



EASTERN OREGON TRADE AND EVENT CENTER (EOTEC)

1705 E. Airport Road

Where Life is Sweet

September 07, 2023 at 5:30 PM

AGENDA

1. CALL TO ORDER

2. ACTION ITEMS

A. Review and possibly approve the minutes of the June 1st regular meeting

3. REPORTS

A. Barns Expansion

B. Field Expansion - HEROS

C. Operations Update

i. 2023 Umatilla County Fair Report

ii. 2023 Farm City Pro Rodeo Report

iii. 2nd Quarter Event Summary

D. Branding Update

4. STRATEGIC PLAN REVIEW

5. OTHER

6. NEXT MEETING - October 5th OR November 2nd, 5:30pm

7. ADJOURN

**** AMERICANS WITH DISABILITIES ACT NOTICE****

Please contact Hermiston City Hall, 235 E Gladys Ave, Hermiston, OR 97838 (Phone No. 541-567-5521) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TTY and TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900 or 711.

Present were committee members Jennifer Roberts, Luke Swanson, Doug Bennett, Mike Kay, and Patrick Collins. Also present were City Manager Byron Smith, EOTEC General Manager Al Davis, Councilman Doug Primmer, Councilman Roy Barron, and City staff Holly Lambert.

Committee member Weston Putnam excused.

Patrick opened the meeting at 5:33pm.

June 1st, 2023, Minutes

Mike moved and Jennifer seconded to approve the June 1st, 2023, EOTEC Advisory Committee regular meeting minutes as presented. **Motion passed unanimously.**

Barns Expansion Report

Byron reported the city's part of the grant award agreement from Business Oregon was received and will be signed.

Field Expansion Project – HEROS Report

Luke reported there are some issues getting water to the fields, but they are still looking great. The fields were recently mowed with new equipment, only taking one and a half hours' time. Granular fertilizer will be reapplied prior to the Fair & Rodeo and once again after the Fair & Rodeo. Regarding protection of the new fields, twenty signs will be posted announcing "Youth Fields -Vandalism Will Be Fined". In addition, the Hermiston Police Department will have an extra patrol car during the Fair and Rodeo.

EOTEC Operations Update Report

Al shared EOTEC will begin preparing for the Fair and Rodeo, as they recently completing a quinceanera and a roping event this past weekend. After hosting several large events recently, many ground areas are dry. EOTEC will keep watering and spraying for weeds as much as possible to restore the grounds.

Mike asked if there is a pre-Fair and Rodeo check lists of tasks.

Al responded yes, and he will send the list to Mike.

Doug Primmer asked about signage for the gates.

Al stated all the signage is out of storage and will set up.

Doug Bennett shared the "manned" gates are completed and the ticket booth moved. Power is currently being installed in the RV area.

Branding Update

Byron reported the surveys went out and the second logo was the clear winner. Al and Byron will soon plan the new logo rollout.

Other Business

Luke asked how ticketing will be handled at the Fair and Rodeo gates. Answer: the same company for ticketing technology will be used and the gates manned by Rotary.

The committee briefly discussed timelines for Fair and Rodeo preparations.

Next Meeting- September 7th, 2023, at 5:30PM

Meeting adjourned at 6:02pm.

DRAFT