

A G E N D A
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, November 6, 1985

1. Call to order.
2. County Counsel Memorandum (enclosed, pages 3 - 7)
3. 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 full name for the record.
- *4. Bills for approval (enclosed, page 8).
- *5. September 1985 Financial Recap (enclosed, page 9).
- *6. October 16, 1985 Board Minutes (enclosed, pages 10 - 14).
- *7. A. October 1985 Off-Season Calendar (enclosed, page 15).
B. November 1985 Activities Calendar (enclosed, page 16).
- *8. Correspondence:
 - A. Washington County Historical Society (enclosed, pages 17 & 18).
 - B. Metropolitan Area Communications Commission (enclosed, page 19).
 - C. Port of Portland (enclosed, page 20).

*Consent Agenda: Any item may be removed for separate consideration upon request of any board member or anyone from the audience.
9. Fair Organizations Report:
 - A. Rodeo Board, Rocky Williams, Chairman
 1. November 4 Board report
 2. Handicap Rodeo article (enclosed, page 21).
 3. Court selection notice (enclosed, page 22).
 - B. Fairground Boosters
 1. Meeting notice November 6, 1985, 7:30 p.m.
 2. Boosters Board letter (enclosed, page 23).
10. Fair Board Chairman's Report:
 - A. Recruitment of Executive Director
 1. Sandy Bauer, County Personnel Department, October 25, October 31, and November 4 meetings
 2. Letter to Sandy Bauer and list of placement ads (enclosed, pages 24, 25).
 3. Public Management Associates letter (enclosed, page 26).
 4. Flyer (separate enclosure).
 - B. Destruction Derby Safety (enclosed, page 27).
 1. Meeting with Rodeo Board representatives October 26
 2. Meeting with Derby Association representatives October 28

- C. Hillsboro Security
 - 1. Guest: Robert Lawrence, Hillsboro Security
 - 2. Security of Poultry/Rabbit Building and grounds commenced October 29th.
 - 3. Time Clocks
- D. Set 1986 Fair Dates
 - 1. Rodeo Board letter (enclosed, page 28).
 - 2. Informational data (enclosed, page 29).
- E. 1986 Fair Theme
- F. Carnival, updated report.
- G. Judges fees
 - 1. Increase lodging fee from \$25 per night to \$30 per night
 - 2. Increase mileage fee from 18¢ per mile to 20¢ per mile
- H. City of Hillsboro Planning Dept. memorandum (enclosed, pages 30 & 31).
- I. 4-H Barn evaluation by Bentley Electric
- J. Parking Lot Landscaping
- K. Surplus items for county auction (enclosed, page 32).

11. Operations Superintendent Report:

- A. October projects:
 - 1. Painted cashiers office
 - 2. Cleaned up debris in pasture
 - 3. Painted livestock panels
 - 4. Removed scrub trees from landscaping at log cabin area and trimmed others as needed.
 - 5. Built enclosure for milk pump equipment
 - 6. Turned off water to unused areas of fairgrounds and weatherized.
 - 7. Pressure washed 4-H livestock barn.
- B. November projects:
 - 1. Continue to paint livestock panels
 - 2. R.V. storage move-in
 - 3. Paint 4-H livestock barn

12. Old Business:

A.

13. New Business:

- A. Lifetime passes for Addy and Bill Hesse
- B. Donation by Lewis Forrest of a 6' X 4' glass cooler to display pies etc. in Open Class Baked Goods.

14. Non-Agenda Items:

A.

15. Announcements:

- A. See attached (enclosed, page 33).
- B. Next regular Fair Board meeting will be December 4, 1985, 4:30 p.m. at the fairgrounds.

M I N U T E S

Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board, held November 6, 1985, beginning at 4:35 p.m.

ATTENDANCE

Fair Board

Lloyd Baron
Jeanne Leeson
John Meek
Homer Speer
Margaret Sprecher

Staff

Jamie Hammack
Ron McAuley

Guests Addressing Board

Sharon Cornish
Mike Davis
Shirley Evers
Bob Shook
Rocky Williams
Addie Fisher

COUNTY COUNSEL MEMORANDUM

Dan Olsen of County Counsel prepared a legal opinion in reference to a Fair Board member fulfilling the role of Executive Director.

MOTION: MOVED BY HOMER SPEER, SECONDED BY LLOYD BARON, TO ATTACH A COPY OF THE EXECUTIVE SUMMARY PREPARED BY DAN OLSEN, AND THAT THE INTENT OF THE SEPTEMBER 23 FAIR BOARD SPECIAL MEETING WAS TO COMPLY WITH SAID ATTACHED SUMMARY BY DECLARING THE EXECUTIVE DIRECTOR POSITION VACANT, DELEGATING DAILY MANAGEMENT AS A MEMBER OF THE BOARD, NOT AN EMPLOYEE, AND ESTABLISHING A TIME LIMIT OF 140 DAYS, BEGINNING OCTOBER 1, 1985. MOTION CARRIED.

PUBLIC WELCOME

Sharon Cornish, E.I.E.I.O., addressed the board concerning exclusive management of the fairgrounds pursuant to ORS 565.230. She also expressed her opinion regarding ORS 565.210(4) which will become effective January 1, 1986 and the Oregon Constitution section pertaining to lucrative offices.

Mike Davis, Davis Amusement representative, stated he was interested in the proposed fair dates item on the agenda and was available to answer questions.

CONSENT AGENDA

The November Activities Calendar was corrected by informing members the Home Show November 15, 16 & 17 has been cancelled. The board was advised by Sharon Cornish that oral communication was not complete in the October 16 Board Minutes.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY JOHN MEEK TO ACCEPT THE BILLS FOR APPROVAL, SEPTEMBER 1985 FINANCIAL RECAP, OCTOBER 16 BOARD MINUTES, OCTOBER 1985 OFF-SEASON CALENDAR, NOVEMBER 1985 ACTIVITIES CALENDAR AS CORRECTED, AND CORRESPONDENCE SUBMITTED. MOTION CARRIED.

RODEO BOARD REPORT

Rocky Williams, Rodeo Board Chairman, reported on the November 4, 1985 board meeting. They discussed the ORA convention and forming one northwest rodeo association to attract national sponsors. Roping box bids will be presented to the Fair Board at the December meeting. The public is invited to attend court selection Sunday, December 8, at 1:00 p.m. The Rodeo committee discussed the meeting with Sprecher regarding spectator barriers during arena events. A copy of an article published in Rodeo Magazine pertaining to the handicap rodeo was provided to the Fair Board.

FAIRGROUND BOOSTERS

The Boosters regular meeting will be at 7:30 p.m. following the Fair Board meeting. The Fairgrounds Boosters presented a letter to the Fair Board expressing their concerns regarding recruitment of an Executive Director.

EXECUTIVE DIRECTOR RECRUITMENT

Sprecher reported progress on drafting the job profile by Public Management Associates. She also updated the board on meetings held with Sandy Bauer, County Personnel Manager.

ARENA BARRIERS

Sprecher has met with representatives from the derby and rodeo pertaining to spectator barriers during arena events. She has discussed possible barriers with each group, received input, and will be meeting again with the safety committee on November 25, at noon.

SECURITY

The Fair Board hired Hillsboro Security to patrol the grounds commencing October 29. Sprecher is attempting to locate a time clock to validate patrols.

1986 FAIR DATES

The Fair Board discussed possible 1986 fair dates at length. The advantages, disadvantages, impact on each group or organization involved with fair, entertainment, and conflict with local events were all taken into consideration.

MOTION: MOVED BY JOHN MEEK, SECONDED BY JEANNE LEESON, TO SET THE 1986 WASHINGTON COUNTY FAIR & RODEO DATES FOR JULY 29 - AUGUST 3. MOTION CARRIED.

PETITION PRESENTED

Shirley Evers presented a petition with 120 signatures to the Fair Board requesting the members to follow "strict exclusive management of our fair." The petition also indicated a desire for a new manager whose expertise lies in 4-H, FFA, and agriculture.

FAIR THEME

Sprecher recommended "Glowing with Tradition" as the 1986 Fair theme. The theme was suggested by Rocky Williams.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON, TO ACCEPT GLOWING WITH TRADITION AS THE 1986 FAIR THEME. MOTION CARRIED.

CARNIVAL

Sprecher will prepare a letter to secure uniform carnival proposals as instructed by county counsel. Some of the standards will include employee appearance, conduct, uniforms, equipment safety, percentage of locally hired youth, and cost of rides.

JUDGES FEES

Research by Sprecher concerning lodging and mileage indicated Washington County judges fees were low. Recommendations were made to board members.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN MEEK TO APPROVE \$30 PER NIGHT LODGING AND 20¢ PER MILE FOR WASHINGTON COUNTY FAIR OPEN CLASS JUDGES. MOTION CARRIED.

PROPERTY DEVELOPMENT

The City of Hillsboro is requesting input from the Fair Board concerning development of property located adjacent to the southeast corner of the fairgrounds. Members suggested Sprecher attend the scheduled hearing and bring noise pollution, road improvements, signalization, and traffic concerns to the planning departments attention. Written correspondence addressing these issues was also suggested.

4-H BARN EVALUATION

Bentley Electric's cost estimate for materials only was under \$500 for an electrical update of the 4-H barn. This estimate did not include florescent lights. Sprecher will request bids for completing the electrical needs. The Fairground Boosters will be approached concerning installation of the florescent lights.

LANDSCAPING

The permanent fence is being installed by the State. Baker Rock is moving the compound from 34th Avenue fairgrounds sign. Members discussed landscaping donations.

SURPLUS ITEMS

MOTION: MOVED BY JEANNE LEESON, SECONDED BY JOHN MEEK TO DECLARE ITEMS LISTED AS SURPLUS ITEMS FOR THE COUNTY AUCTION. MOTION CARRIED.

OPERATIONS REPORT

Completed October projects were: painted cashiers office, cleaned up debris in pasture, painted livestock panels, trimmed and removed scrub trees from landscaping near log cabin, turned off water to unused areas of fairgrounds and weatherized, and pressure washed 4-H livestock barn.

November projects will include painting 4-H livestock barn, moving R.V.'s into storage, and continue painting livestock panels. Freezing water pipes, fencing and security were briefly discussed.

LIFETIME PASSES

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO ISSUE LIFETIME PASSES TO ADDY AND BILL HESSE. MOTION CARRIED.

COOLER DONATION

Lewis Forrest donated a 6' X 4' glass cooler to display cakes and pies in the Baked Goods Department during fair week.

ANNOUNCEMENTS

Sprecher reported on a successful Haunted Cave event, announced the dates of Oregon Pheasant Breeders Show, and that Rocky Williams has been invited to attend the OFA convention sponsorship workshop.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN MEEK TO CONDUCT A SPECIAL MEETING OF THE FAIR BOARD, NOVEMBER 20, 1985, TIME AND PLACE TO BE ANNOUNCED BY CHAIRMAN AT A LATER DATE. MOTION CARRIED.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY HOMER SPEER, TO SET THE NEXT REGULAR FAIR BOARD MEETING FOR DECEMBER 11, 1985, 4:30 P.M. AT THE FAIRGROUNDS. MOTION CARRIED.

Meeting adjourned, 5:50 p.m.

Respectfully submitted,

Jamie Hammack, Secretary

WASHINGTON COUNTY

Inter-Department Correspondence

Date 10/24/85

To : Margaret Sprecher
Washington County Fair Board

From : Dan R. Olsen
Assistant County Counsel

Subject : EXECUTIVE SUMMARY - FAIR BOARD MEMBER FULFILLING ROLE OF EXECUTIVE DIRECTOR

Attached is a detailed opinion setting forth my analysis of whether a member of the Washington County Fair Board may fulfill the tasks otherwise performed by the executive director, and be paid therefore, while that position is vacant. My opinion may be summarized as:

1. The proposal does not violate the prohibition on two lucrative offices because the position of director is not an "office". Similarly, the doctrine of separation of powers is not a bar as it does not apply to local governments.

2. The common law doctrine of "incompatibility of office" does restrict one from being both a member of the Fair Board and an employee (interim executive director) but does not prohibit the Fair Board from delegating daily management to one member.

3. If the Fair Board desires to have a member perform the daily management functions pending hiring a new director it shall:

a. Declare the director position vacant;

b. Delegate daily management authority to the member as a member and not an employee (not interim director).

This may include compensation. There should be a time limit, i.e., 90 days. The Fair Board retains ultimate management authority.

4. The member should continue to serve on the Board, abstaining only from issues having a direct financial affect on the member (i.e., designating the member, compensation, length of period).



Dan R. Olsen
Assistant County Counsel

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