

Minutes of a special meeting of the Fair Board held at the fair office May 30, 1979.

CALL TO ORDER Meeting was called to order by Chairman Boyer at 7:48 p.m.

ATTENDANCE

FAIR BOARD

Jerry Boyer
Ralph Holland
Agnes DeLashmutt
Jerry Pflug

GUESTS

Jim Fisher, County Commissioner
David Lawrence, City of Hillsboro
Morton Michelson, Port of Portland
Helen Greenough, Port of Portland
Harry Bodine, The Oregonian
Lance Mushaw, The Oregon Journal

DIRECTOR AND STAFF

Adeline Hesse
Lorrie Maki

MINUTES FOR APPROVAL

MOTION: MOVED BY RALPH HOLLAND, SECONDED BY AGNES DELASHMUTT TO APPROVE THE MINUTES FOR MAY 2, 1979 AS PRINTED AND MAILED. MOTION CARRIED.

BILLS AND PAYROLL FOR APPROVAL

MOTION: MOVED BY AGNES DELASHMUTT, SECONDED BY RALPH HOLLAND TO APPROVE THE BILLS AND PAYROLL AS PRINTED AND MAILED FOR MAY, 1979. MOTION CARRIED.

WATER METERS INSTALLED

The City has completed installation of water meters on all water lines (four meters). E. S. Mills, Manager City of Hillsboro, sent correspondence stating that the installation of water meters and backflow prevention devices will be installed soon. Additionally he stated, "The change for consumption through the meters will be billed to you unless you advise us to the contrary, also the \$16/mo. fire service will be billed as before." The Fair Board is unaware of a \$16/mo. fire service fee. No statement has ever been received. The Director was instructed to get some answers for the City Manager. Current fee is \$32.00 paid every other month.

CORNELL ROAD PROJECT

David Lawrence, City of Hillsboro, presented ideas being developed to relieve the traffic flow problems in and out of Hillsboro. Studies have been done on usage, traffic flow, projected usage to year 2,000 Cars per day (year 2,000) will equal 40,000. Capacity is now reached at 14,000 to 16,000 per day. Funds from the regional I205 transfer money of \$20 million and passing of ballot measures re: 28th and 25th Streets, will help to provide funds for the project. Several alternatives are available. The City is holding citizen input meetings.

The proposals appear to be beneficial to the fairgrounds. Boyer requested a scale map of the proposed ideas for better understanding and study. After citizen input, ballot measure vote, traffic consultant input a map will be provided by the City.

PORT OF PORTLAND Morton Michelson, Port of Portland, and Helen Greenough, Port of Portland, were present to offer assistance through the Economic Development Department in developing the marketability of the Fairgrounds.

PORT OF
PORTLAND (cont.) Through 1977 legislation, the Port as authorized to assist in economic development projects by City and County. The Port offers a technical assistance program using inhouse planning, engineering, graphics, land use appraiser, market analyzer, etc. Thoughts Michelson shared related to comprehensive planning, fairgrounds providing for its own future and benefit to community - employment generator, increase tax base, appeal of surplus, growth with community, needs of a high technological industrial area - spending habits, leisure time, meeting spaces, overnight accommodations (campus like atmosphere); commercial development, convenience shopping, recreation, restaurant.

Fisher commented that he felt the fairgrounds property should be commercial development only (not industrial) and compatible with fairground present usage and at the same time generate benefits for the County.

Michelson commented that a working relationship criteria will be established with the scope, time, and money requirements stated.

Further thoughts - absolutely no for sale signs!, how many acres, primary uses recommended by Port, ground work for future decisions, community marketing program, attract business, commitment to use facility, community support.

Port has backlog of 6 to 8 months. They recommended the Western Interstate Commission for Higher Education (WICHE) intern program, which allows graduate and/or doctorate level students to conduct a study of marketability re: zoning, utilities, clear zones, etc. The Port of Portland assists in developing the program for the WICHE intern. Thereby the basic questions are cleared, so the Port can better focus its hours for indepth study. Cost is \$2,300. Fair Board will need to pay half (\$1,150) and the remainder is paid by EDA.

The Port clarified the Fair Board should make application directly to WICHE, Boulder, Colorado; the Port will informally reserve space for fairgrounds study after the WICHE facts are in; and the Port can only offer expertise that is inhouse and no more.

MOTION: MOVED BY AGNES DELASHMUTT, SECONDED BY RALPH HOLLAND TO PROCEED WITH APPLICATION FOR WICHE INTERN (WESTERN INTERSTATE COMMISSION OF HIGHER EDUCATION) AND TO AUTHORIZE EXPENDITURE OF \$1,150 TO COME FROM CONTINGENCY FUND BECAUSE OF NONBUDGETED ITEM. MOTION CARRIED.

Hesse added that if an intern could be available for County Fair and general fairgrounds activity, a better understanding of needs would result.

BUDGET AND
EMPLOYEES

Mrs. Hesse advised the Fair Board that she made an error in putting together the preliminary 79/80 fiscal year budget. The error will result in a larger contingency fund. Because the error is less than 10% of the budget and within the amount allowed by local budget laws, no additional hearings are required.

BUDGET AND
EMPLOYEES
(cont.)

As of July 1, 1979 Washington County Depart of Finance has offered the Fair Board its computer service for payroll checks at a nominal fee. Specific details will be sought by the Director who will report the findings at the June 6 Board meeting. The County Budget Committee approved \$10,838 to pay all fringe benefits equal to County Employees and payroll costs as follows:

FICA (Social Security)	6.13% *
PERS (Retirement)	8.84%
SAIF (Workmen's Comp)	2.47%
Medical Insurance	4.59%
Life Insurance	.28%
Disability Insurance	.86%
Dental Insurance	1.09%
Unemployment Insurance	.54%

TOTAL 24.80%

* on first \$22,900

Finally the Fair Board also discussed upgrading the employees salary to be more in line with like County positions. Fairgrounds positions are currently about $\frac{1}{2}$ pay of County employees. It was recommended the discussion be continued in executive session at the June 6 meeting.

ENTERTAINMENT
SHELTER

Jim Partin, architect, submitted a bid for drawing of plans for entertainment area structure. Boyer hasked that Hesse call for recommendations from people who have used his services other than those of Plummer and Eades. A decision will be made at the June 6th meeting

DRAINAGE

Larry Frey has donated time to install the 18" drainage pipe to City outlets. Bren and Frey submitted bids for installation of drainage systems for milk parlor and livestock racks.

MOTION: MOVED BY AGNES DELASHMUTT, SECONDED BY RALPH HOLLAND TO ACCEPT BID OF \$ 806.00 FROM LARRY FREY FOR INSTALLATION OF 1,000 GAL. SEPTIC TANK, 110' OF TILE, 110' OF PVC, 12 YARDS OF GRAVEL, STRAW AND STAKES. MOTION CARRIED.

HELP ON MONDAY

Joan Erwert has been hired to answer phone and help Director on Mondays, secretary's day off.

NEXT MEETING

Next regular meeting will be held June 6th at the fair office.

ADJOURNMENT

Meeting was adjourned at 10:43 p.m.

Respectfully submitted

Lorrie Maki

BILLS FOR APPROVAL	1703	Staats Manufacturing Co	\$ 13.19
	1704	Fred Wallender	195.36
	1705	Sherwood High School	60.00
	1706	VOID	
	1707	Petty Cash	24.24
	1708	Ernest Bennett	5.35
	1709	PERS	268.14
	1710	John McCrow	30.00
	1711	First National Bank	192.30
	1712	Consolidated Supply Co	73.87
	1713	Postmaster	30.00
	1714	The Lariat	47.50
	1715	Road Apple	35.00
	1716	McCann Recapping	31.50
	1717	Hillsboro Implement	14.40
	1718	J. Thayer Co	21.21
	1719	Baker Rock	66.88
	1720	Wash. Co. Central Services	25.79
	1721	Don's Plumbing & Heating	9.65
	1722	State Accident Ins. Fund	15.00
	1723	Pool-Gardner Lumber	13.96
	1724	Ireland's	18.43
	1725	Adeline Hesse	60.00
	1726	Asso Janitor & Paper	96.80
	1727	PGE	104.35
	1728	General Telephone	34.82
	1729	Fair Publishing	15.96
	1730	NW Natural Gas	28.95
	1731	Hillsboro Garbage	39.50
	1732	Dolores E Maki	30.45
	1733	Union 76	230.82
	1734	Hillsboro Farm Equipment	55.20
	1735	Western Farmers	67.50

Payroll for May, 1979 \$1,500.01

WASHINGTON COUNTY FAIRGROUNDS

872 NE 28 HILLSBORO, OR 97123
503-648-1416

FAIR BOARD
Jerome Boyer
Ralph Holland
Charles Colegrove
Agnes DeLashmutt
Jerry Pflug

DIRECTOR
Adeline Hesse

Proposed Agenda Washington County Fair Board

May 30, 1979
7:30 p.m. Fair Office

7:30 p.m. -

1. Approval of minutes for May 2, 1979
2. Approval of bills and payroll for April (enclosed)
3. Budget discussion - County assuming payroll July 1, 1979
(employee salary will need to be set for fairgrounds 1979-80)
4. Correspondence on water meters (enclosed)
5. Entertainment area building proposal
6. Drainage systems bids for wash racks and milk parlor

8:00 p.m. - David Lawrence, City of Hillsboro, update on realignment
of Cornell Road

8:20 p.m. - Morton Michelson, Manager Economic Development,
Port of Portland

Helen Greenough, Area Development Representative,
Port of Portland

Next regular meeting is Wednesday, June 6, 1979 - 7:30 p.m.

