

Minutes of a work session held at the fair office by the  
Washington County Fair Board on May 24, 1978

ATTENDANCE	<u>FAIR BOARD</u>	<u>MANAGEMENT AND STAFF</u>
	Jerry Boyer	Adeline Hesse
	Charles Colegrove	Lorrie Maki
	Joe Evers	
	Jim Springer	<u>GUESTS</u>
	Ralph Holland	Eldon Mills, Mgr City of Hillsboro
		Greg Eades, City of Hillsboro

CALL TO ORDER Chairman Boyer called the meeting to order at 7:43 p.m. and welcomed the guests.

APPROVAL OF MINUTES MOTION: MOVED BY CHARLES COLEGROVE, SECONDED BY JOE EVERS TO APPROVE THE MAY 3, 1978 MINUTES AS CORRECTED. MOTION CARRIED.

(Joe Evers asked that the dollar figure of ~~\$25.00~~<sup>250.00</sup> should read for two months instead of one month for the rental of the pasture.)

BILL APPROVAL PAYROLL APPROVAL The payroll for May is \$1412.14.

The following bills were presented for approval:

1198	Precision Dynamics Corp.	\$ 26.88
1199	State Accident Insurance Fund	15.00
1200	Elizabeth Gillenwater	36.00
1201	Betty Morrison	37.00
1202	Asso. Janitor & Paper Supply Co.	6.35
1203	J. Thayer & Co.	14.75
1204	First National of Oregon	163.10
1205	Public Employes Retirement Fund	170.93
1206	Tri-County Lamb Show	100.00
1207	City of Hillsboro Utilities Comm.	64.00
1208	Employment Division, State of Ore.	36.67
1209	Portland General Electric	209.68
1210	Western Farmers Assn.	137.80
1211	Northwest Natural Gas	35.40
1212	Vicki Schmidt	37.50
1213	General Telephone Co.	36.83
1214	The Fair Publishing House, Inc.	148.95
1215	State Dept. of Education	36.61

MOTION: MOVED BY JOE EVERS, SECONDED BY CHARLES COLEGROVE TO APPROVE THE BILLS AND PAYROLL AS READ AND SUBMITTED. MOTION CARRIED

MANAGER INFORMATIONAL DATA Hesse received a finished copy of the premium book from the printer and shared with the Fair Board the schedule of events, introduction page, and several errors in printing. Evers asked about use of logs for the destruction derby and commented that he will be visiting with someone about the procurement. The Fair Board asked that the manager negotiate with the printer as the errors were major.

INFORMATIONAL  
DATE (CONT.)

The June 18th Air Show schedule of events were reviewed along with an editorial on public meeting information.

CARETAKER  
RESUME

Manager Hesse updated the Fair Board with the information that mobile home space in this county is very hard to find. Therefore, the mobile home presently owned by Konathans will be difficult to relocate. Randall Cummings sent a resume inquiring about the caretaker position as they would like to purchase the mobile home, if they are acceptable as caretakers.

Chairman Boyer advised the manager to visit with the Cummings, giving them an indication to pursue the purchase. The Fair Board would also like to meet them.

FINANCIAL  
RE-CAP

The April 30th monthly - year to date financial re-cap was reviewed by the Fair Board. The state racing revenue has been received and transfer has been made to the state investment pool. A substantial difference in interest was noted after the investment in the state pool.

DRAINAGE  
SYSTEM

Eldon McRobert is designing an update on soil drainage system for subsoil and surface water of the fairgrounds. System is designed to handle  $\frac{1}{2}$  inch of rain in 6 hours. It was noted that a flash rain storm could cause flooding for a 45 minute period until the system could handle the overflow. Mr. McRobert has been very generous with his time and efforts.

JAYCEES CONTRACT The Jaycees Happy Days contract was prepared for Board perusal. The schedule of events includes a breakfast daily, one day use of the arena, and elimination of the Pee Wee Rodeo. The Board directed to send the contract as presented.

POLICY REVISION The standard commercial concessionaires' contract will need some changes as noted by the manager to insure the civil rights during fairgrounds usage.

MOTION: MOVED BY JOE EVERS, SECONDED BY CHARLES COLEGROVE TO ADOPT THE STANDARD CONTRACT AS AMENDED UPON APPROVAL BY COUNTY COUNSEL. MOTION CARRIED.

MAY 18 MEETING

Chairman Boyer recapped the meeting with the Board of County Commissioners, Fairgrounds Boosters, and Fair Board. After some rather heated discussion, the meeting ended on a positive note with a draft resolution prepared for passing by the commissioners at their meeting June 6th. There was good exchange of thought and ideas with a good decision as a result.

LIVESTOCK  
MONEY

Mr. Jay Jantzen called Manager Hesse requesting the money in the Livestock Association account be sent. Hesse asked what the money would be used for as it had been assigned to the Fair Board in trust for expenditure on projects for youth only. She insured

- LIVESTOCK MONEY (CONT.)** Mr. Jantzen that the account is still held in trust and the money belongs to the youth. Only with written communication and intent can the account be drawn upon.
- LOADING RAMP** A portable loading ramp is currently being constructed and completed by and FFA youth to be used during fair. It was recommended that the ramp also be entered for an FFA youth project award.
- CETA YOUTH ARRIVE** June 19th will be when 8 CETA youth arrive along with Don Kelsey for summer employment at the fairgrounds. Manager Hesse requested that because of the heavy work load expected, a person should be hired to help in the office on Monday, the fair secretary's day off. The Fair Board approved the request as long as it is within the budget.
- TENT RENTAL** See Tent has sent their contract for tent usage during Fair 53. They have several clauses that do not meet with management approval. One is the \$1 million liability insurance requirement. The county has insurance required by statutory limits and will inform See of same.
- AIR SHOW** Eldon Mills updated the Fair Board on the Air Show plans. After conversation with Bob Finley, the Fair Board was not clear on the preparation for parking and asked that Mr. Mills relate the "jobs" each participant is suppose to do. The City of Hillsboro is responsible for three areas: police, fire and emergency medical, and parking. In cooperation with the FFA, Port of Portland, Air Force and Air National Guard the Air Show should be a success. Security will be provided along with traffic control. Each group is sharing in this endeavor. 25,000 to 50,000 people are expected with approximately 9,000 cars parked on the fairgrounds. Mr. Mills asked that because of the 'goodwill project' would the \$2.00 fee for parking be too much.
- Mr. Boyer thanked Mr. Mills for clarifying the position of the City, Port of Portland, etc. Boyer commented that with the fairgrounds location being so close, the Board thought the \$2.00 fee would be appropriate and paid without reservation. (The Fair Board would use the project as improve the fairgrounds revenue and volunteers would manage the parking.)
- Mr. Springer commented that if the City of Hillsboro could furnish the manpower, perhaps the Board would consider a \$1.00 fee per car.
- MOTION:** MOVED BY JIM SPRINGER, SECONDED BY CHARLES COLEGROVE TO ADOPT A NEW FEE SCHEDULE FOR THE JUNE 18th PORT OF PORTLAND AIR SHOW AT \$1.00 PER CAR WITH UNDERSTANDING THE FAIR BOARD DOES NOT HAVE TO HIRE PERSONNEL FOR PARKING. MOTION CARRIED.
- Discussion expressed concern about insurance for the fairgrounds. Mr. Mills stated that the Port of Portland is carrying a 1 day umbrella policy for \$5 million and the fairgrounds will be included under that policy.

**LEASE BY CITY** Eades and Mills presented an overlay for the Robert E Meyer map so that the Fair Board would be clear as to the property involved and plans for that property, if the lease were agreed to, along with a new lease to cover the additional acreage.

The lease agreement clauses need amending and a resubmission for Fair Board approval. Those changes were discussed and explained. Mr. Eades will redraft the agreement. He will make a presentation to the Federal Grant Board on Friday, May 26th in hopes of receiving \$250,000 for the acreage improvements of baseball and soccer fields, tennis courts, restrooms, landscaping, and parking lot. Of course the drainage must be a priority item before the other projects can begin. Eades also indicated that the sewer fee is based on number of fixtures on the property. The lease agreement would not be affected. Fees are charged to the user.

Mr. Mills added that the fairgrounds is an asset to the county. With more diversified year around usage, it would be even more beneficial and most probably self-supporting. He wished the Fair Board success with the fairgrounds development.

**BEER GARDEN** Included in the Hillsboro Jaycees contract is a donation of 150 man-power hours during the County Fair. A suggestion had been made for thought of providing a beer garden run by the Jaycees. After consideration of the pros and cons, including present inadequate facilities, of opening a beer garden this year, it was decided the garden wouldn't be a feasible idea.

The Hillsboro Jaycees have successfully operated a barbeque chicken booth and the Fair Board will ask that the Jaycees run the chicken concession during county fair with 25% of the net profit going to the Jaycees and 75% to the Fair Board. The manager will contact the Jaycees.

**NEXT MEETING** The next regular Board meeting will be held Wednesday, June 7th at 7:30 p.m. at the fair office.

**ADJOURNMENT** The meeting was adjourned at 10:57 p.m.

Respectfully submitted

Lorrie Maki, Secretary

Washington County Fair  
Proposed Agenda

May 24, 1978  
7:30 P.M.

1. Call to Order
2. General Welcome and Introduction of Guests  
8:00 P.M. Eldon Mills, Mgr City of Hillsboro regarding Air Show June 18
3. Approval of May 3, 1978 Board Minutes
4. Approval of Bills and May Payroll
5. Enclosures and correspondence
  - A. Schedule of Events for 1978 Fair
  - B. Introduction, etc for 1978 premium book
  - C. Letter regarding Air Show - also schedule from Port of Portland
  - D. Public meeting editorial (informational)
  - E. Letter and attachments from the City regarding recreation complex
6. Manager's Report
  - A. Caretaker update
  - B. April 30, 1978 monthly - year to date financial recap
  - C. Beer garden decision (Jaycee manpower)
  - D. Eldon McRobert is designing an update on soil drainage system for subsoil and surface water of the fairgrounds. System is designed to handle  $\frac{1}{2}$  inch rain in 6 hours.
  - E. Policy revision for commercial concessionaires
  - F. Report and discussion of May 8th Fair Boosters, Fair Board and Board of County Commissioners work meeting.

The Board encourages the attendance of citizens at its Board meetings. When a person wishes to bring a particular matter to the attention of the Board, it is recommended that the matter be first discussed with the Fair Manager in order that it may be given time on the meeting agenda and also time for the Manager to gather together relative information in order that the Board may give the matter adequate attention and consideration. However, if this is not possible nor desired by the party, the Board will listen to any citizen who appears before them, but will reserve the right to postpone the decision to a subsequent meeting.

\*NOTE: Next Fair Boosters meeting will be held May 30th - 8:00 p.m. in the 4-H Building.