

MINUTES & NOTICE OF BOARD ACTION

BOOK 146 PAGE 2194

APPROVED 4-3-91



LANE COUNTY BOARD OF COMMISSIONERS

This document, upon approval in a public meeting by the Board of County Commissioners, serves as official minutes of such meetings as required under the Open Meetings Law, ORS 192.650.

Pursuant to notice made by mailing agendas to news media, a selected list of jurisdictions and individuals in Lane County, a meeting of the Board of County Commissioners was held.

Questions should be directed to The Board Office Specialist 3, ext. 4203.

February 28, 1991
12:00 p.m.

JOINT BCC/FAIR BOARD
MEETING

Commissioners'
Conference Room

COMMISSIONERS PRESENT: Chair Jack Roberts, Steve Cornacchia, Ellie Dumdi, Marie Frazier and Jerry Rust.

FAIR BOARD MEMBERS PRESENT: President Emerson Hamilton, Pat Hansen, Sid Voorhees and Star Wood. Jack Ward excused.

STAFF PRESENT: Jim Johnson, County Administrator; Steve McCulloch, Fair Board Manager; Teresa Wilson, Assistant County Counsel; David Suchart, Performance Auditor; Sherrill Parker, Cheryl Johnson and Judy Haldeman.

Roberts convened the Board of County Commissioners and Hamilton convened the Fair Board.

1. Introductions
2. Fair Board Report on Retreat

Hamilton stated that the Fair Board had had a retreat on February 13 to discuss a mission statement, mandates, stakeholders at the fairgrounds, a strategic assessment, strategic issues and a long-range facilities plan (see material on file).

3. Discussion of Fiscal Condition of Fairgrounds

Hamilton reported that there had been a 33 percent increase in employee costs this year. He stated that the Fair Board is analyzing fees and admission charges and has discussed cut backs. He stated that this was a serious situation and that it can and would be addressed by the Fair Board. Voorhees commented that discussions will continue at the Work Session on March 12 and Hamilton added that this discussion will include a hiring freeze, travel freeze, salaries, revenues and expenditures. Roberts commented that the balance sheet was adversely impacted by rain

during the Fair and by adoption of the audit reports and recommendations to bring the fairgrounds into compliance with procedures followed by Lane County. McCulloch commented that minimum wage was a factor as well.

Rust mentioned that fairs in the State of Washington come under non-profit corporation laws.

- a. ORDER 91-2-28-1/In the Matter of Authorizing the Fair Board Director to Effect an Interfund Loan for Fairgrounds Cash Flow Needs

McCulloch commented that there will be potential cash flow problems at the fairgrounds in the months ahead. The Board discussed repayment of the loan and asked about the involvement of the Fair Board in the process. The Fair Board will monitor the loan along the way.

MOTION: Approval of the adoption of the order. Rust MOVED, Dumdi SECONDED. VOTE: 5-0.

4. Discussion of Marketing

Parker stated that marketing was the sales and services component of the Convention Center and Fairgrounds. She stated that her department provides scheduling, function sheets, answers questions from the general public, handles fair office business, is on-site during functions, generates reports and provides marketing and public relations work in conjunction with the Convention and Visitors Bureau.

Parker distributed an overview of fairground user groups, on-going marketing activities at the livestock building and a user group survey (see material on file). Dumdi commented that she was pleased to receive a report regarding marketing efforts and suggested that Parker compile a one-page quarterly report on marketing for the Board in the future. Cornacchia commented that he was interested in any changes that were being made at the fairgrounds with regard to Board policy direction.

5. Discussion of Master Planning Process

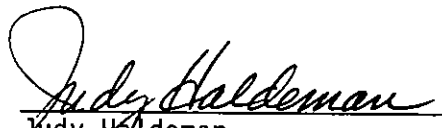
Hamilton reported that the Fair Board is embroiled in litigation over the ice arena with the successful bidder on the master plan contract. He commented that the Fair Board is anxious to get on with the master plan. Rust suggested that there could be a pause in the process given the budget considerations, but he would like to try to figure out a way to move forward with the master plan. He commented that there was an internal and an external component to this plan and he suggested that the City of Eugene be involved in the external portion of the process. He stated that the fairgrounds and the master planning process was important to the economy of the area. He stated that he would be willing to add a small amount of General Fund money along with Road Funds, money from the Fair Board and the City of Eugene to get this process started.

Cornacchia asked if there was any remnant money from the room tax that might be applied to this project as debt service for infrastructure and capital facilities. McCulloch stated that he did not believe that there was any money beyond the present debt service on the room tax. McCulloch commented that he liked the idea of trying to be creative and Cornacchia stated that he would support the City of Eugene as a major player. Roberts commented that the Board would not encourage the Fair Board to go ahead with the existing contract at this time and suggested that the Fair Board pursue a less formal and less expensive process with Eugene and the neighbors. Hamilton commented that it may be appropriate to cancel the RFP on the master plan and Roberts agreed. Rust suggested that there be a meeting with the City Manager, a Commissioner, Eugene Planning people, a Fair Board member, Jim Johnson and Teresa Wilson to work on a schedule, a design and funding alternatives to generate a report by the end of this fiscal year.

6. Review of Designated Procedure for Communication between Entities

Roberts stated that there had been a procedure designated for communication with the Fair Board and the Board of Commissioners which has not been followed precisely, though communication through the informal process has been excellent. McCulloch commented that he had been having lunch with Johnson on a monthly basis and that the meetings had been very helpful. Voorhees commented that he would like to have quarterly meetings with the Board of Commissioners and the Fair Board. The Board of Commissioners concurred with the suggestion for quarterly meetings.

There being no further business, this meeting adjourned at 2:13 p.m.



Judy Haldeman
Recording Secretary