



## Bills for Approval

November 4, 1981

3435	Western Fairs Association	\$ 55.00	Managers Conference
3436	Holiday Inn	100.00	Lodging at Conference
3437	Anthony's	7.90	Seibel, Colegrove-Rodeo
3438	Ricky Campbell	20.00	Plaque pictures
3439	Christy's Deli	15.35	Meeting meals
3440	Petty Cash	22.45	Petty Cash
3441	VOID		
3442	Oregon Faira Association	275.00	Convention registration
3443	Valley River Inn	150.00	Convention Lodging
3444	Copeland Lumber	16.90	Shop Supplies
	First Interstate Bank	6.00	Overdraft charge
3445	Sears Roebuck & Co.	127.40	Shop Tools
3446	Sharon Dyche	30.00	Friendship Sq. Door
3447	P. G. E.	303.75	Electricity
3448	Ochoco Inn	51.80	Lodging-Mgr. Conference
3449	Award Specialties	45.65	D. D. trophies
3450	The Bardy Company	350.00	D. D. trophies
3451	Pay 'n Save Corp.	13.54	Shop supplies
3452	Associated Janitor & Paper	58.44	Restroom supplies
3453	Chapman's Service Store	22.74	Tire Repair
3454	Hillsboro Garbage Disposal	132.00	Garbage
3455	Photographic Presentations	15.25	FFA Award
3456	General Telephone	105.85	Telephone
3457	Northwest Natural Gas	26.96	Natural gas
3458	VOID		
3459	Hillsboro Office Supply	28.41	D.D./Office Supplies
3460	Hillsboro Auto Parts	82.09	Tractor Maintenance
3461	P. G. E.	360.68	Electricity
3462	Hillsboro Implement	56.22	Mower Maintenance
3463	Full Circle, Inc.	191.85	Gasoline
3464	Hillsboro Argus	44.40	D. D. Advertising
3465	Hillsboro Argus	6.20	RV storage advertising
3466	Times Publications	48.60	D. D./ RV adversiting
3467	Finance & Administration	10.00	Office expense
3468	Postmaster	18.00	Postage
3469	Christy's Deli	13.65	Meeting meals
3470	Albertsons	12.24	meals/office expense

Total Bills \$2,824.32

MOTION: MOVED BY AGNES DELASHMUTT, SECONDED BY MIKE SWAN TO PAY DOUBLE OCCUPANCY ROOM RATE FOR BOARD MEMBERS ATTENDING THE OREGON FAIRS ASSOCIATION CONVENTION. MOTION CARRIED.

Mileage will not be paid.

**BOOSTERS** At the Boosters' October 21, 1981, meeting, they requested a list of capital improvement projects from the Board. The Boosters would also like to receive a copy of the Fair Board minutes. Wally Crawford suggested putting a concrete floor in the grandstand concession. The Board reviewed Hesse's letter to the Boosters concerning the concrete and outlining several capital improvement projects. Board directed Hesse to send the letter.

**SUPERINTENDENTS** Boyer declined the Fair Board's nomination for Open Class Horse Superintendent. Hesse contacted Bob and Joanne Fussell concerning the position, but they were not able to assume the job. Boyer suggested contacting Don Carter. Hesse will contact Nancy Galarneau for suggestions. The Board suggested Lisa Scott; she has experience both in showing and organizing shows. She is also good at dealing with people. Lisa also has her mother's background to draw from. Hesse will contact her.

Kathy Terhorst has resigned as Milking Parlor Superintendent. She has a larger 4-H club this year and will not have time for the job. Hesse will send Kathy a thank you from the Fair Board. Colegrove suggested contacting Julie Hering for the position. Hesse will call her during Christmas vacation.

**ZONE CHANGE** Tim Erwert is working on the application form for the zone change on 8.5 acres of fairgrounds property. Once submitted to the City the following procedure will be in effect:

- 1) City will notify property owners within 500 feet of the fairgrounds.
- 2) City will publish a public notice.
- 3) A review of the application will be scheduled by the Hearings Board.
- 4) The Hearings Board can approve or deny the application.
- 5) a. If application is approved, it will be forwarded to City Council for an ordinance.  
b. If application is denied, our only option is appealing the Hearings Board's decision to the City Council.

MOTION: MOVED BY CHARLES COLEGROVE, SECONDED BY JERRY PFLUG TO AUTHORIZE PAYMENT OF THE ZONE CHANGE APPLICATION FEE AND TO PROCEED IN AN EXPEDIENT MANNER. MOTION CARRIED.

**1982-83 BUDGET** Washington County has adopted a new type of budgeting called "program budgeting." This budgeting should be positive for the county as it focuses on the services offered not only money as a line item.

Legal fees should be included in the budget, and money should be budgeted for updating the long-range plan. Following are several capital outlay items the Board felt could be included in the 1982-83 budget: livestock loading ramps, gravel for parking lots, horse wash racks, trailer hook-ups, furnishings for the 4-H Building, copier, barn roof improvement, Main Exhibit Building improvement, asphalt and paving.

Pflug pointed out the fairgrounds has been fortunate the community service organizations and local businesses have supported the fairgrounds so willingly. But the economic conditions as they are, people are going to be volunteering and donating less. In the future the fairgrounds is going to have to pay for what services it needs.

4-H  
BUILDING

The Board agreed to review credentials and fees of several local architects before deciding who will do the work. Competitive bidding is not required for personal services. The Board suggested contacting Partin & Hill; Robert E. Meyer; Hewlett, Jamison, Atkinson & Luey; Stan Rickard; and Englund, Plummer & Associates.

The agreed time is important in selecting an architect and proceeding to competitive bidding. The building should be completed by Happy Days the end of June.

MOTION: MOVED BY AGNES DELASHMUTT, SECONDED BY CHARLES COLEGROVE TO REVIEW A MINIMUM OF TWO ADDITIONAL PROPOSALS FOR ARCHITECT TO HANDLE THE COMMUNITY ROOM DESIGN AND CONSTRUCTION. PROPOSALS TO BE REVIEWED AT A SPECIAL BOARD MEETING DECEMBER 2, 1981. MOTION CARRIED.

MERIT RATE

The 1981 Washington County Fair was rated a silver medallion fair--up two points from last year. The Board reviewed the Merit Rater's comments.

ELECTRICAL

Dan Alishire is unavailable to exchange electrical services for the old water truck.

COMMERCIAL  
SPACE FEES

The Board reviewed the suggested 1982 commercial space fees. There are only two changes from last year's fees: Inside space raised from \$12 per foot to \$13 per foot, and commercial restaurants from 10% of net to 13% of net. Hesse explained the suggested fees are current with other Oregon fairs. Since the attendance dropped slightly this year, it would be hard to justify raising the fees any higher. The Board suggested any concession parking a vehicle near their booth should pay an extra fee. Hesse indicated that you can become too inflexible and price yourself right out of the market. The commercial space revenue has grown from \$3,700 in 1976 to \$18,000 in 1981.

1982 Suggested Fees

- \$7 per foot - outdoor (ground only)
- \$10 per foot - outdoor (preconstructed module)
- \$13 per foot - inside (included drapes & sign)
- \$22 per foot - food concession
- \$12.50 per foot - non-profit food concession

Restaurants

- \$250 flat fee for non-profit agencies
- \$250 + 13% of net for commercial enterprises

Each includes one 110 outlet. Additional service is \$25 per 110 outlet. One free booklet of admission to every general exhibitor and two booklets to restaurants. Thereafter, booklets of 10 admissions will be on sale at \$10 per booklet.

MOTION: MOVED BY JERRY PFLUG, SECONDED BY AGNES DELASHMUTT TO ADOPT 1982 COMMERCIAL SPACE FEES AS PRESENTED ABOVE. MOTION CARRIED.

PREMIUM  
BOOK

Hesse passed around several examples of tabloid premium books. Tabloid premium books are distributed through the local newspapers(s). Tabloids are not especially attractive, but fairs who have used them have reported an increase in exhibitors. It would be worth investigating. Hesse plans to check with "This Week," a weekly tabloid which is delivered free to area homes.

Joan Erwert is requesting a 15% commission this year for premium book advertising. Erwert is asking more than budgeted for fair advertising. Hesse is interviewing others. The 15% commission on advertising is standard payment now.

The Board directed Hesse to check into the feasibility of using a tabloid premium book for 1982.

NEXT  
MEETING

The next Board meeting will be held December 2, 1981, in the Fairgrounds office beginning at 4:30 p.m.

Meeting adjourned at 6:05 p.m.

Respectfully submitted,

Valerie Bentley

A G E N D A

Washington County Fair Board

Regular Meeting      Wednesday, November 4, 1981  
4:30 p.m.              Fairgrounds 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 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 September 1981 for approval (enclosed).

\*5. Board minutes from October 7, 1981, and special meeting October 27, 1981, (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) Letter from Don McCoun and proposed reply (enclosed).  
B) Letter to and from Land Speed Insurors (enclosed).  
C) EDAW, Inc. - Long range plan update (enclosed).  
D) Rodeo minutes (enclosed).  
E) Applicants for Fair Board positions (enclosed).  
F) Letter to Spiesschaert on capital outlay (enclosed).

7. Choose voting delegate for OFA Convention and establish convention expenses allowance for those representing us. In place of Swan, Colegrove can serve on Audit Committee.

8. Colegrove report on Fairgrounds Boosters meeting October 21, 1981. Financial recap enclosed. Hesse letter to Boosters enclosed.

9. A) Horse superintendent appointment - Mr. Boyer declined the Fair Board's nomination for the position.

B) Received verbal resignation from Milk Parlor superintendent Kathy Terhorst.

10. Tim Erwert is working on application form for zone change. Once submitted to the City the following procedure will be in effect:

A) City will notify property owners within 500 feet of the fairgrounds.

B) City will publish a public notice.

C) A review of the application will be scheduled by the Hearings Board.

D) The Hearings Board can approve or deny the application.

E) 1. If application is approved, it will be forwarded to City Council for an ordinance.

2. If application is denied, our only option is appealing the Hearings Board's decision to the City Council.

11. Preliminary budget input from Fair Board. Washington County has adopted a new type of budgeting called program budgeting. (I could carry over the 1981-82 unfunded items such as parking lot improvements, asphalt paving, etc.)







)

)

)





)

)

)

)

)

)

v