

Baker County Fair Board
~~September~~ November 14, 2021
Minutes

Members Present: Ron Rowan, Dean Defrees, Mark Johnson, Terri Siddoway, Michelle Kaseberg, and ~~Mark Johnson~~ Cliff Schoeningh

Members Not Present: Christina Smith

Advisory Board Present: ~~Mark Bennett, Baker County Commissioner~~

Advisory Board Not Present: Rob Ellingson, ~~Mark Bennett, Baker County Commissioner~~

Staff Present: Devon Colton, ~~OSU Extension Admin Assistant, Christena Cook (ZOOM)~~

Guests: ~~Kim Mosier~~ Mike Rudi, President of The Sports Complex Board and Treasurer of Little League;
Jason McClaughry, President of, Little League; Jason Mattox, Challenge of Champions Baker County
Counsel

Ron Rowan called the meeting to order at 6:04~~5~~ pm

MINUTES: The minutes from ~~August 31~~ September 14, 2021 were reviewed. ~~Mark Johnson had a couple comments and corrections to the minutes. He suggested that Devon add the last names of the County Maintenance workers (Jeffrey Martin and Jake Rilee) under the Financials section, and correcting the position that Christena Cook's name was under. Christena Cook was asked if she wanted to be included in the advisory board section, with a decline to answer at this time. Devon has agreed to make the changes to the minutes. Mark~~ Michelle Kaseberg made a motion that the minutes be approved as amended presented, all Fair Board Members Terri Siddoway seconded the motion and the motion passed.

FINANCIALS: The financials for ~~August-September~~ were reviewed. Devon is keeping her eye on the Laundry Services/Garbage line item that is currently at 74%. Devon will work with Christena Cook to be sure bills are coming out of the correct expense line. Devon mentioned that Christena sent her some financial information, 16.66% through the fiscal year for payroll and 20.83% through the year for materials and services. Christena made the adjustment from Jeffrey Martin to Jake Rilee under payroll. Christena included a line item "Correct Code" for the credit she issued back to us for that adjustment. Christena mentioned she did initiate the transfer for the full \$45,000 + \$16,250 for one quarter of the \$65,000 staff position, which is to be paid to Oregon State University. Christena discussed the Oregon Fair Association membership charge that Devon brought up in the August Fair Board meeting was used with a County Visa card so once that is reconciled with County then it will appear on our financial reports. Michelle Kaseberg mentioned a change needed for wrong coding under Leo Adler Field Utilities. Devon Colton will connect with Christena Cook to make the correction to the 5 acre field. Michelle Dean Defrees made a motion to approve the financials, and Terri Cliff Schoeningh seconded the motion, the motion passed.

Activity Summary/ Prior Month-

- BHS Class of '22 Rummage Sale- September 15-18th
- Idaho British Car Club-Car Show- September 18th
- 4H Ambassador Meeting- September 20th
- Fair Improvement Committee Meeting September 27th

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- ~~Baker County AOC meeting- October 1st~~
- ~~OSU Extension Office Managers Training- October 6th~~
- ~~SNAP Ed Kitchen Cooking Classes- October 11th-15th~~
- ~~4H Volunteer Meeting October 15th~~
- ~~Ginger Savage Oktoberfest- October 16th~~
- ~~Fair Improvement Committee Meeting- October 18th~~

- ~~2 Table/Chair Rentals September 2nd and September 10th~~
- ~~Baker Education Association Meeting September 9th~~
- ~~4-H Pollinator/Entomology Club Meeting September 9th~~
- ~~RV Rental 1 night September 11th~~

• ~~County Property Rental Policies~~ AugustFest NorthWest Conversation with Dan Davis:

Dean Defrees asked Mike Rudi what structures and items would be staying, and which would they be taking. Here is a list of the items that will be staying with the Fairgrounds:

- The main concession stand
- Grand stands that are covered
- The winged bleachers Little League had talked about moving, but it that is something that we need, no location to put them, so if the Fair Board/ Fairgrounds have a need for them, Little League will turn the possession over.
- Bathroom buildings: which has not been winterized. Propane tank.
- Inside the kitchen of the concessions stand is a stove and refrigerator that was suggested to be included in the County auction, but if not Little League will help remove those.
- Chain Link fencing will remain with the Fairgrounds as brought up by Mark Johnson.

Sprinkler system was one the major problems that Little League faced according to Mike Rudi. It's pretty much shot, and Mike Rudi isn't clear on the exact amount Little League spent just "putting band aids on it". The valves in the outfield is an ancient system, and there is a modern sprinkler system. At the end of Little Leagues time at the field, Dan Stone came out to confirm that they would need to relay a water system. Michelle Kaseberg mentioned that the field is supplied with Baker City water, and Mike Rudi confirmed that the valve is there from the street. Dean Defrees asked if Dan Stone had a price and Mike Rudi stated tens of thousands of dollars.

Mark Johnson asked that Mike Rudi provide the FairBoard with a recap outline of what Little League will be taking, with as much detail as possible so we can retain record of it. Further discussion on the billboard will be needed per Mike Rudi's request.

▲
Kim opened up the conversation with her understanding of the request the Fair Board received from Dennis Bachman's group for a rally/community gathering on the land indicated as the 5-acre field. This rally specifically focused on the counter-vaccine and counter-mask mandates coming from the State, and would have representatives from local county departments, and local businesses/entities. She

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understands why that would sound “alarm bells”. Two main issues come up related to the use of the 5-acre field property:

● **1st Amendment:** In the 9th circuit court, there is an appeals case that specifically states that “if a government entity has made a public forum anywhere, you can only restrict the use of that public forum for time, place, and manner only”, nothing related to content. You can restrict hours of operation, comply with noise ordinances. Terri mentioned that we had the Lighthouse Church Group there on the property for 2 weeks, and Ron and the entire group agreed that we are operating as a public forum.

● **Deed Restrictions:** It is Kim’s understanding from multiple entities that there could be some land deed restrictions so she located several deeds ranging in date that layout multiple fair properties and other land.

○ One was a partition of 2016 Armory, Kim didn’t find any restrictions.

○ One was a 1942 Deed that laid out restrictions to partial areas of land to which Kim reached out to Kerry Savage, and the Baker County Assessors office, to clarify which property is identified under these restrictions. The restrictions are broad

● To improve grounds in such a manner those to:

1. Fairs

2. 4 H Clubs

3. Future Farmers of America

4. Athletic Events

5. Public Gatherings from which the revenue from said event is used to improve the grounds.

○ Kim would like to clear up where restrictions are applied, because after conversations she has had with Kerry Savage, he believes the restriction is on the Corner Lot where Val’s Veggies is.

● **Suggestions from Kim to the Fair Board:**

● The Fair Board was to have a fee schedule for the 5-acre field so there are no questions as to how much we charge for the space.

○ Mark Johnson would like to add this to our agenda for the next fair board meeting.

● Be sure that the Fair Board has defined the uses of our property, to rule out any inconsistencies.

● The Fair Board could make changes to our rental agreement, adding a section to where the rental can identify their intention with the space under the restrictions. Mark Johnson asked if it would be worth adding a disclaimer statement to our rental agreements and Kim said yes.

● Kim stated that the Fair Board can have the renters post somewhere that the event is hosted by “_____” and is not sponsored by Baker County Fair, any statements made or positions held are made by the hosted group.

● Kim did look at a couple other public use policy documents they both have disclaimer statements, but Baker County does not have a specific policy in place currently.

● Kim offered to help write the disclaimer statements and get it back to Devon

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Bull & Bronc Contract Renewal: Ron Rowan turned the conversation to Jason Mattox, to discuss this last year, and about the grant opportunity he found and shared with Angela Robb. Jason stated that for his first event in Baker, and not knowing our town, he felt that there were some issues on his production end that could have used improvement. Ron Rowan asked Jason Mattox if he was looking for the same type of arrangement for next year, and Jason Mattox's plan is to keep it the same.

Jason Mattox felt that he had no complaints and that his team worked well with the fairgrounds/ OSU Extension staff. Dean asked about the long-range bleacher situation to make it better for Jason Mattox's team, if Jason Mattox would be willing to rent bleachers again for 2022's event to which Jason Mattox replied no issues. He has it arranged with the company already, and if the Fair Board could look at any amount of bleachers at all, that it would be a bonus.

Dean Defrees asked Jason Mattox how many seats he brought in, which was 2,200 and he was supposed to have 2,500. Dean also asked if 2,500 is what Jason would like to continue to have and Jason Mattox replied yes, that is the sweet spot he feels. He was just happy people came and supported since he isn't changing much with how the Bulls and Broncos organization ran it. Jason Mattox expressed that he would like to continue making this event happen for the next 5 years, and whatever he needs to do to get there by working together he is confident that we can make it work.

Michelle Kaseberg did mention a complaint she had heard was the amount of people that had to stand because we "oversold", and people didn't have a place to sit and see. Where is the capping point for this event? 2,500 tickets first come, first served? Jason Mattox replied that he already has a plan to fix it by collaborating with the beer garden and stream a TV feed to the beer garden overflow, \$10.00 standing room only.

Cliff Schoeningh mentioned that the only issue he heard was about the distribution of pre-sold tickets, but he knew Jason Mattox was notified of that issues already. Jason Mattox replied by saying that his team is going to be getting things out early in 2022. They will be mailing season ticket holders earlier this year, so his team can redistribute day of tickets less. Printing by January, mailing by March is his hope. Jason Mattox ended the conversation by stating they he would like to stay for 5+ years, his team has raised \$4,500-\$5,000 that they can redistribute that back for bleachers for us, and that we truly have an amazing town.

Michelle Kaseberg mentioned that she likes the idea of setting up a contract with Jason Mattox for even 10 years. Dean Defrees agreed and asked about the T-Mobile Grant and where we were with applying to it. Devon Colton replied that she was asked not to apply until we knew what we wanted to use the money for exactly. This grant requires us to be ground ready to which the Fair Board agrees that it is not there yet, but we could apply for portable bleachers that we could just regrade.

Dean Defrees mentioned that he feels that we could apply for the T-Mobile Grant and gear our point towards the fact that this would be impactful to future events we can have at our fairgrounds. Challenge of Champions is arguably Baker's Premier summer event. Mark Johnson proposed that we study to find the bleachers that we would like to add and present our findings to Jason Mattox to see if that would

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work for his event. Dean Defrees agreed and feels that we should pursuing looking into bleachers more and to use Jason Mattox's help of \$4,500-\$5,000.

Devon Colton will use a half hour of time to look up some bleachers and present her findings at the next board meeting.

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County Commissioners Meeting Presentation of Fairgrounds Master Plan

- Christena confirmed for the group the time of the Commissioners Meeting to let the group know that the County has the Fair Board speaking from 9:05am to 9:45am.
- Ron will be present via ZOOM to explain why this information is in front of the Commissioners, Dean will help introduce Mark Johnson, who will go into the Master Plan drawing and details of our intention with the use of Leo Adler Field. Terri Siddoway will share real life examples with the Commissioners to help share our Fair successes and improvements that we need to make to our grounds to survive.
- Mark Johnson asked Devon if we have a record of the number of RV spot requests we get to the grounds. Devon will add to the list she brought up for the TRT Tax document in the last meeting that she can get to him.
- Ron asked Mark Bennett what the Commissioners would be looking for from the Fairboard at the meeting and Mark felt that we he had a solid grip on being able to say this would be helping 4H and FFA kids. For Babe Ruth Little League to come up with the funds for the water bill, which is \$4,000 alone would be difficult, he felt that the conversation would go fine.
- Christena mentioned that we could bring up the contract lapse with Babe Ruth Little League which was a 5 year contract with a rollover 5 year automatic renewal which expired on March 2, 2021. We have not been contacted to extend that. Christena Cook has a conversation with Carrie Folkman about this issue specifically, confirming that was the last contract she had with Babe Ruth Little League. Technically, we are not under any contract with them at all for Leo Adler field.
- Ron asked the group if the County has formally transferred the Leo Adler field management to the Fair Board. Mark Bennett didn't know if the Fair Board was officially charged with managing the ground, but Mark Johnson felt that this was a decision that we do want the Commissioners to make. Bennett agreed and said that his challenge to the group who wanted to use Leo Adler Field as a sports field was where they would come up with funds to keep it looking nice, to which they responded with the idea to form a district to put a tax levy on the water. Bennett said that Fair Board has a good track record with keeping our grounds in good condition, so he would like to see us continue to manage it.

OLD BUSINESS:

Devon Update: 4H Premium Checks

- Check are Printed! (YAY) Final Premium total is \$2, 151.00. Fair board will sign them tonight to be distributed at the 4H walkthrough awards night, or picked up at the OSU Extension office.

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Beef Barn Items

- The Fair Board was charged for the disposal of the lights: \$187.20 on Fair Credit Card (funds coming from Deposit back from metal: \$58.80)

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AOC Conference

- Terri Siddoway, Devon Colton, and Angela Robb are scheduled to attend the AOC conference on November 17-19th in Eugene
 - Hotel and conference registration completed with credit card: \$695.78

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TLT Tax Certificate

- Devon Colton has received our copy of the TLT Tax certificate
- Devon Colton worked with Christena Cook on 10/4 to establish new revenue lines to collect the tax separately for RV rentals when completing deposits

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Devon Colton asked if we were going to be charging the tax separately, and Michelle Kaseberg stated that no, it would be a separate journal entry. All Devon Colton will need to do is notify the Court House the amount that needs to be collected for tax which is on the TLT reporting paperwork.

No Trespassing/No Overnight Parking Signs

- Devon Colton is noticing more cars that are parking on the fairgrounds property overnight and asked the Fair Board how they would feel about having signs posted.
- Terri Siddoway mentioned that perhaps the way around it could be posting "No Overnight" parking signs. Michelle Kaseberg mentioned that we should probably tread lightly with signs due to the House Bill coming up, and homeless people thinking they can stop anywhere.
- Devon Colton will work with the County to see what signs/protocol would be appropriate to post and will provide an update at the next meeting.

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Daily Rate for 5-Acre Field

Devon Colton asked the fair board if the 5-acre field should have a daily rate or hourly rates for our buildings as the County has requested that all 2022 fees sent to them in November. Terri Siddoway asked why the grounds would need an hourly rate for each location, and Devon Colton mentioned that sometimes groups only need the spaces for a couple hours, not a full day. Devon Colton will reach out to the music group, AugustFest Northwest that was questioning about this space/rate to present their event proposal at our next fair board meeting.

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~~Devon shared with the group her Fair Expenses document that she has been collecting to track final expenses. She also shared the list of revenue lines that are being corrected by Alice Durflinger's office. Terri Siddoway mentioned that expenses like the chain link fence for Fair may not be an expense we want to accrue in future fairs, as the final cost was \$477.01.~~

~~Security Cameras Devon also wanted to bring some questions to the group brought to her by Dan McQuisten, Bill Lee, and Christena during their walk through about security cameras in the Rodeo Grounds about power.~~

~~Christena stated she sent over a proposal for a higher resolution camera package before our meeting that the Fair Board would need to decide on. These cameras/recorders would have enough magnitude to cover our Rodeo Grounds, Event Center, and Show Barn.~~

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- * We would be looking at purchasing between 15 mega pixel cameras and 24 megapixel cameras with a cost difference of about \$1,600.00. Altogether, the Fair Board would need to make a motion to spend half of the cost to install the camera/recording systems (approximately \$23,000).
- * Christena said that if we order the equipment soon that we can possibly start installing them at the end of October.
- * Ron called for a motion to approve an expenditure of about \$12,000.00 Terri makes a motion, Dean seconded. There was further discussion on the matter:
- Christena talked with two County Commissioners already to see if they would support the funds for the other half.
- Mark Johnson asked if we had talked about the power options at the Crow's Nest, or if there is a power panel at any of the out buildings in the Rodeo Grounds which will be something Devon will need to ask Dan McQuisten about.
- Michelle Kaseberg has tasked Devon with calling Ken Helgerson with Bull and Broncs to find out what they want to do with the property inside the building within the Rodeo Grounds.
- Ron asked if we will need to structurally secure the Crow's Nest better when we need to install the cameras/recorders. Christena answered, yes. Devon will keep the solid core doors found in the Old Beef Barn for this specific improvement project that will need to happen before camera/recorder install in the Rodeo Grounds.
- * No further discussion and the motion was passed. Christena will handle the installation.

Bull & Bronc Contract Renewal

- Jason Mattox with Challenge of Champions contacted Devon and Angela Robb for renewing their contract with us for the next 5 years. Ron asked if anyone in the group had contacted the Elks or Ken Helgerson to see if they were interested in taking it back.
- * Michelle stated that she has a problem with the Elks giving it up and we have Challenge of Champions willing to put it on. Ron felt that from conversations he has had with the Elks that it may be worth a phone call to Helgerson to find out their plans. Ron will call Ken Helgerson as a courtesy.
- * Terri stated that she wanted to reach out to the last group to have it to be fair in contract negotiations.
- * Since Jason has money set aside for our facility to go towards bleachers, Dean asked Ron if he could ask Helgerson about setting aside money for bleachers if they do not want the event back.
- * Michelle brought up the fact that perhaps we can charge Jason more than \$2,500.00 if he is not going to help with maintenance of the ground.
- Ron would like to invite Jason Mattox to our next meeting and will call him so we can have further discussion about his contract.
- Devon also brought the T Mobile Hometown Grant to the group to see if this would be something we would like to apply for:
- * We would need 5 letters of support, and some other documents that Devon can ask Christina Smith for help grant writing help.
- * Mark Johnson asked if we could hold off on filling this out, in case we want to use the funds for improvements more than bleachers.

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County Maintenance—Christena shared that her understanding was that we are still moving forward with the Fair Board finding someone. Christena mentioned that she had conversations with Dan McQuisten about his plans to still blow out the lines and do regular maintenance tasks until the Fair Board does find someone. Dan McQuisten will not leave us “high and dry”.

○—Ron asked if Christena was still moving forward with having the County hire another part time maintenance staff that the Fair Board could share, and Christena stated that is decision that we need to make. Christena isn't sure that is what everyone wants.

*—Michelle doesn't feel that it's working since Dan has other request with the County that he has to attend to and they are scheduled to come on Monday's for regular cleaning.

*—In the meantime, Devon and Angela will continue to notify Dan McQuisten about the requests that our building has and will be the point person the Facility department for any event. Devon will continue to let Dan know what events she has going 2-3 weeks out to help improve communication between our departments.

*—Devon should be getting a list from Dan on seasonal and annual maintenance requests and scope of work.

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Fair Improvement Committee: Devon asked for a clarified meeting date. Terri talked with Toni Myers by chance and Toni is waiting to hear from her people on when they can have the meeting. Devon will reach out to Toni to coordinate a meeting date.

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Floors—Mark called to meet at the Crook County Fairgrounds, with no luck in setting up a meeting. He will contact them again. Terri, Dean and Mark will travel to Crook County and report back to the Fairboard on their findings.

Reader Board—Mark Johnson has reached out to Holly with the County Christena will give us an update from Holly on the forms we still need to fill out. Mark will work to get the application in.

Economic Development Covid Funds—Michelle mentioned that she would like clarification from Mark Bennett on what the Fair Board needs to do to put in for the Covid funds. She asked Mark Bennett and Christena Cook if that was part of the security cameras. Mark Bennett asked which Covid funds Michelle was referring to because there are a lot of them out there. The monies that the County has for Covid, is for the following:

- 1.—Covid Response
- 2.—Putting primarily females back into the workforce
- 3.—Homeless Houseless-ness
- 4.—Infrastructure

Michelle asked Mark Bennett if there was anything in our Master Plan that would qualify for the economic development Covid funds and how the Fair Board can apply for it. Mark Bennett explained that the County has funds under the American Rescue Plan and the economic development side was only for jobs. Christena Cook asked about what happened to the Oregon Fairs Association (OFA) money that was supposed to be divided out, and Michelle explained to her knowledge that Baker did not get any of the money. Michelle thought that OFA was going to be giving money to the counties (approximately \$10 million) to be able to do economic development on fair grounds.

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Mark Bennett has not heard about that money, only the \$1.2 million given to Counties to be used under the areas listed above. Michelle has a call with Patrick Sieng, with OFA this week, so she will find out where that money is and how we can apply for it.

Old Business:

County Maintenance- Devon Colton is continuing to look into alternative cleaning solutions per Dan McQuisten (County Facilities)'s email sent 10/19 to the Fair Board by Ron Rowan referencing again that his team is not able to complete cleaning per our LOA agreement. Devon Colton was given the name of Hurley Building Maintenance whom she will call and have a bid for the next Fair Board meeting.

Floors: The goal is to have the floors completed by Spring. Mark Johnson has been in contact with Casey Daly in John Day about sending their floor stripping/sealing/cleaning machine over for us to use. Mark Johnson will call to see what date we can pick up this equipment.

Reader Board: No update; Ron Rowan will reach out to Mark Bennett, Baker County Commissioners to get an update.

New Business:

Devon Colton would like to host a wedding vendor show and some pop-up market events. Michelle Kaseberg suggested that Devon Colton reaches out to the Chamber of Commerce or Elkhorn Media group to help get the word out. Devon Colton will also be sending out a thank you card to Rob Ellingson, who gave the Fair Board the title for the hyster, and calling Kevin Bell with Clarke & Clarke to be sure it's added to the Fair insurance.

Fair Improvement Committee Update:

○ Prior to this meeting at 5:00pm, Dean, Michelle, Terri, and Devon met in the old Beef Barn to discuss the items that we wanted to include in the Baker County Auction. Devon has marked items according to the criteria below:

1. Keep blue post it note
2. Donate green post it note
3. Throw Away pink post it note

Devon will be sending Dan McQuisten a list of these items as soon as she can to meet his deadline of sometime in October to arrange with him to remove the items.

Activity Summary/Next Month:

- 4H/FFA Walk-Through Awards Night October 24th
- Viri Rodriguez Baptism October 29th and 30th
- 2 Horse Stall Rentals and 2 RV Spot rentals October 29th
- Small Woodlands Meeting at Defrees' Table/Chair Rental October 30th
- Small Woodlands Meeting November 4th
- FFA Western Region Rangeland CDE November 8th and 9th
- BHS Class of '22 Rummage Sale Sept 15-18th
- Idaho British Car Club Car Show Sept 18th
- Baker County AOC meeting October 1st

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- ~~• Campbell Vanderwhiele Kitchen Use October 1st~~
- ~~• Ginger Savage Oktoberfest October 16th~~

Adjourn-8:1850 pm

OTHER:

~~There is also a "fun" meeting rescheduled for September 26th, 2021 at Michelle Kaseberg's house. Rescheduled from 19th due to weather. Please bring an appetizer/salad/dessert to share with the group.~~
The next ~~official business~~ Fair Board meeting ~~has is been~~ scheduled for ~~October 19th~~ December 17th, 2021 as our holiday party.