



**DOUGLAS COUNTY FAIR BOARD  
THURSDAY, FEBRUARY 23, 2023**

**JAMES R. SULLIVAN EVENTS CENTER CONFERENCE ROOMS  
MINUTES**

The Douglas County Fair Board meeting was called to order at 6:30pm on February 23, 2023, by Dean Elliott - Chairperson. The meeting was held in Event Center Conference Room. The Pledge of Allegiance was recited.

**Board Members Present:**

*John Adams  
Pat Candelaria  
Scott Candelaria  
Dean Elliott  
Sarah Fischer  
Jennifer Foss  
Tom Harris  
Wesley Jacobs  
Debbie Mills  
Phil Riesselman  
Pat Salazar  
Hayden Schmidt  
Pam Spradlin  
Rob Tkach  
Lora Talbert*

**Other Guests Present:**

*Bailey Fisher  
Tori Checkal  
Mark Moore  
Richella Dumas  
Chris Dumas*

**Board Members Absent:**

*Pam Spradlin  
Gabriel Ryan  
Craig Sloan  
Ben Alderton  
Arlie Gordon*

**Associate Members Present:**

*Josiah Fredericks  
Kyle Moore  
Jean Sabulsky  
Dick Sabulsky  
Gary Turner  
Lisa Turner*

**Associate Members Absent:**

*Nick Candelaria  
Matt Coyle  
Deb Dilley  
John Holst  
Chayce Lutz  
Scott McHenry  
Laura Martin  
Patti Russell  
Jessica Smith  
Todd Spencer*

**Staff Members Present:**

*Sheriff Daren Weekly  
Laurie Anderson  
Tim Hallmark  
Luanne Lee  
Stefanie Hawkins  
Tori Thelen  
Guinevere Nelson*

**Staff Members Absent:**

*Michelle Bartlett  
Mercedes Glenn  
Clay Gysin*

**6:30 PM CALL TO ORDER, PLEDGE OF ALLEGIANCE****Public Meeting**

No public comment

**Approval of Last Meeting Minutes**

Phil at moved to approve the January 202 Fair Board minutes – John seconded. Approved with correction to January attendance Pat Candelaria, Scott Candelaria and Debbie Mills were in attendance. Approved with no further discussion

**Treasurer's Report**

Wes covered 2023 Fair Budget with more to come from County, as it will be presented to Board of Commissioners in March Meeting

**Consent Agenda:**

John moved to approve; Hayden seconded – Consent Agenda Approved

**Rodeo**

- The Committee discussed the PRCA Pro Tour (NFR Playoff Series). The PRCA is providing us with \$15,500, \$8,000 for payout and \$7,500 for the Committee to use at their discretion. If the budget is approved, the Committee recommends using the extra \$7,500 as additional payout as well. The Committee also recommends adding an additional \$500 to that amount from the Fair budget to make an even \$8,000 in additional payout.
- The Committee recommends having the PRCA Youth Camp again for 2023 but adjusting the time from 12-3pm to 12-2pm, as well as not donating the proceeds back to PRCA for 2023.
- The Committee recommends keeping Hospitality the same as 2023 with the possible addition of using a pizza food truck on Thursday night.
- The Committee discussed adding Breakaway Roping to the PRCA rodeos but agreed now is not the time to add that event.

**Show Management**

- Hayden updated the Committee that Competition Rules have been approved via the changes that were submitted.
- The Committee recommends moving the Western Heritage (Shooting Sports) Competition up one week from Saturday, July 15 to Saturday, July 8.
- Mercedes updated the Committee on poultry restrictions from CSU regarding HPAI and how that may affect Fair if still in place at that time.
- Hayden gave an update on progress in securing judges for 2023.
- Noah reminded everyone that beef weigh-in will be on Saturday, March 4.

**Executive**

- Staff reported that several first weekend activities for will be returning for 2023 including the BBQ, Competition, Farm to Table Brunch, and Car Show.
- 2022 Director Attendance has been reviewed. There will be one additional Director position open to fill. Lisa and Gary Turner will be recommended as Directors to the Board of County Commissioners at their March meeting.

- A new tentative schedule was proposed.
- It was recommended that all ticket prices be increased by \$2/ticket.
- A request for an Exceptional Rodeo has been received. Committee members and Staff are looking into when and where this can fit in.

### **Entertainment**

- Committee recommends meeting with Wide Open Saloon for Barn Dance – Meeting to occur February 23.
- Committee recommends \$2/ticket increase and the Barn Dance to be included in the general admission fee.
- Committee recommends Thursday 2:00pm Market Place opening for all, this will align with the Fair General Admission opening timeline.
- The Committee held a discussion on Kiefer Hitch and move the pricing to the Rodeo budget.

### **Livestock Sale**

- Committee reviewed and delegated the 2022 sponsor list and connecting to renew sponsorship for the 2023 sale.
- Committee reviewed sale order of auction with Sheep to start for 2023.
- Shipping dates and timing was discussed as reviewing packing plant acceptance dates.

### **Administration**

- Admin Committee discussed Workday and recommended having the Knights of Columbus back participating in food service. The Knights can assist with breakfast burritos for 8am–11am workday service
- Shirt order will go around again, Pam to verify cost if it includes embroidery.

### **Guest Services**

- Recommendation to increase tickets by \$2 across the board. General admission and rodeo tickets included.
- Recommendation for 2 and under free at rodeo as well as general admission.
- Recommendation to include the barn dance with general admission on Saturday.
- Recommendation that each committee signs up for one Farmer's Market between May and July in either Highlands Ranch or Castle Rock.

### **Marketing**

- Committee recommends Fair Board wear the same color shirt for the group photo in spring, 2023.
- The responses for the RFP seeking a media buyer are due by the end of February.
- Committee recommended the committee participate in hospitality sponsorships for Cervi Ranch and Summit ProRodeo as marketing/promotional tool.

### **Reports from other groups**

#### **Fair Foundation**

Mark reminded the group about the 10<sup>th</sup> Anniversary Gala next month; the event is now sold out.

#### **FFA**

Bailey reminded & invited Fair Board to the March 31<sup>st</sup> Oyster Fry, 6:00 PM in Kirk Hall

#### **4-H Youth/Leaders Council**

Tori reminded the Board about June Shows 3<sup>rd</sup> & 4<sup>th</sup> for Youth Council, they are continuing to work on prep for these shows.

#### **CSU/4H**

Guinevere announced current enrollment is at 520 attendees. Reminder beef weigh-in March 4<sup>th</sup>, 4H Outreach Coordinator to be hired

#### **Douglas County Sheriff's**

No Updates

#### **Regular Agenda**

#### **Staff Report**

##### **First Weekend Updates**

Staff reported that several first weekend activities will have Friday Evening Concert, Saturday Fair Parade, BBQ Competition, and Sunday Farm to Table and Car Show. More events to be added but have not confirmed details to date.

#### **Old Business**

##### **Review Awards plan – High level**

Pat reviewed updates from Awards Committee, the committee is working to resolve issues from 2022 and will work to have consistency for 2023

##### **Fair Board Directors**

###### **Approval**

Luanne and Tim brought the nomination of Fair Board Directors Lisa Turner and Gary Turner to the Commissioners, which was approved

###### **Commissioner Action**

Fair Board Directors to be presented in the Business Meeting which will be held on March 14

Board Members who were delayed in re-approval in 2022

Re-approval of Director Debbie Mills – motioned Pat, seconded Scott

Re-approval of Director Wes Jacobs – motioned Phil, seconded John

Re-approval of Director Pam Spradlin – motioned Pat, seconded Phil

Re-approval of Director Hayden Schmidt – motioned Pat, seconded Scott

#### **New Business**

##### **March meeting dates confirmation**

Dean motioned for March Executive and Fair Board dates to remain regularly scheduled

All approved

March 9<sup>th</sup> Executive Meeting

March 16<sup>th</sup> Fair Board Meeting

##### **2023 Tentative Fair Schedule**

Revised 2023 Tentative Public Facing Fair & Rodeo Schedule was presented to Fair Board, requested changes from Executive Committee had been completed. Referencing changes for Market Place to open 2pm on Thursday, Ag/Flora receiving to be Wednesday evening. Pat requested to have a second schedule created to show all details for 4H and guest details. Staff will create a public facing (including subject to change verbiage) and a “working” schedule. John

motioned and Jen seconded. Fair Board Approved the current tentative schedule to be posted to website

### **Ticket Pricing**

A \$2.00 increase on all tickets was recommended from Guest Services Committee, Barn Dance will be included in the ticket for Saturday August 5<sup>th</sup>. In addition, the Age group 2 and under will be free. John motioned to approve, and Scott seconded. All Fair Board Approved.

### **Other Business**

John presented WPRA 2022 Award for Best Maintained Grounds, Chris Dumas from the Fairgrounds accepted the award

### **Director Comments**

No additional comments

## **Adjournment 7:34 PM**

## **Next Meeting: March 16, 2023**

### **Rules for Citizen Engagement at Fair Board Meeting**

To have orderly, efficient, civil, and productive board meetings, the following rules apply to all citizens that have a desire to address the Board:

1. Citizen comments will be heard during the public comment section at the board meeting.
2. All citizen comments must be addressed to the Board. Directing comments to staff or other members of the public is not permitted during Board meetings.
3. Public comment section is limited to ten minutes collectively.
4. Citizens are asked not to repeat comments made by others; merely indicate their concurrence.
5. Citizens will be asked to use a microphone so that Board members and the audience can hear their comments.
6. Clapping, cheering, booing and the like are not permitted at Board meetings.
7. Failure to abide by the aforementioned rules of engagement is considered disruptive to the public process and will result in a warning to the violation citizen(s) by the Board Chair. If after that warning the citizen(s) continues to violate these rules, they will be asked to leave the meeting. If the citizen does not leave the meeting when asked, the appropriate steps will be taken by the Board Chair to have them removed from the meeting.

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**Mission Statement:** The Douglas County Fair and Rodeo is the premier annual community event in Douglas County bringing together the best of Rural Heritage, Agriculture, Western Sports, Youth and Adult Exhibits and quality Entertainment.