



Clallam County Fairgrounds Parks, Fair and Facilities Department

1608 W. 16th Street
Port Angeles, WA 98363

CLALLAM COUNTY FAIR ADVISORY BOARD Minutes of May 1, 2024 Regular Meeting – In Person and Via Zoom

Name	J	F	M	A	M	J	J	A	S	O	N	D	Position
Bekkevar, Megan	X	X	X	X	X								Secretary, At-Large
Mowbray, Julie	X	X	-	X	X								Large Animals and FFA
Beckstrom, Teresa	X	X	-	X	X								Agriculture At-Large
Kelly, Cindy	X	X	X	X	X								Grange
Cristion, Cara	X	X	X	X	X								Horse Groups
Sirguy, Katie	-	-	-	X	X								At-Large
Mady, Mindy	-	-	-	-	X								Home Arts/Hobbies and Crafts
Johnson, Carol	X	-	X	X	X								Port Angeles Chamber
Borte, Josh	X	X	X	X	X								President, City of Port Angeles
Cozzolino, Tina	X	-	-	X	X								Garden Clubs
West, Tara	X	X	X	-	X								Small Animals
Vacant	-	-	-	-	-								Sequim/Dungeness
Greer, Melanie	X	-	X	X	X								Vice President, Arts/Photography
Wilson, LaDona	X	X	X	X	X								4-H Homemakers
Winn, George	X	X	X	X	X								West End

Guests Present	Laurie Davies, Bud Davies, Joe Marceau, Haley Ray, Mark Ray, Rashell Hermann, Kyle LeMaire, Elise Sirguy
Staff Present	Shari Ioffrida, Don Crawford, Angie Bronson
Call to Order	The meeting was called to order at 6:02 p.m. by Josh Borte.
Quorum	Yes.
Request for Modification / Approval of Minutes	George Winn moved to accept the minutes as presented. Cindy Kelly seconded. Unanimously approved in vote.
Public Comment on Agenda Items	Point of Information – Julie Mowbray – New Business items that should be under old business. Julie Mowbray motioned to move the items from new business on the agenda to old business. Tara West seconded. Unanimous approval.
Committee Reports	Advertising: Shari met with the PDN again and placed an ad in the Visitors Guide and an ad in the Juan De Fuca Festival Guide. Information Booth: N/A Pacific Northwest Junior Livestock Auction: Teresa Beckstrom reported that Sheep/Goat/Pig weigh in will be on May 18th.

	4. 4-H / WSU Extension: Melanie Greer reported that yesterday was the deadline for youth to participate in the Fair. There are currently 170 kids enrolled: 17 in Cooking and Baking; 18 in Beef and Dairy cattle; 2 in Cats; 18 in Dogs; 3 in Bees; 19 in Goats; 32 in Horses; 38 in Poultry; 30 in Rabbits; 11 in Sheep; 24 in Swine, and 8 in Rocketry and Quilting. Spring Classic was cancelled due to low staffing. Dan McCarty moved back to Oregon; his position will open soon. 5. Royalty: Laurie Davies introduced her husband, Bud. The float is $\frac{3}{4}$ of the way done. Royalty will be at the Sequim Family Fun Day this Saturday from 10am-noon. They will be at the Irrigation Festival the following weekend, followed by the Rhododendron Festival. 6. Olympic Peninsula Rodeo Association: Carol Johnson read the following letter "There has been some confusion and we want it to clear it up -- that the Rodeo Committee from 2023, formed the 501(c)(3) Non-Profit Olympic Peninsula Rodeo Association this year to work with the Clallam County Fair to present the Rodeo during the Fair. We filed our Articles of Incorporation with the Washington Secretary of the State on January 12, 2024, and were effectively being recognized the same date. We have an EIN with the IRS and have obtained our temporary Non-Profit status with them. We are filling out the required paperwork for the long-term approval from the IRS. We have our own insurance to cover us during the event. Our goal is to raise funds to put on a great rodeo every year and improve the Rodeo / Grandstands Area of the Clallam County Fair. We are contracted through the Fair and are treated the same as the Pacific Northwest Junior Livestock Auction, the Clallam County Fair Royalty, and how the previous Friends of the Clallam County Fair "Fair Kitchen" non-profit is treated. Thank You." George Winn inquired to Don Crawford if we have confirmation for the Rodeo lights. Don reported that he has confirmation via email that we are good to go to have temporary lights for the 2 days of the Rodeo pointing at the ground. Permanent lights will require a full application and work up approval from the FAA. Cory Delikat, City of Port Angeles, and Don looked over the lease of the Fairgrounds and they both agree that the current language in the lease covers the things that the Rodeo Association is wanting to do with the arena and anything that the board wants to do further will just take us longer and require more work. Carol asked if the extra land that we are going to put on is in the current foothold of the current lease. Don stated yes and that in his conversations with Corey that it has always been no mans land and that it is in the foothold of the agreement and does not require an amendment. Cindy asked if the requested rodeo arena expansion specifications and drawings had been given to the City of Port Angeles. Don stated "yes" that George had provided them to the City of Port
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	Angeles. Cindy stated that she hadn't seen them and asked for a copy of them.
Special Committee Reports	
Unfinished Business	1. Fairgrounds Internet Service/WiFi: No update at this time. Shari will have Mark come to the next meeting to provide an update. 5 Acres School had their barn dance and got Olypen out here and they believe that the internet has been repaired. This will hopefully help us have events return such as 2 of the gun shows. Shari believes this will be available for events and vendors. She said the County has an additional budget and is working on separate internet for staff purposes. 2. Beverage Sales at Fair for Food Vendors: Don Crawford reported that we will be sending out a letter tomorrow to all of the food vendors that the clause in the vendor agreement, where it says what product they are to use is void, and they can sell whatever they want. Peninsula Bottling is our sponsor so we encourage them to use them. Don reported that we left things on good terms with Swire. Tara asked how much it cost to break the contract with Swire. Public asked why the contract was broken in the first place. Don reported that we have people that have long term relationships with Peninsula Bottling. Peninsula was going to pull funding from certain vendors so Don said he went to Swire and they said they didn't want to cause a big deal and that Swire was just going to void the Don contract without any penalty. Megan made a motion that going forward, any contract that affects two or more vendors in our Fairgrounds (ex: All vendors need to purchase drinks through a specific company or purchase signage through a specific company) needs to be brought to the Fair Board and voted on by the Fair Board before it is signed by a County official. If a contract is signed or promised before it has been voted on by the Fair Board, the contract will not be valid. Motion died for lack of second. Julie asked to re-word the motion <u>to setting a time in a meeting prior to the signing of yearly contracts for board members to discuss concerns about renewal, motion was seconded.</u> There was discussion. Julie said it would give the Fair Board an opportunity and reminder to talk about and think about those things going forward. The agenda item would be set by the Fair Manager or Director, and it will be talked about at that time. There was a discussion. Voted on and Failed. Julie Mowbray made a motion to appoint a committee of Fair Board members to address concerns regarding vendors. Katie Sirguy seconded. The vote was unanimous. 3. Beer Garden: Don Crawford spoke that in the Fall, the Fair Board agreed that the beer garden went great for the first year. He signed the contract with JFFA at the beginning of the year.

	Laurie Davies spoke as the chair of the Beer Garden committee. She read previously letters in Fair Board minutes from April 5, 2023, May 3, 2023. She also read a letter placed into public record during a Commissioners' Work Session in May 2023. Laurie read the following letter: "To the Clallam County Fair Advisory Board, First, I wanted to set the tone for this letter. The Clallam County Fair was held for the first time in October 1895. It was created to help the doldrums of the 1893 recession. The first County Fair was held downtown Port Angeles at Front Street and Laurel Street. It was advertised all through the state so think about what 1895 looked like at the time for Clallam County residents. People came from all and we don't have an attendance, but we have a report of 700 entries. The exhibits were much like we have today. All things were celebrated. People even came from Canada. Here we are in 2024 and we have continued the Fair, not in consecutive years, but we have continued and made the Clallam County Fair an important event as a year event. The Fair is not built on who is the most important or what is the most important. Every part of the Fair – green gate, blue gate, red and yellow gates and what is offered at each gate. Many come for the floral building, many for the scones, many for 4-H and many for the carnival. Some for just as a social event. We are Legos, jams, jellies doll collections, quilting 4-H projects, Agriculture, horses, dogs, cats, pigs, goats, poultry, swine, auction and much more. But not everybody who attends the rodeo or the Fairgrounds visits the beer garden. We must not make one part of our Fair a predominate event or area. The Fair Board was not looking for a beer garden. When it was brought up, it was made by an individual who came and made a request from two board members who are not even on Fair Board anymore or live in the area. There was no interest but because it came to a Fair Board, we had to look at it. I was a Fair Board member at the time and became the beer garden chairman and we formed a committee. We started to investigate it when covid shut us down for two years. When we came back, the beer garden was back on the agenda, so we started the process. We lease our property from the City of Port Angeles and we are under the umbrella of the County. I talked to every person I could think of how to present a beer garden safely and legally. I will state this now and later. The beer garden is <u>not a Rodeo beer garden</u>, but a Fairgrounds beer garden. This was made very clear to the Fair Board, our administrations and our County Commissioners. It is a beer garden open to all the Fairgrounds and attendees. This location was not for the rodeo but a location away from our other spots such as KidsZone, carnival and the animal areas. The public stressed to us that when they heard we
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	were considering this, that they did not want a beer garden for more than two days, not in the general area of Fairgrounds, and not on Sunday. It also had to have ADA access and County not have smoking in area. The process was going to Fair Board, Risk Management and then to the Commissioners. For any changes to what was voted on by Fair Board and Commissioners, it must go back to the process. When we were told we could continue to look into having a beer garden, we put bids out in local papers, KONP, Facebook that we were looking for beer garden vendors. We also contacted three others who had beer gardens and had good reputations and all the proper licensing. The ones we talked to said they could not do it because of lack of staff or not being able to all four days of the Fair. We had two that replied and only one met all the requirements. So, we went with the Juan de Fuca Foundation of the Arts (JFFA) who had a beer garden for 13 years. And by the way, State of Washington Alcohol, Liquor and Cannabis Board did come and inspect the beer garden and all the paperwork and JFFA had done everything proper and legally and they were signed off. Under the State of Washington Alcohol, Liquor, and Cannabis Board, it is very clear what a beer garden looks like along with proper licensing, proper ground rules such as fencing, in and out, bouncers, etc. You have to have a beer garden, not with a beer trailer where you just open it up and serve without the "beer garden" layout, which is clearly laid out, including proper licenses and site plans that are on the website for the Washington State Liquor Board. Anybody can access this information. I will say again that the days, time or location cannot be changed without going through Fair Board, Risk Management, and the County Commissioners. I also have been told at the County level, the Rodeo though non-profit, still is under the County with their insurance and Fair Board, and Fair Board decisions as the Rodeo committee who was formed by the Fair board member George Winn. George Winn was appointed and approved by Fair Board as the Rodeo president and the committee is to report by Fair Board and Georgie the person who reports on this. Unless the rodeo group wants to form their own identity like Junior Rodeo, they are under Fair Board and the County. Our Fair Board and fairgoers came to Fair Board and said what they wanted, and it was determined to have two days, location away from main part of Fairgrounds and that is what how the vote was taken and voted on. When we ended our 2023 County Fair, I was told that if JFFA wanted to continue and return, they would be treated like our other vendors, a contract was sent, and it was up to them to say 'yes' or 'no' to a return, and they said 'yes', so they signed a contract which I have here in my hand. A SIGNED CONTRACT
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	with Don Crawford's signature for JFFA to run the 2024 beer garden. Director Crawford stated verbally and to a public and recorded meeting at the April Board meeting that JFFA was willing to rip up the contract, and it sounded like the intention was having them break a County contract. I made phone calls after our meeting, and I was told what was said, and it was not as reported. We live in a small town and small County, and can you imagine how this will look to others if contracts are being broken just because? Would anybody want to be a vendor with us? After our Fair 2023 I went to the Fair Board and the Rodeo committee and gave my report. All were happy and pleased and there was no discussion until recently. The Rodeo committee is telling us they want their own beer garden and have their own vendor and they are wanting to do what they are accusing us of-telling us what to do. Again, under the vote that was brought before the Fair Board and Commissioners, the beer garden is treated like a vendor, somebody cannot dictate to us what they want. For 2024, we have a signed contract with JFFA we must honor it. For 2025, the process will be to put out our vendor contracts and if we are presented with new vendors, then they must fill out the proper forms with the State of Washington to run a beer garden, submit those forms to the State of Washington. The forms required by County and beer garden committee and submit this to beer garden committee, and whoever has the right credentials would get the vendor contract. I am submitting my past letters again and the papers that are required. A vote for a different beer garden for 2024 is moot since we have a signed contract, Rodeo is under Fair Board and the vote comes from Fair Board not the rodeo committee. Any changes to the original vote that took place 2023 must have another Fair Board decision, then to risk management and then to the Commissioners for a vote. Thank You. Laurie Davies, Beer Garden Committee Chairman" Rashell Hermann spoke on the Rodeo Board's interest in running the current beer garden, not adding a second beer garden or taking the beer garden away for public use. The Rodeo Association would simply like to know the process and have a fair chance at applying to run the beer garden going forward. Kyle LeMaire spoke about the Juan De Fuca Festival of the Arts feelings with the beer garden and how it went last year, it being the first year. He stated that once again, there is already a signed contract in place. He is hopeful that the Fair Board will honor the contract as it stands. Julie motioned to honor the existing contract with the JFFA for the 2024 Fair Year. LaDona seconded. There was a discussion. Yes - 11, No - 1 Abstain - 1.
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	Megan asked to verify the procedure for organizations applying for the beer garden in future years. Laurie verified that the official procedure for the beer garden vendor is submitting a conceptual plan to the Beer Garden Committee by the time asked and it will go from the beer garden committee to the Fair Board for approval. Julie Mowbray made a motion that the beer garden application deadline for 2025 is October 1, 2024. Cindy Kelly seconded. Katie asked about verification of publishing the application notice well in advance. Vote Yes – 12, No – 0, Abstain – 1.
New Business	1. Exhibitors Guide: Melanie said that this year Shari was told by the PDN that they will not be seeking sponsors for the Exhibitors Guide. To print it as it has before, it will cost \$5,700. The committee met and came up with a plan to put the Exhibitors Guide on the Fair website and send out postcards to every address in the County for roughly \$1,500. This will get the word out to more people than the Exhibitors Guide traditionally has, as that goes out to people who subscribe to the PDN. Melanie Greer made a motion to seek a sponsor and purchase approximately 40,000 post cards to bulk mail to every address in the county the notice that the exhibitor guide will be listed online. Julie seconded. Carol asked if there would be a date listed of when it will be on the website for the camping. The link will go back to the forms page of the Fair website where the camping form will go live at a specific time. It will be a big change this year, but it will require more efforts up front to make sure everyone knows. Ex: Gardening groups, floral groups, 4-H, FFA, etc. Vote was unanimous.
Staff Reports	1. Manager's Report: Sponsorship: Shari said we received sponsorship money from Domino's Pizza. WSDA Fair Fund: She reported receiving our WSDA Fair Fund in the amount of \$72,706.52. Fair T-shirts and Sweatshirts: She has the Fair t-shirts and sweatshirts in the Fair office and will be selling them soon. The credit union and some of the banks usually do pre-sales. Upcoming Events: Upcoming is the Hurricane Ridge Kennel Club Dog Scent Work trials, Olympic National Park Seasonal Training, the Port Angeles Garden Club Plant Sale, 4-H/FFA Animal Weigh In, and various 4-H, Jr. Rodeo, and PNWJLA meetings. 2. Director's Report: Don talked about the volunteer forms that every volunteer at the Fair needs to fill out for insurance and liability reasons in case someone gets hurt. The form is usually a 4-page document and covers them if they are going to be volunteering for a period longer than 2 days. This form includes a background check to ensure no reasons a person cannot be

	on the Fairgrounds volunteering around youth. This form also includes a driving record (if filled out, it is optional) to allow you to drive County vehicle or equipment. It also allows a person to supervise people who are the one-time volunteers. There is now a slightly shorter form (3 pages) for those people that are going to be volunteering for 2 days or less. The forms are available on the Parks department website. The age limit is everyone, but the County has not definitively set an age limit for how young is too young to volunteer. For large work parties, it is a good idea to tell him ahead of time of work dates, so he is aware.
Other Items	None
Public Comments on Non-Agenda Items	1. WSDA Allocation: Laurie Davies read the following letter from the WSDA. "The Washington State Department of Agriculture (WSDA) was appropriated \$3.5 million this year by the Legislature to be disrupted to qualifying Fairs based on their merit and reimbursement of operating expenses. On behalf of WSDA and the Washington Fairs Commission, I am pleased to inform you that Clallam County Fair's 2024 state Fair fund allocation is \$72,706.52. The Fair fund was created under RCW 15.76.115, which sets the amounts appropriated through the State Legislature as well as any specific instructions for use of the funds. In 2021, RCW 15.76.115 was updated to included subsection (e) which states "To support inclusiveness at Fair events, a portion of the additional funds provided to Fairs as a result of chapter 245, Laws of 2021 must be prioritized to be spent on educational programs and outreach that are reflective of the diversity within a Fair's local population." The Washington State Legislature has declared that it is in the public interest to hold agriculture Fairs, including the exhibition of livestock, agriculture product, products of the farm home, education contests, displays, and demonstrations designed to train youth and to promote the welfare of farm people and rural living. We know your Fair works hard to meet those goals and we celebrate your efforts to share the benefits of agriculture with all who attend your Fair." The average over the last 19 years that Shari Ioffrida has been here has been substantially lower.
Adjournment	George moved that the meeting be adjourned. Seconded by Cindy. Vote was unanimous. Meeting adjourned at 8:58 pm.

Respectfully submitted,

Megan Bekkevar
Secretary

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STATE OF WASHINGTON

DEPARTMENT OF AGRICULTURE

P.O. Box 42560 • Olympia, Washington 98504-2560 • (360) 902-1800

April 9, 2024

Clallam County Fair
1608 West 16th Street
Port Angeles, WA 98363

SUBJECT: 2024 State Allocation

The Washington State Department of Agriculture (WSDA) was appropriated \$3.5 million this year by the Legislature to be distributed to qualifying fairs based on their merit and a reimbursement of operating expenses.

On behalf of WSDA and the Washington Fairs Commission, I am pleased to inform you that Clallam County Fair's 2024 state fair fund allocation is **\$72,706.52**.

Enclosed you will find a copy of an invoice voucher indicating the amount of this year's allocation from the Washington State fair fund to Clallam County Fair. A check in this amount will be issued to you from the Washington State Treasurer, unless you have updated your statewide vendor information to include automatic deposit into your bank account.

The fair fund was created under [RCW 15.76.115](#), which sets the amounts appropriated through the State Legislature as well as any specific instructions for use of the funds. In 2021, RCW 15.76.115 was updated to include subsection (e) which states "To support inclusiveness at fair events, a portion of the additional funds provided to fairs as a result of chapter 245, Laws of 2021 must be prioritized to be spent on educational programs and outreach that are reflective of the diversity within a fair's local population."

The Washington State Legislature has declared that it is in the public interest to hold agricultural fairs, including the exhibition of livestock, agricultural produce, products of the farm home, educational contests, displays, and demonstrations designed to train youth and to promote the welfare of farm people and rural living. We know your fair works hard to meet those goals and we celebrate your efforts to share the benefits of agriculture with all who attend your fair.

We appreciate the opportunity to participate in this very important process. Should you have any questions, please feel free to contact me at (360) 902-2043 or by e-mail at anne.norman@agr.wa.gov.

Best regards,

Anne Norman
Fairs Program Administrator

Enclosure