

M I N U T E S

Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held March 3, 1982, in the Fairgrounds office beginning at 4:30 p.m.

ATTENDANCE

Fair Board

Charles Colegrove  
John Love  
Homer Speer  
Margaret Sprecher  
Mike Swan

Staff

Adeline Hesse  
Valerie Bentley

Guests

Paul Hering, Hillsboro Jaycees  
Mark Harrison, Hillsboro Jaycees  
Tim Krieck, Hillsboro Jaycees  
Lyle Spiesschaert, Extension Agent  
Alison Taylor, P.A.T.H.S.  
Bruce Warner, Hillsboro City  
Engineer

CLOVERLEAF  
COMMUNITY  
BUILDING

Architect Stan Rickard was unable to attend the meeting, but he called in his report. The plans are progressing well, but there has been a setback because the power lines on to the fairgrounds are already at their maximum load. An electrical consultant has been working with Portland General Electric. P.G.E. is now writing a report on the situation. Rickard has been revising plans to cut down costs.

The plans should be done in time to open bids the end of March. The Board will award the final contract at their regular April meeting. The building will take approximately three months to build. Rickard is still ironing out some of the options.

Lyle Spiesschaert handed out the latest 4-H Newsletter outlining the 4-H program's fund raising drive for Cloverleaf Community Building furnishings. They plan to raise \$6,200. Spiesschaert commended the Board on the building name they chose.

HAPPY DAYS

Paul Hering and Mark Harrison are co-chairmen of this year's Hillsboro Happy Days. The event will open Saturday, June 26, and run through Sunday, July 4. The Jaycees would like to use the same facilities as last year. The south end of the Main Exhibit Building for a beer garden, the carnival area, rest-room facilities and parking lots. They would like access to the fairgrounds the evening of June 24.

Concessions will be set up same as last year; it worked out good for traffic flow and security. There won't be any charge for parking, and admission will be 75¢.

The Jaycee's attorney advised the Jaycees to receive total profit from the beer concession in order to comply with OLCC rules. Hesse asked for this in writing and will check with Washington County Counsel. Hering suggested the Board charge a flat fee for the beer concession.

Blake Amusement will provide the carnival again this year. The Fair Board will handle the food concession for the destruction derby. The Jaycees will include the destruction derby in their advertising. Schedule of events is due March 25 for Fair Board review. The Jaycees will be working with John Synder of Maletis for beer sales.

MEET  
ROVE-  
MENTS

Bruce Warner, Hillsboro City Engineer, discussed the improvements to be made to 25th and 28th Streets as it will effect the fairgrounds west entrances. It is planned that 25th Street will be extended south of Cornell Road and meet 28th Street at Grant Street. Traffic will be diverted from 28th to the intersection of 25th and Cornell Road where a stop light will be installed. This new intersection will improve traffic flow and safety. There will be no left turns from 28th Street to Cornell. There will be no cost to the fairgrounds.

The south part of the fairgrounds will retain two accesses off 28th Street. Exact location has not been firmed up. Because there will be less traffic on the portion of 28th where the driveways are located, livestock vehicles will be able to stack up while waiting entry to the fairgrounds.

Warner assured the Fair Board that there would be adequate signs to assure motorists easy access to the fairgrounds. It will take about one month to complete the 25th Street extension once it is started.

The Cornell Road improvement design is 80 percent done. Construction should begin the summer of 1983. There will be no cost to the Fair Board if federal funds are available to match local funds for the project.

The Board thanked Mr. Warner for attending the meeting.

CONSENT  
AGENDA

MOTION: MOVED BY MIKE SWAN, SECONDED BY HOMER SPEER TO APPROVE THE BILLS AS SUBMITTED, THE JANUARY 1982 FINANCIAL RECAP AND THE FEBRUARY 3 & 11, 1982, BOARD MINUTES. MOTION CARRIED. (Bills listed on page 4.)

NATIONAL  
GUARD

The Oregon Army National Guard in Lake Oswego has requested use of the Washington County Fairgrounds as an alternate assembly area in the event of Federal mobilization. The Board questioned who would be responsible for any damage to real property. Hesse will write the Guard concerning this matter.

MOTION: MOVED BY HOMER SPEER, SECONDED BY MIKE SWAN TO APPROVE THE OREGON ARMY NATIONAL GUARD'S REQUEST TO USE THE FAIRGROUNDS AS AN ALTERNATE ASSEMBLY AREA PENDING A RESPONSE FROM THE GUARD ON WHO IS RESPONSIBLE FOR ANY OR ALL DAMAGE TO REAL PROPERTY. MOTION CARRIED.

DIRECTOR'S  
REPORT

Hesse wrote the Mervyn's Department Store concerning their grant program for special events in communities where Mervyn's Stores are located.

Brabham Electric, Inc., donated 182, 2 tube, 4 foot florescent light fixtures and tubes from a Portland school building they are working on. Russ Dyche picked up the lights February 11 & 12. The lights will be installed in livestock barns and other buildings as appropriate. Hesse has sent a thank you letter to Brabham Electric.

Swan offered his block mechanics class to install pigtails on the lights. The power center is now enclosed. Dyche has been cleaning out the Sheriff's Building, and the Washington County Emergency Department has picked up some old nerve gas found in the Building. The Board may want to meet in the Sheriff's Building during the fair.

Hesse reviewed her speaking engagements for February.

MOTION: MOVED BY MIKE SWAN, SECONDED BY MARGARET SPRECHER TO ACCEPT HILLSBORO AND ALOHA FEED & SEED STORES GENEROUS OFFER TO PROVIDE A FREE BREAKFAST FOR 4-H/FFA YOUNGSTERS ON WEDNESDAY, AUGUST 11, FROM 6 TO 9 A.M. MOTION CARRIED.

Full Circle, Inc., has agreed to supply and man the Touch & See Animal exhibit for the 1982 fair.

Mike Swan and Homer and Nancy Speer have agreed to act as hosts and hostess for the Cloverleaf Community Building dedication reception to be held in the Sheriff's Building opening day of fair Tuesday, August 10.

HOTEL/  
MOTEL TAX Chuck Colegrove and Margaret Sprecher will be working with Fairgrounds Booster Dale Scheller to organize a successful hotel/motel tax campaign. The committee will meet about once a month to put together pamphlets, advertising, and organize speaking engagements. Hesse cannot be involved and no fairgrounds money can be used on the campaign. Maybe the Boosters would have a booth at the fair to hand out information on the hotel/motel tax.

AIR SHOW There will be no air show this year due to the recent Thunderbirds accident.

DECORATIONS The full-time staff attended an Oregon Fairs Association Area II workshop on decorations put on by Sam Philip, Multnomah County Expo Center Manager. The Board approved Hesse's request to purchase colored plastic material to decorate the Main Exhibit Building. Hesse will check into the possibility of sharing materials and cost with Clackamas County Fairgrounds.

ARTS &  
CRAFTS The Board suggested several replacements for Arts & Crafts Superintendent. The current superintendent and assistant want to resign their positions.

RENTAL Tualaty Community Hospital will be having their company picnic at the fairgrounds on September 19. They have requested a reduced rental rate. Regular fee is \$1 per person for the first 500 people and 50¢ for any additional people. The hospital is expecting 750 to 1,000 people. The Board agreed in order to supply the services required for a picnic, such as garbage, restrooms, use of several buildings, tables and benches, the standard rental fee must be charged.

POLICY  
STATEMENT The Board reviewed a more general policy statement on community use of facilities and equipment than was presented at the last meeting. Director Hesse will use the Fair Board's input to revise the statement. The Board reviewed an application for use of fairgrounds and equipment. All agreed it looked workable and comprehensive.

BOOSTERS Hesse reported the Boosters have decided on several projects for this year. One is new water lines and faucets near the open class beef/dairy barn and 4-H livestock barn. The Boosters will be contacting Gene VanKoll for plumbing help. The Boosters will be finding some trees to be planted on the fairgrounds. Approximately \$5,000 of Booster money is set aside for a covered arena.

Hesse encouraged the Board members to attend Booster meetings.

A G E N D A

Washington County Fair Board  
Regular Meeting      Wednesday, March 3, 1982  
4:30 p.m.              Fairgrounds Office

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.  
  
Guests: 4:30      Progress report from Architect Stan Rickard  
          4:50      Paul Hering - discuss contract for 1982 Hillsboro Happy Days
- \*3. Bills for approval (enclosed).
- \*4. Financial recap for January 1982 for approval (enclosed).
- \*5. Board minutes from February 3 & 11, 1982, for approval (enclosed).  
    \* Consent Agenda: Any item may be removed for separate consideration upon request by any Board member or anyone from the audience.
6. Correspondence: A) Request from Oregon Army National Guard to utilize the Washington County Fairgrounds in the event of a Federal mobilization. This would be reviewed annually by the Board. Board discussion. (Enclosed)  
                      B) Correspondence from Janet Chandler, Sr. Personnel Analyst, Washington County. Per Fair Board request salary evaluation of full-time staff. Board discussion. (enclosed) (This item may be appropriate under Agenda Item 8.)
7. Directors Report:
  - A. Correspondence sent to the Dayton-Hudson Foundation (Mervyn's) (enclosed).
  - B. Received donation of 187, 2 tube, 4 foot florescent lights from Brabham Electric. Russ removed on February 11 & 12. These will be utilized in the livestock barns or in other buildings as appropriate. Hesse has sent Brabham Electric a thank you letter.
  - C. I have had the following speaking engagements:  
        February 2 - Hillsboro Soroptimists, slides and talk  
        February 9 - Washington County Dairywives, talk  
        February 12- Hillsboro Coffee Club, talk
  - D. Hillsboro & Aloha Feed and Seed Stores wish to provide a free breakfast for 4-H/FFA youngsters on Tuesday or Wednesday, August 10 or 11, 6 to 9 a.m. Board action.
  - E. Fair Board volunteer to be in charge of the Cloverleaf Community Building reception to be held in the Sheriffs Building, opening day of fair, Tuesday, August 10, time ?.
  - F. Fair Board volunteers (co-chairman - one from west end of county and one from east end) to head up hotel/motel tax campaign. I believe it's time to get organized.

- G. Valerie, Russ, and Addy attended Oregon Fairs Association Area II workshop on decorations put on by Sam Philip, Multnomah County Expo Center manager. We learned a lot. With Board approval would like to purchase plastic material to make valances, flags, banners, table skirts, etc., for the 1982 fair. Cost could be \$500 to \$700 for materials. Material can be used for several years. Will also need a strapping machine.
  - H. Our Arts and Crafts Superintendents have asked to be replaced as soon as possible. I need some suggestions for replacements.
  - I. Tuality Community Hospital will be having their company picnic on the fairgrounds September 19. Our fee is \$1 per person for the first 500 people, and 50¢ for any additional people. They wish a reduced rate. I do not believe we can provide the services such as garbage, restroom, use of several buildings, tables and benches for any less.
  - J. Draft of Fair Board policy on community use of facilities and equipment (enclosed). Board discussion. I plan to add items after discussion with the Fair Board and several other special events specialists.
  - I. Hesse report on Fairgrounds Booster meeting held February 24, 7:30 p.m.
8. Possible Executive Session

Fair Board may desire to go into administrative session to discuss legal matters and/or matters pertaining to personnel under authority of Oregon laws, 1973, ORS 192.660(1):

- (a) Considering Employment
- (b) Considering Discipline of Employees
- (c) Labor Negotiations
- (d) Property Transactions
- (e) Exempt Records
- (f) Trade/Commerce/Competitive Business
- (g) Attorney/Litigation