

Southwestern Fair Commission, Inc.
Regular Meeting Minutes
March 23, 2023

The Meeting of the Board of Directors/Members of the Southwestern Fair Commission, Inc., a nonprofit corporation, was duly called and held at the Pima County Fairground's Administration Office on Thursday, March 23, 2023.

Directors Present: Garrett Ham, President; Judy Patrick, Secretary; Mark Cowley, Treasurer; Marvin Selke, Director; Alan Levin, Director; Jim Murphy, Director; and Marian LaLonde, Director.

Staff Present: Jon Baker, Executive Director; Julia Casillas, Administrative Assistant; Courtney Danloe, CFO and Launa Rabago, Marketing

Others in Attendance: Joey Schwanz, Pima County Attractions and Tourism

- a. **Call to Order:** Garrett Ham called the meeting to order at 9:32 a.m. followed by the pledge of allegiance.
- b. **Roll Call** All Present
- c. **Call to the Public:** None

Garrett Ham introduced and welcomed Joey Schwanz the new Operations Program Manager for Pima County Attractions and Tourism. Joey explained to the Board his role and how he looks forward to working with the Board and Staff of the Southwestern Fair Commission.

2. Staff Reports:

a. Executive Director

i. Master Plan Update

Jon Baker mentioned he has been in contact with Populous and he is working on coordinating with the Board and Staff to discuss updating the Master Plan. The discussion will include but not limited to the equestrian facilities, bathrooms, access roads and the development of the grounds for the next 10 years.

ii. Interim Events and Calendar

Jon Baker spoke about the Escapees RV Rally and the number of attendees. He stated that the events have been weekly since the beginning of January and that the staff has been doing a fantastic job. He also stated that the contract for the Family Motor Coach Association RV Rally has been signed for 2024.

iii. ARPA Grants

Jon Baker briefly mentioned a few of the improvements that were submitted to Pima County. He is working with Joey Schwanz on the approved improvements needed to be completed with the money received from the ARPA Grants.

iv. Tucson Dragway

Jon Baker stated that he received the written notice from Tucson Dragway indicating that they would like to renew their agreement with the Southwestern Fair Commission, Inc. for the next 5 years.

v. Tucson Speedway

Jon Baker stated that the request for an amendment to Tucson Speedway's Management Agreement was still at the County Administrator's office.

vi. Houghton Road Project

Jon Baker mentioned that he had received the Traffic Permit for the Fair.

vii. Escapees RV Rally

Covered in Jon Baker's "Interim Events and Calendar" report.

b. C.F.O

i. Financial Report

Courtney Danloe briefed the Board on the financial reports expressing no concern.

3. Consent Agenda:

a. Review, discussion, and possible action on minutes of the 01/26/2023 annual board meeting.

b. Review, discussion, and possible action on retaining Regier, Carr & Monroe as outside CPAs.

Judy Patrick made a motion to accept the Consent Agenda as presented. Alan Levin seconded the motion. The motion carried.

4. Old Business:

a. Discussion and possible action regarding Education and Facility Utilization Development.

Jon Baker stated that the Livestock and Agriculture Governor's Fund Committee is very supportive in the development of the traveling Agriculture Exhibit.

b. Discussion and possible action regarding the annual sublease agreement with the Tucson Kart Club, Inc. This agenda item relates to legal advice, contracts and/or lease of real property, and may be discussed in executive session pursuant to A.R.S. Sec. 38-431.03 (A) (3), (4) and/or (7).

Jon Baker mentioned he has been working with Jeremy Huebner, president of the Tucson Kart Club, on the updates of their annual sublease agreement. The sublease agreement has been signed and reflects the updates for the club to continue operating.

5. New Business:

a. Discussion and possible action regarding the 2023 Pima County Fair.

Jon Baker went over the concert lineup for the Fair and anticipates having an increase in outside vendors this year.

6. Closing Matters:

a. Announcements: None

b. Adjournment: Judy Patrick made a motion to adjourn the meeting at 10:46 a.m. Alan Levin seconded the motion. The motion carried. A meeting of the Pima County Fair Commission was not conducted.

Respectfully Submitted,



**Judy Patrick
SWFC Secretary**