

M I N U T E S

Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held Wednesday, March 7, 1984, in the fairgrounds office beginning at 4:35 p.m.

- ATTENDANCE Fair Board Staff
Lloyd Baron Adeline Hesse
✓ Jeanne Leeson Valerie Bentley
✓ John Love
✓ Homer Speer
✓ Margaret Sprecher
- CONSENT AGENDA MOTION: MOVED BY JEANNE LEESON, SECONDED BY LLOYD BARON TO APPROVE THE BILLS AS SUBMITTED, FINANCIAL RECAP FOR JANUARY 1984, FEBRUARY 1, 1984, BOARD MINUTES AND JANUARY 1984 OFF-SEASON CALENDAR. MOTION CARRIED. (Bills listed on page 2).
- THANK YOU The Board noted a thank you letter from retired Fair Board Chairman Chuck Colegrove.
- BUDGET Hesse handed out the 1984-85 budget as submitted to the county and asked the Fair Board to review the budget for discussion at the next Fair Board meeting.
- EVENTS The Board reviewed a list of public events on the fairgrounds from April to September. The list has been submitted to "Posh" magazine, a local magazine for publicity of Washington County events. Sprecher will use the event list for cable television publicity.
- RODEO Speer reported that Rodeo Committee member Jim Russo's wife is critically ill; Hesse will send a card to her.
- OPERATIONS SUPT. Hesse received about 50 applications for the Operations Superintendent position. Hesse briefly interviewed all the applicants and screened it down to four. Baron and Leeson will help with the interviewing on March 12, 1:30 p.m. Dyche has taken a job at a dairy, and Hesse is drawing up a caretaker's agreement for the trailer space, water, garbage, and sewer expenses.
- PREMIUM BOOK Hesse has contracted with University Publishing for publishing the 1984 Premium Book and fair program. University Publishing has in turn contracted with The Time Publications for printing the premium book and program. There have been several challenges with high pressure ad sales, and they have been good to cool the fires.
- PICK-UP TRUCK Hesse suggested the Board step up the purchase of a used pick-up for fy 1983-84. The Board reviewed the capital/outlay expenditures year-to-date, and Hesse does not anticipate over expending the capital budget. Speer suggested buying a new truck, and Love suggested buying from a fleet sale.
- The Board approved the purchase of a truck this fiscal year. Hesse will consult with the new Operations Superintendent about the kind of truck needed.
- TRIC INSPECTION The Unified Sewerage Agency has loaned Dick Fitzgerald, licensed electrician, to accomplish the following: inspection of existing fairgrounds electrical status, analysis of each building, written recommendation on needs, projected cost analysis of upgrading. The master development plan will be utilized in making recommendations for current and future needs.

Bills for Approval

4906	Standard Supply Co.	270.00	Replace toilets broken by freeze
4907	Albertsons	11.59	Fair Board meeting
4908	Christy's Deli	16.45	Fair Board meeting
4909	Copeland Lumber Yards	113.40	Plumbing supplies, M.E. roof repair
4910	T-Bird Home Center	20.48	Plumbing supplies, motor home damage
4911	Hill Florist	20.00	Flowers for Sprecher
4912	Hillsboro Utilities Comm.	332.53	Water & sewer
4913	Cascade Business Machines	128.00	Maintenance agreement 2 typewriters
4914	P.G.E.	355.81	Utilities
4915	Stanley Rickard	95.00	Architect, CCB heat & ceiling
4916	Adeline Hesse	50.00	Car allowance
4917	Valerie Bentley	25.00	Car allowance
4918	Bardy Trophy Co.	41.75	Plaque for Colegrove
4919	Postmaster	77.00	Postage
4920	Western Business Blders.	20.00	Merit rate medallions (1981 & 1982)
4921	Finance & Administration	4,351.50	December salaries
4922	Trump Litho	111.77	Letterhead
4923	Nancy Speer	53.09	Fair Board potluck
4924	Pay 'n Save Corp.	17.62	Christmas decorations
4925	Finance & Administration	38.04	December Co. Counsel charges
4926	Baker Rock Crushing	145.60	Rock near CCB
4927	Don's Plumbing & Heating	37.60	Plumbing repairs--CCB & M.E.
4928	Check 'n Balance	50.00	Bookkeeper
4929	Safeguard Business Systems	316.48	Bank checks and receipts
4930	VOID		
4931	N.W. Natural Gas	104.47	Utilities
4932	G.T.E.	172.01	Telephone
4933	P.G.E.	222.38	Utilities
4934	Award Specialties	645.00	4-H, FFA, Open Class ribbons
4935	Precision Dynamics Corp.	111.36	4-H wristbands
4936	Standard Supply	329.00	Replace toilets broken by freeze
4937	Western Business Blders.	723.22	4-H, FFA, Open Class ribbons
4938	Handcrafters Referral Ser.	25.00	Rental deposit refund
4939	Petty Cash	23.41	Misc. office supplies
4940	Verna Dunlap	50.00	Advertising local magazine
4941	Russ Dyche	25.00	Fair Board gift
4942	VOID		
4943	Russ Dyche	17.80	Mileage

Mr. Fitzgerald will submit his report tomorrow, March 8. Hesse will thank Gary Krahmer, Director, U.S.A., for his agency's help.

OFA There is an Oregon Fairs Association area meeting March 15, 10 a.m. at Polk County Fairgrounds.

Hesse will be attending the OFA Board of Directors meeting and Management Meeting April 1-3 in Bend.

HOTEL/
MOTEL TAX Larry Sprecher is chairman of the Washington County Visitors Association task force for a 2 percent increase in the hotel/motel tax; 1 percent to WCVA and 1 percent to the fairgrounds. WCVA and the Fair Board agree to try for an increase.

MASTER PLAN Chairman Sprecher reported she talked with Chuck Cameron, Assistant County Administrator, before the Board of Commissioners work session February 28, and he said there would be "no formal, massive staff report." A five-year sunset clause and funding was discussed at the work session. Section 6 (the sunset clause) and quite bare and severe. Sprecher called Stilwell for clarification and suggested a statement was needed such as "unless after review of the situation, the Board of Commissioners shall agree to its (the ordinance) extension." Stilwell then polled the Commissioners and said three out of five won't budge and wanted Section 6 as written -- "Due to the uncertainty of County finances, this Ordinance shall be repealed effective March 1, 1989."

The Fair Board feels it is important to maintain a good working relationship with the Commissioners and to move ahead on the master plan; therefore, the Board agreed to accept the ordinance as written.

Hesse contacted Cameron about getting County technical assistance to move ahead on the comprehensive plan and zone change. Cameron told Hesse to work with Rick Daniels, Land Use and Transportation Department.

The Board discussed appointing a task force to advise and assist the Fair Board and County in developing an economically and environmentally sound proposal for development of 13.4 acres of fairgrounds property.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON AUTHORIZING DIRECTOR HESSE TO APPOINT A FIVE MEMBER TASK FORCE TO ASSIST IN DEVELOPMENT OF THE 13.4 ACRES OF PROPERTY AS DESIGNATED IN THE MASTER PLAN. MOTION CARRIED.

The Fair Board gave Hesse suggestions for the task force, and Hesse will seek suggestions from the Board of Commissioners.

Sprecher offered the services of a consultant friend who is quite knowledgeable on municipal leasing. Perhaps the consultant can meet with the Fair Board and task force. The Board reviewed the steps necessary to get a comprehensive plan and zone change. The Fair Board agreed to begin implementing the master plan.

RODEO The Fair Board reviewed the Rodeo Committee's proposal to put up a VIP or Queen's box between the holding pens and hazers box. The Committee has received a donation from Floyd Koffel for the material to build the box.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN LOVE TO APPROVE CONSTRUCTION OF A QUEEN'S BOX IN THE ARENA AREA USING FLOYD KOFFEL'S DONATION. MOTION CARRIED.

The Fair and Rodeo Court Queen's coronation and dance will be April 21 in the Cloverleaf Community Building. The Board reviewed the February 6 Rodeo Committee minutes. Love reported there is some misunderstanding in the Rodeo Committee about rodeo funding and budget. Hesse will set up a meeting with Rodeo Committee Chairman Rocky Williams, Love and herself to clear up any problems.

NEW
BUSINESS

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN LOVE TO PUBLICLY SUPPORT AND URGE OTHERS SUPPORT FOR THE COUNTY TAX BASE AS IT IS FAVORABLE FOR THE FAIR-GROUNDS. MOTION CARRIED.

NEXT
MEETING

The next regular meeting of the Fair Board will be April 4, 1984, at 4:30 p.m. in the Fairgrounds office.

Meeting adjourned 5:40 p.m.

Respectfully submitted,

Valerie Bentley

A G E N D A
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, March 7, 1984

1. Call to Order.
2. Public Welcome. This time is provided for members of the audience to comment on any item(s) on the agenda prior to the Board's discussion and decision. It is respectfully requested that those addressing the Board state their name for the record.
- *3. Bills for approval (enclosed).
- *4. Financial recap for January 1984 for approval (enclosed).
- *5. Board minutes from February 1, 1984, for approval (enclosed).
- *6. January 1984 off-season calendar (enclosed).
 - * Consent Agenda: Any item may be removed for separate consideration upon request by any Board member or anyone from the audience.
7. Correspondence.
8. Director's Report.
 - A. Revised 1984-85 budget as submitted to County (available at meeting).
 - B. Schedule of Events update (enclosed).
 - C. Proposal from Rodeo Committee to build VIP box over the hazing chute (enclosed).
 - D. Operations Superintendent update -- Position was advertised in the Oregonian, Times & Argus. Interviewed 40 plus applicants, screened down to 3 people. Plan oral interviews on Monday, March 12, 1:30 - 3 p.m. Would like Leeson & Baron to sit on panel with me for final selection.
 - E. Premium Book & Fair Program -- signed agreement with University Publishing who contracted with the Times for printing. Everyone's pleased. I am having some problems with high pressure sales pitches by University sales people.
 - F. Budget -- would suggest Fair Board use fy 83-84 capital/outlay funds to step up purchase of a used pick-up. I do not anticipate over expending total capital/outlay budget. (Year-to-date capital/outlay expenditures enclosed).
 - G. Electrical inspection of fairgrounds -- Dick Fitzgerald, licensed electrician Unified Sewerage Agency, has been loaned to the fairgrounds by Gary Krahmer. The following will be accomplished: inspection of fairgrounds, analysis of each building, written recommendation on needs, projected cost analysis of upgrading. The long-range plan will be utilized in making recommendations for current and future needs.
 - H. OFA Area Meeting March 15, 10 a.m. at Polk County Fairgrounds. Does anyone wish to attend? (agenda enclosed)
 - I. Director will be attending OFA Board meeting and Management meeting April 1-3 in Bend.
 - J. Update on Washington Co. Visitors Association hotel/motel tax funding.

9. Old Business.

- A. Sprecher report on February 28 work session with Board of Commissioners.
- B. Implementation of Development Plan (suggestions enclosed).
- C. Rodeo minutes (enclosed). Update from Love.

10. New Business.

11. Announcements.

- A. Next Fair Board meeting will be Wednesday, April 4, at 4:30 p.m.

** If you are unable to attend or will be late, please call 648-1416.