

**FAIR BOARD MINUTES
SEPTEMBER 14, 1994**

FAIR BOARD

John Thomas
David Lintz
Linda Gray
George Otten
Ken Leahy (arrived late)

STAFF

Cal Wade
Patti Poe
Jim Jordan
Luis Castaneda
Sue Oxendine

GUESTS

Eric Apalategui
Dave Russell

CONSENT AGENDA

Wade said it was too soon after fair to reconcile the budget. Bills are still being submitted to the office. Labor costs are up due to a \$21,000 state industrial bill from the county. This is up \$15,000 from the prior year and Wade was not notified of the increase until late in the fiscal.

MOTION: MOVED BY LINDA GRAY, SECONDED BY DAVE LINTZ, TO ACCEPT THE CONSENT AGENDA. MOTION PASSED UNANIMOUSLY.

RODEO REPORT

Marlene Spadt sent the October 3 rodeo board minutes. The rodeo committee felt the rodeo was excellent. Contestants and rodeo officials seemed to concur Wade stated. He said they enjoy coming to a rodeo that is well managed. Dave Lintz said he attended the rodeo and the place was packed. He too said it appeared to be well run.

BOOSTERS

The organization is meeting tonight to nominate new officers and discuss the upcoming year. Dave Russell said all the boosters involved with working during the fair appeared to have a good time.

MARKETING

Poe reported O'Loughlin Shows released dates for 1995 and 1996. They told her that at this time the Fair Complex facilities are not suitable for their needs and encouraged the board to seek ways to build new exhibit buildings.

Bingo is struggling. Glencoe wants to lease the facility Mondays and Wednesdays. They have agreed to a six month trial period at \$200 per session. This figure was arrived at after an analysis of existing expenditures and profit margins for both Glencoe and the Fair Complex. For the first six months Glencoe will keep all profits from the concessions to help offset some of the increased personnel costs.

Poe met with the Fair Complex Bingo manager. They jointly arrived at some recommendations for the bingo games and modifications in the personnel for Fair Complex Bingo. Bingo is traditionally down during the summer months. Poe has been in contact with other bingo managers and they have been experiencing some of the same frustrations of fewer players, higher personnel costs, and lower returns from the games. Lintz stated that patience is the key for bingo.

Four large functions are booked for the next few weekends - Hillsboro Auto Swap Meet, DJ's Motorcycle Swap Meet, Gem & Mineral Show, and the Easter Seal Walk-A-Thon.

MAINTENANCE

Jim Jordan introduced one of two new maintenance staff, Luis Castaneda. Dago Arranda is the other new employee and was not able to attend due to the impending birth of a baby in his family. Luis assists Dago in set up of events and also helps with general maintenance, primarily in the landscaping areas. Wade said they were both welcome additions to the staff and as an added bonus both are bilingual.

Jordan reported general maintenance projects included finishing the painting of the ME, cleaning up after fair, installing a new gate in the fence line east of the Arts & Crafts building, and installing new water and drain lines.

Jordan commented on a letter received in the office and by two fair board members. The letter was written by Rocky Williams and pertained to the scoreboard contractor. Jordan informed the board of the history of negotiations and conversations between himself, Dick Eagle, and Jerry Jensen, the scoreboard contractor. Jordan had been contacted in early spring by Dick Eagle who asked Jordan to contact Jensen regarding power to the scoreboard.

Jensen informed Jordan that he needed a 125 amp isolated service. Jordan went to Wade after pricing the service. To do the work would have been approximately \$1,500 and this money was not available. Jordan contacted Jensen and a solution was agreed upon whereas Jensen would pay for a 100 amp breaker, a 2" conduit, and a place to house a generator which would power the scoreboard. Staff would do the installation of the conduit. The work was completed. When Williams came for Jensen's check he was asked to get a check from Jensen for the agreed upon work. Williams told Jensen he did not have to pay the fees and in his letter stated that Jensen should not have been charged and if a bill needed to be paid to take it out of the rodeo budget, bill the rodeo board, or bill him.

Wade said he is here almost 24 hours a day during fair and at no time did Rocky try to reach him to discuss the situation.

The board concurred that Williams had no business getting involved with a situation before knowing the full facts and he should not have intervened in a matter that had been prearranged by the fair staff and a contractor.

MOTION: MOVED BY DAVID LINTZ, SECONDED BY LINDA GRAY, TO NOT CHARGE ROCKY THE \$100 BUT TELL HIM NEVER TO DO SUCH A THING AGAIN. MOTION PASSED UNANIMOUSLY.

Lintz added the letter should perhaps also state that Wade has the authority to deal with the agreements between contractors and staff. Rocky did not know the whole story, should not have become involved, and the contractor was not gentleman enough to say he had agreed to pay.

SQUARE DANCE CONVENTION

The final financial report on the square dance RV parking was given. Gross income was \$11,705 with a net income of \$11,155. \$6,000 for staff overtime was billed to Clark County in a prearranged agreement.

Poe stated that groups who rented the fairgrounds during the weekend of the camping were impacted. The Society of Creative Anachronisms lost their gate income because the square dancers kept coming onto the grounds without paying the admission fees. The Society has yet to pay the rental fee of \$1,400. Poe has been unsuccessful with trying to meet with them to discuss the weekend.

Lintz stated that we need to make them (Society of Creative Anachronisms) feel better and a letter should be sent offering a deal on their next rental.

MOTION: MOVED BY DAVID LINTZ, SECONDED BY LINDA GRAY, TO GIVE THE SOCIETY OF CREATIVE ANACHRONISMS FREE RENT ON THEIR NEXT FUNCTION.

DISCUSSION: Poe feels we need to open communication before making the offer. She believes not paying a bill is inappropriate and a dialog should be started between the Fair Complex and the group.

MOTION AMENDED: GIVE POE THE LATITUDE TO NEGOTIATE WITH THE SOCIETY OF CREATIVE ANACHRONISMS. MOTION UNANIMOUSLY PASSED.

AIR SHOW

The 1994 show was the second all time high financially. The Fair Complex grossed \$28,812 from parking and food concessions. Expenses totaled \$9,064 leaving a net income of \$19,747. Lintz noted that expenses were very consistent over the past four years while income fluctuated. This fluctuation was due to air show attendance and Rose Festival decisions regarding the number of buses provided for the spectators.

FAIR

Oxendine said the fair was the smoothest one she has been involved with to date. This was greatly due to the wonderful cooperation of the staff. Poe did her usual great job of running the cashiering staff, maintenance worked well together and went on shifts to reduce overtime costs and fatigue factors, Trudie Brooks did a marvelous job of hiring a wide variety of acts for both secondary stages, Colleen McNally was the mainstay of the office and also did any odd jobs asked such as picking up the "missing Beatle" and running safety interference with Meri Putzler for the GT Bicycle Show. The two PA booth employees, Margaret Wold and Kari Arnold, also continue to do a terrific job with answering questions posed by the public.

Exhibits were up in open class land products, dairy cattle, food preservation, and rabbits, and 4-H dogs, poultry & rabbits, and judging contests. Concern was expressed regarding the over crowded conditions in the 4-H rabbit/poultry/cavy area. The 4-H superintendent

is actively recruiting kids in these programs but the barn can only house so many animals. Premium payouts were about \$1,000 less than in 1993.

Big draws included the GT Bicycle Air Show, OMSI, David Charvet & his disappearing chicken, and some of the various acts on Friendship Square and the Arts & Culture Stage. This stage was new and a big success with the surrounding commercial vendors and fair visitors.

The pre-sale tickets for the amphitheater concerts was the best idea the staff and board had for 1994. \$76,000 worth of tickets were sold, \$62,000 were pre-sale. People were very understanding of the reasons behind the decision to charge extra for the entertainment. The high costs of the acts and large production costs are still not covered by the ticket sales, but at least offset somewhat. Wade explained the approximately \$106,000 went to the entertainers, another \$30,000 to sound, lights, etc. for a total entertainment cost of \$136,000.

Tim McGraw was a sell out so Wade feels that based on the 3,000 tickets sold per performance that another 800 could easily be accommodated in the amphitheater. The number of nights extra charges will be assessed for entertainment in 1995 will depend upon the caliber of the performer(s). We would like to charge for at least four and possibly five nights.

CONFEDERATE RAILROAD

"A whale of a party and no one came", Wade stated. Approximately 1500 heard the concert and those included a number of "freebies". Due to the terms of the contract with the promoter the Fair Complex did not lose much.

No one knows for sure why attendance was down. Wade said the statistics showed to him prior to the booking showed the concert as a sure thing. The same was true for Restless Heart during the 1993 fair. A big factor is probably the timing of the concert. The concert was sandwiched in between the county and state fair who both had good lineups. Wade has another idea he is pursuing.

BMX TRACK

Poe and Wade are very concerned about the liability issues. The first ABA sanctioned race was last weekend. There is no question about coverage during an ABA sanctioned race or for ABA sanctioned riders.

Wade has consulted with County Risk Management. The Risk Manager told Wade a letter has been sent to the insurance company advising them of the BMX track. He has not heard back from them but is comfortable that the Fair Complex, staff, and board are covered.

Conflicts between the two parties involved with the construction and running of the track are occurring. The ABA people want the track limited to them while Ken Martin, the gentleman responsible for the track's construction, wants it open 24 hours per day and to anyone.

Vandalism occurred the first week of operation on the grounds and surrounding community. Martin, Wade, and staff have conveyed to the track users that "if they screw up the track will be closed". The kids are now policing it and doing a good job.

Poe stated the biggest issue was the insurance. The ABA will cover only the sanctioned riders and the sanctioned races. The ABA would like the track fenced as it is classified an attractive nuisance while Martin's group wants the track open to all and is even donating bikes to those who do not have one.

Lintz said the BMX people have the responsibility to protect the Fair Complex or the facility should not remain open. He feels fencing is the only option and the user groups should pay for the fence. Gray suggested Martin obtain ABA memberships for all the kids. This would still not take care of non sanctioned races. The board concurred that our liability needs to be investigated further with our insurer. Wade agreed but suggested by passing the county and talking directly with the insurance company.

MOTION: MOVED BY DAVID LINTZ, SECONDED BY LINDA GRAY, TO AUTHORIZE WADE AND STAFF TO SEEK COUNSEL AS TO THE FENCING OF THE BMX TRACK AND THE LIABILITY ISSUES SURROUNDING IT. MOTION PASSED UNANIMOUSLY.

Wade said that Mr. Martin's interview with The Oregonian showed a total disregard for liability issues. He has been impressed with the kids. The track is continually busy and gives the kids something to do which was the original intent.

Poe closed the discussion by saying fencing would help when the entire facility is leased and closed to the general public's use.

ME SPRINKLER SYSTEM

The Active 20/30 Club are ready to begin stage two of the two-staged sprinkler system. Last year they installed the sprinklers inside the ME building. The system was hooked up to a pumper truck during the Haunted Caves. This year they must connect the sprinklers to a water line out to Cornell St.

Wade told them to go ahead and install a 10" line. This will be needed when the Fair Complex expands. The Fair Complex will pay the \$3,000 extra to install the 10" rather than the 8" required by the Fire Marshall for the Haunted Caves.

PRIORITY OF CAPITAL EXPENSES

At this point Wade is unable to predict how much money will be available for capital expenditures. The ME roof must be repaired and the Cloverleaf parking lot improved. A storage shed, originally approved, for ME inventory is also greatly needed.

Wade asked Leahy to assist him with the specifications for the Cloverleaf parking. Otten said the City may require paving rather than gravel.

AUTHORIZING LIABILITY INSURANCE

A resolution must be signed authorizing Wade as the administrator of the City/County Insurance for the Fair Complex.

MOTION: MOVED BY GEORGE OTTEN, SECONDED BY KEN LEAHY, TO AUTHORIZE WADE AS ADMINISTRATOR OF CITY/COUNTY INSURANCE FOR THE FAIR COMPLEX. MOTION PASSED UNANIMOUSLY.

Gray asked what our tort limit was. Wade responded, "\$500,000."

WORK SESSION

Traditionally there is a fall work session for board and key staff members. Board members briefly discussed meeting a couple of hours early in November to discuss work session items.

MOTION: MOVED BY GEORGE OTTEN, SECONDED BY LINDA GRAY, TO ADJOURN INTO EXECUTIVE SESSION PURSUANT TO ORS 192.610 - 192.690.

During Executive Session the board discussed rodeo board personnel and the real estate purchase regarding Tri-Met.

MOTION: MOVED BY LINDA GRAY, SECONDED BY DAVID LINTZ, TO ADJOURN BACK INTO REGULAR SESSION. MOTION PASSED UNANIMOUSLY.

MOTION: MOVED BY LINDA GRAY, SECONDED BY KEN LEAHY, TO AUTHORIZE WADE TO CREATE THE POSITION OF RODEO COORDINATOR AND FIND A STAFF MEMBER TO FILL THE POSITION. MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 7:00 PM. The next regularly scheduled fair board meeting will be October 12, 1994 at 4:30 PM.

Respectfully submitted,
Sue Oxendine
Secretary

**EXECUTIVE SESSION
SEPTEMBER 14, 1994**

RODEO BOARD

Dick Eagle has resigned as chairman for personal reasons. Dick recommends appointing Claude Werner if the fair board elects to appoint someone from the existing rodeo board.

There have been continuing communication problems with office and rodeo committee. Wade attended the meetings at the beginning of reorganization. The fair board appointed Marla Warren as liaison but she also let the communications down and did not attend the meetings. Wade would like to appoint a staff person to become the rodeo coordinator. He recommended Trudie Brooks. She knows rodeo, speaks their language, and understands the need for clear communication between the rodeo and fair office. He wants her to be at the rodeo meetings as a representative of the fair board - not a gopher for the rodeo board.

Wade stated that if the fair board decides to appoint a staff person as the rodeo coordinator then the fair board will need to decide if they should appoint a chairman and if so, from within or bring in someone from outside the rodeo board, or let the rodeo board appoint their own.

Two rodeo board members' terms are up December 31 - Claude Werner and George Kneese.

After a discussion of the different points raised, the board agreed that Brook's presence would help the communications between the two groups. Board members were concerned with the time Brooks could spend with the rodeo, whether she would want the increased responsibility, and if she would be compensated more. Wade said he had discussed the proposal with Brooks and she appeared excited. He also said he would increase her salary.

The fair board also strongly indicated they would name a new chairman to the rodeo board. Notices will be sent out to the entire rodeo committee and public of the vacancies. Once applications are in the fair board will appoint two members and a chairman.

REAL ESTATE

Wade indicated he is concerned about the direction the Fair Complex is headed with Tri-Met on the Gardner-Beedon property. He feels Tri-Met has something else in mind for the property rather than parking or expansion of the station.

Mike Tharp is pushing to close the deal with Tri-Met but Wade would like more discussion before the deal is finalized.

Norm Landerman-Moore is putting together a draft report on the theme park. The park would take 6 - 8 acres.

Lintz suggested contacting Tom Walsh, director of Tri-Met light rail. The board told Wade to pursue his instincts and do some further investigating prior to finalizing the agreement. The Fair Complex's option is up November 1.

Respectfully submitted,
Sue Oxendine
Secretary