



Notice of Meeting and Agenda

Humboldt County Fair Association

Meeting of the Governing Board

Board of Director's Meeting

Monday, August 24, 2026, at 5:00 PM

In-Person – Board Room

AGENDA

1. CALL TO ORDER

2. ROLL CALL

___ Andy Titus	___ Lawrence Dwight	___ Greg Gomes	___ Clint Duey
___ Sandy Hanks	___ Darren Hansen	___ Johanna Rodoni	___ Wayne Wilson
___ Ben Hawk	___ Hollie Miller	___ Vacant	

3. PRESIDENT'S ANNOUNCEMENT: President Andy Titus

4. PUBLIC COMMENT ON NON-AGENDA ITEMS

This time is provided for members of the public to address the Committee or to submit written communications not on this agenda. Comments are restricted to three (3) minutes per speaker, and unused time shall not be transferred to other speakers. Board Members may respond to statements however the Committee cannot discuss or take action on a matter not listed on the agenda.

5. CONSENT CALENDAR ITEMS

Items listed under the Consent Calendar are considered routine and will be acted upon by a single motion of the Board unless a Director or member of the public requests that an item be removed for separate discussion and consideration.

- a. Review and approve the Board of Directors Meeting Minutes of July 27, 2026.

6. COMMITTEE REPORTS

Receive committee reports; provide direction to staff as appropriate.

- a. Executive Committee – Andy Titus
- b. Finance Committee – Clint Duey
- c. Livestock Committee – Johanna Rodoni
- d. Junior Livestock Committee – Mandy Marquez
- e. Dairy Heifer Replacement Committee – Sarah Mauney/Brice Titus
- f. Racing Committee – Greg Gomes
- g. Marketing and Entertainment – Lawrence Dwight
- h. Building and Grounds – Andy Titus
- i. Nominating – Clint Duey
- j. Lease Renewal Ad Hoc Committee – Andy Titus
- k. Rodeo Event Ad Hoc Committee – Committee Representative

7. OLD BUSINESS ITEMS

- a. Receive Update Regarding the Real Property Ferndale Ad Hoc Committee Meeting; Discuss, Provide Direction to Staff, and Take Action as Appropriate.

8. NEW BUSINESS ITEMS

- a.** Receive and Consider Approval of the Amended Memorandum of Understanding; Discuss, Provide Direction to Staff, and Take Action as Appropriate.
- b.** Discuss 2026 Fair Production and Operations
- c.** Receive Update Regarding the Community Resilience Center Planning Grant Application and Humboldt County Board of Supervisors Support; Discuss, Provide Direction to Staff, and Take Action as Appropriate.

9. DIRECTOR'S ANNOUNCEMENTS AND/OR REPORTS

10. RECEIVE CEO STAFF REPORT

11. NEXT MEETING: September 28, 2026

12. ADJOURN

All agenda items are subject to discussion and possible action.

Notice: This agenda has been posted at least seventy-two (72) hours prior to the meeting in a location freely accessible to members of the public, in accordance with the Brown Act. The full agenda packet is also available on the Fair Association's website at <https://www.humboldtcountyfair.org/>. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for consideration by the Board or Committee. The Chair will call for public comment as each item is heard by the Board or Committee. For items not appearing on the agenda, the public is invited to make comments during the Public Comment period for non-agenda items. All speakers are invited to state their names but are not required to do so. If you wish to submit written material at the meeting, please supply 10 copies. Americans with Disabilities Act: Individuals requiring special accommodations to participate in this meeting are requested to contact the Fair Association Office at (707) 786-9511. Notification 48 hours prior to the meeting will enable the Fair Association to make reasonable arrangements to ensure accessibility to this meeting.

HUMBOLDT COUNTY FAIR ASSOCIATION
BOARD of DIRECTORS MEETING MINUTES
Monday, July 27, 2026 5:00 PM

1. CALL to ORDER

The meeting was called to order by President Titus at 5:00 pm.

2. ROLL CALL:

Directors present: Andy Titus, Lawrence Dwight, Clint Duey, Greg Gomes, Sandy Hanks, Darren Hansen, Johanna Rodoni and Holli Miller.

Staff Present: Moira Kenny

Public present: Linda Stansberry, Tag Wotherspoon, Ani Knight, Kelli O'Day and Phyliss Coy.

3. PRESIDENT'S ANNOUNCEMENT: None

4. PUBLIC COMMENT ON NON-AGENDA ITEMS: None

5. CONSENT CALENDAR ITEMS:

Director Hansen moved to approve the Consent Calendar Items as presented. Director Gomes 2nd. No discussion. No public comment. Motion passes.

6. COMMITTEE REPORTS:

A. Executive Committee: Discussed the agenda and all other discussions are in the agenda for tonight's meeting.

B. Finance Committee: Met on July 17, 2026. The balance of the bank accounts combined was \$410,000. Reviewed the July 2026 monthly report.

C. Livestock Committee: Director Rodoni reported there has been trouble finding a vet for the vet checks on entry day.

D. Junior Livestock Auction Committee: there will be at 5:00 pm Wednesday for livestock preparations. The contract with Superior has been signed. Director Hansen stated the bar is taken care of.

E. Dairy Heifer Auction Committee: They are ready for the sale. Tickets are available in the office.

F. Racing Committee: Nothing to report.

G. Marketing and Entertainment Committee: Director Dwight thanked Ani, Kelly and Gianna for all their work on the social media advertising. Also thanked Ani for the float in Fortuna Rodeo parade.

H. Building and Grounds Committee: They had a walk through to determine what needs to be done on clean up day. The stage trailers have been obtained.

I. Nominating Committee: Nothing to report.

J. Lease Renewal Ad Hoc Committee: Director Titus stated there would be a report during the meeting.

K. Rodeo Event Ad Hoc Committee: Kelly O'Day reported everything was going well in preparations for the rodeo. The trophy saddles have arrived and the ticket sales are going well. There are 90 entries so far

7. OLD BUSINESS ITEMS:

A. Update on the Real Property in Ferndale Ad Hoc committee meeting: Directors Titus and Duey and Moira met by Zoom with the Board of Supervisors. The Board had approved and Ad Hoc committee. They will have an evaluator come on the fairgrounds to make an assessment of the buildings. This probably won't be done until October or November. It's possible we will have to do another lease extension before anything is done. Public comment: Linda was wondering why the Board of Supervisors went into closed session to approve an Ad Hoc committee.

8. NEW BUSINESS ITEMS:

A. Receive recommendation regarding amendment of the Association's Mission Statement: The updated mission statement was discussed. Our grant writer will be working on one specific grant once the mission statement is amended. Director Dwight moved to accept the revision of the Mission Statement as presented. Director Gomes 2nd. No discussion. No public comment. Motion passes.

B. Receive 2026 Fair Planning Update: Moira presented a schedule of events to be held during the fair. There will be a Senior and Kids day free admittance to fair. There will be vendor and information booths at the Shell-E-Bration. Kelly has secured a big screen TV for rodeo. Moira also presented a project list for clean-up day and stated that staff will be filling in as project leaders. We

have received \$91,500 in cash and \$73,000 in in-kind sponsorships. Our new employee reached out and brought in new sponsors. Packets have been and been sent out.

9. DIRECTORS'S ANNOOUNCEMENTS/REPORTS: nONE

10. RECEIVE CEO REPORT: Advertisement of fair has been put on social media, radio and TV.

Everything else has been discussed during meeting. Public comment: Tag Wotherspoon saw a TV commercial and stated the rodeo should be advertised as the Inaugural Rodeo instead of the 1st annual rodeo.

11. NEXT MEETING: The next meeting will be held August 24, 2026 at 5:00 pm.

12. ADJOURNMENT: With no further business to discuss the meeting was adjourned at 6:25 pm by President Titus.

HUMBOLDT COUNTY FAIR ASSOCIATION

STAFF REPORT

To: Board of Directors

From: Moira Kenny, Chief Executive Officer

Date: August 21, 2026

Subject: Real Property Ferndale Ad Hoc Committee and Fairgrounds Facility Assessment Update

RECOMMENDATION

Receive the update regarding the Real Property Ferndale Ad Hoc Committee and the upcoming comprehensive Fairgrounds facility assessment; discuss Association representation and coordination for the assessment; provide direction to staff as necessary; and take action as appropriate.

BACKGROUND

The Humboldt County Fair Association and the County of Humboldt continue to coordinate through the Real Property Ferndale Ad Hoc Committee regarding the long-term operation, condition, and future needs of the Humboldt County Fairgrounds. These discussions include the condition of the County-owned facilities, deferred maintenance, accessibility, capital improvement needs, and matters relevant to future agreements between the County and the Association.

The Association has been advised that the County is moving forward with a comprehensive facility assessment of the Fairgrounds, with the assessment anticipated to begin as early as August 31, 2026. The assessment is expected to provide additional information regarding facility conditions, deferred maintenance, accessibility concerns, capital improvement priorities, and other issues that may inform future discussions between the County and the Association.

DISCUSSION

Because the assessment is anticipated to begin during the CEO's previously scheduled vacation, the Association's Lease Ad Hoc Committee will meet via Zoom on August 21, 2026, to identify an Association representative who will be available to coordinate with the assessment team during the CEO's absence.

Prior to the CEO's vacation, staff will coordinate a comprehensive Fairgrounds walkthrough with the designated representative to review known facility conditions, maintenance concerns, operational considerations, and other items that should be brought to the attention of the assessment team. This advance walkthrough is intended to provide continuity during the assessment and help ensure relevant facility issues are identified even while the CEO is unavailable.

The facility assessment is expected to provide useful information for the Real Property Ferndale Ad Hoc Committee as discussions continue regarding future maintenance responsibilities, accessibility needs, capital priorities, and the long-term relationship between the County and the Association.

FISCAL IMPACT

There is no immediate fiscal impact associated with receiving this update. Findings from the facility assessment may identify future maintenance, repair, accessibility, or capital improvement needs with financial implications for the Association and/or the County.

ATTACHMENTS

- None.

HUMBOLDT COUNTY FAIR ASSOCIATION

STAFF REPORT

To: Board of Directors

From: Moira Kenny, Chief Executive Officer

Date: August 24, 2026

Subject: Amended Memorandum of Understanding with College of the Redwoods Rodeo Team

RECOMMENDATION

Receive and consider approval of the Amended Memorandum of Understanding between the Humboldt County Fair Association and College of the Redwoods (CR) for use of the Fairgrounds arena and related facilities; discuss the revised facility-improvement reimbursement structure and related agreement provisions; authorize the appropriate Association representative to execute the agreement; provide direction to staff as necessary; and take action as appropriate.

BACKGROUND

The Humboldt County Fair Association and College of the Redwoods have maintained a collaborative relationship supporting the CR Rodeo Team's use of the Fairgrounds for practices, training, student-athlete animal housing, and related rodeo operations. The proposed Amended Memorandum of Understanding establishes terms for continued use of the designated rodeo arena and related facilities from August 1, 2026 through August 1, 2027, unless extended or terminated earlier by mutual written agreement.

The amended MOU continues scheduled access while requiring advance scheduling around the Association's annual Fair schedule, recurring events, facility rentals, and other large- or small-scale events and activities scheduled at the Fairgrounds. The agreement also requires compliance with Association rules and safety requirements, setup and cleanup, and appropriate management of livestock, stalls, trailer parking, and indoor-arena use. CR must maintain at least \$3,000,000 in liability insurance naming the Association as an additional insured and obtain Association-approved student waivers.

CR reports \$38,635 in completed Fairgrounds improvements, including arena gates, roping boxes and west-side fencing, arena lighting, stall and roping-box-area material, and aggregate road base for year-round quad access. CR also reports purchasing a new Priefert chute and lead-up equipment for \$16,295 and paying \$250 per month for arena lighting and utility use. Documented facility and equipment investment totals \$54,930, exclusive of monthly lighting payments. A detailed summary is attached.

DISCUSSION

The proposed amended MOU continues to provide CR arena and stall use at no monthly or seasonal rental charge, with CR paying a flat \$250 monthly lighting/utility fee during

months in which scheduled CR practices occur. The Association will invoice CR for this fee, with payment due within 60 days of invoice. Either party may terminate with 30 days written notice. The agreement also includes supplemental risk-management and animal-control provisions addressing injuries, property damage, livestock escape, trailers and vehicles, practice stock, and insurance-recommended addenda.

A significant change from the prior arrangement is the structure for future CR-funded facility improvements. CR will reimburse the Association up to \$20,000 for costs incurred and paid by the Association. Proposed projects include a stock holding pen, estimated at \$9,000; bucking chute improvements, estimated at \$4,000; and replacement of the east arena wall, estimated at \$10,000. These planning estimates do not increase CR's total reimbursement obligation beyond \$20,000.

The amended MOU now includes billing and reimbursement provisions requiring the Association to provide reasonable supporting documentation with invoices and allowing CR 60 days from receipt of an invoice to reimburse the Association. The agreement also provides that approved reimbursement obligations incurred before termination or expiration remain payable until satisfied.

Ownership provisions have also been added to distinguish permanent improvements from movable equipment. Unless otherwise agreed in writing, permanent improvements installed or constructed on the Fairgrounds and affixed to the real property will remain with the Fairgrounds. Movable equipment purchased directly by CR, including the Priefert chute and lead-up equipment, will remain CR property unless ownership is separately transferred to the Association in writing.

FISCAL IMPACT

The proposed MOU provides no monthly or seasonal arena or stall-use fee to the Association. CR will pay a flat \$250 monthly lighting/utility fee during months in which scheduled CR practices occur, payable within 60 days of invoice. The facility-improvement provision provides for reimbursement to the Association of up to \$20,000 for qualifying improvement costs incurred and paid by the Association. The added billing provisions establish documentation and payment procedures intended to reduce uncertainty regarding reimbursement and cash flow. CR's previously reported \$54,930 in facility and equipment investment is historical and is not included as revenue or reimbursement under the proposed amended MOU.

ATTACHMENTS

- Amended Memorandum of Understanding between Humboldt County Fair Association and College of the Redwoods
- College of the Redwoods Facility Improvements and Contributions Summary

HUMBOLDT COUNTY FAIR ASSOCIATION

ATTACHMENT - COLLEGE OF THE REDWOODS FACILITY IMPROVEMENTS AND CONTRIBUTIONS

Purpose. This attachment summarizes facility improvements and related investments reported as completed or funded by College of the Redwoods (CR) in connection with its use of the Humboldt County Fairgrounds rodeo facilities.

Improvement	Amount	Description
1. Arena Improvements	\$25,600	Improvements completed to support practice use, including replacement of all arena gates with new steel pipe gates, installation of roping boxes, and installation of new fencing on the west side of the arena.
2. Arena Lighting	\$6,735	Installation of new lighting in the arena.
3. North Indoor Stalls	\$2,300	Material added to stalls located under the north side of the indoor arena.
4. Roping Box Area	\$1,500	Material added and grading/leveling completed in the area where the roping boxes were installed.
5. Quad Access Area	\$2,500	Aggregate road base added to the quad area to improve year-round access.

Total Facility Improvements: \$38,635

Additional CR Investment and Operating Contribution

- CR purchased a new Priefert chute and lead-up equipment in the amount of \$16,295.
- CR has also paid \$250 per month for arena lighting/utility use.

Documented Capital/Equipment Investment: \$54,930

Note: The \$54,930 figure combines the \$38,635 in listed facility improvements and the \$16,295 equipment purchase. Monthly lighting payments are additional and are not included in this total. Inclusion of the equipment purchase in this attachment does not, by itself, establish ownership of the equipment or characterize it as a permanent Fairgrounds improvement.

AMENDED MEMORANDUM OF UNDERSTANDING

BETWEEN

Humboldt County Fair Association (“the Association”)

AND

College of the Redwoods (“CR”)

This Memorandum of Understanding (“MOU”) is entered into on this **24th day of July, 2026**, by and between the Humboldt County Fair Association (“the Association”) and College of the Redwoods (“CR”).

1. Purpose

The purpose of this MOU is to establish a mutual understanding regarding CR’s use of the Association’s facilities for CR Rodeo Team practices, training activities, housing of student-athlete animals, and stall rentals. As part of this agreement, CR will complete specific improvements to enhance facility safety, usability, and long-term function.

2. Term

This MOU shall commence on **August 1, 2026**, and continue until **August 1, 2027**, unless extended or terminated earlier by mutual written agreement.

3. Use of Facilities

The Association agrees to allow CR to use the designated rodeo arena and related facilities under the following conditions:

1. Arena & Practice Use

- CR shall use the arena for predetermined practice schedules from late August through mid-June, subject to the Association’s annual Fair schedule, recurring events, facility rentals, and other large- or small-scale events and activities scheduled at the Fairgrounds.
- Practices shall occur only on days/times scheduled in advance with the Association.

2. Off-Site Rodeo Event

- CR may host **one (1)** off-site rodeo per year in which student-athletes and their animals are housed at the Association while the rodeo itself occurs at another location.
- The Association may charge standard stall rates and dry/hookup camping fees.

3. Student Use of Indoor Arena

- CR students may exercise their horses in the indoor arena, consistent with standard horse-boarding privileges.
 - 4. **Livestock & Pen Usage**
 - CR shall use the same pens previously utilized by High School Rodeo for practice livestock.
 - 5. **Trailer Parking**
 - CR shall utilize the cyclone-fence area adjacent to the quad and soccer field for student trailer parking, unless otherwise directed by the Association.
 - 6. **General Requirements**
 - CR shall ensure that all activities comply with applicable safety standards and animal welfare best practices.
 - CR is responsible for setup and cleanup after each practice session.
-

4. Responsibilities of CR

CR agrees to:

Insurance & Compliance

- Obtain and maintain liability insurance in an amount not less than **\$3,000,000**, naming the Association as an additional insured.
- Ensure all participating students sign Association-approved liability waivers prior to engaging in any activities.
- Follow all Association rules, policies, and procedures.

Reporting & Safety

- Immediately report any damages, incidents, injuries, or unsafe facility conditions to the Association.
- Ensure horse stalls, gates, and access points are locked and secured at all appropriate times.
- Facilitate transportation of livestock to and from the fairgrounds safely and in accordance with state and federal livestock movement regulations.

Facility Improvements (CR-Funded)

CR agrees to reimburse the Association in an aggregate amount not to exceed **\$20,000** for costs incurred and paid by the Association for the following improvements:

1. **Stock Holding Pen:** Installation of a stock holding pen leading to the roping chute. *(Estimated Value: \$9,000)*
2. **Bucking Chute Improvements:** Fencing and other work necessary to allow for the use of the bucking chutes. *(Estimated Value: \$4,000)*

3. **East Arena Wall:** Replacement of the east arena wall. This work may be completed in phases as necessary to ensure that CR's total reimbursement obligation for all improvements listed herein does not exceed **\$20,000**. (*Estimated Value: \$10,000*)

The estimated values listed above are provided for planning purposes only and do not increase CR's maximum reimbursement obligation of **\$20,000**.

Billing and Reimbursement

The Association may invoice CR for actual costs incurred and paid by the Association for the improvements identified above. Each invoice shall include reasonable supporting documentation of the costs incurred, including applicable invoices, receipts, or contractor billing. CR shall reimburse the Association within sixty (60) days of receipt of an invoice. CR's aggregate reimbursement obligation under this section shall not exceed \$20,000 unless additional expenditures are approved in writing by both parties in advance.

The Association shall notify CR prior to authorizing any individual improvement expenditure that would materially exceed the estimated amount identified above. The estimated amounts are provided for planning purposes and may be adjusted among the identified projects, provided CR's total reimbursement obligation does not exceed \$20,000 without written amendment.

Any reimbursement obligation for approved costs incurred by the Association prior to termination or expiration of this MOU shall survive termination or expiration until paid in full.

Ownership of Improvements and Equipment

Unless otherwise agreed in writing, permanent improvements installed or constructed on the Fairgrounds and affixed to the real property shall remain with the Fairgrounds following completion and shall not be removed by CR upon expiration or termination of this MOU. Ownership of movable equipment purchased directly by CR, including the Priefert chute and lead-up equipment, shall remain with CR unless ownership is separately transferred to the Association in writing. Placement or use of CR-owned equipment at the Fairgrounds does not, by itself, transfer ownership to the Association.

Ongoing Operational Responsibilities

1. Pay the Association a flat monthly lighting/utility fee of \$250 during months in which scheduled CR practices occur.
2. Maintain stall security and ensure no unauthorized animals are housed.
3. Facilitate safe livestock transportation to/from the Association.
4. Ensure all CR students comply with manure, waste-disposal, and facility-care standards.
5. Groom ground a minimum of two times a week when CR athletes are utilizing the arena to practice.

5. Responsibilities of the Association

The Association agrees to:

- Provide CR with access to the arena and relevant facilities as per the agreed-upon schedule.
 - Maintain basic facility infrastructure, including fencing, structural safety, and general grounds integrity.
 - Provide 30-day advance notice of any event, maintenance, or conflict that could affect arena availability or trailer parking.
 - Communicate promptly about any facility concerns that may affect student-athlete safety.
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6. Fees

- CR shall pay the Association **\$0** per month/season for arena use.
 - CR shall pay the Association **\$0** per month/season for stall use.
 - CR shall pay the Association a flat monthly lighting/utility fee of \$250 during months in which scheduled CR practices occur. The Association shall invoice CR monthly, and payment shall be due within sixty (60) days of receipt of the invoice.
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7. Termination

Either party may terminate this MOU with **30 days' written notice**. In cases of breach, the non-breaching party may terminate the agreement immediately upon written notice.

8. Indemnification

Each party agrees to indemnify, defend, and hold harmless the other party—including officers, employees, and agents—from claims arising from their participants, employees, or agents, except where claims result from the gross negligence or willful misconduct of the indemnified party.

9. Supplemental Risk-Management & Animal-Control Provisions (*New Section*)

To protect both parties, the following provisions apply:

1. CR acknowledges responsibility for any injuries, property damage, or incidents caused by CR students, animals, trailers, or equipment.
2. Examples include—but are not limited to—livestock escaping confinement, animals causing injury, or trailers/vehicles causing damage on roadways or parking areas.
3. CR agrees to work with the Association to draft any **supplemental contracts or addenda** recommended by insurance providers (e.g., Keenan) to ensure adequate coverage for:

- Animal-handling activities
 - Trailer/vehicle damage
 - Practice stock management
 - Facility accidents involving livestock or equipment
4. These supplemental agreements shall become attached addenda to this MOU upon execution.

10. Amendments

This MOU may be amended only by written agreement signed by both parties.

11. Governing Law

This MOU shall be governed by the laws of the State of California.

12. Signatures

For the Humboldt County Fair Association

Print: _____
Signature: _____
Title: _____
Date: _____

For College of the Redwoods

Print: _____
Signature: _____
Title: _____
Date: _____

Additional Signatories (if required)

Print: _____
Signature: _____
Title: _____
Date: _____

HUMBOLDT COUNTY FAIR ASSOCIATION

STAFF REPORT

To: Board of Directors

From: Moira Kenny, Chief Executive Officer

Date: August 21, 2026

Subject: 2026 Fair Production and Operations

RECOMMENDATION

Receive and discuss the preliminary 2026 Humboldt County Fair production and operational review; identify areas requiring additional evaluation or corrective action; provide direction to staff regarding priorities for 2027 Fair planning; and take action as appropriate.

BACKGROUND

The 2026 Humboldt County Fair was held August 12 through August 16, 2026. Staff is currently completing the post-Fair closeout process, including payroll review, admissions and revenue-control reconciliation, contractor reporting, department closeout, and review of operational performance.

Final financial results are not yet available. Staff is awaiting final admissions and revenue-control reporting and will provide additional financial analysis once those reports have been received and reconciled. The purpose of this report is to provide the Board with preliminary operational observations while the experience of the 2026 Fair is current and to identify areas that should inform planning for the 2027 Fair.

DISCUSSION

STAFFING AND PAYROLL

Staff completed its review of temporary Fair payroll and submitted payroll for processing. Most departments demonstrated significant improvement in controlling overtime and double time compared with prior years, including year-round departments and temporary operations where scheduling controls were implemented successfully.

Despite the overall improvement, certain departments continued to incur overtime and, in limited instances, double time. Home Arts and Fine Arts represented the most significant areas of concern in the preliminary review. Staff also found that some temporary department supervisors did not fully understand or follow direction regarding overtime restrictions, consecutive workdays, scheduling requirements, and meal periods.

Staff recommends development of a more formal temporary-department scheduling and payroll-control process for 2027, including written supervisor expectations, advance

schedule review, required days off, clear overtime-authorization procedures, and stronger accountability for compliance.

FINANCIAL REPORTING AND FAIR CLOSEOUT

Staff received the preliminary Fair financial reports on August 21, 2026, shortly before preparation of the Board packet. The reports were immediately distributed to the Board to avoid any further delay in providing the information. Due to the timing of receipt, staff has not yet had an opportunity to complete an appropriate review or reconciliation of the reports.

Accordingly, staff is not making conclusions regarding final 2026 Fair financial performance as part of this report. Staff will review the reports, reconcile outstanding items, and provide additional information to the Board as appropriate.

CARNIVAL

The final carnival payment received by the Association was \$54,993.20, approximately \$10,000 greater than the prior year. The carnival operator expressed strong satisfaction with the increase in sales and with the overall Fair. Staff will complete an audit of the supporting reporting as part of the Fair closeout process.

FAIR PRODUCTION AND OPERATIONS

The 2026 Fair required significant coordination among year-round staff, temporary employees, contractors, vendors, volunteers, admissions and revenue-control personnel, security, livestock staff, entertainment providers, and other partners. Several operational adjustments were made during the Fair in response to attendance patterns, event needs, and real-time conditions.

Areas staff recommends evaluating for 2027 include temporary staffing levels and schedules; supervisor training and accountability; admissions and revenue-control procedures; gate staffing and credentialing; token and bar operations; Wi-Fi and point-of-sale connectivity; grandstand and event logistics; livestock operations and exhibitor communication; contractor and vendor coordination; maintenance and custodial staffing; and post-Fair reporting and closeout timelines.

RODEO

The August 15 rodeo resulted in the loss of two equine athletes following injuries sustained during the event. The incident was extremely serious and subsequently received significant media attention.

Following the incidents on Saturday, the CEO and rodeo producers met directly with representatives of Flying U Rodeo to discuss what had occurred, immediate response

considerations, and a coordinated plan for addressing the incident following the event. In the days that followed, Fair administration remained in communication with the rodeo producers and Flying U Rodeo, coordinated the Association's response to media inquiries, and worked with the involved parties to ensure public communications accurately reflected the respective roles and responsibilities of the Fair Association, rodeo producers, and stock contractor.

The rodeo producers had contracted with Flying U Rodeo, a professional stock contractor and rodeo production company, with production responsibilities that included animal-welfare protocols, veterinary care, contractor documentation, and emergency response procedures. Following the incident, the Association issued a formal statement expressing sympathy to those affected, reaffirming the importance of animal welfare and qualified veterinary care at Fairgrounds events, and referring to Flying U Rodeo's statement for additional information regarding the incident.

As future rodeo events are considered, staff recommends that agreements continue to clearly define the respective responsibilities of the Association, rodeo producers, and stock contractor, including production oversight, animal welfare and veterinary care, emergency response, incident reporting, and public communications.

NEXT STEPS

Staff will continue the 2026 Fair closeout and will return with additional financial information once final admissions, revenue-control, and related reporting has been received and reconciled. Operational lessons identified through this review will be used to develop recommended procedures, staffing controls, and production improvements for the 2027 Fair.

FISCAL IMPACT

Final fiscal impact of the 2026 Fair is not yet available pending completion of reconciliation and receipt and review of final admissions, revenue-control, and other closeout reports. Preliminary results in certain areas, including carnival revenue, are positive. Any recommended operational or staffing changes for the 2027 Fair with budget implications will be presented to the Board through the 2027 planning and budget process.

ATTACHMENTS

- None.

HUMBOLDT COUNTY FAIR ASSOCIATION

STAFF REPORT

To: Board of Directors

From: Moira Kenny, Chief Executive Officer

Date: August 21, 2026

Subject: Community Resilience Center Planning Grant Application and Humboldt County Board of Supervisors Support

RECOMMENDATION

Receive the update regarding the Community Resilience Center Planning Grant application and Humboldt County support; discuss the proposed planning effort and related accessibility and emergency-use considerations; authorize staff to continue coordinating with the County, Office of Emergency Services, consultants, and community partners to complete the grant application; provide additional direction to staff as appropriate; and authorize submission of the application by the September 4, 2026 deadline.

BACKGROUND

The Humboldt County Fair Association is pursuing a grant opportunity to support planning for the potential development of a Community Resilience Center at the Humboldt County Fairgrounds. The proposed planning effort would evaluate opportunities to improve the Fairgrounds' ability to serve the community during emergencies and disasters while also supporting the long-term functionality and resilience of the facility.

The grant opportunity and proposed Community Resilience Center planning concept were presented to the Executive Committee at its July 21, 2026 meeting. Since that time, staff and project partners have continued developing the application, gathering supporting information, coordinating partner outreach, and preparing the proposed project budget.

The grant application deadline is September 4, 2026. Staff is seeking Board authorization to finalize and submit the application by the deadline.

COUNTY AND COMMUNITY PARTNER SUPPORT AND COORDINATION

Fair administration contacted members of the Humboldt County Board of Supervisors regarding County support for the application. County representatives responded positively and prepared a letter of support for the Association's grant application.

County Administration has also advised that, should the grant be awarded, it would be appropriate to convene representatives of the Fairgrounds Ad Hoc Committee, the Humboldt County Office of Emergency Services (OES), the Fair Association, and other appropriate County representatives to discuss next steps. OES has been made aware of the grant opportunity.

County representatives also identified existing ADA and accessibility challenges associated with use of the Fairgrounds as an emergency center and recommended that accessibility expertise be included in future discussions. Staff believes these concerns are directly relevant to the purpose of the proposed planning project and should be incorporated into the planning process.

Joy Bucknavage, Fair Association staff, has also conducted outreach to the Van Duzen Fire Safe Council regarding support for the proposed project. Based on those discussions, staff anticipates support from the organization, with a formal letter of support currently pending.

Staff will continue outreach and coordination with potential community and agency partners as the application is finalized. These partnerships are intended to strengthen the planning process by incorporating emergency preparedness, community resilience, accessibility, and local needs into development of the proposed project.

The timing of the grant opportunity also coincides with the County's upcoming comprehensive assessment of the Fairgrounds, creating an opportunity for information developed through the County assessment to inform future resilience planning.

APPLICATION DEVELOPMENT

Staff is continuing to develop the project scope and grant budget. Joy Bucknavage has contacted Whitchurch Engineering on behalf of the Association regarding preparation of a cost estimate for development of a site plan for the proposed Community Resilience Center.

Because the grant application is due September 4, staff has requested that an engineering estimate be provided by approximately August 31 so the amount can be incorporated into the final grant budget. Staff will continue coordinating with County representatives, project partners, and consultants to complete the application within the required timeframe.

FISCAL IMPACT

There is no commitment by the Association to undertake construction of a Community Resilience Center through the current application. The grant opportunity is intended to support planning activities necessary to evaluate the feasibility, needs, costs, and potential scope of a future project.

Any future capital project, funding commitments, or agreements resulting from the planning process would return to the appropriate governing bodies for consideration and approval.

ATTACHMENTS

- Humboldt County Board of Supervisors Letter of Support



COUNTY OF HUMBOLDT

COUNTY ADMINISTRATIVE OFFICE

825 5th Street, Suite 112, Eureka, CA 95501-1153

Telephone (707) 445-7266 Fax (707) 445-7299

cao@co.humboldt.ca.us

Agenda Item 8.c.

Aug. 20, 2026

RE: Support for Humboldt County Fairgrounds Community Resilience Center Planning Grant

To Whom It May Concern;

On behalf of the Humboldt County Board of Supervisors, we are pleased to express our support for the Humboldt County Fair Association's application for a \$500,000 Community Resilience Centers (CRC) Planning Grant. This two-year planning initiative will develop a more coordinated emergency-response network designed to better protect vulnerable and geographically isolated residents in southern and eastern Humboldt County.

Humboldt County's rural communities face significant and increasing risks from wildfires, extreme weather events, heavy fuel loads, and limited evacuation routes. The Wildland-Urban Interface areas encompassed by Community Wildfire Protection Plan (CWPP) Planning Unit 13 include areas classified as high- and very-high Fire Hazard Severity Zones, as well as containing Disadvantaged and Severely Disadvantaged Communities. Economic barriers can further limit residents' ability to safely evacuate, access emergency shelter, and recover from disasters.

The proposed project aims to establish a "hub-and-spoke" disaster-response model, with the Humboldt County Fairgrounds serving as a primary regional resilience hub. Planning will explore improvements to the facility, including fire-, flood-, and earthquake-resistant construction and an islanding-capable renewable microgrid. The project will also identify a decentralized satellite evacuation site capable of supporting rural evacuation, livestock movement, and localized emergency operations.

The planning grant will provide an important foundation for future construction and implementation funding. Key deliverables will include engineered architectural plans for the proposed resilience hub and satellite site; evacuation pipeline feasibility assessments addressing emergency access, water drafting, and microgrid requirements; and the establishment of a Collaborative Stakeholder Structure (CSS) to strengthen coordination among agencies and community organizations before, during, and after emergencies.

The project also proposes a year-round workforce development program to train and certify volunteer first responders. This effort will help build local capacity to manage and respond to climate-driven disasters and mass-care events affecting both people and livestock.

The Board recognizes that successful emergency preparedness requires strong collaboration among local governments, emergency responders, community organizations, agricultural interests, and residents. The CSS will provide an important forum for identifying evacuation barriers, assessing personnel and equipment needs, developing specialized training, and establishing clear operational roles and responsibilities.

The Humboldt County Fairgrounds already serves as a critical resource for rural residents and the region's agricultural community and is the County's only large-scale livestock evacuation site. Strengthening this facility and developing a coordinated network of supporting resources will significantly enhance Humboldt County's ability to respond to emergencies and protect residents, agricultural operations, livestock, and critical community assets. If the grant is successful, the Humboldt County Office of Emergency Services has committed to being a planning partner in this work to strengthen and help align with existing disaster response efforts.

The Humboldt County Board of Supervisors supports efforts to gain additional funding for emergency planning, preparations, operations and recovery. The Board strongly supports this planning initiative and encourages consideration of the Humboldt County Fair Association's application for Community Resilience Centers Planning Grant funding. We appreciate the Fair Association's leadership in advancing long-term emergency preparedness and resilience throughout our rural communities and look forward to continued collaboration on this important effort.

Sincerely,

Sincerely,



Elishia Hayes
Humboldt County Administrative Officer