



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm- February 11, 2019
1280 S. Main St., Prineville, OR 97754
Telephone 541-447-6575

The regular meeting of the Crook County Fair Board was called to order on February 11, 2019 at 5:30 p.m. by Chairman, Gail Merritt

MEMBERS ATTENDING

- Gail Merritt, Chair
- Linda Smith
- Linda Cross
- Mike McCabe
- Dale Cummins, Vice Chair
- James Savage
- Stanley Flynn

STAFF ATTENDING

- Casey Daly, Manager
- Micaela Halvorson, Office Assistant

GUESTS

- Marv Sumner, Crooked River Roundup
- Jason Snider, Crooked River Roundup, President
- Steve Holliday, Crooked River Roundup

MINUTES

- Linda S. motioned to approve the minutes from December 17, 2018, Linda C. seconded the motion. Motion passed unanimously, minutes approved.

PRESENTATIONS/DISCUSSION ITEMS

- Dog Policy for Fairgrounds – Gail signed the new dog policy into effect after the last meeting. The policy was read, Dale had questions with the “must be leashed or otherwise confined under the direct control of the owner or handler at all times”. He understood after the last meeting that the dogs could be under verbal command and this policy is unclear on that point. Casey will talk with Jeff Wilson to clarify that part of the policy.
- Crooked River Roundup – Jason sent Casey an email with a list of things that they would like to see fixed or touched up on. At the last meeting, Casey mentioned a few things that will be repainted this year, the CRR would like to see a few things repainted in the outdoor arena including the bucking chutes, and the grand stands potentially. Jason would like to continue discussing putting some permanent pens and sorting alleys on the north end of the arena. The CRR would not be the only organization that would utilize them so it would be an investment into the fairgrounds. Jason would also like to start using the flagpole that is in the outdoor arena but currently there is no spotlight for it, Casey will work on getting that setup. The fairgrounds have a flag that can be used. Casey suggested putting a spotlight on the speaker tower that is there because it has power there. Jason sent a list of “wants” from the Roundup Board, but Casey did not receive it, Jason will resend it. The sand that was submitted by Hooker Creek does meet the standards that the WNRA requested

for the Outdoor Arena footing. There might be some changes to the cattle drive, the fairgrounds will still be the final stop but they might just drive them down Main Street. The CRR did not make it to the NFRA's tier qualifier, but that does not mean that the top guys can't compete here. They are still between Reno and St. Paul so competitors will still be coming through here. The CRR is entertaining a Jumbotron video screen, using the same outfit as Sister's uses, Randy. He is mostly self-contained, but we will need to look at power needs. Casey asked about the fairgrounds supporting the queen again this year, and since they are no longer doing the queen coronation at Carey Foster Hall, just need information on how and when. Jason believes that the golf tournament they will be hosting is going to be in May sometime (Mother's Day Weekend). Jason will let Casey know for sure on the date and we will be receiving an invitation.

- Kennedy Property Update – The city is considering putting some water treatment facilities out here. There have been some wells drilled about 8-9 years ago that you can see the well heads out there, the city is going to put a structure up and they are working with the county attorneys currently.
- Christmas in the Pines Update- Gail and Stan – Gail and Stan attended the County Court session on Wednesday to give them an update and provide a “wish list” of wants and needs for Christmas in the Pines. They did request additional funds from the court to pay for new electrical cords; they are currently still using some of the indoor cords outside, batteries for the golf cart, and additional tools. The request was for \$8,000 but no decision was made at County Court. Something else that they asked for financial aid for was a trailer for the golf cart. Dan McNary was there and wanted to discuss the trailer, it might be a good project for his kids to do and they could do it for a portion of the cost. Christmas in the Pines took in just over 4,000 pounds of food, compared to last year's 2,500. The attendance last year was 5,000 and this year was almost 7,000. The request was made so that the work is easier for the volunteers. Dale wanted to follow up on the radio broadcasting. James Wilson talked to Casey about the issue and he is willing to work with us to find a station that will work and also that is within the FCC guidelines of 1500 feet from the point of broadcasting.
- March 5, 2019 Date for FG Long Term Plan Annual Review – Every year, the board meets to go over the long term plan and also go over our emergency plan. Casey has been working on these documents. Casey will have food brought in and hopefully we can knock it out in a couple of hours. The board was provided with the long term plan for review. Casey will email a copy to the board.

BOARD REPORTS

- Gail Merritt: Attended Oregon Fairs Association Convention (OFA) and Western Fairs Association Conference (WFA). During the OFA convention, Casey went from Alternate Area Director to Vice President. He will be Vice President for two years, President for two, and Past President for two. Gail is excited for the opportunity this will provide for Crook County as well as for Casey. OFA is a good conference for networking with the other fairs in Oregon. This was her first time attending WFA and was amazed at how many fairs are in California and how small we are. The sessions were really interesting and more informative than what we got at OFA. There is not as much networking at WFA. The Central Oregonian had a nice article on Cain Hall and how it was condemned, but how the top part was saved and we use it now as our ticket booth.
- Dale Cummins: Nothing to report.
- Linda Smith: One of the sessions she attended during the WFA was regarding getting your Agricultural Community re-involved in your fair since that is what fair is all about. Linda would like to reach out to the FFA, 4-H, Cattlemen's Association, and the Farm Bureau and see if we can get some more interest back in to the animals. During fair, she judged for herdsmanship and there were a few areas that were really good about talking to her about their animals, but some of the other areas were lacking. She felt that if the kids weren't talking to her about their projects then they certainly weren't talking to the public. She knows a young man that she is hoping will come and talk to the kids about presentation and get them excited about their projects. It would be nice if the kids would talk about what they are learning and the importance of livestock, where our food comes from and how we are going to sustain that over the years. Dale suggested talking to Michael Estes about sheep shearing and getting kids involved. The board also suggested talking to the 4-H Leaders about this. Linda would like to get something that is put together by a college/high school student, hopefully it will get the younger kids engaged. It would be nice to have a few “Did you know?” stations around the

fairgrounds. Micaela also printed a few interactive posters that are produced by the IAFE that we could enlarge and place around the fairgrounds. They show various stages of agriculture as well as provide a few interesting facts. Gail suggested talking to Grace Deboodt about this because she is involved with “Ag in the Classroom”.

- Mike McCabe: Wanted to know if the reunification plan had moved forward, Dale had not been contacted as of yet. Micaela did not realize that Maggie Hale was supposed to contact him to set up a meeting. She will have Maggie contact Dale and James to setup a meeting. He inquired about the boathouse property project and where we are with it; please see the Manager’s Report for details. Mike also expressed his concerns over spending a lot of money on the outdoor arena if the rodeo is not going to continue being successful with the changes the PRCA is making to their organization. Currently, we invest some of the money that comes in from the CRR event back into the facility. The past 3-4 years it has averaged around \$8,000-9,000. We have done electrical upgrades, bucking chute updates, and the new roping boxes. The Pee Wee and High School Rodeos do use the facility so improving and upgrading the facility is important. The discussion Casey had with Jason was that the CRR would purchase the metal for the proposed holding pens and the fairgrounds would help with the installation. Gail would like us to include this in the discussion on March 5th for the Long Term Plan.
- James Savage: Nothing to report.
- Stanley Flynn: Nothing to report.
- Linda Cross: Nothing to report.

FINANCIAL REPORT

Micaela has put together a financial report that is similar to what we used to receive from the Finance Department. Casey mentioned that there are a few Cooper Electric bills that have been placed in Building Repairs and Maintenance and should be in the Capital Improvements account (704).

STAFF REPORT Micaela stated that WFA was great, really enjoyed the breakout sessions and came back with some good ideas. OFA was not great for her, she ended up getting sick. One of the sessions she attended at WFA was “Building Your Brand” which includes having the same color and repetition. One of the keynote speakers was discussing “Making Your Story” so she and Casey have been looking at different ways to create a fun story for the fairgrounds or fair. Gail would like to add branding to one of the meetings and figure out a good brand for the fairgrounds. Dale asked if the museum has things from fairs in the past. Steve Lent has access to a lot of historical things, we just need to ask. Gail asked what the McCabe family might have as far as photos and memorabilia. Mike stated that his sister has most of that stuff. Micaela volunteered to scan any images they might have to keep at the fairgrounds. Casey and Micaela have also been discussing different ways to be more interactive with the youth/teenagers and have discussed having selfie stations and promoting a hashtag or having fun face cutouts.

MANAGER’S REPORT

We are in discussions with Fairfield Suites, the same company that was in contact with the city. Casey spoke with Jeff Miller to verify if there is any economic label for that property for tax purposes and tax breaks. Casey contacted Steve Forrester and he and Eric Klann are going to look into the zoning of the property. Eric stated that if it creates enough jobs, the city can reclassify it to an economic development area. Eric, Josh and Steve said they would do the research and get back to us. Fairfield Suites seems very interested because of the location; it is on the scenic bike route, the fairgrounds, and the golf course. Commissioner Brummer suggested discussing a community hall in conjunction with the motel to have some long term revenue in association with it. Fair planning will start up again next month; tentatively, a meeting is scheduled for March 19th. Last year, we only required one representative from the fair board to attend the fair planning meetings to best utilize everyone’s time. Micaela will also provide minutes from the fair planning meeting to keep the board informed. After OFA and WFA, we were contacted by another carnival provider; Paul Maurer is interested in providing service for us for 3 years. Casey has spoken with Jeff Wilson regarding the contract that we currently have and he said based on the last year’s performance he does not see an issue in terminating it. Casey has not terminated the contract yet as he is waiting for one from Paul. The Extension Office and OSU have approached us about partnering in another LED sign on Lynn Boulevard. Casey is going to work on

getting that fit into our budget for next year. They would like to see it in the green space by the Clover Building. The east side of the LED sign in Pioneer Park is unrepairable so we will need to replace it. The Air Quality Committee has a little extra money and as soon as they put the LED sign up by the Chamber, they will be able to help replace the one in the park. The painting project for the indoor arena is being bid on right now for the east and west walls as well as the entire green safety fence. The bid packet for the asphalt repair work is ready for review if anyone is interested, Casey will share that with them. We purchased a new goose neck flatbed trailer from WW Western Wear. Gail is looking for new shirts for the fair board. The gazebo landscape is in progress; Lance is working on the timbers for it. Dennis is going to start attending recertification classes for his Master Gardener so Casey will be taking him on Fridays to Bend. As part of his recertification program, the program managers would like to see a demonstration garden. Gail would like to see it by the college and the Pioneer Building. The beds will be raised creating a natural walkway and we will probably have to put fencing up around it to discourage vandalism. Day at the Capitol is March 24th and 25th. There will be a barbeque on the 24th and the actual day at the Capitol is on the 25th. The eight doors for the indoor arena have arrived. Tom Hinkle (one of our volunteers) will be installing them soon. Casey has been approached about having a Senior Rodeo Circuit come through. We have a circus coming to town on April 19th and usually we have protesters, we will do like we did last year and cone off an area for them.

PUBLIC COMMENT

No public comments.

Meeting was adjourned at 6:53 p.m.

Next Regular Meeting Date: March 18, 2019 @ 5:30 p.m.

Respectfully Submitted,

Micaela Halvorson

Micaela Halvorson (Feb 26, 2020)

Micaela Halvorson, Office Assistant

Gail Merritt

Gail Merritt (Feb 25, 2020)

Gail Merritt, Chairman



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm- March 18, 2019
1280 S. Main St., Prineville, OR 97754
Telephone 541-447-6575

The regular meeting of the Crook County Fair Board was called to order on March 18, 2019 at 5:30 p.m. by Chairman, Gail Merritt

MEMBERS ATTENDING

- Gail Merritt, Chair
- Linda Cross
- James Savage
- Stanley Flynn

STAFF ATTENDING

- Casey Daly, Manager
- Micaela Halvorson, Office Assistant

GUESTS

- Holli Kingsbury, Crook County Stock Growers
- Sue Bower, Humane Society of the Ochocos
- Amy Nelson, Humane Society of the Ochocos

MINUTES

- Linda C. motioned to approve the minutes from February 11, 2019 Stanley seconded the motion. Motion passed unanimously, minutes approved.

PRESENTATIONS/DISCUSSION ITEMS

- Dog Policy for Fairgrounds – The updated dog policy was sent out to the fair board. Dale discussed it with Casey earlier and his suggestion was to change “For all other events all dogs must be leashed ~~and~~ or”. The changes that were made by Jeff Wilson included information on no dogs allowed during fair and the ADA component. There is a sign coming from the RV Park into the fairgrounds informing patrons to pick up after their dogs, the fairgrounds does not have any dog waste stations but will look into getting some. **Stanley motioned to approve the “Crook County Fairgrounds Policy and Procedures Dog Policy” with the amendment on 2 General Policy, line 3 striking the “and” and replacing with “or”. Linda C. seconded. Motion passed unanimously.** There are a set of criteria questions that can be asked to stay in compliance with ADA rules regarding service dogs versus companion, therapy, and emotional support dogs.
- Holli Kingsbury-Crook County Stock Growers-Commission Waiver – Holli would like to request that the 20% alcohol commission be waived for the Crook County Stock Growers banquet held on March 23rd. The additional money will be used for their scholarships and their “Ranchers Feeding Kids” program where they get beef into the schools. **Stanley motioned to waive the 20% alcohol commission for the CCSGA banquet. Linda C. seconded. Motion passed unanimously.** The fair board just asks to be recognized as a sponsor to their event as well as the total gross sales after the event to keep track of the amount of sponsorship.

- Sue Bower-Humane Society of the Ochocos-Commission Waiver – Sue Bower is the current manager of the Humane Society of the Ochocos Thrift Store, retiring soon and will be replaced by Amy Nelson. Sue would like to request that the 20% alcohol commission be waived for the Humane Society of the Ochocos “Lucky Dogs Casino Night” that will be held May 18th. All the profits go to the animals’ care, food, and shelter. This year is especially important because they are making improvements to the facility; there is a plan in place to have a new shelter by 2020. Sue offered to send us a few tickets if anyone is interested in attending. **James motioned to waive the 20% alcohol commission for the HSO Lucky Dogs Casino night. Stanley seconded. Motion passed unanimously.** Texas Hold Em’ starts at 3:00 and would require a buy in because it is 50/50; the other events start at 5:00.
- Crooked River Roundup – None at this time.
- Approval of 2019 Emergency Plan – **James motioned to approve the 2019 Emergency Plan. Linda C. seconded. Motion passed unanimously.**
- Fairgrounds Fee Increase Discussion – Tabled until more board members are present.

BOARD REPORTS

- Gail Merritt: Spring conference is this weekend.
- Dale Cummins: Absent.
- Linda Smith: Absent.
- Mike McCabe: Absent.
- James Savage: After the Long Term Plan work session, James and Dale met with Maggie Hale at the High Desert Christian Academy and went over the reunification plan with the school as well as their emergency operation plans.
- Stanley Flynn: Nothing to report.
- Linda Cross: Nothing to report.

FINANCIAL REPORT

An updated financial report was given to the board. The 703 account is going to be discontinued; the county is going through the list of all the accounts and removing accounts that are not typically used. 703 was used to track concerts as well as other smaller events.

STAFF REPORT

Nothing to report.

MANAGER’S REPORT

Casey received a quote for the pavilion tent panels that need to be replaced from Key Event Services. In 2016, we paid \$2,153 per panel the quote for the two needed now is \$2,229.50 each. The first event we have that utilizes the pavilion tent is the Easter Egg Hunt on April 20th and their plan is to do the pancake breakfast under the tent. The three year contract with Paul Maurer Shows has been signed. Casey contacted Olive LED that we purchased the sign in Pioneer Park from and they are going to send us three driver boards so hopefully we can repair the sign. Originally, we were in discussions with the Air Quality Committee regarding helping us purchase a new sign, however, it doesn’t seem like they will have any additional funds after the LED sign at the chamber is installed. James Wilson has been contacted about the repair. Casey has tried to continue conversations with Jeff Miller at Fairway Suites. At this time, Casey doesn’t believe they are very receptive of our proposal; he is having a hard time even getting Jeff to return calls. Gail is still working on fair board shirts. Dennis is continuing on with his Master Gardeners Recertification. Tom Hinkle is a volunteer that has agreed to take on the demonstration garden. Day at the Capital is the 25th. Gail wanted to know where Casey is at with getting additional help since we didn’t have very much summer help last year. Casey has budgeted the same amount for the temporary help as well as added \$100,000 from the general fund for an additional facility maintenance position. Casey meets with Seth and Jeff Caldwell on Wednesday to

discuss if that is sustainable or not for the county. If that is approved, we will be able to hire an additional full time employee as well as hire the needed seasonal help. Casey is meeting with Donny Jackson on April 1st. There is a new NJROTC leader and they are going to discuss our needs for this summer. Ramona the current Youth Transition Specialist, is also retiring and Patty Bates will be her replacement so Casey talked to Patty about a couple of crews needed during fair.

PUBLIC COMMENT

No public comments.

Meeting was adjourned at 6:10 p.m.

Next Regular Meeting Date: April 15, 2019 @ 5:30 p.m.

Respectfully Submitted,

Micaela Halvorson

Micaela Halvorson (Feb 26, 2020)

Micaela Halvorson, Office Assistant

Gail Merritt

Gail Merritt (Feb 25, 2020)

Gail Merritt, Chairman



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm- April 15, 2019
1280 S. Main St., Prineville, OR 97754
Telephone 541-447-6575

The regular meeting of the Crook County Fair Board was called to order on April 15, 2019 at 5:30 p.m. by Chairman, Gail Merritt

MEMBERS ATTENDING

- Gail Merritt, Chair
- Mike McCabe
- Dale Cummins
- Linda Smith
- James Savage
- Stanley Flynn

STAFF ATTENDING

- Casey Daly, Manager
- Micaela Halvorson, Office Assistant

GUESTS

- Jason Snider, Crooked River Roundup
- Marv Sumner, Crooked River Roundup

MINUTES

- Dale C. motioned to approve the minutes from March 18, 2019, Stanley seconded the motion. Motion passed, Dale C. abstained, minutes approved.

PRESENTATIONS/DISCUSSION ITEMS

- Crooked River Roundup – Discussing how things are going to work without Josh in the mix this year. The fairgrounds will be interviewing 5 candidates and the county has approved hiring 2 full-time facility coordinators. We are hoping for a first or second week in May start date. The crow's nest, bucking chutes, and the pari-mutuel building are scheduled to be painted by Blaine Noland Construction. The entire fairgrounds are slated to get crack sealed and seal coated by mid-June. When it dries up a little more, some of the sorting and holding pens will need to be scraped out. ABC Fencing will be installing a couple more entrances/gates in the fence by the restrooms to open up the midway for rodeo more. Jason asked about labeling the grandstand entrances on the west side to help get people to the box seats easier. Karol is going to do some painting on the box seat numbers, Jason asked if there was any kind of budget for paint if she puts together a group to do the work. Helena came a couple weeks ago and sprayed the outdoor arena to try and break down the clods in the soil. Casey is going to run the subsoiler and start working the ground. We currently only have one water canon but planning on building 2 more.
- Fairgrounds Fee Increase Discussion – The new CFO for the county has advised the managers and commissioners that the entire county might be on a budget freeze for 3 years. They suggested that departments look at other sources of revenue. Judge Crawford would like the fair board to revisit the building naming rights for a fee. He would like to see something along the lines of "Grizzly

Mountain Pavilion presented by: XYZ Company”. This concept has been tried in the past and the fairgrounds ended up losing one of its sponsors over the deal. Another idea to increase revenue would be to increase the facility use fees. We did an increase 2 years ago of 8%. Casey did an analysis of some of the other fairgrounds around the state and we are right in the middle of the fee structure. James wanted to know if the funds will go to the general fund or if it will stay with the fairgrounds. The proposed budget for 2019-2020 does have an increase from the General Fund from \$100,000 to \$200,000 to fund the additional employee. There are concerns about raising the fees and losing business. Dale wants to make sure that the fairgrounds never get into a position where we have to raise the prices by 8% again. He would like to see a cost of living increase yearly of around 1% so the impact of raising the fees is not as significant as the last increase. It is difficult to compare to Deschutes County or Jefferson County because each facility is different. Dale would like to put an increase off for one more year and then to start discussing in July to have a start date of January. Mike suggested that we put a certain percentage of all the facility fees in an account for major repairs and maintenance or replacement of the structure. Regarding the concerns over the lockdown on spending, including if additional revenue is earned will the fairgrounds be able to keep it above expenditures and the fact that several of the expenditure line items decreased significantly, Casey will set up a meeting with Jerry Brummer to go over the concerns.

- 4-H Breeding Animal Loadout at Fair – Historically, after the sale, a lot of the breeding stock was taken home due to the possibility of the breeding animals mistakenly being loaded on the market truck. Last year, it became a safety issue, people were breaking down their pens on Saturday night, animals were being loaded up and people were just leaving fair. This is a financial endeavor for the fairgrounds, so last year on Saturday night when the attendance was minimal it was concerning. In addition, there were stock trailers coming up the front entrance and in the back driveway because people were loading their breeding animals. Parents were tearing down decorations, and patrons visiting the fair were asking where all the animals were. When we started the meetings for fair prep this year, we stated that no animals would be allowed to leave on Saturday night. Casey had a meeting with Dan McNary from FFA, and the leaders for 4-H and Open Class. There is still the concern about breeding animals being loaded up with the market animals. An idea to eliminate that potential hazard would be to mark the breeding animals with a specific color. Gail’s concern is that we have already shortened fair and this seems like it is being shortened again. The group has stated that logistically it is not doable because they have to load out the market animals. Their proposal is to allow the swine breeding animals to leave between 9:00-10:00 and any other species would be allowed to leave between 10:00 and 11:00 on Saturday night. The superintendents will have a specific ticket to give out to the person loading out with a specific time to load. They would man the gates, exhibitors would be allowed to come in, and load their animals through the back gates (nothing from the front gates). The market trucks now load the animals between 3:00-4:00 in the morning on Sunday. The Sales Committee is on site during this. On Sunday, fair is closed but we have buyers’ breakfast and awards ceremony, no one is supposed to tear down until after these events including decorations and pens. The board agreed to allow breeding animals to leave after 11 o’clock on Saturday night of fair. It must be done in an organized and safe manner. The superintendents will be policing the loadout process, they will make sure it is safe and not too many vehicles are lined up, barriers will not be moved until 11, no decorations or pens will be taken down until after awards/buyers’ breakfast on Sunday.

BOARD REPORTS

- Gail Merritt: Attended Spring Conference. Not sure how valuable it was, but they ate dinner with the 4-H kids which was a lot of fun. Gail has contacted the schools regarding the boards and all of them are on board, they did ask for them sooner than later.
- Dale Cummins: Nothing to report.
- Linda Smith: Nothing to report.
- Mike McCabe: Nothing to report.

- James Savage: Nothing to report.
- Stanley Flynn: Nothing to report.
- Linda Cross: Absent.

FINANCIAL REPORT

Financial reports were presented to the board.

STAFF REPORT

Nothing to report.

MANAGER'S REPORT

There is a bill and a lottery request in front of the legislature right now, one of the bills, HR2613 is sponsored by Greg Smith of Heppner and is requesting the state authorize monies to be used for capital improvement assessments of all the fairgrounds in Oregon. If this passes, they would follow up with another bill to try and fund it. The other part is that we get lottery dollars that are specific to fair. The same group and the Association of Oregon Counties have requested an increase in those funds from \$53,000 to \$165,000. That money will go specifically for fair and not the general fund. We had a fair planning meeting on March 19th. We asked for input, judges, and changes to the premium book. The fair board donated \$228.60 to the Chamber of Commerce by waiving the 20% alcohol fee. We donated a few carnival bracelets to Powell Butte Community Charter School for a fundraiser as well as the 4-H Benefit Auction. We have placed a Community Partnership ad in the Roundup that will run for 4 weeks. Larry Smith's name has been added to the LED sign at the entrance. Casey sent Brenda, Larry's sister, a picture of it and she was ecstatic about it. We have had no more contact with Jeff Miller with Fairway Suites. There are several other entities that do this including OTO, International Residence, Vista Investments, and HDS. Dale would like the county to contact the Realtor of Record, Mike Warren, to contact some of these companies and see what he can stir up. Gail is working on fair shirts. The landscaping is being done in the gazebo area. Dennis has the vinyl fencing finished around his residence and it looks really nice. Demonstration garden is being built by Tom Hinkle and Rich Barr, all of the materials have been ordered. During Spring Conference, they met with Dennis Linthicum and Mike McLane and discussed the lottery dollars and HR2613.

PUBLIC COMMENT

No public comments.

Meeting was adjourned at 6:54 p.m.

Next Regular Meeting Date: May 20, 2019 @ 5:30 p.m.

Respectfully Submitted,

Micaela Halvorson

Micaela Halvorson (Feb 26, 2020)

Micaela Halvorson, Office Assistant

Gail Merritt

Gail Merritt (Feb 25, 2020)

Gail Merritt, Chairman



Crook County Fair Board Minutes
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MEMBERS ATTENDING

- Gail Merritt, Chair
- Mike McCabe
- Linda Smith
- Linda Cross
- James Savage
- Stanley Flynn

STAFF ATTENDING

- Casey Daly, Manager
- Micaela Halvorson, Office Assistant

GUESTS

MINUTES

- Stanley F. motioned to approve the minutes from April 15, 2019, Linda S. seconded the motion. Motion passed unanimously.

PRESENTATIONS/DISCUSSION ITEMS

- Crooked River Roundup – Their meeting is tomorrow so they will be updating us after.
- City of Prineville Water Treatment Plant – Kennedy Property – The City of Prineville has proposed and it has been approved by the county court to build a water treatment facility on the Kennedy property. Casey provided a map of where the facility will be built as well as a more detailed diagram of the facility and entrance onto the highway. The remaining land will still be leased to the Parks and Recreation and presumably will still be used for ball fields. They have a 40 year lease. The City did have some test wells that were dug many years ago. The county and city have already come to an agreement, Casey just presented it to the fair board. The fairgrounds obtained the property across the street when the college was built. The lease with the Parks & Rec on the Kennedy property does state that the fairgrounds may use it for overflow parking during certain events. Mike asked if this was approved by the Kennedys. Casey did ask Jeff Wilson about the original deed. Casey hasn't ever seen the original deed but he does believe that there is a stipulation in there that the property is to be used for some kind of recreational use. The lease was for 40 years so that the Parks & Rec could go out for grants. The plant is to treat the city drinking water.
- Donation Trailer Mounted Barn Cooler – Terry Lynch – Casey received a call from Terry Lynch, Craig Woodward's cousin and a rancher from Redmond. He is getting out of the ranching business and would like to donate a barn cooler on behalf of Craig Woodward. He said it is valued at around \$15,000 and will cool an area twice as big as our Indoor Arena.

- Men's Shelter Shower Truck Storage – We were approached by Ken Fahlgren about a shower truck that was being outfitted for the men's shelter and asked us if we would consider storing it here on the fairgrounds and winterizing it in, in exchange for allowing us to use it during rodeo, rock hound, races, and fair. The truck is now in Prineville. Casey talked to Greg Sanders from the Redemption House and he has made the request to store it at the fairgrounds. There will be a written agreement about usage and insurance.
- Asphalt Crack Seal & Seal Coat Project – Casey presented the one and only bid that was submitted for the asphalt project by Tri-County Paving. Last year, after meeting with Scott Smith, we only budgeted \$50,000 for this project. We were assured that would be enough to cover the repairs. What we couldn't prepare for was the extent of the necessary additional repairs. Scott Smith with the city has agreed to do the necessary additional repairs at no cost to the fairgrounds if we adjusted the schedule. Tri-County will do the crack sealing now, the city will come and do the other additional repairs in July or August, and then Tri-County will seal coat it in September.

BOARD REPORTS

- Gail Merritt: Nothing to report.
- Dale Cummins: Absent.
- Linda Smith: Nothing to report.
- Mike McCabe: Casey has a PA system that needs to go to Salem, Melanie will be here this weekend and can take it with her.
- James Savage: Asked about the letter to Mike McLane. Casey has it in his manager's report.
- Stanley Flynn: Nothing to report.
- Linda Cross: Nothing to report.

FINANCIAL REPORT

Financial reports were presented to the board. The 2019-2020 proposed budget was sent to the fair board.

STAFF REPORT

Happy to have the new guys here, getting through April was busy.

MANAGER'S REPORT

Casey introduced Jay Shaw and Von Gruber, the two new facility coordinators. The next fair planning meeting is June 4th, Stanley will be in attendance. We have not received any information on the amount Humane Society's casino night generated, Casey will provide the donation amount when he receives that information. Casey attended the FFA officer installment and year-end banquet. We donated some carnival bracelets to the Senior All-Night party that will be held in Grizzly Mtn. Pavilion. The landscaping for the front LED sign will begin next week. They have engaged Mike Warren about the motel across the street. Dale and Mike McCabe are in discussion with him. Gail is working on fair board shirts. The Crooked River Rodeo office building was just painted, however, someone pried the door open last night. The police were here today and met with Jason. It doesn't appear that anything was taken. We did review the security camera footage and we were not able to see anything. We will look into getting additional cameras. The fences on the backside of the grandstands have all been reconfigured so that during rodeo they can be opened and the tent can be fenced off to allow for a larger midway. The demonstration garden is almost finished. Casey sent out an email about contacting either Mike McLane or Dennis Linthicum regarding the proposed increase of lottery funds from \$53,000 to \$165,000. The Association of Oregon Counties is in support of this. Gail would like to send a thank you to Mike McLane and Dennis Linthicum for meeting with them during Spring Conference. We have engaged the company that did the promotional video last year about doing another video this year but having it be more about the fairgrounds larger events including high school rodeo, pee wee rodeos, rodeo and races, the Crook County Rodders, and fair again. Last year, the cost was \$3,500 this year, he has proposed \$12,000, and Casey got him down to \$9,700 but just not seeing the value or how to budget for it. The two new employees have jumped right in and have been doing well. Casey wishes there was a binder he could give

February 25, 2020

to them on how to do their job but unfortunately there is nothing like that! Von has a lot more heavy equipment experience than Jay does. They have gone through most of the stall barns and fixed what was broken. Casey has told them that if it is broken, fix it, he doesn't like having to touch things twice and don't just walk by it. Their schedules will be staggered, they will have a few days together for tear downs and setup but they will rotate working the weekends. The volunteers, Ron and Jim are getting along with them as well. Casey wanted to thank the fair board for their help, we wouldn't have been able to do all the things in April without everyone pulling together.

PUBLIC COMMENT

No public comments.

Meeting was adjourned at 6:17 p.m.

Next Regular Meeting Date: June 17, 2019 @ 5:30 p.m.

Respectfully Submitted,

Micaela Halvorson

Micaela Halvorson (Feb 26, 2020)

Micaela Halvorson, Office Assistant

Gail Merritt

Gail Merritt (Feb 25, 2020)

Gail Merritt, Chairman



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm- June 17, 2019
1280 S. Main St., Prineville, OR 97754
Telephone 541-447-6575

The regular meeting of the Crook County Fair Board was called to order on June 17, 2019 at 5:30 p.m. by Chairman, Gail Merritt

MEMBERS ATTENDING

- Gail Merritt, Chair
- Mike McCabe
- Linda Smith
- Linda Cross
- James Savage
- Stanley Flynn
- Dale Cummins

STAFF ATTENDING

- Casey Daly, Manager
- Micaela Halvorson, Office Assistant

GUESTS

MINUTES

- Linda C. motioned to approve the minutes from May 20, 2019, Linda S. seconded the motion. Motion passed with Dale C. abstaining.

PRESENTATIONS/DISCUSSION ITEMS

- Crooked River Roundup – Nothing to report. The fair board is invited to the kickoff party that will be held on Wednesday after the stampede behind the Horseshoe. Gail will be making potatoes for it on Wednesday in Carey Foster Hall if anyone would like to help. The route for the stampede has changed from going down 3rd to Main Street to starting at the Chamber of Commerce and just going straight down Main Street.
- Crooked River Roundup Parade “Kick up your heels and stirrup some fun” is the theme for this year’s parade if anyone would like to decorate the float, we will be using the red people mover.
- Fair Sponsorships – At the last meeting we discussed who felt comfortable contacting the various businesses. Gail talked to Darrell Wisseman at Edward Jones and he is a yes for a golf cart. He will not respond to the letter but is more than happy to sponsor if you contact him in person. Pat Lanahan is the same way. Greg Lambert from Mid-Oregon Personnel, Linda S. will talk to him. Casey will contact Les Schwab. IGA Wagner’s is being contacted by Linda S. She will also contact Hometown Animal Hospital. Gail will contact Troy at Best Western. Micaela will contact Gary Gruner. We have been unable to contact Gwen Carr from Rosendin.
- Crack Seal and Seal Coat Project - The crack seal is done. The city is going to help us fix the sunken ditch by the war memorial. As soon as that is fixed, the seal coat will be done.

BOARD REPORTS

- Gail Merritt: Working on the OFA Winter Conference. The school boards are coming in for fair. We do need to pick up the board from Paulina. Mike offered to go on Wednesday morning or James will be out there next week and has a key to the building.
- Dale Cummins: Moving forward with the motel project.
- Linda Smith: Nothing to report.
- Mike McCabe: Regarding the motel, Dale has contacted Mike Warren. His concern is if the county is considering leasing the land or selling the land. If it is only up for lease then the motels will not be interested. Mike would like a meeting with Dale, Jerry Brummer, and himself to discuss.
- James Savage: Nothing to report.
- Stanley Flynn: Getting the volunteer book back from Gary Gregory and is going to start contacting the volunteers.
- Linda Cross: Nothing to report.

FINANCIAL REPORT

Financial reports were presented to the board.

STAFF REPORT

Premium Book is done.

MANAGER'S REPORT

Next fair planning meeting is July 2, 2019. We have received the presale carnival tickets from Paul Maurer Shows. We will be running ads for the presale tickets. Jason Snider has promised he is going to get the main entrance way finished before rodeo. Talked to Lance Romine about concept for the LED sign on Lynn Boulevard. He is also in crunch time to get the gazebo project finished by fair. Gail is working on fair shirts. All of the bucking chutes, lead ups and crow's nest were painted. Demonstration garden has been planted with a wide variety of plants. We are going to put some native plants in the area as well. Fair posters have been ordered. The ice machine in the outdoor arena either needs to be fixed or we need to look into buying a new machine or refurbished one. William McKenzie will distribute the fair posters. The new guys are doing great. They are getting along well with the volunteers. Jeff Wilson will be taking the summer off due to some health issues. There is a temporary counsel available if we need them. The new tent panels are here so we will get them installed. Dale offered to help this week if anything needs to be done.

PUBLIC COMMENT

No public comments.

Meeting was adjourned at 6:05 p.m.

Next Regular Meeting Date: July 20, 2019 @ 5:30 p.m.

Respectfully Submitted,

Micaela Halvorson
Micaela Halvorson (Feb 26, 2020)

Micaela Halvorson, Office Assistant

Gail Merritt
Gail Merritt (Feb 25, 2020)

Gail Merritt, Chairman



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm- July 15, 2019
1280 S. Main St., Prineville, OR 97754
Telephone 541-447-6575

The regular meeting of the Crook County Fair Board was called to order on July 15, 2019 at 5:30 p.m. by Chairman, Gail Merritt

MEMBERS ATTENDING

- Gail Merritt, Chair
- Mike McCabe
- Linda Smith
- Linda Cross
- Stanley Flynn

STAFF ATTENDING

- Casey Daly, Manager
- Jerry Brummer, Commissioner
- Micaela Halvorson, Office Assistant

GUESTS

MINUTES

Linda C. motioned to approve the minutes from June 17, 2019, Linda S. seconded the motion. Motion passed unanimously, minutes approved.

PRESENTATIONS/DISCUSSION ITEMS

- Follow up Discussion- Mike Warren/ Jerry Brummer/Mike McCabe Meeting – Mike M., Jerry, and Casey met with Mike W. Jerry wanted to follow up after a work session where Mike W. attended. During the work session, the county court discussed options for getting a convention center built on the five acres west of Main Street (Boathouse Property). The court discussed building something there to try and gain enough revenue for the convention center but nothing built there will generate enough revenue. If we sell the land, there still won't be enough money and no land to build on so at this time the county court would like to leave the property alone and continue using it for overflow parking then look for ways to finance a new convention center in the future. The county court is all in agreement that we need a new convention center and that land is a valuable piece of property, but we need to look at alternative means to get the financing for that project. They also think it would be a great idea to build a motel/hotel to support the convention center and fairgrounds. The City of Prineville and the county have had discussions on the needs of the county including schools, pool, community hall, convention center, secondary access in Juniper Canyon, etc., in the next 30 years and how do we finance the projects. We need to work together so we are not proposing bonds at the same time. The legislature has put in \$137 million for court

house expansions however; Crook County was not included on the list so they have applied to be put back on the list. If funding were to become available, having the land to build on is vitally important.

- Fair Sponsorship – Nate from Les Schwab has agreed to sponsor fair again this year (we have established a relationship with him), Linda S. met with him, very nice guy. Linda S. also met with Home Town Animal Hospital and they are happy to support us again this year as well.
- Asphalt Crack Seal & Seal Coat Project Update – We are waiting for Scott Smith to get ahold of us to re-bed the ditch that has failed. We will have to do a walk through; the Roundup had a skid steer on the asphalt and picked up some of the crack seal. We will need to ask Tri-County to look at the damages.

BOARD REPORTS

- Gail Merritt: Gail was tasked with finding new Fairboard shirts and has done so (not easily), but they will be available at Prineville Men's Wear for fitting then they will be sent to Bullseye Logo for embroidery work. We will be doing herdsmanship throughout the barns again this year and the winning group will receive \$250 for their club. The all 4-H meeting is tomorrow and Casey will announce that it is taking place again. Gail's daughters have agreed to judge and Kurt Sloper will do it as well.
- Dale Cummins: Absent
- Linda Smith: Veterans Breakfast is wrapped up and we are in good shape. The roses are looking better! She would like to ask Jason to adjust the sprinklers to make sure they are all getting enough water. She also gave them some additional plant food that included a systemic if they have any kind of insect eating them. Micaela requested a list of sponsors for the Veterans Breakfast to list them on the daily handout and send thank you cards. Linda is going to get on the Band of Brothers agenda the week before the Veterans Breakfast to invite everyone to come as well as inform them that there will be shuttles to give rides to everyone and also if someone needs to be driven in they may do so, but then move their car back out for safety reasons. The other issue we have on Thursday morning is that showing starts really early and people drive in and then leave their vehicles throughout the day.
- Mike McCabe: Nothing to report.
- James Savage: Absent
- Stanley Flynn: Looking for additional volunteers. If every board member found just one new volunteer, that would be a great benefit.
- Linda Cross: Would like to start getting fair boards hung and any banners put up as soon as possible so as not to have to do it at the last minute. The work party will be August 3rd.

FINANCIAL REPORT

Financial reports were presented to the board.

STAFF REPORT

Micaela is working with Mark from Bullseye Logo to get volunteer t-shirts, we went with a unisex t-shirt. She would like an estimate on the different sizes to order. Tonya is back to work. Gail would like to have all the banners ordered so they can be put in place as soon as possible.

MANAGER'S REPORT

This year's races and rodeo are the last year on this contract; it ends on May 31, 2020. We will need to renegotiate the contract with the Crooked River Roundup. We need to form a committee to get this done. The landscaping on the LED sign at the entrance is done. We are still working on the LED sign for Lynn Boulevard. Casey talked to Scott Smith about future plans there so we don't have to move it. There have been discussions about pulling back Lynn Blvd. gate. Bucking chutes and the crow's nest were painted this year. The fence is finished. The Demonstration Garden is complete. Lance Romine is working on our gazebo. He said it will be done by fair. We need to come up with a couple of nominees for Volunteer of the Year. Casey has a couple of names: Jay Porter and Jim Crittenden (who works in the shop throughout the year). Gail requested copies of the Crooked River Roundup contract at the next meeting so the board can make a decision on who will be on the committee. She would also like to board to review it and decide what the fair board wishes before meeting with the Roundup. We did have a concerned citizen about our fair poster. She was concerned that it was not reflective of the demographic of our community and what is going on in the world. Commissioner Brummer also mentioned that the posters never mention the year on them, so it is difficult to determine that in later years. In San Diego, a young man died and three other fair visitors got really sick from e-coli after petting animals. There is a big push from the health department to have more signage and more hand wash stations. We have ordered 10 sandwich boards and signs to put at the different barns entrances.

PUBLIC COMMENT

No public comments.

Meeting was adjourned at 6:30 p.m.

Next Regular Meeting Date: September 16, 2019 @ 5:30 p.m.

Respectfully Submitted,

Micaela Halvorson
Micaela Halvorson (Feb 26, 2020)

Micaela Halvorson, Office Assistant

Gail Merritt
Gail Merritt (Feb 25, 2020)

Gail Merritt, Chairman



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm- September 16, 2019
1280 S. Main St., Prineville, OR 97754
Telephone 541-447-6575

The regular meeting of the Crook County Fair Board was called to order on September 16, 2019 at 5:30 p.m. by Chairman, Gail Merritt

MEMBERS ATTENDING

- Gail Merritt, Chair
- James Savage
- Dale Cummins
- Mike McCabe
- Linda Smith
- Linda Cross
- Stanley Flynn

STAFF ATTENDING

- Casey Daly, Manager
- Jerry Brummer, Commissioner
- Micaela Halvorson, Office Assistant

GUESTS

- Marv Sumners, Crooked River Roundup
- Chad McAvan, Crooked River Roundup
- Jason Snider, Crooked River Roundup
- Dennis Hilderbrand
- Mark McKinnon
- Brandi Ebner, Hospice Auction
- Doug Smith, Crooked River Roundup

MINUTES

Stanley F. motioned to approve the minutes from July 15, 2019, Mike M. seconded the motion. Motion passed unanimously, minutes approved.

PRESENTATIONS/DISCUSSION ITEMS

- Amanda Noland-Hagen Family Benefit GMP Donation-Amanda is not able to attend the meeting tonight so Dale C. is going to present. The benefit is for Bristol, the child that was diagnosed with Leukemia. Amanda has a venue already established; however, they are concerned with the weather. They have requested to reserve the Grizzly Mountain Pavilion as a backup if the weather turns; they have a live band and auction scheduled. The event is scheduled for September 28th. The Crooked River Roundup queen tryouts will be held the

next morning, so the benefit would need to clean up the building that evening. **Linda S. motioned to waive the fees for the Grizzly Mountain Pavilion for Baby Bristol (Hagen Family) fundraiser for September 28, 2019. Stanley seconded. Dale C. abstained, motion carries.**

- Crooked River Roundup-Follow up from the rodeo and races. With the rodeo, it was a difficult, unique rally of the people in the community to get through the theft, flooding. There is no way to prepare for what happened, but they wanted to thank everyone for their help. A check for the 5% alcohol was given to the fairgrounds. The CRR events have grown over the past 5 years and the fairgrounds and the Roundup have accomplished a lot together. It is time to look at the next five years and address the growth. Doug Smith stated that they had an incredible race year. The main concern is how to grow from here and address the same hot topics that have been a concern for many years. Those include getting the stalls cleaned in the time restraints we have, upgrading the restroom facilities, moving steel around to setup temporary pens, lighting issues. Jason would like to setup a date and time to meet with a few members of the board and discuss the wants/needs that should be addressed in the next 5-year contract. The contract ends the end of May and neither party wants to get too close to that date without the contract in place. Both parties agreed to have a smaller committee meet to discuss the contract and then report back to the larger groups.
- Dennis Hilderbrand and Mark McKinnon Beef Barn 2020-The beef program has grown considerably in the past two years and they would like to figure out a direction to get a new beef barn and new wash racks. Dennis and Mark would like to see what they can do to get the community involved in getting a new area for more animals during fair. Mark has concerns with bringing the beef into the indoor arena with the pigs and the safety of the kids due to the beef not reacting well to the environment of the indoor arena. He also believes that a new barn could be built by getting the community involved. The board would like to know how much room they would need to house 100 head plus the show ring. Dennis wanted to know if a contractor is required for this type of project. The county will allow us to do the work with volunteers but we must be able to pass building inspections. Mark's ideal location would be next to the stall barns where we currently pile all the shavings or moving the last two barns and building where they currently are. Mark would like to view some other fairgrounds to see what they currently do. Umatilla and Washington counties have newer facilities that we could arrange a walk-through to get some ideas. Dennis and Mark are suggesting something similar to the H-Barns. The board has asked Dennis and Mark to draw something up with their ideas including required area needed (foot print). Casey's concern is that we are currently renting tents to house the sheep and goats so he would like to include them in the conversation. Upgrades and improvements would need to be made to the current facilities to make them more user friendly for the other animals.
- Brandi Ebner-St. Charles Hospice Auction-Brandi is the new event coordinator for the Hospice Auction. She would like to ask the fair board to continue their generosity by waiving the alcohol fee as well as providing the facility rent free so all the money can go back to the families in hospice. The fair board has not donated the facility rent-free in the past; the hospice coordinator has gone to the county court and requested that they pay for the rental of the building. The fair board did waive the alcohol commission and just requests to be listed as a sponsor of the event. We will give Brandi the paperwork to get on the county court agenda. **Dale C. motioned to waive the 20% alcohol fee for the St. Charles Hospice Auction. Linda C. seconded. All in favor, motion carries.**
- Kiwanis Event-October 12th-Forrest Cavanaugh was supposed to attend but was not here.

- Carnival Exclusivity for Crook County Fairgrounds-A carnival is not fair, however, it is a major component of fair. Casey would like to see about having first right of refusal or some kind of exclusivity for a carnival for a specific amount of time before the fair. Commissioner Brummer suggested that Casey ask Eric Blaine what our options are. It has been difficult to get a carnival and part of the hesitancy from the providers is that there is a carnival here a month before fair. Brandi Ebner is in charge of Western Days so Casey wanted to discuss this issue before approaching her about it.
- For Crooked River Roundup Contract Committee-**Mike M. motioned to have Dale, James, Gail, and Casey make up the Crooked River Roundup Contract Committee. Linda S. seconded. All in favor, motion carries.** Casey will send all of the previous contracts to the committee and also dates and times for meetings.
- Asphalt Crack Seal & Seal Coat Project Update-skipped

BOARD REPORTS

- Gail Merritt: She received a very nice framed picture of the fair board.
- Dale Cummins: He is very impressed with the new employees. Every time he is here, he notices something new that is being worked on or fixed.
- Linda Smith: Has spent the last several weekends at several different rodeo grounds and would like to just mention how nice our facilities are.
- Mike McCabe: Nothing to report.
- James Savage: Nothing to report.
- Stanley Flynn: The Oregon Old Time Fiddlers had many wonderful things to say about how nice the fairgrounds are and all of the improvements.
- Linda Cross: Nothing to report.

FINANCIAL REPORT

Financial reports were presented to the board.

STAFF REPORT

Micaela reported that she is working on finishing thank you cards and will include some pictures with the cards. Dale has a nice picture of the Ferris wheel with sunset that he will share. She would also like to know if the fair board would like to have Wildlife Wendy back next year, the fair board would like to invite her back. They would also like to invite Legendary Longhorns back.

Commissioner Brummer felt that the atmosphere with the Crooked River Roundup was amicable and he would like to see that grow. He would like the committee/board to figure out a base rate and then anything the Crooked River Roundup wants to add on they can pay for it.

MANAGER'S REPORT

Casey has been working with the extension office on the LED sign for Lynn Boulevard. He talked to Scott Smith, City of Prineville, who is unable to provide any kind of distance for any future width expansions. He committed to the right of ways that are currently in place that are 18 inches off of the asphalt. We are doing the site survey right now; Casey met with Kim Herber. There are some power poles that are in the visual path of the possible sign locations. Casey met with Eric Klann about the Parks and Rec Master Plan. The fairgrounds was not going to initially be included in that but they changed their minds and have requested maps and long range improvement plans. All of

our master plan will be included with the Parks and Rec. There have been some reoccurring thefts at the fairgrounds and it has become a huge issue. One of the things that we are getting addressed is a high resolution camera that can read license plate numbers. That will be installed by James Wilson at the front entry way; hopefully we can lock down the remaining entrances. Dale C. would like to approach the county about changing the status of the road that goes through the fairgrounds so that we can lock the fairgrounds at night. There are a few instances where we will not be able to lock the fairgrounds down but it doesn't seem like there are many issues when the fairgrounds are occupied. Dale also mentioned possibly hiring a security company to do some drive through checks. The City might be interested in going together to hire a person for this as well. During fair, we had two severe weather events. We discovered that our wireless microphones did not work in the high static, the PA system on the stage was under water and was unusable. We have purchased three bullhorns that can be placed out when we have large crowds on the grounds. Casey is going to get the emergency equipment on his pickup up and running again. We will be going to winter hours again on September 30th. We will be open until 4. The attendance during fair was 28,122, livestock sale \$592,886 on 212 head. Our numbers were down as far as entries. We did send a few exhibits to the State Fair Best of the Best and the feedback we received was that the items were not very well displayed. We are already working on things for next year. We are looking into a group called the Fab Four, they are a Beatles tribute band. At our next fair board meeting, we will need to come up with fair themes for next year. The volunteer of the year was not at the volunteer barbeque, the board would like to present it to him at county court.

PUBLIC COMMENT

No public comment.

Meeting was adjourned at 7:07 p.m.

Next Regular Meeting Date: October 21, 2019 @ 5:30 p.m.

Respectfully Submitted,

Micaela Halvorson
Micaela Halvorson (Feb 26, 2020)

Micaela Halvorson, Office Assistant

Gail Merritt
Gail Merritt (Feb 25, 2020)

Gail Merritt, Chairman



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm- October 21, 2019
1280 S. Main St., Prineville, OR 97754
Telephone 541-447-6575

The regular meeting of the Crook County Fair Board was called to order on October 21, 2019 at 5:30 p.m. by Vice Chairman, Dale Cummins

MEMBERS ATTENDING

- James Savage
- Dale Cummins, Vice Chair
- Mike McCabe
- Linda Smith
- Linda Cross

STAFF ATTENDING

- Casey Daly, Manager
- Micaela Halvorson, Office Assistant

GUESTS

- Dennis Hilderbrand
- Mark McKinnon

MINUTES

James S. motioned to approve the minutes from September 16, 2019, Mike M. seconded the motion. Motion passed unanimously, minutes approved.

PRESENTATIONS/DISCUSSION ITEMS

- Crooked River Roundup-No new items to report
- Dennis Hilderbrand-Mark McKinnon Beef Barn 2020 – Dennis and Mark have done some surveying and believe that a building that is 90' x 160' would be an ideal size for a multi-purpose building. The Indoor Arena dirt is 90' so that would allow a barrel pattern, roping boxes, plenty of room for beef during fair as well as storage of equipment if needed. Mark was able to get a price for a steel building. It is more expensive than a pole barn, but he feels like the value of the steel building and longevity of it is worth the additional cost. The building would have sheeting to the ground on the south side; all the other sides would have an 8' apron down to provide shade. There are multiple options around the base if we wanted to do anything including a pony wall, concrete blocks that could be removed. The spans would be 25' for the most part making it easy to drive in with equipment. Regarding location, they are thinking of moving Stall Barn 12 and starting there. The 90' would be north to south and the 160' would be east to west. The main entrance would be on the 160' north side. There is water there already and it would be easy to install a wash rack on the east end. The estimate Mark got from Jesse Martinez was on a 90' x 160' building with 16' eaves

(14,400 square feet) the cost erected and installed without the excavation is \$17.50 to \$18.50 per square foot. That price could be reduced if someone knows how to erect a steel building. Excavation would be performed by Dennis and Mark. Mike asked if they priced out a pole barn and Mark has not, but he has built a couple of hay barns recently and they run around \$6-7 per square foot. The issue with a pole barn is that the bays are closed down to 12' and the clear span is limited to 70' thus making it unusable by barrel racers and ropers. In order to get to the optimal 90' you would have to add lean-tos and have poles in the arena area. Mark and Dennis can get quotes from RM Steel for a kit which would be quite a bit cheaper as long as someone knows how to put it together.

- 2020 Fair Theme-The fair board was presented with a list of theme ideas. We would like to have the fair theme ready to vote on by the next fair board meeting on November 18th so we can start working on advertising. Dale suggested "It's the 20/20 fair, can you see yourself there?" The board is going to review and come up with some other possibilities with the 2020 theme.

BOARD REPORTS

- Gail Merritt: Absent.
- Dale Cummins: Reviewing the Crooked River Roundup contracts and preparing for the meeting with them.
- Linda Smith: Nothing to report.
- Mike McCabe: Nothing to report.
- James Savage: Following up on a meeting time/date with Crooked River Roundup. Casey has not heard back from Jason Snider, but will let the committee know when he does.
- Stanley Flynn: Absent.
- Linda Cross: Nothing to report.

FINANCIAL REPORT

Financial reports were presented to the board.

STAFF REPORT

Nothing to report.

MANAGER'S REPORT

We hosted the Harvest Hoedown a few weeks back and had over 1,000 people attend. We did it in conjunction with the Chamber's Mac N' Cheese Tease. We are working with the rodeo committee to try and host a Kick-Off Party/Dance/Queen Coronation/Birthday party for the CRR. It will be in the Indoor Arena. The plan is to have a band on one end and a banquet with auction as a fund raiser. It will be held in February. Linda S. is helping with the planning. Casey attended the 4-H recap meeting on September 23rd. The sales committee is looking for some additional hog panels and Casey said we would try to help with that financially. The group is still not very happy with our load-out policy, but Casey informed them that it is what it is. The CRR Queen Tryouts were held on the 29th and the new queen is Emily McDaniel. Linda S. is very excited to work with her this year. The Pee Wee Rodeo Banquet was held here last weekend and the fire alarm went off. The entire system was filled with water. Casey contacted Russ Deboodt and we were required to post a fire watch so Casey stayed until around 1:30 am. Chuck from American Sprinklers has been contacted to try and fix the problem; he is not entirely sure what exactly the issue is. Von was injured on the job

last Friday and required 5 stitches; he got his hand caught in the drill press. He is ok and was able to return to work on Saturday. Casey talked to Lance Romine and was assured that he is going to start working on the gazebo. He just finished moving and should be able to start working on it in the next week or two.

PUBLIC COMMENT

No public comment.

Meeting was adjourned at 6:04 p.m.

Next Regular Meeting Date: November 18, 2019 @ 5:30 p.m.

Respectfully Submitted,

Micaela Halvorson

Micaela Halvorson (Feb 26, 2020)

Micaela Halvorson, Office Assistant

Gail Merritt

Gail Merritt (Feb 25, 2020)

Gail Merritt, Chairman



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm- November 18, 2019
1280 S. Main St., Prineville, OR 97754
Telephone 541-447-6575

The regular meeting of the Crook County Fair Board was called to order on November 18, 2019 at 5:30 p.m. by Chairman, Gail Merritt

MEMBERS ATTENDING

- James Savage
- Gail Merritt, Chair
- Stanley Flynn
- Linda Smith
- Linda Cross

STAFF ATTENDING

- Casey Daly, Manager
- Micaela Halvorson, Office Assistant

GUESTS

- Patrick Drinkard
- Linda McDonald, Swire Coca Cola
- David Thiessen, Swire Coca Cola

MINUTES

Linda C. motioned to approve the minutes from October 16, 2019, Stanley F. seconded the motion. Motion passed, Gail Merritt abstained, minutes approved.

PRESENTATIONS/DISCUSSION ITEMS

- Crooked River Roundup-No new items to report
- Patrick Drinkard-Indoor Arena Benefit Rodeo-Last year, Patrick held a benefit bull riding for the Ware family on the 29th of December and he is planning on doing another one on the 28th of December this year. He is requesting that the fair board donate the arena fee and alcohol commission as all proceeds are going to the Hagen family and the Wells family. The fairgrounds would be listed as a main sponsor of the event. The Hagen family's daughter, Bristol, was diagnosed with leukemia. Clint and Jessica Wells, in 2017, Jessica had breast cancer and beat it and now she has brain cancer. They have three kids. **James S. motioned to waive the arena fee and alcohol commission for the "Buckin' for Hope" event on December 28, 2019. Stanley seconded. Motion carries.** Patrick will let Casey know about the security company. Gail had a concern about the Christmas in the Pines displays; she just wants to make sure that the people parking are conscientious about the displays to avoid breakage. Patrick will provide insurance. Micaela will get him a contract.

- Linda McDonald Swire Coca Cola-David Thiessen provided a presentation on Swire Coca Cola for a possible future partnership with the fairgrounds. Please see presentation for additional information. They would be willing to work with us on the exclusivity year-round and the different events. The information will be given to the absent board members and then the board will make a decision on whether to move forward or not. Linda and David are willing to return to give a presentation on the proposal. We currently do not have anything in place that is similar to this partnership. The fair board can amend the contracts to state that products must be purchased from Swire Coca Cola. There was no set duration; however, it sounds like it can either be a year or multiple years. Casey would like to ask for some fair references from them to follow up with.
- 2020 Fair Theme-The board was not ready to vote on this, so it has been pushed off until the December meeting. Casey will send out the fair themes to the board members and they will send back their top three to vote on in December.

BOARD REPORTS

- Gail Merritt: Nothing to report.
- Dale Cummins: Absent.
- Linda Smith: Nothing to report.
- Mike McCabe: Absent.
- James Savage: Nothing to report.
- Stanley Flynn: Nothing to report.
- Linda Cross: Nothing to report.

FINANCIAL REPORT

Financial reports were presented to the board.

STAFF REPORT

Nothing to report.

MANAGER'S REPORT

Crooked River Roundup contract update: the committee met with the county attorney on Thursday after meeting with the Roundup (they were dumbfounded by our proposal). The Roundup was very supportive of our proposal. The attorney is going to work on the contract and get it back to us. The CRR is going to have their annual kickoff party on February 8, 2020 in the Indoor Arena. We will be their guests rather than help produce the event. We will be supporting the CRR Queen, Emily McDaniel this year. It has been mentioned about doing a different coronation party for her a little later in the year. OFA winter conference is January 9-12. We had a float in the Veteran's Day parade, the Pioneer Queens joined us. The Veterans Appreciation Dinner is Wednesday, November 20th. Christmas Parade is on November 30th with lineup starting at 4:30. We will be lined up towards the front to allow Christmas in the Pines volunteers to get back to the fairgrounds and open their event. There is a pig show that is happening starting on the 29th of November going through the 1st. It is during the first drive thru so we are going to have to try and keep everyone in their respective areas. Casey had his first conference call with Laura Schmitt from MIG, the company that is working with the city and Parks & Rec on the master plan. The city would like us involved and be a part of this master plan. The city is going to pay for part of it and the county has agreed to pay the remaining. It is around \$30,000. The benefits of this are that we will have a stand-alone master plan that is

professionally done. It will help in grant writing. The plan is to have Laura sit down with each board member and get assessments of needs, wants, what is working and not working, etc.

PUBLIC COMMENT

No public comment.

Meeting was adjourned at 6:34 p.m.

Next Regular Meeting Date: December 16, 2019 @ 5:30 p.m.

Respectfully Submitted,

Micaela Halvorson

Micaela Halvorson (Feb 26, 2020)

Micaela Halvorson, Office Assistant

Gail Merritt

Gail Merritt (Feb 25, 2020)

Gail Merritt, Chairman



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm- December 16, 2019
1280 S. Main St., Prineville, OR 97754
Telephone 541-447-6575

The regular meeting of the Crook County Fair Board was called to order on December 16, 2019 at 5:33 p.m. by Chairman, Gail Merritt

MEMBERS ATTENDING

- James Savage
- Gail Merritt, Chair
- Stanley Flynn
- Linda Smith
- Dale Cummins
- Mike McCabe

STAFF ATTENDING

- Casey Daly, Manager
- Micaela Halvorson, Office Assistant

GUESTS

- Jason Snider, Crooked River Roundup

MINUTES

Stanley F. motioned to approve the minutes from November 18, 2019, James S. seconded the motion. Motion passed, minutes approved.

PRESENTATIONS/DISCUSSION ITEMS

- Crooked River Roundup-Jason gave an update on the February 8th event. They have hired Kasey Avery to help promote and set the event up. They are hoping for around 500 people. Currently, the price is \$75 presale and \$90 at the door. The Race Horse Box awarded a grant to them in the amount of \$10,000 that will include lighting and a better speaker system for the racers. Doug is working on the issue of the lighting in the barns and the hot walker popping the breakers. One of the steel companies that is working up on the hill is required to do some work in town so the CRR is working with them on skyboxes and an announcer stand that will be weather proof. Jason is working on getting actual drawings of the proposed structures as well as material list. In Las Vegas, the CRR did win the Most Improved Footing from the WPRA. They have a group interested in doing a standalone event on Tuesday of rodeo in the Indoor Arena; it will be X-Bronc (extreme bronc riding like extreme bull riding). They are hoping that it might entice some of the riders to come here versus the other rodeos happening at the same time. MIG will be contacting Jason regarding the master plan; a meeting is scheduled for January 23-24, 2020. The contract is in the hands of the attorneys and they are working through the logistics of contract laws pertaining to a county entity.

February 25, 2020

Dale has offered to be the liaison for the Fairboard to the CRR meetings. Jason will make sure to get him on the contact list. They are trying to get the after party to move downtown. The Chamber has been working on ideas to get that going.

- January and February 2020 Fairboard Meeting Dates-January 20th is Martin Luther King Jr. Day and February 17th is Presidents' Day; the county is closed on both dates and Casey will be attending WFA Convention in January. Coca Cola was requesting a date to come back to the fair board and so an executive decision was made to move the January meeting to the 27th. The fair board has agreed that the 27th meeting will take the place of both the January and February meetings.
- 2020 Fair Theme-A list of 5 different fair themes was passed around and the board voted to make "Country Nights and Carnival Lights" the fair theme for 2020.

BOARD REPORTS

- Gail Merritt: She has been working on the Convention Committee for the OFA. Christmas in the Pines is doing well.
- Dale Cummins: He has been working on the CRR contract. He asked if the CRR could come before the Fairboard prior to their event and present the recommended changes and ask for a waiver of their fees rather than money changing hands.
- Linda Smith: Nothing to report.
- Mike McCabe: Returned his paperwork to continue on the Fairboard as his term ends on December 31st.
- James Savage: Verified that the "Bucking for Hope" is on December 28th. Patrick has not reached out to him yet regarding his staff being available.
- Stanley Flynn: Nothing to report.
- Linda Cross: Absent.

FINANCIAL REPORT

Financial reports were presented to the board.

STAFF REPORT

Micaela returned from IAFE and had several new ideas and events including a Putter's Competition, Bacon Buddies (a mentor program to allow kids with disabilities the opportunity to show an animal), the need for a sponsorship recap, a different way of evaluating the fair's success (Frustration Uncertainty Delusion Success FUDS), a Fair Only Special Deals setup with the vendors to try and bring additional business to our vendors, and coloring murals that can be used for several years. Dale would like to see a way for sponsors and vendors to give feedback on our fair. He also suggested reaching out to the local food trucks and giving them an opportunity to be at fair and promote their business. While at the convention, Micaela stopped at The Diamonds booth and discussed that they have been at our fair a couple of times and inquired if they would be interested in coming back. They reached out to us last week and the fair board would like to have them back in 2021. Micaela will follow up with them.

MANAGER'S REPORT

Hospice auction brought in approximately \$110,000. The alcohol percentage donated by the fairgrounds was \$1,097.20. We will be supporting the queen again this year. OFA Convention is January 9-12 in Roseburg. Thank you to James and Dale for serving at the Veterans' Appreciation

February 25, 2020

Dinner, not only representing the uniform, but also the Fairboard. Linda Cross has decided to not re-up her position on the board. Her term ends on December 31st. Casey gave applications to the Fairboard if they have anyone in mind for the open position. Casey has also been propositioned about having the entire tent be a walk around alcohol license during fair. Gail's concern was that when we used to rent the tent and it was a walk around beer garden it had to be all closed off. Casey has been in communication with Joe Barker from Ochoco Brewing and he was going to talk to OLCC to see what they would require for that type of license. The open end of the tent would have to be manned and we would have to restrict some of the side openings. The Fairboard will consider the option of having the walk around alcohol license and wait for the OLCC's input on how to manage this. MIG is the company doing the master plan for the city; Lauren will be contacting the board members individually to get their feedback on future plans for the fairgrounds.

PUBLIC COMMENT

No public comment.

Meeting was adjourned at 6:32 p.m.

Next Regular Meeting Date: January 27, 2020 @ 5:30 p.m.

Respectfully Submitted,

Micaela Halvorson

Micaela Halvorson (Feb 26, 2020)

Micaela Halvorson, Office Assistant

Gail Merritt

Gail Merritt (Feb 25, 2020)

Gail Merritt, Chairman