

M I N U T E S
Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held Wednesday, May 2, 1984, beginning at 4:30 p.m. in the Fairgrounds office.

- ATTENDANCE Fair Board Staff
 Lloyd Baron Adeline Hesse
 Jeanne Leeson Valerie Bentley
 John Love Ron McAuley
 Homer Speer
 Margaret Sprecher
- PORT OF
PORTLAND County Right-of-Way Coordinator Tom Spear was scheduled to attend to discuss easement for 34th Avenue as proposed by the Port of Portland. The Port did not send additional information as promised, so Spear did not attend the meeting.
- CONSENT
AGENDA MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO APPROVE THE BILLS AS SUBMITTED, THE MARCH 1984 FINANCIAL RECAP, THE APRIL 4, 1984, BOARD MINUTES, AND THE MARCH 1984 OFF-SEASON USE CALENDAR. MOTION CARRIED. (Bills listed on page 2.)
- 4-H The Fair Board noted an appreciation letter from Extension Agent Caroline Cannon and Hesse's farewell letter to her. Cannon is taking a new position in Multnomah County. Leeson asked what effect the 4-H personnel change will have on the upcoming fair. Baron responded if an experienced 4-H agent is hired, it will take a year for the agent to become familiar with Washington County. If the agent is new to 4-H, it may take up to two years to become familiar.
- In regard to Lyle Spiesschaert's employment, Baron recommended the Fair Board not become involved in an O.S.U. personnel matter.
- COUNTY
COUNSEL Assistant County Counsel Dan Olsen has been assigned as lead counsel for the Fair Board. Olsen will attend the June 6 Fair Board meeting to become acquainted with the Board's functions and needs.
- ZONE
CHANGE County Senior Planner Nancy Gordinier drafted a work program for the proposed 13.4 acre plan amendment and zone change. The Fair Board will be paying the required fees. Hesse feels the work schedule is a good one.
- ENTERTAIN-
MENT Chris Cullen has been hired as Special Events Coordinator for 1984, and she has begun scheduling entertainment for the fair. Several weeks ago Johnny Limbo and the Lugnuts cancelled their concert at the fair to be in Las Vegas, but a few days ago the Lugnuts called saying they will be available to play the fair. Hesse scheduled them for Saturday evening. In the meantime Hesse had signed a contract with the Wray Brothers Band for two Thursday evening performances. Washington Federal Savings Bank will still be sponsoring the Lugnuts.
- CHAMBER The Hillsboro Chamber of Commerce is producing a video tape to promote the City of Hillsboro. Cost of production is \$7,362, and emphasis will be placed on some available commercial property and the city's livability. The 13.4 acres of fairgrounds commercial property will be included in the video tape. Leeson felt the price for production of the tape was too high.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO APPROVE A \$50 CONTRIBUTION TO THE HILLSBORO CHAMBER OF COMMERCE PRODUCTION OF A VIDEO TAPE TO SELL HILLSBORO; THE FAIRGROUNDS COMMERCIAL PROPERTY TO BE INCLUDED IN THE TAPE. MOTION CARRIED.

ATTORNEY GENERAL The Board briefly discussed 1976 Attorney General's opinion on the relationship of the county commission to the county Fair Board regarding use, vacation of property, disposition, relocation of the fairgrounds, and the need for inclusion in the operating budget of money held in a sinking fund. The Fair Board suggested Hesse forward the opinion to County Counsel.

FAIR & RODEO COURT The Fair & Rodeo Court coronation dance was successful and profitable. Leeson went to take pictures for publicity.

TASK FORCE The Fairgrounds Development Task Force has been assembled. The next step is to set up a meeting date and time. Speer will give an orientation on the fairgrounds master plan. Hesse has forwarded to the Task Force the master plan, Ordinance 288, and the "fairgrounds commercial" zone.

SECRETARY Valerie Bentley will be leaving Fair Board employment after the fair, and Hesse is interviewing to fill the Administrative Secretary position. The new person should be on board the middle of May.

ADVERTISING The Fair will be participating in the "Entertainment '85" booklet with a two for one adult admission to the 1985 fair.

INSURANCE Hesse recently met with the County's insurance company to get specifics on liability and fire insurance on the fairgrounds. There is no coverage for loss of livestock; a hold harmless is printed in the premium book. Hesse said it is not unusual to cover only the buildings against damage. The Fair Board could purchase a policy to cover the livestock. The Leonard Adams Co. will be back in touch with price quotes on livestock coverage, so the Fair Board can make a decision as to whether or not they wish to carry insurance.

There are "no smoking" signs and fire extinguishers in most buildings. The insurance company suggested each event on the fairgrounds should provide a separate insurance policy. Hesse said half the events would not be able to afford to use the fairgrounds if that were enforced. The insurance company will check into economic policies or not enforce the ruling.

OFA The Fair Board agreed to nominate Margaret Fry for the 1984 OFA Distinguished Service Award.

JAYCEES The Jaycees are interested in setting up booths on the fairgrounds to sell class 3 fireworks during the Happy Days; one booth in the parking lot and one near the Sheriff's Building. The fireworks are ignited by matches. The Board agreed the risk was too high with the straw in the barns and dry grass in the parking lots, and the clean up too great a task.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY JOHN LOVE NOT TO ALLOW FIREWORKS TO BE SOLD ON THE FAIRGROUNDS. MOTION CARRIED.

REPAIRS SUPT. McAuley reported he is taking bids for the plumbing to update the Cloverleaf Community Building kitchen, and the cabinets will be ordered soon. Plumbing is running \$1,200 to \$1,700.

The Fair Board agreed to request the increase in the hotel/motel tax and work with WCVA for passage. The fairgrounds needs an on going source of revenue in view of the \$2 million shortfall to implement the fairgrounds development plan.

MOTION: MOVED BY HOMER SPEER, SECONDED BY LLOYD BARON TO SUPPORT A 2% INCREASE IN THE HOTEL/MOTEL TAX -- 1% TO FAIRGROUNDS -- AND TO WORK WITH WCVA FOR PASSAGE OF SUCH. MOTION CARRIED.

DERBY

Hesse reminded the Board about helping out at the July 4 and September 8 destruction derbies.

NEXT
MEETING

The next regular meeting of the Fair Board will be Wednesday, June 6, 1984, at 4:30 p.m. in the fairgrounds office.

Meeting adjourned at 5:45 p.m.

Respectfully submitted,

Valerie Bentley

A G E N D A
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, May 2, 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.

Guests: 4:40 Tom Spear, County Right-of-Way Coordinator, to discuss easement (enclosed request from Port of Portland).

- *3. Bills for approval (enclosed).
 - *4. Financial recap for March 1984 for approval (enclosed).
 - *5. Board minutes from April 4, 1984, for approval (enclosed).
 - *6. March 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. Farewell letter to Caroline Cannon, Extension Agent, and response (enclosed).
- B. Dan Olsen, County Counsel, assigned to Fair Board (enclosed).
- C. Nancy Gordinier, County Senior Planner, work program for plan amendment and zone change (enclosed).

8. Director's Report:

- A. Chris Cullen is 1984 Special Events Coordinator. Limbo & the Lugnuts will be in Las Vegas during fair week. Hired Wray Brothers for two concerts to replace Limbo show--Washington Federal Savings Bank will sponsor \$1,250 of the \$2,000 cost.
- B. The Hillsboro Chamber of Commerce is producing a video tape (\$7,362) to sell Hillsboro. Emphasis will be put on some commercial property and livability. Can we provide a contribution?
- C. June 1976 Attorney General opinion on various Fair Board topics of interest (enclosed for your information).
- D. Fair & Rodeo Court coronation dance was successful and profitable.
- E. Update on Fairgrounds Development Committee.
- F. Interviewed for Secretary position. New person will be on board middle of May.
- G. The fair agreed to participate in the Entertainment Booklet-- buy one and get second adult admission free.
- H. Update on insurance coverage -- livestock loss.
- I. Recommend the Fair Board nominate Margaret Fry for OFA Distinguished Service Award.

9. Operations Superintendent's Report:
 - A. Cloverleaf Community Building cabinets and plumbing.
 - B. Electrical project is moving ahead in preparation for fair.
 - C. Recommendation to Fair Board on surplus items.
10. Old Business.
 - A.
 - B.
 - C.
11. New Business.
 - A. Please remember we are counting on you and your spouse to help at the July 4 and September 8 destruction derbies.
 - B.
 - C.
12. Announcements:
 - A. Next Fair Board meeting will be Wednesday, June 6, 1984, at 4:30 p.m.

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