

AGENDA
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, April 1, 1987

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. Audience members are also welcome to comment at the time the agenda topic is being discussed by the board. It is respectfully requested that those addressing the board state their full name for the record.
- *3. Bills for approval (enclosed, page 3)
- *5. A. February 1987 Balance Sheet (enclosed, page 4)
B. March 25, 1987 Financial Recap (enclosed, pages 5 - 10)
- *6. March 4, 1987 Fair Board Minutes (enclosed, pages 11 - 14)
- *7. A. March 1987 Off-Season Calendar (enclosed, page 15)
B. April 1987 Activities Calendar (enclosed, page 16)

* Consent Agenda: Any item may be removed for separate consideration upon request of any board member or any member of the audience.
8. Fair Organizations' Report:
 - A. Fairgrounds Boosters - next meeting 04-01-87, 7:30 P.M. (enclosed, pages 17 & 18)
 - B. Rodeo Board
9. Maintenance Report:
10. Old Business:
 - A. Fair admission and group rates
 - B. OFA Area I and II meeting (enclosed, pages 19 & 20)
 - C. Entertainment
 - D. Caretaker Rental Agreement.
 - E. Insurance
 - F. Status of office
 - G. Status of sand project
 - H.
11. New Business:
 - A. Beer Garden
 - B. Booth Rentals - educational fees
 - C. Carnival contract
 - D.

12. Non-Agenda Items:

- A. Flowers were sent to Fred Boyles, Rodeo Board member, suffered a heart attack and had a triple by-pass
- B.

13. Announcements:

- A. Next regular board meeting will be May 6, 1987, 4:30 p.m., at the fairgrounds office.
- B.

M I N U T E S

Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held Wednesday, April 1, 1987, beginning at 4:30 p.m.

ATTENDANCE

Fair Board

Lloyd Baron
John Meek
John Thomas
Rocky Williams

Staff

Cal Wade
Ron McAuley
Jamie Hammack

Guests

Jenny VanKoll

PUBLIC WELCOME

Baron called the meeting to order and welcomed our guest.

CONSENT AGENDA

Wade indicated the projected budget was on target. Meek inquired about a separate report for the block grant expenditures. He also inquired about the sand project and closure of the First Interstate account. The account will stay open until we are certain we don't need it or until they assess a service fee. A sand project report is on the agenda for discussion.

MOTION: MOVED BY JOHN MEEK, SECONDED BY JOHN THOMAS TO ADOPT THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

BOOSTER REPORT

Williams reported the Boosters have allocated \$2,000 toward the office purchase and \$5,000 for construction of a new Dairy Womens booth. The staff will be making plans and the booster will build. After these projects are completed they will select another from the list provided by Wade.

RODEO BOARD

Williams reported that the last meeting held was basically organizational. Committees were selected and duties assigned. The dance was also discussed. Williams inquired as to whether the Rodeo By-Laws had been reviewed by County Counsel. Wade indicated he had attempted to contact County Counsel but did not receive a response. He will follow up.

MAINTENANCE

McAuley reported the progress on the remodel of the restrooms

in the Cloverleaf Building. He also advised the Floral Building roofing was completed, they reseeded the covered show ring and began site preparation for the new office.

Wade said the Cowlitz County Fairgrounds had several concession booths which had a good design. He would like to get the plans and possibly use them for the Dairy Women's booth.

FAIR ADMISSION

Board members discussed admission prices and group rates.

MOTION: MOVED BY ROCKY WILLIAMS, SECONDED BY JOHN MEEK, TO INCREASE THE ADULT FAIR ADMISSION TO \$4.00. MOTION CARRIED UNANIMOUSLY.

MOTION: MOVED BY JOHN MEEK, SECONDED BY ROCKY WILLIAMS, TO INCREASE THE YOUTH (AGES 6 THROUGH 15) FAIR ADMISSION TO \$2.50. MOTION CARRIED UNANIMOUSLY.

MOTION: MOVED BY JOHN MEEK, SECONDED BY ROCKY WILLIAMS, TO ADMIT SPECIAL (HANDICAPPED AND FOREIGN EXCHANGE) GROUPS FREE AND THAT EACH CHAPERONE PAY THE REGULAR ADULT ADMISSION. MOTION CARRIED UNANIMOUSLY.

OFA AREA I AND II MEETING

Wade gave a brief report of the joint area meeting held in Astoria. Racing revenues and grants were main points of interest. Wade will attend the Spring Managers conference in April. The annual OFA convention will be held in Eugene in early Decemember.

ENTERTAINMENT

Wade and Ed Dougherty, of Concert Services, met with the Longview fair staff and they have made an offer to Ronnie Milsap. At this time he has indicated he would like to do the fairs but they are concerned with the logistics so he has not made a commitment.

Williams brought up several of his concerns such as total cost of production, amount of seating area, blocking fire lanes, restrooms, and parking. Meek inquired as to the possibility of sponsorships.

Wade briefly discussed soft drink bids in relationship to obtaining sponsors.

He reported the cost of the Truck Pull is now \$5,000. He also outlined the other tentative entertainment for each fair night. Williams suggested switching the arena entertainment Tuesday and Wednesday night. The board did not feel we could handle the parking for a Truck Pull and

big name entertainer.

Board consensus was there was no objection to the increase for the Truck Pull.

INSURANCE

Wade gave a report of possible policies the fairgrounds could purchase. There was a lengthy discussion concerning the County self insurance program, event coverage, responsibility of payment of premium, and effective date for a new policy.

Wade was instructed to meet with the County Administrative office and bring a report to the next regular meeting.

OFFICE

The office has been moved onto the fairgrounds and we are scheduled to move in on April 16th. The unit is not air conditioned. It was an additional \$2,500 to have it installed. He felt to install later would not cost more and quite possibly could be less. Wade will give a tour following the meeting.

SAND PROJECT

Jenny VanKoll gave a report on the donations, cost of project and volunteers who made the sand project successful. The board thanked Jenny and Gene VanKoll for doing a good job on coordinating the project.

SQUARE DANCERS

Williams recently read an Argus article regarding the Square Dancers using the fairgrounds facilities and expressed his concern regarding some of the comments in the article.

DERBY

The derby has been scheduled for four races and will be ran using the same format as in past. The women will race against men rather than in separate heat races.

BEER GARDEN

Wade proposed eliminating the beer garden and hiring a vendor to set-up a beer concession. The customer is then free to walk within the entire fairgrounds after purchasing his beer. Wade researched the idea with the Hillsboro Police Department, security, Lane County Fairgrounds, and had some experience with this in Grants Pass.

MOTION: MOVED BY ROCKY WILLIAMS, SECONDED BY JOHN THOMAS, TO AUTHORIZE WADE TO NEGOTIATE AND HIRE A VENDOR TO SELL

BEER FROM A CONCESSION BOOTH (# OF STATIONS NEGOTIABLE) WITHIN THE FAIRGROUNDS RATHER THAN A BEER GARDEN. MOTION CARRIED UNANIMOUSLY.

Wade indicated his discussion with the City was preliminary only.

BOOTH RENTALS

Wade read a letter from a non-profit, educational display expressing their concern with the booth rental fee. The board instructed Wade to respond to the letter and to indicate their suggestions were taken under advisement and the board appreciated their comments.

CARNIVAL CONTRACT

Wade has signed a contract with Funtastic Traveling Shows to provide our carnival rides. The percentage and fees per concession are the same but the number of rides will be 17 rather than 21.

NON-AGENDA ITEMS

Flowers were sent to Fred Boyles, Rodeo Board member and fairgrounds volunteer, who suffered a heart attack and had triple by-pass surgery. Wade reported he is doing great.

The Hillsboro Chamber banquet is June 25th. Wade will check later about getting a table for the board.

NEW PURCHASES

Wade advised the board that he recently purchased a post hole digger for \$546, a chain saw (with helmets and masks) for \$357, and a scraper blade for \$335.

CAMPING

The camping fees will be \$2 per site per night during 4-H horse fair and will be \$3 per site per night during fair week. There will be security provided and a camp director and assistant will report to Art Berry, fairgrounds security.

Camp director will be Dennis Putzler and Jenny Olmstead. Registration will be two weeks prior to fair.

The fair board members agreed the fees were reasonable.

MEETING ROOM USE

The board briefly discussed use of the meeting room for organizational meetings.

JACKETS

Board members said they liked blue for the color of the new fair jackets.

Meeting adjourned 6:50 p.m.

Respectfully submitted,
Jamie Hammack, Secretary