

**Path Planning Meeting** September 22, 2019

**Full Committee Meeting**

Noon-3 PM,  
Alice's Living Room

Members in attendance: Dennis Todd, Paxton Hoag, Colleen Bauman, Dean Middleton, Sue Theolass , Otis Gray , Justin Honea , Tom Churchill, Kirk Shultz, Spirit Leatherwood, Jon Pincus, Amy Hand , Sylvia Fireman

Members absent: David Tipton

Staff in attendance: Crystalyn Frank, Wally

Guests in attendance: Lisa Parker, Tori Hoskins, Robin Marks Fife, Brent, Roxanne, Ardas Carltoon, Kathryn Weit

Scribe: Jennifer Gerrity

Announcements – Sue mentioned the Culture Jam fundraiser at Mazzie’s and to be sure to download cards on the .net site – offering a 30% donation!

KOCF 2<sup>nd</sup> annual Halloween event at the WOW Hall Nov 1<sup>st</sup> – The Fair’s actual 50<sup>th</sup> birthday.  
Oct 6<sup>th</sup> Whirled Pies 5-8 pm board candidate forum.

Minutes (May 19, 2019) no amendments – vote to approve minutes – approved unanimously

Public comments – Sylvia’s grandson revived a recycling program at folk festival based on OCF practices and was very successful.

Agenda Review, Amend, Approve

Kirk would like to share the "committee best practices" effort that is underway.  
Election of officers- membership review.

Motion to accept the agenda as presented- unanimous approval

Art demo stakeholders

Robin - It was a wonderful and enlightening experience for us- the location was fabulous. Site was fabulous and the Ritz collaboration was spectacular. Could use better signage. Huge amount of public found their way there, and people were very pleased. The site placement was important- the demo displayed the value of handcrafted items. Spiced things up a little bit by adding something totally new and innovative. Children loved it especially the swordsmith. George and Katherine at the Ritz and staff – grateful. People were inspired to pursue art.

Kathryn - Collaboration to contribute to the bigger picture of the Fair. Our crew felt they were part of the larger effort and remain passionate about creating and keeping the space. Crafters loved having a space to demonstrate. We want it to continue just where it is. Ritz provided power, water and lots of support.

Crystalyn- Craft demo was a huge success. Currently discussing where it best fits moving forward budget wise.

Brent – thought it was amazing. Happy to see it inside the grounds where it's child friendly.

Tom C said the glassblowers really loved it and would like to continue.

Justin – nice follow through – tent was spectacular at night. Collaboration behind the scenes with Craft Inventory. Suggests reserving some one year only booth if we go forward.

Kirk thought it came together awesome and would like to know how Construction can help support. Crystalyn pointed to the budget. Getting it to planning stages with the Board and Budget Committee soonest- we support this location. Kirk made a motion.....

**Motion: Moves that Path Planning recommends to the Board and management that ongoing craft demo be held in the same location (Black Oak Park) as it was in 2019.**

Jon and Paxton tie to second.

Vote – Unanimous vote to pass

Tom states the Board is policy not operational.

Kirk replies that the Board is still operational now.

Dennis recommends we remove the "Board." Kirk- add "and management."

***Colleen and Dean nominated as Co-chairs, no other nominations were made, Motion to elect Dean and Colleen co-co-chairs – vote unanimous.***

Nominations for secretary – Kirk nominated Jennifer for Secretary- unanimous vote to pass.

Review procedures for committee membership was discussed.

Kirk asked about a clarifying document which lists expectations for a member. Justin will look for this. Kirk brought up the attendance situation – if there are absence 3 meetings in a row without notification then they can be dropped. Colleen confirmed this policy was read last year.

Kirk further questioned: Who is on the committee, how many, and if that's a good number.

Total number is 14 (originally established at 18) a quorum of 8 is required for voting.

Colleen asks what part of the Fair isn't represented that we'd like to have?

Crystalyn stated an entertainment coordinator would be helpful.

Jon felt a participating member must be universal.

Paxton would like to have a Main Stage coordinator.

Crystalyn replied that Main Stage is a massive capital project going in front of the Board soon.

A lot more work will be going on backstage.

Any concerns about the work plan? Kirk reviews it aloud to the committee.

Kirk suggests guidelines submittal check-in around November.

Justin says a lot can be rolled into LTP –

Crystalyn- Is LTP a subcommittee? – Colleen – yes it was made last year.

Jon- budget approval should be made much earlier.

## Reports

Staff Crystalyn – plugging away. first day for prefair 2020 is on Monday. A huge success this year with a huge turnout. Budget season is started- getting ready for 2020.

Kirk requested a site update.

Crystalyn says there is a lot of clean up still left to do. Many of the campsites weren't even touched. 2<sup>nd</sup> weekend in Oct 11/12 is a trash clean up.

Winery update- it's in the Boards' hands, and they approved researching a compost facility.

There will hopefully be a Board membership work session to figure the next steps for the winery.

Jon- what is status of grandfathered SUP that came with property to allow 12 events?

Crystalyn replied that it's still in place. Has parameters- but it's still there.

Wally – still onboarding. Long list of things to review and networking with many people. Met in Veneta about debriefing the event, came with a lot of positive feedback.

Board Liaison- Paxton. The SUP by Lane County stands. They can still appeal. Affects the rest of the year- not the event itself. Justin explains this gives the potential to reexamine the zoning.

Kirk- we need to be cognizant on what the SUP grants us.

Crystalyn- all the documents on the SUP are still on the .net site.

Nonconforming use permit – is totally different than the SUP

## Subcommittee Reports

Festive restive - Dean – gave a report on festive restive use per location .One was unused and looking for a better location for it.

Tom comments that the water should be outfitted in drinking fountains so a container is not needed.

Discussion on the shuttle- they were packed, but there was a lack of schedule. Large public bus was full all the time- feedback was positive.

Any more subcommittees to report today? – no

## Review and determine active Subcommittees for 2019-2020

Pocket Park- Amy/ David Tipton/ Kirk/ Jon  
Night lighting – Paxton/ Amy/ Jon / Dean

Crystalyn expressed the need for help in better lighting campground paths.

Spirit – lantern crew may be a good resource. Paxton is still aware.

Front of Fair- Colleen (list of many members) (post the subcommittee list)

Upper River Loop- this is an important area to assess. Discuss if it should remain a subcommittee or be rolled into the larger long term efforts of Path Planning. It has not met in several years so. Justin states a zone analysis is needed for this area and potential impacts.

Colleen would like to bring it into LTP.

Tom offers to take it over and keep it a separate sub- committee to assess who is there and gather pertinent information. Colleen agrees to this plan. Other members are Sylvia, Ann, Kirk and Bear to include Shane and Justin. We have a subcommittee doing research reporting to the full committee.

New entrance for Community Village: No movement on this, but the need is still there to work on. Convener is David Tipton. Kirk and Crystalyn are involved.

Dust abatement- Is this sub-committee active or not? (Christy Banks ([c.banks2u@gmail.com](mailto:c.banks2u@gmail.com)))

Aesthetics convener – Amy - discontinue this subcommittee.

Cultural resources – Jon, Tom and Ann were the other members- some movement was made early on- the 50<sup>th</sup> will inform the study- will be reaching out to the founding people of the 50<sup>th</sup>.

Smoking – Paxton is still willing to convene- Jon, Amy, Kirk.

Still Living room is settled.

### Committee liaisons

Mapping- Rosana reports the team has been collecting and digitizing data. The Info booth map was divided, and geo referenced with the help of Lidar. She plans to geo reference the path by measuring the widths of the path along the whole loop – then will have an accurate layout- “from there we can start creating our layers.” Still no instrument in hand just yet- Mapping agree to help update the website with Avenza. Brent added that height issues will be incorporated for trucks- fire crew for pocketable reference made to show water locations.

Kirk explains "Best Practices" Committee- .net site will have committees listed with meeting times. Peaches (Cynthia) put together a work group which will serve as a guide for committees.

Crystalyn confirms that even if a committee becomes operations – they can still make recommendations to the Board as some committees may change from policy to operational.

Colleen has concerns and doesn't want to give up communication directly to the Board. States; "we are a clearing house for Fair family to come and have a conduit to the Board. We've built up our board liaison process in response to a one-way communication - this has been successful."

LUMP committee was chosen to be policy- we have to work with the Board on policy and with operations on site issues.

Jon- I've witnessed Path Planning ad hoc under the direction of management. It was contentious since people had to fight their way into the conversations. When it became a Board committee it drastically improved. Path Planning serves as a conduit to a larger community. Don't see why the change would be necessary since staff attend these meetings.

Kirk thinks the committees get things done either way and this is just a conversation- new paradigm shift to see "what is an operational committee?"

Dean sees the struggle at the Board level to work better with the committees and get the feedback process going. The "best practice" effort is evidence of this effort. "I see an honest attempt at improving cross communications."

Dennis says having PPC as a Board appointed committee offers many advantages and is successful because it is open, with posted agenda and minutes, and the opportunity for people to speak.

Crystalyn says the process around operational committees is being developed- a better way that that is similar to Board appointed committees.

Justin - there have been many changes and with Path Planning being a flagship, the opportunity to work directly with Operations made the committee successful.

Colleen wants to ensure the committee can continue to send recommendations to the Board, and continue to be a clearinghouse for the Fair family and crews. Reporting directly to the Board is the best way to stay transparent and to most effectively get the word out to the entire family of the work we do. Perhaps a hybrid of being both an operational committee and a Board committee will be where the answer lies. More discussion needed on this.

Debrief 2019 Fair – a walk about happened today. It was noted that the lights at info booths were dim and the signs were not well visible- better lightings is still needed. Paxton takes note.

Jon – a discussion on "list serve" on this topic- higher visibility on the signs is still needed.

Amy - as one who spearheaded this, I saw this as a project that dragged and then happened quickly. Heard feedback the signs looked threatening. Glow paint on the signs and better lights is needed. A meeting with Whitebird and Security happened but was sparsely attended.

Kirk suggests keeping this a subcommittee and to also get feedback from Info. Second year re-signage is typical.

Crystalyn- if you reach out to Info then also reach out to Community Village Info booth. Perhaps some emergency contact signage is in order.

Spirit - we did get the article in FFN. Water tower area could use a sign. Whitebird can educate the Security crews. Spring meeting will be happening, and Path Planning will be invited. Would be good to debrief with Peter.

Smoking was an issue at the water fountains. The fans did not get up and running.

Crystalyn says that projects tend to be successful when proposals are made to Operations. She strongly feels any smoking area needs to be moved away from drinking fountains.

Amy- Sház was a volunteer who helped with smoking this year by refreshing butt cans, maps and cleaning. Peace Parker was not listed as nonsmoking in Peach Pit and he revised this. Consider moving the benches at the water tower instead of the water lines.

Paxton- If fans get installed, then battery packs will need to be changed. Function at the Junction can be better organized since people moved in close.

Jon- worth focusing on the airflow dynamic by the river.

Sue – Sház made our neighborhood so much better- moving Frisco cart was a huge improvement. Kirk said he was using an outdated schema for the butt cans. Would love to see more of a crew.

Crystalyn asked GPS crew to make a note to amend the Peach Pit for Peace Parker nonsmoking. Paxton would like to invite Sház to next smoking committee meeting.

#### Phil debrief

Dean thought that having no chairs on the lawn was an issue. Justin said chairs simply don't work here since the area becomes impassable. Xvanadu is much better suited to handle large crowds and that Main Stage may not be the place to have the headliner.

Crystalyn thinks the carts should have been moved sooner and that blanket spots take up a lot of the venue space. Blanket boundaries need to be discussed. Reorienting the stage will improve visibility at the space. Invest in Main Stage to get bigger acts- brings people in.

Spirit agrees but thought the food carts created a nice barrier. Could see issues from the lighthouse and medical could get in quickly. The show put OCF on the map as far as music goes. Potential for growth.

Crystalyn - To be clear SUP has nothing to do with the actual Fair and is only for events happening alternative times of the year; this detail may have been confused in previous minutes. Xavanadu would have to be reorganized for a large event space outside of Fair, and otherwise we have Miss Piggy's.

Jon- heard it was a profound experience for Phil. May want to consider music diversity.

Dean- agrees with this conversation- Miss Piggy's for a venue is quite huge and staging was done beautifully; it can accommodate 5k people.

Kirk reports the lighthouse project came out well; thanks Chris Fitz. We must pay attention to lofts that have stage visibility as observation. Crystalyns agrees and would like to schedule a discussion on Miss Piggy and would like Path Planning involved – it's a large conversation.

#### Approving meeting schedule and locations.

All meetings at Alice's in 2020\*\*\*\*\*13 days after the first Monday regardless of when the Board meets - send schedule to Office – send to FF news to get on the dot net site. \*\*\*\*\*  
Long Range Planning.

#### **Motion to move Nov 16 to Nov 10 to accommodate the winter market vendors.**

Vote: 8 Opposed – did not pass

Movement made and seconded to accept schedule - in favor 12 – 0 opposed /abstained.

Long Range Planning - Kirk questions clarification of Long Range Planning – dealing with river edge, and the Upper River Loop and Daredevil.

Colleen states there are other major topics than erosion such as; water, wastewater, growth and carbon neutral transportation.

Otis thinks the committee should brainstorm ideas of just what LRP is.

Jon says it starts at a macro level by understanding land use constraints and resource location. Some rebuilds have a prescribed lifespan.

Dean – rapid river erosion can take one incident, so we need a plan in place for immediate needs such as a stage. LRP identifies locations we want to expand into. Xavanadu took 5 years – we may not have that time.

#### **Motion: Sue moves to extend 20 min. Amy moves to extend 10 min. Dean seconds the 10.**

#### **Vote approval.**

Justin wants to speak to the formation of the long-range planning process and define what we are trying to achieve.

Crystalyn- agrees with Justin and Dean – in 5 years we won't be able to use Strawberry Lane at all. Took more than 10 years for Xavanadu.

Paxton states there is a difference in long range planning for Path Planning vs the Board.

Tom- reminds that Path Planning's goal is to deal with booth movement every year. Some of these questions can be answered by the new subcommittee.

Amy- to add to brainstorm list: elders, youth and increasing diversity.

Crystalyn would like to schedule an additional hour outside of Path Planning to focus on LRP.

Jon agrees, stating that time is necessary, as much of this involves resources- suggests getting a geologist to speak to the erosion time line.

#### Home work review

Peace Parker removed as a smoking area

Amy-connect w/Erin from UO and map smoking areas. Add Shāz to smoking subcommittee.

Justin - reports on "best practices" committee.

Jon – research erosion expert.

Kirk- convenes Community Village and Pocket Parks. Long range planning mapping.

Tom- convene with Upper River Loop subcommittee

Crystalyn – Community Village entrance – attending subcommittee meetings.

Dean- work with new secretary to on JD (meeting dates and contact list) - include Crystalyn

Meeting eval- recommends keeping spectrum connection at Alice's for conference calling.

Jon would like subcommittee chairs to consistently include all in meeting emails.