

M I N U T E S

Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held March 6, 1985, beginning at 4:40 p.m.

ATTENDANCE

Fair Board

Lloyd Baron
Jeanne Leeson
John Meek
Homer Speer
Margaret Sprecher

Staff

Adeline Hesse
Jamie Hammack

Guests

Stan Rickard
Carl Jensen

CONSENT AGENDA

MOTION: MOVED BY JOHN MEEK, SECONDED BY HOMER SPEER, TO APPROVE THE BILLS FOR APPROVAL, THE JANUARY 1985 FINANCIAL RECAP, THE FEBRUARY 6, 1985 BOARD MINUTES, AND THE JANUARY 1985 OFF-SEASON CALENDAR. MOTION CARRIED. (Bills listed on page 2).

RODEO BOARD MINUTES

Fair Board members reviewed February 4, 1985 Rodeo Board Minutes. Hesse reported Rocky Williams, Rodeo Board Chairman, was keeping her advised as to Rodeo Board progress. She also reported Power Rents committed to a donation towards prize money.

HISTORICAL SOCIETY

Fairgrounds staff received a letter from the Washington County Historical Society confirming their contribution of \$250 towards the cost for nomination of the jail to the National Register. Hesse encouraged the Fair Board to match the \$250 contribution. With a joint effort between the Washington County Historical Society and fairgrounds, Hesse hopes to have the jail placed on the National Register by the 1986 county fair.

HALLMARK INN

Correspondence from Court Carrier, General Manager of the Hallmark Inn at Hillsboro Airport, was reviewed. His letter stated the Hosts of America, Inc. supported the fairgrounds' master plan, rather than the regional convention center promoted by the City of Portland and Metro

Bills for Approval, March 6, 1985

5707	Chris Cullen	50.00	Special Events Coordinator, Jan. payment
5708	Albertson's	12.58	Office expense, coffee
5709	Postmaster	117.00	Postage
5710	Hillsboro Senior High School	150.00	Benches, picnic tables and benches
5711	Garment Graphics	207.50	Fair Board and staff jackets
5712	Adeline Hesse	50.00	Car allowance
5713	Jamie Hammack	25.00	Car allowance
5714	K-Mart	49.97	Casio calculator
5715	Albertson's	8.17	Soft drinks, Fair Board meeting
5716	Christy's	19.60	Sandwiches, Fair Board meeting
5717	A-Line	4.75	Replacement tail light lens
5718	Peterson Land Surveying	1,437.00	January services
5719	PGE	359.22	Utilities
5720	Sav-On Office Supply	36.05	Office expense
5721	Jo Ann Henley	71.50	1984 fair photographs
5722	Modern Interiors	12.50	Formica for Cloverleaf Bldg kitchen
5723	Baker Rock Crushing	76.30	Crushed rock
5724	Sherwin Williams Co.	130.74	Paint supplies for Cloverleaf Bldg and restrooms
5725	VOID		
5726	Northwest Natural Gas	263.46	Utilities
5727	Stanley P. Rickard	105.00	Architectural services for January Main entrance design
5728	Taylor Rental	8.40	Pipe wrench rental
5729	Hinds Supply Co.	99.96	Pipe & fittings for water truck
5730	VOID		
5731	Finance & Administration	4,819.75	\$4,811 salaries, \$8.75 county counsel
5732	GTE	170.85	Office telephone
5733	Bentley Electric	1,811.75	Electrical work
5734	Ruth Ann Peck	222.85	Rodeo queen expenses
5735	Postmaster	8.00	Postage
5736	Chris Cullen	50.00	Special Events Coordinator, February payment

Service District. John Meek advised that County Commissioners would be discussing endorsement of the project and thought a copy of the letter should be forwarded to the commissioners. Hesse said the letter had been directed to the fairgrounds and that Court Carrier should be contacted before forwarding copies.

VIDEO TAPING

County Counsel provided an opinion regarding exclusive video taping services. Board members discussed the importance of families being able to tape their children and that granting an exclusive contract would prohibit parents and any other person from video taping.

MOTION: MOVED BY HOMER SPEER, SECONDED BY LLOYD BARON, TO ALLOW VIDEO TAPING BY ANY PERSON AND NOT GRANT EXCLUSIVE CONTRACTS. MOTION CARRIED.

HOME-EC SUPERINTENDENT

Hesse reported she wrote directly to all 1984 adult Home-Ec Exhibitors and has gotten good response. She indicated four people were interested in leadership roles and several others were interested in helping. There is a possibility of breaking the department down into smaller sections. She will meet with possible superintendents on Friday, March 15th.

ALCOHOLIC BEVERAGE POLICY

The alcoholic beverage policy submitted to County Counsel complied with Oregon law. Contracts and regulations regarding building rentals were revised to comply with the laws, which were approved by the Fair Board. Liability and fee structures for private groups using the fairgrounds was discussed.

BUDGET

The proposed budget prepared for the county met the deadline. Hesse provided copies of major revisions from the prior board meeting. She once again advised that the cash on hand was exaggerated due to the Community Development Block Grant funds. Some capital improvement projects were cut to enable funding for the new fairgrounds entrance.

COMMUNITY DEVELOPMENT BLOCK GRANT

The Policy Advisory Board was in the process of meeting and reviewing applications for grant monies. Hal Bergsma, Land Use and Transportation Department, was appearing on behalf of the Fair Board. Also, Hesse submitted a letter to the PAB.

COMMERCIAL EXHIBITOR CONTRACTS

County Counsel revised the current Commercial Exhibitor Contract, based on court rulings.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN MEEK, TO ADOPT THE RULES AND REGULATIONS GOVERNING DISSEMINATION OF MATERIAL AND APPROVING THE COMMERCIAL EXHIBITOR CONTRACT. MOTION CARRIED.

The adopted Rules and Regulations Governing Dissemination of Material will be posted.

THANK-YOU

A special thank-you to Jeanne Leeson for hosting John Love's appreciation party.

GREEN THUMB PROGRAM

The Green Thumb program has authorized their employees to work 30 hours per week, rather than the previous maximum 20 hour week. This policy will be in effect beginning March 11, 1985 through July 1, 1985.

MAIN ENTRANCE

Architect, Stan Rickard, reported that Carl Jensen, of Consulting Engineering Services, and Hesse met and revised the scope of the main entrance project to meet the proposed budget. The curbing, flag poles, and bollards in the initial design will be postponed. The bollards will be replaced by temporary planters. Rickard and Hesse renegotiated the architectural fee. It was suggested that perhaps an organization such as the American Legion would be interested in donating the flag pole. Meek offered to ask the Hillsboro Optimist to fund the project. Flag pole cost could be \$3,000 to \$4,000.

PARKING LOT

Carl Jensen, of Consulting Engineering Services, presented a parking lot layout to the Fair Board. The drainage plan and storm sewer were also discussed. Jensen is working on keeping the costs below \$200,000. Parking lot capacity will be approximately 711 cars with 15 designated handicapped parking. The lot will be graveled and possibly one acre will be asphalted.

The Hillsboro Police Department's Explorer group will be attendants for fair parking. Bob Shook has had 5 years of traffic control and therefore Hesse has instructed him to handle that aspect.

DESTRUCTION DERBY

Hesse reported she met with members of the Driver's Association and representatives from Southland Corporation (owners of 7-11 franchise) on Monday, March 4, 1985. She discussed expenses, ambulance service, police protection, and insurance liability with the group. They set tentative dates for June 1, 1985 and for August 30, 1986. The derbies would be a benefit for Muscular Dystrophy Association, Inc.

Board members discussed the impact increased numbers of derbies will have on volunteer service, i.e. fire department and police department. They also discussed the affect it will have on other fairground/community events. It was suggested a letter be sent to Herman Woll, Hillsboro Chief of Police, advising of the potential demand for volunteered security services. The Board advised they could not deny use of the facilities to a group so long as they meet all insurance requirements and fee requirements. Since a derby car jumped the arena fence, groups using the fairgrounds will be asked to provide liability insurance on the fairgrounds, spectators and participant insurance for \$500,000.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON INSTRUCTING THE EXECUTIVE DIRECTOR TO CONTINUE ENFORCING EXISTING POLICY THROUGH THE FISCAL YEAR. MOTION CARRIED.

It was also suggested Fair Board Chairman, Sprecher and Executive Director, Hesse, schedule a meeting with Sheriff Bill Probstfield and Police Chief, Herman Woll, to discuss the matter of security further.

SURPLUS ITEMS

A list of items consisting of: water truck, 21" X 42" cast iron sink; 21" X 33" double sink (steel, enamel finish), 18" X 20" porcelain sink; 19" X 21" cast iron sink, 18" round cast iron sink, 19" X 17" porcelain sink, 30 light standards 18", and Champion Spark Plug Machine; was presented to the Fair Board.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY HOMER SPEER TO DECLARE THE ITEMS LISTED AS SURPLUS AND THAT THEY BE INCLUDED IN THE COUNTY SURPLUS AUCTION JUNE 1, 1985. MOTION CARRIED.

ENTERTAINMENT

Jeanne Leeson reported she had been in contact with Brian Jennings of KXL regarding contracting Sally Jessy Rafael for a possible performance. Cost is \$2,500 per day. Leeson will pursue further.

Hesse advised she had inquired as to the cost of Stella Parton, sister of Dolly. Hesse says she has been quoted a cost of \$3,500 for a Tuesday afternoon and evening performance.

CORNELL ROAD CONSTRUCTION

Hesse met with Roy Gibson, Acting City Engineer. She expressed her concern about access to the fairgrounds. A few days thereafter she received a copy of a letter to the Oregon State Department of Transportation instructing them to complete 28th Street access and to put in a curb cut at the north entrance by March 20, 1985.

OPERATIONS REPORT

Jobs completed during the month of February were, Main Exhibit Building kitchen remodeled, painted Men's Main Exhibit Building restrooms, painted woodwork in Cloverleaf Building restrooms, converted water truck for spraying water and Jay Bentley completed electrical repairs.

March projects consist of exterior painting of Main Exhibit Building, Arts & Crafts Building, and concession stand (weather permitting), and rebuilding the deck railing on Friendship Square.

Homer Speer said the kitchen remodel job looked great and noted the frame was up for the new storage building.

POLITICAL ACTION COMMITTEE

John Meek reported the Tualatin Chamber had withdrawn their support of the transient tax increase, but that there is no organized opposition to date. Other chambers, however, are supporting the measure. Sprecher advised the finance committee was \$2,100 short. Funds are needed by March 14th for direct mailings. People are needed to walk precincts March 23rd at 9 a.m. Hesse will request an additional \$500 from Fairgrounds Boosters.

COMMERCIAL DEVELOPMENT

Sprecher met with Lloyd Anderson, Executive Director of the Port of Portland, Friday, March 1. She described the fairgrounds master plan and advised of the task force recommendation. He advised the Port had property they will be developing, however, he was unsure of the acreage. He conveyed to her the Port's high regard for the Portland Development Commission and that they have an excellent working relationship. Mr. Anderson's personal opinion is to proceed with developing rather than following the task force recommendation and waiting 3 to 5 years. Waiting could possibly allow the Fair Board to pass over a potential developer.

Hesse mentioned the need to investigate financing possibilities. In the near future the county commissioners should be apprised of progress made by the Fair Board.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO INSTRUCT EXECUTIVE DIRECTOR TO CONTINUE COMPILING INFORMATION ON COMMERCIAL DEVELOPMENT, AND TO MEET WITH PORTLAND DEVELOPMENT COMMISSION AND PORT OF PORTLAND STAFF. MOTION CARRIED. JOHN MEEK ABSTAINED.

BOOSTERS

The next meeting is Wednesday, March 6, at 7:00 p.m. at the fairgrounds office.

LAND PRODUCTS FREEZER

Lloyd Baron reported that Hillsboro Rotary and Tualatin Men's Garden Club had raised approximately \$1,200 towards a freezer for the Land Products Division to allow for a fresh and frozen berry division.

NEXT MEETING

The next Fair Board meeting is Wednesday, April 3, 1985 at 4:30 p.m. at the fairgrounds office.

Meeting adjourned 6:20 p.m.

Respectfully submitted,

Jamie Hammack
Secretary

A G E N D A
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, March 6, 1985

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 full name for the record.

GUESTS: 5:00 p.m., Stan Rickard, update on new entrance. Board authorization for competitive bidding.

5:05 p.m., Carl Jensen, review of master drainage plan and parking lot.

- *3. Bills for approval (enclosed, page 3).
- *4. Financial recap for January 1985 (enclosed, page 4).
- *5. Board minutes for February 6, 1985 (enclosed, pages 5-11)
- *6. January 1985 off-season calendar (enclosed, page 12).

*Consent Agenda: Any item may be removed for separate consideration upon request of any Board member or anyone from the audience.

7. Correspondence:

- A. Rodeo Board Minutes (enclosed, pages 13, 14).
- B. Washington County Historical Society (enclosed, page 15).
- C. The Oregonian, February 24 clipping on survey conducted by Washington County (enclosed, page 16).
- D. Hallmark Inn at the Hillsboro airport (enclosed, page 17)
- E. Video taping concession, County Counsel opinion and recommendation (enclosed, pages 18-20).

8. Executive Directors Report:

- A. Home-Economics Superintendent, still searching.
- B. Update on Resolution and Order, Alcoholic beverage on the fairgrounds. (Enclosed CCB rules and application, pages 21-25).
- C. Update on construction of storage building.
- D. Premium Book update. FFA & Open Class sections were submitted February 20, 1985.
- E. Corrected, proposed 1985-86 Budget (enclosed, pages 26-28)
- F. Board approval of revised concession contract and adoption of Rules & Regulations Governing Dissemination of Material (enclosed, pages 29, 30).
- G. Community Development Block Grant. Moving along, presentations conflict with Fair Board meeting. Letter to Policy Advisory Board (enclosed, page 31).

- H. 7-11 and Derby Drivers Association are considering putting a derby on Memorial Day Weekend (May 26, 1985) as fund raiser for Muscular Dystrophy.
- I. Declare surplus for June 1, 1985 County Auction: water truck, 21" X 42" cast iron sink, 21" X 33" double sink (steel, enamel finish), 18" X 20" porcelain sink, 19" X 21" cast iron sink, 18" round cast iron sink, 19" X 17" porcelain sink, 30 round light standards 18", Champion Spark Plug service machine.
- J. Entertainment update - Jeanne is seeking information on Sally Jessy Rafael, Cullen is reviewing information and cost on Stella Parton, sister of Dolly. We've booked a teenage group, Sequel, for Friday night, looking at Limbo for Thursday and Saturday nights.

9. Operations Superintendent's Report:

A. Jobs completed in February:

- 1. Finish Main Exhibit Building kitchen remodel.
- 2. Paint Men's Main Exhibit Building restrooms.
- 3. Paint woodwork in Men's and Women's Cloverleaf Building restrooms.
- 4. Jay Bentley completed electrical repairs.
- 5. Converted water truck for spraying water.

B. March projects:

- 1. Exterior painting (weather permitting)
 - a. Main Exhibit Building
 - b. Arts & Crafts Building
 - c. Concession stands
- 2. Rebuild Friendship Square deck railing.

10. Old Business:

- A. Meek's report on Hotel/Motel Tax Political Action Committee, Argus editorial (enclosed, page 32).
- B. Sprecher report on fund raising for Hotel/Motel Tax Campaign.
- C. Sprecher report on contact with Lloyd Anderson.

11. New Business:

A.

12. Non-Agenda Items:

A.
B.

13. Announcements:

- A. Next regular Fair Board meeting is Wednesday, April 3, 1985 at 4:30 p.m. at the fairgrounds office.

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