

Crook County Fair Board Minutes  
Fair Board Meeting 5:30 pm- September 17, 2018  
1280 S. Main St., Prineville, OR 97754  
Telephone 541-447-6575

- 1) Call to Order- 5:30 p.m.
  - a) Roll Call Board Members (Quorum)- Gail Merritt, Bill Gowen, Linda Smith (via phone), Linda Cross, Stanley Flynn, Dale Cummins, Casey Daly (Fairgrounds Manager), Micaela Halvorson (Office Assistant)
  - b) Guests: Duane Garner, Crook County Parks & Rec., Gary Gregory
  - c) Approve July 16, 2018 minutes-Bill G. motioned to approve, Stanley F. seconded. Minutes approved.

**PRESENTATIONS/DISCUSSION ITEMS:**

- 2) Presentations/Discussion Items
  - a) **Duane Garner- CCPR RV expansion** Duane presented the Fairboard with a drawing. He is applying for a county opportunity grant. The funding comes from RV licensing fees. A portion of those fees get put back into a grant funding program. In 2014, Duane worked with the county and received a grant to do a pretty significant renovation of taking out the willow trees and fixed the sewer (all the lines converged into a 4" pipe), they also fixed the dump station, and made a few sites ADA accessible. They now have a laundry facility with a separate community room. They have also redone the tent sites. With the grant project, they also replaced all of the pedestals (81 sites) to include electricity and the water spigots into one. They were not able to replace the wire so the grant is to try and address those issues. They also have some significant asphalt needs. One of the visions for the RV Park has also been to create a path over to Meadow Lakes Golf course and allow people from the RV Park to walk over and play golf. Duane believes that they could double the size of the RV Park and still have a need. He would like to be able to expand the RV Park using some of the current infrastructure to save money. To do that, he would have to expand into the fairgrounds property. If they bumped out to the other side of where the exit road currently is, they could potentially get 15 more spaces that are 45' deep. The profits from the RV Park are split 50/50 with the fairgrounds. Recently, the fairgrounds have received less due to the fact that the RV Park has been trying to build its reserves back up (up to \$250,000). If they received this grant, it would pay for 60% and the RV Park would have to pay 40%. Stanley asked how much additional revenue 15 sites could potentially bring into the fairgrounds. Duane did not have an exact estimate; however, the park charges \$38 per night. They are not filled up every night, but have their peak times from Memorial Day to Labor Day. Stanley also asked how many nights they are completely booked. Duane is going to get back to the fairgrounds with the annual usage. The Fairboard would like to see real numbers. Gail's concern is that we keep chipping away at the fairgrounds, first with the RV Park and then with the college, how much do we want to chip away at the

- fairgrounds? The board asked for stakes or paint where he anticipates the edge of the RV Park expansion to be so they can get a visual on it.
- b) **Crooked River Roundup Update** nothing for this month
  - c) **New Fair Carnival Discussion** There are 5 fairs that used the same carnival this past year. There is going to be a conference call on Wednesday at 1:30 to discuss issues, expectations, and feedback. The Fairboard would like to see us work with the company but set up some expectations that the equipment be running, the lights fixed, painting the rides, having rides for the little kids and big kids, self-contained (including showers) and a way to disguise the sleeping areas, employees clean and presentable, and no dogs allowed. They did walk away from our fair alone with around \$35,000.
  - d) **2019 Fair Entertainment** We have come up with some names for entertainment that we believe is around the same amount that we paid last year. Casey would like to know if everyone would like to spend more for a bigger name on one night or spread it out over a couple of nights.
  - e) **Gazebo Update** The footings have been dug and Lance Romine is scheduled to start working on the gazebo. There will be more landscaping similar to the outdoor arena, and we will also be increasing parking down there. The pine trees are scheduled to come down on the 27<sup>th</sup>.
  - f) **Open Fair Board Seat** The Fairboard is interviewing 3 candidates tonight. There is one immediate seat open and Bill Gowen is not going to renew his seat so there will be another open seat starting in January. The Fairboard has the option to select both seats from these candidates. The procedure is to interview the candidates, the board will make its recommendations in executive session and vote on it after, Gail will write a letter of recommendation to the County Court and they will have to make the final approval.
  - g) **Election of new Fair Board Vice Chair** Tim Ray held the position of Vice Chair, with his departure, that is now open and the board needs to elect a new person. **Bill Gowen motioned to nominate Dale Cummins as the Vice Chair. Stanley seconded. All in favor, motion carries.**

#### ACTION ITEMS:

#### REPORTS:

**Gail Merritt:** Nothing to report.

**Bill Gowen:** Nothing to report.

**Dale Cummins:** Nothing to report.

**Stanley Flynn:** Nothing to report.

**Linda Cross:** Nothing to report.

**Linda Smith:** Nothing to report.

**FINANCIAL REPORT:** Financials are not available at this time; Casey has been told that they will be available in October.

**Manager Report (Casey Daly):** Front LED sign is up and working. The combine is installed. Jason Snider is going to landscape under the sign. David White is the interim 4-H agent. Chavez Roofing is on schedule to replace the skylights in the grandstands that the young man walked through. Blaine Nolan painting guarantees that Barn A (stalls on Lynn Blvd.) will get painted before it turns cold. OFA winter conference January 10-13 in Salem if anyone is interested in attending. WFA meeting is in Reno January 20-23 if anyone is interested in attending. Harvest Hoedown dance with Countryfied on October 12<sup>th</sup> under the Pavilion Tent. Ochoco Valley Railroad is proposing an 8' bump out to their building next to Carey Foster Hall. There is no cost to the fairgrounds for the extension, the only thing that the fairgrounds agreed to pay for was a concrete pad in front of the building when they are done.

**Micaela Halvorson:** Working on the thank you cards for the fair sponsors.

**Visitors:** Nothing to report.

Executive Session - ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent.

**Bill Gowen made a motion to authorize the chair person to write a letter to the County Court recommending our two candidates for the Fairboard. Dale Cummins seconded. All in favor, motion carries.**

Meeting Adjourned: 7:30 p.m.

Next Regular Meeting Dates: October 15, 2018 @ 5:30 p.m.