

M I N U T E S

Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held Wednesday, September 1, 1982, in the Fairgrounds Office beginning at 4:45 p.m.

ATTENDANCE	<u>Fair Board</u>	<u>Staff</u>	<u>Guests</u>
	Charles Colegrove	Adeline Hesse	Wes Myllenbeck, Candidate,
	John Love	Valerie Bentley	Board of County Commissioners
	Homer Speer, Jr.		Stan Rickard, Architect
	Margaret Sprecher		
	Mike Swan		

CONSENT AGENDA MOTION: MOVED BY HOMER SPEER, SECONDED BY MIKE SWAN TO APPROVE THE BILLS AS SUBMITTED; THE JUNE AND JULY 1982 FINANCIAL STATEMENTS: AND THE JULY 7, 1982, BOARD MINUTES. MOTION CARRIED. (Bills listed on pages 2-6.)

GUEST MYLLENBECK Wes Myllenbeck, candidate for Chairman of the Board of County Commissioners, attended the Fair Board meeting. He has been trying to get around and meet the county boards and commissions. From his participation at the 1982 fair, he was impressed with the fair and the amount of work done by the Fair Board. Myllenbeck did write to the local paper about the good job of grounds clean-up done by the Sweet Adelines. Myllenbeck stated he will support the fair where he can, but the Fair Board has to let him know where and how he can help.

Myllenbeck would like to see the County Fair develop into a county-wide fair, combining agriculture and east county industry. The fairgrounds is in a prime location and should be a county-wide fair. Myllenbeck would like us to have the best fair in the state and wants the Fair Board to tell him where he can help. He would also like the fairgrounds to be self-sufficient.

Speer reviewed for Myllenbeck the Board's recent goal-setting sessions. The Board's objectives and strategies are right in line with Myllenbeck's thoughts. The Board is concerned about passage of the hotel/motel tax to supply on-going revenue for the fairgrounds, and the Board is also concerned about leasing a portion of the fairgrounds for hotel/motel complex. The Fair Board will be contacting Myllenbeck concerning these issues in January if he is elected. The Fair Board would like Myllenbeck to take a position on the hotel/motel tax.

The Board thanked Mr. Myllenbeck for attending the meeting and for voicing his commitment to the Board.

M.E. ROOF County Counsel John Junkin has contacted Monte Duycke and Duycke wants to come and make repairs on the Main Exhibit Building roof. Further action may need to be taken on Ralph Bean.

HOME EC DEPT. The Board reviewed several letters from citizens stating concerns about the Home Economics Department. Hesse has sent a proposal of new rules for the department to some of the concerned ladies. The Home Ec Department will be split in two departments -- baked goods and food preservation, and all food will be left on display. Hesse will be meeting with the Home Ec Superintendent and several others to work out the particulars of the two departments.

3801	General Telephone	163.44	Telephone
3802	Northwest Natural Gas	25.88	Utilities
3803	Melvin Ulven Design	490.00	Advertising
3804	Safeguard Business Systems	232.97	Bookkeeping system
3805	Florence Hesse	87.94	Department signs
3806	Petty Cash	23.51	Misc. office expense
3807	Norma Nunnenkamp	15.00	1981 queen of the kitchen
3808	Stanley Rickard	329.07	Progress payment
3809	Minuteman Press	46.58	CCB invitations
3810	Award Specialties	100.00	Derby trophies
3811	Postmaster	100.00	Postage
3812	Hillsboro Sign	175.00	Grounds signs
3813	John Harris	162.00	Grounds signs
3814	Candace McKinley	300.00	Advertising consultant
3815	Karen Robinson	80.60	4-H judge
3816	Elmer's Flag & Banner	181.60	Grounds decorations
3817	Rose City Awning Co.	165.00	3 tarps
3818	Rose City Sound	46.50	Microphone cable
3819	Cascade Business Machines	82.50	Typewriter rental
3820	Albertson's	14.03	Employee party cake
3821	Forest Grove Iron Works	108.00	CCB peg board hangers
3822	Julie Hering	4.00	Refund for dairy entry fee
3823	Yvonne Roach	10.00	Refund for livestock entry fee
3824	Eastern Uniform Co.	112.92	Fair Board & staff shirts
3825	Irelands True Value	23.92	Maintenance supplies
3826	Baker Rock	71.12	Crushed rock
3827	Full Circle, Inc.	187.60	Regular gasoline
3828	McCann Tire Co.	90.00	Used tires & tubes
3829	Yeager Ford Tractor	51.41	Hydraulic oil & mower repair
3830	J. Thayer Co.	15.25	Office supplies
3831	Margaret Sprecher	72.51	Curtains for Sheriff's Bldg.
3832	Sunset Electric	60.00	Electrical work
3833	Mr. Gantenbein	140.00	Shavings
3834	Award Specialties	74.33	CCB dedication plaque
3835	Spectrum Studio	170.35	Advertising
3836	Copeland Lumber	65.92	Maintenance supplies
3837	Rennia Meek	100.00	Special events coordinator
3838	Hillsboro Rental, Inc.	93.50	Rent trencher
3839	Finance & Administration	4,713.00	Salaries
3840	KEX Radio	840.00	Advertising
3841	Oregon FFA Assoc.	50.00	Fair supplies
3842	Check 'n Balance	37.50	Bookkeeper
3843	The Lariat	80.00	Horse show advertisement
3844	Salem Trophy-Advertising	247.55	Volunteer awards
3845	Timothy Lee	4.00	Entry fee refund (livestock)
3846	Marilyn Mayfield	27.68	Mileage
3847	Ernest Bennett	10.32	Mileage
3848	Hillsboro Argus	88.80	Advertising
3849	Times Publications	224.16	Advertising
3850	Hillsboro Utilities Comm.	377.48	Utilities
3851	Finance & Administration	21.00	Office expense
3852	Russell Dyche	22.00	Mileage
3853	Platt Electric	52.86	Maintenance
3854	Bark Barn	90.00	Bark dust for grounds & FFA

3909	Tim Mayfield	6.00	Ribbon for CCB dedication
3910	Rosalie Nast	15.00	Open class judge
3911	R. G. Bennett	15.00	Open class judge
3912	Joanna Olson	15.00	Open class judge
3913	Anker & Carol Rasmussen	10.00	Open class judge
3914	Wayne Roberts	62.60	Open class judge
3915	Lester Mickelberry	50.00	Open class judge
3916	John Landers, Jr.	74.20	Open class judge
3917	Lynn Ragen	64.12	Open class judge
3918	Dave Ault	150.00	Open class judge
3919	Vern Palmlblad	59.08	Open class judge
3920	Millie Palmlblad	40.00	Open class judge
3921	Valerie Bentley	35.98	Fair Board meetings
3922	VOID		
3923	Vern Palmlblad	53.32	4-H & FFA judge
3924	George Ellison	46.48	4-H judge
3925	National Pinto Horse Assn.	50.00	Horse show approval
3926	The Horseman's Shop	172.25	Horse show awards
3927	Kay Keady	8.31	Reimburse for maintenance supplies
3928	Boden & Zanetto	175.00	Entertainment
3929	Vivian Freeman	49.72	Open class judge
3930	Dick Thompson	200.00	Entertainment
3931	Lauren Acton	58.00	4-H & FFA judge
3932	Jack Long	58.00	4-H & FFA judge
3933	Steve Ouradnik	54.04	4-H & FFA judge
3934	Carol Callahan	98.68	4-H judge
3935	George Ann Evans	58.00	4-H & FFA judge
3936	Millie Palmlblad	53.32	4-H & FFA judge
3937	Jake Fallesen	70.96	4-H & FFA judge
3938	Lawrence Beckner	96.00	4-H & FFA judge
3939	John Gorman	53.60	4-H & FFA judge
3940	Wenatchee Youth Circus	300.00	Entertainment
3941	Paul Clark	67.50	Shavings
3942	Ann Hart	259.11	Advertising commission
3943	Gate Admissions	162.00	Floral Dept. premium payment
3944	Carol Ann Wheeler	125.00	Entertainment
3945	Bill Younger	200.00	Entertainment
3946	Honeysuckle Rose	100.00	Entertainment
3947	Gate Admissions	600.00	Derby winners prize money
3948	Lauren Acton	78.00	Open class judge
3949	Lorrie Maki	170.00	Commercial booth coordinator
3950	Cindy Harding	150.00	Entertainment
3951	Ike Kaopua	80.00	Entertainment
3952	Jeff Miller	225.00	Entertainment
3953	Stu Gourley	166.00	4-H & FFA judge
3954	Lynn Reagan	111.60	4-H & FFA judge
3955	Harold Black	50.80	4-H judge
3956	Tony Evers	150.00	4-H judge
3957	Mike Helsby	200.00	Night watchman
3958	Karmen Johnson	240.00	4-H office help
3959	Don Hunter	35.00	FFA judge
3960	Lynn Haldeman	50.00	Entertainment
3961	Carla Johnson	35.00	Entertainment
3962	Dave Apple	150.00	Entertainment
3963	Sue Werth	62.00	Open class judge
3964	Robert Martin	100.00	Open class judge

Each department superintendent wants his department to be the best and to grow the most each year. The emphasis should be on good quality exhibits and competition. The purpose of fair is to recognize the winners and to help offset the cost of exhibiting, not to subsidize cost of exhibiting.

CCB Stan Rickard, Architect, has been checking progress on the Cloverleaf Community Building two or three times a week. Building construction is about six weeks behind. The windows have arrived, but the metal work is the wrong size. Suomi will be fixing the windows instead of reordering the right size. Rickard has given a list of unfinished projects to Suomi, and he estimates substantial completion for September 10. Rickard will keep checking on building progress. The Board thanks Rickard for attending the meeting.

OLCC Hesse reported that a representative from the Oregon Liquor Control Commission attended the recent Oregon Fairs Association Board of Directors meeting and spoke about the recent proposed amendment to disallow licenses unless beer garden area is totally enclosed. The OFA members wrote many letters to the OLCC protesting the proposed amendment. It seems that different offices of the OLCC have been giving out different information. The Governor and legislators are aware of the recent problems. The OLCC will be redrafting the amendment to exclude county fairs.

HISTORY The Board reviewed a letter from Palmer Torvend concerning the purchase of the present fairgrounds site. Hesse is researching the fairgrounds history.

SURVEY The Board reviewed a letter from Moore Information about the possibility of the Fair Board participating in a piggy-back survey, which means adding several fairground questions to another survey scheduled for Washington County. The survey was scheduled for August 24, and the Board did not meet in time to participate.

1981-82 FINANCIAL REPORT Hesse reviewed the fairgrounds 1981-82 operating statement line item by line item. It is difficult to review the statement because the fiscal year includes income and expenses of two fairs.

State Income - the dog and horse racing revenues have been off 50% to 70% which will effect the State Racing Commission revenue distributed to county fairs. Account 2 Apportionment was up considerably because of legislative changes this year. County Income - the County paid fairgrounds employees' O.P.E. of \$13,500 and also paid insurance for the fairgrounds. Hotel/motel tax budgeted at \$100,000; the Fair Board received about \$55,000.

Fairgrounds Operations Account 10 - under budget \$531. Concessions and Booths Account 12 is up over last year. All commercial exhibit space is full and power supply is at maximum capacity. It is possible to over commercialize a fair. After Hesse completed outlining the fairgrounds income for fy 1981-82, Speer pointed out to Commission candidate Myllenbeck that the fairgrounds is already nearly paying its own way. The Fair Board is a policy making board and a painting board -- unlike other county boards and commissions.

RIGHT-OF-WAY Marty Nizlek, County Transportation Manager, and Larry Rice, Director of County Public Works Department, talked with the Board about the City of Hillsboro's recent request for dedication of fairgrounds, School District #3, and Port of Portland property for the right-of-way to improve Cornell Road. Nizlek said if the Fair Board would choose not to dedicate their property, the city would pay the county for property causing a decreased construction

The Rodeo Committee requested the Fair Board buy a memorial for one of their members. The Fair Board agreed to pay the memorial and to ask the Rodeo Committee to budget "Board Expense" for such occasions and needs. The fairgrounds has a cash carryover for 1982-83. Some of the carryover is because the Cloverleaf Community Building did not reach substantial completion before the new fiscal year as planned. Capital Outlay will be over budget in 1982-83 because of this. Hesse feels the Fair Board is in a good financial position.

FAIR ATTENDANCE The Board reviewed a fair attendance summary. Total attendance for 1982 was 52,640.

OFA Hesse reported on the Oregon Fairs Association Area meetings held during the Oregon State Fair on September 1. Many fairs were represented, and each gave a report on his fair. Hesse got input from several fairs about how they run their camping facilities. Better than one-half of the fairs had a down turn in their gates, and most had more exhibitors. The Board discussed the OFA convention to be held December 5, 6, & 7.

FRIENDS OF THE FAIR The Friends of the Fair Committee met on August 24 and will be meeting at Dale Scheller's barn on September 9 for a work party to silk screen signs to promote a "yes" vote for the hotel/motel tax in the November 2 general election. The hotel/motel tax will be Measure #8. At last report the committee has raised \$925 - almost half way to their budget goal of \$2,000. The committee's next regular meeting will be September 14, 7:30 a.m., at Anthony's in Hillsboro.

R The Rodeo Committee has requested that a Fair Board member attend their monthly meeting. Swan volunteered to attend the meetings if he can resolve a conflict in meeting dates. Love will attend when Swan can't. The Board reviewed the Rodeo Committee's August 16 minutes.

MOTION: MOVED BY MIKE SWAN, SECONDED BY HOMER SPEER TO APPROVE THE RODEO COMMITTEE BYLAWS AS REVISED BY THE COMMITTEE ON APRIL 5, 1982. MOTION CARRIED.

FAIR RECAP The Board reviewed a recap of exhibitors and exhibits for the 1982 fair and compared 1982 with the five previous years.

FAIR DATES MOTION: MOVED BY HOMER SPEER, SECONDED BY MIKE SWAN TO ADOPT TUESDAY THROUGH SATURDAY, AUGUST 9-13, AS THE 1983 FAIR DATES. MOTION CARRIED.

POTLUCK The Fair Board will be honoring the volunteers who worked and made possible the 1982 fair at a Volunteer Appreciation potluck Thursday, September 2, at the fairgrounds.

U.S.A. The Unified Sewerage Agency has installed cast iron pipe in the FFA livestock barn; this should resolve the problems with the milk parlor drainage system. Hesse has thanked U.S.A. and offered them free commercial exhibit space during next year's fair.

1982 FAIR Chairman Colegrove felt this year's fair was excellent; there didn't seem to be as many problems as years before. He commended Director Hesse, Bentley and Dyche for doing a good job. Colegrove felt it was unnecessary for the ambulance and fire truck to come onto the fairgrounds using their sirens. They

The maintenance crew has painted the north end of the Main Exhibit Building white.

CCB

The Board discussed the rate schedule for the Cloverleaf Community Building. Love felt that non-profit organizations should not expect to use facilities free of charge and that the Fair Board should charge just enough to cover the use-expenses. The Board agreed a \$10 per hour charge to non-profit organizations is appropriate.

The next Fair Board meeting will be Wednesday, September 15, 1982, in the Fairgrounds Office beginning at 4:30 p.m.

Respectfully submitted,

Valerie Bentley

A G E N D A
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, September 1, 1982
Fairgrounds Office

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.

Guests: 5:00 Wes Myllenbeck
5:20 Stan Rickard - Cloverleaf Community Building
progress report
5:40 Tom Speer - County Public Works Department
(City of Hillsboro letter enclosed)
6:00 John Duvall - Pop Warner Football use of Cloverleaf
Community Building rent free
- *3. Bills for approval (enclosed).
- *4. Financial recap for June & July 1982 for approval (enclosed).
- *5. Board minutes from July 7, 1982, for approval (enclosed).
* Consent Agenda: Any item may be removed for separate consideration upon request by any Board member or anyone from the audience.
6. Correspondence:
 - A. Letter from John Junkin to McCabe re Main Exhibit Building roof (enclosed).
 - B. Letters from Alana Mapes, Nancy Raber, Nancy McWilliams, and Jody Jones re Home Ec department (enclosed). Board Action.
 - C. Oregon Liquor Control Commission (enclosed).
 - D. Letter from Palmer Torvend concerning acquisition of fairgrounds property (enclosed).
 - E. Letter from Moore Information, Inc. (enclosed).
7. Review of 1981-82 financial report (enclosed). Board Action.
8. 1982 attendance summary (enclosed).
9. Oregon Fairs Association Area I, II, III meeting Wednesday, September 1, 10 a.m., at the Oregon State Fairgrounds.
10. Colegrove report on Friends of the Fair Committee meeting held August 24.
11. The Rodeo Committee would like a Fair Board member to attend their meetings which are scheduled for the first Monday of each month. Enclosed is a copy of the Committee's revised by-laws and August 16 meeting minutes.

12. Board Action - present a lifetime pass to Hildah Highbe for 50 years of service to 4-H.
13. Recap of exhibitors and exhibits (enclosed).
14. Set 1983 fair dates -- Tuesday, through Saturday, August 9-13. Board Action.
15. Volunteer Appreciation Potluck Thursday, September 2, 7 p.m. at the fairgrounds.
16. Unified Sewerage Agency has installed cast iron pipe in the FFA live-stock barn. This should resolve our problem with the milk parlor drainage system.
17. Next Fair Board meeting is scheduled for Wednesday, September 15, 4:30 p.m. Input from various superintendents and Rodeo Committee members. Due to today's lengthy agenda, the fair evaluation and employee agreements will also be included on the September 15 agenda.

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