

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 4, 1983, in the Fairgrounds Office beginning at 4:40 p.m.

ATTENDANCE

Fair Board

Jeanne Leeson  
John Love  
Margaret Sprecher  
Charles Colegrove, absent  
Homer Speer, absent

Staff

Adeline Hesse  
Valerie Bentley

CONSENT  
AGENDA

MOTION: MOVED BY JEANNE LEESON, SECONDED BY JOHN LOVE TO APPROVE THE BILLS AS SUBMITTED: THE MARCH 1983 FINANCIAL RECAP; AND THE APRIL 6, 1983, BOARD MINUTES. MOTION CARRIED. (Bills listed on page 2.)

FRANZ DAY

Hesse has visited with a representative of Franz Bread about having a Franz Bread Day at the fair. Franz is currently working with Clackamas, Deschutes, and Jefferson County Fairs, the Oregon State Fair, and the Crooked River Round-Up. The promotion would include a coupon for reduced or free admission to the fair on the Franz Bread wrappers and radio and newspaper tags. The Board agreed the advertising would be good for the fair.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY JOHN LOVE TO AUTHORIZE PROMOTION NEGOTIATIONS WITH FRANZ BREAD TO INCLUDE COUPON FOR "CHILDREN 6 TO 12 YEARS FREE UNTIL 5 P.M. WHEN ACCOMPANIED BY AN ADULT." MOTION CARRIED.

Hesse will bring graphics and specific information back to the Fair Board for final approval.

LONG-RANGE  
PLAN

The Long-Range Plan Steering Committee met Tuesday, April 26 and interviewed four consultant teams. The Committee chose the ORB Organization and Cogan & Associates to prepare a request for proposal for the fairgrounds master plan. The Steering Committee will meet Thursday, May 5, to review the two proposals and select a consultant. Selection is scheduled for Board of Commissioner authorization May 10.

Hesse briefly highlighted the proposals for the Board. The ORB Organization is asking \$3,800 over the proposed budget. The Board agreed if ORB is selected, to negotiate price. The Fair Board also agreed that it would be in the fair-ground best interest to supplement a revenue shortfall if necessary.

MEETING

On April 26 the Fair Board met with the Board of Commissioners and County Counsel to review Counsel's findings regarding sale or lease of fairgrounds property and dedication of resulting revenue. No action was taken and all agreed to look at the legal alternatives after the fairgrounds master plan is completed. Counsel's findings will be forwarded to all Steering Committee members. The master plan consultant will be able to give the financial positives and negatives on the legal alternatives.

REPORT

The fairgrounds purchased a Toro commercial lawn mower. Competitive bidding was not required because the mower was under \$10,000. The mower can mow 25 acres per day.

## Bills for Approval, May 4, 1983

4314	Brad Sticka	43.75	Ad sales commission
4315	Scott Machinery Co.	38.25	To check Simplicity
4316	Pool-Gardner Lumber	37.97	Ticket booths
4317	Hillsboro Implement	29.50	Mower blades
4318	Hillsboro Auto Parts	7.57	Mower filter
4319	Hillsboro Chamber of Commerce	48.00	Dues
4320	Hillsboro Utilities Comm.	74.30	Utilities
4321	Hillsboro Office Supply	16.20	Paper, pens, address file
4322	Baker Rock Crushing	72.39	Rock
4323	Boise Cascade Office Prod.	202.32	Office chair
4324	Don's Heating & Plumbing	79.45	Toilet repair
4325	Western Business Builders	447.86	4-H, FFA, Open Class ribbons
4326	Finance & Administration	33.39	County Counsel services
4327	Albertsons	15.61	Fair Board meeting
4328	Christy's Deli	15.75	Fair Board meeting
4329	Margaret Sprecher	9.75	Fair Board meeting
4330	Dept. of Public Works	57.10	Herbicide for spraying
4331	Garment Graphics	50.00	Derby officials hats (deposit)
4332	Finance & Administration	5,351.75	February salaries
4333	Adeline Hesse	50.00	Car allowance
4334	Valerie Bentley	25.00	Car allowance
4335	Postmaster	97.00	Postage
4336	Void		
4337	Garment Graphics	103.00	Derby officials hats
4338	Oregon Toro Distributors	5,000.00	Garden tractor & mower deck
4339	Oregon Toro Distributors	86.44	Replacement parts mower
4340	Carolyn Studer	53.70	4-H judging
4341	Ethyl Fox	52.96	4-H judging
4342	Patty Swanson	53.30	4-H judging
4343	Elsie Werth	60.16	4-H judging
4344	Cheyenne Livestock & Prod.	229.00	large garden cart
4345	Brad Sticka	36.40	Ad sales commission
4346	Check 'n Balance	50.00	Bookkeeping
4347	G.T.E.	162.15	Phone
4348	P.G.E.	295.20	Utilities
4349	Finance & Administration	96.23	Postage, copies, office supplies
4350	Chapman's Service Store	9.00	Tire repair
4351	N.W. Natural Gas	54.08	Utilities
4352	Western Business Builders	185.92	Bumperstickers
4353	Pay 'n Save Corp.	4.43	Develop Rodeo Ct. photos
4354	J Thayer Co.	7.05	Binder, mat board
4355	Minuteman Press	21.70	Envelopes
4356	Fred Meyer	12.99	Office supplies
4357	Jackson Co. Fairgrounds	5.00	Copy fee economic study
4358	Albertsons	11.34	Refreshments Steering Committee
4359	Void		
4360	Radio Shack	138.99	Radios for derby

**REPORTER'S** Advertising sales for the premium book are \$10,938.01. There were four salesmen this year. Hesse laid out the premium book and it will be published June 2.

The County Public Works Department sprayed Amitrol around buildings and light poles for the cost of the herbicide.

Hesse submitted a request to CETA for a five-man summer crew. Eric Shultz will start work on June 13 as Youth Supervisor.

Hesse will be attending the May 18-20 Oregon Fairs Association workshop. She will be going on the 19th; this will save one night's lodging. The agenda will include topics such as "operating as a business" and "making the off-season work for profit."

Commercial booth space sales are ahead of 1982.

**FINANCIAL STATEMENT** The Fair Board reviewed the operating financial statement for July 1, 1982, to March 31, 1983. Hesse reported she is economizing everywhere possible and is 25-30% below budget.

Leeson said Hesse did a fantastic job selling ads for the premium book. There are major expenses coming up in the last quarter.

**POLICY** As stated in Fair Board policy (rates reduced over \$100), Hesse informed the Board she has negotiated dates for BMX Bicycle Racing program. Hesse has suggested a price of \$30 per event with the group supplying their own tractor and manpower.

**MOTION:** MOVED BY JOHN LOVE, SECONDED BY JEANNE LEESON AUTHORIZING HESSE TO REDUCE RENTAL TO \$30 PER EVENT FOR THE BMX PROGRAM AND TO NEGOTIATE TRACTOR USE IF NECESSARY. MOTION CARRIED.

The Lions Club is interested in renting the fairgrounds to sponsor a circus on June 19, and they have requested a reduced rental fee. The commercial rent would be \$600 or \$700, non-profit is \$400, and the Lions have counted with \$200. The circus company splits ticket sales 50/50 after the first 250 adults. The Board felt the Lions should approach the circus and concessionaires for additional revenue.

**MOTION:** MOVED BY JEANNE LEESON, SECONDED BY JOHN LOVE TO AUTHORIZE HESSE TO NEGOTIATE RENTAL RATES WITH THE LIONS CLUB. MOTION CARRIED.

**SOROPTIMIST** Soroptimist dues are due for Hesse. The Fair Board agreed unanimously to pay the Director's dues.

**COUNTY LEVY** The Fair Board agreed that the Fair Board as a group should not be involved in the County levy campaign, but encouraged individual involvement. Hesse has been volunteering time on the campaign with a nucleus of agriculture people.

**VISITORS ASSOC.** Sprecher reported the Visitors Association is in a holding pattern because no funding is currently available. If the County levy fails, the County will not be providing any funding for the association. The association does have the papers ready to legally form. Hesse reviewed recent hotel/motel tax events for Love.

BOOSTERS Leeson reported that eight members attended the April 20 Fairgrounds Boosters meeting. The Boosters allocated money for repairs in the rodeo area, spraying, purchase of a push lawnmower, and painting. The meeting was informal and productive. Leeson wrote an article about the Boosters meeting, and it was published in the Oregonian. Sprecher will attend the May 18 Boosters meeting.

RODEO The Rodeo Committee said they could paint the corrals if Dyché did not have time. The Fair Board will be buying seven tons of hay for the rodeo stock.

DERBY Hesse purchased three walkie-talkies for use during the Destruction Derby. Lewellen will be purchasing new flags.

MISC. Admission tickets have arrived. Hesse showed the Board a new ticket which should help on gate control.

Green Thumb employee Jim Winfield passed away March 20. Lois Stevens is now working 20 hours per week in the office through the Green Thumb program. Hesse may not have to hire the summer secretary until June 1, because Valerie Bentley is ahead of schedule. Leeson complimented the office staff's efficiency and suggested compensation be made to secretary for reducing payroll costs for the Fair Board.

NEXT MEETING The next regular meeting of the Washington County Fair Board will be held Wednesday, June 1, 1983, 4:30 p.m. in the Fairgrounds Office.

Meeting adjourned at 5:40 p.m.

Respectfully submitted,

Valerie Bentley

A G E N D A  
Washington County Fair Board  
Regular Meeting  
4:30 p.m., Wednesday, May 4, 1983

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.
- \*3. Bills for Approval (enclosed).
- \*4. Financial recap for March 1983 for approval (enclosed).
- \*5. Board minutes from April 6, 1983, for approval (enclosed).  
  
\* Consent Agenda: Any item may be removed for separate consideration upon request by any Board member or anyone from the audience.
6. Correspondence:
  - A. Franz Bread Day - Saturday, \$1 off adult admission or kids up to 12 years free.
7. Long-Range Development Consultant selection announcement.
8. Discussion on April 26 meeting with Board of Commissioners and County Counsel.
9. Director's Report:
  - A. Purchased commercial lawn mower.
  - B. Ad sales for Premium Book are \$10,938.01.
  - C. County Public Works Department sprayed Amitrol around buildings and light poles for cost of herbicide \$57.01.
  - D. Submitted application for five summer CETA youth. Hope to hire Eric Shultz again as Youth Supervisor.
  - E. Oregon Fairs Association May 18-20 workshop schedule (enclosed).
  - F. Commercial booth space sales are ahead of 1982.
  - G. Financial statement for July 1, 1982, to March 31, 1983 (enclosed). Board review and discussion.
  - H. Tentatively agreed to reduce arena rental for BMX bicycle racing. Utilizing facilities on Tuesdays and Thursdays at \$30 per day. Board action.
10. Is the Fair Board willing to spend time and money to promote the May 17 County levy? Do you want to become involved?
11. Visitor's Association meeting report by Homer Speer.
12. Fairgrounds Boosters April 20 meeting report by Jeanne Leeson. Need Fair Board volunteer to attend Wednesday, May 18, 7:30 p.m. Booster meeting.
13. Next regular meeting will be June 1, 1983, 4:30 p.m. in the Fairgrounds office.

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