

**Minutes**  
**Washington County Fair Board**  
**Wednesday, July 5, 2006**

**Convened:** 4:30 pm

**FAIR BOARD:**

Chairman Rich Vial - Excused  
Vice Chairman Herb Hirst  
Board Member W. Rafe Flagg  
Board Member Kathy Christy  
Board Member Ken Madden - Excused  
Board Member Dan Logan  
Board Member Mike Steward

**STAFF:**

Don Hillman, Executive Director  
Lisa DuPre, Marketing/Events Director  
Leah Perkins, Fair Coordinator

Vice Chair Hirst called the meeting to order at 4:30 p.m., and welcomed the audience. Vice Chair Hirst opened Oral Communication time for comments from the public on items not on the regular agenda.

Debbie Van Roekel – Respectfully asked the Fair Complex Board and Executive Director Hillman to refrain from spreading misinformation. Every time there is a news article there are mistruths quoted. Van Roekel mentioned specific articles and quotes by Chair Vial and Executive Director Hillman. Van Roekel also stated that Commissioner Duyck said that the six-month booking policy is against the agreement.

Steve Griffels – Asked that with three weeks to the fair, how many volunteers are signed up at this time and how many will be signed up by the fair.

**1. Consent Agenda**

**Motion by Board Member Flagg to approve the Consent Agenda. Second by Board Member Christy. Motion carried 5-0.**

**2. Special Reports**

**A. Airshow & Airport Report** – Vice Chair Hirst reported that the Airshow will be held on the 15<sup>th</sup> & 16<sup>th</sup> of July.

**B. Fair Visioning Committee Report** – None.

**C. Boosters/Coalition Liaison Report** – Board Member Logan reported that Boosters voted to finance the construction of a water feature and that Phase I is still on-going.

Board Member Steward reported that there is a lot of activity with the booth space downtown.

**D. Treasurer Report** – Board Member Flagg reported that in the packet is the standard set of financials. Fiscal closing takes a little longer for year-end. The list of questions from the budget hearings were sent to Executive Director Hillman for a response and the responses were reviewed by Board Member Flagg.

**E. Operations Report** – Executive Director Hillman referred the Board to page 18 of the Board Packet; reported that the Boosters' Phase I is nearly complete; the water feature is having inspections done; and a fence may be installed around the water feature.

Staff is waiting for the City to approve plans for the Fire Hydrant Project.

The Floral Building ductwork and HVAC system is no longer operational due to years of flooding. Board Member Flagg asked what would be done for fairtime. Executive Director Hillman reported that window air conditioners would be installed.

The Livestock Restroom Project is complete and will be inspected later in the week.

The Vortex II Concert will be held at the Fair Complex in August with proceeds benefiting the Oregon Food Bank and Public Schools.

The Airshow is borrowing ticket booths and barricades. They will also be advertising parking availability at the Fair Complex.

Hillman explained to the Board about the Experience Works program that has assigned a worker to the Fair Complex.

Hillman reported that the Complex forklift had ceased to operate and staff is currently demonstrating two new forklifts in preparation to buy a new one prior to fair.

Hillman also gave the Board a verbal preview of the fair; explained the four county series demo derby; and that the NPRA sanctioned Rodeo is good to go with 99.5 FM the Wolf back as a radio sponsor.

Board Member Steward asked about the rodeo volunteers. Hillman reported that Brian Love was coordinating everyone that will be needed.

Hillman continued by reporting that John L. Scott was the sponsor for the Truck Pull again; Baxter Auto Parts was sponsoring the Carnival Thrill Pass coupon; DockDogs is

reporting good entry numbers; and that John Deere and Avon have traveling shows scheduled during the fair.

Hillman also explained that Open Class Static Exhibits would be in the tent again with one modification in that air-conditioned trailers would be used for Arts & Crafts.

Hillman reported that commercial vendor spaces were almost sold out; talked about the Discover the Fun and Community Stages; explained the Pirate Show; and reported that the Family Carousel is back courtesy of the Hillsboro Argus.

Hillman talked about the Blues and Brews stage and the information booth.

Hillman also reported that the promoters of the Vortex concert would be providing concerts in the Amphitheater; talked about consumer protection issues, the wash racks and signage; and asking that the exhibitors not eat and drink in the barns.

Hillman reported that the farm implement dealers have declined an invitation to participate in the fair this year, but will keep working on this program with other dealers in the area.

Discussion ensued regarding public agencies needing to treat all vendors the same.

**F. Other, if any** – None.

### **3. Old Business**

**A. Redevelopment Update** – Vice Chair Hirst stated that there is no update and that the matter is in the hands of the County Commissioners.

Board Member Steward asked about the August 10<sup>th</sup> meeting. Vice Chair Hirst reported that the County Commissioners are taking the lead in this matter. Steward said that everyone is invited and he would like to be part of the preparation.

Vice Chair Hirst again stated that the County Commissioners are taking the lead on the preparations for the August 10<sup>th</sup> meeting with the City of Hillsboro Planning Commission.

**B. Organization of the Board Policy Resolution – Update** – Executive Director Hillman reported that staff is still working on this, gathering information from other organizations that have Policy boards.

**C. Board Meeting Date Policy Resolution – Update** – Board Member Christy gave an update. Each Board Member will be allowed to submit two names and one back-up name by August 5<sup>th</sup>. Prospective participants will be called and asked what topics they would like discussed.

Board Member Flagg asked how many people would be involved. Christy reported twenty-five people including the Board, one Booster and representatives from the County Commissioners. Flagg asked about a facilitator.

Board Member Steward agreed that a facilitator should be hired.

Discussion ensued regarding dates, hours, number of topics and locations.

**D. Booster Phase I – Update – None.**

**E. Other, if any – None.**

**4. New Business.**

**A. Other, if any –** Board Member Christy asked to talk about the misinformation that people are circulating.

Executive Director Hillman reported that he includes all articles that he is aware of in the Board Packet.

Christy expressed her disappointment about the misinformation being spread via letters to the editor.

Vice Chair Hirst talked about what the Board can legally talk about and that the Opus meetings were Opus's meetings, not ours.

Board Member Flagg suggested more information be added to the FAQ's on the website.

Board Member Christy announced the scholarship in memory of Jeannie Leason.

Board Member Logan asked about Blue Ribbon nominations. Board Member Steward said it was being worked on.

**5. Announcements –** Executive Director Hillman reported that the Hillsboro Chamber Ag & Forestry Committee Breakfast is being held on Friday of the fair at 7:00 a.m. at Friendship Square. Also reminded Board Members that Saturday of the fair is very busy with the Steak Fry, Youth Auction and the Honored Citizen recognition at the Rodeo.

Hillman also asked Board members to try and visit a couple of other fairs during the summer.

**6. Correspondence -** None other than what was in the packet.

**7. Board Oral Communications -** None

**8. Other Matters of Information -** None other than what was in the packet.

## 9. Oral Communications – Second Session

Linda Mokler – Questions about the County Fair Summit, asked that it not just be about the County Fair, but be a Fair Complex Facility Summit. Stated that the six-month booking policy is not needed. Board Member Christy asked how many years experience Ms. Mokler has in booking events. Mokler reported that she booked a wedding and it had to be done nine months in advance.

Ron Van Roekel – Asked if the ADA showers in the Cloverleaf Building are getting fixed. Executive Director Hillman reported that a plumber was working it on.

Kathy Schmidlkofer – Reminded the Board that the 4-H lady asked to be put on the agenda at the last Board meeting.

Kathy Noraski – Didn't get her questions answered on the balance sheet because you pushed through the financial review. Ms Noaski was directed to staff for an explanation.

Debbie Van Roekel – Last Tuesday at the Commission meeting, after a topic was discussed, they asked the public for input. Thinks that this Board could benefit from that style of meeting.

Board Member Logan asked what type of meeting this was.

Executive Director Hillman reported that it was a special budget hearing.

Byron Schmidlkofer – Wants to know if the shavings will be removed for free this year.

Brandi Gilbert – Since changing from PRCA to NPRA was a last minute decision, concerned that the cowboy turnout will be like last year, thinks a family package should be offered so it's not so expensive, need to have a better way to get people into the rodeo.

Board Member Steward asked Ms Gilbert if the Rodeo Committee has looked for sponsors to help with that type of package. Steward also asked if the credit card issue had been taken care of. Hillman reported that it had.

Debbie Van Roekel – Reported to the Board that at 1:30 a.m. on the Golf Channel, a commercial for the County Fair was aired. Stated that this is a waste and was the Board aware of how their advertising dollars are being spent. Staff clarified that this advertising was provided free through a sponsorship with Comcast.

Jim Clymore – Asked why the Board wanted questions addressed to the staff outside of Board meeting and shouldn't this be done in front of the Board so they know what the staff is doing.

Vice Chair Hirst responded to Mr. Clymore's, but was interrupted by Mr. Clymore with name-calling and yelling ensuing.

- A. **Newspaper Articles, if any**
- B. **Other, if Any**

**With no further business before the Board, Vice Chair adjourned the meeting at 6:30 p.m.**

**Motion by Board Member Christy to move for adjournment. Second by Board Member Flagg. Motion carried 6-0.**

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**Don G. Hillman**  
**Recording Secretary**

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**Herb Hirst**  
**Board Vice Chair**