



Crook County Fair Board Minutes  
Fair Board Meeting 5:30 pm, September 16th, 2024  
1280 S. Main St., Prineville, OR 97754  
Telephone 541-447-6575

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The regular meeting of the Crook County Fair Board was called to order on September 16th, 2024, at 5:30 p.m. by Chair Gail Merritt.

**ROLL CALL/BOARD MEMBERS ATTENDING**

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

**STAFF ATTENDING**

Haley Crow, Administrative Assistant

Casey Daly, Manager

**GUESTS:** Eric Blaine, County Council / Laura Fladung / Kim Little / Seth Crawford / Debbie McCabe

**MINUTES:** *(no official motion for approval was made)*

**PUBLIC COMMENT(S):**

No public comments.

**PRESENTATIONS/DISCUSSION ITEMS:**

- **Funding Committee update:** last meeting was 3 weeks ago; several items were addressed: asphalt between the railroad club and the Grimes Christmas Scene (received 2 competitive bids so far and both have exceeded the budget that the Committee decided on, so that project needs to be re-addressed), flail mower approved for the maintenance shop, and a manure spreader was approved.
  - Gravel is an option instead of asphalt that would cost less but we would not be able to create official handicap parking spots.
  - Picnic tables have been approved and will be ordered. \$35k budget will be best spent on kits which our staff will assemble in-house.
- **Laura Fladung, Fair Rabbit Judging Feedback:** I believe that this year, the judge for the small animals had favorites and was not judging fairly. Intermediate and Junior members made mistakes during Showmanship and still placed above the Senior members who made little-to-no mistakes during the show. Who enforces the contracts that are signed by the judges? Who makes sure that the judges are making

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decisions that are fair and just? Going forward, I want to make sure that this judge [Griffin Harrah] never goes to another county fair.

- **Casey:** we rely on the Open Class and 4-H/FFA superintendents to keep track of the judges. We do not bring a judge back after judging two years in a row, as Griffin has.
- **Kim Little:** I have been a 4-H parent, a 4-H leader, and superintendent for 4-H and Open Class for 13-15 years. I brought a judge scoring sheet that is an example of the point system used for Showmanship. Even if someone gets a wrong answer, you can make up points with your presence, enthusiasm, etc. Griffin Harrah grew up in 4-H and grew up in Dufur. Last year he wasn't an ARBA certified judge (doesn't have to be for our Fair) but this year he got that certification. He has to be very knowledgeable to get that certification. Most of the feedback I got from everybody was that Griffin is very good with the kids. Sometimes Junior and Intermediates will win Showmanship over a Senior, and you never know the outcome based on questions answered correctly/incorrectly. I thought he did a fantastic job.
- **Laura:** I didn't know to go to Kim if I had concerns about judges... I didn't see the judge using a scoresheet when he was judging.
- **Debbie:** He had a clipboard and was keeping notes, but those are not made public necessarily.
- **Laura:** So my understanding is that if I have an issue during Fair that I need to speak as it's happening.
- **Debbie McCabe:** I have been a 4-H parent and leader for many years and superintendent this year. There have been judges that we asked the Fair Board to not bring back, according to widespread unhappiness/consensus from the clubs and leaders. That's happened maybe 2-3 times over the last 15 years. The 4-H leaders and parents all know each other very well, and talk to each other, and there was not a consensus this year as there has been in the past.
- **Seth Crawford, Fairgrounds Building Loan:** I have been working on asking the City to help fund the construction of the beef barn. We have put together a loan idea to help construct the beef barn and alleviate the cost of tent rentals. Loan Amount: \$1,000,000. Loan Term: 10-year balloon, 15-year amortization. Collateral: Full Faith and Credit Pledge by County. Interest Rate: Estimated at 6.875% for non-tax-exempt, non-bank qualified as of 9.13.2024 pending discussion with bond counsel. Interest Rate Type: Fixed for first 5 years, one adjustment, then fixed for next 5 years (fixed for 10 years would be higher rate). Estimated Payment: \$8,920/mo or \$107,040 annually. Having this facility would increase transient room taxes and bring in more events during the off-season.
  - **Casey:** is there an option to enhance the design of the facility with this funding?
    - **Seth:** if we start with this funding, we may see the community contribute to the project to cover enhancements
  - **Gail:** Is the committee for this project still active?
    - **Casey:** Yes, and that they had potential commitments of around \$750k
  - **Mike K:** Is there an opportunity to revisit the location of the barn? I'd rather add square footage rather than replace it.
  - Stanley makes a motion that Seth moves forward with the funding for the new ag barn, Linda Cross seconds the motion, the motion carries unanimously.
- **Eric Blaine, Meeting Laws/Formation of Subcommittee:** Basically, if there is a quorum of the Fair Board and there is a discussion of Fair Board matters, the meeting is subject to the public meeting laws. If a subcommittee meets to make a recommendation to the full Board, it is subject to public meeting laws. However, if a subcommittee meets to make a recommendation to a single official, and that individual has the authority to say yes/no/partial yes, then those meetings are not subject to meeting laws. I would recommend that individual official NOT be a member of the Fair Board, but an employee.
  - The steps are (1) the committee that is not a quorum of the Fair Board will meet, (2) the committee will make a recommendation to Casey, (3) Casey will take that information along with information from other resources and his personal opinion/perspective and make a

presentation/recommendation to the Fair Board during a public meeting, (4) the Fair Board will make a decision based on Casey's recommendation and other information/resources at their disposal.

\*\*\* The Fair Board entered into an Executive Session under ORS 192.660(2)(h) Consulting with Counsel concerning legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. \*\*\*

The Fair Board came out of the discussion where advice was given but no decision was made.

- **OFA Conference (Casey):** Conference this year is October 17<sup>th</sup>-19<sup>th</sup> at the Deschutes County Fairgrounds. Currently Haley, I, and our two maintenance staff will be attending. If you are also interested in attending, please let us know. We will be providing 3 auction items for this event. I also sent out information for the 2025 Fairs College so if you want to participate in that please let me know. Right now, only I have signed up. For more information please refer back to my email.
- **2025 Fair Theme (Haley):** In talking with the superintendents, Board, and volunteers, it sounds like everyone is very interested in having a theme that celebrates the history of the Crook County Fair. Our Open Class superintendents are interested in having demonstrations on pioneer crafts and other timeless crafts like canning and quilting... I have 3 options available for you guys to vote on...
  - The Fair Board decides on "Timeless Traditions" as the 2025 Crook County Fair Theme.
- **New Building Pricing/Rental Agreement (Casey):** In your binder is the new rental agreement. We have added the new Caldera Building (\$250/day or \$66/hr), a Carey Foster Hall/Caldera Building joint rental rate (, and a Rodeo Event rate (Haley: we have heard from our barrel racing groups and equestrian clinic/private class providers that our current rates are a sticking point for them. I am proposing a new \$650 rate for rodeo events that are free to the public, inclusive of lights, tractor/water truck use/PA use/clerk tables).
  - Mike Kasberger motions to accept the new Caldera Building name, Linda seconds the motion, the motion carries unanimously.
  - Mike Kasberger motions to accept the new Fairgrounds fee schedule, Stanley seconds the motion, the motion carries unanimously.

### **BOARD MEMBER REPORTS:**

- **Stanley F:** none
- **Casey K: Question:** Does the model railroad club lease their building?
  - **Casey D:** Yes, the building belongs to us and we have to maintain it and the club pays us rent.
- **Linda C:** none
- **Mike K:** none
- **Gail:** Christmas in the Pines will begin setting up soon.

### **ADMINISTRATIVE ASSISTANT'S REPORT – Haley**

- **Fair Financials** are in your Reports tab. There is a cover sheet that shows last year's Fair compared to this year's Fair as far as revenue and expenses. We did significantly better in sponsorships, commissions, vendor fees, and of course the Hoedown revenue helped a lot. Last year we were in the hole about \$120k and this year we are only in the hole about \$19k. I can't promise that every dollar is perfectly correct on this breakdown but it's close. We are still receiving invoices and payments.
  - **Casey:** we don't really know what our attendance is for Fair because the City is having a hard time recovering the data from the car counter. Volunteer BBQ was down about 50%
  - **Gail:** The BBQ was down about 100 people I think due to the livestock showing schedule.
- *After some discussion, the Fair Board would like Casey & Haley to meet with Dan & Samara to talk about returning to the old livestock showing schedule. The Board believes this would help with the parking issues, would make the opening of Fair feel*

*more special, would ensure that the vendors are available during shows, eliminate free time on Friday for club members, and reduce pressure on our staff and volunteers. The Board would like to schedule a work session, ideally with Samara & Dan, to problem solve and discuss the schedule for the 2025 Fair.*

### **FINANCIAL REPORT – Casey**

No financial report is available from the Treasurer's office. No more of the \$2M has been spent.

### **MANAGER'S REPORT – Casey**

- We need additional pens for Fair so we can rely less on borrowing from our nearby fairs. The funding committee will be discussing the purchasing of 80 more pens.
- All the cloth chairs on the Fairgrounds have been cleaned – the bill was pretty hefty.
  - *The Board would like to purchase lightweight folding chairs to use for Fair instead of continuing to upkeep the heavy cloth chairs.*
- Dennis Ralls will be taking the pesticides applicator test for the Fairgrounds.
- Eagle Roofing will be here Thursday to look at the leaky Indoor Arena roof.
- We have \$20k slated in the Capital budget to purchase a new flatbed. We will be utilizing that pretty soon. It needs to be a 350 so we can pull our gooseneck.
- We got our auditing letter from the Caldera Building project, so we will be seeing the rest of the \$277,777 grant coming through shortly.
- The state fire marshal walked through during Fair and we got dinged for an exit sign that didn't have a working bulb (that has already been taken care of) and the suppression system in Carey Foster Hall is out of date (FirePro will be coming out to address that).
- We had two non-revenue generating events: The Volunteer BBQ and the Crooked River Roundup meeting.
- After the Mt. Bachelor Kennel Club, we will bring in some dirt or topsoil to level and reseed the East side of the Pavilion Tent
- We need to form a committee to negotiate the contract with the Roundup:
  - Mike Kasberger (available during the first part of the work week; Mike will engage Steve Forrester)
  - Stanley Flynn
  - Casey K and Steve Forrester will be in an advisory role, wearing his City hat.

### **ACTION ITEM(S):**

- a. The Fair Board voted to approve Seth Crawford's pursuit for a loan from the City to help fund the new ag barn.
- b. The Fair Board voted to approve the new Caldera Building name.
- c. The Fair Board voted to approve the new fee schedule on the Fairgrounds Use Permit.

Meeting was adjourned at 8:00 p.m.

Next Regular Meeting Date: October 21st, 2024 @ 5:30 p.m.

Respectfully Submitted,  
Haley Crow  
10/11/2024

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