

FAIR BOARD MEETING
March 3, 2022
Virtual Meeting, 7:30 a.m.

Vacancy	Speer	Moulton	Voorhees	Cunningham
	Present	Present	Present	Present

Others Present:

Corey Buller – Fair Manager, Lane Events Center Manager
 Rachel Bivens – Marketing Manager/Assistant Fair Manager, Lane Events Center
 Dan Hurley – Lane County Public Works Director
 Laurie Triegeer – Lane County Commissioner

1. ITEMS FROM THE COMMUNITY:

None

2. ANNOUNCEMENTS:

- a. Staff was invited to and has presented regarding the Lessons Learned from the 2021 Fair incident at the Oregon Fair Association conference as well as the Oregon Festival and Event Association conference.
- b. The Marketing staff won the best Website and Social Media for 2022 from the Oregon Fair Association.
- c. The new LEC Events Coordinator, Kelsey Elliot started on Monday, February 28th bringing staffing levels back to pre-COVID levels.

3. APPROVAL OF MINUTES: February 3, 2022

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees moved to approve the February 3, 2022 minutes as written. Debra Moulton seconds. No discussion. All in favor.
SECOND: Debra Moulton		
VOTE		
Name	Vote	
Vacancy		
Richard Cunningham	Yes	
Debra Moulton	Yes	
René Speer	Yes	
Sid Voorhees	Yes	
Commissioner Triegeer	Abstained	

4. 2022 FAIR UPDATE:

Staff provided an update on how 2022 Fair planning overall is going up to this point. Vendor reclaims are out for both food and commercial vendors. Most food vendors have already committed for this year. In addition, staff is looking for a couple of new vendors to add to the mix. Creative and Horse Exhibits are well on their way. Many divisions and classes that were removed in 2021 due to COVID will be reinstated for 2022. Auction committee is working through changes to the layout for this year. Entry numbers are looking good, are up in a couple of categories. 4-H is excited to be returning to the Expo Halls this year.

ACTION/DIRECTION:

Staff will continue with planning updates and provide additional updates at the next meeting.

5. BUDGET UPDATE:

Staff discussed the fact that resources will be stressed this year due to everything going on in the county during the time of the Fair. Revisited the budget and made some changes to revenues to increase them to 85% of 2021 levels due to the increased activity in town at that time. This allows for \$45,000 in additional funds to schedule and create increased levels of entertainment at the Fair this year. The adjustments still result in the same conservative net as in the original budget.

ACTION/DIRECTION:

None.

6. SECURITY PLAN/PROJECTS UPDATE:

- a. Capital Projects:
 - i. Radio Systems: an additional repeater and channel have been added to ensure full campus coverage and allow scanning for staff and a dedicated security channel in addition to our usual channels.
 - ii. Security Cameras: planning for at least one camera at each of the 8 gates is in place. Proposals for the work/equipment are being gathered and will include the potential to expand further as we move forward.
 - iii. PA System: an overall parking lot PA system has been secured and will be installed before the Fair.
 - iv. Improved Lighting: staff is working on upgraded lighting to include updating lighting at each gate and other dark areas on campus. Examples include the Auditorium courtyard leading to the Convention Center and behind the Ice Center.
- b. Security Plan:
 - i. Plan includes consolidating ticket sales to only three gates including Red/A to provide access on 13th, Orange/D and Yellow/F (primary gate).
 - ii. Incident Command Post will be located in Meeting Room 1 and fully staffed during the event. Staff is working with Lane county emergency Management to develop the procedures and plan for the event and in the event of an emergency. The goal is to have this plan solidified in the next few weeks.
 - iii. Staff will be implementing a clear bag and bag check policy.
 - iv. Staff have an RFP out for T-shirt security. It closes March 9th.
 - v. Security staffing levels will be much higher this year largely due to bag check procedures. Interior of the grounds will be covered by a more tiered level of security providing a higher level of supervision as well.
 - vi. Staff is working with the Cyber & Infrastructure Security Agency regarding an assessment on the facility. A report is on the way with things we will be able to incorporate in our security plan. Additionally, this opens the Fair up to federal resources and grant funding moving forward.
 - vii. This emergency plan will be reviewed by legal staff and then brought to the Fair Board for approval.
- c. Questions:
 - i. Will open carry be allowed/can we restrict it: Staff reported that county legal did advise that open carry can and will be restricted during the Fair. We cannot restrict concealed carry per the ORS.
 - ii. Discussion surrounding drug sniffing dogs, if this is something that is happening or if it is being considered. Discussion regarding an uncertainty of what the purpose or goal would be to having these dogs on site.

7. MASTER PLAN/FACILITIES PROPOSAL UPDATE:

Discussion surrounding the short legislative session. The county asked for 15 million dollars to put towards the total cost of the proposed multi-use stadium facility. The county/staff do not know if this will pass, fail or if it is possible that only a portion of those funds will be granted. When a decision is made, the FAQ will be updated. This will be followed by additional meetings and discussions at the county level to assess if the project discussions and estimates can continue. There is planning in place for a report back to the Board of County Commissioners including finance discussions and an MOU with the Ems regarding their being the primary tenant for a portion of the year will likely occur in May. There is a lot of work happening behind the scenes to ensure due diligence is being done to see how and if this project will go forward. There are multiple meetings with the Jefferson Westside Neighborhood association schedule for the coming weeks regarding the proposal as well as the overall LEC Master Plan.

ACTION/DIRECTION:

Staff will continue to update the Board as the proposal and projects evolve.

8. JOINT MEETING DISCUSSION:

Staff suggests waiting until the end of May at which time there will hopefully be some decisions/direction regarding the multi-use stadium facility project and Master Plan. Staff will also give a short 2021 Fair report to the Board of County Commissioners at that time.

ACTION/DIRECTION:

None.

9. **OTHER:**

None.

10. **MOTION TO ADJOURN:** Motion to adjourn

MOTION: Richard Cunningham		COMMENTS: Richard Cunningham motions to adjourn the meeting at 8:21am. Sid Voorhees seconds. No discussion. All in favor.
SECOND: Sid Voorhees		
VOTE		
Name	Vote	
Vacancy		
Richard Cunningham	Yes	
Debra Moulton	Yes	
René Speer	Yes	
Sid Voorhees	Yes	
Commissioner Trieger	Abstained	

Meeting adjourned.

X _____
René Speer, President

MINUTES ARE DRAFT AND SUBJECT TO CHANGE UNTIL APPROVED BY THE FAIR BOARD AT THE NEXT REGULAR SCHEDULED MEETING.