

**CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS
& CLACKAMAS COUNTY FAIR BOARD
Annual Joint Meeting
October 19, 2022
4:30 p. m. MAIN PAVILION
Clackamas County Fair & Event Center
Minutes**

1. Welcome and Introductions

- a. Chair Tootie Smith
- b. Chair Gary Linton

2. Call to Order

- a. Roll Call - Meeting was called to order by Fair Board President Gary Linton at 4:31 pm. Present was Vice President Matt Bunch; Secretary Raeline Kammeyer; Directors: Lauren Humphreys, Shirley Byrne, Loren Bell, and Dan Sandberg. Office Staff Present: Executive Director Brian Crow and Accountant Wanda Conlin.
- b. Guests – BCC Chair Tootie Smith, Commissioners Martha Schrader and Matt Shull. Also present was Sarah Eckman of the Dept. of Transportation and Development along with various staff from the County.
- c. Addition of Late Items - none

3. Communications

- a. Correspondence – Thank you was received by Miss Oregon Rodeo for us hosting the selection contests for Miss Oregon 2023.
- b. Citizen Testimony (The Chair of the Fair Board will call for statements from citizens regarding issues relating to the Fairgrounds and Event Center. Persons wishing to speak shall be allowed to do so. Testimony is limited to three (3) minutes. (Comments shall be kept respectful and courteous to all) - none

4. Executive Director Report

- a. Introduction – Brian gave a presentation on his background and skills that he has acquired on his journey to be our Executive Director. It was well received.
- b. Vision for Fair & Event Center – Brian outlined what he has accomplished since appointment in March of 2022. He also presented his vision for where he would like us to move forward to increase our revenue and development of new venues.

- b. Executive Director Report – Brian reported that the Canby Haunt is going well. He also reported that the Winter Fair will have a new path for visitors to walk around the exhibit. There is also a possibility of having a Holiday Market in the Main Pavilion along with local Choral groups.

There is also a possibility of increased funding from the State along with the Lottery funding that we receive.

5. 2022 Fair & Rodeo Report

Gary reported that the new bleacher seats were very well received.

6. Multi-Purpose Building Project Update (LRS Architects)

- a. Design – The conceptional drawing of the building was presented to the boards. Went over what the facility will look like inside and the ability to divide the building into three separate sections.
- b. Financials – Costs are hard to project at this point.
- c. Community input – had a community input meeting to answer questions of concerns.

7. Adjourn joint meeting* - Joint meeting was adjourned at 5:36 pm

***The joint meeting will conclude at item #7 on the agenda. The Clackamas County Fair Board will continue to meet to conduct their routine business. Members of the Board of County Commissioners are not required to stay; however, are welcome should they choose to listen in.**

8. Routine Fair Board Business – Meeting of resumed at 5:37

- a. Consent Agenda
 - i. Minutes from the September 21, 2022, Fair Board Meeting – Loren B. moved accept the minutes as presented. Matt seconded the motion. Motion carried.
 - ii. Financial Report – Wanda presented the financial report to the board.
 - iii. Bills for review- September 1 to September 30, 2022 – Went over the bills. There were no questions.
- b. Updates
 - i. Fair Board Individual Reports – Lauren H. is very pleased with how the Winter Fair is progressing and the new walking route that will be used this year.
 - ii. Fair Board Committee Reports
 - 1) Facilities – Dan reported that what LRS reviewed with us is where we are at. We are moving forward.
 - 2) Update on building project – Currently having Community input meetings.
 - iii. Rodeo Committee – Brian reported that the CRA was presented with the purchase price of the bucking chutes with the caveat of 50% from the CRA. They have not had a meeting over this yet.
 - iv. Commissioners Report – See Joint meeting minutes

c. Old Business

i. Dan asked about the follow-up on contacting Northwest Rodeo Association and High School Rodeo about concerns over behavior during their use of our facilities. Brian and Gary have not had the time to contact them.

d. New Business

i. None

9. GOOD OF THE ORDER

a. Fair Board - Check Signers for November 4 will be Raeline and Lauren and November 18 will be Raeline and Matt.

b. Board Member Comments – Raeline thanked the board for awarding her the Blue Ribbon Award. Matt and Gary thanked Brian for all the hard work he had undertaken since joining us in March. We are all very impressed with his vision and goals for the Fairgrounds.

10. FAIR BOARD EXECUTIVE SESSION

a. Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents. – Session was not called.

11. Next regular fair board meeting on Wednesday, November 16, 2022

12. Adjourn – Meeting was adjourned at 5:54 pm

Submitted by

Date