

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE NAPA COUNTY FAIR ASSOCIATION
THURSDAY, APRIL 13, 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, April 13, 2017, in the Tucker Room at the fairgrounds with the following directors present: Chairperson Anne Steinhauer, Directors Bob Beck, Kelly Barrett Coudert, Dana Cole, Gary Heitz, Jeff Hoelsken, Ricky Hurtado, Nancy Levenberg, and Karan Schlegel. Directors absent: Woran Deckard and Bob Fiddaman. The meeting was called to order at 6:05 pm by Chairperson Steinhauer. Director Jeff Hoelsken arrived at 6:13 pm.

2. PUBLIC COMMENT

Kerri Hammond-Abreu, Frances Tedeschi

3. CONSENT CALENDAR

- a. Minutes of the regular meeting held on March 9, 2017
- b. Financial Report of March 2017
- c. Correspondence

Item 3-a was removed for discussion by a member of the public. Motion by Levenberg, second by Coudert to approve consent items b and c as presented. Motion passed unanimously, 8-0-0.

4. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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

Public comment

Closed public comment

Motion by Schlegel, second by Levenberg to approve consent item a. Motion passed, 7-0-2 with Directors Hoelsken and Hurtado abstaining.

5. STRATEGIC GOALS

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

- a. **Staff Report:** 2017 Fair events

Staff report: CEO Moore reported that a carnival has been secured for the 4th of July Fair and registration for competitive entries will open next month; quotes were received from two promoters for the Fiesta Mexicana.

Public comment: Cindy Yant, Kerri Hammond-Abreu.

Closed public comment

Board discussion: Beck, Cole, Steinhauer

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

a. **Staff Report:** Golf Course operations update

Staff report: Provided in writing.

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

Closed public comment

Board discussion: Hurtado, Hoelsken, Heitz.

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

a. **Staff Report:** CalARVC visit

Staff report: CEO Moore reported that this was their best attended event of any of their events and that most of the attendees stayed at local lodging properties, not in the RV Park.

Opened for public comment: Cindy Yant, Frances Tedeschi.

Closed public comment

Board discussion: Hoelsken.

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**

None

6. ADMINISTRATIVE ITEMS

a. **Committee Reports**

i. **Volunteer Program Development Ad-Hoc**

Board report: Schlegel

Opened for public comment. None.

Closed public comment.

Board discussion.

Motion by Beck, second by Hurtado to approve the committee charter as presented. Motion passed unanimously, 9-0-0.

ii. **Fair Redevelopment Ad-Hoc**

Board report: Coudert

Opened for public comment. None.

Closed public comment.

Board discussion.

Motion by Levenberg, second by Cole to approve the committee charter as presented. Motion passed unanimously, 9-0-0.

iii. **Opportunities Assessment Ad-Hoc**

Board report: Cole

Opened for public comment. None.

Closed public comment.

Board discussion.

Motion by Beck, second by Hurtado to approve the committee charter as presented. Motion passed unanimously, 9-0-0.

iv. **Fundraising**

Board report: Hoelsken
Opened for public comment. None.
Closed public comment.
Board discussion.

Motion by Heitz, second by Hurtado to approve the new ad-hoc committee and charter as presented.

Motion passed unanimously, 9-0-0.

v. Finance-Audit

Staff report: CEO Moore
Opened for public comment. None.
Closed public comment.
Board discussion.

Motion by Levenberg, second by Schlegel to approve the committee charter revisions as presented.

Motion passed unanimously, 9-0-0.

b. CEO Report

i. Staffing update

ii. Deferred Maintenance Projects

iii. Napa County Office of Education Preschool

CEO Moore reported that she is interviewing for an RV Park trade host and that a job offer has been extended to a Calistoga High School student; the backflow prevention project is scheduled for June and to be completed before the Fair; at the request of the City of Calistoga, the County of Napa is moving forward with plans to relocate the NCOE Preschool on south Washington to the fairgrounds in the area between the Boys & Girls Club and our maintenance shop; volunteers were requested to pour beer at the upcoming Monster Truck show at the speedway; explanation for the boulders in the RV Park was offered as a temporary solution to stop the RVers from driving through the grass sites; and cleanup of the shop yard and bone yard is underway.

7. ADJOURNMENT

Motion by Hoelsken, second by Hurtado to adjourn at 8:38 pm. Motion passed unanimously, 9-0-0.

Certified to be a true and correct copy.

Carlene Moore
Chief Executive Officer

Date

Anne Steinhauer
Chairperson

Date

Napa County Fair Association
SUMMARY OF OPERATIONS
April 30, 2017

	Budget 2017	Current Mo. 2017	Current YTD 4/30/2017	Prior YTD 4/30/2016
Revenues				
General/Overhead	63,744	952	9,182	11,034
Fair	441,400	27,237	49,870	50,937
Speedway	150,781	14,490	14,490	4,050
Golf Course	131,719	5,725	9,075	46,729
RV Park	485,050	44,015	115,643	103,900
Events Center	151,127	6,039	34,066	44,264
Disaster Support	0	0	0	0
	1,423,820	98,458	232,327	260,914
Expenses				
General/Overhead	332,693	5,045	69,066	131,843
Fair	397,083	23,509	90,183	58,199
Speedway	89,441	4,071	10,911	15,278
Golf Course	240,868	10,095	31,498	51,939
RV Park	163,719	4,773	36,787	42,168
Events Center	133,323	3,663	28,482	32,904
Disaster Support	0	0	0	149
	1,357,127	51,155	266,927	332,480
Net Gain/(Loss) Operations				
General/Overhead	(268,949)	(4,093)	(59,884)	(120,809)
Fair	44,317	3,728	(40,312)	(7,262)
Speedway	61,340	10,420	3,580	(11,228)
Golf Course	(109,149)	(4,370)	(22,423)	(5,210)
RV Park	321,331	39,242	78,856	61,732
Events Center	17,804	2,376	5,584	11,360
Disaster Support	0	0	0	(149)
	66,693	47,303	(34,600)	(71,566)
State Allocations	38,190	0	0	0
Other Allocations	2,419	2,419	7,668	2,419
	107,302	49,722	(26,932)	(69,147)
Depreciation	118,924	0	0	35,993
	(11,621)	49,722	(26,932)	(105,140)
Resulting Net Gain/(Loss) AFTER Allocation of General/Overhead Expense				
General/Overhead	0	0	0	0
Fair	(6,783)	2,950	(51,690)	(30,216)
Speedway	34,445	10,010	(2,409)	(23,309)
Golf Course	(165,629)	(5,230)	(34,999)	(30,580)
RV Park	262,162	38,342	65,682	35,154
Events Center	(57,502)	1,230	(11,184)	(22,466)
Disaster Support	0	0	0	(149)



NAPA COUNTY FAIR & FIREWORKS
MOUNT ST. HELENA GOLF COURSE
CALISTOGA SPEEDWAY
CALISTOGA RV PARK

April 20, 2017

John Quiroz
California Department of Food & Agriculture
Fairs & Expositions
1220 N Street
Sacramento, CA 95814

Dear John:

In request of the funding available to us through the 2016/2017 General Fair Allocation Program in the amount of \$38,190, enclosed please find our 2015 Financial Review, letter approving our 2015 Statement of Operations, and 2017 Operating Budget along with the supporting board minutes approving them. Agenda and minutes from our October 2016 special board meeting are also enclosed, approving this request for funds.

We have already received the funding available to us through the 2016/2017 Fair Training Allocation Program in the amount of \$2,419, thank you very much.

While only a portion of the assistance we used to receive, it is support none the less and we are grateful for it. As always, we appreciate the Department's timely disbursement of these funds.

Please let me if you have any questions or need additional information.

Thank you.

Sincerely,

Carlene F. Moore
Chief Executive Officer

Governance/Leadership Development Committee Summary

1. CALL TO ORDER

The Governance/Leadership Development Committee met on Tuesday, May 2, 2017 at 1:00 pm in the Garden Room with the following committee members present: Committee Chairperson Nancy Levenberg, Director Kelly Barrett Coudert, and CEO Carlene Moore. The meeting was called to order at 1:09 pm by Chairperson Levenberg.

2. PUBLIC COMMENT

None

3. COMMITTEE CHARTER

The committee recommends postponing development and activation of this committee and charter pending resolution of the board's JPA request at the City-County level.

4. CLOSED SESSION

- a. Public Employee Performance Evaluation
Title: Chief Executive Officer

The committee adjourned to closed session at 1:15 pm.

The committee reconvened in open session at 1:58 pm. Chairperson Levenberg reported that there was no action taken.

5. ADJOURNMENT

The committee meeting adjourned at 1:59 pm.

Fair Redevelopment Ad-Hoc Committee Summary

The committee met on Tuesday, May 2, 2017 at 2:00 pm in the Garden Room with the following committee members present: Chairperson Kelly Barrett Coudert, Dana Cole, Nancy Levenberg, and staff member CEO Carlene Moore.

The committee recognizes that there are many facets to our community's unique culture and heritage and, therefore, multiple directions that the county fair model could take, but at the root of them all is a welcoming community, a community built on hospitality. Whether we celebrate the industries, villages, education, or labor, the committee's goal is to develop a new way to see Napa County.

Taking that into consideration, along with the need for good weather and timing for a quality carnival, best time of year for the most participation from our community, and the idea of leveraging current events, the committee requests the board's consideration of a one month celebration of successive weekends of celebratory activities, each with a unique focus on our culture and heritage. The committee recommends consideration of a springtime County Fair.

With the board's consensus, the committee will work to ascertain community support for the idea and involvement in the specific plans. The committee will meet regularly and plans to present an outline of the 2018 County Fair activities to the full board this Fall.

The meeting concluded at 2:57 pm.

Opportunities Assessment Ad-Hoc Committee Summaries

Meeting of April 10, 2017

The committee met on Monday, April 10, 2017 at 3:00 pm at the Calistoga City Hall with two members of the 2+2 committee at their request. Present at the meeting were County Supervisor Diane Dillon, Calistoga Mayor Chris Canning, committee chair Bob Fiddaman, and members Dana Cole and Gary Heitz. No staff was present.

The committee was updated on the 2+2 deliberations, which continue to move forward. The committee gave a brief review of the recommendations from the Association presented late last year.

A general discussion of the members' respective visions for the fairgrounds in the future and the future roles of various stakeholders took place.

The 2+2 committee would like to have access to Association financials, event commitments, etc. in order to continue their deliberations. The committee requests and recommends that the Executive Committee grant such access, to be coordinated by CEO Carlene Moore.

The meeting concluded at 5 PM.

Meeting of May 2, 2017

The committee met on Tuesday, May 2, 2017 at 3:00 pm in the Garden Room with the following committee members present: Committee Chairperson Bob Fiddaman, Dana Cole, Gary Heitz, staff member CEO Carlene Moore. Director Nancy Levenberg observed.

The committee discussed its scope of work and plan to recirculate the JPA request letter to the board for discussion at the next board meeting.

The meeting concluded at 4:00 pm.



NAPA COUNTY FAIR & FIREWORKS
MOUNT ST. HELENA GOLF COURSE
CALISTOGA SPEEDWAY
CALISTOGA RV PARK

October 26, 2016

NAPA COUNTY FAIR ASSOCIATION Strategic Planning

Joint Powers Authority Governance Recommendations

Background

We appreciate the response of the Napa County Board of Supervisors and the Calistoga City Council to our request to consider the formation of a Joint Powers Authority to govern the operation of the Napa County Fairgrounds.

The Napa County Fair Association Board, in a recent strategic planning workshop, reviewed and affirmed planning assumptions and set direction for future development of a master plan. In that process, the board also affirmed the opportunity and benefits of a Joint Powers Authority (JPA) between the County of Napa and the City of Calistoga as a potential governance structure for the Napa County Fairgrounds.

The Board of Directors of the Napa County Fair Association respectfully submits the following considerations to the joint committee assigned to research and evaluate a JPA governance model for the Napa County Fairgrounds.

We would also appreciate an opportunity to meet with the committee to discuss the recommendations listed below and to provide historical context based on our 80 years of operating the fairgrounds.

Joint Powers Authority Critical Planning Considerations.

- 1) The core purpose of the Napa County Fairgrounds – *to serve the citizens of Napa County with cultural, economic and social benefits in times of celebration as well as need* - should remain central to discussions and development of the JPA governance structure.
- 2) The JPA structure should preserve the tradition of presenting an annual County Fair - a community celebration and representation of Napa County's agricultural and civic heritage.
- 3) The JPA structure should insure that the Napa County Fairgrounds remain eligible to participate in and receive benefit from the California Network of Fairs, including the possibility of receiving State and/or Federal funds to support programs and/or facility improvements.

- 4) The JPA structure should commit to continuing to operate the fairgrounds as a resource for public benefit.
 - a. A place for learning and education;
 - b. A place for entertainment and recreation;
 - c. A place that provides opportunity for community, family and business involvement;
 - d. A place that supports tourism to the region;
 - e. A place that supports emergency preparedness, response, and disaster relief need of the community.

- 5) The JPA structure should consider land uses that include open space areas and flexible use facilities to support ongoing activities described above and to support emergency preparedness, response, and disaster relief needs of the community.

- 6) The JPA structure should take into account the benefits of a future role for the Fair Association, such as continuing management operations, fundraising, concession operation, or any other role that would be appropriate for a supporting entity.

- 7) The JPA board structure should include representation by the Napa County Fair Association Board.

- 8) The JPA structure should retain current management and staff currently employed by the Napa County Fair Association to ensure a smooth transition, continue established programs, and further develop private-public partnership and fundraising opportunities.

- 9) The JPA structure should consider and define future land uses on the Napa County Fairgrounds. We recommend the following:
 - a. Consider uses that serve the greater public good and allow for equal access for citizens of Napa County.
 - b. Consider uses that complement the annual County Fair.
 - c. Consider configurations and land use planning that creates open space areas and flexible use facilities to support emergency preparedness, response, and disaster relief.

- 10) It is equally important is to consider land uses that would *not be compatible* with the core purpose of the Napa County Fairgrounds. The Napa County Fair Association board believes the following uses should be expressly excluded in any JPA structure:
 - a. Selling or leasing fairgrounds property for housing.
 - b. Selling or leasing fairgrounds property for a commercial use that competes with Calistoga downtown businesses.
 - c. Selling or leasing fairgrounds property for a use that does not benefit the public and/or detracts from other public benefit uses.
 - d. Selling or leasing fairgrounds property for a hotel or lodging use that competes with Calistoga downtown hotel/lodging businesses.
 - ✧ *However, a lodging concept that supports personal event use on the fairgrounds such as weddings, family gatherings, and memorials should be considered if it can be customized in such a way that it supports community benefits.*

- 11) Investment in the fairgrounds infrastructure and facilities is needed. Current operations of programs on the fairgrounds do not generate enough proceeds to fund needed infrastructure repairs, upgrades and capital improvements. The JPA structure must effectively support:
- a. Investment and funding of fairgrounds infrastructure improvements and new facilities;
 - b. The ability to generate significant investment capital to support infrastructure repair and capital improvements such as issuing public bonds;
 - c. Proceeds from fairgrounds programs and land uses should be earmarked for funding improvements and facilities – that is, all proceeds should be reinvested into the fairgrounds.
 - d. Commitment of government funds if needed to build civic center type of buildings or facilities.
 - e. Strong encouragement of public/private partnerships.

The Napa County Fair Association stands ready to assist the JPA joint research committee in evaluating, studying and considering the JPA governance structure as a means to sustain the Napa County Fairgrounds, the community's number 1 asset, and to support the ability for the Napa County Fairgrounds to thrive for future generations.

Sincerely,

Bob Beck
Chairperson
Napa County Fair Association

Staff Report: Golf Course Operations Update

Course Report:

Aeration is not a priority for us on the greens this Spring. They've only recently returned to a healthy state after all the work we've put into them and aerating could cause shock. The purpose for aeration is to counter compaction, which comes from play. We haven't had the play and we haven't been rolling greens, creating our own compaction. We will continue to spot treat invasive weeds to allow the bent grass to grow and continue to maintain their health through the application of necessary products and water. Priority is being given to repair the fairway mower and obtain a utility cart to service the course and roll the greens.

We haven't had any response to the job postings for a seasonal worker for the golf course. The County directed us to a landscape contractor that they work with; their quote is currently under consideration. In the meantime, we've reached out to Up Valley Family Centers for possible candidates. We are searching for someone to work a swing shift of approximately 1 to 10 pm, 4-5 days per week, at a rate of \$15-\$20/hour. With the right candidate, we can be flexible on the hours and days worked.

Until such time as a dedicated seasonal worker can be hired, watering continues to be managed by a volunteer who monitors it based on the forecasted weather. Watering and maintaining the irrigation system will become duties of the new employee when hired. The pond work is underway. We continue the good fight with gophers, thanks in large part to one of our very dedicated volunteers.

The Volunteer Program Development committee has been established by the board and Mary Ellen Hester is volunteering in the capacity of Volunteer Coordinator. We'll be working diligently to establish communications, policies, etc., and reestablishing regular meetings with our course volunteers.

Online special rates on GolfNow and Golf18 have been set at \$20-\$30 depending on weekday/weekend, cart/walking. We are running a "Spring Special" through June 30th by lowering rates by \$5 weekday, \$6 weekend across all categories through June 30th. This will allow us the opportunity to gather quantifiable data of the impact of reduced fees on our volume of play.

Print ads will be in the Mud City Weekender starting with the June edition and the monthly newsletter will be sent on the second Friday of the month and will include mens and ladies club promotions provided by those clubs. Deadline for providing newsletter content is the second Thursday.

By the board meeting and with Cal Fire's assistance, we will have removed the tree along the #6 fairway that fell during the winter rainstorms.

Volunteers were asked to develop and manage a summer league, which they have briefly presented at the time of this report. The format will be 12 weeks of competitive team play that also encourages the social aspect of the game. More information will be presented by staff at the board meeting.

On the horizon:

We'll be replacing the timer box that controls #2 and #8 sprinklers (at the course restrooms) and continuing down our list of priorities that we developed to restore course conditions.

Staff recommends reformation of the Golf Course ad-hoc committee, chartering it with researching mid to long range management options for recommendation to the board and/or JPA.

Volunteer Program Development Ad-Hoc Committee Summary

The committee met on Tuesday, May 2, 2017, with the following guiding coalition members present: Chairperson Karan Schlegel, Kelly Barrett Coudert, Rose Beck, staff members Melanie Watson, Monica Garibay, CEO Carlene Moore. Additional members not present: Kyrsta Scully and Mary Ellen Hester.

In working toward defining a vision for the volunteer program, the group discussed what success of the program would look like to them as well as began identifying tasks that will be incorporated into the action plan.

The group will meet regularly for the next few months.

Fundraising Ad-Hoc Committee Summary

The committee met on Tuesday, May 2, 2017 at 4:00 pm in the Garden Room with the following committee members present: Chairperson Ricky Hurtado, Jeff Hoelsken, Gary Heitz, and staff member CEO Carlene Moore.

The committee discussed website design elements for redeveloping/rebranding the site as the official Association site, branding us as a nonprofit charitable organization that offers services to the community in the form of special events that we produce (county fair, art fair, etc.), events center space for others to host events (crab feeds, quinceaneras, etc.), recreation (golf, RV), entertainment (racing, motorcycles), and disaster support. The new design will bring prominence to what we do and speak to the viewer in terms of CTAs (calls to action). The committee will support content development through development of core value statements, talking points, and brand messaging. A different URL may be considered for the future as well as logo redesign.

The meeting concluded at 5:31 pm.

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE BOARD OF DIRECTORS
OF THE NAPA COUNTY FAIR ASSOCIATION
WEDNESDAY, MAY 3, 2017**

STAFF PRESENT: CEO Carlene Moore

1. CALL TO ORDER

A meeting of the Executive Committee of the Board of Directors of the Napa County Fair Association was held Wednesday, May 3, 2017, in the Garden Room at the fairgrounds with the following committee members present: Committee Chairperson Bob Beck, Directors Anne Steinhauer and Bob Fiddaman. Director Woran Deckard was absent. The meeting was called to order at 4:08 PM by Chairperson Beck.

2. PUBLIC COMMENT

None

3. BOARD LEADERSHIP AND FUTURE PLANNING

The committee reviewed the regular meeting agenda outline and recommends that the board committees report their activities under the respective strategic goals in order to enrich board dialogue and strategic planning discussions.

4. ADJOURNMENT

The meeting adjourned at 5:27 pm.

Certified to be a true and correct copy.

Carlene Moore Date
Chief Executive Officer

Bob Beck Date
Chairperson

Finance-Audit Committee Summary

1. CALL TO ORDER

The Finance-Audit Committee meeting was held on Wednesday, May 3, 2017 at 5:30 pm in the Garden Room at the fairgrounds with the following committee members present: Committee Chairperson Woran Deckard, Karan Schlegel, Bob Beck, board chairperson Anne Steinhauer, and CEO Carlene Moore. The meeting was called to order at 5:36 pm by Chairperson Deckard.

2. PUBLIC COMMENT

None

3. QUARTERLY FINANCIAL REPORTS

The committee reviewed the quarterly financial reports through March 31, 2017.

The committee reviewed the Balance Sheet and recommends recognizing as of 2016 the remaining balance of FY10/11 IMG & Supplemental Allocation funds for major maintenance projects completed between 2011-2016 and absorbed in our operations in the amount of \$37,640.74 (balance of Tubbs Building sewer line replacement, replacement of HVAC unit and ducting at 2271 residence, and balance of RV Park improvements) and the balance of \$9,813.26.

The committee reviewed the Summary of Operations detail, comparing Year-to-Date to Prior Year-to-Date, offering the following explanations for revenue variances:

- General revenues reflects the CDFA deferred maintenance grant of \$5,249 which offsets Construction in Progress on the Balance Sheet. Staff has contacted CDFA for the appropriate accounting of the revenues and is waiting for a response. At CDFA's direction, the revenues may be moved from the General program to the Balance Sheet (Projects funds). Also, donations are down \$1,000, most likely a timing issue of member donations. Staff will send a reminder to outstanding members.
- Fair revenues are up due to a trade donation of \$15,610 offset by an expense and the Preview Party ticket revenues which were recognized in March, while grants received for ENGAGE will not be recognized until the April financials (\$25,000).
- Golf revenues are down due to closure for all of January and February and inconsistency in March due to weather as well as there was no revenue for annual passes this year as 2016 passes were extended through June 2017, resulting in a loss of \$15,500. A portion of this may be made up in July when semi-annual passes are offered for the remainder of the year.
- Events Center revenues are down due to the loss of \$6,500 for the Knights Valley Fire Dept event after 20 years, but noted that 10 quinceaneras are on the schedule for this year as well as Verizon Wireless payments are due to commence beginning in May (as projected in the budget).

And the following explanations for expense variances:

- General/Overhead expenses include water and sewer, which is only at 54% of last year's expense.
- Fair expenses include most of the expenses for ENGAGE Art Fair and Preview Party, many of which would not have been recognized until April in the prior year, due to the change of date for the event.

- Golf expenses include the repair to the 8th fairway reclaimed water line, the Toro mower lease payments which didn't begin until this past Fall, and full-time administrative staff hours worked in the Pro Shop, noting that a new part-time employee has been hired.
- RV Park expenses include a significant amount of the full-time administrative staff hours worked in the RV Park, noting that a new trade staff person has recently been hired in the RV Park.
- Events Center expenses include the repair or replacement of all kitchen faucets on the property.
- The committee also noted that any savings on the CEO's salary due to her accident have been offset by the independent contractor that provided assistance to maintain operations in her absence and that new staff additions in the RV Park and Pro Shop will allow full-time administrative staff to return to the role of supporting all of our programs and so we will see a more balanced allocation of time on events and other programs beginning in May.

4. ALLOCATIONS

The committee reviewed the allocation formulas and recommends that indirect general expenses, which are calculated on a percentage set by the committee annually, be readjusted to 15% speedway and the remaining 85% split evenly amongst all the other programs given the way in which staff and resources were reallocated in response to the golf course crisis last summer.

5. AUDIT

The committee reviewed the 2015 annual report footnotes and other than the update of information for 2016, does not have any new recommendations at this time.

6. ADJOURNMENT

The meeting adjourned at 6:51 pm.

Napa County Fair Association
Balance Sheet
March 31, 2017

	<u>2017</u>	<u>2016</u>
ASSETS		
Current Assets		
Cash	291,224	268,439
Accounts Receivable	5,331	35,888
Inventory	2,590	4,326
¹ Deferred Charges	100	408
Total Current Assets	<u>299,246</u>	<u>309,062</u>
Fixed Assets		
² Construction in Progress	17,254	27,524
Buildings & Improvements	2,952,159	2,921,846
Buildings & Improvements - Dep	(1,815,403)	(1,751,107)
Equipment	549,906	467,478
Equipment - Acc Dep	(299,148)	(273,207)
Total Fixed Assets	<u>1,404,768</u>	<u>1,392,534</u>
TOTAL ASSETS	<u><u>1,704,014</u></u>	<u><u>1,701,595</u></u>
LIABILITIES & RETAINED EARNINGS		
Liabilities		
Special Events Liability Ins	(160)	(445)
Accounts Payable	55,847	43,514
Payroll Withholdings	3,340	(2,880)
³ Deferred Income	185,529	270,928
Sales Tax	50	106
Refundable Deposits	392	2,961
Capital Improvements Fund	-	-
Compensated Absences	11,215	8,130
Workers Compensation	(1,849)	(2,092)
General Liability Insurance	-	-
⁴ Long Term Debt	118,931	154,390
Total Liabilities	<u>373,294</u>	<u>474,612</u>
Retained Earnings		
Capital Assets, Less Related Debt	1,330,784	1,295,356
Unrestricted Undesignated Net Resources	27,974	12,882
Unrestricted Designated Net Resources	33,276	-
Temporarily Restricted Net Resources	11,786	9,069
Permanently Restricted Net Resources	-	-

⁵ Projects funds	5,249	-
State Allocation	-	-
Supplemental Allocation	-	-
One Time Revenue Source	-	-
Net Income	(78,349)	(90,323)
Total Retained Earnings	<u>1,330,720</u>	<u>1,226,983</u>
 TOTAL LIABILITIES & RETAINED EARNINGS	 <u><u>1,704,014</u></u>	 <u><u>1,701,595</u></u>

Current Year Notes to the Balance Sheet¹ Deferred Charges:

Cal DOT Highway 29 sign	\$100
-------------------------	-------

² Construction in Progress:

Backflow Prevention Devices	\$3,062
Grandstand Emergency Lighting	\$2,187
Cart barn	\$11,555
Cropp Building kitchen	\$450

³ Deferred Income:

FY10/11 IMG & Supplemental Allocation	\$47,454
Olive Oil Competition entry fees	\$1,800
Golf course gift certificates	\$902
RV Park reservations	\$118,833
Events Center deposits	\$16,668

⁴ Long Term Debt:

County of Napa - Valley Fire 0% interest, due 6/30/2018	\$57,000
PNC Bank - Solar Panel Project, 7.288% interest, thru 11/1/2018	\$41,661
CDFA - RV Electrical Expansion, 5.50% interest, thru 12/5/2018	\$20,269

⁵ Project Funds:

Backflow Prevention Devices	\$3,062
Grandstand Emergency Lighting	\$2,187

Donors/Members:

95 donors
94 members

Napa County Fair Association
SUMMARY OF OPERATIONS
 March 31, 2017

	Budget 2017	Current Mo. 2017	Current YTD 3/31/2017	Prior YTD 3/31/2016
Revenues				
General/Overhead	63,744	1,392	8,230	9,970
Fair	441,400	22,633	22,633	8,955
Speedway	150,781	0	0	0
Golf Course	131,719	2,664	3,350	35,364
RV Park	485,050	39,553	71,628	59,128
Events Center	151,127	8,045	28,027	36,922
Disaster Support	0	0	0	0
	1,423,820	74,287	133,869	150,339
Expenses				
General/Overhead	332,693	23,349	64,021	88,271
Fair	397,083	52,678	66,673	37,766
Speedway	89,441	1,382	6,840	9,646
Golf Course	240,868	6,824	21,403	29,806
RV Park	163,719	10,203	32,014	28,665
Events Center	133,323	8,460	24,820	19,364
Disaster Support	0	0	0	149
	1,357,127	102,895	215,772	213,667
Net Gain/(Loss) Operations				
General/Overhead	(268,949)	(21,957)	(55,791)	(78,301)
Fair	44,317	(30,044)	(44,040)	(28,810)
Speedway	61,340	(1,382)	(6,840)	(9,646)
Golf Course	(109,149)	(4,160)	(18,053)	5,558
RV Park	321,331	29,350	39,614	30,463
Events Center	17,804	(415)	3,207	17,557
Disaster Support	0	0	0	(149)
	66,693	(28,608)	(81,903)	(63,328)
State Allocations	38,190	0	0	0
Other Allocations	2,419	0	5,249	0
	107,302	(28,608)	(76,654)	(63,328)
Depreciation	118,924	0	0	26,995
	(11,621)	(28,608)	(76,654)	(90,323)
Resulting Net Gain/(Loss) AFTER Allocation of General/Overhead Expense				
General/Overhead	0	0	0	0
Fair	(6,783)	(34,216)	(54,640)	(43,688)
Speedway	34,445	(3,578)	(12,419)	(17,476)
Golf Course	(165,629)	(8,771)	(29,769)	(10,885)
RV Park	262,162	24,520	27,340	13,237
Events Center	(57,502)	(6,563)	(12,414)	(4,367)
Disaster Support	0	0	0	(149)