

WASHINGTON COUNTY FAIR BOARD

M I N U T E S

Minutes of a regular meeting of the Washington County Fair Board, held February 5, 1986, beginning at 4:45 p.m.

ATTENDANCE

Fair Board

Homer Speer
Jeanne Leeson
Margaret Sprecher

Staff

Jamie Hammack
Ron McAuley

Guests

Rocky Williams
Jenny & Gene VanKoll
Cal Wade
Michele Holmes
Jodi Carlson
Kris LaFollett

PUBLIC WELCOME

The audience was welcomed and invited to speak concerning any item on the agenda.

EXECUTIVE DIRECTOR

Sprecher reviewed the recruitment process for those in attendance. Following the interview, it was unanimous to authorize Sprecher to approach Caleb Wade and negotiate terms for possible employment. Sprecher recommended hiring Wade at \$31,500 annual salary, with a salary review and evaluation following the fair.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON, TO ACCEPT THE CHAIRMAN'S RECOMMENDATION AND HIRE CALEB WADE FOR THE POSITION OF EXECUTIVE DIRECTOR OF THE WASHINGTON COUNTY FAIRGROUNDS. MOTION CARRIED.

At this time Caleb "Cal" Wade was introduced to the audience. The following information concerning Cal's background and experience were read: Associate of Arts in Agriculture from Pierce College, Bachelor of Science in Agriculture from Fresno State, owned and ran a dairy farm 10 years, shown and judged animals at fairs, Treasurer of Josephine County Dairy Herd Assn., President 1966 Josephine County Young Farmers, 4-H member 13 years, 4-H leader 10 years, served on Extension and FFA Advisory boards, ringman at fair auctions, in banking industry 20 years as vice-president, branch manager, and senior bank officer, 1983 President of Grants Pass Chamber of Commerce, Board of Directors Grants Pass Visitors/Convention Bureau, Josephine County Airport Board, aircraft owner, member of Pilots Assn, Chairman 1978/79 Oregon State Marine Board, owner and manager of a restaurant resort, owner and operator of Rogue River Rafting Co., part of Barnstormers Little Theater, member of Josephine County Fair Board 13 years (Chairman 5 years). Josephine County Fair has been a

gold medallion fair for many years and the facilities are known to be some of the finest in the State.

CHAIRMAN'S EMPLOYMENT

A memorandum from county counsel indicated it was possible for the Fair Board to retain the services of the Chairman for a couple of weeks to train the new director.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY HOMER SPEER, TO EMPLOY MARGARET SPRECHER FROM FEBRUARY 15, 1986 TO MARCH 1, 1986, AT A SALARY OF \$800.00. MOTION CARRIED.

CONSENT AGENDA

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON, TO APPROVE THE BILLS SUBMITTED, DECEMBER 1985 FINANCIAL RECAP, JANUARY 8, 1986 MINUTES, JANUARY 20, 1986 EXECUTIVE SESSION MINUTES, JANUARY 27, 1986 EXECUTIVE SESSION MINUTES, JANUARY 1986 OFF-SEASON CALENDAR, FEBRUARY 1986 ACTIVITIES CALENDAR AND THE CORRESPONDENCE SUBMITTED. MOTION CARRIED.

BOOSTERS

The executive board of the Boosters met in January. Their regular meeting dates were changed to the second Tuesday of the month. They also expressed an interest in removing the old red storage building and will continue working towards obtaining lights for the Main Exhibit Building.

RODEO BOARD

Rocky Williams, Rodeo Board Chairman, reported the minutes should reflect Prize Money as \$7,000. He also thanked the board for his trip to the IPRA Convention in Tulsa. Jenny VanKoll, court coordinator, introduced the Fair & Rodeo Court: Princess Kris LaFollett, Princess Jodi Carlson, and Queen Michele Holmes. Jenny noted the girls have attended 4 functions to date. The board expressed their appreciation and thanks to Jenny VanKoll for the work she's doing.

WALKWAYS

Discussion was held concerning asphaltting the fairgrounds walkways. Sprecher obtained quotes from four engineering companies and after checking references, she recommended Development & Construction Services for the project. It should be noted Development & Construction Services submitted the lowest quote.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON, TO AUTHORIZE THE FAIR BOARD CHAIRMAN TO RETAIN DEVELOPMENT & CONSTRUCTION SERVICES TO ASSIST IN ENGINEERING THE ASPHALTING OF WALKWAYS PROJECT, SUBJECT TO EXECUTIVE DIRECTOR'S, CAL WADE, APPROVAL. MOTION CARRIED.

4-H BARN ELECTRICAL UPDATE

Bentley Electric submitted the lowest bid and has completed an electrical update of the 4-H Barn. The board gave approval for a bare wire from the barn to be repaired.

LANDSCAPING

Epler Farms donated 19 Red Maples for landscaping along 34th Parking lot. Jeanne Leeson is working on a story for the paper concerning the generous donation. HJCCC brought out a backhoe on short notice and helped plant the trees. Thank you letters have been written.

Mr. Knapp, PCC landscape instructor and one of his students toured the grounds and are donating their services to create a landscape design for the new entrance and sign area.

PREMIUMS

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON, TO APPROVE THE PROPOSED PREMIUM INCREASES IN THE POULTRY, SHEEP, WOOL, AND RABBIT DEPARTMENTS AND 4-H DIVISION. MOTION CARRIED.

Sprecher explained all increases were modest but could be increased again the following year.

CITY PLANNING MEETINGS

Fair Board members discussed planning meetings held concerning development of a recreational facility on the property adjacent to the southeast corner of the fairgrounds.

DAIRY CATTLE SUPERINTENDENT

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON, TO APPOINT LOUIS BAXTER AS OPEN CLASS DAIRY CATTLE SUPERINTENDENT. MOTION CARRIED.

DECORATIONS

Sprecher is working towards purchasing wind socks as decorations during fair week.

PHONES

GTE is installing three additional public telephones and relocating the existing phone booths for easier access. There is no charge to the fairgrounds for this service.

OUTDOOR LIGHTS

Two outdoor lights will be obtained from the Rodeo Board and could be placed in the warm-up arena.

FAIR TRAFFIC

Sprecher proposed a gravel road extending from the present 34th Avenue to give additional access to the pit area. She has met with Chief Woll and Capt. Shook of the Hillsboro Police Department concerning traffic patterns during Sunday release times. Both Woll and Shook were receptive to the idea. The board agrees the road is needed and to move forward if the cost isn't prohibitive. Fencing and the proposed road are projects the Boosters may be interested in. The option will be exercised to allow parking in the Sports Complex and Port of Portland clear zone.

TIME CLOCK

A time clock was purchased for security checks and will be put in place.

SHOWER/TOILET TRAILERS

The Rajneesh have indicated the trailers are still available. Permitting the trailers would fit in with long range plans and the possible sewer problems and permits are researched. Sprecher will negotiate for purchase.

LOTTERY

Sprecher indicated after attending the Oregon Fairs Association convention workshop and reviewing the materials and regulations, it appears Washington County Fairgrounds would not have a good chance of receiving funds. It was agreed Washington County would not compete for funds this year.

MAINTENANCE SHOP

Sprecher recommended a new shop at an estimated cost of \$12,000. The board agreed staff should look into the project further and proceed.

OPERATIONS REPORT

January projects included sprayed round-up at rodeo grounds, repaired and painted livestock panels, repaired major water-line break in roadway, painted restroom floors in Cloverleaf Building, started repair and painting of picnic tables and benches, planted 19 Red Maples in new parking lot, assisted Bentley Electric in 4-H Livestock barn electrical update, completed ribbon boxes, and painted directors office.

Upcoming projects will be completing electrical work in 4-H Livestock Barn, painting 4-H Livestock Barn, preparing and painting Grandstand, continuing repair and painting of picnic tables and benches, and landscaping the corner of 34th Avenue new entrance.

It was noted staff should focus on utilities. Ticket booths are adequate for this year but should consider new ones soon.

JAIL NOMINATION

Washington County Historical Society wrote a letter in support of the nomination of the jail to the national register. There will be a presentation to the State Advisory Committee February 21, 1986, in Salem,

PROMOTION

Jeanne Leeson proposed placemats promoting the fair and providing them to restaurants at no charge. Williams, Rodeo Board Chairman, said their board had tried a similar project but west county restaurants were not receptive to the idea. Leeson said she would phone restaurants to get their reactions.

ANNOUNCEMENTS

The next regular Fair Board meeting will be March 5, 1986, beginning at 4:30 p.m.

The office mailed cards, on behalf of the Fair Board, to Roger Mesenbrink, serving on the Derby Committee, and Joan Erwert, long time fair employee, who both went under went surgery in January. Flowers were sent to the Hunkings Family as Mert Hunkings of Sombrero Stock passed away.

Meeting ajourned 5:42 p.m.

Respectfully submitted,

Jamie Hammack, Secretary

A G E N D A
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, February 5, 1986

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 an 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. A. Board Action: Hiring Executive Director
B. Introduction of Executive Director
4. County Counsel Memorandum (enclosed, page 4).
- *5. Bills for Approval (enclosed, page 5).
- *6. December 1985 Financial Recap (enclosed, page 6).
- *7. A. January 8, 1986 Fair Board Minutes (enclosed, pages 7 - 10).
B. January 20, 1986 Executive Session Minutes (enclosed, page 11).
C. January 27, 1986 Executive Session Minutes (enclosed, page 12).
- *8. A. January 1986 Off-Season Calendar (enclosed, page 13).
B. February 1986 Activities Calendar (enclosed, page 14).
- *9. Correspondence:
 - A. Addy Hesse letter (enclosed, page 15).
 - B. Military Band letter (enclosed, page 16).

*Consent Agenda: Any item may be removed for separate consideration upon request of any board member or anyone from the audience.
10. Fair Organizations Report:
 - A. Fairground Boosters - January 31, 1986 meeting (enclosed, page 17).
 - B. Rodeo Board
 1. January 6, 1986 Rodeo Board Minutes (enclosed, pages 18-20).
 2. Rocky Williams letter (enclosed, page 21).
 3. Rodeo Court introduction
11. Director's Office Report:
 - A. Capital improvement - asphalt walkway
 1. R.E. Bancroft & Associates (enclosed, pages 22 & 23).
 2. Engineers Construction Managers (enclosed, pages 24 - 26).
 3. Harris-McMonagle Associates (enclosed, page 27)
 4. Development & Construction Services (enclosed, pages 28-31).

- B. 4-H Barn electrical system
- C. Landscape
 - 1. Trees (enclosed, pages 32 & 33).
 - 2. Kenneth Knapp, PCC
- D. Fair '86
 - 1. Premium increase (enclosed, page 34).
 - 2. Appointment of Louis Baxter as Dairy Cattle Superintendent
 - 3. Decorations
 - 4. GTE
 - 5. Additional outdoor lights
 - 6. Traffic pattern
 - a. Meeting with Chief Woll and Captain Shook
- E. City of Hillsboro Planning Department, January 28, 1986 meeting (enclosed, pages 35 - 37).
- F. Security Time Clock
- G. Shower/Toilet Trailers (enclosed, page 38).
- H. Oregon Fairs' Lottery Grant Competition
- I. Maintenance Shop

12. Operations Report:

A. January Projects:

- 1. Sprayed round-up at rodeo grounds - fence lines, etc.
- 2. Repaired and painted last of livestock panels
- 3. Repaired major water line break in roadway
- 4. Painted restroom floors in Cloverleaf Community Building
- 5. Started repair and painting of picnic tables and benches
- 6. Planted 19 red maples in new parking lot
- 7. Assisted Bentley Electric in 4-H livestock barn electrical work
- 8. Completed ribbon boxes
- 9. Painted director's office

B. Upcoming Projects:

- 1. Complete electrical in 4-H livestock barn
- 2. Paint 4-H Livestock Barn
- 3. Prepare and paint Grandstand
- 4. Continue repair and painting of picnic tables and benches
- 5. Landscape corner of 34th Avenue - new entrance

13. Old Business:

A. Jail Nomination

- 1. Washington County Historical Society letter (enclosed, page 39).
- 2. Presentation to State Advisory Committee, February 21, 1986, 4 - 5 p.m., State Capital, Salem, Oregon

14. New Business:

A.

15. Announcements:

- A. Card to Roger Mesenbrink, Derby Committee - hospitalization
- B. Card to Joan Erwert, long time fair employee - surgery
- C. Flowers to Hunkings Family, Mert Hunkings, Sombrero Stock owner -
passed away.
- D. Next regular Fair Board meeting - March 5, 1986, 4:30 p.m.