

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
SEPTEMBER 4th, 2018

1. At 9:00 a.m., Commissioner Ainsworth declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Wheeler and Commissioner Pope were present.

2. **MINUTES** **COMMISSIONER POPE MOVED, COMMISSIONER WHEELER
SECONDED TO APPROVE THE MINUTES OF AUGUST 28th, 2018.**

MOTION PASSED UNANIMOUSLY

3. **FAIRGROUNDS DEPARTMENT UPDATE** – Tina Andersen, Fair Manager, informed the Board that this year was the first year using Afton Ticketing instead of getting a headcount at the door. She stated that the numbers are probably not accurate because of this, and they expect that to improve over the next couple years. They also expect to have much more accurate data moving forward with Afton Ticketing because they will be able to count the tickets sold more accurately by selling them online. They will also be able to see what the busier times are and will help them know when they need more or less staff. Tina informed the Board that all together revenue was up 11%. She also informed the Board that the Afton representative that was assisting with the fair was there on site nearly the entire time to help answer questions and keep things in order. She believes it was worth the money because of the feedback and data they will be able to gather in the future. Commissioner Pope requested they provide him with the total gross income over the 3 days the Fair ran. Tina told Commissioner Pope that it would take some time but they would get those numbers for her. Commissioner Ainsworth requested some information about how much revenue came in from each vendor. Tina said she would work on getting that for him as well.

Tina also updated the Board on the events that took place at the Fairgrounds year round. She stated that 499 events took place in 2018, 18 fundraisers, which raised money that will be reinvested in Polk County. She informed the Board that they will no longer be providing concessions for events that are not County events due to difficulty with staffing. They are having an increase in the amount of homeless people overstaying and also with them coming back to use the restroom facility. They are looking at ways to control that better such as possibly installing a key card system or something along those lines.

4. **NEW JOB SPECIFICATION & RECLASS** – Matt Hawkins, Personnel, asked for a new job specification of Lead GIS Cartographer, specifically Donna Postman. Donna has been with the County for many years and already oversees 2 staff members in the Assessor's Office. If this is approved it would be effective September 1st, 2018 and would cost \$3,300 including PERS contributions. The Board approved this request.
5. **NON-LISTED ITEMS** – (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)

Commissioner Ainsworth adjourned the meeting at 9:45 AM.

Minutes: Ciera Atha
Approved: September 11, 2018