



Curry County Fair Board

29392 Ellensburg Avenue, Gold Beach, OR 97444

541-247-4541

Eventcenteronthebeach.com

Agenda

July 16, 2024

5:30 p.m. – Docia Hall – 29392 Ellensburg Ave

1. **Call to Order**
2. **Amendment and Approval of the Agenda**
3. **Approve Minutes**
 - a. 7.2.24 Minutes
4. **Public Comment (3 Minutes)**
5. **Discussion Items/Action Items**
 - a. Fair Update
 - i. Ticket Booths
 - ii. Event Schedule
 - iii. Vendors
 - b. Budget Reports
6. **Reports**
 - a. Commissioner Liaison Report
 - b. Superintendent Report
 - c. Fair Manager Report
 - d. Next Meeting – _____ at 5:30 p.m.
7. **Adjourn**

(ORS 192.640(1)) ". . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.")



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Minutes for meeting on July 2, 2024

Docia Suite – 29392 Ellensburg Ave.

1. Call to Order

- a. Meeting was called to order at 5:30 PM
- b. Board members present: Ezekiel Harms, Ida Swank, Samantha Roberts, Lynn Dewald, and Brad Alcorn.
 - i. County Employees present: Natasha Tippetts (Admin Assistant to BOC) and Teri Hughes (Curry County Fair Manager)
 - ii. Other audience members: Jeanne Knowles and Chelsea Harms

2. Amendment and Approval of Agenda

- a. Dewald motions to approve agenda with adjustment in 5. Discussion Items/Action Items of Avian Influenza Update moving from E to A and addition of F. Public Safety. Harms seconds the motion. The motion is carried unanimously.

3. Approve Minutes from June 18, 2024

- a. Harms motions to approve minutes with change of Public Discussion name of Ellen to Eleanor. Swank seconds the motion. The motion is carried unanimously.

4. Public Comment (Three Minutes)

- a. N/A

5. Discussion Items/Action Items

a. Avian Influenza Update

- i. Dewald reported to the board about state mandates surrounding the current Avian Influenza situation. The state is requiring that waterfowl, poultry, lactating dairy cattle, and swine be placed in separate buildings during the fair to reduce the risk of spread.
 1. Dewald stated that handwashing stations will have to be placed around the livestock pavilion. She is in conversation with 4H and the Auction committee regarding the cost to rent these out and coordinating who will be responsible for maintaining them.
 2. Dewald requests that the signage be from the fairgrounds, with state guidelines being followed.
 3. Harms motions to not allow waterfowl, poultry, and lactating dairy cattle to be present during fair. Alcorn seconds the motion. The motion is carried unanimously.
- ii. Dewald presented a draft for an HPAI Exhibitor Form that anyone who is showing animals will fill out to ensure that no animals have been sick for the 30 days prior to the fair. Dewald will give the form to Hughes to bring it to county counsel for review and approval before it is handed out.
 1. Harms motions that all 4-H and Open Class exhibitors fill out the exhibitor form

once changes have been made to the bottom questions and county counsel has approved it. Swank seconds the motion. The motion is carried unanimously.

2. The superintendents will be responsible for collecting the forms at the time vet checks are being performed. Any presenter who does not have a form will not be allowed to have their animals at the fair, except for horses, which are not required to have a vet check.

b. Budget

- i. Hughes stated that there are verbal and written agreements that are coming up that her and the interim Fair Manager (Tippetts) were not aware of until now, and the costs are going to put the budget for the line item of entertainment over what was allotted.
 1. There is an email showing an agreement for Circus Imagination to have an area at the fair. Hughes has been unable to locate a contract that states it.
 2. Harms motions to allow the budget to be adjusted to allow Circus Imagination to be set up at the fair, if a contract is signed between them and the fairgrounds before the fair. Roberts seconds the motion. The motion is carried unanimously.

c. Advertising

- i. Harms would like to see more widespread advertising throughout the county, in the form of flyers for local businesses.
 1. Hughes will have flyers ready on Monday. Hughes will hand out to businesses in Port Orford/Langlois area, Swank will hand out in the Gold Beach area, and Harms will hand out in the Brookings area.
 2. Hughes is fixing the dates on fair banners she found so those can be hung up.
 3. Tippetts and Swank informed the board that Miranda with Economic Development has been working at getting advertising through television, Facebook, Spotify, Hulu, Google, and radio.
 4. Swank offered to head up the Facebook page and posts updates of what is going on at the fairgrounds.

d. Grant Updates

- i. Hughes and Emily Cook are working on the \$277,000.00 grant proposal that is being given to Business Oregon. There is some conflict with the five arena roof bids on whether prevailing wage is necessary due to the county owning the buildings on the fairgrounds land. It is being investigated.
 1. There is a time constraint with the TLT funds and will need to start using them. The arena roof will be a good place to start since the Business Oregon grant will not cover the entire cost.

e. Assistant at Fairgrounds Office

- i. Swank stated that there is a hiring freeze for the county until 07/15/2024 but knows someone who had offered to volunteer their time in the past to assist and suggested Hughes reach out to that person to see if it is still possible.
- ii. Alcorn stated that budget cuts were made and now the union will determine who bumps, leaves, and moves. Everything will be frozen until that process is complete. He recommended talking to Wolf in the finance department to see from a budget standpoint if an assistant is possible. May be able to absorb someone from a different department.
- iii. Harms wants to give Hughes the ability to speak with the appropriate people within the county to see if an assistant is possible, preferably someone who is already working within the county if a volunteer is not possible, to expedite the process.

f. Public Safety

- i. Alcorn stated that with the county budget cuts came cuts in law enforcement. Along

with this, Port Orford and Gold Beach struggle with staffing, so having law enforcement assist without additional pay being given to them is unlikely.

1. If the fairground is willing to pay overtime pay for officers to be at the fairgrounds, the Gold Beach Police Chief is willing to coordinate between the different law enforcement agencies to find law enforcement to be on shift during the fair. Alcorn strongly recommends having two officers on duty for each shift.
 - a. Harms motions to have two officers paid for on Thursday, Friday, and Saturday of the fair, from 3 pm to 11 pm. Swank seconds the motion. The motion is carried unanimously.

6. Reports

a. Commissioner Liaison Report

- i. No report

b. Superintendent Report

- i. Knowles informed the board that the superintendents are plugging along getting ready for the fair. She will need to get together with Hughes to go over passes.
 1. There is an annual scavenger hunt that is done during the fair to entice fairgoers to visit booths they may not otherwise. The superintendents would like permission to give the scavenger hunt papers to the ticket booth to pass out. The superintendents will oversee anything else related to the hunt.
 2. There will be fire extinguisher training done at their next meeting.
 3. Knowles offered her services to train anyone who would like to be in hands only CPR (chest compressions only).

c. Fair Manager Report

- i. The fairgrounds maintenance person and county maintenance people are doing an amazing job.
- ii. Fair is the priority at this time, with other priorities being put in place as they are found.

d. Next Meeting- July 16, 2024, in the Docia Hall, at 5:30 PM.

7. Adjourned meeting at 7:35 PM.



Curry County Fair Board

Agenda Report

Agenda Date:	Agenda Item Title:
June 16, 2024	Fair Update
Description and Background:	
<p>The Curry County Fair starts on June 24th. The Board requests an update on the following items:</p> <ol style="list-style-type: none">1. <u>Ticket Booths</u>2. <u>Event Schedule</u>3. <u>Vendors</u>	
Attachments:	
None	



Curry County Fair Board

Agenda Report

Agenda Date:	Agenda Item Title:
June 16, 2024	Budget Report
Description and Background:	
Fair Board member Dewald has requested for a budget report with revenue and expenditures. Attached is the current report for the Fair from June 1 thru June 30.	
Attachments:	
June, 2024 Revenues and Expenditures	

CURRY COUNTY, OREGON
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE (MONTH) ENDING JUNE 30, 2024

EVENT CENTER - 2.14

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	BALANCE	PCNT
<u>COUNTY FAIR -</u>					
<u>REVENUE</u>					
2.14-451.41-335.00-000-00	.00	53,166.66	53,166.00	(.66)	100.0
2.14-451.41-347.80-000-00	.00	12,290.01	12,000.00	(290.01)	102.4
2.14-451.41-347.81-000-00	600.00	6,358.98	1,500.00	(4,858.98)	423.9
2.14-451.41-347.82-000-00	2.00	2.00	25.00	23.00	8.0
2.14-451.41-347.83-000-00	.00	16,228.60	15,000.00	(1,228.60)	108.2
2.14-451.41-347.84-000-00	.00	37,305.22	25,000.00	(12,305.22)	149.2
2.14-451.41-364.20-000-00	11,350.00	31,050.00	15,000.00	(16,050.00)	207.0
2.14-451.41-380.00-000-00	150.00	462.00	.00	(462.00)	.0
2.14-451.41-399.00-000-00	.00	.00	50,000.00	50,000.00	.0
TOTAL COUNTY FAIR - REVENUE	12,102.00	156,863.47	171,691.00	14,827.53	91.4
<u>EXPENDITURES</u>					
2.14-451.41-490.00-110-00	2,203.08	18,834.11	17,528.00	(1,306.11)	107.5
2.14-451.41-490.00-120-00	.00	8,585.34	23,856.00	15,270.66	36.0
2.14-451.41-490.00-130-00	81.03	234.93	.00	(234.93)	.0
2.14-451.41-490.00-213-00	822.50	6,221.77	4,957.00	(1,264.77)	125.5
2.14-451.41-490.00-213-10	45.00	315.00	180.00	(135.00)	175.0
2.14-451.41-490.00-214-00	1.72	12.82	17.00	4.18	75.4
2.14-451.41-490.00-220-00	173.11	2,112.32	3,166.00	1,053.68	66.7
2.14-451.41-490.00-230-00	.00	1,076.26	7,339.00	6,262.74	14.7
2.14-451.41-490.00-250-00	17.13	178.86	310.00	131.14	57.7
2.14-451.41-490.00-255-00	9.13	110.55	166.00	55.45	66.6
2.14-451.41-490.00-260-00	64.16	538.89	926.00	387.11	58.2
2.14-451.41-490.00-290-00	2.08	25.61	50.00	24.39	51.2
TOTAL PERSONAL SERVICES EXPENDITURES	3,418.94	38,246.46	58,495.00	20,248.54	65.4

CURRY COUNTY, OREGON
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE (MONTH) ENDING JUNE 30, 2024

EVENT CENTER - 2.14

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	BALANCE	PCNT
2.14-451.41-490.00-315-00	.00	1,069.00	1,200.00	131.00	89.1
2.14-451.41-490.00-330-00	.00	5,575.74	7,500.00	1,924.26	74.3
2.14-451.41-490.00-335-00	.00	44,500.00	53,000.00	8,500.00	84.0
2.14-451.41-490.00-421-00	.00	.00	500.00	500.00	.0
2.14-451.41-490.00-442-00	.00	8,546.00	10,000.00	1,454.00	85.5
2.14-451.41-490.00-542-00	.00	.00	3,000.00	3,000.00	.0
2.14-451.41-490.00-550-00	781.69	2,199.35	2,000.00	(199.35)	110.0
2.14-451.41-490.00-580-00	.00	3,053.25	8,000.00	4,946.75	38.2
2.14-451.41-490.00-583-00	.00	658.93	500.00	(158.93)	131.8
2.14-451.41-490.00-595-00	.00	.00	200.00	200.00	.0
2.14-451.41-490.00-600-00	.00	.00	700.00	700.00	.0
2.14-451.41-490.00-603-00	.00	2,218.46	2,000.00	(218.46)	110.9
2.14-451.41-490.00-606-00	.00	189.79	400.00	210.21	47.5
2.14-451.41-490.00-609-00	.00	57.47	.00	(57.47)	.0
2.14-451.41-490.00-610-00	.00	3,508.68	1,500.00	(2,008.68)	233.9
2.14-451.41-490.00-615-00	.00	2,181.25	.00	(2,181.25)	.0
2.14-451.41-490.00-645-00	.00	275.00	500.00	225.00	55.0
2.14-451.41-490.00-650-00	.00	2,629.00	3,000.00	371.00	87.6
2.14-451.41-490.00-665-10	1,214.09	2,380.49	5,000.00	2,619.51	47.6
2.14-451.41-490.00-845-00	.00	.00	8,000.00	8,000.00	.0
TOTAL MATERIALS & SERVICES EXPENDITURES	1,995.78	79,042.41	107,000.00	27,957.59	73.9
2.14-451.41-496.00-000-00	.00	.00	6,196.00	6,196.00	.0
TOTAL CONTINGENCY	.00	.00	6,196.00	6,196.00	.0
TOTAL COUNTY FAIR - EXPENDITURES	5,414.72	117,288.87	171,691.00	54,402.13	68.3
NET COUNTY FAIR -	6,687.28	39,574.60	.00	(39,574.60)	.0