

Washington County Fair Board Meeting Agenda

July 12, 2023
4:30 pm to 6:00 pm

ZOOM Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82209794160>

Fair Board

Gary Seidel, President
Jerry Willey, Board Member
Bill Ganger, Vice President

Bob Rollinger, Board Member
Ajoy Navin, Board Member

Mitch Nussbaumer, Board Member
Troy Ceballos, Board Member

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. Reports

1. Approval of Financial Report for Fiscal Year 2022-2023, through May 2023.
2. 4-H update

D. Old Business

1. 2023 Washington County Fair update
2. Other, if any

E. New Business

1. Other, if any

F. Other Matters of Information

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

G. 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.

H. Adjourn

Washington County Fair
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MEMORANDUM

Date: June 30, 2023

To: Washington County Fair Board

From: Leah E. Perkins-Hagele, Venue Manager

Re: Financial Report

Attached is the current year-to-date financial report for fiscal year 2022-2023, through May 2023.



Monthly Financial Report

Washington County

Washington County

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

Account	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	June 2023	YTD-Actual	Budget	Remaining Budget	Use
Intergovernmental Rev																
41025 Transient Lodge Tax	\$ -	\$ (73,243.00)	\$ (67,577.00)	\$ (72,128.00)	\$ (53,684.00)	\$ (43,901.00)	\$ (51,268.00)	\$ (46,206.00)	\$ (50,687.00)	\$ (51,685.00)	\$ (53,985.00)		\$ (564,364.00)	\$ (614,237.00)	\$ (49,873.00)	92%
43156 Oregon Lottery Funds	\$ -	\$ (53,167.00)	\$ -										\$ (53,167.00)	\$ (53,166.00)	\$ 1.00	100%
TOTAL	\$ -	\$ (126,410.00)	\$ (67,577.00)	\$ (72,128.00)	\$ (53,684.00)	\$ (43,901.00)	\$ (51,268.00)	\$ (46,206.00)	\$ (50,687.00)	\$ (51,685.00)	\$ (53,985.00)	\$ -	\$ (617,531.00)	\$ (667,403.00)	\$ (49,872.00)	93%
Charges for Sevices																
44511 Camping Fees	\$ -	\$ (6,559.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (6,559.00)	\$ (2,000.00)	\$ 4,559.00	328%
44514 Comm Booth Rent	\$ (119,234.00)	\$ (110,716.00)	\$ 175.00	\$ -	\$ -	\$ (1,475.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (231,250.00)	\$ (200,000.00)	\$ 31,250.00	116%
44515 Parking Fees	\$ (2,029.00)	\$ (174,451.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (176,480.00)	\$ (218,000.00)	\$ (41,520.00)	81%
44516 Concert Admission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
44517 Sponsorship Fees	\$ (5,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (5,000.00)	\$ (15,000.00)	\$ (10,000.00)	33%
44518 Carnival Fees	\$ -	\$ (491,709.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (491,709.00)	\$ (550,000.00)	\$ (58,291.00)	89%
44522 Livestock Entry Fees	\$ (1,515.00)	\$ (3,205.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,720.00)	\$ -	\$ 4,720.00	
TOTAL	\$ (127,778.00)	\$ (786,640.00)	\$ 175.00	\$ -	\$ -	\$ (1,475.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (915,718.00)	\$ (985,000.00)	\$ (69,282.00)	93%
Miscellaneous Revenues																
48195 Reimburse of Exp													\$ -	\$ (45,000.00)	\$ (45,000.00)	0%
48205 Concessions	\$ (163,848.00)	\$ (240,854.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (404,702.00)	\$ (300,000.00)	\$ 104,702.00	135%
48225 Other Misc Rev		\$ (5,978.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (5,978.00)	\$ (10,000.00)	\$ (4,022.00)	60%
Total	\$ (163,848.00)	\$ (246,832.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (410,680.00)	\$ (355,000.00)	\$ 55,680.00	116%
Total Revenues	\$ (291,626.00)	\$ (1,159,882.00)	\$ (67,402.00)	\$ (72,128.00)	\$ (53,684.00)	\$ (45,376.00)	\$ (51,268.00)	\$ (46,206.00)	\$ (50,687.00)	\$ (51,685.00)	\$ (53,985.00)	\$ -	\$ (1,943,929.00)	\$ (2,007,403.00)	\$ (63,474.00)	97%
Personal Services																
51105 Wages & Salaries	\$ 13,027.00	\$ 16,887.00	\$ 17,647.00	\$ 15,464.00	\$ 15,551.00	\$ 24,202.00	\$ 14,559.00	\$ 14,785.00	\$ 16,417.00	\$ 16,456.00	\$ 16,456.00		\$ 181,451.00	\$ 206,997.00	\$ 25,546.00	88%
51115 Overtime/Other Pay	\$ 195.00	\$ 4,421.00	\$ 1,120.00	\$ -	\$ 378.00	\$ 308.00	\$ -	\$ 593.00	\$ 630.00	\$ 1,187.00	\$ 648.00		\$ 9,480.00	\$ 1,000.00	\$ (8,480.00)	948%
51125 FICA	\$ 1,007.00	\$ 1,596.00	\$ 1,367.00	\$ 1,137.00	\$ 1,171.00	\$ 1,810.00	\$ 1,086.00	\$ 1,148.00	\$ 1,263.00	\$ 1,309.00	\$ 1,267.00		\$ 14,161.00	\$ 15,866.00	\$ 1,705.00	89%
51130 Workers Comp	\$ 185.00	\$ 231.00	\$ 230.00	\$ 211.00	\$ 211.00	\$ 308.00	\$ 179.00	\$ 189.00	\$ 219.00	\$ 219.00	\$ 219.00		\$ 2,401.00	\$ 2,842.00	\$ 441.00	84%
51135 Employer Paid Workd	\$ 5.00	\$ 6.00	\$ 4.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 3.00	\$ 4.00	\$ 5.00	\$ 5.00	\$ 5.00		\$ 52.00	\$ 68.00	\$ 16.00	76%
51136 Oregon Family Leave	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53.00	\$ 56.00	\$ 62.00	\$ 64.00	\$ 62.00		\$ 297.00	\$ 415.00	\$ 118.00	72%
51140 Pers Contribution	\$ 2,396.00	\$ 3,315.00	\$ 3,645.00	\$ 3,698.00	\$ 3,798.00	\$ 5,738.00	\$ 3,501.00	\$ 3,695.00	\$ 3,894.00	\$ 4,040.00	\$ 3,905.00		\$ 41,625.00	\$ 50,154.00	\$ 8,529.00	83%
51150 Health Insurance	\$ 3,466.00	\$ 4,576.00	\$ 4,578.00	\$ 4,190.00	\$ 4,189.00	\$ 4,193.00	\$ 3,569.00	\$ 3,569.00	\$ 3,570.00	\$ 4,344.00	\$ 4,344.00		\$ 44,588.00	\$ 53,454.00	\$ 8,866.00	83%
51155 Life, Long Term Disab	\$ 26.00	\$ 36.00	\$ 35.00	\$ 32.00	\$ 32.00	\$ 32.00	\$ 28.00	\$ 28.00	\$ 28.00	\$ 34.00	\$ 34.00		\$ 345.00	\$ 604.00	\$ 259.00	57%
51160 Unemployment Insura	\$ 17.00	\$ 17.00	\$ 14.00	\$ 13.00	\$ 13.00	\$ 19.00	\$ 11.00	\$ 12.00	\$ 13.00	\$ 13.00	\$ 13.00		\$ 155.00	\$ 252.00	\$ 97.00	62%
51165 Tri-Met Tax	\$ 98.00	\$ 156.00	\$ 132.00	\$ 108.00	\$ 111.00	\$ 172.00	\$ 102.00	\$ 109.00	\$ 120.00	\$ 125.00	\$ 121.00		\$ 1,354.00	\$ 1,653.00	\$ 299.00	82%
51180 Other Employee Allow	\$ 22.00	\$ 28.00	\$ 28.00	\$ 28.00	\$ 28.00	\$ 42.00	\$ 28.00	\$ 28.00	\$ 28.00	\$ 28.00	\$ 28.00		\$ 316.00	\$ 364.00	\$ 48.00	87%
51199 Misc Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	0%
TOTAL	\$ 20,444.00	\$ 31,269.00	\$ 28,800.00	\$ 24,886.00	\$ 25,487.00	\$ 36,829.00	\$ 23,119.00	\$ 24,216.00	\$ 26,249.00	\$ 27,824.00	\$ 27,102.00	\$ -	\$ 296,225.00	\$ 333,669.00	\$ 37,444.00	89%

<i>Account</i>	<i>July 2022</i>	<i>Aug 2022</i>	<i>Sept 2022</i>	<i>Oct 2022</i>	<i>Nov 2022</i>	<i>Dec 2022</i>	<i>Jan 2023</i>	<i>Feb 2023</i>	<i>Mar 2023</i>	<i>Apr 2023</i>	<i>May 2023</i>	<i>June 2023</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Remaining Budget</i>	<i>% Use</i>
Materials and Supplies																
51205 Supplies - Office	\$ -	\$ 23.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 122.00	\$ 133.00	\$ -		\$ 278.00	\$ 500.00	\$ 222.00	56%
51210 Supplies- General	\$ 29,963.00	\$ 13,390.00	\$ 85.00	\$ -	\$ -	\$ -	\$ -	\$ 550.00	\$ -	\$ -	\$ 630.00		\$ 44,618.00	\$ 50,000.00	\$ 5,382.00	89%
51285 Services -Professional	\$ 79,678.00	\$ 140,116.00	\$ 73,333.00	\$ 25,762.00	\$ -	\$ 53,845.00	\$ -	\$ -	\$ -	\$ -	\$ 1,752.00		\$ 374,486.00	\$ 550,000.00	\$ 175,514.00	68%
51295 Advertising & Public N	\$ 63,114.00	\$ 1,300.00	\$ -	\$ -	\$ 1,900.00	\$ 2,250.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 68,564.00	\$ 60,000.00	\$ (8,564.00)	114%
51305 Communications - Serv	\$ 2,250.00	\$ 1,680.00	\$ -	\$ -	\$ -	\$ -	\$ 188.00	\$ -	\$ -	\$ -	\$ -		\$ 4,118.00	\$ 6,000.00	\$ 1,882.00	69%
51310 Utilities	\$ 4,420.00	\$ 30,275.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 34,695.00	\$ 40,000.00	\$ 5,305.00	87%
51320 Repair & Maint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
51340 Lease & Rentals - Spac	\$ 4,642.00	\$ 1,976.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 6,618.00	\$ 10,000.00	\$ 3,382.00	66%
51345 Lease & Rentals - Equip	\$ 6,600.00	\$ 100,843.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 107,443.00	\$ 150,000.00	\$ 42,557.00	72%
51350 Dues & Membership	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 350.00	\$ 80.00	\$ -	\$ -	\$ 105.00	\$ 385.00	\$ -		\$ 1,920.00	\$ 2,500.00	\$ 580.00	77%
51355 Training & Education	\$ -	\$ -	\$ -	\$ 20.00	\$ -	\$ 235.00	\$ -	\$ 250.00	\$ -	\$ -	\$ -		\$ 505.00	\$ 2,000.00	\$ 1,495.00	25%
51360 Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119.00	\$ -	\$ 460.00	\$ 221.00	\$ -	\$ -		\$ 800.00	\$ 5,000.00	\$ 4,200.00	16%
51365 Private Mileage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64.00		\$ 64.00	\$ 50.00	\$ (14.00)	128%
51390 Permits, Licenses & Fe	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 500.00	\$ 500.00	0%
51465 - Postage & Freight	\$ -	\$ 31.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 31.00	\$ -	\$ (31.00)	0%
51475 Printing- Internal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 5,000.00	\$ 5,000.00	0%
51480 Photocopier	\$ 66.00	\$ 23.00	\$ 120.00	\$ 29.00	\$ 29.00	\$ 32.00	\$ 40.00	\$ 43.00	\$ 36.00	\$ 71.00	\$ 58.00		\$ 547.00		\$ (547.00)	
51495 Telephone Monthly	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	0%
51550 Other Materials & Ser	\$ 25.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 25.00	\$ 2,000.00	\$ 1,975.00	1%
TOTAL	\$ 190,758.00	\$ 289,657.00	\$ 73,538.00	\$ 26,811.00	\$ 2,279.00	\$ 56,561.00	\$ 228.00	\$ 1,303.00	\$ 484.00	\$ 589.00	\$ 2,504.00	\$ -	\$ 644,712.00	\$ 883,550.00	\$ 238,838.00	73%
Other Expenditures																
52005 Bank Service Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,529.00		\$ 2,529.00	\$ 4,000.00	\$ 1,471.00	63%
52045 Taxes, Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,135.00		\$ 1,135.00	\$ 500.00		100%
52130 Other Special Exp	\$ 16,512.00	\$ 2,074.00	\$ 950.00	\$ 6,178.00	\$ -	\$ 160.00	\$ -	\$ 169.00	\$ -	\$ -	\$ 67.00		\$ 26,110.00	\$ 30,000.00	\$ 3,890.00	87%
52139 Concert Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
52146 Entertainment Exp	\$ 350,858.00	\$ 104,828.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 455,686.00	\$ 500,000.00	\$ 44,314.00	91%
52147 Open Class Exp	\$ 12,658.00	\$ 36,292.00	\$ -	\$ 560.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225.00	\$ 141.00		\$ 49,876.00	\$ 15,000.00	\$ (34,876.00)	333%
52148 4-H Expenses	\$ 23,999.00	\$ 32,958.00	\$ (565.00)	\$ 1,510.00	\$ -	\$ -	\$ -	\$ 1,250.00	\$ 1,510.00	\$ -	\$ 380.00		\$ 61,042.00	\$ 30,000.00	\$ (31,042.00)	203%
52149 FFA Expenses	\$ 4,140.00	\$ 10,384.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,250.00	\$ (1,510.00)	\$ 225.00	\$ 21.00		\$ 14,510.00	\$ 10,000.00	\$ (4,510.00)	145%
52156 Parking Expenses	\$ 94,872.00	\$ 4,540.00	\$ -	\$ -	\$ 1,150.00	\$ -	\$ 5,103.00	\$ -	\$ 16,543.00	\$ -	\$ 632.00		\$ 122,840.00	\$ 70,000.00	\$ (52,840.00)	0%
TOTAL	\$ 503,039.00	\$ 191,076.00	\$ 385.00	\$ 8,248.00	\$ 1,150.00	\$ 160.00	\$ 5,103.00	\$ 2,669.00	\$ 16,543.00	\$ 450.00	\$ 4,905.00	\$ -	\$ 733,728.00	\$ 659,500.00	\$ (73,593.00)	111%
53010 Interdpt Chg - Indirect	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00		\$ 38,379.00	\$ 41,862.00	\$ 3,483.00	92%
53055 Interdpt Chg - General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 150.00	\$ -	\$ (150.00)	
Total	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ 3,489.00	\$ -	\$ 38,529.00	\$ 41,862.00	\$ 3,483.00	92%
Total Expenditures	\$ 717,730.00	\$ 515,491.00	\$ 106,212.00	\$ 63,434.00	\$ 32,405.00	\$ 97,039.00	\$ 31,939.00	\$ 31,677.00	\$ 46,765.00	\$ 32,352.00	\$ 38,150.00	\$ -	\$ 1,713,194.00	\$ 1,918,581.00	\$ 206,172.00	89%
TOTAL REVENUES	\$ (291,626.00)	\$ (1,159,882.00)	\$ (67,402.00)	\$ (72,128.00)	\$ (53,684.00)	\$ (45,376.00)	\$ (51,268.00)	\$ (46,206.00)	\$ (50,687.00)	\$ (51,685.00)	\$ (53,985.00)	\$ -	\$ (1,943,929.00)	\$ (2,007,403.00)	\$ (63,474.00)	97%
TOTAL EXPENDITURES	\$ 717,730.00	\$ 515,491.00	\$ 106,212.00	\$ 63,434.00	\$ 32,405.00	\$ 97,039.00	\$ 31,939.00	\$ 31,677.00	\$ 46,765.00	\$ 32,352.00	\$ 38,150.00	\$ -	\$ 1,713,194.00	\$ 1,918,581.00	\$ 206,172.00	89%
													\$ (230,735.00)	\$ (88,822.00)	\$ 142,698.00	