

MINUTES

OCF FIXED ASSETS COMMITTEE

Monday, February 12, 2024 Via Zoom

MEETING CONVENED @ 6:03 PM

Present

Committee members: Sandra Bauer & Kevin Levy, Teresa Vaughn, Anthony Jackson, Craig Smith

Excused Absence: George Braddock, Ruby Bauske

Staff: None

Other Attendees: Ann Rogers, Aaron Kenton, Jonathan Pincus, Heather Kent, Paxton Hoad

Agenda review

All Good

Announcements from Committee members

No announcements

Minutes from Previous Meetings:

Review/Approval of draft Minutes from October 9 and November 13

Kevin moves to approve, Sandra seconds Approved by four people, Craig abstains

Teresa moves to approve, Kevin seconds Approved unanimously

Liaisons and Staff Status Reports:

BOD: Teresa, Kevin

The budget was passed

Discussion of why we are asking an additional \$20k for the Replacement Building

The modular home is in the budget

We are asking another \$20k for a Capital Improvements from the Budget Committee, which will come before the Board on the March 2024 meeting to cover site prep for the modular home

The insurance money, approx. \$150,000 won't quite cover the cost of the chosen modular home. We have already spend some to clear the site. Will need to cover the cost of the building. Which is why we needed another \$20k for site prep.

Discussion of what the building will be used for

Difficult to be a rental, we chose a building that would be good for additional meeting space as well. It would be nice to have it become a revenue stream? Too bad that recycling is right next to the building? Would like to explore whether or not this could be a rental space??? Perhaps somewhere down the line we could turn Dug's Green into an office space? Or some way that one of these things could be an income stream. Several people wanting to find a way to get an income stream. Of course we have to look at what we are allowed to do, rental laws, becoming a landlord can be complicated.

Old Business

1. FIXED ASSETS TOUR - Sandra

Time to schedule another fixed assets tour??? April 26-27 or May 4-5? Sandra will check with Kirsten. Please send out emails to all members with the actual time and date.

2. WINERY COMPOST CONSTRUCTION: Kirsten

Funding continues, it is still happening, Sandra believes it will be happening this Spring. The slab will be poured this year. All of this needs to be confirmed with Kirsten. But Sandra believes this will be done in phases. Kirsten will update us. So this will go on next month's OLD BUSINESS.

3. EAB TASK FORCE - Sandra

Kirsten has put together a task force of 10-15 people from all over the organization, including fixed assets. Meetings this Spring and next Fall with projected recommendations by Fall. Sandra is part of the organization. This will give the committee time to get something in next year's budget and start implementing by Spring 2025. How will this affect Fixed Assets? Possibly placement of a nursery?

Discussion:

- We want to make sure as trees come down and other things are happening we want to make sure Fixed Assets is hearing about it?
- A monthly update would be a nice thing from Kirsten.
- Aaron has gotten 250 seedlings and is working with Kirsten on this.
- Ann notes that many others can report back as well. Since so many things are affected by EAB this is a widespread issue. We are also coordinating with state and federal agencies.
- Jonathan Pincus commented that in terms of putting a nursery on the winery we are going to need to really make sure we have soil tests results there? (Which we may already have). We may want to think of more than one nursery spot??
- Sandra comments that while the nursery is going to hopefully be part of the solution we will quite possibly need more than we can grow.

4. BUDGET CAPITAL PROJECTS - Sandra

Sandra discussed this earlier. To recap.

- But the budget committee has \$350k worth of proposed and the committee will have to narrow this to between \$150-\$180k.
- There is also some Green Ticket money that can be used.
- The committee is still looking at all the issues.
- Fixed Assets is asking an additional \$20k for site preparation.
- This should be submitted to the Board for the March Board meeting.
- Some may have to be postponed a year but may still be funded in the long run.

Discussion

- Ice Storm clean up affecting this budget?
 - Sandra is not sure if this would come into a Capitol Project budget, but it may require additional funds. There has been an assessment of what it will take.
 - Kirsten has begun organizing work parties to do the clean up. So much wood was down we may be able to source that to crews that needed the wood. Kirsten is trying to find a safe way to resource this fallen wood to crews that need it.
 - Jon also noted that Ice Storm clean up will probably fall to Site Crew so be kind to them!!
- EAB
 - Aaron thinking about the potential massive impact of EAB and potentially setting some of the Green Ticket money aside for this future need for more money? Are we beginning to budget for this potential large budgetary need?
 - Sandra is saying that yes people are thinking about it. We will we need federal or state funding to deal with this? We still just don't have enough data. It could cost hundreds of thousands, so yes, budget is definitely on the discussion board. So, yes, Green Ticket money could support that.
 - Jon Pincus agrees that this would definitely be a good time to be in contact with state and county and federal resources so we are ready when those funds become available.
 - Ann noting that there may be monies available from US Fish and Wildlife and Oregon Department of Forestry already identifying EAB as a conservation issue (due to impact on salmon) so she believes there will be a variety of agencies that the EAB group will be seeking and they are definitely aware of these sources.

5. MOBILE KITCHEN: Sandra and Kevin

Quite a bit of research done a few years back, but nothing was finalized. We still need a solution to the Kitchen situation. We still need a solution. Let's see if we can take different pieces of the research needed?? Heather still has quite a bit of the research she did in the past. So . . .

Nastywork Custom He works on Time and Materials, will do it to whatever specs we have, he can open it up so people aren't working in a tin box. He mostly does Food Trucks but he can customize to our needs. They were approximately \$150k complete.

Other Companies??? Who customize trailers (about 10' x 50')? Sandra only found people in LA, but they do this professionally. Might be time to have another meeting with Kitchen Crew and Fixed Assets to see how many trailers we would need.

- The last meeting we heard that we needed 4 (Bakery, Meat, Vegetarian and Dishwashing). Is that still true? That would be approx. \$600k?
- We also need to update what equipment we need? What can we use that we have?
- Since they are mobile where can we park them??? They can't just sit on the property.

What permits do we need???

Discussion:

- Craig: Definitely agree that the Kitchen Committee needs to work with Kirsten to create the design and requests. This needs to start with the Kitchen Committee. Can these be used outside of the fair?? Can we get the Kitchen Committee to participate in this process?
- Aaron: Yes definitely need the Kitchen Committee to be involved. Perhaps we can scale down our needs now? Since we are not planning on growing our population this may be able to be downsized? Can we downsize what we serve? Can we use some of the equipment we already have? Aaron and Kirsten discovered that we do not need permits for these. Aaron happy to do some more research if needed.
- Jonathan: Helped with the last bit of research a few years back. There was a company down in Florida that had a pretty good product. We need to remember that our kitchens are temporary field kitchens down at main camp and at the screen house. There is just one week where there is quite the crunch. Though the kitchens are used as early as May. Don't forget gray water containment and removal. We need more capacity for gray water and that needs to be addressed sooner.
- Kevin clarifying that we don't have dates set and wanting to know how much it is used during the fair.
- Sandra agreeing that Food for our fair volunteers is quite important. We already spend quite a bit of money on this. These buildings are used by two crews. Hospitality and Crew Services (Cream Puff Sparkles).
- George commenting that we need to deal with the wastewater as well. We need a filtration system to remove the solids which would allow us to disperse the grey water on the roads and lawn.
- Could these Mobile Kitchens be an income stream?? Or could they be used for helping to feed those in need in our community? There may be other uses for them.
- It is amazing how much these crews do and we count on them so much. And helping them with equipment that can be kept cleaner will also possibly be averting potential issues. And if we move towards a permanent solution we could sell them.
- Paxton: Commenting on several issues. We may want to upsize who we serve though. Bigger discussion. LUMP was working on processing gray water and working with engineers but that money stopped during Covid?? He will get an update from LUMP to see where that is sitting now. Perhaps we only get two sooner then two later?? Not sure renting things out will work, we haven't had good luck with that. And if we try and sell them we will get less than half. We did have a CDC inspection one year and they were happy with our work. Do our crews want to work in a trailer???? Let's make sure we have their buy in.
- Jonathan: One of the things that makes the volunteer dynamic work is that time together at main camp and share a meal together. And the joy of the volunteers in the kitchen. There have been a lot of upgrades to the existing main camp kitchen. It is a service field kitchen. Again, what do the people in the kitchen feel they need?
- Sandra: We are just collecting information for Kirsten and the Kitchen crews. Of course they will be a part of this process. But we can find companies that do the work so that when we have further information, such as costs and companies, we can contribute more to the conversation. We are the research arm of this very big conversation. Gray water? Where will it be parked? Do we need satellite kitchens? What other issues have we thought of? Can we make things safer?? And of course it will need to be customized?

- Kevin: What about used ones that we customize? We should research that as well.
- Heather: Many people are talking about that we have already worked on this, is this actually happening? If we do this research and kitchen crew just don't want it . . . ??? Does the ED want this?
- Sandra: The ED is definitely interested. We are in discussions with the Kitchen crew. They know something has to be done. It is definitely not in Capitol Projects for this year. But given buy in from the kitchen crews, we could have it in capitol projects for next year. A sure thing? No. But it is becoming more and more apparent that we need a solution to the kitchen situation. This would help us solve it and we are definitely interested in moving in this direction. Possibly just order one mobile unit to start this ball rolling and see how it works with the crews doing the work.
- Heather: Glad to hear that there are true kitchen professionals on kitchen crew. These mobile kitchens assume efficiency so there is not unlimited space to wash unlimited broccoli. Builders can actually determine what you need once we define this. Kitchen crew
- Paxton: CDC didn't mind our operation. They liked our hand wash protocol. Again, problem with renting things like this is that is happening in fire season. It would be hard to rent things temporarily but maybe possible. Worth looking into this. There are THREE kitchen crews: Prefair, Postfair and Ambiance. The screen house is not permitted to be a kitchen so we do need to address this. Kirsten has explored this with kitchen crews and thinks the mobile kitchens will be successful with them. I have confidence in that process.
- AJ: So how can we collaborate with all of our experience come to some agreement so that we can move forward together? So perhaps we can use the language "Yes and . . ."
- Jonathan: Kitchen Coordinators are definitely competent, restaurant owners, not hobbyists. Again, I want to work with them. What is really needed?
- Aaron: Kirsten needs to work with a subcommittee from this group. Can we start with exactly what research Kirsten actually needs.
- Ann: Let's remember the needs of the different groups that are being served. Let's make sure we understand what the needs are. And we need to make sure we understand the different needs from before fair, during fair etcetera.

SANDRA: Homework Time on MOBILE UNITS

Kevin will work on researching the secondary market. **Paxton** will help Kevin with this as well.

Heather will go through the resources she already gathered from six years ago. And she will check and make sure they are still active. **Sandra** will work with her.

Sandra will work with **Kirsten** needs to get from us the specs we will need as we get bids (what is the power, what equipment do we need, other features needed)

Aaron and **AJ** volunteered to confirm that there are no permits involved (in terms of where we store it?) Calling up environmental health and making sure there is no other permits needed?

Paxton (LUMP) will research out the issues with wastewater? Do we need an engineering study? LUMP wrote up the needs for this study, passed through the budget committee, but died during COVID. Paxton will research out where that ended up and where we are now.

Other Homework:

Teresa will get these minutes out to people soon

Sandra will work with Kirsten to see about potential dates for a Fixed Assets tour and will email or post so everyone can plan

Sandra will get Aaron on the list to hear about meetings with the kitchen crew

Teresa will make sure that Winery Compost Construction stays on Old Business for next meeting

Meeting evaluation

Adjournment at 8 pm

Monday, March 11, 2024 at 6 NEXT MEETING