	Current	1 - 30	31 - 60	61 - 90	91 and Over	Total
Adam Jager		-95.00				-95.00
Alioune Jioum TGM					1,375.00	1,375.00
Alissa Clear					100.00	100.00
Allen Ehlers					95.00	95.00
Alto Equipment					100.00	100.00
Andrew Harwich		95.00	95.00	95.00		285.00
Barnum Timber Co		-1,500.00				-1,500.00
Bart Silvers		-95.00				-95.00
Beatriz Cuenca				-1,215.00	-920.00	-2,135.00
Benjamin Hawk		95.00	95.00			190.00
Bertha Maldonado	1,950.00					1,950.00
Blue Milsap (JLA)					903.00	903.00
Brian Vosburg				-95.00		-95.00
Bryce T Bell		45.00	45.00	45.00	170.00	305.00
Bureau of Land Managment					25.00	25.00
Castle Mini Donuts		25.00				25.00
Chad Baier		-198.40				-198.40
Charlene Larsen					14.40	14.40
Chris Cisper					2.64	2.64
Cindy Olsen					25.00	25.00
Devin Ailpatric					-8.80	-8.80
Dona Kahrs					139.20	139.20
Donald Laffranchi	-95.00					-95.00
Dry Camping					-2.20	-2.20
Faith Gittins	-95.00					-95.00
Falcon International Co.					25.00	25.00
Fat Anne's Bakery & Bistro					500.00	500.00
Flavors of East Africa					25.00	25.00
Fortuna Optometry (JLA)					250.00	250.00
George Peterson		95.00	95.00			190.00
George Petrov		95.00		95.00		190.00
Glenn Ziemer	-230.00					-230.00
Green Wired					1,000.00	1,000.00
Hamari's Shave Ice					25.60	25.60
Hanna & Joe Sample					-49.10	-49.10
Harbers Insurance Agency		-3,000.00				-3,000.00
Hometown Store					25.00	25.00
Horse Race Offsite Betting AR					78,949.12	78,949.12
Humboldt Co Republican Party					75.00	75.00
Humboldt County Office of Elections		25.00				25.00
International Foods					25.00	25.00
James Monroe					55.00	55.00
James Ross		-95.00				-95.00
Jared Sousa					68.40	68.40
Jason Butcher		95.00	95.00	95.00		285.00
Jason Farley	60.00	60.00	60.00			180.00
Jeff Griffith					270.00	270.00
Joe Coppini		95.00	104.00			199.00
John Goodale		-135.00		135.00		
John Walsh		-95.00				-95.00
Josh McCall		95.00		95.00		190.00

A/R Aging March 31st, 2025

	Current	1 - 30	31 - 60	61 - 90	91 and Over	Total
Kathy Riddle					94.40	94.40
Kelton Chambers			-45.00			-45.00
Kinetic Universe		-200.00				-200.00
Kurtis Ackerson		-44.80				-44.80
Lawrence Dwight					2,500.00	2,500.00
Maria Bernabe				-200.00		-200.00
Marooned Inc DBA Scaregrounds	300.00	300.00	300.00	300.00	4,739.70	5,939.70
Matt Nilsen		95.00	-95.00			
Mejia Curios					25.00	25.00
Miscellaneous - A/R Reconcile	-101,715.32	112,123.52	-112,123.52		117,068.62	15,353.30
Miscellaneous JLA					6,711.83	6,711.83
Molly Morrill	-400.00					-400.00
Natisha Baird		90.00	90.00	52.20		232.20
Native Sons of the Golden West		50.00	50.00			100.00
Note Creative					155.00	155.00
Parry Dyer				85.00		85.00
Pete Smith		85.00	85.00	85.00		255.00
Portuguese Hall Celebration		-200.00				-200.00
Recology (JLA)					54.00	54.00
Redwood Capital Bank		-3,000.00				-3,000.00
Roger Cummings	44.80					44.80
RV Camping-CC					1,810.20	1,810.20
Sarah Watson		220.00	220.00	220.00		660.00
Schmidbauer Lumber, Inc.		-3,000.00				-3,000.00
Scott Foster					75.00	75.00
Scott Griswold		-95.00		-190.00		-285.00
Scott Lester			95.00			95.00
Stephanie Beauchaine					75.00	75.00
Stephens Candles					165.00	165.00
Steve Hoffman			313.60			313.60
Susan LeRoy		85.00	85.00	85.00		255.00
Tammy Benson		120.00				120.00
Tyler Franklin		95.00	95.00	95.00		285.00
US Forest Service		25.00				25.00
Zaruk Hayes		-95.00				-95.00
Zoe Wise			-95.00			-95.00
TOTAL	-100,180.52	102,260.32	-110,435.92	-217.80	216,736.01	108,162.09

**FIRST AMENDMENT
LEASE AGREEMENT FOR OPERATION, MANAGEMENT AND MAINTENANCE OF THE
HUMBOLDT COUNTY FAIR AND FAIRGROUNDS
BY AND BETWEEN
COUNTY OF HUMBOLDT
AND
HUMBOLDT COUNTY FAIR ASSOCIATION**

This First Amendment to the Lease Agreement dated July 1, 2020, by and between the County of Humboldt, a political subdivision of the State of California, hereinafter referred to as “COUNTY,” and the Humboldt County Fair Association, a California nonprofit corporation, hereinafter referred to as “ASSOCIATION,” is entered into on this ____ day of _____, 2025.

WHEREAS, COUNTY owns the Humboldt County Fairgrounds located in the City of Ferndale (“FAIRGROUNDS”); and

WHEREAS, California Government Code Section 25906 authorizes COUNTY to contract with a nonprofit corporation to conduct an agricultural fair in Humboldt County for such period and under such conditions as COUNTY may determine; and

WHEREAS, on July 1, 2020, COUNTY and ASSOCIATION entered into a Lease Agreement regarding the operation, management and maintenance of the FAIRGROUNDS; and

WHEREAS, COUNTY and ASSOCIATION now desire to amend certain provisions of the Lease Agreement in order to extend the term thereof.

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. Section 4 – Term of the Lease Agreement is hereby amended to read as follows:
 4. TERM
 - A. This Agreement shall begin on July 1, 2020 and shall remain in full force and effect until June 30, 2026, unless extended by a valid amendment hereto or sooner terminated as set forth herein. Any holding over beyond the term of this Lease shall be a month-to-month tenancy which is subject to all of the terms and conditions set forth herein.
 - B. This Agreement may be terminated on December 31st of each year during the term hereof by mutual consent of both COUNTY and ASSOCIATION.
2. Except as modified herein, the Lease Agreement dated July 1, 2020, shall remain in full force and effect. In the event of a conflict between the provisions of this First Amendment and the original Lease Agreement, the provisions of this First Amendment shall govern.

[Signatures on the following page]

IN WITNESS WHEREOF, the parties hereto have entered into this First Amendment as of the first date written above.

COUNTY OF HUMBOLDT:

By: _____
Michelle Bushnell, Chair
Humboldt County Board of Supervisors

Date: _____

INSURANCE AND INDEMNIFICATION REQUIREMENTS APPROVED:

By: _____
Risk Management

Date: _____

HUMBOLDT COUNTY FAIR ASSOCIATION:

By: _____

Date: _____

Name: _____

Title: _____

By: _____

Date: _____

Name: _____

Title: _____

CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE:

By: _____

Date: _____

Name: _____

Title: _____



Date: April 25, 2025
To: Humboldt County Fair Association Board of Directors
From: Moira Kenny, Chief Executive Officer
Subject: Winter 2025 Ice Rink Funding Update

Recommendation:

That the Board:

1. Receive and discuss the Winter 2025 Ice Rink funding update; and
2. Make recommendations to staff and take action as appropriate.

Summary:

Staff have been exploring funding options for the proposed Winter 2025 Ice Rink, including grant opportunities, sponsorships, and community partnerships. This update provides a financial outlook on potential revenue sources and any funding gaps that need to be addressed.

Next Steps:

Staff will continue to pursue funding opportunities and provide progress reports to the Board.

Dear Members of the HCFA Board,

It is with great excitement and deep gratitude that I share the news of a generous contribution of **\$60,000** toward the purchase of the ice skating rink for this year's Winter Fair. This support represents a major step forward in creating an engaging and memorable centerpiece for the event, while also strengthening the fairgrounds' long-term sustainability.

- The donor, who wishes to remain anonymous, has expressed full confidence in the Humboldt County Fair Association's Winter Fair and purchase of an ice rink as the centerpiece. As part of the grant agreement, the following stipulations apply:
- An official sales agreement for the rink purchase will need to be submitted for documentation. (Original has been submitted, updated version is being created by Power Play Hockey.)
- If the rink is sold within seven (7) years—the expected life of the asset prior to full depreciation—and the sale amount equals or exceeds the original grant amount, the original donation is to be returned to the donor.
- The Fair Association will provide verification of additional funds committed to completing the full purchase, whether from internal funds, private contributions, or financing as they are raised or approved.

This generous gift reflects a belief in the value of community-driven events and the importance of building lasting infrastructure that benefits all. Thank you for your continued partnership in making the Winter Fair a vibrant success.

In addition to this remarkable \$60,000 gift, I'm thrilled to share that we've also secured \$24,250 in additional sponsorship for Winter Fair events—and our commemorative bricks are beginning to sell! That brings our total raised to date to **\$84,250**.

Warm regards,

Tonde Razooly

Winter Fair Event Coordinator



Humboldt County Fairgrounds Ice Rink Acquisition & Winter Fair Launch

Project Title: Winter Fair Ice Skating Rink Initiative

Prepared By: Humboldt County Fair Association

Date: April 25, 2025

1. Executive Summary

The Humboldt County Fair Association proposes the purchase of an ice rink and related equipment to establish a permanent winter attraction—*The Winter Fair*—which will combine the Sparkling Light Spectacular with seasonal ice skating. This investment reduces long-term rental costs, expands event programming, enhances tourism, and aligns with HCFA’s mission to foster agricultural, recreational, and community growth.

2. Capital Costs (2025)

Category	Cost (\$)
Ice Rink Purchase	134,574.46
Chiller Rental (Seasonal)	43,000.00
Installation	9,800.00
Mat Purchase	2,000.00
Shipping	9,300.00
Decorations & Ambience	10,000.00
Advertising & Marketing	10,000.00
Entertainment	10,000.00
Staffing (45 Days)	49,000.00
Electricity (Seasonal)	10,000.00
Total Capital & Operating	287,674.46

3. Revenue Projections (2025)

Source	Projected Revenue (\$)
Sponsorships (one-time)	70,000.00
General Skaters	195,577.75
School/Group Bookings	12,000.00
Fair-Time Skating Revenue	21,000.00
Vendor/Concession Fees	10,000.00
Merchandise/Bar	5,000.00
Total Revenue	313,577.75

4. Net Results

- **Total Revenue:** \$313,577.75
- **Total Costs:** \$287,674.46
- **Net Revenue (Year 1):** \$25,903.29

5. Year 2 Forecast (2026)

Revenue Source	Projected (\$)
General Skaters	195,577.75
School/Group Bookings	12,000.00
Fair-Time Skating	21,000.00
Vendor/Concession Fees	10,000.00
Merchandise/Bar	5,000.00
Total Revenue	243,577.75
Expense Category	Cost (\$)
Chiller Rental	43,000.00

Revenue Source	Projected (\$)
Installation (Annual Prep)	1,500.00
Electricity	10,000.00
Staffing	49,000.00
Decorations	5,000.00
Entertainment	10,000.00
Advertising & Marketing	10,000.00
Total Costs	128,500.00

- **Net Revenue (Year 2): \$115,077.75**
-

6. Financial Overview

- **Short-Term Loan Needed (for rink purchase):** Estimated \$70,000 (financed)
 - **Breakeven Point:** Within Year 1
 - **Annual Net Revenue After Year 1:** \$115,000+
 - **ROI on Purchase in Year 1:** 19.25%
 - **Long-Term Benefit:** Sustainable seasonal attraction generating revenue for years to come.
-

7. Strategic Benefits

- Establishes Humboldt County Fairgrounds as a year-round destination.
- Creates new sponsorship, concession, and program revenue opportunities.
- Supports HCFA's mission to serve as a hub for recreation, community celebration, and local economic growth.



WINTER FAIR Business Plan for Combining Sparkling Light Spectacular with Ice Skating at the Humboldt County Fairgrounds with Purchase

Objective:

To purchase an ice rink for the Humboldt County Fairgrounds, integrating it with the Sparkling Light Spectacular to create a flagship winter attraction, a Winter Fair. This purchase aims to reduce long-term costs associated with rentals, attract additional sponsorships, and open revenue opportunities through ice skating during the 2025 Fair season, and Support The Humboldt County Fair Association's mission is to promote agricultural, industrial, and recreational interests, the ice rink at our cherished community Fairgrounds.

Overview, The acquisition includes:

- Ice rink flooring, rink's piping system and Cooling Coils/Piping System: (Plastic or metal tubing placed beneath the rink surface to circulate the cooling solution.) insulation layers and flooring mats
- Necessary equipment: chiller (operated seasonally to reduce maintenance costs).
- Potential donation of sidewalls from the disbanded Hockey league in Arcata (confirmation pending).

With a purchase, possible Featured Events:

2025 Fair-time tented area for skating during the 2025 Fair season, generating additional revenue.

Increasing Humboldt County Fairgrounds Winter-time attendance, tourism and growth. Lending itself in creating a Winter Fair event. Adding additional activities and vendor opportunities. Expanding each year! Stack Box Snow Slide, Polar Golf...

Promotions and Donors:

To maximize the success of the proposed ice rink and its integration with the Sparkling Light Spectacular, the following promotional and donor strategies could be implemented:

Fair-Time Sponsorship Packages

Winter Sponsorship Opportunities:

During the 2025 Fair season, sponsorship packages will offer businesses and individuals the opportunity to showcase their support for the Winter Fairgrounds events while gaining exposure through high-visibility of the event to the community.

With a purchase of a rink the HCFA can commit to multi-year ongoing operation, contributing to the Fairgrounds' long-term sustainability. With a target goal of \$70,000.00 toward purchase and financing the remainder with a short term loan.

Winter Event Cross-Promotion:

- **Community Outreach:** Information about the ice rink in conjunction with the expanded, Sparkling Light Spectacular could be shared in promotional materials during our 2025 Fair season creating excitement for the full Humboldt County Fairgrounds, Winter Event lineup.
 - Flyers, digital ads, and social media campaigns may highlight Summer & Winter events, encouraging families and community members to attend and support.

- Messaging will emphasize the positive impact on the community, with a focus on fostering family-friendly traditions at the Fairgrounds for economic growth of the community.
- **Encouraging Donor Enthusiasm:** Showcasing the rink as part of a broader effort to enhance year-round programming.
- **Highlighting the Fairgrounds' Legacy and Mission:** Promotional may highlight the Fairgrounds' role as a cultural and recreational hub for Humboldt County.

Operating Schedule and Revenue Model:

Dates: Nov. 15-Jan.15th, 2025 (60 consecutive days)

Operating Hours:

Monday-Friday: 9:00 AM - 9:00 PM, School group bookings (9:00 AM - 4:00 PM discounted rates).

Friday Night, Saturday, Sunday: Open skating (10:00 AM - 10:00 PM, full price).

Pricing:

General Admission: \$17.00 (adults), \$14.00 (children).

School/Group Rates: \$15.00 (adults), \$10.00 (children, groups over 10).

Daily Revenue Requirement:

- To cover costs, the rink must generate \$3,435.00 per day.
- With 9 operational hours daily, the **hourly** revenue target is \$381.66.

Revenue Streams: (all averaged from 2018, 2019)

- **Sponsorships:** Estimated \$70,000 toward purchase
- **Daily Skaters: Estimated \$195,577.75** (2018, 2019 profits, averaged w/current pricing)
- **Vendor Fees/Concession:** Estimated \$10,000.
- **Merchandise/Bar:** Estimated \$5,000.
- **School Bookings:** \$12,000.00
- **Fair Time Skating:** \$21,000.00

Staffing:

1. Shifts:

- Two 6-hour shifts daily.
- 4-6 employees per shift.

2. Roles:

- Door/Skate Rental.
- Concessions.
- On-Ice Rink Guard.
- Floor Manager.
- Cost of average of (5) staff members \$1,080.00 per day = \$46,000 (for 45 days)

3. Training: ALL Employees must complete safety training and learn operational protocols.

Concessions and Vendors:

- Concession options include snacks and drinks. Vendors can lease space with the HCFA retaining 20% of profits after taxes.
- A non-skater bar for weekends offers additional revenue opportunities.

Marketing Strategy:

- 1. Promotions:** Highlight the combined event in Sparkling Light Spectacular advertising. Partner with local schools and community groups to secure weekday bookings.
- 2. Decor and Ambience:** Welcoming decor, festive lighting, and music to create a memorable holiday atmosphere.
- 3. Community Engagement:** Encourage local businesses and sponsors to participate. Provide group discounts to drive attendance.

Cost vs. Earnings Table:

Category	Amount 2025	Amount 2026
Earnings:		
Sponsorships	\$70,000.00	0
Daily Skaters	\$195,577.75	\$195,577.75
Vendor Fees/ Concessions	\$10,000.00	\$10,000.00
Merchandise/Bar	\$5,000.00	\$5,000.00
School Bookings	\$12,000.00	\$12,000.00
Fair-Time Skating	\$21,000.00	\$21,000.00
Total Earnings:	\$313,577.75	243577.75
Costs:		
Ice Rink Purchase	\$134,574.46	0
Installation	\$9,800.00	\$1500
Mat Purchase	\$2,000.00	0
Chiller Rental	\$43,000.00	\$43,000.00
Shipping	\$9,300.00	0
Electricity	\$10,000.00	\$10,000.00
Staffing Costs	\$49,000.00	\$49,000.00
Decorations	\$10,000.00	\$5,000
Entertainment	\$10,000.00	\$10,000.00
Advertising	\$10,000.00	\$10,000.00
Total Costs:	\$287,674.46	128500
Net Revenue:	\$25903.75	\$115,077.75

To further enhance revenue opportunities, the introduction of a Private Party Rental Package offers an experience for groups of 10 or more. This package includes 1 hour of skate time and 2 hours of access to a reserved seating area, perfect for celebrations, team-building events, or special gatherings. Pricing for the package is set at \$15.00 per adult skater, \$10.00 per child skater, and an additional \$75.00 per hour for the reserved space.

Additionally, weekend mornings present an opportunity to offer skating lessons, catering to children eager to learn or improve their skills on the ice. Each lesson is priced at \$30.00 per child, providing an educational and enjoyable activity for families while generating supplementary income for the rink. By incorporating these options, the ice rink can attract diverse audiences, maximize utilization of the facility, and create memorable experiences for the community.

Conclusion: The combination of the Sparkling Light Spectacular with an ice skating rink presents an exciting opportunity to elevate the winter event, to a Winter Fair experience and the potential to become a hallmark holiday tradition for Humboldt County, benefiting the community and the Humboldt County Fairgrounds alike.



Ice Skating Booking Schedule for Schools/Groups

Humboldt County Fairgrounds - November 29, 2024, to January 15, 2025

Date: Nov. 29th, 2025	Group of 25 - 35	Group of 25 - 35
• 9:00 AM - 10:00 AM		
• 10:30 AM - 11:30 AM		
• 12:00 PM - 1:00 PM		
• 1:30 PM - 2:30 PM		
• 3:00 PM - 4:00 PM		

(Schedule Example)

Daily Time Slots (Monday-Friday)

Details:

- Each session is one hour long. Schools and groups must book in advance to secure their desired time slot. Discounted rates are available for school groups and parties of 10 or more: Adults: \$15.00 per person, Children: \$10.00 per person

How to Book: Contact the Humboldt County Fairgrounds office or Book online

Provide the following information:

- School/Group Name
- Contact Person’s Name and Phone Number
- Preferred Date and Time Slot(s)
- Estimated Number of Participants
- Confirm you're booking and arrange payment to secure your reservation.

Additional Notes:

- Availability is on a first-come, first-served basis.
- Groups are encouraged to book multiple sessions for larger classes or extended activity times.
- Waivers must be signed by participants or guardians before skating.

Contact Information: Humboldt County Fairgrounds Office Phone: 707/786-9511

Book early to ensure your school or group doesn’t miss out on this festive skating experience!

POWER PLAY HOCKEY
EST. 2002

THE BAY AREA'S HOME FOR HOCKEY DEVELOPMENT

Emery Lykins

640 Los Robles Ct. Danville, CA 94526

510-593-5393

EMERYLYKINS@GMAIL.COM

Ice Rink Package Sales Agreement

Bill To:

The Humboldt County Fair Association
1250 5th Street, Ferndale, CA 95536

Date: 04-21-25

QTY ITEM

- 1 Ice Mat System (56' x 88' est.)
- 1 Underlayment Package
- 1 Rink Wall System w/base
- 1 Freezing Agent Package (Propylene Glycol)
- 1 Rental Skate Package (300-pairs)
- 1 Ice Resurfacer (Zamboni or Olympia)
- 1 Ice Tool Package
- 1 Skate Assist Package (10)

Total	\$135,625.00
Discount	\$13,562.00
Sub Total	\$122,063.00
SALES TAX	\$12,511.46
TOTAL	\$134,574.46

POWER PLAY HOCKEY

EST. 2002

NOTES:

- Buyer is engaging Seller for the purpose of purchasing of a temporary, ice rink package, hereafter known as the Package.
- Buyer accepts that the Package is used, sold “as is”, and there shall be no refunds provided by Seller.
- Seller offers no warranty or guarantee either expressed or implied, on the ongoing merchantability or fitness of the Package after it is installed the first time.
- Parties agree that after installation, that Buyer’s team shall be responsible for the ongoing operation of the equipment, including but not limited to a regular maintenance program to ensure safe conditions.
- Buyer agrees to wholly indemnify and hold harmless, Seller and all his/her agents from any injury to person(s) or property resulting from the use of the Package and shall protect Seller from any and all damages to person(s) and/or property, that may result from the use of the Package.
- In the case of a legal dispute of anything contained within this Agreement or not, both Parties relinquish their right to bring court action against the other, and instead, both Parties agree to resolve any dispute by binding arbitration, rather than before a judge and/or jury.

Payment Terms:

- Total Balance: **\$134,574.46**
 - I 8% (\$10,765.96) Deposit due within 10-days of signing
 - II 12% (\$16,1248.94) Due July 1, 2025
 - III 20% (\$26,914.89) Due September 1, 2025
 - IV 30% (40,372.34) Due December 1, 2025
 - V 30% (40,372.34) January 15, 2026
- Purchase price does not include shipping or any transport costs. Those will be arranged and billed as requested.
- Seller to retain all rights of ownership while there is an outstanding balance. Once the total balance is paid in full, Buyer assumes all rights associated with the Package.

Shipping Costs: All shipping costs for the Package will be billed at cost, at the time of transport.

Emery Lykins
Seller

Moira Kenny
Buyer

Power Play Hockey

Humboldt County Fair Association

Emery Lykins @ Power Play Hockey

Invoice #: FERN020125

640 Los Robles Ct.
 Danville, CA
 94526
 (510) 593-5393
emerylykins@gmail.com

Date	Account.
04/21/25	FERNCA

<p>Account Name: Humboldt County Fair Association Account Contact: Moira Kenny Account Address: 1250 5th Street, Ferndale, CA 95536</p>

Item	Description	Amount
Ice Rink Package	<ul style="list-style-type: none"> • Ice Mat • Freezing Agent • Rink Wall System • Rental Skates • Ice Resurfacer • Ice Tools & Repair Kit • Skate Assists • Items per Ice Rink Sales Agreement signed 04-21-25 	\$135,625.00
	Total	\$135,625.00
	Discount	\$13,562.00
	Tax (10.25%)	\$12,511.46
	Total	\$134,574.46

<p>Notes:</p> <ul style="list-style-type: none"> • 8% due Now • Contact for ACH info • Send Checks To: <ul style="list-style-type: none"> ○ Emery Lykins ○ 640 Los Robles CT ○ Danville, CA 94526 • Invoice 1 of 5 	<p>Amount Due: \$10,765.96</p>
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Exemption Request for Dairy Heifer Exhibition Outside of Regular Fair Schedule

Event Name: Humboldt County Fair Association Dairy Show

Proposed Event Dates: August 2nd or August 30th

Event Location: 1250 5th Street, Ferndale, CA 95536

Summary of Proposed Event

The Humboldt County Fair Association respectfully requests an exemption to host a dairy heifer exhibition outside of the traditional fair livestock schedule. This proposed event is designed to allow Humboldt County's local youth and dairy exhibitors to participate in a safe and controlled exhibition, while considering public health risks associated with Highly Pathogenic Avian Influenza (H5N1) detections in dairy cattle.

The event will be held either:

- **14 days before** the regularly scheduled exhibition dates
- **7 days after** the regularly scheduled exhibition dates

Participation will be **limited to exhibitors residing in Humboldt County**, which to date has had **no confirmed H5N1 exposure** in dairy cattle.

Traceability Requirements

- All dairy entries must bear **official individual identification** (840 RFID ear tags).
 - Each animal or group must be accompanied by a valid **Premises Identification Number (PIN)** for the farm of origin.
-

Eligible Classes of Dairy Cattle

To minimize public health risks, only the following cattle will be allowed to show:

- **Non-lactating dairy cattle** (not more than 200 days in gestation)

- **Heifers under 20 months of age**
 - **Heifers less than 200 days in gestation**
 - **Cattle originating from specific in-state regions only**
 - **No out-of-state cattle** permitted. If a dairy animal was purchased from out of state, it must have **resided within California for at least 30 days** prior to the event to be eligible for exhibition.
-

Entry Testing Requirements

- All animals will have **rectal temperatures taken upon arrival**. Any animal registering a temperature **above 103°F** will be denied entry.
 - Animals must show **no clinical signs of H5N1**, including nasal discharge, lethargy, or anorexia.
-

Biosecurity Requirements for Exhibitors and Visitors

To ensure safety and compliance, the following biosecurity measures will be implemented:

- A **designated Biosecurity Manager** will oversee compliance and must complete CDFA-provided biosecurity training.
- **Foot baths** containing a disinfectant labeled for “Avian Influenza A Virus” will be placed at all barn entrances and refreshed **at least every 12 hours** or as needed for efficacy.
- **Handwashing and/or hand sanitizing stations** will be available at all entry and exit points of dairy barns and show rings.
- **Exhibitors must provide their own feed and water buckets**, which are not to be shared between participants (unless from the same household or farm).
- **Livestock transport vehicles** will have **designated entry and exit points** and must undergo **cleaning and disinfection (C&D)**, including tires and wheel wells, upon arrival and departure.
- **Dairy cattle will not be permitted on-site at the same time as other livestock species.**
 - **Race Horses may be onsite***

- The dairy show will occur **either 14 days before or 7 days after** the main livestock exhibition.
 - The **public will not have direct contact** with any exhibited dairy cattle.
-

Post-Event Biosecurity Measures

- All **bedding will be removed and disposed of** in a location with no contact with poultry, livestock, or wildlife and no risk of runoff into animal facilities.
 - All **equipment, pens, feed, and water troughs** will be thoroughly cleaned and disinfected with a product labeled for “Avian Influenza A Virus.”
-

Acknowledgement of Risk

Event organizers and exhibitors understand and accept the potential risk of disease transmission involved in participation and agree to comply fully with all biosecurity protocols.

Thank you for considering this exemption request in support of our local exhibitors and agricultural education community. We are committed to maintaining public health while upholding the integrity and tradition of youth livestock exhibitions.

Sincerely,

Moira Kenny

Chief Executive Officer

Humboldt County Fair Association

707-786-9511

ceo@humboldtcountyfair.org



Exemption Request for Poultry Show Outside of Fair Schedule

Event Name: Humboldt County Fair Association Poultry Show

Proposed Event Dates: TBD – August 1st or August 31, 2025

Event Location: 1250 5th Street, Ferndale, CA 95536

Summary of Proposed Event

The Humboldt County Fair Association respectfully requests an exemption to host a standalone poultry exhibition outside of the standard fair livestock schedule. This event is being proposed in response to current public health considerations, particularly concerns related to H5N1 (Highly Pathogenic Avian Influenza), in order to provide our local youth and community poultry exhibitors a safe and viable opportunity to participate in a show.

The poultry show will be scheduled either **a minimum of 14 days prior to** the traditional fair livestock exhibition dates or **after all other livestock species have vacated the premises**. Additionally, participation will be **limited to exhibitors residing within Humboldt County**, which to date has had no confirmed cases or exposure to H5N1.

Traceability Requirements

Each exhibitor must provide a valid NPIP (National Poultry Improvement Plan) number for the farm or origin of each flock entered in the show.

Definition of Poultry for the Event

“Poultry” for this event includes:

- Chickens
- Turkeys
- Waterfowl (ducks, geese, etc.)

- Upland game birds (pheasants, chukars, etc.)

Note: While pigeons, psittacines (parrots), doves, softbills, and hookbills are not covered under current exhibition bans, all avian species are susceptible to H5N1. They will not be included in this event.

Biosecurity Measures for Exhibitors and Visitors

To ensure the health and safety of all animals and participants:

- A **designated Biosecurity Manager** will be appointed for the event. This individual will complete CDFA-approved biosecurity training and ensure all minimum and event-specific protocols are strictly followed.
- All birds will be inspected on arrival by a **Poultry Health Inspector (PHI)** or licensed veterinarian. **Sick birds will not be permitted entry.**
- **Footbaths** containing disinfectant labeled for “Avian Influenza A Virus” will be placed at all barn entrances. Solutions will be changed as needed and at minimum once every 24 hours. If an alternate disinfection method is used, it will be described in detail.
- **Handwashing or sanitizing stations** will be placed at all entry and exit points of poultry barns and show rings.
- Exhibitors will provide their **own feed and watering equipment**, which must not be shared with others outside of their household or farm.
- The event will establish **designated entry and exit points** for poultry transport vehicles. All vehicles will be **cleaned and disinfected upon entry and exit**, with special attention to tires and wheel wells.
- **No other livestock or poultry species** will be on the premises during the poultry show.

***Race Horses may be present**

- The **public will not be permitted direct contact** with any poultry on exhibit.
-

Post-Event Biosecurity Procedures

- All poultry pens, cages, and related equipment will be thoroughly **cleaned and disinfected** using products labeled for use against “Avian Influenza A Virus.”
-

Assumption of Risk

Event organizers and exhibitors acknowledge and assume the risk of potential disease transmission inherent in animal exhibition and transport.

Thank you for your consideration of this exemption request. We remain committed to maintaining public and animal health while continuing to support our agricultural youth and poultry community.

Sincerely,

Moira Kenny

Chief Executive Officer

Humboldt County Fair Association

707-786-9511

ceo@humboldtcountyfair.org