

COLUMBIA COUNTY FAIR BOARD

Work Session February 25, 2026

6:30 p.m. Fair Office

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AGENDA

CALL MEETING TO ORDER

Peggy Howell called meeting to order at 6:31pm

APPROVE AGENDA

Henry motion to approve agenda, Jennifer 2nd, motion passed.

BOARD DISCUSSION ITEMS

Scappoose School District – emergency site.

- Tim Porter, Superintendent of Scappoose School District wants to use the fairgrounds as an emergency site like St Helens School District has. The fair board agreed and asked Tim to contact St. Helens to review their MOU and then present it.

Columbia River Speedway contract and swap meet. Steven Kapter, President presented a proposal for the contract for \$1450.00 yearly and \$25.00 yearly increase for three years. Henry moved to approve the contract at a rate of \$1,450.00 for the first year and \$50.00 increase each year for three years with option to renew for 2- 1 year extensions. Mary Ann 2nd, motion passed.

There was discussion on if we would charge for them to hold a swap meet. Also the capacity of the bleachers at the race track was brought up. Contract states 1500 in one section but then 5000 in another section of the contract. They will review and measure to propose a reasonable number. Tim wants to move the fence so they can move the concession area. Roughly 30ft of fence at the far end near the pits. The fair board requested for them to draw out on a map or walk through it with Henry. Moving would allow accessibility of both concessions, stands to both pit and spectators.

Nikita- Livestock Open Class Superintendent. She brought up the poultry cages, that are not in good shape and falling apart. She would like to order 50 cages over the next two years. She brought two quotes to the meeting. We currently have 75 cages that the 4-H takes most of them. last year we had approx. 30 open class entries. They are \$72.00 each plus shipping and tax. We would need additional plywood to add more double cages in the poultry barn. Would need 4 sheets of plywood. Henry moved to purchase the 25 cages and plywood, Jennifer 2nd, motion passed. Need approx. 8 weeks from payment to shipping. In the future, Henry asked that they bring these requests to the board as soon as possible even if it's right after the fair so we can add to our budget.

She did mention Judges are becoming harder to find. They are stating elsewhere they don't have to pay for lodging. Henry motioned to increase judges' rate for

licensed/certified to \$250.00 plus travel. Jennifer 2nd, motion passed. This would only increase budget by \$700.00. The Pee Wee show that Jamie Carr ran last year, would like to charge \$2.00 per entry to cover the costs of ribbons. The board asked for more information. She will contact Jamie and let us know. There was discussion for livestock families that are open class only to receive a discount rate.

Cooler for baked goods. Mary Ann brought several options to purchase. Jennifer made a motion to purchase the 37.8 cubic feet for \$1,794.96. Henry 2nd, motion passed.

Insurance for Pomona Grange volunteers. Request was made for the fair board to partner with them to cover the cost of added insurance. Henry mentioned since it is a grange project, Eva should first check with Pomona Grange to see if they cover with their insurance umbrella. Eva is looking to have everything moved by the last two weeks in March. Darrin and Robert are familiar with moving the larger items. Henry will coordinate with the guys.

During the egg hunt, Eva asked if they can use the fair office for the ones wearing the costumes. It's a shorter distance than the 4-H building.

Fair Signs – two large plywood signs need to be replaced. Henry stated that we need to change the design and remove the logo. Keep it simple and make sure you can read easily when driving. Light background with dark bold letters. Tabling for March work session to discuss more.

Fair Theme – Discussed the fair theme – need to tie into the 250 year theme, heritage of agriculture, etc. Decorate the fairgrounds to make the theme more 250, gates, gazebo, plants, etc. Purchase the 250 flag. Tabled for March for more ideas.

Kevin came up with ideas for changing the camping form. Fair office will forward a word document to him to revise and will bring to board at next session.

ADJOURN

With nothing further to come before this Board, the meeting adjourned at 8:55 pm