

# NOTICE OF MEETING

Washington County Fair Complex Board of Directors

Wednesday, June 3, 2009, at 4:30 p.m.

CLOVERLEAF BUILDING-

Washington County Fair Complex

873 NE 34<sup>th</sup> Avenue, Hillsboro, OR 97124

Matt Pihl, President

Don McCoun, Vice-President

Herbert Hirst, Board Member

Dan Logan, Treasurer, Booster Liaison

Renee Cannon, Board Member

Andy Duyck, Washington County Commissioner and Fair Board Ex-Officio

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**The mission of the Washington County Fair Complex is to provide excellent facilities and services in a self-supporting manner for the following purposes:**

- **Preserve the annual County Fair & Rodeo and its' heritage.**
- **Promote the "World-Class" agriculture of the county.**
- **Provide a welcoming environment for all volunteers.**
- **Commitment to life-long learning with a special emphasis on youth.**
- **Promote year-round facilities for consumer trade shows, public exhibitions, & special gatherings.**
- **Promote a sense of community among residents of Washington County.**

The Washington County Fair Complex Board is comprised of seven members appointed by the Board of County Commissioners. Each Fair Complex Board member is appointed for a three-year term.

The Fair Complex Board has the exclusive management of the grounds, and all other property owned, leased, used or controlled by the County and devoted to the use of the Fair Complex, and is entrusted and charged with the entire business management, and financial and other affairs of the Fair Complex.

The Fair Complex, a division of the County, produces the annual County Fair and manages year-round facilities rented for consumer shows, public expositions and special gathering. The Fair Complex Board meets monthly or as necessary, develops the Fair Complex's annual operating budget, and provides overall policy direction for the management of Fair Complex activities and facilities. The Fair Complex's day-to-day activities are the responsibility of the Complex Executive Director, who serves at the pleasure of the Fair Board.

In compliance with the American 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

All public meetings are recorded.

## **Current Meeting Schedule**

Unless otherwise noted, Fair Complex Board Meetings are held the first Wednesday of every month at 4:30 p.m. in the Cloverleaf Building at the Washington County Fair Complex, 873 N.E. 34th Avenue, Hillsboro, Oregon 97124.

## **Regular Business Meetings**

Regular business meetings are the time during which the Fair Complex Board will consider the items published in their Board Agenda at the times noted above.

Generally, Board Meetings are scheduled to last no longer than two hours. At the discretion of the Board Chair, agenda items may be deferred to a later date if more discussion or consideration is required.

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## **Quorum**

To take formal action on any agenda item, a majority of Board members must be present. Once a quorum is established, at least a majority of these members present must vote in the affirmative to move an action or motion.

The Board can still conduct business and discuss agenda items without a quorum present. However, no formal action can take place until a quorum of the Board is in attendance.

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## **Executive Sessions**

There are times when the Fair Complex Board must discuss confidential matters such as lawsuits, real estate transactions (or other sales transactions) and labor relations matters. When the Board calls an executive session (posted on the agenda), it is done under the guidelines allowed for by Oregon State law. Each type of executive session generally fits under one of three types of State Laws that allow such closed sessions. These statutes are indicated on the agenda. Although the press is allowed to remain in the room, they are not allowed to report on executive session issues. The Board recognizes the sensitivity of conducting closed sessions and only conducts them when confidentiality is required (and allowed by law) to protect the interests of the Fair Complex, Washington County and its residents.

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## **Once the Regular Business Meeting Begins**

The Fair Complex Board's formal meetings typically include the following elements:

1. **Call to Order:** At the start of the Board meeting, the Chair (or Vice Chair) of the Board will call the meeting to order. All matters noticed and listed on the agenda, in any category, may be considered for action in any order at the discretion of the Board Chair. Items not so noticed may be discussed at the discretion of the Board Chair, but cannot be considered for action.

**2. Oral Communications for Agenda and Non-Agenda Items** (Fifteen Minute Limit): This is the time when members of the audience may step forward to address the Board on agenda and non-agenda items. This opportunity is time-limited to two (2) minutes per individual at the first Oral Communications period which has a total maximum time of 15 minutes. The second Oral Communications period at the end of the meeting is time-limited to 5 minutes per individual with a total maximum time of 30 minutes for the session. Individuals providing written testimony are requested to provide 15 copies.

**3. General Consent**, also known as **Unanimous Consent**, is a situation when the presiding officer asks if there are objections to a pending motion, rather than taking a formal vote. General Consent eliminates the need for formal votes on matters such as routine procedural questions in which the existence of a consensus is likely. The chair may state, for instance: "If there is no objection, the motion will be adopted. [pause] Since there is no objection, the motion is adopted" On the most routine matters the chair may shorten this statement to four words: "Without objection, so ordered" or even to two words: "Without objection." If no member objects then the motion is adopted, but if any member does declare his opposition then the motion is not adopted and cannot be agreed to without a vote. If any member objects, the chair must state the question on the motion, allow any desired debate and put the question in the regular manner. General Consent does not necessarily imply that every member is in favor of the proposed action; it may only mean that the opposition, feeling that it is useless to oppose or discuss the matter, simply acquiesces. Similarly, when a member objects they may not necessarily oppose the motion itself, but may believe that it is wise to take a formal vote under the circumstances.

**4. Consent Agenda:** The items on the Consent Agenda are considered routine and will be adopted in one motion unless a Board member requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the Chair will indicate when it will be discussed in the regular agenda.

**5. Regular Agenda Items:** Unless otherwise noted, regular agenda items will follow in the order listed on the agenda.

**6. Adjournment:** At the conclusion of the items on the Board's agenda, the Board Chair will formally conclude the Board's regular business.

## **Meeting Protocol**

The Fair Complex Board welcomes public attendance and participation at its meetings. Anyone wishing to speak on an agenda or non-agenda item at a regular business meeting should feel free to do so. In doing so, the Board asks that the following guidelines be observed:

1. Please follow sign-in procedures located on the table by the entrance to the meeting room.
2. When your name is announced, please be seated at the table in front and state your full name, home address and organization represented, if any, for the record.
3. Groups or organizations wishing to make a presentation are asked to designate one spokesperson in the interest of time and to avoid repetition.
4. When more than one citizen is heard on any matter, please avoid repetition in your comments. Careful attention to the previous speaker's remarks will be helpful in this regard.
5. Individuals providing written testimony are requested to provide 15 copies.

# NOTICE OF MEETING

Washington County Fair Complex Board of Directors  
Wednesday, June 3, 2009 at 4:30 p.m.

**NEW LOCATION: CLOVERLEAF BUILDING**, Washington County Fair Complex  
873 NE 34<sup>th</sup> Avenue, Hillsboro, OR 97124

Matt Pihl, President

Don McCoun, Vice-President

Herbert Hirst, Board Member

Dan Logan, Treasurer, Booster Liaison

Renee Cannon, Board Member

Andy Duyck, County Commissioner & Fair Board Ex-Officio

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## A. Call to Order

## B. Approval of Agenda—**APPROVE BY GENERAL CONSENT**

## C. Oral Communications for Agenda and Non-Agenda Items (Fifteen Minute Limit)

This is the time when members of the audience may step forward to address the Board on agenda and non-agenda items. This opportunity is time-limited to two (2) minutes per individual. The maximum time for Oral Communications is 15 minutes. Individuals providing written testimony are requested to provide 15 copies.

## D. Approval of Minutes—**APPROVE BY GENERAL CONSENT** (*NOTE: The minutes from the May Board Meeting are not completed as of the production of this packet and will be delivered separately once finished.*)

## E. Special Reports

1. Airshow Report—Don McCoun, Board Member
2. Booster/Coalition Liaison – Dan Logan, Board Member
3. Treasurer's Report – Dan Logan, Board Member
  - A. Financial Statements (PDF)
    - Monthly Financial Reports & Balance Sheets – April, 2009 (PDF)-**ACTION**  
**ITEM: MOTION AND APPROVAL REQUIRED**
    - Other, if any
4. 4-H Report-Pat Willis, OSU/4-H Youth Development Faculty
5. Operations Report-Staff (PDF)
6. Other, if any

## F. Old Business

1. Redevelopment Update, if any
2. Discussion on Mission Statement

## G. New Business

1. Other, if any

## H Announcements

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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.

1. Calendar of Events (PDF)
2. Facility Schedule for June, 2009 (PDF)
3. Other, if any

***I. Correspondence***

1. Letters and Cards, if any (PDF)
2. Other, if any

***J. Board Oral Communications***

***K. Other Matters of Information***

1. Boosters Meeting Minutes – (April, 2009 & May, 2009--PDF)
2. Boosters Historical Piece (Not received as of the production of the packet)
3. Newspaper Articles (PDF)
4. Other, if any

***L. Oral Communications for Agenda and Non-Agenda Items (Thirty Minute Time Limit)***

This is the time when members of the audience may step forward to address the Board on agenda and non-agenda items. This opportunity is time-limited to five (5) minutes per individual. The maximum time for Oral Communications is 30 minutes. Individuals providing written testimony are requested to provide 15 copies.

***M. Executive Session***

In accordance with ORS 192.660 (2) (h), to consult with counsel concerning the legal rights and duties of the Board with regard to litigation or litigation likely to be filed; in accordance with ORS 192.660 (2) (e), to deliberate with persons designated by the Board to negotiate real property transactions; and/or in accordance with ORS 192.660 (2) (a), (b), (h), or (i), to discuss, review and evaluate employee-related matters. Pursuant to ORS 192.660 (3), it is Board's request that the items discussed not be disclosed by media representatives or others.

***N. Adjourn***



# Monthly Financial Report

Washington County

Washington County

Period: APR-09 Currency: USD

Fund=200 (Fairplex), Program=981000 (Fair Complex)				Remaining	%
Account	APR-09	YTD-Actual	Budget	Budget	Use
<b>Beginning Fund Balance</b>		<b>(945,162.00)</b>	<b>(830,029.00)</b>		
<b>Taxes</b>					
41025 Transient lodgings tax	(99,298.02)	(514,823.99)	(680,000.00)	(165,176.01)	75.70
<b>TOTAL</b>	<b>(99,298.02)</b>	<b>(514,823.99)</b>	<b>(680,000.00)</b>	<b>(165,176.01)</b>	<b>75.70</b>
<b>Intergovernmental revenue</b>					
43156 Dept Agriculture Lottery Funds	0.00	(49,404.72)	(46,000.00)	3,404.72	107.40
<b>TOTAL</b>	<b>0.00</b>	<b>(49,404.72)</b>	<b>(46,000.00)</b>	<b>3,404.72</b>	<b>107.40</b>
<b>Charges for sevicess</b>					
44511 Camping Fees	0.00	(4,050.00)	(4,000.00)	50.00	101.30
44512 Truck Pull Revenue	0.00	(22,005.00)	(17,500.00)	4,505.00	125.70
44513 Demo Derby Revenue	0.00	(26,481.00)	(38,700.00)	(12,219.00)	68.40
44514 Commercial Booth Rentals	0.00	(94,850.00)	(86,500.00)	8,350.00	109.70
44515 Parking Fees	(1,820.00)	(109,500.21)	(109,000.00)	500.21	100.50
44516 Admission Fees	0.00	(133,339.47)	(130,000.00)	3,339.47	102.60
44517 Sponsorship Fees	0.00	(70,600.00)	(87,500.00)	(16,900.00)	80.70
44518 Carnival Fees	0.00	(102,412.27)	(90,000.00)	12,412.27	113.80
44522 Entry Fees	0.00	(3,710.00)	(4,000.00)	(290.00)	92.80
44526 Monster Truck Revenue	0.00	(22,885.00)	(27,000.00)	(4,115.00)	84.80
44527 Rodeo Revenue	0.00	(16,469.00)	(27,000.00)	(10,531.00)	61.00
<b>TOTAL</b>	<b>(1,820.00)</b>	<b>(606,301.95)</b>	<b>(621,200.00)</b>	<b>(14,898.05)</b>	<b>97.60</b>
<b>Miscellaneous revenues</b>					
48105 Invest interest income-general	(969.72)	(14,354.60)	(22,500.00)	(8,145.40)	63.80
48195 Reimbursement of expenses (oper	0.00	(37,007.05)	0.00	37,007.05	n/m
48200 Rental income	(28,533.00)	(109,071.68)	(200,000.00)	(90,928.32)	54.50
48205 Concessions	(122.99)	(108,714.99)	(92,000.00)	16,714.99	118.20
48225 Other miscellaneous revenue-oper	(59.70)	(15,262.20)	(25,750.00)	(10,487.80)	59.30
<b>Total</b>	<b>(29,685.41)</b>	<b>(284,410.52)</b>	<b>(340,250.00)</b>	<b>(55,839.48)</b>	<b>83.60</b>
<b>Total Revenues</b>	<b>(130,803.43)</b>	<b>(1,454,941.18)</b>	<b>(1,687,450.00)</b>	<b>(232,508.82)</b>	<b>86.20</b>
<b>Total Resources</b>		<b>(2,400,103.18)</b>	<b>(2,517,479.00)</b>		
<b>Personal Services</b>					
51105 Wages and salaries	25,222.41	267,795.32	375,895.00	108,099.68	71.20
51110 Temporary salaries	2,744.00	33,898.18	9,776.00	(24,122.18)	346.70
51115 Overtime and other pay	0.00	8,306.58	0.00	(8,306.58)	n/m
51125 FICA	2,118.82	22,902.37	29,506.00	6,603.63	77.60
51135 Employer paid work day tax	14.23	152.98	221.00	68.02	69.20
51140 Pers contribution	4,018.02	40,701.40	60,141.00	19,439.60	67.70
51150 Health insurance	4,918.20	51,395.19	74,592.00	23,196.81	68.90
51155 Life and long term disability insur	64.36	691.37	1,167.00	475.63	59.20
51160 Unemployment insurance	118.44	1,262.23	1,643.00	380.77	76.80
51165 Tri-Met tax	174.80	1,880.27	2,569.00	688.73	73.20
51199 Misc Personal Services	0.00	0.00	14,883.00	14,883.00	0.00
<b>TOTAL</b>	<b>39,393.28</b>	<b>428,985.89</b>	<b>570,393.00</b>	<b>141,407.11</b>	<b>75.20</b>

Fund=200 (Fairplex), Program=981000 (Fair Complex)				Remaining	%
Account	APR-09	YTD-Actual	Budget	Budget	Use
<b>Materials and Supplies</b>					
51205 Supplies-office, general	50.85	3,408.95	4,250.00	841.05	80.20
51210 Supplies- general	2,176.78	43,821.33	46,000.00	2,178.67	95.30
51285 Services -professional services	225.00	243,366.09	170,250.00	(73,116.09)	142.90
51295 Advertising and public notice	0.00	127,849.13	138,750.00	10,900.87	92.10
51300 Printing and duplicating	0.00	94.66	500.00	405.34	18.90
51305 Communications-services	232.70	3,105.86	800.00	(2,305.86)	388.20
51310 Utilities	5,830.26	69,402.06	77,500.00	8,097.94	89.60
51320 Repair & maint services-general	908.08	28,712.84	59,200.00	30,487.16	48.50
51340 Lease and rentals - space	3,201.75	35,219.25	0.00	(35,219.25)	n/m
51345 Lease and rentals - equipment	150.14	25,761.95	24,000.00	(1,761.95)	107.30
51350 Dues and membership	226.00	1,421.25	2,500.00	1,078.75	56.90
51355 Training and education	59.00	2,231.50	4,000.00	1,768.50	55.80
51360 Travel expense	311.28	5,059.17	4,000.00	(1,059.17)	126.50
51365 Private mileage	329.46	1,075.39	700.00	(375.39)	153.60
51420 Insurance	0.00	34,408.46	30,000.00	(4,408.46)	114.70
51465 Postage and freight- Internal	150.41	470.82	800.00	329.18	58.90
51475 Printing- Internal	0.00	826.88	1,000.00	173.12	82.70
51495 Telephone monthly- internal	570.32	5,485.97	7,000.00	1,514.03	78.40
51550 Other materials and services	0.00	1,344.03	4,500.00	3,155.97	29.90
<b>TOTAL</b>	14,422.03	633,065.59	575,750.00	(57,315.59)	110.00
<b>Other Expenditures</b>					
52005 Bank Service Charge	48.78	4,491.98	3,500.00	(991.98)	128.30
52130 Other Special Expenditures	194.99	12,325.19	35,650.00	23,324.81	34.60
52146 Entertainment Expenses	0.00	86,547.09	105,000.00	18,452.91	82.40
52147 Open Class Expenses	0.00	44,336.61	30,000.00	(14,336.61)	147.80
52148 4-H Expenses	0.00	22,819.17	16,000.00	(6,819.17)	142.60
52149 FFA Expenses	0.00	10,680.45	4,000.00	(6,680.45)	267.00
52150 Truck Pull Expenses	0.00	10,404.94	12,000.00	1,595.06	86.70
52151 Demo Derby Expenses	0.00	18,860.48	22,000.00	3,139.52	85.70
52152 Monster Truck Expenses	0.00	20,750.06	22,000.00	1,249.94	94.30
52153 Rodeo Expenses	0.00	19,931.61	22,000.00	2,068.39	90.60
55110 Other debt principal	12,963.55	94,688.36	107,720.00	13,031.64	87.90
56110 Other debt interest payments	1,714.60	8,210.23	8,341.00	130.77	98.40
<b>Total</b>	14,921.92	354,046.17	388,211.00	34,164.83	91.20
<b>Interdepartmental Charges</b>					
53010 Interdpt chg-indirect charges	3,389.42	33,894.20	41,020.00	7,125.80	82.60
53015 Interdpt chg-legal services	0.00	14,443.00	9,000.00	(5,443.00)	160.50
<b>Total</b>	3,389.42	48,337.20	50,020.00	1,682.80	96.60
<b>Transfers to Other Funds</b>					
54195 Transfer to Miscellaneous Debt S	(14,175.00)	0.00	0.00	0.00	n/m
<b>TOTAL</b>	(14,175.00)	0.00	0.00	0.00	n/m
<b>Capital Outlay</b>					
57115 Machinery and equipment over \$	0.00	35,908.49	40,000.00	4,091.51	89.80
57135 Other capital outlay	0.00	18,726.18	35,000.00	16,273.82	53.50
<b>TOTAL</b>	0.00	54,634.67	75,000.00	20,365.33	72.80



<b>Fund=200 (Fairplex), Program=981000 (Fair Complex)</b>					
<i>Account</i>	<i>APR-09</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Remaining Budget</i>	<i>% Use</i>
<b>Contingency</b>					
<b>59010 Contingency</b>	0.00	0.00	858,105.00	858,105.00	0.00
<b>TOTAL</b>	0.00	0.00	858,105.00	858,105.00	0.00
<b>Total Expenditures</b>	<u>57,951.65</u>	<u>1,519,069.52</u>	<u>2,517,479.00</u>	<u>998,409.48</u>	<u>60.30</u>

<i>Beginning Fund Balance</i>	(945,162.00)	(830,029.00)
<i>Total Revenues</i>	(1,454,941.18)	(1,687,450.00)
<i>Total Resources</i>	(2,400,103.18)	(2,517,479.00)
<i>Total Expenditures</i>	1,519,069.52	2,517,479.00
<i>Ending Fund Balance</i>	<b>(881,033.66)</b>	<b>0.00</b>



# Monthly Financial Report

Washington County

Washington County

Period: APR-09 Currency: USD

Fund=200 (Fairplex), Program=981005 (Fair Complex Operations/Interim Income)				Remaining	%
Account	APR-09	YTD-Actual	Budget	Budget	Use
<b>Taxes</b>					
41025 Transient lodgings tax	(99,298.02)	(514,823.99)	(680,000.00)	(165,176.01)	75.70
<b>TOTAL</b>	(99,298.02)	(514,823.99)	(680,000.00)	(165,176.01)	75.70
<b>Charges for sevicees</b>					
44515 Parking Fees	(1,820.00)	(28,578.35)	(31,000.00)	(2,421.65)	92.20
<b>TOTAL</b>	(1,820.00)	(28,578.35)	(31,000.00)	(2,421.65)	92.20
<b>Miscellaneous revenues</b>					
48105 Invest interest income-general	(969.72)	(14,354.60)	(22,500.00)	(8,145.40)	63.80
48195 Reimbursement of expenses (oper	0.00	(0.42)	0.00	0.42	n/m
48200 Rental income	(28,533.00)	(109,071.68)	(200,000.00)	(90,928.32)	54.50
48205 Concessions	(122.99)	(1,784.49)	(3,000.00)	(1,215.51)	59.50
48225 Other miscellaneous revenue-oper	(59.70)	(8,874.70)	(15,000.00)	(6,125.30)	59.20
<b>Total</b>	(29,685.41)	(134,085.89)	(240,500.00)	(106,414.11)	55.80
<b>Total Revenues</b>	(130,803.43)	(677,488.23)	(951,500.00)	(274,011.77)	71.20
<b>Personal Services</b>					
51105 Wages and salaries	17,479.99	185,173.25	260,927.00	75,753.75	71.00
51110 Temporary salaries	2,387.20	22,738.15	0.00	(22,738.15)	n/m
51115 Overtime and other pay	0.00	5,155.10	0.00	(5,155.10)	n/m
51125 FICA	1,509.56	16,071.51	19,962.00	3,890.49	80.50
51135 Employer paid work day tax	10.45	108.02	140.00	31.98	77.20
51140 Pers contribution	2,853.26	28,246.80	41,747.00	13,500.20	67.70
51150 Health insurance	3,368.89	35,204.98	50,937.00	15,732.02	69.10
51155 Life and long term disability insur	44.05	473.75	789.00	315.25	60.00
51160 Unemployment insurance	84.31	867.03	1,050.00	182.97	82.60
51165 Tri-Met tax	124.59	1,320.29	1,739.00	418.71	75.90
51199 Misc Personal Services	0.00	0.00	10,069.00	10,069.00	0.00
<b>TOTAL</b>	27,862.30	295,358.88	387,360.00	92,001.12	76.20
<b>Materials and Supplies</b>					
51205 Supplies-office, general	50.85	3,023.82	4,000.00	976.18	75.60
51210 Supplies- general	2,176.78	12,347.75	25,000.00	12,652.25	49.40
51285 Services -professional services	225.00	36,723.78	30,500.00	(6,223.78)	120.40
51295 Advertising and public notice	0.00	3,011.75	1,750.00	(1,261.75)	172.10
51300 Printing and duplicating	0.00	94.66	500.00	405.34	18.90
51305 Communications-services	232.70	2,849.42	500.00	(2,349.42)	569.90
51310 Utilities	5,830.26	56,400.94	65,000.00	8,599.06	86.80
51320 Repair & maint services-general	908.08	25,862.15	57,000.00	31,137.85	45.40
51340 Lease and rentals - space	3,201.75	35,219.25	0.00	(35,219.25)	n/m
51345 Lease and rentals - equipment	150.14	1,760.24	5,000.00	3,239.76	35.20
51350 Dues and membership	113.00	706.25	1,500.00	793.75	47.10
51355 Training and education	59.00	1,099.00	2,000.00	901.00	55.00
51360 Travel expense	208.74	1,702.08	0.00	(1,702.08)	n/m
51365 Private mileage	225.94	632.58	500.00	(132.58)	126.50
51420 Insurance	0.00	17,332.43	15,000.00	(2,332.43)	115.50
51465 Postage and freight- Internal	150.41	449.94	500.00	50.06	90.00
51475 Printing- Internal	0.00	23.00	0.00	(23.00)	n/m

<b>Fund=200 (Fairplex), Program=981005 (Fair Complex Operations/Interim Income)</b>				<i>Remaining</i>	<i>%</i>
<i>Account</i>	<i>APR-09</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>Use</i>
<b>51495 Telephone monthly- internal</b>	570.32	4,705.46	6,000.00	1,294.54	78.40
<b>51550 Other materials and services</b>	0.00	1,344.03	4,500.00	3,155.97	29.90
<b>TOTAL</b>	14,102.97	205,288.53	219,250.00	13,961.47	93.60
<b>Other Expenditures</b>					
<b>52005 Bank Service Charge</b>	48.78	4,241.98	3,500.00	(741.98)	121.20
<b>52130 Other Special Expenditures</b>	170.00	1,100.96	32,000.00	30,899.04	3.40
<b>55110 Other debt principal</b>	12,963.55	94,688.36	107,720.00	13,031.64	87.90
<b>56110 Other debt interest payments</b>	1,714.60	8,210.23	8,341.00	130.77	98.40
<b>Total</b>	14,896.93	108,241.53	151,561.00	43,319.47	71.40
<b>Interdepartmental Charges</b>					
<b>53010 Interdpt chg-indirect charges</b>	1,694.71	16,947.10	20,510.00	3,562.90	82.60
<b>53015 Interdpt chg-legal services</b>	0.00	14,443.00	8,000.00	(6,443.00)	180.50
<b>Total</b>	1,694.71	31,390.10	28,510.00	(2,880.10)	110.10
<b>Transfers to Other Funds</b>					
<b>54195 Transfer to Miscellaneous Debt S</b>	(14,175.00)	0.00	0.00	0.00	n/m
<b>TOTAL</b>	(14,175.00)	0.00	0.00	0.00	n/m
<b>Capital Outlay</b>					
<b>57115 Machinery and equipment over \$</b>	0.00	35,908.49	40,000.00	4,091.51	89.80
<b>57135 Other capital outlay</b>	0.00	18,726.18	35,000.00	16,273.82	53.50
<b>TOTAL</b>	0.00	54,634.67	75,000.00	20,365.33	72.80
<b>Contingency</b>					
<b>59010 Contingency</b>	0.00	0.00	858,105.00	858,105.00	0.00
<b>TOTAL</b>	0.00	0.00	858,105.00	858,105.00	0.00
<b>Total Expenditures</b>	44,381.91	694,913.71	1,719,786.00	1,024,872.29	40.40

<i>Total Revenues</i>	(130,803.43)	(677,488.23)	(951,500.00)	(274,011.77)
<i>Total Expenditures</i>	44,381.91	694,913.71	1,719,786.00	1,024,872.29
<i>Ending Balance</i>	(86,421.52)	17,425.48	768,286.00	750,860.52



# Monthly Financial Report

Washington County

Washington County

Period: APR-09 Currency: USD

Fund=200 (Fairplex), Program=981010 (Annual County Fair)					Remaining	%
Account	APR-09	YTD-Actual	Budget	Budget	Use	
<b>Intergovernmental revenue</b>						
43156 Dept Agriculture Lottery Funds	0.00	(49,404.72)	(46,000.00)	3,404.72	107.40	
<b>TOTAL</b>	0.00	(49,404.72)	(46,000.00)	3,404.72	107.40	
<b>Charges for sevicees</b>						
44511 Camping Fees	0.00	(4,050.00)	(4,000.00)	50.00	101.30	
44512 Truck Pull Revenue	0.00	(22,005.00)	(17,500.00)	4,505.00	125.70	
44513 Demo Derby Revenue	0.00	(26,481.00)	(38,700.00)	(12,219.00)	68.40	
44514 Commercial Booth Rentals	0.00	(94,650.00)	(86,500.00)	8,150.00	109.40	
44515 Parking Fees	0.00	(80,921.86)	(78,000.00)	2,921.86	103.70	
44517 Sponsorship Fees	0.00	(68,100.00)	(72,500.00)	(4,400.00)	93.90	
44518 Carnival Fees	0.00	(102,412.27)	(90,000.00)	12,412.27	113.80	
44522 Entry Fees	0.00	(3,710.00)	(4,000.00)	(290.00)	92.80	
44526 Monster Truck Revenue	0.00	(22,885.00)	(27,000.00)	(4,115.00)	84.80	
44527 Rodeo Revenue	0.00	(16,469.00)	(27,000.00)	(10,531.00)	61.00	
<b>TOTAL</b>	0.00	(441,684.13)	(445,200.00)	(3,515.87)	99.20	
<b>Miscellaneous revenues</b>						
48195 Reimbursement of expenses (oper	0.00	(77.00)	0.00	77.00	n/m	
48205 Concessions	0.00	(105,987.15)	(87,500.00)	18,487.15	121.10	
48225 Other miscellaneous revenue-oper	0.00	(4,352.55)	(10,000.00)	(5,647.45)	43.50	
<b>Total</b>	0.00	(110,416.70)	(97,500.00)	12,916.70	113.20	
<b>Total Revenues</b>	0.00	(601,505.55)	(588,700.00)	12,805.55	102.20	
<b>Personal Services</b>						
51105 Wages and salaries	7,742.42	82,622.07	114,968.00	32,345.93	71.90	
51110 Temporary salaries	356.80	11,160.03	9,776.00	(1,384.03)	114.20	
51115 Overtime and other pay	0.00	3,151.48	0.00	(3,151.48)	n/m	
51125 FICA	609.26	6,830.86	9,544.00	2,713.14	71.60	
51135 Employer paid work day tax	3.78	44.96	81.00	36.04	55.50	
51140 Pers contribution	1,164.76	12,454.60	18,394.00	5,939.40	67.70	
51150 Health insurance	1,549.31	16,190.21	23,655.00	7,464.79	68.40	
51155 Life and long term disability insur	20.31	217.62	378.00	160.38	57.60	
51160 Unemployment insurance	34.13	395.20	593.00	197.80	66.60	
51165 Tri-Met tax	50.21	559.98	830.00	270.02	67.50	
51199 Misc Personal Services	0.00	0.00	4,814.00	4,814.00	0.00	
<b>TOTAL</b>	11,530.98	133,627.01	183,033.00	49,405.99	73.00	
<b>Materials and Supplies</b>						
51205 Supplies-office, general	0.00	385.13	250.00	(135.13)	154.10	
51210 Supplies- general	0.00	17,461.54	15,000.00	(2,461.54)	116.40	
51285 Services -professional services	0.00	78,390.97	62,250.00	(16,140.97)	125.90	
51295 Advertising and public notice	0.00	97,454.19	107,000.00	9,545.81	91.10	
51305 Communications-services	0.00	256.44	300.00	43.56	85.50	
51310 Utilities	0.00	13,001.12	12,500.00	(501.12)	104.00	
51320 Repair & maint services-general	0.00	2,458.50	2,200.00	(258.50)	111.80	
51345 Lease and rentals - equipment	0.00	24,001.71	19,000.00	(5,001.71)	126.30	
51350 Dues and membership	113.00	595.50	1,000.00	404.50	59.60	
51355 Training and education	0.00	1,132.50	2,000.00	867.50	56.60	

<b>Fund=200 (Fairplex), Program=981010 (Annual County Fair)</b>					<i>Remaining</i>	<i>%</i>
<i>Account</i>	<i>APR-09</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>Use</i>	
<b>51360 Travel expense</b>	102.54	3,357.09	4,000.00	642.91	83.90	
<b>51365 Private mileage</b>	103.52	442.81	200.00	(242.81)	221.40	
<b>51420 Insurance</b>	0.00	17,076.03	15,000.00	(2,076.03)	113.80	
<b>51465 Postage and freight- Internal</b>	0.00	20.88	300.00	279.12	7.00	
<b>51475 Printing- Internal</b>	0.00	803.88	1,000.00	196.12	80.40	
<b>51495 Telephone monthly- internal</b>	0.00	780.51	1,000.00	219.49	78.10	
<b>TOTAL</b>	319.06	257,618.80	243,000.00	(14,618.80)	106.00	
<b>Other Expenditures</b>						
<b>52005 Bank Service Charge</b>	0.00	250.00	0.00	(250.00)	n/m	
<b>52130 Other Special Expenditures</b>	24.99	2,966.69	650.00	(2,316.69)	456.40	
<b>52146 Entertainment Expenses</b>	0.00	86,547.09	105,000.00	18,452.91	82.40	
<b>52147 Open Class Expenses</b>	0.00	44,336.61	30,000.00	(14,336.61)	147.80	
<b>52148 4-H Expenses</b>	0.00	22,819.17	16,000.00	(6,819.17)	142.60	
<b>52149 FFA Expenses</b>	0.00	10,680.45	4,000.00	(6,680.45)	267.00	
<b>52150 Truck Pull Expenses</b>	0.00	10,404.94	12,000.00	1,595.06	86.70	
<b>52151 Demo Derby Expenses</b>	0.00	18,860.48	22,000.00	3,139.52	85.70	
<b>52152 Monster Truck Expenses</b>	0.00	20,750.06	22,000.00	1,249.94	94.30	
<b>52153 Rodeo Expenses</b>	0.00	19,931.61	22,000.00	2,068.39	90.60	
<b>Total</b>	24.99	237,547.10	233,650.00	(3,897.10)	101.70	
<b>Interdepartmental Charges</b>						
<b>53010 Interdpt chg-indirect charges</b>	1,694.71	16,947.10	20,510.00	3,562.90	82.60	
<b>53015 Interdpt chg-legal services</b>	0.00	0.00	1,000.00	1,000.00	0.00	
<b>Total</b>	1,694.71	16,947.10	21,510.00	4,562.90	78.80	
<b>Total Expenditures</b>	13,569.74	645,740.01	681,193.00	35,452.99	94.80	

<i>Total Revenues</i>	0.00	(601,505.55)	(588,700.00)	12,805.55
<i>Total Expenditures</i>	13,569.74	645,740.01	681,193.00	35,452.99
<i>Ending Balance</i>	13,569.74	44,234.46	92,493.00	48,258.54



# Monthly Financial Report

Washington County

Washington County

Period: APR-09 Currency: USD

Fund=200 (Fairplex), Program=981020 (Fair -Frite Lites)					
<i>Account</i>	<i>APR-09</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Remaining Budget</i>	<i>% Use</i>
<b>Charges for seivces</b>					
44514 Commercial Booth Rentals	0.00	(200.00)	0.00	200.00	n/m
44516 Admission Fees	0.00	(133,339.47)	(130,000.00)	3,339.47	102.60
44517 Sponsorship Fees	0.00	(2,500.00)	(15,000.00)	(12,500.00)	16.70
<b>TOTAL</b>	0.00	(136,039.47)	(145,000.00)	(8,960.53)	93.80
<b>Miscellaneous revenues</b>					
48195 Reimbursement of expenses (oper	0.00	(36,929.63)	0.00	36,929.63	n/m
48205 Concessions	0.00	(943.35)	(1,500.00)	(556.65)	62.90
48225 Other miscellaneous revenue-ope	0.00	(2,034.95)	(750.00)	1,284.95	271.30
<b>Total</b>	0.00	(39,907.93)	(2,250.00)	37,657.93	1,773.70
<b>Total Revenues</b>	0.00	(175,947.40)	(147,250.00)	28,697.40	119.50
<b>Materials and Supplies</b>					
51210 Supplies- general	0.00	14,012.04	6,000.00	(8,012.04)	233.50
51285 Services -professional services	0.00	128,251.34	77,500.00	(50,751.34)	165.50
51295 Advertising and public notice	0.00	27,383.19	30,000.00	2,616.81	91.30
51320 Repair & maint services-general	0.00	392.19	0.00	(392.19)	n/m
51350 Dues and membership	0.00	119.50	0.00	(119.50)	n/m
<b>TOTAL</b>	0.00	170,158.26	113,500.00	(56,658.26)	149.90
<b>Other Expenditures</b>					
52130 Other Special Expenditures	0.00	8,257.54	3,000.00	(5,257.54)	275.30
<b>Total</b>	0.00	8,257.54	3,000.00	(5,257.54)	275.30
<b>Total Expenditures</b>	0.00	178,415.80	116,500.00	(61,915.80)	153.10

<i>Total Revenues</i>	0.00	(175,947.40)	(147,250.00)	28,697.40
<i>Total Expenditures</i>	0.00	178,415.80	116,500.00	(61,915.80)
<i>Ending Balance</i>	0.00	2,468.40	(30,750.00)	(33,218.40)



**Balance Sheet**  
 Washington County  
 Current Period: APR-09

Currency: USD  
 Fund=200 (Fairplex)

	APR-09 YTD - Actual	APR-08 YTD - Actual	Variance	Variance %
<b>Assets:</b>				
Cash and investments	871,170.98	876,814.87	(5,643.89)	(0.64)
Cash restricted	0.00	0.00	0.00	n/m
Property taxes receivable	0.00	0.00	0.00	n/m
Assessments receivable	0.00	0.00	0.00	n/m
Accounts receivable	24,509.30	16,771.40	7,737.90	46.14
Investment interest receivable	0.00	0.00	0.00	n/m
Contracts receivable	0.00	0.00	0.00	n/m
Due from other funds	(10.00)	(10.00)	0.00	0.00
Other assets	27,751.56	19,402.37	8,349.19	43.03
Assets held for resale	0.00	0.00	0.00	n/m
<b>Total Assets</b>	<b>923,421.84</b>	<b>912,978.64</b>	<b>10,443.20</b>	<b>1.14</b>
<b>Liabilities, Fund Equity and Other Credits</b>				
<b>Liabilities:</b>				
Accounts payable	333.20	22,292.00	(21,958.80)	(98.51)
Accrued payroll liabilities	0.00	0.00	0.00	n/m
Accrued self-insurance	0.00	0.00	0.00	n/m
Accrued OHP IBNR Reserve	0.00	0.00	0.00	n/m
Amounts held in trust	801.50	801.50	0.00	0.00
Due to other funds	0.00	0.00	0.00	n/m
Tenants and other deposits	300.00	300.00	0.00	0.00
Deferred revenue	37,449.80	59,254.80	(21,805.00)	(36.80)
Other long-term obligations	0.00	0.00	0.00	n/m
<b>Total Liabilities</b>	<b>38,884.50</b>	<b>82,648.30</b>	<b>(43,763.80)</b>	<b>(52.95)</b>
<b>Fund equity:</b>				
<b>Fund balances:</b>				
Unreserved fund balances:				
Undesignated	884,537.34	830,330.34	54,207.00	6.53
<b>Total fund equity</b>	<b>884,537.34</b>	<b>830,330.34</b>	<b>54,207.00</b>	<b>6.53</b>



**Balance Sheet**  
Washington County  
Current Period: APR-09

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Currency: USD  
Fund=200 (Fairplex)

	APR-09 YTD - Actual	APR-08 YTD - Actual	Variance	Variance %
Total liabilities, fund equity an	923,421.84	912,978.64	10,443.20	1.14



County of Washington

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

## MEMORANDUM

**Date:** May 27, 2009

**To:** Washington County Fair Complex Board

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

**Re:** June 2009 Operations Report

**Meeting Room** – Belfor Environmental has found asbestos in the building. The cost to perform the abatement is approximately \$3,300.00. Please note that Belfor tested all the other structures on the grounds, with the exception of the Main Exhibit Hall, the Cloverleaf and Floral, and no other asbestos was found. The three non-tested buildings will be done when needed.

**Announcers Stand** – The announcer stand has been deconstructed.

**Barn Addition Areas** – The add-on behind the milk parlor has been removed as well as the one between the 4-H barn and the poultry barn. The one that conjoins the 4-H barn will be removed after the Fair.

**Booster Food Booth** – The Boosters have cleaned their items out of the booth, the sewer line has been plugged, and deconstruction will begin soon.

**Chuckwagon** – The gas has been shut-off, the sewer line plugged and deconstruction will begin soon.

**Electrical** – The electrical and lighting systems in the 4-H barn is being upgraded and will be completed prior to the Fair.

### **Current Washington County Fair Complex Mission Statement:**

The mission of the Washington County Fair Complex is to provide excellent facilities and services in a self-supporting manner for the following purposes:

- Preserve the annual County Fair & Rodeo and its' heritage.
- Promote the “World-Class” agriculture of the county.
- Provide a welcoming environment for all volunteers.
- Commitment to life-long learning with a special emphasis on youth.
- Promote year-round facilities for consumer trade shows, public exhibitions, & special gatherings.
- Promote a sense of community among residents of Washington County.

### **Washington County’s Mission Statement:**

Our mission is to provide excellent and cost effective services that support healthy, peaceful, safe, and sustainable communities; and encourage meaningful participation in community activities and County governance.

### **Other mission statements:**

#### **Oregon State Fair**

## **MISSION STATEMENT**

The Oregon State Fair & Exposition Center (OSFEC) is to serve as a gathering place for Oregonians to showcase Oregon products and people; to educate and communicate to the citizens of Oregon about the needs, issues and context of the key industries of the State of Oregon, with emphasis on agriculture, forestry, technology and manufacturing; and to create an event that celebrates all of Oregon and Oregonians in an atmosphere of responsible community involvement and citizenship.

### **Purpose**

Celebrate Oregon. In carrying out the purpose of the State Fair, OSFEC policies and activities will be guided by the following values - public service, wholesomeness, entertaining, elevate the quality of life, and teamwork with individual excellence.

#### **Linn County Fair and Expo Center**

The mission of the Linn County Fair Advisory Board is to assure the long-term viability of the Linn County Fairgrounds, present an exceptional Annual Fair which celebrates the heritage and diversity of Linn County, and provide year-round opportunities for facility usage.

### **Amador County Fair in California**

The mission of the Amador County Fair is to provide a year-round community facility and to showcase our agricultural, historical, and cultural diversity in a fun and safe environment.

### **The Oakland Office of Parks and Recreation**

(This is a division in charge of the parks. It offers Aquatics Programs, Boating Programs, a Children's Arts Camp, Citywide Dance Programs, Civic Orchestra Programs, Community Gardening, Earn Your Bike Programs, a Feather River Camp, a Fine Arts Summer School, Sports Programs, etc.)

#### **Mission Statement:**

The City of Oakland is committed to the delivery of effective, courteous, and responsive services. Citizens and employees are treated with fairness, dignity, and respect. Civic and employee pride are accomplished through constant pursuit of excellence and a work force that values and reflects the diversity of the Oakland community.

### **The Denver Parks and Recreation Department**

(This is a division that is geared towards the improvement of the parks in Denver, while at the same time organizing activities for these recreational areas. They have several youth development programs, as well as several park and playground projects.)

#### **Mission Statement:**

As stewards of Denver's legacy, the Department of Parks and Recreation is dedicated to customer satisfaction and enhancing lives by providing innovative programs and safe, beautiful, sustainable places.

### **The Parks and Recreation Department in Macon GA/ Bibb County**

(This is a division in charge of the maintenance, upkeep and development of the parks in Macon City. In addition to the parks, they also handle the recreation centers, the Senior Citizens Center, the tennis centers, City Hall, the Booker T. Washington Community Center, etc. They have an urban forestry program that offers tree-related services, as well as a greenhouse.)

**Mission Statement:**

To deliver world class Parks and Recreation programs, facilities and service to the citizens of Macon and Bibb County Georgia.

**The Bettendorf Iowa Parks and Recreation Department**

(This is an office designed to maintain the city's parks and other facilities such as the Life Fitness Center. They also take charge of recreational activities such as Aquatics Golf, Baseball/Softball, Tennis Summer Camp, and other similar activities.)

**Mission Statement:**

The Mission of the Park and Recreation Department evolves around the responsibility of planning, providing, and maintaining the city's parks, facilities, and recreation activities.

**The Saint Paul, Minnesota Parks and Recreation Department**

(This division manages the maintenance and development of the parks, gardens, and recreational facilities in Minneapolis. They also provide leisure services and programs such as "Adopt" A Park, Athletics, Aquatics, Community Education, Construction Projects, Environmental Programs, etc.)

**Mission Statement:**

To enhance the lives of its citizens and visitors, Saint Paul Parks and Recreation will, within available resources, provide and facilitate safe, quality leisure services, programs and facilities while preserving and enhancing natural resources and stimulating the economic vitality of the community.

**Successful company statements:**

**Amazon:** "To build a place where people can come to find and discover anything they might want to buy online"

**Dell:** "To be the most successful computer company in the world at delivering the best customer experience in markets we serve."

**Ebay:** "EBay's mission is to provide a global trading platform where practically anyone can trade practically anything."

**Coke:** "To refresh the world.....To inspire moments of optimism and happiness... To create value and make a difference."

**Calendar of Events**  
**June 2009-November 2009**

<b>Date</b>	<b>Event</b>	<b>Location</b>
<b>June</b>		
3	Board Meeting	Cloverleaf Building (4:30 PM)
3	Booster Meeting	Cloverleaf Building (7:00 PM)
<b>July</b>		
1	Board Meeting	Cloverleaf Building (4:30 PM)
1	Booster Meeting	Cloverleaf Building (7:00 PM)
3	Fourth of July Holiday Observed	Office Closed
6-12	4-H Horse Fair	Barns, Arena, Show Rings
13	Fair Set-up begins	Entire Complex
30-31	Washington County Fair	Entire Complex
<b>August</b>		
1-2	Washington County Fair	Entire Complex
28-30	Oregon International Airshow Parking	All parking lots
<b>September</b>		
2	Board Meeting	Cloverleaf Building (4:30 PM)
2	Booster Meeting	Cloverleaf Building (7:00 PM)
7	Labor Day	Office Closed
<b>October</b>		
7	Board Meeting	Cloverleaf Building (4:30 PM)
7	Booster Meeting	Cloverleaf Building (7:00 PM)
<b>November</b>		
4	Board Meeting	Cloverleaf Building (4:30 PM)
4	Booster Meeting	Cloverleaf Building (4:30 PM)
11	Veterans Day Holiday	Office Closed
26	Thanksgiving Holiday	Office Closed
30-12/3	IAFE Convention	Las Vegas, NV

# WASHINGTON COUNTY FAIR COMPLEX FACILITY SCHEDULE June-2009

(Highlighted events are no-charge)

## Wednesday, June 03, 2009

**\*\*Entire Complex** 4-H Night

**\*\*Cloverleaf Building Fair Board Meeting/Boosters**

## Friday, June 26, 2009

Quadrant Property Rally Cross

**\*\*Arena** 4-H Horse Riding Practice

## Thursday, June 04, 2009

**\*\*Arena** 4-H Gaming Practice

## Saturday, June 27, 2009

Main Exhibit-North Private Party

Quadrant Property Rally Cross

**\*\*Auction Ring** FFA Strawberry Shortcake Feed

## Sunday, June 07, 2009

Entire Complex Ford Show

## Sunday, June 28, 2009

Quadrant Property Rally Cross

Carnival Grounds Car Show

## Wednesday, June 10, 2009

**\*\*Entire Complex** 4-H Night

## Thursday, June 11, 2009

**\*\*Arena** 4-H Gaming Practice

Inner portion of Complex NORSAR

## Friday, June 12, 2009

Friendship Square/Plaza Dog Show

## Saturday, June 13, 2009

Friendship Square/Plaza Dog Show

Main Exhibit Hall-South Exotic Bird Sale

Carnival Grounds AKC Educational Match

## Sunday, June 14, 2009

Friendship Square/Plaza Dog Show

## Wednesday, June 17, 2009

**\*\*Entire Complex** 4-H Night

## Thursday, June 18, 2009

**\*\*Arena** 4-H Gaming Practice

## Saturday, June 20, 2009

Complex Relay for Life

## Sunday, June 21, 2009

Complex Relay for Life

## Wednesday, June 24, 2009

**\*\*Entire Complex** 4-H Night

## Thursday, June 25, 2009

**\*\*Arena** 4-H Gaming Practice

**WASHINGTON CO. FAIR COMPLEX BOOSTERS**  
**MEETING MINUTES**  
**May 5<sup>th</sup>, 2009**

**President Lyle Spiesschaert called the meeting to order at 7:00pm.** Inez Griffels moved to approve the minutes as mailed. Bill Ganger seconded. **Passed unanimously.** Treasurer Dave Rohrer presented the financial report. Fred Scheller moved to approve the financial report. Kathy Schmidlkofer seconded. **Passed unanimously.**

Matt Phil reported on the May Fair Board Meeting. The Master Gardeners are working with fair staff to improve the fairgrounds by expanding their gardens to include an eatable garden. The Revitalization Task Force will be meeting on May 7<sup>th</sup>. The Fair Board concurred with the Boosters operating a Guest Services Booth at the Fair. They approved the Booster Fence proposal for the water feature. The Fair Board is going to review the Fair Mission statement. The Board received a Swine Facility update from Tom Black.

**Water Feature:** A work party on Saturday May 9<sup>th</sup>, between 9am to 12pm to lay out fence plans and install overflow drain. Fence is planned to be in place before this year's fair. There will be a latch gate or panel for easy access to the foundation for maintenance.

**Historical Book Project:** The History Committee is sponsoring a luncheon on Tuesday, May 26<sup>th</sup> between 11:00 am and 2:00 pm in the Floral Building. Several persons have been invited to learn the purpose of the History Book and invite them to participate by sharing stories, photos, etc.

**Food Booth:** There will be no permanent structure built at this time until the Boosters can be assured that it is in their best interest. Lyle Spiesschaert has donated the use of his chuck wagon as a food booth for the Fair and possibly the 4-H Horse Fair. All food booth equipment needs to be removed for the building as the structure is coming down by order of the Fair Board to make room for additional bleachers. A work party will commence on Saturday, May 9<sup>th</sup> at 11:00 am to remove all equipment. Work party members are Charley Vandehey, Bill Ganger, Jim Clute, Matt Phil, and Art Sorenson.

**Sponsorship:** The Meeting Room building would benefit from a total remodel including kitchen, bathroom and general meeting room. After encouraging discussion, there was general consensus for the Boosters to continue with a proposal to the Fair Board to request sponsorship of the Meeting Room. The money could come from the reserve set aside for the new food booth.

**Membership:** Sheila Day passed out extra membership forms to encourage members to sign up others.

**2009 Fair:** The Fair Board has accepted the Boosters offer to run a Hospitality Area during the fair. Having a fair history display and inviting input from fair goers for the history book were suggested. Kathy Schmidlkofer offered to create a scavenger hunt so people will adventure into all areas of the fair. The Fair Board has been invited to participate with the Boosters in this Kiosk. Curtis Trailer will be asked to donate a trailer for this hospitality area. Leah Perkins, fair staff will coordinate the setup of this booth. Inez Griffels will be chairperson and Sheila Day, Judy Palumbo and Irene Barnes will manage the hospitality area. Signage needs to be made.

Boosters have been asked by the Livestock committee to donate money towards acquiring new panels for livestock at the fair. Per Booster financial policy, this will be placed as an action item on the June agenda. Coastal Farm Supply has offered to sell the panels to the Fair Board. Dave Rohrer, Booster Treasurer and owner of Gaston Feed asked why other suppliers were not contacted to participate. Members asked how much the Fair Board would be contributing from public funds; how many panels are needed; what the total cost would be; and what has happened to the existing panels?

Meeting adjourned to the Meeting Room to inspect what needs to be done and also celebrate four birthdays; Lyle Spiesschaert, Sheila Day, Dave Rohrer and Judy Marsh's.

Respectfully submitted,

Judy Marsh  
Fair Boosters Secretary

## **NEXT MEETING**

**Wednesday, June 3<sup>rd</sup>, 2009**  
**7:00 PM in Cloverleaf Building**



**WASHINGTON CO. FAIR COMPLEX BOOSTERS**  
**MEETING MINUTES**  
**April 1<sup>st</sup>, 2009**

**President Lyle Spiesschaert called the meeting to order at 7:05pm.** Minutes were amended as follows. On the second page, second paragraph it reads '*It was moved and approved to have Dave Rohrer submit to Fair....*'. It should read '*It was moved and approved to have the president submit to the Fair....*'. Minutes from the previous meeting were approved as amended. Treasurer Dave Rohrer presented the financial report. Inez Griffels moved to approve the financial report. Charley Vandehey second. **Passed unanimously.** No bills were presented. Dave presented the 2009 Booster Budget for approval. Inez Griffels moved to increase the Fair Grounds Improvement to \$16,000. Sheila Day seconded. **Passed unanimously.** Inez Griffels moved to approve the budget as amended. Sheila Day seconded. **Passed unanimously.**

Dan Logan reported on the April Fair Board Meeting. The Booster food booth is on the list to be destroyed along with 6 other structures. Before this happens Dan would like to see a short term, long term, and replacement package in place to insure new building on the grounds. County Commissioner Andy Duyck was appointed as an ex-official member of the fair board. Tom Black moved to have the Fair Booster have a presence at the Commission Meeting in which fair building removal will be discussed. Inez Griffels seconded. **Passed unanimously.**

**Water Feature:** The committee will recommend at the May Fair Board meeting with recommendations for a new fence around the fountain. A sign "*Thank you for enjoying the water feature from this side*" is proposed to be put on the fence with the hope of keeping people out of the water feature.

**Historical Book Project:** The Boosters have added a new tab on the history of the fairgrounds on the Boosters Web site. Communication regarding this project may be emailed to [fairhistory@gmail.com](mailto:fairhistory@gmail.com).

**Food Booth:** Discussion on what to do with the food booth, moving it was not an option. There needs to be more communication with the fair office as to where we can relocate a food booth either a permanent structure or some type of moveable booth. Charley Vandehey moved to create a committee of four, appointed by the chair with the power to investigate and report by the next meeting a proposal for a new food booth. Bill Ganger seconded. **Passed unanimously.** Tom Black, Bill Ganger, Sheila Day, Paul Goldmann, and Al Goldmann volunteered to be appointed to this new committee.

SEE PAGE 2

**ST. Patrick's Day Parade:** A big Thank You was given to Matt Phil for the use of his antique truck. We had great representation. Some members even dressed up as farm animals to walk with the float. Thanks also to chair Sheila Day.

**2009 Fair:** Fair staff is looking for help in all static exhibit areas during the fair. We encourage Boosters members to consider this additional volunteer role.

**Fountain clean-up/maintenance** will be on April 4. Work session will begin at 9:00 am.

Respectfully submitted,

Judy Marsh  
Fair Boosters Secretary

## **NEXT MEETING**

**Wednesday, May 6<sup>th</sup>, 2009**  
**7:00 PM in Floral Building**



## Ball field estimate looks good to Guard

Friday, May 15, 2009

By Kurt Eckert

The Hillsboro Argus

The Argus

Little League Baseball just can't compete with the federal government when it comes to looking for a fair return on valuable land now occupied by aged ball fields at the Washington County Fair Complex.

Even a modest rate of return of 6 percent would be a lease of \$400,000 a year, and that just isn't tenable, said county Board of Commissioners Chair Tom Brian. A 25-year, \$1-a-year contract on the ball fields between the city and the county expired in 2006. Having recently added several new fields at Faber Park, the city has options, Brian said.

So with the blessing of the Fairgrounds Revitalization Task Force, the Oregon National Guard, the City of Hillsboro and the county are now in serious discussions about sliding the proposed location of a new Guard facility to the ball fields.

"It's just a matter of working cooperatively with the city and National Guard and deciding what we can do there," Brian said.

Under the original task force Master Plan, the Guard would have been situated on 11 acres east of the TriMet parking lot.

There's less total land available on the west, where the ball fields now sit, but the Guard may no longer need the 11-acre footprint, said Col. Rock Chilton. Under the original plan, the facility would have included a maintenance facility, which is now being considered for location in Forest Grove, Chilton said.

Part of the 11 acres also included Port of Portland land, which complicated negotiations, Chilton said.

Taking the Port of Portland out of the equation eliminates the need for Federal Aviation Administration approval, which makes negotiations easier Chilton said. The Guard Bureau requires a long-term lease or title, 35 percent design and all environmental regulations met to approve a site.

Under the current schedule, the Hillsboro facility is not scheduled for an upgrade until 2016, but Congress makes a list of facilities that are eligible to be earmarked directly out of the budget. Having a site ready for use could move the project up the list quickly, Chilton said.

The Guard badly needs an upgrade from the current 2-acre facility on the western edge of the fair complex, Chilton said.

"The Hillsboro facility is one of our poorer facilities in the state," he said.

Assistant County Administrator Rob Massar said the Master Plan is still relevant, but may need a few

tweaks to certain elements to accommodate the Guard, and the city of Hillsboro's commitment to expand Grant Street.

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## Fair board wary of building 'adoption'

Posted by [nchrste](#) May 08, 2009 14:00PM

Not since the Ingalls family has there been this much drama over a little house on the prairie.

On the heels of the Washington County fair board's formal request to county commissioners to remove seven structures from the county fair complex, a tiny building known as the Meeting Room, in the middle of the fairgrounds, has become the most recent focal point in a standoff between stakeholders.

Members of the 60-year-old Washington County Fair Boosters organization said Tuesday they'd like the 800-square foot building taken off the removal list. They'd like to adopt it, and take responsibility for its repair and maintenance, Booster President Lyle Speisschaert said.

At its regular meeting Wednesday, some fair board members expressed concern about adoption. Member Herb Hirst said it was questionable if the board even had legal right to give away buildings on the fairgrounds. Remodeling, like construction, would require modern seismic and American Disabilities Act upgrades.

"If you remodel it, you have to bring it up to new code," Hirst said. "Could that money be better spent or saved now and used to put up a better structure later?"

Other fair board members were dubious about the Booster's intentions to "own" a fairgrounds building.

"Things seem to happen not as rosy as you say they will," said Fair Board Vice President Don McCoun.

Speisschaert tried Wednesday to deflect any suspicion the Boosters were trying to usurp fair board power with the building as a permanent anchor. The Boosters realize some buildings at the fair complex have outlived their usefulness, he said. For example, the Boosters have accepted the death of their food booth, which is also slated for destruction.

"We're proposing a community outreach thing," he said. "It's not 'our building.' We view it (as) a rental building, like any other rental building."

The Boosters have returned to prominence in the last few years because they want to involve the public in the process and how it relates to the fairgrounds mission, Speisschaert said.

Booster Tom Black said before the organization is accused of being enamored with old buildings, what it really advocates is more thorough investigation of all of the buildings and their problems, including the Cloverleaf Building and the Main Exhibition Hall. Without any funding for new buildings in the immediate future, the fair board needs to be realistic.

"Let's get in there under the rafters and evaluate what needs to be done, and do improvements until funds are available," Black said. "It just irks me to see good building taken to the wrecking ball for no good reason, just because it can be."

McCoun said he's sick of what's gone on for the last 30 years, with buildings patched together with rusty nails and paint. When real improvements are made to useful buildings, there won't be any used toilets or water heaters, he said.

Liability issues for volunteer workers could also be an expensive sticking point, McCoun said.

"It's cheaper to buy insurance than hire a contractor," quipped board member Dan Logan, who voted against the demolition.

The Washington County Board of Commissioners will consider the fair board request again May 19. The fair board said they would consider the Booster's request at their June meeting.

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## Future of fairground's Meeting Room may lie on destructive path

Posted by [nchrste](#) May 22, 2009 03:00AM

Washington County commissioners voted unanimously Tuesday to give authority over the future of the fairgrounds' "Meeting Room" building to the fair complex board of directors.

The decision paves the way for the potential destruction of the tiny and suddenly contentious building. Commissioners approved removal of six other potentially dangerous structures at their May 5 meeting.

But several vocal detractors say the road to destruction is paved with bad intentions. Over the last month, the decades-old organization known as the Fair Boosters have asked the Meeting Room be spared for renovation by volunteers. Fair Boosters President Lyle Spiesschaert said volunteerism is a cornerstone of the fairgrounds mission statement.

Continuing to destroy structures only leads to the erosion of relationships with community the mission statement promises to protect, he said.

Commissioners were quick to point out they weren't okaying demolition, just giving the fair board discretion. They reiterated a caveat the fair board consider alternative proposals.

Fair Manager Leah Perkins-Hagele said the board is aware of the caveat, and are awaiting the Boosters' proposal.

But a May 11 test by BELFOR Environmental found asbestos in the walls of the Meeting Room, and any renovation would require abatement of the problem at a cost of about \$3,300, she said. All other fairgrounds structures except the Cloverleaf, Floral and Main Exhibit Hall buildings were also tested, and no asbestos was found, Perkins-Hagele said. Due to the invasive nature of testing process, testing on the other three buildings will be delayed until necessary, she said.

As with almost all of the fairgrounds' structures, consultant Scott Edwards Architecture also has concerns about modern seismic inadequacy and water infiltration, she said.

The Boosters said they were unaware of the asbestos prior to Tuesday, but said the structural concerns would be similar for most buildings in Washington County.

The Boosters Executive Committee meets Wednesday, May 27, to finalize a proposal. The core issue is having affordable, available buildings accessible to all county residents, Spiesschaert said.

Booster Tom Black said the Meeting Room only requires cosmetic work to make usable. The Boosters plan to simply upgrade current facilities "light for light." Despite statements to the contrary from some fair board members, this type of renovation doesn't require bringing the building up to 2009 code, he said.

If the public is at risk from the structural dangers of the meeting room, then the public is at great risk from all of the other buildings, as well, Black said.

The asbestos report sounds like a red herring to support the majority faction of the fair board, who have already made up their minds to demolish the building, he said.

"This isn't about the cart being ahead of the horse anymore," Black said. "The barn doors are wide open and the sheep are pregnant."

Spiesschaert said it makes practical sense to retain the Meeting Room. Fair Complex staff has estimated a cost of \$500 a year to maintain the building, versus approximately \$775 to rent portable meeting space for 10 days, he said.

Judi Palumbo, a spokeswoman for Hillsboro's Middle Aged Housewives for Livability and Open Government, said the county should pursue "practical, cost-effective and achievable ways for all of us to use less energy and conserve our valuable resources," as stated in Commissioner Tom Brian's 2009 address to the county.

"If Commissioner Brian really wants to find ways for the county to use less energy and conserve resources, he might start by doing what many of us have done for years -- maintain and reuse what we already have," Palumbo said.

According to fair historian Inez Griffels, the Meeting Room Building was constructed in late 1961 largely with volunteer design work and donations, as well as an outlay of \$1,500 from the fair board. The building was used by the Washington County Sheriff's Office Reserve and the Civil Air Patrol for many years before it was dubbed the "Meeting Room."

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## Comments

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## Logan seeing red on cost overruns

Friday, May 08, 2009

**The Hillsboro Argus**

According to those who claim to know, chickens with white ear lobes lay white eggs, whereas chickens with brown ear lobes lay brown eggs.

If Washington County Fair Board Member Dan Logan could have laid eggs during his treasurer's report Wednesday night, they might have been bright red.

When he heard that significant budget overruns for professional services were mainly due to a walk-through survey and report on fairgrounds structures by Scott Edwards Architecture, it was more than he wanted to hear.

Logan said \$20,000 sounded like a lot of money for what the Washington County Fair Complex got in return. He asked why no request for proposal was made to see if there was a lower bidder.

"They admitted they did nothing but walk around in the buildings," Logan said. "I was here."

Fair Manager Leah Perkins said Scott Edwards was a permanent contractor for the county on such services, so there was no RFP necessary.

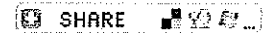
Logan bristled at this response as well, remembering that when the board wanted a few thousand bucks last year for improving competition events, they were told they'd have to go to the Washington County Commissioners and get a budget amendment.

"Anything you see with running budget in parentheses, isn't that an over-budget?" he demanded. "Therein lies my concern. You can't tell me one thing this year and another thing next year."

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## Pigs left out of fair theme

Swine remains welcome, safe, part of exhibits

By Nathan Donato-Weinstein | [nathand@goldcountrymedia.com](mailto:nathand@goldcountrymedia.com)

Chalk it up as Placer County's first casualty of the so-called swine flu: the tagline of this year's Placer County Fair.

Fair officials have ditched the upcoming event's original theme – "100 Years of Swine and Roses" – in favor of something a little less piggy, they confirmed this week.

In its place is "100 Years of Rails and Roses," said Brock Wimberley, fair chief executive.

"I just didn't want the negative association with the fair theme," Wimberley said, referring to the media mania over all things "swine" in the aftermath of the outbreak. "Rails and Roses fit perfectly, especially because of the railroad's history in Roseville."

Placer County has not recorded any cases of the swine flu virus, county spokesman Mike Fitch said this week. The infection has sickened at least 650 and led to two deaths inside the U.S.

Livestock, including pigs, is an integral part of every year's fair, and animals are often represented in the theme (last year's was "Moovin' and Groovin").

"A big part of what we do is agricultural education," Wimberley said. "Milk doesn't come from Raley's or Bel Air, it comes from a dairy farm."

June Stewart, Placer County 4-H program representative, said there were no hard feelings from the pig-raising community.

"Not at all," she said. "We would like to get the emphasis off of them until this scare passes."

Wimberley said the change shouldn't suggest pigs are any less welcome, but the media attention on oinkers following the flu scare meant the association could have been a distraction and might have scared away attendees.

"It should have been the blue jay virus or something," he said.

He's not alone; pig ranchers have lamented the flu's designation, and pushed its scientific moniker – the H1N1 flu virus – which hasn't quite caught on.

The pork industry has been among those squealing at the flu's impact. Pork consumption has dropped in the U.S. since the outbreak, and some nations have culled their pig population and stopped importing American pork on the mistaken belief that eating the meat causes the flu.

Although doctors say the virus appears to be spreading by human-to-human contact, 4-H representatives this week said extra biosecurity measures were being instituted, which should make people feel comfortable visiting the barns.

They include vet checks on every animal being displayed and increased hand-washing stations throughout.

Animal handlers and attendees are always encouraged to wash their hands before and after visiting the barns, Stewart said; that's the same no matter what disease is making the rounds.

"I think it's a very positive experience for people to be aware of how important washing their hands is," she said.

The message, she said, is simple: the fair is still hog heaven.

"We invite (attendees) to come and to learn about the livestock and all the measures we have put into place to secure the well-being of everyone — the animals and the fairgoers."

Pigs won't be left out of the fair's marketing completely; a cartoon pig will still grace various materials.

"He's still around," Wimberley said. "We'll have him as a presence on the fairgrounds."