

# Washington County Fair Board Meeting Agenda

**July 7, 2021**  
4:30 pm to 6:00 pm

## ZOOM Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89612544637>

## Fair Board

Gary Seidel, President  
Andy Duyck, Vice President

Bill Ganger, Board Member  
David Noyes, Board Member  
Bob Rollinger, Board Member

Jerry Willey, Board Member  
Ajoy Navin, Board Member

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### **A. Call to Order**

### **B. Oral Communications I**

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

### **C. Approval of Minutes**

1. June 2021 Fair Board Meeting Minutes - *Not available for this meeting*

### **D. Reports**

1. Approval of May 2021 Financial Report for FY 20/21
2. Educational Fund update, if any
3. FAC update, if any

### **E. Old Business**

1. County Fair 2021 Update
  - a. Staff update
  - b. Operation Update
  - c. 4-H Update
2. Other, if any

### **F. New Business**

1. Other, if any

### **G. Other Matters of Information**

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

### **H. Oral Communications II**

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

### **I. Adjourn**

**Washington County Fair**  
**801 NE 34<sup>th</sup> Avenue**  
**Hillsboro, Oregon 97124**  
**Phone: (503) 648-1416**  
**leah\_perkins-hagele@co.washington.or.us**  
**www.bigfairfun.com**

## **MEMORANDUM**

**Date:** July 2, 2021

**To:** Washington County Fair Board

**From:** Leah E. Perkins-Hagele, Venue Manager

**Re:** Financial Reports

The financial report through May 2021 for Fiscal Year 2020\_2021 are attached.



# Monthly Financial Report

Washington County

Washington County

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

Account	July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	June 2021	YTD-Actual	Budget	Remaining Budget	Use
<b>Intergovernmental Rev</b>																
41025 Transient Lodge Tax	\$ -	\$ (21,704.50)	\$ (26,866.80)	\$ (27,590.50)	\$ (26,332.90)	\$ (19,966.60)	\$ (16,765.90)	\$ (18,888.00)	\$ (24,797.80)	\$ (27,588.10)	\$ (32,788.50)		\$ (243,289.60)	\$ (644,950.00)	\$ (401,660.40)	38%
43156 Dept Ag Lot. Funds		\$ (53,166.66)	\$ -						\$ -	\$ -	\$ -		\$ (53,166.66)	\$ -	\$ 53,166.66	
<b>TOTAL</b>	\$ -	\$ (74,871.16)	\$ (26,866.80)	\$ (27,590.50)	\$ (26,332.90)	\$ (19,966.60)	\$ (16,765.90)	\$ (18,888.00)	\$ (24,797.80)	\$ (27,588.10)	\$ (32,788.50)	\$ -	\$ (296,456.26)	\$ (644,950.00)	\$ (348,493.74)	46%
<b>Charges for Seivces</b>																
44511 Camping Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (8,700.00)	\$ (8,700.00)	0%
44514 Comm Booth Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (310,000.00)	\$ (310,000.00)	0%
44515 Parking Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (230,000.00)	\$ (230,000.00)	0%
44516 Concert Admission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (750,000.00)	\$ (750,000.00)	0%
44517 Sponsorship Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (20,000.00)	\$ (20,000.00)	0%
44518 Carnival Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (390,000.00)	\$ (390,000.00)	0%
44522 Livestock Entry Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,708,700.00)	\$ (1,708,700.00)	0%
<b>Miscellaneous Revenues</b>																
48195 Reimburse of Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (5,000.00)	\$ (5,000.00)	0%
48205 Concessions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (420,000.00)	\$ (420,000.00)	0%
48225 Other Misc Rev	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (3,000.00)	\$ (3,000.00)	0%
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (428,000.00)	\$ (428,000.00)	0%
<b>Total Revenues</b>	\$ -	\$ (74,871.16)	\$ (26,866.80)	\$ (27,590.50)	\$ (26,332.90)	\$ (19,966.60)	\$ (16,765.90)	\$ (18,888.00)	\$ (24,797.80)	\$ (27,588.10)	\$ (32,788.50)	\$ -	\$ (296,456.26)	\$ (2,781,650.00)	\$ (2,485,193.74)	11%
<b>Personal Services</b>																
51105 Wages & Salaries	\$ 3,937.25	\$ 3,080.46	\$ 3,931.28	\$ 2,814.65	\$ 3,531.82	\$ 4,815.84	\$ 3,450.10	\$ 4,074.76	\$ 5,916.01	\$ 7,298.86	\$ 7,386.68		\$ 50,237.71	\$ 254,476.00	\$ 204,238.29	20%
51115 Overtime/Other Pay	\$ 16.02	\$ -	\$ -	\$ 37.60	\$ 200.55	\$ 75.20	\$ -	\$ -	\$ -	\$ -	\$ 10.05		\$ 339.42	\$ 1,000.00	\$ 660.58	34%
51125 FICA	\$ 322.94	\$ 293.68	\$ 299.39	\$ 263.35	\$ 301.34	\$ 443.36	\$ 298.77	\$ 310.12	\$ 458.49	\$ 590.50	\$ 663.47		\$ 4,245.41	\$ 19,495.00	\$ 15,249.59	22%
51130 Workers Comp	\$ 25.20	\$ 23.54	\$ 21.68	\$ 20.30	\$ 22.87	\$ 34.88	\$ 24.38	\$ 25.63	\$ 45.46	\$ 64.21	\$ 67.21		\$ 375.36	\$ 2,239.00	\$ 1,863.64	17%
51135 Employer Paid Workd	\$ 1.04	\$ 0.86	\$ 0.95	\$ 0.62	\$ 0.88	\$ 1.07	\$ 0.74	\$ 1.07	\$ 1.81	\$ 2.41	\$ 2.42		\$ 13.87	\$ 93.00	\$ 79.13	15%
51140 Pers Contribution	\$ 1,029.53	\$ 1,046.33	\$ 1,064.66	\$ 936.01	\$ 1,071.37	\$ 1,560.54	\$ 1,051.15	\$ 1,091.13	\$ 1,515.64	\$ 1,875.02	\$ 1,919.35		\$ 14,160.73	\$ 59,180.00	\$ 45,019.27	24%
51150 Health Insurance	\$ 1,161.38	\$ 826.33	\$ 762.23	\$ 713.03	\$ 804.03	\$ 826.39	\$ 861.69	\$ 909.30	\$ 1,588.04	\$ 2,234.39	\$ 2,341.00		\$ 13,027.81	\$ 71,984.00	\$ 58,956.19	18%
51155 Life, Long Term Disab	\$ 12.97	\$ 9.25	\$ 8.47	\$ 7.94	\$ 8.92	\$ 9.20	\$ 9.49	\$ 10.10	\$ 17.49	\$ 24.49	\$ 25.54		\$ 143.86	\$ 847.00	\$ 703.14	17%
51160 Unemployment Insura	\$ 1.24	\$ 1.01	\$ 0.92	\$ 3.10	\$ 3.48	\$ 5.28	\$ 3.72	\$ 3.94	\$ 6.94	\$ 9.78	\$ 10.17		\$ 49.58	\$ 111.00	\$ 61.42	45%
51165 Tri-Met Tax	\$ 28.87	\$ 25.83	\$ 26.28	\$ 22.88	\$ 26.48	\$ 38.87	\$ 26.44	\$ 27.55	\$ 41.73	\$ 54.38	\$ 62.03		\$ 381.34	\$ 1,982.00	\$ 1,600.66	19%
51180 Other Employee Allow	\$ 26.60	\$ 28.00	\$ 28.00	\$ 28.00	\$ 28.00	\$ 42.00	\$ 28.00	\$ 28.00	\$ 35.00	\$ 42.00	\$ 42.00		\$ 355.60	\$ 364.00	\$ 8.40	98%
51199 Misc Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 6,500.00	\$ 6,500.00	0%
<b>TOTAL</b>	\$ 6,563.04	\$ 5,335.29	\$ 6,143.86	\$ 4,847.48	\$ 5,999.74	\$ 7,852.63	\$ 5,754.48	\$ 6,481.60	\$ 9,626.61	\$ 12,196.04	\$ 12,529.92	\$ -	\$ 83,330.69	\$ 418,271.00	\$ 334,940.31	20%

<i>Account</i>	<i>July 2020</i>	<i>Aug 2020</i>	<i>Sept 2020</i>	<i>Oct 2020</i>	<i>Nov 2020</i>	<i>Dec 2020</i>	<i>Jan 2021</i>	<i>Feb 2021</i>	<i>Mar 2021</i>	<i>Apr 2021</i>	<i>May 2021</i>	<i>June 2021</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Remaining Budget</i>	<i>% Use</i>	
<b>Materials and Supplies</b>																	
51205 Supplies - Office	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	0%	
51210 Supplies- General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00	\$ 35,000.00	0%	
51285 Services -Professional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00	\$ 300,000.00	0%	
51295 Advertising & Public N	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000.00	\$ 250,000.00	0%	
51305 Communications - Serv	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,250.00	\$ 187.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,437.99	\$ 6,000.00	\$ 3,562.01	41%	
51310 Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	0%	
51320 Repair & Maint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
51340 Lease & Rentals - Spac	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,800.00	\$ 7,800.00	0%	
51345 Lease & Rentals - Equi	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,000.00	\$ 225,000.00	0%	
51350 Dues & Membership	\$ 266.67	\$ -	\$ -	\$ -	\$ 50.00	\$ -	\$ 63.34	\$ -	\$ -	\$ -	\$ 50.00	\$ -	\$ 430.01	\$ 1,000.00	\$ 569.99	43%	
51355 Training & Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115.34	\$ -	\$ (115.34)		
51360 Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
51365 Private Mileage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
51390 Permits, Licenses & Fe	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ 400.00	0%	
51465 - Postage & Freight	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.00	\$ 50.00	0%	
51475 Printing- Internal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	0%	
51495 Telephone Monthly	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700.00	\$ 700.00	0%	
51550 Other Materials & Ser	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	0%	
<b>TOTAL</b>	<b>\$ 266.67</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50.00</b>	<b>\$ 2,365.34</b>	<b>\$ 251.33</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50.00</b>	<b>\$ -</b>	<b>\$ 2,983.34</b>	<b>\$ 856,950.00</b>	<b>\$ 853,966.66</b>	<b>0%</b>	
<b>Other Expenditures</b>																	
52005 Bank Service Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	0%	
52130 Other Special Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000.00	\$ 80,000.00	0%	
52139 Concert Expenses	\$ -	\$ 598.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 598.00	\$ 950,000.00	\$ 949,402.00		
52146 Entertainment Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000.00	\$ 250,000.00	0%	
52147 Open Class Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000.00	\$ 45,000.00	0%	
52148 4-H Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000.00	\$ 80,000.00	0%	
52149 FFA Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	0%	
52156 Parking Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00	\$ 75,000.00	0%	
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 598.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 598.00</b>	<b>\$ 1,502,000.00</b>	<b>\$ 1,501,402.00</b>	<b>0%</b>	
53010 Interdpt Chg - Indirect	\$ 5,902.33	\$ 5,902.33	\$ 5,902.33	\$ 5,902.33	\$ 5,902.33	\$ 5,902.33	\$ 5,902.33	\$ 5,902.33	\$ 5,902.33	\$ 5,902.33	\$ 5,902.33	\$ 5,902.33	\$ 64,925.63	\$ 70,828.00	\$ 5,902.37	92%	
53055 Interdpt Chg - General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>Total</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ 5,902.33</b>	<b>\$ -</b>	<b>\$ 64,925.63</b>	<b>\$ 70,828.00</b>	<b>\$ 5,902.37</b>	<b>92%</b>
<b>Total Expenditures</b>	<b>\$ 12,732.04</b>	<b>\$ 11,835.62</b>	<b>\$ 12,046.19</b>	<b>\$ 10,749.81</b>	<b>\$ 11,952.07</b>	<b>\$ 16,120.30</b>	<b>\$ 11,908.14</b>	<b>\$ 12,383.93</b>	<b>\$ 15,528.94</b>	<b>\$ 18,098.37</b>	<b>\$ 18,482.25</b>	<b>\$ -</b>	<b>\$ 151,837.66</b>	<b>\$ 2,848,049.00</b>	<b>\$ 2,696,211.34</b>	<b>5%</b>	
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ (74,871.16)</b>	<b>\$ (26,866.80)</b>	<b>\$ (27,590.50)</b>	<b>\$ (26,332.90)</b>	<b>\$ (19,966.60)</b>	<b>\$ (16,765.90)</b>	<b>\$ (18,888.00)</b>	<b>\$ (24,797.80)</b>	<b>\$ (27,588.10)</b>	<b>\$ (32,788.50)</b>	<b>\$ -</b>	<b>\$ (296,456.26)</b>	<b>\$ (2,781,650.00)</b>	<b>\$ (2,485,193.74)</b>		
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,732.04</b>	<b>\$ 11,835.62</b>	<b>\$ 12,046.19</b>	<b>\$ 10,749.81</b>	<b>\$ 11,952.07</b>	<b>\$ 16,120.30</b>	<b>\$ 11,908.14</b>	<b>\$ 12,383.93</b>	<b>\$ 15,528.94</b>	<b>\$ 18,098.37</b>	<b>\$ 18,482.25</b>	<b>\$ -</b>	<b>\$ 151,837.66</b>	<b>\$ 2,848,049.00</b>	<b>\$ 2,696,211.34</b>		
													<b>\$ (144,618.60)</b>	<b>\$ 66,399.00</b>	<b>\$ 211,017.60</b>		