

TUESDAY WORK SESSION AGENDA
October 8, 2024
Courthouse Conference Room

THE LOCATION OF THIS MEETING IS ADA ACCESSIBLE. PLEASE ADVISE THE BOARD OF COMMISSIONERS (503-623-8173)
AT LEAST 24 HOURS IN ADVANCE IF YOU NEED SPECIAL ACCOMMODATIONS TO ATTEND OR TO PARTICIPATE IN THE
MEETING VIRTUALLY.

**Approximate
Time**

AGENDA

- | | |
|-----------|---|
| 9:00 a.m. | 1. CALL TO ORDER – PLEDGE OF ALLEGIANCE |
| | 2. COMMENTS (for items not on this agenda and limited to 3 minutes) |
| | 3. APPROVAL OF THE AGENDA |
| | 4. APPROVE MINUTES OF October 1, 2024 |
| | 5. POLK COUNTY FAIRGROUNDS UPDATE – Tina Anderson & Tim Ray |
| | 6. NON-LISTED ITEMS (Pursuant to ORS 192.640) |

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The meetings are held in the Board of Commissioners' conference room, 850 Main Street, Dallas, Oregon. Each meeting begins at 9:00 a.m., and is conducted according to a prepared agenda that lists the principal subjects anticipated to be considered. Pursuant to ORS 192.640, the Board of Commissioners may consider and take action on subjects that are not listed on the agenda. The Board also holds a department staff meeting at 9:00 a.m. on Every Monday in the Commissioners Conference Room at 850 main Street, Oregon.

APPEARANCE OF INTERESTED CITIZENS

The Board sets aside a time at each regular meeting for comment by the public on subjects not appearing on the Agenda. Individuals may come forward and make any statement they wish, but not to exceed three (3) minutes in length, except as is required to give concise answers to questions from Board members. If the subject will require a lengthier presentation, or merits inclusion as an item on the Agenda of a future meeting, the Board shall schedule it accordingly.

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
October 1, 2024

1. At 9:00 a.m., Commissioner Pope declared the Tuesday meeting of the Polk County Board of Commissioners in session and led the Board and attending audience in the Pledge of Allegiance. Commissioner Gordon and Commissioner Mordhorst were present.

2. COMMENTS (for items not on this agenda):

None.

3. AGENDA: **COMMISSIONER MORDHORST MOVED, COMMISSIONER GORDON
SECONDED TO APPROVE THE AGENDA.**

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

4. MINUTES: **COMMISSIONER GORDON MOVED, COMMISSIONER MORDHORST
SECONDED TO APPROVE THE MINUTES OF September 24, 2024**

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

5. NON-LISTED ITEMS - (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)

None.

Commissioner Pope adjourned the meeting at 9:01 a.m.

Minutes: Nicole Pineda
Approved: October 8, 2024

2024 Annual B.O.C. Report

2024 Annual Fair

Fair Admission Revenues – Were up 15.5% over last year.

Fair Staffing – We hired 24 temporary employees this year. They all did a great job for us. The group that was going to do the kids area from Central High School canceled on us Monday of Fair week. DeMolay did the parking again and Jobs Daughters did admission, they did a great job, we were able to get the Rodeo crowd in with very little wait time.

Youth Livestock auction – There were 210 animals that went through the auction which was down 2 from 2023. The overall revenue of the auction was up by 10.5% with a total of \$612,108.00.

Sponsorship – Cash sponsorship which includes banners and donations were down by 1.5% from last year, which was really good, we had a \$7,000.00 sponsorship last year that we didn't have again. In kind sponsorship was down by 10% from last year, we had the huge donation of sand last year.

Premiums – 4-H, FFA and open class youth were covered by donations from Polk County Farm Bureau & Solid Rock Excavating. We paid out \$1,810.00 plus special awards that were donated

Vendor booths – We had 12 food vendors (2 less than last year) and Oregon Beverage did all of our alcohol sales. Our coffee vendor cancelled the Tuesday of Fair week. We have a local one ready to go for 2025. Food sales were up 5.5%. Alcohol sales were up 22.5%. We had 50 Commercial vendor booths, which is 8 more than the year before. The Fair Board had a booth this year, with lots of information on our growth plan and the future of the Fairgrounds.

Open class exhibits - were down by 10.5% (1,964 exhibits) exhibitors were up by 9.5% (278 exhibitors). We were missing Superintendents in Photography & Horticulture this year, but had some really great volunteers

4H and FFA exhibits – FFA had 80 exhibitors (down 36%) and 121 exhibits (down 69%).
4H had 240 Exhibitors (up 2.5%) 2,358 Exhibits (up 7%).

Fundraisers - There were 6 fundraisers held during the Fair by local organizations including the auction that raised \$627,449.00 which is reinvested back into Polk County.

Fair Events

The Rough Stock Rodeo – Was a success, we brought in more seats and it helped. We made changes in the arena by taking out the fence in the south end, so that the stock could be outside of the arena

Friday night we did the FMX – rampage, dirt bike show and it filled the stands

The obstacle courses, bouncy and water slide were a big hit again.

We added virtual reality game tent and it was a success

We had a mini golf course in the kid's area along with all of our oversized games which we moved closer to the front. Face painting, Sheriff display and STEAM machine

The National Guard brought in the rock wall

4H/FFA Livestock Auction

Fair Board recap -

The Fair Board held an after Fair recap meeting is on September 19th at 7:00pm. This meeting is for all with the exception of 4H/FFA those will be held during our Youth Steering Committee Meetings

Year Round

Facility Usage:

2023-24 year round use of the facility:

612 events with 104,013 people in attendance.

13 fundraisers were held by local organizations which raised \$153,931.00 which has been reinvested back into Polk County.

With the fundraisers held during the Fair the total is \$781,380.00 which has been reinvested back into Polk County.

Events:

We are booked for the remainder of 2024 and booking into 2026

We are currently struggling with the smell from the old dairy pond, we lost one large event already and get a lot of complaints about the smell. It over took the manure smell the first two days of Fair

Storage:

We opened storage a little later this year in case of wildfires. We raised our price this year, but so far we haven't had any complaints

Concessions:

At this time Jesus is doing our events and a few of the bigger ones, along with the Flea Market

Grounds, Buildings, & Equipment: Western Interlock redid our bricks around the tanks at the end of Bldg. B, they donated the supplies and labor to do the job right before the Fair.

Dalke came back out and fixed our ceiling tiles in the main room that had failed due to heavy insulation on them.

David Rak spent three months getting donations and building us a people mover

We are currently working on grants for new projects.

A list of projects has been added to this report.

Overnight Camping:

Camping is still running strong, along with the dump station being very popular. Staff looked into a booking system, but did not find anything that met the needs of the facility for RV's

Fiscal -

Financially the Fair is still struggling to keep up the revenue necessary to run the facility. The help from the County has been a life saver for the fairgrounds. We continue to work on bringing in more revenue. OFA is currently working on taking the cap off of the lottery funds and for infrastructure funds for fairgrounds that are used as emergency uses. They will be submitting bills for next session. They will be introduced in both chambers and will end up in the Joint Ways & Means Committee

Fair Board –

The Fair Board's Annual Work Session is scheduled for February 8, 2025. This meeting will be on the growth and future of the Fairgrounds

There are three Board member whose term expires on December 31, 2024. Tim Ray, Will Barnhart & Paul Thompson. They have all requested to continue on for another term and have all been granted another term.

There are two vacancies that the Board and staff have worked on filling but have not succeeded yet.

Staff –

We have hired a camp host to live up front and help with overnight and dump, this has been a challenge to get the hours that she is on duty right where we need them. She has been great to work with and we are working on it.

We hired a new custodian who is doing a great job

We hired an office manager, who had a lot thrown at her right before Fair, she took it all ran with it. We are now working on training her in the year-round operation piece of the facility

Operations guy and Office Assistant are the same as before doing a great job.

Future –

The Fair Board will be working on our future plans and getting information out to the public for an operating levy.

Staff continues to work on project lists for State funds

Project list for Fairgrounds – Levy

Upgrade Main electrical panel

Repave entire asphalt area around buildings and barns & address the flooding issues at the front of Main building and standing water at the south doors.

Make improvements to the outside of the Main Building

Address concrete in Main Building - \$90,000

Take out old shop and paint shed, replace with one metal building with at least one 14' roll up door and relocate to the south

Move office out of Main Building into new one where paint and maintenance sheds were