

# THE GRAPE CRUSHER

NAPA VALLEY COMMONS  
PROPERTY OWNERS ASSOCIATION

## UPCOMING BOARD MEETING

The Board Meeting will be held on Wednesday, October 15th, 2014, 11:00 a.m. at The Meritage Resort and Spa, 875 Bordeaux Way. All property owners are welcome!

## FREE WATER-WISE SURVEY TO SAVE YOU \$\$\$

The City of Napa has a free program called the The Water-Wise Business Survey to encourage commercial, industrial, and institutional customers to use water and energy more efficiently. We encourage all Napa Valley Commons owners and tenants to participate. The City of Napa will come to your business and audit all water uses and provide recommendations to save you water and money. The program consists of:



- Water usage history and billing analysis
- Site visit by City water conservation specialists
- Evaluation of all water-using fixtures, appliances, and equipment
- Landscape irrigation audit

The follow-up report contains information about recommended equipment upgrades, water management improvements, identification of applicable rebate incentives and free replacement devices, cost/benefit analysis and payback periods for recommended efficiency measures.

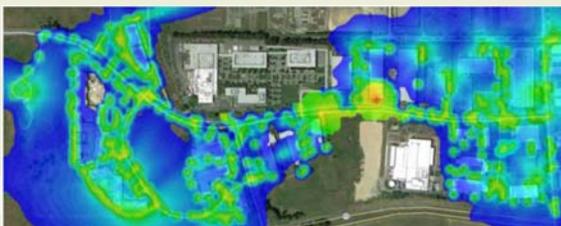
To participate, contact the City of Napa Water Conservation Specialist at 707-257-9497 or email [pcostello@cityofnapa.org](mailto:pcostello@cityofnapa.org) to schedule your FREE Water-Wise Business Survey!

## CELLULAR TECHNOLOGY SURVEY OF NAPA VALLEY COMMONS – LATEST UPDATE

The technology infrastructure at Napa Valley Commons is very important to the success of all businesses in the Park. With a view to understanding and improving the technology infrastructure, the Board of Directors of the Napa Valley Commons Property Owners Association contracted Provision Network (a professional consultant) to evaluate the cell phone signal strength (by carrier). In June 2014, a high tech signal survey of cellular providers was completed for the Napa Valley Commons property. The survey images below clearly document the poor cellular signal coverage at Napa Valley Commons. We want to fix this problem.

The Board of Directors has retained Provision Networks to work with AT&T and Verizon to improve cellular signal coverage at Napa Valley Commons. This is an important project that required the help of both owners and tenants. A Technology Survey form was mailed to all occupants and owners at Napa Valley Commons. This survey was designed to generate an aggregate telecom services profile for the current and potential Napa Valley Commons businesses in support of a multi-carrier cellular coverage solution. The survey results are being compiled and will be presented to both AT&T and Verizon Wireless RF engineering to support a business case for providing enhanced cellular coverage at Napa Valley Commons. We want to thank all of the owners and tenants who took the time to complete the survey... your input matters!

LTE 4G Signals of all carriers

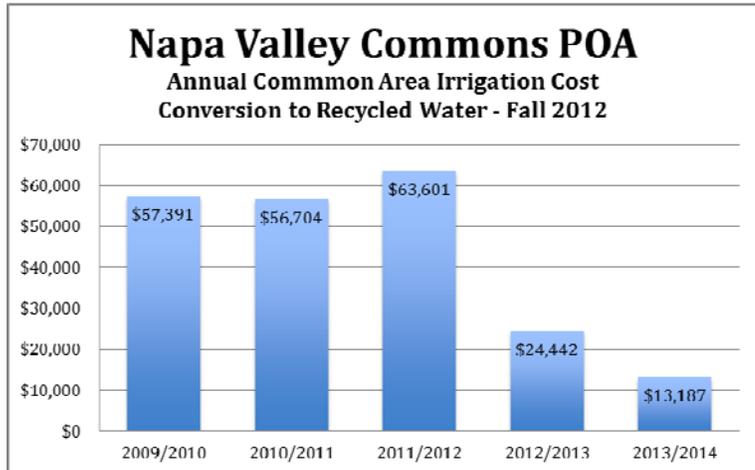


3G Signals of all carriers



**RECYCLED WATER – AN ENVIRONMENTALLY AND FINANCIALLY GREEN SOLUTION**

Napa Valley Commons Property Owners Association cares for the extensive common area landscaping within our 246 acre business park. The landscaping includes more than 530,000 square feet of turf and more than 1,200 trees. For many years, the idea of converting the irrigation water from drinking water to recycled water was discussed. In 2012, after more than two years of meeting each challenge, the dream became a reality. We were successful in converting the irrigation system from drinking water to reclaimed water. The irrigation water costs at Napa Valley Commons have declined significantly. Additionally, no matter how much or how little rain comes each year, the flow of recycling is not restricted. This means our common area landscape will remain well irrigated and green!



**NAPA VALLEY COMMONS TENANT SPOTLIGHT: CATALYST CONSULTING GROUP**

Just inside the office of 2789 Napa Valley Corporate Drive there is a beautiful fish tank and a warm greeting. Beyond this entrance, designers and consultants are working diligently on a variety of projects. Catalyst Consulting Group (“CATALYST”) is a professional security and special system consulting and engineering company. Founded in 2001 by Todd Andersen, Catalyst Consulting Group (CATALYST) is headquartered in Napa at the South end of Napa Valley Commons. Andersen has worked in the security industry since 1987 and as a Napa native, decided to base CATALYST in the Napa area to be close to his roots. Napa Valley Commons has been home to CATALYST and its 5 employees since 2005. CATALYST’s footprint goes well beyond Napa and even beyond California. With few clients actually in Napa, the Napa location is convenient due to its close proximity to both Sacramento and the Bay Area. CATALYST has been engineering and building physical security systems primarily all across the west coast from Arizona up to Seattle, and has even taken on international projects reaching as far as India and Russia.



The primary clients of CATALYST are Fortune 500 companies including various airports, large federal agencies, banks and technology companies. For example, one of CATALYST’s projects was at the Sacramento International Airport, designing and installing card access control systems, closed circuit television equipment, voice and data infrastructure design and other special systems to meet TSA standards and integrate with existing systems at the airport. A project of great importance, no doubt, and a prime example of how CATALYST prides itself on building innovative security solutions and taking accountability for providing the best security solution.

While CATALYST has very few individual clients, the work that they do is rather fascinating for anyone interested in the newest technologies in security and intrusion detection systems. With the technology industry growing, especially in the Bay Area, security is a top priority and many of CATALYST’s clients require advanced systems to keep their assets secure. CATALYST uses Computer Aided Design Drafting (“CADD”) software, which allows them to complete the 3D modeling of the security system. Once the modeling of the security systems are designed, the software allows the designer to overlay it into the same model used by other functions of design and determine any conflicts with those other areas of construction such as plumbing or electrical.

**Top Security is a Must in Today’s Business Environment**

For more information about CATALYST, visit [www.ccgnapa.com](http://www.ccgnapa.com).

## NAPA VALLEY COMMONS STREET LIGHTING CONVERSION COMPLETE

There are 54 street lights at Napa Valley Commons. With the assistance and support of the City of Napa, the Board approved converting the 54 street lights to LED lighting. The new lights will use much less energy than the previous lights. We are very pleased to report that the work was completed in September 2014. The total cost of the project was \$20,250. The POA anticipates receiving a PG&E rebate for the energy saving conversion of \$4,050. The reduced energy cost savings associated with the LED street lights are expected to fully repay the costs of the LED street light conversion project (net of rebates) within 7 years. This is a very green project for Napa Valley Commons!



## ARE YOUR SIGNS IN COMPLIANCE WITH THE NEW PROGRAM?

In 2010, the City of Napa approved a new Master Sign Program for Napa Valley Commons. The new master sign program provides comprehensive guidelines for all signs in Napa Valley Commons. You may have noticed that some of the property owners have already replaced signage, working in conjunction with the City of Napa to ensure that all replacement signage is in compliance with the new Association guidelines. A copy of the new signage guidelines is posted at [www.napavalleycommons.com](http://www.napavalleycommons.com). The Board of Directors of the Napa Valley Commons Property Owners Association (POA) commissioned a comprehensive report that documents all non-compliant signage within the Park. At the April Board Meeting, the Board of Directors approved a two year timeframe to work with all property owners to bring all non-compliant property/building signage into compliance. If your property signs are not in compliance, you will have received your 2nd written notification from the POA.

### Where can I find a copy of the Napa Valley Commons Master Sign Program?

A PDF copy of the Master Sign Program is located in the document library of the Napa Valley Commons website [www.napavalleycommons.com](http://www.napavalleycommons.com). Alternatively, you can call Dawn Friesen with Advanced Property Management by phone at 866-946-0800 ext. 89 or by email at [dawn@advancedmgmt.com](mailto:dawn@advancedmgmt.com).

### Do I need approval to change my signage?

Yes. The Board of Directors of the Napa Valley Commons Property Owners Association (POA) must approve proposed signage before work can commence. The first step in the process is to submit a Request for Architectural, Signage or Landscape Change Certificate and Agreement (form is available at [www.napavalleycommons.com](http://www.napavalleycommons.com)). Once a complete application and check are received by Advanced Property Management, the Association's signage consultant will review your application for compliance with the Master Sign Program. When the signage consultant's review is complete, the Board of Directors of the POA will review your application for approval. Once you receive written approval from the POA, work can commence by your signage contractor.

### Experienced Napa Valley Commons Signage Contractors

The following vendors are capable of providing both design and installation services should you or your tenant wish to pursue the installation of additional appropriate signage in accordance with the Napa Valley Commons Master Sign Program:

Martin Kindred  
Principal  
**G N U Group**  
3445 Mt. Diablo Boulevard  
Lafayette, CA 94549  
925-444-2026 - D  
415-314-5816 - C  
925-444-2020 - O

Michelle Luporini  
Project Team Coordinator  
**JSJ Electrical Display Corporation**  
167 Grobri Court  
Fairfield, CA 94534  
Phone 707-747-5595  
Fax 707-747-5599  
[www.jsjdisplay.com](http://www.jsjdisplay.com)

Rochelle Zatkun  
**Architectural Signs & Associates**  
918 Enterprise Way, Ste. A  
Napa, CA 94558  
Tel 707-258-0771  
Fax 707-258-0781  
[www.asagraphics.com](http://www.asagraphics.com)

## VISIT OUR PUBLIC WEBSITE: WWW.NAPAVALLEYCOMMONS.COM



Napa Valley Commons has a new website. Our new website includes two areas that will be of great interest to you and your tenants. One is a fully featured site map that will list all of the tenants with addresses, and phone numbers, as appropriate. This will allow your clients, vendors, and customers to easily locate your office / business within the whole of Napa Valley Commons. If there's any update to this information, please provide it as soon as possible to APM.

Secondly, our new website features a 'Calendar' section. This will be a vehicle whereby all of the tenants within Napa Valley Commons have the ability to garner greater awareness/attendance for their events and openings. Please send any new events that you would like to have posted on the website to Dawn Friesen at dawn@advancedmgmt.com. Please make sure you include the name of the event (plus a one or two line description), date, time, if there's a cost involved, and a contact person/phone and/or email.

This is yet another way that the POA is working to support the continued growth and strength of the businesses within Napa Valley Commons. You may want to notify your clients/vendors of our new website, thereby expanding the brand awareness of Napa Valley Commons overall, and your business more specifically.

### STAY CONNECTED – NEW PRIVATE WEBSITE OWNER PORTAL

In conjunction with the new website, we have now completely redesigned the website portal for Napa Valley Commons owners. **The owner website portal is designed specifically to meet the needs of property owners.** The portal is accessible from the home page of the Napa Valley Commons website. As an owner, if you already have a signed Electronic Consent form, you can use your existing user ID and password to log in. To log in and access the portal, go to the homepage at [www.napavalleycommons.com](http://www.napavalleycommons.com). On the homepage, simply click "Owner Login" (in the upper right corner of the homepage) and enter your user ID and password. If you haven't had a chance to sign the Electronic Consent form, please contact Dawn Friesen with Advanced Property Management at dawn@advancedmgmt.com. Once the signed consent is received by the Association, you will receive an electronic invitation to access the new website along with your personal user ID and password. Also, if you have issues logging in, please contact dawn@advancedmgmt.com.

The functionality of the portal is extensive. Some of the features of the owner website portal include:

1. The ability for an owner to view current accounting information related to the property
2. The ability to make assessment payments online
3. The option for an owner with multiple properties to utilize a single login
4. The ability to submit and track inquires and multiple types of work requests
5. A community calendar
6. A photo gallery
7. An extensive document library and more

### STAY CONNECTED – NEW PRIVATE WEBSITE TENANT PORTAL

In an effort to connect all of the users in the Napa Valley Commons business park, we are pleased to report the launch of a brand new tenant website portal. **The tenant portal is designed to serve the needs of those who work at Napa Valley Commons.** The functionality of the portal is extensive. Some of the features of the tenant website portal include:

1. The ability to receive the Napa Valley Commons newsletter electronically
2. The ability to submit and track inquires
3. The ability to submit calendar events that can be shared with other tenants at Napa Valley Commons who have signed up for the tenant website
4. Community calendar
5. Photo gallery
6. Document library
7. Local resources and more

If you would like your tenant to access the tenant website portal, your tenant will need to complete a tenant information form. Once the form is received by the Association, your tenant will receive an electronic invitation to access the website with a user ID, password and instructions. For your tenant to access the portal, they will go to the homepage at [www.napavalleycommons.com](http://www.napavalleycommons.com). On the homepage, they will simply click "Tenant Login" (in the upper right corner of the homepage) and enter the user ID and password that was provided. If your tenant has any difficulty logging in, or if you need a tenant information form, please contact Dawn Friesen with Advanced Property Management at (866) 946-0800, ext. 89 or by email at dawn@advancedmgmt.com.

**Your APM Team – [www.advancedmgmt.com](http://www.advancedmgmt.com)**

Advanced Property Management (APM) was established in 1986 and is a full service property management company. APM has been managing the common areas at Napa Valley Commons since November 15, 2005. One of the primary objectives was to assist in the formation of a Property Owners Association (POA). Now we are working with the new Board of Directors to address the key issues facing the POA. The APM team dedicated to Napa Valley Commons consists of the following persons:

Principal—Relationship Manager  
**Bob Breitenstein**  
1-866-946-0800 ext. 803  
[bob@advancedmgmt.com](mailto:bob@advancedmgmt.com)

Principal—Assistant Relationship Manager  
**Jay Spangenberg**  
1-866-946-0800 ext. 88  
[jay@advancedmgmt.com](mailto:jay@advancedmgmt.com)

Project Manager—Property Specialist  
**Suzanne Infald**  
1-866-946-0800 ext. 84  
[suzanne@advancedmgmt.com](mailto:suzanne@advancedmgmt.com)

Owner Liaison—Customer Service Contact  
**Dawn Friesen**  
1-866-946-0800 ext. 89  
[dawn@advancedmgmt.com](mailto:dawn@advancedmgmt.com)

Accounting  
**Denise Babich**  
1-866-946-0800 ext. 804  
[accounting@advancedmgmt.com](mailto:accounting@advancedmgmt.com)

**Vendor Team**

The vendor team assembled to care for the POA includes:

Landscaping:	Pacific Landscapes, Inc.
Tree Care:	Arborwell
Management:	Advanced Property Management
Legal Team:	Brian Bonney, Esq. and Dennis Klimmek, Esq.
Street Sweeping/Sign Maintenance:	Universal Site Services
Litter Removal:	Pacific Landscapes, Inc.
Electrical:	Long Electric

**Board of Directors**

President:	Kory Kramer, The Meritage Resort and Spa
Vice President:	Elizabeth Trowbridge, LBA Realty
Treasurer:	Ned Pike, The Pike Company
Secretary:	Melody Thebeau, LBA Realty

[www.napavalleycommons.com](http://www.napavalleycommons.com)

*If you haven't yet had the opportunity to log in to our new website at [www.napavalleycommons.com](http://www.napavalleycommons.com), we recommend you do so.*

*With a few clicks of a mouse, you can submit and track a service request, update your personal information, view association documents, and locate important community resources such as emergency contacts, city offices, contacts for local utility companies, medical offices, transportation and more. You can also do your part for the environment by requesting that the Association send all documents (newsletters, budgets, notices, etc. to the extent legally permitted) to you by e-mail.*

*If you haven't had a chance to sign the Electronic Consent form that was mailed to you, please sign it and send it in. Once the signed consent is received by the Association, you'll receive an electronic invitation to access the website along with your personal user ID and password. If you've misplaced your form, you can obtain another copy by contacting Dawn at [dawn@advancedmgmt.com](mailto:dawn@advancedmgmt.com).*