



Minutes

Tuesday, April 7, 2020

THE MEETING OF THE BOARD OF DIRECTORS OF THE 17TH DISTRICT AGRICULTURAL ASSOCIATION WAS HELD AS A VIRTUAL MEETING (ID 671 191 705) ON APRIL 7, 2020 AT 4:00 P.M.

Roll Call:

Directors Present: Jeanette Royal, Andrew Trygg, Tom Browning, Shanti Emerson, Jim Franks, Barbara McDonald, Arnie Romanello, and Steve Steele.

President Royal called the meeting to order and declared a quorum at 4:01 pm

Introduction of Guests and Staff:

Alison Lehman, CEO, Nevada County; Mike Dent, Director, Nevada County Housing and Community Services; Katelyn Lorenzo, Bear River High School FFA; Patrick Eidman, CEO; and Wendy Oaks, Deputy Manager.

Public Comment on Items Not on the Agenda

No public comment

President Royal announced that an item from the Livestock Committee Report would be moved up on the agenda to better accommodate guest Katelyn Lorenzo.

Livestock Committee Report

Variance Request for JLA Participation Requirement from Katelyn Lorenzo

Katelyn reviewed a letter she sent to the Board in March requesting a variance on the JLA participation requirement for the 2020 Fair. Because of a mandatory college commitment that occurs during the Junior Livestock Auction, Katelyn requested that her brother, Gino Lorenzo, be able to sell her lamb at the 2020 Junior Livestock Auction at the Nevada County Fair.

Motion 2020-19: Motion by Director Browning, seconded by Director Emerson to allow the variance request for the JLA participation requirement and authorize Katelyn Lorenzo to allow her brother to take her market lamb through the sale ring in her place at the 2020 Junior Livestock Auction at the Nevada County Fair. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello, and Steele).

President Royal moved a portion of the COVID-19 Response item up on the agenda to better accommodate guests Nevada County CEO Alison Lehman and Nevada County Housing and Community Services Director Mike Dent.

COVID-19 Response

CEO Eidman provided an update on the status of the Fairground's availability as a result of COVID-19.

Lehman shared an update on Nevada County's response to COVID-19 and the number of reported cases. She reported that to address the need for temporary shelter for the homeless population during the COVID-19 shelter in place and social distancing requirements, the county has assigned a task force to look at different options. She said that the Nevada County Fairground is one of the options being considered as a location and requested the Board of Director's support. She stressed that the intent is not for the Fairgrounds to be a long-term homeless shelter. Mike Dent further explained how the Fairgrounds would potentially be used if chosen as the location for temporary shelter for the homeless population.

Board questions and discussion followed.

Motion 2020-20: Motion by Director Browning, seconded by Director Emerson to support working with the County of Nevada to utilize the Fairgrounds to support their public health needs, and to authorize CEO Patrick Eidman to work with their staff as needed. Motion carried unanimously, 7-0-1 (**Yes:** Directors Royal, Browning, Emerson, Franks, McDonald, Romanello, and Steele. **No:** None. **Abstained:** Trygg because of a conflict of interest).

Consent Calendar

- A. Minutes, Board Meeting – February 18, 2020
- B. Standard Agreements – February/March 2020
- C. Facility Rentals – February/March 2020

The Hazardous Standard Agreements will be considered for approval at the April 21, 2020 Board meeting.

Motion 2020-21: Motion by Director Trygg, seconded by Director Romanello to approve the Consent Calendar. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello, and Steele).

Nevada County Fairgrounds Foundation Report

General Update: Directors Trygg and Franks provided a Fairgrounds Foundation update.

- The April meeting was canceled.
- The March meeting focused on a review of the 2020 Cioppino Feed. Sandy Woods will chair the Cioppino Committee in 2021.
- The Foundation has approximately \$128,000 on account.
- The Board approved additional "bumps" of \$2,000 for youth scholarships.

Fairgrounds Funding Request Update: CEO Eidman provided an overview of the previously approved projects to be presented to the Foundation Board for funding. However, based on the current financial challenges facing the Fairgrounds, he suggested changing the request from a project-based request to an operational support request.

Director Steele commented that the Board appreciates the Foundation potentially being open to such a request, but that the Fairgrounds should operate from reserves for now with the hope that the request for operational support will not be needed. General Board discussion followed, with the general consensus being to keep the request as an item on the agenda to discuss as needed.

Finance Committee Report

Financial Reports – February 2020: Director Browning provided a brief update on the February finances. He noted that at the bottom of page 5 of the financials that the Current Assets/Current Liabilities Ratio should be reversed and should read:

February 20: 2.03

February 19: 1.64

Additionally, Directors Trygg and Browning reported that the Fairgrounds team has cut spending and that the budget will need to be revised to reflect the loss of revenue to the interim event program and RV Park as a result of COVID-19.

Motion 2020-22: Motion by Director Browning, seconded by Director Steele, to approve the February 2020 financials with the correction to the Current Assets/Current Liabilities Ratio. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello, and Steele).

2019 Audit v. Review: CEO Eidman reviewed the cost estimates for a full audit and a financial review by Fechter and Company.

Motion 2020-23: Motion by Director Browning, seconded by Director McDonald, to approve a financial review of the 2019 finances. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello, and Steele).

Capital Improvements Committee Report

No report

Concessions Committee Report

2020 Beer and Wine Pricing: CEO Eidman and Director McDonald reported that the Concessions Committee met with the three alcohol concessionaires – Foothill Lions, Fairgrounds Foundation and Grass Valley Sportsmen – to discuss beer and wine pricing at the 2020 Fair and Classic. Based on their feedback, the Concessions Committee recommended increasing the price of Beer, Wine and “Ritas” as outlined below for the 2020 Nevada County Fair and the Draft Horse Classic.

2020 Nevada County Fair and Draft Horse Classic

Beer, Wine, and "Rita" Pricing Proposal

Retail Pricing:		
	Current	Proposed
Domestic Beers (16 oz)	\$ 5.00	\$ 6.00
Premium Beers (14 oz)	\$ 5.00	\$ 6.00
Wine / "Rita"	\$ 5.00	\$ 6.00

Fair Charge to Concessionaires:		
Domestic Full Keg	\$ 240.00	\$ 288.00
Domestic Half Keg	\$ 120.00	\$ 144.00
Premium Full Keg	\$ 265.00	\$ 318.00
Premium Half Keg	\$ 132.00	\$ 158.00
Wine / "Rita"	15% of Gross	15% of Gross

Motion 2020-24: Motion by Director Trygg, seconded by Director Romanello, to approve the Beer, Wine and "Rita" pricing proposal for the 2020 Nevada County Fair and Draft Horse Classic. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello, and Steele).

Forest Management & Improvement Committee Report

No report.

Governance Committee Report

No report

Interim Events Committee Report

Director Emerson reported that the committee didn't meet because all the events in April and May were canceled due to COVID-19. She expressed that the cancelations were "terrible and sad" for all involved.

CEO Eidman shared that the 2020 WorldFest has been canceled, but they are planning to return to the Fairgrounds in 2021.

Livestock and Ag Mechanics Committee Report

Rule Change for Ag Mechanics Auction Exhibitors: Directors Franks and Steele reported that because school is not meeting onsite for the remainder of the school year, the school shops are closed and classroom resources are unavailable to students, the Ag Mechanics existing rules need to be modified for the 2020 Fair.

Existing Rule: Exhibitors must be enrolled in a high school agriculture class the prior academic year to the Fair. The exhibitor's instructor must validate class enrollment by signing the exhibitor's entry form.

Proposed Change: Exhibitors must be enrolled in a high school agriculture class the prior academic year to the Fair. The exhibitor's instructor must validate class enrollment **and verify that the exhibitor was solely responsible for the construction and completion of project** by signing the exhibitor's entry form.

Existing Rule: A majority of the Ag Mechanics project must be completed by the exhibitor at the school shop under the supervision of the Ag Mechanics Instructor. A photo showing the progress of the project will be required at the time of entry.

Proposed Change (for 2020 only): ~~A majority of the Ag Mechanics project must be completed by the exhibitor at the school shop under the supervision of the Ag Mechanics Instructor.~~ A photo showing the progress of the project will be required at the time of entry.

General Board discussion followed.

Motion 2020-25: Motion by Director Trygg, seconded by Director Romanello, to approve the proposed Ag Mechanics rule changes for the 2020 Nevada County Fair. Motion carried 7-1 (**Yes:** Directors Royal, Trygg, Emerson, Franks, McDonald, Romanello and Steele. **No:** Browning).

Ad Hoc Memorial Committee

No report

Ad Hoc Cannabis Event Policy Committee

No report

Correspondence

CEO Eidman shared the following:

- Guidelines from the California Department of Public Health regarding mass gatherings during COVID-19.
- A letter from CDFA about RV park guidelines for short-term RV Park occupancy and long-term RV Park rentals.
- An email from Kendra Atkinson with an update on a roller skating request.
- A letter from DHC exhibitor Arlin Wareing with suggestions for the 2020 Classic.
- A letter from CDFA with new sexual harassment prevention and abusive conduct prevention training requirements.
- A letter from CDFA about poultry health inspections in 2020/21 Fair season.
- A letter from Strawberry Music Festival manager Bix Beeman announcing the cancelation of the 2020 Strawberry Music Festival at the Fairgrounds.

COVID-19 Response

CEO Eidman gave an operational update – staffing and teleworking schedules, phone and email changes to better serve the public while the office is closed, weekly staff meetings done virtually, RV park closed to the public, seasonal employee start dates to be determined, and the approval of a six month mortgage deferral on the McCourtney Road building – in response to COVID-19. He also shared that the AB 1499 Fair funds are available but require the Board to approve a resolution, an MOU and policies. Fair funding will be added to the April 21 agenda.

2020 Father's Day Bluegrass Festival Contract

The 2020 Bluegrass Festival was canceled due to COVID-19, so no contract was approved.

2020 All Star Motorsports Contract

CEO Eidman presented the contract for the All Start Motorsports Productions, the contractor for the arena events on Thursday, Friday and Saturday nights of the 2020 Nevada County Fair.

General Board discussion followed. Deputy Manager Oaks shared that she has been in communication with Bryan Wagner, President of All Star Motorsport Productions, and he understands that the Board may withhold on signing the contract, but they are committed to the Fair and Fair dates regardless if they have an agreement in hand or not. Bryan requested that the Fair team keep him posted if considerations are being made to postpone or cancel the Fair, and that if the 2020 Fair is cancelled that the agreement roll over into 2021.

Motion 2020-26: Motion by Director Browning, seconded by Director Trygg to approve the All Star Motorsports contract. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello, and Steele).

Proposed Grass Valley RV Resort Project Application

CEO Eidman provided an overview and analysis of the proposed Grass Valley RV Resort Project application for an RV Park directly across the street from the Nevada County Fairgrounds RV Park. General Board discussion followed.

Motion 2020-27: Motion by Director Steele, seconded by Director Trygg to authorize CEO Eidman to prepare a letter and resolution for Board approval that expresses the Board's opposition to the project and to bring the letter/resolution for Board review to a future meeting. Motion carried 7-1 (**Yes:** Directors Royal, Trygg, Emerson, Franks, McDonald, Romanello and Steele. **No:** Browning).

2020 Nevada County Fair – August 12 – 16, 2020

General Update: The team continues to plan for the 2020 Fair, keeping in mind that contingency plans for Fair and the livestock auction will need to be developed in the event that the Fair has to be canceled.

Entry Deadlines: Market Beef and Junior Horse entries close on April 10.

Selection of Hall of Fame, Family of the Year, and Blue Ribbon: The Board reviewed and discussed the list of potential award nominees for the 2020 Family of the Year, Hall of Fame, and WFA Blue Ribbon award.

Motion 2020-28: Motion by Director Browning, seconded by Director Trygg to award a 2020 WFA Blue Ribbon Award to Tom Fitzsimmons. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello and Steele).

Motion 2020-29: Motion by Director Browning, seconded by Director Emerson to induct Bart Riebe and Simi Lyss into the Hall of Fame. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello and Steele).

Motion 2020-30: Motion by Director Browning, seconded by Director McDonald that the 2020 Fair Family of the Year be Tim Reid and Caitlin Oats. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello and Steele).

Carnival Contract Process: CEO Eidman explained that the current contract with Butler Amusements is in place through 2020, but the bidding process needs to begin and be in place by the end of the year. To begin the process, he will prepare a timeline of needed actions, likely including a letter of engagement, to be followed by a more formal bidding process. He will work with the Finance Committee on the process.

2020 Draft Horse Classic – September 17 – 20, 2020

CEO Eidman shared that the Draft Horse Classic Committee and the Fairgrounds team met in February to brainstorm ideas to expand the Harvest Fair. However, based on the current financial situation and the uncertainty surrounding large events, significant changes to the Harvest Fair would be delayed until at least 2021. He also reported that Eleanor Roberts, Assistant Show Manager, continues to reach out to the hitches, and that ticket sales begin May 1.

Director Trygg shared with the Board details about the strategic session in February, including ideas about expanding activities and adding a gate fee.

2019 Country Christmas Faire – November 27 – 29, 2020

CEO Eidman shared that we've received 55 returning vendor applications.

2020 WFA Convention

The Board agreed to defer the WFA Convention reports until a later date. Director Browning shared that expectations need to be in place before convention – who attends, what is expected at the convention, and a report out when returning from the convention.

Committee Assignments

Director Royal reviewed the Board Committee assignments for 2020.

Committees

Finance Committee – Directors Browning and Trygg

Capital Improvements Committee – Directors Royal and Steele

Concessions Committee – Directors McDonald and Romanello

Draft Horse Classic Committee – Directors Royal and Trygg
Interim Events Committee – Directors Emerson and McDonald
Livestock Committee – Directors Franks and Steele
Nevada County Fairgrounds Foundation Committee – Directors Trygg and Royal

The Forest Management & Improvement Committee has been disbanded, members of the Executive Committee will serve as the Governance Committee, and the Ad Hoc Memorial Committee and the Ad Hoc Cannabis Event Policy Committee have been suspended indefinitely.

Deputy Manager Report

Deputy Manager Oaks reported the following:

- The new CEO Orientation scheduled for April 1 – 2 was canceled and will be rescheduled at a later date.
- In partnership with Bear River High School, there is a senior doing her senior project internship at the Fairgrounds for four weeks (focusing on social media and communications).
- The DHC postcard that is mailed each year to former DHC ticket holders will be done electronically this year to save money.
- Stage entertainment applications for the Fair closed at the beginning of April, and Community Demonstration Applications demonstration applications are available through June 1.
- The Fair and Nevada County libraries will partner again this year for the Read and Ride program.

CEO Report

CEO Eidman reported on the following:

- The Union’s “Best Of” awards lunch has been rescheduled to December.
- As a community project, the Grass Valley Sportsmen’s Club repaired the pump house at Lions Lake.
- A WFA Achievement award presentation to the Nevada County Sheriff’s Office at the March 24 Nevada County Board of Supervisors has been postponed until the County Supervisors are again meeting in Chambers.
- Sierra Harvest reached out to CEO Eidman asking whether the Fairgrounds would be interested in a table at their annual “Seeding our Future” fundraising luncheon.
- The Budget Workshop has been postponed until a later date.
- The 2017/2018 audit is complete and the auditors will present at the April 21 Board meeting.
- A reminder to the Board to complete their training requirements.
- All Form 700s were completed on time.

Director’s Comments

- Director Romanello said that the virtual meeting went well.
- Director Emerson stated that the meeting went well and to quote former Director Simi Lyss, “This is the best Board of Directors I’ve ever been on.”
- Director McDonald gave kudos to CEO Eidman and the Fairgrounds team. She also suggested before and after photos on social media to encourage more community partnerships; and to find sponsors to cover the cost of the JLA auction if Fair is canceled.

- Director Browning requested that when doing virtual meetings that we look at the agenda to make the meetings shorter.
- Director Steele gave kudos to the team.
- Director Trygg gave praise to the Fairgrounds team and then directed everyone to go wash their hands.

New Business

- No new business.

Adjournment

With no further business, the meeting was adjourned on Tuesday, April 7, 2020 at 6:43 pm.

Patrick Eidman, Chief Executive Officer

Jeanette Royal, President of the Board