Hello Supervisor James Gore. Please accept this note from me/us on behalf of the entire ***Healdsburg Future Farmers Country Fair*** Board of Directors. My name is Phil Manoukian, a member of the HFFCF Board of Directors, and have been tasked to organize the food booths/food safety, at the 2026 HFFCF.

History: A very brief history of the HFFCF includes the organizing and our founding in 1949, and continuous operation as a 501C3, since 1950. Our Board of Directors has always been, and continues to be, completely volunteer. The Healdsburg Fair provides opportunities for local youth/students to exhibit and showcase their acquired, learn by doing skills, with their projects, including: livestock/animal husbandry, vineyard/crop science, public speaking, mechanics, arts, cooking, woodworking, steel fabrication, etc. We also provide scholarship monies for youth/students that pursue secondary education at traditional 4-year universities, junior college, and trade schools. The options are limitless, and we provide opportunities to youth/students that would not have these options without the resources we provide.

You may be aware of our traditional 'Kick-Off' event as being the annual Healdsburg Fair Twilight Parade. To paraphrase the great Yogi Berra, 90% of the town, (along with thousands of others), comes out to watch the Parade, while the other 50% are actually marching in it. In a 'Nutshell': if you are not in it, you are marching in it. The 'Healdsburg Fiscal Calendar' starts on the "Twilight Parade" Thursday Night prior to Memorial Day! If there is truly one aspect that epitomizes the heart and soul of this town, it's the Healdsburg Fair.

As alluded to, the Healdsburg Fair has been in continuous operation, Memorial Weekend, since 1950. The Healdsburg Fair is one of a select few livestock shows/Fairs, nationally, that takes no outside/state funding, and has no admission fees. This year, the Fair will run May 21st-23rd.

Fairway: In addition to our support of local youth/students, we provide opportunity for local not-for-profit community groups to raise funds through sales at their food and game booth. No commercial vendors are allowed. All funds are also directed to local youth/students. The not-for-profit organizations include: community groups, (Kiwanis, Rotary, Corazon), churches, schools, 4-H groups, Boosters, Boy/Cub/Girl Scouts, sports teams, neighborhood groups, etc. For most of these organizations, the Healdsburg Fair is the largest/only fund-raising opportunity for the year. All profits go directly into local youth programs these organizations sponsor.

Most of these groups sell food items as part of their offerings. It is all typical fairway offerings: hamburgers, corn dogs, popcorn/street corn/caramel corn, fudge, BBQ plates, funnel cakes, brownies/cookies, slushies, etc. Included are pre-packaged offerings such as canned/bottled drinks and chips, etc.

These groups and booths are staffed by local volunteers, with several 3 generation-strong teams. The booths are simple, homemade structures, or modified trailers, which perfectly capture the spirit of our event.

H.F.F.C.F.: We provide a space and power to each of these groups for a very nominal fee only. (Our fees cover the hard costs of power boxes, cables, turf mats, etc.). We do not participate in any aspect of fee collection.

Issue: This brings us to the 'crux of the matter'. The current fee schedule for the Sonoma County Food Handling Safety requirements is a deal breaker. Our Fair and community groups are very modest, and operate on such a tight margin, that these requirements would greatly reduce the opportunities/abilities they/we provide to our local youth. ($350-$650 would effectively eliminate 70%-100% (+/-), of our organizations).

Request: It is with this in mind that I am contacting my Supervisor, you, James Gore. I understand times are changing, and when it comes to food safety, "the 5 second rule" will no longer suffice. But there is no reason why we cannot provide safe and fun food fare, at our Fair. **My request from you is that Sonoma County Board of Supervisors waives fees of Sonoma County Health Department for the food booths**. The HFFCF agrees to provide guidance to all food vendors so as to meet all food handling safety requirements, (as stipulated within the Sonoma County 'Temporary Food Facility Application), and that we also provide a location for hot water and access to public sanitary sewers.

It is our intent to comply with your requirements for food handling safety, without jeopardizing our long-established community model, that maintains the unique quaintness of the Healdsburg Fair. I look forward to working with you/your office to make all this work.

On behalf of the HFFCF Board of Directors, thank you for your time, commitment to community, and consideration to our concerns.

Sincerely,
Jess Ascoop, President, Healdsburg Fair
Susie Garcia, Chair, Healdsburg Fair Twilight Parade
Phil Manoukian, Chair, Healdsburg Fair Food/Game Booths

2025 Food Vendors:

1) Dry Creek Neighbors	Fudge
2) Gateway 4-H	Ethnic Small Plates
3) Windsor Christian Academy	Bottled Drinks/Packaged Snacks
4) Warm Springs 4-H	Packaged Ice Cream
5) Healdsburg Athletic Boosters	BBQ Plates/Corn Dogs/Bottled Drinks
6) Latter Day Saints	BBQ Plates/Bottled Drinks
7) Healdsburg Kiwanis	Burgers/Corn Dogs/Garlic Fries
8) 7th Day Adventists	Vegetarian Soups/Plates
9) Girl Scouts	Street Corn
10) Healdsburg Wrestling	Caramel Corn

SUBMIT TO:
Board of Supervisors
575 Administration Dr, Ste 100A
Santa Rosa, CA 95403

COUNTY OF SONOMA

RECEIVED
MAY 13 2026
BOARD OF SUPERVISORS
COUNTY OF SONOMA
For Board of Supervisors Use Only

Fee Waiver/Board Sponsorship Request Form

1. Contact information for individual requesting fee waiver/sponsorship:

   Name: PHIL MANOUKIAN (First / Middle / Last)

   Mailing Address: [redacted] (Number, Street, Apt/Suite) HEALDSBURG (City) CA (State) 95448 (Zip)

   Phone: [redacted] (Area Code, Number) Email: [redacted]

2. Name of Community Based Organization, Non-Profit, or Government Agency for which fee waiver/sponsorship is requested:

   Name: HEALDSBURG FUTURE FARMER COUNTRY FAIR (H.F.F.C.F.)

   Mailing Address: P.O. Box 763, HEALDSBURG, CA 95448 (Number, Street, Apt/Suite / City / State / Zip)

   Phone: [redacted] (Area Code, Number) Email: HEALDSBURGFAIR@GMAIL.COM

3. Please indicate by check mark the supervisory district in which the organization or agency submitting this request is located, where the project/activity/event will be held, and the district office to whom you would like to submit this request:

Board Member and District	Rebecca Hermosillo District 1	David Rabbitt District 2	Chris Coursey District 3	James Gore District 4	Lynda Hopkins District 5
Entity or organization location (select all that apply)	☐	☐	☐	☒	☐
Project/activity/event location (select all that apply)	☐	☐	☐	☒	☐
District office to receive request (select only one)	☐	☐	☐	☒	☐

4. Type of Community Based Organization, Non-profit, or Government Agency for which the fee waiver/sponsorship is requested:

   ☐ City ☐ Special District ☐ Other Local Government
   ☐ School ☒ Non-profit or CBO

   Other (please specify): _____

5. Please provide a description of the project/activity/event for which a fee waiver/sponsorship is being requested on a separate sheet of paper. Please include the number of individuals who will participate or be served, etc.

6. Please indicate if this is a one-time or annual event: ☐ One Time ☒ Annual

armaniac@sonic.net

From: Esmeralda Pulido <Esmeralda.Pulido@sonomacounty.gov>
Sent: Tuesday, May 12, 2026 4:35 PM
To: [redacted]
Cc: Esmeralda Pulido; Amanda Hansen; Katherine Gamble
Subject: Healdsburg Future Farmers Country Permit application and fee breakdown - Pending Approved BOS fee waiver
Attachments: HFFCF permit applicarions.pdf

Phil & Susie, thank you for turning in your completed permit applications. Per our conversation below is the breakdown of the fees to provide to the Board of Supervisor

- Event Organizer Permit – 6-19 vendors : **$1254**
- TFF Vendor Permit(single event):
  - TFF Pckg - $223 X 2 - **$446**
  - TFF Min – $282 X 2 - **$564**
  - TFF Mod – $379 X 1 -**$379**
  - TFF Extensive –516 X 5 -**$2580**

  Total **$5223**

Next steps:
Please provide us with the approved BOS fee waiver to cover for the permit fees.

Organizer permit
Thank you,

Esmeralda Pulido
Senior Office Assistant
County of Sonoma Environmental Health
463 Aviation Blvd
Santa Rosa, CA 95403
(707) 565-6530

NOTICE OF CONFIDENTIALITY: This e-mail message, including any attachments, is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential or exempt from disclosure under applicable laws. If you are not the intended recipient, you are notified that dissemination, distribution, or copying of this communication is strictly prohibited and may be a violation of law. If you have received this communication in error, please notify the sender by reply e-mail and delete all copies of the original message

Please consider the environment before printing this e-mail, or opt to print on both sides of the paper

7. Type and amount of fee waiver/sponsorship requested. Please list all County fees you are requesting be waived/sponsored in conjunction with this project/activity/event. Please attach a copy of an estimate or receipt from the County Department or Veteran's Building Operator documenting the amount of each fee you are requesting be waived/sponsored.

Department Assessing Fee	Type of Fee	Amount of Fee
SONOMA COUNTY DEPT. HEALTH	APPLICATION/OVERSIGHT	$1,254-
SONOMA COUNTY DEPT. HEALTH	TFF VENDOR PERMIT (SINGLE EVENT)	$3,969-
	TOTAL	$5,223-

8. If your Community Based Organization, Non-Profit, or Governmental Agency has received a fee waiver/sponsorship for a similar project/activity/event in the past, please list below:

Date of Fee Waiver	Department Assessing Fee	Type of Fee	Amount of Fee
/ /	Ø	Ø	Ø
/ /			
/ /			
/ /			

9. Does the organization or agency for which the fee waiver/sponsorship is requested receive funding from any of the following sources? If so, please specify:

☐ Property Tax ☐ Sales Tax ☐ Special Assessment

☐ User Fees

Other (please specify): SELF SUPPORTING/FUND RAISING

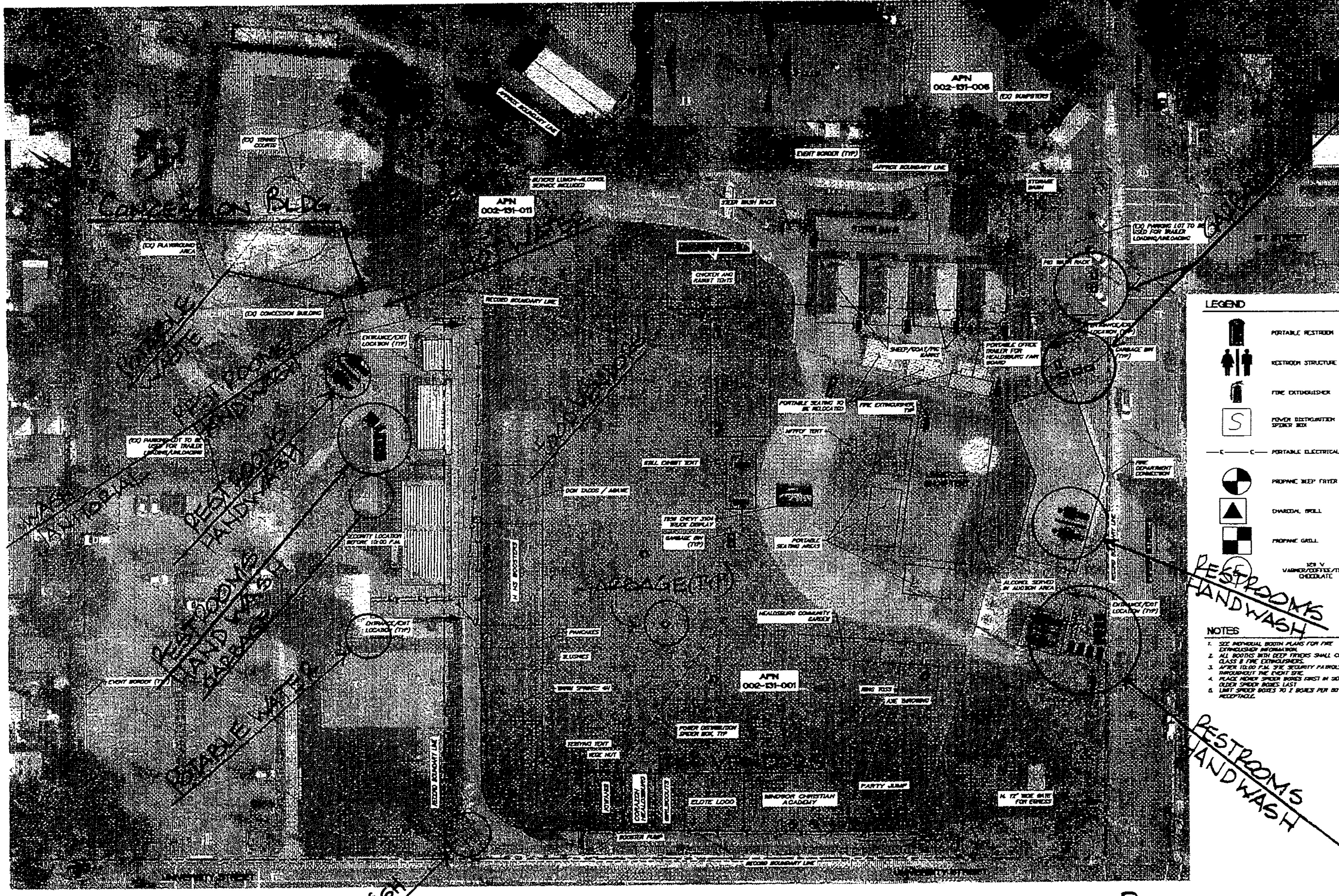
10. If you checked any of the boxes in number 9 above, please provide an explanation and supporting documentation regarding the inability of the organization or agency to pay the fees which you are requesting be waived/sponsored. Please attach to this form and submit with your request.

11. Will the organization or agency be charging an entry fee or be requesting a donation for the project/activity/event for which you are requesting a fee waiver/sponsorship? If so, please provide an explanation detailing why the fees to be waived/sponsored cannot be recovered through the entry fee. Please attach to this form and submit with your request. NO ENTRY FEES

[redacted]
Authorized Signature

HEALDSBURG FAIR- DIRECTOR
Title

4 / 1 / 2026
Date



LEGEND

- PORTABLE RESTROOM
- RESTROOM STRUCTURE
- FIRE EXTINGUISHER
- POWER DISTRIBUTION SPIDER BOX
- —E——E— PORTABLE ELECTRICAL LINE
- PROPANE DEEP FRYER
- CHARCOAL GRILL
- PROPANE GRILL
- 120 V WARMER/COFFEE/TEA/CHOCOLATE

NOTES

1. SEE INDIVIDUAL BOOTH PLANS FOR FIRE EXTINGUISHER INFORMATION.
2. ALL BOOTHS WITH DEEP FRYERS SHALL CONTAIN CLASS B FIRE EXTINGUISHERS.
3. AFTER 10:00 P.M. THE SECURITY PATROLS THROUGHOUT THE EVENT SITE.
4. PLACE NEWER SPIDER BOXES FIRST IN SERIES, OLDER SPIDER BOXES LAST.
5. LIMIT SPIDER BOXES TO 2 BOXES PER 50 AMP RECEPTACLE.

SITE PLAN
SCALE: 1" = 30'
0 30 60 90
(GRAPHIC SCALE IN FEET)

RECREATION PARK
515 PIPER STREET

MUNSELLE CIVIL ENGINEERING
◆ CIVIL ENGINEERING ◆ SURVEYING ◆
◆ PLANNING ◆ CONST. MANAGEMENT ◆
813 CENTER STREET
HEALDSBURG, CA 95448
(707) 395-0968

CORT L. MUNSELLE DATE
RCE 59941

HFFCF SITE PLAN
SITE PLAN
APN 002-131-001
515 PIPER ST
HEALDSBURG, CA

NOV 18, 2024
JOB NO. 69-24
SHEET NO. 1
OF 1 SHEETS

REVISION	DESCRIPTION	BY	DATE

P:\MCE JOBS\2024\69-24 HFFCF\DWGS\69-24 HFFCF SITE PLAN.DWG 11/19/2025 12:49 PM JH

Sonoma county
DEPARTMENT OF HEALTH SERVICES

Environmental Health ❖ 463 Aviation Blvd, Santa Rosa, CA 95403 ❖ 707-565-6565 ❖ EH@sonomacounty.gov

https://sonomacounty.gov/environmentalhealth

COMMUNITY EVENT ORGANIZER PERMIT APPLICATION

DUE 30 DAYS BEFORE EVENT

California law requires that in addition to the permit issued to each complying temporary food facility, a permit shall be obtained by the person or organization responsible for facilities or equipment that are shared by **two or more** temporary food facilities operating at a community event. Permits are required for multiple day events, including events that occur on nonconsecutive days throughout the year.

☒ Original application ☐ Renewal ☐ Includes a Certified Farmer's Market

Event Name HEALDSBURG FUTURE FARMERS COUNTRY FAIR Event Date & Time MAY 20-23, 2026

Location RECREATION PARK City HEALDSBURG State CA Zip 95448

Organization Name HEALDSBURG FUTURE FARMERS COUNTRY FAIR Owner Name NON-PROFIT (501-3C)

Organizer's Name PHIL MANOUKIAN Phone [redacted]

Organizer's Mailing Address [redacted]

City HEALDSBURG State CA Zip 95448 E-mail [redacted]

Community Event Organizer Permits	*Application Materials Received on Time*	*Hourly Rate*
2 - 5 Food Vendors	$ 804.00	$ 261.00
6 - 19 Vendors	$ 1254.00	$ 261.00
20 + Vendors	$ 1766.00	$ 261.00

Maximum number of food facilities at the event: 6-19 Fee Enclosed $ Ø

This application submittal includes applicable fees and all information listed below:

- ☑ Completed ***Community Event Organizer Permit Application*** (this page).
- ☐ Completed Digital Vendor List spreadsheet (template provided by EH) *Note: Each food vendor must obtain a temporary Food Facility permit **prior** to operating.*
- ☐ Completed ***Community Event Organizer Requirements*** form (page 3)
- ☐ A detailed site plan indicating:
  - Location of the event
  - Proposed locations of <u>all</u> food vendors
  - Source and location of the potable water supply to each facility
  - Location of all garbage receptacles
  - Location of all shared handwashing, utensil washing, and janitorial facilities
  - Location of wastewater disposal (and used cooking oil disposal, if applicable)
  - Location and number of all toilet and handwashing facilities

I understand that I am responsible for ensuring that the food vendors operating at this event are in compliance with the California Retail Food Code. I have read and understand the attached *Community Event Organizer Guidelines*.

Vendors found operating at the event without a permit may be charged up to three times the permit fee or be required to leave the event.

Print Name/Title PHIL MANOUKIAN - DIRECTOR Signature [redacted] Date 4/1/2026

(1 OF 25)

For office use only:

PE _____ PR# _____ FA# _____ District _____ Issue Permit _____ Approved by _____

☐ Cash ☐ Check/Credit Card Trans# _____ Date Rec'd by _____ Amount Rec'd $ _____

sonoma county
DEPARTMENT OF HEALTH SERVICES

Environmental Health ❖ 463 Aviation Blvd, Santa Rosa, CA 95403 ❖ 707-565-6565 ❖ EH@sonomacounty.gov

https://sonomacounty.gov/environmentalhealth

COMMUNITY EVENT ORGANIZER REQUIREMENTS

Community event organizers are required to complete and submit this form.

1. RESTROOM FACILITIES

a. Number of toilets provided or available: 25(±) *Location(s) shown on site plan? ✓ Yes ____ No
b. Number of handwashing facilities provided or available: 5
*Location(s) shown on site plan? ✓ Yes ____ No

Note: At least one toilet facility for each 15 employees shall be provided within 200 feet of each food facility. Each toilet shall be provided with hand washing facilities equipped with warm and cold running water, hand washing cleanser and single-use sanitary towels in permanently installed dispensers.

2. WATER SUPPLY

a. Source of potable water supply (e.g., spigot, self-contained fresh water tank) HEALDSBURG DOMESTIC SERVICE
*Location(s) shown on site plan? ✓ Yes ____ No *Size of fresh water tank (gallons) Ø
b. Warm or hot potable water supply available to food facilities? Location YES, @ CONCESSION BLDG.
c. Running potable water delivered to each booth? ____ Yes X No
*If no, location(s) where food facilities may obtain water shown on site plan? X Yes ____ No (SEE POTABLE @ SITE PLAN)
d. Food grade hoses and sanitary connections provided? X Yes ____ No

3. GARBAGE & LIQUID WASTE

a. Number of garbage containers provided: 20(±) *Location(s) shown on site plan? X Yes ____ No
b. Number of wastewater tanks Ø Size of wastewater tank(s) (PUBLIC SANITARY SEWER @ CONCESSION)
*Location(s) shown on site plan? X Yes ____ No
c. Janitorial facilities available at the event? X Yes ____ No
*Location(s) shown on site plan? X Yes ____ No
d. Containers provided for disposal of used cooking oil? ____ Yes ____ No (X NA)
*Location(s) shown on site plan? ____ Yes ____ No

4. ANIMAL CONTROL

a. Signs posted at all entrances advising no live animals are permitted within 20 feet of food facilities?
X Yes ____ No
b. Event staff personnel available to ensure no animals are permitted within 20 feet of food facilities?
X Yes ____ No

5. ELECTRICAL POWER

a. Adequate lighting is provided for events that occur at night or indoors? X Yes ____ No
b. Electrical power provided for food equipment at each food booth? X Yes ____ No
c. For events scheduled consecutively for more than one day, continuous supply of electricity provided to power refrigerators overnight? X Yes ____ No

Print Name/Title PHIL MANOUKIAN Signature [redacted] Date 4/1/2026