

# CLACKAMAS COUNTY FAIR BOARD MEETING

June 14, 2018

## MINUTES

### 1. CALL TO ORDER

Vice President Gary Linton called the meeting to order at 4:30 p.m. Board Members present included Raeline Kammeyer, Matt Bunch, Dan Sandberg, Greg Parker and Lauren Humphreys. Ted Kunze had a prearranged absence.

Other attendees included Executive Director, Laurie Bothwell, Executive Assistant, Susan Wells, Guests Ken Humberston, Clackamas County Commissioner, Laura Zentner, Business Community Services Director, Steve Nielsen, President of the Fair Improvement Foundation, Dave Burke, Rodeo Committee Member and Matt Rinehart were present. Welcome newest Board Member Lauren Humphreys.

### 2. CITIZEN COMMUNICATION

a. No correspondence presented.

b. Citizen Testimony

1. Steve Nielsen, representing the Clackamas Kennel Club, expressed his concern over the City of Canby's lack of interest in accommodating the hospitality needs of the guests and participants of the largest all breed dog show in the nation for the 4<sup>th</sup> weekend of June here on the fairgrounds. Guests attend from all over the USA and around the world. Greg Parker, as a City-Representative, will look into this opportunity for local businesses.
2. Matt Rinehart requesting update on the SAFE non-profit BB gun booth. Matt was informed that the Fairgrounds has a policy of no guns and this policy will remain in effect as it is stated.

### 3. CONSENT AGENDA (Motion Needed)

a. Minutes from the May 10<sup>th</sup>, 2018 Fair Board Meeting, Dan moved to accept the minutes with the changes to section 5(d) of the Fair. Change was made to read ..."if the fairgrounds property was sold, Clackamas County would have 5 years to decide to rebuild." Matt moved to accept the minutes with the correction. Seconded by Dan. All in favor, motion carried.

### 4. UPDATES

- a. Executive Director – Recent events held on the grounds include the Datsun NW Show, the Renaissance Fair, Guaranty RV Show, 4H activities and the Wine Food & Brew. Bookings for fair vendors are up 30% from last year. Discussion about how Clackamas County Finance extracted funds from our account held in the County's Treasurers office to pay for phase 1 of the Electrical upgrades was discussed.
- b. Fair Board Member Reports - Dan reported that Jack Daniels has withdrawn their Sponsorship for the Rodeo. Rodeo members are currently looking for a vendor to fill the void. They are considering a sponsor that will sign a multi-year agreement which will include an inflation clause. Carol Unruh has assisted with these hurtles in the past and will be consulted. The Clackamas County Fair and Rodeo Court took 2<sup>nd</sup> Place for Queens and Courts in the Rose Parade. It must be noted that scoring came in 2<sup>nd</sup> by .5 points. Miss Rodeo America will not be here for our Rodeo.
- c. Fair Board Committee Reports – nothing reported
- d. Commissioners Report – Ken reported that the budget for Clackamas County is complete (\$1 Billion, 200 Million). County received an AAA Bond Rating. Audit was clean, no findings. County just started to receive the first Marijuana Tax Revenues. 4H Budget for fees for use of facilities was not addressed.

- e. CCF Improvement Foundation – Next Meeting July 10<sup>th</sup> at 7pm in Main Lawn Complex. Decision has not been made yet on how to spend the \$14K energy trust rebate from the Ely & Rosebrook lighting updates.

#### 5. OLD BUSINESS

- a. Budget 2017-18, 2018-19 – Greg has questions that Laurie is assisting him regarding the budget.
- b. Electrical Project – County is continuing to update electrical on the grounds. Once all is complete there should be no need for a full-time electrician during the fair. County will keep their local electrician as the on-call individual during fair should the need arise.
- c. First Amendment Expression Policy – Motion by Greg to adopt the policy as published. Seconded by Raeline. All in favor, motion carried.
- d. Grants, Heritage Grant, Regional Infrastructure Fund – Raeline reported we have applied for a \$20K grant for which we have to match funds for 4H building improvements. \$750K grant was denied for Main Pavilion roof, floor, & restrooms this is being appealed as we meet the government requirements. Will report on outcome once decision is reached.
- e. Main Pavilion Roof – Contract has been signed by Clackamas County. They plan to start in September. The Fair Board will pay up to \$200K, anything above this amount will be covered by the County.
- f. Master Plan – LRS has not been able to meet with Commissioners as of yet. Laurie will instruct them to contact Laura Zentner to make arrangements. Currently, LRS is reviewing documents and will complete a market analysis in July. Laurie will schedule a work session with LRS for July 23 or 24.
- g. MOU with 4H – no progress to report.
- h. 2018 Fair & Rodeo
  - i. Advertising – Gary reported that the Canby Rodeo discount count coupon will not be in the Molalla Buckaroo's Rodeo program as planned. Molalla Buckaroo employee would not call back and now they have already gone to print. We will run the ad in St. Paul's program as discussed. Marketing has been secured and is now running on Tri Met busses the max train and radio.
  - ii. Meetings – Laurie reminded everyone of the dates of the pre-fair meetings
  - iii. OLCC Permit – Carol Unruh has submitted it to OLCC and is awaiting their approval
  - iv. Sponsors – Returning sponsors have been secured. Tyler and Laurie are working with potential new sponsors.
  - v. Vendors – New vendors and locations continue to be added.
- i. Other – Rodeo Committee Work Party is July 14<sup>th</sup> starting at 8am. The Rodeo Kick-off Party will be August 4<sup>th</sup> at the Rodeo VIP Area starting at 7pm.

#### 6. NEW BUSINESS

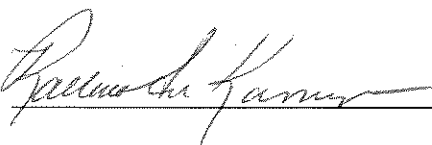
- a. Canby Relay for Life Sponsorship – The Fair will be recognized as an in kind contributor for providing 30 tables and 50 metal chairs for their event on June 23 at Wait Park. It was noted that the board wishes to be notified of any community support of this nature.

#### 7. NEXT REGULAR BOARD MEETING

Thursday, July 12, 2018, 4:30PM in Horning Hall

- 8. **ADJOURNMENT.** With no further business to come before the Board, Dan moved to adjourn at 5:36pm. Greg seconded the motion. All in favor, motion carried. Meeting adjourned at 5:36 p.m.

Respectfully Submitted by:



Date: July 12, 2018