

M I N U T E S
Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held May 6, 1981, in the Fairgrounds office beginning at 4:35 p.m.

ATTENDANCE	<u>Fair Board</u> Jerry Boyer Charles Colegrove Agnes DeLashmutt Jerry Pflug Mike Swan	<u>Director & Staff</u> Adeline Hesse Valerie Bentley Laurie Watts	<u>Guest</u> Skip Stanton, Lucke, Drake, Van Houten & Co.
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PART TIME SECRETARY Director Hesse introduced Laurie Watts, who is on temporary assignment as a secretary from May to August.

CONSENT AGENDA MOTION: MOVED BY MIKE SWAN, SECONDED BY AGNES DELASHMUTT TO APPROVE THE APRIL 1 AND APRIL 28, 1981 MINUTES; THE BILLS AS SUBMITTED; AND THE FINANCIAL RECAP FOR MARCH, 1981. MOTION CARRIED.

2913 Joan Erwert	4.12	2935 Ireland's	5.84
2914 Hillsboro Chamber	48.00	2936 Hills. Office Supply	2.66
2915 Copeland Lumber	142.30	2937 J. Thayer	1.05
2916 Hills. Utility Comm.	192.00	2938 Boise Cascade Office	86.61
2917 Baker Rock Crushing	128.49	2939 Finance & Adm.	16.14
2918 Fair Publishing Co.	343.50	2940 Carolyn Studer	50.20
2919 Grove Loggers Supply	45.95	2941 Jan Evans	53.94
2920 Safway Scaffold Co.	9,803.25	2942 Elsie Werth	62.10
2921 Postmaster	55.00	2943 Bill's Safe & Lock	9.00
2922 Full Circle	185.10	2944 Postmaster	54.00
2923 Petty Cash	22.53	2945 Judy Brooks	600.76
2924 Cascade Arabian Horse	6,578.74	2946 Albertson's	25.34
2925 NW Natural Gas	55.56	2947 T-Bird Home Center	35.36
2926 BiMart	104.94	2948 Void	
2927 NW Natural Gas	36.09	2949 Adeline Hesse	200.80
2928 PGE	368.40	2950 Jay S. Bentley	50.00
2929 General Telephone	109.90	2951 T-Bird Home Center	25.93
2930 Hills. Garbage Disp.	66.00	2952 Capitol Business Mach.	45.00
2931 Hills. Auto Parts	29.75	2953 Salem Advertising Spec.	50.00
2932 C.R. Walker	132.00	2954 Tri-City Bldg. Center	96.39
2933 Hills. Farm Equipment	3.50	2955 Adeline Hesse	22.75
2934 Pool-Gardner Lumber	61.01	2956 Valerie Bentley	87.06

KYTE The Board reviewed a memo from Director Hesse concerning the terms she has discussed with Verl Wheeler, General Manager of KYTE Radio Station for renting the property behind the grandstand and all of the fairgrounds parking areas for KYTE's "Free Day in the Country".

MOTION: MOVED BY AGNES DELASHMUTT, SECONDED BY MIKE SWAN TO ALLOW KYTE TO RENT THE WASHINGTON COUNTY FAIRGROUNDS ON SEPTEMBER 13, 1981, FOR KYTE'S "FREE DAY IN THE COUNTRY" WITH CONTINGENCIES AS OUTLINED BY HESSE. MOTION CARRIED.

MAINTEN- ANCE Hesse reported Kevin Evers had agreed to work May through August but has now declined employment. Hesse has placed an ad for the Maintenance Supervisor position. Mr. Smith is working out very well, but he does get tired in the afternoon. If Smith is able to continue working, he may work through the fair and overlap with the new supervisor.

Shawn Coleman has applied for the supervisor job. He is presently working on the fairgrounds through the County corrections program. Coleman wanted \$950/month but has agreed to take a lower wage if he takes Mike Scott's mobile home.

The Fair Board did not recommend hiring Shawn Coleman.

DESTRUCTION MOTION: MOVED BY AGNES DELASHMUTT, SECONDED BY JERRY PFLUG TO ADOPT
DERBY THE FOLLOWING DESTRUCTION DERBY ADMISSIONS FOR THE JULY 4 AND SEPTEMBER 5, 1981 EVENTS: ADULTS (18 & OVER)--\$3.50, YOUTH (6-17)--\$2.00, UNDER 6--FREE. MOTION CARRIED.

LEGISLATION Hesse reported there are two bills involving county fairs before the State Legislature. HB 2558 would update the apportionment of \$112,000 from the 1957 cash value of taxable property to the current values for each county. It appears HB 2558 will be passed. Washington County Fair could receive as much as \$7,400 in additional revenue if the bill is passed.

HB 2355 would gain revenue for County fairs in the state in its present form, but Hesse anticipates numerous amendments which will create some losses. By Hesse's request Representative Magruder has added an amendment to the bill adding \$1.00 for the Tri-County Lamb Show. Hesse will be keeping a close watch on HB 2355.

HATS Hesse has ordered special hats for Fair Board members and also for 4-H, FFA, and Open Class Superintendents. In past years the Fair Board has given the Superintendents free rodeo tickets, to thank them for all their help, but since the rodeo is now free, the Superintendents will be given hats.

FFA/4-H The 4-H large animal livestock superintendents and the FFA Advisors will
MEETING be meeting in the Fairgrounds office on Tuesday, May 19, 1981, at 7:30 p.m. to plan for and discuss mutual concerns for the 1981 Washington County Fair. The Board reviewed the agenda for the meeting. Hesse pointed out Lyle Spiesschaert will be back from sabbatical in time for the meeting.

Hesse received a memo from Roberta Hutton concerning the Summer program for Hillsboro FFA. The memo stated that one advisor may be employed for 44 days during the summer. The memo did not state who would be employed or for what days.

ROOF The 4-H/FFA Livestock barn roof needs repair; about an 111' x 50'
PROBLEMS section has caved in. The Board suggested Hesse contact Tony Knight of Top-Co Roofing to repair the damaged section of the roof.

HOTEL/ Hesse and Colegrove attended a meeting at the Courthouse concerning
MOTEL TAX an increase in the Hotel/Motel tax for Washington County. Commissioner Lyell Gardner recommended that 1 percent of the increase be earmarked for the fairgrounds on an ongoing basis, while Marge Post, Acting Director, Dept. of Finance and Administration, discouraged any dedication for specific use which would limit future uses of the money. She suggested budgeting the money at the yearly budget meetings. Colegrove reported that none of the commissioners opposed dedicating 1 percent of the tax to the fairgrounds.

COMPREHENSIVE PLAN AMENDMENT On April 7, 1981, the Hillsboro City Council approved a Comprehensive Plan Amendment for 8.5 acres of the fairgrounds. No public hearing was set. Pflug, Colegrove, Bentley, and Hesse attended the meeting.

BOOSTERS The Boosters will be tearing down the grandstand concession and rebuilding it to meet their needs by June 30, 1981.

For the past two years the Boosters have handled the beer concession for KUIK's Bluegrass Festival. This year Don McCoun would like to run it himself. McCoun met with the Boosters at their last meeting and agreed to include the Boosters. For 30 percent of the net profit the Boosters will sell the beer and KUIK will handle all set-up of the concession.

Dale Scheller dropped by the meeting to tell the Fair Board that he just successfully moved the concession stand around.

FAIRGROUNDS RENTAL Hesse has been talking with a gentleman concerning rental of the fairgrounds on June 21 for a bluegrass festival. KUIK's Bluegrass Festival is scheduled for July 26. McCoun thinks that two festivals would be an overkill and hurt KUIK's event and the Boosters' profit from the beer concession.

Hesse feels the fairgrounds is in the business of marketing the facilities to the community, and since the Fair Board has set a schedule for rental fees--how could she turn down the business? None of the same bands will be performing. The Board feels there could be some consideration of an overkill if the events were closer together. There is no provision in McCoun's contract concerning an exclusive event. The Board recommended Director Hesse continue to negotiate a contract for a June 21 country show.

DESTRUCTION DERBY Hesse urged the Fair Board to talk with their families concerning work assignments for the July 4 Destruction Derby.

NATIONAL AWARD The Board congratulated Jerry Pflug on being selected the 1981 National Athletic Director of the Year. Pflug is the first National winner from the Northwest.

COMMERCIAL DEVELOPMENT Skip Stanton from Lucke, Drake, Van Houten & Co., came to introduce his company to the Fair Board. The company specializes in commercial/industrial real estate. Mr. Stanton pointed out that the company is quite small to give more personalized service. They believe in the team work concept. The company has been fairly active in the Hillsboro area.

Stanton felt the property could be valued between \$3.25 per foot and \$4.00 per foot. He suggested the Board get the property appraised for the actual value. Stanton pointed out that ground leases are not the best for developers--they would prefer to own. The Fair Board may want to consider subordination. Since real estate is moving slowly now, Stanton thought the property would be listed for at least 6 months. If the lease is long term, the company would treat it like a sale in regards to its commission.

Stanton noted that signs on the property are important for leasing the property. The company would make up a fact sheet about the property and enlist help of other commercial brokers. Advertising in the Oregonian classifieds has been effective lately. The company would also contact developers directly.

The Board thanked Mr. Stanton for his presentation. The Board will contact Lucke, Drake, Van Houten & Co. when it is time to receive proposals for developing the 8.5 acres.

JAYCEES

The Board reviewed the proposed terms for the Jaycees contract for the 1981 Hillsboro Happy Days. All terms are the same as 1980 with 3 exceptions.

1. There shall be no vehicles parked inside the fairgrounds except the Co-Chairmen's cars.
2. The Jaycees agree to rent portable office space instead of using the Fairgrounds office.
3. 1981 dates and rental fee: June 22 through July 6, \$5,200.

Hesse reduced the \$5,400 rental fee by \$200 to \$5,200 if the Jaycees agreed to rent portable office space. Swan suggested adding "Jaycees are responsible for damage to property, including lawns." The Board suggested charging 1 $\frac{1}{2}$ % interest per month on the unpaid rent after August 6, 1981.

Hesse said the Jaycees might request giving part of the rental fee as a donation. The Board feels this would be fine, but the donation would be payable when the contract is signed.

The Jaycees requested help with traffic control at the North gate during the destruction derby on July 4. The destruction derby contestants' cars cause traffic congestion. The Jaycees would like an additional person from the destruction derby committee to help with traffic control.

MOTION: MOVED BY AGNES DELASHMUTT, SECONDED BY MIKE SWAN TO APPROVE THE 1981 HILLSBORO HAPPY DAYS CONTRACT WITH THE HILLSBORO JAYCEES AS NEGOTIATED. MOTION CARRIED.

LIVESTOCK
BARN

Joe Whitehead was awarded the contract to build a new livestock barn on the fairgrounds at the April 28 Fair Board meeting. Mr. Whitehead has now withdrawn his bid, because he could not obtain a performance bond as required by competitive bidding. The Fair Board does not have enough money budgeted to make a contract with the next bidder, Green Gables Construction. The law states the Fair Board cannot waive the performance bond.

If the Board decides not to construct the Livestock barn, it will free up money for several other projects including asphalt in front of the Main Exhibit building, P.A. system, and roof repair on the 4-H Livestock barn.

The Fair Board will need to write the Boosters concerning their donation to the new barn or attend their next meeting. Hesse reported we need a new roof over the milk parlor. Hesse is hoping to receive the additional revenue in the new fiscal year from an increase in the county's Hotel/Motel tax.

Pflug feels we should construct as much of the barn as possible with the money budgeted. The longer we wait the more expensive the barn will be to construct. Half a barn is better than no barn at all; we can always add to it.

The Board directed Hesse to check with Green Gables to see how much of a barn they could build for \$28,000.

NEXT
MEETING

The next regular Fair Board meeting will be June 3, 1981, at the Fairgrounds office beginning at 7:30 p.m.

Respectfully submitted,

Valerie J. Bentley

A D D E N D U M
Fair Board Agenda, May 6, 1981.

HILLSBORO JAYCEES

Historical Information:

1976	June 19 through July 16	18 days	\$2,750
1977	June 21 through July 5	15 days	\$3,000
1978	June 26 through July 6 plus profit chicken bar-b-que	11 days	\$2,750 \$ 450
1979	June 25 through July 6	12 days	\$3,600
1980	June 24 through July 6	13 days	\$4,500

In all cases Lessee paid utilities including garbage & power.

1981 Terms

1. Beer concession for destruction derby to be handled by Lessee (JAYCEES). 30 percent of net profit shall be paid to the Fair Board.
2. Fair Board will operate destruction derby food concession receiving 100 percent of profit. Board will not sell in-shell peanuts, cotton candy, chocolate covered ice cream.
3. Lessee promotion shall include the destruction derby.
4. All power and garbage charges shall be paid by Lessee no later than August 15, 1981.
5. Lessee shall submit schedule of events by May 25, 1981, for Board approval and review.
6. Lessee shall provide security as designated by Chief of Police, City of Hillsboro.
7. Full payment shall be made by Lessee by August 6, 1981.
8. Insurance binder as described in contract shall be delivered to Fairgrounds office 60 days before opening day.
9. No vehicles shall be parked inside the Fairgrounds. (Exception: Co-Chairmen's car).
10. The Jaycees agree to rent portable office space and will not use the Fairgrounds office.
11. 1981 price and dates: June 22 through July 6, \$5,200.

A D D E N D U M
Fair Board Agenda, May 6, 1981

1. Guest: 4:30 p.m. -- Shawn Coleman, applicant for supervisors job.

Requested time to give his job history to the Fair Board. Coleman has been working on the fairgrounds through the Washington County Corrections Program. He has 150 hours of community service work for theft from his employer in October 1979.

* I would consider Coleman's employment on temporary basis only.

2. Hillsboro Jaycee proposal attached.

3. Joe Whitehead has withdrawn his bid because he is unable to get a performance bond.

4. Fairgrounds Boosters will have a work day to tear down the grandstand concession Saturday, May 9, 1981.

The Boosters need the assistance and support of the Fair Board, so please come and help if only for an hour.

A G E N D A

WASHINGTON COUNTY FAIR BOARD
Regular Meeting Wednesday, May 6, 1981
Fairgrounds Office 4:30 p.m.

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.

5 p.m. - Donald Stanton representing Lucke, Drake, VanHouten & Co. (Letter enclosed)

- *3. Minutes from April 1, 1981, and April 28, 1981, meetings for approval. (Enclosed)

- *4. Bills for approval (Enclosed)

- *5. Financial Recap for March 1981 (Enclosed)

*Consent agenda - Any item may be removed for separate consideration upon request by any member of the Board or anyone from the audience.

MOTION: MOVE TO APPROVE ALL CONSENT AGENDA ITEMS.

6. Board Action: KYTE has requested leasing of the vacant property behind the grandstand for Sunday, September 13, 1981, for their annual "Free Day In The Country." (Memo enclosed).

7. Board Action: Suggested Destruction Derby Admission.

MOTION: THE 1981 JULY 4 AND SEPTEMBER 5 ADMISSION FOR DESTRUCTION DERBY BE AS FOLLOWS:

ADULTS (18 & over)	\$3.50
YOUTH (12-6 6-17)	2.00
UNDER 6	FREE

8. Staffing Update (Enclosed)

9. Informational

A. Two bills (HB 2558 & HB 2355) involving County Fairs are still before the State Legislature. It appears that the reapportionment of \$112,000 premium monies will be updated. The current status is based on the 1957 true cash value. We now receive \$3,951 but could receive \$11,350 in the future. HB 2355 would gain revenue for us in present form, but I anticipate numerous amendments which will create some losses. We'll be keeping a close watch on this bill. Upon my request State Rep. C. Magruder has added an amendment to HB 2355 to add \$1,000 for the Tri-County Lamb Show.

B. Special hats have been ordered for Fair Board members and also for 4-H, FFA, and Open Class Superintendents.

- C. FFA Advisor & 4-H Livestock Advisory Committee meeting, May 19, 7:30 p.m. at the Fairgrounds office. (Agenda Enclosed)
 - D. The 4-H/FFA livestock barn roof is in need of repair. An 11' x 50' section fell down. I will check into repair cost.
 - E. Proposed increase in the hotel/motel tax. Report from Mr. Colegrove. (Oregonian articles enclosed).
 - F. April 7, 1981, Hillsboro City Council approved Comprehensive Plan Amendment for 8.5 acres of the fairgrounds. No public hearing was set. Pflug, Colegrove, Bentley and Hesse attended the meeting. City Planning Commission is working on a new Commercial zone for the fairgrounds property.
 - G. Fairgrounds Boosters meeting report from Mr. Colegrove and Valerie Bentley.
10. Please discuss with your families what they would like to do for July 4th Destruction Derby. We need 8 concession workers, 1 runner, 1 cashier, 2 ticket sellers, 2 ticket takers, 2 contestant gate workers, and 1 announcer.
11. Congratulations to Jerry Pflug for winning the 1981 National Athletic Director of the Year.
12. Next Fair Board meeting will be June 3, 1981, at 4:30 p.m. at the Fairgrounds Office.