

A G E N D A

Washington County Fair Board

Regular Meeting

May 6, 1998

4:30 PM

WASHINGTON COUNTY FAIR BOARD

Regular Meeting

Wednesday, May 6, 1998

4:30 PM

1. Call to order.
 2. Public Welcome. This time is provided for members of the audience to comment on any item(s) not on the regular agenda. Audience members are also welcome to comment at the time the agenda topic is being discussed by the Board. It is respectfully requested that those addressing the Board state their full name for the record.
 3. a. Bills for approval and detail of income received.
b. Line Item Reports for April, 1998 (pgs. 3-9)
 4. a. Financial Position, March, 1998 - Reconciled (pg.10)
Financial Position, April, 1998 - Unreconciled (pg. 11)
b. Financial Recap, April, 1998 (pgs. 12-17)
 5. Fair Board Minutes – April 1, 1998 (pgs. 18-21)
 6. a. Activities Flyer – May, 1998 (pg. 22)
b. Facility Use Schedule - May, 1998 (pg. 23)
- *Consent agenda: any item may be removed for separate consideration upon request of any Board member or any member of the audience.
7. Fair Organization's Report
 - a. Rodeo Board
Rodeo Board Minutes
 - b. Booster's Report
 - c. 4-H Horse Fair
 8. 1998 Fair Report
 - a. Bill McKinley
 9. Fair Complex Marketing Report
 - a. Margaret Garza
 10. Maintenance Team Report
 - a. Jim Jordan

11. Old Business
 - a. Fire in Grandstand

12. New Business
 - a. annual benefit for Hillsboro Chamber
 - b. Exit Survey – see enclosure (pg. 25)
 - c. Airshow

13. Announcements
 - a. Next Fair Board Meeting – June 3, 1998

*EXECUTIVE SESSION pursuant to ORS 192.610-192.690 to discuss Real Estate and Personnel issues immediately following the regular Fair Board meeting.

LINE ITEM REPORT
All Accounts
4/1/98 Through 4/30/98

Num	Date	Payee	Memo	Amount
INCOME CATEGORIES				
C-Dedicated Funds				
9 Hotel/Motel Tax				
3217	4/15/98	Washington Co Finance Division	Hotel/Motel Disbursement	125,210.00
				<u>125,210.00</u>
Total C-Dedicated Funds				<u>125,210.00</u>
D-Interim Use Income				
10A National Guard Armory				
3166	4/2/98	Emmaus Christian School	Inv# 98-015 Armory 2/20/98	165.00
3190	4/9/98	Jose Neri	4/11/98 Armory Rental-CASH	550.00
				<u>715.00</u>
10B Main Exhibit Hall				
3148	4/2/98	Portland's Rain of Glass	Inv# 98-010 MEH 1/24-/25/98	1,362.00
3149	4/2/98	Hillsboro Chamber of Commerce	Savor the Flavor MEH	900.00
3178	4/2/98	Pet Consultants	Starting 3/31 for 6 weeks	90.00
3191	4/9/98	Jeremias Diego	MEH/Entire 9/5-6/98	1,000.00
3194	4/9/98	Collector's West Incorporated	MEH/N 3/21-22/98	1,026.50
3195	4/9/98	Pacific NW Fenton Association	Inv# 98-031 MEH 3/28-29/98	1,088.00
3240	4/17/98	Peggy Cohen	TV Swim Club MEH/N 4/18/98	450.00
3257	4/24/98	Columbia Alpaca Breeders Assoc	MEH 5/2-3/98 Rent/Inventory	1,550.00
				<u>7,466.50</u>
10C Cloverleaf Building				
3179	4/2/98	Francisco Romon	CCB Rent/Inventory 4/25/98-CASH	300.00
3181	4/2/98	Tami Foelker	Rent 4/18/98 CCB	175.00
3219	4/15/98	Dorothy Simeon	4/11/98 CCB Rental/Inventory	305.00
3251	4/17/98	Jan LaVoie	Deposit CCB 7/10/99	200.00
				<u>980.00</u>
10E Friendship Square				
3175	4/2/98	E C Company	Fship Sq Rent 8/15/98	75.00
3199	4/9/98	TV Garden Club	Friendship Square 5/2-3/98	450.00
				<u>525.00</u>
10F Floral Building				
3229	4/15/98	Joan Walton	4/18/98 Floral Bldg Rental	241.00
				<u>241.00</u>
10G Grounds/General				
3154	4/2/98	Bob Endicott	Shower Facility Use-CASH	2.00
3182	4/2/98	Bob Endicott	Shower Facility Use-CASH	2.00
3187	4/2/98	Bob Endicott	Shower Facility Use-CASH	4.00
3207	4/9/98	Bob Endicott	Shower Facility Use-CASH	2.00
				<u>10.00</u>
10J RV/Boat Storage/Barns				
3152	4/2/98	Roy Schlessler	RV Storage 10/20-3/31/98	50.58
3161	4/2/98	Don Potter	Boat Storage	198.72
3184	4/2/98	David Rogers	Boat Storage 11/21-3/27/98-CASH	114.00
3185	4/2/98	Kelly Bonar	Boat Storage 1997-98-CASH	114.00
3197	4/9/98	Art Berry	Boat Storage 11/21-4/7/98	81.18
3228	4/15/98	Willis Spady	RV Storage 11/12-4/13/98	169.62
3230	4/15/98	John Johnson	Boat Storage 10/21-4/14/98	133.80
3233	4/15/98	Kim Schreiner	Boat Storage 10/20-4/14/98	187.50
3239	4/17/98	Bob Ancheta	Boat Storage 10/27-4/17/98	130.20
3243	4/17/98	Sid Smith	Boat Storage 10/31-4/17/98	145.44
3254	4/24/98	Gerald Ilg	Boat Storage 10/21-4/21/98	118.32
3255	4/24/98	Craig Larsen	Boat Storage 10/28-4/23/98	115.08

LINE ITEM REPORT
All Accounts
4/1/98 Through 4/30/98

Num	Date	Payee	Memo	Amount
				1,558.44
11 Damage Deposits				
3165	4/2/98	Amish Country Traditions	MEH/Entire 8/14-15/98 Deposit	300.00
3167	4/2/98	Greater PDX Dachhund Club	Floral Bldg Deposit 6/27-28/98	200.00
3175	4/2/98	E C Company	Deposit DOE 8/15/98	200.00
3181	4/2/98	Tami Foelker	Deposit for CCB 4/18/98	200.00
3232	4/15/98	Easter Seals	24-Hour Relay Deposit	3,300.00
3244	4/17/98	Hillsboro Student Body	Deposit for Mud Volleyball 5/98	200.00
3258	4/24/98	TV Council of Square Dancers	Deposit 12/31/99 MEH/N	200.00
3263	4/24/98	Angela Barraza	Deposit 11/21/98 CCB Rent-CASH	200.00
				<u>4,800.00</u>
14 Interest				
	4/1/98	Interest Deposit	Interest Income April 1998	1,077.11
	4/1/98	Interest Deposit	Interest Income April 1998	19.56
				<u>1,096.67</u>
17 Miscellaneous Income				
3147	4/2/98	Portland's Rain of Glass	7.5% Concession (\$1,411.00)	106.00
3155	4/2/98	DEQ	Photocopies (26 X \$.05)-CASH	1.30
3169	4/2/98	Reedville Cafe & Catering	Commission/Dance 3/7/98	50.25
3180	4/2/98	Trisha Ward	Commission for 3/28-29/98-CASH	44.00
3204	4/9/98	AT&T	Phone Commission	78.71
3231	4/15/98	Reedville Cafe	Commission/Dance 4/11/98	75.25
3235	4/17/98	Richi's Taco's	Concession/TV Gem Show	75.00
				<u>430.51</u>
18A RV Parking/Short Term				
3143	4/2/98	Michael Smith	RV #11 3/25-31/98-CASH	105.00
3144	4/2/98	Judy Wolf	RV #8 3/24-25/98-CASH	30.00
3145	4/2/98	Jim Griffith	RV #5 3/23-29/98-CASH	105.00
3146	4/2/98	Judy Wolf	RV #8 3/28-29/98-CASH	30.00
3156	4/2/98	Max Alan	RV #7 4/1/98-CASH	15.00
3157	4/2/98	Martha Jones	Reservation for RV 5/15-17/98	45.00
3158	4/2/98	Tim Gieszler	RV #10 3/30/98	15.00
3162	4/2/98	Jean Sperling	RV #2 3/22/98	15.00
3163	4/2/98	Jennifer Burke	RV #13 3/22 & \$5 from 3/21-CASH	20.00
3164	4/2/98	Judy Wolf	RV #8 3/23/98-CASH	15.00
3170	4/2/98	Max Alan	RV #1 3/25/98-CASH	15.00
3171	4/2/98	Russ Geagel	RV #13 3/27-29/98-CASH	45.00
3172	4/2/98	Ron Wolf	RV #8 3/26/98-CASH	15.00
3174	4/2/98	Ted Renner	RV #4 3/26-28/98	45.00
3176	4/2/98	Victor Elliott	RV #6 3/26-28/98	45.00
3183	4/2/98	Charlene Palmer	RV #5 4/21/98-CASH	15.00
3186	4/2/98	Judy Wolf	RV #8 3/27/98-CASH	15.00
3188	4/2/98	Russ Geagel	RV #13 3/30/98-CASH	15.00
3193	4/9/98	Cummings	RV #7 4/7/98-CASH	15.00
3201	4/9/98	Frank Cummings	RV #7 4/8-9/98-CASH	30.00
3202	4/9/98	Roland Johnson	RV #4 4/9/98-CASH	15.00
3206	4/9/98	Cummings	RV #7 4/3-4/98-CASH	30.00
3208	4/9/98	Frank Rivas	RV #4 4/3/98-CASH	15.00
3209	4/9/98	Michael Seefeldt	RV #5 4/6/98-CASH	15.00
3210	4/9/98	Jack Collins	RV #9 4/6/98-CASH	15.00
3211	4/9/98	Cummings	RV #7 4/5-6/98-CASH	30.00
3212	4/9/98	James Harris	RV #12 4/4-5/98-CASH	30.00
3213	4/9/98	Michael Seefeldt	RV #5 4/7/98-CASH	15.00
3214	4/9/98	Richard Wolf	RV #9 4/7/98-CASH	15.00
3215	4/9/98	Roland Johnson	RV #4 4/8/98-CASH	15.00
3220	4/15/98	Michael Seefeldt	RV #5 & Car 4/10/98-CASH	20.00
3221	4/15/98	Patricia Seefeldt	RV #1 4/8-9/98-CASH	30.00
3222	4/15/98	Wolf	RV #9 4/8/98-CASH	15.00
3223	4/15/98	Wolf	RV #9 4/9/98-CASH	15.00
3224	4/15/98	Squaw Mountain Gardens	RV #5 4/10-11/98	30.00

LINE ITEM REPORT
All Accounts
4/1/98 Through 4/30/98

Num	Date	Payee	Memo	Amount
3225	4/15/98	Charles Dreyer	RV #5 4/13-14/98-CASH	30.00
3236	4/17/98	Jerry King	RV #5 4/16/98-CASH	15.00
3247	4/17/98	Jim Padden	RV #8 4/15-20/98	75.00
3248	4/17/98	Oscar Oberman	RV #9 4/15-18/98	45.00
3249	4/17/98	Jerry King	RV #5 4/17-23/98-CASH	105.00
3250	4/17/98	Roland Johnson	RV #4 4/17/98-CASH	15.00
3253	4/24/98	Ray Hamby	RV #9 4/20-21/98-CASH	30.00
3256	4/24/98	Roland Johnson	RV #4 4/18/98-CASH	15.00
				1,285.00
18B RV Parking/Long Term				
3150	4/2/98	D R Struble	2/3rds April 98' Rent-CASH	200.00
3153	4/2/98	Ron Stahler	April 98 RV Contractor Rent	300.00
3159	4/2/98	Doug Vigue	5 Nights LT Pkg-CASH	50.00
3160	4/2/98	D R Struble	Balance of April 98 LT Rent	100.00
3161	4/2/98	Don Potter	1 Night LT Pkg	10.00
3173	4/2/98	Tim Doolittle	RV #9 3/25/98-CASH	15.00
3192	4/9/98	Jack Collins	April 98 Contractors Rental	250.00
3198	4/9/98	Doug Vigue	3 Nts 4/6-4/8/98 LT-CASH	30.00
3226	4/15/98	David Hail	LT RV Pkg 4/11-5/11/98-CASH	150.00
3227	4/15/98	Pat Zierke	LT RV Pkg 4/11-5/11/98-CASH	150.00
				1,255.00
Total D-Interim Use Income				20,363.12
E-Fair Income				
32 Concessions/Booths				
3151	4/2/98	Prudential NW Properties	Booth Fee ME-39	325.00
3168	4/2/98	Red Apple Mortgage	Booth Fee ME-14	162.50
3177	4/2/98	Cecilia Duyck	Booth Fee OS-27	357.50
3200	4/9/98	Wash Co Uniserv Council-OEA	Booth Fee	325.00
3203	4/9/98	Shade Tree Enterprises	Booth Fee OS-30 & 31	275.00
3205	4/9/98	Westside Bible Fellowship	Booth Fee OS-44 & 45	650.00
3234	4/15/98	Senor Frogs	Concession Booth Fair 98	150.00
3237	4/17/98	Feed N Friend Z	Concession Booth Fair 98	300.00
3238	4/17/98	Ron Mitunewicz	Concession Booth Fair 98	300.00
3241	4/17/98	Pots Inc	Booth Fee OS-34	150.00
3242	4/17/98	Sharon Pranger	Booth Fee ME-01	245.00
3245	4/17/98	Mary Libby	Booth Fee AC-01	200.00
3246	4/17/98	Amerispas, Inc.	Booth Fee OS-77	400.00
3259	4/24/98	Aire-Flo Heating & A/C Inc.	Booth Fee OS-60	137.50
3260	4/24/98	Mary Kiefer	Booth Fee ME-03	162.50
3261	4/24/98	Herbert Hoy	Booth Fee OS-E/OS-F	550.00
3262	4/24/98	Northwest Energy Services	Booth Fee OS-62	275.00
				4,965.00
41 Miscellaneous				
3261	4/24/98	Herbert Hoy	RV Drylot Camping-8 nights x \$5	40.00
				40.00
Total E-Fair Income				5,005.00
G-Bingo				
70 Sessions				
3196	4/9/98	Glencoe Football Bingo	Balance of March 98 CCB Rental	300.00
				300.00
Total G-Bingo				300.00
TOTAL INCOME CATEGORIES				150,878.12
EXPENSE CATEGORIES				

LINE ITEM REPORT
All Accounts
4/1/98 Through 4/30/98

Num	Date	Payee	Memo	Amount
A-Personnel				
101 Salaries				
23295	4/10/98	Washington Co Finance Division	Payroll 3/21-4/3/98	(14,224.80)
23322	4/24/98	Washington Co Finance Division	Payroll 4/4-4/17/98	(14,718.26)
				<u>(28,943.06)</u>
102 O.P.E.				
23295	4/10/98	Washington Co Finance Division	Payroll 3/21-4/3/98	(2,332.50)
23322	4/24/98	Washington Co Finance Division	Payroll 4/4-4/17/98	(5,504.16)
				<u>(7,836.66)</u>
Total A-Personnel				<u>(36,779.72)</u>
B-Interim Operations				
107 Office Expense				
23309	4/14/98	Melissa Williams	Reimb for Office Supplies	(60.29)
23330	4/24/98	Reliable	Office Supplies	(47.69)
23344	4/24/98	Melissa Williams	Reimb for Office Supplies	(70.77)
23347	4/27/98	Paige Payne	Office Supplies	(31.96)
				<u>(210.71)</u>
108 Telephone				
23293	4/7/98	GTE Northwest	2/28/98 Statement	(798.68)
23298	4/14/98	GTE Northwest	3/28/98 Statements	(786.31)
VOID	4/24/98	A T & T Wireless	4/19/98 Stm/ Cell Phone Chgs	(56.81)
23350	4/28/98	A T & T Wireless	4/19/98 Stm/ Cell Phone Chgs	(32.98)
23357	4/28/98	Payment Center	4/20/98 Long Distance Charges	(94.98)
				<u>(1,712.95)</u>
110 Postage				
23283	4/7/98	U S Postmaster	Postage Meter/Postage	(600.00)
23319	4/22/98	United Parcel Service	Part returned to Pac-West Dist.	(6.20)
				<u>(606.20)</u>
111A Equipment Rental				
23323	4/23/98	Copelco Capital Inc	5/12/98 Copier Rent/Insurance	(212.23)
				<u>(212.23)</u>
111B Armory Rental				
23343	4/24/98	Oregon Military Department	% of Armory Rental 10/97-3/98	(2,347.50)
				<u>(2,347.50)</u>
112 Utilities				
23292	4/7/98	Ferrellgas	Fuel/Inv #218450	(140.86)
23297	4/14/98	P G E	April 98 Statements	(2,414.19)
23303	4/14/98	Hillsboro Garbage Disposal	3/31/98 Statement	(1,036.80)
23304	4/14/98	Hillsboro Garbage Disposal	Spring Clean-Up 98/Drop Box Svc	(975.70)
23306	4/14/98	NW Natural Gas	4/8/98 Statements	(669.05)
23339	4/24/98	P G E	April 98 Statement	(23.29)
23358	4/28/98	A A A Alarm Company of Oregon	April Monitoring Charges	(38.95)
				<u>(5,298.84)</u>
113G Grounds/General R & M				
23287	4/7/98	Copeland Lumber Yards Inc	Blacktop Repairs	(22.14)
23299	4/14/98	A-Boy Supply Company Inc.	RV #1 Supplies/30 Amp Rec	(9.95)
23332	4/24/98	Eoff Electric Company	RV Park Flood Light	(235.00)
23360	4/28/98	Shute Park True Value	Misc Water Line Repair Parts	(53.31)
23360	4/28/98	Shute Park True Value	Pressure Gauge	(10.78)
23360	4/28/98	Shute Park True Value	Misc Water Line Repair Parts	(2.56)
				<u>(333.74)</u>

LINE ITEM REPORT
All Accounts
4/1/98 Through 4/30/98

Num	Date	Payee	Memo	Amount
113L Equipment R & M				
23284	4/7/98	Metro New Holland	Misc Parts	(10.72)
23286	4/7/98	Fisher Implement Co	Misc Parts	(348.66)
23288	4/7/98	Hillsboro Auto Parts	Equipment Parts	(510.50)
23291	4/7/98	Pac-West Distributing	Torque Team/V-Belt Toro Mower	(40.33)
23294	4/7/98	Gratteri Tire & Wheel	Tires/Misc	(781.63)
23300	4/14/98	Dick's MacKenzie Ford	Ford PU Parts	(77.35)
23318	4/16/98	Harold Lewis	Paint Job/Dump Truck	(1,100.00)
23325	4/24/98	Pacific Office Automation	Copier Maint/Supply Program Yrly	(1,338.75)
23331	4/24/98	Forest Grove Honda	Inv# 54644 Repair Parts	(26.87)
23356	4/28/98	Fire Extinguisher Service Center	Inv# 051566/Maintenance	(31.50)
23360	4/28/98	Shute Park True Value	Misc Hardware	(7.83)
				<u>(4,274.14)</u>
114 General Supplies				
23286	4/7/98	Fisher Implement Co	Shop Supplies	(36.89)
23288	4/7/98	Hillsboro Auto Parts	Shop Supplies	(14.44)
23290	4/7/98	Bretthauer Oil Company	Gas Supplies	(549.68)
23302	4/14/98	Platt Electric	Electrical Tool/Supplies	(114.63)
23328	4/24/98	Bob Nagel Distributing	Misc Janitorial w/1% Discount	(59.27)
23329	4/24/98	U-Haul	Propane	(11.77)
23332	4/24/98	Eoff Electric Company	Electrical Supplies	(172.68)
23333	4/24/98	Crystal Springs	Bottled Water Rent/Supplies	(15.50)
23335	4/24/98	A-Boy Supply Company Inc.	Inv# 30985/30980 Elec. Supplies	(14.35)
23349	4/28/98	Paige Payne	Misc Supplies	(33.03)
23360	4/28/98	Shute Park True Value	Shop Supplies	(32.58)
23360	4/28/98	Shute Park True Value	Shop Supplies	(30.89)
23360	4/28/98	Shute Park True Value	Misc Shop Supplies	(87.41)
23362	4/28/98	Dynacco	Degreaser/6 cans	(54.41)
				<u>(1,227.53)</u>
117 Parking				
23281	4/3/98	Wa. Co. Sheriffs Posse	1998 Air Show Parking	(599.00)
				<u>(599.00)</u>
119 Legal Fees				
23341	4/24/98	Office of County Counsel	January Legal Services	(513.00)
				<u>(513.00)</u>
122 Insurance & Bonding				
23354	4/28/98	SAIF Corporation	Claim Payment/A Flanagan	(37.60)
				<u>(37.60)</u>
123 Private Mileage				
23296	4/9/98	Melissa Williams	Reimb. Mileage/Feb & March 98	(36.27)
23345	4/24/98	Bill McKinley	Mileage Reimbursement 3/98	(38.44)
				<u>(74.71)</u>
124 Car Allowance				
23295	4/10/98	Washington Co Finance Division	March & April 1998 Car Allow.	(650.00)
				<u>(650.00)</u>
131 Advertising & P.R.				
23289	4/7/98	Hillsboro Argus	March Advertising	(196.80)
23301	4/14/98	Community Newspapers	1998 Oregon Events Calendar Ad	(50.00)
23336	4/24/98	Hillsboro Chamber of Commerce	High-Lights Advertising	(395.00)
23338	4/24/98	Hillsboro Argus	Classified Advertisement	(20.45)
				<u>(662.25)</u>
132 Board Expense				
23324	4/24/98	Bankcard Center	Meals	(98.03)
23340	4/24/98	Moment's In Time Photography	Studio Session/Sheila Day	(125.00)
				<u>(223.03)</u>

LINE ITEM REPORT
All Accounts
4/1/98 Through 4/30/98

Num	Date	Payee	Memo	Amount
133 Dues/Licensing/Fees				
23305	4/14/98	Western Fairs Assoc.	January Dues/Out of State Fair	(175.00)
23312	4/14/98	Washington County Finance Div	Transient Room Tax 1/1-3/31/98	(199.17)
23324	4/24/98	Bankcard Center	Charge Card Yearly Fee	(25.00)
23337	4/24/98	Dept of Consumer & Business Sec.	Elevator Operating Permit	(53.04)
23351	4/28/98	Corporation Division	3 Trademark Registration Renewls	(60.00)
23352	4/28/98	Hillsboro Chamber of Commerce	Chamber Membership	(145.00)
23359	4/28/98	Oregon Secretary of State	Assumed Business Name Renewal	(82.00)
				<u>(739.21)</u>
149 Misc. Materials & Services				
23285	4/7/98	Oregon Electric Group	Inv# 85060 DOE 2/28/98	(94.50)
23313	4/15/98	Premier Security	Night Security/Arson 3/24-29/98	(612.75)
23327	4/24/98	Hillsboro Argus	Newspaper Subscription	(30.00)
				<u>(737.25)</u>
150 Refunds				
23315	4/15/98	David Hail	Refund LT RV Pkg/Layed Off	(130.00)
23316	4/15/98	Pat Zierke	Refund LT RV Pkg/Layed Off	(130.00)
23317	4/15/98	Jose Neri	Refund Overpymt DOE 4/11/98	(807.50)
23320	4/24/98	Tualatin Hills Swim Club	Refund Deposit DOE 4/18/98	(200.00)
23321	4/24/98	Joan Walton	Refund Deposit DOE 4/18/98	(200.00)
23346	4/27/98	Francisco Romon	Refund Deposit CCB 4/25/98	(200.00)
23348	4/27/98	Emmaus Christian School	Refund Overpymt DOE 4/18/98	(140.00)
				<u>(1,807.50)</u>
Total B-Interim Operations				<u>(22,267.39)</u>
C-Fair Operations				
175 Printing				
23353	4/28/98	Tualatin-Yamhill Press, Inc.	8000 Open Class/2100 4H-FFA	(2,383.00)
				<u>(2,383.00)</u>
182 Miscellaneous				
23308	4/14/98	Fair Publishing House Inc	Clerking Supplies/Numbers	(1,086.88)
23347	4/27/98	Paige Payne	Misc Fair Graphic Supplies	(38.32)
23360	4/28/98	Shute Park True Value	Fair Signage Supplies	(21.54)
23355	4/29/98	U S Postmaster	Postage/Premium Book Notices	(240.00)
				<u>(1,386.74)</u>
187 Repair & Maintenance				
23287	4/7/98	Copeland Lumber Yards Inc	Fair Projects	(74.90)
				<u>(74.90)</u>
Total C-Fair Operations				<u>(3,844.64)</u>
E-Rodeo				
317 Materials & Supplies				
23282	4/3/98	Winnie Daniels	Plaque Engraving	(12.00)
				<u>(12.00)</u>
320 Queen				
23311	4/14/98	Stephanie Crop	Travel/Misc Supplies Reimb.	(340.29)
				<u>(340.29)</u>
Total E-Rodeo				<u>(352.29)</u>
J-Capital Outlay				
512 Building & Structure				
23307	4/14/98	Lewis & Van Vleet Inc Engineers	Fire Inspection/Investigation	(292.50)
23314	4/15/98	City of Hillsboro	Permit for Grandstand Repair	(273.53)

LINE ITEM REPORT
All Accounts
4/1/98 Through 4/30/98

Num	Date	Payee	Memo	Amount
23342	4/24/98	City of Hillsboro	Permit/2nd Pymt Re: Grandstand	(273.53)
23361	4/28/98	Lewis & Van Vleet Inc Engineers	Fire Inspection/Investigation	(1,960.00)
				(2,799.56)
513 Equipment				
23310	4/14/98	Livestock Equipment & Design Co	Livestock Panels(25% Deposit)	(1,746.25)
23334	4/24/98	Dept. of Administrative Svcs	Balance less Deposit for Grater	(2,256.36)
				(4,002.61)
Total J-Capital Outlay				(6,802.17)
TOTAL EXPENSE CATEGORIES				(70,046.21)
TRANSFERS				
POOL #4486				
3216	4/10/98	Govt Pool #4486	Transfer from Govt Pool #4486	20,000.00
3218	4/16/98	Govt Pool #4486	Transfer to Govt Pool #4486	(115,000.00)
3252	4/23/98	Govt Pool #4486	Transfer from Govt Pool #4486	20,000.00
		Total POOL #4486		(75,000.00)
U S BANK				
	4/10/98	Govt Pool #4486	Transfer from Govt Pool #4486	(20,000.00)
	4/16/98	Govt Pool #4486	Transfer to Govt Pool #4486	115,000.00
	4/23/98	Govt Pool #4486	Transfer from Govt Pool #4486	(20,000.00)
		Total U S BANK		75,000.00
TOTAL TRANSFERS				0.00
GRAND TOTAL				80,831.91

**Washington County Fair Complex
FINANCIAL POSITION**

March 31, 1998

CHECKING ACCOUNTS	U.S. Bank	Wells Fargo	Bingo
Book			
Beginning Balance	5,845.64	4,826.89	0.00
Income Deposits	59,041.94	0.00	0.00
From Government Pool	20,000.00	0.00	0.00
Less Checks & Adjustments	62,275.34	8.00	0.00
To Government Pool	20,000.00	0.00	0.00
Ending Book Balance	2,612.24	4,818.89	0.00
Bank			
Bank Balance	10,843.37	6,018.39	0.00
Deposits In Transit	0.00	0.00	0.00
Outstanding Checks	8,231.13	1,199.50	0.00
Ending Bank Balance	2,612.24	4,818.89	0.00
TOTAL COMBINED CHECKING-BOOK BALANCE			7,431.13
SAVINGS ACCOUNTS	Investment	EXPO	
Book			
Beginning Balance	223,593.56	4,060.87	
Interest for Month	1,050.70	17.67	
From Checking	20,000.00	0.00	
To Checking	20,000.00	0.00	
Ending Book Balance	224,644.26	4,078.54	
Bank			
Bank Balance	224,644.26	4,078.54	
Transfers In Transit	0.00	0.00	
Ending Bank Balance	224,644.26	4,078.54	
TOTAL COMBINED SAVINGS-BOOK BALANCE			228,722.80
TOTAL FAIR FUND BALANCE PER COUNTY			200,844.68
TOTAL RESOURCES			436,998.61

Washington County Fair Complex

FINANCIAL POSITION

Unreconciled as of 4/30/98

April 30, 1998

CHECKING ACCOUNTS	U.S. Bank	Wells Fargo	Bingo
Book			
Beginning Balance	2,612.24	4,826.89	0.00
Income Deposits	149,781.45	0.00	0.00
From Government Pool	40,000.00	0.00	0.00
Less Checks & Adjustments	70,046.21	8.00	0.00
To Government Pool	115,000.00	0.00	0.00
Ending Book Balance	7,347.48	4,818.89	0.00
Ending Bank Balance	2,612.24	4,818.89	0.00
TOTAL COMBINED CHECKING-BOOK BALANCE			12,166.37
SAVINGS ACCOUNTS	Investment	EXPO	
Book			
Beginning Balance	223,593.56	4,060.87	
Interest for Month	1,050.70	17.67	
From Checking	20,000.00	0.00	
To Checking	20,000.00	0.00	
Ending Book Balance	224,644.26	4,078.54	
Ending Bank Balance	224,644.26	4,078.54	
TOTAL COMBINED SAVINGS-BOOK BALANCE			228,722.80
TOTAL FAIR FUND BALANCE PER COUNTY			179,769.04
TOTAL RESOURCES			420,658.21

WASHINGTON COUNTY FAIR COMPLEX
FISCAL YEAR JULY 1, 1997-JUNE 30, 1998

ACTUAL 1995-96	APRIL 1997	ACTUAL 1996-97	LINE DESCRIPTION ITEM#	BUDGET 1997-98	REVISED 1997-98	APRIL 1998	TO DATE 1997-98	BALANCE
STATE FUNDS								
0	0.00	0.00	1 Racing Commission	0	0	0.00	0.00	0.00
0	0.00	0.00	2 Apportionment	0	0	0.00	0.00	0.00
0	0.00	0.00	3 Merit Rate	0	0	0.00	0.00	0.00
44,444	0.00	36,042.15	3A Dept. of Econ. Dev.	0	0	0.00	41,976.34	41,976.34
44,444	0.00	36,042.15		0	0	0.00	41,976.34	41,976.34
SPECIAL FUNDS								
0	0.00	0.00	4 Grants	0	0	0.00	0.00	0.00
0	0.00	0.00	5 Funds Borrowed	100,000	100,000	0.00	0.00	(100,000.00)
		0.00	7 RE Sold/Leased	356,000	356,000		0.00	(356,000.00)
0	0.00	0.00		456,000	456,000	0.00	0.00	(456,000.00)
DEDICATED FUNDS								
0	0.00	0.00	8 Horse Stall Construction	0	0	0.00	0.00	0.00
465,807	0.00	517,920.41	9 Hotel/Motel Tax	530,000	530,000	125,210.00	335,559.94	(194,440.06)
465,807	0.00	517,920.41		530,000	530,000	125,210.00	335,559.94	(194,440.06)
INTERIM INCOME								
169,061	16,838.88	173,916.87	10 Rent & Storage	172,000	172,000	11,495.94	144,743.91	(27,256.09)
1,935	2,050.00	17,965.00	11 Damage Deposits	15,000	15,000	4,800.00	14,810.00	(190.00)
0	0.00	0.00	12 Advertising Sold	0	0	0.00	0.00	0.00
5,500	0.00	11,000.00	13 Gate Change	5,500	5,500	0.00	0.00	(5,500.00)
12,088	1,753.25	15,027.53	14 Interest	16,000	16,000	1,096.67	13,883.97	(2,116.03)
0	0.00	0.00	15 Shows/Entertainment	100,000	100,000	0.00	0.00	(100,000.00)
29,418	405.00	45,819.32	16 Parking Fees	25,000	25,000	0.00	0.00	(25,000.00)
11,846	321.80	9,101.54	17 Miscellaneous Income	11,000	11,000	430.51	11,218.04	218.04
25,377	3,535.00	33,805.00	18 RV Park	29,000	29,000	2,540.00	27,222.00	(1,778.00)
255,225	24,903.93	306,635.26		373,500	373,500	20,363.12	211,877.92	(161,622.08)

WASHINGTON COUNTY FAIR COMPLEX
FISCAL YEAR JULY 1, 1997-JUNE 30, 1998

ACTUAL 1995-96	APRIL 1997	ACTUAL 1996-97	LINE ITEM#	DESCRIPTION	BUDGET 1997-98	REVISED 1997-98	APRIL 1998	TO DATE 1997-98	BALANCE
FAIR INCOME									
33,102	0.00	25,857.00	30	Youth Admission	30,000	30,000	0.00	28,836.00	(1,164.00)
215,435	0.00	193,878.44	31	Other Admission	200,000	200,000	0.00	197,981.05	(2,018.95)
109,894	5,567.50	113,980.68	32	Concessions/Booths	120,000	120,000	4,965.00	97,928.87	(22,071.13)
32,905	15.00	40,665.00	33	Sponsorships	50,000	50,000	0.00	45,497.95	(4,502.05)
5,760	0.00	8,350.00	34	Advertising Sold	8,000	8,000	0.00	2,985.00	(5,015.00)
0	0.00	0.00	35	Gate Change	15,000	15,000	0.00	15,000.00	0.00
56,430	0.00	48,826.00	36	Carnival Income	50,000	50,000	0.00	51,997.02	1,997.02
3,242	0.00	4,446.00	37	Entry Fees	4,500	4,500	0.00	3,663.50	(836.50)
48,431	0.00	46,201.01	38	Parking Fees	48,000	48,000	0.00	49,268.54	1,268.54
28,113	0.00	38,100.00	39	Rodeo Sponsorships	100,000	85,000	0.00	67,250.00	(17,750.00)
0	0.00	0.00	40	Horse Show	0	0	0.00	0.00	0.00
12,199	0.00	5,423.29	41	Miscellaneous	5,000	5,000	40.00	5,074.31	74.31
8,218	0.00	7,386.98	42	Rodeo Admissions	7,500	7,500	0.00	6,892.00	(608.00)
49,191	0.00	48,734.60	43	Main Stage	45,000	0	0.00	0.00	0.00
1,189	0.00	669.00	44	Arena Admissions	700	700	0.00	0.00	(700.00)
0	0.00	1,857.00	45	Amphitheater Concessions	800	800	0.00	0.00	(800.00)
0	0.00	325.00	46	Rodeo Miscellaneous	0	0	0.00	4,451.38	4,451.38
0	0.00	3,640.00	47	Horse Stall Rentals	4,550	4,550	0.00	195.00	(4,355.00)
604,109	5,582.50	588,340.00			689,050	629,050	5,005.00	577,020.62	(52,029.38)
BINGO									
8,700	1,200.00	16,200.00	70	Sessions	14,000	14,000	300.00	9,600.00	(4,400.00)
0	0.00	0.00	71	Food	0	0	0.00	0.00	0.00
0	0.00	0.00	72	Operating Change	0	0	0.00	0.00	0.00
8,700	1,200.00	16,200.00			14,000	14,000	300.00	9,600.00	(4,400.00)
1,378,286	31,686.43	1,465,137.82	TOTAL INCOME CATEGORIES		2,062,550	2,002,550	150,878.12	1,176,034.82	(826,515.18)
BEGINNING BALANCE									
196,041.50	313,679.56	313,679.56	99	Cash on Hand	335,000	345,000		417,330.00	
1,574,327	345,365.99	1,778,817.38	TOTAL INCOME/BEG CASH ON H		2,397,550	2,347,550	150,878.12	1,600,126.68	(747,423.32)
313,679.56	318,682.01	417,330.44	CURRENT CASH ON HAND				284,243.65		

WASHINGTON COUNTY FAIR COMPLEX
FISCAL YEAR JULY 1, 1997 - JUNE 30, 1998

ACTUAL 1995-96	APRIL 1997	ACTUAL 1996-97	LINE ITEM #	DESCRIPTION	BUDGET 1997-98	REVISED 1997-98	APRIL 1998	TO DATE 1997-98	BALANCE
PERSONNEL									
320,801	27,448.27	354,555.01	101	Salaries	381,000	381,000	28,943.06	344,752.32	(36,247.68)
94,061	6,785.83	95,879.05	102	O.P.E.	127,000	127,000	7,836.66	91,975.87	(35,024.13)
414,862	34,234.10	450,434.06			508,000	508,000	36,779.72	436,728.19	(71,271.81)
INTERIM OPERATIONS									
3,721	656.57	5,301.19	107	Office Expense	4,200	4,200	210.71	4,563.47	363.47
9,033	1,236.11	11,372.91	108	Telephone	11,000	11,000	1,712.95	9,759.35	(1,240.65)
1,248	0.00	441.46	109	Printing	5,000	5,000	0.00	554.28	(4,445.72)
4,197	442.13	3,020.26	110	Postage	4,500	4,500	606.20	2,235.61	(2,264.39)
2,341	419.25	10,253.70	111	Equip/Bldg Rental	9,200	9,200	2,559.73	7,072.18	(2,127.82)
63,926	8,305.84	76,664.20	112	Utilities	70,000	70,000	5,298.84	56,357.15	(13,642.85)
52,530	3,205.61	50,024.60	113	Repair & Maintenance	50,000	50,000	4,607.88	32,847.95	(17,152.05)
18,899	1,513.82	28,678.05	114	General Supplies	22,200	22,200	1,227.53	18,866.33	(3,333.67)
0	0.00	0.00	115	Legal Notices	0	0	0.00	0.00	0.00
5,500	0.00	11,000.00	116	Gate Change	5,500	5,500	0.00	0.00	(5,500.00)
5,932	0.00	9,103.82	117	Parking	6,500	6,500	599.00	1,433.61	(5,066.39)
1,887	0.00	4,859.36	118	Travel & Training	4,000	4,000	0.00	4,526.31	526.31
1,087	3,978.50	12,974.00	119	Legal fees	2,500	2,500	513.00	7,832.90	5,332.90
13,943	0.00	4,560.00	121	Professional Svcs.	0	0	0.00	3,697.91	3,697.91
6,678	882.72	7,552.87	122	Insurance & Bond	7,000	7,000	37.60	8,818.91	1,818.91
0	0.00	0.00	123	Private Mileage	0	0	74.71	107.26	107.26
5,740	0.00	6,440.00	124	Car Allowance	7,000	7,000	650.00	3,425.00	(3,575.00)
9,194	971.00	7,214.25	131	Advertising & P.R.	7,500	7,500	662.25	5,925.73	(1,574.27)
2,196	52.50	1,434.39	132	Board Expense	3,000	3,000	223.03	3,008.78	8.78
2,841	623.50	3,117.54	133	Dues, Licenses, Fees	3,000	3,000	739.21	3,140.71	140.71
3,328	254.65	6,076.92	149	Misc. materials & Svcs.	3,000	3,000	737.25	8,998.03	5,998.03
8,537	1,883.77	15,882.61	150	Refunds	15,000	15,000	1,807.50	11,907.94	(3,092.06)
17,761	0.00	14,834.00	151	County-Indirect cost	14,800	14,800	0.00	11,099.25	(3,700.75)
0	0.00	0.00	153	Petty Cash	200	200	0.00	0.00	(200.00)
0	0.00	0.00	154A	RV Park Repair & Maint	1500	1500	0.00	567.63	(932.37)
0	0.00	0.00	154B	RV Park Hotel/Motel Tax	0	0	0.00	6,798.53	6,798.53
240,520	24,425.97	290,806.13			256,600	256,600	22,267.39	213,544.82	(43,055.18)

WASHINGTON COUNTY FAIR COMPLEX
FISCAL YEAR JULY 1, 1997 - JUNE 30, 1998

ACTUAL 1995-96	APRIL 1997	ACTUAL 1996-97	LINE ITEM #	DESCRIPTION	BUDGET 1997-98	REVISED 1997-98	APRIL 1998	TO DATE 1997-98	BALANCE
FAIR OPERATIONS									
8,472	2,808.60	14,711.53	175	Printing	12,000	12,000	2,383.00	8,704.52	(3,295.48)
8,199	0.00	8,607.03	176	Utilities	9,000	9,000	0.00	10,479.59	1,479.59
0	0.00	0.00	177	Gate Change	15,000	15,000	0.00	15,000.00	0.00
5,611	0.00	7,494.70	178	Parking	8,000	8,000	0.00	9,234.97	1,234.97
35,950	804.50	34,251.37	179	Professional Svcs.	38,000	38,000	0.00	35,844.95	(2,155.05)
63,069	0.00	68,183.72	180	Advertising	70,000	70,000	0.00	63,717.88	(6,282.12)
783	387.50	1,196.00	181	Refunds	1,000	1,000	0.00	453.00	(547.00)
9,968	0.00	6,385.30	182	Miscellaneous	6,000	6,000	1,386.74	13,816.62	7,816.62
2,807	0.00	3,568.32	183	Decorations	3,500	3,500	0.00	2,849.35	(650.65)
5,194	0.00	4,862.98	184	Equipment Rental	5,000	5,000	0.00	5,761.52	761.52
0	0.00	500.00	185	Horse Stall Rental	4550	4550	0.00	2,835.00	(1,715.00)
15,353	0.00	13,371.25	186	Restroom Service	15,000	15,000	0.00	15,541.25	541.25
1,001	0.00	8,058.29	187	Repair & Maintenance	7000	7000	74.90	7,723.74	723.74
<u>156,408</u>	<u>4,000.60</u>	<u>171,190.49</u>			<u>194,050</u>	<u>194,050</u>	<u>3,844.64</u>	<u>191,962.39</u>	<u>(2,087.61)</u>
EXHIBITS/COMPETITIONS									
3,301	0.00	3,716.92	211	Awards FFA	3,500	3,500	0.00	3,328.25	(3,500.00)
1,494	0.00	1,062.47	212	Personnel FFA	1,000	1,000	0.00	798.33	(1,000.00)
1,178	0.00	1,610.99	213	Other FFA	1,500	1,500	0.00	372.21	(1,500.00)
7,133	0.00	9,944.14	221	Awards 4-H	10,000	10,000	0.00	9,981.36	(10,000.00)
7,984	228.06	7,793.50	222	Personnel 4-H	8,000	8,000	0.00	5,098.33	(8,000.00)
4,059	0.00	3,944.83	223	Other 4-H	3,600	3,600	0.00	2,593.21	(3,600.00)
38,305	0.00	40,690.17	231	Awards Open Class	40,000	40,000	0.00	37,567.69	(40,000.00)
7,290	0.00	7,556.26	232	Personnel Open	7,500	7,500	0.00	4,635.34	(7,500.00)
4,950	0.00	4,746.03	233	Other Open Class	4,000	4,000	0.00	2,713.50	(4,000.00)
<u>75,695</u>	<u>228.06</u>	<u>81,065.31</u>			<u>79,100</u>	<u>79,100</u>	<u>0.00</u>	<u>67,088.22</u>	<u>(12,011.78)</u>

WASHINGTON COUNTY FAIR COMPLEX
FISCAL YEAR JULY 1, 1997-JUNE 30, 1998

ACTUAL 1995-96	APRIL 1997	ACTUAL 1996-97	LINE ITEM #	DESCRIPTION	BUDGET 1997-98	REVISED 1997-98	APRIL 1998	TO DATE 1997-98	BALANCE
RODEO									
32,700	0.00	42,445.00	311	Prize Money	45,500	45,500	0.00	45,500.00	0.00
14,464	0.00	13,800.00	312	Personnel	28,000	18,000	0.00	14,034.25	(3,965.75)
16,500	0.00	16,500.00	313	Stock Contract	16,500	16,500	0.00	16,500.00	0.00
318	0.00	0.00	314	Special Awards	1,000	1,000	0.00	1,346.69	346.69
0	0.00	218.48	315	Special Kid's Rodeo	1,000	1,000	0.00	570.67	(429.33)
315	0.00	3,507.80	316	Promotion	2,500	2,500	0.00	7,161.73	4,661.73
8,173	0.00	10,952.44	317	Materials & Supplies	8,000	6,000	12.00	3,903.85	(2,096.15)
4,545	0.00	2,169.48	318	Board Expense	10,000	6,000	0.00	5,447.68	(552.32)
1,428	775.00	2,427.00	319	Other (Fees & Dues)	2,000	2,000	0.00	1,025.00	(975.00)
2,000	0.00	2,444.56	320	Queen	3,000	3,000	340.29	4,420.02	1,420.02
4,860	0.00	5,535.00	321	Rental Equipment	5,000	5,000	0.00	9,349.20	4,349.20
0	0.00	0.00	321A	Money Raising Projects	3000	3000	0.00	0.00	(3,000.00)
0	0.00	10,000.00	321B	Petty Cash	2000	0	0.00	0.00	0.00
85,302	775.00	109,999.76			127,500	109,500	352.29	109,259.09	(240.91)
HORSE SHOWS									
0	0.00	0.00	322	Personnel	0	0	0.00	0.00	0.00
0	0.00	0.00	323	Other	0	0	0.00	0.00	0.00
0	0.00	0.00			0	0	0.00	0.00	0.00
FAIR: ENTERTAINMENT									
106,300	0.00	79,500.00	324	Main Stage	90,000	74,000	0.00	70,510.00	(3,490.00)
54,246	0.00	50,495.90	325	Grounds Entertainment	55,500	55,500	0.00	64,555.60	9,055.60
36,472	0.00	31,385.16	326	Associated Costs-Main	32,800	30,800	0.00	30,801.44	1.44
0	0.00	5,031.36	327	Associated Costs-Grounds	7000	7,000	0.00	10,542.57	3,542.57
1,972	0.00	1,996.30	328	Touch & See	2,000	2,000	0.00	1,893.00	(107.00)
198,989	0.00	168,408.72			187,300	169,300	0.00	178,302.61	9,002.61
INTERIM ENTERTAINMENT									
611	0.00	0.00	375	Interim shows	100,000	100,000	0.00	0.00	(100,000.00)
611	0.00	0.00			100,000	100,000	0.00	0.00	(100,000.00)

WASHINGTON COUNTY FAIR COMPLEX
FISCAL YEAR JULY 1, 1997-JUNE 30, 1998

ACTUAL 1995-96	APRIL 1997	ACTUAL 1996-97	LINE DESCRIPTION ITEM #	BUDGET 1997-98	REVISED 1997-98	APRIL 1998	TO DATE 1997-98	BALANCE
BINGO								
0	0.00	0.00	401 Personnel	0	0	0.00	0.00	0.00
22	0.00	0.00	402 Supplies	1,000	1,000	0.00	0.00	(1,000.00)
0	0.00	0.00	403 Mileage	0	0	0.00	0.00	0.00
0	0.00	0.00	404 Food	0	0	0.00	0.00	0.00
0	0.00	0.00	405 Advertising	0	0	0.00	0.00	0.00
0	0.00	0.00	406 Equipment Repairs	500	500	0.00	0.00	(500.00)
0	0.00	0.00	407 Operating Change	0	0	0.00	0.00	0.00
70	0.00	20.00	408 Dues,Licenses,Fees	0	0	0.00	0.00	0.00
92	0.00	20.00		1,500	1,500	0.00	0.00	(1,500.00)
CAPITAL OUTLAY								
54,380	0.00	53,318.00	510 Purchase/Lease	56,000	56,000	0.00	57,111.50	1,111.50
7,730	0.00	0.00	511 Land Improvements	356,000	356,000	0.00	23,175.00	(332,825.00)
14,786	0.00	7,135.43	512 Bldg. & Structure	135,000	121,000	2,799.56	3,110.66	(117,889.34)
11,273	2,101.00	28,306.03	513 Equipment	46,500	41,500	4,002.61	28,146.88	(13,353.12)
0	0.00	0.00	514 Equipment-Bingo	0	0	0.00	0.00	0.00
0	803.01	803.01	515 Horse Stalls	0	5000	0.00	692.25	(4,307.75)
88,169	2,904.01	89,562.47		593,500	579,500	6,802.17	112,236.29	(467,263.71)
CONTINGENCY								
			600 Contingency	350,000	350,000	0.00	0.00	0.00
<u>1,260,647.84</u>	<u>66,567.74</u>	<u>1,361,486.94</u>	TOTAL EXPENSE	<u>2,397,550</u>	<u>2,347,550</u>	<u>70,046.21</u>	<u>1,309,121.61</u>	<u>(1,038,428.39)</u>

MINUTES

WASHINGTON COUNTY FAIR BOARD MEETING

APRIL 1, 1998

CONVENED: 4:30 PM

FAIR BOARD:

Chair: John Thomas
Member: Lyle Spiesschaert
Member: Sheila Day
Member: Ken Leahy

FAIR COMPLEX STAFF:

Executive Director Cal Wade
Assistant Director Margaret Garza
Fair Coordinator Bill McKinley
Maintenance Earl Bemis
Maintenance Mike Wold

GUEST:

Cody Feinauer Rodeo Board
Lloyd Baron Fair Boosters
Fred Scheller Fair Boosters
Roger Egberg 4-H Horse
Gary McVey Rodeo Board

PRESS:

Aaron Fentress Oregonian

Chairman John Thomas calls the meeting to order with standard welcome.

1.Consent Agenda: Margaret Garza gives the report. Margaret goes over the financial position of March 1998

Chairman Thomas calls for a motion to accept the consent agenda, Lyle Spiesschaert so moves, Ken Leahy seconds, the motion passes.

2.Rodeo Report: Cody Feinauer gives report. Cody mentions sponsorship dinner. Makes note of those that did not received invitations. Mentions having three bids for the "panels" for the stock pens that were discussed at the work session. All three bids go over the \$5,000 that the fair board approved for spending. Cody says that they really like the "WW" panels at \$6, 985.00. These are like the ones that they already have. Cal says that they expect a little bit of a surplus in the rodeo budget, and that the fair board may have to kick in another \$1,000 to make it work.

WASHINGTON COUNTY FAIR BOARD MINUTES

APRIL 1, 1998

PAGE TWO

Lyle Spiesschaert makes a motion to authorize the fair to make available the additional funds to purchase panels, Ken Leahy seconds, the motion passes

3.Boosters Report: Fred Scheller gives report. Fred announces that they have a new membership chairman, Dale Scheller. Dale also mentioned to Fred that their new vests have arrived. Members are all signed up to deliver the premium books scheduled to start May 1. This effort will save the fair about one week of work. Also have two volunteers to do the lawn mowing, and have had two cash registers donated. Dale informs that he has access to a golf cart to help move ice and other items. In the process of beginning to prepare booth for fair. Earl mentioned some roof work that he has been doing. Fred speaks of cooperation with the rodeo people.

4. 4-H Horse Report: Roger Egberg gives report. Still looking for a night watchman for fair. Cal says that he is trying to get in touch with "Frank" with the Posse as a resource here.

5.Fair Report: Bill McKinley gives report. Bill mentions that David Barnes is going to receive his Eagle Scout award and that in a note from his family, they thank the fair and staff for their efforts in time and attention in David's behalf. Cal mentions that David excels on sound equipment and works with Albert and Paige and Mary Putzler during the fair. Bill mentions that the premium book draft is done and will be going to press this month and will be ready for the booster's distribution. Many contracts have been sent and are now returning signed. Big name entertainment contracts have been signed. The soft drink RFP bid was rejected because we received a single bid that was less in offering than that in the past. In the mean time there has been interest expressed from both Pepsi and Coke in bidding on the contract. Margaret made the suggestion of calling the high schools and encouraging their "tech" labs to participate as an attraction in the Armory. Having a problem finding bedding for this year (shavings). We will be offering straw, and to those that find that unacceptable, they will have to bring in their own bedding. Disposal is a problem, Cal mentions using a "chopper" to break down the material.

6.Marketing Report: Margaret Garza gives report. Mentions this weeks Chamber of Commerce event at the fairgrounds, "Savor the Flavor", and invited people to attend. Some of the proceeds of this event go to non-profit service organizations. Two day event. Other new events will be the Easter egg hunt and brunch, taking place on April 11. Margaret mentions an item that does not appear on the agenda, the Spring OFA conference in Tillamook. Margaret passes out registration information. Cal mentions that Tillamook was a featured fair in a recent National Geographic article on fairs in North America. Calgary Stampede representatives will be there. Will be working on the Entertainment Guide and will be helping Bill in scheduling shuttle drivers for fair. Working with Tri-Met on steering committee in planing events along the line from Pioneer Square through Beaverton on to Hillsboro, September 12 -13, for the official

WASHINGTON COUNTY FAIR BOARD MINUTES

APRIL 1, 1998

PAGE THREE

opening of the Tri-Met line west. Also working with the Hillsboro committee in planning events for the light rail opening. Also in the talking stage of our own event on the 12-13 at the fairgrounds perhaps with Burbuck participation.

7. Maintenance Report: Earl Bemis gives report. Earl welcomes back seasonal workers. Mike is busy working the grounds and cutting grass. Jim has taken the lead in having the vehicles painted. He is doing the regular maintenance and repair on the equipment and vehicles. Albert Jr. and Sr. continue to oversee the event set-up and tear down with help of John from Green Thumb. Earl has been working on signage, repairing those signs that require work, and creating others. Also signing buildings including the main office. Been very busy especially with events like DJ's.

8. Old Business: Chairman Thomas refers to the appointment of three members to the CEO selection committee of last month referred by Cal. Cal recommends Lloyd Baron and Fred Scheller was appointed. Cal says that we now have approximately 40 applicants at this point. Ken Leahy mentions that Don McCoun was interested in being on the selection committee, also, Lenny Gratteri. Cal mentions several other names previously mentioned. Five members are recommended. Lloyd Baron volunteered to make some calls. Lyle mentioned Chuck Coldgrove because of his agriculture background. The ad has been running in the Western Fairs magazine for a couple of months, then in the Oregonian, which has brought a big response. Cal wants to reassure those candidates that he is available to answer questions.

9. New Business: Report on the fire in the grandstand. Earl and Cal do the report. Earl explains the circumstances surrounding the incident and what we know at this time. Mentions that just today the fire investigator came back out to do more investigatory work. Earl also mentioned we have an engineer working on the required drawings that the city requires for replacement. The city has agreed to expedite the review process rather than taking the usual 6 to 8 weeks in that process. Three contractors have looked at the project. Cal says we have a \$5,000 deductible insurance, but have no idea of what it will cost, just throwing out a 30K figure. The insurance company brought in two of the three contractors. The circumstances are extremely suspicious in terms of arson. Earl did pick up some evidence (beer cans). Cal says that we told them that we wanted to be back in operation by May 1. , And we hear that it is doable. Cal mentions that he hired security all last week after the fire. Ken asked about some other fire incidents, Cal relates about incidents in the Main Exhibit, livestock, and Cloverleaf building.

Cal speaks to a memo on anti-smoking lobby group that visited the fairgrounds (related to measures for the fair). Suggests that we reiterate the policies adopted by a previous board. We have been following most of the things they call attention to for some time. Cal speaks to the difficulty of enforcing no smoking policies. The signage will be up for fair. The group possibly came with the intention of

WASHINGTON COUNTY FAIR BOARD MINUTES

APRIL 1, 1998

PAGE FOUR

showing where we needed to stress some no smoking policies and found that we were already doing most of those things.

Ken Leahy makes a motion that we reaffirm the non-smoking policies for fair and also not to accept smoking sponsorships or advertising regarding tobacco, as advocated by the anti-smoking lobby, Shelia Day seconds, the motion passes.

Cal mentions that we are looking for an RV park host. Talks to the need for such a person in exchange for a free space. That person will collect fees and generally look after things for the 14 spaces available. Cal mentions that we may have a suitable candidate for the position. We plan to confer with State Industrial as to what conditions and arrangements need to be made to bring this person on. We will be working with county counsel on crafting a contract.

Chairman Thomas call for a motion for adjournment to go into executive session, Ken Leahy so moves, Lyle Spiesschaert seconds, the motion passes.

Chairman Thomas reopens Fair Board public meeting after Executive Session was adjourned.

Ken Leahy makes a motion that we accept the latest Tri-Met offer contingent on maintaining our right to have adequate pedestrian access across 34th street. Lyle Spiesschaert seconds, the motion passes

Lyle Spiesschaert moves that we not appoint a vice chairman of the Rodeo Board to fill the unexpired term of Cody Feinauer, and that we appoint Mike Baker to fill the vacant position created by the resignation of Rocky Williams. Sheila Day seconds, the motion passes.

Chairman Thomas calls for a motion for adjournment, Shelia Day so moves, Lyle seconds, the motion passes

MINUTES APPROVED THIS 6TH DAY OF JUNE, 1998

Bill McKinley
Recording Secretary

John Thomas
Chair

Washington County Fair Complex

873 NE 34th Ave, Hillsboro, OR 97124 (503) 648-1416



May 2nd & 3rd

Tualatin Valley Garden Club & Rhododendron Society Plant Sale

Saturday 8:30am - 6:00pm Sunday 10:00am - 4:00 pm

On the grounds. Great selection and best prices in town! Master Gardeners on hand to assist you and give those gardening secrets. Rhododendrons, azaleas, miniature roses, ferns, trees, shrubs, ground cover, annual and perennial flowers, vegetables, patio and container plants, and much more! Admission is FREE! Contact (503) 690-4608 for more information.

Third Annual CABA Alpaca Expo & Show

Saturday 9:00am - 5:00pm Sunday 9:00am - 5:00pm

Main Exhibit Hall & Cloverleaf Buildings. Sponsored by the Columbia Alpaca Breeders Association. Over 200 cuddly Alpacas under one roof and indoors. Alpaca show & sales, seminars, and fiber demonstrations. Food available. Great family event. For more information contact Connie Price at (503) 647-9056.



May 2nd

OSU Master Gardeners Demonstration

9:00am - 2:00pm

Demo Gardens near Floral Building. Free for all ages! Demonstrations of raised beds with emphasis on summer vegetable and flower gardening, container gardening in different types on containers when space is limited, and developing landscaped borders. For more information contact Loretta Richardson at (503) 645-7549.

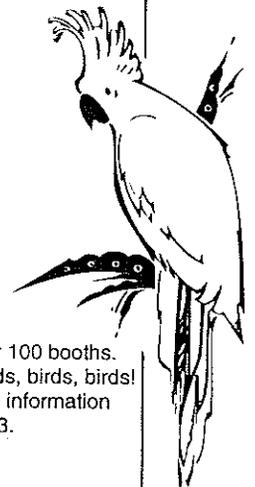


May 9th

Northwest Vintage Radio Society & Portland Amateur Radio Club Radio Swap Meet

Saturday 9:00am - 3:00pm

Main Exhibit Hall/South. Antique radios, amateur radio equipment, vintage audio, vacuum tubes and much more! Admission is \$2. Contact (503) 629-5513 for more information.



May 16th & 17th

Rose City Exotic Bird Expo & Sale

Saturday & Sunday 10:00am - 6:00pm

Main Exhibit Hall. Sale of birds & bird supplies. Over 100 booths. Everything for the bird lover, toys, cages, food & birds, birds, birds! Information on bird care and sexing clinic. For more information on this event, contact Tom Gaston at (503) 631-3073.

May 22nd - 24th

Gem Faire

Friday Noon - 7:00pm

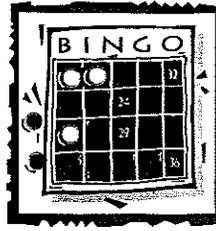
Saturday 10:00am - 7:00pm Sunday 10:00am - 5:00pm

Main Exhibit Hall. See the world's largest oriented stone meteorite. Sales and display of jewelry, gemstones, minerals, fossils and beads. Educational and fun! Admission: (weekend passes) Adults/\$4, Seniors/\$3, Children under 12/Free. You may contact Allen Van at (503) 570-1098 for more information.



Upcoming June Events

- June 5th Tri-County Lamb Show & Dinner
June 6th NW All-Ford Swap Meet & Show
June 12-14 Rose Festival Airshow
June 20 Access Marketing Computer Show
June 20-21 Collector's West Gun Show
June 27 Youth Rodeo Association
June 27-28 Greater Ptld Dachshund Club Show



Tuesday Bingo

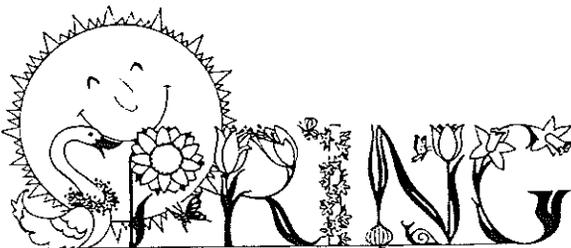
Cloverleaf Building. Doors open at 5:00. Warm-ups, Bingo Mania, regular games at 7:00. Funds are used to support Glencoe High School Football. Contact the Bingo Hotline at (503) 640-0220 for more information.



Dog Obedience Training

Animal School646-3060
Sunset Dog Obedience648-5508
Westslope Dogs591-9048
Pet Consultants646-1442

Washington County Fair Complex
873 N.E. 34th Avenue
Hillsboro, OR 97124



Facility Schedule

MAY, 1998

Saturday, May 02, 1998

Arts & Crafts 4-H Bunny Show
 Nat'l Guard Armory Drill Weekend
 Pit Area ATV Institute
 Friendship Square Ar TV Garden Club & Rhod Soc.
 Main Exhibit/Cloverlea Alpaca Expo & Show
 Floral Demo Gardens Master Gardeners
 Arena 4-H Animal House

Monday, May 04, 1998

Main Exhibit - Center 4-H Fairhaven Farms
 Arena Power Rents
 Main Exhibit - South Cindy Leung
 Arts & Crafts Kathy Kossler
 Main Exhibit - North 4-H Kids N K-9's
 Floral Building 4-H Fairhaven Farms

Tuesday, May 05, 1998

Arts & Crafts Animal School
 Main Exhibit - North 4-H Dynamutts
 Cloverleaf Community Glencoe Bingo
 Main Exhibit Hall - Ce Sunset Dog Obediance
 Armory AG/FORESTRY MEETING
 Main Exhibit - North 4-H Mixed Mutts
 Arena Gina Dethlefs

Wednesday, May 06, 1998

Arts & Crafts 4-H Guide Dogs
 Main Exhibit - South Evergreen Christian Church
 Arena Sheriff's Posse
 Main Exhibit Hall - Nor 4-H Paw Power

Saturday, May 09, 1998

Pit Area ATV Institute
 Main Exhibit Hall - Nor Rocky Mtn. Elk Fdtn Banquet
 Cloverleaf Community Hillsboro School District
 Arena 4-H Trailbuster
 Armory Promociones Tropical
 Arts & Crafts Redmond 4-H Shooting Team
 Main Exhibit Hall - So NW Vintage Radio Society

Monday, May 11, 1998

Main Exhibit - South Cindy Leung
 Arts & Crafts Kathy Kossler
 Main Exhibit - Center 4-H Fairhaven Farms
 Arena Power Rents

Tuesday, May 12, 1998

Main Exhibit Hall - Ce Sunset Dog Obedience
 Main Exhibit - North 4-H Mixed Mutts
 Arena Gina Dethlefs
 Arts & Crafts Animal School
 Cloverleaf Community Glencoe Bingo
 Main Exhibit - North 4-H Dynamutts

Wednesday, May 13, 1998

Main Exhibit Hall 4-H Paw Power
 Arena Sheriff's Posse

Thursday, May 14, 1998

Saturday, May 16, 1998

Main Exhibit Hall - Ent Rose City Exotic Bird Club
 Arts & Crafts 4-H Poultry Show
 Covered Show Ring 4-H Dogs
 Nat'l Guard Armory Drill Weekend
 Arena 4-H Trailbusters
 Cloverleaf Community Outdoor School Pals

Sunday, May 17, 1998

Covered Show Ring NW Oregon Dog Training
 Arena 4-H Animal House
 Pit Area ATV Institute
 Floral Building Top Hat Productions

Monday, May 18, 1998

Main Exhibit - North 4-H Kids N K-9's
 Arts & Crafts Kathy Kossler
 Arena Power Rents
 Main Exhibit - South Cindy Leung
 Main Exhibit - Center 4-H Fairhaven Farms

Tuesday, May 19, 1998

Cloverleaf Community Glencoe Bingo
 Main Exhibit - North 4-H Dynamutts
 Arts & Crafts Animal School
 Arena Gina Dethlefs
 Main Exhibit - North 4-H Mixed Mutts
 Main Exhibit Hall - Ce Sunset Dog Obediance

Wednesday, May 20, 1998

Meeting Room Wa. Co. Riding Assoc.
 Arena Sheriff's Posse
 Cloverleaf Community Air Show Meeting
 Main Exhibit Hall - Nor 4-H Paw Power

Friday, May 22, 1998

Main Exhibit Hall - Ent Gem Faire

Saturday, May 23, 1998

Cloverleaf Community Wedding Reception
 Arts & Crafts Building Private Birthday Party
 ARMORY Quincenera - Birthday Party

Monday, May 25, 1998

Arena Power Rents
 Main Exhibit - South Cindy Leung
 Main Exhibit - Center 4-H Fairhaven Farms

Tuesday, May 26, 1998

Arts & Crafts Animal School
 Main Exhibit Hall - So The Pet Consultants
 Meeting Room 4-H Horse Advisory
 Main Exhibit Hall - Ce Sunset Dog Obedience
 Arena Gina Dethlefs
 Main Exhibit - North 4-H Mixed Mutts
 Cloverleaf Community Glencoe Bingo
 Main Exhibit - North 4-H Dynamutts

Wednesday, May 27, 1998

Cloverleaf 4-H Wagon Train
 Arena Sheriff's Posse
 Main Exhibit Hall - Nor 4-H Paw Power
 Entire Grounds EMT Training

Friday, May 29, 1998

Main Exhibit Hall - Ent Religious Meeting

Saturday, May 30, 1998

Arts & Crafts Fun Match
 Covered Show Ring NW Holland Lop Club
 34 Street Gravel Parki W. County LUT Operations
 Cloverleaf Community Intel
 Arena 4-H Bronco Buster

Sunday, May 31, 1998

Arena 4-h Animal House

To:
Open Class Dairy Exhibitors
Washington County Fair

April 27, 1998

Dear Exhibitors;

During the 1997 Fair we absolutely ran out of space for the open class Dairy Exhibitors. We ended the Fair with hard feelings and to a great degree, an anti-climatic feeling prevailed among our exhibitors. The events surrounding the barns/space predicament turned out to be an especially difficult, frustrating and exhausting experience .

The goals of the Washington County Fair is to provide a safe, wholesome environment where the community can come together, enjoy each other, have fun, and celebrate it's achievements, traditions and vision of the future. Conflict and misunderstanding are not in keeping with our purpose.

We are attempting to correct the inequities that have existed in time for the 1998 Fair. Admittedly, this will only be a "Band-Aid" approach until we know for sure what direction our future building plans will take. We intend to do the best we can do under these circumstances. We realize the only permanent and lasting solution will be achieved with the construction of a new barn.

In the meantime, we are hard covering what we have commonly referred to as the "outside" area. We will provide a walkway from inside the main Dairy barn into the new area. Along with this construction, we will make every effort to direct the public into this "new" area.

Pete Jansen has agreed to be the superintendent again this year. He will be working out the barn schedules.

Hopefully we can all put the hard feelings of 1997 behind us and move on with the memory of it being the year the "chickens came home to roost". In other words it is the year which forced us all to put the shortage of space into focus and agree something substantial has to be done if we are going to produce the quality experience that we and the paying public are all entitled to enjoy and expect.

If you have any questions do not hesitate to call, or better yet, come on out and see what we are doing.

We are looking forward to seeing all of you at the 1998 Washington County Fair.

Sincerely,



Cal Wade
Executive Director

RESEARCH FOR MARKETING

4117 SE Division St., Suite 306 Portland, Oregon 97202

(503) 234-2033 FAX (503) 234-2360

rfm2342033@aol.com

www.europa.com/rfm

**FAX TO CAL WADE
WASHINGTON COUNTY FAIR
(503) 648-7208**

DATE: May 24, 1998

TO: Cal Wade

FROM: Bob Friedman, Ph.D.

RE: Exit Poll

Cal: Thank you for your call.

With respect to your request for a bid to carry out an exit poll at the fair this year, the fee would be approximately \$7,000. That includes all steps in the research process, from collaboration with you on the questionnaire to presentation of the final report.

If you have any questions or comments, please feel free to call.