

A G E N D A

Washington County Fair Board
Regular Meeting
April 7, 1999
4:30 PM

WASHINGTON COUNTY FAIR BOARD

Regular Meeting

Wednesday, April 7, 1999

4:30 PM

1. Call to order.
 2. Public Welcome. This time is provided for members of the audience to comment on any item(s) not on the regular agenda. Audience members are also welcome to comment at the time the agenda topic is being discussed by the Board. It is respectfully requested that those addressing the Board state their full name for the record.
 3. a. Bills for approval and detail of income received.
b. Line Item Report for February, 1999 (pgs. 3-10)
c. Line Item Report for March, 1999 (pgs. 11-19)
 4. a. Financial Position, February, 1999 - Reconciled (pg. 20)
Financial Position, March, 1999 – Unreconciled (pgs. 21-22)
b. Financial Recap, March, 1999 (pgs. 23-28)
 5. Fair Board Minutes – March 3, 1999 (pgs. 29-35)
Rodeo Board Minutes (pg. 36)
 6. Facility Use Schedule – April, 1999 (pgs. 52-53)
- *Consent agenda: any item may be removed for separate consideration upon request of any Board member or any member of the audience.
7. Special Presentations: a. David Lintz (Plaque/Lifetime Pass)
b. Don Wood, User Friendly Computer Services
(Office Networking & Web Development) (pgs. 37-40)
 8. Fair Organization's Report
a. Rodeo Board, Cody Feinauer
b. 4-H Horse Fair, Sandy Baker
c. Fair Boosters, Lloyd Baron
 9. 1999 Fair Report
a. Bill McKinley
 10. Fair Complex Marketing Report
a. Lisa DuPre'

11. Maintenance Team Report
 - a. Mike Wold

12. Old Business
 - a. Fair Complex Mission Statement (pg. 41)
 - b. Western World Queen sponsorship update
 - c. Main Exhibit Hall – Seismic improvements (pgs. 42-44)
 - d. LGIP Account – letter from Jim Crofts, Finance Dept. (pg. 45)
 - e. Memorial bench for John Thomas

13. New Business
 - a. 4-H horse stalls (pgs. 46-47)
 - b. Legislative updates
 - c. Rodeo Board presentation

14. Announcements
 - d. Next Fair Board Meeting – May 5, 1999

*EXECUTIVE SESSION pursuant to ORS 192.610-192.690 to discuss Personnel and Real Estate issues immediately following the regular Fair Board meeting.

Washington County Fair Complex
Line Item Report
February 1999

03/09/99

Date	Num	Name	Memo	Paid Amount
Income				
C · DEDICATED FUNDS				
009 · Hotel/Motel Tax				
2/24/99			Hotel/Motel Tax Payment	2,721.14
2/24/99			Hotel/Motel Tax Payment	775.37
2/24/99			Hotel/Motel Tax Payment	10,314.40
Total 009 · Hotel/Motel Tax				13,810.91
Total C · DEDICATED FUNDS				13,810.91
D · INTERIM INCOME				
010 · Rent & Storage				
010A · National Guard Armory				
2/4/99	99-3	Promociones Tropical	Base Lease of Armory Building	250.00
2/4/99	99-3	Promociones Tropical	Formica top tables	75.00
2/4/99	99-3	Promociones Tropical	Plastic Chairs	25.90
2/4/99	99-3	Promociones Tropical	Full Stage Assembly	75.00
2/4/99	99-3	Promociones Tropical	Room Dividers	10.00
2/4/99	99-3	Promociones Tropical	Fair Complex dumpster @ direct cost	21.60
2/4/99	99-3	Promociones Tropical	Labor Hours to clean building/pick-up parking lot	75.00
2/4/99	99-3	Promociones Tropical	Oregon Electric Invoice #86170	99.00
2/4/99	99-8	Pygora Goat Breeders Association	Base Lease on Armory Rental 1/16/99 (\$250 less \$...	150.00
2/4/99	99-8	Pygora Goat Breeders Association	Formica top tables	90.00
2/4/99	99-8	Pygora Goat Breeders Association	Fair Complex dumpster charge at direct cost	21.60
2/4/99	99-8	Pygora Goat Breeders Association	Labor Hours to clean building	45.00
2/4/99	99-8	Pygora Goat Breeders Association	Labor Hours to clean parking lot (hay removal)	15.00
2/4/99	92		Armory Rental	250.00
2/12/99	99-26	Promociones Tropical	Base Lease of Armory on 1/30/99	19.06
2/12/99	99-26	Promociones Tropical	Tables	5.72
2/12/99	99-26	Promociones Tropical	Plastic Chairs	1.97
2/12/99	99-26	Promociones Tropical	Full Stage Assembly	5.72
2/12/99	99-26	Promociones Tropical	Room Dividers	0.76
2/12/99	99-26	Promociones Tropical	Fair Complex dumpster at direct cost	1.65
2/12/99	99-26	Promociones Tropical	Labor Hours to clean Armory Bldg. and parking lot	6.29
2/12/99	99-26	Promociones Tropical	Oregon Electric Invoice #86280	7.88
Total 010A · National Guard Armory				1,252.15
010B · Main Exhibit Hall				
2/4/99	99-6	Manx Ltd. Cat Show	Base Lease of Main Exhibit Hall 1/9-10/99	479.43
2/4/99	99-6	Manx Ltd. Cat Show	Plastic chairs	32.36
2/4/99	99-6	Manx Ltd. Cat Show	2.5 X 8' Tables	82.19
2/4/99	99-6	Manx Ltd. Cat Show	Fair Complex dumpster at direct cost	44.38
2/4/99	99-6	Manx Ltd. Cat Show	Labor Hours to clean building	61.64
2/12/99	99-27	Columbia-Willamette Beagle Club	Base Lease of MEH/Entire on 3/6-7/99	900.00
2/18/99	99-6	Manx Ltd. Cat Show	Base Lease of Main Exhibit Hall 1/9-10/99	220.57
2/18/99	99-6	Manx Ltd. Cat Show	Plastic chairs	14.89
2/18/99	99-6	Manx Ltd. Cat Show	2.5 X 8' Tables	37.81
2/18/99	99-6	Manx Ltd. Cat Show	Fair Complex dumpster at direct cost	20.42
2/18/99	99-6	Manx Ltd. Cat Show	Labor Hours to clean building	28.36
2/18/99	99-12	Collector's West	Base Lease of MEH/North on 1/30-31/99	325.53
2/18/99	99-12	Collector's West	2.5 X 8' Tables	188.35
2/18/99	99-12	Collector's West	Plastic chairs	4.07
2/18/99	99-12	Collector's West	Public Address System	11.63
2/18/99	99-12	Collector's West	Fair Complex dumpster at direct cost	30.14
2/18/99	99-12	Collector's West	Labor Hours to clean building	48.83
2/26/99	126		Inv# 98-149	60.00
2/26/99	99-35	Hardy Plant Society of Oregon	MEH Rental for Spring plant sale	150.00
2/26/99	99-35	Hardy Plant Society of Oregon	MEH Rental for Spring plant sale	150.00
2/26/99	99-35	Hardy Plant Society of Oregon	MEH Rental for Fall plant sale	150.00
2/26/99	99-35	Hardy Plant Society of Oregon	MEH Rental for Fall plant sale	150.00
2/26/99	99-36	Unique Animal Expo	Base Lease of MEH on 2/27/28	900.00
Total 010B · Main Exhibit Hall				4,090.60
010C · Cloverleaf Building				
2/4/99	83		CCB Rental on 2/13/99	401.00

03/09/99

Washington County Fair Complex
Line Item Report
February 1999

Date	Num	Name	Memo	Paid Amount
2/4/99	91		CCB Rental on 2/6/99	263.50
2/12/99	99-28	Oregon Orchid Society	Lease of CCB on 11/6-7/99	500.00
2/26/99	113		Base Lease for CCB on 2/28/99	175.00
2/26/99	118		Base Lease of CCB on 3/6/99	175.00
2/26/99	124		Inventory for 2/28/99 Event in CCB	184.00
Total 010C · Cloverleaf Building				1,698.50
010D · Arts & Crafts Building				
2/12/99	96	NW Adoptive Families	Arts & Crafts Rental on 12/4/99	50.00
2/12/99	99-29	Cascade Budgerigar Society	Base Lease of Arts & Crafts Bldg. on 11/6-7/99	200.00
2/26/99	125		Arts & Crafts Rental on 2/28/99	150.00
Total 010D · Arts & Crafts Building				400.00
010E · Friendship Square				
2/26/99	123		Deposit on FS Square & Chuckwagon on 8/8/99	300.00
Total 010E · Friendship Square				300.00
010F · Floral Building				
2/4/99	89		Base Lease for Floral clinics	50.00
2/4/99	92		Floral Bldg. Rental plus inventory	569.50
2/18/99	102		Floral Bldg. Rental (Feb 99)	640.00
2/26/99	113		Base Lease for Floral Bldg. on 2/28/99	175.00
Total 010F · Floral Building				1,434.50
010G · Grounds/General				
2/4/99	93		Quadrant Rental/727 Project	10,800.00
2/16/99	99-7	Dept. of Environmental Quality	Lease of Plaza for plume evaluations 3/12, 4/1, 4/2, ...	640.00
2/26/99	99-34	RV Supercenter	Payment towards Quandrant prop. rental on 8/4-9/6/99	2,040.00
Total 010G · Grounds/General				13,480.00
010J · RV/Boat Storage/Barns				
2/12/99	94		Boat/RV Storage Fee	86.28
Total 010J · RV/Boat Storage/Barns				86.28
Total 010 · Rent & Storage				22,742.03
011 · Damage Deposits				
2/4/99	80		Rental Deposit Fee for Armory on 9/4/99	200.00
2/4/99	81		Rental Deposit Fee for Armory on 10/23/99	200.00
2/4/99	82		Rental Deposit Fee (2nd payment)	100.00
2/4/99	88		Rental Deposit Fee on Grandstand	100.00
2/4/99	91		Rental Deposit Fee on CCB for 2/6/99	200.00
2/12/99	97		Rental Deposit Fee for Floral Bldg. on 8/13/99	200.00
2/12/99	99		Rental Deposit Fee for Arena on 6/19-20/99	100.00
2/18/99	99-30	NW Oregon Dog Training Club	Rental Deposit Fee for Covered Show Ring on 4/10-...	200.00
2/26/99	113		Rental Deposit Fee on CCB and Floral Bldgs. on 2/...	200.00
Total 011 · Damage Deposits				1,500.00
014 · Interest Income				
2/5/99			Pool #4486 Interest (1/99)	1,042.42
2/5/99			Pool #4591 Interest (1/99)	18.20
2/9/99			Interest from US Bank	23.49
2/24/99			Hotel/Motel Interest (Jan 99)	895.40
Total 014 · Interest income				1,979.51
017 · Miscellaneous Income				
2/9/99			Reversal of Service Charges	188.35
2/10/99			Unclaimed Premium Monies	153.50
2/12/99	100		Concession from Armory Dance on 1/30/99	49.05
2/18/99	111		Photocopy charges	34.10
2/26/99	114		Sale of Traffic Lights/Surplus	50.00
Total 017 · Miscellaneous Income				475.00

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Date	Num	Name	Memo	Paid Amount
018 · RV Parking				
018A · RV Parking/Short Term				
2/4/99	79		RV #9 2/4/99	15.00
2/5/99	85		RV #11 1/28-29/99	30.00
2/18/99	101		RV Parking (Tamara Kirby) 2/16-17/99	40.00
2/18/99	103		RV #6 2/18/99	20.00
2/18/99	104		RV #8 2/13-14/99	30.00
2/18/99	105		RV #5 2/15/99 plus vehicle	20.00
2/18/99	106		RV #8 2/17-19/99	45.00
2/18/99	107		RV #3 2/15-16/99	30.00
2/18/99	108		RV Drylot 2/13/99	10.00
2/18/99	109		RV #8 2/15-16/99 plus vehicles	50.00
2/26/99	117		RV #3 2/26-27/99	30.00
2/26/99	119		RV #6 2/19/99	20.00
2/26/99	120		RV #2 2/26-27/99	30.00
2/26/99	121		RV #5 2/23-26/99	60.00
2/26/99	122		RV #5 2/22-25/99	60.00
2/26/99	130		RV #7 2/26-27/99	30.00
Total 018A · RV Parking/Short Term				520.00
Total 018 · RV Parking				520.00
Total D · INTERIM INCOME				27,216.54
E · FAIR INCOME				
032 · Concessions/Booths				
2/4/99	74		Vendor Booth Fee OS-81	275.00
2/4/99	75		Vendor Booth Fee ME-49	350.00
2/4/99	76		Vendor Booth Fee ME-12	175.00
2/4/99	77		Vendor Booth Fee ME-61/29/41	602.75
2/4/99	78		Vendor Booth Fee B-6	160.00
2/4/99	86		Vendor Booth Fee ME-10	175.00
2/4/99	87		Vendor Booth Fee OS-36	162.50
2/4/99	90		Vendor Booth Fee ME-35	162.50
2/12/99	95		Vendor Booth Fee OS-22/23	312.50
2/12/99	98		Vendor Booth Fee ME-59	150.00
2/18/99	110		Vendor Booth Fee ME-20	350.00
2/26/99	115		Vendor Booth Fee ME-42/43	325.00
2/26/99	127		Vendor Booth Fee ME-65	375.00
Total 032 · Concessions/Booths				3,575.25
038 · Parking Fees				
2/26/99	116		Fair/Parking Fees for RV (7 nights)	35.00
Total 038 · Parking Fees				35.00
039 · Rodeo Sponsorships				
2/26/99	128		Rodeo Sponsorship for 1999	750.00
2/26/99	129		Rodeo Sponsorship for 1999	750.00
Total 039 · Rodeo Sponsorships				1,500.00
041 · Miscellaneous				
2/4/99	84		Miscellaneous Income/Fair for Special Award Donati...	49.50
2/26/99	112		Special Award	50.00
Total 041 · Miscellaneous				99.50
Total E · FAIR INCOME				5,209.75
G · BINGO				
070 · Sessions				
2/18/99	99-24	Glencoe Football Bingo	January Sessions (1/5, 12, 19, & 26/99)	1,200.00
Total 070 · Sessions				1,200.00

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**Washington County Fair Complex
Line Item Report
February 1999**

Date	Num	Name	Memo	Paid Amount
Total G · BINGO				1,200.00
Total Income				47,437.20
Expense				
AE · PERSONNEL				
101 · Salaries				
2/11/99	24549	Washington County Finance Departm...	Payroll 1/23-2/5/99	14,168.81
2/24/99	24595	Washington County Finance Departm...	Payroll 2/6-19/99	14,196.97
Total 101 · Salaries				28,365.78
102 · O.P.E.				
2/11/99	24549	Washington County Finance Departm...	Payroll 1/23-2/5/99	2,162.32
2/24/99	24595	Washington County Finance Departm...	Payroll 2/6-19/99	5,899.80
Total 102 · O.P.E.				8,062.12
Total AE · PERSONNEL				36,427.90
BE · INTERIM OPERATIONS				
107 · Office Expense				
2/2/99	32915	Capital Press	Yearly Subscription	39.00
2/4/99	24540	Melissa Williams	Office Supplies	64.90
2/19/99	ZCJ8...	Reliable	Office/Printer Supplies	665.50
2/23/99		The Oregonian	Daily Delivery (2/1-3/28/99)	14.50
Total 107 · Office Expense				783.90
108 · Telephone				
2/2/99		A T & T	Long Distance Charges	8.61
2/2/99		GTE Northwest	January Phone Charges	41.01
2/19/99	807-7...	A T & T Wireless	Cellular Phone Charges	4.40
2/19/99		GTE Northwest	Telephone Service	794.33
2/23/99	5036...	A T & T	Long Distance Charges	42.25
2/23/99		A T & T Wireless	Final Billing (329-7395)	51.19
Total 108 · Telephone				941.79
110 · Postage				
2/2/99		Postal Privilege	Postage Payment	50.00
2/2/99	24538	United States Postal Service	Postage Machine Refill	300.00
Total 110 · Postage				350.00
111 · Equip/Bldg Rental				
111A · Equipment Rental				
2/2/99		Copelco Capital, Inc.	Copier Rental/Insurance	212.23
2/23/99		Copelco Capital, Inc.	Copier Rental/Insurance	212.23
Total 111A · Equipment Rental				424.46
111B · Armory Rental				
2/19/99		Oregon Military Department	January Armory Rental	250.00
Total 111B · Armory Rental				250.00
Total 111 · Equip/Bldg Rental				674.46
112 · Utilities				
2/2/99		City of Hillsboro	Water/Sewer/Storm Drain	3,882.64
2/2/99		NW Natural	December Statements	1,785.53
2/2/99		Portland General Electric	December Statements	256.91
2/19/99	976083	Hillsboro Garbage Disposal	Garbage Disposal Service	518.40
2/19/99		NW Natural	January Statements	915.17
2/19/99		Portland General Electric	January Statements	2,399.53
2/23/99		Portland General Electric	January Statements	22.74
Total 112 · Utilities				9,780.92
113 · Repair & Maintenance				

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Date	Num	Name	Memo	Paid Amount
113B · Main Exhibit Hall R & M				
2/2/99	WA_...	A-Boy Supply Company	MEH Repair Supplies	25.98
2/2/99		McClenny Refrigeration	MEH/S Repairs	61.00
2/2/99		Shute Park True Value	MEH Repairs	13.49
2/19/99	228	A & I Paint & Decorating Inc.	Painting Supplies/MEH	116.45
Total 113B · Main Exhibit Hall R & M				216.92
113C · Cloverleaf R & M				
2/2/99		Shute Park True Value	Cloverleaf Repairs	28.37
2/19/99	228	A & I Paint & Decorating Inc.	Painting Supplies/CCB	296.00
Total 113C · Cloverleaf R & M				324.37
113F · Floral Building R & M				
2/2/99		McClenny Refrigeration	Floral Repairs	30.50
Total 113F · Floral Building R & M				30.50
113G · Grounds/General R & M				
2/2/99		McClenny Refrigeration	Office Heating Repairs	108.85
2/2/99		Oregon Electric Group	Storage Shed Electrical permit	65.20
2/2/99		Platt Electric	Misc Repair Parts	50.90
2/2/99		Shute Park True Value	Bulb/Caretaker's Home	7.98
2/19/99	140245	Ace Hardware	Table Repairs	10.36
2/19/99	016868	Fire Extinguisher Service Center	Chuckwagon Fire Hood	69.50
2/23/99	990157	McClenny Refrigeration	Misc Repairs @ Caretakers house	141.25
Total 113G · Grounds/General R & M				454.04
113H · Main Arena R & M				
2/23/99	020615	Farwest Steel Corporation	Materials for Chute Sliders	1,401.62
Total 113H · Main Arena R & M				1,401.62
113L · Equipment R & M				
2/2/99		Bruce Chevrolet	GMC Pickup Repair Parts	20.20
2/2/99		Gratteri Tire & Wheel	Tire Repair & Maintenance	20.50
2/2/99		Landa Water Cleaning Systems	Parts for Pressure Washer	54.45
2/19/99	3516	Advanced Computer Systems	Labor Charge/Computer Repair	20.00
2/19/99	33031	Columbia Audio Specialties, Inc.	Amplifier Repair/Service	68.75
2/19/99	23760	Dick's MacKenzie Ford	Ford PU Repair Parts	49.90
2/19/99	688856	Pacific Office Automation	Copier Maintenance/Supply Program	1,592.90
2/19/99		Pitney Bowes	Postage Machine Ink Cartridge	35.90
2/19/99	80949	Sierra Glass	Dodge PU Repair	5.00
2/19/99		Hillsboro Auto Parts	Repair Parts/Supplies	625.88
Total 113L · Equipment R & M				2,493.48
Total 113 · Repair & Maintenance				4,920.93
114 · General Supplies				
2/2/99	WA_...	A-Boy Supply Company	Electrical Supplies/Misc	46.00
2/2/99		Copeland Lumber Yards Inc.	Misc. Maintenance Supplies	32.70
2/2/99		Ferrellgas	Propane Refill	119.62
2/2/99		Fisher Implement Company	Shop Supplies	8.58
2/2/99		Platt Electric	Misc Shop Supplies	134.49
2/2/99		Pacific Safety Supply, Inc.	Safety Glasses	49.50
2/2/99		Pool-Gardner Lumber Company	Misc Repair Supplies	74.12
2/2/99		Shute Park True Value	Shop/Maintenance Supplies	36.20
2/2/99		Shute Park True Value	Misc Supplies	14.39
2/19/99	32689	A-Boy Supply Company	Misc. Electrical Supplies	12.40
2/19/99	1359A	allMRO Products	Shop Supplies	109.89
2/19/99	140245	Ace Hardware	Shop Supplies	9.16
2/19/99	1020...	Chief Supply	Barricade Tape	221.76
2/19/99	01-48...	Crystal Springs/Mt. Fresh	Bottled Water Supplies/Service	27.75
2/19/99	1161...	Bob Nagel Distributing Co.	Janitorial Supplies	320.70
2/19/99		Hillsboro Auto Parts	Misc Shop Supplies	119.80
Total 114 · General Supplies				1,337.06

Washington County Fair Complex
Line Item Report
February 1999

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Date	Num	Name	Memo	Paid Amount
118 · Travel & Training				
2/2/99		Oregon Fairs Association	1999 Convention Meals (Paige/Mary)	28.00
2/4/99		US Bancorp	ICAS/OFA Conventions	858.96
2/19/99		US Bancorp	Western Fairs Assoc.	285.00
2/19/99		US Bancorp	OFA Hotel/WFA Airfare	815.99
2/19/99		US Bancorp	Parking/WFA Convention	24.00
2/19/99		US Bancorp	OFA Hotel	163.00
Total 118 · Travel & Training				2,174.95
119 · Legal Fees				
2/2/99		Office of County Counsel	November 98 Legal Services	255.75
Total 119 · Legal Fees				255.75
121 · Professional Svcs.				
2/2/99		Jones & Roth CPA	Accounting Services	650.00
Total 121 · Professional Svcs.				650.00
124 · Car Allowance				
2/24/99	24595	Washington County Finance Departm...	Car Allowance/Garza Feb 99	325.00
Total 124 · Car Allowance				325.00
131 · Advertising & P.R.				
2/2/99	C1097	Tigard Area Chamber of Commerce	99 Tigard Chamber Advertising	105.00
2/2/99	S3422	Community Newspapers Inc.	99 Oregon Events Calendar	153.50
2/2/99		US West Communications	Directory Advertising	141.49
2/4/99		US Bancorp	Chamber/Rotary Meals	103.61
2/19/99		Hillsboro Argus	Display Advertisement	266.00
2/19/99		US Bancorp	Rotary Meals	22.00
Total 131 · Advertising & P.R.				791.60
132 · Board Expense				
2/3/99	24539	Pasta Pronto	2/3/99 Board Mtg. Meals	62.75
2/4/99	24540	Melissa Williams	Board Mtg. Expense Reimbursement	10.77
2/11/99	24544	Kathy Christy	Travel Expense (2/99)	20.00
2/11/99	24545	Sheila Day	Travel Expense (2/99)	117.50
2/11/99	24546	Ken Leahy	Travel Expense (2/99)	40.00
2/11/99	24547	Lyle Spiesschaert	Travel Expense (2/99)	20.00
2/11/99	24548	A. Richard Vial	Travel Expense (2/99)	40.00
2/19/99	27417	Aloha Photography	Christy Photographs	15.00
2/19/99		US Bancorp	OFA Hotel Expenses/Board	321.64
2/23/99	24580	Lyle Spiesschaert	Travel Expense (2/99)	20.00
2/23/99	24581	Sheila Day	Travel Expense (2/99)	20.00
2/23/99	24582	Kathy Christy	Travel Expense (2/99)	20.00
2/23/99	24583	Ken Leahy	Travel Expense (2/99)	20.00
2/23/99	24584	A. Richard Vial	Travel Expense (2/99)	20.00
Total 132 · Board Expense				747.66
133 · Dues, Licenses, Fees				
2/2/99		Hillsboro Rotary Club	Semi-Annual Dues 1999	75.00
Total 133 · Dues, Licenses, Fees				75.00
149 · Misc. Materials & Svcs.				
2/2/99	24506	Mike Wold	Reimb. Optimist Mtg. Meals	43.55
2/19/99		Oregon Electric Group	Dance Band Hook-up/Prom.Tropical	103.35
2/23/99	86337	Oregon Electric Group	Dance Band Hook-up 2/15/99	98.25
Total 149 · Misc. Materials & Svcs.				245.15
150 · Refunds				
2/1/99	24505	Sunset Presbyterian Church	Refund Balance on Rental Deposit	166.00
2/9/99	24543	Ken Logue	Refund Deposit on CCB Rental	200.00
2/19/99	24550	R & S Nursery	Refund Rental Deposit	200.00
2/23/99	24585	Alliance Bible Church	Refund Rental Deposit	226.75
2/23/99	24586	Alexander Mundlin	Refund Rental Deposit	216.00

03/09/99

**Washington County Fair Complex
Line Item Report
February 1999**

Date	Num	Name	Memo	Paid Amount
Total 150 · Refunds				1,008.75
151 · County Indirect Cost				
2/11/99	24549	Washington County Finance Departm...	County Indirect Costs	8,798.25
Total 151 · County Indirect Cost				8,798.25
154 · RV Park				
154A · RV Park Repair & Maint.				
2/2/99	WA_...	A-Boy Supply Company	RV Park Supplies	12.60
2/2/99	WA4...	Baker Rock Resources	Gravel for RV Parks North/South	629.67
2/2/99		Shute Park True Value	RV Park Repairs	10.71
2/19/99	140245	Ace Hardware	Supplies for RV Pkg Repairs	28.10
Total 154A · RV Park Repair & Maint.				681.08
Total 154 · RV Park				681.08
Total BE · INTERIM OPERATIONS				34,542.25
CE · FAIR OPERATIONS				
175 · Printing				
2/19/99		Hometown Media	1999 Fair Posters	1,000.00
Total 175 · Printing				1,000.00
180 · Advertising				
2/2/99	C1097	Tigard Area Chamber of Commerce	99 Tigard Chamber Advertising	105.00
2/2/99	S3422	Community Newspapers Inc.	99 Oregon Events Calendar	153.50
Total 180 · Advertising				258.50
Total CE · FAIR OPERATIONS				1,258.50
DE · EXHIBITS/COMPETITIONS				
233 · Other Open Class				
2/2/99		Fair Publishing House, Inc.	Judges/Clerk Supplies	847.27
Total 233 · Other Open Class				847.27
Total DE · EXHIBITS/COMPETITIONS				847.27
EE · RODEO				
316 · Promotion				
2/19/99	2001	Brooks Specialties	Sponsor/Queen Jackets	130.00
2/19/99	1080	Lynmar	Rodeo Artwork/Design & Art changes	25.00
Total 316 · Promotion				155.00
318 · Board Expense				
2/9/99	24542	Margaret McVey	Coronation Band Reimbursement	300.00
Total 318 · Board Expense				300.00
Total EE · RODEO				455.00
JE · CAPITAL OUTLAY				
512 · Bldg. & Structure				
2/2/99		Platt Electric	New Electrical System in Storage Shed	168.43
2/2/99		Windsor Security	Smoke Detectors Standby Parts	137.00
2/19/99		Oregon Electric Group	Storage Shed Electrical Upgrade	1,121.55
Total 512 · Bldg. & Structure				1,426.98
Total JE · CAPITAL OUTLAY				1,426.98
Total Expense				74,957.90

03/09/99

Washington County Fair Complex
Line Item Report
February 1999

Date	Num	Name	Memo	Paid Amount
Net Income				<u>(27,520.70)</u>

04/02/99

Washington County Fair Complex
Income & Expense
 March 1999

	Mar '99
Income	
C · DEDICATED FUNDS	
009 · Hotel/Motel Tax	1,649.46
Total C · DEDICATED FUNDS	1,649.46
D · INTERIM INCOME	
010 · Rent & Storage	
010A · National Guard Armory	1,129.00
010B · Main Exhibit Hall	4,258.82
010C · Cloverleaf Building	560.02
010D · Arts & Crafts Building	518.73
010E · Friendship Square	300.00
010F · Floral Building	1,342.06
010G · Grounds/General	6,266.11
010J · RV/Boat Storage/Barns	249.24
010K · Interim Use Concessions	160.26
Total 010 · Rent & Storage	14,784.24
011 · Damage Deposits	1,600.00
014 · Interest income	1,617.72
017 · Miscellaneous Income	1,982.65
018 · RV Parking	
018A · RV Parking/Short Term	720.00
Total 018 · RV Parking	720.00
Total D · INTERIM INCOME	20,704.61
E · FAIR INCOME	
032 · Concessions/Booths	5,800.00
034 · Advertising Sold	350.00
038 · Parking Fees	35.00
039 · Rodeo Sponsorships	1,500.00
041 · Miscellaneous	50.00
Total E · FAIR INCOME	7,735.00
Total Income	30,089.07
Expense	
AE · PERSONNEL	
101 · Salaries	29,286.43
102 · O.P.E.	9,763.49
Total AE · PERSONNEL	39,049.92
BE · INTERIM OPERATIONS	
107 · Office Expense	33.96
108 · Telephone	986.06
109 · Printing	1.78
110 · Postage	410.00
111 · Equip/Bldg Rental	
111A · Equipment Rental	212.23
111B · Armory Rental	500.00
Total 111 · Equip/Bldg Rental	712.23
112 · Utilities	8,877.10
113 · Repair & Maintenance	
113B · Main Exhibit Hall R & M	162.62
113C · Cloverleaf R & M	162.62
113G · Grounds/General R & M	339.58
113L · Equipment R & M	1,085.27
Total 113 · Repair & Maintenance	1,750.09



04/02/99

Washington County Fair Complex
Income & Expense
March 1999

	Mar '99
114 · General Supplies	1,604.84
118 · Travel & Training	576.00
123 · Private Mileage	355.57
124 · Car Allowance	325.00
131 · Advertising & P.R.	611.80
132 · Board Expense	189.14
133 · Dues, Licenses, Fees	26.00
149 · Misc. Materials & Svcs.	1,526.25
150 · Refunds	1,393.00
Total BE · INTERIM OPERATIONS	19,378.82
DE · EXHIBITS/COMPETITIONS	
222 · Personnel 4-H	225.00
223 · Other 4-H	87.72
Total DE · EXHIBITS/COMPETITIONS	312.72
EE · RODEO	
316 · Promotion	143.84
317 · Materials & Supplies	88.69
318 · Board Expense	633.98
Total EE · RODEO	866.51
JE · CAPITAL OUTLAY	
513 · Equipment	279.98
Total JE · CAPITAL OUTLAY	279.98
Total Expense	59,887.95
Net Income	(29,798.88)

04/02/99

Washington County Fair Complex
Line Item Report
March 1999

Date	Num	Name	Memo	Paid Amount
Income				
C · DEDICATED FUNDS				
009 · Hotel/Motel Tax				
3/29/1999			Hotel/Motel Tax Payment	1,088.58
3/29/1999			Hotel/Motel Tax Payment	560.88
Total 009 · Hotel/Motel Tax				1,649.46
Total C · DEDICATED FUNDS				1,649.46
D · INTERIM INCOME				
010 · Rent & Storage				
010A · National Guard Armory				
3/1/1999	132		Inventory for 2/27/99 Armory Rental	628.00
3/23/1999	99-33	Girl Scouts of Columbia River Council	Livestock Panels, less payment received ...	14.00
3/23/1999	99-33	Girl Scouts of Columbia River Council	Stanchions	32.00
3/23/1999	172		Base Lease of Armory on 4/7-8/99	455.00
Total 010A · National Guard Armory				1,129.00
010B · Main Exhibit Hall				
3/1/1999	126		Inv# 98-149	60.00
3/1/1999	99-35	Hardy Plant Society of Oregon	MEH Rental for Spring plant sale	150.00
3/1/1999	99-35	Hardy Plant Society of Oregon	MEH Rental for Spring plant sale	150.00
3/1/1999	99-35	Hardy Plant Society of Oregon	MEH Rental for Fall plant sale	150.00
3/1/1999	99-35	Hardy Plant Society of Oregon	MEH Rental for Fall plant sale	150.00
3/1/1999	99-36	Unique Animal Expo	Base Lease of MEH on 2/27/28	900.00
3/12/1999	99-31	Hillsboro Chamber of Commerce	Base Lease of MEH/Entire on 2/13/99 (les...	300.00
3/12/1999	99-31	Hillsboro Chamber of Commerce	2.5 X 8' Tables	150.00
3/12/1999	99-31	Hillsboro Chamber of Commerce	Padded Chairs	20.00
3/12/1999	99-31	Hillsboro Chamber of Commerce	Plastic chairs	21.00
3/12/1999	99-31	Hillsboro Chamber of Commerce	Full Stage Assembly	75.00
3/12/1999	99-39	4-H Horse Leaders	Base Lease of Main Exhibit Hall/North @ ...	175.00
3/12/1999	99-39	4-H Horse Leaders	2.5 X 8' Tables @ \$1.00 reduction	78.00
3/12/1999	99-39	4-H Horse Leaders	Padded Chairs	15.00
3/12/1999	99-39	4-H Horse Leaders	Fair Complex dumpster at direct cost	28.51
3/12/1999	99-39	4-H Horse Leaders	Labor Hours to clean building	90.00
3/12/1999	99-39	4-H Horse Leaders	Labor Hours for set-up/take down of benc...	7.50
3/12/1999	99-42	Unique Animal Expo	2.5 X 8' Tables	420.00
3/12/1999	99-42	Unique Animal Expo	Plastic chairs	49.00
3/12/1999	99-42	Unique Animal Expo	Public Address System	25.00
3/12/1999	99-42	Unique Animal Expo	Power Drops	180.00
3/12/1999	99-42	Unique Animal Expo	Fair Complex dumpster at direct cost	86.40
3/12/1999	99-42	Unique Animal Expo	Telephone Connection	85.00
3/12/1999	99-42	Unique Animal Expo	Labor Hours to hang sign	7.50
3/12/1999	99-42	Unique Animal Expo	Labor Hours to set-up peg boards & A-fra...	22.50
3/12/1999	99-42	Unique Animal Expo	Labor Hours to set-up/take down event	195.00
3/12/1999	99-42	Unique Animal Expo	Labor Hours to clean building	195.00
3/12/1999	99-42	Unique Animal Expo	Labor Hour to break down cardboard	15.00
3/12/1999	159		MEH for dog classes 3/2-4/6/99	180.00
3/29/1999	99-46	DJ's Promotions	2.5 X 8' Tables (Main Exhibit Hall)	156.69
3/29/1999	99-46	DJ's Promotions	2.5 X 8' Tables (Main Exhibit Hall)	30.65
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Main Exhibit Hall	14.90
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Main Exhibit Hall	76.17
Total 010B · Main Exhibit Hall				4,258.82
010C · Cloverleaf Building				
3/1/1999	113		Base Lease for CCB on 2/28/99	175.00
3/1/1999	118		Base Lease of CCB on 3/6/99	175.00
3/1/1999	124		Inventory for 2/28/99 Event in CCB	184.00
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Cloverleaf Bldg	21.76
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Cloverleaf Bldg	4.26
Total 010C · Cloverleaf Building				560.02
010D · Arts & Crafts Building				
3/1/1999	125		Arts & Crafts Rental on 2/28/99	150.00

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Washington County Fair Complex

Line Item Report

March 1999

Date	Num	Name	Memo	Paid Amount
3/4/1999	142		Arts & Crafts Rental	6.00
3/12/1999	156		Arts & Crafts Building rental	90.00
3/23/1999	171		"Four Seasons Market" Arts & Crafts Bui...	222.00
3/29/1999	99-46	DJ's Promotions	2.5 X 8' Tables (Arts & Crafts Bldg.)	15.23
3/29/1999	99-46	DJ's Promotions	2.5 X 8' Tables (Arts & Crafts Bldg.)	2.98
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Arts & Crafts Bldg	27.20
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Arts & Crafts Bldg	5.32
Total 010D · Arts & Crafts Building				518.73
010E · Friendship Square				
3/1/1999	123		Deposit on FS Square & Chuckwagon on ...	300.00
Total 010E · Friendship Square				300.00
010F · Floral Building				
3/1/1999	113		Base Lease for Floral Bldg. on 2/28/99	175.00
3/12/1999	155		Floral Building rental on 3/20/99	449.00
3/16/1999	163		March Rent for Floral Bldg.	640.00
3/29/1999	99-46	DJ's Promotions	2.5 X 8' Tables (Floral Building)	6.39
3/29/1999	99-46	DJ's Promotions	2.5 X 8' Tables (Floral Building)	32.64
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Floral Bldg	32.64
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Floral Bldg	6.39
Total 010F · Floral Building				1,342.06
010G · Grounds/General				
3/1/1999	99-34	RV Supercenter	Payment towards Quadrant prop. rental ...	2,040.00
3/4/1999	145		Inventory Charge Inv#98-129	104.93
3/29/1999	99-46	DJ's Promotions	Base Lease of entire facility on 3/14/99 (L...	2,466.44
3/29/1999	99-46	DJ's Promotions	Base Lease of entire facility on 3/14/99 (L...	482.51
3/29/1999	99-46	DJ's Promotions	Base Lease of Large Covered Show Ring ...	21.29
3/29/1999	99-46	DJ's Promotions	Base Lease of Large Covered Show Ring ...	108.81
3/29/1999	99-46	DJ's Promotions	Picnic Tables	24.83
3/29/1999	99-46	DJ's Promotions	Picnic Tables	126.95
3/29/1999	99-46	DJ's Promotions	Room Dividers	17.41
3/29/1999	99-46	DJ's Promotions	Room Dividers	3.41
3/29/1999	99-46	DJ's Promotions	Labor Hour to move Ticket Booth	10.88
3/29/1999	99-46	DJ's Promotions	Labor Hour to move Ticket Booth	2.13
3/29/1999	99-46	DJ's Promotions	Forklift hour to move Toilets by request	4.97
3/29/1999	99-46	DJ's Promotions	Forklift hour to move Toilets by request	25.39
3/29/1999	99-46	DJ's Promotions	Labor Hours (Mike Wold) to smooth out ru...	8.51
3/29/1999	99-46	DJ's Promotions	Labor Hours (Mike Wold) to smooth out ru...	43.53
3/29/1999	99-46	DJ's Promotions	Tractor hours	14.19
3/29/1999	99-46	DJ's Promotions	Tractor hours	72.54
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Meeting Room	3.19
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Meeting Room	16.32
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Booster Booth	2.13
3/29/1999	99-46	DJ's Promotions	Labor Hours to clean Booster Booth	10.88
3/29/1999	99-46	DJ's Promotions	Case of garbage liners @ direct cost	2.94
3/29/1999	99-46	DJ's Promotions	Case of garbage liners @ direct cost	14.99
3/29/1999	99-46	DJ's Promotions	Case of toilet paper @ direct cost	5.19
3/29/1999	99-46	DJ's Promotions	Case of toilet paper @ direct cost	26.54
3/29/1999	99-46	DJ's Promotions	Cases of paper towels @ direct cost	62.08
3/29/1999	99-46	DJ's Promotions	Cases of paper towels @ direct cost	12.15
3/29/1999	99-46	DJ's Promotions	50% of 14 units of shavings	253.90
3/29/1999	99-46	DJ's Promotions	50% of 14 units of shavings	49.67
3/29/1999	99-46	DJ's Promotions	50% of \$518.40 garbage cost from 9/27/9...	188.03
3/29/1999	99-46	DJ's Promotions	50% of \$518.40 garbage cost from 9/27/9...	36.78
3/29/1999	99-46	DJ's Promotions	NSF check fee charged by Wells Fargo for...	2.18
3/29/1999	99-46	DJ's Promotions	NSF check fee charged by Wells Fargo for...	0.42
Total 010G · Grounds/General				6,266.11
010J · RV/Boat Storage/Barns				
3/23/1999	169		Boat/RV Storage Fee thru 3/19/99	136.50
3/23/1999	173		Boat/RV Storage Fee thru 3/19/99	112.74

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Washington County Fair Complex

Line Item Report

March 1999

Date	Num	Name	Memo	Paid Amount
Total 010J · RV/Boat Storage/Barns				249.24
010K · Interim Use Concessions				
3/4/1999	137		Interim Use Concessions 7.5% from Uniq...	39.00
3/4/1999	143		Interim Use Concessions from Home Sho...	121.26
Total 010K · Interim Use Concessions				160.26
Total 010 · Rent & Storage				14,784.24
011 · Damage Deposits				
3/1/1999	113		Rental Deposit Fee on CCB and Floral Bl...	200.00
3/4/1999	138		Rental Deposit Fee for MEH/South on 6/9/...	200.00
3/4/1999	99-41	Alle Rasse Gruppe IABKC	Rental Deposit Fee for Plaza & Covered S...	200.00
3/4/1999	144		Rental Deposit Fee for CCB on 4/24/99	200.00
3/12/1999	157		Rental Deposit Fee for Armory on 5/1/99	200.00
3/12/1999	158		Rental Deposit Fee for Armory on 5/8/99	200.00
3/12/1999	160		Rental Deposit Fee	200.00
3/12/1999	99-43	Balloon It	Rental Deposit Fee for Arts & Crafts Buildi...	200.00
Total 011 · Damage Deposits				1,600.00
014 · Interest income				
3/4/1999			Interest (Feb 99)	15.57
3/15/1999			Pool #4486 Interest (Feb 99)	808.05
3/15/1999			Pool #4591 Interest (2/99)	16.24
3/29/1999			Hotel/Motel Interest (Feb 99)	777.86
Total 014 · Interest income				1,617.72
017 · Miscellaneous Income				
3/1/1999	114		Sale of Traffic Lights/Surplus	50.00
3/12/1999	152		Extra vehicle in RV Park	10.00
3/15/1999			DJ's Concessions	1,381.65
3/16/1999	165		Photocopies	25.40
3/17/1999			Pop Machine Proceeds	145.60
3/23/1999	99-33	Girl Scouts of Columbia River Council	Roll of Caution Tape	10.00
3/23/1999	174		Labor Cost	360.00
Total 017 · Miscellaneous Income				1,982.65
018 · RV Parking				
018A · RV Parking/Short Term				
3/1/1999	117		RV #3 2/26-27/99	30.00
3/1/1999	119		RV #6 2/19/99	20.00
3/1/1999	120		RV #2 2/26-27/99	30.00
3/1/1999	121		RV #5 2/23-26/99	60.00
3/1/1999	122		RV #5 2/22-25/99	60.00
3/1/1999	130		RV #7 2/26-27/99	30.00
3/4/1999	136		RV #2 3/2/99	15.00
3/4/1999	141		RV #2 3/3/99	15.00
3/12/1999	99-42	Unique Animal Expo	2-RV spaces for two nights each	60.00
3/12/1999	146		RV #2 3/4/99	15.00
3/12/1999	149		RV #6 3/5-6/99	30.00
3/12/1999	150		RV #3 3/5-6/99	30.00
3/12/1999	151		RV #9 3/5-6/99	30.00
3/12/1999	153		RV Parking - 1 night	15.00
3/12/1999	154		2-RV Spaces for 3-nights plus vehicle	95.00
3/16/1999	168		RV Parking for DJ's Motorcycle Swap Mee...	185.00
Total 018A · RV Parking/Short Term				720.00
Total 018 · RV Parking				720.00
Total D · INTERIM INCOME				20,704.61
E · FAIR INCOME				
032 · Concessions/Booths				

04/02/99

Washington County Fair Complex Line Item Report March 1999

Date	Num	Name	Memo	Paid Amount
3/1/1999	115		Vendor Booth Fee ME-42/43	325.00
3/1/1999	127		Vendor Booth Fee ME-65	375.00
3/1/1999	131		Food Concession for 1999 Fair	750.00
3/4/1999	133		Food Concession 1999	300.00
3/4/1999	134		Food Concession 1999	900.00
3/4/1999	135		Booth Fee OS-105	350.00
3/4/1999	139		Vendor Booth Fee OS-10	325.00
3/4/1999	140		Food Concession 1999	300.00
3/12/1999	147		Vendor Booth Fee OS-28/29	600.00
3/12/1999	148		Vendor Booth Fee ME-32	350.00
3/16/1999	162		Vendor Booth Fee ME-62	350.00
3/16/1999	164		Vendor Booth Fee ME-36	175.00
3/16/1999	166		Vendor Booth Fee ME-33	350.00
3/16/1999	167		Vendor Booth Fee ME-16	350.00
Total 032 · Concessions/Booths				5,800.00
034 · Advertising Sold				
3/12/1999	161		Advertising Sold for Entertainment Guide	175.00
3/23/1999	170		Advertising Sold/Entertainment Guide	175.00
Total 034 · Advertising Sold				350.00
038 · Parking Fees				
3/1/1999	116		Fair/Parking Fees for RV (7 nights)	35.00
Total 038 · Parking Fees				35.00
039 · Rodeo Sponsorships				
3/1/1999	128		Rodeo Sponsorship for 1999	750.00
3/1/1999	129		Rodeo Sponsorship for 1999	750.00
Total 039 · Rodeo Sponsorships				1,500.00
041 · Miscellaneous				
3/1/1999	112		Special Award	50.00
Total 041 · Miscellaneous				50.00
Total E · FAIR INCOME				7,735.00
Total Income				30,089.07
Expense				
AE · PERSONNEL				
101 · Salaries				
3/8/1999	24620	Green Thumb	Green Thumb Worker/MacKenzie	300.00
3/11/1999	24622	Washington County Finance Department	Payroll 2/20-3/5/99	14,512.69
3/25/1999	24668	Washington County Finance Department	Payroll 3/6-19/99	14,473.74
Total 101 · Salaries				29,286.43
102 · O.P.E.				
3/11/1999	24622	Washington County Finance Department	Payroll 2/20-3/5/99	2,193.33
3/23/1999	24637	SAIF Corporation	Quarterly Payment	1,655.00
3/25/1999	24668	Washington County Finance Department	Payroll 3/6-19/99	5,915.16
Total 102 · O.P.E.				9,763.49
Total AE · PERSONNEL				39,049.92
BE · INTERIM OPERATIONS				
107 · Office Expense				
3/1/1999	24598	Paige Payne	Misc Expense Reimbursement	23.96
3/8/1999		Horton's Sav-On Office Supply	Envelopes	10.00
Total 107 · Office Expense				33.96
108 · Telephone				
3/8/1999		A T & T Wireless	New Cellular Phone	128.99
3/23/1999		GTE Northwest	Telephone Service	823.22

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Washington County Fair Complex
Line Item Report
March 1999

Date	Num	Name	Memo	Paid Amount
3/23/1999		A T & T Wireless	Cell Phone Service	14.19
3/23/1999		A T & T	Long Distance Charges	19.66
Total 108 · Telephone				986.06
109 · Printing				
3/8/1999		Lazerquick	Printing Charge	1.78
Total 109 · Printing				1.78
110 · Postage				
3/3/1999	24602	Intuit, Inc.	Quickbooks 99 Upgrade/Shipping & Handl...	10.00
3/22/1999	24635	United States Postal Service	Postage Machine Refill	400.00
Total 110 · Postage				410.00
111 · Equip/Bldg Rental				
111A · Equipment Rental				
3/23/1999		Copelco Capital, Inc.	Copier Rental/Insurance	212.23
Total 111A · Equipment Rental				212.23
111B · Armory Rental				
3/8/1999		Oregon Military Department	February Armory Rental	500.00
Total 111B · Armory Rental				500.00
Total 111 · Equip/Bldg Rental				712.23
112 · Utilities				
3/8/1999		Windsor Security	Monitoring Charges	77.85
3/23/1999		Portland General Electric	February Statements	2,594.62
3/23/1999		NW Natural	February Statements	1,269.21
3/23/1999		Hillsboro Garbage Disposal	Garbage Disposal Service	1,036.80
3/23/1999		City of Hillsboro	Water/Sewer/Storm Drain	3,898.62
Total 112 · Utilities				8,877.10
113 · Repair & Maintenance				
113B · Main Exhibit Hall R & M				
3/8/1999		A & I Paint & Decorating Inc.	Painting Supplies/MEH	162.62
Total 113B · Main Exhibit Hall R & M				162.62
113C · Cloverleaf R & M				
3/8/1999		A & I Paint & Decorating Inc.	Painting Supplies/CCB	162.62
Total 113C · Cloverleaf R & M				162.62
113G · Grounds/General R & M				
3/8/1999		Platt Electric	Storage Shed Electrical Supplies	86.43
3/8/1999		Shute Park True Value	Garden Supplies	35.97
3/12/1999	24626	Wilsonville Garden Center	Bench Ends	99.98
3/23/1999		A-Boy Supply Company	Electrical Supplies for Red Shed	27.20
3/23/1999		Applied Professional Services, Inc.	Drain Line Repairs	90.00
Total 113G · Grounds/General R & M				339.58
113L · Equipment R & M				
3/3/1999	24599	Paige Payne	Computer repair/installation	40.00
3/8/1999		Fisher Implement Company	Equipment Repair	52.35
3/8/1999		Hillsboro Auto Parts	Repair Parts/Supplies	63.77
3/8/1999	24619	Master Machine & Tool	Fire Truck pump part	313.50
3/23/1999		Western Equipment Distributors, Inc.	Toro Mower Repair Parts/Shipping	394.47
3/23/1999		Forest Grove Honda	Motorcycle Repair	11.70
3/23/1999		Dick's MacKenzie Ford	Ford PU Repair Parts	114.48
3/23/1999		Day Wireless Systems, Inc.	Radio Repair	50.00
3/24/1999	24667	Master Machine & Tool	Repair Parts	45.00
Total 113L · Equipment R & M				1,085.27
Total 113 · Repair & Maintenance				1,750.09

04/02/99

**Washington County Fair Complex
Line Item Report
March 1999**

Date	Num	Name	Memo	Paid Amount
114 · General Supplies				
3/8/1999		Ferrellgas	Propane Refill	191.91
3/8/1999		Hillsboro Auto Parts	Shop Supplies	2.95
3/8/1999		Platt Electric	Electrical Supplies	14.90
3/8/1999		Platt Electric	Electrical Supplies	33.90
3/8/1999		Shute Park True Value	Misc Supplies	147.69
3/8/1999		Shute Park True Value	Misc Supplies	59.39
3/23/1999		U-Haul	Propane	23.66
3/23/1999		Pacific Safety Supply, Inc.	No Smoking Signage	102.88
3/23/1999		Crystal Springs/Mt. Fresh	Bottled Water Supplies/Service	26.75
3/23/1999		Bob Nagel Distributing Co.	Janitorial Supplies	303.72
3/23/1999		Airgas Nor Pac, Inc.	Welding Supplies	167.09
3/23/1999		Bretthauer Oil Co.	Shop Fuel Supply	530.00
Total 114 · General Supplies				1,604.84
118 · Travel & Training				
3/23/1999		US Bancorp	Jackson Co. Seminar/NWCA	576.00
Total 118 · Travel & Training				576.00
123 · Private Mileage				
3/1/1999	24597	Melissa Williams	Dec/Jan/Feb Mileage Reimb.	53.63
3/4/1999	24603	Bill McKinley	Mileage Reimbursement	127.72
3/12/1999	24627	Paige Payne	Mileage Reimbursement	174.22
Total 123 · Private Mileage				355.57
124 · Car Allowance				
3/25/1999	24668	Washington County Finance Department	Car Allowance/Garza	325.00
Total 124 · Car Allowance				325.00
131 · Advertising & P.R.				
3/8/1999		Hillsboro Argus	Display Advertisement	212.80
3/8/1999		US West Communications	Directory Advertising	139.00
3/23/1999		US Bancorp	Rotary/Chamber	92.00
3/23/1999		EI Hispanic News	Advertising	168.00
Total 131 · Advertising & P.R.				611.80
132 · Board Expense				
3/3/1999	24600	Kentucky Fried Chicken	Board Mtg. Meals	40.61
3/23/1999	24664	Craft Warehouse	Award/David Lintz	148.53
Total 132 · Board Expense				189.14
133 · Dues, Licenses, Fees				
3/4/1999	24601	DMV	Trailer Registration	4.00
3/17/1999	24633	DMV	Lost Title Fee/Scooter	10.00
3/23/1999	24662	State of Oregon	Assumed Business Name Reg.	12.00
Total 133 · Dues, Licenses, Fees				26.00
149 · Misc. Materials & Svcs.				
3/17/1999	24632	Bergman Photographic	Photo	133.00
3/19/1999	24634	US Bank	Misc	357.50
3/23/1999		Y-MORE Enterprises, Inc.	Shavings for DJ's Swap Meet	700.00
3/23/1999	24663	US Bank	Petty Cash Expenses	290.00
3/23/1999	24666	Mike Wold	Reimb. Optimist Mtg. Meals	45.75
Total 149 · Misc. Materials & Svcs.				1,526.25
150 · Refunds				
3/4/1999	24604	Orenco Presbyterian Church	Refund Rental Deposit	200.00
3/4/1999	24605	James Claeys	Refund Rental Deposit	200.00
3/8/1999	24621	Unitarian Universalist Church	Refund Rental Deposit	93.00
3/22/1999	24636	Premier Security	Lost Radio Returned by Premier	700.00
3/23/1999	24665	Marlene Thompson	Refund Rental Deposit	200.00
Total 150 · Refunds				1,393.00

04/02/99

**Washington County Fair Complex
Line Item Report
March 1999**

Date	Num	Name	Memo	Paid Amount
Total BE · INTERIM OPERATIONS				19,378.82
DE · EXHIBITS/COMPETITIONS				
222 · Personnel 4-H				
3/17/1999	24629	Roberta Newman	Spring Foods Judge	75.00
3/17/1999	24630	Jan Theisen	Spring Foods Judge	75.00
3/17/1999	24631	Sharon Shelby	Spring Foods Judge	75.00
Total 222 · Personnel 4-H				225.00
223 · Other 4-H				
3/17/1999	24629	Roberta Newman	Mileage	40.80
3/17/1999	24630	Jan Theisen	Mileage	5.10
3/17/1999	24631	Sharon Shelby	Mileage	41.82
Total 223 · Other 4-H				87.72
Total DE · EXHIBITS/COMPETITIONS				312.72
EE · RODEO				
316 · Promotion				
3/11/1999	24624	Winnie Daniels	Reimbursement for picture frames	143.84
Total 316 · Promotion				143.84
317 · Materials & Supplies				
3/1/1999	24596	Friberg Electric	Reimbursement for letterhead	88.69
Total 317 · Materials & Supplies				88.69
318 · Board Expense				
3/11/1999	24623	Margaret McVey	Misc Expense Reimbursement	216.98
3/11/1999	24625	National Finals Rodeo	NFR Tickets (30 @ \$27 plus s/h)	0.00
3/16/1999	24628	National Finals Rodeo	NFR Tickets (15 @ \$27 plus s/h)	417.00
Total 318 · Board Expense				633.98
Total EE · RODEO				866.51
JE · CAPITAL OUTLAY				
513 · Equipment				
3/23/1999		Office Depot Credit Plan	Scanner/Zip Drive	279.98
Total 513 · Equipment				279.98
Total JE · CAPITAL OUTLAY				279.98
Total Expense				59,887.95
Net Income				(29,798.88)

**Washington County Fair Complex
FINANCIAL POSITION**

February 28, 1999

CHECKING ACCOUNTS	U.S. Bank	Wells Fargo	Bingo	
Book				
Beginning Balance	17,543.92	4,833.72	0.00	
Income Deposits	23,992.77	182.50	0.00	
From Government Pool	40,000.00	0.00	0.00	
Less Checks & Adjustments	74,957.90	0.00	0.00	
To Government Pool	0.00	0.00	0.00	
Ending Book Balance	6,578.79	5,016.22	0.00	
Bank				
Bank Balance	10,720.10	7,350.52	0.00	
Deposits In Transit	(15.57)	0.00	0.00	
Service Charges not in Book	0.00	0.00	0.00	
Outstanding Checks	4,125.74	2,334.30	0.00	
Ending Bank Balance	6,578.79	5,016.22	0.00	
TOTAL COMBINED CHECKING-BOOK BALANCE				11,595.01
SAVINGS ACCOUNTS	Investment	EXPO	Co. Fair Fund	
Book				
Beginning Balance	226,407.26	4,268.73	113,251.11	
Interest for Month	1,042.42	18.20	895.40	
From Checking	0.00	0.00	13,810.91	
To Checking	40,000.00	0.00	0.00	
Ending Book Balance	187,449.68	4,286.93	127,957.42	
Bank				
Bank Balance	188,257.73	4,303.17		
Deposit In Transit	(808.05)	(16.24)		
Ending Bank Balance	187,449.68	4,286.93		
TOTAL COMBINED SAVINGS-BOOK BALANCE				319,694.03
TOTAL RESOURCES				331,289.04

Washington County Fair Complex

FINANCIAL POSITION

Unreconciled as of 3/31/99

March 31, 1999

CHECKING ACCOUNTS	U.S. Bank	Wells Fargo	Bingo
Book			
Beginning Balance	6,578.79	5,016.22	0.00
Income Deposits	147,423.33	3,914.13	0.00
From Government Pool	15,000.00	0.00	0.00
Less Checks & Adjustments	59,887.95	4,500.00	0.00
To Government Pool	90,000.00	0.00	0.00
Ending Book Balance	19,114.17	4,430.35	0.00
TOTAL COMBINED CHECKING-BOOK BALANCE			23,544.52
SAVINGS ACCOUNTS	Investment	EXPO	Co. Fair Fund
Book			
Beginning Balance	187,449.68	4,286.93	127,957.42
Interest for Month	808.05	16.24	777.86
From Checking	90,000.00	0.00	1,649.46
To Checking	15,000.00	0.00	120,000.00
Ending Book Balance	263,257.73	4,303.17	10,384.74
TOTAL COMBINED SAVINGS-BOOK BALANCE			277,945.64
TOTAL RESOURCES			301,490.16

04/02/99

Washington County Fair Complex
Balance Sheet
As of March 31, 1999

	<u>Mar 31, '99</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · US Bank	19,114.17
1010 · Wells Fargo	4,430.35
1020 · Pool #4486	263,257.73
1030 · EXPO	4,303.17
1080 · Washington County Fair Fund	10,384.74
Total Checking/Savings	<u>301,490.16</u>
Total Current Assets	<u>301,490.16</u>
TOTAL ASSETS	<u>301,490.16</u>
LIABILITIES & EQUITY	
Equity	
3000 · Opening Bal Equity	305,435.66
3900 · Retained Earnings	(1,911.62)
Net Income	(2,033.88)
Total Equity	<u>301,490.16</u>
TOTAL LIABILITIES & EQUITY	<u>301,490.16</u>

WASHINGTON COUNTY FAIR COMPLE.
FISCAL YEAR JULY 1,1998-JUNE 30,1999

MARCH 1998	ACTUAL 1997-98	LINE DESCRIPTION ITEM#	BUDGET 1998-99	REVISED 1998-99	MARCH 1999	TO DATE 1998-99	BALANCE 1998-99	% OF BUDGET
STATE FUNDS								
0.00	0.00	1 Racing Commission	0.00	0.00	0.00	0.00	\$0.00	
0.00	0.00	2 Apportionment	0.00	0.00	0.00	0.00	\$0.00	
0.00	0.00	3 Merit Rate	0.00	0.00	0.00	0.00	\$0.00	
0.00	41,976.34	3A Dept. of Econ. Dev.	41,000.00	41,000.00	0.00	41,976.35	\$976.35	102.38%
0.00	41,976.34		41,000.00	41,000.00	0.00	41,976.35	\$976.35	102.38%
SPECIAL FUNDS								
0.00	0.00	4 Grants	0.00	0.00	0.00	0.00	\$0.00	
0.00	0.00	5 Funds Borrowed	275,000.00	275,000.00	0.00	0.00	(\$275,000.00)	0.00%
	0.00	7 RE Sold/Leased	520,000.00	520,000.00	0.00	229,961.15	(\$290,038.85)	44.22%
0.00	0.00		795,000.00	795,000.00	0.00	229,961.15	(\$565,038.85)	28.93%
DEDICATED FUNDS								
0.00	0.00	8 Horse Stall Construction	0.00	0.00	0	0.00	\$0.00	
27,000.00	567,388.69	9 Hotel/Motel Tax	600,000.00	600,000.00	1,649.46	418,642.34	(\$181,357.66)	69.77%
27,000.00	567,388.69		600,000.00	600,000.00	1,649.46	418,642.34	(\$181,357.66)	69.77%
INTERIM INCOME								
17,087.43	180,793.86	10 Rent & Storage	172,000.00	172,000.00	14,784.24	150,881.46	(\$21,118.54)	87.72%
2,800.00	16,855.00	11 Damage Deposits	15,000.00	15,000.00	1,600.00	11,825.00	(\$3,175.00)	78.83%
0.00	0.00	12 Advertising Sold	0.00	0.00	0.00	0.00	\$0.00	
0.00	5,500.00	13 Gate Change	5,500.00	5,500.00	0.00	0.00	(\$5,500.00)	0.00%
1,068.37	16,537.35	14 Interest	15,000.00	15,000.00	1,617.72	13,940.76	(\$1,059.24)	92.94%
0.00	0.00	15 Shows/Entertainment	100,000.00	100,000.00	0.00	0.00	(\$100,000.00)	0.00%
0.00	22,561.62	16 Parking Fees	20,000.00	20,000.00	0.00	0.00	(\$20,000.00)	0.00%
3,558.51	62,958.62	17 Miscellaneous Income	10,000.00	10,000.00	1,982.65	5,836.83	(\$4,163.17)	58.37%
3,965.00	33,722.00	18 RV Park	25,000.00	25,000.00	720.00	19,250.00	(\$5,750.00)	77.00%
28,479.31	338,928.45		362,500.00	362,500.00	20,704.61	201,734.05	(\$160,765.95)	55.65%

WASHINGTON COUNTY FAIR COMPLE.
FISCAL YEAR JULY 1,1998-JUNE 30,1999

MARCH 1998	TO DATE 1997-98	LINE ITEM#	DESCRIPTION	BUDGET 1998-99	REVISED 1998-99	MARCH 1999	TO DATE 1998-99	BALANCE 1998-99	% OF BUDGET
FAIR INCOME									
0.00	28,836.00	30	Youth Admission	30,000.00	30,000.00	0.00	30,931.50	931.50	103.11%
0.00	197,981.05	31	Other Admission	200,000.00	200,000.00	0.00	219,932.16	19,932.16	109.97%
4,381.00	121,490.37	32	Concessions/Booths	115,000.00	115,000.00	5,800.00	89,730.86	(25,269.14)	78.03%
0.00	45,512.95	33	Sponsorships	45,000.00	45,000.00	0.00	41,575.00	(3,425.00)	92.39%
0.00	3,885.00	34	Advertising Sold	7,000.00	7,000.00	350.00	6,700.00	(300.00)	95.71%
0.00	15,000.00	35	Gate Change	15,000.00	15,000.00	0.00	0.00	(15,000.00)	0.00%
0.00	51,997.02	36	Carnival Income	52,000.00	52,000.00	0.00	55,561.98	3,561.98	106.85%
0.00	4,001.50	37	Entry Fees	4,000.00	4,000.00	0.00	3,456.75	(543.25)	86.42%
0.00	49,268.54	38	Parking Fees	50,000.00	50,000.00	35.00	48,428.00	(1,572.00)	96.86%
250.00	79,250.00	39	Rodeo Sponsorships	77,800.00	77,800.00	1,500.00	63,300.00	(14,500.00)	81.36%
0.00	0.00	40	Horse Show	0.00	0.00	0.00	0.00	0.00	
0.00	5,847.31	41	Miscellaneous	5,000.00	5,000.00	50.00	2,237.14	(2,762.86)	44.74%
0.00	6,892.00	42	Rodeo Admissions	7,000.00	7,000.00	0.00	7,378.00	378.00	105.40%
0.00	0.00	43	Main Stage	0.00	0.00	0.00	0.00	0.00	
0.00	0.00	44	Arena Admissions	0.00	0.00	0.00	0.00	0.00	
0.00	0.00	45	Amphitheater Concession	800.00	800.00	0.00	1,200.00	400.00	150.00%
0.00	4,451.38	46	Rodeo Miscellaneous	4,000.00	4,000.00	0.00	0.00	(4,000.00)	0.00%
0.00	195.00	47	Horse Stall Rentals	4,550.00	4,550.00	0.00	2,990.00	(1,560.00)	65.71%
4,631.00	614,608.12			617,150.00	617,150.00	7,735.00	573,421.39	(43,728.61)	92.91%
BINGO									
0.00	12,000.00	70	Sessions	14,000.00	14,000.00	0.00	9,300.00	(4,700.00)	66.43%
0.00	0.00	71	Food	0.00	0.00	0.00	0.00	0.00	
0.00	0.00	72	Operating Change	0.00	0.00	0.00	0.00	0.00	
0.00	12,000.00			14,000.00	14,000.00	0.00	9,300.00	(4,700.00)	66.43%
60,110.31	1,574,901.60	TOTAL INCOME CATEGORIES		2,429,650.00	2,429,650.00	30,089.07	1,475,035.28	(954,614.72)	60.71%
BEGINNING BALANCE									
238,390.52	417,330.00	99	Cash on Hand	425,274.00	425,274.00	331,289.04	496,394.87		
298,500.83	1,992,231.60	TOTAL INCOME/BEG CASH ON		\$2,854,924.00	\$2,854,924.00	361,378.11	1,971,430.15	(883,493.85)	69.05%
236,217.49	496,394.87	CURRENT CASH ON HAND				301,490.16	301,490.16		

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WASHINGTON COUNTY FAIR COMPLE.
FISCAL YEAR JULY 1, 1998 - JUNE 30, 1999

MARCH 1998	TO DATE 1997-98	LINE ITEM #	DESCRIPTION	BUDGET 1998-99	REVISED 1998-99	MARCH 1999	TO DATE 1998-99	BALANCE 1998-99	% OF BUDGET
PERSONNEL									
28,162.76	405,840.18	101	Salaries	460,930.00	460,930.00	29,286.43	365,631.58	(95,298.42)	79.32%
10,269.99	104,719.39	102	O.P.E.	100,070.00	100,070.00	9,763.49	101,074.90	1,004.90	101.00%
38,432.75	510,559.57			561,000.00	561,000.00	39,049.92	466,706.48	(94,293.52)	83.19%
INTERIM OPERATIONS									
342.88	4,688.13	107	Office Expense	4,200.00	4,200.00	33.96	2,078.89	(2,121.11)	49.50%
207.44	11,624.97	108	Telephone	12,000.00	12,000.00	986.06	8,658.90	(3,341.10)	72.16%
0.00	554.28	109	Printing	2,000.00	2,000.00	1.78	1,093.68	(906.32)	54.68%
437.57	3,235.61	110	Postage	5,000.00	5,000.00	410.00	1,561.00	(3,439.00)	31.22%
212.23	7,466.91	111	Equip/Bldg Rental	9,500.00	9,500.00	712.23	5,737.30	(3,762.70)	60.39%
7,753.59	66,394.37	112	Utilities	75,000.00	75,000.00	8,877.10	54,633.01	(20,366.99)	72.84%
6,222.85	43,748.30	113	Repair & Maintenance	55,000.00	55,000.00	1,750.09	32,986.59	(22,013.41)	59.98%
3,224.34	23,162.12	114	General Supplies	23,000.00	23,000.00	1,604.84	16,822.56	(6,177.44)	73.14%
0.00	0.00	115	Legal Notices	0.00	0.00	0.00	0.00	0.00	
0.00	5,600.00	116	Gate Change	5,500.00	5,500.00	0.00	0.00	(5,500.00)	0.00%
0.00	3,433.61	117	Parking	7,000.00	7,000.00	0.00	300.00	(6,700.00)	4.29%
92.00	5,247.41	118	Travel & Training	4,500.00	4,500.00	576.00	6,132.21	1,632.21	136.27%
0.00	9,029.90	119	Legal fees	4,500.00	4,500.00	0.00	2,517.00	(1,983.00)	55.93%
17.54	5,619.41	121	Professional Svcs.	0.00	0.00	0.00	1,679.26	1,679.26	
0.00	8,818.91	122	Insurance & Bond	9,000.00	9,000.00	0.00	9,441.98	441.98	104.91%
0.00	205.53	123	Private Mileage	1,000.00	1,000.00	355.57	823.67	(176.33)	82.37%
0.00	4,075.00	124	Car Allowance	5,000.00	5,000.00	325.00	4,225.00	(775.00)	84.50%
1,092.70	6,700.86	131	Advertising & P.R.	7,500.00	7,500.00	611.80	9,008.57	1,508.57	120.11%
206.64	3,688.33	132	Board Expense	4,500.00	4,500.00	189.14	3,036.60	(1,463.40)	67.48%
320.00	3,442.71	133	Dues,Licenses,Fees	3,000.00	3,000.00	26.00	2,658.90	(341.10)	88.63%
101.85	10,171.64	149	Misc. materials & Svcs.	6,000.00	6,000.00	1,526.25	6,617.83	617.83	110.30%
886.71	14,350.28	150	Refunds	15,000.00	15,000.00	1,393.00	10,711.68	(4,288.32)	71.41%
0.00	14,799.00	151	County-Indirect cost	34,486.00	34,486.00	0.00	26,394.75	(8,091.25)	76.54%
0.00	0.00	153	Petty Cash	200.00	200.00	0.00	0.00	(200.00)	0.00%
0.00	567.63	154A	RV Park Repair & Maint	3,000.00	3,000.00	0.00	1,246.43	(1,753.57)	41.55%
0.00	6,798.53	154B	RV Park Hotel/Motel Tax	0.00	0.00	0.00	217.12	217.12	
21,118.34	263,423.44			295,886.00	295,886.00	19,378.82	208,582.93	(87,303.07)	70.49%

WASHINGTON COUNTY FAIR COMPLETE
FISCAL YEAR JULY 1, 1998 -JUNE 30, 1999

MARCH 1,998.00	TO DATE 1997-98	LINE ITEM #	DESCRIPTION	BUDGET 1998-99	REVISED 1998-99	MARCH 1999	TO DATE 1998-99	BALANCE 1998-99	% OF BUDGET
FAIR OPERATIONS									
0.00	8,749.47	175	Printing	12,000.00	12,000.00	0.00	8,328.36	(3,671.64)	69.40%
0.00	10,479.59	176	Utilities	11,000.00	11,000.00	0.00	7,726.17	(3,273.83)	70.24%
0.00	15,000.00	177	Gate Change	15,000.00	15,000.00	0.00	15,000.00	0.00	100.00%
0.00	9,234.97	178	Parking	10,000.00	10,000.00	0.00	12,166.38	2,166.38	121.66%
0.00	35,994.95	179	Professional Svcs.	38,000.00	38,000.00	0.00	46,854.37	8,854.37	123.30%
0.00	64,237.88	180	Advertising	70,000.00	70,000.00	0.00	70,111.11	111.11	100.16%
0.00	808.00	181	Refunds	1,000.00	1,000.00	0.00	680.00	(320.00)	68.00%
347.24	19,558.74	182	Miscellaneous	8,000.00	8,000.00	0.00	8,145.21	145.21	101.82%
149.03	2,849.35	183	Decorations	3,500.00	3,500.00	0.00	2,469.50	(1,030.50)	70.56%
0.00	11,000.27	184	Equipment Rental	6,000.00	6,000.00	0.00	12,742.39	6,742.39	212.37%
0.00	2,835.00	185	Horse Stall Rental	4,550.00	4,550.00	0.00	3,900.00	(650.00)	85.71%
0.00	15,541.25	186	Restroom Service	17,000.00	17,000.00	0.00	22,878.57	5,878.57	134.58%
0.00	8,101.24	187	Repair & Maintenance	8,000.00	8,000.00	0.00	3,504.99	(4,495.01)	43.81%
496.27	204,390.71			204,050.00	204,050.00	0.00	214,507.05	10,457.05	105.12%
EXHIBITS/COMPETITIONS									
								0.00	
0.00	3,328.25	211	Awards FFA	3,500.00	3,500.00	0.00	2,382.00	(1,118.00)	68.06%
0.00	798.33	212	Personnel FFA	1,000.00	1,000.00	0.00	1,753.37	753.37	175.34%
0.00	372.21	213	Other FFA	1,500.00	1,500.00	0.00	382.12	(1,117.88)	25.47%
8.00	10,014.12	221	Awards 4-H	10,500.00	10,500.00	0.00	8,069.00	(2,431.00)	76.85%
0.00	5,098.33	222	Personnel 4-H	5,500.00	5,500.00	225.00	6,039.82	539.82	109.81%
0.00	2,593.21	223	Other 4-H	3,600.00	3,600.00	87.72	5,182.45	1,582.45	143.96%
0.00	37,567.69	231	Awards Open Class	40,000.00	40,000.00	0.00	34,997.00	(5,003.00)	87.49%
0.00	4,635.34	232	Personnel Open	7,000.00	7,000.00	0.00	4,726.82	(2,273.18)	67.53%
15.00	2,713.50	233	Other Open Class	4,000.00	4,000.00	0.00	4,430.10	430.10	110.75%
23.00	67,120.98			76,600.00	76,600.00	312.72	67,962.68	(8,637.32)	88.72%

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WASHINGTON COUNTY FAIR COMPLE...
FISCAL YEAR JULY 1, 1998-JUNE 30, 1999

MARCH 1,998.00	TO DATE 1997-98	LINE ITEM #	DESCRIPTION	BUDGET 1998-99	REVISED 1998-99	MARCH 1999	TO DATE 1998-99	BALANCE 1998-99	% OF BUDGET
RODEO									
0.00	45,500.00	311	Prize Money	52,800.00	52,800.00	0.00	52,800.00	0.00	100.00%
0.00	14,034.25	312	Personnel	18,600.00	18,600.00	0.00	25,037.55	6,437.55	134.61%
0.00	16,500.00	313	Stock Contract	19,500.00	19,500.00	0.00	18,854.10	(645.90)	96.69%
0.00	1,346.69	314	Special Awards	1,000.00	1,000.00	0.00	1,353.76	353.76	135.38%
0.00	583.17	315	Special Kid's Rodeo	2,000.00	2,000.00	0.00	1,700.06	(299.94)	85.00%
0.00	7,848.19	316	Promotion	6,500.00	6,500.00	143.84	11,176.22	4,676.22	171.94%
145.53	4,060.60	317	Materials & Supplies	4,000.00	4,000.00	88.69	3,899.27	(100.73)	97.48%
364.00	5,447.68	318	Board Expense	6,000.00	6,000.00	633.98	3,875.48	(2,124.52)	64.59%
0.00	1,150.00	319	Other (Fees & Dues)	2,000.00	2,000.00	0.00	1,266.14	(733.86)	63.31%
445.67	5,488.22	320	Queen	3,000.00	3,000.00	0.00	1,514.18	(1,485.82)	50.47%
0.00	9,349.20	321	Rental Equipment	5,000.00	5,000.00	0.00	1,414.00	(3,586.00)	28.28%
0.00	0.00	321A	Money Raising Projects	3,000.00	3,000.00	0.00	0.00	(3,000.00)	0.00%
0.00	0.00	321B	Petty Cash	0.00	0.00	0.00	0.00	0.00	
955.20	111,308.00			123,400.00	123,400.00	866.51	122,890.76	(509.24)	99.59%
HORSE SHOWS									
0.00	0.00	322	Personnel	0.00	0.00	0.00	0.00	0.00	
0.00	0.00	323	Other	0.00	0.00	0.00	0.00	0.00	
0.00	0.00			0.00	0.00	0.00	0.00	0.00	
FAIR: ENTERTAINMENT									
0.00	70,510.00	324	Main Stage	80,000.00	80,000.00	0.00	92,000.00	12,000.00	115.00%
0.00	64,555.60	325	Grounds Entertainment	65,000.00	65,000.00	0.00	66,225.00	1,225.00	101.88%
0.00	30,801.44	326	Associated Costs-Main	31,500.00	31,500.00	0.00	29,299.13	(2,200.87)	93.01%
0.00	10,542.57	327	Associated Costs-Ground	11,000.00	11,000.00	0.00	7,473.26	(3,526.74)	67.94%
0.00	1,893.00	328	Touch & See	2,000.00	2,000.00	0.00	1,772.50	(227.50)	88.63%
0.00	178,302.61			189,500.00	189,500.00	0.00	196,769.89	7,269.89	103.84%
INTERIM ENTERTAINMENT									
0.00	0.00	375	Interim shows	100,000.00	100,000.00	0.00	0.00	(100,000.00)	0.00%
0.00	0.00			100,000.00	100,000.00	0.00	0.00	(100,000.00)	0.00%

WASHINGTON COUNTY FAIR COMPLETION
 FISCAL YEAR JULY 1, 1998-JUNE 30, 1999

MARCH 1998	ACTUAL 1997-98	LINE ITEM #	DESCRIPTION	BUDGET 1998-99	REVISED 1998-99	MARCH 1999	ACTUAL 1998-99	BALANCE 1998-99	% OF BUDGET
BINGO									
0.00	0.00	401	Personnel	0.00	0.00	0.00	0.00	0.00	
0.00	0.00	402	Supplies	0.00	0.00	0.00	0.00	0.00	
0.00	0.00	403	Mileage	0.00	0.00	0.00	0.00	0.00	
0.00	0.00	404	Food	0.00	0.00	0.00	0.00	0.00	
0.00	0.00	405	Advertising	0.00	0.00	0.00	0.00	0.00	
0.00	0.00	406	Equipment Repairs	500.00	500.00	0.00	478.25	(21.75)	95.65%
0.00	0.00	407	Operating Change	0.00	0.00	0.00	0.00	0.00	
0.00	0.00	408	Dues,Licenses,Fees	0.00	0.00	0.00	0.00	0.00	
0.00	0.00			500.00	500.00	0.00	478.25	(21.75)	95.65%
CAPITAL OUTLAY									
0.00	57,111.50	510	Purchase/Lease	696,000.00	696,000.00	0.00	382,735.90	(313,264.10)	54.99%
0.00	23,375.00	511	Land Improvements	50,000.00	50,000.00	0.00	0.00	(50,000.00)	0.00%
311.10	49,677.84	512	Bldg. & Structure	100,000.00	100,000.00	0.00	3,438.61	(96,561.39)	3.44%
946.68	29,874.83	513	Equipment	25,000.00	25,000.00	279.98	5,867.44	(19,132.56)	23.47%
0.00	0.00	514	Equipment-Bingo	0.00	0.00	0.00	0.00	0.00	
0.00	692.25	515	Horse Stalls	1,000.00	1,000.00	0.00	0.00	(1,000.00)	0.00%
1,257.78	160,731.42			872,000.00	872,000.00	279.98	392,041.95	(479,958.05)	44.96%
CONTINGENCY									
0.00	0.00	600	Contingency	431,988.00	431,988.00				
62,283.34	1,495,836.73	TOTAL EXPENSE		\$2,854,924.00	\$2,854,924.00	59,887.95	1,669,939.99	(1,184,984.01)	58.49%

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MINUTES

WASHINGTON COUNTY FAIR BOARD MEETING

MARCH 3, 1999

CONVIENED: 4:30 PM

FAIR BOARD:

Chair: Lyle Spiesschaert
Member: Sheila Day
Member: Rich Vial
Member: Kathy Christy

FAIR COMPLEX STAFF:

Executive Director: Margaret Garza
Fair Manager: Bill McKinley
Marketing Director: Lisa DuPre'
Maintenance: Jim Jordan

GUESTS:

Cal Wade
Cody Feinauer Rodeo Board
Mike Baker Rodeo Board
Fred Scheller Boosters
Lloyd Baron Boosters
Sandy Baker 4-H Horse Fair
Marty Rowe KBNP

Chairman Lyle Spiesschaert calls the meeting to order with the standard welcome to the audience.

1.Consent Agenda: Margaret Garza gives report. Garza goes over the financial position of February, 1999.

Housekeeping notes: (A) Garza mentions letter addressed to Cal Wade authorizing him to continue consulting on the future development planning. Rich Vial suggests that the Board discuss the matter in executive session. (B) "Indirect" figures wrong for a couple of years, Loni Reising will be giving us a \$27,000 credit for the last two years. (C) Local government pool account that the Fair Complex has enjoyed was cited in the 1997 County Audit to be in conflict with state statute Investment. County would like the Fair to transfer our LGIP account to the County. Garza makes a strong appeal that we need to keep our LGIP account. We have an opinion back from County Counsel Allen Rappleyea recommending that Garza meets with finance (Loni Reising and Jim Croft) to devise a way for us to get to our money in a timely manner. (D) Spiesschaert received a

WASHINGTON COUNTY FAIR BOARD MINUTES
MARCH 3, 1999
PAGE TWO

letter of support in reference to future development from the Hillsboro Chamber of Commerce. (E) The bucking bull incident. Lloyds of London, the insurer of record for the bucking bull are responsible for the coverage, not the County or Fair Complex (F) The plaque for David Lintz; Garza contacted Lintz and said he'd prefer to receive it at a board meeting, so Garza suggested at the Next Fair Board meeting on April 7th to make the presentation.

2. Correction to the minutes: Page 15 in the marketing report, replace "tack" wagons with "taco" wagons.

3. 4-H Horse Fair: Sandy Baker gives report. There was a tack sale on the 20th of February and was one of the most successful sales they've had. There had been several requests for early use of the arena. Garza said that we are pretty much subject to the weather and that the targeted time to work the arena is in May. 4-H Horse would like to borrow the rodeo office again this year for their event, Feinauer, the Rodeo Board president sees no problem in 4-H using the premises.

4. Rodeo Report: Cody Feinauer. Sent out letters for commitment for sponsorship, so far we have received about \$29,500 in sponsorship commitment, not including the NECA bull fights who have said previously they were in, which is another \$10,000. United Rentals is one store away from being in again, which represents another \$15,000, which will double what we already have. We should be back up there where we were last year. We will know by the 1st of April who is on board and who is not for this next year. National Rodeo publication features the Washington County Special Kids Rodeo in a picture and comment. There is going to be a "poker" ride at Flying "M" Ranch to raise money for the Rodeo, Lori Benton is organizing the event. Feinauer asks what we decided on the budget? Garza says we have left the budget pretty much as it was from last year. Feinauer, inquires, "by me, or by you". Garza, states, "by me". Feinauer, states that the figure is \$126,200", Garza, states she thinks that's correct. Feinauer states which means that we are over budget. ". Spiesscheart asks a related budget question, where is the Rodeo Board with the double booking of the clowns, Feinauer explains the difficulty in canceling one of the clown acts, says that it will affect the credibility of their show, if needs be, "I will pay for the extra clown out of my own pocket". Vial says maybe we can cover a portion of the expense, say for example, \$1,000 if one clown or the other finds another show, this as an incentive to find another show. Feinauer will float that idea. Garza says

WASHINGTON COUNTY FAIR BOARD MINUTES
MARCH 3, 1999
PAGE THREE

that Feinauer has done a nice job of explaining the expenditure side of the budget, what about the sponsorship side? Feinauer says, "I don't know until we get back all our sponsorship letters of intent. Garza says that at some point in time the sponsorship dollars coming in should be getting closer and closer to the expenses going out, Feinauer agrees. Garza says that the sponsorship dollars should be more in that the Rodeo Board made a commitment to help the Fair on Sunday in dollars due to a request, by the Rodeo Board, to make a scheduling change that would excluded a Sunday Rodeo performance. Spiesschaert asks if the figures will be much closer by next Fair Board meeting. Feinauer says, "yes", and that by April 1st he will have all these letters of intent back. Feinauer says that the main difference between Garza's budget and his is the added clown expenditure. Feinauer cites, contract by contract that costs are up, and is most concerned about line item #312 and it will be going over and it's going to be \$24,208, and that's higher than Garza's line item figure. Sheila Day asks if this is accurate, Feinauer reiterates the figure \$24,208. Garza comments that we need to be careful in over committing ourselves. Vial says that the ultimate goal is to make the Rodeo self-sufficient. Spiesschaert says that may be the goal, but realistically do not expect the Rodeo will be self-sufficient.

5. Booster's Report: Fred Scheller gives report. Speaks for the need to have written policies in dealing with work projects on the Fairgrounds. The Boosters Board of Directors have come up with a document, and would like to point out a couple of points. From now on the Boosters would like Fairgrounds personnel to contact only the president or treasurer to authorize any club function on the Fairgrounds, and to make Lisa Dupre' aware of the function. Main thing is how the Boosters use the personnel we have. They want to be sure that they have adequate staff while at the same time be able to make money with their projects. With the changes that are taking place at the Fairgrounds (increased interim usage) they will be limiting themselves in the number of events where they serve food. They are going to emphasis "service, promotion, and support" of the Fairgrounds, like in areas of distributing premium books, selling tickets at the airshow, providing food service at the Fair, and publicity. Within the organization they will assign one person to chair the event and one person to make purchases, and this will help avoid any misunderstanding like they have had in the past. They are now actively working on the airshow and have committed themselves to the distribution of the premium book.

**WASHINGTON COUNTY FAIR BOARD MINUTES
MARCH 3, 1999
PAGE FOUR**

Spiesschaert comments that he and the Board are very appreciative of the ongoing efforts of the Boosters.

6. Fair Report: Bill McKinley gives report. McKinley has talked to Terry Amato about the beer sponsorship and feels confident about us getting Coors Light and Corona for this year. Amato mentioned that he would try to expedite a decision. McKinley comments on the many people at the Rodeo meeting, and the enthusiasm that he found there. Food concession contracts are coming in. One major fall out is the bar-b-que stand. Howard will not be coming back, looking at several options to fill the space. Kathy Christy mentions that she may have a possible replacement. Fred Sheller also refers to a possible replacement resource. Professional Services contracts go out in the next few weeks. McKinley refers to the superintendents meeting attended by Garza and Day, and Paige Payne. Day gave her impressions of that meeting. Felt there was some progress and also some reluctance to experiment with new ideas in exhibiting in the Main Exhibit Building. Spiesschaert mention that we need to work with these superintendents and be sensitive to their concerns. He also mentioned the superintendents work shop that took place in Medford just a week ago as a good forum for new ideas. Garza mentioned that we were willing to provide the tools or whatever to assist the superintendents in being creative,. Lloyd Baron mentioned the beautiful color coordination after the exhibits had been shown and taken apart at the Alaska State Fair. Garza said those at the superintendents meeting were for the most part upbeat. McKinley mentioned that he and Garza attended the Area meeting (#1) at Clatsop County Fairgrounds in Astoria. Both of us were impressed with the quality and forethought that went into creating the new "multi-purpose" Fairgrounds. McKinley refers to the Power Rents accident involving Mary Eldred at last year's Fair. County Risk Management's Bob Osip denied her claim, but Eldred wanted to present her position in writing and she is going to present a clean copy for me to forward to Risk Management for further review.

7. Marketing Report: Lisa DuPre' gives report. DuPre' reviews the proposed rate increase, and the coordination in folding those increases into the existing ongoing schedule. There has not been a rate increase at the Fair Complex in the last six years. DuPre' has done a comparative of other facilities and found that our rates have been significantly below other facilities of similar size and scope, and that these other facilities are in the process of raising their rates right now. Even with a rate increase here, we will still be below other facilities. The Fair Complex will explain that this

**WASHINGTON COUNTY FAIR BOARD MINUTES
MARCH 3, 1999
PAGE FIVE**

reflects the increases in our cost of doing business. the cost of doing business. Garza said that it is time to bring our facilities rental rates to a comparable with other facilities given the ambiguous nature of the Fairgrounds development plan. We need to enforce our 4-hour minimum use rule, as other facilities do. We are going to meet soon with other facilities to network on rates and rental policies at the State Fair.

Chairman Lyle Spiesschaert calls for a motion to adopt the proposed rate increase table. Rich Vial moves that the Fair Board adopt the facility rate increases effective July 1, 1999 as proposed. Kathy Christy seconds, the motion carries.

DuPre' mentions that she is working on advertising for the Entertainment Guide with a date of getting it out by June 1st, also with target dates of April 1st as our reservation deadline, with copy in by April 15, and go to press by mid- May. Kathy Christy asks what the cost of an add is, she suggests some alternatives in soliciting selective adds as with a one liner with a persons name in the Guide. Staff says that they will into that suggestion.

8. Maintenance Report: Jim Jordan gives report. The painting in the ME and Cloverleaf building is just about wrapped up. Mike Wold has gotten in all the bids for the trimming of the trees. We have been addressing several bad drain problems. Two major drainage problems are in front of our most publicly used buildings. From the looks of Lisa's schedule, it appears that our set-up team is going to be very busy. Jordan has been maintaining and repairing electrical services in the facilities.

9. Old Business: **(A)** AOC/OFA proposed legislative bill update. McKinley says that the bill has not been given a reading yet. Garza mentions being at a meeting of Hillsboro public schools with Charles Starr, Bruce Star and Jim Hill. They briefed her that the funding for fairs will probably be authorized. The issue is at what level the monies will be available. The low figure is \$44,000 for all fairs or \$50,000. Cal Wade mentioned a discussion with Denny Holmes in which he told him that the Linn County initiative was dropped from the bill with AOC and OFA agreeing to delete that portion. **(B)** Garza mentions the meeting she had in gathering preliminary information from "Western World" personnel concerning the Crop trailer controversy. Also that she has to have a couple more meetings in which to draw this issue and it's elements all together.

WASHINGTON COUNTY FAIR BOARD MINUTES
MARCH 3, 1999
PAGE SIX

10. New Business: (A) Marty Rowe presentation: makes a presentation of marketing logos, jingles and other fair identifiers in marketing for the Fair. This in response to the Bob Friedman report suggestion of invigorating our image. Fair Board makes comments and suggestions and is positive about what they see and hear. Discussion about sponsorship and the possibility of Pepsi putting up an electronic sign for advertising space and signage. Discussion about the jingle, logo, colors and design and it's application in letterhead, graphics, and communication of all kinds that represents the Fair and accentuates the "identity" of the Fair Complex, not just a Fairgrounds. (B) Mission statement; Kathy Christy revises for correction in making an addition to commitment, to; "life long learning, , *with a special emphasis on youth*" also, "*provide a welcoming environment for all volunteers*". Garza asks for those additions and corrections in writing. Garza mentions that she has given a copy of the mission statement draft to all staff members (and Rodeo) but the Boosters she had not, but will tonight. Further corrections and modifications made. (C) Upgrade of the ME building, Garza gives an analysis, mentions letter received by the architects indicating that with an earthquake there would be substantial damage. Garza to gather additional information and identify the costs to mitigate or lessen the liability in upgrading the facility, estimates over \$150,000. Garza inquires whether the Fair Board wants to make further repairs to this building or not given the anticipated expense, or do we wait for the/a development plan to be implemented. Spiesschaert want to know if we are within code on this building. Vial refers to language that shows that we are, but asks if the building were to fail, is there any reference to just "how" it will fail? A catastrophic failure would be viewed much differently than a gradual degrading of the building in case of an earthquake or emergency. Cal Wade mentions a scenario that has the walls going out first. (D) 4-H stall update. Garza mentions concerns brought forward by Sandy Baker at our request. Sandy Baker give analysis of what interested parties including the horse advisory committee, brought forward in their suggestions on what the stalls should be like. Would like whatever, the new scheme to be in place for this year, given that we have not ordered portable stalls for this year. Will have 125 horses here this year. Portable stalls were extremely hot and we refunded monies last year for those who did not want their animals exposed to those conditions. Panels and plywood "box stalls" are a compromise solution. Spiesschaert stress the need for multi-use with any proposed stalls, and the fronts be visible to the public. Baker explains the delivery schedule of the various companies that would provide these stalls, and the difficulty in meeting the demands of those exhibitors in the 4-H horse advisory committee. Spiesschaert asks if Baker would leave her gathered information. There are several questions to be answered, such as storage

**WASHINGTON COUNTY FAIR BOARD MINUTES
MARCH 3, 1999
PAGE SEVEN**

for these new stalls. Spiesschaert asks that staff come back with a proposal as to what we do at the next Board meeting. Vial sees multi-use possibilities but cautions as to safety being implemented in that varied use. General discussion.

Spiesschaert mentions the scheduled joint meeting on the Fair Complex project development. He advises that we, along with the City of Hillsboro, present a joint press release relating the status of the project, and indicating what is next to come.

Chairman Lyle Spiesschaert adjourns the meeting by acclamation at 6:50 PM

MINUTES APPROVED THIS 7TH DAY OF APRIL, 1999

**Bill McKinley
Recording Secretary**

**Lyle Spiesschaert
Chair**

WASHINGTON COUNTY RODEO
ASSOCIATES MEETING
MARCH 1, 1999

IN ATTENDANCE: CODY F., LARRY B., BRIAN A., LAURIE B., GARY M., GARY P., MIKE B., AMY W., COREY A., PAT B., PATTY C., WINNIE D., AMBER D., BERT D., TARA F., LYNN F., KELLY G., KATE G., GREG H., TODD K., BRIAN L., PAULA M., ANGELA M., MARGRET M., MARTY M., LAYNIE M., KELLY N., JENNY O., BRIAN P., JEFF P., LONNA P., JACK P., MIKE S., AND DALE Z.

Meeting was called to order by Cody at 7:30 p.m. and was held at the Cloverleaf Building.

Cody began by stating that the board had received the application for NRF tickets and that they were going to apply for as many tickets as possible.

The budget has not been approved at the time of the meeting.

Winnie informed the association that a long time family member of the Special Kids Rodeo had passed away. Winnie asked that something be said during the Special Kids rodeo about Joey as a remembrance and tribute to him. We wish his family all the best.

Committee Reports

Grounds (Gary M.) -- All the slider material is at PCC and is under construction. They should be completed in about a month.

Cowboy Comfort (Angela M.) -- Both the sponsors for the Shawn McMullin award have committed for this year. Letters have been sent out to numerous contestants to invite them to compete at our rodeo. Currently looking for a sponsor for autographs. Still looking for donations for a swingset and other playground equipment.

BBQ (Pat B.) -- Still working on finding an ice machine and oven racks.

VIP (Larry B.) -- Need to finalize the beer distributor contract, the fair board will provide this information.

PR/Special Kids (Laurie B.) A picture of the Special Kids contestants was published in the State Line magazine. Our application for the Justin Sports award was accepted. At this point, the rodeo will not have a float in the Starlight Parade. The Poker Ride has been set for May 15th. Volunteers are desperately needed. If you would like to help out please call.

Merchandise (Brian A.) -- Still working on quotes for merchandise.

Awards (Amy) -- The event awards were found. They need to be approved.

Sponsorship (Gary P.) - As of Monday, March 1, 1999, the following signed letters of intent for sponsorship: Amigo's, Emmons General Contracting, Baker Rock Resources, Westside Concrete, Rutan Construction, Frieberg Electric, H&R Utilities, All MRO, and Best Mix Concrete. NECA/IBEW has verbally committed but has not yet returned the letter. United Rentals has not fully committed and American Family Insurance is still in the air.

Parking (Mike B.) -- Nothing to report.

Queen (Lynn H.) -- Working on this years schedule. Attended several coronations.

Contracts (Cody F.) -- Finalized contract with Borba for the bullfight.

Larry motioned that the meeting adjourn at 8:30 p.m. and Mike seconded the motion.

Next associates meeting -- April 5, 1999 @ the Cloverleaf building.

Next executive meeting -- March, 15, 1999 @ Frieberg Electric.

Submitted by Amy

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*User Friendly
Computer Services*



503 / 553-5382

Don Wood

don@user-friendly.org

www.user-friendly.org

Proposal

Washington County Fair

Linda;

I just wanted to say thank you very much for the opportunity to visit your office and survey the potential for partnering with you to enhance the computer performance of your office.

I have broken down the quote into the following sections for your convenience:

Phase One - Networking

✓ Server

The Server will handle printing, file sharing, Internet Access through an ISDN connection provided by GTE, and data backup.

✓ Hubs

I am including option for two different kinds of Hubs:

Standard 10/100 8 Channel Hub
Smart 10/100 8 Channel Hub*

*A Smart Hub improved network performance by eliminating data collisions.

✓ Network Adapters

✓ Wiring

This includes cable and mounting of wall jacks and face plates.

✓ Training

We will train all of your staff on Networking and Server Usage as well as basic training on applications used every day such as MS Office Suite.

Phase Two - Internet

✓ WEB Page Development and Hosting

Your site will be hosted on a UNIX server for best performance with minimal down time.



Project One – Office Networking and Internet Access

Server

PII-350
 Seattle Motherboard (CPU upgrade capabilities to PIII-500)
 128 MB RAM
 4 MB AGP Video Card
 10.0 GB IDE Hard Drive
 1.44 MB Floppy Disk Drive
 100 MB Internal Zip Drive
 4/8 GB IDE Tape Backup
 40x CD-ROM
 10/100 Network Interface Card
 Sound Card & Speakers
 Extended Keyboard and Mouse
 Mid Tower Case w/ Power Supply

- ISDN Modem will be provided by GTE for approximately \$200 – not included in this quote.

Networking

3Com 10/100 Mbit Network Cards (Quantity 5)
 Installation of Wall Jacks and Running Cable

Hubs

Standard 8 Port 100 Mbit Hub
 or
 Smart 8 Port 100 Mbit Hub

Installation and Training

50 Hours of Labor

Total for Phase One with Standard Hub*

Parts	2,500.00
Labor (Prepaid)	2,500.00
Labor (Hourly)	3,750.00

*For Smart Hub add \$1,400.

Project Two – WEB Page Development and Hosting

Web Hosting (Monthly Rate)	\$ 30.00
Domain Name Registration (One time fee)	\$ 100.00
Web Page Design	\$1,000.00

Includes 10 to 15 pages with standard graphics* and text.
Standard graphics would be defined as photos, artwork provided by the Client, and simple drawings.

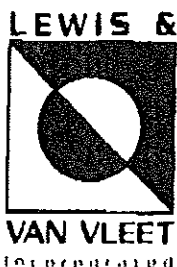
*For complex rendering and graphics add \$100.00 per page.

DRAFT OF THE MISSION STATEMENT COMPILED ON MARCH 3, 1999.

MISSION STATEMENT

THE MISSION OF THE WASHINGTON COUNTY FAIR COMPLEX IS TO PROVIDE EXCELLENT FACILITIES AND SERVICES IN A SELF-SUPPORTING MANNER FOR THE FOLLOWING PURPOSES:

- PRESERVE THE ANNUAL COUNTY FAIR AND 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 TRADE SHOWS, PUBLIC EXHIBITIONS, AND SPECIAL GATHERINGS,
- PRESERVE THE VALUES OF THE RESIDENTS OF WASHINGTON COUNTY.



principals
CHRIS C. VAN VLEET, P.E.
GARU J. LEWIS, P.E.

March 23, 1999

Margaret Garza
Washington County Fairplex
872 N.E. 28th St.
Hillsboro, Oregon 97124

RE: Exhibit Hall Seismic Upgrade

Dear Ms. Garza:

Over a period of years, I have been involved in investigating options for upgrading the strength of and inspecting the Exhibit Hall Building at the Washington County Fairplex. This letter is intended to provide an overview of what has been done to date, our opinions as to the seismic weaknesses of the Exhibit Hall structure, and some suggestions and rough cost estimates for upgrade or replacement of the building. Prior to writing this letter, I visited the building again on March 19th and met with Earl Bemis. We walked the interior and exterior perimeters of the building and looked at the condition of the concrete masonry unit (CMU) walls, paying particular attention to areas where we had inspected earlier cracks and where Earl had previously installed crack monitors.

Our walk-thru of the building did not reveal any significant changes from previous conditions which were observed. There does appear to be continuing movement of the building, most likely due to continued settlement in certain areas of the structure. Since the exterior walls of the building do not contain any steel reinforcement, settlement of the soils under the foundations result in visible cracks in the masonry walls. Reinforcement is now always provided in masonry and concrete walls since those walls are very weak in tension capacity, and the reinforcement will hold the masonry together when it is subjected to tension stresses (such as differential settlements in different locations along the length of a wall). The Exhibit Hall structure CMU is typically cracked near the top at all outside corners of the building. Those cracks have been in place for quite some time, along with vertical cracks in the walls at varying locations around the building. We believe that the only reinforced masonry in the building is contained in bond beams (reinforced and grouted masonry sections above openings) above the overhead door openings.

consulting engineers
18660 s.w. boones ferry road
tualatin, oregon 97062
(503) 885.8605 phone
(503) 885.1206 fax

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**RE: Exhibit Hall Seismic Upgrade
Washington County Fairplex**

The masonry is cracked at the ends of those reinforced bond beams where the reinforced section meets the unreinforced wall. None of the cracks observed suggest that a structural failure is imminent in the building, unless the building is subjected to severe ground shaking from a significant earthquake in this area. The cracks do weaken the structure from its original constructed strength, and the original design of the structure was not adequate for current seismic codes. Unreinforced masonry is no longer allowed in the building code.

In 1995, when working at VLMK Engineers, I prepared a set of calculations and drawings for reinforcement of the exterior and interior walls of the Exhibit Hall Building. That reinforcement primarily consisted of installing new Simpson steel straps in the roof structure to provide crossties between the exterior walls of the building at the roof level; strengthening interior and exterior masonry walls against seismic failure out-of-plane (perpendicular to the face of the wall); bracing the tops of the walls where they meet upper framed walls in the roof structure and a "hinge" is present in the wall; and constructing new shear (bracing in-plane) walls at the interior crosswalls (which would be sheathed with plywood). The reinforcement of the exterior walls was to be constructed on the interior face of the building, and we understand that you are also interested in options for reinforcement which would be applied from the exterior of the building. Advantages of that system would be less disruption to events inside the structure, and reduced loss of interior leaseable floor space, since the crosswalls would be the only walls requiring interior reinforcement work.

The 1994 building code which was in effect in 1995 when the previous design was made, has been replaced with a 1997 version. That 1997 code was adopted by Oregon in October of 1998. The current code would require an increase of approximately 60% in the design forces for the masonry walls out-of-plane, and a corresponding increase in the forces required to attach the walls to the roof structure.

Our previous design for the Exhibit Hall reinforcement did not include strengthening of the roof diaphragm (horizontal element, typically plywood, that spans between bracing walls and carries horizontal loads from the roof into those walls). Although the Exhibit Hall roof diaphragm is inadequate for current codes, that is typically not one of the critical failure areas that has been observed in recent earthquakes. Therefore, strengthening diaphragms is usually a lower priority than unreinforced walls and bracing/attachments of those walls. The work required to make the Exhibit Hall completely compliant with current codes would be very extensive, and would involve installing a cross bracing system in the ceiling space or adding plywood sheathing on the majority of the roof structure, as well as providing new structural systems at all unreinforced masonry walls (which would replace the function of the masonry walls as lateral load resisting elements and reinforce them to prevent failure out-of-plane or in-plane).

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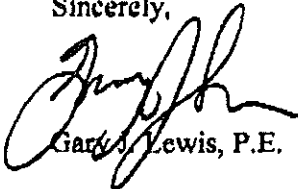
**RE: Exhibit Hall Seismic Upgrade
Washington County Fairplex**

Prior to preparing the drawings and engineering that were done in 1995, we had provided a letter in April of 1995 that listed several options for reinforcing the walls for out-of-plane forces. We understand that several contractors looked at that letter and provided rough estimates for the cost of reinforcing the building per those systems. The first option listed was adding interior/exterior steel tubes or wide flange columns at 4'-0" on center; the second was reinforcing the existing walls by cutting open the CMU and installing reinforcement, then grouting them; the third was installing an external steel stud wall which would be attached to the CMU and covered with a siding; and the fourth would be providing external reinforcing bars and anchors and spraying a Shotcrete skin onto the CMU. The second and fourth options were not preferred by any of the contractors, and based on comments, we prepared the drawings using Option 3 (on the interior face of the building). An additional method, which I discussed with Earl at the site last week, could be to install a steel framework on the exterior which is provided by a metal building manufacturer, with connections between the metal building framing and the existing CMU, and a metal siding on the exterior.

Based on increased design loads and inflation, the estimates received from contractors in 1995 could be expected to be 75 to 100% higher for a similar design upgraded to current code. Based on a Federal Emergency Management Agency (FEMA) December, 1994 Publication on Typical Costs for Seismic Rehabilitation of Existing Buildings, the cost for a full upgrade to current code for this building, including roof structure, could be as high as \$15.00 or more per square foot. For a limited upgrade such as that previously detailed, assume between \$5.00 and \$10.00 per square foot. We spoke with a representative of Engineered Structures, Inc., a contractor and supplier for Butler Metal Buildings, and were given a square foot cost of approximately \$12.00 for a new rigid frame metal building of similar size. Since this building's floor area is approximately 25,000 square feet, upgrade costs to the existing building range from approximately \$125,000 to \$375,000. The cost of a new building shell with a slab would be approximately \$312,000. Cost of tenant improvements, such as bathrooms, kitchen, interior lighting and HVAC, finishes, etc., would add to that cost.

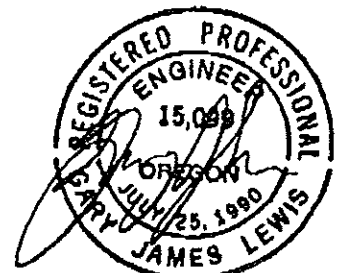
I would be glad to meet with you and/or the Fairplex Board to discuss the condition of the Exhibit Hall and available options for strengthening or replacing the building. Please call if you have any questions or if you would like me to attend the Board Meeting.

Sincerely,



Gary J. Lewis, P.E.

GJL:kmc

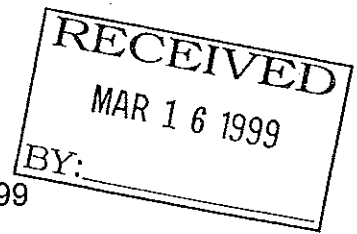


EXPIRES 12/31/2000

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WASHINGTON COUNTY

Inter-Department Correspondence



Date: March 15, 1999

To : Margaret Garza, Director Washington County Fair
From : Jim Crofts, CPA, Financial Operations Supervisor
Subject : **LGIP Account Closure**

A handwritten signature in black ink that reads "Jim C".

Thank you for meeting with me on Monday to discuss the Finance Division's cash management and investment services and the impact of closing your State of Oregon Local Government Investment Pool account as discussed in a February 9, 1999 memo to you from Alan Rappleyea (attached).

All funds entrusted with the County Treasurer are deposited immediately and invested in accordance with the County Investment Policy, the primary objective of which is the preservation of capital and the protection of investment principal. Additionally, the policy requires the all funds be invested in a manner to earn appropriate yields with minimum risk, meet the liquidity needs of the County and other agencies, and comply with Oregon law.

We use the LGIP published earnings rate to benchmark the performance of the County's investment portfolio. The County's portfolio yield is very close to that of the LGIP. A three year historical comparison shows the County portfolio to have consistently yielded within plus or minus 15 basis points of the LGIP.

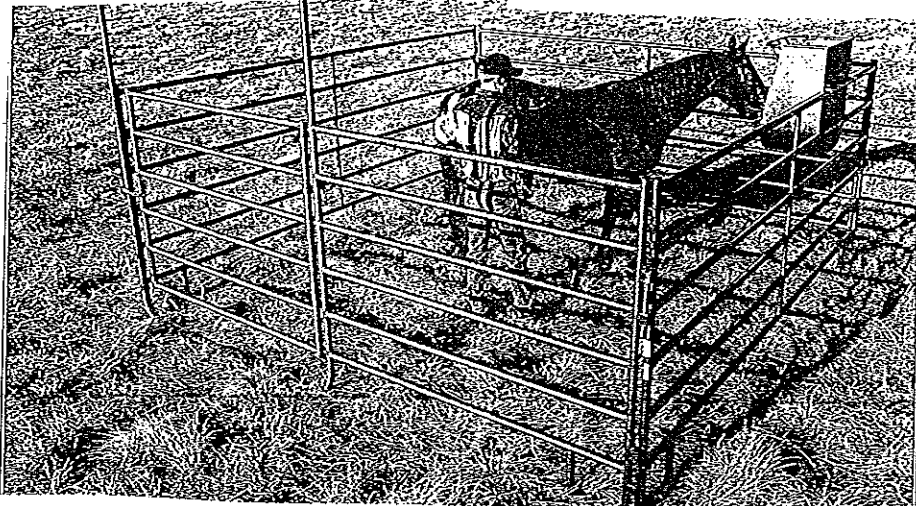
The County's cash management practices are designed to provide flexibility over the withdrawal and disbursements of funds. Our standard accounts payable procedures result in checks issued within three days of submission of a payment request. In addition, we have the ability to issue same day manual checks when normal processing cannot accommodate a legal or emergency need as defined in the County's Fiscal Administration Manual.

As an alternative to the standard accounts payable process, disbursements may also be made by electronic funds transfer when requested and accompanied by appropriate authorization and documentation.

I am certain that we can provide the flexibility in cash management services that you presently receive from the Local Government Investment Pool. Please call me if you have questions or need additional information.

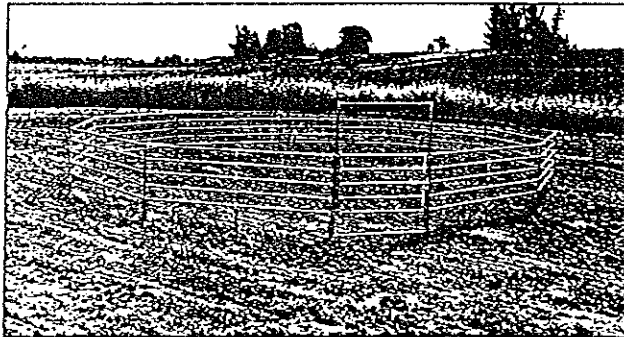
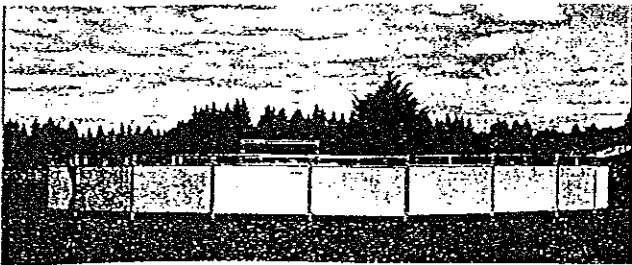
Horse stalls & Multi Purpose stalls

- A.** Powder River..... 10' x 64" 5 rail horse panel.....\$105.00 each
10' x 64" gated front panel..... Not Available
 Solid dividing panelNot Available



- B.** Plymouth Manufacturing Inc.....10' x 5' 5 rail horse panel\$93.78 each (100 or more)
10' x 6' arch gated front panel \$140.19 each (100 or more)
Solid dividing panel.....

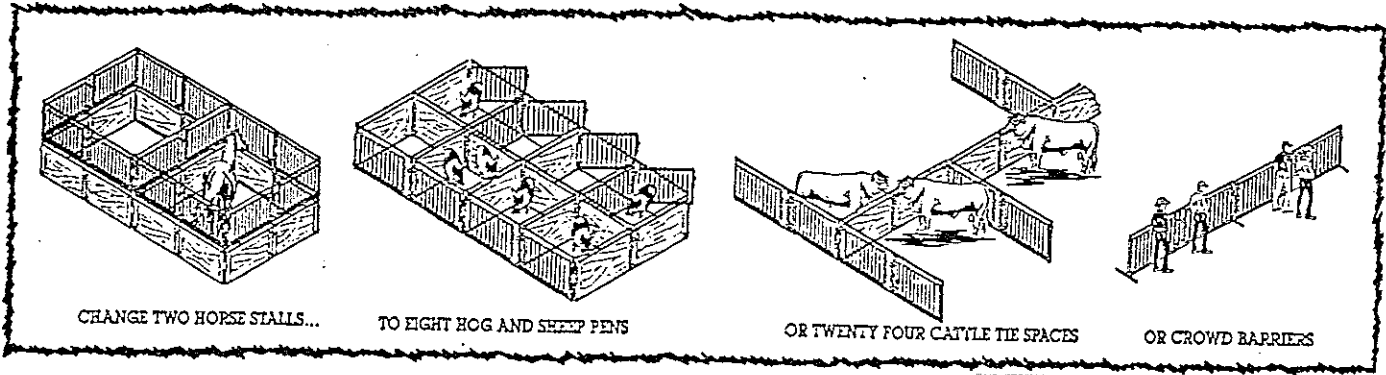
- C.** Sandy Baker Proposal.....10' x 64" rail horse panel.....Not quoted
10' x 72" gated front panel.....\$88.00 each
10' x 72" cow cutter panel (Needs plywood insert).....\$72.00 each



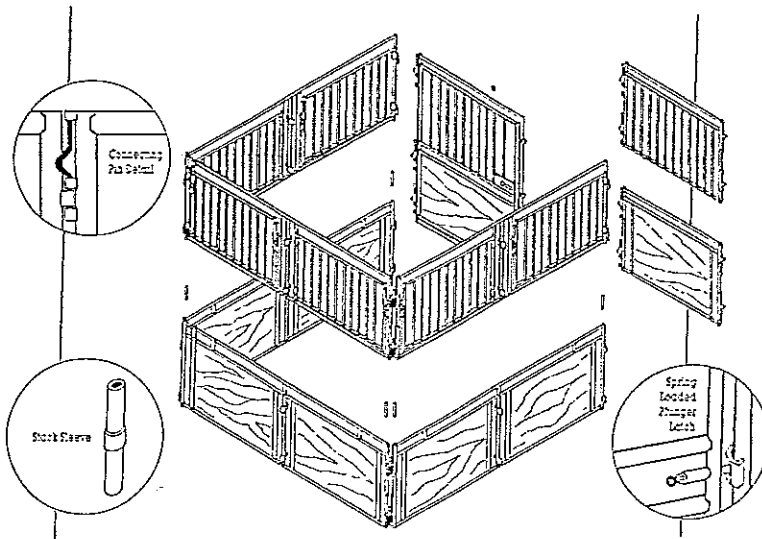
- D.** AgWest Supply.....10' x 64" rail horse panel.....\$84.00 each (could be adjusted for 100 or more)
10' x 64" rail front w/ gate.....\$126.00 each "
10' x 64" Solid dividing panel....Not available

Multipurpose Stalls

F. W-W Livestock Systems: This is a Multipurpose system that breaks down into various livestock systems and crowd barriers.



20 Stalls back to back setup.....\$900.00 each stall



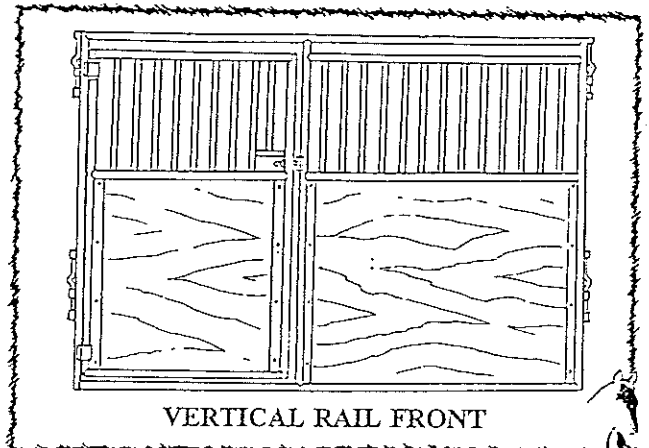
W-W Livestock Systems Portable Horse Stall

Stalls can be set up in many different ways here are costs for different possibilities.

- back to back 20 stalls per section..... \$525.00 per stall
- single row 10 stalls per section..... \$615.00 per stall
- 3 sided utilizing back wall 10 stalls.....\$600.00 per stall
- free standing four sided stall.....\$800.00 per stall

PORTABLE HORSE STALLS

Note: all these prices are flexible depending on total order.



AGENDA

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS

Agenda Category: Action – Support Services

Agenda Title: ADOPTION OF THE WASHINGTON COUNTY PAY PLAN FOR FAIR COMPLEX CLASSIFICATIONS / DEPARTMENT OF SUPPORT SERVICES

To be presented by: Bob Osip, Human Resources/Risk Manager

SUMMARY (Attach supporting documents if necessary)

The purpose of this agenda item is to request approval of a Pay Plan for the Fair Complex classifications specified on Exhibit "A".

Your Board approved an amendment to the Personnel Rules and Regulations to provide a definition of personnel scheduled to work 40 hours per week to include the two clerical support staff positions located at the Fair Complex. All Fair Complex positions are now scheduled to work 40 hours per week. The Fair management staff is desirous of establishing a Pay Plan that includes a salary schedule for all classified non MPS positions based on hourly rates rather than monthly.

(Continued on page 2)

DEPARTMENT'S REQUESTED ACTION:

That your Board approve the following Resolution and Order requesting your Board adopt the Washington County Fair Complex Pay Plan effective January 5, 1999.

COUNTY ADMINISTRATOR'S RECOMMENDATION:

I concur with the Department's requested action.

Agenda Item No. 5a.

Date: 1/5/99

RO 99-3

000009

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Action - Department of Support Services
Adoption of Washington County Pay Plan for
Fair Complex Classifications
Bob Osip, Human Resources and Risk Services Manager
Page 2

As you are aware, the current Washington County Employee Pay Plan provides a monthly salary schedule for all regular positions. By approving this Pay Plan for the Fair Complex employees, will allow the two clerical support positions to be paid the same hourly rate as other 37 ½ support positions in the County. This Pay Plan will not advantage the Fair Complex employees rate of pay, but will serve to retain their current hourly rate of pay.

Staff will be prepared to answer your questions.

000010

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BOARD OF COUNTY COMMISSIONERS
FOR THE COUNTY OF WASHINGTON

IN THE MATTER OF AMENDING THE) RESOLUTION AND ORDER
WASHINGTON COUNTY FAIR) NO. 99-3
COMPLEX EMPLOYEE PAY)
PLAN FOR THE CLASSIFICATION(S))
OF see Exhibit A)

The above-entitled matter came before the Board at its regular meeting of
January 5, 1999; and

It appearing to the Board that Washington County Code Chapter 2.32, Appendix
I, known as the Washington County Civil Service Act and at Section 15, directs that the
Board of County Commissioners shall fix the compensation of all civil service positions
in the County; and

It appearing to the Board that Washington County Charter, Chapter VII, at
Section 72, directs that the Board of County Commissioners shall fix the compensation
of all non-civil service positions in the County; and

It appearing to the Board that the Washington County Position and Salary Report
sets forth all positions in the County, including compensation for such positions; and

It appearing to the Board that the Washington County Department of Support
Services, Human Resources Division has reviewed the classification(s) of see Exhibit A
and that appropriate compensation be provided to these classification(s); more
particularly of see Exhibit A; now therefore, it is

////

RESOLVED AND ORDERED that the compensation for the classification(s) see Exhibit A be established in the following particular see Exhibit A and further that the Washington County Fair Complex Pay Plan, effective January 5, 1999 be considered to reflect said adjustment.

DATED this 5th day of January, 1999.

BOARD OF COUNTY COMMISSIONERS
FOR WASHINGTON COUNTY, OREGON

	AYE	NAY	ABSENT
TRIAN	✓	_____	_____
WATSON	✓	_____	_____
WONES	✓	_____	_____
RIGERS	✓	_____	_____
DUYCK	✓	_____	_____

Tom Brian
CHAIRMAN

Barbara Heitmanek
RECORDING SECRETARY

APPROVED AS TO FORM:

Sheryl Hayashida
Sheryl Hayashida
County Counsel

12/11/98
Date of Approval

Washington County Fair Complex Facility Schedule April-1999

Thursday, April 01, 1999

Cloverleaf Jehovah's Witness Church
Friendship Plaza DEQ Plume Testing
Meeting Room-Scuttle Buns Rabbit Club

Saturday, April 03, 1999

Arts & Crafts Scuttle Buns Rabbit Club

Covered Show Ring-4-H Dog Fun Match

Monday, April 05, 1999

Meeting Room Lori Morgan-4-H
Cloverleaf Rodeo Board
Main Exhibit Hall Lori Morgan-4-H
Main Exhibit-South Cindy Leung-Dogs
Arts & Crafts Dog Training
Main Exhibit 4-H Kids N' Canines

Tuesday, April 06, 1999

Floral Building Pioneer Heritage

Meeting Room-High School Equestrian
Cloverleaf Building Glencoe Football Bingo
Covered Show Ring 4-H Traildusters
Arts & Crafts 4-H Guide Dogs

Main Exhibit -4-H Paw Power Dog Class
Main Exhibit Paid Dog Training
Main Exhibit Sunset Dog Obedience

Wednesday, April 07, 1999

Armory Home Depot
Main Exhibit-Middle Dog Training
Meeting Room Horses Unlimited
4-H Group
Floral Building Pioneer Heritage

Thursday, April 08, 1999

Armory Home Depot
Floral Building Pioneer Heritage

Saturday, April 10, 1999

Covered Show Ring N.W. Oregon Dog Training
Armory Quincenera
Cloverleaf Building Quincenera
Arts & Crafts Daffodil Sale
Main Exhibit Hardy Plant Sale

Sunday, April 11, 1999

Arts & Crafts Daffodil Sale
Main Exhibit Hardy Plant Sale

Monday, April 12, 1999

Meeting Room Lori Morgan-4-H
Arts & Crafts Dog Training
Covered Show Ring 4-H Traildusters
Main Exhibit Hall Lori Morgan-4-H
Main Exhibit Cindy Leung-Dog Training

Tuesday, April 13, 1999

Main Exhibit Every Husband' Nightmare Bazaar
Floral Building Pioneer Heritage Academy
Cloverleaf Building Glencoe Football Bingo
Main Exhibit Sunset Dog Obedience
Main Exhibit 4-H Paw Power Dog Class

Wednesday, April 14, 1999

Main Exhibit-middle Dog Training
Main Paved Parking Police Driving Course
Floral Building Pioneer Heritage Academy

Thursday, April 15, 1999

Meeting Room 4-H Scuttle Buns Rabbit Club
Friendship Plaza DEQ Plume Testing
Floral Building Pioneer Heritage Academy

Friday, April 16, 1999

Arts & Crafts Tool Sale

Saturday, April 17, 1999

Armory Public Dance
Swine Barn Hog Weigh-in
Main Exhibit Collectors West Gun Show
Cloverleaf 4-H/OSU Wagon Train Box
Quadrant-Pit Area ATV Instruction Classes
Arts & Crafts Tool Sale

Sunday, April 18, 1999

Covered Show Ring 4-H Goat Showmanship
Arts & Crafts Tool Sale
Quadrant Oregon Rally Group

Monday, April 19, 1999

Main Exhibit 4-H Kids N' Canines
 Arts & Crafts Dog Training
 Main Exhibit-South-Cindy Leung-Dogs
 Main Exhibit Hall Lori Morgan-4-H
 Covered Show Ring 4-H Goat
 Showmanship
 Meeting Room Lori Morgan-4-H

Tuesday, April 20, 1999

Main Exhibit 4-H Paw Power
 Main Exhibit -Sunset Dog Obedience
 Floral Building Pioneer Heritage
 Cloverleaf Building Glencoe Football
 Bingo

Wednesday, April 21, 1999

Arts & Crafts Dog Training
 Main Exhibit-South Washington County
 Floral Building Pioneer Heritage

Friday, April 23, 1999

Cloverleaf Building Extension Office

Saturday, April 24, 1999

Main Exhibit Paws N' Roses Cat Show
 Floral Building Wedding Reception
 Arts & Crafts Lori Morgan-4-H
 Cloverleaf Building N.W. Highland
 Cattle Assoc.

Sunday, April 25, 1999

Covered Show Ring 4-H Traildusters
 Main Exhibit Paws N' Roses Cat Show

Monday, April 26, 1999

Main Exhibit Hall Lori Morgan-4-H
 Meeting Room Lori Morgan-4-H
 Covered Show Ring 4-H Traildusters
 Main Exhibit-South Cindy Leung-Dog
 Training
 Arts & Crafts Dog Training

Tuesday, April 27, 1999

Floral Building Pioneer Heritage
 Main Exhibit Sunset Dog Obedience
 Main Exhibit 4-H Paw Power
 Cloverleaf Building Glencoe Football
 Bingo

Wednesday, April 28, 1999

Cloverleaf 4-H/OSU Wagon Train
 Main Exhibit-Middle Dog Training
 Main Paved Parking Police Driving Course
 Floral Building Pioneer Heritage Academy

Thursday, April 29, 1999

Meeting Room 4-H Scuttle Buns Rabbit Club
 Floral Building Pioneer Heritage Academy