

Minutes: Meeting of the Metropolitan Government Board of Fair Commissioners

Date: April 11, 2017 8:00 a.m.

On the above referenced date the April meeting for the Board of Fair Commissioners was held in Wilson Hall. Those in attendance were Chairman Ned Horton, Commissioner Erin McAnally, Commissioner Bonna Johnson, and new Commissioner Jason Bergeron. Vice-Chairman Caleb Hemmer was not present. Also present were Executive Director Laura Schloesser, Assistant Director Ken Sanders, Finance Officer Doug Peters and Metro Attorney Susan Jones. Larry Atema and Jonathon Schneider with Commonwealth Development Group were also in attendance and Jeff Gossage with Metro Purchasing was present as well.

Chairman Horton read the Appeal Announcement and called the meeting to order at 8:09 a.m. He introduced the new Board Member, Jason, Bergeron, and then presented a plaque to former Commissioner Kenneth Byrd for his service to the Board. Chairman Horton then moved to the approval of the minutes. Commissioner Johnson made a motion to approve and Commissioner McAnally seconded the motion. All were in favor, there were no opposed and the minutes were passed. There were no public comments so Chairman Horton then moved to the Financial Report.

Finance Officer Doug Peters briefly went over the financial numbers. Director Schloesser stated that the only difference from the last financial statement was that they had gone to Council to request to raise their spending authority to \$274,200. Therefore, the budget had been increased to reflect that additional spending authority in anticipation of higher earned revenue than originally budgeted. She explained the other new information in their packets was concerning the aging accounts which were a recommendation from the audit that was done and that they would see this report every month. She added that the Board had adopted a policy at the last meeting for bad debt and this was so that the Board could see outstanding invoices due to them. She stated that they would be sending these outstanding invoices to collections per the new policy with fees added for late payment. She added that any bad debt and anything that they could not collect would be written off at the end of the fiscal year.

Commissioner Johnson asked about security services expenditures and Director Schloesser stated that they did adjust temporary services and security services with the added revenue. She stated that these expenditures were higher than normal and that they were looking at this and rethinking the armed and regular security and were looking at passing this cost to the organizers.

Chairman Horton asked how many weekends that used to have the gun shows had been filled. Director Schloesser stated that for the most part, all weekends were booked at least to some extent and they were doing well as the revenue was showing. Chairman Horton stated that they seemed to be doing a good job of filling up the gun show dates. Director Schloesser and Assistant Director Sanders both agreed. Chairman Horton asked Corporate Sales Manager, Scott Wallace, if he could give the Board each month a list of events/new events two months out in the Board packets.

Director Schloesser added that March was a huge event month and that it was probably the record for the most booths rented ever in March. She stated that they exceeded the top revenue for booth rentals ever (in March) by over \$11,000.00. She complimented the Flea Market for all of their hard work.

She stated that the Annual Report was finalized and would be on the website soon which would include not only the fiscal year 2016 but also the calendar year 2016. She stated that there was also a recent update to Metro Code regarding the submission and formatting of agendas and minutes for boards. Metro had requested a policy from the Board outlining those uniform practices concerning time periods when minutes and agendas are posted, searchable information, etc. She stated that they would have a policy for their consideration at the next Board Meeting. Chairman Horton then moved to the Evaluation & Site Improvement Study Update item on the agenda.

Larry Atema, with Commonwealth Development, reported that there were no updates since last month's meeting and no updates on soccer as well. Chairman Horton then moved to the Speedway RFP item on the agenda.

Jeff Gossage from Metro Purchasing gave the Board an overview of the process in place for the RFP. He stated that the Board had dictated and approved the RFP that was put out on the street. He stated that an evaluation committee would soon be established and should consist of people that helped to draft the RFP scope and also stakeholders in the end result and that they liked to have evaluators from both of these groups. Therefore they would be looking to the Board to provide those evaluators. He stated that the committee would look through the proposals that had been received and then make a recommendation for award. He stated that there could be discussions if they wanted to look at a couple of proposals more in depth and he would be glad to give an update to the Board of where they stood in that process (no specifics) if that took place. He stated that he would then receive the recommendation and he would then bring that recommendation to the Board and they would move forward based on that. He strongly recommended that a Board Member be a part of that evaluation committee. Director Schloesser stated that Vice-Chairman Hemmer had agreed to serve on that committee per the Board's vote. She added that Larry Atema and Monica Fawknotsen from the Sports Authority along with herself would also be glad to serve.

Commissioner McAnally then made a motion stating, *"I move to approve the evaluation committee."* Commissioner Johnson seconded the motion. Metro Attorney Susan Jones stated that the Board might want to amend the motion to say that this person appointed by the Board have the full authority to represent the interest of the Board since the issue would not come back to the Board before the decision of who the vendor would be must be made. Mr. Gossage confirmed that he would bring the recommendation to the Board to endorse at the end but the Board's action would be more of a "blessing" and that the evaluation committee would actually be awarding the vendor, unless there was a discrepancy between who the evaluation team picked and who the Board wanted or there was a complete denial of the selection. Ms. Jones then explained about the Metro Code of Law and that this Board was not required to go through the Metro Purchasing process but that they could certainly go this route.

Chairman Horton suggested that Commissioner Bergeron might want to be on the evaluation team since he also represented the neighbors and Commissioner Bergeron stated that he felt he did not have enough background information yet but that Vice-Chairman Hemmer did. There was a brief discussion on how the Board could give their input and thoughts and it was decided that each individual Board Member could communicate to Director Schloesser for her to pass along **before** the proposals were **received** by the committee. Director Schloesser stated that the proposals would be received by May 4th. Commissioner Bergeron stated that he would be sure to get with Director Schloesser about neighborhood concerns.

Commissioner McAnally then withdrew her motion and made a new motion stating, *"I move to approve the RFP committee with the full trust of our Board Member to make the decision for us."* Commissioner Johnson seconded the motion. All were in favor, there were no opposed and the motion was passed.

Director Schloesser reported that they had a press conference announcing the event which started on May 12th and ran through June 11th and that tickets were on sale on the website. She stated that they had received a lot of support and great support from sponsorships. She showed a quick video trailer and stated that they were over \$1,000 in sales after only four days of announcing the show. Chairman Horton then moved to the Slate for Board of Commissioner Officers item under New Business.

Chairman Horton stated that this vote would be in June and Metro Attorney Susan Jones read from the rules concerning the election of Officers. Commissioner Johnson stated that she felt the Board (and with the new director) had some good momentum and then made a motion stating, *"I would like to nominate Ned Horton to continue as the Chair Person and Commissioner Erin McAnally as Vice-Chair."* Commissioner Bergeron seconded the motion. Chairman Horton stated that he was happy to serve in that role another year. There were no other nominations. Commissioner Bergeron then moved to close the nominations. Commissioner Johnson seconded the motion. Ms. Jones explained that the slate would be brought back up at the June meeting for the Board to vote on both offices.

Commissioner Johnson made a motion to adjourn. Commissioner McAnally seconded the motion, all were in favor and the meeting was dismissed.

Respectfully Submitted,

Ned Horton, Chairman

Laura Schloesser, Executive Director