

November 20, 2019



The Honorable Nancy Todd
Chair, Legislative Audit Committee
200 East Colfax Avenue
Denver, CO 80203

Dear Senator Nancy Todd:

I want to thank you and the Legislative Audit Committee (LAC) for authorizing the Colorado State Fair Authority (Authority) performance audit in the summer of 2018 and for the feedback we received at the November 4, 2019 hearing. There were several follow up items requested at that hearing. I have listed these items below with a status update or with a summary of items being submitted with this letter.

Organizational Charts for the Authority

Included you will find the organizational chart for the State Fair Authority, current bylaws with officer duties outlined, and a roster of the Authority Board committees with members.

Revised Implementation Dates for Recommendations

At the Authority Board meeting on November 19, 2019 action was taken on the following commitments from our audit report:

- **Revise Bylaws** – The Authority Board voted to revise their bylaws on November 19, 2019.
 - Implementation of recommendation 1A has been revised from June 2020 to November 2019; the revised bylaws are included with this letter.
- **Supervision of the Authority General Manager** – The Authority Board formally asked for expedited guidance from the Attorney General on the supervision of the Authority's General Manager on November 19, 2019. Once the Attorney General guidance is received, the Authority Board will work with urgency to make appropriate changes to bylaws, policies, and related personnel documents.
 - Implementation of recommendation 1E has been revised from June 2020 to January 2020.
- **Policies and Procedures for Strategic Planning** – The Strategic Planning Policy was approved by the Authority Board on November 19, 2019 and is included with this letter.



- Implementation of recommendation 2 has been revised from June 2020 to November 2019.
- **Strategic Plan** – The 2020 Business Plan was submitted to the Authority Board on November 19, 2019 with the goal of making revisions and approving them January 30, 2020 or sooner .
 - Implementation of recommendation 6A has been revised from June 2020 to January 2020.

Annual Report

The Authority did not release an annual report for 2019 prior to October 31, 2019. Historically we have waited until the Financial Audit is public so we can submit audited numbers.

The Authority Board did approve a newly formatted annual report as outlined in our Finding 6 (Fair Marketing) responses. This draft report is included with this letter and includes unaudited FY 2019 financial information, a report on the 2019 Colorado State Fair, and information from our 2020 Business Plan. This report is still being drafted and will be made public by the Authority on or before January 14, 2020 when the FY 2019 Financial Audit is made public.

Requests for Changes to Statute from the Authority

The Authority Board voted on November 19, 2019 to request C.R.S. 35-65-406(1) be changed as redlined below:

The Colorado state fair authority and its board of commissioners shall make an annual report by ~~October 31~~ January 31 or by the date of the public release of the Financial Audit, whichever is later, of each year to the governor, the senate agriculture, natural resources, and energy committee, and the house of representatives agriculture, livestock, and natural resources committee [the House committee name has been changed to Rural Affairs and Agriculture Committee.]

Thank you very much for your time and attention to the concerns of the Colorado State Fair. Please don't hesitate to contact me with any questions at scott.stoller@state.co.us or (719) 225-9902.

Respectfully,



Scott Stoller
General Manager