

## Clackamas County Board of County Commissioners and Clackamas County Fair Board

### Minutes

Joint Regular Meeting, October 19, 2022, 4:30 p.m.

Canby, Oregon

Pursuant to notice published on the Clackamas County and Clackamas County Fairgrounds websites and emailed to persons on the mailing lists of the Board of County Commissioners and Fair Board, a joint regular meeting of the Clackamas County Board of County Commissioners and Clackamas County Fair Board was held at the Clackamas County Fairgrounds and Event Center in Canby, Oregon.

Present from the Clackamas County Fair Board were President Gary Linton, Vice President Matt Bunch, Secretary Raeline Kammeyer, and Directors Shirley Bryne, Lauren Humphreys, Loren Bell, and Dan Sandberg. Staff support were Executive Director Brian Crow and Accountant Wanda Conlin.

Present from the Clackamas County Board of County Commissioners were Chair Tootie Smith, Vice-Chair Martha Schrader, and Commissioner Mark Shull. Staff support were Assistant Transportation and Development Director Sarah Eckman and Clerk to the Board Anthony Mayernik.

President Linton presented the agenda as follows:

1. Introductions
2. Correspondence
3. Citizen Testimony
4. Executive Director Report
5. 2022 Fair & Rodeo Report
6. Multi-Purpose Building Project Update

Introductions were made by President Linton and Chair Smith.

Executive Director Brian Crow shared a letter from Miss Rodeo Oregon to the Fair Board.

No citizen testimony was received.

Executive Director Brian Crow shared a presentation on his background and vision for the Clackamas County Fairgrounds and Event Center. Topics included 2022 capital improvements, goals and planned improvements for 2023, challenges facing the fairgrounds, such as accumulated deferred maintenance, inflation, and aligning rental fees with operational costs.

Chair Smith indicated support for aligning rental fees with operational costs and asked who those long-term renters are. Executive Director Crow offered a holiday festival, the Sheriff's Posse, and a renaissance fair as examples, and further explained that they are working to shift from a percentage of revenue to a flat fee model. This poses some challenges for smaller tenants, example being the Sheriff's Posse, who currently rent a space for \$50, an appropriate rental rate might be \$300. They will work with tenants to find a balance if there are financial challenges, example being the Sheriff's Posse volunteering at events in exchange for a reduced rate.

President Linton expressed appreciation for the birthday card from the Board of County Commissioners.

Executive Director Brian Crow offered his directors report:

- Canby Haunt is ongoing, attendance looks good.
- Staff met a couple of weeks ago and made new design for Winter Fair. Construction is largely complete.

- Will be combined with a holiday market. 20+ vendors are registered and expecting more. Entertainment coordinator has reached out to middle schools and high schools within 30 miles to offer entertainment.
- Meeting with the Oregon Fair Association, update on lobbying efforts, including efforts to fund capital for emergency improvements and remove a cap on lottery funds. Fairgrounds currently receive 1% of lottery revenues, but is capped at \$1MM. Current revenue from lottery dollars is approximately \$56,000, if the cap were removed, projection is \$300-350,000.
- Executive Director Crow intends to participate in an Association of Oregon Counties meeting in November for fairgrounds directors.
- Recruiting is currently open for two board positions, anticipate selection of candidates in November.
- Repairs in progress include a pair of doors on the south side of Ely Arena.
- Sheep and swine panels are on order and should be received in 3-4 months.

Vice-Chair Martha Schrader offered the support of Public & Government Affairs with the lobbying efforts.

Executive Director Brian Crow shared a presentation on the 2022 Fair & Rodeo, including financials. Some revenue and expenses still outstanding, most revenue areas are improved over 2021, carnival sales are down, but unsure of source. Perhaps less disposable income among attendees. Personnel costs are down, primarily due to outsourcing of staffing to a third party contractor. Rodeo expenses are up, attributable to attracting the right contestants. Insurance expenses are up, other expenses are up, attributable to the fair being open more in 2022 than 2021. Overall, net profit down approximately \$26K, but still generated about \$400K in profit.

LRS Architect Brian Dueltgen shared a presentation on the new multi-purpose building being constructed to replace the livestock barn lost a few years ago. The presentation included an overview of the location, layout, and construction materials of the building.

- Chair Smith asked how many showers the facility would include, Brian indicated there would be three for men and women.
- President Linton asked about the height of the roll-up doors, Brian indicated they should be 14 feet, but that is flexible.
- Chair Smith asked about floor texture for livestock, Brian explained that the floor will be textured, though final finishes have not been selected yet.
- Secretary Kammeyer asked about power distribution, Brian explained that there would be power and communications connections in the floor throughout.
- Director Humphreys asked if the footprint is the same as the livestock barn, Brian explained it should be very similar but slightly less for building code reasons.
- A maintenance building wall adjacent to the building will need to be updated to non-combustible materials.
- President Linton asked about the impact of a retaining wall at the northwest corner, Brian indicated that has been resolved.
- Director Humphreys asked if the space will include a commercial kitchen, Brian indicated it would not.
- Director Humphreys asked about bathroom capacity, Brian indicated that they will include as many as they can per code, approximately 15-20 each for men and women. LRS Architect Steve Mileham indicated 22 for women and 20 for men.
- Vice-Chair Schrader asked about flexibility for disasters and evacuations, Executive Director Brian Crow explained that the building could be partitioned for both people and livestock.
- Director Humphreys indicated the space would allow for more occupancy because of the restrooms. LRS Architect Brian Dueltgen indicated the building would have solar power that could be used to operate the building.
- Director Humphreys asked about family restrooms, Brian explained there are 1 or 2 unisex bathrooms.

- Director Humphreys also asked about RV hookups on the north side of the building. Executive Director Brian Crow explained that the building should be able to support power for RVs.
- Director Humphreys asked about unisex showers, LRS Architect Brian Dueltgen indicated the plan currently did not include these, but they could evaluate options and that the room exists. Chair Smith asked about additional costs, Brian indicated it's too soon to tell. Chair Smith raised a concern about flexibility of the unisex showers if they subtract from the gendered facilities.
- President Linton asked about the clearance on the rollup doors with the canopies, Brian indicated they would be at least the 14 feet planned for, but as tall as they need to be for the fairgrounds.
- Commissioner Shull asked about interior wall materials and hygiene, specifically related to livestock in the building. Brian indicated they were still determining that detail, but would ensure that it was integrated in a way that the walls and floors could be hosed down.
- President Linton asked about construction timelines, Brian indicated that there are two phases, phase one is the shell, starting in August 2023, expected to complete February 2024, phase two is internal construction, should be complete by June 2024.
- Vice-Chair Schrader asked about a commemorative plaque for those involved in construction, Brian indicated they could put something together.

Commissioner Shull offered some closing remarks about how much his family enjoys the fair and the wholesomeness of the fair. Vice-Chair Schrader offered some closing remarks about the fair and that she intends to attend with her family in 2023.

President Linton thanked the Board of County Commissioners for attending. There being no further business, the meeting was adjourned at 5:35 p.m.

/s/ Anthony Mayernik

Clerk to the Board

Board of County Commissioners

October 27, 2022