

# WASHINGTON COUNTY FAIR COMPLEX

Board Meeting

May 5, 2004  
Floral Building

Regular Session – 4:30 p.m.  
Executive Session – 5:30 p.m.

# AGENDA

# NOTICE OF MEETING

Washington County Fair Board  
Regular Meeting: Wednesday, May 5, 2004, at 4:30 p.m.  
Executive Session: Wednesday, May 5, 2004, at 5:30 p.m.\*  
Fair Complex Floral Building  
Hillsboro, Oregon

A. Richard Vial, President  
Kathy Christy, Vice President                      W. Rafe Flagg, Treasurer  
Herbert Hirst, Member                              Kathy Schmidlkofer, Secretary

## Standing Committees

### **Air Show & Airport Interface**

Herbert Hirst, Board Member

### **County Fair & Rodeo Operations**

Kathy Christy, Board Member  
Kathy Schmidlkofer, Board Member

## **86 Days to the 2004 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 – February 2004
    - B. Line Item Report – February 2004
    - C. Balance Sheet – February 2004
    - D. Other, if any
  2. Minutes
    - A. Fair Board Minutes – April 2004

B. Other, if any

A. Facility Use Schedule – May 2004

B. Other, if any

***D. Special Reports***

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

***E. Old Business***

1. Redevelopment Update, if any
2. Expansion of Board Membership - Update
3. Other, if any

***F. New Business***

1. Plans Review Advisory Committee – Discussion as to Membership
2. Committee Reports
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 Oral Communications***

***J. Other Matters of Information***

1. Rodeo April 2004 Committee Minutes
2. Booster April 2004 Meeting Minutes
3. Newspaper Articles, if any
4. Website Activity
5. Other, if any

***L. Adjourn***

\*Executive Session pursuant to ORS 192.610-192.690 to discuss Real Estate matters and/or Personnel issues immediately following the regular Fair Complex Board meeting, if deemed necessary.

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

## CONSENT ITEMS

County of Washington

Washington County Fair Complex  
873 NE 34<sup>th</sup> Avenue  
Hillsboro, Oregon 97124  
Phone: (503) 648-1416  
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## FAX MEMORANDUM

**Date:** April 28, 2004

**To:** Board Members  
Washington County Fair Complex Board

**From:** Don G. Hillman  
Executive Director

**Re:** February 2004 Financial Statements

Find attached the February 2004 Financial Statements.

Staff met with Treasurer Flagg on Tuesday, April 27, 2004, to review and discuss the February 2004 Financial Statements. Treasurer Flagg noted that he is familiar with the QuickBooks accounting software used by the Complex.

Questions arose as to the positive variance associated with Interim Parking Fees, Line 12. As related to Treasurer Flagg, the budget was prepared assuming there would be no Air Show in 2003, however, this event did take place under a new non-profit organization and parking revenues were generated from the event.

There was also a discussion as to the allocation of salary and wages between the Interim and Fairtime Programs; and that we currently have a fulltime Maintenance Repair Worker position open, but have opted to use temporary employees which offers more flexibility and reduces Complex overall payroll expenses.

Staff also advised Treasure Flagg that we are working with the County Finance Division to convert to their accounting system prior to the beginning of the next fiscal year.

**WASHINGTON COUNTY FAIR COMPLEX**  
**Budget Overview February 2004**

| <b>Mission Statement</b> - The mission of the Washington County Fair Complex is to provide excellent facilities and services in a self-supporting manner for the following purposes:<br>1. Preserve the annual County Fair & Rodeo and its' heritage.                      2. Promote the "World-Class" agriculture of the County.<br>3. Provide a welcoming environment for all volunteers.                                      4. Commitment to life-long learning with a special emphasis on youth.<br>5. Promote year-round facilities for consumer trade shows, public expos                      6. Promote a sense of community among County residents. |          |                                 |                  |                  |                          |                          |                     |            |
|---|----------|---------------------------------|------------------|------------------|--------------------------|--------------------------|---------------------|------------|
| Line Item   | Acct No. | Description                     | February 2004    | February 2003    | Year to Date FYE 6/30/03 | Year to Date FYE 6/30/04 | Adopted 2004-04     | %          |
| 1   |          | Beginning Fund Balance - July 1 |                  |                  | \$ 328,352               | \$ 357,171               | \$ 305,426          | 117%       |
| <b>Revenues</b>   |          |                                 |                  |                  |                          |                          |                     |            |
| 2   |          | Interim Revenues                | \$ 23,574        | \$ 11,988        | \$ 144,800               | \$ 161,216               | \$ 215,994          | 75%        |
| 3   |          | Frite Lites Revenues            | -                | -                | -                        | 132,823                  | 100,000             | 133%       |
| 4   |          | Fairtime Revenues               | 164              | 220              | 636,913                  | 599,791                  | 618,050             | 97%        |
| 5   |          | Non-Operating Revenues          | 32,065           | 28,065           | 447,113                  | 430,917                  | 543,000             | 79%        |
| <b>Total Revenues</b>   |          |                                 | <b>\$ 55,803</b> | <b>\$ 40,273</b> | <b>\$ 1,228,826</b>      | <b>\$ 1,324,747</b>      | <b>\$ 1,477,044</b> | <b>90%</b> |
| <b>Total Revenues &amp; Beg. Fund Balance</b>   |          |                                 | <b>\$ 55,803</b> | <b>\$ 40,273</b> | <b>\$ 1,557,178</b>      | <b>\$ 1,681,918</b>      | <b>\$ 1,782,470</b> | <b>94%</b> |
| <b>Expenses</b>   |          |                                 |                  |                  |                          |                          |                     |            |
| 6   |          | Interim Expenses                | \$ 24,677        | \$ 96,635        | \$ 555,755               | \$ 327,665               | \$ 501,251          | 65%        |
| 7   |          | Frite Lites Expenses            | -                | -                | -                        | 118,164                  | 100,000             | 118%       |
| 8   |          | Fairtime Expenses               | 11,251           | 70               | 561,634                  | 628,576                  | 804,537             | 78%        |
| 9   |          | Non-Operating Expenses          |                  |                  |                          |                          | 69,867              | 0%         |
| <b>Total Expenses</b>   |          |                                 | <b>\$ 35,928</b> | <b>\$ 96,705</b> | <b>\$ 1,117,389</b>      | <b>\$ 1,074,405</b>      | <b>\$ 1,475,655</b> | <b>73%</b> |
| 10  |          | Contingency                     |                  |                  |                          |                          | \$ 306,815          |            |
| <b>Total Expenses and Ending Fund Balance</b>   |          |                                 |                  |                  |                          |                          | <b>\$ 1,782,470</b> |            |

| Line Item                               | Acct No. | Description                           | February 2004     | February 2003      | Year to Date FYE 6/30/03 | Year to Date FYE 6/30/04 | Adopted 2004-04     | %          |
|---|----------|---------------------------------------|-------------------|--------------------|--------------------------|--------------------------|---------------------|------------|
| <b>Interim Operating Revenues</b>       |          |                                       |                   |                    |                          |                          |                     |            |
| 11                                      | 10       | Rent & Storage                        | \$ 20,931         | \$ 11,442          | \$ 94,282                | \$ 113,189               | \$ 180,894          | 63%        |
| 12                                      | 16       | Parking Fees                          | \$ -              | \$ -               | \$ 32,358                | \$ 26,370                | 9,000               | 293%       |
| 13                                      | 17       | Miscellaneous Income                  | \$ 1,811          | \$ 26              | \$ 2,067                 | \$ 5,448                 | 10,000              | 54%        |
| 14                                      | 18       | RV Park                               | \$ 748            | \$ 520             | \$ 15,742                | \$ 15,838                | 15,350              | 103%       |
| 15                                      | 20       | ATM Fees                              | \$ 84             | \$ -               | \$ 351                   | \$ 371                   | 750                 | 49%        |
| <b>Total Interim Operating Revenues</b> |          |                                       | <b>\$ 23,574</b>  | <b>\$ 11,988</b>   | <b>\$ 144,800</b>        | <b>\$ 161,216</b>        | <b>\$ 215,994</b>   | <b>75%</b> |
| <b>Interim Personnel Expenses</b>       |          |                                       |                   |                    |                          |                          |                     |            |
| 16                                      | 100      | Interim Permanent Full-Time Positions | \$ 8,042          | \$ 64,751          | \$ 319,663               | \$ 122,195               | \$ 198,451          | 62%        |
| 17                                      | 101      | Interim Temporary Salaries and Wages  | \$ 1,648          | \$ -               | \$ -                     | \$ 13,013                | 3,075               | 423%       |
| 18                                      | 102      | Interim O.P.E.                        | \$ 4,448          | \$ 23,651          | \$ 110,830               | \$ 55,537                | 93,808              | 59%        |
| <b>Total Interim Personnel Expenses</b> |          |                                       | <b>\$ 14,138</b>  | <b>\$ 88,402</b>   | <b>\$ 430,493</b>        | <b>\$ 190,745</b>        | <b>\$ 295,334</b>   | <b>65%</b> |
| <b>Interim Operating Expenses</b>       |          |                                       |                   |                    |                          |                          |                     |            |
| 19                                      | 107      | Office Expense                        | \$ 256            | \$ 212             | \$ 6,038                 | \$ 2,164                 | \$ 4,000            | 54%        |
| 20                                      | 108      | Telephone                             | \$ 1,357          | \$ 103             | \$ 7,036                 | \$ 4,391                 | 9,000               | 49%        |
| 21                                      | 109      | Printing                              | \$ -              | \$ 48              | \$ 320                   | \$ 217                   | 1,000               | 22%        |
| 22                                      | 110      | Postage                               | \$ 300            | \$ 4               | \$ 1,348                 | \$ 823                   | 1,750               | 47%        |
| 23                                      | 111      | Equipment & Building Rental           | \$ 442            | \$ 47              | \$ 1,931                 | \$ 3,916                 | 5,000               | 78%        |
| 24                                      | 112      | Utilities                             | \$ 4,942          | \$ 4,630           | \$ 43,660                | \$ 42,568                | 70,000              | 61%        |
| 25                                      | 113      | Repair & Maintenance                  | \$ 251            | \$ 628             | \$ 18,166                | \$ 31,860                | 45,000              | 71%        |
| 26                                      | 114      | General Supplies                      | \$ 714            | \$ 229             | \$ 4,290                 | \$ 7,910                 | 18,000              | 44%        |
| 27                                      | 178      | Parking                               | \$ -              | \$ -               | \$ -                     | \$ -                     | -                   | 0%         |
| 28                                      | 118      | Travel & Training                     | \$ -              | \$ 84              | \$ 2,851                 | \$ 97                    | 500                 | 19%        |
| 29                                      | 119      | Legal Fee to County                   | \$ -              | \$ 28              | \$ 193                   | \$ 345                   | 1,200               | 29%        |
| 30                                      | 121      | Professional Services                 | \$ 900            | \$ 943             | \$ 4,797                 | \$ 8,422                 | 10,000              | 84%        |
| 31                                      | 122      | Insurance & Bonding                   | \$ -              | \$ -               | \$ 22,059                | \$ 12,351                | 12,100              | 102%       |
| 32                                      | 123      | Private Mileage                       | \$ -              | \$ -               | \$ 457                   | \$ 127                   | 500                 | 25%        |
| 33                                      | 124      | Car Allowance                         | \$ -              | \$ 710             | \$ 2,130                 | \$ -                     | -                   | 0%         |
| 34                                      | 131      | Advertising & Public Relations        | \$ 333            | \$ 292             | \$ 3,873                 | \$ 3,496                 | 6,000               | 58%        |
| 35                                      | 132      | Board Expense                         | \$ 5              | \$ 11              | \$ 198                   | \$ 1,190                 | 750                 | 159%       |
| 36                                      | 133      | Due, Licenses, Fees                   | \$ 75             | \$ 62              | \$ 2,876                 | \$ 1,295                 | 1,125               | 115%       |
| 37                                      | 149      | Misc. Materials & Services            | \$ 89             | \$ 202             | \$ 788                   | \$ 2,132                 | 2,500               | 85%        |
| 38                                      | 151      | County Indirect Cost                  | \$ -              | \$ -               | \$ 792                   | \$ 11,242                | 14,992              | 75%        |
| 39                                      | 154      | RV Park Repair & Maintenance          | \$ 875            | \$ -               | \$ 240                   | \$ 1,530                 | 1,000               | 153%       |
| 40                                      | 154B     | RV Park Hotel/Motel Tax               | \$ -              | \$ -               | \$ 1,053                 | \$ 844                   | 1,000               | 84%        |
| 41                                      | 155      | ATM Fees                              | \$ -              | \$ -               | \$ 166                   | \$ -                     | 500                 | 0%         |
| <b>Total Interim Operating Expenses</b> |          |                                       | <b>\$ 10,539</b>  | <b>\$ 8,233</b>    | <b>\$ 125,262</b>        | <b>\$ 136,920</b>        | <b>\$ 205,917</b>   | <b>66%</b> |
| <b>Total Interim Expenses</b>           |          |                                       | <b>\$ 24,677</b>  | <b>\$ 96,635</b>   | <b>\$ 555,755</b>        | <b>\$ 327,665</b>        | <b>\$ 501,251</b>   | <b>65%</b> |
| <b>Net Interim Revenues/Expenses</b>    |          |                                       | <b>\$ (1,103)</b> | <b>\$ (84,647)</b> | <b>\$ (410,955)</b>      | <b>\$ (166,449)</b>      | <b>\$ (285,257)</b> | <b>58%</b> |



| Line Item                                | Acct No. | Description          | February 2004 | February 2003 | Year to Date FYE 6/30/03 | Year to Date FYE 6/30/04 | Adopted 2004-04 | %         |
|--|----------|----------------------|---------------|---------------|--------------------------|--------------------------|-----------------|-----------|
| <b>Frite Lites</b>                       |          |                      |               |               |                          |                          |                 |           |
| 42                                       | 15       | Frite Lites Revenue  | \$ -          | \$ -          | \$ -                     | \$ 132,823               | \$ 100,000      | 133%      |
| 43                                       | 375      | Frite Lites Expenses | \$ -          | \$ -          | \$ -                     | \$ 118,164               | 100,000         | 118%      |
| <b>Net Frite Lites Revenues/Expenses</b> |          |                      | <b>\$ -</b>   | <b>\$ -</b>   | <b>\$ -</b>              | <b>\$ 14,659</b>         | <b>\$ -</b>     | <b>0%</b> |

| Line Item                  | Acct No. | Description                          | February 2004 | February 2003 | Year to Date FYE 6/30/03 | Year to Date FYE 6/30/04 | Adopted 2004-04   | %          |
|----------------------------|----------|--------------------------------------|---------------|---------------|--------------------------|--------------------------|-------------------|------------|
| <b>Fair Revenues</b>       |          |                                      |               |               |                          |                          |                   |            |
| 44                         | 4        | State Sources - Dept. of Agriculture | \$ -          | \$ -          | \$ 40,868                | \$ 39,200                | \$ 41,000         | 96%        |
| 45                         | 30       | Youth Admissions                     | \$ -          | \$ -          | \$ 37,886                | \$ 26,645                | 37,500            | 71%        |
| 46                         | 31       | Other Admissions                     | \$ -          | \$ -          | \$ 213,820               | \$ 203,891               | 210,000           | 97%        |
| 47                         | 32       | Concessions/Booths                   | \$ -          | \$ -          | \$ 120,695               | \$ 116,956               | 120,000           | 97%        |
| 48                         | 33       | Sponsorships                         | \$ -          | \$ -          | \$ 57,625                | \$ 55,415                | 57,500            | 96%        |
| 49                         | 34       | Advertising Sold                     | \$ -          | \$ -          | \$ 1,800                 | \$ 1,150                 | 2,500             | 46%        |
| 50                         | 36       | Carnival Income                      | \$ -          | \$ -          | \$ 50,946                | \$ 47,865                | 50,500            | 95%        |
| 51                         | 37       | Entry & Bedding Fees                 | \$ -          | \$ -          | \$ 2,468                 | \$ 2,334                 | 2,500             | 93%        |
| 52                         | 38       | Parking Fees                         | \$ -          | \$ -          | \$ 40,491                | \$ 42,792                | 40,000            | 107%       |
| 53                         | 39       | Rodeo Sponsorships                   | \$ -          | \$ -          | \$ 29,090                | \$ 26,186                | 29,000            | 90%        |
| 54                         | 41       | Miscellaneous                        | \$ 114        | \$ -          | \$ 26,418                | \$ 10,938                | 15,000            | 73%        |
| 55                         | 42       | Rodeo Admissions (See Footnote)      | \$ -          | \$ -          | \$ 4,870                 | \$ 19,839                | 4,800             | 413%       |
| 56                         | 43       | Main Stage                           | \$ -          | \$ -          | \$ -                     | \$ -                     | -                 | 0%         |
| 57                         | 45       | Amphitheater Merchandise             | \$ -          | \$ -          | \$ 697                   | \$ 769                   | 500               | 154%       |
| 58                         | 46       | Rodeo Miscellaneous                  | \$ -          | \$ 220        | \$ 3,031                 | \$ 1,937                 | 1,750             | 111%       |
| 59                         | 48       | ATM Fees                             | \$ -          | \$ -          | \$ 2,267                 | \$ 1,373                 | 2,500             | 55%        |
| 60                         | 49       | Rodeo Queen Activities               | \$ 50         | \$ -          | \$ 3,941                 | \$ 2,501                 | 3,000             | 83%        |
| <b>Total Fair Revenues</b> |          |                                      | <b>\$ 164</b> | <b>\$ 220</b> | <b>\$ 636,913</b>        | <b>\$ 599,791</b>        | <b>\$ 618,050</b> | <b>97%</b> |

**Footnote:** Following approval of the FYE 2003-04 Budget in February 2003, the Board at their April 2003 Board Meeting adopted a Rodeo Committee recommendation to establish a \$4.00 general admission fee and a \$7.00 grandstand admission fee for each performance of the 2003 PRCA Rodeo. Prior to this action, only a \$5.00 grandstand admission fee was charged.

| Line Item                                | Acct No. | Description                        | February 2004   | February 2003 | Year to Date FYE 6/30/03 | Year to Date FYE 6/30/04 | Adopted 2004-04   | %          |
|--|----------|------------------------------------|-----------------|---------------|--------------------------|--------------------------|-------------------|------------|
| <b>Fairtime Personnel Expenses</b>       |          |                                    |                 |               |                          |                          |                   |            |
| 61                                       | 103      | Fair Permanent Full-Time Positions | \$ 4,345        | \$ -          | \$ -                     | \$ 57,535                | \$ 117,349        | 49%        |
| 62                                       | 104      | Fair Temporary Salaries and Wages  | \$ -            | \$ -          | \$ -                     | \$ 4,117                 | 3,747             | 110%       |
| 63                                       | 105      | Fair O.P.E.                        | \$ 1,750        | \$ -          | \$ -                     | \$ 22,704                | \$ 59,444         | 38%        |
| <b>Total Fairtime Personnel Expenses</b> |          |                                    | <b>\$ 6,095</b> | <b>\$ -</b>   | <b>\$ -</b>              | <b>\$ 84,356</b>         | <b>\$ 180,540</b> | <b>47%</b> |
| <b>Fair Operations</b>                   |          |                                    |                 |               |                          |                          |                   |            |
| 64                                       | 190      | Telephone                          | \$ -            | \$ -          | \$ -                     | \$ 2,322                 | \$ 3,000          | 77%        |
| 65                                       | 191      | Car Allowance                      | \$ -            | \$ -          | \$ -                     | \$ -                     | -                 | 0%         |
| 66                                       | 175      | Printing                           | \$ -            | \$ -          | \$ 7,035                 | \$ 5,837                 | 7,500             | 78%        |
| 67                                       | 192      | Postage                            | \$ -            | \$ -          | \$ -                     | \$ 615                   | 1,000             | 62%        |
| 68                                       | 193      | Travel & Training                  | \$ 528          | \$ -          | \$ -                     | \$ 2,583                 | 4,500             | 57%        |
| 69                                       | 194      | Legal Fees to County               | \$ -            | \$ -          | \$ -                     | \$ -                     | 1,200             | 0%         |
| 70                                       | 195      | Insurance and Bonding              | \$ -            | \$ -          | \$ -                     | \$ 12,351                | 12,100            | 102%       |
| 71                                       | 196      | Board Expense                      | \$ 172          | \$ -          | \$ -                     | \$ 256                   | 750               | 34%        |
| 72                                       | 197      | County Indirect Costs              | \$ 1,250        | \$ -          | \$ -                     | \$ 11,242                | 14,992            | 75%        |
| 73                                       | 176      | Utilities                          | \$ -            | \$ -          | \$ 11,647                | \$ 12,557                | 13,000            | 97%        |
| 74                                       | 198      | Dues, Licenses and Fees            | \$ 200          | \$ -          | \$ -                     | \$ 1,379                 | 1,125             | 123%       |
| 75                                       | 178      | Parking                            | \$ -            | \$ -          | \$ 5,185                 | \$ 5,732                 | 5,200             | 110%       |
| 76                                       | 179      | Professional Services              | \$ -            | \$ -          | \$ 30,488                | \$ 65,719                | 76,215            | 86%        |
| 77                                       | 180      | Advertising, Promotions, etc.      | \$ -            | \$ -          | \$ 76,299                | \$ 78,607                | 79,000            | 100%       |
| 78                                       | 182      | Miscellaneous                      | \$ 1,873        | \$ -          | \$ 16,144                | \$ 11,477                | 16,500            | 70%        |
| 79                                       | 183      | Decorations                        | \$ -            | \$ -          | \$ 4,083                 | \$ 4,065                 | 4,000             | 102%       |
| 80                                       | 184      | Equipment Rental                   | \$ -            | \$ -          | \$ 4,923                 | \$ 6,755                 | 13,500            | 50%        |
| 81                                       | 186      | Restroom Service                   | \$ -            | \$ -          | \$ 11,915                | \$ 14,302                | 15,500            | 92%        |
| 82                                       | 187      | Repair & Maintenance               | \$ -            | \$ -          | \$ 7,115                 | \$ 59                    | 7,000             | 1%         |
| 83                                       | 188      | Materials & Supplies               | \$ -            | \$ -          | \$ 14,491                | \$ 12,302                | 10,500            | 117%       |
| 84                                       | 189      | ATM Fees                           | \$ -            | \$ -          | \$ -                     | \$ -                     | 250               | 0%         |
| <b>Total Fair Operations</b>             |          |                                    | <b>\$ 4,023</b> | <b>\$ -</b>   | <b>\$ 189,325</b>        | <b>\$ 248,160</b>        | <b>\$ 286,832</b> | <b>87%</b> |

| Line Item                                | Acct No. | Description             | February 2004 | February 2003 | Year to Date FYE 6/30/03 | Year to Date FYE 6/30/04 | Adopted 2004-04 | %    |
|--|----------|-------------------------|---------------|---------------|--------------------------|--------------------------|-----------------|------|
| <b>Exhibits &amp; Competitions</b>       |          |                         |               |               |                          |                          |                 |      |
| 85                                       | 211      | Awards FFA              | \$ -          | \$ -          | \$ 2,575                 | \$ 2,126                 | \$ 2,340        | 91%  |
| 86                                       | 212      | Personnel FFA           | \$ -          | \$ -          | \$ 632                   | \$ 663                   | 585             | 113% |
| 87                                       | 213      | Other FFA               | \$ -          | \$ -          | \$ 1,361                 | \$ 1,787                 | 1,215           | 147% |
| 88                                       |          | <b>Total FFA</b>        | \$ -          | \$ -          | \$ 4,568                 | \$ 4,576                 | \$ 4,140        | 111% |
| <b>4-H</b>                               |          |                         |               |               |                          |                          |                 |      |
| 89                                       | 221      | Awards 4-H              | \$ -          | \$ -          | \$ 5,980                 | \$ 4,598                 | \$ 5,400        | 85%  |
| 90                                       | 222      | Personnel 4-H           | \$ -          | \$ -          | \$ 5,912                 | \$ 6,359                 | 5,310           | 120% |
| 91                                       | 223      | Other 4-H               | \$ -          | \$ -          | \$ 9,945                 | \$ 4,378                 | 8,955           | 49%  |
|  |          | <b>Total 4-H</b>        | \$ -          | \$ -          | \$ 21,837                | \$ 15,335                | \$ 19,665       | 78%  |
| <b>Open Class</b>                        |          |                         |               |               |                          |                          |                 |      |
| 92                                       | 231      | Awards Open Class       | \$ -          | \$ -          | \$ 25,778                | \$ 20,186                | \$ 23,400       | 86%  |
| 93                                       | 232      | Personnel Open Class    | \$ -          | \$ -          | \$ 2,052                 | \$ 1,957                 | 1,845           | 106% |
| 94                                       | 233      | Other Open Class        | \$ -          | \$ -          | \$ 3,627                 | \$ 3,042                 | 3,265           | 93%  |
|  |          | <b>Total Open Class</b> | \$ -          | \$ -          | \$ 31,457                | \$ 25,185                | \$ 28,510       | 88%  |
| <b>Total Exhibits &amp; Competitions</b> |          |                         | \$ -          | \$ -          | \$ 57,862                | \$ 45,096                | \$ 52,315       | 86%  |

| Line Item          | Acct No. | Description                     | February 2004   | February 2003 | Year to Date FYE 6/30/03 | Year to Date FYE 6/30/04 | Adopted 2004-04   | %          |
|--------------------|----------|---------------------------------|-----------------|---------------|--------------------------|--------------------------|-------------------|------------|
| <b>Rodeo</b>       |          |                                 |                 |               |                          |                          |                   |            |
| 95                 | 311      | Prize Money (See Footnote)      | \$ -            | \$ -          | \$ 45,000                | \$ 34,500                | \$ 45,000         | 77%        |
| 96                 | 312      | Announcer/Contractors/Personnel | \$ -            | \$ -          | \$ 18,871                | \$ 15,685                | 16,600            | 94%        |
| 97                 | 313      | Stock Contract                  | \$ 720          | \$ -          | \$ 28,012                | \$ 20,720                | 27,000            | 77%        |
| 98                 | 314      | Special Awards                  | \$ -            | \$ -          | \$ 816                   | \$ 1,000                 | 500               | 200%       |
| 99                 | 315      | Exceptional Kid's Rodeo         | \$ -            | \$ -          | \$ 712                   | \$ 236                   | 2,000             | 12%        |
| 100                | 316      | Promotion                       | \$ 150          | \$ -          | \$ 5,323                 | \$ 4,599                 | 5,500             | 84%        |
| 101                | 317      | Materials & Supplies            | \$ -            | \$ -          | \$ 2,957                 | \$ 4,215                 | 3,000             | 141%       |
| 102                | 318      | Board Expense                   | \$ 113          | \$ -          | \$ 3,525                 | \$ 2,109                 | 2,000             | 105%       |
| 103                | 319      | Other (Fees & Dues)             | \$ -            | \$ 70         | \$ 2,630                 | \$ -                     | 2,500             | 0%         |
| 104                | 320      | Queen                           | \$ -            | \$ -          | \$ 2,298                 | \$ 1,190                 | 4,000             | 30%        |
| 105                | 321      | Rental Equipment                | \$ -            | \$ -          | \$ 3,110                 | \$ 8,978                 | 7,500             | 120%       |
| 106                | 322      | Money Raising Projects          | \$ 150          | \$ -          | \$ 2,661                 | \$ 3,504                 | 1,750             | 200%       |
| 107                | 333      | Sponsorship Fees                | \$ -            | \$ -          | \$ 1,125                 | \$ -                     | -                 |            |
| <b>Total Rodeo</b> |          |                                 | <b>\$ 1,133</b> | <b>\$ 70</b>  | <b>\$ 117,040</b>        | <b>\$ 96,736</b>         | <b>\$ 117,350</b> | <b>82%</b> |

**Footnote:** Following approval of the FYE 2003-04 Budget in February 2003, the Board at their April 2003 Board Meeting adopted a Rodeo Committee recommendation to reduce Prize Money to \$34,500 or \$4,500 per event plus \$1,000 Day Money.

| Line Item                       | Acct No. | Description                | February 2004 | February 2003 | Year to Date FYE 6/30/03 | Year to Date FYE 6/30/04 | Adopted 2004-04 | %    |
|---------------------------------|----------|----------------------------|---------------|---------------|--------------------------|--------------------------|-----------------|------|
| <b>Fair Entertainment</b>       |          |                            |               |               |                          |                          |                 |      |
| 108                             | 324      | Main Stage (Artist Fees)   | \$ -          | \$ -          | \$ 80,210                | \$ 46,350                | \$ 63,000       | 74%  |
| 109                             | 325      | Grounds Entertainment      | \$ -          | \$ -          | \$ 57,224                | \$ 39,317                | 42,500          | 93%  |
| 110                             | 326      | Associated Costs - Main    | \$ -          | \$ -          | \$ 23,468                | \$ 30,434                | 32,000          | 95%  |
| 111                             | 327      | Associated Costs - Grounds | \$ -          | \$ -          | \$ 16,282                | \$ 23,654                | 15,000          | 158% |
| 112                             | 328      | Touch & See                | \$ -          | \$ -          | \$ 3,000                 | \$ 2,500                 | 2,500           | 100% |
| 113                             | 329      | Special Exhibit            | \$ -          | \$ -          | \$ 17,223                | \$ 11,973                | 12,500          | 96%  |
| <b>Total Fair Entertainment</b> |          |                            | \$ -          | \$ -          | \$ 197,407               | \$ 154,228               | \$ 167,500      | 92%  |
| <b>Total Fairtime Expenses</b>  |          |                            | \$ 11,251     | \$ 70         | \$ 561,634               | \$ 628,576               | \$ 804,537      | 78%  |
| <b>Net Fairtime Income/Loss</b> |          |                            | \$ (11,087)   | \$ 150        | \$ 75,279                | \$ (28,785)              | \$ (186,487)    | 15%  |

| Line Item                           | Acct No. | Description                       | February 2004    | February 2003    | Year to Date FYE 6/30/03 | Year to Date FYE 6/30/04 | Adopted 2004-04   | %          |
|-------------------------------------|----------|-----------------------------------|------------------|------------------|--------------------------|--------------------------|-------------------|------------|
| <b>Non-Operating Revenues</b>       |          |                                   |                  |                  |                          |                          |                   |            |
| 114                                 | 9        | Dedicated Funds - Hotel/Motel Tax | \$ 31,597        | \$ 27,498        | \$ 442,931               | \$ 427,208               | \$ 538,000        | 79%        |
| 115                                 | 14       | Interest                          | \$ 468           | \$ 567           | \$ 4,182                 | \$ 3,709                 | 5,000             | 74%        |
| <b>Total Non-Operating Revenues</b> |          |                                   | <b>\$ 32,065</b> | <b>\$ 28,065</b> | <b>\$ 447,113</b>        | <b>\$ 430,917</b>        | <b>\$ 543,000</b> | <b>79%</b> |
| <b>Non-Operating Expenses</b>       |          |                                   |                  |                  |                          |                          |                   |            |
| 116                                 | 510      | Purchase/Lease                    | \$ -             | \$ -             | \$ 42,709                | \$ 42,667                | \$ 42,667         | 100%       |
| 117                                 | 511      | Land Improvements                 | \$ -             | \$ -             | \$ -                     | \$ -                     | -                 | 0%         |
| 118                                 | 512      | Building & Structures             | \$ -             | \$ -             | \$ -                     | \$ -                     | -                 | 0%         |
| 119                                 | 513      | Equipment                         | \$ 2,195         | \$ 1,255         | \$ 3,740                 | \$ 13,896                | 27,200            | 51%        |
| 120                                 | 514      | Development Reserve               | \$ 268           | \$ -             | \$ 10,000                | \$ 7,582                 | -                 | 0%         |
| <b>Total Non-Operating Expenses</b> |          |                                   | <b>\$ 2,463</b>  | <b>\$ 1,255</b>  | <b>\$ 56,449</b>         | <b>\$ 64,145</b>         | <b>\$ 69,867</b>  | <b>92%</b> |

**Washington County Fair Complex**  
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| Date                                  | Num       | Name                                 | Memo  | Original Amount | Paid Amount |
|---------------------------------------|-----------|--------------------------------------|---|-----------------|-------------|
| <b>Income</b>                         |           |                                      |   |                 |             |
| <b>C · DEDICATED FUNDS</b>            |           |                                      |   |                 |             |
| <b>009 · Hotel/Motel Tax</b>          |           |                                      |   |                 |             |
| 02/29/2004                            | DEP       | Washington County Finance Department | February 2004                                 | 31,597.03       | 31,597.03   |
| Total 009 · Hotel/Motel Tax           |           |                                      |   |                 | 31,597.03   |
| Total C · DEDICATED FUNDS             |           |                                      |   |                 | 31,597.03   |
| <b>D · INTERIM INCOME</b>             |           |                                      |   |                 |             |
| <b>010 · Rent &amp; Storage</b>       |           |                                      |   |                 |             |
| <b>010B · Main Exhibit Hall</b>       |           |                                      |   |                 |             |
| 02/05/2004                            | 2001-422  | Collector's West                     | Base lease, plus inventory and labor          | 3,214.00        | 3,214.00    |
| 02/05/2004                            |           | Dolphin Communications, Inc.         | 2/5 to 2/7 MEH                                | 830.00          | 830.00      |
| 02/05/2004                            |           | Unique Animal Expo                   | 2/28 to 2/29 MEH                              | 595.00          | 595.00      |
| 02/05/2004                            | 032903... | Cascade APBT Club                    | base lease and inv for MEH north 1-31 to ...  | 1,292.00        | 1,292.00    |
| 02/05/2004                            | 032903... | Dolls 4 All                          | applied deposit on MEH North Feb 2004         | 390.00          | 390.00      |
| 02/05/2004                            | 032903... | Unique Animal Expo                   | remainder of base lease on MEH Feb 2004       | 1,780.00        | 1,780.00    |
| 02/05/2004                            | 2001-423  | Portland's Rain of Glass             | MEH base lease, inventory, labor, less pay... | 3,559.00        | 3,559.00    |
| 02/18/2004                            | 032903... | Dolls 4 All                          | Remainder of base lease on MEH 2/21-2/2...    | 1,172.50        | 1,172.50    |
| 02/23/2004                            | 032903... | Northwest Pygora club                | Remainder of base lease MEH, January 1...     | 500.00          | 500.00      |
| 02/23/2004                            | 032903... | Oregon Orchid Society                | Base lease MEH - March 2003                   | 2,375.00        | 2,375.00    |
| 02/23/2004                            | 032903... | Oregon Ceramic Association           | Base lease payment on MEH - March 2004        | 2,660.00        | 2,660.00    |
| 02/23/2004                            |           | Northwest Pygora club                | correction of duplicate sales                 | (500.00)        | (500.00)    |
| Total 010B · Main Exhibit Hall        |           |                                      |   |                 | 17,867.50   |
| <b>010C · Cloverleaf Building</b>     |           |                                      |   |                 |             |
| 02/01/2004                            | 2001-394  | Oregon Ki Society                    | February 2004                                 | 64.00           | 64.00       |
| 02/05/2004                            | 032903... | Pacific NW Tool Collectors           | base lease for cloverleaf 2/7                 | 671.00          | 671.00      |
| 02/18/2004                            | 032903... | Oregon Ki Society                    | 8 weeks of classes in Cloverleaf - Feb/Mar... | 560.00          | 560.00      |
| Total 010C · Cloverleaf Building      |           |                                      |   |                 | 1,295.00    |
| <b>010G · Grounds/General</b>         |           |                                      |   |                 |             |
| 02/05/2004                            | 032903... | Jan Herinckx                         | Large Covered Showing for Nov/Dec 2003        | 192.00          | 192.00      |
| 02/23/2004                            | 032903... | Product Development Corp.            | Rental of Quadrant Property -                 | 700.00          | 700.00      |
| 02/23/2004                            | 032903... | Basenji Club of America              | remainder due                                 | 650.00          | 650.00      |
| Total 010G · Grounds/General          |           |                                      |   |                 | 1,542.00    |
| <b>010K · Interim Use Concessions</b> |           |                                      |   |                 |             |
| 02/18/2004                            | 032903... | Tony Matic                           | Interim Use Concessions - Crossroads Dol...   | 100.00          | 100.00      |
| 02/23/2004                            | 032903... | Misc. Income                         | Interim Use Concessions--Pepsi Vending ...    | 25.50           | 25.50       |
| 02/26/2004                            | 032903... | Tony Matic                           | Interim Use Concessions - Unique Animal ...   | 100.00          | 100.00      |
| Total 010K · Interim Use Concessions  |           |                                      |   |                 | 225.50      |
| Total 010 · Rent & Storage            |           |                                      |   |                 | 20,930.00   |
| <b>014 · Interest Income</b>          |           |                                      |   |                 |             |
| 02/27/2004                            | DEP       | Columbia Community Bank              | Interest February 2004                        | 294.15          | 294.15      |
| 02/29/2004                            | DEP       | Washington County Finance Department | February Interest                             | 173.95          | 173.95      |
| Total 014 · Interest Income           |           |                                      |   |                 | 468.10      |
| <b>017 · Miscellaneous Income</b>     |           |                                      |   |                 |             |
| 02/05/2004                            | 032903... | RV Parking Fee                       | Truck parking - 2 nights                      | 40.00           | 40.00       |
| 02/05/2004                            | 032903... | O.F.A                                | reimbursement for meal tickets                | 52.00           | 52.00       |
| 02/05/2004                            | 032903... | Don Hillman                          | reimburse WA Co for bottle of water charg...  | 2.69            | 2.69        |
| 02/18/2004                            | 032903... | Lisa Dupre                           | Postage for personal letter                   | 1.06            | 1.06        |
| 02/18/2004                            | 032903... | RV Parking Fee                       | truck parking 2/16                            | 20.00           | 20.00       |
| 02/26/2004                            | 032903... | Misc. Income                         | Surplus reimbursement                         | 1,695.15        | 1,695.15    |
| Total 017 · Miscellaneous Income      |           |                                      |   |                 | 1,810.90    |



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|---|-----------|--------------------------------------|--|-----------------|--------|-----------|
| <b>018 · RV Parking</b>                     |           |                                      |  |                 |        |           |
| <b>018A · RV Parking/Short Term</b>         |           |                                      |  |                 |        |           |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 15.00           |        | 15.00     |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 15.00           |        | 15.00     |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 15.00           |        | 15.00     |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 15.00           |        | 15.00     |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 15.00           |        | 15.00     |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 15.00           |        | 15.00     |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 15.00           |        | 15.00     |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 30.00           |        | 30.00     |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 15.00           |        | 15.00     |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 45.00           |        | 45.00     |
| 02/05/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking                          | 30.00           |        | 30.00     |
| 02/18/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking--2/13-2/15, Rod a...     | 45.00           |        | 45.00     |
| 02/18/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking--2/12-2/16 Darrold...    | 75.00           |        | 75.00     |
| 02/18/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking--Virginia A. voit        | 15.00           |        | 15.00     |
| 02/18/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking--3/17-3/22, David ...    | 75.00           |        | 75.00     |
| 02/18/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking--Alex Sanchez 2/17       | 15.00           |        | 15.00     |
| 02/23/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking-EKolibaba Feb 19-...     | 45.00           |        | 45.00     |
| 02/23/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking - Kenneth Smith - ...    | 45.00           |        | 45.00     |
| 02/23/2004                                  | 032903... | RV Parking Fee                       | Shortterm RV Parking Feb 20, 2004-Harry...     | 17.50           |        | 17.50     |
| 02/23/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking - Don Jenkins, Fe...     | 30.00           |        | 30.00     |
| 02/23/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking - Angelina Katzen...     | 15.00           |        | 15.00     |
| 02/23/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking - John Littlefield, F... | 15.00           |        | 15.00     |
| 02/23/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking - 3 days                 | 45.00           |        | 45.00     |
| 02/23/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking Feb 6, 2004              | 15.00           |        | 15.00     |
| 02/26/2004                                  | 032903... | RV Parking Fee                       | Short Term RV Parking - Barbara Inman - ...    | 70.00           |        | 70.00     |
| Total 018A · RV Parking/Short Term          |           |                                      |  |                 |        | 747.50    |
| Total 018 · RV Parking                      |           |                                      |  |                 |        | 747.50    |
| <b>020 · ATM Fees Income - Interim</b>      |           |                                      |  |                 |        |           |
| 02/09/2004                                  | DEP       | Access Cash                          | January ATM FEES                               | 84.00           |        | 84.00     |
| Total 020 · ATM Fees Income - Interim       |           |                                      |  |                 |        | 84.00     |
| Total D · INTERIM INCOME                    |           |                                      |  |                 |        | 24,040.50 |
| <b>E · FAIR INCOME</b>                      |           |                                      |  |                 |        |           |
| <b>041 · Miscellaneous</b>                  |           |                                      |  |                 |        |           |
| 02/05/2004                                  | 032903... | Misc. Income                         | Fair Miscellaneous Income                      | 114.00          |        | 114.00    |
| Total 041 · Miscellaneous                   |           |                                      |  |                 |        | 114.00    |
| <b>050 · Rodeo Queen Activities</b>         |           |                                      |  |                 |        |           |
| 02/05/2004                                  | 032903... | Five Star Builders, Inc.             | Rodeo Queen Activities                         | 50.00           |        | 50.00     |
| Total 050 · Rodeo Queen Activities          |           |                                      |  |                 |        | 50.00     |
| Total E · FAIR INCOME                       |           |                                      |  |                 |        | 164.00    |
| Total Income                                |           |                                      |  |                 |        | 55,801.53 |
| Gross Profit                                |           |                                      |  |                 |        | 55,801.53 |
| <b>Expense</b>                              |           |                                      |  |                 |        |           |
| <b>AE · PERSONNEL</b>                       |           |                                      |  |                 |        |           |
| <b>100 · Interim Permanent F/T Salaries</b> |           |                                      |  |                 |        |           |
| 02/06/2004                                  |           | Washington County Finance Department | PP 0402  | 8,042.47        |        | 8,042.47  |
| Total 100 · Interim Permanent F/T Salaries  |           |                                      |  |                 |        | 8,042.47  |

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|--|-----|--------------------------------------|---|-----------------|-------------|
| <b>101 · Interim Temp Salaries &amp; Wages</b> |     |                                      |   |                 |             |
| 02/06/2004                                     |     | Anytime Labor                        | Electrician to ck poles/add digital timer       | 59.88           | 59.88       |
| 02/06/2004                                     |     | Washington County Finance Department | PP 0402   | 110.40          | 110.40      |
| 02/18/2004                                     |     | Employers Overload                   | Carolyn Divine - Office                         | 212.40          | 212.40      |
| 02/18/2004                                     |     | Employers Overload                   | Carolyn Divine - Office                         | 254.88          | 254.88      |
| 02/18/2004                                     |     | Employers Overload                   | Oscar Gonzales - Weekend Coverage               | 21.41           | 21.41       |
| 02/23/2004                                     |     | Anytime Labor                        | Tommy Hardy -Temp Electrician                   | 179.64          | 179.64      |
| 02/23/2004                                     |     | Employers Overload                   | Carolyn Divine - Office                         | 424.80          | 424.80      |
| 02/27/2004                                     |     | Employers Overload                   | Carolyn Divine - Office                         | 339.84          | 339.84      |
| 02/27/2004                                     |     | Employers Overload                   | Michael Harris - Weekend Coverage               | 45.15           | 45.15       |
| Total 101 · Interim Temp Salaries & Wages      |     |                                      |   |                 | 1,648.40    |
| <b>102 · Interim O.P.E.</b>                    |     |                                      |   |                 |             |
| 02/06/2004                                     |     | Anytime Labor                        | Electrician to ck poles/add digital timer       | 39.92           | 39.92       |
| 02/06/2004                                     |     | Washington County Finance Department | PP 0402   | 3,390.70        | 3,390.70    |
| 02/06/2004                                     |     | Washington County Finance Department | PP 0402   | 31.58           | 31.58       |
| 02/18/2004                                     |     | Employers Overload                   | Carolyn Divine - Office                         | 141.60          | 141.60      |
| 02/18/2004                                     |     | Employers Overload                   | Carolyn Divine - Office                         | 169.92          | 169.92      |
| 02/18/2004                                     |     | Employers Overload                   | Oscar Gonzales - Weekend coverage               | 14.27           | 14.27       |
| 02/23/2004                                     |     | Anytime Labor                        | Tommy Hardy - Temp Electrician                  | 119.76          | 119.76      |
| 02/23/2004                                     |     | Employers Overload                   | Carolyn Divine - Office                         | 283.20          | 283.20      |
| 02/27/2004                                     |     | Employers Overload                   | Carolyn Divine - Office                         | 226.56          | 226.56      |
| 02/27/2004                                     |     | Employers Overload                   | Michael Harris - Weekend Coverage               | 30.10           | 30.10       |
| Total 102 · Interim O.P.E.                     |     |                                      |   |                 | 4,447.61    |
| <b>103 · Fair Permanent Full-Time Salary</b>   |     |                                      |   |                 |             |
| 02/06/2004                                     |     | Washington County Finance Department | PP 0402   | 4,344.84        | 4,344.84    |
| Total 103 · Fair Permanent Full-Time Salary    |     |                                      |   |                 | 4,344.84    |
| <b>105 · Fair O.P.E.</b>                       |     |                                      |   |                 |             |
| 02/06/2004                                     |     | Washington County Finance Department | PP 0402   | 1,750.37        | 1,750.37    |
| Total 105 · Fair O.P.E.                        |     |                                      |   |                 | 1,750.37    |
| Total AE · PERSONNEL                           |     |                                      |   |                 | 20,233.69   |
| <b>BE · INTERIM OPERATIONS</b>                 |     |                                      |   |                 |             |
| <b>107 · Office Expense</b>                    |     |                                      |   |                 |             |
| 02/18/2004                                     |     | Office Depot Credit Plan             | Tape for Brother Label Maker, business ca...    | 68.56           | 68.56       |
| 02/18/2004                                     |     | Office Depot Credit Plan             | Date stamp for Lisa                             | 10.78           | 10.78       |
| 02/18/2004                                     |     | Office Depot Credit Plan             | Calendars, filing boxes, dividers, sticky pa... | 141.79          | 141.79      |
| 02/18/2004                                     |     | Office Depot Credit Plan             | envelopes                                       | 35.15           | 35.15       |
| Total 107 · Office Expense                     |     |                                      |   |                 | 256.28      |
| <b>108 · Telephone</b>                         |     |                                      |   |                 |             |
| 02/06/2004                                     |     | T-Mobile                             | 255441206 503-481-4711 12/21/03-1/20...         | 42.65           | 42.65       |
| 02/23/2004                                     |     | Integra                              | Acct#46994, 2/11-3/10/04 plus long distance     | 580.44          | 580.44      |
| 02/27/2004                                     |     | Visa                                 | Internet charges                                | 50.22           | 50.22       |
| 02/27/2004                                     |     | Visa                                 | Internet charges                                | 33.45           | 33.45       |
| 02/27/2004                                     |     | CallIDesign                          | \$250.00 for transfer and updating of curre...  | 650.00          | 650.00      |
| Total 108 · Telephone                          |     |                                      |   |                 | 1,356.76    |
| <b>110 · Postage</b>                           |     |                                      |   |                 |             |
| 02/18/2004                                     |     | Postal Privilege                     | January postage payment 1546 7342 86 9          | 300.00          | 300.00      |
| Total 110 · Postage                            |     |                                      |   |                 | 300.00      |
| <b>111 · Equip/Bldg Rental</b>                 |     |                                      |   |                 |             |
| <b>111A · Equipment Rental</b>                 |     |                                      |   |                 |             |
| 02/06/2004                                     |     | Pitney Bowes                         | Postage meter rental                            | 212.02          | 212.02      |
| 02/06/2004                                     |     | Pitney Bowes                         | Equipment tax                                   | 15.38           | 15.38       |
| 02/27/2004                                     |     | Citicorp Vendor Finance, Inc.        | Copier  | 215.00          | 215.00      |
| Total 111A · Equipment Rental                  |     |                                      |   |                 | 442.40      |
| Total 111 · Equip/Bldg Rental                  |     |                                      |   |                 | 442.40      |

# Washington County Fair Complex

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| Date                                     | Num | Name                                 | Memo   | Original Amount | Paid Ar | t        |
|--|-----|--------------------------------------|--|-----------------|---------|----------|
| <b>112 · Utilities</b>                   |     |                                      |  |                 |         |          |
| 02/06/2004                               |     | City of Hillsboro                    | acct#021969-01                               | 6.09            |         | 6.09     |
| 02/06/2004                               |     | City of Hillsboro                    | acct#021970.01                               | 6.09            |         | 6.09     |
| 02/06/2004                               |     | NW Natural                           | 76294-8, 12/30/03-1/29/04                    | 315.89          |         | 315.89   |
| 02/06/2004                               |     | NW Natural                           | 76814-3 12/31/03-1/29/04                     | 104.97          |         | 104.97   |
| 02/06/2004                               |     | Portland General Electric            | 0002 28314-551488 3 12/30/03-01/29/04        | 33.83           |         | 33.83    |
| 02/06/2004                               |     | Portland General Electric            | 0009 45466-585399 7 12/30/03-01/29/04        | 3,079.57        |         | 3,079.57 |
| 02/18/2004                               |     | Hillsboro Garbage Disposal           | Garbage Acct#976083 01-31-04                 | 148.00          |         | 148.00   |
| 02/18/2004                               |     | Portland General Electric            | 0002 28314-647795 7 01/02/04-02/02/04        | 10.30           |         | 10.30    |
| 02/18/2004                               |     | Portland General Electric            | 0002 28314-543406 6 01/07/04-02/05/04        | 159.94          |         | 159.94   |
| 02/18/2004                               |     | NW Natural                           | 76453-0 12/31/03-1/29/04                     | 324.20          |         | 324.20   |
| 02/18/2004                               |     | NW Natural                           | 76266-6 12/31/03-1/29/04                     | 722.80          |         | 722.80   |
| 02/23/2004                               |     | Portland General Electric            | acct#0002 28314-541070 2 01/12/04-02/1...    | 30.15           |         | 30.15    |
| Total 112 · Utilities                    |     |                                      |  |                 |         | 4,941.83 |
| <b>113 · Repair &amp; Maintenance</b>    |     |                                      |  |                 |         |          |
| <b>113C · Cloverleaf R &amp; M</b>       |     |                                      |  |                 |         |          |
| 02/06/2004                               |     | Home Depot                           | return thermostat                            | (99.00)         |         | (35.98)  |
| Total 113C · Cloverleaf R & M            |     |                                      |  |                 |         | (35.98)  |
| <b>113G · Grounds/General R &amp; M</b>  |     |                                      |  |                 |         |          |
| 02/06/2004                               |     | Home Depot                           | return thermostat                            | (74.97)         |         | (27.24)  |
| 02/06/2004                               |     | Home Depot                           | Cement & Post Hole digger, main office sk... | 63.22           |         | 63.22    |
| 02/18/2004                               |     | DOCU-SHRED, INC.                     | Shredding of expired files/documents         | 171.00          |         | 171.00   |
| 02/23/2004                               |     | Visa                                 | Hand clippers, replacement blade kit         | 79.94           |         | 79.94    |
| Total 113G · Grounds/General R & M       |     |                                      |  |                 |         | 286.92   |
| Total 113 · Repair & Maintenance         |     |                                      |  |                 |         | 250.94   |
| <b>114 · General Supplies</b>            |     |                                      |  |                 |         |          |
| 02/27/2004                               |     | Visa                                 | 4 baby changing stations, 2 cases liners     | 714.00          |         | 714.00   |
| Total 114 · General Supplies             |     |                                      |  |                 |         | 714.00   |
| <b>121 · Professional Svcs.</b>          |     |                                      |  |                 |         |          |
| 02/23/2004                               |     | Coast to Coast Event Services        | Security for Spanish Dance 12/31/2003        | 900.01          |         | 900.01   |
| Total 121 · Professional Svcs.           |     |                                      |  |                 |         | 900.01   |
| <b>131 · Advertising &amp; P.R.</b>      |     |                                      |  |                 |         |          |
| 02/18/2004                               |     | Hillsboro Argus                      | Display Ads January 2004                     | 300.00          |         | 300.00   |
| 02/23/2004                               |     | Qwest                                | Yellow Pages acct#503-648-1416-00-00         | 33.00           |         | 33.00    |
| Total 131 · Advertising & P.R.           |     |                                      |  |                 |         | 333.00   |
| <b>132 · Board Expense</b>               |     |                                      |  |                 |         |          |
| 02/06/2004                               |     | Award Specialties                    | name plate for W Rafe Flagg                  | 5.00            |         | 5.00     |
| Total 132 · Board Expense                |     |                                      |  |                 |         | 5.00     |
| <b>133 · Dues, Licenses, Fees</b>        |     |                                      |  |                 |         |          |
| 02/02/2004                               |     | Merchant Solutions                   | Merchant fees                                | 3.39            |         | 3.39     |
| 02/02/2004                               |     | Merchant Solutions                   | Merchant fees                                | 28.86           |         | 28.86    |
| 02/23/2004                               |     | Visa                                 | Fees   | 18.62           |         | 18.62    |
| 02/27/2004                               |     | Columbia Community Bank              | Analysis fee                                 | 23.90           |         | 23.90    |
| Total 133 · Dues, Licenses, Fees         |     |                                      |  |                 |         | 74.77    |
| <b>149 · Misc. Materials &amp; Svcs.</b> |     |                                      |  |                 |         |          |
| 02/27/2004                               |     | Portland Agility Club C/O Kay Deines | reissue ck#30493 dated 10/17/2002            | 50.00           |         | 50.00    |
| 02/27/2004                               |     | Visa                                 | Bottled water                                | 39.00           |         | 39.00    |
| Total 149 · Misc. Materials & Svcs.      |     |                                      |  |                 |         | 89.00    |
| <b>151 · County Indirect Cost</b>        |     |                                      |  |                 |         |          |
| 02/06/2004                               |     | Washington County Finance Department | Feb. Indirect Charges                        | 1,249.50        |         | 1,249.50 |
| Total 151 · County Indirect Cost         |     |                                      |  |                 |         | 1,249.50 |

04/14/04

**Washington County Fair Complex**  
**Line Item Report**  
 February 2004

| Date  | Num   | Name                                 | Memo                                     | Original Amount | Paid Amount |
|---|-------|--------------------------------------|--|-----------------|-------------|
| <b>154 · RV Park</b>                        |       |                                      |  |                 |             |
| <b>154A · RV Park Repair &amp; Maint.</b>   |       |                                      |  |                 |             |
| 02/23/2004                                  |       | Sign Pro                             | RV numbered space signs                  | 875.00          | 875.00      |
| Total 154A · RV Park Repair & Maint.        |       |                                      |  |                 | 875.00      |
| Total 154 · RV Park                         |       |                                      |  |                 | 875.00      |
| Total BE · INTERIM OPERATIONS               |       |                                      |  |                 | 11,788.49   |
| <b>CE · FAIR OPERATIONS</b>                 |       |                                      |  |                 |             |
| <b>182 · Miscellaneous</b>                  |       |                                      |  |                 |             |
| 02/06/2004                                  | 40984 | Annett Goetz                         | reissue ck#9644 dated 10/14/2002         | 17.28           | 17.28       |
| 02/06/2004                                  | 40985 | Richard Jacobson                     | reissue ck#9700 dated 10/21/2002         | 6.08            | 6.08        |
| 02/06/2004                                  | 40986 | Damian Peters                        | reissue ck#8275 dated 11/01/2000         | 8.00            | 8.00        |
| 02/06/2004                                  | 40987 | Aubrey Peters                        | reissue ck#8274 dated 11/01/2000         | 8.50            | 8.50        |
| 02/06/2004                                  | 40988 | Stacie Harper                        | reissue ck#9662 dated 10/14/2002         | 7.68            | 7.68        |
| 02/06/2004                                  | 40989 | Aubrey Peters                        | reissue ck#9838 dated 10/21/2002         | 4.48            | 4.48        |
| 02/06/2004                                  | 40990 | Aubrey Peters                        | reissue ck#9281 dated 09/21/2001         | 7.00            | 7.00        |
| 02/06/2004                                  | 40991 | Kristine Duyck                       | reissue ck#9603 dated 10/14/2002         | 4.48            | 4.48        |
| 02/06/2004                                  | 40992 | Damian Peters                        | reissue ck#9280 dated 09/21/2001         | 7.00            | 7.00        |
| 02/06/2004                                  | 40993 | Damian Peters                        | reissue ck#9839 dated 10/21/2002         | 4.48            | 4.48        |
| 02/06/2004                                  | 40994 | Kristi Duyck                         | reissue ck#7610 dated 10/15/1999         | 15.00           | 15.00       |
| 02/06/2004                                  |       | Washington County Finance Department | Abandoned Property from 4-H Premium C... | 1,720.85        | 1,720.85    |
| 02/23/2004                                  |       | Mark Feeny                           | reissue check #29885 dated 07/27/02      | 32.00           | 32.00       |
| 02/23/2004                                  |       | Visa                                 | Pizza for Working Lunch                  | 29.98           | 29.98       |
| Total 182 · Miscellaneous                   |       |                                      |  |                 | 1,872.81    |
| <b>193 · Fair Travel &amp; Training</b>     |       |                                      |  |                 |             |
| 02/23/2004                                  |       | Visa                                 | Leah Perkins OFA January 2004            | 98.35           | 98.35       |
| 02/23/2004                                  |       | Visa                                 | WFA Registration & Meals                 | 295.00          | 295.00      |
| 02/27/2004                                  |       | Visa                                 | Events class - Leah Perkins              | 135.00          | 135.00      |
| Total 193 · Fair Travel & Training          |       |                                      |  |                 | 528.35      |
| <b>196 · Board Expense</b>                  |       |                                      |  |                 |             |
| 02/06/2004                                  |       | Kathy Christy                        | Mileage Reimbursement OFA Convention     | 91.88           | 91.88       |
| 02/06/2004                                  |       | Kathy Christy                        | Staff Thank you gifts                    | 80.00           | 80.00       |
| Total 196 · Board Expense                   |       |                                      |  |                 | 171.88      |
| <b>197 · Fair County Indirect Cost</b>      |       |                                      |  |                 |             |
| 02/06/2004                                  |       | Washington County Finance Department | Feb. Indirect Charges                    | 1,249.50        | 1,249.50    |
| Total 197 · Fair County Indirect Cost       |       |                                      |  |                 | 1,249.50    |
| <b>198 · Fair Dues, Licenses &amp; Fees</b> |       |                                      |  |                 |             |
| 02/06/2004                                  |       | Oregon Fairs Association             | Convention Sponsorship                   | 200.00          | 200.00      |
| Total 198 · Fair Dues, Licenses & Fees      |       |                                      |  |                 | 200.00      |
| Total CE · FAIR OPERATIONS                  |       |                                      |  |                 | 4,022.54    |
| <b>EE · RODEO</b>                           |       |                                      |  |                 |             |
| <b>313 · Stock Contract</b>                 |       |                                      |  |                 |             |
| 02/06/2004                                  |       | Gales Creek Farms                    | Feed for Rodeo Stock                     | 720.00          | 720.00      |
| Total 313 · Stock Contract                  |       |                                      |  |                 | 720.00      |
| <b>316 · Promotion</b>                      |       |                                      |  |                 |             |
| 02/06/2004                                  |       | Portland Rose Festival Association   | Parade Fee                               | 150.00          | 150.00      |
| Total 316 · Promotion                       |       |                                      |  |                 | 150.00      |
| <b>318 · Board Expense</b>                  |       |                                      |  |                 |             |
| 02/06/2004                                  |       | Lynn Haynes                          | Coronation Expenses-Reimburses           | 113.38          | 113.38      |
| Total 318 · Board Expense                   |       |                                      |  |                 | 113.38      |

04/14/04

**Washington County Fair Complex**  
**Line Item Report**  
 February 2004

| Date                                | Num | Name                   | Memo  | Original Amount | Paid Amount      |
|-------------------------------------|-----|------------------------|---|-----------------|------------------|
| <b>322 · Money Raising Projects</b> |     |                        |   |                 |                  |
| 02/06/2004                          |     | Ed Senz                | Pig for queens coronation                     | 150.00          | 150.00           |
| Total 322 · Money Raising Projects  |     |                        |   |                 | 150.00           |
| Total EE · RODEO                    |     |                        |   |                 | 1,133.38         |
| <b>JE · CAPITAL OUTLAY</b>          |     |                        |   |                 |                  |
| <b>513 · Equipment</b>              |     |                        |   |                 |                  |
| 02/17/2004                          |     | Textron Financial Corp | Mower lease                                   | 613.07          | 613.07           |
| 02/27/2004                          |     | Visa                   | Inspiron Notebook w/free shipping             | 1,542.00        | 1,542.00         |
| 02/27/2004                          |     | Visa                   | Wireless mouse                                | 39.99           | 39.99            |
| Total 513 · Equipment               |     |                        |   |                 | 2,195.06         |
| <b>514 · Development Reserve</b>    |     |                        |   |                 |                  |
| 02/18/2004                          |     | Red Lion Hotel         | Meeting room for oral presentations 01/29/... | 150.00          | 150.00           |
| 02/18/2004                          |     | Red Lion Hotel         | Refreshments - Oral Presentation              | 118.00          | 118.00           |
| Total 514 · Development Reserve     |     |                        |   |                 | 268.00           |
| Total JE · CAPITAL OUTLAY           |     |                        |   |                 | 2,463.06         |
| Total Expense                       |     |                        |   |                 | 39,641.16        |
| <b>Net Income</b>                   |     |                        |   |                 | <b>16,160.37</b> |

Washington County Fair Complex  
 Balance Sheet Prev Year Comparison  
 As of February 29, 2004

|                                     | <u>Feb 29, 04</u>        | <u>Feb 28, 03</u>        | <u>\$ Change</u>        | <u>% Change</u>     |
|-------------------------------------|--------------------------|--------------------------|-------------------------|---------------------|
| <b>ASSETS</b>                       |                          |                          |                         |                     |
| <b>Current Assets</b>               |                          |                          |                         |                     |
| <b>Checking/Savings</b>             |                          |                          |                         |                     |
| 0900 · West Coast Bank              | 0.00                     | (34,761.69)              | 34,761.69               | 100.0%              |
| 0950 · West Coast Bank-Premium      | 0.00                     | 71.05                    | (71.05)                 | (100.0)%            |
| 1-1 · C.C.B. - General Checking     | 5,013.06                 | 0.00                     | 5,013.06                | 100.0%              |
| 1-3 · C.C.B. - Money Market Account | 350,106.20               | 0.00                     | 350,106.20              | 100.0%              |
| 1-4 · C.C.B. - ATM Acct             | 1,394.00                 | 0.00                     | 1,394.00                | 100.0%              |
| 1040 · Petty Cash                   | 242.75                   | 650.00                   | (407.25)                | (62.7)%             |
| 1080 · Washington County Fund 200   | 86,461.78                | 396,896.11               | (310,434.33)            | (78.2)%             |
| 910 · West Coast Money Market       | 0.00                     | 6,724.01                 | (6,724.01)              | (100.0)%            |
| <b>Total Checking/Savings</b>       | <b>443,217.79</b>        | <b>369,579.48</b>        | <b>73,638.31</b>        | <b>19.9%</b>        |
| <b>Accounts Receivable</b>          |                          |                          |                         |                     |
| 1200 · Accounts Receivable          | 8,450.55                 | (344.80)                 | 8,795.35                | 2,550.9%            |
| <b>Total Accounts Receivable</b>    | <b>8,450.55</b>          | <b>(344.80)</b>          | <b>8,795.35</b>         | <b>2,550.9%</b>     |
| <b>Other Current Assets</b>         |                          |                          |                         |                     |
| 1499 · Undeposited Funds            | 15.00                    | 1,305.00                 | (1,290.00)              | (98.9)%             |
| 2175 · ATM Suspense Account         | (1,160.00)               | 0.00                     | (1,160.00)              | (100.0)%            |
| <b>Total Other Current Assets</b>   | <b>(1,145.00)</b>        | <b>1,305.00</b>          | <b>(2,450.00)</b>       | <b>(187.7)%</b>     |
| <b>Total Current Assets</b>         | <b>450,523.34</b>        | <b>370,539.68</b>        | <b>79,983.66</b>        | <b>21.6%</b>        |
| <b>Fixed Assets</b>                 |                          |                          |                         |                     |
| 220 · Equipment                     | 10,487.06                | 0.00                     | 10,487.06               | 100.0%              |
| <b>Total Fixed Assets</b>           | <b>10,487.06</b>         | <b>0.00</b>              | <b>10,487.06</b>        | <b>100.0%</b>       |
| <b>TOTAL ASSETS</b>                 | <b><u>461,010.40</u></b> | <b><u>370,539.68</u></b> | <b><u>90,470.72</u></b> | <b><u>24.4%</u></b> |
| <b>LIABILITIES &amp; EQUITY</b>     |                          |                          |                         |                     |
| <b>Liabilities</b>                  |                          |                          |                         |                     |
| <b>Current Liabilities</b>          |                          |                          |                         |                     |
| <b>Accounts Payable</b>             |                          |                          |                         |                     |
| 2000 · Accounts Payable             | 1,281.18                 | 19,222.85                | (17,941.67)             | (93.3)%             |
| <b>Total Accounts Payable</b>       | <b>1,281.18</b>          | <b>19,222.85</b>         | <b>(17,941.67)</b>      | <b>(93.3)%</b>      |
| <b>Credit Cards</b>                 |                          |                          |                         |                     |
| 01 · Home Depot                     | 0.00                     | 16.94                    | (16.94)                 | (100.0)%            |
| 03 · Office Depot                   | 59.40                    | 29.00                    | 30.40                   | 104.8%              |
| 05 · WCB Visa-Card# 1               | (192.93)                 | 684.92                   | (877.85)                | (128.2)%            |
| 06 · WCB Visa - Don                 | 0.00                     | 21.00                    | (21.00)                 | (100.0)%            |
| <b>Total Credit Cards</b>           | <b>(133.53)</b>          | <b>751.86</b>            | <b>(885.39)</b>         | <b>(117.8)%</b>     |

Washington County Fair Complex  
**Balance Sheet Prev Year Comparison**  
 As of February 29, 2004

|  | <u>Feb 29, 04</u>        | <u>Feb 28, 03</u>        | <u>\$ Change</u>        | <u>% Change</u>     |
|--|--------------------------|--------------------------|-------------------------|---------------------|
| <b>Other Current Liabilities</b>       |                          |                          |                         |                     |
| 2053 · Deferred Commercial Exhibit...  | 1,100.00                 | 400.00                   | 700.00                  | 175.0%              |
| 2059 · Deferred Sponsorship Income     | 6,000.00                 | 0.00                     | 6,000.00                | 100.0%              |
| 2064 · Defered Facilities Rental       | 10,062.50                | 0.00                     | 10,062.50               | 100.0%              |
| 2065 · Rental Refundable Deposits      | 2,917.70                 | 2,431.35                 | 486.35                  | 20.0%               |
| <b>Total Other Current Liabilities</b> | <u>20,080.20</u>         | <u>2,831.35</u>          | <u>17,248.85</u>        | <u>609.2%</u>       |
| <b>Total Current Liabilities</b>       | <u>21,227.85</u>         | <u>22,806.06</u>         | <u>(1,578.21)</u>       | <u>(6.9)%</u>       |
| <b>Long Term Liabilities</b>           |                          |                          |                         |                     |
| 2200 · Loan - Columbia Community B...  | 117,047.62               | 0.00                     | 117,047.62              | 100.0%              |
| <b>Total Long Term Liabilities</b>     | <u>117,047.62</u>        | <u>0.00</u>              | <u>117,047.62</u>       | <u>100.0%</u>       |
| <b>Total Liabilities</b>               | <u>138,275.47</u>        | <u>22,806.06</u>         | <u>115,469.41</u>       | <u>506.3%</u>       |
| <b>Equity</b>                          |                          |                          |                         |                     |
| 3000 · Opening Bal Equity              | (11,385.99)              | 1,578.07                 | (12,964.06)             | (821.5)%            |
| 3900 · Retained Earnings               | 57,354.36                | 266,811.02               | (209,456.66)            | (78.5)%             |
| Net Income                             | 276,766.56               | 79,344.53                | 197,422.03              | 248.8%              |
| <b>Total Equity</b>                    | <u>322,734.93</u>        | <u>347,733.62</u>        | <u>(24,998.69)</u>      | <u>(7.2)%</u>       |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>  | <u><b>461,010.40</b></u> | <u><b>370,539.68</b></u> | <u><b>90,470.72</b></u> | <u><b>24.4%</b></u> |

**Minutes**  
**Washington County Fair Complex Board**  
**Wednesday, April 7, 2004**

**Convened:** 4:30 pm

**FAIR COMPLEX BOARD:**

President Rich Vial  
Vice President Kathy Christy  
Board Member W. Rafe Flagg  
Board Member Herb Hirst  
Board Member Kathy Schmidlkofer

**FAIR COMPLEX STAFF:**

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

**GUESTS:**

John Baggott, OSU Extension Service  
Ed Kristovich, Vice President, Boosters  
Bill Duerden, President, Boosters,  
Cody Feinauer, Rodeo Committee Chair

**PRESS:**

Ellen Ast, *The Hillsboro Argus*

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

**Motion by Board Member Hirst to approve Consent Agenda. Second by Board Member Christy. Motion carried 5-0.**

**2. Special Reports**

**A. Rodeo Report** – Rodeo Chair Feinauer reported that the Rodeo Committee had their first meeting of the year and developed a recommendation on Rodeo ticket prices for consideration by the Board. The Rodeo Committee also



discussed the possibility of finding a way to increase attendance to the Saturday afternoon matinee by offering a family pack.

Chair Feinauer also reported that work parties will be starting in May; Starlight Parade is scheduled for June 5, 2004; and the Poker Ride has been set for June 26, 2004.

Discussion ensued regarding Committee recommendation, subsidy, budget, rodeo scheduling and citizen recognition.

**Motion by Board Member Hirst to approve Rodeo Committee ticket price proposal. Second by Board Member Flagg. Motion carried 5-0.**

**B. 4-H Report** – John Baggott, OSU Extension Service, reported that the Technology Demo at the County Fair maybe expanding due to a grant from HP.

**C. Boosters Report** – Bill Duerden, Booster President, had nothing to report.

**D. Operations Report** – Executive Director Hillman referred to Page 25 of the Board packet and noted that the Cottonwood trees are down; staff is continuing to have equipment sent out for repair; repairs to the Main Office exterior walls are underway; and staff is installing timers on exterior light fixtures.

**3. Old Business**

**A. Election of Officers (Treasurer & Secretary)** - President Vial explained duties of each position and asked for nominations.

**Motion by Board Member Hirst to appoint Board Member Flagg as Treasurer. Second by Board Member Christy. Motion carried 5-0.**

**Motion by Board Member Hirst to appoint Board Member Schmidkofer as Secretary. Second by Board Member Christy. Motion carried 5-0.**

**B. Draft Policy – Advertising, Canvassing or Soliciting** – President Vial called for a motion to adopt the proposed policy.

**Motion by Board Member Christy to adopt Board Resolution 302 pertaining to Advertising, Canvassing or Soliciting. Second by Board Member Flagg. Motion carried 5-0.**

**C. Redevelopment Update** – OPUS Northwest LLC is continuing to work on a Letter of Intent. Board Member Flagg proposed a Redevelopment section on the Fair Complex website where the public could view and download documents and historical information. Discussion ensued.

D. Other - None

4. New Business

A. **Air Show Committee Appointment** – President Vial explained that Board Member Hirst had been selected to serve on the Hillsboro Air Show Committee.

President Vial called for a motion to create an Airshow and Airport Interface Committee and appoint Board Member Hirst to act on the behalf of the Fair Complex to protect the interests of the Fair Complex.

**Motion by Board Member Christy to create an Airshow and Airport Interface Committee and appoint Board Member Hirst to serve on the Committee. Motion carried 5-0.**

B. **Clean Water Services: Development Issues** – Board Member Christy discussed having a meeting with Clean Water Services to explore the possibilities of options and grants in regards to redevelopment activities.

President Vial called for a motion to add to the agenda to allow Clean Water Services to make a presentation to the Washington County Fair Complex Board on programs and funding available through Clean Water Services.

**Motion by Board Member Christy to allow Clean Water Services to make a presentation to the Washington County Fair Complex Board on programs and funding available through Clean Water Services in regards to redevelopment activities. Second by Board Member Flagg. Motion carried 5-0.**

C. **Expansion of Board Membership** – Discussion ensued regarding expansion of Fair Complex Board from five to seven members.

President Vial called for a motion to request the Washington County Board of Commissioners to increase the Washington County Fair Complex Board from five to seven members.

**Motion by Board Member Christy to request the Washington County Board of Commissioners to increase the Fair Complex Board from five to seven members. Second by Board Member Schmidlkofer. Motion carried 5-0.**

D. **Other** – President Vial called for a motion to create a County Fair & Rodeo Operations Committee and appoint Board Members Schmidlkofer and Christy to meet with a committee of selected individuals and staff to discuss how to make improvements to the annual event and how to expand the Exhibitor Competition Programs during the four-day Washington County Fair & Rodeo.

**Motion by Board Member Hirst to create a County Fair & Rodeo Operations Committee and to appoint Board Members Schmidlkofer and Christy to the Committee. Second by Board Member Schmidlkofer. Motion carried 5-0.**

5. **Announcements** – None other than what was in the packet
6. **Correspondence** - None other than what was in the packet
7. **Board Oral Communications**
8. **Other Matters of Information** -
  - A. **Boosters November 2003 Meeting Minutes**
  - B. **Boosters March 2004 Meeting Minutes**
  - C. **Newspaper Articles, if any**
  - D. **Website Activity**
  - E. **Other, if Any**

**With no further business before the Board, President Vial adjourned the meeting at 6:00 pm.**

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**Don G. Hillman**  
**Recording Secretary**

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**Rich Vial**  
**Board President**



# WASHINGTON COUNTY OREGON

## Fair Complex

# FACILITY SCHEDULE-May 2004

### Saturday, May 01, 2004

Friendship Square/Plaza Plant Sale

### Sunday, May 02, 2004

**\*\*Floral Building 4-H Club Meetings**

Friendship Square/Plaza Plant Sale

### Monday, May 03, 2004

**\*\*Main Exhibit Hall 4-H Dog Club Meetings (3)**

**\*\*Cloverleaf Building 4-H Guide Dog Meeting**

**\*\*Covered Show Ring 4-H Archery Meeting**

Covered Show Ring Dog Flyball Class

### Tuesday, May 04, 2004

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

**\*\*Cloverleaf Building 4-H Guide Dog Meeting**

**\*\*Floral Building Rodeo Committee Meeting**

### Wednesday, May 05, 2004

**\*\*Outside on grass 4-H Dog Club Meeting**

Friendship Square Dog Training

Cloverleaf Bldg. Martial Arts Class

### Friday, May 07, 2004

**\*\*Meeting Room 4-H Rabbit Club Meeting**

Main Exhibit Hall Gem Faire

### Saturday, May 08, 2004

**\*\*Cloverleaf Building 4-H Rabbit Show**

Friendship Square/Plaza Dog Show

Main Exhibit Hall Gem Faire

### Sunday, May 09, 2004

Friendship Square/Plaza Dog Show

Main Exhibit Hall Gem Faire

### Monday, May 10, 2004

**\*\*Covered Show Ring 4-H Archery Meeting**

**\*\*Main Exhibit Hall 4-H Dog Club Meetings (3)**

Covered Show Ring Dog Flyball Class

### Tuesday, May 11, 2004

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

### Wednesday, May 12, 2004

**\*\*Main Exhibit Hall 4-H Dog Club Meeting**

Cloverleaf Bldg. Martial Arts Class

Main Exhibit Hall-North Dog Training

### Saturday, May 15, 2004

Main Exhibit Hall Bird Expo

### Sunday, May 16, 2004

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

**\*\*Floral Building 4-H Bird Club Meeting**

Main Exhibit Hall Bird Expo

### Monday, May 17, 2004

**\*\*Main Exhibit Hall 4-H Dog Club Meetings (3)**

**\*\*Covered Show Ring 4-H Archery Meeting**

Covered Show Ring Dog Flyball Class

### Tuesday, May 18, 2004

34th/Cornell Corner RV Sale

### Wednesday, May 19, 2004

**\*\*Outside on grass 4-H Dog Club Meeting**

34th/Cornell Corner RV Sale

Cloverleaf Bldg. Martial Arts Class

Friendship Square Dog Training

### Thursday, May 20, 2004

34th/Cornell Corner RV Sale

### Friday, May 21, 2004

**\*\*Meeting Room 4-H Rabbit Club Meeting**

Main Exhibit Hall Quilt Show

34th/Cornell Corner RV Sale

### Saturday, May 22, 2004

**\*\*Covered Show Ring 4-H Horse Practice**

34th/Cornell Corner RV Sale

Main Exhibit Hall Quilt Show

### Sunday, May 23, 2004

**\*\*Floral Building 4-H Club Meeting**

34th/Cornell Corner RV Sale

Main Exhibit Hall Quilt Show

**Monday, May 24, 2004**

**\*\*Main Exhibit Hall 4-H Dog Club Meetings**

**\*\*Covered Show Ring 4-H Archery Meeting**

Covered Show Ring Dog Flyball Class

**Tuesday, May 25, 2004**

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

**Wednesday, May 26, 2004**

**\*\*Floral Building 4-H Wagon Train Meeting**

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

**\*\*Main Exhibit Hall 4-H Dog Club Meeting**

Cloverleaf Bldg. Martial Arts Class

**Saturday, May 29, 2004**

Covered Show Ring Rabbit Show

# SPECIAL REPORTS



OREGON STATE  
UNIVERSITY

EXTENSION SERVICE  
WASHINGTON COUNTY

OSU EXTENSION FACULTY  
SERVING WASHINGTON  
COUNTY\*

**Staff Chair**

Chal Landgren 725-2102

**4-H Youth Development**

John Baggott 725-2111

Lisa Conroy 725-2113

Maureen Hosty 257-1698

**Agriculture**

Grass & Legume Seeds, Grains & Forages

Susan Aldrich-Markham 869-2918

Small Farms

Chip Bubl 397-3462

Commercial Tree Fruits/Nuts

Jeff Olsen 434-7517

**Citizen Involvement (CPO)**

Linda Gray 725-2116

Patt Opdyke 725-2117

**Commercial Horticulture** 678-1264

**Consumer Horticulture**

Jan McNeilan 678-1264 x14

**Dairy**

Troy Downing 842-3433

**Family and Community Development**

Jeanne Brandt 725-2107

**Forestry and Christmas Trees**

Chal Landgren 725-2102

**Nutrition Education Program**

Janice Smiley 725-2049

**Wood Products**

Scott Leavengood 725-2123

**Master Gardener Hotline** 725-2300

**General Information** 725-2300

\*All 503 area code

Email format:

firstname.lastname@oregonstate.edu

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# OSU to You

March/April 2004

*Our Mission – delivering objective, research-based, non-formal education to help Oregonians solve problems, take leadership, and manage resources.*

## Washington County, Oregon

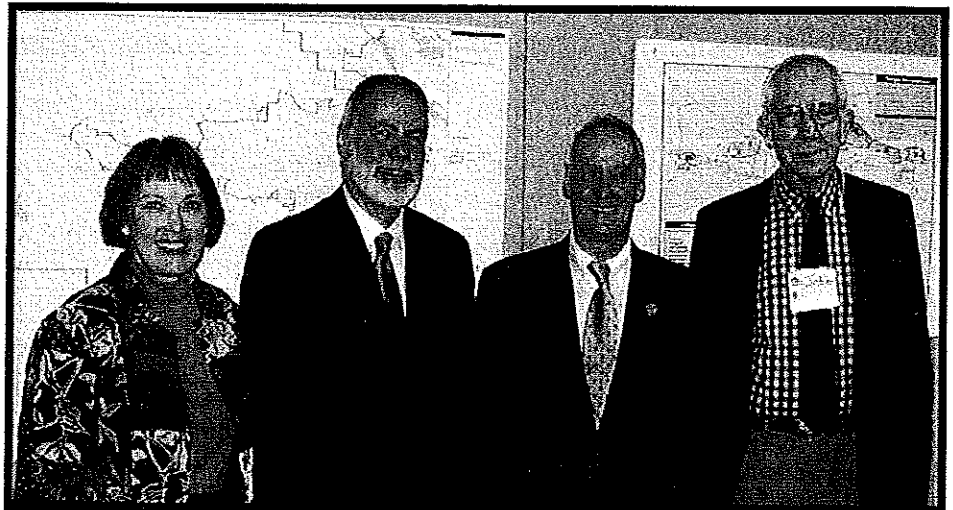


OREGON STATE  
U n i v e r s i t y



OREGON STATE  
UNIVERSITY

## Collaboration



Left to right: Lyla Houghlum, Charles Cameron, Ed Ray, and John Leeper

Ed Ray, OSU President, and Lyla Houghlum, Dean & Director of OSU Extension, visited with Charlie Cameron, Washington County Administrator, John Leeper, County Commissioner, Don Bohn, Sr. Deputy Administrator, and Dennis Mulvihill, Intergovernmental Relations Specialist. The conversation focused on outcomes and relationships developed this past year and ways of building and strengthening the collaboration for the future through internships, collaborative research projects, and shared wisdom from both the county and university perspectives.

### GPS 4-H Tech Wizards take OSU President on hunt



The 4-H Tech Wizards project is a highly original tiered mentoring program focused on promoting education and careers in math, science, and technology related fields among female, minority, and rural Oregon middle and high school youth. 4-H Tech Wizards have a 95% high school graduation rate and almost all students are pursuing higher education.

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Agriculture, Family and Community Development, 4-H Youth, Forestry, and Extension Sea Grant programs, Oregon State University, United States Department of Agriculture, and Washington County cooperating. The Extension Service offers its programs and materials equally to all people.

Kitchen boot camp participants prepare lasagna and pizza.



## EXTENSION EVENTS

April 10. Understanding Changing Markets and Opportunities for Oregon Forest Products and Services. PCC, Rock Creek Campus. Info. at: <http://outreach.cof.orst.edu/ORfpmarkets>.

April 10. 4-H/FFA Swine Weigh-in.

April 12-23. Pesticide sprayer tune-up. Call Susan Aldrich-Markham to schedule.

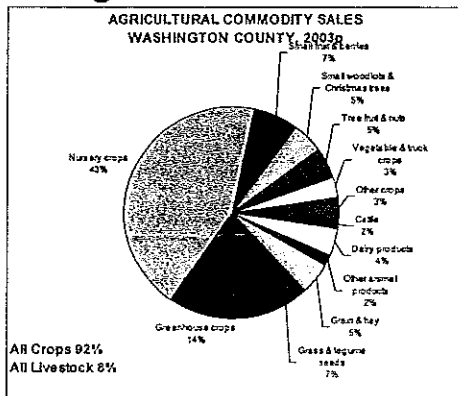
April 23. Kitchen boot camp for boys, Banks.

May 15. 4-H/FFA Sheep Weigh-in, Washington County Fair Complex.

May 15. Regional 4-H Horse Leader Training, Washington County Fair Complex.

May 17. Using Medicines Wisely. Educational program and pharmacy consultations, Hillsboro Senior Center.

## Washington County Agricultural Statistics



Total farm sales in Washington County for the year 2003 were estimated at \$222,958,000 — up approximately 3.4% from 2002. This is money paid to producers for commodities sold directly from the farm. The figures represent gross sales, not net income to farmers. Value is added through processing and handling, resulting in greater impact in the county.

Nursery crops accounted for 43% of the gross farm sales, but this high-value crop is produced on only a small percentage of the total acres in Washington County. Field crops, including grass and legume seeds, grain and hay, are produced on 71,715 acres, 82% of the total crop acres.

## Kitchen boot camp for boys

Boys learn differently than girls. Boys learn better without girls. Boys are not learning basic living skills that will enable them to care for themselves or contribute to the welfare of their families when they grow up. With these facts in mind, and with funding from the Oregon 4-H Foundation, Jeanne Brandt, Family and Community Development faculty member, offers middle-school boys an eight-hour crash course in making what they consider basic survival foods such as pizza, lasagna, Chinese food, scones, and omelets. While making these items, boys learn to measure, read recipes, use knives safely, some basic first aid and how to operate a fire extinguisher. The goal of the class is to enable boys to prepare affordable foods they are willing to eat and that they can share with others. Operating a fire extinguisher to put out fires set by local firefighters is the highlight of the class for many participants. The freshly baked lasagna and cookies they take home to their families after the last class is the highlight for many mothers. Sessions have been held in Banks and at the Police Activities League in Beaverton. Look for future sessions in Banks and in Forest Grove.

## Small woodland connections being made

As reported in a previous edition of *OSU to You*, Extension Forestry and Wood Products faculty in Washington County are working on a project to establish better “connections” between small woodland owners, wood products manufacturers, and among various sectors of the wood products industry itself. The project has two primary deliverables — a web-based directory of the Oregon forest sector and five workshops around the state to bring together the resource owners (private woodland owners) and resource users (the wood products industry). The first of these deliverables, the *Oregon Forest Industry Directory*, is now available at <http://wood.oregonstate.edu/directory>. The directory allows users to locate firms and individuals in Oregon's forest sector by searching by name, county, tree/wood species used, products produced, products purchased, services provided, equipment used, residues available, or any combination of these criteria. Firms in the directory can log in and update their own information and an online form is provided for new entries. More information on the second deliverable for the project - the series of workshops - can be found at <http://outreach.cof.orst.edu/ORfpmarkets/index.htm>. The NW Oregon session is scheduled for April 10 at Portland Community College, Rock Creek Campus.

## Convincing noble fir to produce cones

About a year ago, a novel experiment was begun near North Plains. We are trying to convince noble fir trees to produce seed. As far as I know, this is the first time this has been done with noble fir, Oregon's primary Christmas tree species. The experiment is important as noble fir in the wild may only produce cones every ten years and seed supplies can run low. The experiment involved injecting various levels of a plant hormone known to be involved in cone production. A small hole is drilled and a syringe is used to place a few drops into each tree. This fall we will collect cones and seed to see which, if any, treatment convinced the trees to produce cones. The seed will be used to grow an outstanding crop of Christmas trees.

The site is a 2.5-acre noble fir seed orchard off of Dixie Mountain Road called the Barney Douglass Seed Orchard. It adjoins an old cemetery about ½ mile past the Dixie Mountain Grange. The orchard was started about a decade ago by Don Logan, Barney Douglass, Jim Bays, and Chal Landgren. Many volunteers have helped maintain the site. The funds for the experimental trial were provided by Christmas tree growers.



Dick Miles injects a plant hormone into noble fir seed trees.

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Washington County OSU TO YOU is a bi-monthly publication of the OSU Extension Service in Washington County highlighting the activities and accomplishments of local programs. More information on all program areas and events can be seen on our website at <http://extension.oregonstate.edu/washington> or our location at 18640 NW Walker Road, Suite 1400, Beaverton, OR 97006 (CAPITAL Center Entrance D1).



County of Washington

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

## FAX MEMORANDUM

**Date:** April 28, 2004

**To:** Board Members  
Washington County Fair Complex Board

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

**Re:** April Operations Report

Couple of on-going updates:

**Arts & Crafts Building Plot** – Staff has completed the removal of this facility's foundation (asphalt/concrete pad) and has started efforts to have the area seeded with grass. Fill dirt for this project has been supplied and coordinated through Cody Feinauer, Rodeo Committee Chair.

While this area is being disturbed, staff is also looking at extending the sewer line located on the east side of the Main Exhibit Hall, approximately 50 yards northeast so that we can take advantage of trailer-style restroom facilities during the upcoming County Fair & Rodeo. A similar sewer line extension is being considered on the east side of the 4-H Meeting Room so as to accommodate a trailer-style restroom in this area as well.

**Administrative Office** – The skirting on this facility has been replaced as well as certain sections of the exterior siding. This facility has also received a new coat of paint and gutter guards.

**On-Grounds Vehicle Replacements** – As the opportunity arises, electrical-powered utility vehicles and carts are being supplemented in to the Complex's gas-powered motor vehicle pool. Most of the Complex's gas-powered vehicles (purchased used) are beginning to fail mechanically due to their age and repeated low-mileage, multiple-start, daily usage. It is not uncommon for some of the vehicles to be started more than twenty times a day. Currently each vehicle is started fifteen times a day and driven 275 yards one-way just to accommodate staff breaks and lunches.

# OLD BUSINESS

County of Washington

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

## FAX MEMORANDUM

**Date:** April 28, 2004

**To:** Board Members  
Washington County Fair Complex Board

**From:** Don G. Hillman  
Executive Director

**Re:** Expansion of Fair Complex Board

Staff attended the Washington County Board of County Commissioners Work Session on Tuesday, April 27<sup>th</sup> to provide information regarding the Fair Complex Board's request to expand from five to seven members.

The Board of County Commissioners were advised that this subject was first discussed during the summer of 2002 as we were moving forward with the November 2002 Bond Measure; that the current development conversation creates even more challenges due to the various development elements involved; that the policy workload on the existing board will expand to include the development of a new business, marketing and operating plans; and that adding two new members would significantly generate more representation, especially on development related issues.

We also reported to the Commissioners that the State Fair, Marion, Linn, Jackson, Benton, Hood River, Curry, Sherman, Wheeler, Umatilla, and Baker County Fairs have seven-member boards.

Each Commissioner (Schouten was absent) expressed interested on this matter and requested that the Fair Complex Board make recommendations as to which District the new members should represent plus any additional discussion or background.

In conclusion, Commissioner Duyck commented as to the possibility of having two separate boards to deal with fair and non-fair activities. Chair Brian commented that perhaps one member should come from District Four and the other be At-Large.

# NEW BUSINESS

To: The Fair Board  
From: Kathy Christy  
RE: Plan Review Committee

At April's board meeting, I suggested we needed a committee to help review plans for the development the new event center. This committee's suggestions would be another way to refine the plans before they go to the public.

The following suggested people or groups would give us broad input on how the plans would effect their particular interests. Of course, you may have others to add which is great.

1. Pete Jansen
2. Joe Evers
3. Lyle S.
4. 4H
5. Carnival
6. Don Stevey (sp)
7. Rick Van Beveran
8. Booster
9. Rodeo member
10. Dog Show
11. Ed K.
12. Home Show
13. Hillsboro Chamber
14. Wash.Co. Visitors and Convention Bureau
15. Pam Baker
16. Electronic Diversified

County of Washington

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## FAX MEMORANDUM

**Date:** April 28, 2004

**To:** Board Members  
Washington County Fair Complex Board

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

**From:** Herb Hirst, Air Show & Airport Interface Committee

**Re:** April Report

Board Member Herb Hirst has reported that he has been appointed to the Executive Committee, Oregon International Air Show held in Hillsboro, Oregon.

Board Member Hirst also reports that he has been assigned to head-up Internal Security Operations.

To : The Fair Board  
From: Kathy and Kathy  
Re: Fair Evaluation Committee

After some discussion, we feel this year's fair is pretty well planned and would be difficult to make any changes at this late date. We will have an evaluation committee help make changes for next year's fair

Our plan at this time is as follows:

1. Alert Fair superintendants, 4-H, FFA, Boosters and other interested parties, that we would like their input to evaluate this year's fair.
2. We will discuss whether we need a form to have each of these people fill out during fair.
3. Leah does an evaluation with superintendants about fair. We will work with her to gather information about this year's event. Additional meetings may be required to adequately address suggestions by the committee.

29 B

# ANNOUNCEMENTS



*Calendar of Events  
May - September 2004*

| <b>Date</b>      | <b>Event</b>                      | <b>Location</b>           |
|------------------|-----------------------------------|---------------------------|
| <b>May</b>       |                                   |                           |
| 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                | Boosters Meeting                  | Main Office (7:00 PM)     |
| 7-10             | IAFE Spring Management Conference | Calgary, Alberta, Canada  |
| <b>June</b>      |                                   |                           |
| 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                | Boosters Meeting                  | Main Office (7:00 PM)     |
| 6                | Starlight Parade                  | Portland (Dusk)           |
| 26               | Poker Ride                        | Flying M Ranch (All Day)  |
| <b>July</b>      |                                   |                           |
| 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                | Boosters Meeting                  | Main Office (7:00 PM)     |
| 14 - 18          | 4H Horse Show                     | Fair Complex              |
| 29 - Aug 1       | 2004 County Fair & Rodeo          | Fair Complex              |
| <b>August</b>    |                                   |                           |
| 14-15            | Hillsboro Air Show                | Hillsboro Airport         |
| <b>September</b> |                                   |                           |
| 1                | Board Meeting                     | Floral Building (4:30 PM) |
| 1                | Boosters Meeting                  | Main Office (7:00 PM)     |
| 7                | Rodeo Committee Meeting           | Floral Building (7:00 PM) |
| 7                | Rodeo Associate Member Meeting    | Floral Building (7:30 PM) |
| <b>October</b>   |                                   |                           |
| 5                | Rodeo Committee Meeting           | Floral Building (7:00 PM) |
| 5                | Rodeo Associate Member Meeting    | Floral Building (7:30 PM) |
| 6                | Board Meeting                     | Floral Building (4:30 PM) |
| 6                | Boosters Meeting                  | Main Office (7:00 PM)     |

# Washington County Fair & Rodeo Benefit Poker Ride "Special Kids Rodeo"



Time: Saturday, June 26<sup>th</sup>, 2004



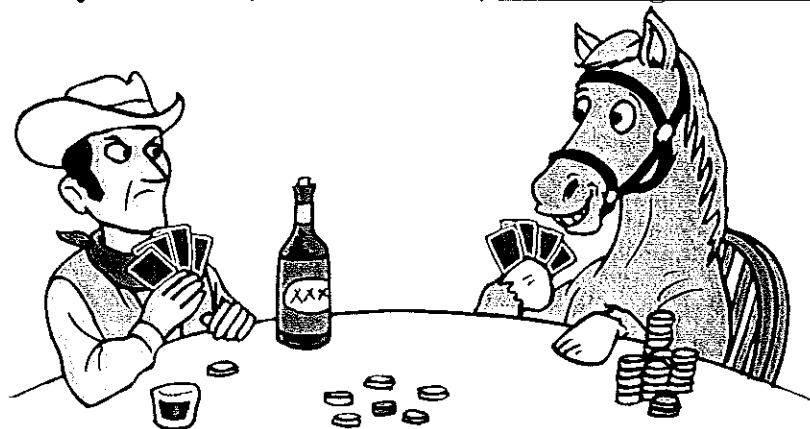
Place: Flying M Ranch (503) 662-3222, 23029 NW Flying M Road, Yamhill, OR

Registration at 8:00 am  
\$5.00 per hand / \$20.00 for 5 hands  
Option to redraw one card per hand for an additional \$1.00 at the end  
First rider out at 9:00 am / Last rider out at 11:00 am  
Facilities Fees: \$3.00 per day per horse  
Camping Fees: \$12.00 per site

Prize winners announced at 3:00 pm

Snacks and drinks available for purchase at registration

Farrier service available on site courtesy of:  
Shu Shack Farrier Service (AFA member),  
Bob & Elly Garrison, 503-787-1716, [shoeshac@msn.com](mailto:shoeshac@msn.com)



For more information on the Poker / Trail ride / Prizes  
Contact: Lacey Puncochar @ (503) 628-6277, [laceyt2578@msn.com](mailto:laceyt2578@msn.com)  
OR

Kelly Bauer @ (503) 848-7536, [Kelly.Bauer@providence.org](mailto:Kelly.Bauer@providence.org)  
Please use subject line of "Poker Ride" when emailing

# CORRESPONDENCE



# WASHINGTON COUNTY

OREGON

Fair Complex

April 23, 2004

Megan Heyworth, Special Programs Manager  
Doernbecher Children's Hospital Foundation, OHSU  
1121 SW Salmon, Suite 201  
Portland, OR 97205

Dear Megan,

On behalf of the Washington County Fair Complex Board and staff, I want to present to Doernbecher Children's Hospital Foundation the enclosed check for \$1,151.75, representing a portion of the non-Sunday admission proceeds to the 2004 Bi-Mart Frite Lites, Presented by Columbia Community Bank.

We were proud to align ourselves with the Doernbecher Children's Hospital Foundation during the inaugural year for this community-wide Halloween event.

Best of wishes on your future fundraising efforts and we praise the good work of your organization.

Sincerely,  
**WASHINGTON COUNTY FAIR COMPLEX**

Don G. Hillman CFE  
Executive Director

Enclosure

Cc: Washington County Fair Complex Board



**WASHINGTON COUNTY**  
**OREGON**  
**Fair Complex**

April 23, 2004

Susan Fields, Program Educator  
Bonnie L. Hays Small Animal Shelter  
1901 SE 24<sup>th</sup> Avenue  
Hillsboro, OR 97123

Dear Susan,

On behalf of the Washington County Fair Complex Board and staff, I want to present to the Bonnie L. Hays Small Animal Shelter the enclosed check for \$231.50, representing a portion of the Sunday admission proceeds to the 2004 Bi-Mart Frite Lites, Presented by Columbia Community Bank.

We were proud to align ourselves with the Bonnie L. Hays Small Animal Shelter during the inaugural year for this community-wide Halloween event.

Best of wishes on your future fundraising efforts and we praise the good work of your organization.

Sincerely,  
**WASHINGTON COUNTY FAIR COMPLEX**

Don G. Hillman CFE  
Executive Director

Enclosure

Cc: Washington County Fair Complex Board



# WASHINGTON COUNTY OREGON

## Fair Complex

April 29, 2004

Robert Orłowski, Mayor  
100 S Main  
Banks, OR 97106

Similar letters sent  
to other Washington  
County Cities - DGH

Honorable Mayor Orłowski;

On behalf of the Board at the Washington County Fair & Rodeo, I invite you to make a difference. Washington County is filled with many wonderful communities, and within each of those are incredible community members. Many citizens in our County work tirelessly to make their community a better place to live in. They strive to achieve a greater good in so many ways and it is amazing what they do. Yet, many times their efforts go unnoticed.

We wish to ensure that community members are recognized for their great efforts. So, we ask that you select one citizen to represent your city, in a demonstration of community achievement. This could be on the basis of volunteerism, community involvement, leadership or any other honor you wish to bestow upon them. The actual process of selection is in your hands, yet if you need our assistance in any way we would be glad to help.

In recognition, we would like to honor your selected citizen at the 2004 Washington County Fair & Rodeo. We ask that you have your decision to us by mid-June, so that we can then make the necessary arrangements to honor your selected citizen at the PRCA Rodeo on Saturday night, July 31<sup>st</sup>.

We will contact you in May to discuss your progress and answer any questions you may have. Feel free to contact Don G. Hillman at 503-648-1416, Extension 205, if you have any further questions. We look forward to your participation with this program and appreciate the effort that you make in order to recognize what people really do for their communities.

Sincerely,  
**WASHINGTON COUNTY FAIR & RODEO**

Kathy Christy, Vice President

# ORAL COMMUNICATIONS

## OTHER MATTERS OF INFORMATION



## Washington County Fair & Rodeo Rodeo Associates Meeting

**Date:** April 6, 2004

**Present:** Cody F, Kelly B, Brian L, Brian A, Lynn H, Laurel F, Pat B, Winnie D, Brian F, Nick G, Greg H, Richard K, Angela M, Jenny S, Mike S, Lonna P, Jill S, Rod S, Brandi W, Christina G, Lacey P, Kristen D, Bert D, Paula M, Don H

**Excused:** Todd K, Larry B

**New Faces in the crowd:**

### Next Meeting: May 4<sup>th</sup>, 2004. In the Floral Bldg

| Item # | Topic               | Discussion  | Action/Decision | Follow-up |
|--------|---------------------|---|-----------------|-----------|
| 1.     | Miscellaneous Notes | Cody called the meeting to order at 7:30 p.m.<br>Lynn H made a motion to amend the minutes to reflect the following change. The dollar figure that was previously submitted for the Queen's Coronation dance was not accurate; the total was \$ 2634.06, which is \$63.00 more than previously reported. Kristen has also turned in more expenses totaling \$51.89. The minutes were approved with these changes by Brian L.  |                 |           |
| 2.     | Old Business        | We've been accepted in the Starlight Parade and Lynn has asked that Brian L be the contact person since she won't be able to attend. Brandi will also be helping out. Cody will be calling Ken Leahy to see if we can borrow one of his trucks this year as well.   |                 |           |
| 3.     | Committee Updates   | We broke into committees at 7:35 p.m. to discuss what needs be done this year.<br>Meeting resumed at 8:00 p.m. Here are the following updates from the committee directors.<br><b>Brian A: BBQ.</b> Same food as last year, everything on schedule. Pat will be talking to different vendors for food. Below is what we are having.<br><p style="text-align: center;">Fri Night – Roast beef<br/>Sat Afternoon – BBQ Beef<br/>Sat Night – BBQ Chicken</p> <b>VIP.</b> Dale Z has agreed to still help out as well as Larry B, other than that nothing new to report.<br><b>Humane.</b> Nothing to report<br><b>Merchandising.</b> Talked about moving the booth out side of the rodeo |                 |           |

Minutes Submitted by: Laurel Fallick

Washington County Fair & Rodeo

## Washington County Fair & Rodeo Rodeo Associates Meeting

| Item # | Topic | Discussion  | Action/Decision | Follow-up |
|--------|-------|---|-----------------|-----------|
|        |       | <p>arena so that everyone will be able to buy merchandise as well as moving the Queens booth outside also. It was also mentioned that we could pass out shirts and or hats at the Rose Parade and Starlight Parade, this way it gets our stuff out there. Cody mentioned designating a certain number of merchandise for things such as this. We will have to contact Lisa at the fair office to get locations for 2 booths.</p> <p><b>Brian L:</b> It has been decided for all associate members who are working at the rodeo will have nametags and if they have spouses or kids that will be there they will get the wristbands.</p> <p><b>Lynn H:</b> Kristen was in her first parade the St Patrick's Day Parade and she did really well. Thanks for all your hard work Kristen! Kristen will be helping out at Horse fair this year which is the week of July 13<sup>th</sup>, also the 4H kids will be there to help out on the grounds, they will more than likely be doing the painting.</p> <p>Lynn told us that she is now part of MRO Inc. This year they are doing a Junior / Miss Teen Pageant that will be held all day Friday of the Santiam Rodeo. She also told us that if we donate a door prize to MRO that we will be able to get the name of our rodeo in their brochures. Lynn will also be talking to a lady regarding advertising the health issues of using tobacco, Cody asked that she find out exactly what the ad will say and then we will decide if it's something that we want to use. And finally, she would like to give a big THANK YOU to everyone who wrote letters to the editor regarding the negative press that we received after our Queen coronation.</p> <p><b>Cody:</b> Contracts are going to go out in the next few weeks, and Sanctions will be out by Thursday or Friday at the latest.</p> <p>Sponsorship: Cody and Brian L are working on this.</p> <p>Grounds: The committee will meet around 4:30-4:45 at the arena before the next associate meeting to walk around and see what all needs to be done for this year. <b>Work parties will be starting mid May, weather permitting of course.</b></p> |                 |           |

Minutes Submitted by: Laurel Fallick  
Washington County Fair & Rodeo

## Washington County Fair & Rodeo Rodeo Associates Meeting

| Item # | Topic        | Discussion  | Action/Decision | Follow-up |
|--------|--------------|---|-----------------|-----------|
|        |              | <p><b>Kelly B: Special Kids</b> – we need some one to be in charge of getting this event organized and getting all the information out. If you're interested please contact Kelly.</p> <p><b>Awards:</b> Jenny Seavey will be in charge of this.</p> <p><b>Poker Ride:</b> The Drill team will be in charge of getting out the flyers with all the information regarding the Poker Ride. It was suggested that maybe next year we can add to the entry form a spot where they can put their email address down so that we can do a mass emailing the following year to let everyone know who have previously participated. We need to get going on getting donations and Kelly has tax deductions form available to give to any one who donates a prize. Registration will be at 8:00 am with the first rider being out at 9:00. Kelly received a letter from "Shu Shack Farrier" who was interested in being on site providing shoeing services for all riders, they have even said that they will donate a portions of all their proceeds back to us just for having them out there. If you're interested in helping out that day, please contact Kelly. We can use all the help we can get. <b>The date for the Poker Ride is 06/26/04</b></p> |                 |           |
| 4.     | New Business | <p><b>2004 Ticket prices.</b> Cody announced that this year the Fair will not be charging admission so it was suggested that we take what they normally charge and add that to our price for the rodeo making the admission \$15.00 for the covered grandstands and \$12.00 for the bleachers for Friday and Saturday night performances and possibly doing a family pack discount (for a family of 4) for the Saturday afternoon performance. This still makes us the cheapest PRCA Rodeo in the nation. The ticket information needs to be in the sanctions and Cody would like to get them out Thursday or Friday at the latest. Lynn H made a motion to approve the increase in the ticket prices, seconded by Brian L. The family pack information can be added at a later date.</p> <p><b>2004 Rodeo Schedule.</b> We need to get the start times for all performances in the sanctions also, so Cody asked the directors what</p>  |                 |           |

Minutes Submitted by: Laurel Fallick  
Washington County Fair & Rodeo

## Washington County Fair & Rodeo Rodeo Associates Meeting

| Item # | Topic             | Discussion  | Action/Decision | Follow-up |
|--------|-------------------|---|-----------------|-----------|
|        |                   | they would like to see. Starting the evening performances at 7:30 p.m. ending at 9:30 p.m. and starting the matinee performance at 1:30 p.m. The food will start being served at 5:00 p.m. for Friday and Saturday night and at Noon on Saturday afternoon. Special Kids will start at 9:00 a.m. getting the kids signed in with the actual events starting at 10:00 a.m. |                 |           |
| 5.     | Meeting Adjourned | Lynn made a motion to adjourn the meeting, seconded by Brian L. The meeting adjourned at 9:07 p.m.  |                 |           |
| 6.     |                   |   |                 |           |
| 7.     |                   |   |                 |           |
| 8.     |                   |   |                 |           |
| 9.     |                   |   |                 |           |
| 10.    |                   |   |                 |           |
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| 12.    |                   |   |                 |           |
| 13.    |                   |   |                 |           |

Minutes Submitted by: Laurel Fallick  
Washington County Fair & Rodeo

# Washington County Fair Boosters Club

## Minutes for April 7, 2004 Meeting

**In Attendance:** Irene Barnes, David Barnes, Bill Duerden, Jim Godfrey, Al Goldman, Don Hillman, Ed Kristovich, Lorena Roberts, Dale Scheller and Kathy Schmidlkofer.

**Prior Meeting Minutes:** Approved as corrected.

**Treasurer's Report:** Checkbook balance is \$530.22. Investments: \$22,140.42. 13 people have paid their dues. Corporate fees of \$50.00 were to paid.

### **Fair Board; Don Hillman reporting:**

- Cody reports that the Rodeo will not break even this year, but hopefully it will by next year. Admission fees to the Rodeo will be: Bleachers - \$12.00 and Grandstand - \$15.00.
- Fairgrounds Redevelopment: Two public meetings were held. The Argus covered them well. A letter of intent will be sent to OPUS so that they can talk to prospective corporate interests. By September, we hope that OPUS will have a basic design to present to us. There will be a Pre-Design Committee chosen to work with them.
- John Baggett reports that 4-H is coming along fine. They hope to get a high-tech motorhome for the Tech 4-H club members.
- Seven cottonwood trees were cut down. Many were rotted on the inside.
- The skirting on the office building has been patched and repaired.
- All lights on the fairgrounds are on different-timed, digital settings now.
- Rafe Flagg has been elected the Treasurer of the Fair Board. Kathy Schmidlkofer is now the Secretary.
- A committee will be chosen by Kathy Schmidlkofer and Kathy Christy to discuss how the Fair can be improved. They will be speaking with competitors and exhibitors.
- Advertising and soliciting policies were decided upon.
- Herb Herst will be the Fair Board representative to the Airport concerning Air Show and other Port of Portland issues.
- The Fair Board is requesting from the County Commissioners that two more people be appointed to the Fair Board. This would bring the total number of board members to seven.

### **Fair Planning:**

- Al Goldman will do the purchasing.
- Lorena Roberts is the Volunteer Coordinator.
- We will get a schedule of the Arena events for May, at which time we can schedule our work times with Lorena.
- Sheila and Irene will coordinate the Kids Rodeo, which is Saturday at 10:00 a.m. Kelly Bauer is the contact for the Kids Rodeo. Her phone number is 503-848-7536.
- We will plan the Appreciation Dinner for September.
- We will discuss By-laws at the May meeting.

## ***Mark Your Calendar:***

**Booth cleanup will be Monday, July 26, at 6:00 p.m.**

**The next meeting is on May 5 at 7:00 p.m.**

**Fair is July 29, 30, 31 and August 1.**



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# NEWS

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### Two sisters reign in the realm of milk

Washington County's new Dairy Princess, Lisa Twigg, is related to Kellie Twigg, who carries the state title

Thursday, April 22, 2004  
MICHELLE MANDEL

CORNELIUS -- Milking the cow must have been quite the chore before machines came along.

Lisa Twigg, crowned last week as the 2004 Washington County Dairy Princess, has a hard time explaining how it's done. Her sister, Kellie, the 2003 Washington County Dairy Princess and the 2004 Oregon Dairy Princess, also stumbles over the process.

And they grew up on a dairy farm.

"Lisa knows how to milk a cow," says Kellie, 23, in her sister's defense. "But if you had to milk a cow, beginning to end, it would take forever," says Kellie, who's never milked a cow by hand, beginning to end.

They may not have hand milking down pat, but the Twigg sisters know their milk. They must. Both will spend the next year -- Lisa in Washington County, Kellie throughout Oregon -- encouraging folks to consume milk and dairy products.

It's something of a tough sell, especially among calorie-counting adults who choose diet soda over bone-building milk. But the sisters, who



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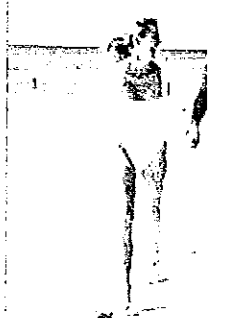
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each down four or five glasses of 2 percent milk a day, say milk's on the rebound.

"I think people are drinking more milk," says Kellie, who has served twice as Washington County Dairy Princess, first in 1998. She was crowned Oregon Dairy Princess in January.

"At least that's what we hope."

Lisa Twigg hopes to match her sister's successful legacy. The 20-year-old was crowned Friday at the Visitation Catholic Church in Verboort, with about 175, mostly farm folks, attending. Sponsored by the Washington County Dairy Women, the event has been held annually since 1960, when the county boasted more than 75 dairy farms.

Now fewer than two dozen hang on, including the Twigg farm. The women's parents, Ric and Sandi Twigg, own a 480-head Holstein dairy farm in Cornelius.

Lisa and Kellie grew up raking hay, feeding calves and driving a silage truck, but both say their parents emphasized education over farm chores, so "we never became full-time employees."

They did, however, get to drink whole milk, "straight out of the milk tank," says Lisa, until she was 8 or so, and her parents switched to store-bought pasteurized milk.

When the farm's milk tank overflowed, though, the Twigg sisters and their brother Joseph, now 18, "ran down there with a glass and cookies," Lisa says. "It was so good."

Lisa and Kellie have similar duties, except Lisa stays in the county and Kellie roams the state. Both talk to schoolchildren, attend fairs and speak at functions like the Oregon Dairy Farmers Association convention that Kellie attended in February.

Sandi Twigg, a longtime Dairy Women member, says she's not surprised her daughters went for the title. Both grew up, she says, watching older girls being crowned.

"It was a dream of Kellie's," she says. "I didn't expect Lisa to run, not so much because she's shy, but because she has a different personality. But she went for it, and we're very happy for her."

Lisa attends Chemeketa Community College in Salem, where she studies business and plays volleyball. Kellie will graduate in May with a business degree from Pacific University, where she also played volleyball.

Neither knows for sure what she'll do for a living.

"Right now I'm raising bull calves for auction," says Kellie, minutes after coming in from feeding the six calves. "The dairy princess job takes a lot of time, though. And I get a salary. So I doubt I'll get a full-time job until the end of my reign."

Lisa, who's a sophomore, has her hands full with studies; she plans to

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transfer to Pacific University.

This summer, though, she knows she'll be at the Washington County Fair -- talking up the oh-so-popular ice cream cones served at the Dairy Women's booth.

"I don't know how many cones I eat each year," she says.

"A lot."

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# The News-Review

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Article published February 18, 2004

## Fair board must make choices, keep budget intact

JOHN SOWELL

The Douglas County Fair Board will have to make some tough choices as it looks at the budget for the Fairgrounds Complex for next year.

It won't be easy without raising fees and without increasing gate admissions -- something fair board members said they don't want to do.

"This is a very price-sensitive market. If you raise the price (to attend the fair, now \$8 for adults), there's going to be an effect," Fairgrounds Director Harold Phillips said during Tuesday's meeting.

The county Board of Commissioners has told each of its departments to get by basically on the same budget used this year. Any added costs for salaries and other expenses will have to be covered through the current appropriation amount.

At Tuesday's meeting, the board began preliminary discussions. Approval of a proposed budget that will be sent on to the county Budget Committee will take place during a meeting next month.

The fairgrounds receives \$100,000 a year from the county for operating expenses. The remainder of its \$1.8 million budget comes from revenue earned by the complex itself. Prior to 2000, the fairgrounds received a much larger yearly subsidy. The commissioners that year directed the fairgrounds to become more self-sufficient.

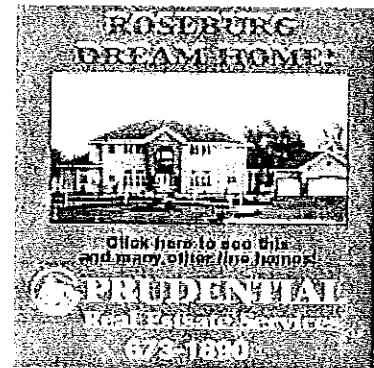
The loss of the Community Building will have a negative impact on the fairgrounds operation. Officials estimate building rental revenues will decrease by \$13,500 over the next year. The exhibit portion of the building was closed late last year after the roof started to collapse.

The county will provide the money to either fix the roof or construct a new building. Officials are still waiting for an analysis on whether it will be cost-effective to rebuild the roof or whether a new building is necessary.

Phillips has proposed eliminating a maintenance position after longtime employee George Coello retires at the end of next month. Although Coello will work during the weeklong fair in August and other times when needed, his retirement will save more than \$40,000 in salary and benefits.

The hardest part of dealing with the budget, Phillips said, is trying to include money for maintenance projects. In the past, the buildings got a new coat of paint each year and there was money for ongoing projects to make sure that new equipment was swapped out for older gear every few years. Now, they're forced to make do with what they've got.

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"We should work on capital improvements every year, because we want the facility to look as nice as possible," board Chairwoman Bernis Wagner said.

Board member John Dunn said the fairgrounds provides a great financial benefit for the area because of the events held there during the entire year. Attendance at the fair and at the NASCAR race remained high last year despite the soft economy, he said.

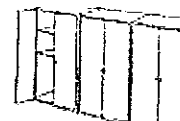
"Look at what we do for the economy, not just for us but for the entire county," Dunn said.

\* You can reach reporter John Sowell at 957-4209 or by e-mail at [jsowell@newsreview.info](mailto:jsowell@newsreview.info).



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# State fair 'starting over,' organizers say

By Beryl Chong  
RENO GAZETTE-JOURNAL  
2/22/2004 07:59 pm

Nevada State Fair organizers admit the event hasn't generated much excitement in years past but promise newer, bigger and better events.

"We're starting over," said Mike Clements, chief executive officer of this year's 130th Nevada State Fair, Aug. 25-29, at the Reno Livestock Events Center.

With a lineup that includes a carnival, motorcycle stunt show, women's barrel racing, monster trucks, demolition derby, reptile show, showing kids how to make yo-yos and a hands-on science exhibit, organizers are trying to reach a diverse audience.

"There's not just an agricultural component," said Steve Schroeder, spokesman for the fair. "There's also an inner-city component. We can bring in better acts, better revenues and better recognition to our community."

The three-year plan includes signing on exhibitors and marketing to visitors outside the Truckee Meadows, more 4-H contests and getting volunteers to help out with fund-raisers and at the fair.

"This exhibit hall wasn't even full of exhibitors," said Kathy Woodside, of Reno, who went last year.

Woodside, her husband, Fred, and their four kids had lived in Sacramento for 14 years before moving to Reno eight years ago.

The couple had attended many California State Fairs, where their children would show steers, lambs, horses and pigs at 4-H contests.

"We're aware what a state fair ought to be like," Fred Woodside said. "There's no reason the fair couldn't be better."

Attendance has been falling in the last couple of years because the same acts were repeated year after year, Clements said.

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### DETAILS:

What: The 130th Nevada State Fair.

When: Aug. 25 to Aug. 29.

Where: Livestock Events Center, 1350 N. Wells Ave.

Details: Admission free on first day. Ticket prices have not yet been determined.

On the Web: [www.nevadastatefair.org](http://www.nevadastatefair.org).

Phone number: 688-5767.

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But with new shows last year that included a dirt bike race, an alligator show, comedians and jugglers, attendance rose by 25 percent, despite two consecutive days of rain that closed the fair early one night.

Amy Nesler, who has attended the fair since she was a child and was last year's Nevada State Fair Queen, noticed changes in the kinds of shows last year.

"It was more focused to youth experiences and open not to just agriculture," she said. "It was way more inviting."

Officials put the cost of staging this year's fair at \$700,000, Clements said. A Feb. 11 fundraiser, "Carnival of the crab," raised about \$45,000.

Admission fees, concession sales, parking fees, fees charged to businesses putting on specialty acts, sponsors and membership drives will make up the difference. Ticket prices for this year have not been established.

Jody and Joe Coli plan to bring their children, Kristina, 12, and Steven, 11. The kids went for the first time last year.

"Kristina didn't want to go on the rides, but I went on a lot of rides," said a wide-eyed Steven as he smiled.

"I want to hold the chicks and the ducks again," Kristina said.

Their parents say the fair also teaches responsibility.

"Anytime they see young people train and raise animals, they learn that those kids have worked hard to bring up the animals to show them," Joe Coli said.

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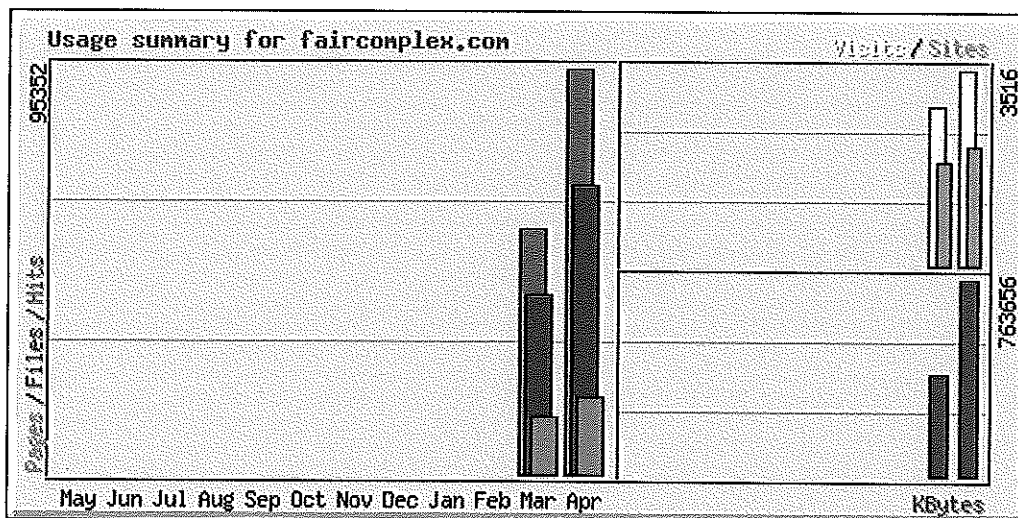


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