

WASHINGTON COUNTY FAIR COMPLEX

Board Meeting

July 2, 2003
Floral Building

Regular Session – 4:30 p.m.
Executive Session – 6:30 p.m.

AGENDA

NOTICE OF MEETING

Washington County Fair Board
Regular Meeting: Wednesday, July 2, 2003, at 4:30 p.m.
Executive Session: Wednesday, July 2, 2003, at 6:30 p.m.*
Fair Complex Floral Building
Hillsboro, Oregon

Kathy Christy, President
A. Richard Vial, Vice President Jane Willhoite, Member
Sheila Day, Member Ken Leahy, Member

22 Days to the 2003 Washington County Fair & Rodeo

- A. **Call the Regular Meeting to Order:** All matters noticed and listed on this agenda, in any category, may be considered for action in any order at the discretion of the Board President. Items not so noticed may be discussed at the discretion of the Board President, but cannot be considered for action.
- B. **Public Welcome – Audience Time:** This time is provided for members of the audience to comment on any item(s) not on the regular agenda. At the discretion of the Board President, each individual's comments may be limited to two minutes. Audience members, when recognized by the Board President, may also comment at the time agenda topics are being discussed by the Board. It is requested that those addressing the Board state their full name, address and organization represented.
- C. **Consent Agenda:** All Consent Agenda items shall be approved without discussion and with one motion except those items removed from the Consent Agenda by a Board member or a member of the public attending the meeting so requesting. If a matter is removed, it shall then be considered, discussed and voted on individually, after the Consent Agenda has been approved.
1. Financial Statements
 - A. Budget Overview – May 2003
 - B. Line Item Report – May 2003
 - C. Balance Sheet – May 2003
 - D. Other, if any
 2. Minutes
 - A. Fair Board Minutes – June 2003
 - B. Other, if any
- A. Facility Use Schedule – July 2003
- B. Other, if any

* Time is approximate. Executive Session begins after the regular session concludes.

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

D. Special Reports

1. Rodeo Committee Report – Cody Feinauer, Rodeo Committee Chair
2. 4-H Report – John Baggott, OSU Extension Service
3. Fair Boosters Report – Bill Duerden, Booster President
4. Operations Report – Don G. Hillman, Executive Director
5. Frite Lites Report – Lisa DuPre', Marketing/Events Manager
6. Other, if any

E. Old Business

1. Redevelopment Update, if any
2. Board Development - Ongoing
3. Other, if any

F. New Business

1. 2003 County Fair & Rodeo – On going
2. Other, if any

G. Announcements

1. Calendar of Events
2. Other, if any

H. Correspondence

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

I. Board Communications

J. Other Matters of Information

1. Contracts Calendar
2. June Rodeo Committee Minutes – No Meeting Held
3. June Rodeo Associates Member Minutes
4. June Booster Minutes
5. Newspaper Articles, if any
6. Website Activity
7. Other, if any

K. Executive Session – Real Estate Matters: Executive Session pursuant to ORS 192.610-192-690 to discuss real estate matters.

L. Adjourn

**Executive Session pursuant to ORS 192.610-192.690 to discuss Personnel issues immediately following the regular Fair Board meeting if deemed necessary.

CONSENT AGENDA

County of Washington

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

FAX MEMORANDUM

Date: June 26, 2003

To: Board Members
Washington County Fair Board

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

Re: May Financial Statements

Find attached the May 2003 Financial Statements.

DEDICATED FUNDS – Hotel Tax: We have been advised by the Washington County Finance Division that over the course of this fiscal year, their staff posted the incorrect percentage of hotel/motel receipts to our account resulting in an overpayment of \$36,247.01.

We were alerted of this overpayment last week and have made a correction to the May 2003 Financial Statements for that amount.

It is too late in the fiscal year to make any operational or staffing changes to compensate for this overpayment. Staff was hoping to end this fiscal year with a revenue surplus, but this may not be the case under the circumstances.

Attachment

WASHINGTON COUNTY FAIR COMPLEX

Budget Overview May 2003

	A	C	D	E	F	G	H
1		May	May	Year to Date	Year to Date	Budget	Percent
2	INCOME	2003	2002	July-May 2003	July-May 2002	FYE Jun 30/03	of Budget
3	STATE FUNDS	\$ -	\$ -	\$ 40,868	\$ 43,056	\$ 43,056	95%
4	DEDICATED FUNDS - Hotel Tax	\$ (7,619)	\$ 27,170	\$ 520,290	\$ 519,086	\$ 600,000	87%
5	INTERIM INCOME						
6	010B · Main Exhibit Hall	\$ 12,972	\$ 7,237	\$ 88,431	\$ 72,081	\$ 86,894	102%
7	010C · Cloverleaf Building	1,142	4,211	14,592	26,639	25,000	58%
8	010D · Arts & Crafts Building	-	570	7,100	7,218	5,000	142%
9	010E · Friendship Square	300	-	1,634	1,242	2,000	82%
10	010F · Floral Building	290	-	1,869	3,339	2,000	93%
11	010G · Grounds/General	1,803	2,485	16,817	16,144	10,000	168%
12	010H · Main Arena	384	2,403	834	6,890	3,000	28%
13	010J · RV/Boat Storage/Barns	5,691	4,868	9,519	10,178	10,000	95%
14	010K · Interim Use Concessions	-	480	1,110	2,495	2,000	56%
15	010 - Rent & Storage Other	-	268	-	12,409	10,000	0%
16	Total Rent & Storage	\$ 22,582	\$ 22,522	\$ 141,906	\$ 158,635	\$ 155,894	91%
17	014 · Interest Income	\$ 198	\$ 782	\$ 5,396	\$ 14,268	\$ 8,000	67%
18	016 · Parking Fees	0	0	32,358	13,876	17,000	190%
19	017 · Miscellaneous Income	1,371	50	8,991	8,155	12,000	75%
20	020 - ATM Fees	0	147	351	561	300	117%
21	Total Miscellaneous Income	\$ 1,569	\$ 979	\$ 47,096	\$ 36,860	\$ 37,300	126%
22	018A · RV Parking/Short Term	\$ 1,375	\$ 1,515	\$ 18,183	\$ 14,735	\$ 17,000	107%
23	018B · RV Parking/Long Term	0	300	1,079	1,910	3,000	36%
24	Total RV Parking	\$ 1,375	\$ 1,815	\$ 19,262	\$ 16,645	\$ 20,000	96%
25	TOTAL INTERIM INCOME	\$ 17,907	\$ 52,486	\$ 769,422	\$ 774,282	\$ 856,250	90%
26	FAIR INCOME						
27	026 - Adult Admissions	\$ -	\$ -	\$ -	\$ -	\$ -	0%
28	027 - Senior Admissions	-	-	-	-	-	0%
29	028 - Youth Admission	-	-	37,886	35,779	35,500	107%
30	029 - Exhibitor/Vendor Admissions	-	-	-	-	-	0%
31	030 - Discount Admissions	-	-	-	-	-	0%
32	031 - Other Admission	-	-	213,820	199,966	200,000	107%
33	032 - Concessions/Booths	-	-	120,695	62,341	109,000	111%
34	033 - Sponsorships	-	-	57,625	48,925	50,000	115%
35	034 - Advertising Sold	-	-	1,800	2,300	15,000	12%
36	036 - Carnival Income	-	-	50,946	49,672	50,000	102%
37	037 - Entry Fees	75	-	2,543	2,941	5,500	46%
38	038 - Parking Fees	-	30	40,491	39,834	55,500	73%
39	039 - Rodeo Sponsorships	-	-	29,290	34,490	44,800	65%
40	041 - Miscellaneous	-	-	26,418	10,712	10,700	247%
41	042 - Rodeo Admissions	-	-	4,870	4,964	5,000	97%
42	043 - Main Stage	-	-	-	21,197	-	0%
43	045 - Amphitheater Concessions	-	-	697	1,039	1,000	70%
44	046 - Rodeo Miscellaneous	-	100	3,111	2,067	3,000	104%
45	048 - ATM Fees	-	-	2,267	-	2,500	91%
46	050 - Rodeo Queen Activities	-	-	3,941	-	3,000	131%
47	TOTAL FAIR INCOME	\$ 75	\$ 130	\$ 596,400	\$ 516,227	\$ 590,500	101%

WASHINGTON COUNTY FAIR COMPLEX
Budget Overview May 2003

	A	C	D	E	F	G	H
48		May	May	Year to Date	Year to Date	Budget	Percent
49	Income-Cont.	2003	2002	July-May 2003	July-May 2002	FYE Jun 30/03	of Budget
50	INTERIM SHOWS						
51	50 - Loan Proceeds	\$ -	\$ -	\$ 36,204	\$ -	\$ 100,000	36%
52	51 - Youth Admission	-	-	-	-	-	0%
53	52 - Adult Admission	-	-	-	-	-	0%
54	53 - Discount Admission	-	-	-	-	-	0%
55	54 - Sponsorship	-	-	-	-	-	0%
56	55 - Concessions	-	-	-	-	-	0%
57	56 - Advertising	-	-	-	-	-	0%
58	57 - Miscellaneous	-	-	-	-	-	0%
59	TOTAL INTERIM SHOWS	\$ -	\$ -	\$ 36,204	\$ -	\$ 100,000	0%
60	TOTAL INCOME	\$ 17,982	\$ 52,616	\$ 1,402,026	\$ 1,290,509	\$ 1,546,750	91%
61	PERSONNEL						
62	101 · Salaries	\$ 29,031	\$ 29,151	\$ 385,458	\$ 336,405	\$ 433,066	89%
63	102 · O.P.E.	12,286	10,839	142,838	107,880	158,808	90%
64	TOTAL PERSONNEL	\$ 41,317	\$ 39,990	\$ 528,296	\$ 444,285	\$ 591,874	89%
65	INTERIM OPERATIONS						
66	107 · Office Expense	\$ 116	\$ 2,221	\$ 7,414	\$ 7,460	\$ 4,300	172%
67	108 · Telephone	536	1,181	9,148	11,262	14,100	65%
68	109 · Printing	-	-	681	1,190	1,450	47%
69	110 · Postage	300	404	1,858	2,200	2,750	68%
70	111A · Equipment Rental	215	-	2,840	2,353	6,200	46%
71	112 · Utilities	7,305	5,140	63,518	67,178	70,300	90%
72	113B · Main Exhibit Hall R & M	-	-	560	782	1,000	56%
73	113C · Cloverleaf R & M	87	-	116	665	2,500	5%
74	113D · Arts & Crafts R & M	-	-	11	77	300	4%
75	113E · Friendship Square R & M	-	-	-	-	100	0%
76	113F · Floral Building R & M	-	-	34	253	2,000	2%
77	113G · Grounds/General R & M	2,311	5,654	18,355	13,126	15,000	122%
78	113H · Main Arena R & M	-	-	-	2,585	100	0%
79	113J · Barns R & M	-	-	-	1,438	2,000	0%
80	113L · Equipment R & M	3,771	122	11,055	11,674	20,000	55%
81	114 · General Supplies	104	532	7,156	8,717	18,050	40%
82	118 · Travel & Training	340	441	4,615	9,029	5,500	84%
83	119 · Legal Fees	-	186	330	1,256	3,600	9%
84	121 · Professional Svcs.	3,914	824	8,841	15,164	12,000	74%
85	122 · Insurance & Bond	-	-	22,626	17,390	18,500	122%
86	123 · Private Mileage	52	-	508	40	500	102%
87	124 · Car Allowance	-	-	2,485	355	4,260	58%
88	131 · Advertising & P.R.	265	910	4,700	10,505	9,500	49%
89	132 · Board Expense	-	311	243	4,343	3,500	7%
90	133 · Dues, Licenses, Fees	88	99	3,829	2,286	2,250	170%
91	149 · Misc. Materials & Svcs.	54	-	1,948	506	4,250	46%
92	151 · County Indirect Cost	25,985	-	26,777	-	25,811	104%
93	154A · RV Park Repair & Maint.	-	-	240	1,788	1,000	24%
94	154B · RV Park Hotel/Motel Tax	-	-	1,164	1,004	800	146%
95	155 · ATM Expenses	-	-	166	1,858	300	55%
96	TOTAL INTERIM OPERATIONS	\$ 45,443	\$ 18,025	\$ 201,218	\$ 196,484	\$ 251,921	80%

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WASHINGTON COUNTY FAIR COMPLEX
Budget Overview May 2003

	A	C	D	E	F	G	H
97	Expenses-Cont.	May	May	Year to Date	Year to Date	Budget	Percent
98		2003	2002	July-May 2003	July-May 2002	FYE Jun 30/03	of Budget
99	FAIR OPERATIONS						
100	175 · Printing	\$ -	\$ 36	\$ 7,596	\$ 4,214	\$ 8,000	95%
101	176 · Utilities	-	-	11,647	14,807	15,000	78%
102	178 · Parking	-	-	5,185	12,654	2,000	259%
103	179 · Professional Svcs.	-	-	30,488	45,352	24,000	127%
104	180 · Advertising	81	-	76,380	77,917	75,000	102%
105	181 · Refunds	-	-	-	1,189	-	0%
106	182 · Miscellaneous	-	-	16,207	7,357	10,000	162%
107	183 · Decorations	-	-	4,083	3,735	4,000	102%
108	184 · Equipment Rental	-	-	9,623	14,293	10,000	96%
109	186 · Restroom Service	-	-	11,915	17,410	17,000	70%
110	187 · Repair & Maintenance	-	-	7,115	13,312	7,250	98%
111	188 · Materials & Supplies	-	-	16,486	21,991	20,000	82%
112	189 - ATM Expenses	-	105	-	105	250	0%
113	TOTAL FAIR OPERATIONS	\$ 81	\$ 141	\$ 196,725	\$ 234,336	\$ 192,500	102%
114	EXHIBITS/COMPETITIONS						
115	211 · Awards FFA	\$ -	\$ -	\$ 2,575	\$ 2,672	\$ 2,750	94%
116	212 · Personnel FFA	-	-	632	968	1,000	63%
117	213 · Other FFA	-	-	1,361	1,081	1,200	113%
118	221 · Awards 4-H	-	-	5,980	7,490	7,750	77%
119	222 · Personnel 4-H	-	-	5,912	6,043	6,000	99%
120	223 · Other 4-H	-	-	9,945	7,760	8,000	124%
121	231 · Awards Open Class	-	-	25,778	32,926	34,000	76%
122	232 · Personnel Open	-	-	2,052	4,267	4,500	46%
123	233 · Other Open Class	-	-	3,627	5,400	5,750	63%
124	TOTAL EXHIBITS/COMPETITIONS	\$ -	\$ -	\$ 57,862	\$ 68,607	\$ 70,950	82%
125	RODEO						
126	311 · Prize Money	\$ -	\$ -	\$ 45,000	\$ 46,000	\$ 46,000	98%
127	312 · Personnel	-	-	18,871	21,634	21,300	89%
128	313 · Stock Contract	-	-	28,012	25,430	30,080	93%
129	314 · Special Awards	-	-	816	402	1,200	68%
130	315 · Exceptional Kid's Rodeo	-	-	712	897	2,000	36%
131	316 · Promotions	-	-	5,333	6,262	5,700	94%
132	317 · Materials & Supplies	-	-	2,957	3,354	3,500	84%
133	318 · Board Expense	-	-	3,525	1,881	3,000	118%
134	319 · Other (Fees & Dues)	-	250	3,930	4,287	2,825	139%
135	320 · Queen	90	100	2,822	3,576	4,000	71%
136	321 · Rental Equipment	-	-	7,810	6,397	6,500	120%
137	322 · Money Raising Projects	110	-	2,822	2,013	2,000	141%
138	333 · Sponsorship Fees	-	-	1,125	-	2,000	56%
139	TOTAL RODEO	\$ 200	\$ 350	\$ 123,735	\$ 122,133	\$ 130,105	95%
140	SHOWS & ENTERTAINMENT						
141	324 · Main Stage	\$ -	\$ -	\$ 80,210	\$ 75,100	\$ 50,000	160%
142	325 · Grounds Entertainment	-	-	57,224	61,097	75,000	76%
143	326 · Associated Costs-Main	-	-	23,712	41,417	32,000	74%
144	327 · Associated Costs-Grounds	-	-	16,282	9,734	13,500	121%
145	328 · Petting Zoo	-	-	3,000	1,947	2,000	150%
146	329 · Special Exhibit	-	-	17,223	-	25,000	69%
147	TOTAL SHOWS & ENTERTAINMENT	\$ -	\$ -	\$ 197,651	\$ 189,295	\$ 197,500	100%
148	TOTAL FAIR EXPENSES	\$ 281	\$ 491	\$ 575,973	\$ 614,371	\$ 591,055	97%

WASHINGTON COUNTY FAIR COMPLEX

Budget Overview May 2003

	A	C	D	E	F	G	H
149	Expenses-Cont.	May	May	Year to Date	Year to Date	Budget	Percent
150		2003	2002	July-May 2003	July-May 2002	FYE Jun 30/03	of Budget
151	INTERIM SHOWS						
152	375 - Interim Shows	\$ -	\$ -	\$ 36,204	\$ -	\$ 100,000	36%
153	376 - Printing	241	-	322	-	-	0%
154	377 - Utilities	-	-	-	-	-	0%
155	378 - Professional Services	-	-	-	-	-	0%
156	379 - Advertising	-	-	44	-	-	0%
157	380 - Miscellaneous	8	-	488	-	-	0%
158	381 - Equipment Rental	-	-	-	-	-	0%
159	382 - Materials & Supplies	-	-	-	-	-	0%
160	TOTAL INTERIM SHOWS	\$ 249	\$ -	\$ 37,058	\$ -	\$ 100,000	37%
161	TOTAL INTERIM & FAIR	\$ 87,290	\$ 58,506	\$ 1,342,545	\$ 1,255,140	\$ 1,534,850	87%
162	CAPITAL OUTLAY						
163	510 - Purchase/Lease	\$ -	\$ -	\$ 42,709	\$ 55,950	\$ 42,709	100%
164	511 - Land Improvements	-	-	-	1,177	-	0%
165	512 - Bldg. & Structure	-	-	-	-	10,000	0%
166	513 - Equipment	613	-	5,579	345	10,000	56%
167	514 - Development Reserve	-	-	10,000	25,000	-	0%
168	TOTAL CAPITAL OUTLAY	\$ 613	\$ -	\$ 58,288	\$ 82,472	\$ 62,709	93%
169	TOTAL EXPENSES	\$ 87,903	\$ 58,506	\$ 1,400,833	\$ 1,337,612	\$ 1,597,559	88%
170	NET INCOME	\$ (69,921)	\$ (5,890)	\$ 1,193	\$ (47,103)	\$ (50,809)	-2%

**Washington County Fair Complex
Line Item Report
May 2003**

06/26/03

Date	Num	Name	Memo	Original Amount	Paid Amount
Income					
C · DEDICATED FUNDS					
009 · Hotel/Motel Tax					
05/31/2003		Washington County...		0.00	0.00
05/31/2003	GJ 06/24...	Washington County...	May 2003	28,627.61	28,627.61
05/31/2003		Washington County...	Correction for Oct 02 & Mar 03	(36,247.01)	(36,247.01)
Total 009 · Hotel/Motel Tax					(7,619.40)
Total C · DEDICATED FUNDS					(7,619.40)
D · INTERIM INCOME					
010 · Rent & Storage					
010B · Main Exhibit Hall					
05/02/2003	032903-67	Noho's Medford Inc.	Main Exhibit Hall	1,425.00	1,425.00
05/02/2003	032903-69	Northwest Quilters, ...	Main Exhibit Hall	1,975.00	1,975.00
05/07/2003	032903-87	Hardy Plant Society...	Main Exhibit Hall	3,430.00	3,430.00
05/12/2003	032903-...	Tualatin Valley Cha...	Main Exhibit Hall	1,003.75	1,003.75
05/14/2003	032903-...	The Pet Consultants	Main Exhibit Hall	192.00	192.00
05/14/2003	032903-...	Beaverton Golden ...	Main Exhibit Hall	50.00	50.00
05/14/2003	2001-305	Collector's West	Main Exhibit Hall	1,224.00	1,224.00
05/14/2003	2001-306	Hardy Plant Society...	Main Exhibit Hall	375.00	375.00
05/14/2003	2001-307	Pacific NW Fenton ...	Main Exhibit Hall	1,050.00	1,050.00
05/16/2003	032903-...	Portland Regional ...	Main Exhibit Hall	450.00	450.00
05/27/2003	032903-...	Every Husband's Ni...	Main Exhibit Hall-South	1,797.00	1,797.00
Total 010B · Main Exhibit Hall					12,971.75
010C · Cloverleaf Building					
05/05/2003	032903-78	Teata Crowe	Cloverleaf Building	522.50	522.50
05/14/2003	2001-308	S.C.A.-The Shire of...	Cloverleaf Building	305.00	305.00
05/31/2003	032903-...	Oregon Orchid Soci...	Cloverleaf Building	314.00	314.00
Total 010C · Cloverleaf Building					1,141.50
010E · Friendship Square					
05/09/2003	032903-99	State of Oregon De...	Friendship Square	300.00	300.00
Total 010E · Friendship Square					300.00
010F · Floral Building					
05/31/2003	032903-...	Oregon Orchid Soci...	Floral Building	290.00	290.00
Total 010F · Floral Building					290.00
010G · Grounds/General					
05/09/2003	032903-88	Oregon Rally Group	Rental of Quadrant Property	1,100.00	1,100.00
05/09/2003	032903-...	Tualatin Kennel Clu...	General Grounds	192.50	192.50
05/09/2003	032903-...	Allie Rasse Gruppe ...	Friendship Plaza	300.00	300.00
05/14/2003	032903-...	Iron Dogs Flyball	Large Covered Showring	60.00	60.00
05/14/2003	2001-309	Tualatin Valley Gar...	General Grounds	150.00	150.00
Total 010G · Grounds/General					1,802.50
010H · Main Arena					
05/02/2003	032903-70	Jan Herinckx	12 on-hour class in Covered Show Ring	384.00	384.00
Total 010H · Main Arena					384.00
010J · RV/Boat Storage/Barns					
05/02/2003	032903-68	Henry Jay	Boat/RV Storage Fee	131.08	131.08
05/02/2003	032903-73	Robert Cena	Boat/RV Storage Fee	154.27	154.27
05/02/2003	CC 05-0...		RV Park	30.00	30.00
05/02/2003	CC 05-0...		RV Boat Storage	105.00	105.00
05/05/2003	032903-79	Scott Overson	Boat/RV Storage Fee	178.50	178.50
05/05/2003	032903-80	Robert C. Ward	Boat/RV Storage Fee	98.00	98.00
05/07/2003	032903-85	Eric Friedman	Boat/RV Storage Fee	156.14	156.14
05/07/2003	032903-86	Jeff Schilling	Boat/RV Storage Fee	206.20	206.20
05/07/2003		RV Parking	Deposit	30.00	30.00
05/07/2003		RV Parking	Deposit	30.00	30.00
05/09/2003	032903-91	Robert Cena	Boat/RV Storage Fee	43.48	43.48
05/09/2003	032903-92	Vance Taylor	Boat/RV Storage Fee	102.65	102.65
05/09/2003	032903-97	Vynn Berg	Boat/RV Storage Fee	168.84	168.84
05/09/2003		Georgia Robinson	Deposit	156.24	156.24
05/09/2003		Gerritt Vankommer	Deposit	200.94	200.94
05/11/2003	032903-...	Chris Perry	Boat/RV Storage Fee	156.11	156.11
05/11/2003	032903-...	Dan L. Goodrich	Boat/RV Storage Fee	138.84	138.84
05/11/2003	032903-...	Brian Coombs	Boat/RV Storage Fee	173.92	173.92
05/14/2003	032903-...	Terri Wippel	Boat/RV Storage Fee	330.60	330.60
05/14/2003	032903-...	R. H. Petermeyer	Boat/RV Storage Fee	216.84	216.84
05/14/2003	032903-...	Thomas Flath	Boat/RV Storage Fee	164.43	164.43
05/14/2003	032903-...	Jerry Sweet	Boat/RV Storage Fee	307.88	307.88
05/16/2003	032903-...	Stephen Kuemper	Boat/RV Storage Fee	235.44	235.44

**Washington County Fair Complex
Line Item Report
May 2003**

06/26/03

Date	Num	Name	Memo	Original Amount	Paid Amount
05/16/2003	032903-...	Matthew Baxter	Boat/RV Storage Fee	151.10	151.10
05/16/2003	032903-...	Howard Hudson	Boat/RV Storage Fee	175.19	175.19
05/16/2003	032903-...	Melinda Tesar	Boat/RV Storage Fee	165.54	165.54
05/16/2003	032903-...	Al Seaman	Boat/RV Storage Fee	73.40	73.40
05/16/2003	032903-...	Dave Rogers	Boat/RV Storage Fee	211.20	211.20
05/16/2003	032903-...	Ron Reeves	Boat/RV Storage Fee	319.35	319.35
05/16/2003	032903-...	Robert Griguhn	Boat/RV Storage Fee	159.75	159.75
05/16/2003	032903-...	Ron Kuhn	Boat/RV Storage Fee	151.48	151.48
05/19/2003	032903-...	Ralph Moberly	Boat/RV Storage Fee	205.32	205.32
05/19/2003	032903-...	William Spisak	Boat/RV Storage Fee	186.02	186.02
05/19/2003	032903-...	Michelle Concannon	Boat/RV Storage Fee	199.92	199.92
05/23/2003	032903-...	Russ Wright	Boat/RV Storage Fee	177.77	177.77
Total 010J · RV/Boat Storage/Barns					5,691.44
Total 010 · Rent & Storage					22,581.19
014 · Interest Income					
05/31/2003	GL 05/31...		Interest Income	198.24	198.24
Total 014 · Interest Income					198.24
017 · Miscellaneous Income					
05/07/2003		Misc. Income	Suplus Payment	744.64	744.64
05/21/2003	032903-...	Northwest Natural ...	NW Natural Gas Refund for discontinued service	7.07	7.07
05/21/2003	032903-...	Northwest Natural ...	Northwest Natural Gas - refund for discontinued service	7.07	7.07
05/23/2003	032903-...	Misc. Income	Surplus Reimbursement	369.90	369.90
05/23/2003	032903-...	Northwest Natural ...	Refund-closed gas service	7.07	7.07
05/30/2003	032903-...	Winona Grange	Fair award	15.00	15.00
05/30/2003	032903-...	Fair Camping	Fair Camping	40.00	40.00
05/30/2003	032903-...	Fair Camping	Fair Camping	60.00	60.00
05/30/2003	032903-...	Fair Camping	Fair Camping	20.00	20.00
05/30/2003	032903-...	Fair Camping	Fair Camping	20.00	20.00
05/30/2003	032903-...	Fair Camping	Fair Camping	20.00	20.00
05/30/2003	032903-...	Fair Camping	Fair Camping	20.00	20.00
05/30/2003	032903-...	Fair Boosters	Fair Camping	20.00	20.00
05/30/2003	032903-...	Fair Camping	Fair Camping	20.00	20.00
05/30/2003	032903-...	Fair Camping	Fair Camping	20.00	20.00
Total 017 · Miscellaneous Income					1,370.75
018 · RV Parking					
018A · RV Parking/Short Term					
05/02/2003	032903-71	RV Parking Fee	Short Term RV Parking	45.00	45.00
05/02/2003	032903-72	SDM Trucking	Short Term RV Parking-TRUCK	20.00	20.00
05/02/2003	032903-74	RV Parking Fee	Short Term RV Parking	0.00	0.00
05/02/2003	032903-75	RV Parking Fee	Short Term RV Parking	0.00	0.00
05/05/2003	032903-82	RV Parking Fee	Short Term RV Parking	30.00	30.00
05/07/2003	032903-83	RV Parking Fee	Short Term RV Parking	30.00	30.00
05/07/2003	032903-84	RV Parking Fee	Short Term RV Parking	30.00	30.00
05/09/2003	032903-89	RV Parking Fee	Short Term RV Parking	75.00	75.00
05/09/2003	032903-90	RV Parking Fee	Short Term RV Parking	15.00	15.00
05/09/2003	032903-95	RV Parking Fee	Short Term RV Parking	60.00	60.00
05/09/2003	032903-96	RV Parking Fee	Short Term RV Parking	45.00	45.00
05/09/2003		RV Parking	Healay/Patricia	45.00	45.00
05/09/2003		RV Parking	Loose/Patricia	75.00	75.00
05/09/2003	032903-98	RV Parking Fee	Short Term RV Parking	15.00	15.00
05/12/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
05/12/2003	032903-...	RV Parking Fee	Short Term RV Parking	90.00	90.00
05/13/2003	032903-...		Short Term RV Parking	30.00	30.00
05/13/2003	032903-...		Short Term RV Parking	15.00	15.00
05/16/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
05/16/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
05/16/2003	032903-...	RV Parking Fee	Short Term RV Parking	60.00	60.00
05/16/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
05/16/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
05/16/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
05/16/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
05/19/2003	032903-...	RV Parking Fee	Short Term RV Parking	60.00	60.00
05/19/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
05/19/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
05/19/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
05/19/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
05/21/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
05/21/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
05/21/2003	032903-...	RV Parking Fee	Short Term RV Parking	60.00	60.00
05/23/2003	032903-...	RV Parking Fee	Short Term RV Parking-Truck	20.00	20.00
05/23/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
05/23/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
05/27/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
05/27/2003	032903-...	RV Parking Fee	Short Term RV Parking	20.00	20.00
05/27/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00

**Washington County Fair Complex
Line Item Report
May 2003**

06/26/03

Date	Num	Name	Memo	Original Amount	Paid Amount
05/31/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
05/31/2003	032903-...	RV Parking Fee	Short Term RV Parking-Dry Camp	10.00	10.00
Total 018A · RV Parking/Short Term					1,375.00
Total 018 · RV Parking					1,375.00
Total D · INTERIM INCOME					25,525.18
E · FAIR INCOME					
037 · Entry Fees					
05/28/2003	032903-...	Patrick L. O'Dell	Entry Fees	75.00	75.00
Total 037 · Entry Fees					75.00
Total E · FAIR INCOME					75.00
H · Frite Lites Revenue					
05/09/2003	032903-93	Washington County...	Frite Lites Payment	10,000.00	10,000.00
Total H · Frite Lites Revenue					10,000.00
Total Income					27,980.78
Gross Profit					27,980.78
Expense					
6560 · Payroll Expenses					
05/09/2003	40072	Washington County...	VOID; VOID-VOID-VOID	0.00	0.00
Total 6560 · Payroll Expenses					0.00
AE · PERSONNEL					
101 · Salaries					
05/14/2003		Washington County...	5/15/03	12,709.42	12,709.42
05/28/2003		Washington County...	Acct# 101-Payroll	16,321.46	16,321.46
Total 101 · Salaries					29,030.88
102 · O.P.E.					
05/14/2003		Washington County...	Acct# 101-Payroll Costs	4,623.31	4,623.31
05/19/2003		SAIF Corp.	Invoice# 812164 - 102-Other Pers Exp	2,020.00	2,020.00
05/19/2003		Washington County...	Acct# 1502-Payroll-OPE	287.99	287.99
05/28/2003		Washington County...	Acct# 101-Payroll	5,354.34	5,354.34
Total 102 · O.P.E.					12,285.64
Total AE · PERSONNEL					41,316.52
BE · INTERIM OPERATIONS					
107 · Office Expense					
05/07/2003	0793086	Sierra Springs/Bre...	Bottled Water Service	12.86	12.86
05/07/2003	0793086	Sierra Springs/Bre...	Fuel Surcharge	0.00	0.00
05/19/2003			Service Charge	10.37	10.37
05/21/2003		Hillsboro Chamber	Banquet-Acct# 107-Off. Exp	80.00	80.00
05/30/2003			Service Charge	0.00	0.00
05/30/2003			Service Charge	7.68	7.68
05/30/2003			Service Charge	0.00	0.00
05/31/2003			Service Charge	5.35	5.35
Total 107 · Office Expense					116.26
108 · Telephone					
05/05/2003		Integra	Phone service, LongDistance, DSL	492.30	492.30
05/05/2003		T-Mobile	Cell Phone 3/21 to 4/20/03	43.49	43.49
Total 108 · Telephone					535.79
110 · Postage					
05/12/2003		Postal Privilege	Postage Re-Fill	300.00	300.00
Total 110 · Postage					300.00
111 · Equip/Bldg Rental					
111A · Equipment Rental					
05/19/2003		Citicorp Vendor Fin...	Copier Lease	215.00	215.00
Total 111A · Equipment Rental					215.00
Total 111 · Equip/Bldg Rental					215.00

**Washington County Fair Complex
Line Item Report
May 2003**

06/26/03

Date	Num	Name	Memo	Original Amount	Paid Amount
112 · Utilities					
05/05/2003		Portland General El...	PGE#0002-28314-551488-3	36.05	36.05
05/05/2003		Portland General El...	PGE#0002-28314-647795-7	10.30	10.30
05/05/2003		Portland General El...	PGE #0009-45466-585399-7	2,902.28	2,902.28
05/05/2003		NW Natural	#76266-6	226.18	226.18
05/05/2003		NW Natural	#76294-8	124.44	124.44
05/05/2003		NW Natural	#76453-0	113.77	113.77
05/05/2003		NW Natural	#75743-4	156.51	156.51
05/05/2003		NW Natural	#76814-3	24.78	24.78
05/12/2003		NW Natural	#76284-9	7.07	7.07
05/21/2003		Portland General El...	PGE#0002-28314-543406-6	158.21	158.21
05/21/2003		Portland General El...	PGE#0002-28314-541070-2	29.42	29.42
05/21/2003		City of Hillsboro	21970-01	54.78	54.78
05/21/2003		City of Hillsboro	21989-01	51.13	51.13
05/21/2003		City of Hillsboro	09890-01	3,415.01	3,415.01
05/28/2003		Northwest Natural ...	Northwest Natural	(5.12)	(5.12)
Total 112 · Utilities					7,304.81
113 · Repair & Maintenance					
113C · Cloverleaf R & M					
05/28/2003		The Society for Cre...	Deposit Refund	86.50	86.50
Total 113C · Cloverleaf R & M					86.50
113G · Grounds/General R & M					
05/12/2003		Hillsboro Garbage ...	Will Call	222.00	222.00
05/12/2003		Hillsboro Drop Box	Reg Service	247.74	247.74
05/12/2003		Hillsboro Drop Box	mileage fee	9.60	9.60
05/21/2003		Cardigan Welsh Co...	Damage Deposit Refund	155.85	155.85
05/26/2003	14853	Landscape Product...	Dirt for Restaurant Row	1,500.00	1,500.00
05/26/2003	001182/7...	Home Depot	Glass Drill Bit for Floral Building Windows	103.77	103.77
05/28/2003		Ag West Supply	113G Grounds/General Repair & Maintenance-Weed & Feed---113G	71.88	71.88
Total 113G · Grounds/General R & M					2,310.84
113L · Equipment R & M					
05/07/2003		Sunset Auto Parts	Dumptruck Starter	113.69	113.69
05/07/2003		Sunset Auto Parts	Battery-#24790	84.44	81.43
05/07/2003		Sunset Auto Parts	Pump-#24789	53.98	52.05
05/21/2003		Dick's MacKenzie F...	Ford PU Repair Parts	1,978.69	1,978.69
05/28/2003		U-Haul	Propane for Forklift	30.60	30.60
05/31/2003		Metro New Holland	Oil/Hyd Shrm	30.10	25.00
05/31/2003		Metro New Holland	113L Equipment Repair & Maintenance	(25.00)	(25.00)
Total 113L · Equipment R & M					2,256.46
113 · Repair & Maintenance - Other					
05/05/2003		Pacific Utility Equip...	Acct# 113-Repairs & Maint.	909.95	909.95
05/05/2003		Bretthauer Oil Co.	Gas	605.07	605.07
Total 113 · Repair & Maintenance - Other					1,515.02
Total 113 · Repair & Maintenance					6,168.82
114 · General Supplies					
05/05/2003		allMRO Products	Inv# 215373 - Acct# 114-General Supplies	40.89	40.89
05/05/2003		allMRO Products	Freight	3.85	3.85
05/19/2003		Platt Electric	Comm Connector	12.88	12.88
05/19/2003		Platt Electric	Shield Connector	4.68	4.68
05/19/2003		Platt Electric	Body Closure Kit	41.42	41.42
Total 114 · General Supplies					103.72
118 · Travel & Training					
05/21/2003		Mapco-Express	Rental Car Gas	5.50	5.50
05/23/2003		Visa		218.32	218.32
05/28/2003		Don G. Hillman	OFA Meals	15.00	15.00
05/28/2003		Don G. Hillman	IAFE	30.00	30.00
05/28/2003		Don G. Hillman	IAFE Car Rental	71.51	71.51
Total 118 · Travel & Training					340.33
121 · Professional Svcs.					
05/19/2003		Brightside Electric ...	Electrical Work Restaurant Row	2,123.00	2,123.00
05/19/2003		Employers Overload	Extra-Temp Help	255.00	255.00
05/28/2003		Employers Overload	Extra-Temp Help-Harris	510.00	510.00
05/28/2003		Employers Overload	Extra-Temp Help-Reyes	306.00	306.00
05/28/2003		Brightside Electric ...	Electrical Work for Arts & Crafts	720.00	720.00
Total 121 · Professional Svcs.					3,914.00

**Washington County Fair Complex
Line Item Report
May 2003**

06/26/03

Date	Num	Name	Memo	Original Amount	Paid Amount
123 · Private Mileage					
05/09/2003		Leah Perkins	mileage-OFA Spring Conference	51.75	51.75
Total 123 · Private Mileage					51.75
131 · Advertising & P.R.					
05/21/2003		Hillsboro Argus	4/3	58.40	58.40
05/21/2003		Hillsboro Argus	4/10	58.40	58.40
05/21/2003		Hillsboro Argus	4/18	58.40	58.40
05/21/2003		Hillsboro Argus	4/24	58.40	58.40
05/21/2003	0146339...	Qwest	May=2003	31.70	31.70
Total 131 · Advertising & P.R.					265.30
133 · Dues, Licenses, Fees					
05/31/2003			Bank Charge	88.00	88.00
05/31/2003		Washington County...	Merchant Fee for October	0.00	0.00
Total 133 · Dues, Licenses, Fees					88.00
149 · Misc. Materials & Svcs.					
05/28/2003		Lucille's The Tool S...	Inv# 6874 - Acct 113G - Grounds/Gen	27.60	27.60
05/28/2003		Albertsons	Refreshments for Sheriff's Crew	26.01	26.01
Total 149 · Misc. Materials & Svcs.					53.61
151 · County Indirect Cost					
05/09/2003		Washington County...	4/15/03	21,519.10	21,519.10
05/14/2003		Washington County...	5/15/03	2,151.91	2,151.91
05/21/2003		Washington County...	8/15/02	578.50	578.50
05/21/2003		Washington County...	11/15/02	578.50	578.50
05/21/2003		Washington County...	2/15/03	578.50	578.50
05/21/2003		Washington County...	5/15/03	578.50	578.50
Total 151 · County Indirect Cost					25,985.01
Total BE · INTERIM OPERATIONS					45,442.40
CE · FAIR OPERATIONS					
180 · Advertising & Promotion					
05/11/2003		WristbandsFor Les...		80.99	80.99
Total 180 · Advertising & Promotion					80.99
Total CE · FAIR OPERATIONS					80.99
EE · RODEO					
320 · Queen					
05/12/2003		Country Stitchin'	Embroidery on Serape, Queens Jacket	90.00	90.00
Total 320 · Queen					90.00
322 · Money Raising Projects					
05/27/2003		Hillsboro Chamber	BBQ Ad	110.00	110.00
Total 322 · Money Raising Projects					110.00
Total EE · RODEO					200.00
HE · INTERIM ENTERTAINMENT					
376 · Printing					
05/28/2003		Washington County...	Color Frite Lite Packets	149.40	149.40
05/28/2003		Washington County...	Color Frite Lite Packets	82.23	82.23
05/28/2003		Washington County...	Work Order# 64165	9.83	9.83
Total 376 · Printing					241.46
380 · Miscellaneous					
05/09/2003		Leah Perkins	supplies-Frite Lites	8.19	8.19
Total 380 · Miscellaneous					8.19
Total HE · INTERIM ENTERTAINMENT					249.65

Washington County Fair Complex
Line Item Report
 May 2003

06/26/03

Date	Num	Name	Memo	Original Amount	Paid Amount
JE - CAPITAL OUTLAY					
513 - Equipment					
05/15/2003	GJ 05/15...	Textron Financial C...	Textron	613.07	613.07
Total 513 - Equipment					<u>613.07</u>
Total JE - CAPITAL OUTLAY					<u>613.07</u>
Total Expense					<u>87,902.63</u>
Net Income					<u><u>(59,921.85)</u></u>

Washington County Fair Complex
Balance Sheet Prev Year Comparison

Accrual Basis

As of May 31, 2003

	May 31, 03	May 31, 02	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
0900 · West Coast Bank	(5,198.80)	23,093.74	(28,292.54)	(122.5)%
0925 · West Coast Bank-ATM Account				
1050 · ATM Machine	0.00	14,080.00	(14,080.00)	(100.0)%
1051 · ATM Cash in Bank	0.00	100.00	(100.00)	(100.0)%
0925 · West Coast Bank-ATM Account - Other	0.00	8,850.00	(8,850.00)	(100.0)%
Total 0925 · West Coast Bank-ATM Account	0.00	23,030.00	(23,030.00)	(100.0)%
0950 · West Coast Bank-Premium	101.05	204.29	(103.24)	(50.5)%
1-1 · C.C.B. - General Checking	6,472.29	0.00	6,472.29	100.0%
1-3 · C.C.B. - Money Market Account	329,325.30	0.00	329,325.30	100.0%
1-4 · C.C.B. - ATM Acct	25,040.00	0.00	25,040.00	100.0%
1020 · Pool #4486	0.00	9,596.27	(9,596.27)	(100.0)%
1040 · Petty Cash	645.00	200.00	445.00	222.5%
1080 · Washington County Fund 200	21,790.00	322,078.49	(300,288.49)	(93.2)%
910 · West Coast Money Market	(25,015.16)	0.00	(25,015.16)	(100.0)%
Total Checking/Savings	353,159.68	378,202.79	(25,043.11)	(6.6)%
Accounts Receivable				
1200 · Accounts Receivable	(1,462.86)	11,448.40	(12,911.26)	(112.8)%
Total Accounts Receivable	(1,462.86)	11,448.40	(12,911.26)	(112.8)%
Other Current Assets				
1499 · Undeposited Funds	1,979.00	521.00	1,458.00	279.9%
Total Other Current Assets	1,979.00	521.00	1,458.00	279.9%
Total Current Assets	353,675.82	390,172.19	(36,496.37)	(9.4)%
Fixed Assets				
10 · Equipment	3,950.00	0.00	3,950.00	100.0%
Total Fixed Assets	3,950.00	0.00	3,950.00	100.0%
TOTAL ASSETS	357,625.82	390,172.19	(32,546.37)	(8.3)%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	63,315.04	5,279.31	58,035.73	1,099.3%
Total Accounts Payable	63,315.04	5,279.31	58,035.73	1,099.3%
Credit Cards				
01 · Home Depot	120.71	0.00	120.71	100.0%
05 · WCB Visa	2,595.75	0.00	2,595.75	100.0%
06 · WCB Visa - Don Hillman	759.51	0.00	759.51	100.0%
Total Credit Cards	3,475.97	0.00	3,475.97	100.0%
Other Current Liabilities				
2050 · Deferred Advertising Income	0.00	250.00	(250.00)	(100.0)%
2053 · Deferred Commercial Exhibit Rev	25,350.00	11,250.00	14,100.00	125.3%
2056 · Deferred Concession Revenue	11,400.00	14,250.00	(2,850.00)	(20.0)%
2059 · Deferred Sponsorship Income	0.00	500.00	(500.00)	(100.0)%
2065 · Rental Deposits Payable	3,451.40	482.60	2,968.80	615.2%
Total Other Current Liabilities	40,201.40	26,732.60	13,468.80	50.4%
Total Current Liabilities	106,992.41	32,011.91	74,980.50	234.2%
Long Term Liabilities				
2200 · Loan - Columbia Community Bank	36,204.00	0.00	36,204.00	100.0%
Total Long Term Liabilities	36,204.00	0.00	36,204.00	100.0%
Total Liabilities	143,196.41	32,011.91	111,184.50	347.3%

Washington County Fair Complex
Balance Sheet Prev Year Comparison

As of May 31, 2003

	May 31, 03	May 31, 02	\$ Change	% Change
Equity				
3000 · Opening Bal Equity	800.49	(19,294.21)	20,094.70	104.2%
3900 · Retained Earnings	229,286.02	408,372.33	(179,086.31)	(43.9)%
Net Income	(15,657.10)	(30,917.84)	15,260.74	49.4%
Total Equity	214,429.41	358,160.28	(143,730.87)	(40.1)%
TOTAL LIABILITIES & EQUITY	357,625.82	390,172.19	(32,546.37)	(8.3)%

Minutes
Washington County Fair Complex Board
Wednesday, June 4, 2003

Convened: 4:35 pm

FAIR BOARD:

President Kathy Christy
Vice-President Rich Vial
Treasurer Sheila Day
Board Member Ken Leahy - Excused
Board Member Jane Willhoite

STAFF:

Don Hillman, Executive Director
Lisa DuPre, Marketing/Events Director
Leah Perkins, Fair Coordinator

GUESTS:

John Baggott, OSU Extension Service
Bill Duerden, Boosters President

PRESS:

Laura Gunderson, *The Oregonian*
Web Ruble, *The Argus*

President Christy called the meeting to order at 4:35 p.m., welcomed everyone and called for additions to the Agenda. No additions were requested.

1. Consent Agenda

President Christy asked the Board and the public if any items were requested to be removed from the Consent Agenda.

Motion by Board Member Willhoite to approve Consent Agenda. Second by Board Member Vial. Motion carried 3-0.

2. Special Reports

A. Rodeo Report – Rodeo Chairman Feinauer was absent, however, Executive Director Hillman reported that the committee is working on the Poker Ride and have been replacing some posts in the corrals to better accommodate the stock. It currently appears that ponsorships may exceed the goal. The Drill Team is practicing now that the weather has permitted the arena to be available.

B. 4-H Report – John Baggott, OSU Extension Service reported that the All-Leaders meeting was held on June 2nd. Fair plans are move forward. Judges contracts have been are completed. An Alumni booth will be set-up in the Cloverleaf Building. Youth and parent bracelets for 4-H & FFA will be sold out of the Cloverleaf Office this year. Premiums will be paid out in cash.

C. Boosters Report – Bill Duerden, Boosters President reported that the Boosters will be helping staff the Information Booth during the fair.

D. Operations Report – Executive Director Hillman referred to page 32. The current gopher count from May 19th to May 23rd is fifteen less gophers. Some new lawn areas are being seeded. These areas were originally targeted for sod, but the staff thought that we should give seed a chance since it is so much less expensive.

Removal of the Arts & Crafts building is almost complete. The Washington County Sheriff's Inmate Work Crew has been providing the labor. All the material is being recycled. The wood is being taken by the Sheriff's office to help projects at Hagg Lake and Jackson Bottom and build raised garden beds at the jail.

O.F.A. Standards Preventing the Transmission Enteric Disease was discussed. The barns and equipment will be sanitized before the 4H Horse Fair and before and after the County Fair & Rodeo. During the County Fair, staff will be spraying water in the walkways to keep dust down. The exhibitors have been asked to not eat in the barns to set an example. The 4-H has agreed to this as long as there is an alternate spot provided for them to gather and eat. Exhibitors will also be asked to not use fans, but mist instead. Staff understands that for the safety of the animals, if it gets extremely hot, we will allow the fans to be used or an animal to be taken home.

The manure and shavings will be removed as quickly as possible after the fair so the barns and equipment can be sanitized again. Hand washing stations will also be located around the barn areas and in the food court area.

Executive Director Hillman noted that the problem at Lane County was traced back to airborne pathogens found in the barns.

E. Frite Lites Report – Executive Director Hillman reported they we are still waiting on a response from the company that was interested in the title sponsorship.

F. Other - None

3. **Old Business**

- A. **Redevelopment Update** – Time is set-aside at the end of the meeting in Executive Session to discuss real estate matters.
- B. **Board Development** – President Christy reviewed goals with the Board Members. Discussion ensued.
- C. **Other**–

4. **New Business**

- A. **Mission Statement** – President Christy discussed the Mission Statement with the Board Members. Discussion ensued.
- B. **2003 Fair & Rodeo – On going** – Executive Director Hillman reviewed staff's continued preparation, plans and entertainment for the fair & rodeo. Discussion ensued.
- C. **Other, if any** –

5. **Announcements** – None other than what was in the packet

6. **Correspondence** - None other than what was in the packet

7. **Board Communications** - None

8. **Other Matters of Information** -

- A. **Contracts Report**
- B. **Non-Paid Usage Report**
- C. **May Rodeo Committee Minutes – No Meeting Held**
- D. **May Rodeo Associates Member Minutes**
- E. **May Boosters Minutes**
- F. **Newspaper Articles**
- G. **Website Activity**
- H. **Other - None**

With no further business before the Board, President Christy recessed the regular meeting at 5:25 p.m. to adjourn in to Executive Session to discuss real estate matters.

Motion by Board Member Vial to adjourn in to Executive Session to discuss real estate matters pursuant to ORS 192.610 – 192.690. Second by Board Member Willhoite. Motion passed 3-0.

At 6:43 p.m., the President Christy closed the Executive Session and resumed the Regular Board Meeting.

Motion by Board Member Vial to direct the Executive Director to finalize the special exemption request regarding the proposed Request for Proposal associated with the proposed redevelopment of the Washington County Fair Complex property and file with the County. Motioned seconded by Board Member Willhoite. Motion carried 3-0.

With no further business to discuss, President Christy adjourned the regular meeting at 6:45 p.m.

Don G. Hillman
Recording Secretary

Kathy Christy
Board President

Washington County **FAIR COMPLEX**

Facility Schedule-July 2003

Tuesday, July 01, 2003

Grandstands Arena 4-H Club Riding Practice

Thursday, July 03, 2003

Entire Complex July 4th Celebration

Friday, July 04, 2003

Entire Complex July 4th Celebration

Saturday, July 05, 2003

Entire Complex July 4th Celebration

Sunday, July 06, 2003

Entire Complex July 4th Celebration

Monday, July 07, 2003

Main Exhibit-South 4-H Dog Club

Outside Area 4-H Dog Club Meeting

Main Exhibit-North 4-H Dog Club Meeting

Grandstand Arena 4-H Riding Practice

Grandstand Arena Rodeo Drill Team Practice

Tuesday, July 08, 2003

Grandstands Arena 4-H Club Riding Practice

Outside Area 4-H Dog Club Meeting

Wednesday, July 09, 2003

Outside Area 4-H Dog Club Meeting

Grandstand Arena 4-H Riding Practice

Thursday, July 10, 2003

Grandstands Arena 4-H Gaming Practice

Mid/North Complex AKC All-Breed Dog Show

Grandstands Arena 4-H Club Riding Practice

Friday, July 11, 2003

Mid/North Complex AKC All-Breed Dog Show

Saturday, July 12, 2003

Mid/North Complex AKC All-Breed Dog Show

Sunday, July 13, 2003

Mid/North Complex AKC All-Breed Dog Show

Grandstands Arena Horse Fair

Monday, July 14, 2003

Mid/North Complex AKC All-Breed Dog Show

Barns/Arenas Horse Fair

Tuesday, July 15, 2003

Outside Area 4-H Dog Club Meeting

Barns/Arenas Horse Fair

Wednesday, July 16, 2003

Outside Area 4-H Dog Club Meeting

Barns/Arenas Horse Fair

Thursday, July 17, 2003

Barns/Arenas Horse Fair

Friday, July 18, 2003

Barns/Arenas Horse Fair

Thursday, July 24, 2003

2003 Bi-Mart Washington County Fair & Rodeo

Friday, July 25, 2003

2003 Bi-Mart Washington County Fair & Rodeo

Saturday, July 26, 2003

2003 Bi-Mart Washington County Fair & Rodeo

Sunday, July 27, 2003

2003 Bi-Mart Washington County Fair & Rodeo

SPECIAL REPORTS

OLD BUSINESS

NEW BUSINESS

ANNOUNCEMENTS

*Calendar of Events
July 2003 - October 2003*

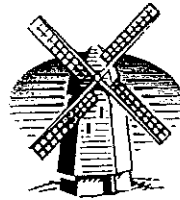
Date	Event	Location
<i>July</i>		
1	Rodeo Associate Member Meeting	Rodeo Museum (7:30 PM)
2	Board Meeting	Floral Building (4:30 PM)
2	Booster Meeting	Board Room (7:00 PM)
4	Independence Day	Office Closed
14-18	4H Horse Fair	Fair Complex
20	Cattle Drive - Tentative	Hillsboro (10:00 am)
24-27	2003 County Fair & Rodeo	Fair Complex
<i>August</i>		
5	Rodeo Committee Meeting	Floral Building (7:00 PM)
5	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
6	Board Meeting	Floral Building (4:30 PM)
6	Booster Meeting	Board Room (7:00 PM)
27	OFA Combined Area Mtg.	State Fair (10:00 AM)
<i>September</i>		
1	Labor Day	Office Closed
2	Rodeo Committee Meeting	Floral Building (7:00 PM)
2	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
3	Board Meeting	Floral Building (4:30 PM)
3	Booster Meeting	Board Room (7:00 PM)
4	Volunteer Appreciation Dinner	Cloverleaf Bldg. (6:00 PM)
20-21	Hillsboro Air Show	Hillsboro Airport
<i>October</i>		
1	Board Meeting	Floral Building (4:30 PM)
1	Booster Meeting	Board Room (7:00 PM)
7	Rodeo Committee Meeting	Floral Building (7:00 PM)
7	Rodeo Associate Member Meeting	Floral Building (7:30 PM)

CORRESPONDENCE

To our friends at the Washington County Fair ~
Leah,

Thank you for your donation to our school auction.
The two Season passes to the Washington County
Fair and Rodeo raised \$34 for our school.

Thank-you,
Jea Davis



Thank You from Visitation School

On behalf of Visitation School, we would like to thank you for your support.
Your donation made a difference and helped us raise more than \$31,000 for our school.
Our 3rd Annual Brauts, Brew & Bids Visitation School Dinner Auction
was an extremely successful event with tremendous support from our parents, parishioners and community.

We also raised \$3,800 for our science lab and tuition assistance program.
Our tuition assistance program ensures that no child is denied a Catholic Education.
The money raised from the auction is a major source of income for our school.
The funds provide the financial stability
for a quality education and strong spiritual base for our children.

Thank you again, your donation helped make our auction the success it was.

With Sincere Gratitude,
Visitation School
and
Brauts, Brew & Bids Auction Committee



Washington County Fair Complex,

Thank you for helping us make the Old Tire Round Up an outstanding success! There were 215 cars that attended the event, and now 2,842 fewer old tires in our community – bumper for the mosquitoes. What a great day! Your Place Was Perfect!

Sincerely,


Paul T. Seitz
Senior Program Educator

COMMUNICATIONS

OTHER MATTERS OF INFORMATION

Contracts Calendar
July 2003
Contracts Exceeding \$1,000

Date	Contractor	Description	Amount
June 25, 2003	Steve Higgs d.b.a. All Events	Petting Zoo	\$2,500.00
June 25, 2003	Hillsboro Optimist Club	Provide Garbage Removal Services	\$2,900.00

Washington County Fair & Rodeo Rodeo Associates Meeting

Date: June 3rd, 2003

Present: Larry B, Mike S, Kelly B, Brian L, Brian A, Lynn H, Laurel F, Pat B, Sheila D, Brian F, Nick G, Greg H, Angela M, Jenny O, Lonna P, Jack P, Rod S, Erin S, Synnda S, Kim V, Joyce V, Sandee W, Brandi W, Dale Z, Don H, Dean C, Bert D, Stephanie H, Todd K, Paula M, Brian P, Jill S, Jane W.

Excused: Cody F

New Faces in the crowd:

Next Meeting: July 1st, 2003 at the Rodeo Grounds 7:30 p.m.

Item #	Topic	Discussion	Action/Decision	Follow-up
1.	Miscellaneous Notes	Larry B called the meeting to order at 7:30 p.m. Lynn H made a motion to approve the minutes; Brian L seconded. The minutes were approved with no changes.		
2.	Old Business	Don H said that the company picnic BBQ package that Jack Price has arranged is in the Chamber of Commerce news letter on the first page of inserts...we should get a lot of calls on this. Queen Kim is #6 overall in the Rose Parade...Good Luck Kim!! Brian L again stressed that if any one has any last minutes sponsors to get the information to him by July 1 st as he needs to get banners made. We still have 1 Chute sponsor available and several event sponsors so if you know of any one who is wanting to sponsor let him know. Lynn H said that this year everyone who is involved in the Rodeo needs to sign a liability waiver and that bracelets & credentials will be handed out Tuesday before Rodeo.		
3.	New Business	Nothing to report		
4.	Committee Updates	Broke for committees @ 7:35 p.m. Order was called again @ 7:50 p.m. Kelly B: Poker Ride is Saturday June 14 th and we still need lots of help so if you can volunteer that would be great, please contact Kelly or Jenny. Donations are also still needed and we are providing receipts if the person donating would like one. This year is going to be a little different in that everyone who participates will get a prize, so please bring something with you (ex: 12 pack of Coke). Special Kids: Still		

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo

Washington County Fair & Rodeo Rodeo Associates Meeting

Item #	Topic	Discussion	Action/Decision	Follow-up
		<p>working on getting the letters out, we are targeting a new group of kids this year and are anticipating between 30-50. Lots of volunteers will be needed so plan on being there.</p> <p>Mike S: WORK PARTIES ARE EVERY TUESDAY FROM NOW UNTIL RODEO.....some one will be there at 4:30 and we need everyone to be out there helping. A list of what needs to be done will be posted on the museum wall so that everyone knows what they can be doing.</p> <p>Brian L: Nothing to report Brian A: Nothing to report</p> <p>Lynn H: There are several people who have not paid their dues yet, please do so. The business card ads that will be in with the day sheets are coming along, if you know of anyone who would like to advertise this way please contact Lynn or Brian L. Queen Kim did a wonderful job at PCC, Molly Clausen said that she was a real trooper...thanks for your hard work Kim! Queen Kim will also be appearing on Good Day Oregon on Friday June 6th.</p> <p>Larry B: The BBQ is coming along, we would like to have the 4H kids back again this year to help out as they were great last year.</p>		
5.	Meeting Adjourned	Brian L made a motion to adjourn, seconded by Lynn H. The meeting adjourned at 8:05 p.m.		
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo

Washington County Fair Boosters Club

Minutes for June 4 Meeting

In Attendance: David Barnes, Irene Barnes, Sheila Day, Bill Duerden, Al Goldman, Don Hillman, Dave Russell, Fred Scheller, Ruth Scheller, Doris Terhorst.

Prior Meeting Minutes: Approved as mailed.

Treasurer's Report: \$17,018.69 accepted.

Old Business:

Fair Board Meeting: Don Hillman reported on the Fair Board meeting.

- E coli efforts: Sanitizing barns before and after use. Numerous hand washing stations.
- The A & C building is nearly gone. The inmates have been taking it down. Some materials are going to Hagg Lake and Jackson Bottom. Some are going to the jail inmates gardens. 99% of the building will be recycled. There will be an upscale restaurant in the A & C building space.
- The RFP is being finalized and will be presented to the County Commissioners within the next month.

Fair Planning:

- The Booster Building will need some repair. It seems to be sagging in the SW corner. Jim Godfrey has a range to replace the old one.
- Don will get the restaurant permit. Al is updating the insurance policy. Bill and Sheila will coordinate the food booth. Everyone is to look for the availability of a larger size container for the nachos.
- Cleanup Day for the booster booth is July 16 at 6:30 p.m.**
- Irene is helping schedule the shift workers for the food booth and for the two information booths. **Call her at 503-648-4096 to let her know when you will be available to help.**
- Boosters will get free admission and free parking for the days that they are working.

Upcoming Dates to remember:

- Next meeting: Wednesday, June 18 at 7:00 pm.**
- Booth Cleanup: Wednesday, July 16 at 6:30 pm.
- Fair: July 24, 25, 26, 27.
- Volunteer Dinner: Thursday, Sept. 4 at 6:00 pm.



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County fair board has plan for control of animal-borne diseases

06/10/03

By Web Ruble

The Argus

Efforts to avoid the spread of animal-connected disease during the Washington County Fair and Rodeo next month will be comprehensive yet relatively low profile.

The fair board last Wednesday fine-tuned a plan that involves a modest public-exhibitor and user-education program plus sanitizing the animal barns before and after their use by animals.

The program will also entail sign posting and lots of hand washing and a severe reduction in the use of cooling fans.

The education and signing should be done in such a low-profile way so as to prevent public panic and resultant low fair attendance, said board vice president A. Richard Vial.

The concern over pathogens and the possible transmission of enteric diseases from animals to humans stems from incidence of E-Coli infection of 82 people last year at the Lane County Fair in Eugene.

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Some, including a four-year-old boy, became seriously ill. None died.

Because of E-Coli infections last year in fairs in the East and in Oregon's Lane County the national Center for Disease Control in Atlanta has circulated lots of advice concerning E-Coli. Based on last year's Lane County experience, the Oregon Fairs Association responded by urging each county fair to undertake sanitation and hand-washing measures as well as curtailment in the use of fans.

The association, however, fell short of detailing specifics for each fair because each one is different and fair complex layouts are varied. Instead the association urged each county fair -- including Washington County's -- to draft its own specific program.

The largest fair in Oregon, of course, is the Oregon State Fair which annually runs late August through Labor Day. No E-Coli problem has surfaced there. The Lane County Fair -- which is the first in Oregon to have an E-Coli outbreak -- is the largest county fair in Oregon. Washington County is Oregon's fourth largest behind Deschutes and Douglas.

The only other E-Coli outbreak in fairs in the Pacific Northwest was about 10 years ago at the Western Washington Fair in Puyallup, Wash. Don Hillman, executive director of the Washington County Fairplex, said that whereas that E-Coli outbreaks there in Puyallup was food borne -- from improper cooking of meat -- Lane County's was air borne.

In Lane County the E-Coli came from the sheep and goat barns and was spread by the dust blown by fans settled in the food areas.

"The idea is to separate the animals from fair-goers' favorite activity -- eating -- and to keep from blowing dust around," Hillman said.

Consequently, staff this year has increased the distance between the barns and the eating areas and will place wash basins in the food areas so people can wash their hands before eating. Exhibitors will not be allowed to eat or drink in the animals barns, and 4-H youngsters who have animals in the barns will have their own canopied, benched and picnic-tabled eating area near but outside those barns.

Also, public wash basins will be located outside the barns so when people leave the barn they will wash their hands.

Hillman told the board fair crews would sanitize the animal barns before and after animals use by spraying Verkon-S. He said he expects the spraying to cost less than \$500. Crews will be misting sawdust in the barns and other nearby areas to keep down the dust particles.

The 2003 edition of the Washington County Fair will run July 24-27 and will feature new attractions such as the alligator exhibit -- replacing last year's shark show -- plus a Rain Forest reptiles exhibit, all in Friendship Plaza, and an antique tractor show and competition which will offer cash prizes and ribbons, also in Friendship Plaza.

Also new will be a make-your-own-fish-print feature wherein patrons can make prints of fish -- like one might find in real life fossils -- on rice paper.

The fair's Main Stage this year will be moved from the amphitheater to the grassy area on the east side of the Main Exhibit Hall. Some 1,500 to 2,000 chairs will be there for patron seating. The Blues and Brew Stage will be on the opposite side of the Main Exhibit Hall.

Main Stage entertainment will offer: Thursday night, July 24, Little River rock band; Friday, July 25, Avalon, a Christian rock band; Saturday, July 26, Johnny Limbo and the Lug Nuts and Sunday, July 27, Hit Explosion, a Seattle group that performs 1970s and 80s pop music. Also Sunday -- in the Amphitheater -- will be a Hispanic concert.

This year's fair rodeo will bare a \$4 spectator's entrance fee to defray costs of producing a rodeo sanctioned by the Professional Rodeo Cowboy Association.

In another matter, following last Wednesday's regular meeting, the fair board met in an hour-long executive session -- a meeting closed to the public -- to discuss real estate matters.

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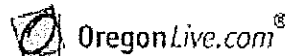
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June 16, 2003

E. coli study shows scope of pathogen during fairs

**By Tim Christie
The Register-Guard**

New research has found that a virulent strain of E. coli is widespread in farm animals exhibited at county and state fairs.

Scientists have long known E. coli is common among cattle at feedlots and ranches, but this study is the first to confirm the bacteria's prevalence at agricultural fairs, where much of the general public has its only contact with cows, sheep, pigs and goats.

"We were trying to determine the amount of potential human pathogen that would be present in that setting," said Will Laegreid, an animal health researcher with the U.S. Department of Agriculture, which conducted the study.

The study was spurred by a series of E. coli outbreaks at state and county fairs in recent years, including one last summer at the Lane County Fair, when 82 people became ill in the biggest such outbreak in state history.

Investigators traced the outbreak to the sheep and goat exposition hall, but never determined exactly how people got infected. The bacteria could have spread through straw contaminated with animal feces, but traces of E. coli also were found in the building's rafters, indicating that it became airborne and could have fallen on food, floors, railings or people's skin.

At least 13 E. coli outbreaks have occurred at fairs, petting zoos and farms across the country since 1994, including three at county fairs in the Midwest in the summer of 2001.

Last summer, the researchers collected and tested nearly 3,000 samples of animal feces at 29 small county fairs in two Midwestern states and three large state fairs in the Midwest and the South. They also trapped live flies at 19 of the county fairs and two state fairs.

They found that the level of E. coli present at state and county fairs was almost identical to what has been reported in other aspects of cattle production, such as at feed lots, Laegreid said.

"An area that has not been looked at very much is an area where the greatest segment of the population has contact with production agriculture: county fairs," he said.

They found 13.8 percent of beef cattle at the fairs and 5.9 percent of dairy cattle tested positive for the strain of E. coli known as O157.

Cows weren't the only animals carrying E. coli at the fairs: 5.2 percent of sheep, 3.6 percent of pigs and 2.8 percent of goats tested positive for E. coli O157. The bacteria also was found in 7.1 percent of the flies.

They also found other virulent strains of E. coli, known as O111 and O26, which are responsible for E. coli outbreaks in Europe and Australia.

The study was led by researchers at the Meat Animal Research Center, part of the USDA's Agricultural Research Service, in Clay Center, Neb. They worked with researchers from the Ohio State University and Louisiana State University veterinary schools.

The fact that flies tested positive for E. coli at fairs also is consistent with earlier findings involving flies around feed lots, Laegreid said. But it's not yet clear how significant this finding is.

"The questions that need asking are, can the flies be involved in transmitting bacteria?" he said. "Are they a significant source of transmission, or are they able to amplify the bacteria?"

The idea that flies could spread the disease "is certainly a hypothesis we're working on," he said.

The study was presented last week at a conference in Edinburgh, Scotland. The conference, held every two years, is the major meeting of scientists and public health officials who study virulent, disease-causing strains of E. coli.

"I suspect given the public health implications, there was a lot of interest, but I doubt anyone was very surprised by the results," Laegreid said.

The study hasn't yet been subjected to peer review, which is a critical element of the scientific process. When researchers submit their studies to scientific journals, the journal editors enlist disinterested experts to scrutinize the findings and conclusions.

Once the research is published, it will be up to public health officials to decide how to use the information, Laegreid said.

Public health officials could use the information to determine the level of risk in attending fairs, and to develop recommendations for reducing risk, he said.

Dr. William Keene, the epidemiologist with Oregon Health Services who investigated the Lane County Fair outbreak, said the study "clearly underscores the message we have tried to get out that one should assume there are O157-positive animals at every fair or similar animal gathering."

The USDA study is important because it confirms what's been widely suspected, that livestock at agricultural fairs shed harmful bacteria, said Dr. Dawn Norton, an epidemic intelligence service officer at the federal Centers for Disease Control and Prevention. She studies foodborne and diarrheal disease.

"It confirms this occurs and confirms the need to continue to reinforce the public health message we have," she said.

The CDC's message is that both fair operators and visitors should educate themselves about the risk of disease transmission at county fairs and ways to reduce the risk. Fair operators should make sure potable drinking water is available and that food and drink is prepared and consumed only in animal-free areas.

The most important thing is making sure there's adequate hand-washing stations, with running water, soap and disposable towels, she said.

Lane County Fair officials say they plan to follow those CDC recommendations at this summer's fair.

Warren Wong, managing director of the Lane County Fair, said the study's findings come as no surprise, based on what veterinarians have told him about the prevalence of E. coli among cattle.

"Obviously, this is becoming a very hot issue," he said. "If you come down to the conclusion that any universe of animals you bring into a fair situation has E. coli, that starts to call into question: Are we going to have animals in fairs in the future?"

"The ultimate preventive is just not to have animals." And that prospect, he said, "calls into question the viability of fairs."

The research points up that more needs to be done to protect fairgoers, said Seattle attorney Bill Marler, who specializes in E. coli cases and is suing Lane County on behalf of 24 families sickened at last summer's fair.

And it means every fair board in the country will be on notice

about the risk of E. coli and have no excuse for not doing anything about it, he said.

"To show in black and white numbers how prevalent this bacteria is in healthy show animals that go to fairs and are in contact with human beings should bring pause to every fair board across the country and the people attending the fairs," he said.

■



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Coming clean at the fair

06/26/03

OFELIA MADRID

It's age-old advice: Wash your hands before you eat.

It's the message that Oregon health officials hope will minimize the risk of an E. coli outbreak, such as the one that hit last summer's Lane County Fair. More than 80 people became ill, nearly two-thirds of them young children. Public health investigators traced the E. coli bacteria to the fair's sheep and goat exposition hall.

With county fair season ready to begin again, running from early July through September, officials are taking steps to prevent another outbreak.

"You have to realize that E. coli is found in the feces of many animals," said Dr. Paul Cieslak, manager of communicable disease programs in the Oregon Department of Human Services. E. coli infection can happen when a person pets an animal that has traces of feces on it, and then the person touches his hands to his mouth or puts food in his mouth.

An infection can cause severe cramping and bloody diarrhea. Last year, 12 children who visited the Lane County Fair were treated at Portland hospitals for hemolytic-uremic syndrome, a potentially fatal complication of E. coli infection that causes kidney failure. No one died.

Everybody has E. coli in their intestines, Cieslak said. But only a specific strain, E. coli O157, makes people sick. It wasn't until the first outbreaks of E. coli infection occurred in 1982 in Oregon and Michigan, Cieslak said, that researchers discovered that this strain was causing illness.

The best way to prevent infection is to wash your hands after petting an animal -- or don't touch the animals.

Warren Wong, managing director of the Lane County Fair, running Aug. 12-17, said not having animals at the fair this year was never an option. The fair has nine areas where the public can see and touch animals, ranging from rabbits, pigs and sheep to cattle and horses.

The fair will take precautions, however, Wong said. There will be 26 hand-washing stations -- one at every public exit of the animal barns and several around the horse stables.

"They will be pretty obtrusive, so no one will be able to say they didn't see one," Wong said.

He is confident that new signs that read, "Animals carry disease" and "Wash your hands" will get the point across.

Cieslak advises fair goers not to carry food into animal areas.

"We've seen kids carrying ice cream cones into petting zoos," he said. "Then they start touching

33

an animal."

Although research is not conclusive about whether E. coli can become airborne, Cieslak said he's found the bacteria in the rafters of barns. "It's just another reason not to take food in there," Cieslak said.

Terry Palmer, of Oregon State University's 4-H Extension Service, said 4-H members are well-trained in hygiene; the bigger concern is fair goers not washing their hands thoroughly.

"The two seconds they wash without soap is not good enough," she said.

To emphasize proper hand-washing, the Lane County Fair will have a demonstration unit outside the small-animal expo. Children will enter one side of a tunnel, called Germ City, where they can view the dirt on their hands under ultraviolet light. As they continue walking through the tunnel, employees and volunteers from the county health department will show how to wash -- using soap and scrubbing the backs of hands and between fingers. Wong said they suggest that children wash their hands for the length of time it takes to sing the "Happy Birthday" song.

Afterward, the kids can put their hands under the light to see the difference.

David Hazen, 14, of Clackamas is raising a steer to enter in this year's Multnomah County Fair, July 15-18. He said the thought of an animal making him sick never crossed his mind.

"I do wash my hands before I eat lunch," he said Wednesday as he ruffled the hair on the head of his year-old steer, Ernest. "Other than that, I really don't worry about it."

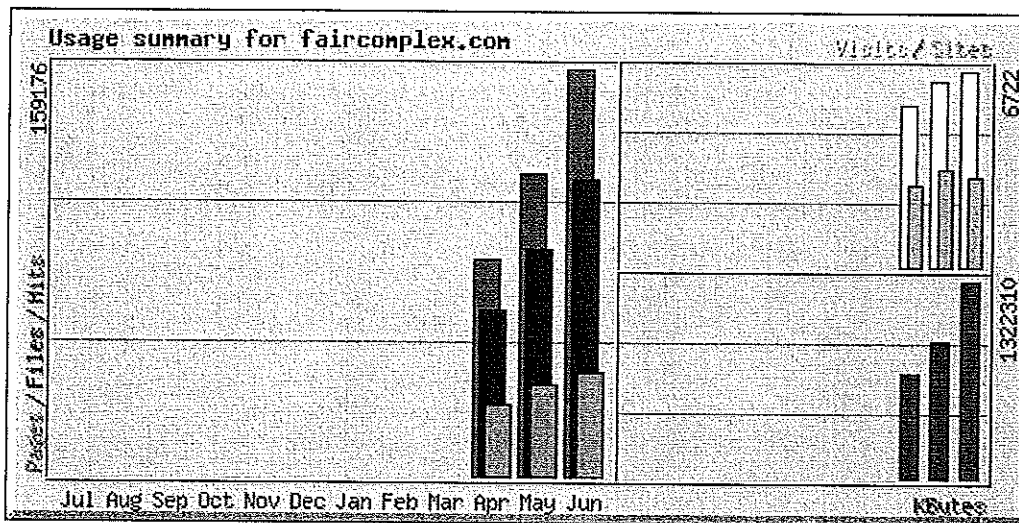
Palmer, of the 4-H extension service, stressed that parents shouldn't be overly concerned about taking their children to petting areas at county fairs.

"There's nothing wrong with kids petting the animals," Palmer said, "as long as they just wash their hands afterward." Ofelia Madrid: 503-221-8378; email: ofeliamadrid@news.oregonian.com

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May 2003	3808	2840	1143	204	3297	914427	6338	35457	88065	118066
Apr 2003	2806	2156	918	185	2750	695281	5552	27568	64689	84195
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