

BOCC

Resolution No. 26-91 Amended

BOARD OF COUNTY COMMISSIONERS
OF EL PASO COUNTY, COLORADO

RESOLUTION TO DISSOLVE AND RECONSTITUTE
THE EL PASO COUNTY FAIR ADVISORY BOARD

WHEREAS, pursuant to C.R.S. §§ 30-11-101, 30-11-103, and 30-11-107, the Board of County Commissioners of El Paso County, Colorado (hereinafter "Board" or "County"), has the legislative authority to manage the business and concerns of the County when deemed by the Board to be in the best interests of the County; and

WHEREAS, pursuant to this authority, the Board created the El Paso County Fair Advisory Board ("FAB") and adopted bylaws which has been revised from time to time, most recently by Resolution 24-73, recorded in the records of the El Paso County Clerk and Recorder's Office at reception no. 224008825; and

WHEREAS, the FAB's overall scope, mission, and objectives have changed substantially through previous revisions by the Board from the 1990's, the 2000's, and as recently as 2024; and

WHEREAS, El Paso County administration, in conjunction with liaison commissioner(s) have undertaken the effort to review many of the County's volunteer boards' bylaws to ensure that they remain consistent with the Board's current policy and direction; and

WHEREAS, in furtherance of this objective, El Paso County staff has recommended that the Board dissolve and reconstitute the FAB under the bylaws attached hereto and incorporated herein at Exhibit A; and

WHEREAS, given the FAB's lengthy history of revisions and to ensure the FAB remains consistent with the Board's existing policy, staff has recommended this approach to allow the FAB to be reformed anew to allow for a seamless transition and better recordkeeping of newly appointed members' staggered terms, as well as ensuring the FAB's bylaws meet existing Board policy concerning volunteer boards; and

WHEREAS, the Board expresses its sincere gratitude to the volunteers who have offered their time and service to serve on previous Fair Advisory Boards.

NOW THEREFORE, BE IT RESOLVED that the Board of County Commissioners of El Paso County, Colorado, hereby dissolves the El Paso County Fair Advisory Board and repeals and rescinds Resolution 24-73, recorded in the records of the El Paso County Clerk and Recorder's Office at reception no. 224008825, and that to the extent any other prior resolutions are inconsistent with this Resolution, the terms of this Resolution shall control.



BE IT FURTHER RESOLVED that the Board hereby reconstitutes the El Paso County Fair Advisory Board by this Resolution and adopts the bylaws attached hereto as Exhibit A, effective immediately.

BE IT FURTHER RESOLVED that in order to ensure continuity, the Board does hereby appoint the following individuals to serve on the FAB:

- Ed Dills, for an initial term of 4 years
- Kate Johnson, for an initial term of 4 years
- Wade Canaday, for an initial term of 3 years
- Grant Harris, for an initial term of 3 years
- Laura Bruce, for an initial term of 4 years

BE IT FURTHER RESOLVED that El Paso County administrative staff shall update the County's volunteer board website to reflect this Resolution and the bylaws at Exhibit A and may advertise to the public to fill the remaining vacant seats consistent with existing County policy.

BE IT FURTHER RESOLVED that although the FAB is considered a Tier 2 board under the provisions of Resolution 22-73 (Reception No. 222034147), the Board recognizes that FAB members may be exempted from the strict term limits imposed by Resolution 22-73 on a case-by-case basis, subject to further review by the Board.

BE IT FURTHER RESOLVED that Carrie Geitner, duly elected qualified member and Chair of the Board of County Commissioners, or Lauren Nelson, duly elected, qualified member and Vice Chair of the Board of County Commissioners be and is hereby authorized and appointed on behalf of the Board to execute any and all documents necessary to carry out the intent of the Board as described herein.

DONE THIS 17th day of March, 2026 at Colorado Springs, Colorado.

ATTEST:

By: _____

Steve Schlejke
El Paso County Clerk and Recorder



BOARD OF COUNTY COMMISSIONERS
EL PASO COUNTY, COLORADO

By: _____

Carrie Geitner, Chair

EL PASO COUNTY FAIR ADVISORY BOARD BYLAWS

Article I – Name and Authority

Section 1. Name

The name of this advisory body shall be the El Paso County Fair Advisory Board (“Advisory Board”).

Section 2. Authority

The Advisory Board is established by resolution of the Board of County Commissioners of El Paso County (“BOCC”) pursuant to C.R.S. Sections 30-11-107(1)(a) and (e), and 35-65-100.3, *et seq.*

Article II – Purpose and Duties

Section 1. Purpose

The Advisory Board will work in collaboration with the El Paso County Parks Department to ensure the successful promotion, production, and execution of the annual El Paso County Fair. The purpose of the Fair is to celebrate and continue to affirm the County's Western and agricultural history, culture, and heritage through longstanding agricultural customs and to provide a venue for organizations such as 4-H and Future Farmers of America. The Advisory Board will provide input for the programming and events at the El Paso County Fair and Events Center throughout the year that support the stated purpose.

Section 2. Duties

The Advisory Board shall provide input and stakeholder perspectives related to agricultural, youth, educational, and cultural components of the fair. Additionally, the Advisory Board may provide feedback to county staff on programs of the county fair and may assist staff in planning and evaluating fair events, exhibits, and programming.

Advisory Board members are highly encouraged to volunteer and support the county fair through participation. Additionally, Advisory Board members are highly encouraged to engage other volunteers in the community to support the county fair

Section 3. Limitations

The Advisory Board shall not, and is not authorized to:

- Exercise independent governing authority;
- Enter into contracts or agreements;
- Expend or bind county funds;
- Direct county staff; or
- Bind El Paso County in any manner.

Article III – Board Members

Section 1. Composition

The Advisory Board shall be limited to a maximum of seven (7) members. Members shall be appointed by the BOCC in accordance with its adopted procedures.

Section 2. Eligibility

Members shall:

- Be at least 18 years of age and residents of El Paso County.
- Demonstrate interest in or experience relevant to fair operations.

Section 3. Appointment and Terms

- Members shall be appointed by the BOCC.
- Terms shall be four (4) years. Terms shall be staggered to allow either three (3) members or four (4) members to become eligible for reappointment or replacement. Terms shall expire on September 30.
- Members may be reappointed at the BOCC's sole subjective discretion, subject to any term limits established by the BOCC.

Section 4. Vacancies

Vacancies shall be filled by BOCC appointment for the remainder of the unexpired term.

Section 5. Removal

Members may be removed by the BOCC with or without cause, at the BOCC's sole subjective discretion.

Section 6. Voting

All Advisory Board members are permitted to vote on action items (for approval or recommendation) properly scheduled before it. Votes should be in the affirmative "yes" or "aye", or in the negative "no" or "nay". Recusals are permitted in the case of an appearance of impropriety or a conflict of interest.

Article IV – Officers

Section 1. Officers

The officers of the Advisory Board shall consist of a Chair, and a Vice Chair elected from among the voting members. Officers shall be elected during the October Advisory Board Meeting.

Section 2. Election and Term

Officers shall be elected annually by majority vote of the voting members of the Advisory Board. The term of any elected or appointed officer shall expire on September 30.

Section 3. Duties

- Chair: Presides over meetings, sets agendas in coordination with staff, and serves as liaison to the BOCC.
- Vice Chair: Performs the duties of the Chair in the Chair's absence.

Section 4. Resignation or Removal

An officer may resign or be removed from an officer role by majority vote of the Advisory Board. In the event that an officer resigns or is removed from that officer role by the Advisory Board, then the Advisory Board shall consider filling that vacant officer position at its next regularly scheduled meeting, or earlier through a special meeting. In the event an Advisory Board member, who is also an officer, either resigns from the Advisory Board or is removed by the BOCC from the Advisory Board, then the Advisory Board shall consider filling that vacant officer position at its next regularly scheduled meeting, or earlier through a special meeting.

Article V – Meetings

Section 1. Regular Meetings

The Advisory Board shall hold regular meetings at a frequency determined by the Advisory Board. The Advisory Board shall, in accord with Article V, Section 3, adopt at its first annual meeting a Sunshine Law notice which sets forth the Advisory Board's regular meeting dates, the place of meetings, and who the designated custodian of records and minutes shall be as well as any other information that might be required by the Colorado Open Meetings Law.

Section 2. Special Meetings

Special meetings may be called by the Chair, a majority of Advisory Board members, or the Executive Director of Parks or his or her designee, subject to proper notice.

Section 3. Open Meetings

All meetings shall comply with the Colorado Open Meetings Law, C.R.S. § 24-6-401 *et seq.*

Section 4. Notice

Public notice of meetings shall be posted in accordance with state law and county policy.

Section 5. Quorum

A quorum shall consist of a majority of appointed members. In the event there are vacancies for Advisory Board members, the quorum shall be calculated based on the number of currently appointed

members. Notwithstanding, a quorum must be at least three (3) members in accord with the Colorado Open Meetings Law. Advisory Board members may attend meetings in person or through virtual means as permitted by law and El Paso County policy.

Section 6. Voting

Actions and recommendations shall require a majority vote of members present.

Section 7. Public Participation

The Advisory Board shall allow public comment in accordance with County practices.

Article VI – Conduct and Ethics

Section 1. Standards of Conduct

Members shall conduct themselves in a professional, ethical, and respectful manner.

Section 2. Conflicts of Interest

Members shall comply with the Colorado Code of Ethics, C.R.S. § 24-18-101 *et seq.*, and disclose any actual or perceived conflicts of interest. Members shall recuse themselves when appropriate.

Section 3. Training

Members may be required to complete orientation, ethics, or open meetings training, or any other training deemed necessary as directed by the county.

Article VII – Staff Support

Section 1. Staff Liaison

The Executive Director of Parks shall designate a county staff member to provide administrative and technical support to the Advisory Board and any working group(s).

Section 2. Role of Staff

Staff shall assist with meeting coordination, agenda preparation, implementation support, record keeping and taking of minutes, as appropriate and as determined by the Executive Director of Parks.

Article VIII – Records and Reporting

Section 1. Records

Minutes and records of the Advisory Board shall be maintained as public records in accordance with Colorado law.

Section 2. Reports

The Advisory Board shall provide reports or recommendations to the BOCC as requested.

Article IX –No Compensation

Section 1. No Compensation

Members shall serve without compensation, unless otherwise authorized by the BOCC.

Article X – Amendments

The Advisory Board may recommend revisions to these Bylaws by majority vote during a public meeting. The BOCC retains the authority to either act, or not act upon, any recommendation of the Advisory Board concerning these Bylaws. The BOCC may also, in its sole subjective discretion, amend these Bylaws at any of the BOCC's regularly scheduled, open and public meetings it may hold.

Article XI – Dissolution

The Advisory Board may be dissolved at any time by the BOCC. All records shall remain the property of El Paso County.