

AGENDA
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, May 6, 1987

LOCATION: NEW OFFICE

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. Audience members are also welcome to comment at the time the agenda topic is being discussed by the board. It is respectfully requested that those addressing the board state their full name for the record.
 - *3. Bills for approval (enclosure, pages 3 - 5)
 - *5. A. March 1987 Balance Sheet (enclosure, page 6)
B. April 30, 1987 Financial Recap (enclosure, pages 7 - 12)
 - *6. April 1, 1987 Fair Board Minutes (enclosure, pages 13 - 17)
 - *7. A. April 1987 Off-Season Calendar (enclosure, page 18)
B. May 1987 Activities Calendar (enclosure, page 19)
 - *8. A. Postcard from Maggie Sprecher (enclosure, page 20)
B. Thank you from Fred Boyles (enclosure, page 21)
- * Consent Agenda: Any item may be removed for separate consideration upon request of any board member or any member of the audience.
9. Fair Organizations' Report:
 - A. Fairgrounds Boosters - next meeting 05-06-87,
7:30 P.M.
 - B. Rodeo Board
 10. Maintenance Report:
 11. Old Business:
 - A. Main Exhibit Building Renovation (enclosure, pages 22 & 23)
 - B. Office
 - C. Sewer
 - D. Old Office
 - E. Entertainment
 - F. Paint
 - G. Jaycee's
 - H. Main Exhibit Building regarding Active 20/30 club
 - I. Premium Book
 - J.

K.

12. New Business:

- A. Spring Managers conference report
- B. Touch 'n See Animal Show location
- C. Schedule Timothy Lake Planning Session
- D.
- E.

13. Non-Agenda Items:

- A. Flowers were sent to Gene Seibel, Rodeo Board member, and Bev Seibel, Floral superintendent, whose son, Dru, died in an automobile accident
- B.

14. Announcements:

- A. Next regular board meeting will be June 3, 1987, 4:30 p.m., at the fairgrounds office.
- B.

WASHINGTON COUNTY FAIR BOARD

M I N U T E S

Minutes of a regular meeting of the Washington County Fair board, held Wednesday, May 6, 1987, beginning at 4:30 p.m.

ATTENDANCE

Fair Board

Lloyd Baron
Jeanne Leeson
John Meek
John Thomas
Rocky Williams

Staff

Cal Wade
Ron McAuley
Jamie Hammack

Guests

Jenny VanKoll
Judy Brooks
Bob Jansen

PUBLIC WELCOME

Baron welcomed those in attendance and invited them to speak concerning agenda items.

CONSENT AGENDA

Wade briefly reviewed the financial report submitted and indicated his projections were good.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY ROCKY WILLIAMS, TO ACCEPT THE CONSENT AGENDA. MOTION CARRIED.

BOOSTERS

The next meeting is May 6 at 7:30 p.m. Williams reported the boosters discussed the money donated towards a concession stand. Wade reported the Longview Fairgrounds concession stands were extremely expensive and has not obtained plans. He also said he was going to be looking at the Clackamas County concession stands and their manager was willing to share the plans.

RODEO BOARD

Judy Brooks, Rodeo Board Chairman, reported they would start meeting at the fairgrounds to begin planning for arena work. General Motors will not be sponsoring the Special Kids Rodeo but the event will be produced. The rodeo board has eliminated the cowboy breakfast so they can begin the Special Kids Rodeo earlier in the day.

Jenny VanKoll, Court Coordinator, indicated the court was

required to obtain special insurance to participate in the Rose Parade. Her research has found it could cost in the neighborhood of \$125. It was agreed the insurance should be purchased since the fairgrounds insurance has not yet been resolved. The funds shall be charged to the Rodeo Board budget this fiscal year.

Williams presented the new design for the souvenir buckle. He also forwarded money donated for the sand project to Wade.

Williams inquired regarding the status of the By-Laws and Wade informed the board that county counsel had not resolved the matter as the insurance situation is directly affecting the By-Laws. The members discussed expenditure of funds by Rodeo Board members and making the Rodeo Board an official advisory board.

INSURANCE

Wade met with county administration concerning insuring the fairgrounds. Two quotes have been submitted and county counsel is reviewing the same. The question remains as to who will be paying the premium.

MAINTENANCE

McAuley reported that April maintenance projects were moving R.V. units out, continuing with remodel of the Cloverleaf Building restrooms (target date end of May), trenched water, power, and phone lines, roto-tilled and planted grass at old shop location, painted 2 coats on interior of Main Exhibit Building with epoxy paint.

Wade indicated the paint purchased was approximately .90 per gallon, this included the cost of hauling the paint. He also said the Office of Community Development reviewed our Block Grant records and everything looked good.

PERMITS

Wade presented a copy of a letter he received from the City of Hillsboro concerning the Main Exhibit Building remodel and installation of the mobile home for use as an office. Wade indicated permits were not obtained for the sewer hook-up, Main Exhibit remodel and mobile home move-on. Engineer plans for the remodel job have been submitted to the City Engineer for review and all permits have been purchased.

The city requested clean-outs in septic lines. Quality Rock will be at the fairgrounds to repair asphalt so they may do backhoe work.

The board inquired as to whether we could rent the Main

Exhibit Building prior to the City's approval. Wade was not certain about this issue.

Wade also received a letter from the City Planning Commission regarding the new office. Wade will talk to Wink Brooks to start resolving these matters quickly.

The City of Hillsboro Police Department advised Wade there may be noise ordinance changes that could affect some fairground events.

The City of Hillsboro also advised Wade of a back pressure leak valve needed to be installed to our water system to conform to City requirements. Fred Boyles, Rodeo Board member, assisted our staff in locating and purchasing this item.

DRAFT HORSE SHOW

Bob Jansen expressed his concern regarding the contents of the Draft Horse Show during fair week. He felt a major class of interest was being left out. The board suggested Jansen meet with Wade and then Wade can approach the show contractor regarding Jansen's concerns.

OLD OFFICE

The board discussed relocating the old office, using as a fire department practice fire, and demolition. To relocate on the grounds would require the building being brought to code. Wade will check with Chuck Colegrove, Booster member, about moving the building with a helicopter crane.

ENTERTAINMENT

Chris Cullen is again coordinating the entertainment package and it is close to completion. Wade has signed a contract for Lee Greenwood to perform at \$17,500 plus production costs (estimated at \$5,000). Coors is willing to cover \$5,000 in costs. Our staff will be building a stage and further costs will lie in advertising and additional security. Williams indicated the Multnomah County Mounted Posse offered to assist in security opening night.

Leeson suggested Stumptown Jazz, a Portland group, to entertain during fair, possibly on Senior Day.

Wade indicated he had a tentative agreement with the Washington County Association of Riding Clubs to handle the ticket selling and ticket taking.

HILLSBORO JAYCEES

Wade informed board members of how negotiations were proceeding with the rental contract for Hillsboro Happy

Days. Wade and the Jaycees representative, Mark DeMent, are attempting to secure a five year contract. Board members discussed the price increase, event impact on fair, and the cost of maintaining grounds. The Jaycees are not interested in a fee based on a percentage.

At this time a five minute recess was taken.

The meeting reconvened and the following motion was made.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY JOHN THOMAS TO AUTHORIZE WADE TO NEGOTIATE A FIVE YEAR CONTRACT WITH THE HILLSBORO JAYCEES AS FOLLOWS: FIRST YEAR - \$10,000 FLAT FEE SECOND YEAR - \$12,000 PLUS 10%, THIRD YEAR - \$13,000 PLUS 20% (% NEGOTIABLE), FOURTH YEAR - \$13,000 PLUS 20%, FIFTH YEAR - \$13,000 PLUS 20%. MOTION CARRIED UNANIMOUSLY.

ACTIVE 20/30 CLUB

The City Fire Marshall notified the Active 20/30 Club a sprinkler system must be installed in the Main Exhibit Building prior to holding their Haunted Cave event this year. Wade indicated the fairgrounds has not been officially notified by the City of the situation.

The Active 20/30 Club is willing to help with manpower, however, they do not have funding this year. The club is willing to contact the Fire Marshall and attempt to resolve the matter.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY JOHN THOMAS, TO AUTHORIZE THE HILLSBORO ACTIVE 20/30 CLUB TO NEGOTIATE WITH THE FIRE MARSHALL CONCERNING THE SPRINKLER SYSTEM FOR THEIR EVENT. MOTION CARRIED UNANIMOUSLY.

PREMIUM BOOK

University Publishing is filing bankruptcy. Wade has made arrangements with Times Publication to sell the advertising. Williams will be selling ads for the Rodeo Program.

NORTHWEST NATURAL GAS

Wade reported the gas company required \$850.00 to hook up gas to the new office. The board agreed the office needed to be air conditioned for this summer. The board requested Wade to do a cost estimate and projections for a time period of 4 or 5 years and authorized him to select and hook up the most feasible.

SPRING MANAGER'S CONFERENCE

Wade advised the board the main topic of discussion was the Economic Study and that he, and many other fair managers, were disappointed with the results.

TOUCH 'N SEE

Wade requested ideas for the location of the Touch 'n See animal show. Meek suggested an area near the Cloverleaf Building.

PLANNING SESSION

Members discussed dates they were available for a planning session. Wade will find out when the Timothy Lake facilities are open.

PGE EASEMENT

PGE contacted Wade concerning an easement down 34th Avenue for lines installed in 1985 when the parking lot was completed. Wade will contact Addy Hesse to research the agreement made with PGE.

OFFICE LANDSCAPE

Baron indicated he had not received a decision regarding the office landscaping project.

MOTION: MOVED BY JOHN MEEK, SECONDED BY JOHN THOMAS, TO ADJOURN. MOTION CARRIED UNANIMOUSLY.

Meeting adjourned 7:00 p.m.

Respectfully submitted,
Jamie Hammack, Secretary