

MINUTES FROM THE YAMHILL COUNTY FAIRBOARD
monthly meeting held in the Rodeo Show Office at the YC Fairgrounds
at 6:30 PM, February 8, 2017

The meeting was called to order at 6:36 PM by Chairman Gary Wertz. In further attendance were board members John Kemper, Leslie Lewis and April Courtney; board member Dean Schulz was unable to attend. Also in attendance were fair manager Al Westhoff and office manager Lana Drew. Portland Karting Association was represented by Paul Smark and Mark Reece.

OUTSIDE REPORTS

PKA

PKA is continuing their planning for the cooperative venture with a Tigard company for rental karts. No dates have been determined for any motorcycles events at this time. They have a work day planned for April.

PUBLIC COMMENT

Brian Young with the Yamhill County Emergency management Department presented the emergency debris storage plan for a regional catastrophic event. He is locating properties within the county that could possibly be utilized in the event of a catastrophic event to store and sort debris. He left a plan for the boards review for future discussion.

Jake Schmitt with Afton Tickets presented a ticketing/purchasing option for the boards consideration.

JANUARY MINUTES

John Kemper moved to approve the September and January board meeting minutes as presented; April Courtney seconded and the motion carried.

FINANCIAL REPORTS

Leslie Lewis presented a cash flow projection report and the StateYam report. Lana Drew prepared the Accounts Receivable report.

OLD BUSINESS

Manager Al Westhoff presented the proposed SDC Funds projects which have been presented to the county administration office.

There was discussion around the current rates and contracts leading to a decision to consider rate increases after further research; the topics will be revisited in March.

The Policies and Procedures Manual is being reviewed at the administration level and will be revisited again in March as well.

NEW BUSINESS

Manager Allan Westhoff presented the proposed initial budget for FY17-18. Leslie Lewis moved to approve the budget in its current working condition as subject to change; April Courtney seconded and the motion carried.

There was discussion on forming a Manager Search Committee as Allan Westhoff will be phasing out as manager. It was suggested that the committee consist of 2 board members, BOC liaison

Stan Primozich, a knowledgeable community member and a knowledgeable fifth member. The details of this committee will be further addressed at the March board meeting.

OPERATIONS REPORTS

Manager's Report –

Allan Westhoff reported that we are receiving applications for vendors and concessioners suggesting our growth and reputation may be contributing to this early interest. He has made arrangements with a new ice vendor for this year as well as a new system for managing the ice during fair week.

He also reported on the progress of the new building proposal. The old manufactured home has been demolished and removed. The initial meeting with the city planning department had taken place with the next step being completion of the application packet.

The office has received a request for pricing to have the Washington County Horse Fair at our facility. This event would be in late June or early July and would last 5-6 days. The board approved management's decisions on an event price for the use of the requested facilities for their fair. Allan Westhoff agreed to come up with a proposal and present to the board via email before proceeding with Washington County.

The meeting was adjourned at 9:08 pm.

Submitted by Lana Drew