

647 5693

**Washington County Fair Board
Regular Meeting
Wednesday, January 5, 2000
4:30p.m.**

Happy New Year!

J. Nuwall
460 4125

Mayer *Ford*
\$12K

Washington County Fair Board
Wednesday, January 5, 2000
4:30 p.m. Regular Meeting

1. Call to order.
2. Public Welcome. This time is provided for members of the audience to comment on any item(s) not on the regular agenda. Audience members are also welcome to comment at the time the agenda topic is being discussed by the Board. It is respectfully requested that those addressing the Fair Board state their full name for the record.
3. Consent agenda: any item may be removed for separate consideration upon request of any Board member or any member of the audience.

A. Bills for approval and detail of income received.

1. Line Item Report for December, 1999 (pgs. 3-8)
2. Income & Expense Summary Report for December, 1999 (pgs. 9-12) *+ January.*
3. Balance Sheet Comparison, December, 1999 (pg. 13)
4. Budget Overview, December, 1999 (pgs. 14-17)

B. Minutes

1. Fair Board Minutes – December 7, 1999 (pgs. 18-23)
2. Rodeo Board Minutes (pgs. 24-26)

C. Facility Use Schedule – January, 2000 (pgs. 27-28)

4. Fair Organization's Report

- A. Rodeo Board, Cody Feinauer
- B. 4-H Office, John Baggott

5. Maintenance Team Report Jim Jordan

6. Old Business

- A. Policy Manual: Status and Update – A. Richard Vial (~~to be distributed at meeting~~)
- ~~X. Fair Complex Expenditures update – Margaret R. Garza~~

→ phone in & paid
→ Computer & Computer
→ purchased Ranges
→ Stage ordered

• Stanchion ordered & received
• Metal folding ordered

7. New Business

- A. PGE Correspondence – Request for easement, Margaret R. Garza (pgs. 29-32)
- B. 2000-2001 Draft Budget Review (pgs. 33-43)

(8) General Correspondence (available at meeting)

9. Announcements

- A. Next Fair Board meeting – ~~February~~ 2, 2000
- B. General Meetings
 - 1. 1st Qtr. Rodeo Committee Meeting, Jan. 3rd, Feb. 7th, March 6th, 2000
 - 2. O.F.A. (Oregon Fairs Assoc.) January 7 – 9, 2000 in Eugene, OR (pg. 44)
 - 3. W.F.A (Western Fairs Assoc.) January 23 – 26, 2000 in Anaheim, CA

10. Board Communications

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

Defor Rodeo

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Washington County Fair Complex

Line Item Report

December 1999

Date	Num	Name	Memo	Paid Amount
Income				
C · DEDICATED FUNDS				
009 · Hotel/Motel Tax				
12/1/1999		Washington County Finance Depart...	Refund by County/Royal Host Corp.	(3,580.08)
12/1/1999		Washington County Finance Depart...	Hotel/Motel Tax Payment	5,712.79
12/21/1999		Washington County Finance Depart...	Hotel/Motel Tax Payment	786.68
Total 009 · Hotel/Motel Tax				2,919.39
Total C · DEDICATED FUNDS				2,919.39
D · INTERIM INCOME				
010 · Rent & Storage				
010A · National Guard Armory				
12/15/1999	1187	Erica Peinado	Stage Assembly	70.00
Total 010A · National Guard Armory				70.00
010B · Main Exhibit Hall				
12/1/1999	99-171	Oregon State Bulldog Club	Base Lease of MEH/South on 10/16-17/9...	25.00
12/1/1999	99-171	Oregon State Bulldog Club	2.5 X 8' Tables	60.00
12/1/1999	99-171	Oregon State Bulldog Club	150 Padded Chairs, 50 free w/rental	50.00
12/1/1999	99-171	Oregon State Bulldog Club	Portable Public Address System	15.00
12/1/1999	99-174	Rose City Exotic Bird Club	Base Lease of MEH on 11/6-7/99 (\$1200....	900.00
12/1/1999	99-174	Rose City Exotic Bird Club	2.5 X 8' Tables	483.00
12/1/1999	99-174	Rose City Exotic Bird Club	310 Padded Chairs, 50 free w/rental	130.00
12/1/1999	99-174	Rose City Exotic Bird Club	Public Address System	25.00
12/1/1999	99-174	Rose City Exotic Bird Club	Telephone Connection	85.00
12/1/1999	99-174	Rose City Exotic Bird Club	Room Dividers	12.00
12/1/1999	99-174	Rose City Exotic Bird Club	Stage Section	40.00
12/1/1999	99-174	Rose City Exotic Bird Club	Fair Complex dumpster at direct cost	129.60
12/1/1999	99-174	Rose City Exotic Bird Club	Power Drops	135.00
12/1/1999	99-174	Rose City Exotic Bird Club	Labor Hour for Shade Cloth set-up	15.00
12/1/1999	99-174	Rose City Exotic Bird Club	Labor Hour to break down cardboard	15.00
12/1/1999	99-174	Rose City Exotic Bird Club	Labor Hours to clean building	135.00
12/1/1999	99-175	Every Husband's Nightmare Bazaar	Base Lease of MEH on 11/17-21/99	3,000.00
12/1/1999	99-175	Every Husband's Nightmare Bazaar	2.5 X 8' Tables	255.00
12/1/1999	1153	Feathered Friends	Deposit for MEH/North on 3/11-12/2000	250.00
12/2/1999	99-176	Jan Herinckx	MEH Dog classes (9/28, 10/5, 10/12, 10/1...	350.00
12/2/1999	1160	T. H. I. N. C.	Base Lease of MEH/South on 12/4-5/99	600.00
12/6/1999	1169	Gem Faire	Base Lease of MEH/Entire on 1/14-16/2000	1,000.00
12/15/1999	99-151	Hardy Plant Society of Oregon	Base Lease of MEH/Entire on 9/11-12/99 ...	900.00
12/15/1999	99-151	Hardy Plant Society of Oregon	2.5 X 8' Tables	600.00
12/15/1999	99-151	Hardy Plant Society of Oregon	Picnic Tables	25.00
12/15/1999	99-151	Hardy Plant Society of Oregon	Public Address System	25.00
12/15/1999	99-151	Hardy Plant Society of Oregon	Telephone Connection	170.00
12/15/1999	99-151	Hardy Plant Society of Oregon	Power Drops	150.00
12/15/1999	99-151	Hardy Plant Society of Oregon	Fair Complex dumpster at direct cost	43.20
12/15/1999	99-151	Hardy Plant Society of Oregon	Labor Hours to set-up and take down ben...	120.00
12/15/1999	99-154	Hillsboro Chamber of Commerce	Base Lease of MEH/Entire (\$600.00 less ...	300.00
12/15/1999	99-154	Hillsboro Chamber of Commerce	2.5 X 8' Tables	321.00
12/15/1999	99-154	Hillsboro Chamber of Commerce	Padded Chairs	85.00
12/15/1999	99-154	Hillsboro Chamber of Commerce	Stage Section	40.00
12/15/1999	99-154	Hillsboro Chamber of Commerce	Power Drops	75.00
12/15/1999	99-154	Hillsboro Chamber of Commerce	Telephone Connection	340.00
12/15/1999	1177	Patricia Wilhelmi	50% Base Lease of MEH/N on 3/18-19/20...	500.00
12/21/1999	1189	Gem Faire	Balance on MEH/Entire rental on 1/14-16/...	1,000.00
Total 010B · Main Exhibit Hall				12,403.80
010C · Cloverleaf Building				
12/1/1999	1155	Beverly Coble	CCB Rental on 11/25/99	157.00
12/1/1999	1158	Washington County Jersey Cattle Club	Base Lease of CCB on 3/25/2000	225.00
12/9/1999	1172	Alfonzo Hernandez	Base Lease & inventory for CCB rental on...	444.50
12/15/1999	1176	Su Casa Imports	Lease of CCB on 12/15/99	109.50
Total 010C · Cloverleaf Building				936.00

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Washington County Fair Complex Line Item Report December 1999

Date	Num	Name	Memo	Paid Amount
010D · Arts & Crafts Building				
12/1/1999	99-170	Markus & Markus Auctioneers	Set-up day on 10/22/99 @ 50%	87.50
12/1/1999	99-170	Markus & Markus Auctioneers	8 Ft. Tables	20.00
12/1/1999	99-170	Markus & Markus Auctioneers	Fair Complex dumpster at direct cost	21.60
12/1/1999	99-170	Markus & Markus Auctioneers	Labor Hours to clean building (\$75.00 les...	50.00
12/6/1999	1167	NW Adoptive Families	Rental of Arts & Crafts on 12/4/99	253.50
12/6/1999	1168	Associated Student Community of G...	Arts & Crafts rental on 12/12/99	207.00
12/21/1999	1194	Garner Electric	Balance for lease of Arts & Crafts on 12/1...	353.50
Total 010D · Arts & Crafts Building				993.10
010F · Floral Building				
12/15/1999	1185	Shirley Rossetti	Floral Building rental on 12/25/99	240.00
Total 010F · Floral Building				240.00
010G · Grounds/General				
12/1/1999	99-169	Dept. of Environmental Quality	Plume Evaluation Training (9/14, 9/29, 9/...	320.00
12/6/1999	99-165	N.W. Holland Lop Rabbit Club	Rental of Large Covered Show Ring on 1...	50.00
12/6/1999	99-165	N.W. Holland Lop Rabbit Club	Tables	32.00
12/6/1999	99-165	N.W. Holland Lop Rabbit Club	Labor Hour moving 4-H cages, plywood, ...	25.00
12/21/1999	99-177	ATV Safety Institute	Use of Pit area on 9/25, 9/26, 10/2, 10/16,...	150.00
Total 010G · Grounds/General				577.00
Total 010 · Rent & Storage				15,219.90
011 · Damage Deposits				
12/1/1999	1154	N.W. Pee Wee Rodeo Association	Rental Deposit Fee for Main Arena on 6/1...	200.00
12/15/1999	1185	Shirley Rossetti	Rental Deposit Fee for Floral Building on ...	200.00
12/21/1999	1190	Cascade Australian Cattle Dog Club	Rental Deposit Fee for Grandstand-50%	100.00
Total 011 · Damage Deposits				500.00
014 · Interest income				
12/1/1999		Pool #4486	Interest (11/99)	325.20
12/1/1999		Washington County Finance Depart...	Interest Payment (11/99)	502.86
Total 014 · Interest income				828.06
017 · Miscellaneous Income				
12/9/1999	1173	Alfonzo Hernandez	Liab. Ins. to be paid to Gales Creek Ins.	175.00
12/15/1999	1184	USPS	Postage Machine Refund	32.45
12/15/1999	1186	Erica Peinado	Payment for Liab. Ins./Gales Creek Ins. Co.	175.00
12/21/1999	1191	SAIF	Dividend Payment	125.04
Total 017 · Miscellaneous Income				507.49
018 · RV Parking				
018A · RV Parking/Short Term				
12/1/1999	1156	RV Parking Fee	RV Parking 11/22-24/99	45.00
12/1/1999	1157	RV Parking Fee	RV #1 11/22-28/99	90.00
12/1/1999	1159	RV Parking Fee	RV Parking/Mountain Man Trade Show	30.00
12/2/1999	1161	RV Parking Fee	RV Parking/Mountain Man Trade Show	30.00
12/6/1999	1162	RV Parking Fee	RV #13 12/4-8/99	60.00
12/6/1999	1165	RV Parking Fee	RV Parking 12/3-4/99	30.00
12/6/1999	1170	RV Parking Fee	RV #5 12/3-4/99	30.00
12/6/1999	1171	RV Parking Fee	RV #6 12/3-4/99	30.00
12/15/1999	1174	RV Parking Fee	RV #1 12/15-17/99	45.00
12/15/1999	1181	RV Parking Fee	RV #3 12/6-10/99	60.00
12/21/1999	1188	RV Parking Fee	RV #1 12/20-30/99	165.00
12/21/1999	1195	RV Parking Fee	RV Parking 12/14-16/99	45.00
12/22/1999	1198	RV Parking Fee	RV #9 12/21-27/99	105.00
Total 018A · RV Parking/Short Term				765.00

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Washington County Fair Complex Line Item Report December 1999

Date	Num	Name	Memo	Paid Amount
018B · RV Parking/Long Term				
12/1/1999	26560	David Moncrief	Refund Bal. on LT RV Pkg	(50.00)
12/6/1999	1164	Richard McCall	Long Term RV Parking/Dec. 1999	300.00
Total 018B · RV Parking/Long Term				250.00
Total 018 · RV Parking				1,015.00
Total D · INTERIM INCOME				18,070.45
E · FAIR INCOME				
032 · Concessions/Booths				
12/1/1999	1150	Portland Watch Company	Vendor Booth Fee OS-42/43	650.00
12/1/1999	1152	Tualatin Valley Water District	Vendor Booth Fee ME-20A	375.00
12/6/1999	1163	Four Seasons Bowling Center, Inc.	Vendor Booth Fee ME-16	350.00
12/6/1999	1166	National Alarm and Protection, LLC	Vendor Booth Fee OS-28/29	600.00
12/15/1999	1178	Home Health Education Service	Vendor Booth Fee ME-32	350.00
12/15/1999	1179	Stimson Lumber Company	Vendor Booth Fee ME-37/38	700.00
12/15/1999	1180	Mr. Chimney	Vendor Booth Fee OS-10	325.00
12/15/1999	1182	Plewes Chiropractic	Vendor Booth Fee OS-02	300.00
12/15/1999	1183	Tuality Healthcare	Vendor Booth Fee ME-62	350.00
12/21/1999	1192	Washington County Soil & Water Co...	Vendor Booth Fee ME-64	350.00
12/21/1999	1193	Washington County	Vendor Booth Fee ME-42	350.00
12/21/1999	1193	Washington County	Vendor Booth Fee ME-45	350.00
12/21/1999	1196	Park Lanes, Inc.	Vendor Booth Fee ME-58	350.00
Total 032 · Concessions/Booths				5,400.00
039 · Rodeo Sponsorships				
12/15/1999	1175	Emmons General Contracting, Inc.	1999 Rodeo Sponsorship	1,500.00
12/21/1999	1197	Friberg Electric Company	1999 Rodeo Sponsorship	15,000.00
Total 039 · Rodeo Sponsorships				16,500.00
041 · Miscellaneous				
12/1/1999	1151	Portland Watch Company	RV Parking/Fair 2000	35.00
Total 041 · Miscellaneous				35.00
Total E · FAIR INCOME				21,935.00
G · BINGO				
070 · Sessions				
12/15/1999	99-181	Glencoe Football Bingo	CCB Rental	1,500.00
Total 070 · Sessions				1,500.00
Total G · BINGO				1,500.00
Total Income				44,424.84
Expense				
AE · PERSONNEL				
101 · Salaries				
12/3/1999	26557	Washington County Finance Depart...	Payroll 11/13-11/26/99	14,239.58
12/17/1999	26588	Washington County Finance Depart...	Payroll 11/27-12/3/99	14,239.57
12/30/1999	26625	Washington County Finance Depart...	Payroll 12/4-12/17/99	14,239.57
Total 101 · Salaries				42,718.72
102 · O.P.E.				
12/3/1999	26557	Washington County Finance Depart...	Payroll 11/13-11/26/99	6,156.59
12/9/1999	26567	SAIF Corporation	Quarterly Payment	1,048.00
12/17/1999	26588	Washington County Finance Depart...	Payroll 11/27-12/3/99	2,556.42
12/30/1999	26625	Washington County Finance Depart...	Payroll 12/4-12/17/99	6,479.36
Total 102 · O.P.E.				16,240.37
Total AE · PERSONNEL				58,959.09

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Washington County Fair Complex
Line Item Report
 December 1999

Date	Num	Name	Memo	Paid Amount
BE - INTERIM OPERATIONS				
107 - Office Expense				
12/20/1999	26467	Office Depot	Misc Office Supplies	(244.13)
12/21/1999	26604	Office Depot	Misc Office Supplies	578.88
12/21/1999	26605	The Oregonian	Daily Delivery (11/8/99-1/2/00)	14.50
12/21/1999	26618	Visa	Polaroid Film	18.68
Total 107 - Office Expense				367.93
108 - Telephone				
12/9/1999	26581	A T & T	Long Distance Charges	15.92
12/21/1999	26615	GTE Northwest	Telephone Service	931.39
Total 108 - Telephone				947.31
111 - Equip/Bldg Rental				
111A - Equipment Rental				
12/1/1999	26549	Copelco Capital, Inc.	Copier Rental/Insurance	212.23
12/9/1999	26564	United Rentals	Booster Booth Repair/Compressor Rental	40.00
12/21/1999	26600	United Rentals	Compressor Rental	20.00
12/21/1999	26609	Copelco Capital, Inc.	Copier Rental/Insurance	212.23
Total 111A - Equipment Rental				484.46
111B - Armory Rental				
12/1/1999	26556	Oregon Military Department	Armory Rental (October & November 1999)	231.25
Total 111B - Armory Rental				231.25
Total 111 - Equip/Bldg Rental				715.71
112 - Utilities				
12/9/1999	26563	Windsor Security	Monitoring Charge/MEH	77.85
12/9/1999	26568	Portland General Electric	November Statements	2,081.02
12/9/1999	26577	Hillsboro Garbage Disposal	Dropbox/Garbage Service	518.40
12/21/1999	26603	Portland General Electric	November Statements	141.06
12/21/1999	26606	NW Natural	November Statements	1,043.02
Total 112 - Utilities				3,861.35
113 - Repair & Maintenance				
113E - Friendship Square R & M				
12/9/1999	26569	Platt Electric	Friendship Square Repair	6.85
Total 113E - Friendship Square R & M				6.85
113G - Grounds/General R & M				
12/9/1999	26566	Shute Park True Value	Booster Booth Repairs	17.67
12/9/1999	26569	Platt Electric	General Repairs on Grounds	83.59
12/9/1999	26572	McClenny Refrigeration	Office Furnace Repairs	173.88
12/9/1999	26574	Home Depot	General Repairs	632.01
12/9/1999	26578	A-Boy Supply Company	Booster Booth Repair	187.44
12/9/1999	26579	Familian NW Hillsboro	General Repairs	607.65
12/9/1999	26582	Ag West	Casaron/Grounds	98.50
12/21/1999	26613	A-Boy Supply Company	Caretaker Home/Water Heater Repair	21.37
Total 113G - Grounds/General R & M				1,822.11
113J - Barns R & M				
12/9/1999	26582	Ag West	Door Hangers/Barns	49.95
Total 113J - Barns R & M				49.95

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Washington County Fair Complex Line Item Report December 1999

Date	Num	Name	Memo	Paid Amount
113L - Equipment R & M				
12/1/1999	26554	Access Industries	Elevator Switch	66.97
12/9/1999	26575	Hillsboro Auto Parts	Equipment Repair Parts	202.80
12/9/1999	26580	Fisher Implement Company	Box Blade Replacement	52.64
12/21/1999	26601	Western Power & Equipment	Case Trencher Repair	57.11
12/21/1999	26602	Upbeat, Inc.	Floor Lecturn	514.31
12/21/1999	26608	Fire Extinguisher Service Center	Extinguisher Repair & Maint.	116.70
12/29/1999	26627	User Friendly Computers	UPS Parts/Computer	250.00
Total 113L - Equipment R & M				1,260.53
Total 113 - Repair & Maintenance				3,139.44
114 - General Supplies				
12/9/1999	26565	U-Haul	Propane	37.66
12/9/1999	26566	Shute Park True Value	Shop Supplies	7.68
12/9/1999	26569	Platt Electric	Shop Supplies	317.00
12/9/1999	26570	Pepsi-Cola Company	Pop Supplies/Shop	216.15
12/9/1999	26574	Home Depot	Misc Shop Supplies	128.27
12/9/1999	26575	Hillsboro Auto Parts	Misc Shop Supplies	152.58
12/9/1999	26578	A-Boy Supply Company	Shop Supplies	27.77
12/9/1999	26579	Familian NW Hillsboro	Misc Shop Supplies	149.58
12/21/1999	26608	Fire Extinguisher Service Center	Extinguisher Supplies	57.10
12/21/1999	26610	Bob Nagel Distributing Co.	Janitorial Supplies	441.08
12/21/1999	26611	B & B Lock & Key	Shop Supplies	11.25
12/21/1999	26612	allMRO Products	Shop Supplies	71.30
12/21/1999	26616	Airgas Nor Pac, Inc.	Shop Supplies	37.41
Total 114 - General Supplies				1,654.83
118 - Travel & Training				
12/21/1999	26618	Visa	Las Vegas/Garza	46.27
Total 118 - Travel & Training				46.27
123 - Private Mileage				
12/21/1999	26619	Melissa Williams	Oct. & Nov. 99 Mileage Reimb.	26.97
Total 123 - Private Mileage				26.97
124 - Car Allowance				
12/3/1999	26557	Washington County Finance Depart...	Car Allowance/Garza/Dec 99	325.00
Total 124 - Car Allowance				325.00
131 - Advertising & P.R.				
12/9/1999	26561	US West Communications	Directory Advertising	150.99
12/9/1999	26576	Hillsboro Argus	Display Advertising	212.80
Total 131 - Advertising & P.R.				363.79
132 - Board Expense				
12/7/1999	26559	Subway	Board Mtg Meals 12/7/99	37.92
12/20/1999	26590	Kathy Christy	Travel (Nov & Dec 99)	40.00
12/20/1999	26591	Sheila Day	Travel (Nov & Dec 99)	40.00
12/20/1999	26592	Ken Leahy	Travel Exp (Nov & Dec 99)	60.00
12/20/1999	26593	Lyle Spiesschaert	Travel (Nov & Dec 99)	60.00
12/20/1999	26594	A. Richard Vial	Travel (Nov & Dec 99)	60.00
Total 132 - Board Expense				297.92
133 - Dues, Licenses, Fees				
12/1/1999		Pool #4486	Monthly Maint. Fee	3.00
12/1/1999		West Coast Bank	Service Charge	25.88
12/9/1999	26562	Washington County Health & Human...	RV Park License Renewal 2000	220.00
12/9/1999	26571	Oregon Fairs Association	2000 OFA Dues	600.00
12/21/1999	26607	IAFE	2000 Membership Dues	175.00
Total 133 - Dues, Licenses, Fees				1,023.88

12/30/99

Washington County Fair Complex

Line Item Report

December 1999

Date	Num	Name	Memo	Paid Amount
149 · Misc. Materials & Svcs.				
12/9/1999	26584	Gales Creek Insurance	Add'l paid for event insurance	175.00
12/13/1999	26585	Gales Creek Insurance	Add'l paid for event insurance	175.00
12/21/1999	26617	Mike Wold	Optimist Meal Reimb.	26.78
12/21/1999	26618	Visa	ICAS Expense	152.92
12/21/1999	26620	Paige Payne	Reimb. for OFA Auction Items	95.25
12/23/1999	26621	Pasta Pronto	VOID: Xmas Luncheon	0.00
12/23/1999	26622	Pasta Pronto	Xmas Luncheon	81.00
12/23/1999	26623	Melissa Williams	Xmas Luncheon Reimb.	16.06
Total 149 · Misc. Materials & Svcs.				722.01
150 · Refunds				
12/1/1999	26555	Cascade Budgerigar Society	Refund Overpayment/11-99 Show	106.40
12/1/1999	26558	Iglesia de Cristo El Shaddai	Refund Rental Deposit	200.00
12/15/1999	26587	Joane Bozich	Refund Rental Deposit/Event Cancelled	200.00
12/21/1999	26595	Associated Student Community of G...	Refund Rental Deposit	200.00
12/21/1999	26596	Garner Electric	Refund Rental Deposit	200.00
12/21/1999	26597	Erica Peinado	Refund Balance of Rental Deposit	150.00
12/21/1999	26598	Su Casa Imports	Refund Rental Deposit	200.00
Total 150 · Refunds				1,256.40
Total BE · INTERIM OPERATIONS				14,748.81
CE · FAIR OPERATIONS				
175 · Printing				
12/9/1999	26573	Lazerquick	2000 Fair Stationery	378.77
Total 175 · Printing				378.77
Total CE · FAIR OPERATIONS				378.77
EE · RODEO				
313 · Stock Contract				
12/8/1999	26428	Growney Bros Rodeo Co.	Reimb for Hotel Expense/Rodeo	(916.10)
Total 313 · Stock Contract				(916.10)
Total EE · RODEO				(916.10)
JE · CAPITAL OUTLAY				
510 · Purchase/Lease				
12/21/1999	26614	U.S. Bank Trust National Association	Lease Purchase Obligation	15,531.25
Total 510 · Purchase/Lease				15,531.25
513 · Equipment				
12/9/1999	26583	User Friendly Computers	Prepaid Labor/50% Parts	3,750.00
12/14/1999	26586	Spirit Communications	40% Down/Phone System	2,459.50
12/20/1999	26589	User Friendly Computers	Final 50% Parts Payment	1,250.00
12/21/1999	26599	Seton Name Plate Company	Chain/Stanchions	1,378.55
12/27/1999	26624	Ben Rogers Auto Sales	94 Ford Ranger Pickup	6,210.00
Total 513 · Equipment				15,048.05
Total JE · CAPITAL OUTLAY				30,579.30
Total Expense				103,749.87
Net Income				(59,325.03)

12/30/99

Washington County Fair Complex

Income & Expense

December 1999

	Dec '99	Dec '98
Income		
A · STATE FUNDS		
001 · Racing Commission	0.00	0.00
002 · Apportionment	0.00	0.00
003 · Merit Rate	0.00	0.00
003A · Dept. of Economic Development	0.00	0.00
Total A · STATE FUNDS	0.00	0.00
B · SPECIAL FUNDS		
004 · Grants	0.00	0.00
005 · Funds Borrowed	0.00	0.00
007 · RE Sold/Leased	0.00	0.00
Total B · SPECIAL FUNDS	0.00	0.00
C · DEDICATED FUNDS		
008 · Horse Stall Construction Fund	0.00	0.00
009 · Hotel/Motel Tax	2,919.39	1,428.92
Total C · DEDICATED FUNDS	2,919.39	1,428.92
D · INTERIM INCOME		
010 · Rent & Storage		
010A · National Guard Armory	70.00	1,209.00
010B · Main Exhibit Hall	12,403.80	8,868.80
010C · Cloverleaf Building	936.00	2,716.50
010D · Arts & Crafts Building	993.10	492.50
010E · Friendship Square	0.00	100.00
010F · Floral Building	240.00	396.00
010G · Grounds/General	577.00	7,585.00
010H · Main Arena	0.00	0.00
010J · RV/Boat Storage/Barns	0.00	150.00
010K · Interim Use Concessions	0.00	0.00
Total 010 · Rent & Storage	15,219.90	21,517.80
011 · Damage Deposits	500.00	3,000.00
012 · Advertising Sold	0.00	0.00
013 · Gate Changes	0.00	0.00
014 · Interest Income	828.06	903.81
015 · Shows/Entertainment	0.00	0.00
016 · Parking Fees	0.00	0.00
017 · Miscellaneous Income	507.49	218.24
018 · RV Parking		
018A · RV Parking/Short Term	765.00	830.00
018B · RV Parking/Long Term	250.00	400.00
Total 018 · RV Parking	1,015.00	1,230.00
Total D · INTERIM INCOME	18,070.45	26,869.85
E · FAIR INCOME		
030 · Youth Admission	0.00	144.00
031 · Other Admission	0.00	36.00
032 · Concessions/Booths	5,400.00	3,231.25
033 · Sponsorships	0.00	0.00
034 · Advertising Sold	0.00	0.00
035 · Gate Change	0.00	0.00
036 · Carnival Income	0.00	0.00
037 · Entry Fees	0.00	0.00
038 · Parking Fees	0.00	0.00
039 · Rodeo Sponsorships	16,500.00	15,000.00
040 · Horse Show	0.00	0.00
041 · Miscellaneous	35.00	0.00
042 · Rodeo Admissions	0.00	0.00
043 · Main Stage	0.00	0.00
044 · Arena Admissions	0.00	0.00
045 · Amphitheater Concessions	0.00	0.00

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Washington County Fair Complex Income & Expense December 1999

	Dec '99	Dec '98
046 · Rodeo Miscellaneous	0.00	0.00
047 · Horse Stall Rentals	0.00	0.00
Total E · FAIR INCOME	21,935.00	18,411.25
G · BINGO		
070 · Sessions	1,500.00	1,200.00
071 · Food	0.00	0.00
072 · Operating Charges	0.00	0.00
Total G · BINGO	1,500.00	1,200.00
Total Income	44,424.84	47,910.02
Expense		
AE · PERSONNEL		
101 · Salaries	42,718.72	49,483.08
102 · O.P.E.	16,240.37	17,428.54
Total AE · PERSONNEL	58,959.09	66,911.62
BE · INTERIM OPERATIONS		
107 · Office Expense	367.93	81.21
108 · Telephone	947.31	1,039.72
109 · Printing	0.00	0.00
110 · Postage	0.00	300.00
111 · Equip/Bldg Rental		
111A · Equipment Rental	484.46	212.23
111B · Armory Rental	231.25	189.00
Total 111 · Equip/Bldg Rental	715.71	401.23
112 · Utilities	3,861.35	3,529.30
113 · Repair & Maintenance		
113B · Main Exhibit Hall R & M	0.00	456.50
113C · Cloverleaf R & M	0.00	0.00
113D · Arts & Crafts R & M	0.00	180.08
113E · Friendship Square R & M	6.85	0.00
113F · Floral Building R & M	0.00	329.50
113G · Grounds/General R & M	1,822.11	430.29
113H · Main Arena R & M	0.00	0.00
113J · Barns R & M	49.95	0.00
113L · Equipment R & M	1,260.53	3,270.02
Total 113 · Repair & Maintenance	3,139.44	4,666.39
114 · General Supplies	1,654.83	1,464.39
115 · Legal Notices	0.00	0.00
116 · Gate Change	0.00	0.00
117 · Parking	0.00	0.00
118 · Travel & Training	46.27	1,424.51
119 · Legal Fees	0.00	93.00
121 · Professional Svcs.	0.00	0.00
122 · Insurance & Bond	0.00	0.00
123 · Private Mileage	26.97	29.45
124 · Car Allowance	325.00	650.00
131 · Advertising & P.R.	363.79	615.14
132 · Board Expense	297.92	273.72
133 · Dues, Licenses, Fees	1,023.88	277.15
149 · Misc. Materials & Svcs.	722.01	403.10
150 · Refunds	1,256.40	2,454.50
151 · County Indirect Cost	0.00	0.00
153 · Petty Cash	0.00	0.00
154 · RV Park		
154A · RV Park Repair & Maint.	0.00	0.00
154B · RV Park Hotel/Motel Tax	0.00	0.00
Total 154 · RV Park	0.00	0.00
Total BE · INTERIM OPERATIONS	14,748.81	17,702.81

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Washington County Fair Complex

Income & Expense

December 1999

	Dec '99	Dec '98
CE · FAIR OPERATIONS		
175 · Printing	378.77	0.00
176 · Utilities	0.00	0.00
177 · Gate Change	0.00	0.00
178 · Parking	0.00	0.00
179 · Professional Svcs.	0.00	0.00
180 · Advertising	0.00	0.00
181 · Refunds	0.00	0.00
182 · Miscellaneous	0.00	180.00
183 · Decorations	0.00	0.00
184 · Equipment Rental	0.00	0.00
185 · Horse Stall Rental	0.00	0.00
186 · Restroom Service	0.00	0.00
187 · Repair & Maintenance	0.00	0.00
Total CE · FAIR OPERATIONS	378.77	180.00
DE · EXHIBITS/COMPETITIONS		
211 · Awards FFA	0.00	0.00
212 · Personnel FFA	0.00	0.00
213 · Other FFA	0.00	0.00
221 · Awards 4-H	0.00	0.00
222 · Personnel 4-H	0.00	0.00
223 · Other 4-H	0.00	0.00
231 · Awards Open Class	0.00	0.00
232 · Personnel Open	0.00	0.00
233 · Other Open Class	0.00	0.00
Total DE · EXHIBITS/COMPETITIONS	0.00	0.00
EE · RODEO		
311 · Prize Money	0.00	0.00
312 · Personnel	0.00	0.00
313 · Stock Contract	(916.10)	0.00
314 · Special Awards	0.00	0.00
315 · Special Kid's Rodeo	0.00	25.74
316 · Promotion	0.00	2,165.00
317 · Materials & Supplies	0.00	0.00
318 · Board Expense	0.00	257.50
319 · Other (Fees & Dues)	0.00	0.00
320 · Queen	0.00	306.00
321 · Rental Equipment	0.00	0.00
321A · Money Raising Projects	0.00	0.00
321B · Petty Cash	0.00	0.00
Total EE · RODEO	(916.10)	2,754.24
GE · SHOWS & ENTERTAINMENT		
324 · Main Stage	0.00	0.00
325 · Grounds Entertainment	0.00	0.00
326 · Associated Costs-Main	0.00	0.00
327 · Associated Costs-Grounds	0.00	200.00
328 · Touch & See	0.00	0.00
Total GE · SHOWS & ENTERTAINMENT	0.00	200.00
HE · INTERIM ENTERTAINMENT		
375 · Interim Shows	0.00	0.00
Total HE · INTERIM ENTERTAINMENT	0.00	0.00
IE · BINGO-EXPENSE		
401 · Personnel	0.00	0.00
402 · Supplies	0.00	0.00
403 · Mileage	0.00	0.00
404 · Food	0.00	0.00
405 · Advertising	0.00	0.00
406 · Equipment Repairs	0.00	43.25
407 · Operating Change	0.00	0.00
408 · Dues, Licenses, Fees	0.00	0.00
Total IE · BINGO-EXPENSE	0.00	43.25

12/30/99

Washington County Fair Complex
Income & Expense
December 1999

	Dec '99	Dec '98
JE - CAPITAL OUTLAY		
510 - Purchase/Lease	15,531.25	16,231.25
511 - Land Improvements	0.00	0.00
512 - Bldg. & Structure	0.00	0.00
513 - Equipment	15,048.05	119.99
514 - Equipment - Bingo	0.00	0.00
515 - Horse Stalls	0.00	0.00
Total JE - CAPITAL OUTLAY	30,579.30	16,351.24
Total Expense	103,749.87	104,143.16
Net Income	(59,325.03)	(56,233.14)

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Washington County Fair Complex
Balance Sheet Comparison
 As of December 31, 1999

	<u>Dec 31, '99</u>	<u>Nov 30, '99</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
0900 - West Coast Bank	184,518.75	15,855.89	168,662.86
0950 - West Coast Bank-Premium	115.96	141.84	(25.88)
1020 - Pool #4486	23,807.65	73,485.45	(49,677.80)
1080 - Washington County Fair Fund	94,575.97	272,860.18	(178,284.21)
Total Checking/Savings	<u>303,018.33</u>	<u>362,343.36</u>	<u>(59,325.03)</u>
Total Current Assets	<u>303,018.33</u>	<u>362,343.36</u>	<u>(59,325.03)</u>
TOTAL ASSETS	<u>303,018.33</u>	<u>362,343.36</u>	<u>(59,325.03)</u>
LIABILITIES & EQUITY			
Equity			
3900 - Retained Earnings	358,886.79	358,886.79	0.00
Net Income	(55,868.46)	3,456.57	(59,325.03)
Total Equity	<u>303,018.33</u>	<u>362,343.36</u>	<u>(59,325.03)</u>
TOTAL LIABILITIES & EQUITY	<u>303,018.33</u>	<u>362,343.36</u>	<u>(59,325.03)</u>

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Washington County Fair Complex

Budget Overview

July through December 1999

	Jul - Dec '99	Budget	% of Budget
Income			
A · STATE FUNDS			
001 · Racing Commission	0.00	0.00	0.0%
002 · Apportionment	0.00	0.00	0.0%
003 · Merit Rate	0.00	0.00	0.0%
003A · Dept. of Economic Development	41,976.34	41,000.00	102.4%
Total A · STATE FUNDS	41,976.34	41,000.00	102.4%
B · SPECIAL FUNDS			
004 · Grants	0.00	0.00	0.0%
005 · Funds Borrowed	0.00	0.00	0.0%
007 · RE Sold/Leased	0.00	0.00	0.0%
Total B · SPECIAL FUNDS	0.00	0.00	0.0%
C · DEDICATED FUNDS			
008 · Horse Stall Construction Fund	0.00	0.00	0.0%
009 · Hotel/Motel Tax	314,831.64	600,000.00	52.5%
Total C · DEDICATED FUNDS	314,831.64	600,000.00	52.5%
D · INTERIM INCOME			
010 · Rent & Storage			
010A · National Guard Armory	2,443.70		
010B · Main Exhibit Hall	34,006.89		
010C · Cloverleaf Building	7,302.05		
010D · Arts & Crafts Building	4,396.60		
010E · Friendship Square	1,116.80		
010F · Floral Building	3,686.70		
010G · Grounds/General	32,012.65		
010H · Main Arena	596.57		
010J · RV/Boat Storage/Barns	5,180.36		
010K · Interim Use Concessions	1,599.96		
010 · Rent & Storage - Other	0.00	182,000.00	0.0%
Total 010 · Rent & Storage	92,342.28	182,000.00	50.7%
011 · Damage Deposits	5,100.00	15,000.00	34.0%
012 · Advertising Sold	0.00	0.00	0.0%
013 · Gate Changes	0.00	5,500.00	0.0%
014 · Interest Income	4,795.08	17,000.00	28.2%
015 · Shows/Entertainment	0.00	100,000.00	0.0%
016 · Parking Fees	4,906.91	20,000.00	24.5%
017 · Miscellaneous Income	8,054.02	10,000.00	80.5%
018 · RV Parking			
018A · RV Parking/Short Term	8,539.00		
018B · RV Parking/Long Term	3,070.00		
018 · RV Parking - Other	0.00	30,000.00	0.0%
Total 018 · RV Parking	11,609.00	30,000.00	38.7%
Total D · INTERIM INCOME	126,807.29	379,500.00	33.4%
E · FAIR INCOME			
030 · Youth Admission	30,109.00	31,000.00	97.1%
031 · Other Admission	223,487.01	220,000.00	101.6%
032 · Concessions/Booths	83,814.02	115,000.00	72.9%
033 · Sponsorships	55,500.00	46,500.00	119.4%
034 · Advertising Sold	6,140.00	7,000.00	87.7%
035 · Gate Change	57,000.00	15,000.00	380.0%
036 · Carnival Income	73,650.79	60,000.00	122.8%
037 · Entry Fees	3,297.00	4,000.00	82.4%
038 · Parking Fees	49,797.00	50,000.00	99.6%
039 · Rodeo Sponsorships	54,259.00	68,800.00	78.9%
040 · Horse Show	0.00	0.00	0.0%
041 · Miscellaneous	18,863.56	5,000.00	377.3%
042 · Rodeo Admissions	5,920.00	7,000.00	84.6%
043 · Main Stage	55,662.50	0.00	100.0%
044 · Arena Admissions	0.00	0.00	0.0%
045 · Amphitheater Concessions	3,425.35	800.00	428.2%

12/30/99

Washington County Fair Complex

Budget Overview

July through December 1999

	Jul - Dec '99	Budget	% of Budget
046 · Rodeo Miscellaneous	2,090.00	6,000.00	34.8%
047 · Horse Stall Rentals	0.00	4,550.00	0.0%
Total E · FAIR INCOME	723,015.23	640,650.00	112.9%
G · BINGO			
070 · Sessions	6,300.00	13,200.00	47.7%
071 · Food	0.00	0.00	0.0%
072 · Operating Charges	0.00	0.00	0.0%
Total G · BINGO	6,300.00	13,200.00	47.7%
Total Income	1,212,930.50	1,674,350.00	72.4%
Expense			
6999 · Uncategorized Expenses	0.00		
AE · PERSONNEL			
101 · Salaries	254,333.44	443,083.00	57.4%
102 · O.P.E.	71,528.71	127,208.00	56.2%
Total AE · PERSONNEL	325,862.15	570,291.00	57.1%
BE · INTERIM OPERATIONS			
107 · Office Expense	1,990.43	4,200.00	47.4%
108 · Telephone	4,706.17	12,000.00	39.2%
109 · Printing	1,041.00	2,000.00	52.1%
110 · Postage	1,349.90	2,500.00	54.0%
111 · Equip/Bldg Rental			
111A · Equipment Rental	2,984.41		
111B · Armory Rental	506.25		
111 · Equip/Bldg Rental - Other	0.00	8,688.00	0.0%
Total 111 · Equip/Bldg Rental	3,490.66	8,688.00	40.2%
112 · Utilities	32,387.70	70,500.00	45.9%
113 · Repair & Maintenance			
113B · Main Exhibit Hall R & M	187.74		
113C · Cloverleaf R & M	167.02		
113D · Arts & Crafts R & M	108.53		
113E · Friendship Square R & M	6.85		
113G · Grounds/General R & M	9,344.12		
113H · Main Arena R & M	137.75		
113J · Barns R & M	1,015.11		
113L · Equipment R & M	16,431.32		
113 · Repair & Maintenance - Other	0.00	50,000.00	0.0%
Total 113 · Repair & Maintenance	27,398.44	50,000.00	54.8%
114 · General Supplies	12,413.83	23,000.00	54.0%
115 · Legal Notices	0.00	0.00	0.0%
116 · Gate Change	0.00	5,500.00	0.0%
117 · Parking	899.00	7,000.00	12.8%
118 · Travel & Training	808.79	4,500.00	18.0%
119 · Legal Fees	279.00	1,500.00	18.6%
121 · Professional Svcs.	12,951.00	4,500.00	287.8%
122 · Insurance & Bond	14,287.26	10,000.00	142.9%
123 · Private Mileage	451.36	1,000.00	45.1%
124 · Car Allowance	1,625.00	3,900.00	41.7%
131 · Advertising & P.R.	5,737.17	7,500.00	76.5%
132 · Board Expense	2,149.87	6,000.00	35.8%
133 · Dues, Licenses, Fees	2,385.03	3,000.00	79.5%
149 · Misc. Materials & Svcs.	3,407.41	6,000.00	56.8%
150 · Refunds	7,626.50	15,000.00	50.8%
151 · County Indirect Cost	18,082.50	36,165.00	50.0%
153 · Petty Cash	0.00	200.00	0.0%
154 · RV Park			
154A · RV Park Repair & Maint.	35.94	1,000.00	3.6%
154B · RV Park Hotel/Motel Tax	694.93	1,000.00	69.5%
Total 154 · RV Park	730.87	2,000.00	36.5%
Total BE · INTERIM OPERATIONS	156,198.89	286,653.00	54.5%

12/30/99

Washington County Fair Complex

Budget Overview

July through December 1999

	Jul - Dec '99	Budget	% of Budget
CE - FAIR OPERATIONS			
175 - Printing	13,284.19	11,000.00	120.8%
176 - Utilities	13,537.01	11,000.00	123.1%
177 - Gate Change	57,000.00	15,000.00	380.0%
178 - Parking	12,249.13	13,000.00	94.2%
179 - Professional Svcs.	43,294.53	30,000.00	144.3%
180 - Advertising	80,933.54	70,000.00	115.6%
181 - Refunds	457.00	1,000.00	45.7%
182 - Miscellaneous	21,673.05	8,000.00	270.9%
183 - Decorations	1,075.64	3,500.00	30.7%
184 - Equipment Rental	12,435.04	12,000.00	103.6%
185 - Horse Stall Rental	0.00	4,550.00	0.0%
186 - Restroom Service	18,784.59	20,000.00	93.9%
187 - Repair & Maintenance	9,901.64	8,000.00	123.8%
Total CE - FAIR OPERATIONS	284,625.36	207,050.00	137.5%
DE - EXHIBITS/COMPETITIONS			
211 - Awards FFA	2,913.00	3,500.00	83.2%
212 - Personnel FFA	837.51	1,000.00	83.8%
213 - Other FFA	343.83	1,500.00	22.9%
221 - Awards 4-H	11,234.60	10,500.00	107.0%
222 - Personnel 4-H	4,907.50	5,500.00	89.2%
223 - Other 4-H	3,063.53	3,600.00	85.1%
231 - Awards Open Class	40,946.41	40,000.00	102.4%
232 - Personnel Open	4,307.49	7,000.00	61.5%
233 - Other Open Class	1,359.31	4,000.00	34.0%
Total DE - EXHIBITS/COMPETITIONS	69,913.18	76,600.00	91.3%
EE - RODEO			
311 - Prize Money	52,000.00	52,800.00	98.5%
312 - Personnel	24,638.22	21,600.00	114.1%
313 - Stock Contract	20,882.75	19,500.00	107.1%
314 - Special Awards	420.00	1,000.00	42.0%
315 - Special Kid's Rodeo	1,347.63	2,000.00	67.4%
316 - Promotion	4,542.91	6,500.00	69.9%
317 - Materials & Supplies	7,191.66	4,000.00	179.8%
318 - Board Expense	483.13	6,000.00	8.1%
319 - Other (Fees & Dues)	2,811.26	2,000.00	140.6%
320 - Queen	2,294.31	3,000.00	76.5%
321 - Rental Equipment	6,325.00	5,000.00	126.5%
321A - Money Raising Projects	2,480.92	3,000.00	82.7%
321B - Petty Cash	0.00	0.00	0.0%
Total EE - RODEO	125,417.79	126,400.00	99.2%
GE - SHOWS & ENTERTAINMENT			
324 - Main Stage	90,276.00	80,000.00	112.8%
325 - Grounds Entertainment	64,160.13	65,000.00	98.7%
326 - Associated Costs-Main	39,189.75	31,500.00	124.4%
327 - Associated Costs-Grounds	10,133.24	11,000.00	92.1%
328 - Touch & See	2,187.25	2,000.00	109.4%
Total GE - SHOWS & ENTERTAINMENT	205,946.37	189,500.00	108.7%
HE - INTERIM ENTERTAINMENT			
375 - Interim Shows	0.00	100,000.00	0.0%
Total HE - INTERIM ENTERTAINMENT	0.00	100,000.00	0.0%
IE - BINGO-EXPENSE			
401 - Personnel	0.00	0.00	0.0%
402 - Supplies	0.00	0.00	0.0%
403 - Mileage	0.00	0.00	0.0%
404 - Food	0.00	0.00	0.0%
405 - Advertising	0.00	0.00	0.0%
406 - Equipment Repairs	0.00	1,000.00	0.0%
407 - Operating Change	0.00	0.00	0.0%
408 - Dues, Licenses, Fees	0.00	0.00	0.0%
Total IE - BINGO-EXPENSE	0.00	1,000.00	0.0%

12/30/99

Washington County Fair Complex

Budget Overview

July through December 1999

	Jul - Dec '99	Budget	% of Budget
JE · CAPITAL OUTLAY			
510 · Purchase/Lease	53,014.00	56,000.00	94.7%
511 · Land Improvements	8,410.00	40,000.00	21.0%
512 · Bldg. & Structure	0.00	21,000.00	0.0%
513 · Equipment	39,411.22	20,300.00	194.1%
514 · Equipment - Bingo	0.00	0.00	0.0%
515 · Horse Stalls	0.00	1,000.00	0.0%
Total JE · CAPITAL OUTLAY	100,835.22	138,300.00	72.9%
Total Expense	1,268,798.96	1,695,794.00	74.8%
Net Income	(55,868.46)	(21,444.00)	260.5%

MINUTES

WASHINGTON COUNTY FAIR BOARD MEETING

DECEMBER 7, 1999

CONVENED: 4:35 PM

FAIR BOARD:

Chairman: Lyle Spiesschaert
Member: Kathy Christy
Member: Sheila Day
Member: Ken Leahy
Member: Rich Vial

FAIR COMPLEX STAFF:

Executive Director: Margaret Garza
Fair Manager: Bill McKinley
Maintenance Lead: Albert Flanagan Sr.

GUESTS: None

Chairman Lyle Spiesschaert called the meeting to order at 4:35.

[correction of November 3, 1999 minutes; page 20, line 12, word 5, replace "He" with Cody, same line, 8th word, replace "their" with "the committee's"]

A discussion in the clarification of the fair dates ensues with Rich Vial amending the motion of November 3, 1999 to read;

The fair date would be set beginning on Tuesday and including the last Friday of July, and ending on Sunday. Kathy Christy seconds the motion. The motion carries.

1. Consent Agenda: Margaret Garza gives the report. Garza reviews comments and explains the Fair Complex financial position for the month of November.

Chairman Lyle Spiesschaert calls for a motion to accept the consent agenda. Kathy Christy moves that the consent agenda / minutes be accepted as corrected. Sheila Day seconds, the motion passes.

2. Fair Organization's Report, Maintenance Report: Albert Flanagan Sr. gives report. Flanagan said the he and Flanagan Jr. have been setting up and breaking

WASHINGTON COUNTY FAIR BOARD MINUTES
DECEMBER 7, 1999
PAGE TWO

down events. Kelly Goodin has been doing work on the Booster's building re-roofing, and fixing leaks in the Floral building. Mike Wold has been doing the yard work and collecting the leaves that have fallen and unplugging drains. Jim Jordan is doing maintenance and tune ups on the various rigs. Garza mentioned that Goodin was working on the entryway to the front office. Day mentioned the possibility Goodin may be trained on the grader. Garza said that we would like to pursue a training program through the County Land Use and Transportation Department (LUT).

3. Old Business: (A) Executive Director Review. Lyle Spiesschaert collects review material from all Board members. Spiesschaert then proposes a discussion on the selection of a date and time for Garza's review. Kathy Christy said that we are very late in doing this review given that September 1, was Garza's anniversary date. The date of Monday, December 20, 1999 at 12 noon until 2:00 PM at Ken Leahy's office was selected. Spiesschaert will collect all the comments from Board members and compile them into a composite. **(B) Fischer Donation (Hot N' Now)** Garza leads the discussion. Garza mentioned that she had procured a quote of \$30,000 from Gene Zurbrugg Construction on moving the structure, putting in footings, do some site work, providing some new siding and offered to put a new roof on the building because it was pretty "chopped up" on top. Garza informed Zurbrugg that the structure is a "three phase" electrical facility, Zurbrugg said that to get three phase here it would cost an additional fifteen to twenty thousand dollars. Garza also asked Zurbrugg if he looked inside and ascertained what equipment that we may need. Zurbrugg said yes but that would be something that we needed to determine. Garza's research indicated that the cost for that equipment would be an additional approximate \$7,500 from restaurant equipment providers such as Boxer Northwest, Marcus and others. Zurbrugg said that the cost will have to remain "approximate" until locally *approved* detailed-engineered drawings were available. Zurbrugg said he did not think the building was in that great of shape, and if it were him, he wouldn't accept the structure given the expense to make it viable. Discussion. Garza presents amortization data for recovery of investment. Spiesschaert advises caution in the interpretation of that data. Garza's recommendation is to not accept the Fischer donation given the potential cost of making it ready for use based on the numbers. And that we do not have that money in the budget for this year for this unexpected / unbudgeted expense. Further, if we go ahead with the development scenario, where will we get the additional capital to do that? Kathy Christy clarifies that the building is being offered as a gift. Spiesschaert said he thinks that it's a real valuable building but seeing what Garza learned and all these unknown costs, the bigger picture is that we are pretty well committed to re-development unless it's a perfect match. Christy asks if the 50 to 70 thousand

WASHINGTON COUNTY FAIR BOARD MINUTES
DECEMBER 7, 1999
PAGE THREE

dollars could be better spent on existing buildings like the Cloverleaf or Main Exhibit Hall buildings. Spiesschaert asks Garza to write an appropriate letter that explains our reasoning for not accepting the donation. Spiesschaert thanks Garza for her research work on the project. **(C) Policy Manual: Status and Update.** Rich Vial leads discussion. Vial believes that we need to adopt a "policy on policies". Vial said that we first must see how policies are adopted, make a "book", then that same book would keep a copy of all of the resolutions that we adopt, then synthesize it into a half a dozen policies, "chunks" of this that will be the first ones we adopt. Vial said that he should have that ready by next [Board] meeting. Vial proposes a strategy that would avail itself to public review. There will be a section in there that will allow for emergency policies. Spiesschaert endorses the process for public review. Spiesschaert asks if it could be ready so it can be put into the mailing packet for the January 5, 2000 Fair Board meeting. Vial said yes. Garza said that we would need the material by the 29th of December to be able to make the mailing. Vial said that he would have it made available by the 28th of December. **(D) CPO Newsletter Update,** Sheila Day leads the discussion. Day said that through the Extension Office that our input would be of a "generic" nature and would go out at various times, not one set time. Spiesschaert mentioned that Day will be writing the articles and Garza will review for accuracy. Spiesschaert said that we may or may not use this medium for release to the media, and that Spiesschaert asked Day to follow up in writing [to Extension] as to what we are doing. **(E) Parking "Grades",** Spiesschaert asked Leahy if he had come to the Fairgrounds to do the "grades" for the parking lot. Leahy said that he had not.

4. New Business: (A) Fair Complex Capital Expenditures. Margaret Garza leads the discussion. Garza passes out a sheet prioritizing a potential ten capital items. Garza tells the Board that in the capital expenditures line item; (511-515) we have the monies to expend through June 30, 2000, of approximately \$49,527.00. First item is a used small pickup. Garza gives the rationale for the need for this vehicle. Garza then rationalizes the need for the other capital expenditure items on the list. Leahy mentions the option of "leasing" fuel tanks. Discussion. McKinley reviews the public address system and the options to refurbish and improve. McKinley's suggestion is to consult with a sound specialist like a Larry Carroll to more accurately assess our alternatives. Vial mentioned his problem areas were the show ring and the preparation area. Vial said that it might be as easy as just turning a horn in the proper direction. Spiesschaert said that he believed there was an offer, not sure how official, by the Livestock Association to pay for some upgrades. Garza said that she did not know about that. Spiesschaert said that he thought it was totally inexcusable for the kids and for those bidding thousands of dollars in the auction not to be able to hear the

**WASHINGTON COUNTY FAIR BOARD MINUTES
DECEMBER 7, 1999
PAGE FOUR**

auctioneer. Vial gives the name of Ron Rau as the person to call who is in the Livestock Association. Spiesschaert asked where the "numbers" on the Toro diesel rebuild came from. McKinley said from Jim Jordan and the research he had done. Spiesschaert said it's important to know because sometimes these overhauls cost more than the machinery is worth. Garza mention she did some independent research with New Holland and that question was asked. Discussion. Garza said that items 1-5 (small pickup, diesel mower, telephones, computer networking & internet connection, interim equipment) will run \$33,428 and if we go with a new diesel mower, it will put us close to our \$49,000 figure. Spiesschaert said that we need the equipment, in that's how we make money and urged approval on items 3,4,5, (telephones, computer networking, interim equipment [stage,50 folding chairs, stanchions]). The Board then granted the authority for the expenditure. Spiesschaert said that we need to do something with the caretaker's home. Discussion. Spiesschaert and Leahy said that they would go over to the home and see how unlivable the place is. Leahy suggested that they do the inspection at the same time he looks at the grades for the parking lot. Spiesschaert summarizes, the pickup is a "go" but try to get a better deal on it. Garza said that there is an auction coming up and if there is an opportunity there and have to move quickly, she would like to call Spiesschaert or Leahy on a purchase approval. Leahy suggests that we should look at a new mower on perhaps a payment schedule. Vial said, make a lump sum of money available for a price of say \$20,000 and make the staff responsible for purchasing the pickup and the diesel mower. Discussion. Garza said in summary that we should hold off until January on the diesel mower, if there is a great opportunity on the pickup, call Spiesschaert or Leahy for approval. Spiesschaert asks to have a "criteria" in regard to the computer networking and asks, if in the price, that includes the web page construction. Garza said it did. Vial suggests "direct posting" interactive capability, like to be made available for the superintendents. Spiesschaert says that worse than no web page is a web page that is not maintained. Garza suggests that a distinction on the web page should be made between the fair as an event, and that of interim usage. Vial suggests a "dynamic site" whereby the input into the site does not have to come from one single person. Spiesschaert says in summary that we are going to let Kelly Goodin address the re-roofing needs for the floral building, and then report back on his suggestions. Garza said in her discussions with Goodin and the maintenance team, that the floral building roof is an issue that we can address in the next fiscal year. With the sound system we are going to try to find out where the weak spots are and then address them with a limited amount of funds. Christy asks if the Booster's may have money to put into this [sound system]. Garza said that they (Booster's) asked for ideas where to spend their money, and that the "auction committee" may have money as well. Spiesschaert mentions

WASHINGTON COUNTY FAIR BOARD MINUTES
DECEMBER 7, 1999
PAGE FIVE

that Margaret will be looking into the fire suppression system for St. Matthew's booth to see if we can find some alternatives to the high dollar remedy that the Fire Marshal advanced. Spiesschaert thanks Garza and staff for the research work done on these capital expenditures items. **(B) IAFE Update**, Garza gives update. Garza mentions the considerable expense of Big Name entertainment. Vial asks what is the cost of an act like Three Dog Night. McKinley said approximately 30-35 thousand dollars. Garza talked about the workshops and round tables. The Trade Show went daily from 1-5 PM and she brought back many things for McKinley and Payne to review. Good networking with knowledgeable people but recommend that there is so much there that two people should go next year rather than one. **(C) NFR Update**, Sheila Day gives update. Day said that Spiesschaert and her went to some exceptionally good, speaker presentations, especially on advertising, hospitality and promotional things. We went to some of the larger sessions that were really good, and we did have our members attending. The presentations were really professional. Day also said that Skoal Girl was good and presented many good ideas and they do a lot. Spiesschaert said one of our goals for being there was to build relationships of trust and respect with the Rodeo Committee and Associates. I hope we improved that as we tried to do. General discussion about NFR.

5. General Correspondence. Lyle Spiesschaert mentions that Garza has the correspondence for the Board to review that is mostly from 4-H.

6. Announcements: **(A) Next Fair Board meeting.** Next Fair Board meeting is January 5, 2000. **(1)** Vial said that he would go to the next rodeo committee meeting January 3, 2000 in the Cloverleaf Building. Spiesschaert urges Vial to attend their Executive Meeting that starts at 7:00 PM. **(2)** Spiesschaert encourages those (Fair Board members) to attend the Oregon Fairs Association convention in Eugene January 7-9, 2000. **(3)** Garza and McKinley will be attending the Western Fairs Association Convention in Anaheim, CA January 23-26, 2000. **(4)** Spiesschaert and Day attended a 4-H recognition night where the Fair Board and Staff were distinguished with a plaque recognizing our support for the 4-H program. Kathy Christy mentions correspondence she received from the Oregon Fairs Foundation asking for input by December 15, 1999. Garza suggests that we contribute the minimum to the Foundation, and that staff can respond to the questions. (refer to correspondence)

7. Board Communications. Garza discusses the Air Show dates (July 21,22,23) and the implication(s) for holding their event so close to the Fair dates.

**WASHINGTON COUNTY FAIR BOARD MINUTES
DECEMBER 7, 1999
PAGE SIX**

Concerns: (1) Fair staff will not be available to work the event. (2) The Fair Complex will treat the Air Show as a simple "interim event". The Fair Board goes on record as strongly opposing the late Air Show dates.

The Fair Board, by acclamation, adjourns at 6:35 PM to go into Executive Session

MINUTES APPROVED THIS 5TH DAY OF JANUARY 2000

**Bill McKinley
Recording Secretary**

**Lyle Spiesschaert
Chair**

**Washington County Fair & Rodeo
Work Session
December 6, 1999**

IN ATTENDANCE: Brian A. Laurie B. Mike B.
 Cody F. Kelly N. Gary P.
 Gary M. Larry B. .

Meeting was called to order at 6:58pm at the Clover Leaf Building.

Wrangler Bull Fights

It was announced that Wrangler will no longer sponsor the bull fights after this year. We were not picked to have the bull fights this year, as Wrangler cut from 49 rodeos down to 19. Cody would like to see if NECA will still sponsor something. Possibly the cowboy feed?

Contracts

Contracts are negotiated and will be signed next week.

Booster Account/Rodeo Fundraisers

Per a letter from Margaret Garza and Bill McKinley, dated November 22, it is against county policy to deposit money earned through fundraising into the Booster account. All money raised must go through the Fair Office. Cody will reimburse the Booster account for the money spent on packets. The money will then be directed through the Fair Office. We will need to itemize all money raised in the future. We will need to look into electing someone treasurer.

Budget

Next work session will be to finalize the budget. Please have ready all income and expenses you expect for next year. Cody will present the final budget at the January Fair Board meeting.

The meeting was adjourned at 7:19pm.

Next executive meeting will be December 20th at 6:30pm at Friberg West.
Next associates meeting will be January 3rd at 7:30pm at the Clover Leaf Bldg.

These minutes have been submitted by Kelly Neal.

**Washington County Fair & Rodeo
Associates Meeting
December 6, 1999**

In Attendance: Brian A., Corey A., Mike B., Pat B., Larry B., Laurie B., Amber D., Bert D., Cody F., Lynn H., Gary M., Kelly N., Gary P., Lonna P., Rod S., Sandee W., Dale Z.

Cody F. called the meeting to order at 7:40 p.m. at the Cloverleaf Building.

I. Announcements

A. Viva Las Vegas

The Convention went well. Lyle and Sheila both attended several meetings. Gary M. spoke to both of them about the PR meeting they attended. The meeting really showed why it is important to take care of our cowboys and sponsors. The speaker was a woman from Salem and she will be happy to help us with PR.

We received a 3% raise from Dodge this year.

It was announced that Wrangler will no longer sponsor the bull fights after this year. We were not picked to have the bull fights this year, as Wrangler cut from 49 rodeos down to 19.

Contracts have been negotiated and will be signed next week. We will have Joe and Rowdy this year, and possibly Flint R. in 2002.

Winnie went to the WPRA Banquet. Washington County won the Most Consistently Supportive Rodeo Committee in the Columbia River Circuit.

Dale attended an insurance meeting. We will look into purchasing Accidental Death & Dismemberment insurance for the future. Coverage is available for \$300 for \$5,000 coverage & \$600 for \$10,000. This will cover up to 10 perms and work parties.

B. Booster Account/Rodeo Fund Raisers

Per a letter from Margaret Garza and Bill McKinley, dated November 22, it is against county policy to deposit money earned through fundraising into the Booster account. All money raised must go through the Fair Office.

C. Rodeo Dates

Our rodeo dates will be the same as Joseph's in 2001. Growney has given us a recommendation of the Flying 5 and Zoop may still be available as Joseph is shopping around right now.

II. Committee Reports

No committee meetings took place.

Meeting adjourned at 8:05 p.m.

Next Associates meeting January 3rd, 7:30pm, at the Cloverleaf Building.
Next Work Session (Budget) December 20th, 6:30pm at Friberg West.

Minutes submitted by Kelly Neal.

Washington County **FAIR COMPLEX**

Facility Schedule for January 2000

Monday, January 03, 2000

Cloverleaf Building Rodeo Board Meeting
Meeting Room 4-H Kids 'N Canines Dog Class

Tuesday, January 04, 2000

Cloverleaf Building Glencoe Football Bingo
Floral Pioneer Heritage Academy
Arts & Crafts 4-H Guide Dogs

Wednesday, January 05, 2000

Cloverleaf Safeway Employee Holiday Party
Floral Pioneer Heritage Academy

Thursday, January 06, 2000

Meeting Room 4-H Rabbit Meeting
Floral Pioneer Heritage Academy

Friday, January 07, 2000

Main Exhibit Meeting for Home Show

Saturday, January 08, 2000

Main Exhibit Manx Ltd. Cat Show

Sunday, January 09, 2000

Main Exhibit Manx Ltd. Cat Show

Monday, January 10, 2000

Main Exhibit 4-H Kids 'N Canines Dog Class
Meeting Room 4-H Dog Class

Tuesday, January 11, 2000

Arts & Crafts Dynamutts 4-H Club
Cloverleaf Building Glencoe Football Bingo
Floral Pioneer Heritage Academy

Wednesday, January 12, 2000

Arts & Crafts Kitten Crew 4-H Club
Floral Pioneer Heritage Academy

Thursday, January 13, 2000

Floral Pioneer Heritage Academy

Friday, January 14, 2000

Main Exhibit Gem Faire, Inc.

Saturday, January 15, 2000

Main Exhibit Gem Faire, Inc.
Cloverleaf Building Intel Department Party
Quadrant Property ATV Safety Institute Class
Armory Pygora Goat Show & Fiber Frenzy

Sunday, January 16, 2000

Main Exhibit Gem Faire, Inc.

Monday, January 17, 2000

Arts & Crafts Dog Training Class
Main Exhibit 4-H Dog Class
Main Exhibit 4-H Kids 'N Canines Dog Class
Main Exhibit Waggin' Masters 4-H Dog Class

Tuesday, January 18, 2000

Arts & Crafts Dynamutts 4-H Club
Floral Pioneer Heritage Academy
Cloverleaf Building Glencoe Football Bingo

Wednesday, January 19, 2000

Floral Pioneer Heritage Academy

Thursday, January 20, 2000

Meeting Room 4-H Rabbit Meeting
Floral Pioneer Heritage Academy

Friday, January 21, 2000

Cloverleaf Building Portland Rain of Glass Vendor Dinner

Saturday, January 22, 2000

Main Exhibit Portland Rain of Glass Show
Floral Building Evergreen Little League Sign-Up

Sunday, January 23, 2000

Main Exhibit Portland Rain of Glass Show

Monday, January 24, 2000

Arts & Crafts Dog Training Class

Tuesday, January 25, 2000

Arts & Crafts	Dynomutts 4-H Club
Floral	Pioneer Heritage Academy
Cloverleaf Building	Glencoe Football Bingo

Wednesday, January 26, 2000

Cloverleaf	4-H Wagon Train Meeting
Floral	Pioneer Heritage Academy

Thursday, January 27, 2000

Floral Building	Evergreen Little League Sign-up (Evening)
Floral Building	Pioneer Heritage Academy

Saturday, January 29, 2000

Floral Building	Evergreen Little League Sign-ups
Arts & Crafts	Rodeo Queen's Dance
National Guard	Promociones Tropical Public

Sunday, January 30, 2000

Cloverleaf	Harvest Community Church Super Bowl Party
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Monday, January 31, 2000

Arts & Crafts	Dog Training Class
Main Exhibit	4-H Dog Class



Portland General Electric Company
121 SW Salmon Street • Portland, Oregon 97204

DEC 02 1999

Mref

December 1, 1999

Margaret Garza
Executive Director
Washington County Fair Complex
873 NE 34th Ave.
Hillsboro, Oregon 97124

Dear Ms. Garza;

Thank you for taking the time to meet with us to discuss the proposed plan for Portland General Electric Company (PGE) to install new underground lines along NE 28th Ave. where it borders your property.

As we stated in the meeting PGE must add new distribution lines in order to accommodate new growth in the area. We will be installing these new lines north from the light rail tracks past the fairgrounds and through a portion of the airport property. In the area between the light rail tracks and NE Cornell Road, the lines will be underground and there will be underground vaults placed about every 600 feet. These vaults will be placed strategically so that they will not interfere with ingress or egress to your property. They will also have vault lids designed to allow a vehicle to cross over them if it becomes necessary.

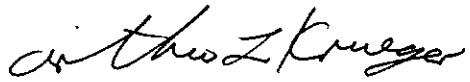
We have been informed that there is a good possibility that NE 28th will be improved in the near future which means that the street will be widened. Because of that and other considerations PGE would like to avoid future problems and additional costs by installing these new lines outside the current right-of-way. This means that we need to obtain an easement from you. The easement requirements would be twelve (12) feet wide and would run along the West Side of your property from the light rail tracks to NE Cornell Road. PGE will design this project so as not to disturb the trees that are currently growing along NE 28th Ave. It is my understanding that you met with Dave Elliott at the site and it was agreed that PGE would bore about four hundred (400) feet under a row of trees near the south end of the property so as not to disturb their root system. Of course we will return the ground to as close as possible the same condition as it was prior to the project.

This project is scheduled to start approximately in the late spring of 2000 so we would like to complete this transaction as soon as possible in order to finish our design work in time. We would be happy to meet with your board or answer any questions you or your board might have regarding this project at your convenience. You may call me at (503)

464-8405 or Dave Elliott at (503) 844-5313. Please let me know what you require of us in order to proceed with this request.

We appreciate your cooperation and understanding in this matter and thank you for your help.

Sincerely,

A handwritten signature in cursive script, appearing to read "Arthur L. Krueger".

Arthur L. Krueger
Portland General Electric Company
121 SW Salmon Street 1WTC 0401
Portland, Oregon 97204

873 NE 34TH AVENUE
HILLSBORO, OR 97124
Phone: (503) 648-1416
Fax: (503) 648-7208

**WASHINGTON
COUNTY FAIR
COMPLEX**

Fax

To: Alan Rappleyea

From: Margaret R. Garza

Fax: (503) 846-8636

Date: December 10, 1999

Phone: (503) 846-8883

Pages: 3

Re: PGE's request for easement

CC: File

xx **Urgent** X **For Review** ☐ **Please Comment** ☐ **Please Reply** ☐ **Please Recycle**

•Comments:

The following is the letter we just spoke of. As a reminder this new distribution line is accommodate the demands for Intel Jones Farm facility.

The thought of going up 28th street on fair complex property is that it is less cumbersome and less costly, of course. PGE's alternatives are: (1) go straight down 28th on the city street, but of course this has an inconvenience price tag, (2) attempt to secure easements from numerous households, this also has a price tag, (3) get some type of easement from us. My initial reaction of course is to get some type of compensation or maybe even trade, depending on the price tag.

I have left a message for John Newall of the Port of Portland (460-4125) to determine the final negotiations between the Port and PGE. He had previously indicated that the Port was no longer interested in just giving easements away.

The two gentlemen I have spoken with from PGE are the following:

Arthur Krueger (503) 464-8405 Property Agent, Property Department

Dave Elliott (503) 844-5313 Distribution Engineer, Western Region

One other thing, I would like to mention this letter and our progress at the next fair board meeting on January 5, 2000. Thanks for your help and direction.



WASHINGTON COUNTY
Office of County Counsel - FAX (503) 648-8636
Phone (503) 648-8747

FAX CORRESPONDENCE

DATE: December 20, 1999

TO: Margaret Garza, Director

FAX: 648-7208

FROM: Alan A. Rappleyea, Sr. Assistant County Counsel *AR*

SUBJECT: Executive Session

SENT BY:

☐ Fax only

Fax and:

☐ 1st Class

☐ Other:

This FAX consists of 2 page(s) including attachments.

ORS 271.310 allows the Board to sell, "any part of their interest in" its property for which there no further need. ORS 275.110 allows the Board to sell "less than the whole fee" of property its owns through the sheriff sale process. You can avoid a sheriff sale (auction) if the property is worth less than \$5,000. If it is less than \$5,000, you can conduct a sale through private negotiations. ~~If the easement is worth more than \$5,000, let me know and I will do some further research. It would appear ridiculous to auction off an easement. Once the auction took place and there were no buyers, then the negotiations could be conducted by private sale. The County appraisal staff may be able to assist you with a value. Larry Strong at x8652 is the supervisor.~~

The Fair Board, as business managers of the Fairgrounds, makes the determination that the property is not needed for a public purpose, sets the price, and negotiates the sale. The County Board then concurs and authorizes the sale.

I have enclosed information on the real property negotiation executive session statute. Please call if you have any questions. Merry Christmas Alan

*Mike Livingston, memo. to
464-8127*

Privilege/Privacy Notice: This FAX contains confidential material intended only for the addressee, and may be covered by a legal attorney/client privilege. If delivered in error notify the sender by phone at once, and destroy this FAX and all copies.

DRAFT

33

WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

BUDGET HISTORY REPORT - REVENUES

<u>Line Item</u>	<u>Description</u>	<u>Actual 1997-98</u>	<u>Actual 1998-99</u>	<u>Budget 1999-2000</u>	<u>Requested 2000-01</u>	<u>Recommended 2000-01</u>	<u>Approved 2000-01</u>	<u>Adopted 2000-01</u>
<u>FROM STATE</u>								
1	Racing Commission - 565.290	\$0.00	\$0.00	\$0.00	\$0.00			
2	Apportionment - 565.280	\$0.00	\$0.00	\$0.00	\$0.00			
3	Merit Rate - 565.445	\$0.00	\$0.00	\$0.00	\$0.00			
4	Dept. of Agriculture	\$41,976.00	\$41,976.35	\$41,000.00	\$41,000.00 ✓			
	Subtotal	\$41,976.00	\$41,976.35	\$41,000.00	\$41,000.00			
<u>Grants</u>								
5	Grants	\$0.00	\$0.00	\$0.00	\$0.00			
6	Funds Borrowed	\$0.00	\$0.00	\$0.00	\$0.00			
7	Real Estate Sold/Leased	\$0.00	\$237,661.15	\$0.00	\$0.00			
	Subtotal	\$0.00	\$237,661.15	\$0.00	\$0.00			
<u>Dedicated Funds</u>								
8	Horse Stall Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00			
9	Hotel/Motel Tax (1%)	\$562,460.00	\$538,180.92	\$600,000.00	\$600,000.00			
	Subtotal	\$562,460.00	\$538,180.92	\$600,000.00	\$600,000.00			

641,000.-

County Fairgrounds Fund 150

BUDGET HISTORY REPORT - REVENUES

Line Item	Description	Actual 1997-98	Actual 1998-99	Budget 1999-2000	Requested 2000-01	Recommended 2000-01	Approved 2000-01	Adopted 2000-01
10	Rent & Storage	\$180,794.00	\$204,600.62	\$182,000.00	\$195,200.00	+13,500 (Bingo) → 198,100		
11	Damage Deposits	\$16,855.00	\$13,025.00	\$15,000.00	\$12,000.00			
12	Advertising Sold	\$0.00	\$0.00	\$0.00	\$0.00			
13	Gate Charge	\$5,500.00	\$5,600.00	\$5,500.00	\$5,500.00	✓		
14	Interest	\$16,537.00	\$18,632.90	\$17,000.00	\$12,000.00	✓		
15	Shows/Entertainment	\$0.00	\$0.00	\$100,000.00	\$100,000.00	✓		
16	Parking Fees	\$22,562.00	\$13,417.85	\$20,000.00	\$25,500.00	✓		
17	Miscellaneous Income	\$62,959.00	\$13,923.50	\$10,000.00	\$12,000.00	✓		
18	RV Park	\$33,722.00	\$25,600.00	\$30,000.00	\$25,000.00	✓		
	Total Interim Operations	\$338,929.00	\$294,799.87	\$379,500.00	\$387,200.00	389,800.-		
Fair Operations								
30	Youth Admissions	\$28,836.00	\$30,931.50	\$31,000.00	\$30,000.00	✓		
31	Other Admissions	\$197,981.00	\$219,932.16	\$220,000.00	\$210,000.00	✓		
32	Concessions/Booths	\$121,490.00	\$133,192.11	\$115,000.00	\$120,000.00	✓		
33	Sponsorships	\$45,513.00	\$41,575.00	\$46,500.00	\$55,000.00	✓		
34	Advertising Sold	\$3,885.00	\$10,375.00	\$7,000.00	\$7,000.00	✓		

Cody

DRAFT

35

County Fairgrounds Fund 150

BUDGET HISTORY REPORT - REVENUES

Line Item	Description	Actual 1997-98	Actual 1998-99	Budget 1999-2000	Requested 2000-01	Recommended 2000-01	Approved 2000-01	Adopted 2000-01
35	Gate Change	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00 ✓			
36	Carnival Income	\$51,997.00	\$55,561.98	\$60,000.00	\$60,000.00 ✓			
37	Entry Fees	\$4,002.00	\$3,997.25	\$4,000.00	\$4,000.00 ✓			
38	Parking Fees	\$49,269.00	\$48,493.00	\$50,000.00	\$48,000.00 ✓			
39	Rodeo Sponsorships	\$79,250.00	\$78,550.00	\$68,800.00	\$68,800.00 →			
40	Horse Show	\$0.00	\$0.00	\$0.00	\$0.00 ✓			
41	Miscellaneous	\$5,847.00	\$3,079.14	\$5,000.00	\$5,000.00 →			
42	Rodeo Admissions	\$6,892.00	\$7,378.00	\$7,000.00	\$6,000.00 → 5,000			
43	Main Stage	\$0.00	\$0.00	\$0.00	\$0.00			
44	Arena Admissions	\$0.00	\$0.00	\$0.00	\$0.00			
45	Amphitheater Concessions	\$0.00	\$1,200.00	\$800.00	\$800.00			
46	Rodeo Miscellaneous	\$4,451.00	\$1,672.00	\$6,000.00	\$6,000.00 3,500			
47	Horse Stall Rentals	\$195.00	\$2,990.00	\$4,550.00	\$0.00			
	Total Fair Operations	\$614,608.00	\$638,927.14	\$640,650.00	\$635,600.00 (W)			
	Bingo							
70	Sessions	\$12,000.00	\$14,400.00	\$13,200.00	\$0.00			

Remainder item

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County Fairgrounds Fund 150

BUDGET HISTORY REPORT - REVENUES

Line Item	Description	Actual 1997-98	Actual 1998-99	Budget 1999-2000	Requested 2000-01	Recommended 2000-01	Approved 2000-01	Adopted 2000-01
71	Food	\$0.00	\$0.00	\$0.00	\$0.00			
72	Operating Change	\$0.00	\$0.00	\$0.00	\$0.00			
	Total Bingo Operations	\$12,000.00	\$14,400.00	\$0.00	\$0.00			
	Operations Total	\$1,569,973.00	\$1,765,945.43	\$1,661,150.00	\$1,663,800.00	12,600		
	Cash On Hand	\$496,395.00	\$358,886.79	\$404,173.00	\$300,000.00			
	Total	\$2,066,368.00	\$2,124,832.22	\$2,065,323.00	\$1,963,800.00			

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WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

BUDGET HISTORY REPORT - EXPENDITURES

Line Item	Description	Actual 1997-98	Actual 1998-99	Budget 1999-2000	Requested 2000-01	Recommended 2000-01	Approved 2000-01	Adopted 2000-01
	Personnel							
101	Salaries	\$405,840.00	\$466,325.89	\$443,083.00	\$427,667.00			
102	O.P.E.	\$104,719.00	\$124,318.10	\$127,208.00	\$120,624.00			
	Subtotal	\$510,559.00	\$590,643.99	\$570,291.00	\$548,291.00			
	Interim Operations							
107	Office Expense	\$4,688.00	\$2,558.12	\$4,200.00	\$4,200.00			
108	Telephone	\$11,625.00	\$11,310.57	\$12,000.00	\$13,000.00	unusual		
109	Printing	\$554.00	\$1,541.58	\$2,000.00	\$2,200.00			
110	Postage	\$3,236.00	\$2,753.90	\$2,500.00	\$3,000.00			
111	Equipment & Building Rental	\$7,467.00	\$7,661.64	\$8,688.00	\$8,500.00	→		
112	Utilities	\$66,394.00	\$70,441.77	\$70,500.00	\$70,500.00	✓		
113	Repair & Maintenance	\$43,748.00	\$55,254.76	\$50,000.00	\$50,000.00	✓		
114	General Supplies	\$23,162.00	\$22,808.28	\$23,000.00	\$24,000.00			
115	Legal Notices	\$0.00	\$0.00	\$0.00	\$0.00			
116	Gate Change	\$5,600.00	\$5,600.00	\$5,500.00	\$5,500.00	✓		

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WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

BUDGET HISTORY REPORT - EXPENDITURES

Line Item	Description	Actual 1997-98	Actual 1998-99	Budget 1999-2000	Requested 2000-01	Recommended 2000-01	Approved 2000-01	Adopted 2000-01
117	Parking	\$3,434.00	\$300.00	\$7,000.00	\$7,000.00			
118	Travel & Training	\$5,247.00	\$6,701.68	\$4,500.00	\$4,500.00			
119	Legal Fee to County	\$9,030.00	\$3,392.25	\$1,500.00	\$1,500.00			
121	Professional Services	\$5,619.00	\$4,074.51	\$4,500.00	\$15,000.00			
122	Insurance & Bonding	\$8,819.00	\$9,441.98	\$10,000.00	\$15,000.00			
123	Private Mileage	\$206.00	\$861.49	\$1,000.00	\$1,200.00			
124	Car Allowance	\$4,075.00	\$5,200.00	\$3,900.00	\$3,900.00			
131	Advertising & Public Relations	\$6,701.00	\$10,526.42	\$7,500.00	\$9,500.00			
132	Board Expense	\$3,688.00	\$4,227.10	\$6,000.00	\$6,000.00			
133	Due, Licenses, Fees	\$3,443.00	\$3,453.10	\$3,000.00	\$3,600.00			
149	Misc. Materials & Services	\$10,172.00	\$8,709.25	\$6,000.00	\$7,000.00			
150	Refunds	\$14,350.00	\$13,217.61	\$15,000.00	\$12,000.00			
151	County Indirect Cost	\$14,799.00	\$35,193.00	\$36,165.00	\$0.00			
152	Decorations	\$0.00	\$0.00	\$0.00	\$0.00			
153	Petty Cash	\$0.00	\$0.00	\$200.00	\$200.00			
154A	RV Park Repair & Maintenance	\$568.00	\$1,246.43	\$1,000.00	\$1,000.00			
154B	RV Park Hotel/Motel Tax	\$6,799.00	\$324.18	\$1,000.00	\$1,000.00			
	Total Interim Operations	\$263,424.00	\$286,799.62	\$286,653.00	\$269,300.00			

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WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

BUDGET HISTORY REPORT - EXPENDITURES

Line Item	Description	Actual 1997-98	Actual 1998-99	Budget 1999-2000	Requested 2000-01	Recommended 2000-01	Approved 2000-01	Adopted 2000-01
	Fair Operations							
175	Printing	\$8,749.00	\$8,803.36	\$11,000.00	\$11,000.00			
176	Utilities	\$10,480.00	\$7,726.17	\$11,000.00	\$13,500.00			
177	Gate Change	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00			
178	Parking	\$9,235.00	\$12,166.38	\$13,000.00	\$13,500.00			
179	Professional Services	\$35,995.00	\$46,854.37	\$30,000.00	\$40,000.00			
180	Advertising	\$64,238.00	\$70,111.11	\$70,000.00	\$70,000.00			
181	Refunds	\$808.00	\$680.00	\$1,000.00	\$1,000.00			
182	Miscellaneous	\$19,559.00	\$8,448.68	\$8,000.00	\$8,000.00			
183	Decorations	\$2,849.00	\$2,469.50	\$3,500.00	\$3,500.00			
184	Equipment Rental	\$11,000.00	\$12,742.39	\$12,000.00	\$12,000.00			
185	Horse Stall Rental	\$2,835.00	\$3,900.00	\$4,550.00	\$0.00			
186	Restroom Service	\$15,541.00	\$22,878.57	\$20,000.00	\$20,000.00			
187	Repair & Maintenance	\$8,101.00	\$3,504.99	\$8,000.00	\$10,000.00			
	Total Fair Operations	\$204,390.00	\$215,285.52	\$207,050.00	\$217,500.00			

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WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

BUDGET HISTORY REPORT - EXPENDITURES

<u>Line Item</u>	<u>Description</u>	<u>Actual 1997-98</u>	<u>Actual 1998-99</u>	<u>Budget 1999-2000</u>	<u>Requested 2000-01</u>	<u>Recommended 2000-01</u>	<u>Approved 2000-01</u>	<u>Adopted 2000-01</u>
	<u>Exhibits & Competitions</u>							
211	Awards FFA	\$3,328.00	\$2,377.00	\$3,500.00	\$3,500.00			
212	Personnel FFA	\$798.00	\$1,753.37	\$1,000.00	\$1,000.00			
213	Other FFA	\$372.00	\$382.12	\$1,500.00	\$1,500.00			
	<u>Total FFA</u>	\$4,498.00	\$4,512.49	\$6,000.00	\$6,000.00			
221	Awards 4-H	\$10,015.00	\$8,098.00	\$10,500.00	\$10,500.00			
222	Personnel 4-H	\$5,098.00	\$6,039.82	\$5,500.00	\$5,500.00			
223	Other 4-H	\$2,593.00	\$5,182.45	\$3,600.00	\$3,600.00			
	<u>Total 4-H</u>	\$17,706.00	\$19,320.27	\$19,600.00	\$19,600.00			
231	Awards Open Class	\$37,568.00	\$34,982.00	\$40,000.00	\$40,000.00			
232	Personnel Open Class	\$4,635.00	\$4,726.82	\$7,000.00	\$5,000.00			
233	Other Open Class	\$2,714.00	\$4,590.10	\$4,000.00	\$4,000.00			
	<u>Total Open Class</u>	\$44,917.00	\$44,298.92	\$51,000.00	\$49,000.00			
	<u>Total Exhibits & Competitions</u>	\$67,121.00	\$68,131.68	\$76,600.00	\$74,600.00			
	<u>Rodeo</u>							
311	Prize Money	\$45,500.00	\$52,800.00	\$52,800.00	\$52,800.00			
312	Announcer/Contractor	\$14,034.00	\$25,037.55	\$21,600.00	\$19,750.00			

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WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

BUDGET HISTORY REPORT - EXPENDITURES

Line Item	Description	Actual 1997-98	Actual 1998-99	Budget 1999-2000	Requested 2000-01	Recommended 2000-01	Approved 2000-01	Adopted 2000-01
313	Stock Contract	\$16,500.00	\$18,854.10	\$19,500.00	\$21,000.00			
314	Special Awards	\$1,347.00	\$1,353.76	\$1,000.00	\$1,000.00			
315	Exceptional Kid's Rodeo	\$583.00	\$1,830.94	\$2,000.00	\$2,000.00			
316	Promotion	\$7,848.00	\$11,259.17	\$6,500.00	\$6,500.00			
317	Materials & Supplies	\$4,061.00	\$4,099.77	\$4,000.00	\$4,000.00			
318	Board Expense	\$5,448.00	\$4,865.48	\$6,000.00	\$6,000.00			
319	Other (Fees & Dues)	\$1,150.00	\$1,266.14	\$2,000.00	\$2,000.00			
320	Queen	\$5,488.00	\$1,851.01	\$3,000.00	\$3,000.00			
321	Rental Equipment	\$9,349.00	\$1,414.00	\$5,000.00	\$5,000.00			
322	Money Raising Projects	\$0.00	\$480.00	\$3,000.00	\$3,000.00			
325	Petty Cash	\$0.00	\$0.00	\$0.00	\$0.00			
	Total Rodeo	\$111,308.00	\$125,111.92	\$126,400.00	\$126,050.00			
	Horse Shows							
322	Personnel	\$0.00	\$0.00	\$0.00	\$0.00			
323	Other	\$0.00	\$0.00	\$0.00	\$0.00			
	Total Horse Shows	\$0.00	\$0.00	\$0.00	\$0.00			

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WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

BUDGET HISTORY REPORT - EXPENDITURES

Line Item	Description	Actual 1997-98	Actual 1998-99	Budget 1999-2000	Requested 2000-01	Recommended 2000-01	Approved 2000-01	Adopted 2000-01
	<u>Fair Entertainment</u>							
324	Main Stage	\$70,510.00	\$97,000.00	\$80,000.00	\$90,000.00			
325	Grounds Entertainment	\$64,556.00	\$66,225.00	\$65,000.00	\$65,000.00			
326	Associated Costs - Main	\$30,801.00	\$29,299.13	\$31,500.00	\$35,000.00			
327	Associated Costs - Grounds	\$10,543.00	\$7,473.26	\$11,000.00	\$11,000.00			
328	Touch & See	\$1,893.00	\$1,772.50	\$2,000.00	\$2,000.00			
	<u>Total Fair Entertainment</u>	\$178,303.00	\$201,769.89	\$189,500.00	\$203,000.00			
	<u>Interim Entertainment</u>							
375	Interim Shows	\$0.00	\$0.00	\$100,000.00	\$100,000.00			
	<u>Total Interim Shows</u>	\$0.00	\$0.00	\$100,000.00	\$100,000.00			
	<u>Total All Entertainment</u>	\$178,303.00	\$201,769.89	\$289,500.00	\$303,000.00			
	<u>Bingo</u>							
401	Personnel	\$0.00	\$0.00	\$0.00	\$0.00			
402	Supplies	\$0.00	\$0.00	\$0.00	\$0.00			
403	Mileage	\$0.00	\$0.00	\$0.00	\$0.00			
404	Food	\$0.00	\$0.00	\$0.00	\$0.00			
405	Advertising	\$0.00	\$0.00	\$0.00	\$0.00			

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WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

BUDGET HISTORY REPORT - EXPENDITURES

Line Item	Description	Actual 1997-98	Actual 1998-99	Budget 1999-2000	Requested 2000-01	Recommended 2000-01	Approved 2000-01	Adopted 2000-01
406	Equipment Repairs	\$0.00	\$478.25	\$1,000.00	\$1,000.00			
407	Operation Change	\$0.00	\$0.00	\$0.00	\$0.00			
408	Dues, Licenses, Fees	\$0.00	\$0.00	\$0.00	\$0.00			
	Total Bingo	\$0.00	\$478.25	\$1,000.00	\$1,000.00			
	Capital Outlay							
510	Purchase/Lease	\$57,145.00	\$382,735.90	\$56,000.00	\$56,000.00			
511	Land Improvements	\$23,375.00	\$0.00	\$40,000.00	\$15,000.00			
512	Building & Structures	\$49,678.00	\$13,854.80	\$21,000.00	\$22,300.00			
513	Equipment	\$29,875.00	\$18,611.94	\$20,300.00	\$20,000.00			
514	Development Reserve	\$0.00	\$0.00	\$0.00	\$25,000.00			
515	Horse Stalls	\$692.00	\$0.00	\$1,000.00	\$0.00			
	Total Capital Outlay	\$160,765.00	\$415,202.64	\$138,300.00	\$138,300.00			
	Contingency/Cash Forward	\$350,000.00	\$431,988.00	\$382,729.00	\$285,759.00			
	Total Expenditures	\$1,845,870.00	\$2,335,411.51	\$2,078,523.00	\$1,963,800.00			

10 Items

2000 OFA Convention Preliminary Program

Friday, January 7

1:30–3:00	Board Meeting
3:00–6:00	Registration– <i>Lobby</i>
3:00–6:00	Exhibits Open/Welcome Reception– <i>Lobby</i>
6:30–9:00	5 Showcases (hors d'oeuvres and refreshments)
9:00	Visit Service Members

Saturday, January 8

8:30	First Time Attendees Orientation
9:00	Registration Desk and Coffee Bar Open
9:30	Area Meetings/Service Member Annual Meeting
10:30	Committee Meetings—
10:30	Exhibits Open—Silent Auction Opens
Noon	Luncheon, Introduction of Service Members and 2 Showcase Acts
1:30	Exhibits Open
2:30	General Session, Roll Call of Fairs
2:45	“Oh, If I Only Knew Then What I Know Now”—Larry Helms
3:30	Board Members Only Workshop—Larry Helms
3:30	Workshops—Two 40 minute sessions
	Writing Grants
	Building Relationships with 4-H and FFA
	Service Members Workshop
5:00	Auction Preview— <i>Willamette Foyer</i>
5:30	Annual OFA Auction—Silent Auction Ends
7:30	Dinner, Awards Presentations and 2 Showcase Acts
10:00	Past President's Reception

Sunday, January 9

8:15	Buffet Breakfast and Showcase
9:30	Producing a Quality Rodeo
11:00	Fair Foundation Update
11:30	Annual Business Meeting
12:15	Luncheon, Fair Supporter Awards, Closing Address—Scott Vernon
1:30	Adjourn Convention
1:30	OFA Board Meeting

Washington County **FAIR COMPLEX**

December 8, 1999

Dr. Annette Fischer
Mr. Detlef Fischer
1881 NW 185th Avenue, Suite 300
Aloha, OR 97006

RE: Hot N Now Facility

Dear Mr. and Dr. Fischer:

This letter is to inform you that at the Fair Board Meeting of Tuesday, December 7, 1999 there was a decision not to accept the offer of the Hot N Now. This decision was strictly based on the dollars that it would take the Fair Complex to bring the facility operational. After review of those numbers it does not prove to be a prudent financial decision for the Fair Complex.

Please know that Fair board and myself are sincerely appreciative of your offer. Also we could not have asked for kinder folks to work with over the last two months, if you will remember this process started early October of 1999.

Should you have any questions, please do not hesitate to call me directly. Enclosed are the pictures and specifications/plans for the original facility.

Sincerely,


Margaret R. Garza
Executive Director



P.O. Box 2042 • Salem, Oregon 97308 • (503) 370-7019 • Fax (503) 587-8063

November 30, 1999

Kathy Christy
Washington County Fair
12915 Sw Foothill Drive
Portland, OR 97225

enclose \$500.00

Dear Kathy,

A foundation was recently formed to help fund fairs in the future. I was asked to head this endeavor. I may have put the cart before the horse somewhat in the way we have organized the foundation. We have a number of items that are serving us well but perhaps we have missed some input from you.

You may not have had the opportunity to tell our committee what you feel the foundation should be. Here is your chance to help the foundation grow now and in the future. I need to know the answers to these questions by December 15. Please respond.

1. How do you think the foundation should be set up to help your fair's operation?
2. Should the composition of the foundation board include people who are outside the fair industry?
3. Should each fair be assessed a percentage or a set amount based on attendance?
4. Can you give us the names of professionals who will serve on the board of directors and who can generate monies?

With this information the committee will put together a program for the convention and share it with the delegates who may want to serve on the board in the future. This is critical for the future of Oregon fairs. The speakers that I have arranged for the convention will use this information for a presentation at the convention.

Thank you for your time and expertise in this matter. Please return to the OFA office by December 15, 1999. Looking forward to seeing and visiting with all of you at the convention in Eugene.

Sincerely,

Floyd Bauer
Floyd Bauer
Chair, Oregon Fairs Foundation

FB:jm



BI-MART
Your Membership Discount Store

Washington County Fair & Rodeo

August 1-6, 2000

December 13, 1999

Floyd Bauer
Chair, Oregon Fairs Foundation
C/O Oregon Fairs Foundation
PO Box 2042
Salem, OR 97308

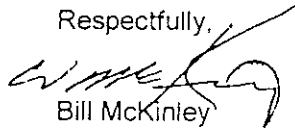
Dear Floyd,

I am responding on behalf of the Washington County Fair Board to your November 30, 1999 letter in questioning the organizing of the Oregon Fairs Foundation. I think it is accurate to say that our fair board members are uncomfortable, given they have not been a part of the process, in answering the questions presented in the letter. First of all, with the goals and process of the Foundation apparently still not specifically established by consensus, it would be difficult, for one, to recommend professionals who would be willing to generate money and/or be willing to serve on the board of directors. It would be equally difficult to comment with any degree of confidence as to the make up of the Foundation Board given the uncertainty and unresolved issues posed in the correspondence.

It appears that concerns of some kind have surfaced sometime after your presentation at spring conference. A question that has come to staff is that it seems as though we have returned to "square one" in terms of defining the direction of the Foundation, and we assumed we had come to a consensus on this cornerstone understanding. As in item #1, we thought that we pretty much had designed and put to bed the framework of an acceptable process whereby fairs could be funded in perpetuity based on an annuity derived from the interest from a foundation generated principle. Are we reopening this basic premise? Further, there appears to be in item #3 the question posed for the potential, at bottom line, of the larger fairs to be subsidizing, *through the Foundation*, the smaller fairs based on a percentage of attendance driven "assessment"? after reading the item, is this a fair assumption to make?

I look forward to our meeting at OFA to thoroughly discuss these issues and others outlined in your November 30th letter and beyond where necessary. Please call me if advisable in establishing a time and date for a much-needed Foundation committee meeting, preferably during OFA? The Washington County Fair and Rodeo will reserve in contributing to the Foundation fund until the basic issues concerning the Foundation's direction and philosophy are firmly established.

Respectfully,


Bill McKinley
Fair Manager
Washington County Fair and Rodeo
Foundation Committee member

cc Margaret Garza CEO

COPY

12/22/99

John Baggott
OSU Extension Office
18640 NW Walker Rd #1400
Beaverton, OR 97006

Dear John:

On behalf of the Washington County Fair Board, I would like to thank you and the Extension Service for the recognition plaque we received last month. It was a pleasant surprise, and it's always nice to see that others appreciate us.

Without the support of the Extension Service, especially the 4-H program, we would not have much of a Fair. With the partnership of both 4-H and the Fair Board and staff, we can make a difference. Thanks for thinking of us.

Sincerely,

Sheila Day
Member
Washington County Fair Board

Cc: Margaret R. Garza
Lyle Spiesschaert