

## **Fair Board Meeting June 13, 2023**

**Members Present:** Mike Sullivan, Dean Defrees, Ron Rowan, Cliff Schoeningh , Michelle Kaseberg, Terri Siddoway

**Fair board Employees:** Angela Robb, Ashleigh Kautz

**Guests:** Mark Johnson, Commissioner Alderson, Commissioner Witham, Commissioner Nichols, Kim Moser, Jerry Peacock, Nathaniel Garrick, Erin Linan

Chairman Rowan called the meeting to order at 6pm.

**Review & Approval of Minutes:** Mike Motion to approve minutes Dean 2<sup>nd</sup>.

**Executive Director Administrator Position with County Commissioners:** Commissioner Alderson: Would like Kim to go over the current contract problems between Fair Board and Commissioners for Project Manager Position.

Kim: Explains other details about public contracting which is including the amount of funds the Fair Board has recently received. She would like to be sure we are following public contract resolution which will ensure responsible spending and correct language for the current position in question. Exhibit A from Public Contracting Resolution: States that we would need to do an RFP if the spending for the position goes over \$150,000.00. The change in language is needed to be sure that the position does not exceed that amount. Exhibit B: Public Contract general purchasing example. Bleachers would fall under this part of the contract as well as any other large purchases that will need to be done by the Project Manager. Exhibit D: Public Improvement definition is in this portion to ensure that we are following guidelines.

Michelle: If there is only one bid for a proposed job, you would need to show documentation of the efforts we have made for the purchase and why there is only one response. This would be required to submit to the Contract Review Board.

Kim: Exhibit C: In reference to the actual contract, exclusions and Reimbursable expenses. The language would need to change to ensure there is no conflict with Public Contract guidelines and including conflict of interest. The problem with this portion is as follows: if these expenses are not covered under the current contract they will need to be contracted which then could possibly send us over the \$150,000.00 amount which after that would then need a RFP. Due to not having a Public Works, we need to take out Public Works Contracting Rules language and change to Public Works Contracting Procedures. Kim would like to have amendment and change order taken out of contract, due to it being personal service contract.

Mark: Would like to verify that

**Public Comment: Jerry Peacock Economic Development Committee:** 70 Acre Plan, where does the Fair Board fit into this plan? It is not the EDC position to make any kind of recommendation to the Commissioners to have the fair move to the new development, there is absolutely no pressure to do so. They are planning to start development in phases, phase 1 would be the Event Center which would seat 130,000-160,000sqft, this would be focused on what park resources has relayed to them on their needs for a facility wise when it comes to sports, conferences, banquets etc. This would include a commercial kitchen to be able to provide to these services. Baker City has over 4million vehicles that travel through every year the idea is to capture some of those to bring some more revenue to the City. This will have somewhere between 3,000-4,000 seats which will also include classrooms and/ or meeting rooms. By building this facility they also are realizing that there is not the lodging to handle a

huge influx in tourism, however by building it would give some of the hotels the revenue to expand or upgrade to be able to. Phase 2 would be the outside arena and or corrals focusing on people traveling through that need somewhere to board or stay with livestock, any rodeo circuits that we can catch on their way through. Tourism is the ultimate goal for the 70 acre plan. To clarify some misinformation received EDC wants to confirm that College Street project is not moving forward at this time due to planning and thought for the placement due to traffic flow and other piping. There is also no current plan for water or power to the facility, they are aware that there are utilities available out there but at this time. No set time frame or plan on moving forward past the planning of Phase 1.

**Mike:** Would like to clarify that the money available to get the utilities set up is not currently available. He was under the assumption that the project had already started.

**Jerry:** There is no set plan and there are grants available but we have not moved forward with them at this time before a solid plan is made.

**Michelle:** Sustainability? Who is responsible for the expense if the County decides that they can't afford it or don't want to pay for it anymore. If the fair decides to move to this new facility how do we know that we won't lose all of the fairgrounds when they don't want it anymore, or can't afford it.

**Commissioner Witham:** Has anyone seen the feasibility study?

**Jerry:** We are expecting to lose money in the first two years, but trying something new there is always a risk to lose. As for the day to day cost it would be absorbed by the County.

**Commissioner Alderson:** Would propose a contract for the fairgrounds to have a separate contract for a specific amount of land that would be administrated by the fair. We would be operating in a similar system as we do now with the fair board and the facility. The goal would be to have 20 events a year to try and generate around 4million a year with the new facility.

**Jerry:** There is no current timeline for when this project will start, a lot will have to do with legislation and planning.

**Terri:** Would like to make clarification about previous conversations with Brian Tweit, we are under a different time line due to current funding that we have received. We will need to continue to conduct business as we currently are but we are not being negative about the possibility of moving but will need to focus on our fairgrounds that we currently have.

**Financials:** Michelle: 251- Reduced the county admin fee from \$60,000 to \$20,000. We may need to move or add funds to the utilities for upcoming years. 351- We are making roughly 6% interest on the 2 million currently while waiting for completion of projects.  
Ron motion to approve financials Terri 2<sup>nd</sup>.

### **Fair Updates:**

**KidZone:** Approval to pay \$20 per hour for class of 2024 to fill all volunteer spots at fair. Current purchases for fair kidzone games, giant Sorry, giant Candyland, giant Checkers, giant connect four, yardzee, skee-ball, kick darts, giant dominos and are waiting on a few more games which are expected to arrive prior to fair.

**Entertainment:** Frank Carlson, Bag of Hammers

**Fair:** The community has been asking who would be able to attend fair from the fair board, all members have agreed to be present at fair. Mike will be unavailable.

**Sponsors:** Approval to buy appreciation gifts for sponsors who donated over \$300.00, will be sending ideas for final approval in the upcoming week.

**Janitorial:** There is a need for Dustin to have more hours on a regular basis, at least between the months of May and September due to the high velocity of events. Angela and Ashleigh are having to spend multiple hours cleaning in addition to Dustin working because there is not enough time for him to complete the tasks at hand and maintain outside. Michelle motion for 30 hours per week for Dustin through September will revisit in January. Terri 2<sup>nd</sup>.

**Bleachers:** There are some safety concerns and would like Dustin to look over them and be sure that we are not missing any caps or bolts for the bleachers and get them ordered as soon as possible.

**Intern:** Raimey Brown is our new intern and starts tomorrow.

**Public Comment:**

**Next Meeting July 17<sup>th</sup>, 2023 at 6:00pm**