

NOTICE OF MEETING

Washington County Fair Complex Board of Directors

Wednesday, April 1, 2009, at 4:30 p.m.

NEW LOCATION: CLOVERLEAF BUILDING-

Washington County Fair Complex

873 NE 34th Avenue, Hillsboro, OR 97124

Matt Pihl, President

Don McCoun, Vice-President

Dan Logan, Treasurer, Booster Liaison

Herbert Hirst, Board Member

Renee Cannon, Board Member

The Washington County Fair Complex Board is comprised of seven members appointed by the Board of County Commissioners. Each Fair Complex Board member is appointed for a three-year term.

The Fair Complex Board has the exclusive management of the grounds, and all other property owned, leased, used or controlled by the County and devoted to the use of the Fair Complex, and is entrusted and charged with the entire business management, and financial and other affairs of the Fair Complex.

The Fair Complex, a division of the County, produces the annual County Fair and manages year-round facilities rented for consumer shows, public expositions and special gathering. The Fair Complex Board meets monthly or as necessary, develops the Fair Complex's annual operating budget, and provides overall policy direction for the management of Fair Complex activities and facilities. The Fair Complex's day-to-day activities are the responsibility of the Complex Executive Director, who serves at the pleasure of the Fair Board.

In compliance with the American with Disabilities Act (ADA), this material, in alternate formats, or special accommodations for the meeting, will be made available by calling (503) 648-1416 at least 48 hours prior to this meeting

All public meetings are recorded.

Current Meeting Schedule

Unless otherwise noted, Fair Complex Board Meetings are held the first Wednesday of every month at 4:30 p.m. in the Cloverleaf Building at the Washington County Fair Complex, 873 N.E. 34th Avenue, Hillsboro, Oregon 97124.

Regular Business Meetings

Regular business meetings are the time during which the Fair Complex Board will consider the items published in their Board Agenda at the times noted above.

Generally, Board Meetings are scheduled to last no longer than two hours. At the discretion of the Board Chair, agenda items may be deferred to a later date if more discussion or consideration is required.

Quorum

To take formal action on any agenda item, a majority of Board members must be present. Once a quorum is established, at least a majority of these members present must vote in the affirmative to move an action or motion.

The Board can still conduct business and discuss agenda items without a quorum present. However, no formal action can take place until a quorum of the Board is in attendance.

Executive Sessions

There are times when the Fair Complex Board must discuss confidential matters such as lawsuits, real estate transactions (or other sales transactions) and labor relations matters. When the Board calls an executive session (posted on the agenda), it is done under the guidelines allowed for by Oregon State law. Each type of executive session generally fits under one of three types of State Laws that allow such closed sessions. These statutes are indicated on the agenda. Although the press is allowed to remain in the room, they are not allowed to report on executive session issues. The Board recognizes the sensitivity of conducting closed sessions and only conducts them when confidentiality is required (and allowed by law) to protect the interests of the Fair Complex, Washington County and its residents.

Once the Regular Business Meeting Begins

The Fair Complex Board's formal meetings typically include the following elements:

1. **Call to Order:** At the start of the Board meeting, the Chair (or Vice Chair) of the Board will call the meeting to order. All matters noticed and listed on the agenda, in any category, may be considered for action in any order at the discretion of the Board Chair. Items not so noticed may be discussed at the discretion of the Board Chair, but cannot be considered for action.

2. Oral Communications for Agenda and Non-Agenda Items (Fifteen Minute Limit): This is the time when members of the audience may step forward to address the Board on agenda and non-agenda items. This opportunity is time-limited to two (2) minutes per individual at the first Oral Communications period which has a total maximum time of 15 minutes. The second Oral Communications period at the end of the meeting is time-limited to 5 minutes per individual with a total maximum time of 30 minutes for the session. Individuals providing written testimony are requested to provide 15 copies.

3. General Consent, also known as **Unanimous Consent**, is a situation when the presiding officer asks if there are objections to a pending motion, rather than taking a formal vote. General Consent eliminates the need for formal votes on matters such as routine procedural questions in which the existence of a consensus is likely. The chair may state, for instance: "If there is no objection, the motion will be adopted. [pause] Since there is no objection, the motion is adopted" On the most routine matters the chair may shorten this statement to four words: "Without objection, so ordered" or even to two words: "Without objection." If no member objects then the motion is adopted, but if any member does declare his opposition then the motion is not adopted and cannot be agreed to without a vote. If any member objects, the chair must state the question on the motion, allow any desired debate and put the question in the regular manner. General Consent does not necessarily imply that every member is in favor of the proposed action; it may only mean that the opposition, feeling that it is useless to oppose or discuss the matter, simply acquiesces. Similarly, when a member objects they may not necessarily oppose the motion itself, but may believe that it is wise to take a formal vote under the circumstances.

4. Consent Agenda: The items on the Consent Agenda are considered routine and will be adopted in one motion unless a Board member requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the Chair will indicate when it will be discussed in the regular agenda.

5. Regular Agenda Items: Unless otherwise noted, regular agenda items will follow in the order listed on the agenda.

6. Adjournment: At the conclusion of the items on the Board's agenda, the Board Chair will formally conclude the Board's regular business.

Meeting Protocol

The Fair Complex Board welcomes public attendance and participation at its meetings. Anyone wishing to speak on an agenda or non-agenda item at a regular business meeting should feel free to do so. In doing so, the Board asks that the following guidelines be observed:

1. Please follow sign-in procedures located on the table by the entrance to the meeting room.
2. When your name is announced, please be seated at the table in front and state your full name, home address and organization represented, if any, for the record.
3. Groups or organizations wishing to make a presentation are asked to designate one spokesperson in the interest of time and to avoid repetition.
4. When more than one citizen is heard on any matter, please avoid repetition in your comments. Careful attention to the previous speaker's remarks will be helpful in this regard.
5. Individuals providing written testimony are requested to provide 15 copies.

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Wednesday, April 1, 2009 at 4:30 p.m.

**NEW LOCATION: CLOVERLEAF BUILDING, Washington County Fair Complex
873 NE 34th Avenue, Hillsboro, OR 97124**

Matt Pihl, President

Don McCoun, Vice-President

Herbert Hirst, Board Member

Dan Logan, Treasurer, Booster Liaison

Renee Cannon, Board Member

A. Call to Order

B. Approval of Agenda—**APPROVE BY GENERAL CONSENT**

C. Consideration of Ex-Officio Position (Liaison between the Fair Board and the Washington County Board of Commissioners.) **ACTION ITEM: MOTION AND APPROVAL REQUIRED**

D. Oral Communications for Agenda and Non-Agenda Items (Fifteen Minute Limit)

This is the time when members of the audience may step forward to address the Board on agenda and non-agenda items. This opportunity is time-limited to two (2) minutes per individual. The maximum time for Oral Communications is 15 minutes. Individuals providing written testimony are requested to provide 15 copies.

E. Approval of Minutes—**APPROVE BY GENERAL CONSENT**

F. Special Reports

1. Booster/Coalition Liaison – Dan Logan, Board Member
2. Treasurer's Report – Dan Logan, Board Member
 - A. Financial Statements (PDF)
 - Monthly Financial Reports & Balance Sheets – February 2009 (PDF)—**ACTION ITEM: MOTION AND APPROVAL REQUIRED**
 - Other, if any
3. 4-H Report-Pat Willis, OSU/4-H Youth Development Faculty
4. Operations Report-Staff (PDF)
5. Other, if any

G. Old Business

1. Redevelopment Update
2. Executive Director Search Flyer from Human Resources (PDF)
3. Other, if any

H. New Business

1. Other, if any

In compliance with the Americans with Disabilities Act (ADA), this material, in alternate formats, or special accommodations for the meeting, will be made available by calling (503) 648-1416 at least 48 hours prior to this meeting.

I. Announcements

1. Calendar of Events (PDF)
2. Facility Schedule for April, 2009
3. Other, if any

J. Correspondence

1. Letters and Cards, if any (PDF)
2. Other, if any

K. Board Oral Communications

L. Other Matters of Information

1. Boosters Meeting Minutes – March, 2009 (PDF)
2. Boosters Historical Piece (PDF)
3. Newspaper Articles (PDF)
4. Other, if any

M. Oral Communications for Agenda and Non-Agenda Items (Thirty Minute Time Limit)

This is the time when members of the audience may step forward to address the Board on agenda and non-agenda items. This opportunity is time-limited to five (5) minutes per individual. The maximum time for Oral Communications is 30 minutes. Individuals providing written testimony are requested to provide 15 copies.

N. Executive Session

In accordance with ORS 192.660 (2) (h), to consult with counsel concerning the legal rights and duties of the Board with regard to litigation or litigation likely to be filed; in accordance with ORS 192.660 (2) (e), to deliberate with persons designated by the Board to negotiate real property transactions; and/or in accordance with ORS 192.660 (2) (a), (b), (h), or (i), to discuss, review and evaluate employee-related matters. Pursuant to ORS 192.660 (3), it is Board's request that the items discussed not be disclosed by media representatives or others.

O. Adjourn

Minutes
Washington County Fair Complex Board
Wednesday, March 4, 2009

Convened: 4:32 p.m.

FAIR COMPLEX BOARD:

President Matt Pihl
Vice President Don McCoun
Treasurer Dan Logan
Board Member Renee Cannon
Board Member Herb Hirst

STAFF:

Leah Perkins-Hagele, Fair Manager
Lisa DuPre', Marketing/Events Manager

- A. Call to Order** - President Pihl called the meeting to order and asked the board and guests to silence their cell phones. President Pihl noted that all members were present except for Board Member Cannon.
- B. Approval of Agenda** - President Pihl asked Board Members for approval of the agenda. Hearing no objection, the agenda was approved.
- C. Oral Communications**
 - 1. **Aldie Howard** – Howard states that he is the next Executive Director. His plan is simple; he knows what the issues are. Howard says he would start programs with city counsels and chambers of commerce and in 3-5 years down the road go back to the voters. Will accept pay of \$4000 per month with benefits and the board can fire him at the end of any month. Note – Board Member Cannon joined the meeting in progress at 4:35 p.m.
- D. Approval of the Minutes** - President Pihl asked Board Members for approval of the minutes. Hearing no objection, the minutes were approved.
- E. Special Reports**
 - 1. **Executive Director Search Committee** – President Pihl dissolved this committee. Pihl explained that the search would continue with the board as a whole. Pihl requested that staff put together a timeline for the search.
 - 2. **Booster Liaison** – Board Member Logan had nothing at this time.
 - 3. **Treasurer's Report** – Board Member Logan had nothing to add.

Motion by Board Member Logan to approve the financial statement and balance sheet. Second by Board Member Hirst. Motion carried 5-0.

Board Member Cannon requested notification on upcoming budget hearings.

4. **Competitive Exhibits Committee** - President Pihl dissolved this committee. Pihl explained that this was more appropriate as a staff activity. Fair Manager Perkins-Hagele gave the board a brief recap of the first livestock meeting.
5. **4-H Report** – 4-H Agent Pat Willis reported that he has met with Fair Manager Perkins-Hagele to plan for a good fair for the kids. Maryann Andrews has also volunteered to help since he is new. Willis reported that there has been a 5% decrease in the state budget across the board and more decreases are expected.
6. **Operations Report** – Fair Manager Perkins-Hagele had nothing to add.
7. **Other, if any** – None.

F. Old Business

1. **Redevelopment Update** – Presentation of Facility Analysis Report by Sid Scott of Scott Edwards Architecture.

Discussion ensued regarding electrical and fire safety.

Motion by Board Member Hirst to place a motion on the floor to facilitate discussion.

Board Member Hirst stated that he feels obligated as a director as well as the urgency of liability that we face. Hirst stated that he has gone through the report very studiously. Can't tear everything down and start over. The following motion is to lessen the liability, make good faith effort and not see anyone get hurt which gives us time to come up with a plan.

Motion by Board Member Hirst to remove the following structures. 1. Meeting Room. 2. Goat and Sheep Barns. 3. Chuck Wagon. 4. Swine Barn. 5. Booster Food Booth. 6. Arena Announcer Stand and supply better restroom facilities. Second by Board Member McCoun. Discussion ensued:

Hirst states that these structures will cost little to dispose of. Staff can provide tents for sheet and goats a trailer for the meeting room and the swine can use more tents as well.

Jeff Fitch – Structural Engineer – Reminded that the roof structure behind the milking parlor needs to be removed immediately.

Board Member McCoun voiced his concerns regarding the lack of electrical disconnects in the barns. McCoun recognized all the hard work of volunteers that went into the barns, but their overall life has been reached. The Fire Department won't get here before there is loss of life. The open light fixtures are dangerous. Shouldn't allow our youngsters to be put in jeopardy. The Fair

Board has a responsibility to do something about these barns. Fortunate to have this property and the Fair Board are the stewards.

Board Member Logan stated that it's not realistic to proceed without a plan. Can't flatten the facility, would loose rentals.

Board Member Cannon felt that taking down some of the unsafe structures would allow focus on what can be done. This doesn't violate the master plan.

Sid Scott suggested a meeting with the City. Scott also recommended a list of priorities and to come up with a reasonable plan. Scott did some sketches of some options for replacement buildings.

Board Member Logan stated that a plan is needed instead of tearing down structures.

Board Member Hirst explained that the purpose of the motion was to take care of a few immediate concerns, which would allow time to come up with a plan. Hirst said he feels he is doing the best he can with the information provided. It's necessary to get started.

President Pihl said that the only building that is identified in the report as severe life safety is the Main Exhibit Hall. Pihl noted that he might be missing something with this motion. A plan before action would be prudent. Need to understand the ramification. More time and more thought are necessary.

Board Member Cannon pointed out that life safety hazards are noted in the report for all the buildings. Pihl said that life safety hazards and severe life safety is different. Cannon said he is talking semantics.

Board Member Hirst noted that the reason the Main Exhibit Hall and the barns were not in the motion is because we only have \$300k to spend. The structures in the motion are small cheap options that can be done to improve life safety now.

Board Member McCoun stated that the results of these structures being removed is insignificant and can be temporarily taken care of in the interim. Staff can take care of this tomorrow. McCoun called for the question.

Motion by Board Member Hirst to remove the following structures. 1. Meeting Room. 2. Goat and Sheep Barns. 3. Chuck Wagon. 4. Swine Barn. 5. Booster Food Booth. 6. Arena Announcer Stand. Second by Board Member McCoun. Motion carried 3-2 with Board Members Logan and Pihl as opposed.

Motion by Board Member Hirst to take down the three structure additions as identified. Second by Board Member McCoun. Motion carried 5-0.

Board Member Cannon asked structural engineer Jeff Fitch if taking down these additions will it add safety to the structures. Fitch reported that it would relieve stress on the buildings. Sid Scott noted that it would also help with water infiltration. Cannon asked staff for a written summary of the plans for the fair for these removed structures.

Board Member Hirst thanked Sid Scott and his group. The report is a real eye opener.

Board Member Logan asked that a plan be developed to the expenditure of the \$300k for the biggest return on investment. Logan stated that he would like to see buildings that generate revenue updated as well as the electrical in the barns.

Board Member Cannon stated that she would like a special meeting with City official's set-up soon.

2. Other, if any – None.

G. New Business

1. Other, if any – None.

H. Announcements – None other than what is in the packet.

I. Correspondence – None other than what is in the packet.

J. Board Oral Communications – Board Member Hirst stated that he might not be available for the April meeting.

K. Other Matters of Information – None other than what is in the packet.

L. Oral Communications – President Pihl opened the second oral communications. Hearing none, oral communications was closed.

M. Executive Session – None.

N. Adjourn – With no further business before the Board, and hearing no objection, President Pihl asked to adjourn the meeting at 7:00 p.m.

Leah Perkins-Hagele
Recording Secretary

Matt Pihl
Board President



Washington County

Monthly Financial Report

Washington County

Period: FEB-09 Currency: USD

Submitted: 18-MAR-09 17:02:39

Fund=200 (Fairplex), Program=981000 (Fair Complex)

Account	FEB-09	YTD-Actual	Budget	Remaining Budget	% Use
Beginning Fund Balance		(945,162.00)	(830,029.00)		
Taxes					
41025 Transient lodgings tax	(33,241.87)	(407,095.92)	(680,000.00)	(272,904.08)	59.90
TOTAL	(33,241.87)	(407,095.92)	(680,000.00)	(272,904.08)	59.90
Intergovernmental revenue					
43156 Dept Agriculture Lottery Funds	0.00	(49,404.72)	(46,000.00)	3,404.72	107.40
TOTAL	0.00	(49,404.72)	(46,000.00)	3,404.72	107.40
Charges for sevicees					
44511 Camping Fees	0.00	(4,050.00)	(4,000.00)	50.00	101.30
44512 Truck Pull Revenue	0.00	(22,005.00)	(17,500.00)	4,505.00	125.70
44513 Demo Derby Revenue	0.00	(26,481.00)	(38,700.00)	(12,219.00)	68.40
44514 Commercial Booth Rentals	0.00	(94,850.00)	(86,500.00)	8,350.00	109.70
44515 Parking Fees	(1,980.00)	(105,680.21)	(109,000.00)	(3,319.79)	97.00
44516 Admission Fees	0.00	(133,339.47)	(130,000.00)	3,339.47	102.60
44517 Sponsorship Fees	0.00	(70,600.00)	(87,500.00)	(16,900.00)	80.70
44518 Carnival Fees	0.00	(102,412.27)	(90,000.00)	12,412.27	113.80
44522 Entry Fees	0.00	(3,710.00)	(4,000.00)	(290.00)	92.80
44526 Monster Truck Revenue	0.00	(22,885.00)	(27,000.00)	(4,115.00)	84.80
44527 Rodeo Revenue	0.00	(16,469.00)	(27,000.00)	(10,531.00)	61.00
TOTAL	(1,980.00)	(602,481.95)	(621,200.00)	(18,718.05)	97.00
Miscellaneous revenues					
48105 Invest interest income-general	(1,021.43)	(12,335.21)	(22,500.00)	(10,164.79)	54.80
48195 Reimbursement of expenses (oper	(77.00)	(37,006.63)	0.00	37,006.63	n/m
48200 Rental income	(17,717.73)	(74,147.48)	(200,000.00)	(125,852.52)	37.10
48205 Concessions	(37.00)	(108,592.00)	(92,000.00)	16,592.00	118.00
48225 Other miscellaneous revenue-oper	(434.75)	(14,909.60)	(25,750.00)	(10,840.40)	57.90
Total	(19,287.91)	(246,990.92)	(340,250.00)	(93,259.08)	72.60
Total Revenues	(54,509.78)	(1,305,973.51)	(1,687,450.00)	(381,476.49)	77.40
Total Resources		(2,251,135.51)	(2,517,479.00)	(266,343.49)	
Personal Services					
51105 Wages and salaries	25,222.40	217,350.50	375,895.00	158,544.50	57.80
51110 Temporary salaries	2,744.00	28,410.18	9,776.00	(18,634.18)	290.60
51115 Overtime and other pay	0.00	8,173.22	0.00	(8,173.22)	n/m
51125 FICA	2,118.76	18,654.58	29,506.00	10,851.42	63.20
51135 Employer paid work day tax	14.56	123.83	221.00	97.17	56.00
51140 Pers contribution	4,018.02	32,646.33	60,141.00	27,494.67	54.30
51150 Health insurance	4,918.20	41,558.79	74,592.00	33,033.21	55.70
51155 Life and long term disability insur	64.36	562.38	1,167.00	604.62	48.20
51160 Unemployment insurance	118.44	1,025.35	1,643.00	617.65	62.40
51165 Tri-Met tax	174.80	1,529.83	2,569.00	1,039.17	59.50
51199 Misc Personal Services	0.00	0.00	14,883.00	14,883.00	0.00
TOTAL	39,393.54	350,034.99	570,393.00	220,358.01	61.40

Fund=200 (Fairplex), Program=981000 (Fair Complex)				Remaining	%
Account	FEB-09	YTD-Actual	Budget	Budget	Use
Materials and Supplies					
51205 Supplies-office, general	2,227.23	3,358.10	4,250.00	891.90	79.00
51210 Supplies- general	1,073.43	40,479.66	46,000.00	5,520.34	88.00
51270 Postage and freight	0.00	142.50	0.00	(142.50)	n/m
51285 Services -professional services	1,386.30	218,171.09	170,250.00	(47,921.09)	128.10
51295 Advertising and public notice	524.99	127,849.13	138,750.00	10,900.87	92.10
51300 Printing and duplicating	0.00	0.00	500.00	500.00	0.00
51305 Communications-services	434.09	2,652.27	800.00	(1,852.27)	331.50
51310 Utilities	5,677.76	53,174.30	77,500.00	24,325.70	68.60
51320 Repair & maint services-general	5,584.75	26,923.27	59,200.00	32,276.73	45.50
51340 Lease and rentals - space	3,201.75	28,815.75	0.00	(28,815.75)	n/m
51345 Lease and rentals - equipment	188.45	25,611.81	24,000.00	(1,611.81)	106.70
51350 Dues and membership	190.00	1,003.25	2,500.00	1,496.75	40.10
51355 Training and education	905.00	1,434.00	4,000.00	2,566.00	35.90
51360 Travel expense	2,084.34	4,747.89	4,000.00	(747.89)	118.70
51365 Private mileage	143.39	713.72	700.00	(13.72)	102.00
51420 Insurance	0.00	34,408.46	30,000.00	(4,408.46)	114.70
51465 Postage and freight- Internal	0.00	113.43	800.00	686.57	14.20
51475 Printing- Internal	0.00	898.54	1,000.00	101.46	89.90
51495 Telephone monthly- internal	0.00	3,952.43	7,000.00	3,047.57	56.50
51550 Other materials and services	0.00	1,432.28	4,500.00	3,067.72	31.80
TOTAL	23,621.48	575,881.88	575,750.00	(131.88)	100.00
Other Expenditures					
52005 Bank Service Charge	22.62	4,354.82	3,500.00	(854.82)	124.40
52045 Taxes, assessments, and liens	0.00	554.12	0.00	(554.12)	n/m
52130 Other Special Expenditures	0.00	11,576.08	35,650.00	24,073.92	32.50
52146 Entertainment Expenses	0.00	86,547.09	105,000.00	18,452.91	82.40
52147 Open Class Expenses	368.00	44,336.61	30,000.00	(14,336.61)	147.80
52148 4-H Expenses	0.00	22,819.17	16,000.00	(6,819.17)	142.60
52149 FFA Expenses	0.00	10,680.45	4,000.00	(6,680.45)	267.00
52150 Truck Pull Expenses	0.00	10,404.94	12,000.00	1,595.06	86.70
52151 Demo Derby Expenses	0.00	18,860.48	22,000.00	3,139.52	85.70
52152 Monster Truck Expenses	0.00	20,750.06	22,000.00	1,249.94	94.30
52153 Rodeo Expenses	0.00	19,931.61	22,000.00	2,068.39	90.60
55110 Other debt principal	459.10	81,263.49	107,720.00	26,456.51	75.40
56110 Other debt interest payments	44.05	6,453.80	8,341.00	1,887.20	77.40
Total	893.77	338,532.72	388,211.00	49,678.28	87.20
Interdepartmental Charges					
53010 Interdpt chg-indirect charges	3,389.42	27,115.36	41,020.00	13,904.64	66.10
53015 Interdpt chg-legal services	0.00	6,971.25	9,000.00	2,028.75	77.50
Total	3,389.42	34,086.61	50,020.00	15,933.39	68.10
Transfers to Other Funds					
54195 Transfer to Miscellaneous Debt S	14,175.00	14,175.00	0.00	(14,175.00)	n/m
TOTAL	14,175.00	14,175.00	0.00	(14,175.00)	n/m

Fund=200 (Fairplex), Program=981000 (Fair Complex)				Remaining	%
Account	FEB-09	YTD-Actual	Budget	Budget	Use
Capital Outlay					
57115 Machinery and equipment over \$5,000	0.00	35,908.49	40,000.00	4,091.51	89.80
57135 Other capital outlay	0.00	14,457.86	35,000.00	20,542.14	41.30
TOTAL	0.00	50,366.35	75,000.00	24,633.65	67.20
Contingency					
59010 Contingency	0.00	0.00	858,105.00	858,105.00	0.00
TOTAL	0.00	0.00	858,105.00	858,105.00	0.00
Total Expenditures	<u>81,473.21</u>	<u>1,363,077.55</u>	<u>2,517,479.00</u>	<u>1,154,401.45</u>	<u>54.10</u>

<i>Beginning Fund Balance</i>	(945,162.00)	(830,029.00)
<i>Total Revenues</i>	(1,305,973.51)	(1,687,450.00)
<i>Total Resources</i>	(2,251,135.51)	(2,517,479.00)
<i>Total Expenditures</i>	1,363,077.55	2,517,479.00
<i>Ending Fund Balance</i>	(888,057.96)	0.00



Washington County

Monthly Financial Report

Washington County

Period: FEB-09 Currency: USD

Submitted: 18-MAR-09 17:02:39

Fund=200 (Fairplex), Program=981005 (Fair Complex Operations/Interim Income)				Remaining	%
Account	FEB-09	YTD-Actual	Budget	Budget	Use
Taxes					
41025 Transient lodgings tax	(33,241.87)	(407,095.92)	(680,000.00)	(272,904.08)	59.90
TOTAL	(33,241.87)	(407,095.92)	(680,000.00)	(272,904.08)	59.90
Charges for sevicees					
44515 Parking Fees	(1,980.00)	(24,768.35)	(31,000.00)	(6,231.65)	79.90
TOTAL	(1,980.00)	(24,768.35)	(31,000.00)	(6,231.65)	79.90
Miscellaneous revenues					
48105 Invest interest income-general	(1,021.43)	(12,335.21)	(22,500.00)	(10,164.79)	54.80
48200 Rental income	(17,717.73)	(74,147.48)	(200,000.00)	(125,852.52)	37.10
48205 Concessions	(37.00)	(1,661.50)	(3,000.00)	(1,338.50)	55.40
48225 Other miscellaneous revenue-oper	(434.75)	(8,522.10)	(15,000.00)	(6,477.90)	56.80
Total	(19,210.91)	(96,666.29)	(240,500.00)	(143,833.71)	40.20
Total Revenues	(54,432.78)	(528,530.56)	(951,500.00)	(422,969.44)	55.50
Personal Services					
51105 Wages and salaries	17,479.98	150,213.29	260,927.00	110,713.71	57.60
51110 Temporary salaries	2,387.20	17,963.75	0.00	(17,963.75)	n/m
51115 Overtime and other pay	0.00	5,088.42	0.00	(5,088.42)	n/m
51125 FICA	1,509.46	13,047.37	19,962.00	6,914.63	65.40
51135 Employer paid work day tax	10.66	86.59	140.00	53.41	61.90
51140 Pers contribution	2,853.25	22,530.80	41,747.00	19,216.20	54.00
51150 Health insurance	3,368.91	28,467.19	50,937.00	22,469.81	55.90
51155 Life and long term disability insur	44.02	385.48	789.00	403.52	48.90
51160 Unemployment insurance	84.34	698.43	1,050.00	351.57	66.50
51165 Tri-Met tax	124.58	1,070.71	1,739.00	668.29	61.60
51199 Misc Personal Services	0.00	0.00	10,069.00	10,069.00	0.00
TOTAL	27,862.40	239,552.03	387,360.00	147,807.97	61.80
Materials and Supplies					
51205 Supplies-office, general	2,227.23	2,972.97	4,000.00	1,027.03	74.30
51210 Supplies- general	1,073.43	9,006.08	25,000.00	15,993.92	36.00
51270 Postage and freight	0.00	121.62	0.00	(121.62)	n/m
51285 Services -professional services	892.30	11,528.78	30,500.00	18,971.22	37.80
51295 Advertising and public notice	490.00	3,011.75	1,750.00	(1,261.75)	172.10
51300 Printing and duplicating	0.00	0.00	500.00	500.00	0.00
51305 Communications-services	434.09	2,395.83	500.00	(1,895.83)	479.20
51310 Utilities	5,677.76	40,173.18	65,000.00	24,826.82	61.80
51320 Repair & maint services-general	5,584.75	24,259.30	57,000.00	32,740.70	42.60
51340 Lease and rentals - space	3,201.75	28,815.75	0.00	(28,815.75)	n/m
51345 Lease and rentals - equipment	188.45	1,610.10	5,000.00	3,389.90	32.20
51350 Dues and membership	95.00	488.75	1,500.00	1,011.25	32.60
51355 Training and education	452.50	768.00	2,000.00	1,232.00	38.40
51360 Travel expense	948.57	1,493.34	0.00	(1,493.34)	n/m

Fund=200 (Fairplex), Program=981005 (Fair Complex Operations/Interim Income)				Remaining	%
Account	FEB-09	YTD-Actual	Budget	Budget	Use
51365 Private mileage	71.19	374.43	500.00	125.57	74.90
51420 Insurance	0.00	17,332.43	15,000.00	(2,332.43)	115.50
51465 Postage and freight- Internal	0.00	113.43	500.00	386.57	22.70
51475 Printing- Internal	0.00	94.66	0.00	(94.66)	n/m
51495 Telephone monthly- internal	0.00	3,171.92	6,000.00	2,828.08	52.90
51550 Other materials and services	0.00	1,237.78	4,500.00	3,262.22	27.50
TOTAL	21,337.02	148,970.10	219,250.00	70,279.90	67.90
Other Expenditures					
52005 Bank Service Charge	22.62	4,104.82	3,500.00	(604.82)	117.30
52045 Taxes, assessments, and liens	0.00	554.12	0.00	(554.12)	n/m
52130 Other Special Expenditures	0.00	376.84	32,000.00	31,623.16	1.20
55110 Other debt principal	459.10	81,263.49	107,720.00	26,456.51	75.40
56110 Other debt interest payments	44.05	6,453.80	8,341.00	1,887.20	77.40
Total	525.77	92,753.07	151,561.00	58,807.93	61.20
Interdepartmental Charges					
53010 Interdpt chg-indirect charges	1,694.71	13,557.68	20,510.00	6,952.32	66.10
53015 Interdpt chg-legal services	0.00	6,971.25	8,000.00	1,028.75	87.10
Total	1,694.71	20,528.93	28,510.00	7,981.07	72.00
Transfers to Other Funds					
54195 Transfer to Miscellaneous Debt S	14,175.00	14,175.00	0.00	(14,175.00)	n/m
TOTAL	14,175.00	14,175.00	0.00	(14,175.00)	n/m
Capital Outlay					
57115 Machinery and equipment over \$5	0.00	35,908.49	40,000.00	4,091.51	89.80
57135 Other capital outlay	0.00	14,457.86	35,000.00	20,542.14	41.30
TOTAL	0.00	50,366.35	75,000.00	24,633.65	67.20
Contingency					
59010 Contingency	0.00	0.00	858,105.00	858,105.00	0.00
TOTAL	0.00	0.00	858,105.00	858,105.00	0.00
Total Expenditures	65,594.90	566,345.48	1,719,786.00	1,153,440.52	32.90

Total Revenues	(528,530.56)	(951,500.00)
Total Expenditures	566,345.48	1,719,786.00
Ending Balance	37,814.92	768,286.00



Washington County

Monthly Financial Report

Washington County

Period: FEB-09 Currency: USD

Submitted: 18-MAR-09 17:02:39

Fund=200 (Fairplex), Program=981010 (Annual County Fair)				Remaining	%
Account	FEB-09	YTD-Actual	Budget	Budget	Use
Intergovernmental revenue					
43156 Dept Agriculture Lottery Funds	0.00	(49,404.72)	(46,000.00)	3,404.72	107.40
TOTAL	0.00	(49,404.72)	(46,000.00)	3,404.72	107.40
Charges for seivces					
44511 Camping Fees	0.00	(4,050.00)	(4,000.00)	50.00	101.30
44512 Truck Pull Revenue	0.00	(22,005.00)	(17,500.00)	4,505.00	125.70
44513 Demo Derby Revenue	0.00	(26,481.00)	(38,700.00)	(12,219.00)	68.40
44514 Commercial Booth Rentals	0.00	(94,650.00)	(86,500.00)	8,150.00	109.40
44515 Parking Fees	0.00	(80,911.86)	(78,000.00)	2,911.86	103.70
44517 Sponsorship Fees	0.00	(68,100.00)	(72,500.00)	(4,400.00)	93.90
44518 Carnival Fees	0.00	(102,412.27)	(90,000.00)	12,412.27	113.80
44522 Entry Fees	0.00	(3,710.00)	(4,000.00)	(290.00)	92.80
44526 Monster Truck Revenue	0.00	(22,885.00)	(27,000.00)	(4,115.00)	84.80
44527 Rodeo Revenue	0.00	(16,469.00)	(27,000.00)	(10,531.00)	61.00
TOTAL	0.00	(441,674.13)	(445,200.00)	(3,525.87)	99.20
Miscellaneous revenues					
48195 Reimbursement of expenses (oper	(77.00)	(77.00)	0.00	77.00	n/m
48205 Concessions	0.00	(105,987.15)	(87,500.00)	18,487.15	121.10
48225 Other miscellaneous revenue-oper	0.00	(4,352.55)	(10,000.00)	(5,647.45)	43.50
Total	(77.00)	(110,416.70)	(97,500.00)	12,916.70	113.20
Total Revenues	(77.00)	(601,495.55)	(588,700.00)	12,795.55	102.20
Personal Services					
51105 Wages and salaries	7,742.42	67,137.21	114,968.00	47,830.79	58.40
51110 Temporary salaries	356.80	10,446.43	9,776.00	(670.43)	106.90
51115 Overtime and other pay	0.00	3,084.80	0.00	(3,084.80)	n/m
51125 FICA	609.30	5,607.21	9,544.00	3,936.79	58.80
51135 Employer paid work day tax	3.90	37.24	81.00	43.76	46.00
51140 Pers contribution	1,164.77	10,115.53	18,394.00	8,278.47	55.00
51150 Health insurance	1,549.29	13,091.60	23,655.00	10,563.40	55.30
51155 Life and long term disability insur	20.34	176.90	378.00	201.10	46.80
51160 Unemployment insurance	34.10	326.92	593.00	266.08	55.10
51165 Tri-Met tax	50.22	459.12	830.00	370.88	55.30
51199 Misc Personal Services	0.00	0.00	4,814.00	4,814.00	0.00
TOTAL	11,531.14	110,482.96	183,033.00	72,550.04	60.40
Materials and Supplies					
51205 Supplies-office, general	0.00	385.13	250.00	(135.13)	154.10
51210 Supplies- general	0.00	17,461.54	15,000.00	(2,461.54)	116.40
51270 Postage and freight	0.00	20.88	0.00	(20.88)	n/m
51285 Services -professional services	494.00	78,390.97	62,250.00	(16,140.97)	125.90
51295 Advertising and public notice	0.00	97,454.19	107,000.00	9,545.81	91.10
51305 Communications-services	0.00	256.44	300.00	43.56	85.50

Fund=200 (Fairplex), Program=981010 (Annual County Fair)				Remaining	%
Account	FEB-09	YTD-Actual	Budget	Budget	Use
51310 Utilities	0.00	13,001.12	12,500.00	(501.12)	104.00
51320 Repair & maint services-general	0.00	2,271.78	2,200.00	(71.78)	103.30
51345 Lease and rentals - equipment	0.00	24,001.71	19,000.00	(5,001.71)	126.30
51350 Dues and membership	95.00	395.00	1,000.00	605.00	39.50
51355 Training and education	452.50	666.00	2,000.00	1,334.00	33.30
51360 Travel expense	1,135.77	3,254.55	4,000.00	745.45	81.40
51365 Private mileage	72.20	339.29	200.00	(139.29)	169.60
51420 Insurance	0.00	17,076.03	15,000.00	(2,076.03)	113.80
51465 Postage and freight- Internal	0.00	0.00	300.00	300.00	0.00
51475 Printing- Internal	0.00	803.88	1,000.00	196.12	80.40
51495 Telephone monthly- internal	0.00	780.51	1,000.00	219.49	78.10
51550 Other materials and services	0.00	194.50	0.00	(194.50)	n/m
TOTAL	2,249.47	256,753.52	243,000.00	(13,753.52)	105.70
Other Expenditures					
52005 Bank Service Charge	0.00	250.00	0.00	(250.00)	n/m
52130 Other Special Expenditures	0.00	2,941.70	650.00	(2,291.70)	452.60
52146 Entertainment Expenses	0.00	86,547.09	105,000.00	18,452.91	82.40
52147 Open Class Expenses	368.00	44,336.61	30,000.00	(14,336.61)	147.80
52148 4-H Expenses	0.00	22,819.17	16,000.00	(6,819.17)	142.60
52149 FFA Expenses	0.00	10,680.45	4,000.00	(6,680.45)	267.00
52150 Truck Pull Expenses	0.00	10,404.94	12,000.00	1,595.06	86.70
52151 Demo Derby Expenses	0.00	18,860.48	22,000.00	3,139.52	85.70
52152 Monster Truck Expenses	0.00	20,750.06	22,000.00	1,249.94	94.30
52153 Rodeo Expenses	0.00	19,931.61	22,000.00	2,068.39	90.60
Total	368.00	237,522.11	233,650.00	(3,872.11)	101.70
Interdepartmental Charges					
53010 Interdpt chg-indirect charges	1,694.71	13,557.68	20,510.00	6,952.32	66.10
53015 Interdpt chg-legal services	0.00	0.00	1,000.00	1,000.00	0.00
Total	1,694.71	13,557.68	21,510.00	7,952.32	63.00
Total Expenditures	15,843.32	618,316.27	681,193.00	62,876.73	90.80

<i>Total Revenues</i>	(601,495.55)	(588,700.00)
<i>Total Expenditures</i>	618,316.27	681,193.00
<i>Ending Balance</i>	16,820.72	92,493.00



Washington County

Monthly Financial Report

Washington County

Period: FEB-09 Currency: USD

Submitted: 18-MAR-09 17:02:39

Fund=200 (Fairplex), Program=981020 (Fair -Frite Lites)					
Account	FEB-09	YTD-Actual	Budget	Remaining Budget	% Use
Charges for sevicees					
44514 Commercial Booth Rentals	0.00	(200.00)	0.00	200.00	n/m
44516 Admission Fees	0.00	(133,339.47)	(130,000.00)	3,339.47	102.60
44517 Sponsorship Fees	0.00	(2,500.00)	(15,000.00)	(12,500.00)	16.70
TOTAL	0.00	(136,039.47)	(145,000.00)	(8,960.53)	93.80
Miscellaneous revenues					
48195 Reimbursement of expenses (oper	0.00	(36,929.63)	0.00	36,929.63	n/m
48205 Concessions	0.00	(943.35)	(1,500.00)	(556.65)	62.90
48225 Other miscellaneous revenue-oper	0.00	(2,034.95)	(750.00)	1,284.95	271.30
Total	0.00	(39,907.93)	(2,250.00)	37,657.93	1,773.70
Total Revenues	0.00	(175,947.40)	(147,250.00)	28,697.40	119.50
Materials and Supplies					
51210 Supplies- general	0.00	14,012.04	6,000.00	(8,012.04)	233.50
51285 Services -professional services	0.00	128,251.34	77,500.00	(50,751.34)	165.50
51295 Advertising and public notice	34.99	27,383.19	30,000.00	2,616.81	91.30
51320 Repair & maint services-general	0.00	392.19	0.00	(392.19)	n/m
51350 Dues and membership	0.00	119.50	0.00	(119.50)	n/m
TOTAL	34.99	170,158.26	113,500.00	(56,658.26)	149.90
Other Expenditures					
52130 Other Special Expenditures	0.00	8,257.54	3,000.00	(5,257.54)	275.30
Total	0.00	8,257.54	3,000.00	(5,257.54)	275.30
Total Expenditures	34.99	178,415.80	116,500.00	(61,915.80)	153.10

<i>Total Revenues</i>	(175,947.40)	(147,250.00)
<i>Total Expenditures</i>	178,415.80	116,500.00
<i>Ending Balance</i>	2,468.40	(30,750.00)



Balance Sheet
Washington County
Current Period: FEB-09

Date:2009-

Currency: USD
Fund=200 (Fairplex)

	FEB-09 YTD - Actual	FEB-08 YTD - Actual	Variance	Variance %
	-----	-----	-----	-----
Assets:				
Cash and investments	854,234.40	826,628.33	27,606.07	3.34
Cash restricted	0.00	0.00	0.00	n/m
Property taxes receivable	0.00	0.00	0.00	n/m
Assessments receivable	0.00	0.00	0.00	n/m
Accounts receivable	33,123.00	12,267.05	20,855.95	170.02
Investment interest receivable	0.00	0.00	0.00	n/m
Contracts receivable	0.00	0.00	0.00	n/m
Due from other funds	(10.00)	(10.00)	0.00	0.00
Other assets	26,378.12	9,797.12	16,581.00	169.24
Assets held for resale	0.00	0.00	0.00	n/m
	-----	-----	-----	-----
Total Assets	913,725.52	848,682.50	65,043.02	7.66
	=====	=====	=====	=====
Liabilities, Fund Equity and Other Credits				
Liabilities:				
Accounts payable	821.08	(3,680.00)	4,501.08	(122.31)
Accrued payroll liabilities	0.00	0.00	0.00	n/m
Accrued self-insurance	0.00	0.00	0.00	n/m
Accrued OHP IBNR Reserve	0.00	0.00	0.00	n/m
Amounts held in trust	801.50	801.50	0.00	0.00
Due to other funds	0.00	0.00	0.00	n/m
Tenants and other deposits	300.00	0.00	300.00	n/m
Deferred revenue	23,744.80	21,864.80	1,880.00	8.60
Other long-term obligations	0.00	0.00	0.00	n/m
	-----	-----	-----	-----
Total Liabilities	25,667.38	18,986.30	6,681.08	35.19
	=====	=====	=====	=====
Fund equity:				
Fund balances:				
Unserviced fund balances:				
Undesignated	888,058.14	829,696.20	58,361.94	7.03
	-----	-----	-----	-----
Total fund equity	888,058.14	829,696.20	58,361.94	7.03
	-----	-----	-----	-----



Balance Sheet
Washington County
Current Period: FEB-09

Date:2009-

Currency: USD
Fund=200 (Fairplex)

	FEB-09 YTD - Actual	FEB-08 YTD - Actual	Variance	Variance %
Total liabilities, fund equity an	913,725.52	848,682.50	65,043.02	7.66
	=====	=====	=====	=====

County of Washington

**Washington County Fair Complex
873 NE 34th Avenue
Hillsboro, Oregon 97124
Phone: (503) 648-1416
Fax: (503) 648-7208
www.faircomplex.com**

MEMORANDUM

Date: March 24, 2009

To: Washington County Fair Complex Board

From: Leah E. Perkins-Hagele

Re: April 2009 Operations Report

Drainage – Clean Water Services has finished the work on the new storm and sewer system. The total cost to the Fair Complex for this project was \$4268.00. They will be providing an As-Built for future reference.

Maintenance – Last month Maintenance Manager Albert Flanagan Jr., attended Maintenance Mania, which is a training event put on by the California Division of Fairs along with the Western Fairs Association. This four-day hands-on training event included work-shops and seminars on construction, plumbing, new ADA requirements, fire and life safety as well as certification and testing. Flanagan received his certificate in electrical systems and welding.



“The Perfect Place for Everything!”



THE COMMUNITY

Washington County and the Portland metropolitan area are nationally recognized as being among the most livable areas in the country. Located on the western edge of Portland, Washington County is the second largest and fastest growing urban county in Oregon, with approximately 530,000 citizens. The community is Oregon's most ethnically diverse. The result of that diversity is that residents and institutions alike reflect a global perspective.

Residents enjoy excellent schools, and a unique array of cultural and recreational activities. Washington County enjoys the benefits of a healthy urban and rural environment and is only an hour's drive from the beach and the mountains and minutes to downtown Portland.

THE FAIR COMPLEX

The 100+ acre complex includes a 24,000 square foot Main Exhibit Hall. The park-like campus includes a number of smaller multiple use buildings, a variety of specialty areas and all associated infrastructures including utilities, maintenance facilities, storage areas, road network, and sprinkling system. The facility features an outdoor arena with seating for 2,155. A large sports complex, which features tennis courts, baseball and soccer fields is leased to the city of Hillsboro. A light rail station stop at the Fair Complex links the Portland market directly to the site through public transit.

Participants and spectators are attracted to the Complex by the year-round programming which includes a 4-day traditional county fair and a diversity of smaller shows, festivals, community and social activities (e.g., banquets, receptions, and parties), etc. The Fair Complex is capable of accommodating multiple simultaneous events to showcase the Complex and Washington County. Expanding the existing quality programming with new, creative entertainment venues will enhance the economic

impact that the Complex generates for the community. The Fair Board and other community leaders are currently studying the long-term planning for the physical facilities. Possible outcomes may include a major renovation on the fair complex property. The current annual budget for providing programming, operations and maintenance is \$2,000,000.00

FAIR ATTENDANCE

2003	39,000
2004	77,000
2008	90,000

FREE ADMISSION BEGINS

THE POSITION

The Fair Board seeks an experienced and innovative Executive Director to lead the Fair Complex. The Executive Director is responsible for the overall efficient management of a

multi-purpose complex that is utilized year-round for a variety of shows, festivals, conventions and social events. Reporting to the Fair Board, The Executive Director is the Washington County Department Head for the Fair Complex.

THE REQUIREMENTS

Often viewed as an "urban fair", we are searching for an Executive Director who will preserve Washington County's agricultural traditions and enhance programming, which reflects our diverse population. The ideal candidate will demonstrate thorough knowledge of the principles, practices and procedures of:

- ◆ □ The fair, exposition and visitors industries
- ◆ □ The laws and regulations governing the fair industry
- ◆ □ Public administration including budgeting and financial management procedures and techniques, and the principles of supervision
- ◆ □ Contract negotiation, preparation and administration
- ◆ □ Private business practice and basic business law
- ◆ □ Basic facilities construction and maintenance.

The Executive Director of the Fair Complex should possess the ability to:

- ◆ □ Plan, organize and administer the activities of an exposition facility
- ◆ □ Establish program goals and objectives
- ◆ □ Prepare and administer a budget
- ◆ □ Supervise, train and evaluate assigned staff
- ◆ □ Establish and maintain collaborative working relationships with individuals, whether members of the public, co-workers, advisory board personnel or government officials
- ◆ □ Communicate effectively, orally and in writing, including public speaking.

EXPERIENCE & TRAINING

This position requires college level training in public or business administration, facilities management, event management or other related fields; responsible experience in fair or event management.

Executive level public sector experience is desirable, along with grant writing and sponsorship development skills.

THE BENEFITS

The salary range for this position is \$82,620-\$100,440/annum. The County offers an attractive benefits package

- Retirement
- Deferred Compensation Plan
- Medical
- Dental
- Life Insurance
- Long Term Disability
- Vacation
- Administrative Leave
- Holidays

F AIR COMPLEX MISSION STATEMENT

- ◆ □ Preserve the annual County Fair & Rodeo and its' heritage.
- ◆ □ Promote the "World Class" agriculture of the county.
- ◆ □ Provide a welcoming environment for all volunteers.
- ◆ □ Commitment to life-long learning with special emphasis on youth.
- ◆ □ Promote year-round facilities for consumer tradeshows, public exhibitions & special gatherings.
- ◆ □ Promote a sense of community among the residents of Washington County.

2009 SEARCH SCHEDULE (Estimated Dates)

Application Submission (3 weeks)	(Insert date here)
Preliminary Interviews (2 weeks)	(Insert date here)
Recommendations of Candidates (3 weeks)	(Insert date here)
Finalist Interview Process	(Insert date here)



TO APPLY

If you are interested in this outstanding opportunity, please submit a Washington County application, cover letter and resume to the Human Resources Division, Attn: Denise Doran Human Resources Analyst
155 N First Avenue, Ste 270
Hillsboro, OR 97124



Or hr@co.washington.or.us

Your cover letter should reflect your executive level experience and knowledge of fair industry standards and practices.

Filing Deadline: (INSERT HERE)

Application packets will be screened according to the qualifications outlined. The most qualified candidates will be invited for an interview.

If you have questions, please contact Denise Doran, Washington County Human Resources at 503-846-8284.

Washington County is an equal opportunity employer committed to a diverse workforce. Women minorities, veterans, and people with disabilities are encouraged to apply.

Calendar of Events
April 2009-September 2009

Date	Event	Location
<i>April</i>		
1	Board Meeting	Cloverleaf Building (4:30 PM)
1	Booster Meeting	Cloverleaf Building (7:00 PM)
<i>May</i>		
1-3	OFA Spring Managers' Conference	Coos Bay, Oregon
6	Board Meeting	Cloverleaf Building (4:30 PM)
6	Booster Meeting	Cloverleaf Building (7:00 PM)
25	Memorial Day	Office Closed
<i>June</i>		
3	Board Meeting	Cloverleaf Building (4:30 PM)
3	Booster Meeting	Cloverleaf Building (7:00 PM)
<i>July</i>		
1	Board Meeting	Cloverleaf Building (4:30 PM)
1	Booster Meeting	Cloverleaf Building (7:00 PM)
3	Fourth of July Holiday Observed	Office Closed
6-12	4-H Horse Fair	Barns, Arena, Show Rings
13	Fair Set-up begins	Entire Complex
30-31	Washington County Fair	Entire Complex
<i>August</i>		
1-2	Washington County Fair	Entire Complex
28-30	Oregon International Airshow Parking	All parking lots
<i>September</i>		
2	Board Meeting	Cloverleaf Building (4:30 PM)
2	Booster Meeting	Cloverleaf Building (7:00 PM)

WASHINGTON COUNTY FAIR COMPLEX FACILITY SCHEDULE

April-2009

(Highlighted events are no-charge)

Wednesday, April 01, 2009

****Cloverleaf Bldg.** *Fair Board Meeting*
****Cloverleaf Bldg.** *Booster Meeting*
****Entire Complex** *4-H Night*

Sunday, April 19, 2009

Main Exhibit-North Pass It On Sale
****Floral Bldg.** *4-H Meeting*

Friday, April 03, 2009

Main Exhibit Hall Gem Faire

Tuesday April 21, 2009

Main Exhibit-South Every Husbands Nightmare Bazaar

Saturday, April 04, 2009

Main Exhibit Hall Gem Faire
Quadrant Property Rally Cross Class
****Cloverleaf Bldg.** *4-H Small Animal Show*

Wednesday, April 22, 2009

Main Exhibit-South Every Husbands Nightmare Bazaar
Main Exhibit-North Dog Obedience Class
****Entire Complex** *4-H Night*

Sunday, April 05, 2009

Quadrant Property Rally Cross
Main Exhibit Hall Gem Faire
****Floral Bldg.** *4-H Meeting*

Thursday, April 23, 2009

Main Exhibit-South Every Husbands Nightmare Bazaar

Friday, April 24, 2009

Main Exhibit-South Every Husbands Nightmare Bazaar

Wednesday, April 08, 2009

Main Exhibit-North Dog Obedience Class
****Entire Complex** *4-H Night*

Saturday, April 25, 2009

Main Exhibit-North Belly Dance Showcase
Main Exhibit-South Every Husbands Nightmare Bazaar

Thursday, April 09, 2009

****Entire Complex** *Search Dog Training*

Sunday, April 26, 2009

Main Exhibit-North Belly Dance Showcase

Friday, April 10, 2009

Friendship Plaza Smoke School

Wednesday, April 29, 2009

Main Exhibit-North Dog Obedience Class
****Entire Complex** *4-H Night*

Saturday, April 11, 2009

MEH-Carnival Grounds Westside Easter Egg Hunt
****Cloverleaf Bldg.** *4-H Small Animal Show*
****Barns** *Swine Weigh-in*

Wednesday, April 15, 2009

Main Exhibit-SOUTH Dog Obedience Class
****Entire Complex** *4-H Night*

Thursday, April 16, 2009

Main Exhibit-SOUTH County Volunteer Recognition

Friday, April 17, 2009

Main Exhibit-North Pass It On Sale

Saturday, April 18, 2009

Main Exhibit-North Pass It On Sale
Gravel Lot E-Tech Recycling Event
****Show Rings** *4-H Cattle Pre-Fair Workshop*

WASHINGTON CO. FAIR COMPLEX BOOSTERS
MEETING MINUTES
March 4, 2009

President Lyle Spiesschaert called the meeting to order. Minutes from the previous meeting were read and approved. Treasurer Doreen Rasmussen reported on the financial status of the organization. The Board of Directors discussed the upcoming season and the need for additional volunteers. The Board also discussed the need for a new website and the need for a new logo. The Board also discussed the need for a new sign for the fair complex.

Website updates, the Board discussed the need for a new website and the need for a new logo.

Lyle Spiesschaert reported on the Downtown Business Assn. meeting. He discussed the need for a new sign for the fair complex and the need for a new logo. He also discussed the need for a new website and the need for a new sign for the fair complex.

The Board discussed the need for a new sign for the fair complex and the need for a new logo. The Board also discussed the need for a new website and the need for a new sign for the fair complex.

Charlie Vandehey reported on recent Booster Board of Directors meeting. He discussed the need for a new sign for the fair complex and the need for a new logo. He also discussed the need for a new website and the need for a new sign for the fair complex.

Matt Pihl reported on the March Fair Board meeting. He discussed the need for a new sign for the fair complex and the need for a new logo. He also discussed the need for a new website and the need for a new sign for the fair complex.

Lyle Spiesschaert reported on the Safety Fence around the Fountain. He discussed the need for a new sign for the fair complex and the need for a new logo. He also discussed the need for a new website and the need for a new sign for the fair complex.

SEE PAGE 2

Booster Food Booth: Leah Perkins of the Fair Staff sent an agreement/contract to Lyle
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St. Patrick's Day Parade – Hillsboro: The
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Fountain clean up/maintenance
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NEXT MEETING

April 1, 2009 – 7:00 PM in Floral Building

'We're not foolin'

WASHINGTON COUNTY FAIR HISTORY

The Washington County Fair Boosters have embarked on compiling and printing A history and photo journal of the Fair's first 150 years. The project is expected to be published by July 1, 2010 and is hoped to accurately illustrate the times, places and faces of this county premier event as it has evolved though out the county.

Memorabilia, Stories, photos, etc. are welcomed.

Please contact Inez Griffels by email at fairhistory@gmail.com or send to:

PO Box 1487, North Plains, OR 97133

DID YOU KNOW?

The Oregon Pioneers brought the custom of community fairs and town festivals with them from the eastern states or from their homeland over seas. As the state organized into counties, it logically followed that the counties organized county fairs

Records show that 22 county fairs in the state started as private organizations with stockholders. Ten were the result of the activity of booster clubs or local organizations often with the cooperation of the local county commissioners. The State of Oregon set up a method of organizing a county fair by elections. Four fairs in the state were organized in this way.

County Fairs were popular. As they grew, certain problems became apparent. These problems included financing, horseracing at county fairs, premiums, judges, and dates. Interest developed statewide and the organization called the Oregon County and District Fairs was formed. Their first meeting was held in 1929 with representation from Clackamas, Coos, Curry, Jackson and Klamath. In 1930 the County Fairs of Linn, Tillamook, Washington and Columbia joined the Oregon County Fairs Organization.

Washington County is still a very active part of the Oregon Fairs Association.

By: Inez Griffels
March 24, 2009

Kurt Eckert
Argus

The Washington County Fair Complex Board of Directors voted Tuesday to permanently remove from the fairgrounds five structures deemed dangerous by architects and fire inspectors. Staff plans to begin work before July's fair to get rid of the and sheep barns on the south side of the fair site, the rodeo announcer's platform, the concrete meeting room at Friends Square, the old Chuck Wagon restaurant building, the Fair Center food booth and the Swine

Barn outer structure, said spokeswoman Leah Perkins-Hagele.

A report from Scott Edwards Architecture, prior to the vote, painted a bleak picture of a fairgrounds facility mostly past its prime. To bring the current buildings up to code the architects estimated repair costs would be at least \$4.65 million, and they suggested aesthetic upgrades costing another \$2.5 million.

Principal Engineer Sid Scott said he toured the existing buildings with electricians and fire inspectors from the city of Hillsboro, and the consensus was many of the structures were past their useful existence.

"The buildings have really had a long life," Scott said. "It's either time to invest in fixing them up or doing something with them."

Outside of the Cloverleaf and Floral buildings, virtually every structure was in need of some kind of major repair, said Jeff Fitch, principal engineer. The Americans With Disabilities Act upgrades and new earthquake requirements — passed since the original buildings were put in place in the 1950s — would run into the thousands of dollars on their own. Leaking roofs, dry rot, poor construction and faulty downspouts are the order of the day.

And the ancient wooden structures, combined with questionable electrical fixes, have turned many of the barn areas into firetraps, said complex Marketing Manager Lisa Dupre.

"The fire inspector told us if we don't start making some decisions, they were going to make them for us," Dupre said.

Director Herb Hirst said there could be personal as well as governmental liability issues if the board didn't at least make a good faith effort to make changes.

Director Don McCoun said outside of liability, he worried about his mortal soul. He said he didn't want to go to his grave with the

death of science after 9/11 were life savers. Firefighters can't be able to save lives. Because of the approach to "surround and burn" flames in a firefighter lives. Rather than a sort of well-dated building, bulldozer. Later, the move "scorched earth" spans the unsafe by





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Fair board sheepish after barn demolition

Barn razing blindsided commissioners

By Kurt Eckert
The Argus

The falling of an old sheep barn at the Washington County Fair Complex echoed all the way to Washington, D.C., Saturday night, where county Board of Commissioners Chairman Tom Brian plugged in his laptop computer and checked his e-mail.

He did not like what he saw in his inbox. "I was shocked to learn of the fair board decision and that demolition was under way," Brian wrote.

On Wednesday, in a controversial 3-2 vote, the fair board voted to knock down an old sheep barn, the existing swine barn structure, the rodeo arena announcer's stand, the Chuckwagon restaurant, the Booster Food Booth and two community meeting rooms. The vote was based on a report presented by Edwards Architecture suggesting many

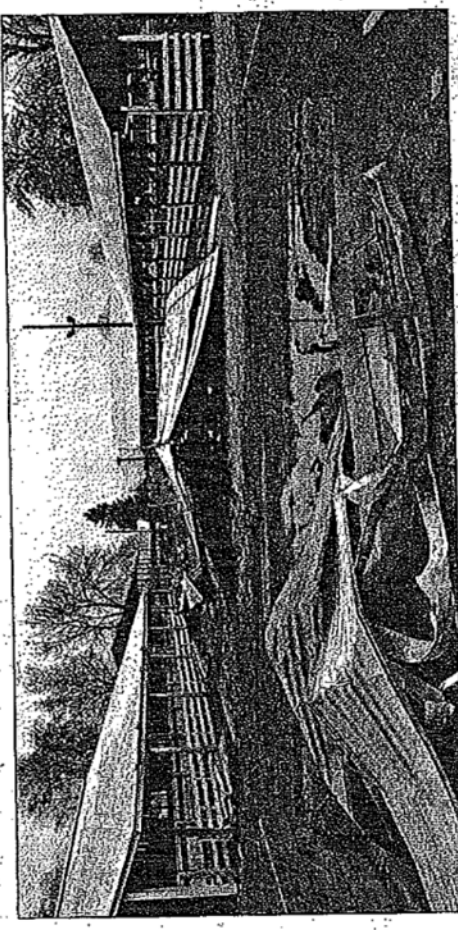
of the complex buildings had outlived their usefulness.

By Friday, the sheep barn was gone. While this may not seem a big deal to the casual observer, by Saturday, the relationship between the fair board, the commissioners and the organization known as the Fair Boosters was back on the rocks.

"Our faith is completely shaken," said Commissioner Andy Duyck. "We had this happen before when we were going through the formation of the Fairgrounds Task Force."

After buildings were removed in late 2007 and 2008 without first waiting for the task force to weigh in, commissioners clearly reminded the fair board "process mattered," he said.

Duyck said the demolition is probably legally within the purview of the fair board, but the burden of public outcry ultimately



Michal Thompson / The Argus

Remnants are all that's left Saturday after Washington County Fair Complex maintenance staff demolished the sheep and goat barn on the property. The complex was upbraided after it OK'd the demolition Wednesday without input from the public or Fairgrounds Task Force and permission from the county commissioners.

comes back to the commissioners.

Duyck said he and Brian met with fair board members and fair staff as recently as two weeks ago, and thought the message not to act on their own was clear.

"How many times can you meet with someone and agree on a process and time

and again they don't listen?" Duyck said.

Brian said commissioners suggested the study be used to determine building conditions and repair costs to prioritize a plan of action — including discussion with the task force, the Boosters and the general public.

"Well, their process did

not even include the Board of Commissioners," Brian said. "Demolition has been stopped. Now we will have the analysis and discussion the board of commissioners intended."

At least one fair board member apologized Monday,

See *Blindsided* on A2

2-way opt.
for island
properties
moves for

The Hillsboro Council has given blessing for the annexation of unratified island project ahead of move.

The council called a public hearing to hear citizen reaction to a proposal giving owners incentive to return for early return for early return, owners would decrease city tax rates, phase to 80 percent of standard rate, until 100 percent in 20

Properties that come into the city this voluntary option will then be subject to forced annexation would have a 10 wait before the a would take effect those three years would not be able to properties a continue to receive from county

h said. With limited is for bringing bikes and, having more secure parking facilities to make the bike/transection work."

Blindsided

From A1

admitting the vote put the cart before the horse.

"We do have the best intentions," Don McCoun said. "We just need to wait for others, because there is protocol."

Fair Manager Leah Perkins-Hagele said she contacted both county counsel and the county administrative office before directing maintenance staff to remove the sheep barn Thursday.

"That was the most dangerous and precarious of all the structures and in my opinion needed to come down immediately," Perkins-Hagele said in an e-mail. "Since we had fair board instructions to take these structures down, I made the decision."

Staff found the wood in the roof and support beams so rotten, the barn practically fell down by itself, she said. Fair Complex funds weren't spent, so no request for proposals for demolition bids was necessary, she said.

Under old state law, a board could act autonomously, but since that statute has softened, the commissioners are now considering passing a resolution to provide disciplinary action to board members who act despite commission recommendations, Duyck said.

Lyle Spieschaert, president of the Boosters, a decades-old organization dedicated to fair preservation, said McCoun and board member Herb Hirst equate proper process with inaction. Untrue rhetoric about the Boosters being unable to let go of the past is used to support the board's overly hasty decisions.

"The Boosters' support includes removing structures that do not warrant improvements, improving those structures that will fit into the mission and master plan and adding new structures as funding is available," Spieschaert said. "However, without inclusion of a plan of how to replace the function of these structures this decision is premature, insensitive and irresponsible. It really plays into the recent history of destroy at all costs."

McCoun said the fair board planned to use temporary vinyl structures during the first year after demolition. While not a permanent solution, the rehted plastic tents are useful and inexpensive, providing shade and protection, he said.

Community poverty services try to adjust in scuffling economy

By Kurt Eckert
The Argus

Organizations and government entities tasked with helping out the less fortunate are extremely busy as the U.S. and Oregon economies continue to struggle, officials told the Washington County Board of commissioners Feb. 24.

Barbara Peschiera, president of the Oregon Food Bank, said the number of emergency food boxes distributed in the county during the first six months of this fiscal year was 9 percent higher than the same six months last year.

"Every day, Oregon Food Bank's network of 20 regional food banks and more than 800 local agencies are seeing new families walk in the doors of our local food pantries. People who just a few months ago had family-wage jobs and have been laid off," Peschiera said. "At the same time, the struggle just gets worse for our senior citizens on fixed and now declining incomes, people with disabilities, families in need of child care, and the working poor."

A study conducted in 2008 showed that 36 percent of those who ate from emergency food boxes were children. Still, it appears there is a great unmet need in Washington County, with only about half the amount of food being distributed here as in neighboring

counties with similar poverty levels, she said.

With donations from the food industry down 10 percent, and the possibility of the loss of state funding, the Oregon Food Bank is looking for more creative ways to collect an extra 1 million pounds of food to meet the growing demand.

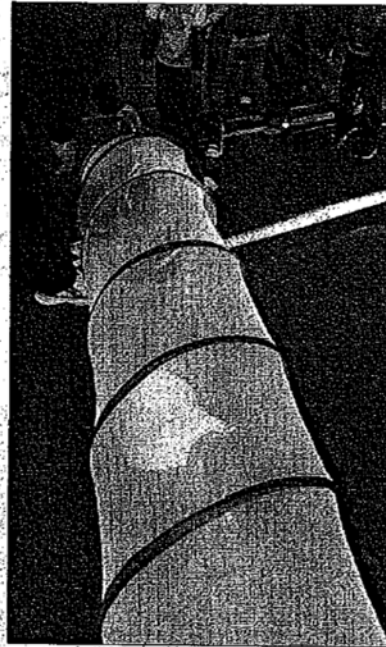
The Hillsboro food bank has outgrown its leased space on Cornelius Pass Road and there are plans in the works to purchase and renovate a 36,000 square-foot warehouse at 173rd Avenue and Cornell for use as a community hub and food bank by July 2010, Peschiera said.

Design options and budgets are under review and the project is due to be sized in April. Federal funding has been requested for a portion of the building.

The new building should allow processing of double the amount of food and accommodate four times the number of volunteers, she said.

Designed to influence a lifetime of healthy eating and lifestyle behaviors, Women, Infants and Children, also known as WIC, has provided benefits to more than 13,000 in the county over the last fiscal year, but the demand has forced the establishment of a waiting list of about 800, said spokeswoman Kathleen O'Leary.

Federally funded, but administered by the county



Michael Thompson / The Argus

Children climb through a tube at an exercise class that is part of the Washington County Women, Infants and Children program. The federally funded service, designed to promote healthy eating and lifestyles, is feeling some economic squeeze, placing 800 potential clients on a waiting list. However, they are still accepting applications, officials say.

health department, pregnant women are the priority and are admitted automatically. But O'Leary said the doors are open and they are taking more applications for the waiting list.

Reducing low-weight births and nutritional deficiencies, encouraging healthy lifestyles, and improving screening for proper immunizations are

the key goals, she said.

"In addition to nutrition, education is the cornerstone of our program," O'Leary said. Vouchers are given to clients to take to the store or farms for specific healthy products. Washington County grocers and farmers were reimbursed more than \$3 million over the last fiscal year, she said.

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Whole Foods

From A1

Letton did say, however, that the trustees would have six months starting March 8, to sell these properties. Any stores which did not attract a buyer and have a purchase agreement at least in process at the end of that period, would remain in Whole Foods' possession.

This means the Tanasbourne location will not necessarily change from being a Whole Foods outlet, especially given the tight economy and real es-

tate market.

That may explain why Whole Foods Chairman and CEO John Mackey spoke enthusiastically in the company's press release announcing the FTC deal: "It will be business as usual in the 13 operating stores to be marketed for sale. We are committed to serving our shoppers by continuing to operate these stores in the manner our customers deserve and expect."

Letton echoed Mackey's words.

"We definitely want customers to know, up until there is a sale, these stores will remain open."

The company also announced that employees of any store that is sold will be given the choice of a guaranteed job in another Whole Foods location or an enhanced severance package.

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NEWS TIMES

GUEST OPINION

Why the rush to raze fairground buildings?

BY LYLE SPIESSCHAERT

, Mar 18, 2009

The Fair Boosters agree that they want safe modern facilities for public use on the Washington County fairgrounds.

What we currently have are older structures that should be evaluated carefully to determine their function for the future. This should include a public process that is collaborative, inclusive, factual and reasonable.

What we have now are hasty decisions based on only part of the truth. In recent years many structures have been removed from the fairgrounds without a comprehensive plan outlining the deficiencies, possible corrections to those deficiencies, cost analysis regarding replacing the function of those facilities, etc.

If the main criteria to demolish structures are that they are not up to current seismic, electrical and structure codes, then we had better be ready to demolish most of our public and private structures throughout the county.

The truth is, most, if not all, of the fairgrounds structures remain in compliance with the codes that were in affect when they were constructed. Our understanding is without a major change in use of the buildings or a major public safety concern, determined by the City of Hillsboro, the buildings remain in compliance with the law.

That determined, the Boosters agree any structures deemed reasonably unsafe should be carefully studied for removal, upgrade or replacement. That process has begun with the report on current conditions released by Scott Edwards Architecture. Now the process must continue to its reasonable conclusion.

We are not prepared to assume that because structures are not up to current seismic standards that they pose an unreasonable safety threat. Referencing these structures as "ancient" would probably be labeled as foolish by most civilizations around the world.

At worst maybe they are old; in extreme need of deferred maintenance; and in need of a comprehensive management plan to protect the vision of the new Master Plan for the fairgrounds.

Let's continue with the thoughtful, collaborative process demonstrated by our county commissioners with the Revitalization Task Force.

To be clear, the Boosters are not unreasonably attached to retaining any particular fair structure. However they are committed to a reasonable approach that is both comprehensive and inclusive in making irreversible decisions affecting the fairgrounds.

Lyle Spiesschaert is president of the Washington County Fair Complex Boosters.

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