

# M I N U T E S

## Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held May 1, 1985, beginning at 4:30 p.m.

### ATTENDANCE

#### Fair Board

Lloyd Baron  
Jeanne Leeson  
John Meek  
Homer Speer  
Margaret Sprecher

#### Staff

Adeline Hesse  
Ron McAuley  
Jamie Hammack

#### Guests

Carl Jensen  
Stan Rickard  
Court Carrier  
Rocky Williams

### WELCOME

All fair board guests and audience were welcomed to the meeting.

### CONSENT AGENDA

Addy Hesse, Executive Director, noted a correction on page one of the April 3, 1985 Minutes. Within the last paragraph of the minutes should read, "and the handicap access to grandstands as #4 project." rather than "and the handicap access to restrooms as #4 project."

MOTION: MOVED BY LLOYD BARON, SECONDED BY JEANNE LEESON, TO APPROVE THE BILLS FOR APPROVAL, MARCH 1985 FINANCIAL RECAP, APRIL 3, 1985 BOARD MINUTES WITH CORRECTION, AND MARCH 1985 OFF-SEASON CALENDAR. MOTION CARRIED (Bills listed on page 2).

### RODEO COMMITTEE

Rocky Williams, Rodeo Board Chairman, reported the Rodeo Queen Coronation dance held April 27th at the Cloverleaf Community Building was a success. The final financial report was not yet available.

The Rodeo has been approved by the Northwest Rodeo Association, which will make a difference in drawing cowboys to participate.

Bids will be solicited from three or four businesses for the rodeo program.

Williams suggested moving bleachers in the north end of the arena, where holding pens were recently removed. He indicated this would put the audience closer to the concession stand and eliminate people watching the rodeo from the parking lot.

Washington County Fair Board  
 Bills for Approval, May 1, 1985

5774	Chris Cullen	50.00	Special Events Coordinator, March services
5775	Southwest Ready Mix Co.	588.00	Concrete for new storage building
5776	Modern Interiors	90.20	Blinds for office
5777	Adeline Hesse	50.00	Car Allowance for April
5778	Jamie Hammack	25.00	Car Allowance for April
5779	Payless	44.32	Flashlights and batteries for ticket booths
5780	Albertson's	19.03	Fair Board meeting refreshments office supplies
5781	Christy's Deli	19.15	Fair Board meeting
5782	Albertson's	3.87	Office supplies
5783	Maggie Sprecher	38.90	Reimbursement for mileage and meal
5784	Finance & Administration	57.06	Office supplies and copies
5785	City of Hillsboro	395.70	Utilities
5786	Portland General Electric	27.85	Utilities
5787	Finance & Administration	4,695.50	Salaries
5788	Check 'n Balance	50.00	January services
5789	Modern Interiors	6.00	Formica trim Main Exhibit Bldg kitchen
5790	Hillsboro Oregonian	6.75	Oregonian subscription
5791	T-Bird Home Center	6.70	General supplies
5792	J Thayer Co.	13.96	Office supplies
5793	Baker Rock Crushing Co.	149.10	Crushed rock
5794	Hillsboro Chamber	60.00	1985 Dues
5795	U-Haul Center of Hillsboro	22.00	Equipment rental
5796	Copeland Lumber Yards	213.10	Repairs to M.E. restroom and kitchen, stakes storage building
5797	Your Town & Country Coop	41.82	Lawn seed
5798	Finance & Administration	393.75	County counsel charges for January and February
5799	Sav-On Office Supply	45.24	Office supplies
5800	Stanley P. Rickard	1,667.50	Architectural services for March
5801	Peterson Land Surveying	1,000.00	January services
5802	Sherwin-Williams Co.	242.61	Paint supplies
5803	Postmaster	127.00	Postage
5804	Landa	5.73	Repair part for paint sprayer
5805	Christy's Deli	19.60	O.F.A. Legislative meeting refreshments
5806	Motorsports Club Affiliates	596.00	Destruction Derby Liability insurance
5807	Postmaster	10.75	Postage
5808	Ridgewood PTC	35.00	Return of deposit for table rental
5809	American Paint Horse Assn	10.00	Application for show approval
5810	Oregon Horsemen's Assn.	35.00	Application for show approval
5811	Motorsports Club Affiliates	2.00	Additional premium for liability insurance Destruction Derby
5812	OPOAC	20.00	Application for show approval
5813	Valley Tire Service	90.00	Tractor tires
5814	Postmaster	4.80	Postage
5815	Albertson's	37.62	Refreshments for superintendents meeting and proofing session
5816	Christy's Deli	46.55	Superintendents meeting and proofing session

Bills for Approval, May 1, 1985 continued

5817	A.H.A.O.	10.00	Application for show approval
5818	Newport Hilton	44.15	O.F.A. Fair Managers meeting, lodging
5819	Ruth Ann Peck	149.08	Fair & Rodeo Queen expenses
5820	Northwest Natural Gas	167.44	Utilities
5821	Blue Max	164.90	Special meeting with Fair Board and Board of County Commissioners and staff
5822	Portland General Electric	305.78	Utilities
5823	The Oregonian	9.00	Oregonian Subscription
5824	GTE	180.99	Office telephone
5825	Finance & Administration	94.76	Fairgrounds signs
5826	Western Business Builders	220.46	Bumper stickers and blue ribbon stickers
5827	Sherwin-Williams	353.76	Formica for desk, paint supplies for Main Exhibit Building
5828	Precision Dynamics	174.79	FFA/4-H Bracelts
5829	Associated Janitor & Paper	23.40	Trash can liners
5830	Daily Journal of Commerce	90.48	Advertisement for Bid - Main Entrance
5831	Albertsons	2.79	Donuts - Farm Implement dealer meeting
5832	Chris Cullen	50.00	April services - Entertainment Coordinator
5833	Adeline Hesse	86.10	Reimbursement for O.F.A. Manager's meeting, Newport, mileage, meals

### HALLMARK INN

Court Carrier, General Manager of the Best Western Hallmark Inn attended the meeting and shared the progress being made at the hotel. Initially the hotel was a \$4 million project. After receiving input from the community, the entire project will be \$10 million upon completion. The first phase is complete and 2nd phase of construction is beginning. The third phase will begin as their business justifies building.

Carrier indicated they were extremely pleased with the location. Hallmark Inn hopes to compliment the fairground facility and will stay in touch with fairground activities. He extended an invitation to the Fair Board to tour the facilities following the next Fair Board meeting.

### STORM DRAINAGE PLAN

Board members reviewed the storm drainage master plan prepared by Consulting Engineering Services.

### O.F.A. CARDS

Oregon Fairs Association cards were presented to each Fair Board member. The card will allow them to attend any Oregon County Fair and the Oregon State Fair at no charge.

### PLANNING SESSION

The Fair Board set a planning session date of Wednesday, May 8, at 3:00 p.m., in the fairgrounds office. Office staff will mail copies of notes from the previous planning session to members.

### PARKING LOT

Carl Jensen, of Consulting Engineering Services, presented the latest information and options on the parking lot and storm sewer to bring the project within budget. To pave the entire lot would bring the project to \$295,000. The Fair Board authorized construction to begin June 12 and for Hesse to execute the contract.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN MEEK, TO GO TO BID ON THE PARKING LOT AND STORM SEWER SYSTEM. MOTION CARRIED.

Paving surrounding the Cloverleaf Community Building was also discussed. Hesse reported the cost could be between \$30,000 - \$40,000, greater than the \$30,000 budgeted. This estimate includes a proper drainage system. A decision must be made soon as to whether we should put off building the celebrity stage and go for first class paved area near the Cloverleaf Community Building. It would be nice to have the work completed early fall, before bad weather.

### MAIN ENTRANCE

Bids were opened on the Main Entrance project on April 25, 1985. Three companies submitted bids which were all considerably over budget. Stan Rickard, architect, discussed some of the reasons for the high cost, i.e. specialty items rather than warehoused items, time frame and additional

handling. Rickard said in reviewing the information, he believed there to be an alternate approach to the design. Variations such as pre-fab ticket booths and independent roof structures were discussed.

Given the time frame, the project will not be completed by the 1985 County Fair, as previously planned. With some landscaping, Hesse advised a temporary entrance can be worked out for this fair.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY LLOYD BARON, TO REJECT ALL BIDS AND RETURN THE BID BONDS TO THE CONSTRUCTION COMPANIES. MOTION CARRIED.

Again, modifications and options for less expensive components were discussed, without sacrificing quality.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN MEEK TO INSTRUCT ARCHITECT TO REDESIGN THE MAIN ENTRANCE TO BRING PROJECT COST WITHIN BUDGET. MOTION CARRIED.

Hesse was authorized to negotiate architectural fees with Rickard. Rickard will redesign and present at the June 5, 1985 Fair Board meeting.

#### COMMERCIAL DEVELOPMENT

Hesse invited the Fair Board to attend a meeting scheduled with Ken Johnson of the Port of Portland on May 6, 1985 at 9:00 a.m. They will discuss the possibility of joint marketing the fairgrounds "commercial" property and the Port's property.

#### MERIT RATE

A gold medallion for the 1984 County Fair was presented to Hesse at the Oregon Fairs Association Manager's Conference she attended April 21st and 22nd. Lynn Corwin is Washington County's 1985 merit rater.

#### DESTRUCTION DERBIES

Stimson Lumber is accumulating logs for a derby barrier. Hesse hopes to have them in place before a possible June 1 derby sponsored by 7-11 and the Washington County Derby Drivers Association, as a fund raiser for Muscular Dystrophy.

Claude Hampton has resigned as head of the tech crew for all derbies. Hesse has researched cost for a grader for the derbies. Cost will be approximately \$40 per hour and time and half for the 4th of July derby.

#### BLOCK GRANTS

The Community Development Block Grants for handicap access to restrooms and grandstands have been postponed at least another fiscal year. The Policy Advisory Board originally rated the restroom project #1 and the grandstand project as #4. The Courthouse project and Sherwood City Hall project have been given priority.

### ENTERTAINMENT UPDATE

The Wray Brothers will be unable to appear at the fair due to an illness in the family. The Rodeo Band has been suggested as a replacement band.

### HILLSBORO HAPPY DAYS

Hesse reported on contract negotiations with the Hillsboro Jaycees. She presented the percentage formula and exemptions from gross receipts.

### OPERATIONS REPORT

Ron McAuley, Operations Superintendent, reported the following jobs were completed in April: painted the Main Exhibit Building, removed holding pens and fencing in north arena, sprayed fence lines and buildings with weed killer and dismantled old storage sheds behind the shop. May projects include lawn fertilization, building portable planters and painting ticket booths.

Hesse stated the new Green Thumb worker, Anastacio Montanez, was working out well as he was a commercial painter. She is also trying to locate someone to work in the flower beds. David Sprecher has been hired to assist Ron during the summer months. The Sweet Adelines will not be picking up garbage during the 1985 Fair and Hesse will meet with the drama club instructor regarding that particular job.

### PARKING CHARGE

Jeanne Leeson said she had been contacted by people concerned with the parking charge. The Fair Board discussed possible exemptions to the parking charge. Rocky Williams, Rodeo Board Chairman, suggested participating cowboys be refunded the parking fee at the rodeo office. This system works well at other rodeos in the state.

Hesse offered to draft a list of possible exemptions and bring it to the Fair Board for approval.

### FAIR BOARD/COMMISSIONER MEETING

Board members agreed the dinner meeting held April 23 with the Board of County Commissioners was successful. It was confirmed that future meetings with commissioners should be scheduled as progress is made on the master plan.

### HOUSE BILL 2410

The Board was asked their position on House Bill 2410. The Fair Board indicated they could not take a position as a group as they are appointed by County Commissioners.

### MASTER PLAN

Homer Speer and John Meek will speak at C.T.S. (Committee on Regional Convention Trade & Spectator Facilities) on May 7th, regarding the master

plan. They will report to the Fair Board at the next meeting, June 5, 1985.

Meeting adjourned 6:50 p.m.

Respectfully submitted,

Jamie Hammack, Secretary

A G E N D A  
Washington County Fair Board  
Regular Meeting  
4:30 p.m., Wednesday, May 1, 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: 4:45 p.m., Court Carrier, General Manager, Hallmark Inn  
5:00 p.m., Carl Jensen, Consulting Engineering Services,  
Authorize to bid for main parking area and storm  
sewer improvements.

- \*3. Bills for approval (enclosed, pages 3 & 4).
- \*4. Financial recap for March, 1985 (enclosed, page 5).
- \*5. Board minutes for April 3, 1985 (enclosed, pages 6-10).
- \*6. March 1985 off-season calendar (enclosed, page 11).

\*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 Committee minutes (enclosed, pages 12 & 13).
- B. Consulting Engineering Services, regarding storm drainage master plan (enclosed, pages 14 & 15).

8. Executive Director's Report:

- A. Hand out O.F.A. membership card - provides admission for you to all County Fairs and the Oregon State Fair.
- B. Planning session to review our goals and objectives. Update and note our progress - set date.
- C. Discuss construction of new main entrance bids opened on April 25th. See letter enclosed from Stan Rickard and bid summary (enclosed, pages 16 & 17).
- D. Meeting scheduled with Port of Portland, Ken Johnson, on Monday, May 6. Explore joint effort on marketing commercial property.
- E. Lynn Corwin, Klamath Falls, is our 1985 merit rater.
- F. Stimson Lumber is accumulating 12 to 15 3' logs for derby barrier. I've hired Dave Zumwalt to haul to fairgrounds. Cost is approximately \$300 for 5 - 6 loads.
- G. Claude Hampton, head of the tech crew for destruction derby has resigned.

- H. Entertainment update. Wray Brothers unable to perform due to a family illness. We'll have a drawing for a Cabbage Patch doll and Cabbage Patch Pal Party.
  - I. Oregon Economic Indicator regarding Clarion Hotel (enclosed, page 18) for your information.
9. Operations Superintendent's Report:
- A. Jobs completed in April.
    - 1. Paint Main Exhibit Building.
    - 2. Removed holding pens and fencing in north arena.
    - 3. Sprayed fence lines and buildings with weed killer.
    - 4. Dismantled old storage sheds behind shop.
  - B. May projects:
    - 1. Fertilize lawns.
    - 2. Build portable planters.
    - 3. Paint ticket booths - arena and west main gate.
10. Old Business:
- A. Parking Charge - Jeanne Leeson.
  - B. Comments on joint meeting of Board of County Commissioners and Fair Board held on April 23.
  - C. One last signature on our bank cards.
11. New Business:
- A.
12. Non-Agenda Items:
- A.
13. Announcements:
- A. Next regular Fair Board meeting is Wednesday, June 5, 4:30 p.m. at the fairgrounds office.
  - B. Monday, May 27 is a holiday for staff. Office will be closed.
- \*\*If you will be late or unable to attend, please call 648-1416\*\***