

NOTICE OF MEETING

Washington County Fair Board
Regular Meeting: March 5, 2003, at 4:30 p.m.
Executive Session: Wednesday, March 5, 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

141 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 – January 2003
 - B. Line Item Report – January 2003
 - C. Balance Sheet – January 2003
 - D. Other, if any
 2. Minutes
 - A. Fair Board Minutes – February 2003
 - B. Rodeo Committee Minutes – February 2003
 - C. Fair Booster Meeting Minutes – February 2003
- A. Facility Use Schedule – March 2003
- B. Other, if any

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

D. Special Reports

1. Rodeo Committee Report – Cody Feinauer, Rodeo Committee Chair
2. 4-H Report – John Baggott, 4-H Extension Service
3. Fair Boosters Report – Bill Duerden, Booster President
4. Operations Report
5. Other, if any

E. Old Business

1. Redevelopment Update, if any
2. Board Development
3. Rodeo Budget – Suggested Revisions
4. Frite Nite Proposal
5. Other, if any

F. New Business

1. Sheep Barns Status
2. Additional Fair Board Policies per ORS 565.443
3. 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. Terrorism Risk Insurance Act of 2002
2. OFA Spring Conference
3. Newspaper Articles, if any
4. Website Activity
5. 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
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FAX MEMORANDUM

Date: February 27, 2003

To: Board Members
Washington County Fair Board

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

Re: January Financial Statements

Find attached the January 2003 Financial Statements.

The statements are still being prepared on the cash basis with hopes that the statements beginning in July 2003 can be converted to the accrual method of accounting.

It should be noted that the Washington County payroll office did not process January payroll invoices until February. As such, the January payroll will be reflected in the February 2003 statements. However, it appears a similar situation occurred last year with only one payroll being invoiced and paid in January 2002.

Treasurer Day will review the January 2003 financial statements with staff prior to the March Board Meeting. Any other anomalies will be brought to the attention of the full Board at the March 5th meeting.

Attachment

WASHINGTON COUNTY FAIR COMPLEX

Budget Overview January 2003

	A	C	D	E	F	G	H
1		January	January	Year to Date	Year to Date	Budget	Percent
2	INCOME	2003	2002	July-Jan 2003	July-Jan 2002	FYE Jun 30/03	of Budget
3	STATE FUNDS	\$ 40,868	\$ 43,056	\$ 40,868	\$ 43,056	\$ 43,056	95%
4	DEDICATED FUNDS - Hotel Tax	\$86,395	\$86,426	\$389,274	\$383,161	\$600,000	65%
5	INTERIM INCOME						
6	010B · Main Exhibit Hall	\$ 2,146	\$ 2,611	\$ 48,833	\$ 43,371	\$ 86,894	56%
7	010C · Cloverleaf Building	1,603	1,500	10,659	13,673	25,000	43%
8	010D · Arts & Crafts Building	1,200	641	5,769	5,328	5,000	115%
9	010E · Friendship Square	-	-	844	1,242	2,000	42%
10	010F · Floral Building	-	512	964	3,097	2,000	48%
11	010G · Grounds/General	471	2,220	11,772	11,709	10,000	118%
12	010H · Main Arena	-	-	450	4,487	3,000	15%
13	010J · RV/Boat Storage/Barns	47	-	2,902	3,453	10,000	29%
14	010K · Interim Use Concessions	-	-	594	1,183	2,000	30%
15	010 - Rent & Storage Other	-	4,627	-	9,201	10,000	0%
16	Total Rent & Storage	\$ 5,467	\$ 12,111	\$ 82,787	\$ 96,744	\$ 155,894	53%
17	014 · Interest Income	\$560	\$1,137	\$3,615	\$11,362	\$8,000	45%
18	015 · Shows/Entertainment	-	-	-	-	100,000	0%
19	016 · Parking Fees	-	-	32,358	13,876	17,000	190%
20	017 · Miscellaneous Income	-	269	1,964	4,550	12,000	16%
21	020 - ATM Fees	-	3	351	120	300	117%
22	Total Miscellaneous Income	\$ 560	\$ 1,409	\$ 38,288	\$ 29,908	\$ 137,300	28%
23	018A · RV Parking/Short Term	\$690	\$490	\$14,323	\$10,745	\$17,000	84%
24	018B · RV Parking/Long Term	-	180	1,079	1,010	3,000	36%
25	Total RV Parking	\$ 690	\$ 670	\$ 15,402	\$ 11,755	\$ 20,000	77%
26	TOTAL INTERIM INCOME	\$ 133,980	\$ 143,672	\$ 566,619	\$ 564,624	\$ 956,250	59%
27	FAIR INCOME						
28	030 - Youth Admissions	\$ -	\$ -	\$ 37,886	\$ 35,779	\$ 35,500	107%
29	031 · Other Admission	-	-	213,820	199,966	200,000	107%
30	032 · Concessions/Booths	-	-	120,695	62,341	109,000	111%
31	033 · Sponsorships	-	-	57,625	48,925	50,000	115%
32	034 · Advertising Sold	-	-	1,800	2,300	15,000	12%
33	036 · Carnival Income	-	-	50,946	49,672	50,000	102%
34	037 · Entry Fees	-	-	2,468	2,941	5,500	45%
35	038 · Parking Fees	-	-	40,491	39,804	55,500	73%
36	039 · Rodeo Sponsorships	-	-	29,090	34,490	44,800	65%
37	041 · Miscellaneous	-	-	30,734	10,712	10,700	287%
38	042 · Rodeo Admissions	-	-	4,870	4,964	5,000	97%
39	043 · Main Stage	-	-	-	21,197	-	0%
40	045 · Amphitheater Concessions	-	-	697	1,039	1,000	70%
41	046 · Rodeo Miscellaneous	1,071	-	2,811	1,467	3,000	94%
42	048 · ATM Fees	-	-	2,267	2,687	2,500	91%
43	050 · Rodeo Queen Activities	3,941	-	3,941	-	3,000	131%
44	TOTAL FAIR INCOME	\$ 5,012	\$ -	\$ 600,141	\$ 518,284	\$ 590,500	102%
45	TOTAL INTERIM & FAIR INCOME	\$ 138,992	\$ 143,672	\$ 1,166,760	\$ 1,082,908	\$ 1,546,750	75%
46	PERSONNEL						
47	101 · Salaries	\$ -	\$ 12,093	\$ 213,145	\$ 207,315	\$ 433,066	49%
48	102 · O.P.E.	6,081	6,641	81,583	65,514	158,808	51%
49	TOTAL PERSONNEL	\$ 6,081	\$ 18,734	\$ 294,728	\$ 272,829	\$ 591,874	50%

WASHINGTON COUNTY FAIR COMPLEX
Budget Overview January 2003

	A	C	D	E	F	G	H
50		January	January	Year to Date	Year to Date	Budget	Percent
51	Expenses-Cont.	2003	2002	July-Jan 2003	July-Jan 2002	FYE Jun 30/03	of Budget
52	INTERIM OPERATIONS						
53	107 · Office Expense	\$816	\$514	\$6,140	\$3,404	\$4,300	143%
54	108 · Telephone	531	868	6,933	7,246	14,100	49%
55	109 · Printing	25	-	273	719	1,450	19%
56	110 · Postage	-	15	1,344	1,280	2,750	49%
57	111A · Equipment Rental	-	215	1,571	1,554	6,200	25%
58	112 · Utilities	9,772	10,552	39,029	38,909	70,300	56%
59	113B · Main Exhibit Hall R & M	205	-	490	491	1,000	49%
60	113C · Cloverleaf R & M	15	-	15	402	2,500	1%
61	113D · Arts & Crafts R & M	11	-	11	77	300	4%
62	113E · Friendship Square R & M	-	-	-	-	100	0%
63	113F · Floral Building R & M	17	-	17	253	2,000	1%
64	113G · Grounds/General R & M	-	126	11,453	5,252	15,000	76%
65	113H · Main Arena R & M	-	284	-	2,585	100	0%
66	113J · Barns R & M	-	-	-	1,438	2,000	0%
67	113L · Equipment R & M	140	218	5,552	4,009	20,000	28%
68	114 · General Supplies	269	27	4,061	6,557	18,050	22%
69	118 · Travel & Training	233	188	2,767	4,017	5,500	50%
70	119 · Legal Fees	-	256	165	674	3,600	5%
71	121 · Professional Svcs.	-	140	3,854	11,536	12,000	32%
72	122 · Insurance & Bond	2,600	-	22,059	17,390	18,500	119%
73	123 · Private Mileage	76	-	457	40	500	91%
74	124 · Car Allowance	-	-	1,420	-	4,260	33%
75	131 · Advertising & P.R.	422	765	3,581	8,113	9,500	38%
76	132 · Board Expense	187	524	188	3,991	3,500	5%
77	133 · Dues, Licenses, Fees	677	163	2,811	1,519	2,250	125%
78	149 · Misc. Materials & Svcs.	55	-	586	506	4,250	14%
79	151 · County Indirect Cost	-	-	792	-	25,811	3%
80	154A · RV Park Repair & Maint.	-	-	240	1,788	1,000	24%
81	154B · RV Park Hotel/Motel Tax	495	722	1,053	1,004	800	132%
82	155 - ATM Expenses	-	-	166	1,458	300	55%
83	TOTAL INTERIM OPERATIONS	\$ 16,546	\$ 15,577	\$ 117,028	\$ 126,212	\$ 251,921	46%
84	FAIR OPERATIONS						
85	175 · Printing	\$ -	\$ -	\$ 7,035	\$ 3,629	\$ 8,000	88%
86	176 · Utilities	-	-	11,647	14,807	15,000	78%
87	178 · Parking	-	-	5,185	12,654	2,000	259%
88	179 · Professional Svcs.	1,335	-	30,488	45,352	24,000	127%
89	180 · Advertising	-	-	76,299	77,842	75,000	102%
90	181 · Refunds	-	-	-	1,189	-	0%
91	182 · Miscellaneous	168	-	16,144	7,353	10,000	161%
92	183 · Decorations	-	-	4,083	3,735	4,000	102%
93	184 · Equipment Rental	-	-	9,623	14,293	10,000	96%
94	186 · Restroom Service	-	-	11,915	17,410	17,000	70%
95	187 · Repair & Maintenance	-	-	7,115	13,312	7,250	98%
96	188 · Materials & Supplies	267	-	15,616	21,991	20,000	78%
97	189 - ATM Expenses	-	105	-	105	250	0%
98	TOTAL FAIR OPERATIONS	\$1,770	\$105	\$195,150	\$233,672	\$192,500	101%

WASHINGTON COUNTY FAIR COMPLEX

Budget Overview January 2003

	A	C	D	E	F	G	H
99	Expenses-Cont.	January	January	Year to Date	Year to Date	Budget	Percent
100		2003	2002	July-Jan 2003	July-Jan 2002	FYE Jun 30/03	of Budget
101	EXHIBITS/COMPETITIONS						
102	211 · Awards FFA	\$ -	\$ -	\$ 2,575	\$ 2,672	\$ 2,750	94%
103	212 · Personnel FFA	-	-	632	968	1,000	63%
104	213 · Other FFA	-	-	1,361	1,081	1,200	113%
105	221 · Awards 4-H	-	-	5,960	7,490	7,750	77%
106	222 · Personnel 4-H	-	289	5,912	5,943	6,000	99%
107	223 · Other 4-H	-	-	9,945	7,705	8,000	124%
108	231 · Awards Open Class	-	-	25,778	32,926	34,000	76%
109	232 · Personnel Open	-	-	2,052	4,267	4,500	46%
110	233 · Other Open Class	-	-	3,627	5,315	5,750	63%
111	TOTAL EXHIBITS/COMPETITIONS	\$ -	\$ 289	\$ 57,842	\$ 68,367	\$ 70,950	82%
112	RODEO						
113	311 · Prize Money	\$ -	\$ -	\$ 45,000	\$ 46,000	\$ 46,000	98%
114	312 · Personnel	-	-	18,871	21,634	21,300	89%
115	313 · Stock Contract	-	-	28,012	25,430	30,080	93%
116	314 · Special Awards	-	-	816	402	1,200	68%
117	315 · Exceptional Kid's Rodeo	-	-	712	897	2,000	36%
118	316 · Promotions	-	-	5,323	6,040	5,700	93%
119	317 · Materials & Supplies	-	-	2,957	3,354	3,500	84%
120	318 · Board Expense	-	343	3,525	1,741	3,000	118%
121	319 · Other (Fees & Dues)	38	-	2,560	2,987	2,825	91%
122	320 · Queen	996	2,206	2,298	3,370	4,000	57%
123	321 · Rental Equipment	-	-	7,810	6,397	6,500	120%
124	322 · Money Raising Projects	970	-	2,661	2,013	2,000	133%
125	333 · Sponsorship Fees	-	-	1,125	-	2,000	56%
126	TOTAL RODEO	\$2,004	\$2,549	\$121,670	\$120,265	\$130,105	94%
127	SHOWS & ENTERTAINMENT						
128	324 · Main Stage	\$ -	\$ -	\$ 80,210	\$ 75,100	\$ 50,000	160%
129	325 · Grounds Entertainment	-	-	57,224	61,097	75,000	76%
130	326 · Associated Costs-Main	-	-	23,712	41,417	32,000	74%
131	327 · Associated Costs-Grounds	-	-	16,282	9,734	13,500	121%
132	328 · Touch & See	-	-	3,000	1,947	2,000	150%
133	329 · Special Exhibit	-	-	17,223	-	25,000	69%
134	TOTAL SHOWS & ENTERTAINMENT	\$ -	\$ -	\$ 197,651	\$ 189,295	\$ 197,500	100%
135	TOTAL FAIR	\$3,774	\$2,943	\$572,313	\$611,599	\$591,055	97%
136	INTERIM ENTERTAINMENT					\$100,000	0%
137	CAPITAL OUTLAY						
138	510 · Purchase/Lease	\$ 5,204	\$ -	\$ 42,709	\$ 54,688	\$ 42,709	100%
139	511 · Land Improvements	-	-	-	1,177	-	0%
140	512 · Bldg. & Structure	-	-	-	-	10,000	0%
141	513 · Equipment	613	-	1,871	345	10,000	19%
142	514 · Development Reserve	-	-	10,000	25,000	-	0%
143	TOTAL CAPITAL OUTLAY	\$ 5,817	\$ -	\$ 54,580	\$ 81,210	\$ 62,709	87%
144	TOTAL EXPENSES	\$ 32,218	\$ 37,254	\$ 1,038,649	\$ 1,091,850	\$ 1,597,559	65%
145	NET INCOME	\$ 106,774	\$106,418	\$128,111	\$ (8,942)	\$ (50,809)	0%

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

Date	Num	Name	Memo	Original Amount	Paid Amount
Income					
A - STATE FUNDS					
004 - Dept. of Economic Development					
01/14/2003		Oregon Department...	County Fair Lottery Distribution	40,868.00	40,868.00
Total 004 - Dept. of Economic Development					40,868.00
Total A - STATE FUNDS					40,868.00
C - DEDICATED FUNDS					
009 - Hotel/Motel Tax					
01/03/2003		Washington County...		467.88	467.88
01/06/2003		Washington County...		919.04	919.04
01/13/2003		Washington County...		10,087.34	10,087.34
01/15/2003		Washington County...		13,661.59	13,661.59
01/16/2003		Washington County...		12,840.08	12,840.08
01/17/2003		Washington County...		22,723.80	22,723.80
01/21/2003		Washington County...		10,634.94	10,634.94
01/23/2003		Washington County...		2,226.39	2,226.39
01/27/2003		Washington County...		2,100.12	2,100.12
01/30/2003		Washington County...		10,733.67	10,733.67
Total 009 - Hotel/Motel Tax					86,394.85
Total C - DEDICATED FUNDS					86,394.85
D - INTERIM INCOME					
010 - Rent & Storage					
010B - Main Exhibit Hall					
01/03/2003		Dolphin Communic...	Applied deposit on Main Exhibit Hall for home show event	650.00	650.00
01/14/2003		The Pet Consultants	6 hours in Main Exhibit Hall South on 6 nights 1/14/2003 to 2/18/2003	150.00	150.00
01/29/2003	2001-286	Forest Hills Black P...	Main Exhibit Hall North on 12/7/ to 12/8 2002	1,000.00	897.47
01/29/2003	2001-286	Forest Hills Black P...	Tables	400.00	358.99
01/29/2003	2001-286	Forest Hills Black P...	Fair Complex dumpster at direct cost	43.20	38.77
01/29/2003	2001-286	Forest Hills Black P...	Labor	162.50	145.84
01/30/2003	30658	Canine Action Pack	Refund from M.E. Event	(95.40)	(95.40)
Total 010B - Main Exhibit Hall					2,145.67
010C - Cloverleaf Building					
01/03/2003		Glencoe Football Bl...	Final payment for December 2002	900.00	900.00
01/29/2003		Tualatin Valley Fire ...	Base Lease for Cloverleaf Building	525.00	525.00
01/29/2003		Tualatin Valley Fire ...	Cloverleaf Building Inventory	177.50	177.50
Total 010C - Cloverleaf Building					1,602.50
010D - Arts & Crafts Building					
01/29/2003	2001-285	Markus & Markus A...	2nd set-up day Arts & Crafts Building half price	87.50	40.30
01/29/2003	2001-285	Markus & Markus A...	3rd set-up day Arts & Crafts Building half price	87.50	40.30
01/29/2003	2001-285	Markus & Markus A...	Base Lease of Arts & Crafts Building on 11/23/02	175.00	80.59
01/29/2003	2001-285	Markus & Markus A...	Tables	40.00	18.42
01/29/2003	2001-285	Markus & Markus A...	Fair Complex Dumpster at direct cost	21.60	9.95
01/29/2003	2001-285	Markus & Markus A...	Labor Hours	75.00	34.54
01/29/2003		Saqra	Base Lease of Arts & Crafts Building - April 2003	300.00	300.00
01/29/2003		Tualatin Valley Fire ...	Base Lease for Arts & Crafts Building	375.00	375.00
01/29/2003		Tualatin Valley Fire ...	Arts & Crafts Building Inventory	300.50	300.50
Total 010D - Arts & Crafts Building					1,199.60
010G - Grounds/General					
01/02/2003		Motorcycle Safey F...	Rental of Quadrant Property	75.00	75.00
01/16/2003		Jan Herinckx	5, 1/2 hour sessions for Flyball in the Large Covered Showing	62.50	62.50
01/16/2003		Portland Agility Club	General Grounds	158.20	158.20
01/29/2003		Muttketeers	7 sessions in the Large Covered Showing	175.00	175.00
Total 010G - Grounds/General					470.70
010J - RV/Boat Storage/Barns					
01/15/2003		J.J. Jordan	Boat/RV Storage Fee -	46.55	46.55
Total 010J - RV/Boat Storage/Barns					46.55
Total 010 - Rent & Storage					5,465.02
014 - Interest Income					
1/31/2003		West Coast Bank	Interest	15.74	15.74
1/31/2003		Washington County...	January 2003 interest	544.53	544.53
Total 014 - Interest Income					560.27

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

02/21/03

Date	Num	Name	Memo	Original Amount	Paid Amount
018 - RV Parking					
018A - RV Parking/Short Term					
01/16/2003			Short Term RV Parking	15.00	15.00
01/16/2003			Short Term RV Parking	30.00	30.00
01/21/2003			Short Term RV Parking	45.00	45.00
01/22/2003			Short Term RV Parking	30.00	30.00
01/22/2003			Short Term RV Parking	15.00	15.00
01/22/2003			Short Term RV Parking	15.00	15.00
01/27/2003			Short Term RV Parking	45.00	45.00
01/29/2003			Short Term RV Parking	45.00	45.00
01/29/2003			Short Term RV Parking	45.00	45.00
01/29/2003			Short Term RV Parking	30.00	30.00
01/29/2003			Short Term RV Parking	15.00	15.00
01/29/2003			Short Term RV Parking	15.00	15.00
01/29/2003			Short Term RV Parking	30.00	30.00
01/29/2003			Extra Car	5.00	5.00
01/29/2003	2001-286	Forest Hills Black P...	Short Term RV Parking	345.00	309.63
Total 018A - RV Parking/Short Term					689.63
Total 018 - RV Parking					689.63
Total D - INTERIM INCOME					6,714.92
E - FAIR INCOME					
046 - Rodeo Miscellaneous					
01/15/2003			Queen's Coronation Admission	470.00	470.00
01/15/2003			Queen's Coronation Alcohol Sales	601.00	601.00
Total 046 - Rodeo Miscellaneous					1,071.00
050 - Rodeo Queen Activities					
01/13/2003			Auction payment from Ken Leahy	215.00	215.00
01/15/2003			Queen's Coronation Auction	908.00	908.00
01/15/2003			Queen's Coronation Auction	2,817.50	2,817.50
Total 050 - Rodeo Queen Activities					3,930.50
Total E - FAIR INCOME					5,011.50
Total Income					138,989.27
Gross Profit					138,989.27
Expense					
AE - PERSONNEL					
102 - O.P.E.					
01/22/2003		SAIF Corp.	Premium Installment	6,081.00	6,081.00
Total 102 - O.P.E.					6,081.00
Total AE - PERSONNEL					6,081.00
BE - INTERIM OPERATIONS					
107 - Office Expense					
01/09/2003		Pitney Bowes	Postage Meter contract invoice 5 of 17	192.02	192.02
01/15/2003		Rock & Wood Engr...	Sponsor Gifts - Logo Rocks	182.00	182.00
01/22/2003		Office Depot Credit ...	toner cartidges	127.97	127.97
01/22/2003		Citicorp Vendor Fin...	Sharp Copier System Property Tax	98.86	98.86
01/22/2003		Citicorp Vendor Fin...	Sharp Copier Rental February 2003	215.00	215.00
Total 107 - Office Expense					815.85
108 - Telephone					
01/09/2003		T-Mobile	Cell Phone	42.65	42.65
01/22/2003		Verizon Northwest	Directory Lisitng	56.08	56.08
01/22/2003		Integra	January-Phone service, LongDistance, DSL	432.67	432.67
Total 108 - Telephone					531.40
109 - Printing					
01/09/2003		Washington County...	Colormaps of election results	25.06	25.06
Total 109 - Printing					25.06

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

Date	Num	Name	Memo	Original Amount	Paid Amount
112 - Utilities					
01/09/2003		NW Natural	Account # 76814-3	75.30	75.30
01/09/2003		NW Natural	Account # 76743-4	369.68	369.68
01/09/2003		NW Natural	Account # 76453-0	173.26	173.26
01/09/2003		NW Natural	Account # 76284-9	7.07	7.07
01/09/2003		NW Natural	Account # 76294-8	171.98	171.98
01/09/2003		NW Natural	Account # 76266-6	356.77	356.77
01/09/2003		NW Natural	Account # 76282-3	7.07	7.07
01/09/2003		Hillsboro Drop Box	Drop Box Service for December 2002	596.05	596.05
01/09/2003		Hillsboro Garbage ...	Will Call for December 2002	150.00	150.00
01/22/2003		Portland General El...	11/30/02 to 12/31/02 Acct # 0002 28314-647795 7	10.30	10.30
01/22/2003		Portland General El...	12/02/02 to 12/31/02 Acct # 0002 28314-551488 3	40.34	40.34
01/22/2003		Portland General El...	12/02/02 to 12/31/02 Acct # 0009 45466-585399 7	3,118.19	3,118.19
01/22/2003		Portland General El...	12/6/02 to 1/7/03 Acct # 0002 28314-543406 6	161.33	161.33
01/22/2003		City of Hillsboro	Water/Sewer/Storm Drain	4,504.22	4,504.22
01/22/2003		Portland General El...	12/12/02 to 1/14/2002 Acct # 0002 28314-541070 2	30.55	30.55
Total 112 - Utilities					9,772.11
113 - Repair & Maintenance					
113B - Main Exhibit Hall R & M					
01/09/2003		Familian NW Hillsb...	Sink for MEH	162.00	162.00
01/09/2003		Familian NW Hillsb...	Supplies	41.38	41.38
01/09/2003		A-Boy Supply Com...	Misc. screws for ME sinks	2.00	2.00
Total 113B - Main Exhibit Hall R & M					205.38
113C - Cloverleaf R & M					
01/09/2003		A-Boy Supply Com...	Repair faucet in Cloverleaf Kitcehn	10.99	10.99
01/09/2003		A-Boy Supply Com...	Misc. Screws for Cloverleaf building	3.25	3.25
01/09/2003		A-Boy Supply Com...	Misc. washers for Cloverleaf building faucets	0.60	0.60
Total 113C - Cloverleaf R & M					14.84
113D - Arts & Crafts R & M					
01/09/2003		A-Boy Supply Com...	Repair faucet in Arts & Crafts building	10.99	10.99
Total 113D - Arts & Crafts R & M					10.99
113F - Floral Building R & M					
01/22/2003		Home Depot	Glass Drill Bit for Floral Building Windows	16.94	16.94
Total 113F - Floral Building R & M					16.94
113 - Repair & Maintenance - Other					
01/09/2003		A-Boy Supply Com...	keys for bingo	2.38	2.38
01/09/2003		A-Boy Supply Com...	Kwickset Door Latch	5.49	5.49
01/09/2003		Windsor Security	Central Monitoring fire, burg	131.70	131.70
Total 113 - Repair & Maintenance - Other					139.57
Total 113 - Repair & Maintenance					387.72
114 - General Supplies					
01/22/2003		Ferrellgas	propane for office furnace	236.91	236.91
01/22/2003		U-Haul	Propane	31.73	31.73
Total 114 - General Supplies					268.64
118 - Travel & Training					
01/22/2003	30655	Don Hillman	Reimbursements for travel expense from WFA convention	119.00	119.00
01/30/2003	30661	Don Hillman	Reimbursements for travel expense from IAFE convention	114.00	114.00
Total 118 - Travel & Training					233.00
122 - Insurance & Bond					
01/22/2003		City County Insuran...	Increase liability from 500,000 to 1,000,000	2,600.00	2,600.00
Total 122 - Insurance & Bond					2,600.00
123 - Private Mileage					
01/22/2003		Alex Brander	Alex Brander-Mileage Reimbursement	75.56	75.56
Total 123 - Private Mileage					75.56
131 - Advertising & P.R.					
01/09/2003		Hillsboro Argus	Display Ad - November	233.60	233.60
01/13/2003		Hillsboro Argus	Display Ad - December	116.80	116.80
1/22/2003		Qwest	August Directory Advertising	71.98	71.98
Total 131 - Advertising & P.R.					422.38

Washington County Fair Complex
Line Item Report
January 2003

Date	Num	Name	Memo	Original Amount	Paid Amount
132 · Board Expense					
01/15/2003		Rock & Wood Engr...	Board Gift - Spiesschaert	91.00	91.00
01/15/2003		Rock & Wood Engr...	Rodeo Auction Item	96.00	96.00
Total 132 · Board Expense					187.00
133 · Dues, Licenses, Fees					
01/01/2003		US Bank Merchant ...	Service Charge	2.04	2.04
01/03/2003		Oregon Fairs Assoc...	OFA Dues	400.00	400.00
01/09/2003		IAFE	2003 IAFE Membership dues	175.00	175.00
01/31/2003		West Coast Bank	Service Charge	95.93	95.93
01/31/2003		US Bank Merchant ...	Service Charge	3.79	3.79
Total 133 · Dues, Licenses, Fees					676.76
149 · Misc. Materials & Svcs.					
01/22/2003		Sierra Springs/Bre...	Bottled Water	29.75	29.75
01/30/2003		Washington County...	Non-Member Dinner	25.00	25.00
Total 149 · Misc. Materials & Svcs.					54.75
154 · RV Park					
154B · RV Park Hotel/Motel Tax					
01/13/2003		Washington County...	October through December 2002 Hotel Motel Tax Payment	494.89	494.89
Total 154B · RV Park Hotel/Motel Tax					494.89
Total 154 · RV Park					494.89
Total BE · INTERIM OPERATIONS					16,545.12
CE · FAIR OPERATIONS					
179 · Professional Svcs.					
01/09/2003		Hillsboro Police De...	Police Services	1,334.73	1,334.73
Total 179 · Professional Svcs.					1,334.73
182 · Miscellaneous					
01/03/2003		Rock & Wood Engr...	Half payment on 24 sponsor rocks	168.00	168.00
Total 182 · Miscellaneous					168.00
188 · Materials & Supplies					
01/09/2003		Platt Electric	Electrical Supplies	5.64	5.64
01/09/2003		Platt Electric	Electrical Supplies	261.55	261.55
Total 188 · Materials & Supplies					267.19
Total CE · FAIR OPERATIONS					1,769.92
EE · RODEO					
319 · Other Miscellaneous					
01/22/2003		Lynn Haynes	Misc Rodeo	38.16	38.16
Total 319 · Other Miscellaneous					38.16
320 · Queen					
01/09/2003		FarmGro Supply	Queen Jewelry	214.22	214.22
01/22/2003		Kim Vanderzanden	Clothing	309.74	309.74
01/22/2003		Joyce Vanderzanden	Clothing	437.39	437.39
01/22/2003		Lynn Haynes	Queen Closet	35.00	35.00
Total 320 · Queen					996.35
322 · Money Raising Projects					
01/09/2003	30618	Oregon Liquor Cont...	Rodeo Temp. Liquor License	50.00	50.00
01/22/2003		Lynn Haynes	Queen Coronation	43.04	43.04
01/22/2003		Mike & Sandy Vano...	D.J. for coronation	300.00	300.00
01/22/2003		Joyce Vanderzanden	Coronation	577.19	577.19
Total 322 · Money Raising Projects					970.23
Total EE · RODEO					2,004.74
JE · CAPITAL OUTLAY					
510 · Purchase/Lease					
01/03/2003			Lease Purchase Payment	5,203.98	5,203.98
Total 510 · Purchase/Lease					5,203.98

02/21/03

Washington County Fair Complex
Line Item Report
January 2003

Date	Num	Name	Memo	Original Amount	Paid Amount
	513 - Equipment				
01/10/2003		Textron Financial C...	Lease Payment on Mower	613.07	613.07
	Total 513 - Equipment				613.07
	Total JE - CAPITAL OUTLAY				5,817.05
	Total Expense				32,217.83
	Net Income				106,771.44

Washington County Fair Complex
Balance Sheet Prev Year Comparison

As of January 31, 2003

	Jan 31, 03	Jan 31, 02	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
0900 · West Coast Bank	(2,816.45)	15,281.73	(18,098.18)	(118.4)%
0925 · West Coast Bank-ATM Account				
1050 · ATM Machine	0.00	4,000.00	(4,000.00)	(100.0)%
0925 · West Coast Bank-ATM Account - Other	0.00	10,800.00	(10,800.00)	(100.0)%
Total 0925 · West Coast Bank-ATM Account	0.00	14,800.00	(14,800.00)	(100.0)%
0950 · West Coast Bank-Premium	90.25	204.29	(114.04)	(55.8)%
1020 · Pool #4486	0.00	123,176.60	(123,176.60)	(100.0)%
1040 · Petty Cash	650.00	200.00	450.00	225.0%
1080 · Washington County Fund 200	406,877.76	263,686.99	143,190.77	54.3%
910 · West Coast Money Market	6,721.83	0.00	6,721.83	100.0%
Total Checking/Savings	411,523.39	417,349.61	(5,826.22)	(1.4)%
Accounts Receivable				
1200 · Accounts Receivable	8,922.77	(805.95)	9,728.72	1,207.1%
Total Accounts Receivable	8,922.77	(805.95)	9,728.72	1,207.1%
Other Current Assets				
1499 · Undeposited Funds	150.00	0.00	150.00	100.0%
Total Other Current Assets	150.00	0.00	150.00	100.0%
Total Current Assets	420,596.16	416,543.66	4,052.50	1.0%
TOTAL ASSETS	420,596.16	416,543.66	4,052.50	1.0%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	8,202.20	932.07	7,270.13	780.0%
Total Accounts Payable	8,202.20	932.07	7,270.13	780.0%
Credit Cards				
01 · Home Depot	16.94	0.00	16.94	100.0%
04 · West Coast Bank Visa	0.00	413.50	(413.50)	(100.0)%
05 · WCB Visa	217.65	0.00	217.65	100.0%
06 · WCB Visa - Don Hillman	369.00	0.00	369.00	100.0%
Total Credit Cards	603.59	413.50	190.09	46.0%
Other Current Liabilities				
2053 · Deferred Commercial Exhibit Rev	400.00	0.00	400.00	100.0%
2085 · Rental Deposits Payable	1,569.60	1,000.00	569.60	57.0%
Total Other Current Liabilities	1,969.60	1,000.00	969.60	97.0%
Total Current Liabilities	10,775.39	2,345.57	8,429.82	359.4%
Total Liabilities	10,775.39	2,345.57	8,429.82	359.4%
Equity				
3000 · Opening Bal Equity	3,952.60	220.75	3,731.85	1,690.5%
3900 · Retained Earnings	280,308.14	413,472.33	(133,164.19)	(32.2)%
Net Income	125,560.03	505.01	125,055.02	24,762.9%
Total Equity	409,820.77	414,198.09	(4,377.32)	(1.1)%
TOTAL LIABILITIES & EQUITY	420,596.16	416,543.66	4,052.50	1.0%

Minutes
Washington County Fair Board
Wednesday, February 5th, 2003

Convened: 4:30pm

FAIR BOARD:

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

STAFF:

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

GUESTS:

Cody Feinauer, Rodeo Chairman
Bill Duerden, Booster President
Ed Kristovich, Booster
John Baggott, OSU Extension Service

PRESS:

Laura Gunderson, *The Oregonian*

President Christy called the meeting to order at 4:30 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 Vial to approve Consent Agenda. Second by Board Member Willhoite. Motion carried 5-0.

2. Special Reports

A. Rodeo Report – Rodeo Chairman Feinauer reported that the Poker Ride is going to be held on June 24th. Committee is working on the budget and how to get sponsorship up. A plan will be submitted in the next couple of weeks. Work parties will begin on the last Saturday of this month. The committee will also be looking at relocating the sponsor

seating so the white section of the grandstands can be sold. The Board questioned Rodeo Chairman Feinauer about the benefits of sponsorships, deadlines, etc.

B. 4-H Report – John Baggott – 4-H Extension Office is looking for a new 4-H Secretary. The 4-H On-Line Premium Book is being updated. Judges for fair are being contacted. On March 5th at 7:00 p.m. there will be a 4-H Fair Superintendent Meeting at the OSU Extension Office. Multnomah County 4-H groups are looking for new counties to be a part of. They will be moved to Clackamas and Washington Counties beginning next year.

C. Boosters Report – Booster President Duerden - Nothing to report. The first meeting of the year will be held tonight.

D. Maintenance Report – Executive Director Hillman referred to page 22. Staff is working on many projects. Next month a proposal to remove the Sheep & Goat Barns will be presented due to the buildings starting to fail.

E. Other – None

3. Old Business

A. Redevelopment Update – Time is set-aside at the end of the meeting in Executive Session.

B. Fair Complex 2003-04 Budget – Executive Director Hillman brought a balanced budget to the Board. Executive Director Hillman noted that with Board action tonight, it could be delivered to the County next week. Executive Director Hillman explained that the Governor's budget currently does include county fair funding at the same level we have now, we still have two vacant positions and will go forward with them vacant and PERS contributions from the County have gone up. Executive Director Hillman continued explaining each line of the budget.

Motion by Board Member Day to approve Fair Complex 2003-04 Budget. Second by Board Member Leahy. Motion carried 5-0.

C. Contribution to the Old County Jail Project– President Christy commented on the good news that the Hillsboro Chamber of Commerce donated \$500.00 towards the Old County Jail Project. Executive Director Don Hillman referred the Board to page 40 for an update on the status of the project. Executive Director Hillman also noted that the jail could be moved as early as next week. President Christy recapped the Boards involvement regarding contributing to the jail project. After discussion, the board agreed to not contribute any further funds, other than the \$1000.00 already voted on.

D. Draft Policy – Non-Paid Usage of Fair Complex Facilities – President Christy called for any corrections or additions to the policy. After board discussion, an amendment was made to insert wording between Section I.I. and II. that states the

Executive Director has decision-making authority carrying out this policy and changing Executive Director to Board Secretary at the bottom of the policy.

Motion by Board Member Vial to adopt Policy Resolution 301: Non-Paid Usage of Fair Complex Facilities with noted amendments. Second by Board Member Leahy. Motion carried 5-0.

E. **Draft Policy – Volunteers** - President Christy called for any corrections or additions to the policy. After Board discussion, an amendment was made to remove the attachment from item number 9, change item number 10 giving the Executive Director the authority to interpret the provisions of the policy, change number 10, Notification, to number 11 and changing Executive Director to Board Secretary at the bottom of the policy.

Motion by Board Member Vial to adopt Policy Resolution 302: Volunteer Policy with noted amendments. Second by Board Member Willhoite. Motion carried 5-0.

F. **Draft Policy – Board Retreat** - President Christy called for any corrections or additions to the policy. After board discussion, the policy will be tabled.

Motion by Board Member Willhoite to table Policy Resolution 105: Board Retreat Policy. Second by Board Member Day. Motion carried 5-0.

G. **Write-off of Un-cashed Checks** – Executive Director Hillman explained that after the motion last month, the County told us that those un-cashed checks are considered unclaimed property and we have to send the County the amount and names that we are writing off for them to try to collect. If the Board rescinds the motion, staff will go back and try to contact the people on the list and see if they want the money.

Motion by Board Member Vial to rescind last month's motion to write-off un-cashed checks. Second by Board Member Leahy. Motion carried 5-0.

H. **Other** - None

4. **New Business**

A. **Board Policy – Establishment and Operation of a Rodeo Committee** – President Christy asked what changes needed to be made. After Board discussion, it was agreed to amend Board Resolution 401 striking the words “four-day” in item number 2 and changing Executive Director to Board Secretary at the bottom of the policy.

Motion by Board Member Vial to adopt amended policy 401 as prepared with elimination of the words four day in item number two. Second by Board Member Willhoite. Motion carried 5-0.

B. Board Development – President Christy reviewed the Board evaluation form and asked for comments and input.

C. Board Skills Assessment – Board Members turned in Board Skills Assessment worksheets.

D. Post-Fair Event – Executive Director Hillman presented a post-fair event called Frite Lites. It's a walk-through Halloween holiday night show. Staff has met with the light show company. Executive Director Hillman referred the Board to the handout and discussed the concept, the displays, goals and financial overview. Executive Director Hillman indicated that the proposed project would be further developed based upon Board comments and input with a final recommendation from the staff at the March Board Meeting.

E. 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. Newspaper Articles - None other than what was in the packet

B. Website Activity - None other than what was in the packet

C. Other - None

With no further business before the Board, President Christy adjourned the meeting at 6:15 pm.

Don G. Hillman
Recording Secretary

Kathy Christy
Board President

Washington County Fair & Rodeo Rodeo Associates Meeting

Date: February 4, 2003

Present: Brandi Williams, Nick Gilbert, Pat & Kelly Bauer, Brian Parret, Greg Hayes, Carol Swendsen, Eldy Swendsen, Joyce Vanderzanden, Kim Vanderzanden, Richard Krauer, Rod & Jill Silvis, Mike Seavey, Patty Swendsen; Stephanie Hedin; Jack Price, Jennifer Brooks, Dean Cox, Lonna Perry, Amanda Leto-Dixon, Paula McCann, Erin Spath, Synda Spath, Andrew Davenport(student observer), Brian Anderson, Brian Love, Lynn Haynes

Excused: Jenny Olding, Mike Baker, Larry Bellamy, Brian Fallick, The McVey's, Sandee Wheeler, Dale Zicwick

Guests: Don Hillman, Jane Willhoite, Sheila Day

New Faces in the crowd: Dean Cox

Next Meeting: Tuesday March 4th, 2003

Item #	Topic	Discussion	Action/Decision	Follow-up
1.	Miscellaneous Notes	<ul style="list-style-type: none"> Cody F. called the meeting to order at 7:30 p.m. An amendment to the January Meeting minutes was motioned for to show that Queen Kim and her Mom Joyce were present. Motion to approve amendment by Lynn H. and seconded by Mike S. 		
2.	Announcements	<ul style="list-style-type: none"> Don Hillman from the Fair staff spoke to us and gave us some stats from previous years and said what we need to do to keep the rodeo going for years to come. We have been very consistent in our expenditures over the last 5 years, but our revenue has fallen behind approximately \$50,000 over the last several years. <u>WE NEED MORE SPONSORS!!!!</u> Brian Love said that he needs help on the sponsorship committee and that everyone needs to be involved in order to make this work. If we can sell 26 banner spots at \$400 a piece that will generate \$10,000 and these are the things that we need to be targeting in order to help our rodeo out. If we 		

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo
February 9, 2003

Washington County Fair & Rodeo Rodeo Associates Meeting

Item #	Topic	Discussion	Action/Decision	Follow-up
		<p>can find a place that can get us a good deal on the banners, we will agree to pay to have the banners made for the sponsors. Attached is a summary of what potential sponsors will get, please let them know that the number of people who will be seeing their banner in the arena could reach as many as 12000. Be positive when talking with them!! If we can get them in the door, show them a good time they will likely be back next year sponsoring more money.</p> <ul style="list-style-type: none"> • <u>We are having another committee meeting on Tuesday February 18th @ 7:00 p.m. in the Floral Bldg. Everyone is strongly encouraged to attend, as we will be giving out some more information regarding our sponsorship efforts!! Please make sure that your there, we need everyone's help.</u> • Cody said that the Fair Board is giving us 30 days to come up with an action plan. Let's show them that we can do this!! Because if we don't do something now, we will end up being an amateur rodeo in 2 years and we don't want to go in that direction, we want to move forward. 		
3.	Committee Updates	<ul style="list-style-type: none"> • Order was called and Cody asked for updates from the committee directors. • Mike S: Saturday February 22nd at 9:00 a.m. we are having a work party to get started early, be there ready to work! • Kelly B: Poker ride is scheduled for June 14th @ Flying M Ranch. They will have Horse camp available Friday and Saturday nights for those who wish to use it. Kelly needs help getting donations and prizes for the Poker ride and would like those interested to see her for committees you can work on during the ride. • Cody: Negotiated new price with Stock contractor was able to cut 		

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo
February 9, 2003

Washington County Fair & Rodeo Rodeo Associates Meeting

Item #	Topic	Discussion	Action/Decision	Follow-up
		<p>the price by \$4000.</p> <ul style="list-style-type: none"> • Lynn H: Queen Kim did a wonderful job at her coronation bringing in \$4100.00, GREAT JOB KIM!! She also said that we will be doing the Starlight parade again and would like the drill team to be involved. 		
4.	Meeting Adjourned	<ul style="list-style-type: none"> • Cody F. motioned to adjourn the meeting, seconded by Kelly B. The meeting was adjourned at 8:30 p.m. 		

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo
February 9, 2003

Washington County Fair Boosters Club

Minutes for February 5 Meeting

In Attendance: Irene Barnes, Sheila Day, Bill Duerden, Jim Godfrey, Al Goldman, Don Hillman, Shelton Jones, Ed Kristovich, Lorena Roberts, Dave Russell, Dale Scheller, Kathy Schmidkofer. A group of Hillsboro High School students: David Edmiston, Joel Frank, Nina Clanton, Liv McKenzie, Cari Nelson.

Prior Meeting Minutes: Approved as mailed.

Treasurer's Report: Checkbook balance: \$598.13. Investments: \$26,713.92.

Old Business:

Fair Board Meeting: The Fair Board adopted a balanced budget of \$1.8 million. It will be sent to the County Commissioners for review. They also adopted a policies on volunteers and the rodeo committee.

Kathy Christy was elected as Fair Board President, Richard Vial as Vice-President, Sheila Day as Treasurer. A new member of the board is Jane Wilhoit. Lyle Spiesschaert was retired from the Board given several appreciation gifts.

Kim Vanderzanden was crowned as the 2003 Rodeo Queen. She made \$6,000 from the coronation dance and auction.

The Arts and Crafts Building will be removed. Restaurant Row, the St. Matthews booth will be removed. The sheep barns are falling down and will likely be taken out. E coli prevention will be a big topic of discussion for the Fair.

Fright Night, a Halloween walk-through light show is being planned for much of the month of October.

The Old Jail: It is gone. The Fair Board gave \$1,000.00 for it's restoration.

Fairground Redevelopment: The discussion now centers on a public-private venture possibility. Ed Kristovich has met with a man concerning one new large building.

New Business: The nominating committee, comprised of Lorena Roberts, Dave Russell and Shelton Jones, will have a slate of officers to review in March with election on April 2.

The Next Meeting: Wednesday, March. 5, 2003 at 7:00 p.m, at the Fair Office.

Washington County **FAIR COMPLEX**

Facility Schedule-March, 2003

**Highlights no-charge events*

Saturday, March 01, 2003

Main Exhibit Hall Spring Camera Show
**Arts & Crafts Building 4-H Rabbit Show*

Monday, March 03, 2003

**Main Exhibit-North 4-H Dog Club*
**Meeting Room 4-H Dog Club Meeting*
**Arts & Crafts Building 4-H Guide Dog Training*
Covered Show Ring Dog Flyball Class
**Main Exhibit-South 4-H Dog Club Meeting*

Tuesday, March 04, 2003

**Main Exhibit-North 4-H Dog Club Meeting*
Covered Show Ring Dog Flyball Team Practice
Covered Show Ring Dog Flyball Class
**Arts & Crafts Building 4-H Guide Dog Training*
**Floral Building Rodeo Committee Meeting*
Main Exhibit-South Dog Training Class

Wednesday, March 05, 2003

**Main Exhibit-South 4-H Dog Club Meeting*

Thursday, March 06 2003

Covered Show Ring Dog Flyball Class

Friday, March 07, 2003

Main Exhibit-South Gem & Mineral Show

Saturday, March 08, 2003

Main Exhibit-South Gem & Mineral Show
Main Exhibit-North Pacific Northwest Bird Mart
Cloverleaf Building School Fundraising Auction

Sunday, March 09, 2003

**Floral Building 4-H Club Meetings*
Main Exhibit-South Gem & Mineral Show

Monday, March 10, 2003

**Arts & Crafts Building 4-H Dog Club Meeting*

Tuesday, March 11, 2003

Covered Show Ring Dog Flyball Team
Covered Show Ring Dog Flyball Class
**Cloverleaf Building 4-H Dog Club Meeting*
Main Exhibit-South Dog Training Class

Wednesday, March 12, 2003

Main Exhibit/Arts & Crafts PCC Workshop

Thursday, March 13 2003

Covered Show Ring Dog Flyball Class

Saturday, March 15, 2003

Friendship Square/Plaza Festival of Color
Quadrant Property ATV Safety Class

Sunday, March 16, 2003

**Meeting Room 4-H Rabbit Club Meeting*
Quadrant Property ATV Safety Class

Monday, March 17, 2003

**Main Exhibit-South 4-H Dog Club*
**Main Exhibit-North 4-H Dog Club Meeting*

Tuesday, March 18, 2003

**Main Exhibit-North 4-H Dog Club Meeting*
Covered Show Ring Dog Flyball Team
Covered Show Ring Dog Flyball Class
Main Exhibit-South Dog Training Class

Wednesday, March 19, 2003

Friendship Plaza Plume Evaluation Class
**Floral Building 4-H Wagon Train Meeting*

Thursday, March 20, 2003

Friendship Plaza Plume Evaluation Class
Covered Show Ring Dog Flyball Class

Saturday, March 22, 2003

Main Exhibit/Arts & Crafts Glass Show
Cloverleaf & Floral Pagan Festival
Quadrant Property ATV Safety Class

Sunday, March 23, 2003

Main Exhibit/Arts & Crafts Glass Show
Quadrant Property ATV Safety Class

Monday, March 24, 2003

**Main Exhibit-North 4-H Dog Club Meeting*
Arts & Crafts, Parking LUT Training
**Main Exhibit-South 4-H Dog Club*

Tuesday, March 25, 2003

Arts & Crafts/Parking Lot LUT Training
**Main Exhibit-North 4-H Dog Club Meeting*
Main Exhibit-South Dog Training Class
Covered Show Ring Dog Flyball Team
Covered Show Ring Dog Flyball Class

Wednesday, March 26, 2003

**Main Exhibit-South 4-H Dog Club Meeting*
Arts & Crafts/Parking Lot LUT Training

Thursday, March 27, 2003

Covered Show Ring Dog Flyball Class

Saturday, March 29, 2003

Main Exhibit-South Dog Fun Match

Sunday, March 30, 2003

**Floral Building 4-H Club Meetings*

Monday, March 31, 2003

**Main Exhibit-North 4-H Dog Club Meeting*
**Main Exhibit-South 4-H Dog Club*

SPECIAL REPORTS

County of Washington

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www.faircomplex.com

FAX MEMORANDUM

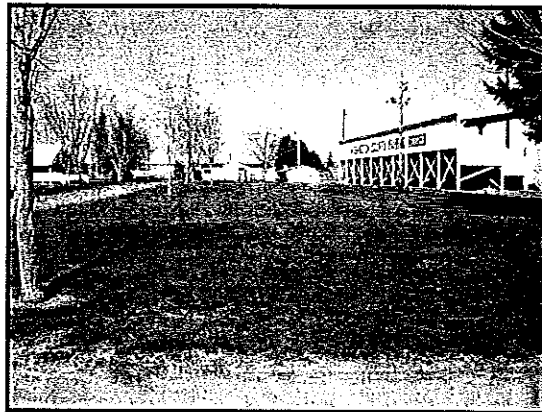
Date: February 27, 2003

To: Board Members
Washington County Fair Board

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

Re: Operations Report

Spring Projects – As noted in the February mid-month communication, staff will be re-conditioning/re-planting some of the lawn areas this spring. The lawn area west of the Rodeo Arena has been identified as the first such area to be re-conditioned or re-planted. The total size is about 20,000 square feet of surface area. This area will most likely be completely tilled, leveled and reseeded. Plans also include installing a manual operated underground sprinkler system.



Spring projects will also include trying to better manage a mishmash of various landscaped areas. This will include eliminating certain planted areas that have become over-grown or require excess labor to maintain. Most of the Fair Complex's limited resources and staff will be directed in identifying a few strategic locations where annuals can be planted to add color to areas such as the Cloverleaf and Main Gate entrances where most of the fairtime visitors enter.

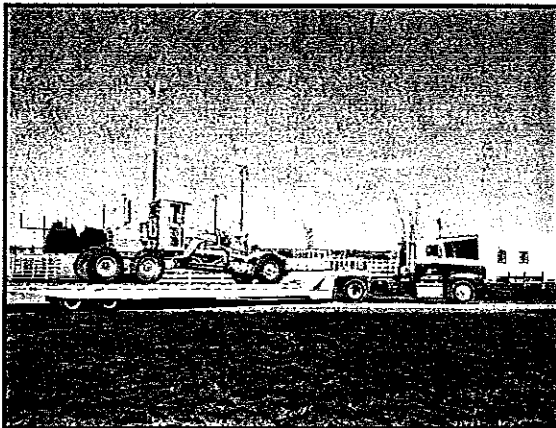
Fill Dirt – The Fair Complex has received approximately 150 yards of clean fill dirt to bring the area south of the Maintenance Shops back to its natural grade. This is the area where straw and bedding was previously stored until removed from the grounds. Another 100 yards or so will be needed to bring additional areas around the Fair Complex back to their natural

grade such as the campgrounds area, draft horse stalls, etc. The current contractor is providing the fill dirt free of charge and equipment to level the affected areas.

Restaurant Row – Staff has met with representatives from St. Mathews regarding the removal of the remaining concession stand at Restaurant Row and the possibility of their church operating the Chuck Wagon concession stand. Staff hopes to have this matter resolved in the next 30 days. Staff is also working with the previous Chuck Wagon vendor to find a suitable site for the 2003 County Fair & Rodeo.

E-Coli Education/Prevention – Based upon the E-Coli outbreak at the 2002 Lane County Fair, there has been an increase awareness to address E-Coli education and prevention. Accordingly, staff will be working with other Oregon Fairs to provide additional education and prevention programs that can be used at the upcoming Washington County Fairs & Rodeo. Staff is also working with the Banks FFA to build portable hand wash stations.

Surplus Property – The surplus property approved by the Board last year has been arranged for disposal through the State of Oregon Surplus Property Division. Surplus items were picked up the week of February 24th and transferred to Salem for sale to the general public. The largest item transferred was the old grader which required a lowboy trailer for its transport.



OLD BUSINESS

Washington County Fair Complex
 Board Skills Assessment Worksheet
 February 2003

KNOWLEDGE OF:

- Accounting and Financial Management
- Fundraising
- Organizational Management
- Nonprofit Management
- Volunteer Management
- Publications
- Marketing and Public Relations
- Visionary
- Computer and Web Site Design
- Event Planning
- Legal and Estate Planning

	Christy	Vial	Leahy	Day	Willhoite
		X			X
		X			X
		X	X		X
		X			X
	X	X		X	X
		X		X	
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					X
	X	X		X	X
		X			

INFLUENCE WITH:

- Business Community
- Media
- Government Agencies
- Foundations
- Conservation Groups
- Recreation Groups
- Faith Community
- Youth Groups

	X	X	X		
		X			
	X	X			
			X		
	X	X		X	X
		X		X	
	X	X		X	X

(Place a "X" in each box that applies)

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: February 27, 2003

To: Board Members
Washington County Fair Board

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

Re: Rodeo Budget Revisions

Background – At the February Board meeting, staff indicated that they would be working with the Rodeo Committee to re-balance their 2003-04 Rodeo Budget. This was being prompted by the overall reduction in sponsorship revenues plus recent reductions in Hotel/Motel taxes, etc. Since the February Board Meeting, staff has also learned that some of the Fair Complex's \$41,000 in State funding may be in jeopardy.

Discussion – Find attached recommendations from Rodeo Committee Chair Feinauer.

It should be noted that the recommendation to limit prize monies to \$21,000 with prize monies being increased by any sponsor monies generated in excess of \$30,000 is budget-neutral, i.e., any increase in sponsor revenue over the \$30,000 threshold results in a similar increase in prize monies. Also, there will be added costs to institute a Rodeo admission fee. These added costs are estimated at approximately \$2,000 to cover printing, temporary fencing, ticket takers, additional ticket sellers and crowd control personnel.

It should also be noted that the PRCA application (due by March 24th) can be completed with prize money listed at \$21,000 and subsequently amended until May 24th, allowing the Rodeo Committee to report any additional prize monies as a result of their sponsor development efforts over the next seventy-five days.

Recommendation – Staff supports the initial recommendations from Board Members Vial and Leahy of instituting a Rodeo admission fees and limiting prize monies to \$21,000 with sponsor monies in excess of \$30,000 being used to restore parts or all of the prize monies. In addition, there appears to be no significant economic benefit in deferring the prize money recommendation to 2004 given the overall reduction in Fair Complex revenues in 2003-04.

Washington County Fair and Rodeo Committee

Date: February 26, 2003

To: Board Members
Washington County Fair Board

RE: Rodeo Budget Revision Meeting held February 5, 2003

Attendance: Don Hillman, Executive Director; Board members Vial and Leahy; Fred Boyles, prior Rodeo Chairman; Dick Eagle, Clackamas Co. Fair and Rodeo; Cody Feinauer, Rodeo Chairman

Discussion: There was some conversation about where the rodeo has been as Mr. Eagle and Mr. Boyles had both been involved during the formative years. The question was raised about the pros and cons of the rodeo stepping backward and becoming amateur instead of remaining at PRCA level. Both Mr. Eagle and Mr. Boyles confirmed that the detriment to our county rodeo was not worth the cost saved by returning to the amateur level.

The biggest topic was the fact that the rodeo sponsor dollars have been declining and the immediate need to reduce rodeo cost or raise revenues.

Board members Vial and Leahy directed the rodeo to reduce added money (the money that the cowboys win) from \$42,000 to \$21,000. This would alter the budget considerably. While the rodeo sees the benefit of reducing this cost to the fair, we feel strongly that keeping added money at \$42,000 (\$6,000 per event) would draw better cowboys to our rodeo that leads to better rides, higher scores and thus, more crowd approval.

The board members also recommended a sponsorship revenue goal of \$51,000 with revenues in excess of \$30,000 to be used to restore added money to \$42,000.

The rodeo board has come up with a few ideas to generate this revenue. We propose to generate funds through aggressive sponsorship and through ticket sales. Mr. Eagle and Mr. Boyles pointed out that we are behind the times in not charging for the rodeo. The rodeo board proposes to charge \$4.00 for general admission (kids 6 and under free) and \$7.00 for covered grandstand seating. Since we have never charged general admission before, the rodeo board would like to offer the Saturday matinee general admission to be free and covered grandstand would remain \$7.00. Based on these prices, the rodeo believes that approximately \$18,000 can be earned through ticket sales. The rodeo also proposes to build a VIP seating area above the bucking chutes so the white section of the grandstands could be utilized for revenue. We feel we can easily obtain the rest through sponsors.

The rodeo board requests that you allow us to implement our aggressive revenue plan and keep added money at \$42,000 for this 2003 year. The rodeo agrees that if the sponsorship revenue goal of \$51,000 is not met, then added money will be lowered for the 2004 rodeo season.

Sincerely,
Cody Feinauer
Rodeo Chairman

County of Washington

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FAX MEMORANDUM

Date: February 27, 2003

To: Board Members
Washington County Fair Board

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

Re: Frite Nite Update

Background – Staff continues to develop a strategy and financial model that will create an additional Fair Complex produced event. As discussed at the February Board meeting, critical to this strategy is that the new event does not compete with existing interim activities; it enhances the Fair Complex's image in the community; it presents new opportunities to expose the Fair Complex facilities and activities to non-traditional visitors; it can be produced with existing staff; it creates a reasonable return on investment; and it presents a low-risk opportunity to the Fair Complex's financial well being.

Update – Since the proposal was discussed at the February Board meeting, staff has reached agreement with a financial institution to become the presenting sponsor and to finance the initial cost of the light show plus other elements that may be required prior to its debut (\$120,000 minimum - \$150,000 maximum) interest-free for up to eight years with minimum annual payments of \$15,000. This allows the Complex to amortize our capital investment costs over a longer period of time and at the same time, reduce our annual costs to produce the show. Contingent upon the financial institution's agreement to become a presenting sponsor and provide interest-free financing, the Fair Complex would transfer its business accounts to their institution. Staff believes this is a reasonable request and would support such a relationship subject to our analysis of their fees and services.

Staff has also met with various prospective sponsors and believes over time that at least five sponsors can be secured in the next couple months. The current state of the economy subdues many prospective sponsors from committing at this time.

Recommendation – Staff believes that the Fair Complex must continue to seek long-term opportunities despite the current economic or geopolitical conditions; however such opportunities must be approached in a manner to limit the Fair Complex’s overall financial risk. Therefore, Board approval is requested for the following –

- (1) Staff to move forward with the necessary sponsorship agreement and loan documents with the financial institution to secure a no-interest loan in a minimum amount of \$120,000, but not to exceed \$150,000;
- (2) Staff to move forward with transferring its banking relationship from West Coast Bank to the financial institution extending the above noted no-interest loan;
- (3) Staff to move forward with securing via a sole source purchase approval, an agreement with Lights For All Seasons (Lake Oswego) to purchase the lights and services as outlined in the attached proposal. (Please note that there is a 20% discount if an agreement is signed by March 10, 2003); and
- (4) Staff to move forward with full implementation of the project including monthly progress reports to the Board.

REVISED PRO-FORMA

<u>Revenue</u>	<u>2003</u>	<u>2004-2010</u>
Title Sponsor	\$ -0-	\$15,000
Presenting Sponsor	-0-	-0-
Founding Sponsor	\$20,000 (5)	\$25,000 (6)
Admissions (10,000/17 days)		
Adults (1 in 4) 2,500 @ \$5.00	\$12,500	\$12,500
Child (3 in 4) 7,500 @ \$2.50	<u>\$18,750</u>	<u>\$18,750</u>
Total Revenues	<u>\$51,250</u>	<u>\$71,250</u>
<u>Expenses</u>		
Cost of Displays (A)	\$15,000	\$30,000
Set-up	\$ 1,000	\$ 1,000
Utilities	\$ 1,500	\$ 1,500
Advertising, Marketing, etc.	\$15,000	\$15,000
Charitable Partner		
\$.50 per adult/\$.25 per child	\$ 3,125	\$ 3,125
Staffing (Volunteers from Charity)	<u>\$ -0-</u>	<u>\$ -0-</u>
Total Expenses	<u>\$35,625</u>	<u>\$52,500</u>
Net Income	<u>\$15,625</u>	<u>\$15,625</u>

(A) \$15,000 loan payment in year one through year eight. Additional displays purchased beginning in 2004 estimated at \$15,000 per year.

WASHINGTON COUNTY FAIRGROUNDS FRITE LITES

The attached design for the Washington County Fairgrounds will be set up throughout the walking paths that surround the central common area. This **"SHOW"** will not only be big and bright but will mesmerize all who visit the Washington County Fairgrounds during the Halloween season. The design is laid out for a walk through for all ages. It is full of spooky creatures that will keep the traffic on the move to see what will be coming next.

Below you will find displays that will be placed throughout the Washington County Fairgrounds route. The sizes, amperages are included as well as a short narrative to explain in an exciting way what your visitors will experience.

As you enter onto the route you will be dazzled from start to finish, with movement and color and surprising twists. One will never know what to expect as they stroll through **"FRITE LITES."**

When you see the symbol (A) beside the display that means it is an animated piece. There are a number of animated displays in this design which enhances the **"SHOW"** taking it to another level. Light line is also included in this proposal and will be used as filler throughout the **"SHOW."**



ENTRANCE

This is a subtle and calm way to begin your journey of excitement, take a breath and relax because the unknown will begin in a few steps.

Item:	Size:	Amps:	Price:	Total:
Arch (purple) x 3	22'x17'	6 ea.	1,160.	3,480.
Arch (amber) x 3	22'x17'	6 ea.	1,160.	3,480.

The journey has slowly begun and as you see you've stirred up some excitement. These flying bats will hover over your head but they shouldn't get too close, unless of course they feel threatened.

Item:	Size:	Amps:	Price:	Total:
Flying Bat (5 seq.)	50'x26'	5		3,610.

Yum! Now is this a dish you would like to order up? These very busy witches have been stirring this pot for a long time. Your not missing anyone in your party are you?

Item:	Size:	Amps:	Price:	Total:
Witches Cooking (A)	13'x10.5'	20 approx.		7,450.

As you wonder about your group and if all are accounted for, do notice the incoming guest to the Witches Brew Party. She's flying in a little low, but I'm sure she will not threaten you seeing as she is probably late for dinner.

Item:	Size:	Amps:	Price:	Total:
Flying Witch (A)	24'x11'	16 approx.		5,815.

Egaads! Where the heck did this guy come from? It can't be the real Headless Horseman? Actually, it is and you must wonder how he made his way to the Washington County Fairgrounds. Let's just hope he carries that head of his right out the exit, watch closely.

Item:	Size:	Amps:	Price:	Total:
Headless Horseman (A)	20'x16'	21 approx.		17,000.
	3 sequences			

Okay no need to be alarmed, these leaping goblins are here to make sure you stay on track, they don't want you to wonder off the beaten path just in case you have a hard time returning. That has been known to happen by the way.

Item:	Size:	Amps:	Price:	Total:
Leaping Goblins (A)	23'x11'	25		2,575.

Talk about spooky, these guys are not wearing your basic bedding here they are the real thing. Kind of gives you an eerie feeling walking under flying ghosts and now you know they do come in all sizes.

Item:	Size:	Amps:	Price:	Total:
Ghost Arch (A)	42'x27'	21		8,630.
Baby Ghost x 8	3.5'x5'	2 ea.	375. ea.	3,000.
Big Ghost x 5	8'x10'	5 ea.	620. ea.	3,100.

Don't know about you but this is the time one becomes a little itchy. These spiders are keeping there eyes and web on all of you. Have you ever seen a web this size that can actually house your entire party? Keep walking and don't let them know you're nervous.

Item:	Size:	Amps:	Price:	Total:
Spider Web (A)	19'x20'	15		6,415.
Spider x 3	4.6'x2'	4 ea.	500 ea.	1,500.
Spider x 3	5'x2.8'	4 ea.	500 ea.	1,500.

This Halloween tunnel is beautiful isn't it? It shines bright with the colors of the season, but what was that at the end of the tunnel? It can't be! It's a hand, a walking hand, is that possible? You do remember the Adams Family don't you?

Item:	Size:	Amps:	Price:	Total:
Hand (6 seq.)	5'x3.5' ea.	8		6,800

Ahhhh, a reprieve, a time to reflect upon this season of Autumn and harvest. Take a break and take a peek at this farm with a bountiful collection of ripe and ready to carve pumpkins. This 15' scarecrow is here just to scare off the birds and nothing else.

Item:	Size:	Amps:	Price:	Total:
Wagon Pulling Hay And Pumpkins	27'x16.5'	125		11,600
Giant Pumpkin x 4	7'x7'	12 ea.	795. ea.	3,180
Reg. Pumpkin x 6	4'x5'	4 ea.	495. ea.	2,970
Scarecrow (A)	10'x15'	25		4,455.

Let's continue this break in the frightening action shall we and wonder through the orchards. Only apples here, but as you can see they are ready for picking. The ones on the ground have fallen and are ready for that first big bite of flavor.

Item:	Size:	Amps:	Price:	Total:
Apples For Tree x 15	2'x2'	1 ea.	75. ea.	1,125.
Apples For Ground x12	2'x2'	1 ea.	100. ea.	1,200.

Just when you thought it was safe to continue, they're baaaack..... Okay, maybe toss this 16' fella a bone, he looks a little undernourished. Seriously, a bone is not what he needs anymore of. Not another bat. Dracula has this creature staying very close so not to worry.

Item:	Size:	Amps:	Price:	Total:
Silhouette Skeleton	10'x16'	17		1,405.
Dracula/Cloak/ Batwings (A)	11'x17'	25		6,070.

Good grief what happened to the Friendship Square building? This is usually such a welcoming place. Now if I was you I wouldn't be fooled by this entrance I don't think it's a warm welcome. Keep your eyes straight ahead and don't get sucked in, no pun intended.

Item:	Size:	Amps:	Price:	Total:
Reapers Realm (A)	32'x20'	100		8,165.

No! Not again, this thing....this "it"....it keeps following you. Did you feed it? The moving hand has probably followed you the entire time but you really haven't noticed, have you?

Item:	Size:	Amps:	Price:	Total:
Hand (6 seq)	5'x3.5'	8		6,800

Yahoo the end! But is it really the end? Lets just wish all a Happy Halloween and hope none of these crazy characters will follow you home. It's been a creepy crawly night of suspense filled with the unknown so make your way home and keep an eye behind you.

Item:	Size:	Amps:	Price:	Total:
Mummy & Coffin w/ verbiage (A)	30'x15'	35		5,940.

Item:	Size:	Amps:	Price:	Total:
Light Line Purple	40 x 100'	5 ea.	85.	3,400
Light Line Amber	40 x 100'	5 ea.	85.	3,400
Light Line Clear	20 x 100'	5 ea.	85.	1,700



WASHINGTON COUNTY FAIRGROUNDS "FRITE LITES" SUMMARY

DISPLAY	PRICE
1. Entrance Arches	\$ 6,960.00
2. Flying Bat (6 sequence)	\$ 3,610.00
3. Witches Brewing (A)	\$ 7,450.00
4. Flying Witch (A)	\$ 5,815.00
5. Headless Horseman	\$17,000.00
6. Leaping Goblins (A)	\$ 2,575.00
7. Ghost Arch (A)	\$ 8,630.00
8. Baby Ghosts x 8	\$ 3,000.00
9. Big Ghosts x 5	\$ 3,100.00
10. Spider Web (A)	\$ 6,415.00
11. Spiders x 6	\$ 3,000.00
12. Crawling Hand (6 sequences)	\$ 6,800.00
13. Wagon Pulling Hay and Pumpkins (A)	\$11,600.00
14. Giant Pumpkins x 4	\$ 3,180.00
15. Reg. Pumpkins x 6	\$ 2,970.00
16. Scarecrow (A)	\$ 4,455.00
17. Apples For The Trees x 15	\$ 1,125.00
18. Apples For The Ground x 12	\$ 1,200.00
19. Silhouette Skeleton	\$ 1,405.00
20. Dracula/Cloak/Batwings (A)	\$ 6,070.00
21. Reapers Realm (A)	\$ 8,165.00
22. Crawling Hand (6 sequences)	\$ 6,800.00
23. Mummy with Coffin w/ verbiage (A)	\$ 5,940.00
24. Light Line (Purple/Amber/Clear)	\$ 8,500.00
<hr/>	
SUB TOTAL	\$ 135,765.00
Less 10 % if order is placed prior to May 31/03 -	<u>\$ 13,576.50</u>
 TOTAL	 \$ 122,188.50
Less an additional 10% if order is placed by March 10/03 -	<u>\$ 13,576.50</u>
 TOTAL	 \$ 108,612.00

***Above price does not include shipping.**

Payment Plan: 1/3 down at time of order (\$40,688.77) the remainder due 10 days after delivery (81,499.73)

20% DISCOUNT PAYMENT OPTIONS the new total is \$108,612

If the contract is signed no later than February 27,2003 we will provide an additional 10% discount. Here are the funding options.

Option 1.

1/3 payment with signed contract no later than Feb. 27 th	\$36,204
2/3 payment 10 days after delivery (April)	\$72,408
plus shipping 10 days after delivery estimate	\$ 6,000

Option 2.

1/3 payment with signed contract no later than Feb 27 th	\$36,204
1/3 payment 10 days after delivery (April)	\$36,204
1/3 payment plus interest-prime plus 2% on November 15, 2003	\$36,204+
plus shipping 10 days after delivery estimate	\$ 6,000

Option 3. Not our favorite

1/3 payment with signed contract no later than Feb 27 th	\$36,204
2/3 payment plus interest-prime plus 2% on November 15, 2003	\$72,408
plus shipping 10 days after delivery estimate	\$ 6,000

Let me know if you have any questions today, we leave on Jan 30th for holidays, back on Feb 10th.

Note: Option 1 has been extended to March 10, 2002 (DGH 2/27/03)



Another Bright Idea
from
Lights For All Seasons Inc.

(T)503-639-9660

(F)503-639-4683

e-mail : lightsforallseasons@attbi.com

NEW BUSINESS

County of Washington

Washington County Fair Complex
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Fax: (503) 648-7208
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FAX MEMORANDUM

Date: February 27, 2003

To: Board Members
Washington County Fair Board

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

Re: Sheep Barns

At the February Board meeting, staff indicated that they would be bringing a recommendation regarding the Sheep Barns located at the south end of the 4-H Barn.

Discussion – The Sheep Barns (2) were built prior to 1975 and are presently used only annually in conjunction with the County Fair & Rodeo. One barn is used by 4-H and open-class exhibitors use the other barn. An analysis of the barns is attached.

The south barn is slightly larger than the north barn (2,250 square feet vs. 2,231 square feet). Wooden pens have been built in each barn. Each barn can hold up to ninety animals depending upon the breed of animals and how they are penned. Both barns are in disrepair with the smaller north barn showing more damage due to the failure of the metal roofing allowing rain to penetrate the structure.

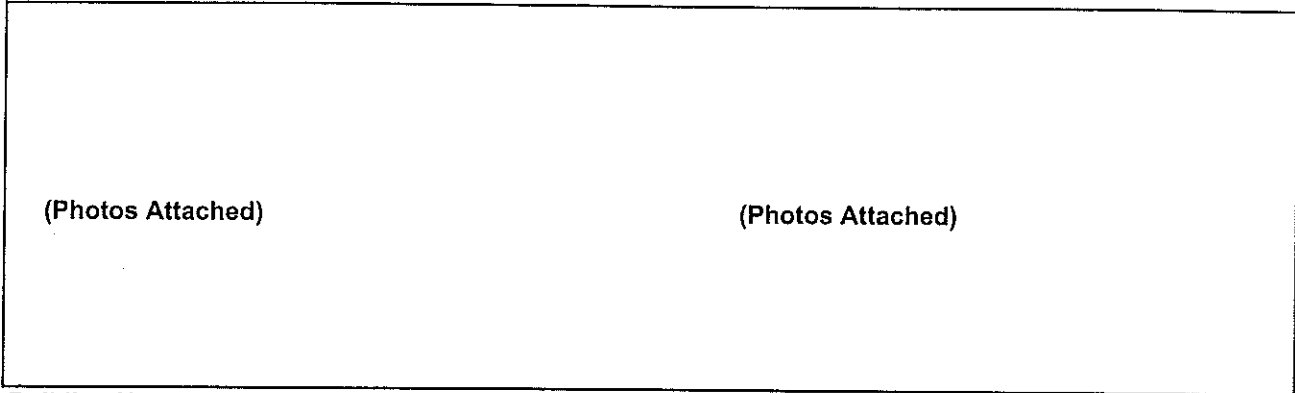
Recommendation – Staff recommends that the barns be removed prior to the 2003 County Fair & Rodeo with a rental clear-span tent measuring up to 40' x 100' used in its place with portable pens to house the animals. Banks FFA has been contacted about the pens.

This recommendation has been discussed with affected superintendents and some exhibitors. They concur with staff's recommendation.

Staff will research the feasibility of having the barns removed for salvage or offered as an agricultural burn. Staff does not currently believe the cost of removal is significant.

Attachment

Washington County Fair Complex Facility Analysis



Building Name:	Sheep and Goat Barns	Year Constructed:	Pre 1975
Building Age:	More than 30 years.	Acquisition Cost:	\$ 16,145
Size:	30' x 90' Each	Foundation:	Native Soil
Construction Type:	Wooden beam and plywood.	Siding:	None
Roof:	Corrugated Metal.	Entrances:	N/A
Insulation:	None	Heating System:	None
Gutters:	Yes - Non Operating	Windows:	N/A
Restrooms:	None	Electrical System:	Direct feed to building
Water Service:	Yes	Fire Alarm System:	No.
Water Meter:	No.	Sprinkler System:	No.
ADA Compliant:	N/A		

Other:
Operating Costs: Minimal.
Maintenance Costs: Minimal.
Life Expectancy: Limited - estimated at less than five years.

Building History: Originally built to house fairtime sheep and goats. Used only annually during fair. There are no records to support any major renovation or repairs to buildings. Repairs should have been made to correct rain from penetrating under roof.

Building Maintenance Summary:

Exterior Structure - Support and Framing

Overall condition is poor. Some support beams showing sign of dry rot.

Exterior Structure - Footings and Columns

Some pens have been recently replaced and painted.

Structure Perimeter - Floor

Floor is native soil and is not graded to shed water from interior.

Roof/Gutters Condition

Roof condition poor - no gutters.

Electrical Service - Panel and Subpanels

200 - 400 Amp service.

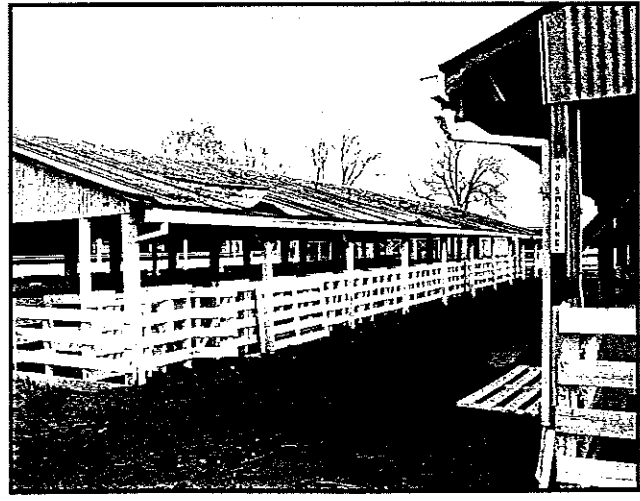
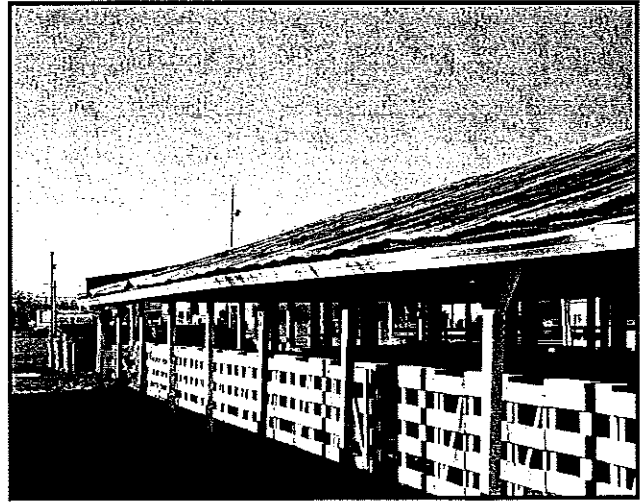
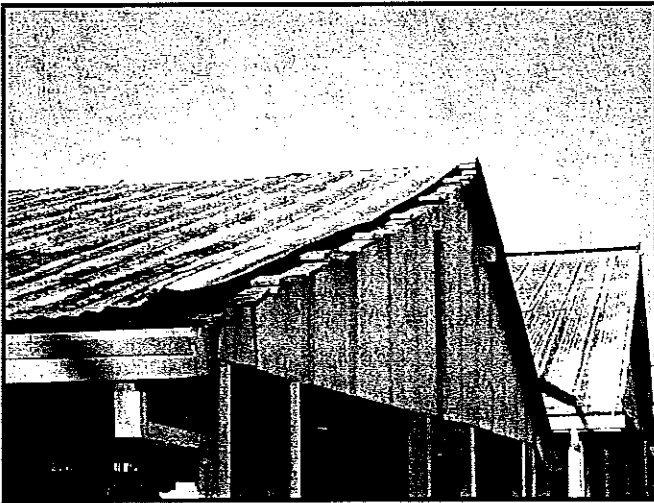
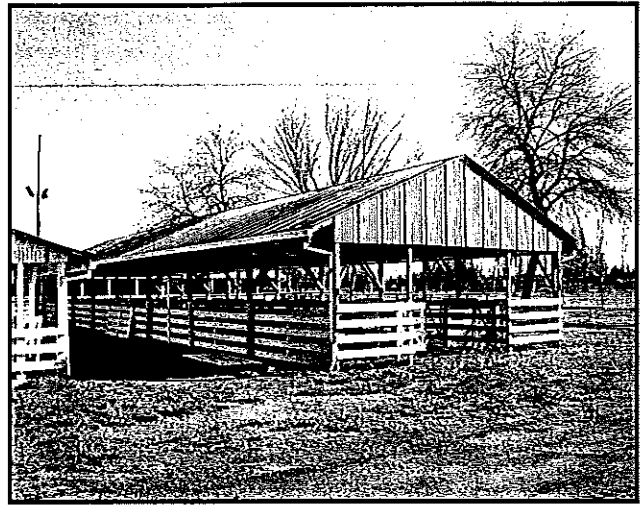
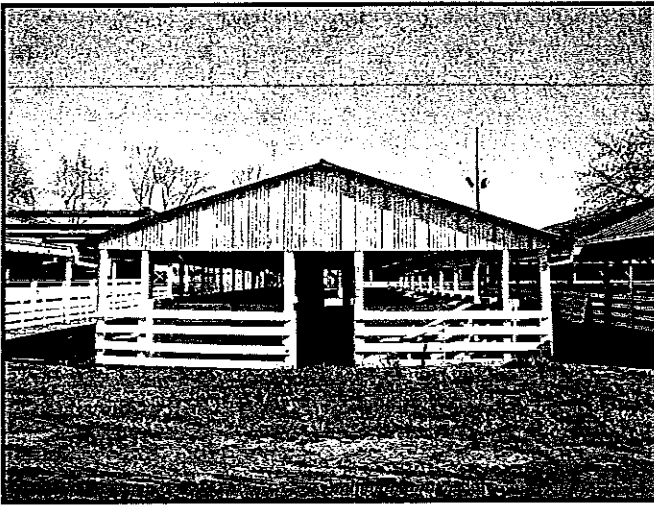
Electrical Service - Plugs, Switches, Junction Boxes

Located on outside of building.

Heating System

None.

SHEEP AND GOAT BARN



County of Washington

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donh@faircomplex.com
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FAX MEMORANDUM

Date: February 27, 2003

To: Board Members
Washington County Fair Board

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

Re: Additional Policies

At the February Board meeting, Board Member Day reported that it was reported at the recent Oregon Fairs Association Convention that fair boards are required to have additional policies per ORS 565.443 attached.

At the Boards direction, staff will begin to have these additional policies drafted and submitted at future board meeting.

Attachment

565.442 County fair board annual reports. (1) On or before October 31 of each year, a county fair board must submit to the County Fair Commission, on a form approved by the commission, data for the period since the preceding report date regarding:

- (a) Use of the county fairgrounds by youths and adults;
- (b) Participation in county fairs by youths and adults;
- (c) Evidence of community involvement in county fairs;
- (d) Attendance at county fair and nonfair events;
- (e) The most recent fiscal year budget for the county fairgrounds and evidence of compliance with open meeting law pursuant to ORS 192.610 to 192.690 in developing the budget;
- (f) Compliance with public contracting and purchasing law under ORS chapter 279;
- (g) The most recent business plan for the county fairgrounds;
- (h) Maintenance of liability insurance in an amount satisfactory to the County Fair Commission; and
- (i) Use of state funds distributed to the county fairs.

(2) If a county fair board fails to timely submit the data required by subsection (1) of this section, the county fair administered by that board is ineligible for state funding, including but not limited to, funding under ORS 565.445 and section 2, chapter 796, Oregon Laws 1995, for a period determined by the County Fair Commission, not to exceed one year. A county fair may appeal a commission decision under this subsection to the Director of Agriculture, whose decision is subject to ORS 183.310 to 183.550.

(3) The County Fair Commission may contract for the collection and summarizing of data required to be submitted under subsection (1) of this section. The commission shall send a summary of the data to the Director of Agriculture. [2001 c.916 §3]

565.443 County fair annual audits; rules. (1) An annual audit of county fair records must include an identification of fair policies relating to matters specified in this section. The audit shall include an examination of available county fair records to check for compliance with the policies. The results of the compliance check must be included within the scope of the opinion expressed by the auditor regarding the county fair records.

(2) Fair policies that are subject to subsection (1) of this section are policies regarding:

- (a) Animal welfare;
- (b) Environmental issues;
- (c) Participation in professional development activities; and
- (d) Compliance with the federal Americans with Disabilities Act of 1990 (P.L. 101-336), as amended.

(3) The County Fair Commission may adopt rules for carrying out this section. Upon the request of a county fair or an auditor, the County Fair Commission may issue a declaratory ruling whether a particular county fair policy is a policy described in subsection (2) of this section. A county fair may appeal a commission ruling under this subsection to the Director of Agriculture, whose decision is subject to ORS 183.310 to 183.550. [2001 c.916 §2]

565.445 County Fair Account; use of moneys. (1) There hereby is created the County Fair Account in the General Fund of the State Treasury. All moneys in the account are continuously appropriated to the County Fair Commission. The account shall consist of a County Fair Board Subaccount and a County Fair Commission Subaccount.

(2) Subject to available funding, unless a biennial appropriation expressly provides otherwise, the County Fair Commission shall credit \$40,000 of the amount appropriated to the County Fair Account for the biennium to the County Fair Commission Subaccount. The County Fair Commission Subaccount shall be used for the administration of ORS 565.410 to 565.450. The County Fair Board Subaccount shall consist of all County Fair Account moneys that are not credited to the County Fair Commission Subaccount.

(3) Subject to ORS 565.442 (2), on the first business day of each calendar year the County Fair Commission shall disburse moneys from the County Fair Board Subaccount to the county fair boards in equal shares. Notwithstanding ORS 291.232 to 291.260, subject to availability of funds, each annual disbursement shall be one-half of the amount credited to the subaccount for the biennium. [1969 c.298 §11; 1971 c.595 §1; 1979 c.844 §2; 1989 c.463 §1; 2001 c.916 §4]

565.446 Legislative findings. The Legislative Assembly finds and declares that financial support of county fairs will result in economic development for areas where fairgrounds are located by promoting, expanding or preventing the decline of businesses and that the use of the net proceeds from the operation of the Oregon State Lottery to fund county fairs is an appropriate use of state lottery funds under section 4, Article XV of the Oregon Constitution, and ORS 461.540. [2001 c.811 §1]

Note: 565.446 to 565.449 were enacted into law by the Legislative Assembly but were not added to or made a part of ORS chapter 565 or any series therein by legislative action. See Preface to Oregon Revised Statutes for further explanation.

565.447 Lottery proceeds allocation to County Fair Account. (1) Subject only to the availability of unobligated net lottery proceeds, there is allocated from the Administrative Services Economic Development Fund to the County Fair Account created under ORS 565.445 an amount equal to one percent of the net proceeds from the Oregon State Lottery, but not to exceed \$1.55 million annually, adjusted biennially pursuant to the change in the Consumer Price Index, as defined in ORS 327.006, between January 1, 2001, and January 1 immediately preceding commencement of the biennium.

(2) The allocation of moneys from the Administrative Services Economic Development Fund under this section is subject to the requirements in section 4, Article XV of the Oregon Constitution, for deposit of 15 percent of the net proceeds from the Oregon State Lottery into the Education Endowment Fund and into the Parks and Natural Resources Fund and shall be made only after satisfaction or payment of:

(a) Amounts allocated to Westside lottery bonds issued under ORS 391.140 or to the reserves or any refunding related to the Westside lottery bonds in accordance with the priority for allocation and disbursement established by ORS 391.130;

ANNOUNCEMENTS

Calendar of Events
March 2003 - July 2003

Date	Event	Location
<i>March</i>		
4	Rodeo Committee Meeting	Floral Building (7:00 PM)
4	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
5	Board Meeting	Floral Building (4:30 PM)
5	Booster Meeting	Board Room (7:00 PM)
13	OFA Area Meeting	State Fair (9:00 AM - 3:00 PM)
<i>April</i>		
1	Rodeo Committee Meeting	Floral Building (7:00 PM)
1	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
2	Board Meeting	Floral Building (4:30 PM)
2	Booster Meeting	Board Room (7:00 PM)
25-26	OFA Spring Managers Meeting	Linn County Fairgrounds
<i>May</i>		
2-5	IAFE Spring Management Conference	Williamsburg, VA
6	Rodeo Committee Meeting	Floral Building (7:00 PM)
6	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
7	Board Meeting	Floral Building (4:30 PM)
7	Booster Meeting	Board Room (7:00 PM)
26	Memorial Day	Office Closed
31	Starlight Parade	Portland, OR
<i>June</i>		
3	Rodeo Committee Meeting	Floral Building (7:00 PM)
3	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
4	Board Meeting	Floral Building (4:30 PM)
4	Booster Meeting	Board Room (7:00 PM)
24	Poker Ride	Flying M Ranch
<i>July</i>		
1	Rodeo Committee Meeting	Floral Building (7:00 PM)
1	Rodeo Associate Member Meeting	Floral Building (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
24-27	County Fair & Rodeo	Fair Complex

HILLSBORO
MAINSTREET
MADNESS
3 ON 3 HOOPS DOWNTOWN HILLSBORO











Saturday & Sunday
August 2 & 3, 2003



Downtown Hillsboro

Main St. (between 1st and 3rd) and 2nd St. (between Washington & Lincoln)

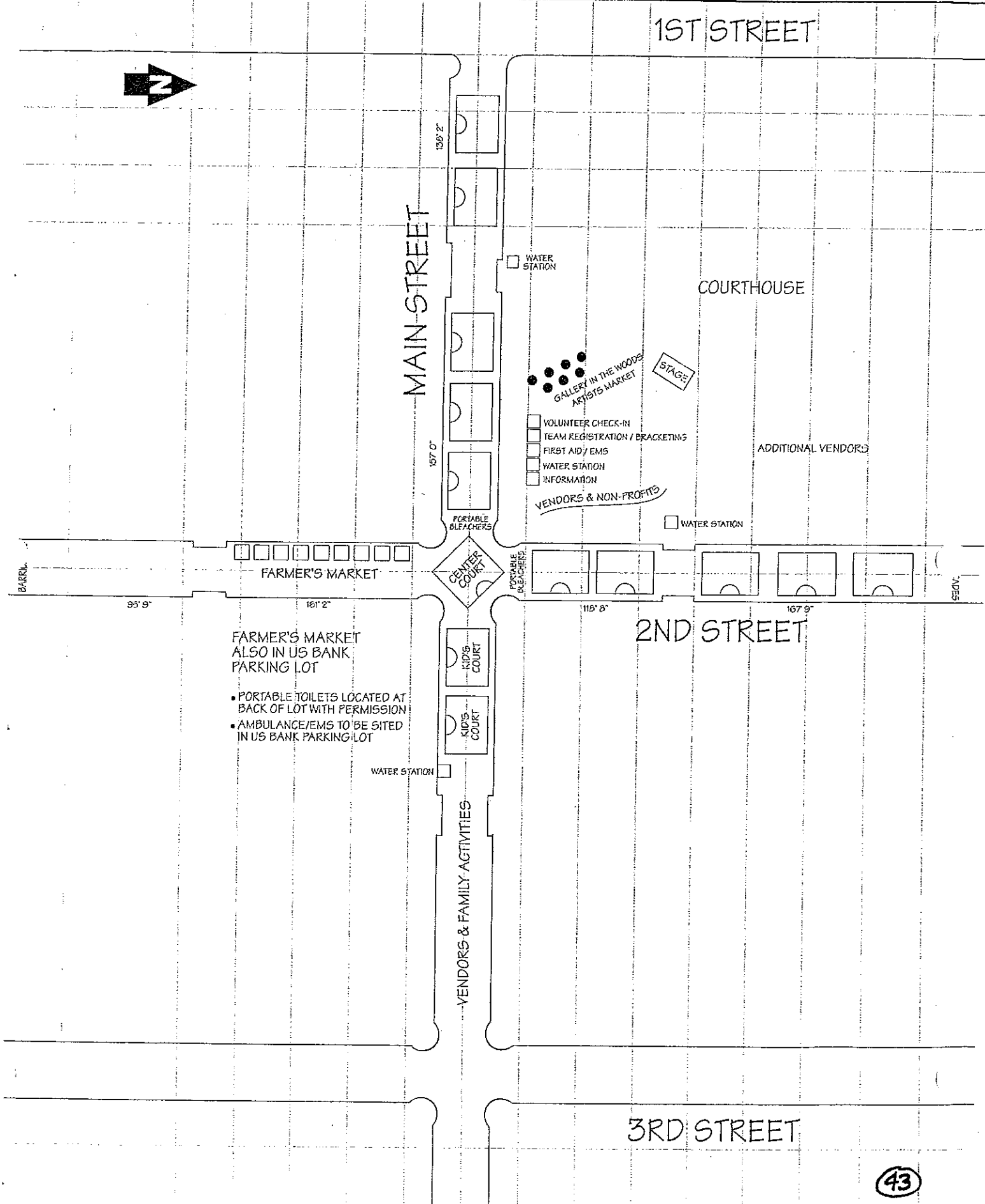
150 Four-Person Teams

-  **Slam Dunk, 3-Point Shoot-Out, & Free Throw Contests**
-  **Kidz Kourt (Children under 7)**
-  **Live Entertainment**
-  **Gallery in the Woods Artists Market**
-  **Downtown Hillsboro Farmer's Market**
-  **Street Performers**
-  **Family Activities for the young & young at heart**
-  **Food Vendors**



Hillsboro Mainstreet Madness is produced by
The Hillsboro Chamber of Commerce • 334 SE Fifth • Hillsboro, OR 97123 • 503-648-1102
Visit our website at www.mainstreetmadness.org

HILLSBORO MAINSTREET MADNESS SITE PLAN



CORRESPONDENCE

A decorative border of various flowers, including roses and daisies, surrounds the central text. In the top right corner, there is a small copyright notice: "© HALLMARK CARDS, INC.".

Hillsboro FFA Alumni
Auction Fun Night

Saturday, April 5th 2003

At
Hillsboro High School

3285 SE Rood Bridge Rd.
Hillsboro, Or.

*"FFA Alumni--
Supporters of Agricultural Education"*

6:30 ~ 7:00 PM Social time
7:00 ~ 8:00 PM Silent Auction
8:00 ~ 9:00 PM Oral Auction

Complementary desserts and beverages will be served

The Hillsboro Area FFA Alumni are sponsoring this event.
All proceeds will go to the enhancement of leadership
abilities and scholarships. We support students from Glencoe
High School, Hillsboro High School and
Century High School.



the
CHAMBER

THE GREATER HILLSBORO AREA CHAMBER OF COMMERCE

February 11, 2003

Don Hillman
Washington County Fair Complex
873 NE 34th Street
Hillsboro, OR 97124

Dear Don,

On behalf of the Hillsboro Chamber of Commerce Board of Directors, I am sending the enclosed check for \$500.00 in response to your application for Airshow Funds to assist with the relocation and restoration of the old county jail.

Each year numerous Airshow fund requests are approved and it is exciting to see this money used for so many worthy projects that benefit the Hillsboro community, including your project! In accepting these funds we ask that you recognize the Hillsboro Chamber Community Airshow Funds as a contributing factor to the success of your plans.

Please include in your promotional plans, such as press releases, announcements or credits listed in event programs, the fact that Hillsboro Chamber Community Airshow Funds provided assistance. Sharing this information will help to inform the public that hosting the Airshow in our community resulted in local benefits. The Hillsboro Chamber would be happy to participate in any joint press releases.

If you have any questions or comments, please contact Lori Palmiter at (503) 648-1102.

Sincerely,

Deanna Palm
Executive Director



COMMUNICATIONS

OTHER MATTERS OF INFORMATION

cc: Beard

SAIF CORPORATION

On the Job for Oregon

February 19, 2003

Washington County Fair Board
873 NE 34th Ave
Hillsboro OR 97124-6700

Policy No: 489984

RE: Terrorism Risk Insurance Act of 2002

Dear Policyholder:

The intent of this letter and the accompanying Policyholder Disclosure Notice is to comply with SAIF's obligation under the Terrorism Risk Insurance Act of 2002 to notify you of this new law and how it will affect your insurance premium.

As a result of the events of September 11, 2001, Congress recently passed the Terrorism Risk Insurance Act of 2002, creating a federal backstop for defined "acts of terrorism" and giving the insurance industry time to formulate a program that provides ongoing insurance protection against such unpredictable and potentially catastrophic events.

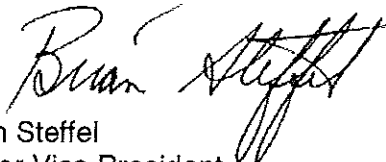
Under the terms of the Act, any insurer that wishes to file a claim for relief in case of covered losses due to terrorism must immediately notify its customers of what portion of their insurance premium is devoted to coverage for terrorism, whether or not those losses are eligible for federal reimbursement.

Unlike other insurance, your workers' compensation insurance with SAIF Corporation continues to cover all compensable claims – even claims attributable to terrorism or war. **At this time, no portion of your workers compensation premium is specifically devoted to the risk of loss associated with terrorism.** However, Oregon's authorized ratemaking organization, the National Council on Compensation Insurance (NCCI), has advised all workers compensation carriers to file a rate increase of \$0.02 per \$100 dollars of payroll to cover terrorism losses that are excluded from reinsurance protection under the federal Act. For customers in the Assigned Risk pool, the rate is to be \$0.03 per \$100 dollars of payroll. This premium is not subject to experience rating or premium discounts of any kind.

SAIF will begin applying this additional premium charge to all new or renewing policies as of May 1, 2003. For customers insured through the Assigned Risk Plan, these charges will begin for policies that are new or renewing on July 1, 2003. You will receive additional information about the Terrorism Act at the time of your insurance renewal.

For additional information on the Terrorism Risk Insurance Act, please visit www.saif.com or contact Public Affairs Manager Mark Cohen at 503 373-8727.

Sincerely,



Brian Steffel
Senior Vice President
Enclosure

**POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM
INSURANCE COVERAGE**

Coverage for acts of terrorism is already included in your current policy. You should know that, effective November 26, 2002, under your existing coverage, any losses caused by certified acts of terrorism would be partially reimbursed by the United States under a formula established by federal law. Under this formula, the United States pays 90% of covered terrorism losses exceeding the statutorily established deductible paid by SAIF Corporation. The portion of your current policy year annual premium that is attributable to coverage for acts of terrorism is \$0.00.



OREGON FAIRS ASSOCIATION

P.O. Box 771 • Salem, Oregon 97308 • (503) 370-7019 • FAX (503) 587-8063

E-mail: assoc@wvi.com

February 21, 2003

TO: OFA Members
FROM: John McCulley, Executive Secretary
SUBJECT: 2003 Spring Conference

The Linn County Fair and Area III invites all OFA members to participate in the 2003 Spring Conference, April 25–26 in Albany at the Linn County Fairgrounds.

Enclosed is the draft program and registration information. Rooms have been blocked at the Comfort Suites adjacent to the fairgrounds. Rates, excluding tax, are \$59.99 single; \$64.99 double. The Comfort Suites phone number is (541) 928–2053. Please note: **reservation deadline is March 25, 2003.**

As you can see by the program, the conference provides an excellent opportunity to gain valuable information and have a great time. Once again a silent auction is planned for Saturday night. Please bring one quality item for the auction and plan to attend this important OFA event.

2003 OFA Spring Conference Registration

Name of Fair _____

Name of Participants
(including spouses)

Number of Registrations ____ at \$25 per person = Total Due \$ _____

___ VISA ___ MC _____ Expire: _____

Signature _____

Please remit to OFA • PO Box 771 • Salem, Oregon 97308 • FAX 503–587–8063

Registration Deadline is April 18, 2003

**2003 OFA Spring Conference
Linn County Fairgrounds - Albany, Oregon
April 25-26, 2003**

Friday – April 25

- 3:00pm OFA Board Meeting
- 4:00pm Tour of Fairgrounds
- 5:30pm Social Time
- 6:30pm Dinner
- 7:00pm Ag Olympics – FFA Fun and Games (competition)

Saturday – April 26

- 8:30 am County Fair Commission Meeting
- 9:30am Welcome –Coffee/rolls
Legislative Update
2004 Convention Update
Web-site update
- 10:15am Break
- 10:30am Program – Ecoli Update
Dealing With Ecoli – A Pro-Active Approach
PR Do's and Don'ts (Dealing with Concerns/Questions, What To Do If Ecoli Strikes)
- Noon Lunch
- 1:00pm Workshops
 - 1. Dealing With Ecoli from a Maintenance Standpoint (walk through of barns, hands-on)
 - 2. Dealing With Ecoli Pro-active Approach continued
 - 3. Emergency Disaster Plans – The Futures New Challenges
- 2:00pm Break
- 2:15pm Workshops
 - 1. Dealing With Ecoli for Maintenance, continued
 - 2. Emergency Disaster Plans
 - 3. Developing a Business Plans
 - 4. Food Safety – Food handling challenges of Vendors
- 3:30pm General Session – Concerns facing Fairs
- 4:00pm Adjourn
- 5:00pm Social Time and Silent Auction
- 6:00pm Dinner
- 7:00pm Western Dance – Ann Fore (country entertainment)

**OregonLive.com**

Everything Oregon

4-H heydays

02/24/03

MICHELLE MANDEL

HILLSBORO Elizabeth Van Kleek is just 7, two years shy of being old enough to participate in full-fledged 4-H competitions.

But there she was on Sunday, in the Cloverleaf Building at the Washington County Fair Complex, moseying the room with 100 or so other folks, most of them 4-H alumni. Looking at faded scrapbooks and black and white photographs of fair competitions gone by.

Wishing the future would arrive so she can begin her own 4-H memories.

"I want to be involved in bunnies and sewing and cooking -- and insects," Elizabeth said, slipping insects in fast, knowing it would draw a look from her mother.

Which it did. Barb Van Kleek grew up in Lebanon, deeply immersed in 4-H. In fact, the 45-year-old Hillsboro mother studied entomology one year while in 4-H but only because her own mother thought it would inspire her brother to get involved.

"No, no, no," Van Kleek told her daughter, not because she's anti-insects, but because she thinks Elizabeth would far more enjoy cooking and sewing. "I sewed all my own school clothes from sixth to 10th grade. I even made a bathing suit -- a bikini! It was a real daring bikini, I must say."

The memories flowed like cow's milk throughout the room at this first-ever 4-H reunion, meant to strengthen the program in the wake of funding cuts. Between 15,000 and 20,000 youngsters and adults in greater Portland participate in 4-H, but it was mostly old-timers who showed up to reminisce about the wholesome organization that emphasizes hands-on, old-fashioned learning.

Not that everybody here participated in 4-H as a child. Maryanne Andrews, 55, had never raised a pig or stitched a skirt for blue ribbon competition before she signed up her youngest child.

But she wishes she'd had the chance.

"My daughter started with a rabbit, then raised a guide-dog puppy, then finally got into sheep," said Andrews, whose three children all participated. They're now grown and married, but she's still involved, as chairwoman of the board for 4-H leaders in Washington County.

"Those sheep taught my children how to raise animals and make money," she said. "And that money bought computers and paid for college."

Pretty much everybody had some sort of success story to share, some way 4-H made them a better human being.

Myra Coe brought along her Basenji named Banta as proof of her 4-H skills. Banta, now 10, was a

high school 4-H project.

Not that Banta always obeyed.

"One time during obedience competition, he was supposed to stay still, and he started crawling away on his belly," said 22-year-old Coe of Hillsboro, who served on a national 4-H strategic planning committee that required her to travel to cities throughout the United States.

"It's a wonderful thing to have on my resume," said Coe, who will graduate soon from Oregon State University with a degree in public relations. "People are impressed that I was involved in a leadership role. And it's certainly helped my speaking skills."

Joe Evers and his sister, Florence Evers Herinckx, weren't exactly honing their speaking skills when they competed in 4-H during the 1930s and 1940s. Like their 13 siblings, they cared more about showing cows, given that their father owned a dairy farm.

"I showed the same calf for 10 years," said Evers, 64, who lives in Banks and still raises cows. "The calf's name was Johanna, a registered Holstein, and it did real well. I have all kinds of ribbons, some because Johanna was a grand champion."

Herinckx started off showing a dairy cow but soon turned to sewing. The 80-year-old Cornelius woman, whose eight children also participated in 4-H, said she walked four miles to attend 4-H sewing club meetings.

"Can you believe that?" Herinckx asked with a shake of her head. "We wouldn't let our kids walk four miles today." Michelle Mandel: 503-294-5959; michellemandel@news.oregonian.com.

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**OregonLive.com**

Everything Oregon

Old jail restoration tests price of history

02/20/03

LAURA GUNDERSON

HILLSBORO -- Historian Melissa Darby glances at an antique engagement ring, its small diamond hovering gracefully above a platinum band.

Nice, she says, but why not replace the rock with cubic zirconium?

That would be analogous, in Darby's mind, to tearing down the Washington County Log Jail, one of the state's oldest buildings, and replacing it with a replica constructed with modern-day logs.

"The original building gives a glimpse into what our ancestors saw, allowing you to experience how much despair someone felt to be in this building," says Darby, who is working with the Washington County Historical Society to research the one-room jail.

"In a way, it eliminates time," she says. "A fake building couldn't do that."

But some question the \$75,000 the historical society plans to spend to dismantle, renovate and rebuild the 150-year-old jail in a new, climate-controlled exhibit at the Washington County Museum in Rock Creek. It's too much to spend, they say, in an economy that is leaving newer buildings, government agencies and social programs in disrepair.

That sentiment -- along with a general cinching of purse strings -- might be limiting donations from organizations the historical society had planned to lean on.

Executive director Mark Granlund had hoped for gifts of at least \$5,000 each from groups such as the Washington County Fair Board and the Washington County Sheriff's Foundation. Both ended up donating \$1,000.

"Five thousand dollars is not an insignificant amount of money for us," Fair Board member Rich Vial said as the group debated its donation. "And I'm not sure my great-grandkids would be affected by whether these are new logs or restored old logs."

The jail is a simple fir-log cabin that cost \$900 to build in 1853. Sixteen feet long by 9 feet wide by 12 feet high, it held a bucket, straw-filled mattresses, ankle chains and blankets, according to Darby's research.

Until it was disassembled last week, its dark brown shell sat on the county fairgrounds in Hillsboro, dwarfed by aluminum exhibit halls and ignored for the bright lights and pulsing music of the midway.

The jail, its old-growth timbers rotting near the base, was moved last week from the fairgrounds, where it had been trucked from its original location in downtown Hillsboro in 1953.

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Using period tools and woodworking methods, log cabin restorer David Rogers will rebuild the jail. He will search for signs of its original design, such as marks of old windows, empty nail holes and dark patches where planks might have rested.

"We're taking a purist attitude toward this," Granlund said. The historical society will pay \$50,000 for the restoration and a documentary film of the work, plus \$25,000 for the rest of the jail exhibit, which could include pictures, maps and taped conversations such as might have been heard from the cell a century ago.

Because the jail is on National Register of Historic Places, it must be restored according to rules that require authentic tools and methods.

"There are probably areas where you could use new nails, and they wouldn't notice," Granlund said. "But we're going above and beyond."

In addition to the \$3,000 in donations from the sheriff's foundation, the fair board and a collection of small gifts, the museum has received an anonymous \$25,000 donation for the jail. However, museum officials must match that \$25,000 to receive it.

Granlund said he had hoped to raise that money through donations, but with its restoration timeline nearing, he dipped into a museum savings account earmarked for future projects.

After rolling through a microwave process that kills wood-feasting insects, the jail will be rebuilt inside a new, climate-controlled room proposed in museum renovations. Granlund said the improvements to the museum, which sits on the Rock Creek campus of Portland Community College, and the exhibit should be complete by 2004.

"We lose historic buildings all the time," said James Hamrick, deputy state historic preservation officer. He thinks the jail is one of only a handful of buildings still standing that existed before Oregon's statehood in 1859. "There's no question about it, this is a matter of good public policy. This is the real thing, and that's rare."

Jail supporters picture children swarming the structure, peering through the thick metal door -- if they can find one like the original -- hoping to see scratches on the cell walls. They'll read about liars, forgers, horse-killers and the first inmate, George Silsil, who according to Darby's research, "sold spirituous liquor in quantity less than one quart without license."

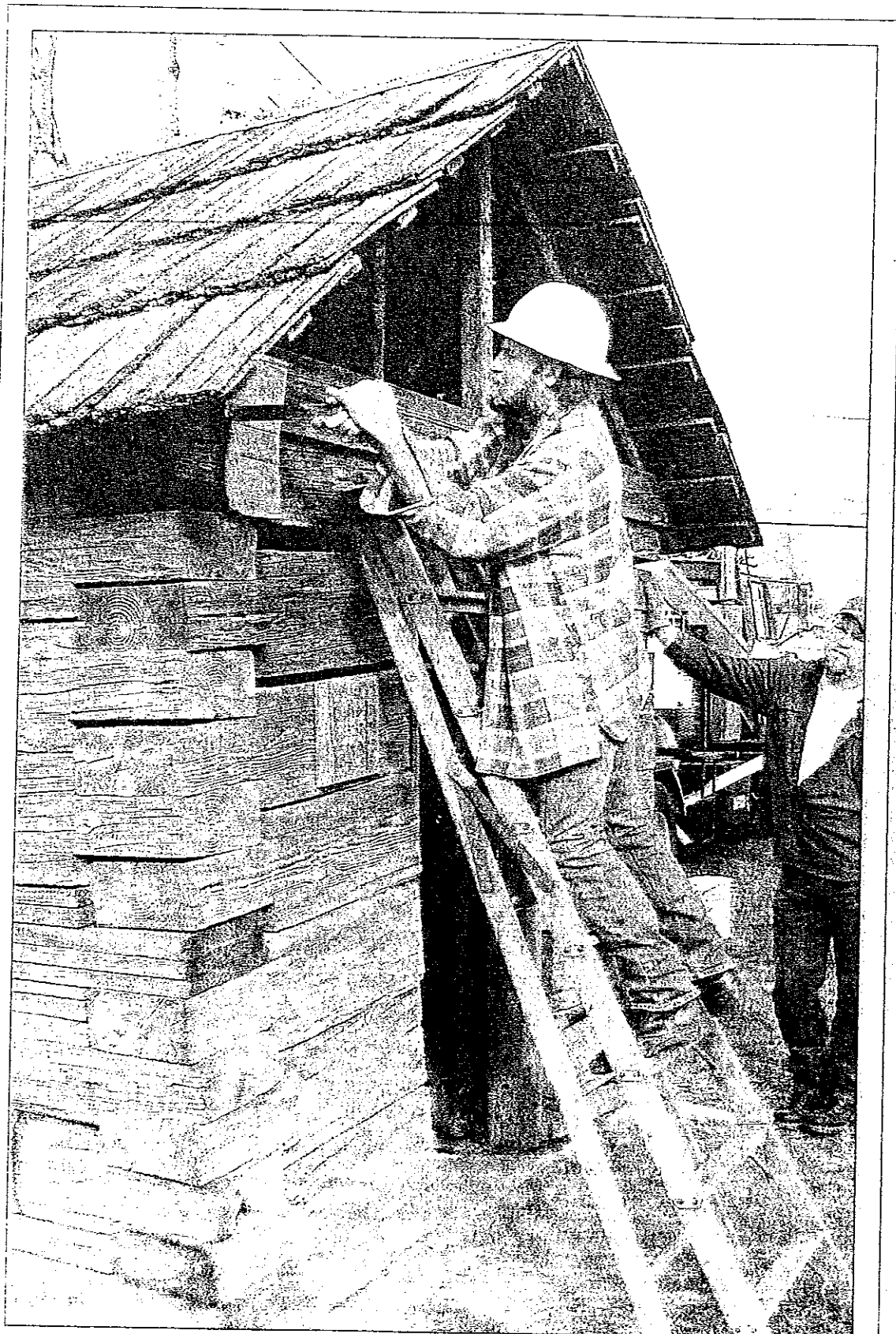
Worse yet, museum-goers could read about William Burris, a former fur trapper for the Hudson's Bay Company who lived in a log house in the Tualatin Valley with his wife and four children. In a drunken stupor on New Year's Eve 1855, Burris was suspected of killing his family with an ax and setting fire to their home. Newspapers reported that jurors couldn't reach a verdict on his plea of insanity, and Burris died in the jail nearly two years later.

Such vivid stories may capture his imagination, but Hillsboro resident Edmin Kristovich isn't sold on the jail restoration. As a member of the fair's booster club, he voted against giving money to the project.

The group recently spent \$30,000 on a campaign to update and expand the fairgrounds -- one of many more-pressing projects he says the community really needs.

"We've got a jail made out of some old logs, but it's just too far gone to save," said Kristovich, 79. "Anyone with a chain saw could, in a short time, replace those rotten logs. But now we're gonna have to hire a man for \$50 an hour, and he will do this with an old bucksaw or something?"

"Why don't we also hire a man from that era? He'd be a lot cheaper." Laura Gunderson: 503-294-5958; lauragunderson@news.oregonian.com



Chester Epperson / The Argus

A moving experience

Historic old Washington County Jail, which has been a fixture at the Washington County Fairgrounds in Hillsboro for over 50 years, was disassembled last week for a trip to a David Rodgers' woodworking shop in Rhododendron, Ore. After renovation, the jail (built about 1853) will be moved to Portland Community College's Rock Creek Campus, where it will be on permanent display in the museum's Exhibition Hall.

**OregonLive.com**

Everything Oregon

Old log jail: Relocate, or build a replica?

02/20/03

FOR: Moving and stabilizing the log jail will be an investment in something that's real and original

Appearances are deceiving.

Whether it is better to move the old Washington County jail from the fairgrounds to the county museum or to build a replica at the museum may appear to be simply an economic issue. It will cost less to build a replica than to move what may appear to be a pile of old logs. It is a deceptively logical point.

But the debate should not be an economic one about whether to build a replica or renovate the original. Rather, it should be a philosophical one about artificiality and reality.

The old jail is one of the few remaining buildings from Oregon's founding era. A defining early public structure, it represents numerous stories -- architectural, legal, social, economic -- that contribute to our identity as Oregonians. That identity is what we call, more familiarly, history. This structure, most simply, is a physical fact, a rare and large artifact, of that history.

We live in times much taken over by illusion, copies and artifice. What is real ought to be increasingly valued. How might we do that in this case?

The people of Washington County possess an original, a real, piece of Oregon history. By keeping it and placing it out of harm's way, where it will be cared for, the county will be investing in something that has that value of originality and of being real. It seems a worthwhile investment.

History is about facts, even when we often fight over what the facts are. With the county jail, at least we have physical evidence that most of us can agree on. It's there -- verifiable, tangible and true. As an object of the county's history, the jail belongs in a place where truth is valued and taught, where what is real is what it is all about.

People go to the Washington County Museum to sample reality, to see "the real thing." They don't go to see displays of false things; there are plenty of places to find fakes. When visitors arrive, they deserve to see, smell, hear, sometimes touch, the reality of their history. At the museum, they can be confident that authenticity will reign, and truth and reality are manifest through objects and exhibits.

One of the assets of a good education should be the development of a "historical imagination." This is the ability to imagine another time, place and people such that our perspectives broaden, and our appreciation for the experiences of others deepens. Neither a leap of faith nor an exercise in pretending, historical imagination is built on the foundation of facts and reality.

Though the jail's logs are old, they will provide a surprisingly firm foundation upon which to help build a historical imagination. That building is real, it is a fact, and in it abides an honest connection to some portion of Washington County's history with which every inhabitant can

identify. In times when we suffer from the illness of illusion, we can certainly benefit from a healthy dose of reality.

Chet Orloff is director emeritus of the Oregon Historical Society and an adjunct professor of urban studies and planning at Portland State University.

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Everything Oregon

AGAINST: Logs in the Pioneer Jail are too far gone, and a replica could serve its educational purpose

02/20/03

As a Washington County Fair Board member, I have struggled with the question of whether the board should contribute more money to moving and restoring the Pioneer Jail at the fairgrounds.

As a lawyer, I am well aware of laws governing historic preservation, and I support them. But things must be carefully balanced as we make sometimes difficult decisions.

I believe strongly in the preservation of historic buildings. I have restored two late-1800s homes, living in both as we worked. When the weather is good, you will see me driving my 1954 Ford Crestliner to work. With my neighbor, I own a 1954 Piper Aztec twin-engine airplane that gives me great joy to fly.

I sincerely believe the preservation of our history, as represented in physical things we can see, feel and use, is important in the preservation of a secure and peaceful society.

However, there comes a time when it simply does not make sense to spend money, especially public money, on the preservation of a building or artifact that is too far gone.

The Pioneer Jail is one of the oldest buildings in Washington County. It has seen a remarkable cast of characters and stands as a reminder of a day long past. However, inspection of the log cabin leads me to believe very little "log" is left in it.

Over the years, the lower part of the structure especially has become a porous, soft bundle of rapidly disintegrating fiber. Fair officials were so concerned that they had it fenced off to avoid the liability of it falling on someone.

I understand the desire of those who wish to preserve this building. But I must ask if the estimated \$50,000 to \$70,000 to move, preserve and set up this old structure might be better spent on a new building of similar material. We could replicate the old building and use the rest of the money to help the needy, who are already suffering because of cutbacks in social services.

The Fair Board has been asked to contribute a substantial amount toward this project. I applaud the efforts of the Washington County Historical Society and especially the individuals who want to make substantial donations. But I do not think, given the circumstances, that it is appropriate for the fair to contribute more than the \$1,000 it has already committed to the task.

I am grateful for people who are passionate about preserving our historical heritage. I look forward to exposing our children and grandchildren to these important reminders of our past.

The opportunity for a granddaughter to run her hands over logs, though they are replicas, will provide her with the feel and appreciation for what a building of this sort may have been. Might not this be more valuable than looking at it from behind glass?

We can document the jail in its original dimensions. We can build a replica that would be correct in

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virtually all details. To do so at a fraction of the cost of attempting to restore a building that is at least partially rotted is an alternative we should carefully consider.

Richard Vial of Scholls has been a member of the Washington County Fair Board since 1999. He is a lawyer in private practice in Tigard.

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Everything Oregon

4-H sets 'friend-raiser' at fairgrounds

02/20/03

MAYA BLACKMUN

HILLSBORO -- For some families, 4-H is a way of life, as dependable and anticipated as the changing seasons. Generation after generation takes part, and family members form friendships that last a lifetime.

Some of those friends might see each other at the reunion this weekend at the Washington County Fair Complex, site of a reunion for anyone who's ever been involved anywhere with 4-H.

The reunion is from 3 to 5 p.m. Sunday at the Cloverleaf Building, southwest corner of the fairgrounds, 837 N.E. Fourth Ave. in Hillsboro.

Those at the reunion will learn about the various 4-H programs, which extend beyond traditional home economics and animal husbandry to include school-based projects involving the Internet and wildlife habitat restoration.

In these tight financial times, organizers pulled the event together hoping to woo 4-H alumni back into service, says Lisa Conroy, Washington County 4-H program coordinator with OSU Extension Service. It's "friend-raising," she says, with fund-raising to follow. More information is available by calling Conroy at 503-725-2113.

For the Grossens of Hillsboro, 4-H has involved grandparents, children and, now, grandchildren.

Ben Grossen, 67, recalls how he joined a club his uncle organized in 1928 as the Rock Creek Dairy Club. For almost 10 years, he showed a Brown Swiss cow named Maggie that "showed itself," she was so good.

He once tried showing a pig but lost out to fellow teenager Joan Krahmer in 1951 at the Washington County Fair. His friends teased him about it, saying judges prefer girls.

He ran into Krahmer just a couple of years ago and mentioned that competition. Her eyes welled up, 50 years later, about the prize pig she sold.

Grossen thinks back on those times and all he has gained from 4-H and the people "I'm usually really happy to see."

His two sons and daughter all were involved in 4-H as well -- in dairy, small-engine and home economics clubs.

His daughter, Teresa Brandt, 42, and her brother Dave, 38, are club leaders.

For five years she has headed Klever Kids, a 4-H Club with about six members in home economics, and "Adventures," for children in kindergarten through third grade, including Dave's 8-

year-old son, Hank.

For 12 years, Dave Grossen has headed what's now called Contented Munchers, the dairy club he belonged to as a child -- the same one started by his great-uncle 75 years ago.

"I really felt strongly I had to," he says of taking over when the last leader left the club, "so those kids could have the experiences I had, some of the best of my childhood."

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Everything Oregon

Fair, schools try to clear their books

02/17/03

LAURA GUNDERSON

HILLSBORO -- Joyce Barrett has a second chance at claiming the \$24 she was awarded in the open-class rabbit division at the Washington County Fair in 1999.

Same goes for the Furry Friends 4-H club, which could receive the \$25 its members earned that year for working a shift at the fair's "Touch and See" booth.

Their money is among \$3,800 in checks the county's Fair Board would like to cancel and return to its general fund. But the money, which could have offered a tiny cushion in tight budget times, won't go to help the fair.

As the Fair Board was reminded by the county's finance department last week, keeping the money is illegal. A state law, sometimes forgotten or overlooked by accountants, requires public agencies and private businesses to hand over uncashed checks -- and the money they represent.

Although it wasn't a huge windfall, considering her \$1.6 million budget, Fair Board Chairwoman Kathy Christy said the fair can use all the money it can get.

"In this time of economic hardship in government, what in the world are they thinking?" Christy said of the search -- at the county and the state level -- that the fair's 174 unclaimed checks triggers. "Who are we paying to make those calls?"

The fair is not alone in its want for "found" money.

Each year, Beaverton School District officials clear out their cache of 7-year-old uncashed checks. The school board votes to void the checks, which then sit for another year before being deposited into the district's general fund. Last school year, the district deposited uncashed payroll, general accounting and worker compensation checks totaling \$2,700.

"Our auditors tell us that in accounting school, they don't spend much time on this law," said Monte Turner of the Division of State Lands, which puts unclaimed money into an account. That account, which totals about \$128 million, earns interest that is distributed to state schools through the Common School Fund.

\$5.5 million reunited a year On average, the state collects about \$19 million a year in unclaimed property, uncashed checks and forgotten safe deposit boxes and bank accounts. The state reunites owners with about \$5.5 million each year.

State Lands auditors spend more time teaching government agencies and businesses how to follow the law than punishing them. However, they can collect interest on as many as nine years of checks that they should have received or impose fines of as much as \$50,000.

Each year, public agencies and private businesses must try to locate people who hold checks

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more than 2 years old. In the Fair Board's case, the county's finance department will track down anyone who holds checks worth more than \$50. Of those 174 county fair checks, eight are more than \$50; 106 are less than \$10.

Phone book searches All checks that remain unclaimed go to the state, where staffers try again. They search phone directories and credit companies for owners of checks totaling more than \$100. Checks for more than \$10 are added to a state database that lists more than 700,000 individuals and businesses.

Another Fair Board member, Richard Vial, laughed off his board's oversight. His children made the list.

Winners in the open-class beef show in 1999, his son and daughter earned a combined \$50 in awards.

"They'll be glad to hear about this," Vial said. "They're in college, and now they really need that money."

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2003 Air Show is on runway, awaiting fuel (\$) for takeoff

02/13/03

By Ian Rollins

The Argus

A rejuvenated airshow at Portland-Hillsboro Airport is gaining momentum.

Organizers say they have support from the military, civilian performers and vendors. What they need now is money.

"We're on everyone's schedule in pencil," said Judy Willey, one of the organizers and former director of the now-defunct Rose Festival Airshow, Wednesday night at an gathering.

"As soon as we secure sponsorships, we can pay their deposits," she continued.

Joining Willey are Bob Henry, Lila Ashenbrenner, Bob Terry, Rick Van Beveren and Don McCoun. Henry is a current Portland Rose Festival Board member, and the other three sat on the festival's airshow committee for several years.

"The number of people who came, the number of dollars that produced - to cut and run, to leave this airshow is simply something we did not want to do," McCoun said on Wednesday.

The group has formed a nonprofit organization called Oregon International Air Show -- Hillsboro, which plans to hold a two-day airshow on Sept. 20-21. Sept. 20, a Saturday, would feature a twilight show and the Sunday show would take place in the afternoon.

The group's plan is for all the proceeds to go to Oregon-based nonprofit groups. The main beneficiary this year would be the Hillsboro Schools Foundation (a separate entity from the Hillsboro School District).

The show's overall theme will be the centennial celebration of flight. Organizers are hoping to have a wide ground display of historic aircraft.

The group did not seek the Navy/Marines Blue Angels or Air Force Thunderbirds this year because they wanted to give neighbors a break from the sterile corridor, organizers said. "The rumor that we did not apply in time is not true," Willey said.

In addition, organizers are hoping to bring several well-known civilian acts to the show, including paraglider Dan Buchanan, the Red Baron team, Russian Thunder and Rich's Incredible Pyro.

"Our plan is to feature these acts," Willey said. "We just need the money to pay them."

Some of these performers loved the Hillsboro airshow so much, Willey said, that they might just ask for fuel reimbursement.

Major vendors and area hotels also want to see the show continue, organizers said. "It's astounding, the amount of money people spend with the show in town," McCoun said.

Organizers figure the show needs \$196,000 in sponsorships or donations to get off the ground. Willey said two sponsorships are in the works, but she could not disclose any details yet.

With that amount, the group said they could put on a show much like the ones seen in the past. "What you see shouldn't be any different in terms of a great show," Ashenbrenner said.

Anyone interested in sponsoring or donating to the show can call the show's office at 503-629-0706.

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Everything Oregon

Halloween lights proposed for fairgrounds

02/12/03

LAURA GUNDERSON

HILLSBORO -- Washington County Fair officials say a \$165,000 Halloween light display could be the autumn equivalent of the Oregon Zoo's annual ZooLights festival.

Officials picture Halloween decorations glittering around the Hillsboro dairy barns and exhibit halls this October, raising thousands of dollars annually and drawing hundreds of families, especially those on the county's east side who have never been to the fair.

But without a sure thing, at least one Fair Board member worries "Frite Lites" won't be able to scare the money out of the dozen sponsors necessary for the light show.

As local businesses tighten spending, sponsorships for community events have waned. The fair's annual rodeo, which roped in 9,000 visitors last summer, struggled to raise even half the amount of sponsors as in years past.

With commitments from 11 necessary sponsors, the light show could earn a \$7,500 profit this year and as much as \$67,500 by 2006, when the illuminated decorations would be paid off.

"We've got to do better than this," said Richard Vial, one of five board members. "If we miss the mark on sponsorship, this model for entertainment just doesn't make sense."

In 1998, rodeo organizers earned \$78,550 in sponsorship revenues; last summer, sponsorship revenues dropped to \$29,090. And the rodeo is held in the middle of summer, while the light show would make its 17-night run through the chilly, often rainy, month of October.

"Frite Lites," which organizers say would be one of a handful of such light shows in North America, would lead families under a 27-foot-tall ghost arch, past a 27-foot-wide lighted hay wagon and on to a 13-foot-tall glowing witch. With help from community groups and local schools, Don Hillman, the fair executive director, said the event could feature pumpkin-carving tables, face-painting, hot apple cider stands and special nights for costumed pets.

"We could even get grade schools involved, those nearby and far away -- those areas we need to win over," said Hillman. He founded a light show at his last job managing CalExpo, where 5,000 people toured on one night.

\$120,000 up front Decorations would cost \$120,000, and the proposal calls for three \$15,000 updates, in 2004, 2005 and 2006.

To pay for the show, Hillman said the fair board would need to spend \$100,000 this year and find a sponsor to cover \$40,000. With conservative attendance estimates of 10,000 people during 17 days, Hillman said admission fees -- \$4.50 for adults and \$2.50 for children -- could cover remaining costs. He estimated annual costs at \$1,000 for set-up, \$1,500 for utilities and \$15,000 for advertising.

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To recoup the county's money, Hillman would sign on at least 11 sponsors that would pay a total of \$240,000 -- in increments as small as \$3,000 -- during the next three years.

"Lights do bring people," said Brian Miesch, vice president of Lights for All Seasons, the Lake Oswego company planning the show. The company has created light shows at the Portland International Raceway and the Umatilla County Fairgrounds, along with decorations at the Nordstrom store in downtown Portland, the Pearl District and most casinos statewide.

This winter, 77,575 people attended ZooLights. General admission this year was \$8 and \$5 for children 3 to 11. The zoo's biggest fund-raiser cost \$125,000 last year.

In 2001, it raised \$215,000 after covering expenses.

"Places look totally different when they are lit up after dark," said Sheila Day, a fair board member. "It's just another world."

Day walked the 2.5-mile Winter Wonderland light show at the raceway this year. Most view the show, which costs about \$700,000, by car, paying \$12 a vehicle, \$15 a van and \$40 a bus.

The light show idea falls in line with the fair board's mission to make the complex more action-packed and financially viable throughout the year. After a failed bond measure in November, the board continues to search for ways to pay for a year-round Event Center, which could hold conventions, high school graduations and sporting events.

Board members will decide on the proposal at their next meeting at 4 p.m. March 5 in the Floral Building on the fair complex, 873 N.E. 34th Ave.

If Hillman finds at least six sponsors by March, most board members say they'll support the light show.

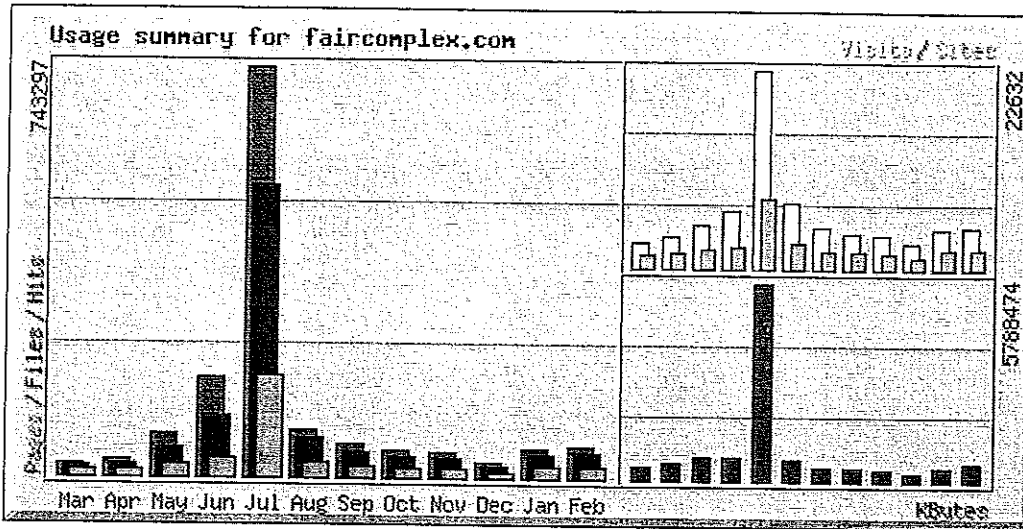
"But if we want to start off slow, that first year we could just turn off the lights," board member Ken Leahy said at the Feb. 5 board meeting. "It's kind of spooky out here."

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