

**TUESDAY WORK SESSION AGENDA**  
**October 7, 2025**  
**Courthouse Conference Room**

THE LOCATION OF THIS MEETING IS ADA ACCESSIBLE. PLEASE ADVISE THE BOARD OF COMMISSIONERS (503-623-8173) AT LEAST 24 HOURS IN ADVANCE IF YOU NEED SPECIAL ACCOMMODATIONS TO ATTEND OR TO PARTICIPATE IN THE MEETING VIRTUALLY.

**Approximate  
Time**

**AGENDA**

- |           |   |
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| 9:00 a.m. | <ol style="list-style-type: none"><li>1. CALL TO ORDER – PLEDGE OF ALLEGIANCE</li><li>2. COMMENTS (for items not on this agenda and limited to 3 minutes. We encourage all community members to engage with public comments to the Board of Commissioners. However, out of respect for our audience and a general sense of decorum please refrain from vulgar, threatening or inappropriate language.)</li><li>3. APPROVAL OF THE AGENDA</li><li>4. APPROVE MINUTES OF September 30, 2025</li><li>5. NON-LISTED ITEMS (Pursuant to ORS 192.640)</li></ol> |
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Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The meetings are held in the Board of Commissioners' conference room, 850 Main Street, Dallas, Oregon. Each meeting begins at 9:00 a.m., and is conducted according to a prepared agenda that lists the principal subjects anticipated to be considered. Pursuant to ORS 192.640, the Board of Commissioners may consider and take action on subjects that are not listed on the agenda. The Board also holds a department staff meeting at 9:00 a.m. on Every Monday in the Commissioners Conference Room at 850 main Street, Oregon.

The Polk County Board of Commissioners will be attending a special meeting for Polk County Local Public Safety Coordinating Council meeting on October 7, 2025 at 12:00 p.m., and is a virtual only meeting.

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**APPEARANCE OF INTERESTED CITIZENS**

The Board sets aside a time at each regular meeting for comment by the public on subjects not appearing on the Agenda. Individuals may come forward and make any statement they wish, but not to exceed three (3) minutes in length, except as is required to give concise answers to questions from Board members. If the subject will require a lengthier presentation, or merits inclusion as an item on the Agenda of a future meeting, the Board may schedule it accordingly.

**POLK COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY MEETING MINUTES**  
**September 30, 2025**

1. At 9:00 a.m., Commissioner Pope declared the Tuesday meeting of the Polk County Board of Commissioners in session and led the Board and attending audience in the Pledge of Allegiance. Commissioner Gordon and Commissioner Mordhorst were present.

**2. COMMENTS (for items not on this agenda):**

None.

**3. AGENDA:**      **COMMISSIONER MORDHORST MOVED, COMMISSIONER GORDON  
SECONDED TO APPROVE THE AGENDA**

**ALL VOTED YES.  
MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.**

**4. LEASE AGREEMENT**

Morgan Smith, County Counsel, stated that we have a finalized lease agreement from Harmoni Towers and provided some background information on what this is for. Mr. Smith is recommending that the Board approve the amended lease agreement and sign it today.

**COMMISSIONER GORDON MOVED, COMMISSIONER MORDHORST  
SECONDED TO APPROVE AND SIGN THE LEASE AGREEMENT.**

**ALL VOTED YES.  
MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.**

**5. ANNUAL FAIR UPDATE**

Tina Anderson, Polk County Fair Manager, and Tim Ray, Fair Board Chair, provided an update to the Board, covering fair admission revenues, staffing, youth livestock auction, sponsorship, premiums, vendor booths, open class exhibits, 4H and FFA exhibits, fundraisers, fair events, a fair board recap, year-round details, and future plans. Mr. Ray addressed the Board's questions about the annual fair.

Financially, the Fair continues to struggle with revenue generation. To address this, the Fair Board has increased prices for facility rent, camping, and storage. They are also seeking assistance with water and electric fees for the Dog facility.

The Fair Board is reinstating the fundraising dinner auction, with "Friends of the Fair" hosting an event on October 25th. These funds will be dedicated to necessary grounds projects and are expected to continue for several years. The Board of Commissioners (BOC) will need to adopt a resolution formally committing these proceeds to specific items.

The Fair Board's Annual Work Session is scheduled for February 7, 2026, to discuss the growth and future of the Fairgrounds. There are currently two vacancies on the Board, with two applicants having attended meetings and submitted applications.

Commissioner Mordhorst inquired about anticipated revenue from the price increases, which Mrs. Anderson clarified. Mrs. Anderson also explained how county funding from previous years was strategically utilized. Commissioner Gordon sought clarification on listed revenues, which was provided. Greg Hansen, Administrative Officer, offered his input on potential revenues.

Mrs. Anderson mentioned donating buildings to locals unable to afford space, but now requires their assistance with cleaning and maintenance. She also shared public feedback regarding the levy, noting that while some opposed it, they are willing to donate money for specific fair needs like banners.

The Annual Fair was identified as the most significant cost for the fairgrounds. Commissioner Pope acknowledged the comparison of facilities to other counties, and Mrs. Anderson confirmed that prices were below market value until recently, now matching other facilities. She emphasized maintaining relationships with vendors and renters, ensuring they understand the price increases. Commissioner Pope highlighted the fairground as an enterprise and expressed concerns about the safety levy's risk due to public resistance to new taxes. He also raised a significant concern about the electrical system, which requires a minimum of \$1 million to bring up to code, a cost the county cannot afford. Mr. Ray acknowledged this, stating the public must recognize the need to fund these facilities if they wish them to remain.

Commissioner Gordon commended the Fair Board for their frugal and mindful budgeting efforts. Mrs. Anderson thanked the Commissioners for their consistent support. Commissioner Gordon also thanked them for a successful annual fair. Commissioner Mordhorst shared public feedback against additional taxes and his responses.

Mr. Hansen provided a detailed breakdown of the fair's budget, noting the depletion of general fund reserves and the impact on other departments. He estimated that closer to \$2 million is needed for facility improvements, but the county cannot continue funding from the general fund. Mr. Hansen projected a potential \$400,000 deficit without the levy's passage. Commissioner Pope explained the decision not to fund the fair through Emergency Management, and Commissioner Gordon clarified why funds cannot simply be reallocated from other departments.

**6. NON-LISTED ITEMS** - (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)

None.

Commissioner Pope adjourned the meeting at 10:11 a.m.

Minutes: Nicole Pineda  
Approved: October 7, 2025