

**UPDATED POLICIES AND BUSINESS PLAN**  
**BAKER COUNTY FAIR, BAKER CITY, OREGON**  
**SEPTEMBER 25, 2009**

- A. Professional Development Activities Policy:** There will be at least one representative of the Baker County Fair attending the Annual OFA Convention in January. To the best of our ability, board members will be trained in board policies, procedures, and Fair business, as well as public meeting rules and policies.
- B. Policies on Alcohol:** Alcohol is not allowed in areas that do not have proper security and/or are not staffed by licensed servers on the fairgrounds during events involving minors.
- C. Policy on Petitioners and Political Candidates:** We allow paid booth space for any and all candidates (non-partisan). They cannot set up by the gates or walk around the grounds to petition.
- D. Animal Welfare:** Policies regarding animal welfare can be found in the Annual Baker County Fair Premium Book – page numbers 18, 22, 23, 38, 40, 41, 42, 120, and 122. The premium book is available on line at [www.bakercounty.org/fair](http://www.bakercounty.org/fair)
- E. Environmental Issues:** The Baker County Fair Board will comply with all environmental regulations as applicable to AFCO< CAFO< and any other applicable regulations.
- F. Compliance with Federal Americans with Disabilities Act:** All fair buildings will be in compliance with the Federal Americans with Disabilities Act. Any facilities not found to be in compliance will be brought into compliance.
- G. Compliance with Federal Equal Opportunities Act:** The Baker County Fair Board is an equal opportunity facility, provider and employer.

# BAKER COUNTY FAIR BOARD

## 5 – YEAR BUSINESS PLAN

2009-2014

### MISSION STATEMENT

To manage, maintain & promote the Baker County Fair Grounds for the benefit of its citizens.

#### *Baker County Fair Board*

A seven member volunteer board appointed by the Baker County Commissioners to oversee facility operations and maintenance of the Baker County Fair Grounds and Community Event Center as well as producing a quality County Fair.

#### *Advisory Board*

A three-member non-voting board appointed by the Baker County Commissioners that provides additional expertise to the Fair Board.

#### *Fair Grounds Manager*

Staff that conducts administrative business, coordinates, events, and markets the facilities for rentals on behalf of the board. The Fair Grounds Manager oversees volunteers, staff, and day-to-day facilities operations.

#### *Past, Present, & Future*

The Baker County Fair has been in existence since the 1920's. On an annual basis the fairgrounds serves a wide range of citizens. The annual County Fair draws from the entire county with an annual attendance of 7000. The following are the numbers of individuals served by the fair grounds in addition to the annual fair thru use of the facilities.

	2006	2007	2008	2009
Public Use	26,035	20,645	18,976	
Private Use	1,804	3,569	4,914	
Youth Use	3,680	3,902	5,539	
Total Usage	31,519	28,116	29,429	

The future includes the marketing, management, and improvement of the Baker County Fair Grounds to serve the community as the site of the County Fair and the facility to use for events of all types.

**Capital Assets**

The following capital assets are currently available at the Baker County Fair Grounds:

<b>Extension Building</b> – Small meeting room – 567 sq feet small kitchen, restrooms, gas heat
<b>Extension Building</b> – Large Meeting room – 2520 sq feet, restrooms, heat
<b>Extension Building</b> – Commercial Kitchen, grill, refrigerator, 2 electric ranges
<b>Show Barn</b> – Indoor Show Arena (8100 sq ft), Kitchen, heat, restrooms, Grass Courtyard
<b>Rodeo Grounds</b> – Arena and Grand Stand (seats 750)-, <b>no</b> restrooms, announcer stand, stock corrals ( ), covered horse stalls ( ), bucking chutes ( ), Roping chutes, arena lights, water, electricity
<b>Event Center</b> – 6400 sq ft, Coml. Kitchen (gas grill, 2 convection ovens, gas range, freezer, refrigerator, ice maker), restrooms, heat/AV, electrical
<b>Grass Courtyard</b> -
<b>Corner lot</b> – undeveloped lot on Campbell/Grove
<b>Equipment</b> – Tent (gray 10x20) Dance Floor Dishes Bleachers 6 Low and 2 high sets Tables Chairs RV Hookup Benches

**Non-Capital Improvement - 5 year goals In order of Priority**

<b>Goal</b>
<b>Web Page</b>
<b>Develop Assistant Fair Manager</b>

<b>Develop Marketing Strategy</b>
<b>Lawn Mower &amp; attachments</b>

<i>5 12ft Powder River Panels</i>

*Capital Improvement Goals - 5 year goals not in priority order*

<i>Goal</i>
<i>Rodeo Grounds – Restrooms/Concessions</i>
<i>Rodeo Grounds – Trees/landscape along East Fence</i>
<i>Rodeo Grounds – repair/rebuild boundary fence</i>
<i>Rodeo Grounds – rebuild stock corrals</i>
<i>Rodeo Grounds – Permanent Horse Stalls</i>
<i>Campbell St Corner Lot – Fencing/landscaping</i>

<i>5-Acre Field – Fence/Landscape</i>
<i>Community Event – Office &amp; Meeting Rooms</i>
<i>Community Event – North (Main) Entrance</i>
<i>Community Event – Acoustic/Audio/Video Design &amp; Engineering</i>
<i>Community Event – Audio/Video &amp; Acoustics</i>
<i>Community Event – West Entry/OSU Extension</i>

<i>Community Event – Exterior Painting</i>
<i>Community Event – Exterior Landscaping &amp; Sidewalks</i>
<i>Community Event –Events Center Roof Replacement.</i>
<i>Community Event – Hall Floor Treatment</i>
<i>Community Event Area Separation Curtains</i>
<i>Community Event Accordion Partition</i>
<i>Community Event Exterior Insulation &amp; Stucco Finish System</i>
<i>Community Event SE Access &amp; Parking</i>
<i>Show Barn – Plywood installation on walls</i>
<i>Show Barn – complete Store Room in NW corner</i>
<i>Show Barn – Alley Gate between Event Center and Compound</i>
<i>Show Barn – Split the Back Lights from front lights</i>
<i>Show Barn – install light pole with lights</i>
<i>Show Barn – Switch for lights facing Leo Adler Field</i>
<i>Show Barn Grass Area – Low Fence</i>
<i>Leo Adler Field – D-Street Landscaping</i>