

CHAPTER 265

Fair Board

- 265.01 Definitions.
- 265.02 Authority Re Contracts for County Fairgrounds and Exposition Park.
- 265.03 Policy Statement; Duties; Goals.
- 265.04 Functions and Responsibilities.

CROSS REFERENCES

Members - see ORS 565.210
 Election of officers - see ORS 565.220
 Licensing businesses - see ORS 565.230, 565.630
 Rules and regulations - see ORS 565.240, 565.630
 County Fair Commission - see ORS 565.405 et seq.
 Boards generally - see ADM. Ch. 250
 County Fairgrounds and Exposition Park - see S.U. & P.S. Ch. 1066

265.01 DEFINITIONS.

As used in this chapter:

- (a) County Fairgrounds and Exposition Park - means the grounds and all other property owned, leased, used or controlled by the County and devoted to the use of the County Fair, including, but not limited to, the arena, pavilion, livestock buildings and related structures.
- (b) Exposition Park Manager - means the County Exposition Park Manager, a County employee hired by and accountable to the Fair Board for the ongoing operation and maintenance of the County Fairgrounds and Exposition Park.
- (c) Fair Board - means the County Fair Board, a lay commission appointed by the Board of County Commissioners pursuant to ORS 565.210.

(Order 341-81. Passed 11-12-81.)

265.02 AUTHORITY RE CONTRACTS FOR COUNTY FAIRGROUNDS AND EXPOSITION PARK.

The Fair Board is hereby authorized to execute all contracts necessary for the operation of the County Fairgrounds and Exposition Park, as specified in the Board of County Commissioners/Fair Board Operating Policies.

(Order 341-81. Passed 11-12-81.)

265.03 POLICY STATEMENT; DUTIES; GOALS.

- (a) It is the policy of the County that the County Fairgrounds and Exposition Park and related buildings be utilized to their fullest extent for the pleasure, recreation and public benefit of the residents of the County.
- (b) The Fair Board is accountable to the Board of County Commissioners for the operation, finances and general condition of the County Fairgrounds and Exposition Park and its activities.
- (c) Pursuant to ORS 565.230, the Fair Board is vested with the exclusive management of the County Fairgrounds and Exposition Park and related property and is entrusted and charged with the entire business and financial management of such facilities.
- (d) The goal of the Fair Board is to operate the facilities under its jurisdiction entirely from revenues derived from such facilities and from funds otherwise dedicated by law to County fair and fairground purposes, without subsidy from the County.

(Order 341-81. Passed 11-12-81.)

265.04 FUNCTIONS AND RESPONSIBILITIES.

- (a) Each Fair Board member shall furnish a good and sufficient bond in favor of the County, conditioned upon the faithful performance of the duty of his or her office, as specified in ORS 565.210(3). The bond, when approved by the Board of County Commissioners, shall be filed with the County Clerk. The premium on the bond shall be paid by the Fair Board as an expense of the Board.
- (b) The Fair Board, under its authority to operate and otherwise manage the County Fairgrounds and Exposition Park facilities, shall adopt rules and regulations governing the operation of such facilities and the conduct of visitors.
- (c) The Board is responsible for recruiting, booking, scheduling, establishing rental fees, general promotion, food service concessions and related operational activities.
- (d) The Board has the authority to execute contracts necessary to the operation of the County Fairgrounds and Exposition Park and to sign checks concerning the operation and maintenance of the County Fairgrounds and Exposition Park and the fair, in accordance with State law, County policy and accepted accounting principles.

(e) It is recognized that the County is the legal owner of the properties managed by the Fair Board and as such has certain legal responsibilities. The Board of County Commissioners shall execute all contracts for capital improvements. The Fair Board shall develop plans and specifications for capital improvements which it shall submit, together with its recommendations, to the Board of County Commissioners, which, upon review, may authorize the expenditure of County funds therefor.

(f) The Fair Board is authorized to hire, terminate, direct and otherwise supervise the activities of an Exposition Park Manager, who is responsible for the day-to-day management of the County Fairgrounds and Exposition Park. The Manager is accountable to the Board and is responsible for the operations and conditions of the County Fairgrounds and Exposition Park. The Manager shall direct and supervise employees in accordance with union contracts and County personnel policies.

(g) The Fair Board shall annually evaluate the performance of the Manager and recommend compensation adjustments to the Board of County Commissioners based upon such evaluations.

(h) The Manager shall manage and direct the operation of the County Fairgrounds and Exposition Park in accordance with State law, Fair Board policies and County policies.

(i) The Board shall authorize expenditures from the Exposition Park Fund in accordance with State law, County policy and budgetary appropriations.

(j) The Exposition Park Fund is a component of the County budget and is subject to State law, local budget law and County policy. The Board shall annually propose a budget for the expenditure of Exposition Park funds. The proposed budget shall be formulated according to County budget policy and shall be submitted to the County Administrator according to the adopted budget calendar. The Board shall originate and submit to the County Administrator all requests for transfers within the Exposition Park Fund, for the appropriation of contingency funds or for supplemental budgets.

(k) The Board shall utilize the County accounting system, unless the system is identified as not being suited or adequate for Exposition Park purposes. The Accounting Division shall review and make recommendations to the Board regarding its expenditure policies. The Board shall comply with any recommendations made by the auditors in their annual report to correct and bring the Exposition Park Fund into compliance with accepted municipal accounting procedures.

(l) During any time when there is not an appointed Manager, the Board shall hire, terminate and otherwise supervise the staff of the County Fairgrounds and Exposition Park in accordance with County personnel policies and procedures and union contracts.

(m) Semiannual meetings of the Fair Board and the Board of County Commissioners shall be scheduled in the months of February and September to discuss topics of mutual concern.

(n) The County Administrator shall act as a liaison between the County Fairgrounds and Exposition Park staff and County departments to facilitate effective day-to-day communications and cooperation.

(o) The Fair Board shall exercise all authority and privileges not enumerated in this section, but authorized by ORS 565.210 through 565.330.

(Order 341-81. Passed 11-12-81.)