

M I N U T E S
Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held Wednesday, February 1, 1984, in the fairgrounds office beginning at 4:35 p.m.

ATTENDANCE	<u>Fair Board</u>	<u>Staff</u>	<u>Guest</u>
	Lloyd Baron	Adeline Hesse	Pat Graham, Washington County
	Jeanne Leeson	Valerie Bentley	Historical Society
	John Love		
	Homer Speer		
	Margaret Sprecher		

HISTORICAL BUILDINGS Pat Graham attended the meeting to discuss the possibility of building replicas of historical buildings, perhaps a schoolhouse and small church. Graham stated she was not officially representing the Washington County Historical Society. Graham explained that a segment of the Society membership was alienated when the museum was building at the Portland Community College campus, and she feels new Society activity at the fairgrounds would help bring the group together. The project would need to be approved by the Historical Society Board of Directors and all funds for building raised by the Society; location provided by Fair Board.

The proposed fairgrounds development plan includes 13.4 acres for commercial development leaving less space for fairgrounds facilities and activities. The Board asked Graham to get sizes and area needed for building replicas. Perhaps ORB can make some recommendation on location. Graham will take her idea back to the Historical Society for discussion. Hesse asked Graham to also discuss the condition of the jail and log cabin with the Society. The Fair Board thanked Mrs. Graham for attending the meeting.

CONSENT AGENDA MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN LOVE TO APPROVE THE BILLS AS SUBMITTED, THE DECEMBER 1983 FINANCIAL RECAP, THE JANUARY 4, 1984, BOARD MINUTES, AND THE DECEMBER 1983 OFF-SEASON CALENDAR. MOTION CARRIED. (Bills listed on page 2.)

THANK YOU The Board noted a thank you note from Chairman Maggie Sprecher for the flowers the Board sent during her recent hospital stay.

GRANTS As suggested in the proposed master plan, Hesse contacted the County regarding grants available to the fairgrounds. The Board reviewed a memo from County Senior Planner Mary Hopkins stating the fairgrounds itself would not qualify for block grants as they are primarily to serve low and moderate income residents. There are two projects that do qualify--preservation of a historic building (jail) and handicap access to Main Exhibit Building restrooms and to the grandstand. Hesse has made these applications.

PREMIUM BOOK Hesse solicited for two types of printing proposals for 62,000 copies of the 1984 premium book and fair program -- proposal for production and distribution costs and proposal for the privilege of printing the premium book and fair program which includes production, distribution and selling the advertising. Distribution to be in both the Times and Argus newspapers. The Times Publications proposed a production and distribution cost of \$9,872 for the premium book and \$4,635 for fair program and a privilege proposal of \$500 to the Fair Board.

Bills for Approval

4878	Bentley Electric	142.75	CCB electrical work
4879	Christy's Deli	14.10	Fair Board meeting
4880	Albertsons	9.38	Fair Board meeting
4881	Hillsboro Auto Parts	10.15	Tire repair accessories
4882	Full Circle, Inc.	12.00	5 gallon of solvent
4883	Pool-Gardner Lumber	19.45	Maintenance supplies
4884	Finance & Administration	4,351.50	November salaries
4885	U-Haul Center of Hills.	19.00	Floor polisher rental (CCB)
4886	P.G.E.	387.87	Utilities
4887	Copeland Lumber Yard	120.75	Repair modules & build fruit boxes
4888	Don's Plumbing & Heating	19.30	Stove pipe
4889	J Thayer Co.	20.33	Thanks you notes, pen, notebooks
4890	Hillsboro Farm Equipment	9.75	5 gallon of kerosene
4891	Stanley P. Rickard	105.00	Architect - CCB
4892	Adeline Hesse	50.00	Car allowance
4893	Valerie Bentley	25.00	Car allowance
4894	Hillsboro Vacuum Center	63.35	Vacuum repair
4895	G.T.E.	162.95	Telephone
4896	Oregon-Wash Farmers Union	20.00	Annual membership fee
4897	Hillsboro Office Supply	2.25	Pen refills
4898	Assoc. Janitor & Paper	133.90	Garbage can liners, towels, tissue
4899	Check 'n Balance	50.00	Bookkeeper
4900	P.G.E.	16.78	Utilities
4901	Finance & Administration	16.95	Xerox copies
4902	N.W. Natural Gas	102.50	Utilities
4903	Addy Hesse	14.80	OFA convention door prize and centerpiece
4904	Professional Acoustics	2,461.40	CCB ceiling
4905	American Rabbit Breeders	15.00	Show sanction

University Publishing submitted only a privilege proposal of \$2,500 for both premium book and program. The Argus did not submit a proposal.

Hesse has talked to Tom Stearns of the Times, and he is willing to talk with University Publishing on production and distribution. If the Board chooses University Publishing, Hesse is concerned the Times may not continue their news support to the fairgrounds. The Board directed Hesse to choose the best proposal for the long-term benefit of the fairgrounds. Hesse will contact the Times to further assess the situation.

**SOFT DRINK
CONTRACT**

Three beverage companies submitted proposals for exclusive product use for the 1984 fair -- Pacific Coca-Cola Bottling Company, Portland Bottling Company, and Pepsi-Cola Bottling Company of Portland. Proposals included price per tank, percentage of product gross returned to the Fair Board, dollar value of advertising provided, cash contribution to fair advertising and 4-H & FFA awards, 500 posters, prizes for kid's games, availability of ice and price, available personnel, and donation of outdoor clock. All three proposals were exceptional.

The Fair Board agreed to contract with Pepsi-Cola Bottling Company as their proposal included lowest price per tank to vendors, excellent advertising support, and the Pepsi girls grand entry team for the rodeo.

SIGNS

State Senator Jeannette Hamby has arranged for the following sign on Highway 26 heading west "Washington County Fairgrounds, Second Right." County Traffic Engineer Earl Reed is reviewing and will upgrad fairgrounds signing on county roads. The Fair Board agreed Senator Hamby did an excellent job.

INFO

The open class superintendent meetings for premium book revision have been completed.

Ribbon orders for 1984 have been placed.

The heating system donated by the Fairgrounds Boosters and gas hook up in the Cloverleaf Community Building have been completed.

EMPLOYEE

Maintenance Supervisor Russ Dyche's last day will be February 24. Dyche will continue to live on the fairgrounds in his mobil home and will do some work to compensate for water, sewer, and trailer space.

Hesse will be interviewing for the new position of Fairgrounds Operations Superintendent the end of February. Speer felt the salary range for the position was unsatisfactory. Hesse asked the Fair Board if they knew of anyone suitable for the position.

BUDGET

Hesse submitted her work copy of the budget for Fair Board review. County has issued 13 new budget forms, so Hesse will be reworking the budget to conform.

Hesse did budget for the start up phase of the master development plan. The fairgrounds will have sufficient funds to begin development with partial funding for the analysis of the fairgrounds electrical system because Hesse received commitment for in-kind county help on the electrical analysis.

Hesse has budgeted for a used pick-up truck and canopy to be used on the fairgrounds. Purchasing a new truck would not be practical because of the type of use and varied drivers.

The Board discussed the salary range for the new fairgrounds operations superintendent. Can a suitable person be hired at the salary. Hesse is willing to try to find someone and will be advertising the position in mid-February.

Board talked about the two for one fair admission tickets issued to county employees. Last year there was a 19% return while Multnomah County had 7%. The Board agreed they would issue two for one tickets to the county for 1984.

RODEO

John Love reported on the last Rodeo Committee meeting. The Committee would like beer to be sold near the chutes. After discussion the Fair Board decided not to sell beer by the chutes for liability and security reasons.

BEER

The Washington County Fire District #2 volunteers will again be handling the beer concession for the fair. They will be fencing in and covering an area for a "beer garden." Depending on security, the beer garden hours may be expanded.

BOOSTERS

Fairgrounds Boosters are meeting Wednesday, February 1, at 7:30 p.m. in the Cloverleaf Community Building. Hesse encouraged the Board to attend.

MASTER
PLAN

The Fairgrounds Steering Committee will be meeting Thursday, February 2, at 2 p.m. in the fairgrounds office.

POTLUCK

Fair Board potluck social to honor Charles Colegrove and to welcome Lloyd Baron will be Saturday, February 11, at 6:30 p.m. at Homer Speer's home. (Later changed to February 18.)

CCB

The Fair Board authorized use of the Cloverleaf Community Building at no cost to Hesse for her parents 40th anniversary party in May.

Meeting adjourned at 5:50 p.m.

Respectfully submitted,

Valerie Bentley

A G E N D A
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, February 1, 1984

1. Call to Order. Welcome to Lloyd Baron, our newly appointed member.
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.

Guest: 4:30 Pat Graham, Hillsboro City Councilwoman & member Washington County Historical Society to discuss putting an old school or church on the fairgrounds near the log cabin and jail.

- *3. Bills for approval (enclosed).
- *4. Financial recap for December 1983 for approval (enclosed).
- *5. Board minutes from January 4, 1984, for approval (enclosed).
- *6. December 1983 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.

- A. Thank you note from Maggie Sprecher (available at meeting).
- B. Letter from Mary Hopkins, Senior Planner Washington County (enclosed).

8. Director's Report.

- A. Premium Book and Fair Program printing review and award. (Enc.)
- B. Exclusive soft drink proposals for review and award. Staff recommendation is accept Pepsi Cola's proposal. (Enc.)
- C. Senator Jeannette Hamby has arranged for the following sign on Hwy. 26 (Sunset): "Washington County Fairgrounds, Second Right." County traffic engineer Earl Reed is reviewing and will upgrade signing on county roads.
- D. Open Class Superintendent meetings have been completed.
- E. Ribbon orders have been placed.
- F. Heating system and gas hook up in Cloverleaf Community Building have been completed.
- G. Employee update -- Russ Dyche's last work day at the fairgrounds is February 24. Per November Board authorization I'll be interviewing Operations Superintendent applicants early March.
- H. Draft budget review. County has authored 13 new forms, so I'm redoing the budget. Please review the proposed budget--there will be some modification between now and March 2 due date.

9. Announcements.

- A. Fairgrounds Boosters are meeting Wednesday, February 1, 1984, at 7:30 p.m. in the Cloverleaf Community Building.
- B. Fairgrounds Steering Committee meeting Thursday, February 2, at 2 p.m. in the fairgrounds office.
- C. Fair Board potluck social to honor Charles Colegrove and welcome Lloyd Baron Saturday, February 11, at 6:30 p.m. at Homer Speer's ranch.

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