



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm, March 18, 2024
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 18th, 2024, at 5:30 p.m. by Chair Gail Merritt.

ROLL CALL/BOARD MEMBERS ATTENDING

- Gail Merritt, Chair
- Mike Kasberger, Vice Chair
- Stanley Flynn
- Linda Smith
- Casey Kiser
- Linda Cross
- Mike McCabe

STAFF ATTENDING

- Casey Daly, Manager
- Haley Crow, Administrative Assistant

GUESTS: Oregon High School Rodeo Association/Tri-County HS Rodeo Club, Sam Elliot (Sun-E Production), Dennis Hilderbrand (Friends of the Crook County Fairgrounds)

MINUTES:

Mike K motions to approve the February board meeting minutes, Stanley seconds the motion, the motion carries.

PUBLIC COMMENT(S):

No public comments.

PRESENTATIONS/DISCUSSION ITEMS:

- **Sam Elliot (Sun-E Production):** Produces bull rides and other western events with fiancé Tiffany. Events are fit for all ages, bring in people from all over Oregon, provide opportunities for youth by donating to the Tri-County HS Rodeo Club. Goal: provide sports medicine, donate to Shop with a Cop program. Asking for a waiver of facility and equipment use fees for this year's event (11/9), and the savings will be used to expand the donations back to the community that Sun-E already makes.
- **Bobbi Aldrich (HS Rodeo):** 2 events (Tri-County HS Rodeo in May, and State Finals Rodeo in June). Sponsor dollars would be used to pay the facility use fees, so waiving those would mean that money could be spent on better bulls, pick up men, judges, stock, etc. for the rodeos. The two rodeos bring in revenue to the city of Prineville. The May rodeo (Friday-Sunday) is expecting 200 families, the June rodeo (Tuesday-Sunday) is expecting 150 families.
 - *The group has not approached the City or Chamber of Commerce for funding and tries not to ask local businesses for help since there are so many rodeos in Crook County already soliciting sponsorships in this area. Linda and Stanley recommend approaching the City and Chamber.*

April 11, 2024

- **Dennis Hilderbrand & Ryan (Friends of the CCFG):** There is a new donor for the building, and we want to get on the same page with the Fair Board so the project can move forward. We are looking for a letter of intent from the Fair Board that says they approve of the tearing down of the H-barn and construction of the new one. Funders want to see that the Fair Board and Commissioners approve of the project.
 - **Casey:** due to the Fair growing quickly, it makes more sense to the Board to have a new barn constructed and adding new square footage rather than replacing one that is still usable.
 - **Mike K:** We would like to see a work plan to know how to respond as a Board.
 - **Casey:** the H-barn was evaluated and the 6"x6" and 8"x8" upright posts weren't salvageable, but the trusses were. It could be reconstructed with new timber.

- ***High Desert Christian Academy and Humane Society Rental Fee Reduction Proposals have been tabled due to lack of funding.***

- **The Board needs to think about the alcohol policy for small private events.** Right now, we are losing events and therefore revenue by not allowing private events to serve alcohol (weddings, baby showers, reunions, etc.). The cost/optical of having security is a deterrent as well as the requirement to have an OLCC-permitted vendor serving alcohol. Crook County and the Crook County Fair Board are listed as additional insureds, so that covers most of the liability concerns.
 - The Board recommends a modified alcohol policy for private parties with a maximum number of guests being 100 (not requiring security or OLCC-permitted server/vendor).
 - The Board recommends including a list of reasons we will hold people's Damage & Cleaning Deposits: not staying under the 100-guest limit, serving alcohol without notifying us and meeting additional alcohol policy requirements, etc.

- **Seasonal/Temp Office Help (Haley):** We are looking to hire a seasonal/temp office assistant and are accepting applications from Mid Oregon Personnel through May. If there are any Board members that would like to participate in the interview process, please let me know.

- **Jockey Room Project Bid (Casey):** The jockey room project went out to bid, closing on March 12th, and the only bid was from Marshall Bex for \$490k. It meets all the requirements. We were thinking (before prevailing wage) that the project was going to cost between \$320k and \$350k. The bid is on the county court agenda for this Wednesday and I would like to give the court certification from the Board. The grant for the project is \$277,777, the funding committee is allocating another \$137 from the \$2M and then we predict we have about \$65k left in Pape fund. We are still about \$30k short, which we can pull from the \$2M if the funding committee approves.
 - Haley: can CRR help fund the project as part of their new contract?
 - Mike K motions to approve the bid proposal as presented, Mike M seconds the motion, the motion carries.
 - Gail: maybe the \$10k from the Rockhounds can go toward the project as well.

BOARD MEMBER REPORTS:

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| <ul style="list-style-type: none"> • Stanley: I will not be at the next Board meeting. • Mike M: n/a • Mike K: n/a | <ul style="list-style-type: none"> • Linda S: n/a • Linda C: n/a • Gail: n/a |
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ADMINISTRATIVE ASSISTANT'S REPORT – Haley

- Applications and sponsorships are continuing to come in. We have a fried Fair food vendor this year. Premium Book is in its final stages and will go to print in April.

FINANCIAL REPORT - Casey

- We are 8 months into the fiscal year and expenditures and payroll are at about 50-60%
- Revenue will pick up in the spring due to more event rentals
- We have spent about half of the \$2M, and the spreadsheet is included in your reports tab
- About \$130-\$140k of the \$2M will likely have to go to the Jockey Room project
- *Haley will start emailing financial reports to the Board ahead of the meeting*

MANAGER'S REPORT - Casey

- Completion date for the Jockey Room is July 5th
- The CRR rodeo has been moved up a week, which means there are only a few days between HS rodeo ending and Roundup beginning. CRR has agreed to do the prep for HS so the changeover will be quicker. We will not be reserving RV spots for HS rodeo due to the Rockhounds having their event on the same day.
- High School Graduation is on June 7th in the Outdoor Arena
- OFA conference is at Deschutes, October 17th-19th
- 6 non-revenue generating events this month: CRR meeting, OHSET, 4-H equestrian clubs, Police & Sheriff trainings, golf team practice, dog obedience class, Kiwanis Easter egg hunt
- Dennis is out, so we have hired JG's Professional Cleaning to cover the janitorial part of the groundskeeping.
- Funding committee meeting soon!

ACTION ITEM(S):

- a. February minutes were approved.
- b. Marshall Bex Jockey Room bid proposal was approved.

Meeting was adjourned at 7:33 p.m.

Next Regular Meeting Date: April 15th, 2024 @ 5:30 p.m.

Respectfully Submitted,

Haley Crow

4/11/2024

April 11, 2024