

Minutes
Fairgrounds Advisory Committee
Monday, November 24th, 2014

Convened: 2:00 pm

FAIRGROUNDS ADVISORY COMMITTEE MEMBERS:

Daniel Vazquez	Andy Duyck, Board of Commissioners
Jerry Willey	Steve Nagy
Erin Wakefield, Fair Board President	Carolyn McCormick
Pamela Treece	Larry Pedersen, Chair

STAFF:

Rob Massar, Assistant County Administrator	Sia Lindstrom, Deputy County Administrator
Leah Perkins-Hagele, Fair Complex Manager	Nancy Karnas, Fair Assistant
Sarah Anunsen, Capital Improvement Projects Manager	

A) Call to Order- Chair Larry Pedersen called the meeting to order at approximately 2:00 p.m. Member Willey was unable to attend but sent City Manager Michael Brown in his absence.

1) Public Comment I- None

2) County Fair Update- Fairgrounds Manager Leah Perkins-Hagele provided a recap of the 2014 County Fair stating the weather was excellent and attendance was up. She stated that carnival continued to increase in sales, up ten percent and Food and Beverage sales were up over twenty percent. Perkins-Hagele stated that the fair is experiencing some infrastructure challenges such as lack of water pressure, degrading pavement and other facility concerns. Member McCormick asked if the fair had a contingency fund available to address the infrastructure issues. Perkins-Hagele stated that while there is some in reserve the repairs that are needed are each projects that far exceed any amount in the fund. Member Vazquez asked if the fair budget is self-sustaining and what is done with the profits. Perkins-Hagele stated the fair runs at this time with a break even budget operation. Chair Pedersen questioned if the county had a long term financial strategy to address the infrastructure challenges. County Commissioner Duyck stated the board has set a strategy for the event center but any other construction or reconstruction would have to depend on revenue sources that they simply do not have.

3) Facility Operations Update including Interim Rental Program- Fairgrounds Manager Leah Perkins-Hagele began by detailing the steps of preventing damage to the interior grounds with the installation of temporary paneling but it is not often successful. Perkins-Hagele stated that maintenance staff does an excellent job of improving or maintaining what they can such as installing energy efficient lighting or repainting. Perkins-Hagele commented she was uncertain if the large interim Renaissance Faire that occurred during the months of August and September would return due to some of their internal operation concerns. Member McCormick stated that it seemed this season was much better for them. Perkins-Hagele stated that they did do much better financially this year but their behind the scenes operations are in need of some work. Deputy County Administrator Sia Lindstrom introduced herself as the new administrative office liaison replacing Rod Rice who retired this past year.

- 4) **Ball field's/RV Park** - Assistant County Administrator Rob Massar presented a proposal between the City of Hillsboro and the County regarding the Fairgrounds Ball Field property. Massar stated the City was interested in obtaining ownership of approximately fifteen acres and in exchange would build an RV facility on the remaining five acres of the field property. Member Vazquez asked for clarification on the location of the land. Massar stated it is the property adjacent to the Max line. Chair Pedersen asked how the city was planning on financing the project. City Manager Michael Brown stated the plan was to utilize gain share dollars to assist in completion. Discussion ensued regarding the history of the ballfield agreement with the city. Member McCormick asked for clarification that this would be a short term facility. Fairgrounds Manager Perkins-Hagele stated that yes it was a transient facility, 30 days or less for each stay. Member McCormick made a motion to recommend to the county commissioners moving forward with the concept of redevelopment of the ball fields and RV Park with the City of Hillsboro. 2nd by Don McCoun.

Motion by Member McCormick to recommend to the county commissioners moving forward with the concept of redevelopment of the ball fields and RV Park with the City of Hillsboro . 2nd by McCoun. Motion carried 8-0.

- 5) **Livestock Restroom Removal**- Fairgrounds Manager Leah Perkins-Hagele provided an overview for a planned removal of the Livestock Restroom block building located on the fairgrounds. Member Vazquez asked if this was an existing facility and what would be put in its place. Perkins-Hagele stated that they are existing and temporary facilities would be rented for fair and events as needed that are ADA compliant. Chair Pedersen asked for a motion to direct staff forward on this project. Member Vazquez asked how much the teardown would cost and where the money would come from. Perkins-Hagele stated it would be about three thousand dollars and come out of the fairgrounds budget. Member Carolyn McCormick made a motion recommending Staff remove the existing restrooms and replace with temporary restrooms as needed. Chair Pedersen stated the recommendation is for the demolition of the restrooms and replacement as needed for the interim events.

Motion by Member McCormick to recommend Staff remove the existing restrooms and replace with temporary restrooms as needed. 2nd by Member Vazquez. Motion carried 8-0.

- 6) **PA System**- Fairgrounds Manager Leah Perkins-Hagele introduced Sarah Anunsen who has been tasked with collecting quotes for the installation of the PA system project. Anunsen stated the bid process is finished and will be contracted with Cascade Sound. Member Vazquez asked what this project will cost in total. Anunsen stated it will come in at around thirty thousand dollars. Board of Commissioners Chair Andy Duyck clarified it will not cost the county any amount as the total amount had been donated by the Washington County Educational Fund.
- 7) **Other**- Member Vazquez made a proposal that meetings possibly be held at times other than during the business hours. Member McCormick 2nd that discussion be held on this topic. Chair Pedersen asked if anyone had any issue with having later meetings. Member McCoun stated it was difficult for those with earlier jobs. Chair Pedersen proposed a compromise of a later time by possibly alternating meeting start times.
- 8) **Public Comment II**-
- i) **Glenna Dryden**- Ms. Dryden asked if the RV Park would have restrooms accessible. Board of Commissioners Chair Duyck stated that the design of the facility is being negotiated. Fairgrounds Manager Perkins-Hagele stated that it is a typical design feature to include restroom facilities but the planning is still being worked out with the city.

ii) **Tom Black-** Mr. Black stated the notice of the meeting was not prominently displayed on the website. Black stated that he was appreciative of Member Vazquez's suggestion to change the meeting times to the evening when more public comments could be heard on the expenditures of public funds. Black questioned who the committee represents and the members that make it up. Black stated he was not able to find the information about what decisions were going to be made at this meeting. Black stated there needed to be further discussion about the removal of the facilities and more public notice when these items are being considered. Black asked for a financial ledger for the projects. Chair Pedersen stated that this was an advisory committee that has no fiduciary responsibility for the fairgrounds and it should not be implied the committee is making decisions about spending taxpayer money. Black asked who is spending the money and where he is to go to express his concerns. Chair Pedersen stated that he would go to the Board of Commissioners for those issues. Black stated he would prefer to see better representation of the fabric of the community on this committee. Member Vazquez stated he supported Mr. Black's opinion on having representation from the end users of the fairgrounds.

B) Adjourn-With no further business before the Committee, Chair Pedersen adjourned the meeting at 4:15 p.m.

Leah Perkins-Hagele
Recording Secretary

Larry Pedersen
Committee Chair