

Minutes of: 25th District Agricultural Association

Meeting Held on: Tuesday, November 15, 2005

Directors Present: Myrna Abramowicz, Don Carr, Dave Dickson, Paul Dohring, Hope Lugo, and Greg Rodeno

Directors Absent  
And Excused: Paul Battisti and Peggy O'Kelly

Staff Present: Joseph Anderson and Denise Davis

Others Present: Muriel Fagiani, Jean Hasser, Jack Hussey, John Salmon and Cassandra Walker

### **ROLL CALL AND QUORUM CONFIRMATION**

President Dickson called the meeting to order at 1:00 p.m., confirming the presence of a quorum, and asking that the minutes reflect Directors Battisti and O'Kelly as absent and excused.

### **APPROVAL OF AGENDA**

President Dickson called for approval of the agenda.

**Director Lugo moved approval of the agenda. Director Carr seconded the motion. The motion carried unanimously.**

### **PUBLIC COMMENT**

President Dickson opened the floor for public comment.

Muriel Fagiani addressed the Board regarding Bingo. The payphone is gone and she has heard rumor of the ATM being out of cash, though she herself has never used it.

CEO Anderson addressed both issues, stating that SBC has pulled out the payphone due to lack of revenue. We tried to keep it as a service to the players, but SBC would not allow it. Also, we check the ATM daily for cash reserves and have not been at a zero balance since fair time, so its not that the ATM is out of cash.

Hearing none, President Dickson closed this portion of the meeting.

### **APPROVAL OF THE MINUTES OF THE LAST BOARD MEETING**

President Dickson called for approval of the minutes of the September 20<sup>th</sup> Board meeting.

**Vice President Abramowicz moved approval of the minutes from September 20, 2005. Director Carr seconded the motion. The motion carried with Director Dohring abstaining.**

### **PRESENTATION BY CASSANDRA WALKER AND JEAN HASSER OF THE CITY OF NAPA SOSCOT CORRIDOR PROJECT**

Cassandra Walker gave a presentation to the Board on the Soscol Gate way Infrastructure Projects and Land Uses. Jean Hasser gave a presentation on the Transit Center Preferred Alternative.

Some general questions from the Board that were discussed include the inclusion of rail in the transit center plans, the inclusion of joint use parking on the Expo property, a plan for an

increase in bus service to include Amtrak service to the Transit Center and how dependent this plan is on the June 2006 ballot initiative for transportation tax.

President Dickson opened the floor for public comment.

Muriel Fagiani asked when the EIR was scheduled. Jean Hasser stated that the Environmental Impact Report was the next phase, taking place in 2006.

John Salmon commented on the joint use parking with the Expo and asked if anyone had proposed joint use to put housing on the Expo property. President Dickson stated that the committee is dealing with these issues in parallel.

## **INFORMATION ITEMS AND PROGRAM REPORTS**

### **COMMITTEE REPORTS**

**Executive Committee** – President Dickson reported on the Executive Committee meeting. They would like staff to explore hosting a beer or brew festival at the Expo in the future.

President Dickson appointed the Nominating Committee – Director Lugo will Chair, with assistance from Director Dohring and report at the December meeting with a slate of officers for 2006.

**Personnel Committee** – Director Lugo reported on the Personnel Committee. There is a draft copy of the CEO job description and CEO evaluation going out in the mail to you today. Please return both Director Lugo at your earliest convenience. There will be a closed session to deal with Personnel following the January meeting.

**Friends Committee** – There was no Friends Committee report at this meeting.

**Livestock Committee** – CEO Anderson reported on the Livestock committee meeting. The committee is discussing the following projects for 2006 – buying more pens so we do not have to borrow from the Solano County Fair, and adding meat goats to the show and auction. Plans are underway for the annual Barn Dance.

**Buildings and Grounds Committee** – CEO Anderson reported on the Buildings and Grounds committee. We believe the red tail hawk has vacated the tree, but must wait another two weeks before it can be cleared for removal.

We have replaced the rest of the grandstand fenceline to match the portion nearest Zinfandel Hall.

**Finance Committee** – Business Assistant Davis reported on the financials. Everything is in line with our budget. The only new account that may be of concern to the Board is a Deferred Credit Card payment account on the balance sheet. This account currently holds our overpayment of our credit cards, which we do in July and August to avoid over limit and late payment fees. This year, due to an error at the credit card merchant, we made a double payment, so we have a large balance which has been carried as a pre-payment. The credit card company has issued us a refund check, which will zero this account come November.

**Vice President Abramowicz moved approval of the financial reports for July, August, September and October 2005. Director Lugo seconded the motion. The motion carried unanimously.**

### **CORRESPONDENCE**

CEO Anderson stated that Board members should be receiving their own registration paperwork for the annual Western Fairs Association convention, to be held in San Diego January 9-12, 2006. If you do not receive a packet and want to attend, please give us a call in the office soon.

A letter of request was sent to George Altamura following the last Board meeting. We have not received an answer from him at the office.

### **OLD BUSINESS/NEW BUSINESS**

Director Rodeno asked if we were receiving briefings on the potential transfer of Skyline Park? President Dickson stated that we could invite them to a future Board meeting.

President Dickson and CEO Anderson met this month with the new County Administrator.

Director Dohring would like to see a survey of how other Fairs deal with animal health, safety and inspections during their Fair, as well as a detail of how our Fair handles animal health, safety and inspections at a future Board meeting. Director Rodeno asked that a copy of the state rules and regulations for animal health and safety be included in this report. CEO Anderson will schedule this for early 2006.

Vice President Abramowicz would like a monthly calendar of events delivered to the Board at each Board meeting.

### **FUTURE BOARD MEETING DATES**

President Dickson read the dates of the next three Board meetings: December 20<sup>th</sup>, January 17<sup>th</sup> and February 21<sup>st</sup>.

President Dickson would like to move the December Board meeting up one week to December 13<sup>th</sup>, and invite the Friends of the Fair Board to join us.

**Vice President Abramowicz moved to reschedule the December Board meeting to 5:30 pm on Tuesday, December 13<sup>th</sup>, inviting the Friends of the Fair Board and their families to attend as well, and for the meeting to be located at Piccolinio's Restaurant. Director Lugo seconded the motion. The motion carried unanimously.**

### **ACTION ITEMS**

#### **CONSENT CALENDAR**

**There was no Consent Calendar at this meeting.**

#### **CEO/MANAGER'S REPORT**

**Discussion and Possible Action re: Soscol Corridor Project** – President Dickson reported that there will be one more meeting of the project to finalize things in December.

Director Carr would like the above ground drainage spine currently proposed to be located down our main mallway moved underground to the Silverado Trail and done in conjunction with the widening of the Trail. Director Rodeno agrees. When the above ground spine was first

proposed, it was an open scale pedestrian walkway that ran from our property through to Souza Lane and connected to the River Trail. However, the portion between our property and Souza Lane is now proposed to be underground and the transfer between our property and our neighbors would be handled with a culvert at the end of our property. This is not acceptable. Vice President Abramowicz agrees.

Director Dohring asked what the benefit to the Expo is of the above ground open drainage spine. CEO Anderson explained that it was a financial benefit to the city when it was originally proposed as an open spine that ran clear to the River Trail. That is no longer the case.

**Director Rodeno moved that the Board request that the Soscol Corridor committee reconsider the bypass channel through the Expo property and consider the inclusion of an underground storm water system that joins the proposed underground system at the south end of the Expo property when planning the expansion of Silverado Trail. This request is to be made in writing for committee consideration at their December meeting. Director Carr seconded the motion. The motion carried unanimously.**

**Discussion and Possible Action re: Real Estate and Development** – Directors Rodeno and Carr gave an update on the Real Estate and Development Committee.

**Discussion and Possible Action re: Transitioning DAA's to local Public Corporations** – CEO Anderson stated that no action has been taken since the last Board meeting. There is no future action known at this time. The Board will receive updates as soon as we hear them.

**Discussion and Possible Action re: RV Park Formulation** – CEO Anderson updated the Board on the RV Park renovation. Work is scheduled to begin on December 5<sup>th</sup>. We have met with PG&E and it looks like the transformer will be moved at their cost. In reference to the CEQA/Negative Declaration statement made at the last Board meeting, CEO Anderson wanted to inform the Board that CCA has filed a Statement of Exemption, as CCA considers the RV park renovation to be an improvement, not an increase in use.

John Salmon stated that the Fair needed to make sure that all the proper filings are made. Nothing has been filed with the Clearing House, the OPR, the City, etc. CEO Anderson will follow up to make sure all filings are made so that the project can get underway as planned.

**Discussion and Approval of 2006 Budget** – CEO Anderson explained the budget for the upcoming year. Director Dohring asked if we were looking for a replacement tenant for the Charter School once their contract is up in June 2006. CEO Anderson stated that we have been contacted by a few short term tenants. President Dickson asked if the Budget indicated a full year of improved RV Park revenue. CEO Anderson stated that we have projected an increase, but not a full year worth of revenue as it will take time for word to spread about the improvements.

President Dickson noted that two part-time employees are being proposed to full time status with the 2006 budget. It may be easier to not have too many permanent full time employees of the transitioning legislation passes in 2006. CEO Anderson and Business Assistant Davis stated that placing the request and funds in the budget is the first of many steps to placing these two on full time permanent status. If the Board approves at this step, they are acknowledging that we have the funds to place two people in a full time position and personnel will schedule a test. These two may not pass the test, or may not reach a hireable rank on their test. Staff will

come back to the Board after budget approval and before offering full time positions to these two individuals for consideration at that time.

Director Carr moved approval of the 2006 budget as presented. Director Rodeno seconded the motion. The motion carried unanimously.

**CEO/Manager's Report** – CEO Anderson reported on the recent audit. We have the same first 4 findings in 2004. We are currently working on the employee housing issue by making their residence on our property part of their job description.

The theme for the 2006 Napa Town and Country Fair is Beach Blanket Baa-by-lon. Lots of beach related decorations, looking at bringing in a sand sculpture. Should be a fun theme.

CEO Anderson will be gone at the International Association of Fairs and Expositions Convention in Las Vegas, November 27<sup>th</sup> through December 1<sup>st</sup>.

The Western Fairs Association Convention is scheduled in San Diego for January 9<sup>th</sup> through the 12<sup>th</sup>. Please let staff know if you wish to attend.

CEO Anderson reported a recent spat of fraudulent internet charges on our premium accounts at both Westamerica Bank and Vintage Bank. All Westamerica Bank accounts will be closed, and Vintage Bank has paperwork declining e-charges on all of our accounts. We have also filed a police report.

### **ADJOURNMENT**

**The meeting of the 25<sup>th</sup> District Agricultural Association Board of Directors adjourned at 2:49 p.m.**

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Joseph Anderson, CEO Date

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David Dickson, President Date