CLACKAMAS COUNTY FAIR BOARD
Wednesday, July 15, 2026
4:30 PM – MAIN PAVILION

Minutes

1. **Call to Order Joint Meeting of the Fair Board and the Board of Clackamas County Commissioners**
   a. Roll Call - Roll Call – Meeting was called to order by President Loren Bell at 4:30 pm. Fair board members present were Vice President Jake Wilson, Secretary Raeline Directors Kristin Downs and Matt Bunch. Excused Directors were Sara Magenheimer and Lauren Humphreys. Fair Staff was CEO Brian Crow
   b. Guests – Commissioners Paul Savas and Diana Helm. Present was Laura Edmonds and Dan Johnson from Clackamas County. Other Guests was Katie Montecucco, Clay Rhodes, Gary Warren and Jim Williams.
   c. Addition of Late Items - none
2. **Updates**
   a. Introduction – Loren welcomed the County Commissioners to the annual joint meeting and thanked them for their support towards the completion of the new building.
   b. Fair Board Chair Remarks - Brian presented to the attendees a composite of the yearly events that were produced or held at the fairgrounds. This included the amount of revenue that was generated in the community by the public that attended or participated in the various events. This included food/restaurants, lodging and general purchases locally.
   c. Board of Commissioners Remarks – Paul and Diana commented that they like the progress that the building was making and that the number of events that have generated income for the local community was impressive.
   d. 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. - none

   e CEO Report – Brian reported that the interior walls, sprinkler system, vapor barriers and other work is being completed. The targeted date for completion has been moved to November due to change order and adding a solar switch to stop the channeling of the power generated back into the local power company. They informed us that they are unable to accept the power. Steve (from the county) has been extremely helpful; as a resource to help with the change orders and questions as we keep moving forward.

   Renaissance Faire will be here in 2027 with possible option for 2028. Grant for bleachers for Rodeo Arena is being worked on. Contact has been made with the Oregon National Guard to help construct them. Harefest is being set up for this weekend. The buildings that were damaged in December windstorm are being worked on and will be able to be used for fair.

   e. Building Update – Dan Johnson discussed our $1.2 million funding gap. The County has identified $800K ARPA funds that they are monitoring and that any ARPA projects that are not used this year could be reallocated to help close the funding gap. He also offered a $700K loan from the county economic development at 2% interest rate with a 10-year term. Payment would be about $77K per year. There would be no prepayment penalty. The focus is to complete the building so that we can generate income. Then we can focus on the other amenities. Matt moved and Kristin seconded to move forward with the loan for completion of the building. Motion was unanimous. Board thanked Dan and the county for their time and help throughout this project.

f. BCC/Fair Board questions and discussion = Everyone was pleased with the presentation and commended that hard work of Brian on working to get this building completed.

3. **Adjourn Joint Meeting – meeting was adjourned at 4:58 pm**

[BREAK]

Fair Board will reconvene for their general business meeting (Commissioners are excused)

4. **Communications**
   a. Correspondence - none
   b. Presentation from Outside Groups - none
   c. Fair Board Committee Reports
      i. Rodeo Committee – Loren reported that Katie sending Queen Jordyn's itinerary of event/functions that she is planning to attend. The Rodeo Committee is working on getting the grounds and equipment ready for the fair along with workdays.
   d. Commissioner's Report – see Joint meeting notes.
5. **Consent Agenda**
   a. June 2026 Minutes – Matt moved to approve the minutes as presented. Kristin seconded the motion. Motion carried.
   b. Financial Report - Reviewed financial report. Jake moved to approve the financial report as presented. Matt seconded the motion. Motion carried.
   c. June Check Register – Fair board reviewed the Check Register and there were two questions. 1. Canby builders had a zero-amount entered. Brian explained that we have credit balance at Canby builders. Voided checks were made by Brian misfeeding the checks into the copy machine.
6. Updates
   a. Rodeo Committee – Rodeo committee is going to have a Stagecoach added this year to the Rodeo.
   b. Rodeo Court – Queen Jordyn is very busy and doing an outstanding job.
   c. Strategic Plan – Jake will meet with Brian after fair on possible work session to finish the Strategic Plan. Areas remaining are 1. Finalize vision statement. 2 more detail from Brian on success planning and how we support it. 3. Detail on asset and facilities needs and a "wish-list" for planning. 4. Present the structure to ongoing planning process and the annual review process.
   d. Foundation Report – Foundation approved the request from the fairgrounds for $60,000 towards the completion of the building.
   e. Fair Assignments – Lauren and Kristin will be Rodeo, Raeline will be Open Class and vendors, Sara and Jake will be 4-H and FFA. Matt will be Camping and Loren will be general overseer contact person.

7. **New Business**
   a. Contract amendment – Matt moved to accept the contract amendment. Jake seconded the motion. Motion carried.
8. **Good of the Order**
   a. Check Signers
      i. August 4 ___Loren Bell___ Will need signer during fair and on September 4.

b. Board Member Comments - Kristin commented about appreciation for the Rodeo and Fair participants in the 4th of July Parade and recognized all the hard work the volunteers, rodeo court and Jordyn did. There was a general 'shout out' to Katie and all the many volunteers who help throughout the year and all the little things that happen and add up to make the fair a success.

9. **Next regular fair board meeting on September 16, 2026 – Horning Hall**
10. **Adjourn – Meeting was adjourned at 5:51 pm.**

_______________________________ September 16, 2025

Submitted by **Date**