## Anizona

### BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: October 2, 2018

Title: Pima County Fairgrounds/Southwestern Fair Commission Capital Improvement Project FY 2018-19

## Introduction/Background:

The management agreement between the Southwestern Fair Commission, operators of the Pima County Fairground and Pima County outlines all net income must be used in the maintenance and improvement of the fairgrounds. At the June 14, 2018 Board meeting the Southwestern Fair Commission approved a capital improvement for fiscal year 2018-2019 for upgrade and redevelopment of the Manny's RV Park. The scope of this project is to upgrade the infrastructure, widen RV spaces, add more electrical service to the northwest portion of the fairgrounds and improve the roads which are primarily used for livestock, horse shows and 4-H events. The newly designed and improved RV Park will better serve fairgrounds operations, replace old utilities and provide for better facilities available to fairground users.

### Discussion:

Per the Management Agreement approved February 6, 2027, page 5, section 7 Alternations 7.1, "Manager may not make any improvements, additions, or changes to the fairgrounds, (the "Alterations") involving an expenditure of more than \$25,000 ("Maximum Expenditure"), without first obtaining written consent of the County Administrator or his designee (if the cost of the Alterations is between \$25,001 and \$100,000) or written consent of the County's Board of Supervisors (if the cost of the Alternations is more than \$100,000)."The cost of the proposed project is estimated to be \$180,000.

### Conclusion:

The Southwestern Fair Commission is requesting consent approval from the Board of Supervisors for the project at \$180,000 at no cost to Pima County.

### Recommendation:

The Attractions and Tourism Department recommends the approval of the BOS for the improvements.

# Fiscal Impact: Project will be funded by the Southwestern Fair Commission Budget for FY 2018-2019. Board of Supervisor District: □ 1 □ 2 □ 3 □ 4 □ 5 ☑ All Department: Attractions & Tourism ☐ Telephone: 520-724-7355 Contact: Diane Frisch ☐ Telephone: 520-724-7353

Deputy County Administrator Signature/Date:

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County Administrator Signature/Date:

Department Director Signature/Date:

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September 18, 2018

Diane Frisch
Director, Pima County Attractions and Tourism
130 W. Congress, Suite 505
Tucson, AZ 85701

Dear Ms. Frisch:

Per the Management Agreement approved February 6, 2007, page 5 section 7 Alterations, 7.1 Approval Required, it states that "Manager may not make any improvements, additions, or changes to the fairgrounds (the "Alterations") involving an expenditure of more than \$25,000 ("Maximum Expenditure Amount"), without first obtaining the written consent of the County Administrator or his designee (if the cost of the Alterations is between \$25,001 and \$100,000) or the written consent of the County's Board of Supervisors (if the cost of the Alterations is more than \$100,000)."

At the June 14, 2018 Board meeting the Southwestern Fair Commission approved a capital improvement project for the fiscal year 2018-2019 budget, the project purpose is for the upgrade and re-development of the Manny's RV Park. The scope of this project is to upgrade the infrastructure, widen RV spaces, add more electrical service to the northwest portion of the fairgrounds and improve the roads in the Manny's RV Park which is primarily used for livestock, horse show and 4-H events. The newly designed and improved RV Park will better serve fairgrounds operations, replace old utilities, and provide for better facilities available to fairgrounds users.

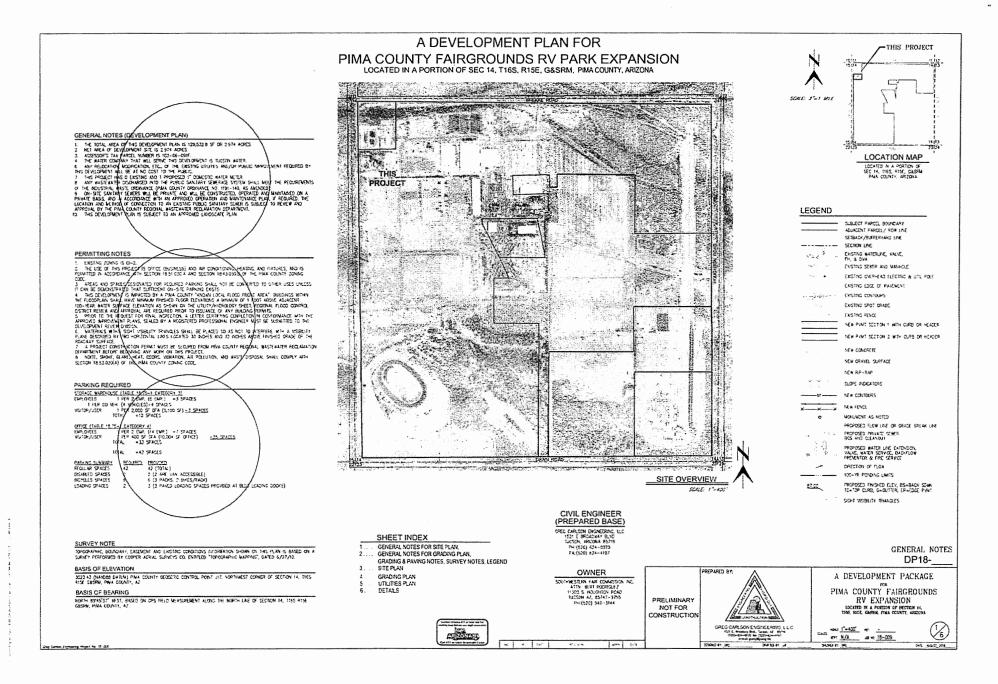
This letter is being sent as per the requirement set forth in the Management Agreement. The final cost for this project is estimated to be \$180,000. This project is consistent with the Pima County Fairgrounds Master Plan adopted in 2011. Attached is the preliminary architectural design for your review. As always SWFC will obtain all necessary approvals, permits and pay and applicable fees along with all construction, operating and maintenance costs.

Thank you for your assistance and please feel free to contact me if you should have any questions regarding this matter.

Sincerely

Yon Baker

**Executive Director** 



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