



## CLACKAMAS COUNTY FAIR BOARD

January 12, 2022

4:30 PM –Horning Hall

### Minutes

#### 1. CALL TO ORDER

a. Roll Call Meeting was called to order at 4:31 pm by President Gary Linton, present was Vice President Matt Bunch; Secretary Raeline Kammeyer; Directors Dan Sandberg (on zoom), Shirley Haney-Byrne, and Lauren Humphreys and Loren Bell. Staff present – Wanda Conlin and Tyler Nizer.

b. Guests – Rodeo Court and Chaperone, Clay Rhodes and Jamie Stickel

#### 2. CITIZEN COMMUNICATION

a. Correspondence - none

b. Citizen Testimony (The Chair of the Fair Board will call for statements from citizens issues relating to the Fairgrounds and Event Center. Persons wishing to speak shall be allowed to do so. Testimony is limited to there (3) minutes. (Comments shall be respectful and courteous to all.)

c. **Rodeo Court Introduction** – The Rodeo Court presented themselves and gave a brief history of their background and their position

d. **Jamie Stickel Presentation** – Jamie gave a presentation of documenting the fair grounds for historical preservation. The City of Canby received grant money to do a survey of our facility. This survey can benefit us for future cultural and historical grants. Clarification of the perimeters of the grant were asked and how it would affect the Fairgrounds. Requested that the Board preview the results of the documentation.

#### 3. CONSENT AGENDA (Motions Needed)

a. Minutes from the December 15, 2021 Fair Board Meeting -- Motion to approve the minutes was made by Loren B and seconded by Shirley. Motion passed

#### UPDATES

a. Executive Director Report – Wanda reported that we have received the FEMA monies

b. Fair Board Individual Reports - none

c. Fair Board Committee Reports

i. Facilities – Dan reported that he met with the BCC and other representatives from the County about the building project. Dan confirmed to Tootie that he was the contact person for the building and was working with Jeff and Steve from the County Facilities. Steve was the project manager for the project. Jeff is contacting city planning to see if we can get a variance for the RV Park

ii. Rodeo Committee – Matt reported on the National Finals and the Clay Rhodes is the new Secretary for the Committee

d. Commissioner Report - none

e. CCF Improvement Foundation Report – Gary said that he had two applicants. Raeline said for them to send their applications for review by the Foundation. The foundation received \$10000.00 donation from the Roberts Foundation for the new building.



#### 4. OLD BUSINESS

- a. Bills for review –December 1-31, 2021 – Lauren H moved, and Matt seconded to accept the bills.  
Motion passed
- b. Winter Fair – Lauren H. gave a report on the Winter Fair to the Board.
- c. Multipurpose Bldg – County request that we approve to move forward with the building and accept that the County will be the Project Manager and that Dan will be the contact person. Loren B moved; Matt seconded the motion. Motion passed.
- d. Surveillance Cameras – Tyler gave an update on the new cameras and that they will be installed to work with our system as was stated in the contract.
- e. Policy Manual Review & Changes – This was tabled for review after changes that were suggested were implemented in the manual. Loren B moved; Shirley seconded to approve the changes that were made. Motion passed.
- f. IGA with BCC – Gary reported that it was signed and delivered to the County
- g. Open Class Decision Recap – Fair board agreed to not have open class livestock this year.  
Matt Stewart, Livestock Open Class Superintendent, agreed with the board's decision for 2022 but looks forward to next year.
- h. Western Fairs Recap – Lauren H, Wanda and Tyler will be attending the fair.
- i. Canby Plumbing Property – Gary was contacted by the owners about the property and they want to lease it for \$7000.00 per month. Not interested in selling at this point. Dan suggested that he contact the Jeff Jorgenson of the county because he oversees leasing all the properties for the county. More information was requested. The board will consider this information and table to next meeting.

#### 5. New Business

- a. Election of Officers – Dan and Gary were nominated for President; Gary was elected 4 – 2; Dan and Matt was nominated for Vice President; Matt was elected 4-2; Raeline was nominated for secretary. Was elected 6 -0.
- b. Rental House Vacancy – The renters have given a 30 day move out notice and have requested a walk through the house to receive their deposit back. Shirley and Lauren H agreed to do the walk through. Gary will give them contact information.
- c. Fair Theme – Tyler reported that we are seeking a theme for the 2022 Fair
- d. Hog Barn & Ely Barn Pens – Tyler presented the estimate that Travis Dutton received for replacement for Sheep and Hog panels. The Sheep pens would cost \$192,150.00 and the Hog pens would be \$53,910.00. Board requested at least three bids and to research the configuration of the pens would fit in the new building once it is completed.
- e. Campground Superintendent – Application for Campground Superintendent was received and that an interview will be conducted. The office will send a letter stating that the former superintendent contract will not be renewed.
- f. Renaissance Fair – Tyler reported that he is changing the contract with them and that their contract will be going up a lot and me may lose this event.
- g. County Coffee Damage – Damage caused to trailer during winter fair set up. We are to get bids for repair. Our insurance deductible would not cover the cost.
- h. Oregon Fairs Association – OFA is February 6,7,8 and is free for directors. Please let Tyler know if you want to attend.

**6. GOOD TO THE ORDER**

- a. Check Signers for February 4, 2022 and February 18, 2022 – Lauren and Shirley will be the signers on February 4; and Matt and Gary will be signers on February 18.
- b. Board Member Comments - none

**7. NEXT REGULAR FAIR BOARD MEETING**

February 17, 2022 4:30 p.m.

**8. ADJOURNMENT**

Meeting was adjourned at 6:28

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Submitted by  Date 2.16.22