



CLACKAMAS COUNTY FAIR BOARD

October 15, 2025

4:30 PM – Horning Hall

Minutes

1. Call to Order

- a. Roll Call – Meeting was called to order at 4:30pm by President Matt Bunch. Present was Vice President Loren Bell, Secretary Raeline Kammeyer, Directors Kristin Downs, Sara Magenheimer, and Jake Wilson. Excused was Lurne Humphreys.
- b. Guest – Laura Edwards, Economic Development Manager from Clackamas County
- c. Addition of late items- none

2. Communications

- a. Correspondence - none
- 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
- c. Presentation from Outside Groups - none

3. Consent Agenda

- a. Minutes from August 2025 Fair Board Meeting – Loren Moved to approve the September 2025 Minutes as presented. Kristin seconded the motion. Motion carried.
- b. August Financials – Loren moved to accept the August 2025 financials as presented. Sara seconded the motion. Motion carried.
- c. September Check Register – Fair Board reviewed the Check register for September. Two checks 12521 and 12522 were missing. Brian reported on the missing checks about who they were made out to and the amount.

4. Updates

- a. Executive Director Report – CEO Brian Crow reported that he went back to the utility board for the overcharges on the Rodeo Arena. They agreed to refund all the overcharges verses the capped amount that they communicated to us last month.
He reported that he is anticipating around a \$500,000 gross profit with the Canby Rodeo and Fair combined. We will know the results at the next meeting.
Brian and Kelly Harms got the grant submitted for almost \$1,000,000 for full battery backup system that would allow the building to be nearly fully off the grid. No timeline is set, but we may know the results at their next review.
Working on grant for amount of \$3.5 million request for the gap in building funds to reduce loan amount.
No deadline on this one will submit as soon as they can and hope to hear back before having to commit to funding load from the county which has a 10 year (15-year loan, 10 year minimum) locked in duration.
Working on bleacher replacement in the Rodeo Arena. Trying to get it done during the summer by ordering the aluminum bleachers which have a 35-week lead time.
Working on timing for tearing down and installing around big events in the summer.
Adult Prom is this weekend. Planning for Winter Fair and Holiday Market. We will be having Cookies and Cocoa with Santa this year. Need volunteers for this event.

Oregon Fairs Conference is this week with some from the Staff attending.

- b. Fair Board Committee Reports
 - i. Update on building project – Trench drain is being reworked due it being engineered wo work 2/3 so a new plan is in the works to meet our needs. Excavating and putting in floor boxes so prep work to pour the slab scheduled to pour starting on Oct 31 to Nov 12.
 - ii. Rodeo Committee – Loren reported that Queen Naomi attended the Pendleton Roundup as her final duty in representing Clackamas County. Cover Crop has been planted in the arena. They worked on scheduling work parties and determining what maintenance needs to be done.
 - iii. Strategic Plan – Jake reported that meeting will be on November 5 at 3:30pm to 7pm. He is meeting with Michels and will have details of the agenda which will be sent out to the fair board. Brian will let us know which room it will be in and what dinner will be served.
- c. Commissioner’s Report – Some rework to the existing IGA for some changes reflecting the loan for the building.

5. Old Business

- a. None - none

6. New Business

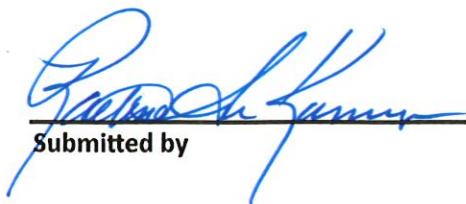
- a. Appointment Procedure - We were informed by the county that for reappointments boards do not have to go through the process of interviewing. It is determined that it is at the Board of Commissioners (BCC) discretion to elect board members to committee’s with or without an open application process. Historically this has not been done, but the policy process was updated March 2024. Laura Edmonds will research this and report back to Brian. If it permits we would like to open it up for interviews.

7. Good of the Order

- a. Check Signers
 - i. November 4 _____ Loren Bell _____
- b. Board Member Comments - none

8. Next regular Fair Board meeting on Wednesday, November 19 – Horning Hall.

9. Adjourn – Meeting was adjourned at 5:36 pm


Submitted by

11.19.25

Date