

KWASHINGTON COUNTY FAIR BOARD MINUTES  
MINUTES

Minutes of a regular meeting of the Washington County Fair Board held Wednesday, April 5, 1989, beginning at 4:30 p.m

ATTENDANCE

Fair Board

Jeanne Leeson  
Lloyd Baron  
John Meek  
John Thomas  
Rocky Williams

Staff

Cal Wade  
Ron McAuley  
Sue Oxendine

Guests

Stan Dillon  
Lucille Warren  
Connie Potter

Chairman Leeson called the meeting to order at 4:30 p.m. and welcomed guests.

CONSENT AGENDA

Wade presented a brief budget summary. The year end projections are on target. Utilities are up primarily due to summer irrigation and increased activities on the fairgrounds. Repairs and maintenance are also over budget. Wade projects \$195,000 Hotel/Motel Tax on the income side.

MOTION: MOVED BY LLOYD BARON, SECONDED BY JOHN THOMAS TO APPROVE THE CONSENT AGENDA. MOTION PASSED.

FAIR BOOSTERS

Stan Dillon reported that the Boosters have a balance of \$11,000. They are waiting for another money making event on the fairgrounds. The group will help with air show parking and have a food booth at both the Jr. PI and Happy Days.

RODEO BOARD

There will not be a 6 1/2 Chute at the 1989 rodeo. The rodeo schedule is as follows:

Thursday, August 3	7:00 p.m.	
Friday, August 4	7:30 p.m.	
Saturday, August 5	11:00 a.m.	Special Kids Rodeo
Saturday, August 5	7:30 p.m.	
Sunday, August 6	1:30 p.m.	

Slack will be run Saturday morning. More sound under the grandstands is needed especially on Sunday when the rodeo and Celebrity Stage entertainment will run concurrently.

## MAINTENANCE

March projects included replacing the fluorescent lighting in the 4-H barn, installing lights over the Cloverleaf gate, painting the Main Exhibit restrooms, and building directional "mash" signs. Fair Board members offered to help paint the color coded gates. April has been set aside to trench and bury electrical lines. Meek suggested using restitution workers to assist with the installation of the electrical conduit.

## STORAGE POLICY

A storage policy for groups having functions on the fairgrounds was presented as follows:

### FAIRGROUNDS STORAGE POLICY

1. Must enhance fairgrounds from stand point of rental.
  - A. Regular rental rates
  - B. Rental of grounds for a show
2. Must be on movable vehicle.
3. Neat and maintained for good eye appeal.
4. Fairgrounds staff will locate.
5. Year to year contract.
6. Charge?

The Board suggested two price options be given to the groups desiring storage 1) Regular rental rate and 2) Rental rate plus the storage rate. The Board did not want the storage rate to be "hidden" in the rental fee.

MOTION: MOVED BY JOHN MEEK SECONDED BY JOHN THOMAS TO GIVE TENTATIVE APPROVAL TO THE POLICY WITH THE FOLLOWING CHANGES: FAIRGROUNDS STAFF WILL INSPECT THE STORAGE VEHICLE AND THE OWNERS WILL BE RESPONSIBLE FOR MAINTENANCE AND WILL BE CHARGED FOR ANY MAINTENANCE COSTS DONE OR ORDERED BY THE FAIRGROUNDS. STORAGE CHARGES ARE SUBJECT TO FURTHER RESEARCH AND WILL BE BROUGHT BACK AT THE MAY MEETING.

Discussion: The length of the storage contract will be predetermined or regular storage rates will be charged.

MOTION PASSED.

SET UP/TEAR DOWN

A set-up and tear-down policy was presented as follows:

MOVE IN/MOVE OUT POLICY FOR OFF SEASON RENTALS

- 1 Day Event - 1/2 day move in  
Move out evening of show, clean by 8 a.m.
- 2 Day Event - 1 day move in  
1 day move out, clean by 8 a.m. on the  
following day.

Any additional set-up or tear-down times are negotiable. Fee will be based on demand.

No heat provided during set-up or tear-down.

MOTION: MOVED BY LLOYD BARON SECONDED BY JOHN MEEK FOR DISCUSSION TO APPROVE THE MOVE IN/MOVE OUT POLICY.

Discussion: The rental contracts should be amended to state that items need to be moved out on time or the fairgrounds staff will move them and a charge assessed. The fairgrounds will assume no liability if the items are moved by staff. Major events such as Haunted Caves, Happy Days and the PI will be pre-negotiated.

MOTION PASSED.

FAIR ENTERTAINMENT

The 1989 Celebrity Stage fair entertainment line-up will be:

Tuesday, August 1	Juice Newton
Wednesday, August 2	Crazy 8's
Thursday, August 3	Johnny Limbo & The Lugnuts
Friday, August 4	Dan Seals
Saturday, August 5	The Charlie Daniels Band
Sunday, August 6	Tom Grant and two other jazz bands

Wade presented to the Board for discussion an alternative to big name opening night entertainment. He suggested bringing in a "Freddy Fender" type or other good Latin band to appeal to the Mexican/American community. Wade feels the truck pull is the major draw Tuesday night and the money spent on a big name could be better spent elsewhere. After some discussion the Board concurred that the fair should stay with its 5 year commitment to big name opening night entertainment.

AIR SHOW

Wade has met with Randy Merrill, who is in charge of traffic during the Air Show, Bob Shook and Herman Woll. This year Jerry Sargeant will be responsible for internal security at the airport

and Bob Shook will concentrate on street traffic. Everyone is aware of how important it is to let RV's and cars through to park at the fairgrounds.

Advertising for RV camping will go out this month and next.

Meek stressed the need for better signage regarding parking fees, exits and turn arounds.

#### SALEM MEETING

Chairman Leeson, Meek, Wade, PI Board representatives, Mayor Huffman, and Commissioner Bonnie Hays met with five legislators in an informative session regarding funding for the livestock pavilion. Those in attendance felt encouraged with the favorable response received from the legislators.

#### WORKSHOP

Wednesday, May 3, 1989 the Fair board and staff will meet at 11 a.m. for a regular meeting. The workshop session will begin after lunch and possibly extend into an evening session. Baron requested summations of prior workshops be sent to see if goals and priorities are being met or need updating. The suggestion was made to invite Economic Resource to give their final report on the study at the May 3 meeting.

#### EQUIPMENT PURCHASE

Items purchased in March:

Vacuum Sweeper: From Forest Grove Parks & Rec. Dept. \$1,959.  
IBM Compatible Computer and Laser printer: \$3,823.  
Low 17' flatbed trailer with stack sides and a ramp: \$1,500.  
Welder: \$260.

Wade has applied for a Visa card to use for his fair expenses.

The meeting was adjourned at 6:20 p.m. and the Fair Board went into Executive Session to review the Executive Director.

Respectfully submitted,

Sue Oxendine