

NOTICE OF MEETING

**Washington County Fair Complex Board of Directors
Wednesday, January 2, 2008, at 4:30 p.m.
Floral Building – Washington County Fair Complex
873 NE 34th Avenue, Hillsboro, OR 97124**

	W. Rafe Flagg, Chair
Dan Logan, Vice Chair	Renee Cannon, Board Member
Kathy Christy, Secretary	Michael Steward, Board Member
Herbert Hirst, Board Member	Don McCoun, Board Member

Standing Committees

Air Show & Airport Interface

Herbert Hirst, Board Member

Booster/Coalition Liaison

Dan Logan, Board Member
Michael Steward, Board Member

Development Committee

Herbert Hirst, Board Member
W. Rafe Flagg, Board Member

Fair & Facilities Management Committee

Kathy Christy, Board Member
Herbert Hirst, Board Member
Don McCoun, Board Member

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

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

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

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

All public meetings are recorded.

Current Meeting Schedule

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

Regular Business Meetings

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

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

Quorum

To take formal action on any agenda item, at least four (4) Board members must be present. Once a quorum is established, at least a majority of these members present must vote in the affirmative to move an action or motion.

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

Executive Sessions

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

Once the Regular Business Meeting Begins

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

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

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

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

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

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

Meeting Protocol

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

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

AGENDA

NOTICE OF MEETING

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Wednesday, January 2, 2008, at 4:30 p.m.
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873 NE 34th Avenue, Hillsboro, OR 97124

W. Rafe Flagg, Chair
Dan Logan, Vice Chair
Kathy Christy, Secretary
Herbert Hirst, Board Member
Renee Cannon, Board Member
Michael Steward, Board Member
Don McCoun, Board Member

Standing Committees

Air Show & Airport Interface

Herbert Hirst, Board Member

Booster/Coalition Liaison

Dan Logan, Board Member
Michael Steward, Board Member

Development

Vacant, Chair
Herbert Hirst, Board Member
W. Rafe Flagg, Board Member

Fair & Facility Management

Kathy Christy, Board Member
Don McCoun, Board Member
Herbert Hirst, Board Member

Note: The Fair & Facility Management Committee will meet before the Board Meeting at 3:00 pm to provide the opportunity for individuals to address the Committee on the future organization structure of the Fair Complex.

A. Call to Order

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

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

C. Consent Agenda

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

1. Financial Statements (PDF)
 - a. Budget Overview – November 2007 (PDF)
 - b. Balance Sheet – November 2007 (PDF)
 - c. Other, if any
2. Board Minutes – Not Available
3. Facility Use Schedule – January 2007 (PDF)
4. Other, if any

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

D. Special Reports

1. Air Show & Airport Interface Committee – Herbert Hirst, Board Member
2. Fair & Facility Management Committee – Kathy Christy, Board Member
3. Booster/Coalition Liaison – Dan Logan, Board Member
4. Treasurer’s Report – TBD
5. 4H Report – Terry Palmer, OSU Extension Agent (PDF)
6. Operations Report – Don G. Hillman, Executive Director (PDF)
7. Other, if any

E. Old Business

1. Redevelopment Update, if any (PDF)
2. 2008-09 Budget Draft – (PDF)
3. Other, if any

F. New Business

1. Election of Officers (PDF)
2. Other, if any

G. Announcements

1. Calendar of Events (PDF)
2. Other, if any

H. Correspondence

1. Letters and Cards, if any
2. Other, if any

I. Board Oral Communications

J. Other Matters of Information

1. Boosters Meeting Minutes – December 2007 (PDF)
2. Newspaper Article (PDF)
3. Other, if any

K. Executive Session

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

L. Adjourn

CONSENT ITEMS

County of Washington

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

FAX MEMORANDUM

Date: December 27, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

From: Don G. Hillman, Executive Director
Washington County Fair Complex

Re: November 2007 Financial Statements

Find attached the November 2007 Budget Overview and Balance Sheets. They were produced by the Washington County Finance Department's WIZARD program and reflect accounting activity for November 2007.

The Fair Complex continues to maintain a strong fund balance with an ending fund balance for October in excess of \$850,000, and this balance is after more than \$150,000 in capital improvements requested by the City of Hillsboro Fire Marshall.

Note: The FYE June 30, 2008 Budget Overview has been modified to breakout in more detail the two other arena events (Truck Pull and Demolition Derby) as recommended by the Budget Committee. This will allow better comparisons and analysis for all arena events.

Washington County Fair Complex

Balance Sheet Preliminary

November 2007

ASSETS

Current Assets

Cash

Fairplex..Petty cash..	\$	250
Fairplex..Petty cash.Finance- Petty Cash.		-
Fairplex..Cash drawer..		-
Fairplex..Cash drawer.Frite Lites.		-
Fairplex..General Cash Account..		151,130
Fairplex..USNB WASHCO ACH Clearing..		-
Fairplex..CCB-General Account..		3,328
Fairplex..CCB-Money Market Account..		678,773
Fairplex..CCB-ATM Account..		2,487
Fairplex..Gasb 31 cash general port..		-
Fairplex..CCB-ATM Cash Drawer..		3,420

Total Cash	\$	839,388
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Accounts Receivable

Fairplex..Accounts receivable - Sub..	\$	6,487
Fairplex..Accounts receivable-on ac..	\$	(31)
Fairplex..Due from other funds.Other 4-H.	\$	(10)

Prepays

Prepaid items	\$	14,614
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Total Current Assets

	\$	860,448
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LIABILITIES & EQUITY

Liabilities

Current Liabilities

Fairplex..Accounts Payable..	\$	(509)
Fairplex..Accounts payable- other..		-
Fairplex..Deposits payable-subsidia..		-
Fairplex..Retainage payable..		-
Total Payables	\$	(509)

Other Current Liabilities

Fairplex..Amounts due to others..	\$	(802)
Fairplex..Conversion Account..		-
Fairplex..Payroll payable..		-
Fairplex..Due to other funds..		-
Fairplex..Deferred revenue- unavail..		-
Fairplex..Unearned Revenue..		-
Fairplex..Unearned Revenue.Main Exhibit Hall.		788
Fairplex..Unearned Revenue.Cloverleaf Building.		-
Fairplex..Unearned Revenue.Grounds/General.		(1,105)
Fairplex..Unearned Revenue.Parking-Operations.		-
Fairplex..Unearned Revenue.RV Parking-short term.		(80)
Fairplex..Unearned Revenue.Parking-Airshow.		75
Fairplex..Unearned Revenue.Rodeo Admissions.		-
Fairplex..Unearned Revenue.Awards Open Class.		-
Fairplex..Unearned Revenue.Deferred Advertising Inco.		(150)
Fairplex..Unearned Revenue.Deferred Airshow Income.		(75)
Fairplex..Unearned Revenue.Deferred Commercial Exhib.		15,600
Fairplex..Unearned Revenue.Deferred Concession Reven.		(3,500)
Fairplex..Unearned Revenue.Deferred Sponsorship Inco.		(9,353)
Fairplex..Unearned Revenue.Deferred Facilities Renta.		(18,044)
Fairplex..Unearned Revenue.Livestock Entry Fees.		56
Fairplex..Unearned Revenue.Camping Fees.		20

Total Deferred Revenues	\$	(16,569)
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Total Liabilities	\$	(17,078)
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Equity

Fairplex..Fund Balance..	\$	(880,206)
Net (Income)/Loss for the Period		36,836

Net Equity	\$	(843,370)
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Total Liabilities and Equity	\$	(860,448)
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WASHINGTON COUNTY FAIR COMPLEX

Budget Overview July 2007 - June 2008

Description	November 2006	July 2007	August 2007	September 2007	October 2007	November 2007	Year to Date 2007/08	Budget 2007/08	%	COMMENTS
1 Opening Balance	\$ 719,828	\$ 627,250	\$ 818,755	\$ 670,238	\$ 620,920	\$ 880,205	\$ 627,250	\$ 469,650		
2										
3 Interim Operating Revenues										
4										
5 Parking	\$ -	\$ 40	\$ 29,911	\$ -	\$ -	\$ -	\$ 29,951	\$ 21,000	143%	Blue Angles Performed in 2007.
6 RV Park	470	80	1,780	1,380	1,540	940	5,720	10,000	57%	
7 Rentals	9,535	-	7,376	28,250	37,414	4,691	77,731	200,000	39%	
8 Concessions	-	38	100	757	-	52	947	3,000	32%	
9 Misc Income	4,172	430	52	1,335	880	2,226	4,923	15,000	33%	Professional Services Reimbursements.
10										
11 Total Interim Operating Revenues	\$ 14,177	\$ 588	\$ 39,219	\$ 31,722	\$ 39,834	\$ 7,910	\$ 119,272	\$ 249,000	48%	
12 Interim Operating Expenses										
13 Personal Services	\$ 28,028	\$ 13,235	\$ 41,029	\$ 25,434	\$ 26,297	\$ 24,181	\$ 130,176	\$ 389,208	33%	
14 Supplies	1,316	453	2,249	2,901	895	421	6,919	25,000	28%	
15 Professional Services	865	328	3,390	1,785	6,383	3,477	15,364	12,500	123%	
16 Advertising	472	-	1,200	-	-	490	1,690	1,000	169%	Air Show Parking & Chamber Publications.
17 Printing	-	-	-	-	-	-	-	-	0%	
18 Communications (ATM)	-	-	18	17	21	18	74	500	15%	
19 Utilities	7,282	5,493	222	5,245	2,840	7,838	21,638	65,000	33%	
20 Repair and Maintenance	8,255	5,844	3,262	4,950	1,873	785	16,714	57,000	29%	
21 Rentals	-	-	243	747	476	228	1,695	5,000	34%	
22 Dues and Memberships	-	125	482	50	-	-	657	1,500	44%	
23 Training and Travel	348	211	33	29	153	449	875	1,500	58%	
24 Insurance	169	12,533	-	432	-	-	12,965	16,000	81%	Split between Interim and Fairtime.
25 Postage	-	-	43	58	58	26	184	500	37%	
26 Printing internal	-	-	-	-	-	-	-	500	0%	
27 Telephones	594	-	924	-	1,137	928	2,989	6,000	50%	
28 Special Expenses	650	451	1,084	184	906	1,286	3,911	5,000	78%	
29 County Legal	1,727	1,304	1,269	-	-	811	3,384	5,000	68%	
30 County Indirect Cost	1,494	1,643	1,643	1,643	1,643	1,643	8,214	19,711	42%	Split between Interim and Fairtime.
31										
32 Total Interim Operating Expenses	\$ 51,200	\$ 41,620	\$ 57,091	\$ 43,475	\$ 42,683	\$ 42,581	\$ 227,450	\$ 610,919	37%	
33										
34 Net Interim Revenues/Expenses	\$ (37,023)	\$ (41,032)	\$ (17,872)	\$ (11,753)	\$ (2,849)	\$ (34,671)	\$ (108,177)	\$ (361,919)		
35										

WASHINGTON COUNTY FAIR COMPLEX
Budget Overview July 2007 - June 2008

Description	November 2006	July 2007	August 2007	September 2007	October 2007	November 2007	Year to Date 2007/08	Budget 2007/08	%	COMMENTS
Fair Revenues										
36										
37										
38										
39										
40										
41										
42										
43										
44										
45										
46										
47										
48										
Total Fair Revenues	\$ 47,346	\$ 392,091	\$ 52,743	\$ 5,934	\$ 900	\$ 49,405	\$ 501,073	\$ 443,500	113%	
Fair Expenses										
50										
51										
52										
53										
54										
55										
56										
57										
58										
59										
60										
61										
62										
63										
64										
65										
66										
67										
68										
69										
70										
71										
Total Fairtime Expenses	\$ 18,601	\$ 183,577	\$ 187,551	\$ 59,030	\$ 13,794	\$ 14,780	\$ 458,732	\$ 569,335	81%	
Net Fairtime Revenues/Expenses	\$ 28,745	\$ 208,514	\$ (134,808)	\$ (53,096)	\$ (12,894)	\$ 34,625	\$ 42,341	\$ (125,835)		

WASHINGTON COUNTY FAIR COMPLEX
Budget Overview July 2007 - June 2008

Description	November 2006	July 2007	August 2007	September 2007	October 2007	November 2007	Year to Date 2007/08	Budget 2007/08	%	COMMENTS
Truck Pull										
72 Revenues	\$ -	\$ 13,730	\$ 270	\$ -	\$ -	\$ -	\$ 14,000	\$ 12,500	112%	
74 Admissions	\$ -	2,250	2,413	-	-	-	4,663	8,000	58%	Late Sponsorship Cancellation.
75 Sponsorships	\$ -	15,980	2,683	-	-	-	18,663	20,500	91%	
Total Truck Pull Revenues										
76	\$ -	\$ -	\$ -	\$ 52	\$ -	\$ -	\$ 52	\$ -	0%	
Truck Pull Expenses										
77 Supplies	\$ -	6,713	134	316	-	-	7,163	7,000	102%	
78 Professional Services	\$ -	-	-	394	-	-	394	500	79%	
79 Advertising and Hospitality	\$ -	-	997	254	-	-	1,251	2,000	63%	
80 Rentals	\$ -	-	-	375	-	-	375	-	0%	
81 Other Miscellaneous	\$ -	-	-	-	-	-	-	-	0%	
82 Prize Money	\$ -	-	-	-	-	-	-	-	0%	
83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
86 Total Truck Pull Expenses	\$ -	\$ 6,713	\$ 1,131	\$ 1,391	\$ -	\$ -	\$ 9,235	\$ 9,500	97%	
87	\$ -	\$ 9,267	\$ 1,552	\$ (1,391)	\$ -	\$ -	\$ 9,428	\$ 11,000	86%	
Net Truck Pull Income/(loss)										
88	\$ -	\$ 23,830	\$ 1,900	\$ (80)	\$ -	\$ -	\$ 25,650	\$ 25,000	103%	
89 Rodeo Revenues	\$ -	15,950	6,710	6,000	-	-	28,660	27,500	104%	
90 Admissions	\$ -	-	-	-	-	-	-	-	0%	
91 Sponsorships	\$ -	68	-	-	-	-	68	-	0%	
92 Queen Fees	\$ -	-	-	-	-	-	-	-	0%	
93 Miscellaneous	\$ -	-	-	-	-	-	-	-	0%	
94	\$ -	\$ 39,848	\$ 8,610	\$ 5,920	\$ -	\$ -	\$ 54,378	\$ 52,500	104%	
95 Total Rodeo Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
97	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
Rodeo Expenses										
98 Supplies	\$ -	872	5,823	1,375	275	-	1,147	250	459%	
99 Professional Services	\$ -	29,000	6,569	(2,183)	-	-	36,198	35,000	103%	
100 Advertising	\$ -	-	1,995	807	-	-	4,386	3,000	146%	
101 Rentals	705	-	-	-	-	-	2,802	3,500	80%	
102 Training and Travel	\$ -	-	-	-	-	-	-	-	0%	
103 Other Misc Expenses	\$ -	1,703	582	300	-	-	2,585	3,000	86%	
104 Awards/Prizes	\$ -	4,000	-	-	-	-	4,000	4,000	100%	
105	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
106 Total Rodeo Expenses	\$ 705	\$ 35,575	\$ 14,969	\$ 574	\$ -	\$ -	\$ 51,118	\$ 48,750	105%	
107	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
108	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
109 Net Rodeo Revenues/Expenses	\$ (705)	\$ 4,273	\$ (6,355)	\$ 5,346	\$ -	\$ -	\$ 3,260	\$ 3,750	87%	

WASHINGTON COUNTY FAIR COMPLEX

Budget Overview July 2007 - June 2008

Description	November 2006	July 2007	August 2007	September 2007	October 2007	November 2007	Year to Date 2007/08	Budget 2007/08	%	COMMENTS
Demo Derby										
110 Demo Derby Revenues	\$ -	\$ 19,150	\$ 280	\$ -	\$ -	\$ -	\$ 19,430	\$ 20,000	97%	
111 Admissions	-	3,800	(1,638)	-	12,500	-	14,662	8,000	183%	
112 Sponsorships	-	950	3,800	950	-	-	5,700	-	0%	VIP Tournament Fees.
113 Other Revenue	-	-	-	-	-	-	-	-	142%	
Total Demo Derby Revenues		\$ 23,900	\$ 2,442	\$ 950	\$ 12,500	\$ -	\$ 35,792	\$ 28,000		
114 Demo Derby Expenses	\$ -	\$ -	\$ -	\$ 113.0	\$ -	\$ -	\$ 113	\$ -	0%	
115 Supplies	-	13,501	3,133	312	-	-	16,946	9,000	188%	Added Cost of VIP Tournament.
116 Professional Services	-	-	-	-	-	-	-	-	0%	
117 Advertising and Hospitality	-	-	-	769	-	-	769	500	154%	
118 Rentals	-	-	-	254	-	-	1,252	4,000	31%	
119 Other Miscellaneous	-	1,500	998	120	-	-	1,620	-	0%	
120 Prize Money	-	-	-	-	-	-	-	-	0%	
Total Demo Derby Expenses		\$ 15,001	\$ 4,131	\$ 1,568	\$ -	\$ -	\$ 20,700	\$ 13,500	153%	
121 Net Demo Derby Income/(loss)	\$ -	\$ 8,899	\$ (1,689)	\$ (618)	\$ 12,500	\$ -	\$ 15,092	\$ 14,500	132%	
Frite Lites										
122 Frite Lites Revenues	2,508	-	-	-	\$ 94,972	\$ 35,043	\$ 130,015	\$ 45,000	289%	
123 Admissions	-	-	-	-	-	1,432	1,432	1,000	143%	
124 Concessions	-	-	-	-	-	-	-	30,000	0%	More Sponsors Expected for 2008.
125 Sponsorships	-	-	-	-	-	551	551	1,000	55%	
126 Other Revenues	585	-	-	-	-	-	-	-	171%	
Total Frite Lites Revenue	\$ 3,093	\$ -	\$ -	\$ -	\$ 94,972	\$ 37,026	\$ 131,998	\$ 77,000		
127 Frite Lite Expenses	\$ 47	\$ -	\$ -	\$ -	\$ 2,932	\$ 3,362	\$ 3,362	\$ 10,500	32%	
128 Personal Services (Temp. Salaries)	408	-	-	229	1,831	1,831	4,992	5,000	100%	
129 Supplies	5,853	-	-	185	2,445	74,403	77,033	25,000	308%	
130 Professional Services	14,596	-	-	300	850	26,708	27,858	17,500	159%	
131 Advertising	-	-	-	-	1,642	843	2,485	4,000	62%	
132 Other Expenses	-	-	-	-	-	-	-	-	187%	
Total Frite Lites Expenses	\$ 20,904	\$ -	\$ -	\$ 714	\$ 7,869	\$ 107,147	\$ 115,730	\$ 62,000		
133 Net Frite Lites Revenues/Expenses	\$ (17,811)	\$ -	\$ -	\$ (714)	\$ 87,103	\$ (70,121)	\$ 16,268	\$ 15,000	108%	

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WASHINGTON COUNTY FAIR COMPLEX

Budget Overview July 2007 - June 2008

Description	November 2006	July 2007	August 2007	September 2007	October 2007	November 2007	Year to Date 2007/08	Budget 2007/08	%	COMMENTS
147 Non-Operating										
148 Non-Operating Revenues										
149 Hotel/Motel Taxes	\$ 51,698	\$ -	\$ 12,437	\$ 12,988	\$ 171,228	\$ 44,202	240,855	645,000	37%	
150 Transfer from General Fund	-	-	-	-	-	-	-	-	0%	
151 Interest	2,648	2,487	3,232	2,221	633	4,906	13,479	22,500	60%	November includes some October Interest.
152 Total Non-Operating Revenues	\$ 54,346	\$ 2,487	\$ 15,669	\$ 15,209	\$ 171,862	\$ 49,108	\$254,335	\$667,500	38%	
153 Non-Operating Expenses										
154 Purchase/Lease	\$ 10,400	\$ 503	\$ 11,739	\$ 503	\$ 503	\$ 11,739	24,987	104,483	24%	
155 Land Improvements - Fire Hydrant Project	-	400	-	3,950	-	-	4,350	-	0%	Easements Yet to be Executed.
156 Bad Debt Expense	857	-	-	-	-	-	-	25,000	0%	
157 Buildings and Structures - Main Exhibit Hall	3,375	-	538	-	-	-	538	40,000	1%	
158 Equipment	-	-	-	-	-	-	-	20,000	0%	
159 Development Reserve	-	-	-	-	-	-	-	-	-	
160 Total Non-Operating Expenses	\$ 14,632	\$ 903	\$ 12,277	\$ 4,453	\$ 503	\$ 11,739	\$29,875	\$189,483	16%	
161 Net Non-Operating Revenues/Expenses	\$ 39,714	\$ 1,584	\$ 3,392	\$ 10,756	\$ 171,358	\$ 37,369	\$224,460	\$478,017	47%	
162 Total Fair Complex Revenues	\$ 118,962	\$ 474,894	\$ 121,366	\$ 59,735	\$ 320,067	\$ 143,449	\$ 1,119,511	\$ 1,538,000	73%	
163 Total Fair Complex Expenses	\$ 85,138	\$ 283,389	\$ 277,150	\$ 110,491	\$ 56,980	\$ 69,100	\$797,110	\$1,441,487	55%	
164 Net Fair Complex Revenues/Expenses	\$ 12,920	\$ 191,505	\$ (155,784)	\$ (51,470)	\$ 255,218	\$ (32,798)	\$206,671	\$34,513	599%	
165 Ending Fund Balance/Contingency	\$ 732,748	\$ 818,755	\$ 670,238	\$ 618,768	\$ 880,205	\$ 843,368	\$843,368	\$504,173	167%	

WASHINGTON COUNTY FAIR COMPLEX FACILITY SCHEDULE
January-2008
(Highlighted events are no-charge)

Wednesday, January 02, 2008
****Floral Building** **Fair Board/Booster Meetings**

Tuesday, January 29, 2008
Main Exhibit-North Dog Training

Saturday, January 05, 2008
Main Exhibit-North Gun & Knife Show

Wednesday, January 30, 2008
Main Exhibit-North Dog Obedience Class
****Entire Facility** **4-H Night**

Sunday, January 06, 2008
Main Exhibit-North Gun & Knife Show
****Floral Bldg.** **4-H Meeting**

Tuesday, January 08, 2008
Main Exhibit-North Dog Training

Wednesday, January 09, 2008
****Entire Facility** **4-H Night**

Saturday, January 12, 2008
Main Exhibit-North Cat Show

Sunday, January 13, 2008
Main Exhibit-North Cat Show

Tuesday, January 15, 2008
Main Exhibit-North Dog Training

Wednesday, January 16, 2008
****Entire Facility** **4-H Night**

Friday, January 18, 2008
Main Exhibit Hall Gem Faire

Saturday, January 19, 2008
Main Exhibit Hall Gem Faire

Sunday, January 20, 2008
****Floral Bldg.** **4-H Meeting**
Main Exhibit Hall Gem Faire

Tuesday, January 22, 2008
Main Exhibit-North Dog Training

Wednesday, January 23, 2008
****Entire Facility** **4-H Night**

Saturday, January 26, 2008
Main Exhibit Hall Glass Show

Sunday, January 27, 2008
Main Exhibit Hall Glass Show

SPECIAL REPORTS



Extension Service
Washington County

**OSU EXTENSION FACULTY
SERVING WASHINGTON
COUNTY***

Staff Chair, Forestry and Christmas Trees
Chal Landgren 725-2102

4-H Youth Development
Terry Palmer 725-2111
Lisa Conroy 725-2113

Citizen Involvement (CPO)
Linda Gray 725-2116
Patt Opdyke 725-2117

Family and Community Development
Jeanne Brandt 725-2107

Nutrition Education Program
Janice Smiley 725-2049
Maureen Quinn 380-9456

Watershed Health
Samuel Chan 722-6718

Commercial Horticulture 678-1264

Agriculture
Grass & Legume Seeds, Grains & Forages
Susan Aldrich-Markham 434-8917
Small Farms
Nick Andrews 678-1264 x 149
Commercial Tree Fruits/Nuts
Jeff Olsen 434-7517
Dairy
Troy Downing 842-3433
Livestock, Forage crops
Gene Pirelli 623-8395

Master Gardener Hotline 725-2300

General Information 725-2300

*All 503 area code

Email format:

firstname.lastname@oregonstate.edu

<http://extension.oregonstate.edu/washington>
18640 NW Walker Road, Suite 1400,
Beaverton, OR 97006 (CAPITAL Center # D1).
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veteran or Vietnam-era veteran status. Oregon
State University Extension Service is an Equal
Opportunity Employer.

Agriculture, Forestry, Family and Community
Development, 4-H Youth, and Extension Sea
Grant programs, Oregon State University,
United States Department of Agriculture,
and Washington County cooperating.

OSU to You

December 2007/January 2008

OSU Extension Service engages the people of Oregon with research-based knowledge and education that focus on strengthening communities and economies, sustaining natural resources, and promoting healthy families and individuals.

Association of Oregon Counties addressed

At the recent annual meeting of the Association of Oregon Counties (AOC), elected officials learned about the challenges the aging population will bring to local governments. Jeanne Brandt, OSU Extension Service, outlined trends that businesses, including local governments, will experience in the near future.

1. The aging workforce; turnover of experienced workers.
 2. The aging population; increased demands for services.
 3. Caregivers in the workforce; one in four families involved in care-giving.
- With the first "baby boomers" turning 61 this year (2007) and the average age of retirement in America at 61 years and 9 months of age, these are issues that must be addressed in thoughtful ways for the workforce to maintain productivity.

National Aging in Place Day

AARP Oregon Director Jerry Cohen provided the keynote address for the 4th annual Aging in Place Day event coordinated by OSU Extension Service. Cohen shared the requirements for "Community Livability" and challenged older adults to become involved in community efforts to make their community a safe and convenient place to age. Other



presentations at the conference included information on home assessments and modifications for aging in place (OSU Extension Service) and an explanation of what community services are available to help residents remain living independently as long as possible (Washington County DAVS). Several local non-profit agencies featured their services including transportation, teletype phone service and library home delivery. Nearly 80 local residents attended the event held at Tigard Public Library. Photo: AARP Oregon Director, Jerry Cohen, JD, MPA, discusses Community Livability.

4-H'ers tutor Hillsboro Chamber of Commerce

Intel 4-H Tech Wizards spent time after school assisting Jaime Miranda of the Hillsboro Chamber to tutor small business owners in the use of computer applications such as spread-sheets, calendars and schedules, document creation, Internet and email, and tax and accounting software. Youth learned from the business owners about how to own and operate a small business. Ana, a Tech



Wizard for four years said: "I didn't realize that I knew so much until I started tutoring." Hugo, one of the small business owners, commented that the youth were a great help and he would recommend the experience to others. This program will be offered again in April. For information call Jaime Miranda, Hillsboro Chamber of Commerce: Phone: (503) 648-1102.

RECEIVED DEC 18 2007

Invader in My Backyard: Invasive Species in Washington County

Part three in a series

Rusty Crayfish (*Orconectes rusticus*)



The rusty crayfish, native to the Ohio River basin, is commonly used in elementary schools as part of a nationally acclaimed curriculum on "The Structures of Life." Living crayfish projects allow students to understand and explore science. On the other hand, they are an aggressive and invasive species and releasing them into our local waterways will harm our native fish, plants and other native organisms in our waterways. But what to do once the class science project is completed? Valuable learning can occur when teachers work with their students in discussing responsible options and consequences on what to do with organisms after the completion of a school project. Sam Chan, Extension Watershed Health Educator/ Aquatic Invasive Species Specialist, can help provide options.

If you suspect a rusty crayfish in our local waters, report to the Oregon Invasive Species Hotline, 1-866-INVADER and contact the Extension Office.

"You Can Stop the Spread of Aquatic Invasive Species". ORESU-G-06-003 can be obtained at the extension office or http://seagrant.oregonstate.edu/sgpubs/onlinpubs/2007publications_catalog.html

Washington County OSU TO YOU is a bi-monthly publication of the OSU Extension Service in Washington County highlighting the activities and accomplishments of local programs. More information on all program areas and events can be seen on our website at <http://extension.oregonstate.edu/washington> or our location at 18640 NW Walker Road, Suite 1400, Beaverton, OR 97006 (CAPITAL Center Entrance D1).

Faculty and Volunteers Recognized at first annual OSU Outreach and Engagement Conference

Washington County OSU Extension was well represented at this year's conference- both receiving and giving awards.

Jeanne Brandt received a "Search for Excellence" award, for her and Susan Busler's work on Mold Prevention, Assessment and Resolution. This program was web cast across the state. The information is even more timely following in the wake of the recent flooding. Many families, agencies and professionals have been accessing the information from this series on the web and CD to deal with the recent crisis.



Sam Chan, Extension Watershed Health Educator, received the College of Agricultural Sciences "Excellence in Extension Education" award. The award recognizes "achievement of excellence by agricultural Extension agents and specialists who have contributed significantly in helping Oregonians resolve difficult problems through extended educational programs."

Steve Kassel was named "OSUEA Cooperator of the Year." He began his volunteer involvement mentoring Intel 4-H Tech Wizard Pedro Estrada in 2002 on his nationally award winning AT&T Young Leaders Consortium project. Pedro and Steve designed a project teaching low income Latino families with school aged children how to build their own low-cost home computers and to service and upgrade them. Steve has since co-authored a new 4-H digital video editing curriculum and creates a promotional video each year about the Intel 4-H Tech Wizard project.



Janet Rash, Intel Community Affairs and **Emilio Cañas**, President of Intel Latino Network (an employee work group) were inducted into the **Oregon 4-H Hall of Fame**. They co-authored the first of many successful grants to Intel Corporation (now approaching ¾ of a million dollars in cash, in-kind, and equipment) to support the Washington County 4-H Tech Wizard program, while contributing countless hours of their personal time and resources. Rash and Cañas serve on the Washington County 4-H Board of Directors. (Photos from top; OSUEA-ESP President Jim Reeb with Jeanne Brandt; Steve Kassel, Janet Rash and Emilio Cañas)

CPO Program Hosts Survey Tools Workshop

Washington County CPO (Citizen Participation Organization) volunteer leaders and county staff participated in a CPO-sponsored resource workshop on the use of surveys to assess community priorities, needs and values.

Survey Monkey, a web-based, low-cost survey tool that has been successfully used to gather community input, was demonstrated. Presenters showed how they have used Survey Monkey in large public involvement projects as well as tips on structuring a questionnaire and the information options available. A presentation on the Multi-Criteria Decision Web Forum showcased how this proprietary, interactive survey tool allows people to arrive at preferences based on information, personal values and an awareness of consequences. Examples demonstrated how local government officials can utilize this decision tool to address complex issues that have polarized communities.

The survey tools workshop is the first of several resource seminars created to enhance the capabilities of leaders and volunteers who serve their neighborhoods, cities and counties.

County of Washington

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

MEMORANDUM

Date: December 27, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

From: Don G. Hillman, Executive Director
Washington County Fair Complex

Re: December 2007 Operations Report

Eagle Scout Project – Staff has met with Josh Salame, the Eagle Scout that made a presentation to the Board in November. We have suggested that the proposed kiosk is best suited for the Master Gardeners area and will notify the Master Gardeners accordingly. We have suggested that Josh's project entail building 2-3 portable sign modules similar to the one shown below. These portable signs could be used on a year-round basis.



OLD BUSINESS

**FAIRGROUNDS REVITALIZATION
TASK FORCE**

**PRELIMINARY FINDINGS AND
RECOMMENDATIONS**

FOR PUBLIC REVIEW AND COMMENT

**Draft 3
12-5-07**

**Preliminary Findings and Recommendations of the
Fairgrounds Revitalization Task Force**

Draft 3

12-5-07

**To the Washington County Commission, Hillsboro City Council,
Washington County Fair Board, and Citizens of Washington County:**

This report presents the preliminary findings and recommendations of the Fairgrounds Revitalization Task Force. We submit this report for public review and comment. It is our intent to reconvene by April 2008 to review comments received during the public review period and the results of additional due diligence undertaken by Task Force staff, refine our preliminary recommendations as may be necessary, and report our final recommendations to the County Commission, Hillsboro City Council, and Fair Board for final action.

Washington County Commission: Chair Tom Brian, Task Force Co-Chair

City of Hillsboro: Mayor Tom Hughes, Task Force Co-Chair

Fair Board: W. Rafe Flagg

County Agriculture-Related Businesses: Tad VanderZanden

Fair Boosters: Dave Rohrer

Hillsboro Citizen Representative: Jim Darr

Washington County Commission: Andy Duyck

Western County At-Large Citizen: Bob Terry

User Groups: Alan Van Volkinburgh

Eastern County At-Large Citizen: Jack Franklin

Chamber of Commerce: Deanna Palm

County Business Community: Tino Ornelas

Northern County At-Large Citizen: John Leeper

Convention and Visitors Businesses: Terry Goldman

Southern County At-Large Citizen: Delna Jones

**Preliminary Findings and Recommendations of the
Fairgrounds Revitalization Task Force**

**Draft 3
12-5-07**

Background

In March 2007, the Washington County Commission appointed the Fairgrounds Revitalization Task Force to develop recommendations on how to revitalize the fairgrounds property. The Task Force represented a broad range of interests from throughout Washington County: and was charged with recommending a plan to:

- Revitalize the Washington County Fair Complex site to ensure its long term economic viability and service to the Washington County community
- Enhance ~~the site to ensure its future viability to serve existing uses, including the annual county fair and related functions.~~
- Identify additional uses that foster the full utilization of the site for the benefit of all citizens in Washington County
- Identify principles for establishing an appropriate management structure for the Complex and stable funding for year-round activities.

Deleted: existing uses of
Deleted: and
Deleted: the
Deleted: of

The Task Force held eight public meetings, heard from financial consultants, architects/master planners, survey research firms, fair and exhibition facility specialists, and sought input from a series of users and potential users for the Fairgrounds complex. In shaping its recommendations, the Task Force sought public input from a broad range of interests from throughout Washington County by:

- Inviting the public to provide written materials prior to meetings that were distributed to Task Force members as part of the agenda packet.
- Providing public attendees with all written materials handed-out to the Task Force.
- Providing comment cards at all Task Force meetings and distributing all comments received to Task Force members.
- Providing time at all meetings for oral comments by public attendees.
- Maintaining a project web site that allowed public access to all documents and materials distributed to the Task Force, and an email address for comments that were distributed to the Task Force.

The following sections outline the preliminary findings and recommendations of the Task Force that have resulted from these efforts, which are being submitted for public review.

FINDINGS AND RECOMMENDATIONS

1. Master Plan at Build-Out (Figure 1)

1.1 The Fairgrounds is a valuable asset of the residents of Washington County that is currently underutilized but offers a unique opportunity to serve the exhibition and civic event needs of County residents. To realize this opportunity, the Fairgrounds must be redeveloped as a first-class event, exhibition and community center.

Deleted: and

1.2 The Fairgrounds has long-served as the center of the County's agricultural community by staging the County Fair, and serving 4-H, Future Farmers of America, Master Gardeners, and other educational, community, and

Deleted: housing

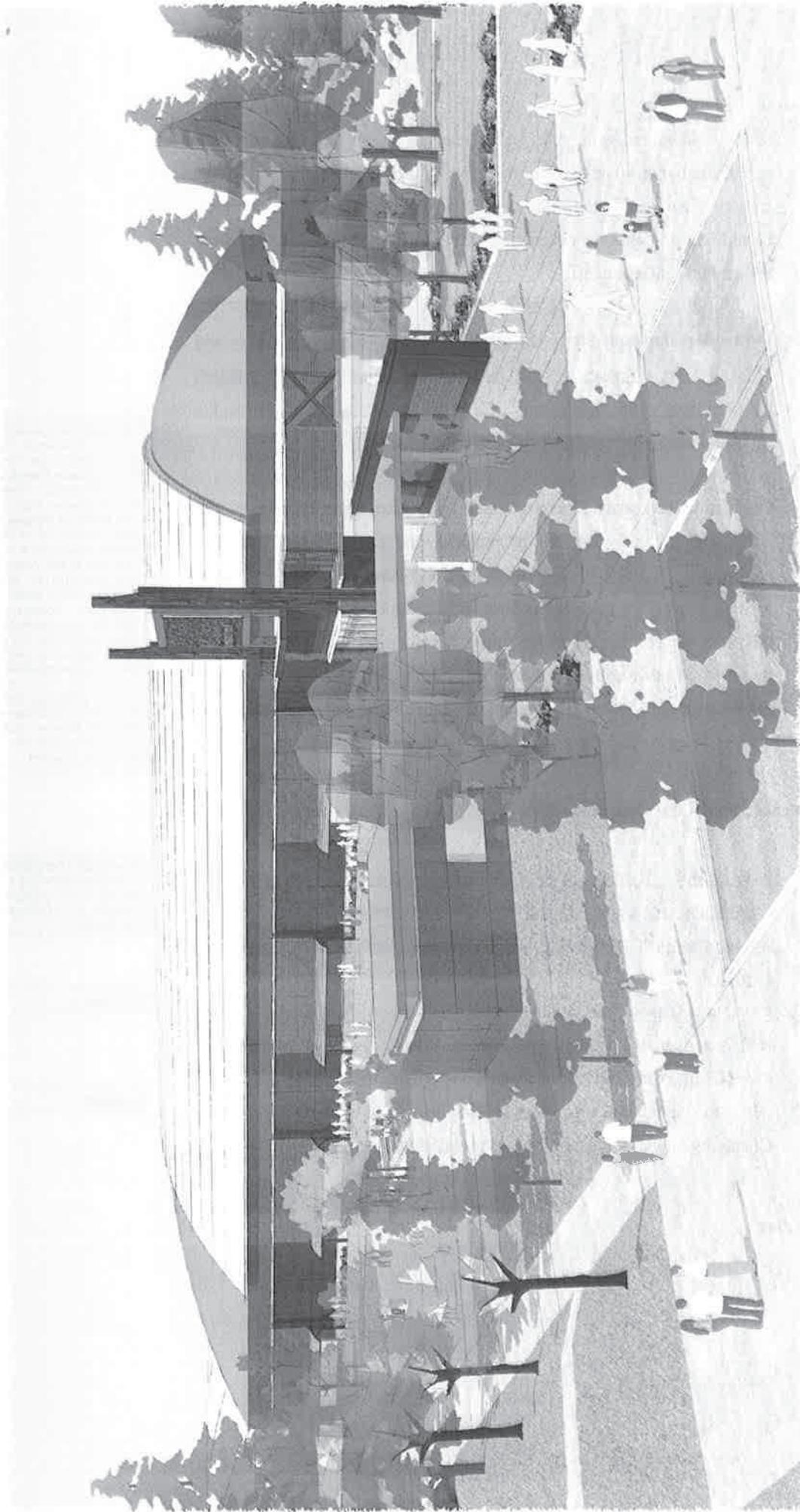
organizational events. The redevelopment of the site must provide for these traditional uses.

- 1.3 The proposed Master Plan (Figure 1) creates a campus of venues and facilities that will serve the year-round needs of wide-range of County residents for exhibitions, consumer shows, fairs, festivals, trade shows, civic functions, and family entertainment. The primary elements called for by the Master Plan include:

1.3.1 **Exhibit Halls:** A new, high-quality exhibition hall of about 120,000 square feet consisting of about 90,000 square feet of divisible, column-free flat-floor space, and related meeting, break-out, pre-function, and accessory spaces (Figure 2) This facility is designed to serve the needs of exhibitors, consumer and trade shows, the county fair, clubs, and civic groups, including middle/high school graduations and other attractive community events and or entertainment activities as they are identified in the future. In addition, the existing exhibit hall will be retained for small and secondary shows and events or office and meeting space for community organizations.

1.3.2 **Pavilion:** A covered pavilion consisting of about 100,000 square foot (including support space), free of interior columns, that supplements the market served by the new exhibit hall by providing for open-air events such as rodeos, concerts, theatrical events, farmer markets, and out-door exhibits and trade shows and supplement facilities for the annual county fair.

1.3.3 **National Guard Facility:** An 11-acre site will be conveyed to the Oregon National Guard, which will construct a new armory of about 40,000 square feet, a 24,000 square foot field maintenance facility, and accessory facilities. The National Guard will entertain partnership opportunities that



WASHINGTON COUNTY FAIRGROUNDS MASTER PLAN
FIGURE 2

CONCEPTUAL PERSPECTIVE
DECEMBER 05, 2007



create synergies with the event center, such as incorporating administrative or other space in the new Armory for the City, County, or civic organizations, shared-use parking, and shared-use kitchen facilities. In addition, the armory will include training facilities that could be used by local law enforcement.

1.3.4 **Future Development Site:** The master plan reserves about 15 acres east of NE 34th for a long-term use to be identified in the future that supports the objectives of the event center. Until a long-term use is identified, the site should be used for a compatible interim use.

Deleted: The possibility should be explored of leasing the 15-acre future development site east of NE 34th Street to the Renaissance Festival, which would fund and construct a theme park that includes an arena, stages, and food and craft booths; all designed in a medieval motif. If approved, the Renaissance Festival would run 6-8 weekends per year, prior to the County Fair. During the remainder of the year, the Festival grounds would be available at no cost to event center management, which would lease the Festival grounds to show promoters and others for such events as office picnics, fund-raising events for civic groups, and Halloween, wine and food festivals. The event center would retain all profits from these events. If not leased for the Renaissance Festival, the future development site may be used for parking on an interim basis until a long-term use is identified.

1.3.5 **Parks and Recreational Areas:** Under the Master Plan, the existing ball fields and tennis courts will be retained, and an additional ball field constructed. A park will be constructed along Cornell Road to provide an active greenway for company picnics and park-goers. Over the long-term, this area can be used for the future development of performing arts theaters and other cultural venues. In addition, the Heritage Commons, the heart of the historic fairgrounds will be retained and enhanced, to be used by fairgoers and users of the exhibit halls.

1.4 Implementation of the Master Plan will:

1.4.1 Promote public events and festivals that reinforce the County's role as a cultural and entertainment center capable of meeting the needs of County residents as well as drawing attendance and business from outside the County

Comment [Default1]: This used to be 1.4.3, it was moved to the top of the list and renumbered, also the work 'drawing' was added before the word "attendance"

1.4.2 Promote a sense of community among residents of Washington County and strengthen the County's role in the Metro region as a center for diverse educational, recreational, and civic programs

Deleted: 1

1.4.3 Foster the burgeoning arts, crafts, entertainment, and tourist industry in the County by providing venues for events and shows

Deleted: 2

1.4.4 Provide additional opportunities for civic groups and non-profits to hold events, raise funds and offer life-long learning experiences, with a particular emphasis on youth.

Deleted: 1.4.3 Promote public events and festivals that reinforce the County's role as a cultural and entertainment center capable of meeting the needs of County residents as well as attendance and business from outside the County ¶

1.4.5 Preserve Washington County's agricultural heritage by providing a quality venue for the County Fair, 4-H and other events that support and promote the County's agricultural community.

Deleted: Preserve the annual County Fair & Rodeo and its' heritage and provide a quality venue to promote Washington County's agricultural industry.

1.4.6 Promote tourism in the County

1.4.7 Capture the opportunity for new jobs and small business growth

1.5 To ensure an efficient and fiscally prudent redevelopment of the site, the Master Plan will be implemented in phases. The size and mix of facilities of later phases will be based on the actual results of earlier phases to make certain they match community needs and market demand.

1.6 To promote an operationally efficient and financially viable business model by developing new venues that are designed and sized to meet emerging industry and market requirements, and by rehabilitating, where economically viable, existing facilities for community organizations that need less expensive space.

1.7 The name of the complex should reflect the diversity of activities that occur there. Further, there are likely opportunities to lease "naming rights" for some of the buildings which would generate additional revenues to complete the features of the master plan. It is recommended that the naming of the new complex be reviewed and discussed with stakeholders and the community and a policy determination made prior to November, 2008.

2. Phase I of the Master Plan (Figure 3)

2.1 In Phase I (Figure 3), transform fairground into an events center campus by:

2.1.1 Constructing the new 120,000 square feet exhibit hall.

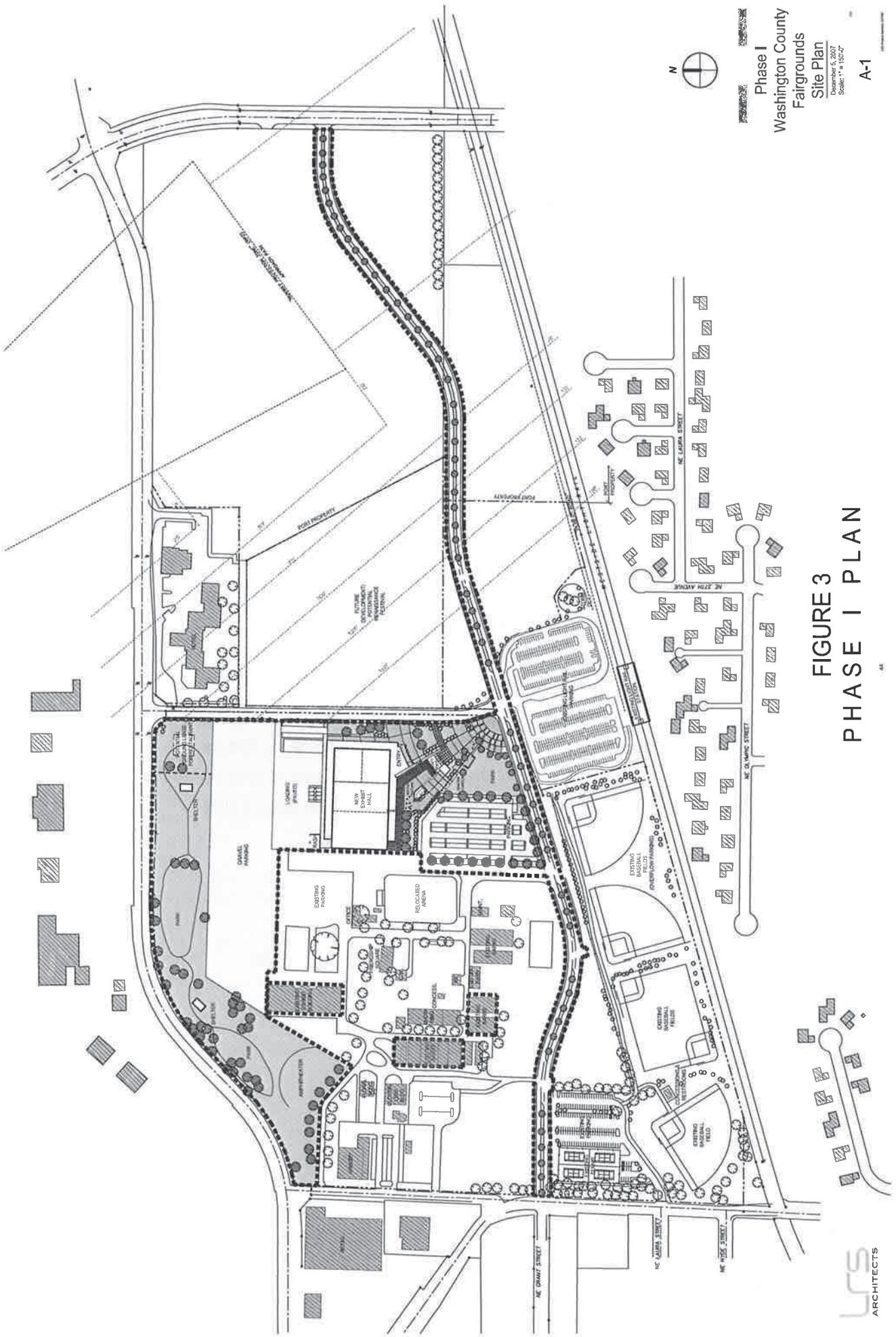


FIGURE 3
 PHASE I PLAN

2.1.2 Developing the internal traffic and pedestrian circulation system for the site; this includes constructing:

- Grant Street as a 2- and 3-lane, landscaped roadway (with median), bike, and pedestrian facility. ~~Grant Street must be designed to ensure the safety of site-users, and should incorporate special precautions for pedestrian traffic from the light rail station, including the ability to close Grant Street as a through-facility during large events such as the County Fair, the use of speed tables near the light rail access to provide a pedestrian friendly connection across Grant Street, street pattern designs to warn motorists of pedestrian areas, a reduced-speed alignment, and other possible features, such as pedestrian-signals. It is recommended that the County work with the City once to continue to explore the safety features to be incorporated in the design of Grant Street, including street closure policies.~~ Deleted: The design of
- A transit-oriented connection between light rail and the exhibit hall as a plaza with an adjoining green-space. The plaza should incorporate a water feature designed to mitigate impacts on airport operations.
- Initial parking areas.

2.1.3 Upgrading the visual appearance of the site by installing landscaping, decorative fencing, covered walkways, lighting, electronic signage, and park facilities.

2.1.4 Undertaking ~~specific critical rehabilitations of existing auxiliary facilities.~~ Deleted: a limited amount of

2.2 Phase 1 is planned to be designed in 2008 and built in 2010. To meet this schedule, the funding for Phase I must be in place and the architect or design-builder must be selected and under contract by December 2008.

2.3 Phase I is estimated cost:

**Estimated Phase I Capital Costs
(in millions of dollars)**

	Current (2007) Dollars	Inflated (2010) Dollars
Grant Street	\$ 5.664	\$ 6.874
Plaza	\$ 2.822	\$ 3.425
Site Prep, Utilities, Landscaping	\$ 3.317	\$ 4.026
New Exhibit Hall Pavilion	\$24.237	\$29.413
Parks	\$ 1.662	\$ 2.017
Accessory Facilities	\$ 0.726	\$ 0.881
Parking and Loading	\$ 3.598	\$ 4.366
Sub-Total	\$42.026	\$51.002
Owner's Contingency		\$ 4.000
Phase I Total		\$55.002

2.4 The recommended funding plan for Phase I is:

**PHASE I FUNDING PLAN SUMMARY:
SOURCES AND USES
(in millions of inflated dollars)**

USES	Amount
Estimated Capital Cost	\$51.002
Owners Contingency	\$ 4.000
	\$55.002
SOURCES	Amount
County GO Bond	\$39.792
City TIF: Grant St	\$ 6.874
City TIF: Transit Connection (Plaza)	\$ 3.415
City Limited Tax Obligation Bonds	\$ 5.000
	\$55.081

Deleted: Backed Revenue

2.5 The following actions must be taken to implement the Phase I finance plan:

2.5.1 The City, County, and Fair Board must prepare and execute by May 2008 an intergovernmental agreement wherein each party commits to undertake its portion of the finance plan.

2.5.2 As part of the intergovernmental agreement described above, City Council must commit to issue prior to the start of Phase I construction a limited tax obligation bond in the amount of \$5 million for development of Phase I of the Master Plan in return for a commitment by the Fair Board to convey to the City \$300,000 per year of net revenues from the event center for a period of 30 years

Deleted: general

Deleted: 20

2.5.3 In addition, the City must dedicate about \$10.3 million of its TIF funding to design and construct Grant Street and the transit-oriented plaza connection to LRT. The City's contribution serves as an up-front 30-year lease payment on the existing ball fields.

2.5.4 The County must place a general obligation bond of about \$39.8 million on the November 2008 ballot. This G.O bond is estimated to cost 6-cents per \$1000 of assessed value in the first year of debt service and average 3-cents per \$1000 of assessed value of its 30-year term.

2.6 Marketing of the event center should start soon after passage of the bond measure. The event center will be a significant attractor of tourism for the County, and an important component of the destination marketing strategy implemented by the Washington County Visitor Association (CVA). The Task Force recommends that beginning in 2009 the CVA include in its strategic plan a multi-year commitment of marketing funds for the event center.

Deleted: from its tourism enhancement fund

2.7 Operational efficiencies can be achieved through a consolidated staffing plan for the event center and fair; an integrated staffing plan should be developed and implemented.

2.8 The Task Force discussed the future management structure of the complex, including the possibility of having the Fair Board deal strictly with the planning

Deleted: The financial strategy for the Master Plan is based on a funding partnership between the County Commission, City Council of Hillsboro, and the Fair Board. An Event Center Oversight Committee of these parties should be established and charged with overseeing major financial issues related to the development and operations of the Master Plan.

and operation of the County Fair and have another entity (similar to an “Expo Commission”) responsible for the management, maintenance, marketing, concessions, rental and personnel of the overall complex. The Task Force also discussed the need for an organizational structure that allows the funding partners to oversee the major financial issues related to the development and operations of the Master Plan. It is recommended the management structure options be reviewed and discussed with stakeholders and a determination made prior to November, 2008.

2.9 Phase I includes a minimally acceptable amount of parking. The capacity must be developed to accommodate overflow parking for large or simultaneous events on the site by developing agreements with:

2.9.1 The Port of Portland to use its property for overflow event parking and other potential future uses.

Deleted: Renaissance Festival and

2.9.2 The Oregon National Guard to use any unrestricted portions of its parking area for overflow event parking

2.9.3 The City of Hillsboro to use parking adjacent to ball fields for overflow event parking, and that continues the existing agreement allowing parking on the ball fields when needed.

NOTE: IN RESPONSE TO COMMENTS ABOUT HOW TO TREAT RENAISSANCE FESTIVAL, I HAVE MOVED THE OLD SECTION 3 TO END, WHERE IT BECOMES SECTION 5 AND WHERE CHANGES TO THE FORMER SECTION 3 ARE SHOWN AS A REDLINE. I HAVE CHANGED THE NUMBERING TO OLD SECTIONS 4 AND 5 – FOR READABILITY, THESE NUMBERING CHANGES DO NOT SHOW AS REDLINES.

3. Phase II of the Master Plan (Figure 4)

3.1 The National Guard's desire for a new armory presents a unique opportunity to provide for the safety and security needs of county residents in a manner that complements the overall use of the event center. Phase II of the Master Plan includes:

3.1.1 The development of a new National Guard armory and a field maintenance facility on the site.

3.1.2 Rehabilitation/conversion of the old National Guard armory into a facility serving the event center.

3.2 The National Guard facility requires a development parcel of at least 11 acres. The Master Plan designates a site in the southeast corner of NE 34th and Grant Street for the National Guard facility. In this designated area, only four acres are currently owned by the County. The County should work with Port of Portland and National Guard to secure the remainder of the needed development parcel.

3.3 Once the Port property is secured, the County should execute a property exchange agreement with the National Guard in which the County provides the 11-acre development parcel near Grant/NE 34th to the National Guard and in return receives the existing armory building and site. If the market values of the exchanged properties are unequal, the transaction will be equalized by a net payment by the owner of the lower-valued property to the higher-valued owner.

3.4 Federal funding for the new armory is planned for the year 2014, but could potentially be accelerated to as early as 2010 by making the development site available to the National Guard. The County should take the steps necessary to accelerate the National Guard development, including:

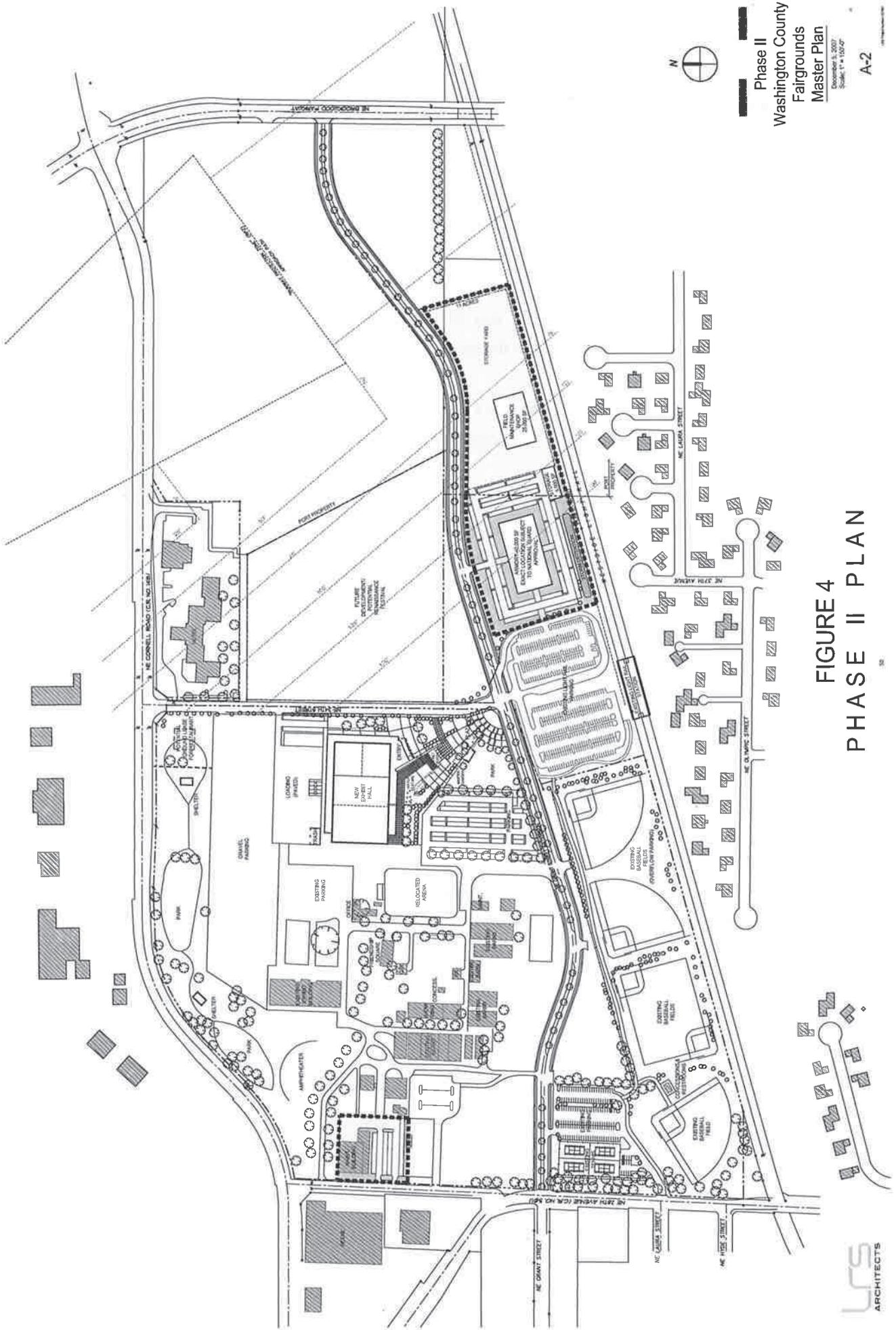


FIGURE 4
 PHASE II PLAN

- 3.4.1 Prepare a Memorandum of Understanding with the National Guard by April 2008 that establishes the terms and conditions of exchanging the County property with the National Guard's armory.
- 3.4.2 Seek Port/FAA approval by December 2008 of conveying the seven acres of Port property for National Guard use.
- 3.4.3 Undertake appraisals, inspections, environmental assessment, and due diligence necessary to consummate property exchange by December 2008.
- 3.4.4 Prepare and execute property exchange contract by March 2009.
- 3.4.5 After the property exchange and during the development of the National Guard site, the County will lease-back the existing armory to the National Guard. Deleted: at a market rent
- 3.4.6 Net revenues, if any, paid to the County by the National Guard for the property exchange and the lease-back of the armory should be dedicated to the development of the Master Plan.
- 3.5 The National Guard will entertain incorporating administrative or other space in the new Armory for the City, County, or civic organizations if funding is available for constructing or leasing the space. This potentially could include shared-use parking or kitchen facilities. The County and National Guard should work together to identify partnering opportunities, and, when identified, enter into a Memorandum of Understanding to implement the partnership.
- 3.6 The Master Plan anticipates that the existing armory will be converted to a maintenance facility after the National Guard relocates to the new Armory. However if demand and available funding warrant, consideration should be given

to converting the existing armory to an office/meeting facility for community organizations.

- 3.7 The cost of the new armory and field maintenance facility will be borne by the National Guard; no local funds will be used to subsidize the National Guard's costs. The proposed funding plan for Phase II is:

**PHASE II FUNDING PLAN SUMMARY:
SOURCES AND USES
(in millions of inflated dollars)**

USES	Amount
Cost of New Armory	TBD
Cost of Rehabbing Old Armory	\$0.327
Owners Contingency	\$0.023
	\$0.350
SOURCES	Amount
National Guard	Pay Cost of New Armory
Event Center Revenues	\$0.350
	\$0.350

4. Phase III of the Master Plan (Figure 5)

4.1 During Phase III additional facilities will be constructed in the year 2013 to support a larger and more diverse mix of events at the event center. Depending on the availability of funding, Phase III may be implemented in sub-phases over time.

4.2 As currently envisioned, Phase III (Figure 6) completes the build-out of the event center by constructing the following:

4.2.1 A covered pavilion consisting of about 100,000 square foot (including support space), free of interior columns, that supplements the market

served by the new exhibit hall by providing for open-air events such as rodeos, concerts, farmer markets, and out-door exhibits and trade shows.

4.2.2 A multi-purpose building to replace certain auxiliary buildings on the site and provide additional area for other needed uses.

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4.2.3 Additional parking

4.2.4 Additional park space, landscaping, and other site amenities.

4.3 The long-term viability of the existing 24,000 square foot Exhibit Hall as a supplementary venue for small or secondary events should be assessed during the initial years of operating the new Exhibit Hall. If it is determined that the supplementary venue is not necessary, a re-use plan should be prepared to convert the small exhibit hall to another use needed by the event center.

Deleted: , in lieu of constructing the new multi-purpose facility currently anticipated in Phase III

4.4 The size and design of the pavilion should be re-assessed during the initial operating years of the new exhibit hall; and, if necessary, refined based on market requirements observed for the event center during its initial years of operation.

4.5 As currently envisioned in the Master Plan, Phase III is estimated to cost:

Estimated Phase III Capital Costs
(in millions of dollars)

	Current (2007) Dollars	Inflated (2013) Dollars
Grant Street Plaza		
Site Prep, Utilities, Landscaping	\$ 1.208	\$ 1.713
New Exhibit Hall		
Pavilion	\$16.224	\$23.010
Parks	\$ 0.498	\$ 0.707
Accessory Facilities	\$ 2.469	\$ 3.502
Parking and Loading	\$ 8.870	\$12.581
Sub-Total	\$29.269	\$41.513
Owner's Contingency		\$ 2.000
Phase III Total		\$43.513

4.6 The recommended funding plan for Phase III is

**PHASE III FUNDING PLAN SUMMARY:
SOURCES AND USES
(in millions of inflated dollars)**

USES	Amount
Cost	\$41.513
Owners Contingency (5% of cost)	\$ 2.076
	\$43.589

SOURCES	Amount
State Lottery Bonds (50% of uses)	\$21.795
Second Revenue Bond based on Net Revenues in Current Pro Forma	\$ 5.000
Additional Revenues	\$16.800
	\$43.595

4.7 The following actions must be taken to implement the Phase III finance plan:

4.7.1 Issue a second event center revenue bond in the amount of \$5 million, provided that actual net revenues are in line with pro forma results.

4.7.2 The Event Center Oversight Committee must preserve for the development of future phases of the Master Plan any revenues associated with the event center that are not used in the Phase I finance plan. These may include such revenues as:

- Net revenues from property exchange with the National Guard and lease-back of the armory to the Guard prior to completion of the new armory.
- Net revenues from the lease of the future development site.
- Owner's contingency applied to future phases and interest earnings on bonds during the construction period.

Deleted: with the Renaissance Festival

4.7.3 The Event Center Oversight Committee must undertake efforts to supplement revenue sources not currently addressed in the pro forma, such as:

- Naming rights
- Advertising revenues
- Attracting additional revenue-generating events and exhibitions that are not incorporated in the current pro forma, such as concerts, and other entertainment events
- Net revenues from the operation of the pavilion
- Ground lease revenues from any restaurants attracted to the site
- Form an “Event Center Foundation” to accept gifts from private individuals, businesses, organizations, and others.

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4.7.4 Seek a state lottery bond authorization of about \$21.8 million, representing a 50:50 match ratio with local funds, during the 2013 legislative session.

5. **Phase IV: Future and Interim Development East of NE 34th Avenue**
(Figure 6)

Deleted: Renaissance Festival Development

5.1 The master plan reserves about 15 acres east of NE 34th for a long-term use that is to be determined in the future (Figure 6). The County should explore the possibility of leasing this site for an interim use that supports the objectives of the event center.

5.2 The owners of the Renaissance Festival approached the Task Force with a proposal to utilize the property east of 34th Street. This was not anticipated within the original scope of the Task Force. There are a number of factors to consider in evaluating this proposal, including the affect on nearby residents and businesses, desires of the City of Hillsboro and community, financial benefit or loss of committing the acreage to this purpose, year round uses of the Renaissance Festival improvements and other issues. It is recommended that the matter of

locating the Renaissance Festival be explored further with the involvement of Stakeholders and the community to determine if this use is recommended. This matter should be explored and returned to the Task Force for review no later than the Spring, 2008.

5.3 As part of exploring the possibility of the Renaissance Festival, the County should work with Royal Faires to identify if a mutually acceptable financial arrangement and project design can be achieved based on the following principles:

5.3.1 When not in use by the Renaissance Festival, the County should have the right to use or lease the Festival grounds for events, and retain any profits from its use.

5.3.2 Overnight tent camping on the Festival or event center site by Festival employees and tenants will not be permitted.

5.3.3 All structures must comply with Oregon building code.

5.3.4 A good neighbor agreement establishing code of conduct and safety and security standards.

5.3.5 First source hiring/contracting provisions that offer County civic organizations and community groups priority for certain jobs for fund-raising purposes.

5.3.6 Require the Renaissance Festival grounds to be functionally and physically integrated with the remainder of the event center site. In particular, determine if the arena built for the Renaissance Festival can be designed to accommodate rodeos and other arena-events that would otherwise be accommodated at the event center.

Deleted: The Renaissance Festival (Figure 4 – to be added) can add to the vibrant mix of family entertainment and civic organization opportunities provided by the event center. The County should explore the possibility of bringing the Renaissance Festival to the event center site by summer, 2009.¶

¶
5.2

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5.3.7 The development and operations of the Renaissance Festival must be funded entirely with private revenues. No public subsidy will be provided to the Festival. However, if certain features of the Festival, such as the arena, are specifically expanded or designed to meet event center needs, public funds may be used to pay the marginal cost of accommodating event center needs.

RECOMMENDED ACTION PLAN

December 2007 – May 2008 **Responsible Party(ies)¹**

Undertake public outreach on preliminary Task Force recommendations	City, County
Prepare Memorandum of Understanding between National Guard and County regarding the relocation of the Armory on the site	County, National Guard
Determine the feasibility of developing the Renaissance Festival as an interim use on the site	County, City, Royal Faires
Prepare Memorandum of Understanding regarding use of Port property for the proposed Master Plan	County, City, Port of Portland
Undertake continued due diligence on proposed Master Plan	City, County, Fair Board
Prepare final recommendations to City, County, Fair Board; including ballot title	Task Force, City, County, Fair Board
Reconvene Task Force, adjust Master Plan if necessary based on continued outreach and due diligence; final recommendation to County, City, and Fair Board	Task Force
Approval of Recommendations	City, County, Fair Board

Deleted: Prepare Memorandum of Understanding regarding development of

June 2008 - December 2008

	County, City
Continue public information process	
Seek FAA approval of property transactions between County and Port	Port of Portland
Continue due diligence and follow-up activities National Guard	County, City, National Guard
Finalize transaction with Renaissance Festival	County, Royal Faires
Undertake RFQ/RFP process for architect or design/builder, and make selection	County, City, Fair Board
If the Renaissance Festival is approved as an interim use, commence design and construction of Renaissance Festival	Royal Faires

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¹ In the "Action Plan," depending on the context, County means the staff or governing board of Washington County government, City means the staff or governing board of the City of Hillsboro government, Fair Board means the staff or governing board overseeing the Fair Complex, Port of Portland means the staff of the Port, FAA means the Federal Aviation Agency, National Guard means the staff and executive officers of the Oregon National Guard, and Royal Faires means the management of the Renaissance Festival.

December 2008 - May 2009

Seek supplemental marketing funds from recent increase to lodging tax	County, City, Fair Board
Undertake detailed design and engineering studies for Phase I	County, City, Fair Board
Begin marketing of facility	Fair Board
Complete property transactions with Port of Portland	County, Port of Portland
Complete appraisals, due diligence, and property transactions with National Guard; Lease-back existing armory to Guard	County, National Guard
If desired, prepare and execute partnership agreement describing space requirements/ sharing to be incorporated in new armory for event center	County, City, Fair Board, National Guard
Pursue federal funds for new armory	National Guard
Complete construction of Renaissance Festival grounds	Royal Faires
Hold vote on G.O. Bond	County

May 2009 - June 2010

Secure federal appropriation for new armory	National Guard
If approved as an interim use, start operations of Renaissance Festival	Royal Faires

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July 2010 - December 2012

Complete construction of Phase I Master Plan	County, City, Fair Board
Design and construct new armory (if federal funds accelerated)	National Guard
Re-assess size and scope of Phase III of Master Plan based on operating results to date of the event center	County, City, Fair Board
Undertake activities necessary to secure local funding for Phase III of Master Plan	County, City, Fair Board

January 2013 - July 2014

Seek legislative approval of lottery bond component of Phase III finance plan	County, City, Fair Board
Design and construct new armory [if federal funds not accelerated]	National Guard
Design and construct Phase III improvements	County, City, Fair Board

WASHINGTON COUNTY FAIR COMPLEX
Budget FYE 6/30/2009 (FIRST DRAFT)

The Washington County Fair Complex, home of the annual County Fair & Rodeo, is funded primarily through its entrepreneurial business operations and industry tax subsidies. Approximately 55 percent of the Fair Complex funding comes from operating revenues generated from user fees and services generated through facility rental, event services parking, food & beverage businesses, RV Park, and annual County Fair & Rodeo. The remaining 45 percent comes from lodging industry tax subsidy, government loans (if any) and investment earnings. The Washington County Fair Complex receives no property tax support for operations.

The mission of the Washington County Fair Complex is to provide excellent facilities and services in a self-supporting manner for the following purposes

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

Description	Actual	Actual	Actual	Estimated	Proposed	COMMENTS
	2004/05	2005/06	2006/07	2007/08	2008/09	
1 Opening Balance	\$ 397,999	\$ 456,459	\$ 634,348	\$ 627,250	\$ 830,626	
Interim Operating Revenues						
2 Parking	\$ 36,732	\$ 21,088	\$ 11,826	\$ 29,951	\$ 21,000	No Jet Team in 2006. No July 4th or AKC Dog Shows.
3 RV Park	10,706	8,035	12,955	10,000	10,000	Estimated at 2007/08 Levels.
4 Rentals	225,938	266,057	199,667	200,000	200,000	No Rent Increase Scheduled. No Boat/RV Storage. No AKC Dog Show.
5 Concessions	5,660	5,317	2,055	3,000	3,000	No July 4th or July Dog Show.
6 Misc Income	13,770	12,209	21,116	15,000	15,000	Pre-Paid Event Security, Surplus Equipment Sales Proceeds, etc.
7 Total Interim Operating Revenues	\$ 292,806	\$ 312,706	\$ 247,619	\$ 257,951	\$ 249,000	
Interim Operating Expenses						
8 Personal Services (Includes OPE)	\$ 336,244	\$ 354,372	\$ 380,172	\$ 336,852	\$ 389,208	Budgeted at 2007-08 Adopted amounts. Will be adjusted by County when adopted.
9 Supplies	20,589	23,931	27,951	25,000	25,000	Janitorial & First Aid Supplies, Office Supplies, Electrical Supplies, Computers, etc.
10 Professional Services	8,862	13,595	15,184	12,500	12,500	Pre-Paid Event Security, Webmaster, Electrician, etc.
11 Advertising and Marketing	4,141	2,072	1,073	1,200	1,000	Special Announcements, etc.
12 Communications (ATM)	526	1,199	406	500	500	Telephone Fees Associated with ATM.
13 Utilities (Water/Sewer/Elect/Natural Gas)	56,611	58,949	53,347	65,000	65,000	Electricity, Natural Gas, Garbage Service, Front Office/Floral Bldg. Propane, etc.
14 Repair and Maintenance	48,815	46,505	56,189	57,000	57,000	Ongoing Activities Associated with Facility and Grounds,
15 Equipment Rentals	4,531	3,484	2,597	5,000	5,000	Photo Copier. Miscellaneous Equipment Rentals.
16 Dues and Memberships	1,052	1,975	814	1,750	1,500	Chamber Dues, etc.
17 Training and Travel	944	569	2,226	1,500	1,500	Associated with non-Fair Activities.
18 General Liability & Equipment Insurance	13,037	13,539	16,188	13,000	15,000	Split Between Fairtime & Interim.
19 Postage	435	209	442	500	500	Split Between Fairtime & Interim.
20 Printing Internal	4,107	333	19	500	500	Non-Fairtime Printing.
21 Telephones	5,723	6,770	6,797	6,000	6,000	Split Between Fairtime & Interim.
22 Special Expenses	5,799	3,428	5,334	5,000	5,000	Board Related Expenses, etc.
23 County Counsel - Legal Services	1,913	5,321	10,220	5,000	5,000	Non-Fairtime Activities.
24 County Indirect Cost	13,276	14,904	17,972	19,711	21,000	County Administrative Expenses Split Between Fairtime & Interim.
25 Total Interim Operating Expenses	\$ 526,605	\$ 551,155	\$ 596,931	\$ 556,013	\$ 611,208	
26 Net Interim Revenues/Expenses	\$ (233,799)	\$ (238,449)	\$ (349,312)	\$ (298,062)	\$ (362,208)	

Description	Actual 2004/05	Actual 2005/06	Actual 2006/07	Estimated 2007/08	Proposed 2008/09	COMMENTS
Fair Revenues						
27 Admissions	\$ 48,557	\$ 78,575	\$ 94,950	\$ 91,550	\$ 86,500	Free Admission Fair since 2004.
28 Commercial Booth Rentals	35,141	46,456	46,456	46,000	46,000	Expected between 2005 & 2006 levels.
29 Dept of Agriculture	77,810	74,665	81,879	81,222	78,000	Lottery Funds distributed to each County Fair via Dept. of Agriculture.
30 Parking Fees	32,152	24,739	25,160	-	-	Expects Continued Increase in MAX Ridership.
31 Admissions (Truck Pull/Demo Derby)	62,000	64,433	66,289	65,150	72,500	See Truck Pull and Demo Derby Categories before 2007.
32 Sponsorships	67,572	77,361	81,865	99,541	90,000	See Truck Pull and Demo Derby for additional Sponsorships reported after 2006.
33 Carnival Income	1,450	-	-	-	-	Expected between 2006 & 2007 levels.
34 Advertising	4,486	40	7,968	8,126	8,000	Miscellaneous Advertising - Auction Ring, Show Rings, etc.
35 Entry & Camping Fees	79,242	83,106	83,838	95,348	87,500	Estimated at 2007 Levels.
36 Food and Beverage Concessions	7,974	8,426	11,361	10,500	10,000	Expected between 2006 & 2007 levels.
37 Other Revenues (ATM/Merch/Etc.)						Miscellaneous Revenues.
38 Total Fair Revenues	\$ 416,384	\$ 457,801	\$ 499,766	\$ 497,437	\$ 478,500	
Fair Expenses						
39 Personal Services (Includes OPE)	\$ 163,705	\$ 170,257	\$ 177,242	\$ 146,737	\$ 172,525	Budgeted at 2007-08 Adopted amounts. Will be adjusted by County when adopted.
40 Supplies	11,362	8,848	16,005	10,920	12,000	Paper Products, Shop Supplies, Office Supplies, Office Furniture, Computers, etc.
41 Professional Services	76,173	63,754	58,323	56,963	60,000	Security, Parking, Cleanup, etc.
42 Advertising, Promotions, etc.	98,506	99,040	98,544	100,544	105,000	No Pre-Publicity Event Proposed.
43 Printing	1,198	1,718	1,095	2,352	2,500	Flyers, Daily Schedules, etc.
44 Utilities (Water/Sewer/Elect/Natural Gas)	3,035	6,739	11,892	10,993	12,500	Portion of July Charges.
45 Repair & Maintenance	3,207	2,265	2,521	1,730	2,500	Minor Repairs to support Fairtime related activities.
46 Equipment Rentals	5,927	24,759	19,504	14,385	16,000	Bleachers, ADA Ramp, Food Court Generators, Light Towers, etc.
47 Dues and Memberships	965	580	1,556	1,000	1,000	Association Dues - OFA, WFA, IAFE, etc.
48 Travel and Training	4,303	5,512	5,112	4,000	4,000	Related to Fairtime Activities.
49 General Liability & Equipment Insurance	13,009	13,539	15,057	12,731	15,000	Split Between Fairtime & Interim.
50 Postage	825	437	309	500	500	Split Between Fairtime & Interim.
51 Telephone	1,306	742	2,241	2,500	2,500	Split Between Fairtime & Interim.
52 County Counsel - Legal Services	-	642	-	500	500	Related to Fairtime Activities.
53 Other/Special Expenses	134,355	113,928	104,139	100,887	105,000	Family/Community/Main Stages, Walk-Around, Tents, Special Exhibit, etc.
54 Awards & Competitive Exhibits Program	43,228	26,828	46,910	50,824	50,000	4H, FFA and Open Class Judges, Premiums and Related Expenses.
55 Indirect County Charges	13,786	14,904	18,120	19,710	21,000	County Administrative Charges Split Between Fairtime & Interim.
56 Total Fairtime Expenses	\$ 574,890	\$ 554,492	\$ 578,570	\$ 537,276	\$ 582,525	
57 Net Fairtime Revenues/Expenses	\$ (158,506)	\$ (96,691)	\$ (78,804)	\$ (39,839)	\$ (104,025)	

Description	Actual 2004/05	Actual 2005/06	Actual 2006/07	Estimated 2007/08	Proposed 2008/09	COMMENTS
Truck Pull						
58 Admissions				\$ 14,000	\$ 13,000	Admissions at \$10.
59 Sponsorships				4,663	4,500	Title Sponsor plus prorated share of arena sponsors.
60 Other Revenues				-	-	
Total Truck Pull Revenues				\$ 18,663	\$ 17,500	
Truck Pull Expense						
63 Supplies				\$ 52	\$ 100	
64 Professional Services				7,163	7,500	Producer Fee, Security, EMTs, etc.
65 Advertising, Promotions & Hospitality				394	500	Sponsor Hospitality.
66 Rentals				1,251	1,500	Prorated share of bleachers, ADA Ramp, etc.
67 Other Miscellaneous Expenses				375	500	
68 Prize Money				-	-	
Total Truck Pull Expenses				\$ 9,235	\$ 10,100	
Truck Pull Net Revenues/Expenses				\$ 9,428	\$ 7,400	
Rodeo Revenues						
72 Admissions	\$ 37,431	\$ 29,956	\$ 25,923	\$ 25,650	\$ 25,000	NPRA Sanctions - Admissions: \$10.
73 Sponsorships	28,222	43,365	23,175	28,660	29,000	Estimated higher than 2007 levels with NPRA sanctions for third year.
74 Queen Fees	-	-	-	-	-	No fundraising activities anticipated - Use NPRA Queen where possible.
75 Other Revenues	1,393	-	-	68	-	Forego merchandise sales - costs higher than revenues.
Total Rodeo Revenues	\$ 67,046	\$ 73,321	\$ 49,098	\$ 54,378	\$ 54,000	
Rodeo Expenses						
77 Supplies	\$ 2,575	\$ 720	\$ 291	\$ 1,147	\$ 750	Miscellaneous.
78 Professional Services	37,114	50,312	33,081	36,198	37,000	Rodeo Producer, EMTs, Security, etc.
79 Advertising, Promotions & Hospitality	4,556	8,758	2,770	4,386	4,500	Includes Sponsor Hospitality.
80 Rentals	9,870	6,814	3,184	2,802	3,000	Bleachers, Generators, Tents, etc.
81 Training and Travel	-	77	-	-	-	None Expected.
82 Other Miscellaneous Expenses	5,594	10,606	2,689	2,585	2,500	Includes Sponsor Fees.
83 Prize Money	37,396	1,300	4,000	4,000	4,000	Fair Complex to contribute \$500 per event.
Total Rodeo Expenses	\$ 97,105	\$ 78,587	\$ 46,015	\$ 51,118	\$ 51,750	
Net Rodeo Revenues/(Expenses)	\$ (30,059)	\$ (5,266)	\$ 3,083	\$ 3,260	\$ 2,250	

Description	Actual 2004/05	Actual 2005/06	Actual 2006/07	Estimated 2007/08	Proposed 2008/09	COMMENTS
Demo Derby						
86 Admissions				\$ 19,430	\$ 18,500	Admission at \$10.
87 Sponsorships				14,626	14,500	Title plus share of arena sponsors.
88 Other Revenues				5,700	5,700	VIP Tournament Fees.
89 Total Demo Derby Revenues				\$ 39,756	\$ 38,700	
Demo Derby Expenses						
90 Supplies				\$ 113	\$ 150	Producer fees, security, EMTs, etc.
91 Professional Services				16,946	17,000	Sponsor Hospitality
92 Advertising, Promotions & Hospitality				769	1,500	Share of bleacher, ADA Ramp, etc.
93 Rentals				1,252	1,500	
94 Training and Travel				-	-	
95 Other Miscellaneous Expenses				120	150	Incentive monies for drivers.
96 Prize Money				1,500	1,500	
97 Total Demo Derby Expenses				\$ 20,700	\$ 21,800	
98 Net Demo Derby Revenues/Expenses				\$ 19,056	\$ 16,900	
99 Total Fair Revenues/(Expenses)	\$ (188,565)	\$ (101,957)	\$ (75,721)	\$ (8,095)	\$ (101,775)	
Frite Lites Revenues						
100 Admissions	\$ 14,874	\$ 37,464	\$ 41,324	\$ 45,000	\$ 45,000	Admission Fees.
101 Concessions	-	1,075	741	1,000	1,000	Food and Beverage. Boosters paid no concession fee in 2004.
102 Sponsorships	32,100	31,000	5,023	30,000	30,000	Sponsors. No title sponsor in 2006 or 2007.
103 Other Revenues	832	653	1,635	1,000	1,000	Truck Rides, Glow Sticks, etc.
104 Total Frite Lites Revenues	\$ 47,806	\$ 70,192	\$ 48,723	\$ 77,000	\$ 77,000	
Frite Lites Expenses						
105 Personal Services (Temp. Salaries)	\$ 1,677	\$ 2,055	\$ 1,394	\$ 10,500	\$ 10,500	Setup Labor, Admissions Staff, etc.
106 Supplies	3,036	6,962	3,331	5,000	5,000	Glow Sticks, Candy, etc.
107 Professional Services	2,497	26,406	21,856	25,000	25,000	Haunted Houses (2005, 2006 & 2007), Security, Canopies, etc.
108 Advertising	19,645	31,466	14,746	17,500	17,500	TV, Print, Radio, etc.
109 Other Expenses	7,142	4,701	4,281	4,000	4,000	Replacement bulbs, etc.
110 Total Frite Lites Expenses	\$ 33,997	\$ 71,590	\$ 45,608	\$ 62,000	\$ 62,000	
111 Net Frite Lites Revenues/(Expenses)	\$ 13,809	\$ (1,398)	\$ 3,115	\$ 15,000	\$ 15,000	

Description	Actual 2004/05	Actual 2005/06	Actual 2006/07	Estimated 2007/08	Proposed 2008/09	COMMENTS
Non-Operating Revenues						
112 Hotel/Motel Taxes	\$ 563,038	\$ 645,664	\$ 683,808	\$ 680,000	\$ 680,000	Estimated at 2006/07 Budget Levels.
113 Loan from County (Bleachers)	-	123,901	-	-	-	No additional County loans expected for FYE 2007/08.
114 Interest	8,610	17,901	27,354	22,500	22,500	Higher Rates and Higher Monthly Balances.
115 Sports Complex Lease - City of Hillsboro	-	-	-	-	-	No Revenues Budgeted.
116 Total Non-Operating Revenues	\$571,648	\$787,466	\$711,162	\$702,500	\$ 702,500	
Non-Operating Expenses						
117 Lease Payments (Principal & Interest)	\$ 70,034	\$ 101,987	\$ 99,594	\$ 104,483	\$ 116,061	Quadrant Property/Fork Lift/Light Displays/Bleachers.
118 General Equipment	18,483	138,255	48,273	40,000	40,000	Continue to replace older equipment.
119 Fire Marshall Deficiencies (2007/08)	-	-	-	15,000	15,000	Fire Marshall Deficiencies corrected as necessary.
120 ME Hall Fire System Upgrades (2006/07)	-	-	26,098	-	-	2006/07 - Main Exhibit Hall Fire Alarms and Extend Sprinkler System.
121 Fire Hydrants Project (2006/07)	-	-	134,270	10,000	-	2007/08 - Project completed with easements, etc.
122 Development Reserve/Expenses	16,803	28,781	4,476	10,000	10,000	Consultants, Market Studies, Fees to Support Blue Ribbon Committee Work.
123 Total Non-Operating Expenses	\$105,320	\$269,023	\$312,711	\$179,483	\$181,061	
124 Net Non-Operating Rev/(Expenses)	\$466,328	\$518,443	\$398,451	\$523,017	\$521,439	
125 Total Fair Complex Revenues	\$ 1,395,690	\$ 1,701,486	\$ 1,556,368	\$ 1,589,266	\$ 1,561,000	
126 Total Fair Complex Expenses	\$ 1,337,917	\$ 1,524,847	\$ 1,579,835	\$ 1,385,890	\$ 1,488,544	
127 Total Net Revenues/(Expenses)	\$ 57,773	\$ 176,639	\$ (23,467)	\$ 203,376	\$ 72,456	2006-07 Included upwards of \$200K in Equipment Purchases and FM Upgrades.

NOTES:

NEW BUSINESS

WASHINGTON COUNTY FAIR BOARD

Policy Resolution 105

Organization of the Board

RECITALS

- A. WHEREAS, the Washington County Fair Complex Board has the exclusive authority to manage the grounds and all other property owned, leased, used or controlled by the County devoted to the use of the Washington County Fair Complex;
- B. WHEREAS, the Washington County Fair Complex Board is entrusted and charged with the entire business management and financial and other affairs of the Washington County Fair Complex;
- C. WHEREAS, the Washington County Fair Complex Board is vested with the authority from the Washington County Board of Commissioners to administer the affairs and set policy for the Washington County Fair Complex; and
- D. WHEREAS, the Washington County Fair Complex Board finds it appropriate to adopt policies related to the organization and function of the Board;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

- 1. Organization of the Board.
 - a. The Washington County Fair Complex Board shall hold an annual organizational meeting at its January meeting and shall elect from among its members a Chair, Vice Chair, Treasurer and Secretary.
 - b. No member of the Board may serve as Chair, Vice Chair for more than two years in succession.
 - c. If a Board member is unable to continue to serve as an officer, a replacement will be elected immediately. The replacement officer will serve the remainder of the officer's term until the following January.
- 2. Presiding Officer.
 - a. The Chair of the Fair Complex Board shall be the Presiding Officer at all Board meetings.
 - b. The Vice Chair shall be the Presiding Officer in the absence of the Chair and shall have, as such times, the authority to sign appropriate documents.
 - c. In the absence of both the Chair and Vice Chair, the Chair shall appoint a Chair pro tem who shall have, at such time, the authority to sign appropriate documents.

- d. The Chair of the Board shall have a vote on each matter before the Board. The Chair may second motions but shall not make motions unless the Chair first relinquishes the position of Presiding Officer for the purpose of making such motion.
 - e. The Chair will establish the agenda for regular Board meetings; call special Board meetings when required; enforce the rules of order; sign all official documents that require the signature of the Board Chair; represent the Board at official functions unless this duty is delegated by the Chair to another Board member; appoint all committees; and have the right to discuss issues and may vote on any issue.
3. Attendance, Quorum and Voting.
- a. Attendance of four Board members shall be necessary to transact Fair Complex business. Approval by the majority of members in attendance is required for any action.
 - b. Voting shall be expressed by voice vote when called for by the Presiding Officer. Board members not voting nor specifically abstaining shall not be counted. The Recording Secretary shall record negative and abstaining votes.
4. Meetings of the Board.
- a. Regular meetings of the Board shall be held on the first Wednesday of the month at 4:30 pm, at the Washington County Fair Complex.
 - b. Emergency meetings or special meetings of the Board shall be held when appropriate.
 - c. If the date of the regular board meeting is a legal holiday under the laws of the State of Oregon, such meeting shall be cancelled.
 - d. When deemed appropriate by the Chair, board meetings may be cancelled.
5. The authority to insure compliance with this policy is vested with the Fair Complex Executive Director and his/her delegate.

Dated this 4th day of October 2006.

ATTEST:

Recording Secretary

Board Chair

ANNOUNCEMENTS

CORRESPONDENCE

Calendar of Events
January 2008 – June 2008

Date	Event	Location
January		
1	New Year's Day	Office Closed
2	Board Meeting	Floral Building (4:30 PM)
2	Booster Meeting	Floral Building (7:00 PM)
7 - 10	Western Fair's Annual Convention	San Diego, CA
10 - 13	Oregon Fair's Association Convention	Salem Convention Center
21	Martin Luther King Jr.'s Birthday	Office Closed
February		
6	Board Meeting	Floral Building (4:30 PM)
6	Booster Meeting	Floral Building (7:00 PM)
18	Presidents Day	Office Closed
March		
5	Board Meeting	Floral Building (4:30 PM)
5	Booster Meeting	Floral Building (7:00 PM)
April		
2	Board Meeting	Floral Building (4:30 PM)
2	Booster Meeting	Floral Building (7:00 PM)
May		
7	Board Meeting	Floral Building (4:30 PM)
7	Booster Meeting	Floral Building (7:00 PM)
26	Memorial Day	Office Closed
June		
4	Board Meeting	Floral Building (4:30 PM)
4	Booster Meeting	Floral Building (7:00 PM)

ORAL COMMUNICATIONS

OTHER MATTERS OF INFORMATION

Washington County Fair Complex Boosters
MEETING MINUTES - December 5, 2007

The meeting was called to order by President Dave Rohrer. Those present introduced themselves. Minutes from the November meeting were approved. The treasurer's report was presented and approved.

- Mike Steward gave a report regarding the **Fair Board meeting**. The Fair Board Budget Committee will meet. Three of the members are Boosters Bill Ganger, Dave Rohrer, and Lyle Spiesschaert.
- **Fairground Revitalization Task Team:** Booster members discussed the need for adequate camping space for Fair exhibitors, as well as those folks that use campers and motor homes during ongoing rental of the facility.
- **Oregon Fairs Assn:** Lyle Spiesschaert has the registration forms the upcoming conference Jan 10-13, 2008. Contact Lyle if you are interested in attending.
- **Nominating Committee:** Steve Griffels and Mike Steward announced the candidates for officers, effective Jan. 1, 2008. For President: Lyle Spiesschaert, for Vice-Pres: Jim Darr and Charley Vandehey, Treasurer: Dave Rohrer, Secretary: Judy Marsh.
Vote was taken via ballot, submitted by members present.

Results: President: Lyle Spiesschaert
Vice-President: Charley Vandehey
Treasurer: Dave Rohrer
Secretary: Judy Marsh

Congratulations and welcome to our new officers.

- **Friends of 4-H Award:** Washington Co. 4-H presented the Boosters with a framed certificate as one of their 2 selections for "Friends of 4-H". 4-H member Rebecca Garner gave a complementary presentation about the Booster's contributions.
- Outgoing President, **Dave Rohrer talked about the accomplishments** the Boosters have made for the Fair Complex and community. Some of the larger projects were the cleaning and painting of the barns. The roofing also got a coat of silver paint. The Boosters financed a water feature near the CloverLeaf building. Dave thanked the officers and volunteers that worked on all of our endeavors
- In-coming President, **Lyle Spiesschaert reported on the future vision** that we could work toward: The land remaining in public trust, work to influence Master Plan, work with Task Force to obtain funding for Fairground improvement, encourage allowing the Boosters to have an active part in the Fair, and to see a calendar of events on Website.

- Tom Black discussed his involvement in helping a Boy Scout build some kiosks for the Fairgrounds. Initially he would like to build 3 units. The Fair Staff will need to review this plan. Tom asked if the Boosters could supply some financial help. It was decided to wait for a decision until the January meeting, when more would be known about the project.
- Prior to the meeting, a potluck was held. At the end of the meeting....SANTA appeared. He presented appreciation gifts to the officers that will be ending their term. He thanked them, and all other volunteers for their service to the Boosters.

NEXT MEETING
JANUARY 2, 2008
Floral Bldg 7:00 pm

Respectfully submitted,

Sheila Day

Sheila Day, Secretary

+>+>+>+> HAPPY HOLIDAYS <+<+<+<+

The Business Journal of Milwaukee - December 24, 2007
<http://milwaukee.bizjournals.com/milwaukee/stories/2007/12/24/story4.html>

THE Business Journal

SERVING GREATER MILWAUKEE

Friday, December 21, 2007

State Fair to seek proposals

The Business Journal of Milwaukee - by [Pete Millard](#)

The **Wisconsin State Fair Park** board of directors has approved a plan to issue a request for proposals to develop a 5.7-acre parking lot near Interstate 94 and South 76th Street.

The parcel to be opened for development includes an approximately 3-acre park-and-ride lot, located on the northeast corner of the State Fair Park grounds, which is operated by the Wisconsin Department of Transportation. The lot will be relocated to another spot on the State Fair property, said Marty Greenberg, chairman of the State Fair Park board.

"It's time to take action on this land to help reduce the State Fair Park's \$11 million debt," said Greenberg, who is a Milwaukee real estate and sports law attorney with Greenberg & Hoeschen.

Greenberg was hesitant to estimate what the land might fetch from real estate developers. He said the land has not yet been appraised by the State Building Commission, which will oversee the request for proposal process. The State Fair Park board is willing to sell, lease or take part in a property exchange for the parking lot.

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Roseburg • Douglas County • Oregon

Fairgrounds to institute bag searches for alcohol

JOHN SOWELL, jsowell@newsreview.info
December 19, 2007

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Visitors toting bags into next summer's Douglas County Fair will have to make an extra stop before passing through an entrance gate. Security guards will check to make sure they're not bringing alcohol in with them.

The Fair Board on Tuesday unanimously passed a policy requiring bags, backpacks and coolers to be searched before guests are allowed inside the fenced portion of the fairgrounds.

"Some of our problems that we have are really coming through the gate. A lot of it has to do with alcohol-related issues," Fairgrounds Director Harold Phillips said.

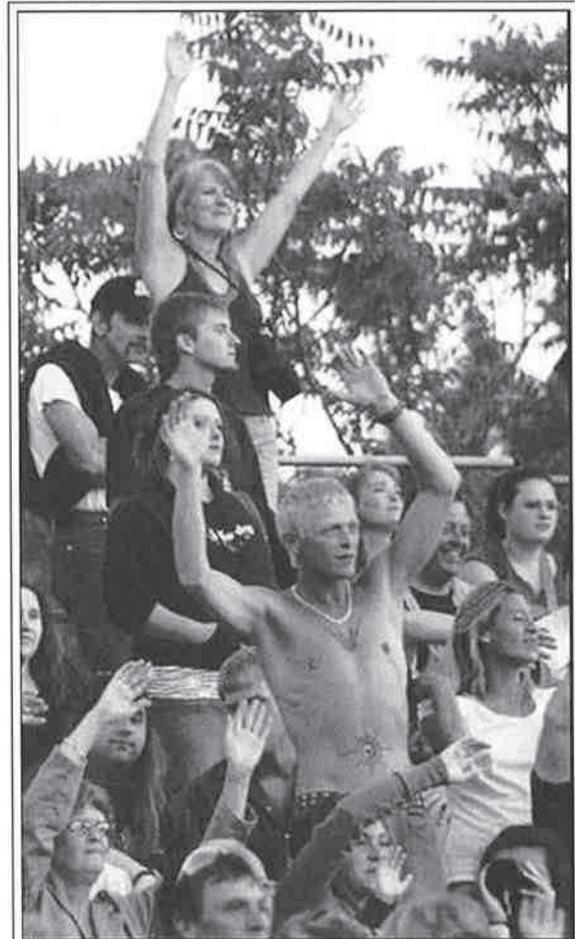
Some fights and rowdy behavior during the fair can be attributed to alcohol use, he said. It's common, he said, to find empty bottles of whiskey, vodka and other alcoholic beverages in trash cans throughout the fairgrounds.

"People are just obnoxious when they're drunk," Phillips said. "That's not what this fair is about."

Bag searches have been conducted for patrons attending races at the Douglas County Speedway for the past 10 years, Phillips said. The new policy expands searches to include the entire fairgrounds.

Adults found with alcohol in their possession will be given a choice to either surrender the offending beverage and be allowed to enter the fairgrounds, or to keep the alcohol and leave the property. Minors found with alcohol or anyone discovered with illegal drugs will be turned over to law enforcement officers.

Searches will involve a quick browse through opened bags or backpacks. The added step should not create a long line of people waiting to get in, he said.



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Shirtless fairgoers like this unidentified fan attending last summer's Poison concert will now be required to cover up. A new rule requiring shirts to be worn at the Douglas County Fair was enacted along with a rule requiring fairgoers to submit to a search of their bags to prevent people from bringing alcohol into the fair.

ANDY BRONSON / N-R staff file photo

ADVERTISEMENT

"We want to get people through the gate and not hold them up," Phillips said.

Although a few citations are issued each year for minors in possession of alcohol, most of the alcohol-related problems are attributed to adults, he said.

Beer is sold in the food court area and patrons are allowed to carry cups of beer in several outside areas and in the concert grandstands. Beer is not allowed to be taken, however, inside buildings and along the carnival midway, Teen Zone and agricultural display areas.

At the same time, the Fair Board made shirts required clothing for all fair visitors. Anyone who violates the policy will be asked to put the shirt back on. Those who refuse will be asked to leave.

Both policies will apply to other events also held at the fairgrounds, including the Sports Show, Home Show and Christmas Fair.

- You can reach reporter John Sowell at 957-4209 or by e-mail at jsowell@newsreview.info.



BACK ←

kptv.com

Falling Tree Kills Woman At RV Park

POSTED: 4:24 pm PST December 17, 2007
UPDATED: 9:22 am PST December 18, 2007

GRAND RONDE, Ore. -- A falling tree crashed onto a truck's camper and killed a woman early Monday morning in Grand Ronde.

Polk County deputies said Julie Williams, a dump-truck driver from Lyons, was staying in a camper at the Wandering Spirit RV Park.

A tree measuring 11 feet in circumference fell over, destroyed the truck's camper and killed Williams, deputies said.

A logging company had to be called to help lift the tree off the truck.

Deputies said the tree was being used by the RV park as a light post. The wet ground around the tree caused it to fall, according to authorities.

Williams was pronounced dead at the scene.

Related To Story



● **Images:** Falling Tree Kills Woman At RV Park

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Fairgrounds task force recommends draft master plan

Friday, December 14, 2007

By Kurt Eckert
The Hillsboro Argus

The Argus

The Washington County Fair Complex Revitalization Task Force Wednesday voted unanimously to forward a draft of recommendations for a new master plan on the 101-acre fairgrounds property south of Cornell Road in Hillsboro.

The task force, led by Board of County Commissioners Chairman Tom Brian and Hillsboro Mayor Tom Hughes, was appointed by the board of county commissioners in March to ensure the long-term economic viability and community usability of the complex.

The first phase of the master plan includes a new exhibit hall, and an entry plaza on the south side of the complex with adjoining green space. Because of the development, the Hillsboro traffic plan calls for the extension of Grant Street from 28th Avenue to Brookwood Parkway.

Later phases call for an open pavilion and the relocation of the National Guard armory. The armory's move would call for a land swap involving the county, the Guard and the Port of Portland. Existing ball fields would be retained and another added. Several existing buildings would be rehabilitated and additional green space would be added along Cornell.

Assuming voter approval of phase one of the master plan, all county homeowners would pay an initial rate of 6 cents per \$1,000 of assessed value, declining to 3 cents per \$1,000 over the 30-year life of the bond.

Homeowners with an average assessed value of \$200,000 would pay an estimated \$12 for the first year, and reduced amounts in the years after that.

The rest of the estimated \$55 million cost of phase one would come from a \$5 million Hillsboro-backed revenue bond and city traffic impact funds.

In exchange for Hillsboro's contribution, the county would grant the city a 30-year lease on the ball fields on the fairground's southwest side.

Member Jack Franklin, who represents eastern Washington County, said citizens from his side of the county will question why Hillsboro gets more benefits than other communities.

Brian said that Hillsboro is assuming a risk of not collecting enough revenue from the fairgrounds to cover the \$5 million in city-issued bonds.

All other sources of revenue, including naming rights and the possibility of a large-scale Renaissance fair, will be explored in the future, Brian said.

"The bond is to get the ball rolling," Brian said. "To make it more attractive to the private sector by

leveraging our project."

The draft master plan now comes under the consideration of the Hillsboro City Council, the county's Board of Commissioners, the city and county planning commissions, the county fair board, and most importantly, the public, Brian said.

Following a high-intensity public outreach program, the task force expects to meet again in April or May 2008, and discuss input received. If all goes as planned, the county bond measure will be on next November's ballot.

Because several members of the task force questioned the wisdom and safety of the plan's inclusion of the extension of Grant Street, consultant Steve Siegel reminded them that the master plan represented a concept that would guide the course of work, not a final decision.

"As the detailed architecture gets done about a year from now, we'll need to make some small adjustments here and there," Siegel said.

The master plan documents will be posted to www.co.washington.or.us/fairgroundstaskforce. The public is encouraged to provide input by e-mailing fairgroundscomments@gmail.com.

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The Oregonian

Plan for fair complex seems to satisfy

Washington County - A task force will work for public approval of a bond issue

Thursday, December 13, 2007

KATHLEEN GORMAN
The Oregonian

HILLSBORO -- A Washington County task force Wednesday did what might have seemed impossible just months ago: It came up with a plan to rebuild the county fair complex that satisfied even its fiercest critics.

The 15-member group also acknowledged that the city of Hillsboro, the county and consultants have months of work ahead to persuade the public to spend money to revitalize the 101-acre property on Northeast Cornell Road.

"This is not the end of anything," said Tom Brian, co-chairman of the group and chairman of the Washington County Board of Commissioners. "It's really the beginning of our discussion."

Still, members of the Washington County Fair Boosters, vocal volunteers who helped defeat earlier proposals, applauded Wednesday after the Fairgrounds Revitalization Task Force adopted the plan.

It calls for rebuilding the county fair complex into an events center with the potential to attract trade shows, bridal fairs and other large events while maintaining a place for the annual county fair.

The focus of the first phase would be a new 120,000-square-foot exhibition hall. Other work includes building a new "front door" to the property: a large plaza and parking area radiating from the MAX light-rail line that runs along the south edge of the fair complex.

The first phase also calls for extending Grant Street through the property. Members of the committee don't like that idea, but city officials insist that it must be done to improve traffic in the area.

Estimates show the first phase would cost about \$55 million: \$51 million for development, plus a \$4 million contingency.

In coming months, government staffers and consultants will take the plan to residents. Voters are likely to be asked in November 2008 to approve a county bond to raise \$40 million at a cost of about 6 cents per \$1,000 of assessed value. For a home assessed at \$200,000, that would be an additional \$12 in taxes each year.

Hillsboro would kick in about \$10 million in transportation impact fees and \$5 million in city-backed revenue bonds. The city's extra commitment would serve as a 30-year lease payment on existing ball fields on the property.

Jack Franklin, a committee member representing eastern Washington County, said some residents will question whether Hillsboro is getting a "2-for-1 deal." City residents will get to use the ball fields, and they'll benefit from extra tourism dollars generated by the new complex.

The tradeoff, Brian said, is that the city will be paying more and taking on more financial risk. Hillsboro

Mayor Tom Hughes also noted that the city will spend money to improve the fields.

After much discussion, panel members decided to continue to study adding a Renaissance festival to the property, but made no promise of letting Royal Faires Inc., a Renaissance festival company, set up shop on "future development" acreage on the east side of Northeast 34th Street.

Finally, committee members agreed the complex needs a new name. They hope the public will offer some good suggestions during the upcoming "listening tour."

Kathleen Gorman: 503-294-5958; kathleengorman@ news.oregonian.com

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Fair task force closes 2007 with draft plans in hand Now is the time to get the word out to county voters, members say

Tuesday, December 11, 2007

By Kurt Eckert
The Hillsboro Argus

The Argus

The Washington County Fair Complex revitalization task force meets for the final time in 2007 Wednesday, hoping to agree on a third draft of recommendations and move forward into public outreach during the first few months of 2008.

The task force meeting will be from 1 to 4 p.m. at the Hillsboro Civic Center, 150 E. Main St.

The refurbished complex should blend elements of the traditions of the fair with modern-day technology and features that appeal to people from all corners of the growing county, said Washington County Commissioner Andy Duyck at a meeting Nov. 27.

"Unless that message is understood across the county, no one is going to get anything," Duyck said.

Wednesday, county spokesman Philip Bransford, city spokeswoman Barbara Simon, and Laura Probst from the consultancy firm Pac/West will explain how they intend to get the message out.

There will also be a review of the latest draft of task force recommendations, and an opportunity for public comment.

The total bill for the first phase of construction comes in at around \$54 million when budgeted for inflation, and could be completed as early as 2010 if approved.

In its current permutation, the plan calls for traffic impact fees of about \$11 million to pay for the extension of Grant Street to bisect the 101-acre property and a southern entrance plaza.

A 30-year county bond of \$39,600,000, at 5 percent interest, would collect 6 cents per \$1,000 property value in the first year, and would go down after that. Duyck said he was happy the cost had come down several cents per \$1,000 from the fairgrounds deal turned down by voters in 2000.

City-backed revenue bonds for \$5 million cover the rest.

Later phases add a 102,000 square foot open pavilion, a soccer field and a new location for the National Guard armory.

Sixteen acres east of 34th Avenue would be set aside for future development. Discussions are ongoing with Royal Faires of Minnesota about holding a large-scale Renaissance fair on site. Royal Faires would build facilities, and use them on six to eight weekends during the summer. Otherwise, the buildings would be open for county use.

Duyck said he was concerned about what would happen if a long-term Renaissance fair deal was signed, and the bond doesn't pass.

"What happens if the master plan collapses, and we're left just with a Renaissance fair?" Duyck said. "Then we've lost all our options for that 16 acres, and we're locked into a long-term lease.

County Administrator Bob Davis said there would be a staffing issue, with at least three more full-time employees needed, if the task force's recommendations were passed.

That contributes to an ongoing discussion on what the future role of the Fair Board, and the makeup of the fairground's management, said Commissioner Tom Brian.

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Saturday, December 08, 2007

UMATILLA COUNTY

Stuvland takes fair manager position

Pendleton resident hopes to continue fair's success

By Flynn Espe

The East Oregonian

Saturday, December 08, 2007



Stuvland

David Stuvland of Pendleton snagged the position of Umatilla County fair manager Friday, according to Jim Barrow, county human resources director. He will begin work Monday in Hermiston.

"He came very well recommended and made quite an impression on the selection panel," Barrow said. The county reportedly received 12 applications.

Stuvland has regularly volunteered with Happy Canyon since 1975 and served on the board of directors from 1996 to 2003, his final year as president. He most recently worked as the Business Accounts Manager for UNICOM.

"I'm very excited and very pleased," Stuvland said. "I think it'll be a lot of fun and a lot of hard work."

Stuvland said he'd been searching for a new job to continue his sales and outside sales experience.

"I pulled up the county's Web site and a good friend of mine said, 'You'd better look at this job,'" Stuvland said.

His most recent experience with the fair was through his kids' participation with FFA sheep showing and 4-H, making him an appreciative fair-goer in his own right.

"It's fun to ... eat at all the vendors and see a good rodeo," he said.

Stuvland said he planned to begin work by making important contacts with fair board and Farm-City Pro Rodeo board members, as well as Hermiston City Manager Ed Brookshier and Police Chief Dan Coulombe, among others.

Stuvland acknowledged the work of his predecessor Peggy Clough, saying he hoped to continue her success. He said he hoped to encourage even further involvement from county government.

"I'd also like to increase the sponsorship," he said.

Barrow said Stuvland particularly impressed the hiring panel for his research in that department.





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More Local News

Audit: State fair lost \$1.8 million in 2007 fiscal year

David Ortiz

Pueblo Published 7 day(s) ago

The Colorado State Fair is making money, but the news coming out of the fairgrounds isn't all good. An audit released on Monday showed the fair lost close to \$2 million the fiscal year that ended in June.

You'll probably see a lot more attractions at the next Colorado State Fair. "We'll still have the rodeo, we'll still have some concerts for people to attend, but the focus is really going to be on what people get for free when they come on the grounds," said Chri Wiseman, State Fair General Manager.

State fair concerts haven't done as well as they did in past years. So Wiseman says the fair will only spend about \$200,000 on the the lineup in 2008. That's one third the amount the fair spent on performers this year. Wiseman says they'll mainly scale back on big name artists. "The concert business has really gotten to the point where the top acts we can't afford," Wiseman said.

It's a cost saving move following the release of a state audit which encourages the fair to continue to look at ways to minimize future losses.

But the best budgeting doesn't equal financial success. Wiseman says five days of bad weather during the fair in 2006, which hurt attendance, is the main reason why the fair reported a loss of \$1.8 million that fiscal year. "And once we lose money during the annual event there's no way to make up that kind of revenue up the rest of the year," said Wiseman.

But the fair's forecast looks brighter. A \$3.5 million subsidy from the state will allow them to pay off a loan on the events center likely by next summer.



Video Story

[Watch Video](#)

Skiing and Snowboarding

Plus mother nature was kinder during the 2007 fair, attendance and revenue both climbed higher, and the fair reports a profit of about \$500,000 almost halfway through this fiscal year.

Non Profits

But Wiseman says it will take more cost cutting measures and continued support from the state to keep the fair from dipping back into the red.



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The Gazette **EMPTY STOCKING FUND**

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Thursday, December 13,
2007

DAILY TIMES-CALL

Publish Date: 11/22/2007

Fair to be even shorter*By Scott Rochat
Longmont Times-Call*

LONGMONT — The 2008 Boulder County Fair will be one day shorter than originally planned.

Fair board president Beth Witzak said the fair will start on Saturday, Aug. 2, and close Aug. 9. The board had originally planned to open Aug. 1.

“It was an economic decision,” Witzak said. “That should make an impact on the fair being profitable, while still being open on our peak nights.”

Next year’s fair will be shorter than this year’s, which ran from Aug. 1 through Aug. 11.

The fair board made the decision earlier this week. Specific events have not yet been scheduled, other than the fair parade, which will be held the morning of Aug. 2. The board also is still scheduling a series of focus group discussions on the future of the fair.

Attendance at the fair has declined in each of the past three years. In October, the fair board laid off its fair manager and office manager to save \$14,485 through the end of the year.

Witzak said the board has held off discussing a new fair manager for now.

“That’s still up in the air until we learn about our funding from the county commission,” she said.

The fair received \$55,000 from the county for 2007 and has requested \$110,000 for 2008.

Witzak was named president of the board on Monday. The fair board’s other officers for this year are vice president Richard Biella, treasurer Deanna Bunn and secretary Fay Benson.

Scott Rochat can be reached
at 303-684-5220 or srochat@times-call.com.



Story available at <http://www.billingsgazette.net/articles/2007/11/21/news/local/22-signs.txt>

Published on Wednesday, November 21, 2007.

Last modified on 11/21/2007 at 9:24 am

County OKs new sign, ad deal for MetraPark

By **MATT HAGENGRUBER**
Of The Gazette Staff

Yellowstone County commissioners approved a 10-year electronic advertising deal Tuesday that will rename the MetraPark arena the Rimrock Auto Arena.

Also in the deal are a new hanging scoreboard, new marquees, televisions in the concourse and floor advertising adding up to more than \$1 million in new equipment.

The deal brings in about \$265,000 a year in advertising revenue, with another \$35,000 to come soon when MetraPark sells naming rights to the Expo Center. About \$220,000 goes to Daktronics Sports Marketing, the South Dakota company that handles the contract.

MetraPark will receive at least \$80,000 a year and 65 percent of any revenue above the \$300,000 mark. MetraPark officials hope to "flip the switch" on the new equipment by March, said Commissioner John Ostlund.

Rimrock Auto Group is the main sponsor, promising to pay \$100,000 a year for 10 years. In addition to the name change, Rimrock's logo will be displayed on the new scoreboard, marquees and other spots throughout MetraPark. Yellowstone Bank will pay \$50,000 a year for 10 years and receive similar placement.

Besides the two main sponsors, 14 other companies signed advertising contracts with Daktronics, from a one-year contract for \$2,100 with the Golden Phoenix restaurant to a three-year, \$30,000-a-year contract with White Heating and Air Conditioning. All but three of the contracts run for five years or less.

MetraPark Director Bill Dutcher said a new marquee sign will be installed near Sixth Avenue North and Main Street and will have double video projection screens for upcoming shows or messages.

Logos for Rimrock Auto and Yellowstone Bank will be above and below the screens, with a large MetraPark banner at the top of the marquee. A second, existing marquee near Fourth Avenue North will be renovated and major advertisers will be featured there, too.

For Dutcher, it means the start of something new at MetraPark. "I've been along for the ride for many appointments, many meetings and a lot of positive movement and we're really looking forward to getting it started," he said. "It's going to start a whole new generation here. It'll mean more events and a lot of good forward motion."

Inside the arena, the old hanging scoreboard will be removed and a new scoreboard installed. A large video display nearly 18 feet wide and more than 10 feet tall will hang at one end of the arena. Eight televisions will be added to the concourse and lobbies so spectators can still watch an event while waiting in line for a beer. And Yellowstone Bank's logo will be at both ends of the court for basketball games.

Daktronics provides a 10-year warranty on all the equipment and will handle all the advertising deals. Dutcher said that MetraPark will probably renegotiate contracts with Daktronics every 10 years to allow for equipment upgrades.

A previous contract with Daktronics ended in September after disappointing sales. Before the new deal was finished, Valley Federal Credit Union canceled its 10-year, \$80,000-a-year contract because of federal limitations on outdoor advertising along Main Street, which is considered a highway.

Ostlund said the new deal breathes life into advertising at MetraPark. He said advertising revenue will increase over time, especially once the public sees the renovations. One advertising slot is still available, he said.

"When the citizens see how great MetraPark looks, we'll have more than one person fighting for that last spot," he said. "I could see that revenue expanding over time to a total package of \$350,000 to \$360,000."

Daktronics agreements

Business	Years	Annual payment
Rimrock Auto Group	10	\$100,000
Yellowstone Bank	10	\$50,000
White Heating and Air Conditioning	3	\$30,000
Hanser's	10	\$15,000
Payne Financial Group	5	\$10,000
Blue Cross Blue Shield of Montana	5	\$10,000
State Farm Insurance	2	\$10,000
Doc & Eddy's	5	\$7,000
GM Petroleum	3	\$5,000
Circuit Electric	3	\$5,000
Epcon Sign Co.	2	\$5,000
Clear Channel Communications	2	\$4,800
Ace Hardware	3	\$4,740
OneEighty Communications	3	\$3,600
Godfather's Pizza	2	\$3,000
Golden Phoenix	1	\$2,100

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PostStar.com

Firms are no cure-all for arena

By MAURY THOMPSON,
thompson@poststar.com
Tuesday, November 20, 2007 10:20 AM EST

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Hiring a private firm to manage the Glens Falls Civic Center could expand the array of high-profile events and improve financial performance, but may not totally wipe out operating deficits, based on the experiences of five similar public arenas operated by private firms.

The 4,800-seat Five Flags Center Arena in Dubuque, Iowa, still has a hefty public subsidy despite having a private management firm.

The arena is managed by SMG, one of three firms vying for a contract to manage the Civic Center.

City officials in Dubuque have budgeted for a \$772,000 subsidy in 2008, compared with an average of about \$750,000 annually in the three years before SMG took over in 2004.

"So in four years, it hasn't really gone up," once inflation is factored in, said Gil Spence, the city's leisure services manager.

SMG reduced the arena's operating deficit by \$68,000 the first year, Spence said.

The Dubuque facility, like the Civic Center, was built in the late 1970s.

Another SMG-managed arena has fared much better.

The 7,200-seat Sovereign Center in Reading, Pa., has operated in the black every year but one since it opened in 2001, said Mike Ehlerman, chairman of the Berks County Convention Center Authority.

The only year with an operating deficit was 2002.

One of the biggest advantages to having a private management firm, Ehlerman said, is the leverage a firm operating multiple arenas has in booking events, officials in the various communities said.

"We never could have gotten Elton John in Reading without them," he said.

Robert Cavalieri, senior vice president of business development for SMG, has touted Reading as a prototype for the Civic Center.

The Glens Falls venue can seat anywhere from 4,800 to 7,800 people, depending on the type of event and stage arrangement.

SMG worked with the owners of the Sovereign Center to install a curtaining system to use for smaller concerts, and Cavalieri has suggested installing a similar system at the Civic Center.

The curtaining system has contributed somewhat to the success of the Sovereign Center, but it hasn't been the major factor, Ehlerman said in a telephone interview.

The main advantage of having SMG is its leverage with concert promoters and food and beverage distributors, he said.

"You've got to be with a player," Ehlerman said.

The arena in Reading has professional hockey and arena football teams as tenants, but concerts are what bring in the most money.

"You make your money on the concerts -- plain and simple," Ehlerman said. Boxing events are also profitable because of high beer sales, he said.

Advertising contracts contribute to the operating profit, Ehlerman said.

"They'll go out and sell a contract for \$20,000 a year to dress up a Zamboni," he said.

The Toyota Center, in Kennewick, Wash., reduced its operating deficit from about \$400,000 to about \$350,000 annually after hiring VenuWorks, another firm vying for the contract to manage the Civic Center, said City Manager Bob Hammond.

The bigger picture is that since late 2003, VenuWorks has broadened programming at the 7,000-seat arena from primarily hockey games to an array of concerts, family shows and other activities, Hammond said.

VenuWorks has brought in touring productions of Broadway shows, including "Cats" and "Hairspray," and also concerts by artists such as B.B. King and Marie Osmond, said Dean Strawn, chairman of the Kennewick Public Facilities District board.

Hockey draws primarily a local audience, but the other events attract people from outside the city who eat at restaurants and stay at hotels, generating sales and occupancy tax revenues, Hammond said.

"We didn't have that before because we didn't have events that were drawing in people," he said.

VenuWorks also manages a convention center in Kennewick. Officials were attracted to the company because it specializes in facilities in smaller markets, Strawn said.

When the convention center opened in 2004, the facilities district board established a fund to offset operating losses.

"It is not being used up as fast as what we had thought," he said.

Strawn said VenuWorks is receptive to suggestions from the board. "We wanted to make clear that we are a very hands-on board," he said.

At one point, VenuWorks agreed to modifications in their incentive package because of turnover in executive directors, he said.

The current executive director is the third in about four years. The Sovereign Center in Reading is on its fourth general manager in six years, Ehlerman said.

In two cases, managers moved onto better jobs in the industry, but in one case, SMG replaced a manager at the board's request, he said.

In Brookings, S.D., the city operating subsidy at the Swiftel Center has stayed level at about \$350,000 annually since VenuWorks took over management in 2001, said City Manager Dennis Falken.

Improved revenues, however, have enabled the city to make some minor capital improvements, such as updating the air-conditioning system, he said.

The 10,000-seat Comcast Arena in Everett, Wash., managed by Global Spectrum, has turned an operating profit every year since it opened four years ago, said Earl Dutton, chairman of the Everett Public Facilities District board.

"Even the first year, we made money. We've made money every year," he said.

Global Spectrum has attracted major artists such as Rod Stewart, Dolly Parton, Martina McBride and Bette Midler, even though the arena competes with a larger facility about 70 miles away in Seattle, he said.

Dutton said attendance at hockey games also has contributed to the bottom line.

When the facility was built, consultants estimated hockey attendance at about 4,000 people per game, but the actual attendance has been closer to an average of 6,000, he said.

Officials at the Mass Mutual Civic & Convention Center in Springfield, Mass., another Global Spectrum-managed facility, could not be reached on Friday or Monday.

