

Lincoln County Fair Board Minutes

May 19, 2016 – 10:00 a.m.
225 West Olive St, Room 108
Newport, Oregon

I. Call to Order/Roll Call

Acknowledging that there was a quorum with Bill Hall and Jim Buisman present, Chair Frank Geltner called the meeting of the Lincoln County Fair Board to order at 10:05 a.m. Wayne Belmont was present and Tanya Graham took minutes.

II. Approval of Minutes

The minutes of November 3, 2015, December 10, 2015 and April 14, 2016 meetings were previously distributed by email and are approved as presented.

III. Other Business

A. Extension 4-H Update - Todd Williver and Michele Osterhoudt:

- a. Todd Williver reported that 4-H activities are in full swing and livestock weigh-ins are scheduled for next month.
- b. Todd also reported that approximately 40 yards of dirt was removed from the indoor riding arena and placed in the outdoor riding arena area. This should help with the wetness of the outdoor arena, which has been having drainage issues. The drainage issues will be addressed at a later time.
- c. Todd also stated that SeaBreeze Janitorial is doing a very good job helping cleanup the Commons.
- d. Michele Osterhoudt reported that vendor applications are still coming in for the 2016 fair event.
- e. Michele is also submitting an application to the Destination Newport Grant Committee to help cover the costs associated with out-of-county advertising.
- f. Todd reported that the draft MOU between the County and the University is completed and ready to be sent to the University for their review. Todd also has drafted the agreement for riding passes and once Wayne Belmont has reviewed and approved it the program will begin.
- g. Wayne Belmont reported that the next Sportsman Show is scheduled for April 2017 and payment for the last show will be made today.

B. Transient Lodging Tax Update – Bill Hall:

- a. Bill Hall reported that the Transient Lodging Tax Measure passed and will become effective July 1, 2016. Also, the Board of Commissioners is moving forward in creating a licensing program for vacation rentals in the unincorporated areas of Lincoln County. This will include an enforcement capability with a focus on negative impacts of VRDs and quality of life issues in neighborhoods. This will also help address VRDs that are not paying the Transient room tax.

C. Process – Master Plan for the “Lincoln County Commons – Home of the Lincoln County Fair”:

- a. Bill Hall would like to see a master plan developed that can be handed over to an architect for design. We also need to look at short term improvements, recapitalization priorities, signage needs and management of the grounds.
- b. Jim Buisman recommended that the County hire an architect first so they can be a part of the process from the beginning. It will be very beneficial to the process if an architect is present at planning and discussion meetings.
- c. A discussion occurred concerning if the County should hire an architect up front or wait until a draft plan is created.
- d. A discussion occurred concerning Don Mann’s recommendations as well as the LRS’s recommendations.
- e. Frank Geltner would like the group to not lose focus on immediate need items such as signage.
- f. Frank Geltner requested the group discusses the building, the outdoor component and the children’s piece. Also, Frank would like to see the “Lincoln County Commons” have a Harney Street address.
- g. Frank Geltner asked Jim Buisman what he believed the community wanted to see with the Commons, Jim stated that he believed the community wanted to continue the fair event, have a decent facility with restrooms and be reasonably maintained and managed. Bill Hall concurred with Jim Buisman’s statement.
- h. A discussion occurred concerning a multi-use exhibit hall as well as a covered arena.
- i. Frank Geltner called for public input.
- j. Todd Williver stated that we have had a lot of ideas generated over the course of the past 10 years and now it is time to take those ideas and become realistic on what can be completed.
- k. Stephanie Linn stated that there have been a lot of studies completed on what to do with the Commons and now it is time to move forward and begin implementation. In order for this to be successful, the Board needs to know what people want and to keep things simple.
- l. Thomas Hurst stated that with all of the Blue Ribbon committee meetings as well as the Don Mann plan, the Board needs to know what they want before hiring an architect. Also, youth programs are significant to the community and those activities need to be considered when thinking about the designs. Also, he suggested a way be found to eliminate perimeter fencing.
- m. A discussion occurred concerning using the new building at the Commons as an emergency operations center as well as a warming center.
- n. Linda suggested that if the County allows the farmers market to use the space on a regular basis, they should help with the costs. However, booking long-term events reduces the flexibility for various events.
- o. Ellen Bristo would like to see “All weather” surfaces installed at the Commons to help with handicap accessibility.
- p. Emily DeHuff stated that it is great everyone is excited to move forward and begin implementation. However it is the citizens who voted to move forward and we need

to make sure to let them decide on what they want. It is essential to make everyone feel included in the process.

- q. Various items were discussed as potential events that could be scheduled at the Lincoln County Commons.
- r. Wayne Belmont reminded the Board that the money the City of Newport is contributing to the Commons project will not be available until 2019 and is expected to be used for the construction of an exhibit hall.
- s. Wayne Belmont also reminded the Board that their responsibility is to make recommendations to the Board of Commissioners and the Commissioners will make the final decisions.
- t. Bill Hall requested that Wayne Belmont draft an RFP to hire a consultant to put together the master plan.
- u. Stephanie Linn would like to see a steering committee put together to oversee the development of the master plan.
- v. The Board was in consensus to have Wayne Belmont draft an RFP for review at the next meeting. The RFP will be used to hire a consultant to develop the final master plan for the Lincoln County Commons.
- w. A discussion occurred concerning repairs that need to be completed by August vs long term.
- x. Bill Hall voiced concern about spending money to replace the roof and heating on the current exhibit hall. If the building is going to stay for another 5-10 years then the costs for repairs is worth it but if the building is going to be torn down sooner, the value of the repairs will be lost.
- y. The Board was in consensus to put together a steering committee to help develop the final master plan. A draft steering committee roster will be reviewed at the next meeting.
- z. The Board was in consensus to move the next Fair Board meeting from June 9, 2016 to June 23, 2016.
- aa. A list of major repairs will be taken to the Board of Commissioners for review.
- bb. Todd Williver went over a list of immediate needs for the Commons. Todd also requested permission to purchase a set of new bleachers for the arena as well as 40 poly tables and 300 chairs. The Board was in consensus to fix the immediate needs as well as make the purchases Todd requested.
- cc. Michele would like the signage for “no smoking” to be updated to include “no vaping”. Bill Hall requested Wayne Belmont to review the County Code before the signs can be updated.

D. County Staff Update:

- a. Amy Howard reported that the MasterGardners would be hosting their event next week and the County Emergency Services will be having their Cascadia Event in the beginning of June.
- b. Frank Geltner would like to have the informational booth at the fair staffed so citizens can have their questions answered.
- c. Emily DeHuff suggested that the County make a strong effort to reach out to the citizens and get their input for the Commons.

IV. Adjournment

The next Fair Board meeting is scheduled for Thursday, June 23, 2016 at 10:00 a.m. in the Lincoln County Courthouse, Commissioners Conference Room 108.

Meeting was adjourned at 11:50 a.m.

DATED this 23rd day of June 2016.

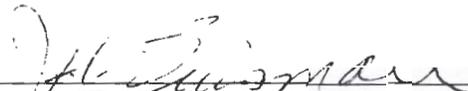
LINCOLN COUNTY FAIR BOARD



FRANK GELTNER, Chair



BILL HALL, Vice Chair



JAMES H. BUISMAN, Member