

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE NAPA COUNTY FAIR ASSOCIATION  
THURSDAY, MARCH 9, 2017**

**STAFF PRESENT:** CEO Carlene Moore

1. CALL TO ORDER

A regular meeting of the Board of Directors of the Napa County Fair Association was held Thursday, March 9, 2017, in the Tucker Room at the fairgrounds with the following directors present: Chairperson Anne Steinhauer, Directors Bob Beck, Kelly Barrett Coudert, Dana Cole, Woran Deckard, Bob Fiddaman, Gary Heitz, Nancy Levenberg, and Karan Schlegel. Directors absent: Jeff Hoelsken and Ricky Hurtado. The meeting was called to order at 6:03 pm by Chairperson Steinhauer.

2. PUBLIC COMMENT

Kerri Hammond-Abreu, Cindy Yant, Dick Kuykendall, Ira Warm

3. CONSENT CALENDAR

- a. Minutes of the regular meeting held on February 9, 2017
- b. Financial Report of February 2017
- c. Correspondence (none to review)

**Item 3-a was removed for discussion by Director Heitz. Motion by Levenberg, second by Fiddaman to approve consent items b and c as presented. Motion passed unanimously, 9-0-0.**

4. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

- a. Minutes of the regular meeting held on February 9, 2017

Board discussion: Director Heitz requested that the minutes be corrected to reflect that direction was given to the Leadership Development & Governance Committee to add safety policies to the Policy Manual.

Public comment

Closed public comment

**Motion by Heitz, second by Schlegel to approve consent item a as corrected. Motion passed, 8-0-1 with Director Levenberg abstaining.**

5. STRATEGIC GOALS

*To create a unique, relevant, annual fair that is owned with pride by the community as “our county fair.”*

- a. **2017 Fair:** Staff report to review year round schedule of events and activities

Staff report: CEO Moore reviewed the year round schedule of events and activities including highlights of the approaching ENGAGE Art Fair.

Public comment: Kerri Hammond-Abreu, Dick Kuykendall.

Closed public comment

Board discussion

*To create a master plan of the facility and programs that strategically develops our business enterprises.*

**a. Golf Course Report: Staff report**

Staff report: CEO Moore deferred to Director Heitz as she was not in attendance at the last meeting.  
 Director report: Director Heitz reported on the golf course communications group meeting of February 22, complimenting the commitment of the course volunteers and the interest to continue the monthly meetings while noting that the course operations continue to be a challenge due to resources and there is a need for more volunteer coordination. Director Cole added that there are two trees on #6 that should be looked at by Cal Fire. Director Heitz also reported on his attendance at the Men's Club meeting and his tour of the course with volunteer Dick Engelhard.

Opened for public comment: Ira Warm, Kerri Hammond-Abreu, Cindy Yant, Dick Kuykendall

Closed public comment

Board discussion: Whether or not to reform the golf course ad-hoc committee. Chairperson Steinhauer requested that the board allow some time to assess if the regular monthly reporting structure works before forming another committee.

*To develop a top-ranked RV Park destination that delivers the Napa Valley experience.*

*To perform as, and be recognized as, the community's number one event center and ranked in the North Bay Area's top ten.*

**a. Staff report**

Staff report: CEO Moore reported that the Calistoga Food Bank has been displaced from the Presbyterian Church due to rain damage. In fulfillment of our mission, to serve in times of need, CEO Moore recommended offering the Rock Room as a temporary home for the \$50 per month utility fee the food bank receives from the County of Napa.

Opened for public comment: Dick Kuykendall, Kerri Hammond-Abreu

Closed public comment

Board discussion

**Motion by Levenberg, second by Deckard to authorize CEO Moore to rent the Rock Room through the end of the year for \$50 per month to the Calistoga Food Bank. Motion passed unanimously, 9-0-0.**

**6. ADMINISTRATIVE ITEMS**

**a. Committee Reports**

**i. Finance Committee meeting of February 27, 2017**

Board report: Deckard

**1. Committee Charter**

This item was postponed pending the attorney's review of the proposed charter.

**2. Quarterly Financial Reports**

Opened for public comment: Cindy Yant

Closed public comment.

Board discussion: Beck.

**3. Statement of Operations**

Opened for public comment: Cindy Yant

Closed public comment.

Board discussion.

**Motion by Deckard, second by Levenberg to accept items 6-a-i-1 and 2, 2016 fourth quarter financial reports and 2016 end of year reports submitted to CDFA. Motion passed unanimously, 9-0-0.**

**4. Operating Budget**

Staff report: CEO Moore

Board report: Deckard

Opened for public comment: Kerri Hammond-Abreu, Cindy Yant

Closed public comment.

Board discussion: Beck, Deckard, Fiddaman.

**Motion by Deckard, second by Fiddaman to approve the 2017 Operating Budget as presented including change to admission fees for Napa County Fair & Fireworks day-of sales by \$5 increase. Motion passed unanimously, 9-0-0.**

**b. CEO Report**

CEO Moore reported on the website update, CalARVC's spring getaway later this month, and provided a brief update on her recovery

**7. ADJOURNMENT**

**Motion by Fiddaman, second by Deckard to adjourn at pm. Motion passed unanimously, 9-0-0.**

Certified to be a true and correct copy.

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Carlene Moore  
Chief Executive Officer

Date

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Anne Steinhauer  
Chairperson

Date



RECEIVED

DEC 03 2016

**BETTY T. YEE**  
**California State Controller**

November 30, 2016

Carlene Moore  
Napa County Fair  
1435 North Oak Street  
Calistoga, CA 94515

**SUBJECT: Governmental Accounting Standards Board Compliance**

Dear Carlene Moore:

The State Controller's staff has worked extensively with the California Department of Food and Agriculture (CDFA) to enhance compliance with generally accepted accounting principles (GAAP) for governments, as management is responsible for the preparation and fair presentation of District Agricultural Associations (DAAs) financial statements including the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement due to fraud or error.

To foster accountability of DAAs to citizens of the state, they must implement the standards established by the Governmental Accounting Standards Board (GASB) including, but not limited to, Statement No. 68, *Accounting and Financial Reporting for Pensions*, as amended, along with other GASB standards that are applicable.

Noncompliance with GAAP results in a high risk of material misstatement and reduces critical government accountability. In addition, not reporting the pension liability as required would be misleading to the public as the DAAs true long-term liabilities would be misstated. Transparency and accountability are not simply mandates due to GASB pronouncements, they are critically important to me and to the public that we serve.

We urge timely compliance in accordance with these standards.

Please review the GASB 68 compliance letter that CDFA will send to you and prepare to comply in a timely manner.

Sincerely,

BETTY T. YEE





**NOTICE OF PUBLIC HEARING  
CALISTOGA PLANNING COMMISSION**

**NOTICE IS HEREBY GIVEN** by the Planning Commission of the City of Calistoga that a **PUBLIC HEARING** will be conducted on **Wednesday, February 22, 2017**, at 5:30 p.m. or thereafter in the Calistoga Community Center, 1307 Washington Street, City of Calistoga, County of Napa, State of California, at which time and place testimony will be considered on the following matter:

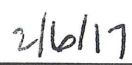
**AT&T Telecommunications Facility (UP 2017-1):** Consideration of a use permit to allow the installation and operation of antennae and an unmanned wireless telecommunication facility at the Napa County Fairgrounds located at 1435 N. Oak Street.

Beginning Friday, February 17, 2017, no later than 4:30 pm, the Planning Commission report for this item will be available online at [www.ci.calistoga.ca.us](http://www.ci.calistoga.ca.us) by clicking on the Planning Commission calendar item, and at the Planning Department located at 1232 Washington Street. For additional information, please contact Senior Planner Erik V. Lundquist at 707-942-2830 or [elundquist@ci.calistoga.ca.us](mailto:elundquist@ci.calistoga.ca.us).

**NOTICE:** If you challenge the City's decision on this matter in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing. Judicial review of any City administrative decision may be heard only if a petition is filed with the court not later than the 90th day following the date upon which the decision becomes final. Judicial review of environmental determinations may be subject to a shorter time period for litigation, in certain cases 30 days following the date of final decision.

**BY ORDER OF THE CITY OF CALISTOGA PLANNING COMMISSION**

  
\_\_\_\_\_  
**Lynn Goldberg**  
**Planning Commission Secretary**  
**City of Calistoga**

  
\_\_\_\_\_  
**Date**



www.CoughlanNapaCPACo.com  
Company@CoughlanNapaCPACo.com

February 24, 2017

To the Board of Directors and Management  
Napa County Fair Association  
1435 North Oak Street  
Calistoga, CA 94515

We are pleased to confirm our understanding of the services we are to provide for Napa County Fair Association for the year ended December 31, 2016.

We will audit the financial statements of Napa County Fair Association, which comprise the statement of financial position as of December 31, 2016, the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

We will also prepare the Association's federal and state information returns for the year ended December 31, 2016.

### **Audit Objective**

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our audit of Napa County Fair Association's financial statements. Our report will be addressed to Board of Directors of Napa County Fair Association. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add an emphasis-of-matter or other-matter paragraph. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

### **Audit Procedures**

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from the Association's attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Association or to acts by management or employees acting on behalf of the Association.



Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our audit will include obtaining an understanding of the Association and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

### **Other Services**

We will prepare the Organization's federal and state information returns for the year ended December 31, 2016 for Federal and California based on Information provided by you. We will also assist in preparing the financial statements and related notes of the Organization in conformity with U.S. generally accepted accounting principles based on information provided by you.

We will perform the services in accordance with applicable professional standards, including the Statements on Standards for Tax Services issued by the American Institute of Certified Public Accountants. The other services are limited to the financial statement and tax services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities. We will advise management with regard to tax positions taken in the preparation of the tax return, but management must make all decisions with regard to those matters.

### **Management Responsibilities**

You agree to assume all management responsibilities for the tax services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

You are responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles. You are also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the organization from whom we determine it necessary to obtain audit evidence. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any

uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Association involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Association received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring the Association complies with applicable laws and regulations.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing.

Constance Coughlan is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit on approximately April 18, 2017 and to complete your information returns and issue our report on 2016 no later than June 30, 2017.

We estimate our fees for these services will be \$10,000 for the financial statement preparation and audit of the year ended December 31, 2016 as per agreement and \$1,050 for the information returns and RRF-1. You will not be billed for travel and other out-of-pocket costs such as report production, word processing, postage, etc. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. A deposit equal to 50% of the service fees will be due before audit work begins, and the balance due upon completion. Our invoices for these fees are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 15 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you the scope of the additional services and estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Constance Coughlan, CPA  
Coughlan Napa CPA Company, Inc.

RESPONSE:

This letter correctly sets forth the understanding of Napa County Fair Association.

Officer Signature: Carlene Moore

Title: CEO

Date: 4.11.17



# The Weekly Calistogan

## New face of the Storm

Simmons takes NVC women's soccer helm **SPORTS, PAGE B1**



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emaker

and Grand Tasting **LIVING, PAGE B3**

THURSDAY, APRIL 6, 2017 | weeklycalistogan.com | Calistoga's Hometown Newspaper for over 139 years



ANNE WARD ERNST, WEEKLY CALISTOGAN

Flower Bomb is an exhibit that is a response to art in flowers, inspired by Bouquets to Art at the DeYoung Museum in San Francisco. Part of Saraformia: The Arts in Calistoga, which is a kick off to Napa Valley's Arts in April, the flower arrangements and art are displayed through April 2 at T-Vine Winery on Highway 29 in Calistoga. The free event showcases art and flower designs by locals.

# 'Saraformia: The Arts of Calistoga'

Flowers, acrylics, oil, canvas, food and wine, it's all Calistoga

ANNE WARD ERNST  
editor@weeklycalistogan.com

Dubbed "Saraformia: The Arts of Calistoga," Calistoga's four-day weekend kick-off to the countywide month-long Arts in April celebration was a feast for the senses.

During a proclamation declaring April as "Arts in April Month" at Tuesday's City Council meeting, Mayor Chris Canning said, "You did Calistoga well. You did Calistoga proud. It was outstanding," referring to Calistoga's feature portion of

the month-long event that took place last weekend.

Expertly and creatively designed floral arrangements tickled olfactory senses with aromas of carnation, rose, iris, hydrangea, lily, almost a flower shop that filled the barn at T-Vine Winery from March 30 to April 2 where the inaugural "Flower Bomb" show displayed art both by local artists and well-known public domain art that was used as inspiration for the floral designs.

Tenae Stewart, events and membership coordinator for the Calistoga Chamber of Commerce, called on her arts history background and worked with colleague and friend Danielle Smith, producer of Arts in

April, to develop the free "Flower Bomb" show, which is based on the Bouquets to Art program at the de Young Museum in San Francisco.

A call went out to local artists to submit paintings for the show that floral designers would study and draw inspiration from to create a floral arrangement that would be their "response" to the art.

From the public domain, Stewart selected other works of art that had a composition she believed would be easy to work with for a floral designer. She has a personal connection to floral design through her mother, Tina Chiotti-Stewart of Calistoga in Bloom, who designed an arrangement filled with mono-

chromatic orange-colored blossoms that beautifully complemented Sir Fredrick Leighton's 1895 "Flaming June."

In another example, Tenae Stewart chose Aaron Douglas's 1936 painting "Aspiration" that Calistoga floral designer Erica Grube of EV Floral used as her inspiration to create an arrangement with gradations of violet, purple, lavender, pink and burgundy colors that evoke the same light and shadows as the famous painting.

Barbara Frohlich, a student in Santa Rosa Junior College's floral design program, created her own piece of art with her response to Calistoga artist Karen Lynn

Please see **SARAFORMIA**, Page A5

## City may turn over property

Realignment of Berry Street would give owners a bit more land

ANNE WARD ERNST  
editor@weeklycalistogan.com

More than 500 square feet of city property may be turned over to a private property owner on Berry Street as a result of the Berry Street Bridge replacement and realigning the intersection at Washington Street, officials said Tuesday.

Calistoga will turn over to Kathleen and George Meyer, who own the property at 1341 Berry St. where the bridge crosses Napa River, about 555 square feet of property as part of the negotiation process in replacing the deteriorating Berry Street Bridge.

While replacing the bridge, Berry Street at the intersection of Washington Street will be realigned more directly with Third Street, which will move the sidewalk at the Meyers' property farther from their home.

"This alignment change will improve traffic safety, with better line of sight visibility for the public at this intersection," wrote Mike Kirn, public works director, in a report.

As part of the negotiations the city has had with the Meyers to obtain permission for the temporary construction easement of their property, this unused portion of city property could be "vacated by Calistoga, or quitclaimed" to the couple with a non-exclusive utility easement for future access by the city or other utility agencies.

The council will likely hold a public hearing on the right-of-way on May 2.

The city was forced to exercise eminent domain for the temporary construction easement on the Meyers' property and another neighboring property owned by Linda Poggi-LeStrange and her husband Scott LeStrange. The city is in litigation with the LeStranges, who have rental

Please see **CORNER**, Page A2

## Free helmets at annual Youth Safety Day

ANNE WARD ERNST  
editor@weeklycalistogan.com

Dozens of parents and their children spent a portion of Saturday morning learning about bike safety at the annual Youth Safety Day.

Calistoga Bike Shop and the Napa Valley Bicycle Coalition instructed on bike safety, while other organizations including Calistoga Parks and Recreation, UpValley Family Center, Boys & Girls Club

were handed out. Completed passports were turned in as entry to win one of three new bicycles.

CalMart donated all the chips, bottled water, plates, forks, napkins, hot dog buns, potato salad







ANNE WARD ERNST PHOTOS, WEEKLY CALISTOGAN

Guests attending the ENGAGE Preview Party on March 31, the kick off event to Arts in April, were encouraged to wear white attire to become part of the "canvas". Original works of art, that included oil paintings, mixed media, jewelry, sculpture, and more were on display during the party. Artists demonstrated their craft and interacted with guests.

## Sarafoonia

From A1

Ingalls's "Big Red Heart" when Frohlich built a structure to represent the "mandap," a canopy-like structure used in Hindu wedding ceremonies.

Ingalls said she was thrilled with Frohlich's "gorgeous, thoughtful and creative response" to her painting.

"She took it to a whole new level," Ingalls said. "My colors reminded her of an Indian wedding. I loved her piece's colors, its creativity, its sacredness — it almost felt like an altar. And it was definitely all about love."

Brightly colored carnations, mums and other flowers created an almost curtain-like backdrop and canopy above an elephant snow globe in the center. Elephants are part of almost every Hindu wedding, Frohlich said, and she wanted to be sure to include an elephant in her design. Small incense cups placed at the corners of the frame held flower petals representing incense that would burn during a wedding.

Metallic elements such as the wire used to hold the flowers that draped off the frame and a bowl at the base that held more flowers picked up the silvery edge that surrounded the big red heart in Ingalls' painting, noted Carlene Moore, CEO of the Napa County Fairgrounds and a member of Arts Council Napa Valley.



Jacob Dhein's "Nude in Blue" is among art on display during ENGAGE at the Napa County Fairgrounds.

The "Flower Bomb" was an event best experienced in person, Moore said, because all the elements — the paintings, floral displays, aromas of the flowers, food, wine and people — were all under one roof, and photos and descriptions of such an event just can't do justice to it.

That was Thursday night. Friday night was all about the "ENGAGE Preview Party: Let the Party Pop!" avant garde affair at the Fairgrounds.

The utilitarian Tubbs Building was transformed into an art gallery where on Friday night guests were encouraged to dress in white to become part of the canvas. A variety of passed hors d'oeuvres created by Solbar and its new Executive Chef Massimo Falsini were served along with a Napa Valley selection of wines offered by such wineries as Jessup Cellars,

Haute Couture French Bubbles, and Define rose, among others, as artists demonstrated their work.

Ingalls interacted with visitors throughout the weekend as did a number of other artists, including Vincent Thomas Connors and Daniel Hua, who paused their work to answer questions about such things as their style, influences or techniques.

Connors had prints of work that demonstrated his evolution from landscape to linear, and share the story of how his path led from painting rolling hills to the lines of vineyards.

The free art gallery included paintings, jewelry, sculpture, live music and more.

Arts in April continues throughout the month with more free art shows and other events. Visit [ArtsCouncilNapaValley.org](http://ArtsCouncilNapaValley.org) for a full list.



ANNE WARD ERNST, WEEKLY CALISTOGAN

## APRIL 2017 IS ARTS IN APRIL MONTH

Mayor Chris Canning, left, presents a proclamation that April 2017 is Arts in April Month in Calistoga to Carlene Moore, center, and Michael Easterday. In part the proclamation read: "Residents of the city have created a special celebration of this city's unique arts and culture to be held March 30 through April 2, 2017, known as Sarafoonia: The Arts of Calistoga."

## Repair shop approved for Grant Street

ANNE WARD ERNST  
editor@weeklycalistogan.com

Planners approved the operation of an automotive and agricultural equipment repair business on Grant Street at its March 22 meeting.

The 1.57 acre property at 1506 Grant Street is near the intersection of Stevenson Avenue and adjacent to vacant property, in a residential neighborhood that also has a commercial district.

The property was once used by Napa Valley Spring Mineral Water Company as a bottling,

storage and distribution facility. The applicant, RO Repair will specialize in repair and maintenance of farm tractors and implements, construction equipment and medium to large trucks.

RO Repair also operates a mobile repair service and two of the mobile service trucks would also be stored on the property.

The hours of operation will be 8 a.m. to 6 p.m. Monday through Friday and 8 a.m. to 1 p.m. on Saturdays. It will not be open to the general public.

## Property tax payments due Monday, April 10

FOR THE WEEKLY CALISTOGAN

The second installment of Napa County property tax payments is due Monday, April 10, county Treasurer-Tax Collector Tamie R. Frasier announced.

Payments must be received by 5 p.m. that day to avoid penalties.

There is a dropbox in the lobby of the County Administration Building, 1195 Third St., Napa, just outside the Treasurer-Tax Collector's Office, Suite 108.

Payments should not be left at the office after 5 p.m. on April 10.

A mailed payment with a postmark of April 10 is acceptable.

A late payment will result in penalties and cost, Frasier said.

Anyone who has purchased property after Jan. 1 and has not yet received a tax bill should contact Frasier's office for a duplicate tax bill or go online to obtain the amounts at [www.countyofnapa.org/tax](http://www.countyofnapa.org/tax).

Failure to receive a tax bill does not relieve a person of the obligation to pay their taxes, including penalties and cost.

## Thomas

From A4

the median statewide home price in mid-2016 reaching \$428,000.

There is no backlash yet, mostly because of foreign buyers, who tend to be among their countries' affluent, seeking a safe place to invest their riches. The leading buyers of this type have lately been mainland Chinese.

"This makes it harder for the average person to make a living (in California)," said Sam Khater, a CoreLogic economist. "That means less teachers, fire fighters, retail workers and more. It's causing the entire state to be more expensive."

Or, as a Silicon Valley executive complained

some of my people with master's degrees \$70,000 and \$80,000 a year and they still have no hope of buying a house anywhere near where they work."

Some locales are trying to compensate for this by subsidizing teacher housing, from kindergarten to the college level. For sure, real estate prices are a recruiting barrier when companies and schools seek to hire top talent from places like Texas and Arizona, where median home prices are barely half California's level.

Some places are trying to solve the problem with affordable housing, generally apartments or condominium units that builders are required to include in new developments along with market-rate housing. This kind of af-

bears a resale price limit, with city and school employees often getting priority on the long waiting lists for them.

But those same new developments, when placed in already crowded urban areas, add to traffic volume that is not notably reduced even by new public transit that has opened in parts of Los Angeles and other areas.

It's a real quandary for California: The state

needs talented young workers to fuel its innovative industries, but even those who earn more than \$200,000 yearly have difficulty qualifying for mortgages on homes selling for more than \$1 million, increasingly common in this state.

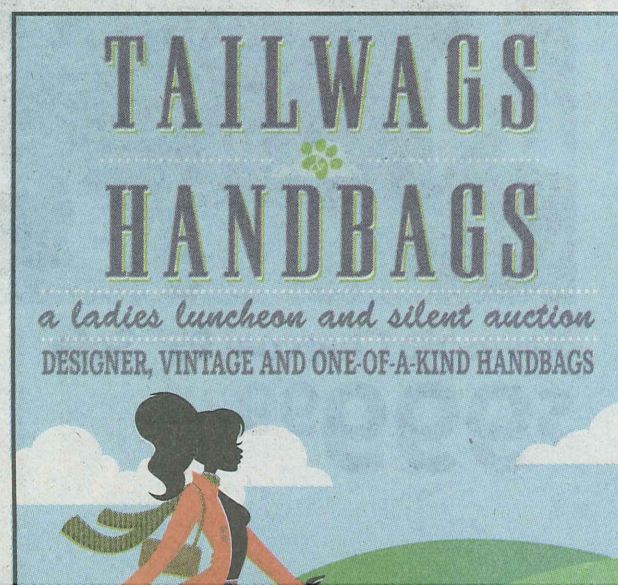
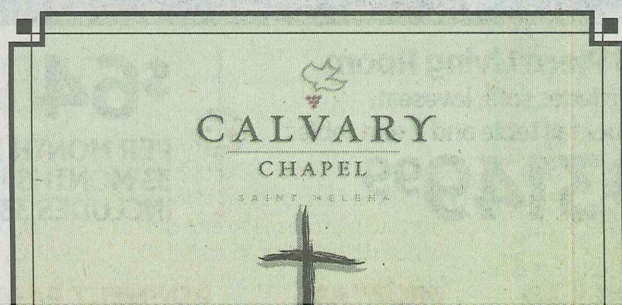
But acting to artificially reduce real estate prices would impact the resources of millions of Californians who have lived here for a generation

or two.

So far, there is no answer to this dilemma, which sees more and more companies forced to open

satellite facilities in more affordable states.

Thomas D. Elias writes the syndicated California column.





# driving moves from state

If you're a millennial, now aged 18 to 35, there's a good chance the only major city in California you're very much interested in moving to is San Francisco. That's because it's largely walkable, with plenty of amenities like singles bars and gorgeous parks. And also, a lot

of high-paying, high-tech jobs if you qualify.

Millenials may be willing to double- and triple-up so they can live where they like despite high rents, but that same cost factor is driving

an unprecedented share of them away from California, says a new study from the Apartment List website.

When they get ready to buy, those same millennials are forced out of high-priced cities like San Francisco, Santa Barbara and the coastal parts of Los Angeles, adds the CoreLogic data analysis firm.

This scene is not unique to California's higher-priced cities, but also occurs in New York, Chicago's tonier areas, Boston and Washington, D.C. But it could lead to serious problems for California companies wanting to hire or retain

the brightest members of the young-adult generation.

In San Francisco and the Silicon Valley, where prices have skied in the last three years, 50 out of every 100 households that apply for new home mortgages are buying in nearby counties like Alameda and Contra Costa, where prices are significantly lower. Contra Costa's median sales price over the last year, for example, was less than half San Francisco's for comparable properties.

Now this problem is spreading to nearby Alameda County, home to cities like Oakland and Berkeley, where 34 percent of home loan applications are for areas even farther from the Bay Area's urban core.

In Los Angeles, meanwhile, the millennial population decreased by 7.4 percent between 2005 and 2015, with many 18-to-35s decamping to places like Austin, Texas, Charlotte and Houston. The technology industry is strong in those places, but real estate prices and rents are half or less than for comparable properties in the most trendy parts of Los Angeles.

Overall, says CoreLogic, home prices were up 71 percent in California in that time, with

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**THOMAS ELIAS**

that mattered less to Lincoln's party than the onetime tailor's animosity toward the Southern planter class (faintly echoed in Trump's Queens-bred insecurities regarding Manhattanites and other "elites"). Their aristocratic pretensions annoyed Johnson even if their slave-holding per se did not.

Republicans of Johnson's time, in short, intended to use Johnson for their own purposes, not for this ideological misfit to become president.

Once he did, however, his stubborn, conflictual and erratic personality proved a constant source of irritation and embarrassment.

Just as Trump has taken to Twitter to berate everyone from Nordstrom to a "so-called judge" who had the temerity to rule

ex-Confederates who actually killed 34 African-Americans and four white supporters, but on unnamed persons, linked to Congress, who had supposedly exhorted blacks "to arm themselves and prepare for the shedding of blood."

One hundred and fifty years later, Trump would make a similar demagogic insinuation regarding political violence, labeling President Barack Obama a "founder" of the Islamic State terrorist group, and Hillary Clinton a "co-founder."

The root cause of Johnson's conflict with Congress, dominated by Northern Republicans, was his attempt to bring Southern states back into the union by presidential fiat, on terms that were lenient

a large minority of the country—including a majority of Republican voters—still supports him.

If anyone is running scared in Washington now, it's the Republican establishment, which grumbles here and there but hesitates to cross Trump lest his loyal fans among the GOP electorate turn on them.

Similar though his conduct may be to that of Andrew Johnson, a man widely considered the worst of his predecessors, Trump is far stronger, politically, than Johnson ever was.

Charles Lane is a Washington Post editorial writer specializing in economic and fiscal policy, a weekly columnist, and a contributor to the PostPartisan blog.

## LETTERS TO THE EDITOR

### 'ENGAGE' gets better every year'

Huge congratulations to everyone who participated in the ENGAGE Art Fair and Calistoga's inspired Arts in April events!

ENGAGE gets better every year, and the creativity on display this year was superb. Thank you Carlene Moore, Napa County Fairgrounds, Arts Council Napa Valley, Calistoga Art Center, Visit Calistoga, Visit Napa Valley, T-Vine Winery, Tank Garage Winery and all those Flower Bomb florists/artists, and Storytelling Speakeasy raconteurs.

I'm proud to be part of such a vibrant community which celebrates art and artists.

**Eden Umble  
Calistoga**

### The price of massive immigration

What the Left means when it talks about the "fundamental transformation" of America is using massive flows of immigration to change America the way Europe is being changed.

The Left rejects the idea of American exceptionalism. It rejects assimilation, the idea behind *e pluribus unum*: out of many, one. That is why the Left is increasingly outraged by displays of patriotism. Earlier this month, an Iowa high school apologized after students at a basketball game showed up wearing red, white and blue. American kids showing pride in their country should not be offensive.

What is offensive is that a young girl within a short drive of the White House was raped in a school restroom by thugs who shouldn't have been in the country. By the way, if immigration agents had caught up with one of the perpetrators and raided the apartment or home where he was living prior to last week's attack, he would have been presented on the evening news as a victim, another "dreamer" whose dreams were cut short by Donald Trump.

It seems to me that we should be devoting more effort to figuring who is dreaming of helping America and who is dreaming about assaulting our daughters.

**Kenneth Larsen  
Calistoga**



### **Volunteer Program Development Ad-Hoc Committee Summary**

The committee met on Thursday, March 16, and again on Tuesday, March 28, April 4, and April 11, with the following committee members present: Chairperson Karan Schlegel, staff members CEO Carlene Moore and volunteer Mary Ellen Hester.

The committee acknowledged that each of its current members participated together in last year's Points of Light Service Enterprise Initiative (SEI) training courses through the Center for Volunteer & Nonprofit Leadership (CVNL), noting that changes made later in the year in staffing roles caused a delay in the program's continued development. The committee plans to meet regularly and discussed its purpose (charter) and reviewed the SEI program resources to determine initial goals and scope of work.

Following the SEI plan, the committee's first self-appointed task is to develop the Guiding Coalition. The committee reviewed the recommended characteristics and identified a list of community members with the desired characteristics and have begun recruiting them into the coalition. The committee will use the SEI materials as guidance in its work with the Guiding Coalition and with support from CVNL staff and will report on its progress to the board.

The next meeting will be determined based on the availability of the Guiding Coalition members.

## **BOARD COMMITTEES – PURPOSE & SCOPE OF RESPONSIBILITIES**

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### **Volunteer Program Development Ad-Hoc Committee**

#### **I. Purpose and Scope of Responsibilities**

The Volunteer Program Development Committee is an ad-hoc committee chartered with the development of our volunteer program by readying the Association for the Points of Light Service Enterprise Initiative (SEI) certification by May 2018.

#### **II. Committee Organization and Reporting Structure**

- Committee reports to the Board [chair].
- Committee makes recommendations to the full Board for review and approval.
- Committee is led by the Committee Chair who is also a member of the Board and is designated by the Board Chair.
- Committee provides written reports about its meetings, recommendations, and actions to the entire Board on a regular basis determined by the Committee.
- Committee includes at least two Board members, but less than a quorum of the Board, appointed by the Board Chair.
- Committee is chartered for the exclusive purpose listed above and will sunset upon submission and approval of the strategic plan.
- The Chief Executive Officer shall serve as staff to the Committee.

#### **III. Goals**

1. To earn SEI certification by May 2018.
2. To develop and implement a well-designed plan for recruiting, evaluating, and retaining volunteers into all facets of the Association operations.
3. To develop financial and human resources necessary to support a robust volunteer program.
4. To execute the scope of work as approved by the Board

#### **IV. Scope of Work**

1. To recruit qualified members to the guiding coalition that will also serve as committee members.
2. To develop a vision and goals of the volunteer program.
3. To develop and implement a detailed action plan.

**Fair Redevelopment Ad-Hoc Committee Summary**

The committee met on Tuesday, March 21, 2017 at 2:00 pm with the following committee members present: Chairperson Kelly Barrett Coudert, Dana Cole, board chairperson Anne Steinhauer, and staff member CEO Carlene Moore.

The committee discussed its purpose (charter) and ideas for the direction the county fair model could take including celebration of heritage, industries, and culture and plans to seek input from community members and organizations. The committee also discussed possible new activities and the role current events or activities such as ENGAGE Art Fair, Napa Valley Olive Oil Competition, Fiesta Mexicana & Jaripeo, Calistoga Christmas Faire, and competitive exhibits, may play. The committee will meet regularly and plans to present an outline of the 2018 County Fair activities to the full board this Fall.

## **BOARD COMMITTEES – PURPOSE & SCOPE OF RESPONSIBILITIES**

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### **Fair Redevelopment Ad-Hoc Committee**

#### **I. Purpose and Scope of Responsibilities**

The Fair Redevelopment Committee is an ad-hoc committee chartered to develop our County Fair program model, taking into consideration the mission, vision, and strategic goals of the Association.

An important element to be considered is the Board's evaluation and ranking of each program. As a result of this evaluation, the Board determined that the Fair will always be our highest ranking priority, as it is the reason for our existence. Other programs must provide the financial contributions needed for sustainability and provide additional benefits to the citizens of Napa County.

#### **II. Committee Organization and Reporting Structure**

- Committee reports to the Board [chair].
- Committee makes recommendations to the full Board for review and approval.
- Committee is led by the Committee Chair who is also a member of the Board and is designated by the Board Chair.
- Committee provides written reports about its meetings, recommendations, and actions to the entire Board on a regular basis determined by the Committee.
- Committee includes at least two Board members, but less than a quorum of the Board, appointed by the Board Chair.
- Committee is chartered for the exclusive purpose listed above and will sunset upon submission and approval of the strategic plan.
- The Chief Executive Officer shall serve as staff to the Committee.

#### **III. Goals**

1. To develop a grassroots county fair experience that celebrates the residents, workers, and lifestyle of Napa County.
2. To identify our community's unique culture and heritage, and how best to celebrate it.
3. To identify community partners and best time of year for maximum participation.
4. To maintain the 4<sup>th</sup> of July parade and fireworks celebration for Calistoga.
5. To maintain and further develop the Calistoga Christmas Faire and ENGAGE Art Fair program models.
6. Execute the scope of work as approved by the Board

#### **IV. Scope of Work**

### **Opportunities Assessment Ad-Hoc Committee Summary**

The committee met on Friday, March 17, 2017 at 3:00 pm with the following committee members present: Chairperson Bob Fiddaman, Dana Cole and Gary Heitz, and staff member CEO Carlene Moore. No members of the public were present.

The committee discussed the following items:

1. **Committee Charter.** A draft charter prepared by Chairperson Fiddaman was reviewed and discussed. Minor revisions were suggested, and the charter was approved for submittal to the full board. A copy of the revised charter is attached and made a part of this report.
2. **Meeting with “2+2” committee.** It was suggested that we request a meeting with this committee rather than wait for an invitation to meet with them (revision to charter).
3. **Miscellaneous.** Carlene updated the committee on the status of the 2+2 deliberations to date.

There being no further business, the committee adjourned at 4 PM. The next meeting will be scheduled later.

## **BOARD COMMITTEES – PURPOSE & SCOPE OF RESPONSIBILITIES**

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### **Opportunities Assessment Ad-Hoc Committee**

#### **I. Purpose and Scope of Responsibilities**

The Opportunities Assessment Committee is an ad-hoc committee chartered to follow through on the Opportunity Assessment document provided to the board by RCH in the fall of 2016. The committee will ensure that the document continues to live in the minds of the board, a potential Joint Powers Agency, and members of the association and public, and will make recommendations to the various stakeholders as master plan projects evolve.

#### **II. Committee Organization and Reporting Structure**

- Committee reports to the Board [chair].
- Committee makes recommendations to the full Board for review and approval.
- Committee is led by the Committee Chair who is also a member of the Board and is designated by the Board Chair.
- Committee provides written reports about its meetings, recommendations, and actions to the entire Board on a regular basis determined by the Committee.
- Committee includes at least two Board members, but less than a quorum of the Board, appointed by the Board Chair.
- Committee is chartered for the exclusive purpose listed above and will sunset upon submission and approval of the strategic plan.
- The Chief Executive Officer shall serve as staff to the Committee.

#### **III. Goals**

- Ensure that the extensive work and expense devoted to the RCH Opportunity Assessment report is not forgotten, and is used in future planning efforts.
- Ensure that a JPA, if formed, is mindful of the RCH report and the Association Board's recommendations arising from that report.
- Consider alternative actions by the Association Board if a JPA is not formed.

#### **IV. Immediate Strategies**

- Review the RCH report and the Board recommendations made to the JPA formation committee.
- Request a meeting with the JPA formation committee and if invited to meet, determine the status of Board recommendations in the formation of a JPA.
- Report to the board on the status of JPA formation.

## **Fundraising Committee Summary**

### **1. CALL TO ORDER**

The Fundraising Committee met on Friday, March 24, 2017 at 5:00 pm in the conference room of the Main Office with the following committee members present: Ricky Hurtado, Jeff Hoelsken, Gary Heitz, board chairperson Anne Steinhauer, and CEO Carlene Moore. The meeting was called to order at 1:00 pm by Board Chairperson Steinhauer.

### **2. PUBLIC COMMENT**

None

### **3. COMMITTEE CHARTER & SCOPE OF WORK**

The committee reviewed the current Fundraising Committee Charter and through the discussion of the scope of work necessary to ready the Association for significant fundraising, recommends formation of the group as an ad-hoc committee chartered with all of the preliminary work to be completed before activating the regular standing committee that will implement the fundraising plan. The ad-hoc committee will focus on areas of capacity (staff, grant writing, etc.), communications (website, public relations, message points, etc.), and development of strategy (how to get prepared). A copy of the draft charter for the ad-hoc committee is attached and made a part of this report.

### **4. ADJOURNMENT**

The committee meeting adjourned at 6:30 pm.

## **BOARD COMMITTEES – PURPOSE & SCOPE OF RESPONSIBILITIES**

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### **Fundraising Ad-Hoc Committee**

#### **I. Purpose and Scope of Responsibilities**

The Fundraising Ad-Hoc Committee is an ad-hoc committee of the Napa County Fair Association (Association) Board of Directors chartered to develop the planning, strategy, communications, and organizational readiness that leads to activation of the standing Fundraising Committee. The objective is to build the Association's capacity to raise funds from multiple funding sources.

#### **II. Committee Organization and Reporting Structure**

- Committee reports to the Board [chair].
- Committee makes recommendations to the full Board for review and approval.
- Committee is led by the Committee Chair who is also a member of the Board and is designated by the Board Chair.
- Committee provides written reports about its meetings, recommendations, and actions to the entire Board on a regular basis determined by the Committee.
- Committee includes at least two Board members, but less than a quorum of the Board, appointed by the Board Chair, and may include other association members and/or members of the public.
- Membership of the Committee is selected on an annual basis.
- The Chief Executive Officer shall serve as staff to the Committee.

#### **III. Goals**

- Develop and implement a strategy to improve the Association's fundraising readiness.
- Determine fundraising goals for the next three years and strategies to achieve those goals.
- Increase perceived membership value in the Association.

#### **IV. Scope of Work**

- Gather adequate information for preparing a case for support that will inform the public and association members about the history, mission, funding sources, and goals of the Association.
- Evaluate and recommend donor management software to develop the database structure of current and potential donors and grantors to the Association.
- Assess how best to serve the community within Association programs.
- Research and identify multiple potential funding sources including grants and sponsorships.



- Refine messaging and presentation of value statements and execute message points in order to cultivate Association's relationship with the community.

DRAFT

## **BOARD COMMITTEES – PURPOSE & SCOPE OF RESPONSIBILITIES**

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### **Fundraising Committee**

#### **I. Purpose and Scope of Responsibilities**

The Board Fundraising Committee is a standing committee chartered to develop fundraising capacity of the Napa County Fair Association. The objective is to raise funds from the board, association members, the community, and private and public grantor sources to support the objectives of the Napa County Fair Association.

#### **II. Committee Organization and Reporting Structure**

- Committee reports to the Board [chair].
- Committee makes recommendations to the full Board for review and approval.
- Committee is led by the Committee Chair who is also a member of the Board and is designated by the Board Chair.
- Committee provides written reports about its meetings, recommendations, and actions to the entire Board on a regular basis determined by the Committee.
- Committee includes at least two Board members, but less than a quorum of the Board, appointed by the Board Chair, and may include other association members and/or members of the public.
- Membership of the Committee is selected on an annual basis.
- The Chief Executive Officer shall serve as staff to the Committee.

#### **III. Goals**

1. Develop a strategy to improve the association's fundraising capacity in support of association objectives.
2. Establish an annual fundraising goal and strategies to achieve that goal.

#### **Scope of Work**

- Review and modify as necessary the committee charter and make a recommendation for approval to the board.
- Develop a matrix of criteria for committee membership listing experience and capabilities beneficial to meeting committee objectives.
- Recruit additional committee members with a goal of at least five committee members.
- Develop a summary case for support that will inform the public and association members about the history, mission, funding sources, and goals of the NCFA.
- Develop a program to disseminate that case for support to the public and association members.
- Develop a database of current and potential donors and grantors to NCFA.

- Review the past history of donations from the public, board, association members, and grantors, and summarize that history.
- Recommend to the board that a policy be established that all board members contribute annually to NCFA an amount that is meaningful to them, but is within their means.
- Conduct board training to improve fundraising capacity of individual board members.
- Establish a fundraising goal for 2016 of \$100,000 of unrestricted revenues, which may be used for the following purposes:
  - Repayment of the loan from Napa County for Valley Fire revenue losses.
  - Development of a re-granting program to provide subsidies for non-profit rental of association facilities.
  - Additional studies that may be required for master planning.
  - Additional revenues for facility repairs and upgrades.
- Establish a strategy for developing social media sources for fundraising.
- Embed donation capability on association website.
- Develop an awareness of NCFA charitable status by including information in all promotional materials.

## **BOARD COMMITTEES – PURPOSE & SCOPE OF RESPONSIBILITIES**

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### **AUDIT-FINANCE COMMITTEE**

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#### **I. Purpose & Scope of Responsibilities**

The Audit-Finance Committee is a standing committee of the Napa County Fair Association (“Association”), chartered per Article 9 of the Bylaws to make recommendations to the Association’s Board of Directors regarding the hiring and termination of an auditor, who shall be an independent certified public accountant. The Audit-Finance Committee may be authorized by the Board to negotiate the auditor’s salary.

Based on any reported deficiencies in the auditor’s management letter, the committee is responsible for:

1. Financial statements and other financial reporting, including recommending to the Board approval of the audited financial statements;
2. Oversight of the independent auditor’s qualifications, independence and performance, including:
  - a. Recommending to the board of directors the appointment or replacement of the independent auditor
  - b. Recommending compensation of the independent auditor to the board of directors
  - c. Review of all audit and non-audit services performed by the independent auditor
  - d. Receiving all reporting from the independent auditor, including the preliminary audit report, representation letter, governance letter, and if necessary, internal control letter (SAS 115)
  - e. Confirming the independent auditor’s independence, including reviewing the Association’s hiring policies for employees or former employees of the independent auditor.

Additionally, the Audit-Finance Committee shall guide, oversee, and support the financial and tax practices of the Association, including approval and conformity regarding up-to-date fiscal policies and procedures; ensuring accurate tracking and analysis of financial highlights, trends, and issues; and ensuring conformity to relevant financial and tax rules and regulations.

#### **II. Committee Organization and Reporting Structure**

- Committee reports to the Board [Chair].
- Committee makes recommendations to the full Board for Board’s review and approval.
- Committee is led by the Committee Chair who is also a member of the Board and is designated by the Board Chair.

- Committee provides written reports about its meetings, recommendations and actions to the entire Board on a regular basis determined by the Committee.
- Committee includes at least two Board members who are financially literate, including the Treasurer as a member, but not as the Committee Chair, appointed by the Board Chair.
- Treasurer presents financial reports to the Committee.
- Membership of the Committee is selected on an annual basis.
- The Chief Executive Officer shall serve as staff to the Committee.
- The independent auditor is provided noticed of every Committee meeting and is entitled to attend and participate in each meeting.

**III. Goals**

- Maintain clean audits and financial reviews
- Review allocation formulas annually

**IV. Committee Scope of Work**

- a. Review annual report footnotes
- b. Develop records retention policy
- c. Review internal controls