

10<sup>th</sup> District Agricultural Association (10<sup>th</sup> DAA)  
Siskiyou Golden Fairgrounds  
1712 Fairlane Road, Yreka CA 96097  
Phone: 530-842-2767 – Fax: 530-842-4724  
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## 10<sup>th</sup> DAA BOARD MEETING NOTICE

The 10<sup>th</sup> DAA Board of Directors will be holding a regular monthly board meeting on  
**Tuesday, January 19, 2021 at 5:30 PM**  
Siskiyou Golden Fairgrounds Main Office/Board of Directors Room  
1712 Fairlane Road, Yreka California

### 10<sup>th</sup> DAA BOARD OF DIRECTORS

Jason Finley, President  
Judd Hanna, Director  
Lori Salters, Director

Brandon Fawaz, Vice President  
Darrin Mercier, Director

CEO/Fair Manager  
Cliff Munson

Secretary  
Michelle Eiler

### PUBLIC PARTICIPATION

Members of the public are welcome and may place items on the agenda of any board meeting. The items must be directly related to 10<sup>th</sup> DAA business. Request for placement must be made in writing and delivered to the fair office no later than 4:00 PM on the twelfth (12<sup>th</sup>) business day prior to the board meeting. Items placed on the agenda by the public will be for information and discussion so that the board may be advised of the views of the community. While the board values the participation of the public, the board president reserves the right to limit the time for public comment to a maximum of five (5) minutes in order to proceed with the agenda of the day and/or to place the item on the agenda (as an action item) of a subsequent meeting.

All meeting notices, agendas and approved minutes will be available to the public during the meeting and on the 10<sup>th</sup> DAA website at [www.sisqfair.com/about/board-staff/agendas](http://www.sisqfair.com/about/board-staff/agendas).

### AMERICANS WITH DISABILITIES ACT

Pursuant to the American with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any 10<sup>th</sup> DAA board or committee meeting, or in connection with any other activities on the grounds, may request assistance at the main office 1712 Fairlane Road, Yreka CA or call 530-842-2767. Requests should be made at least five (5) business days before the meeting to ensure availability of the requested accommodation.

*The mission of the 10<sup>th</sup> District Agricultural Association/Siskiyou Golden Fairgrounds is to promote excellence in agricultural awareness and education through the Siskiyou Golden Fair and interim events under a financially sustainable model.*

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1712 Fairlane Road, Yreka California

MEETING NOTICE

The 10<sup>th</sup> DAA Board of Directors will be holding a regular monthly meeting on the third Tuesday of each month in the Main Office, Board of Directors Room on the grounds of the 10<sup>th</sup> DAA, unless otherwise posted.

## 10<sup>th</sup> DAA BOARD MEETING AGENDA

Tuesday, January 19, 2021 at 5:30 PM

1. **CALL TO ORDER:** President Finley  
All matters noticed on this agenda may be considered for action. Items listed on this agenda may be considered in any order, at the direction of the chairperson. Any item not so noticed will not be considered or discussed. This agenda, and all notices required by the California Bagley-Keene Open Meeting Act, are available on the internet at: [www.sisqfair.com](http://www.sisqfair.com).
2. **ROLL CALL OF DIRECTORS:**
3. **DECLARATION OF QUORUM (minimum of five directors must be present):**
4. **INTRODUCTION OF GUESTS AND STAFF:**
5. **PUBLIC COMMENT (for items not listed on the agenda):**  
Speakers are allotted five (5) minutes. Speaker's time may be modified based on the number of public speakers. No speaker may cede their time to another speaker. Public comments on agenda items will be accepted during the meeting as items are addressed. Public comment on issues NOT on the current Agenda is allowed. However, no debate by the Board shall be permitted on such public comments and no action will be taken on such public comment items at this time, as law requires formal public notice prior to any action on a docket item.
6. **CONSENT CALENDAR (Discussion/Action by Board):**  
The items on the Consent Calendar will be enacted in accordance with recommended action under one motion unless trailed from the Consent Calendar by the Board. Any member wishing to trail an item from the Consent Calendar should notify the CEO prior to the meeting. Trailed items will be considered after the motion to approve the Consent Calendar.
  - a. Minutes from the December 15, 2020 Meeting
  - b. Contracts for December
  - c. Cash Disbursements for December
  - d. Current Finance Report – No report due to year-end adjustments and closing

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7. **BUSINESS REPORT & INFORMATION (Informational/Action by Board):**
  - a. WFA Virtual Convention
  - b. Policies Reviewed and Updated
    - 7.b.1. Credit Card Authorization
    - 7.b.2. Delegation of Authority
    - 7.b.3. Workers Compensation
  - c. Billboard Proposal
  - d. Strategic Planning Session
  - e. Transition Plan
8. **CORRESPONDANCE:**
  - a. Gratitude card to Cliff Munson
9. **FRIENDS OF THE FAIR REPORT (Informational/Action by Board):**
  - a. Update
10. **COMMITTEE REPORTS (Informational/Action by Board):**

The Board may take approval action on Committee Reports and New Committee Assignments.

  - a. Junior Livestock Auction Committee (Dena Rizzardo, President)
    - i. Update
  - b. Junior Fair Board (Kylie Daws & Olivia Hinton, Co-Presidents)
    - i. Update
11. **2021 ANNUAL FAIR**
12. **CEO REPORT (Informational/Action by Board):**
  - a. Events (up to next board meeting)
    - i. Upcoming Calendar of Events
      - a. Indoor Kart Racing (no food, no fans)
    - ii. Sportsmen's Expo
  - b. Projects
    - i. SB 5 Project/Winema Hall HVAC System
  - c. Funding Updates
13. **MATTERS OF INFORMATION:**
  - a. CEO Comments
  - b. Board of Director Comments
  - c. Staff Comments
  - d. Items Proposed for Next Board Meeting
14. **NEXT MEETING DATE:** February 16, 2021 at 5:30 PM.
15. **ADJOURNMENT:**

*The mission of the 10<sup>th</sup> District Agricultural Association/Siskiyou Golden Fairgrounds is to promote excellence in agricultural awareness and education through the Siskiyou Golden Fair and interim events under a financially sustainable model.*

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# 10<sup>th</sup> DISTRICT AGRICULTURAL ASSOCIATION

## SISKIYOU GOLDEN FAIRGROUNDS

**As December 31, 2020**

### **CONSENT CALENDAR**

- Previous Meeting Minutes
- Contracts for December

### **FINANCIAL REPORT**

- Check Detail for December

*No Other Reports due to yearend adjustments & closing of books.*

- Summary Trial Balance
- Balance Sheet
- Profit & Loss, Budget vs. Actual
- STOP/Budget & Actual Report to date

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10<sup>TH</sup> DISTRICT AGRICULTURAL ASSOCIATION  
BOARD OF DIRECTORS MEETING  
December 15, 2020

**CALL TO ORDER:** The 10<sup>th</sup> District Agricultural Association Zoom Board of Directors meeting was called to order at 5:00 PM by President Finley.

**ROLL CALL/DIRECTORS ABSENT:** President Finley, Vice President Fawaz, Directors Hanna, Mercier and Salters were present. There are four (4) vacant board positions.

**INTRODUCTION OF GUESTS AND STAFF:** Also, present were Cliff Munson, CEO; Michelle Eiler, AGPA; and Kylie Daws, Junior Fair Board Co-President.

**PUBLIC COMMENT:** None.

**CONSENT CALENDAR (Action by Board):** Director Mercier made a motion, seconded by Director Salters and carried to accept the consent calendar which included minutes from the October 20, 2020 meeting, contracts and cash disbursements for October and November and the current financial report.

Board Member	Approved (yes vote)	Not Approved (no vote)	Abstained	Reason of Abstaining
Brandon Fawaz	X			
Jason Finley	X			
Judd Hanna	X			
Darrin Mercier (1 <sup>st</sup> )	X			
Lori Salters (2 <sup>nd</sup> )	X			
4 positions vacant				

The budget committee presented the 2021 budget. Director Hanna made a motion, seconded by Vice President Fawaz and carried to accept the 2021 10<sup>th</sup> DAA Budget.

Board Member	Approved (yes vote)	Not Approved (no vote)	Abstained	Reason of Abstaining
Brandon Fawaz (2 <sup>nd</sup> )	X			
Jason Finley	X			
Judd Hanna (1 <sup>st</sup> )	X			
Darrin Mercier	X			
Lori Salters	X			
4 positions vacant				

No public comment.

**BUSINESS REPORT & INFORMATION (Action by Board):**

- Officer Elections – Director Salters made a motion, seconded by Director Mercier and carried to keep the current slate of officers for another year: Jason Finley, President; Brandon Fawaz, Vice President & Michelle Eiler, Secretary.

Board Member	Approved (yes vote)	Not Approved (no vote)	Abstained	Reason of Abstaining
Brandon Fawaz	X			
Jason Finley	X			
Judd Hanna	X			
Darrin Mercier (2 <sup>nd</sup> )	X			
Lori Salters (1 <sup>st</sup> )	X			
4 positions vacant				

No public comment.

- Bagley-Keene Act Open Meeting Laws Zoom Meeting – CEO Munson reported that he and Michelle sat through the zoom presentation by the CDFA Legal Department. It was mostly review and the 10<sup>th</sup> DAA follows the guidelines very well. No public comment.
- Transition Plan – CEO Munson reported that CFA took the plan to start creating the JPA with the options for fairs to become nonprofits. The plan was presented to the Secretary of Ag on December 8<sup>th</sup>; CDFA presented their plan the following day. Their plan turns fairgrounds into more of emergency services facilities under OES than community event facilities. It is becoming apparent that CDFA is not the fairs friend. The RCRC met on December 10<sup>th</sup> and it was unanimous by the board to support the CFA transition plan. Under the new plan we would still receive allocations but would have a lot more flexibility and control over our facility; with the county having some say. CEO Munson will continue to provide updates as received. No public comment.
- Auto Racing – President Finley and CEO Munson talked with Kevin Barba, Barba Promotions about this year and next years race season. Mr. Barba feels that with no fans that it is best to not try again. The 10<sup>th</sup> DAA will hold off on issuing any contract for auto racing until we know more with the COVID-19 pandemic. Vice President Fawaz made a motion, seconded by Director Mercier and carried to forgive the final utility invoice to close out the 2020 contract in the amount of \$1,694.94, due to the effects that COVID-19 had on the race season.

Board Member	Approved (yes vote)	Not Approved (no vote)	Abstained	Reason of Abstaining
Brandon Fawaz (1 <sup>st</sup> )	X			
Jason Finley	X			
Judd Hanna	X			
Darrin Mercier (2 <sup>nd</sup> )	X			
Lori Salters	X			
4 positions vacant				

No public comment.

- Billboard Proposition/Rain Rock Casino – CEO Munson reported that Brandon Bethea, Marketing Director for Rain Rock Casino approached him with a proposition to build a new LED sign where the current billboard is located. If they can meet all the county and state requirements, they estimate the cost would be \$500-\$700K and it would be part of Phase II of their construction plan. They would pay for all initial expenses; they would lease it from the 10<sup>th</sup> DAA for 15 years and pay for any repairs and electrical during the contract term. The LED sign would become property of the 10<sup>th</sup> DAA since it is permanently affixed to the ground/property and we would have control of what is advertised. Vice President Fawaz made a motion, seconded by Director Hanna and carried to direct CEO Munson to further research the proposition and provide information to the board.

Board Member	Approved (yes vote)	Not Approved (no vote)	Abstained	Reason of Abstaining
Brandon Fawaz (1 <sup>st</sup> )	X			
Jason Finley	X			
Judd Hanna (2 <sup>nd</sup> )	X			
Darrin Mercier	X			
Lori Salters	X			
4 positions vacant				

No public comment.

**CORRESPONDENCE (Information/Action):** Included in the board packet is a Thank You card from the Yreka FFA and a CDFA Letter regarding Public Workshops to Address Alternative Fairground Operating Models. No public comment.

**FRIENDS OF THE FAIR:** There was no representative at the meeting. President Janae Scruggs did send an email with updates:

- They did not meet in November or December.
- The next phase of Winema Hall has been paid and will start as soon as CalFire is out of the building.
- She has been working on seeing if FOF would qualify for the USDA grant to purchase the shower trailer. At this time, they do not qualify as a private foundation. They have to get approved to apply for federal grants before the application can be completed; they cannot tell us our status before we apply.

No public comment.

**COMMITTEE REPORTS (Informational/Action):**

- Junior Livestock Auction Committee – Director Mercier said that the last large payment was received and there are only a few small ones left to collect. No public comment.
- Junior Fair Board – Kylie Daws, Co-President reported that they participated at the Outdoor Holiday Market by having Santa available for pictures. The next meeting will be held in January. No public comment.

**2021 ANNUAL FAIR (Information/Action):**

CEO Munson reported that the COVID vaccine should be out and distributed by June. After the 1<sup>st</sup> of the year, we will start preparing for the annual fair as normal. Grandstand events will be changed: Thursday – Redneck Roundup; Friday – Rodeo; Saturday – Destruction Derby. The livestock auction will be held Saturday evening and Sunday (species to be determined at a later date). We may also be able to find a small event, like lawn mower races, to run in the grandstand on Sunday. No public comment.

**CEO REPORT (Information/Action):**

- Events
  - Calendar of Events – CEO Munson reported that there are no events on the calendar and due to moving to the Purple Tier the indoor kart races have been postponed until further notice. No public comment.
  - Outdoor Holiday Market – CEO Munson reported that the event was absolutely amazing. We followed sanitizing protocols, people were happy and calm, the weather was beautiful, it was well attended by both vendors and patrons. No public comment.
- Projects
  - Winema Hall HVAC System/SB 5 Project – CEO Munson reported CCA will be releasing the bids this week. Cal Fire is scheduled to be out December 27<sup>th</sup> so the onsite walk through for contractors has been scheduled for January 8<sup>th</sup>. No public comment.
- Funding Issues – CEO Munson reported that we should be receiving one more payment before the first of the year. Next year funding should stay about the same and in 20/21 we will see the negative affect of COVID-19 on the AB1499 funds.. No public comment.
- WFA Chairman Report – CEO Munson stated that the WFA Convention is completely virtual this year. It runs from January 4-6, 2021. Staff will be participating and if any board member would like to just email CEO Munson and he will get you registered. This will be his final speech as the WFA Chairman. No public comment.

**MATTERS OF INFORMATION:**

- CEO Comments – CEO Munson reported that he is currently in San Luis Obispo with his new grandbaby that arrived on Sunday. He thanked the board for all of their hard work. Merry Christmas!
- Board of Directors Comments –
  - Director Salters – Would like to thank Cliff and staff for their work to put on the Outdoor Holiday Market and all the work being put in to the JPA transition.
  - Director Hanna – Good job to the budget committee and good job to the staff for the Outdoor Holiday Market. Merry Christmas!

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- Vice President Fawaz – Merry Christmas!
- Director Mercier – Good job to staff for dealing with this crazy year, but we pulled it off.
- President Finley – Good job, it was a tough year. We are ready for a normal fair!
- Items Proposed for Next Board Meeting – Strategic Planning Session, Sportsmen’s Expo and Billboard Proposition.

**NEXT MEETING DATE:** The meeting is scheduled for Tuesday, January 19, 2021 at 5:30 PM.

**ADJOURNMENT:** Meeting was adjourned at 6:41 PM.

Approved:

Attest:

Jason Finley  
President

Michelle Eiler  
Secretary



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10th DAA/Siskiyou Golden Fair  
Contractual Agreements  
December 2020

**CAMPING AGREEMENTS:**

CONTRACT #	NAME	PURPOSE	DATES	REVENUE
None to date				

**COMMERCIAL EXHIBITOR AGREEMENTS:**

CONTRACT #	NAME	PURPOSE	DATES	REVENUE
None to date				

**COMMUNITY PARTNERSHIP/SPONSORSHIP AGREEMENTS:**

CONTRACT #	NAME	PURPOSE	DATES	REVENUE
None to date				

**CONCESSION AGREEMENTS:**

CONTRACT #	NAME	PURPOSE	DATES	REVENUE
None to date				

**OUTDOOR HOLIDAY MARKET AGREEMENTS:**

CONTRACT #	NAME	PURPOSE	DATES	REVENUE
None to date				

**INTERIM EVENT AGREEMENTS:**

CONTRACT #	NAME	PURPOSE	DATES	REVENUE
44IN-20	Rain Rock Casino	Beer Garden Advertising	12/15/20-12/14/21	\$500/event

**JUDGING AGREEMENTS:**

CONTRACT #	NAME	PURPOSE	DATES	EXPENSE
None to date				

**SPORTSMENS EXPO AGREEMENTS:**

CONTRACT #	NAME	PURPOSE	DATES	REVENUE
None to date				

**STANDARD 210 AGREEMENTS:**

CONTRACT #	NAME	PURPOSE	DATES	EXPENSE
None to date				

**STANDARD 213 AGREEMENTS:**

CONTRACT #	NAME	PURPOSE	DATES	EXPENSE
None to date				

**WINTER STORAGE AGREEMENTS (monthly amounts):**

CONTRACT #	NAME	PURPOSE	DATES	REVENUE (per mo)
63ST2021	Tony Garcia	Recreational Unit Storage	per contract	\$55.00
64ST2021	Dustin Balma	Recreational Unit Storage	per contract	\$70.00

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**Siskiyou Golden Fair**  
**Check Detail**  
**December 2020**

Num	Date	Name	Description	Original Amount
	12/15/2020	United States Treasury	12/15 PR Federal Tax Deposit	-2,164.88
	12/31/2020	United States Treasury	12/31 PR Federal Tax Deposit	-2,234.54
	12/31/2020	CA Public Employees Retirement System	12/31 Retirement	-6,628.32
	12/31/2020	CA Public Employees Retirement System	1/21 Medical Insurance	-2,741.95
28856	12/01/2020	Saffire, LLC	Jan-Jun Licensing & Hosting Fees/Website	-1,500.00
28857	12/01/2020	U.S. Bank	Quickbooks Renewal & returned cartridge	-248.63
28858	12/03/2020	J.P. Morgan	Savings Plus Program deduction	-125.00
28859	12/03/2020	Alpine Business Equipment	Copy Machine Service	-49.00
28860	12/03/2020	Siskiyou Sanitary	Portapotties for Outdoor Holiday Market	-398.68
28861	12/03/2020	Yreka Auto Parts	Maintenance Supplies	-7.86
28862	12/04/2020	Kahn, Soares & Conway, LLP	Attorney Fees	-120.00
28863	12/08/2020	Siskiyou Daily News	Advertising Outdoor Holiday Market	-163.76
28864	12/08/2020	Buffalo Broadcasting, LLC	Advertising Outdoor Holiday Market	-140.00
28865	12/08/2020	NICA	2021 Membership	-100.00
28866	12/08/2020	Oregon Blue Print Company	2021 Fair Banner	-167.08
28867	12/08/2020	City of Yreka	Water Service	-960.85
28868	12/09/2020	MC Promotions/Michele Cloutier-Valdez	3rd & 4th Qtr Billboard Commission	-6,480.00
28869	12/09/2020	CalPERS	Jul-Dec OPEB expense - EE	-199.60
28870	12/09/2020	CalPERS	Jul-Dec OPEB expense - ER	-4,926.70
28871	12/14/2020	California Fair Services Authority	Vision & Life Insurance, LTD for CEO	-76.95
28872	12/14/2020	Suburban Propane	Propane Service	-1,225.76
28873	12/14/2020	Hue & Cry, Inc.	Office & Grounds Security	-197.50
28874	12/14/2020	I.A.F.E.	2021 Membership	-190.00
28875	12/14/2020	Pacific Power	Power Service	-1,514.60
28876	12/15/2020	Eiler, Michelle L.	12/15 Wages	-1,706.94
28877	12/15/2020	Luiz, Michael L.	12/15 Wages	-1,677.61
28878	12/15/2020	Munson, Cliff F.	12/15 Wages	-2,635.44
28879	12/15/2020	C DFA Fairs 93310	Front LED Sign Loan Payment	-735.21
28880	12/17/2020	J.P. Morgan	Savings Plus Program deduction	-125.00
28881	12/21/2020	G&G Ace Hardware	Maintenance Supplies	-68.79
28882	12/21/2020	Pacific Power	Power Service	-202.42
28883	12/21/2020	Les Schwab Tire Center	Maintenance Repairs	-118.44
28884	12/21/2020	Yreka Transfer, LLC	Garbage Service	-137.00
28885	12/21/2020	AT&T	Phone Service	-18.90
28886	12/23/2020	Pacific Power	Power Service	-506.82
28887	12/23/2020	Department of Forestry & Fire Protection	Fire Marshall Fees for HVAC plans	-660.00
28888	12/29/2020	Alpine Business Equipment	Copy Machine Service	-49.00
28889	12/29/2020	Citi Cards	Postage and renewal	-117.99
28890	12/29/2020	Verizon Wireless	Cell Phone Service	-77.89
28891	12/31/2020	Eiler, Michelle L.	12/31 Wages	-1,678.50
28892	12/31/2020	Luiz, Michael L.	12/31 Wages	-1,638.24
28893	12/31/2020	Munson, Cliff F.	12/31 Wages	-2,603.58
28894	12/31/2020	Eiler, Michelle L.	12/20 Health Benefit Payment	-227.51
28895	12/31/2020	Munson, Cliff F.	12/20 Health Benefit Payment	-240.11
28896	12/31/2020	Delta Dental Plan of California	Dental Insurance	-197.01
28897	12/31/2020	Union Operating Engineers	BU 12 Union Dues deduction	-50.60

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**Siskiyou Golden Fair**  
**Check Detail**  
**December 2020**

28898	12/31/2020	SEIU Local 1000	BU 1 Union Dues deduction	-81.16
28899	12/31/2020	City of Yreka	Water Service	-956.71
28900	12/31/2020	U.S. Bank	Advertising Outdoor Holiday Market	-24.00

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-49,096.53

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**Policies that need to be reviewed and renewed each year:**

CREDIT CARD AUTHORIZATION

CEO, AGPA and Senior Maintenance Worker are have possession of Costco Membership cards, Costco CitiBank and DGS Cal Cards. Cal Cards have the following daily limits: CEO \$5,000, AGPA \$1,000 and Senior Maintenance Worker \$1,000.

DELEGATION OF AUTHORITY

CEO is authorized to execute Rental Agreements up to \$10,000, Standard Agreements up to \$10,000, as long as these contracts do not exceed a one-year term, without further authorization from the Board of Directors. The AGPA is authorized, in the absence of the CEO, to execute Rental Agreements up to \$10,000, Standard Agreements up to \$10,000, as long as these contracts do not exceed a one-year term, without further authorization from the Board of Directors. In emergency situations, the CEO or AGPA, in the absence of the CEO, is authorized to execute the above-mentioned agreements up to the amount of \$20,000. All such executed agreements, however, are to be submitted to the Board of Directors for review at the subsequent meeting.

BOARD RESOLUTION COVERING VOLUNTEERS

Members of the Board of Directors of the 10<sup>th</sup> DAA/Siskiyou Golden Fair and any volunteers donating time for the Fair, will be covered by Workers' Compensation Insurance while performing their volunteer work.

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All the best in 2021!

~~Bob  
Henderson~~

Cliff-

1/21/21

Congratulations on completing your  
term as WEA Chairman and thanks  
for allowing me to share some time  
with your group. I hope the rest of  
the meetings were successful.