

MINUTES

OCF FIXED ASSETS COMMITTEE

NOVEMBER 14, 2022 Via Zoom

MEETING CONVENED 6:04 PM

Present

Committee members: Sandra Bauer & Kevin Levy (co-facilitators), Ruby Bauske, AJ Jackson, Absent: Craig Smith, George Braddock

Staff: Kirsten Bolton, ED; Sierra McComas, Site and Facilities Manager

Other Attendees: Paxton Hoag, Ann Bennet-Rogers.

Agenda Review

No changes.

Minutes Review and Approval

The Minutes of the August 2022 Committee meeting were approved by acclamation.

Announcements

AJ announced that the Fair BOD will name Committee Board Liaisons at the December 2022 Board Meeting.

ED Status Report (Kristen)

1. Chillville Roof: repairs are completed although work needs to be done on the refrigerators underneath
2. Residence at Dugs Green: next repair cycle will be painting, then gutter repair/installation. Currently there are Durables Crew supplies stored in the West Wing of the residence, so painting won't happen until Spring 2023
3. Geodesic Domes: Fair was 'gifted' two geodesic domes, designed for circus/performance use (not as residences). They represent opportunities for the Fair to develop new types of performances. Their design is wood skeleton with canvas coverings, so cannot be left up all year round. Fair

staff is considering options for locating the domes, though not in a flood plain.

4. Winery Building at Outer Limits: Staff is planning to build out the main room as a hybrid meeting space. For year-round use, parking spaces need to be built in that area.
5. Outer Limits/Winery Pumphouse: Repairs including roof have been completed.
6. HUB: The Ware Barn is now available for repairing/maintaining vehicles inside under cover. Items that had been stored in Ware Barn has been moved to the Cones trailers, which are now safe and dry. Thanks to Sierra for accomplishing that before the rainy season!
7. Lane County Permits: Staff estimates that County-required permits will average 10 per year. This includes construction or major repairs to any buildings over 12 square feet. They are thinking about what is needed for Big Bird (Whitebird at Main Stage), older food booths, etc. Big Bird specifically was called out by the County as needed rehab by the 2023 Fair.

Sandra asks if the Caretakers Yurt is committed to Caretakers' use. Answer is yes. Derwin's fifth-wheel is now parked up at Outer Limits, and he and his family live in the Caretakers Yurt on-site.

Paxton commented that the HUB Yurt has good electrical, which is heavily-used during the Fair. His ideas are to build a theater inside the Winery building and to build out a conference room in the residence at Dugs Green for year-round use. He also suggested staff reach out to the Path Planning Committee about where to site the geodesic domes.

Site Manager Status Report (Sierra)

1. Permitting: Sierra provided a historical perspective on our history with Lane County on land-use planning and permitting of booths. The County has long wanted to permit individual booths. They ranked 350 total Fair booths for need for permitting, and determined that 100 need permitting. So far one booth in Zavandu is permitted. The Fair started a Permitting Crew in 2017 with a goal of submitting batches of permit applications for neighboring booths, under the assumption that they were built contemporaneously with similar materials.

Sandra reminded the Committee that the Fair owns the booths. The booth-holders agree to maintain them. Ann added that the Red Tag system is Construction's way for notifying the booth-holder that maintenance is needed, but not the work is not Construction's responsibility to repair.

Sierra stated that the Fair has some responsibility to correct what the Fair allowed to happen. If a booth is re-built to code, then no subsequent permits are required. AJ asked what about the Water Tower? It's an old structure that was built by volunteers. Sierra responded that the County has not identified it yet.

2. Durable Crew's dishwasher at the Winery: It is installed. Next step is to acquire a work table to complete the operation. Maya Amara is the new Crew Coordinator.
3. Emerald Ash-Borer: There will be an article in the next Fair Family News to alert the fair Community in December 2022. More on EA-B later in these Minutes.
4. Greenhouse: Greenhouse development in progress by the Arborist Crew.
5. Weatherization: The need for weatherization for on-site buildings is being documented.

AJ noted that there is a need for earlier vegetation management on the Far Side to avoid the last-minute work for cleaning it up before set up. Sierra responds that the need for early work will depend on the weather impact this winter.

Old Business

1. Compost Barn: Kristen reported that the Ag Building permit application was received by Lane County in October. The scope of the project now includes a gravel parking lot where the grape vines used to be. They've received bids for the excavation, and they expect to proceed with the clearing of the vines next spring.
2. Storage: AJ reported that things are put away for this year, and the Subcommittee will meet in January to discuss long-term planning needs.
3. Residences: The Committee discussed assessing the working appliances at the Vintner's House at Outer Limits and install them at Dug's Green as appropriate.
4. Facilities Handbook/Fixed Assets Database: There has been progress in collecting the bigger pieces of information and getting them in writing.

New Business

1. Emerald Ash-Borer (EA-B): Sierra reported that Vanessa Ness reported the on-line meeting among the Oregon Department of Forestry (ODOF), Oregon State University (OSU), and the Fair Arborist to discuss the potential damage of the landscape of the Fair. The spread of the EA-B on the East Coast has been devastating to woodlands. ODOF is experimenting with wasps to see if they can control larvae of the EA-B here in Oregon. ODOF

hasn't caught any EA-Bs in traps, however East Coast trails show that traps generally are not effective in collecting the pests.

As a result, the Fair has started surveys of tree species, their density, and location to determine the extent of possible spread when the infestation hits the Fair site. The Fair also is expanding the native tree nursery. LUMP has sent a notice to booth-holders to avoid moving dead ash trees or downed wood, and Fair Family should not bring un-milled firewood on site.

Arborist Curtis Falbo will send an expert video that clearly describes the pest and the extreme risks infestation will present.

Paxton reported that Sudden Oak Death has been identified on the Southern Oregon Coast. Sierra responded that the Fair Arborist also is vigilant about the progress of SOD.

Sandra speculated that the EA-B will take away significant amounts of shade from inside the Fair grounds, and we need to think about providing alternatives, such as camping in the fields, well in advance of an infestation.

We should keep this on the Committee's Agenda for further discussion.

2. Screenhouse at Alice's: Sandra said that there is a budget risk by leaving kitchen equipment in the screenhouse over the winter because of the minimal weather protection and rodents. Paxton reported that it was a garage when the Fair bought Alice's property. Fires later destroyed the garage, and the Fair later re-built it as a screenhouse. The issue of its vulnerability to the elements and rodents was supposed to be solved by building an upland kitchen, but that's not likely for the next 2 years.

Sierra has doubts about whether current mitigation for rodents will work in the long-term. In any case, she suggests getting a permit first before reconstructing the screenhouse.

Sandra suggested a series of inexpensive fixes, such as plastic sheeting for some walls to reduce the moisture, might solve the problem in the short-term.

She volunteered to reach out to George Braddock to ask about potential temporary solutions to protect kitchen equipment at the Fair site over the winter.

3. Upland Kitchen: Sandra is committed to coming up with options for planning for the future of kitchen services for volunteers at the Fair BEFORE budgeting for new projects in 2 or 3 years. The Fair has learned a lesson from previous projects where planning was focused on what Fair Crews, instead of what the Fair as an organization could afford. She sees 3 potential options so far for an upland kitchen:

- a. Build an upland kitchen on the old Community Center site (near the Chickadee site of Elders Camp)

- b. Build an upland kitchen in/near the truck shed East of the Ware Barn (this site appears appropriate according to zoning and land-use)
- c. Invest in mobile kitchens and/or food trucks.

Kirsten suggested that there are a lot of implications for each of these options. She suggested that this would be a good idea for Subcommittee work.

Paxton suggested getting a report from the Fair's Community Center Committee about their research into siting and permitting for that project. The Committee developed a detailed site plan for the Community Center. Sandra asked Ruby to create an FAC Subcommittee to research the Upland Kitchen. She mentioned that Kira Zarr is the current pre-Fair Kitchen Crew Coordinator.

Paxton suggested that the Subcommittee should plan on a 2-year timeframe.

Review of Action Items: No time to complete the review, but Ruby will assemble the Action Item list and attach it to the Minutes.

Next meeting Monday January 16, 6 PM to 8 PM via zoom

Meeting Adjourned at 8:01 PM

Minutes by Ruby Christina Bauske

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