

SAN JUAN COUNTY FAIR BOARD AGENDA

Parks and Fair Admin Conference Room

San Juan County Fairgrounds

Friday, January 12, 2024

Call in (audio only) 1.360.726.3293

Phone Conference ID: 752203536#

CONVENE MEETING

9:05AM

Attendance

Josephine Bangs, Barbara Bevens, Milene Henley, Rebecca Shanks, Terry Brown,
Justin Platts

4-H: Jennifer Krembs (remote)

Guests: Amanda Smith, Kevin Roth, Christine Minney, Leslie Neal (remote)

Approval of Agenda

Approved the agenda after a discussion about adding the location of Community Stage to Old Business. Brandon announced he is leaning toward the Board's recommendation to move the Community Stage and is waiting on a meeting the Historical Society. This issue tabled until next month.

Approval of Minutes: November 2023, December 2023, and joint December 2023

Nov 3rd need to change the 6-2 vote to 6-1-1 vote as there was one abstention. Milene motioned, seconded by Justin, accepted as corrected.

Dec joint meeting - 2nd page PADS trailer "went in"1981. Perhaps looking at ... change to either "uses" or "usage".

Dec 8th - Leslie Neal under guest in two places her last name recorded as Cain. Denice Kulseth correct her name in both places to be spelled with a "c" and not an "s". Old business to speak about parking on "Market Place" lawn. Page 4 distracted away from the coolness of the trucks by candy. Christy misspelled on page 3. Milene motioned, seconded by Justin accepted both Dec minutes as corrected.

PUBLIC COMMENT (Guests) Returning guests 2 mins, new 3 mins Public Comment Rules Comments may pertain to items on or off the agenda. Comments will be 2-3 minutes and at the discretion of the Board Chair. Comments will be heard but no response will be made at this time. Topics raised in Public Comments are not up for discussion. It is likely, however, that some concerns will be addressed within the regular Board meeting.

COUNCIL LIAISON MESSAGE: Christine Minney

Given the holidays and personal travel for both Council and Staff, it has been a quiet time.

They've only just had their first meeting of the year and the first meeting since the Fair Board met last month so not a lot to report. One agenda item at the meeting was the approval of nearly \$2 million in lodging tax awards to local non-profits and/or for upcoming events. \$1.4 million went to core entities including Parks/Fair itself which received \$325,000. The San Juan Historical Society received \$14,000 for continued renovations of the Pioneer Log Cabin at the Fairgrounds.

The Council will hold its annual retreat at the Fairgrounds in the Marie Boe building on January 22nd where they will envision the year ahead, as well as choose liaisons to boards and commissions.

4-H DIRECTOR'S REPORT: Jennifer Krembs

Market animals numbers are up. 6 swine, 11 sheep, 2 goat, 2-3 beef, 25 poultry & rabbit. Cat club is growing and dog club too. Rabbit projects have increased four times. Horse numbers will stay the same but they're looking at classes. New 4-H committees will be able help with Fair.

NEW BUSINESS:

Election of Officers – Chair and Vice Chair positions are open. Nominations for Chair – Justin nominated Barbara, Becky seconded. Barb accepted. Unanimously approved. Vice Chair - Milene was nominated by Barbara and seconded by Becky. Unanimously approved.

Fair Board Meeting Time – Although the 9AM on Friday time slot might possibly hinder public access it's offset by the ferry schedule and Josephine's in-person participation. Would be nice to have Lopez and Shaw representation. Brandon happy to provide Board member applications to anyone who might know someone on Shaw or Lopez who might have an interest in joining the Board. Reaffirmed existing Board meeting times for next year as the second Friday of each month at 9AM.

Hiring Update – Amanda Smith has been hired as the Events Coordinator-formerly Carlene's Program Coordinator position. Her background in marketing will be helpful. She starts on Jan 25th.

Shane's vacancy – the classification committee met this week and Brandon hopes by the March meeting the approval might be ready so the position isn't likely to be filled until May. Mike Scott has been here for a full year and will be able to help with this year's fair because with both Carlene and Shane gone there is no one of staff who has set up for Fair. The salary savings from Shane's vacant position has allowed Mike to stay on. It is unlikely that an off-season temp position would be available to help. Parks staff -Gabe, Toby, and JP (camp host) have been work about halftime off season this fall and winter so the grounds are doing okay. Barbara acknowledged Gabe and Alice's help in the office in Carlene's absence.

Board Positions – There are two lapsed positions. The Fair Board consists of nine members, one from each school district within the County and five members at-large. Justin asked, "How are open positions posted?" Brandon answered via the website & social media, newspaper, and community groups. Cy and Nick have been asked to share with the folks on Shaw. Open positions often stay open but personal contact can fill them so please let people you know who might be interested know to contact Brandon for an application. No one has been in the Shaw position for a long time. Can fill that position from elsewhere until a Shaw rep is found.

Vacancies - Barbara, Milene, and Becky's terms will expire at the end of 2024. Kevin and Lynnette can reapply as their terms ended in Dec. Fair Board makes recommendations to Council. Bringing applications to the March meeting should allow adequate time to canvas potential board members and get to names to the Council. Can advertise 45 days prior to a term expiring. There is no formal deadline for applications. March 8 is the meeting. Wed March 6 would be ideal.

2024 Fair Theme Artwork – Need to get ad out for "A Century Of Growing" A Hundred Years At Home poster design. Jennifer Rigg found the 50th anniversary artwork and it had been suggested that it be reused or at least repurposed for the 100th anniversary. She found the 50th anniversary artist's family and was granted permission to reuse it. There was discussion about exploring a

community competition piece for the public Fair shirt artwork and having Jennifer do the poster. What is the Fair Board's view? Last year Jennifer's designs won the best fair poster for the SJC size fair and best overall poster for any fair of any size, and the best fair shirt for our size fair and overall as well. Should the exact 50th image or an updated version based on the original be used?

Would it be confusing for the public to have tee shirt and poster designs be different? Decision was made to offer the 50th anniversary design tee shirts for sale while having a new a poster/tee shirt design public contest as in the recent past. Deadline should be March 15th because it needs to be in production by May. This year if the Board were able to provide more detailed guidelines for artists so there isn't the need to have rework done. – SJC Fair, dates, readability, tagline, etc. It was suggested to have old posters around the fairgrounds for a timeline or collage. Perhaps a scavenger hunt ... did you know? Justin volunteered to help Barbara with ideas.

Rotary Car Show – Brandon presented to Rotatory in Dec. They expressed interest in moving their Aug 10 & 11 car show from the San Juan Vineyard to the Fairgrounds. They strongly prefer those dates ... but that's immediately before Fair and doesn't work for the staff or grounds. Brandon recommends denying their proposed dates, but not the event. Even two weeks before Fair would work. July would be ideal. What's the Board's recommendation?

Decision was to say yes, to the car show, but not to those dates because it's too close to the Fair. Fair Board recommendation is that the month of August doesn't work.

Car Show/Garage sale that the Parks & Fair Dept has will still Saturday, May 11th.

OLD BUSINESS:

Fairgrounds Water Update – water update at the joint meeting in Dec after the first big letter from the Town. In the packet for this meeting are all of the updated pieces. Notice of letter or violation and shut-off notice being the most recent ones. Brandon shared his January 10th email to staff after getting the shut-off notice.

Christine's takeaway from the Sept joint meeting was that when a remedy option was asked for there wasn't one offered. Brandon feels he was proactive and acknowledges and recognizes that the Town sets their water usage regulations. The issue isn't Trout Lake – that has plenty of water. What the Town does need is a new fourth filter to process water for planned growth. In an April 6th meeting with the Town Administrator Brandon stated that he was given verbal permission to move ahead with the Marie Boe work. There was not a written follow-up. The Arena restrooms shifted from arena to Marie Boe with fewer and low-flow fixtures. Brandon feels he has acted in the spirit and within the Town's directive. The Fairgrounds has hosted Pig War Picnic, Boy Scouts, pre-school, and other community events throughout the year for decades. It historically hasn't been just a once a year event.

The County feels we are operating within the Town ordinance about water usage and classification. The Prosecuting Attorney's Office doesn't anticipate that the water will be turned off on Feb 9th. Other than the ordinance of the Fairgrounds overlay district in 2010 Brandon doesn't have any other information. The Fairgrounds Masterplan was drafted in 2019 but never formalized. If there are further questions please address them directly to Brandon in email.

Fair Scheduling Thurs-Sun – Decision Needed A motion was made to move the 2024 SJC Fair to Thursday-Sunday by Milene, seconded by Barbara and unanimously accepted by all present.

Capital Improvements Update - Brandon presented his net-positive greening and chipseal and concrete plan for the Fairgrounds. Extend concrete walkways from main ticket booth around front of Main Building and then extend up to Marie Boe. Add raised pedestrian crosswalks that would also serve as speed bumps while increasing accessibility. Extend concrete walkway along Family Park and skatepark and add handicapped parking places by the Family Park and in front of the office. Possibly extend chipseal up to between the two upper shed area (wool and tractor sheds) to increase accessibility and give that area more flow.

Addition of a sidewalk from the ADA RV site 1 to the RV restrooms.

It was suggested that removable rubber mat might also be used in the barns to allow access in the barns. Last year a fair visitor in an electric wheelchair got stuck and bogged down in the goat barn.

Chipseal is less expensive and easier to maintain than rolled asphalt. Brandon wants to make sure that those opposed to his plan aren't set up to have their concerns ignored.

Increase the awning plaza area for markets and events, plant sale, potentially food trucks. Increasing the concrete areas means that vendor tents would be needed to have either tie rings or weights once tent stakes are no longer an option to secure the 10'x10' tents.

Public Works will be working with the staff to engineer and design the work. Brandon's timeline is that the concrete work would be done before Fair. Chipseal may need to wait for the following year (2025).

LTAC – RV and Main restrooms received \$85,000 last year in LTAC funds. Focusing on the Main Building restrooms. Replacing the mirrors, new RFP, etc. The RV restrooms would need a lot more money. But staff are currently repainting and replacing rotted shower boards, etc. Trying to get four more years out of the RV restrooms. Aiming to have this work done by May.

Historically the Parks & Fair Dept has received \$325k plus an additional \$500k in LTAC awards. In 2024 the Dept is looking to close out existing projects in the queue without taking on new larger projects.

ANNOUNCEMENTS:

Next Fair Board Meeting

Friday, February 9th, 2024

ADJOURN at 10:45AM

Respectfully submitted,
Carmel Rubin

Edited by Brandon Andrews