

MINUTES

Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held July 11, 1984, beginning at 4:35 p.m.

ATTENDENCE

Fair Board

Lloyd Baron
Jeanne Leeson
Homer Speer
Margaret Sprecher

Staff

Adeline Hesse
Valerie Bentley
Jamie Hammack
Ron McAuley

CONSENT AGENDA

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO APPROVE THE BILLS AS SUBMITTED, THE MAY 1984 FINANCIAL RECAP, JUNE 6, 1984 BOARD MINUTES, AND THE MAY 1984 OFF-SEASON CALENDAR. MOTION CARRIED (Bills listed on Page 2.)

SIGNING

Highway signs leading to fairgrounds will be put up by the 1984 county fair.

HORSE MANURE

The Fair Board was advised of a problem with horse manure on 25th Avenue which was handled well by Lyle Spiesschaert, 4-H extension agent.

READER BOARD

The Board discussed a letter received from Don McCoun, KUIK radio station owner, questioning use of only one side of the reader board by a paying function. The board reviewed their policy and the policy stood per board consensus.

ANIMAL INSURANCE

Hesse reported that the Leonard Adams Company has been unable to secure the total liability exposure limits for housing of livestock on the fairgrounds. They secured three quotations, none of which were acceptable. Hesse will pursue the matter further until a coverage meets the fairgrounds' needs.

DERBY FINANCIAL

Hesse reviewed the July 4 Destruction Derby financial recap. Admission was down 553, expenses increased (i.e. Hillsboro Towing \$200, insurance doubled). Overall, profits were down by approximately \$4,000.00.

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Bills for approval

5067	Motorsports Club Affiliates	524.00	July 4 Derby Insurance
5068	Hillsboro Spraying	150.00	Lawn spray
5069	The Marketing Association	192.00	Fair advertising
5070	Reef Industries	36.99	Security Line banner
5071	Hillsboro Farm Equipment	89.60	Oil filters for Toro mower
5072	Hillsboro Utilities Comm.	352.98	Utilities
5073	Cascade Business Machines	55.00	Typewriter Rental
5074	J. Thayer	4.33	Office supplies
5075	Western Business Builders	47.79	Ribbon stickers
5076	Pool-Gardner Lumber	54.88	Casters for piano
5077	T-Bird Home Center	252.11	Tractor repair, paint, milking parlor water heater
5078	Don's Plumbing & Heating	18.80	Milking parlor plumbing repair
5079	Copeland Lumber Yards	211.30	Metal siding for horse barn, material for CCB kitchen
5080	U-Haul Center of Hillsboro	63.00	Pressure washer rental
5081	Chris Cullen	100.00	Special Events Coordinator
5082	Carol Luckens	20.00	Deposit for Entertainment, Dallas McKinnon
5083	Christy's Deli	21.15	Fair Board Meeting
5084	Albertson's	16.56	Fair Board Meeting
5085	Addy Hesse	50.00	Car Allowance
5086	Valerie Bentley	25.00	Car Allowance
5087	Jamie Hammack	25.00	Car Allowance
5088	Petty Cash	23.93	Miscellaneous Office expenses
5089	Postmaster	77.00	Postage
5090	Diamond Industries	571.39	CCB kitchen cabinets
5091	Garment Graphics	153.00	Derby Official hats
5092	Addy Hesse	12.25	Derby Association Lunch
5093	Winston Network	500.00	Fair advertising
5094	Finance Administration	4,906.64	April salaries, March County Counsel charges, February archives charges
5095	Master Plumbing	1,000.00	CCB plumbing
5096	D.O.S.	25.81	Office supplies
5097	The Book Case	4.95	"Getting to Yes" book
5098	City Laundry & Cleaners	15.00	Safety pins for Destruction Derby
5099	Trump Litho	64.70	Letterhead and envelopes
5100	VOID		
5101	Adeline Hesse	13.50	No Host 4 th H dinner - Sprecher, Hesse
5102	Portland General Electric	531.66	Utilities
5103	Assoc. Janitor & Paper	30.05	Paper towels
5104	Northwest Natural Gas	72.55	Utilities
5105	G.T.E.	163.54	Telephone
5106	Check 'n Balance	50.00	Bookeeping
5107	Pay 'N Save Corporation	92.92	Garden and office supplies
5108	Finance and Administration	31.40	Xerox copies, printing and office supplies
5109	Pepsi-Cola Bottling Co.	59.50	Rodeo coronation dance
5110	Judy Brooks	9.30	Rodeo court - alternate T-shirt
5111	Horseman's	66.40	Rodeo princess - boots

TASK FORCE

The task force met July 11, 1984. Hesse and J. Leeson attended. David Leland of Leland & Hobson has become a member of the task force. Hesse and Leeson both reported the task force appeared to be dividing. One group felt the value of the property was overrated, the timing was wrong, and after submitting their report, their job was finished. The other portion appeared to be ready to advise the Fair Board further. The Board wishes further financial advise from the task force after submitting their report. It was suggested that some of the members of the task force continue on a on-call basis.

Hesse and Sprecher attended the City of Hillsboro Zoning and Hearing Board meeting June 20, 1984, regarding the fairgrounds comp plan and zone change. The hearings board chairman ruled that a zone change cannot be granted until the comprehensive plan amendment has been granted in October, 1984. City Staff, with urging from the task force and fair board, has written a statment which will allow for an additional access, egress to the fairgrounds commercial property.

FAIRGROUNDS BOOSTERS

The Boosters met June 6, 1984 and discussed the information booth at the fair. They would provide information on the hotel/motel tax, membership and other activities.

BOARD MEETINGS

The Board decided to meet twice during fair week. Meeting dates will be Wednesday, August 8 at 1:00 p.m. and Friday, August 10 at 1:00 p.m. Financial reports will be available for review. Bert Allenby is the merit rater and will be on the grounds August 9 and 10.

SOROPTIMIST

The Hillsboro Soroptimist presented the Fair Board with a trophy for 1st Place in the Hillsboro Happy Days Parade and also a trophy for the Sweepstakes Award.

BUDGET

Hesse was originally advised the county budget was approved, but it's possible it may be out. The problem appears to be the cash carry over. The Board discussed future expenditures, i.e. road improvements, that will take a substantial amount of the carry over. Hesse will obtain information from other fair boards on incorporation. Lloyd Baron suggested the idea of establishing a taxing district.

CHUTE SIGNS

Rodeo chute and arena information was reviewed. Rocky Williams, Rodeo Chairman is distributing the sales packets. The signs are being sold by personal contacts only.

ADVERTISING

The 1984 Advertising Schedule was reviewed. Bus cards, fair programs, newspaper ads and coupons will have the same graphics.

VOLUNTEERS

Volunteers for putting up fair decorations, Saturday, August 4 from 10:00 a.m. - 2 p.m.; Jeanne Leeson, Maggie Sprecher, Lloyd Baron, Homer Speer (if possible). HJCC truck will be available. Fair Board will provide pizza and pop for the volunteers.

ENTERTAINMENT

Michael Jackson look-a-like and Pepsi breakdancers may be scheduled for the fair on Tuesday, August 7, Family Day.

GAZEBO DEDICATION

Govenor Atiyeh will dedicate the Gazebo. Wes Myllenbeck and other commissioners will also be present. Hesse would like fair board to be present if possible.

NEW EXTENSION AGENT

Nancy Kershaw is the new 4-H extension agent and will be at work by August 1.

CORNELL ROAD

Baker Rock Crushing was awarded the bid on Cornell Road. They will begin work any day. They have a fenced compound at the east end of the fairgrounds. They have provided the fairgrounds with a million dollar umbrella.

OPERATION SUPERINTENDENT'S REPORT

The Cloverleaf Community Building kitchen is close to completion. Plumbing, cabinets, and electrical work is finished. A few minor details remain unfinished.

Electrical problems are being resolved and should be completed by Monday, July 16.

Happy Days damage is being repaired. They left a lot of garbage. Hesse suggested a \$500 clean-up fee next year.

FAIR PROGRAM

Jeanne Leeson updated everyone on fair program articles. She submitted 22 pages of copy for the program.

RODEO

No report on the Rodeo Board meeting as John Love was not present. Hesse advised the Rodeo Court appeared at the Forest Grove Chamber of Commerce, promoting the fair by passing out information on Chamber Day and the Reno drawing contest.

HOTEL/MOTEL TAX

The Washington County Visitor's Association funding committee, chaired by Larry Sprecher, is continuing to gather support for a dedicated increase in the hotel/motel tax.

COMMISSIONER LUNCHEON

Luncheon prior to Fair opening was tentatively set for Friday, August 3, at noon. August 2 was scheduled as an alternate date.

The next regular meeting of the Fair Board will be Wednesday, September 5, at 4:30 p.m., in the fairgrounds office.

Meeting adjourned at 6:20 p.m.

Respectfully submitted,

Jamie Hammack
Administrative Secretary

A G E N D A
Washington County Fair Board
Regular Meeting
4:30 p.m. Wednesday, July 11, 1984

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.
- *3. Bills for approval (enclosed).
- *4. Financial recap for May, 1984 for approval (enclosed).
- *5. Board minutes June 6, 1984 for approval (enclosed).
- *6. May, 1984 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. L.E. George, State of Oregon, regarding signing (enclosed).
 - B. Letter regarding horse manure on 25th Avenue (enclosed).
 - C. Letter from Don McCoun regarding reader board (enclosed).
8. Directors Report:
 - A. Financial overview of July 4 Destruction Derby.
 - B. Fairgrounds Development Task Force update of June 20 and July 11 meeting.
 - C. Fairgrounds Booster meeting June 6.
 - D. Comp and zone change progress report (information sent in June).
 - E. Packet for Fair Admission and parking sticker available to each Board member
 - F. Does the Fair Board wish to meet daily during the Fair? Our Fair merit rater is Bert Allenby, former manager of Douglas County. He will be on the grounds Thursday and Friday, August 9 and 10. I don't have a specific board meeting time set with him.
 - G. Update on fy 1984-85 budget. Washington County General Fund portion of budget, \$31,178, was approved; there will be no General Fund allocated 1985-86.
 - H. Information to sell chute signs (enclosed).
 - I. Overview of the advertising programs for the Fair. (Need volunteer to put out poster)
 - J. Need 6 or 7 volunteers to hang decorations and make valances on August 4, Saturday, 10 - 2 p.m. Fair Board is going to provide pizza and pop. Sign up please. (Need HJCCC truck)
 - K. Entertainment Schedule (to be passed out at meeting).

9. Operation Superintendent's Report:

- A. Cloverleaf Community Building kitchen.
- B. Electrical. (Enclosed)
- C. Other.

10. Old Business.

- A. Update on Fair program from Jeanne Leeson.
- B. Report on Rodeo Board meeting from John Love.
- C. Report from Maggie Sprecher on hotel/motel tax funding meeting with county.

11. New Business.

12. Announcements:

- A. Next Fair Board meeting will be September 5, 1984.

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