



Clallam County Fairgrounds

Parks, Fair & Facilities Department

1608 W. 16th Street
Port Angeles, WA 98363

CLALLAM COUNTY FAIR ADVISORY BOARD

Minutes of July 23, 2025, 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	X	X						<i>Secretary</i> , At-Large
Mowbray, Julie	X	-	X	X	X	X	X						Large Animals and FFA
Beckstrom, Teresa	-	X	X	X	-	X	X						Agriculture At-Large
Kelly, Cindy	X	X	X	X	X	-	X						<i>Vice President</i> , Grange
Cristion, Cara	X	X	X	X	X	X	X						Horse Groups
Sirguy, Katie	X	-	X	X	X	X							At-Large
<i>Vacant</i>	-	-	-	-	-	-	-						Home Arts/Hobbies & Crafts
Johnson, Carol	X	-	X	X	X	X	X						Port Angeles Chamber
Martinez-Bailey, Kari	X	X	X	X	X	X	X						City of Port Angeles
Cozzolino, Tina	-	X	-	X	X	X	X						Garden Clubs
<i>Vacant</i>	-	-	-	-	-	-	-						Small Animals
Paulson, Christine	X	X	X	X	X	X	X						Sequim/Dungeness
Greer, Melanie	X	X	X	X	X	X	X						<i>President</i> , Arts/Photography
Wilson, LaDona	X	X	X	X	X	X	X						4-H Homemakers
Winn, George	X	X	X	X	X	X	X						West End

Guests Present	Joe Marceau, Josh Borte, Laurie Davies
Staff Present	Don Crawford, Melissa Earley, Todd Mielke
Call to Order	The meeting was called to order at 6:02 p.m. by Melanie Greer.
Pledge of Allegiance & Land Acknowledgement	Cindy Kelly led the Pledge of Allegiance and Land Acknowledgement.
Quorum	Yes.
Request for Modification / Approval of Minutes	George made a motion to approve minutes from the last meeting. Teresa seconded. Motion passed.
Public Comment on Agenda Items	Josh Borte spoke about the Antique Equipment Display at the fair. Josh had a proposal given to him by the county for a layout of the antique equipment that would result in a reduction in space. He met with his core group of people that bring in Antique Equipment and they collectively made the decision not to bring equipment to the fair this year based on the lack of space available.
Committee Reports	<u>Pacific Northwest Junior Livestock Auction:</u> Cara said that they have fifty-nine exhibitors and an estimated number of twenty turkeys, eight chickens, sixteen rabbits, four goats, 7-8

	sheep, 34-37 hogs, eight steers participating this year. Numbers are up this year. 2. <u>4-H / WSU Extension:</u> Melanie said that record book day was last week, and they are busy getting ready for the fair. They had lots of record books and posters presented. People are busy getting barns ready for the fair. 3. <u>Olympic Peninsula Rodeo Association:</u> George turned it over to Joe Marceau. Joe said that the rodeo is giving Don and the county information for a grant for next year. They were able to get a clown for this year at the last minute after the original clown had to cancel due to unforeseen circumstances. The shipping container has arrived at the rodeo grounds and has been set in place. This will be used for the rodeo secretary's office and the hospitality house. The goal is to present in front of the commissioners' work session on August 4 for the items that are needed for the arena.
Special Committee Reports	1. <u>Superintendents' Handbook:</u> Julie said that they had lots of updates for the handbook. On the committee currently is Julie, Melanie, Katie, Kari, LaDona, Laurie & Mindy. Julie will get the information to Angie and get with her before the superintendents meeting on July 28. 2. <u>Fairgrounds Master Plan:</u> Committee members: Cindy, Megan, Melanie, Carol, Kari, Katie & Laurie Davies. Cindy has been able to wade down the many documents to one that was the most recent. Cindy will get dates out to the committee members and Don, and we will meet after fair. Cindy asked for the 5-year plan to be sent to the fair board since no one has seen it. Don stated that it is public information, and anyone can look it up. He also stated that it has been talked about multiple times since he has been employed here, both Megan and Cindy stated they have not heard of it. Melanie asked for it as she had not seen it either. 3. <u>Fair Budget:</u> Cindy saw some notes about the budget discussion. Don stated there was an invitation for the budget committee to meet with the staff. Cindy stated that it may be difficult for people to meet Monday through Friday between 8 am to 4 am because of people's work schedule. Don stated that these are staff working hours. Cindy will schedule a meeting after fair. 4. <u>Fair Ribbons & Trophies:</u> Christine stated that the extra ribbons should arrive the first week of fair. She has been working on the ribbon orders for superintendents during the fair. Christine is trying to find a way to do banners easily, but every species is so different in judging. She will be asking superintendents at the meeting on July 28 for ideas & suggestions. 5. <u>By-Laws Committee – Director Update:</u> Don still has not met with the county administrator. Todd Mielke said the issue this year is the Charter Review commission; it is keeping the legal department very busy. It was stated that possibly could happen after fair.

	6. <u>Camping/Parking:</u> LaDona said that the camping spaces are all assigned. The inside is completely filled, and the outside has thirty-two camp spaces filled with the forty-seven available. But we need to remember that some of the outside spaces can only be used for tent camping. The outside camping painting looks like it still needs to be finished, it is very good at the entrance, but it still needs to be finished painted in the back.
Unfinished Business	1. <u>2026 Master Fee Schedule Recommendation:</u> No update as the committee has been unable to meet due to schedule conflicts., Will schedule a meeting after fair.
New Business	1. <u>2025-2027 WSDA Capital Improvement Grant Application</u> a. <u>Rodeo Arena Renovations:</u> Don spoke that we received the WSDA grant application for the 2026-2027 grant application. Going off of the previous grant discussion, the last grant round had the dog barn as the number one priority and the rodeo arena as the second priority. Don stated he is now assisting OPRA in filing out the grant application for this year. They will be talking to the BOCC on August 4 about the rodeo arena plans. Don wanted to make sure the board was still okay with the rodeo arena being the first priority for this round of grants. Carol agreed that the rodeo arena should be priority, but at some point, she should like to have the county apply for grants to revamp the outside camping because it has caused problems year after year. Melanie said that she does not know if the WSDA grant would be able to cover the outside camping area because of the strict requirements of it. But Melanie does agree that it does need to be a priority for grant applications. It is a huge deal to the overall function of our fair. Don stated that it is in the 5-year plan to investigate the water/power to do the outside camping. He has a tentative meeting with the city after the fair to talk about trees and see what/any trees can be taken out. Kari asked for clarification if the camping spaces are used throughout the year or not. Melanie said the conservation district has talked about this before that some of the trees can be replaced elsewhere on the fairgrounds for free potentially. Christine asked for clarification if you can apply for multiple things or just one in the grant. The grant is just one area per grant; it cannot cover multiple areas on the fairgrounds. 2. <u>America vs Danish Judging Systems – Fine Arts, etc.:</u> Don spoke that he has gotten the question as why some things are judged on the Danish systems vs the American system. He talked to the state fair administrator, and it sounds like it is that way because of how it has always been. He said it is something that the board could consider making the reminder of the barns judged on the Danish system. Melanie said that to her

	knowledge it is always been up to the superintendent to decide. Teresa asked for clarification on if it is just the Art & Photography barn that are still judged on the American system. Julie spoke that the ribbons are attached to premium money. The 4-H point system will work a lot less than Open class. More money would be paid out if they are leveled out. Melanie clarified that we only leveled out points in the animal barns for open vs 4-H, not for still life exhibits. Historically the Danish system has been worth less points than the American system. The value of ribbons is different per barn per category. So, if a barn changes, then we need to level out the points between blue, red & white ribbons. Teresa said art & photography have always been the American standard and it was not up to the superintendent. Don said he was trying to learn more about why the entries are less in the art barn and he was able to figure out that people are discouraged to enter because they do not consider themselves an artist. Judging based on the American system makes ribbons judges preference instead of judging it based on its own merit because there is not a standard for art & photography for how it should look. There will be further discussion on the matter after fair. 3. <u>Water:</u> Kari asked who to talk to about partners for water distribution sites after the current water crisis that the city experienced last weekend. She is requesting to stage water distribution sites at the exits of the fair during the fair as part of their new emergency preparedness program for residents. Don asked Kari to email him on Monday about this, that it is a simple thing to figure out. He just needs to talk with the staff. Megan asked water situation if this happened during the fair to water the animals. Don said they have a water truck that could get filled elsewhere and come back and water the animals. 4. <u>Sheep & Goat Barn:</u> Cara stated that this year she had to turn away animals because her numbers are so high. It seems like there are a lot of pens missing compared to the past. Teresa said that previously the sheep & goat barns were separated then they became combined when numbers were low. They also kept sheep & pigs in the same barn in the past if there was room. An idea is to trailer in animals for the day for the show. Currently she will have fifty-eight goats, and thirty-seven sheep were signed up, but she has turned away roughly 7-8 sheep. As of right now, there will be roughly ninety animals in that barn. There was a lot of discussion on possibilities of where we can keep extra animals for future years.
Staff Reports	1. <u>Art Barn Superintendent Update:</u> Don said the new fine arts center is interested in sponsoring/running the fine arts building next year but are not able to this year. He said it will be ok this year and have a judge for this year but are still looking for people to work in 2-4 hour shifts just monitoring the barn. They have several volunteers already but are still looking for more. He is

	hopeful that next year the arts building downtown will be wanting to help next year. 2. <u>Antique Tractor Exhibition Update:</u> Don reiterated Josh's statement from the public comment period that his group will not be bringing equipment this year. He has reached out to several people in the area to have them bring equipment, Don is taking that over for the time being. Carol asked if that would include someone watching through the fair. Don said he had made it very clear that someone would need to be there throughout the day to make sure things were not messed up with. Cara asked what the changes were that made the group not want to come back. Don said that several years ago there was a grant that was written for security and lighting for the antique equipment area. There have been questions regarding the grant and how it was written to be used for. The problem is that if there is a static display in an area that has power and water, it should not be used as a static display area when it could be used for an area like a food court where power is needed. Megan asked if any of the equipment would be under the trees, Don stated not at all. Josh Borte spoke that with the plan the county had laid out for the display area showed the blocks of areas within the trees and the antique display people were not included in the discussion area. How things used to be set up, not consulted, etc. regaining space, etc. Don added that he contacted Josh in the late winter and that they had an issue with layout, he used help from employees in the county roads department. Then he had a meeting with Josh, Carol & Cindy and Don did not hear back until a few weeks ago when he was told the group would not be back this year. Don stated that originally the plan had 5-6 spaces for tractors on the asphalt but because they kept getting food vendors and did not hear from Josh, they moved them. They can get together after the fair to try and come up with a plan that works for everyone for next year. Carol stated that during that meeting she suggested that the asphalt be split in half for food vendors/tractors. Don said that it was not possible because static displays do not require water & power. It was stated that there would still be adequate space for tractors and equipment. Don stated he cannot make apologies for making use of an area that has water, power, and light for other needs. He spoke with members of the staff that have been around for 25+ years who stated the fair has always struggled with getting power and water to food vendors who need it at various locations. Where now, the food vendors are all content. Christine stated that she looks at it as now the fair is putting food vendors above our own county residents who wish to display their hard work. Where food vendors used to be between merchants building and expo hall is now a seating area with picnic tables and umbrellas. Don gave out maps of the food court map. Megan asked for clarification on the map if each block is a 10'x10' space or if each
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	is a vendor. Don said each number is a different food vendor but could be different size area. Angie brought up that on the maps, each space is 10x10 and vendors can have multiple spaces which many do depending on trailer size, etc. It is the same fee regardless of the space they are using. 3. <u>County Fair Biosecurity:</u> Don wanted to make sure everyone got his email regarding the biosecurity information he received from the state. Cara asked for clarification on the WSDA rules stating that pens needed to be solid walls between them unless ventilation would be compromised. Melanie will follow up with Dr. Chrissy on that regulation and get back to her. Melanie stated that there are issues with the feral rabbits running around the fairgrounds and they create a huge biosecurity issue. Don will work on getting rid of the feral rabbits on the fairgrounds through various means. Don will get signs posted. 4. <u>Volunteer Applications Update:</u> Don ask everyone to keep getting the volunteer forms filled out and the rosters completed during the work parties. 5. <u>FAB T-Shirts Update:</u> The shirts are ordered, and they will be here in the next 10 days. They can be picked up at the fair office when they arrive. 6. <u>2026 Fair Budge Expense Adjustments</u> a. Superintendent and Judges* b. Premiums* c. Ribbons and Trophies *Requires Fair Master Plan Amendment: Don said he has been listening to the group for several years about some financial issues. He was finally able to get in a place to address them this year. The issues have not been addressed in long beyond a decade. They have done a Schedule D form for the above subjects to the county. There needs to be an adjustment to the Master plan because the current master plan specifies the amounts for premium payout and superintendent payout. He also stated that Christine asked him to try and raise the funds for the ribbons and trophies, and he thinks it is a good idea as well. 7. <u>Master Plan:</u> He would like to try and pay to have the master plan make sure that it is done correctly. He wants to try and get it paid for by the general fund or through a grant. He is working on that but not trying to surpass what the fair board is doing. 8. <u>America's 250th Clallam County Fair Kick Off:</u> Don wanted everyone to see the schedule in the agenda of Vern Frykholm for the week of the fair.
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Other Items	1. <u>Royalty:</u> Laurie Davies said that on June 28 they attended the Port Orchard Fathoms of Fun parade and took 2nd place. There was an article in the Kitsap Sun. On July 4th they attended the Forks parade and got 1st place, on the 4th they also attended the Port Angeles Parade, the PA parade does not hand out awards the same day. They will attend Joyce Daze parade on August 2. Then they will be at the fair for all four days as their final event for the year. In September Laurie will send out Fair Royalty applications for the year 2026. to all 9th-12th high schools in the county, including private and home school groups. October is the orientation with new candidates. Coronation will be held at the end of January. They had a good and productive year and are looking forward to next year. 2. <u>Resignation:</u> Mindy Mady has resigned from the fair board. During fair board members' conversations at the fair, if anyone thinks someone is interested, direct them to fill out an application if they wish.
Public Comments on Non-Agenda Items	No comments
Adjournment	George moved that the meeting be adjourned. Seconded by Cindy. Vote was unanimous. Meeting adjourned at 8:09 pm.

Respectfully submitted,

Megan Bekkevar
Secretary