

NOTICE OF MEETING

Washington County Fair Board

Washington County Fair Complex
Cloverleaf Building
873 NE 34th Ave, Hillsboro OR 97124
Monday January 7, 2019
4:30 p.m.

The Washington County Fair Board will hold a meeting on Monday December 7, 2019 at 4:30 p.m. in the Cloverleaf Building at the Washington Fair Complex. 873 NE 34th Ave, Hillsboro, OR 97124.

Meetings are recorded.

Agenda & Meeting Procedures are attached

Washington County Fair Board Meeting Agenda

Washington County Fair Complex, Cloverleaf Building

Monday January 7, 2019

4:30 p.m. to 6:00 p.m.

873 NE 34th Avenue, Hillsboro, OR 97124

Fair Board

Gary Seidel, President
Bill Ganger, Vice President

Erin Carroll, Board Member
Andy Duyck, Board Member

David Noyes, Board Member
Bob Rollinger, Board Member

A. Call to Order

B. Oral Communications I

This is the time when members of the audience may step forward to address the Board. This opportunity is time-limited to two (2) minutes per individual. The maximum time for this Oral Communications period is ten (10) minutes. Another (longer) oral communication opportunity is available at the end of the agenda for those who need longer than two minutes. Speakers may select only one oral communications opportunity. Those providing written testimony are requested to provide 10 copies.

C. Approval of Minutes

1. September 2018 Fair Board Meeting Minutes

D. Reports

1. Approval of September, October, and November 2018 Financial Report for FY 18/19
2. 4-H Update
3. Educational Fund Update, if any

E. Old Business

1. County Fair 2019 updates
2. Other, if any

F. New Business

1. 2019_2020 Draft Budget
2. Contract Authority memo
3. Oregon Fairs Association Scholarship Donation
4. 2019 Horse Fair Donation Request
5. Election of Officers
6. Other, if any

G. Other Matters of Information

1. County Administrative Office Update, if any
2. Other, if any

H. Oral Communications II

As noted above, this is the second opportunity for the public to address to Board if more than two (2) minutes is needed. This opportunity is time-limited to five (5) minutes per individual. The maximum opportunity for this Oral Communications period is thirty (30) minutes.

I. Adjourn

Future Meetings:

February 6, 2019

April 3, 2019

July 10, 2019

September 4, 2019

November 6, 2019

Washington County Fair Board Meeting Minutes

Washington County Fair Complex
Cloverleaf Building
873 NE 34th Avenue
Hillsboro, OR 97124

Wednesday, September 12, 2018

4:30 p.m.

Fair Board

Gary Seidel, President
Bill Ganger, Vice President
Andy Duyck, Board Member
David Noyes, Board Member
Erin Carroll, Board Member
Bob Rollinger, Board Member

Staff

Leah Perkins-Hagele, Fair Complex Manager
Julie Case, Program Specialist

A. Call to Order

President Seidel called the meeting to order at 4:30 p.m. and noted all members were present.

B. Oral Communications I

None

C. Approval of Minutes

- 1) June 2018 Fair Board Meeting Minutes. Motion to approve the June minutes by Board Member Rollinger. Second by Board Member Duyck. Motion carried 6-0.
- 2) July 2018 Fair Board Meeting Minutes. Motion to approve the July minutes by Board Member Carroll. Second by Board Member Rollinger. Motion carried 6-0.

D. Reports:

1) Financial Reports:

- a) **June 30, 2018** - Fair Complex Manager Perkins-Hagele presented the June 30, 2018 financial report for FY 17/18. Perkins-Hagele reported that we projected a loss of \$3,998.00 for 2017, but only had a loss of \$1,100.13. President Seidel asked for any questions. Motion by Board Member Carroll to approve the June 30, 2018 Financials. Second by Vice President Ganger. Motion carried 6-0.
- b) **July and August 2018** - Fair Complex Manager Perkins-Hagele presented the July & August, 2018 financial report for FY 18/19. Perkins-Hagele reported the week of the Fair was the hottest week of the entire summer. We sent animals home early on Sunday due to heat issues. Pre purchased carnival wristbands and concert tickets has been helpful for revenue.
- 2) **4-H Update.** Pat Willis from 4-H was not present. Leah reported that 4-H Horse groups are concerned as to where they will have Horse Fair next year. Perkins-Hagele reported that a group will be going over to Columbia County Fairgrounds to look at their facility. Columbia County Fair Grounds

has offered to allow our 4-H Horse Fair to occur on their facility at no charge. Our staff would still manage the 4-H Horse event on their site and the dates would be June 24th -29, 2019.

- 3) **Educational Fund Update.** Erin Carroll has stepped down as the president of the Educational Fund. Kent Estes has taken her place. They would like to have the Casino night again the first Saturday of April.

E. Old Business

None

F. New Business

- 1) **County Fair 2019** – Coastal Farm and Ranch is asking to extend their sponsorship for another 3 years. Albert is looking into what kind of panels we need.
- 2) **Other, if any** - Perkins-Hagele reported that our Open Class Beef Superintendent, Suzie Ganger has retired after 15 years of service. We will order a Blue Ribbon award from WFA for her. No perspective superintendent to replace her as of yet.

G. Other Matters of Information

- 1) **County Administrative Office Update, if any.** Commissioner Andy Duyck reported the Oregon Military Department has signed the contract to use the existing armory through 2019 and they will pay the Fair Complex \$10,000 per month.
- 2) **Other, if any** – Perkins-Hagele reported that Bob Rollinger, Erin Carroll and David Noyes have terms expiring at the end of this year.

H. Oral Communications II – none

Meeting adjourned at 6:11 pm

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MEMORANDUM

Date: January 2, 2019

To: Washington County Fair Board

From: Leah E. Perkins-Hagele, Fair Complex Manager

Re: Financial Reports

The September, October, and November 2018 financial reports for Fiscal Year 2018_2018 are attached.



Monthly Financial Report

Washington County

Washington County

Fund=200 (Fairplex), Program=981010 (Annual County Fair)

Account	July 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	YTD-Actual	Budget	Remaining Budget	Use
Intergovernmental Rev																
41025 Transient Lodge Tax	\$ -	\$ (60,965.10)	\$ (62,940.00)	\$ (50,580.60)	\$ (50,726.40)								(225,212.10)	(585,408.00)	(360,195.90)	38%
43156 Dept Ag Lot. Funds	\$ -	\$ -	\$ -	\$ -	\$ -								0.00	(53,000.00)	(53,000.00)	0%
TOTAL	\$ -	\$ (60,965.10)	\$ (62,940.00)	\$ (50,580.60)	\$ (50,726.40)								(225,212.10)	(638,408.00)	(413,195.90)	35%
Charges for Seivces																
44511 Camping Fees	\$ -	\$ (8,700.00)	\$ -	\$ -	\$ -								(8,700.00)	(8,000.00)	700.00	109%
44514 Comm Booth Rent	\$ (93,035.00)	\$ 1,575.00	\$ -	\$ -	\$ -								(91,460.00)	(62,500.00)	28,960.00	146%
44515 Parking Fees	\$ (150,753.92)	\$ (1,062.40)	\$ (345.60)	\$ -	\$ -								(152,161.92)	(145,000.00)	7,161.92	105%
44516 Concert Admission	\$ (9,821.36)	\$ (231,901.00)	\$ -	\$ -	\$ -								(241,722.36)	(375,000.00)	(133,277.64)	64%
44517 Sponsorship Fees	\$ (14,250.00)	\$ -	\$ -	\$ -	\$ -								(14,250.00)	(15,000.00)	(750.00)	95%
44518 Carnival Fees	\$ -	\$ (210,213.48)	\$ (11,466.11)	\$ -	\$ -								(221,679.59)	(260,000.00)	(38,320.41)	85%
44522 Livestock Entry Fees	\$ (2,296.00)	\$ 60.00	\$ 105.00	\$ -	\$ -								(2,131.00)	(1,400.00)	731.00	152%
TOTAL	\$ (270,156.28)	\$ (450,241.88)	\$ (11,706.71)	\$ -	\$ -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(732,104.87)	(866,900.00)	(134,795.13)	84%
Miscellaneous Revenues																
48195 Reimburse of Exp	\$ (5,625.00)	\$ (928.00)	\$ -	\$ -	\$ -								(6,553.00)	(1,000.00)	5,553.00	655%
48205 Concessions	\$ (177,732.02)	\$ (60,108.00)	\$ -	\$ -	\$ -								(237,840.02)	(300,000.00)	(62,159.98)	79%
48225 Other Misc Rev	\$ (1,438.50)	\$ 4.50	\$ -	\$ -	\$ -								(1,434.00)	(3,200.00)	(1,766.00)	45%
Total	\$ (184,795.52)	\$ (61,031.50)	\$ -	\$ -	\$ -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(245,827.02)	(304,200.00)	(58,372.98)	81%
Total Revenues	\$ (454,951.80)	\$ (572,238.48)	(74,646.71)	(50,580.60)	(50,726.40)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(1,203,143.99)	(1,809,508.00)	(606,364.01)	66%
Personal Services																
51105 Wages & Salaries	\$ 7,236.97	\$ 22,006.25	\$ 14,342.34	\$ 14,385.67	\$ 14,636.20								72,607.43	203,565.00	130,957.57	36%
51110 Temporary Salaries	\$ -	\$ -	\$ -	\$ -	\$ -								0.00	11,350.00	11,350.00	0%
51115 Overtime/Other Pay	\$ -	\$ 1,620.69	\$ -	\$ -	\$ 75.69								1,696.38	6,000.00	4,303.62	28%
51125 FICA	\$ 546.56	\$ 1,795.99	\$ 1,083.30	\$ 1,086.72	\$ 1,111.56								5,624.13	16,493.00	10,868.87	34%
51130 Workers Comp	\$ 45.90	\$ 137.84	\$ 88.07	\$ 88.01	\$ 84.09								443.91	1,417.00	973.09	31%
51135 Employer Paid Workday	\$ 3.18	\$ 10.42	\$ 4.74	\$ 5.48	\$ 4.81								28.63	102.00	73.37	28%
51140 Pers Contribution	\$ 1,540.44	\$ 5,063.79	\$ 3,085.97	\$ 3,092.50	\$ 3,166.70								15,949.40	42,820.00	26,870.60	37%
51150 Health Insurance	\$ 4,233.44	\$ 4,192.73	\$ 3,843.79	\$ 3,843.72	\$ 3,843.52								19,957.20	50,319.00	30,361.80	40%
51155 Life, Long Term Disabilit	\$ 54.26	\$ 54.12	\$ 49.68	\$ 49.73	\$ 49.81								257.60	721.00	463.40	36%
51160 Unemployment Insurance	\$ 3.54	\$ 10.43	\$ 6.76	\$ 6.74	\$ 6.52								33.99	109.00	75.01	31%
51165 Tri-Met Tax	\$ 48.20	\$ 158.88	\$ 95.32	\$ 95.60	\$ 97.82								495.82	1,630.00	1,134.18	30%
51180 Other Employee Allow	\$ 26.25	\$ 78.75	\$ 52.50	\$ 52.50	\$ 52.50								262.50	683.00	420.50	38%
51199 Misc Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -								0.00	0.00	0.00	0%
TOTAL	\$ 13,738.74	\$ 35,129.89	22,652.47	22,706.67	23,129.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	117,356.99	335,209.00	217,852.01	35%

<i>Account</i>	<i>July 2018</i>	<i>Aug 2018</i>	<i>Sept 2018</i>	<i>Oct 2018</i>	<i>Nov 2018</i>	<i>Dec 2018</i>	<i>Jan 2019</i>	<i>Feb 2019</i>	<i>Mar 2019</i>	<i>Apr 2019</i>	<i>May 2019</i>	<i>June 2019</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Remaining Budget</i>	<i>% Use</i>
Materials and Supplies																
51205 Supplies - Office	\$ -	\$ 211.70	\$ -	\$ -	\$ -								211.70	2,000.00	1,788.30	11%
51210 Supplies- General	\$ 13,739.85	\$ 10,151.73	\$ 2,543.93	\$ 238.37	\$ -								26,673.88	45,000.00	18,326.12	59%
51285 Services -Professional	\$ 45,915.31	\$ 81,310.21	\$ -	\$ -	\$ 38,022.40								165,247.92	195,000.00	29,752.08	85%
51295 Advertising & Public Notif	\$ 134,963.20	\$ 8,488.01	\$ 409.79	\$ 147.87	\$ 94.10								144,102.97	150,000.00	5,897.03	96%
51305 Communications - Service	\$ 19.79	\$ 1,115.00	\$ -	\$ -	\$ -								1,134.79	3,000.00	1,865.21	38%
51310 Utilities	\$ 8,707.05	\$ 18,834.03	\$ 25,173.90	\$ 282.00	\$ (25,455.90)								27,541.08	37,000.00	9,458.92	74%
51320 Repair & Maint	\$ 42.61	\$ 420.61	\$ 1,007.85	\$ -	\$ -								1,471.07	2,500.00	1,028.93	59%
51340 Lease & Rentals - Space	\$ 425.00	\$ 425.00	\$ 425.00	\$ 1,540.84	\$ 425.00								3,240.84	6,600.00	3,359.16	49%
51345 Lease & Rentals - Equipm	\$ 29,085.39	\$ 67,506.16	\$ -	\$ 5,368.30	\$ 762.50								102,722.35	150,000.00	47,277.65	68%
51350 Dues & Membership	\$ 200.00	\$ -	\$ 500.00	\$ -	\$ -								700.00	850.00	150.00	82%
51355 Training & Education	\$ -	\$ -	\$ -	\$ 1,368.00	\$ -								1,368.00	3,600.00	2,232.00	38%
51360 Travel Expense	\$ -	\$ -	\$ -	\$ 1,000.08	\$ -								1,000.08	7,500.00	6,499.92	13%
51365 Private Mileage	\$ -	\$ -	\$ -	\$ -	\$ -								0.00	350.00	350.00	0%
51390 Permits, Licenses & Fees	\$ -	\$ -	\$ 358.40	\$ -	\$ -								358.40	500.00	141.60	72%
51465 - Postage & Freight	\$ -	\$ -	\$ -	\$ 17.97	\$ -								17.97	100.00	82.03	18%
51475 Printing- Internal	\$ -	\$ 1,622.59	\$ -	\$ -	\$ -								1,622.59	1,500.00	(122.59)	108%
51495 Telephone Monthly	\$ 400.39	\$ 201.04	\$ -	\$ -	\$ -								601.43	400.00	(201.43)	150%
51550 Other Materials & Servic	\$ 1,204.50	\$ 27.58	\$ 248.08	\$ 53.98	\$ -								1,534.14	1,000.00	(534.14)	153%
TOTAL	\$ 234,703.09	\$ 190,313.66	30,666.95	10,017.41	13,848.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	479,549.21	606,900.00	127,350.79	79%
Other Expenditures																
52005 Bank Service Fees	\$ -	\$ 616.38	\$ -	\$ -	\$ -								\$ 616.38	904.00	287.62	68%
52130 Other Special Exp	\$ 38,047.95	\$ 13,430.00	\$ 102.50	\$ 125.60	\$ 80.00								\$ 51,786.05	65,000.00	13,213.95	80%
52139 Concert Expenses	\$ 385,067.55	\$ 29,365.68	\$ 2,513.05	\$ -	\$ -								\$ 416,946.28	410,000.00	(6,946.28)	
52146 Entertainment Exp	\$ 176,293.50	\$ 30,930.76	\$ -	\$ -	\$ -								\$ 207,224.26	200,000.00	(7,224.26)	104%
52147 Open Class Exp	\$ 24,344.00	\$ 11,269.03	\$ 60.00	\$ -	\$ 341.67								\$ 36,014.70	25,000.00	(11,014.70)	144%
52148 4-H Expenses	\$ 17,189.51	\$ 18,470.32	\$ -	\$ -	\$ 341.66								\$ 36,001.49	25,000.00	(11,001.49)	144%
52149 FFA Expenses	\$ 5,810.88	\$ 5,911.54	\$ -	\$ -	\$ 341.67								\$ 12,064.09	15,000.00	2,935.91	80%
52156 Parking Expenses	\$ 8,368.00	\$ 54,037.94	\$ 4,464.54	\$ 7,790.26	\$ -								\$ 74,660.74	50,000.00	(24,660.74)	0%
TOTAL	\$ 655,121.39	\$ 164,031.65	\$ 7,140.09	\$ 7,915.86	\$ 1,105.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 835,313.99	790,904.00	(44,409.99)	106%
53010 Interdpt Chg - Indirect Charges													\$ -	76,495.00	76,495.00	0%
Total	\$ 6,374.58	\$ 6,374.58	\$ 6,374.58	\$ 6,320.81	\$ 6,280.48								31,725.03	76,495.00	76,495.00	0%
Total Expenditures	\$ 909,937.80	\$ 395,849.78	66,834.09	46,960.75	44,362.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,463,945.22	1,809,508.00	377,287.81	79%
TOTAL REVENUES	\$ (454,951.80)	\$ (572,238.48)	(74,646.71)	(50,580.60)	(50,726.40)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(1,203,143.99)	(1,809,508.00)	(606,364.01)	
TOTAL EXPENDITURES	\$ 909,937.80	\$ 395,849.78	66,834.09	46,960.75	44,362.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,463,945.22	1,809,508.00	377,287.81	
													260,801.23	0.00	(229,076.20)	

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MEMORANDUM

Date: January 2, 2019

To: Washington County Fair Board

From: Leah E. Perkins-Hagele, Fair Complex Manager

Re: Draft 2019_2020 Budget

The draft budget for Fiscal Year 2019_2010 is attached.

County Fair 2018-19 Budget Summary - Proposed

				2019-20 Draft	2018_19	%	Justification's
Fund	Program	Account	Account Name	Budget	Adopted Budget	Change	
981010 Fair Revenue							
200	981010	41025	Transient lodgings tax	\$ (599,445.00)	\$ (585,408.00)	2%	Estimate provided by County Finance
200	981010	43156	Dept of Agriculture Lottery Funds	\$ (53,000.00)	\$ (53,000.00)	0%	Based upon 2018-19
200	981010	44511	Camping Fees	\$ (8,700.00)	\$ (8,000.00)	9%	Based upon 2018-19 Actual
200	981010	44514	Commercial Booth Rentals	\$ (92,000.00)	\$ (62,500.00)	47%	Based upon 2018-19 Actual
200	981010	44515	Parking Fees	\$ (152,000.00)	\$ (145,000.00)	5%	Based upon 2018-19 Actual
200	981010	44516	Concert Admissions	\$ (435,000.00)	\$ (375,000.00)	16%	2 Fair produced shows
200	981010	44517	Sponsorship Fees	\$ (15,000.00)	\$ (15,000.00)	0%	Based upon 2018-19 Actual
200	981010	44518	Carnival Fees	\$ (230,000.00)	\$ (260,000.00)	-12%	Based upon 2018-19 Actual
200	981010	44522	Livestock Entry Fees	\$ (2,100.00)	\$ (1,400.00)	50%	Based upon 2018-19 Actual
200	981010	48195	Reimbursement of expenses (operating)	\$ (7,000.00)	\$ (1,000.00)	600%	Extra electrical and water hook up fees for vendors
200	981010	48205	Concessions	\$ (240,000.00)	\$ (300,000.00)	-20%	Based upon 2018-19 Actual
200	981010	48225	Other miscellaneous revenue-operating	\$ (1,500.00)	\$ (3,200.00)	-53%	
Total 981010 Fair Revenues				\$ (1,835,745.00)	\$ (1,809,508.00)	1%	
981010 Fair Expenditures							
200	981010	51105	Wages and salaries	\$ 335,229.00	\$ 203,565.00	65%	
200	981010	51110	Temporary salaries		\$ 11,350.00	-100%	
200	981010	51115	Overtime and other pay		\$ 6,000.00	-100%	
200	981010	51125	FICA		\$ 16,493.00	-100%	
200	981010	51130	Workers compensation		\$ 1,417.00	-100%	
200	981010	51135	Employer paid work day tax		\$ 102.00	-100%	
200	981010	51140	Pers contribution		\$ 42,820.00	-100%	
200	981010	51150	Health insurance		\$ 50,319.00	-100%	
200	981010	51155	Life and long term disability insurance		\$ 721.00	-100%	
200	981010	51160	Unemployment insurance		\$ 109.00	-100%	
200	981010	51165	Tri-Met tax		\$ 1,630.00	-100%	
200	981010	51180	Other Allowances		\$ 683.00	-100%	
200	981010	51199	Misc Personal Services		\$ -		
Total Personal Services				\$ 335,229.00	\$ 335,209.00	0%	
200	981010	51205	Supplies-office, general	\$ 500.00	\$ 2,000.00	-75%	General office supplies.
200	981010	51210	Supplies- general	\$ 27,000.00	\$ 45,000.00	-40%	Janitorial supplies, ticket stock, signs & banners, table covers, etc.
200	981010	51285	Services -professional services	\$ 160,000.00	\$ 195,000.00	-18%	Electrician, Security, Service Groups, temps, website, etc.
200	981010	51295	Advertising and public notice	\$ 150,000.00	\$ 150,000.00	0%	Fairtime Media Plan
200	981010	51305	Communications-services	\$ 3,500.00	\$ 3,000.00	17%	Radios, Website Hosting
200	981010	51310	Utilities	\$ 37,000.00	\$ 37,000.00	0%	Garbage & Recycling, PGE, NW Natural, Water/Sewer, Propane
200	981010	51320	Repair & maint services-general	\$ 1,500.00	\$ 2,500.00	-40%	Misc repairs to Fair related items
200	981010	51340	Lease and rentals - space	\$ 6,600.00	\$ 6,600.00	0%	Office Lease & Port Property Lease
200	981010	51345	Lease and rentals - equipment	\$ 110,000.00	\$ 150,000.00	-27%	Generators, Tents, Tables, Chairs, Fencing, Tractor/Other Equipment, etc.
200	981010	51350	Dues and membership	\$ 850.00	\$ 850.00	0%	OFA, WFA, IAFE, OFEA, Chamber. Split between programs.
200	981010	51355	Training and education	\$ 3,600.00	\$ 3,600.00	0%	Staff - Professional Development & Training

200	981010	51360	Travel expense	\$	7,500.00	\$	7,500.00	0%	Staff - Professional Development & Training
200	981010	51365	Private mileage	\$	100.00	\$	350.00	-71%	Staff - Private mileage to conduct Fair business
200	981010	51390	Permits, licenses and fees	\$	500.00	\$	500.00	0%	Livestock Scales, Water Meter, etc
200	981010	51465	Postage and freight- Internal	\$	50.00	\$	100.00	-50%	Fairtime Postage based upon 2017-18
200	981010	51475	Printing- Internal	\$	1,750.00	\$	1,500.00	17%	Daily Sheets, Parking Tags, Letterhead, Envelopes
200	981010	51495	Telephone monthly- internal	\$	600.00	\$	400.00	50%	Based upon 2017-18
200	981010	51550	Other materials and services	\$	2,000.00	\$	1,000.00	100%	Based upon 2017-18
Total Materials and Supplies				\$	513,050.00	\$	606,900.00	-15%	
200	981010	52005	Bank Service Charge	\$	675.00	\$	904.00	-25%	ATM, Credit Card & Merchant Fees
200	981010	52130	Other Special Expenditures	\$	52,000.00	\$	65,000.00	-20%	Beverage purchase & other special expenditures.
200	981010	52139	Concert Expenses	\$	550,000.00	\$	410,000.00	34%	Purchase of two concert, Production for 3 concerts (1 radio). Sounds, Stage Lights, equipment
200	981010	52146	Entertainment Expenses	\$	176,500.00	\$	200,000.00	-12%	Small Stages, Grounds Acts, Exhibits & associated costs
200	981010	52147	Open Class Expenses	\$	36,000.00	\$	25,000.00	44%	Livestock Only. Premiums, Judges, Ribbons, etc
200	981010	52148	4-H Expenses	\$	36,000.00	\$	25,000.00	44%	\$15,000 directly to 4-H. The rest retained for support services & shared costs
200	981010	52149	FFA Expenses	\$	12,000.00	\$	15,000.00	-20%	Premiums, Judges, Ribbons, Clerks.
200	981010	52156	Parking Expenses	\$	75,000.00	\$	50,000.00	50%	All expenses related to parking cars during the Fair. Based upon 2017-18
200	981010	53010	Interdpt chg-indirect charges	\$	49,291.00	\$	76,495.00	-36%	25% of County service charges to the Fair Complex
Total Other Expenditures				\$	987,466.00	\$	867,399.00	14%	
Total 981010 Fair Expenditures				\$	1,835,745.00	\$	1,809,508.00	1%	

Total Revenue	\$ (1,835,745.00)	\$ (1,809,508.00)	1%
Total Expenses	\$ 1,835,745.00	\$ 1,809,508.00	1%

DELEGATED CONTRACT AUTHORITY MEMO
WASHINGTON COUNTY FAIR BOARD

Date: January 7, 2019

To: File

From: Gary Seidel, Fair Board President

The Washington County Fair Board designates the Washington County Fair Manager as their authorized designee and gives authority for the Washington County Fair Manager to sign contracts relating to the annual Washington County Fair in an amount not to exceed \$100,000. Any contracts that are issued as a result of a quote, Bid or RFP process are subject to the Washington County Contract Review Process.

This authorization shall remain in effect until canceled or revised by the Washington County Fair Board.

Gary Seidel

Fair Board President