

**NOTICE OF MEETING**  
**Washington County Fair Complex Board of Directors**  
**Wednesday, February 10, 2010 at 4:30 p.m.**

**FLORAL BUILDING**  
**Washington County Fair Complex**  
**873 NE 34<sup>th</sup> Avenue, Hillsboro, OR 97124**

Don McCoun, President

Betty Atteberry, Vice-President

Dan Logan, Board Member

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

Herbert Hirst, Board Member

Renee Cannon, Board Member

Matt Pihl, Board Member

Standing Committees

**Mission Statement Committee**

Lyle Spiesschaert, Fair Boosters President

Renee Cannon, Board Member

Pat Willis, OSU 4-H Extension Agent

**Facility Evaluation Committee**

Dan Logan, Board Member

Tom Black, Fair Booster

Merle Peters, Citizen Appointee

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

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

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

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

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

activities are the responsibility of the Complex Executive Director, who serves at the pleasure of the Fair Board.

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

All public meetings are recorded.

### **Current Meeting Schedule**

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

### **Regular Business Meetings**

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

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

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### **Quorum**

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

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

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### **Executive Sessions**

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

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

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

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

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

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

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

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

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

### **Meeting Protocol**

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

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

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Wednesday, February 10, 2010 at 4:30 p.m.  
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Don McCoun, President	
Betty Atteberry, Vice-President	Herbert Hirst, Board Member
Dan Logan, Board Member	Renee Cannon, Board Member
Andy Duyck, County Commissioner & Fair Board Ex-Officio	Matt Pihl, Board Member

## Standing Committees

### **Mission Statement Committee**

Lyle Spiesschaert, Fair Boosters President  
Renee Cannon, Board Member  
Pat Willis, OSU 4-H Extension Agent

### **Facility Evaluation Committee**

Dan Logan, Board Member  
Tom Black, Fair Booster  
Merle Peters, Citizen Appointee

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## AGENDA

### **A. Call to Order**

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

This is the time when members of the audience may step forward to address the Board on agenda and non-agenda items. **This opportunity is time-limited to two (2) minutes per individual.** The maximum time for Oral Communications is 15 minutes. Individuals providing written testimony are requested to provide 15 copies. Those speaking may only sign up for one Oral Communications period, utilizing either this first such period at the beginning of the meeting, or the second period which comes at the end of the meeting.

### **C. Consent Agenda**

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

1. Board Minutes – January 2010 (PDF)
2. Facility Use Schedule – February 2010 (PDF)
3. Other, if any

### **D. Special Reports**

1. Financials Report – Staff
  - A. Financial Statements (PDF)
    - Monthly Financial Reports & Balance Sheets – December 2009 (PDF)-**ACTION ITEM: MOTION AND APPROVAL REQUIRED**
    - Other, if any
2. 4-H Report-Pat Willis, OSU/4-H Youth Development Faculty
3. Operations Report -Staff (PDF)
4. Airshow Report—Don McCoun, Fair Board President

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5. Other

***F. Old Business***

1. Redevelopment Update, if any
2. Other

***G. New Business***

1. Other

***H. Announcements***

1. Calendar of Events (PDF)
2. Other

***I. Correspondence***

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

***J. Board Oral Communications***

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

1. Newspaper Articles (PDF)
2. Other

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

This is the time when members of the audience may step forward to address the Board on agenda and non-agenda items. **This opportunity is time-limited to five (5) minutes per individual.** The maximum time for Oral Communications is 30 minutes. Individuals providing written testimony are requested to provide 15 copies. Those speaking may only sign up for one Oral Communications period, utilizing either the first such period at the beginning of the meeting, or this second period.

***M. Adjourn***

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

**Minutes**  
**Washington County Fair Complex Board**  
**Wednesday, January 6, 2010**

**Convened:** 4:30 pm

**FAIR COMPLEX BOARD:**

President Matt Pihl  
Vice President Don McCoun  
Treasurer Dan Logan  
Board Member Renee Cannon – Via Phone  
Board Member Herb Hirst  
Board Member Betty Atteberry  
Ex-Officio – Andy Duyck

**STAFF:**

Leah Perkins-Hagele, Fair Manager  
Lisa DuPre', Marketing/Events Manager  
Rod Rice, Deputy County Administrator

- A. Call to Order** - President Pihl called the meeting to order at 4:30 p.m. Pihl asked everyone to silence their cell phones and noted for the record that all board members are present, with Cannon via Phone.
- B. Approval of Agenda** – President Pihl called for any additions or changes to the agenda. Hearing no requests Pihl approved to agenda by general consent.
- C. Oral Communications** - President Pihl opened Oral Communications and asked if anyone had signed up.

Ralph Tramp – Pacific Promotions – Concerned about the bid for a 3-year motorsports contract. It is not necessary. It would be more beneficial to be a one-year bid. Tramp stated that he would have to wait three years again to get to bid if he does not get it. Board Member McCoun asked why he was concerned if he wanted the job and only wanted it for one year as opposed to three. Board Member Logan stated that he is concerned about a three-year contract with the current management change. Fair Manager Perkins-Hagele stated that we have several three year contracts in place already and that is industry standard.

Pihl closed oral communications.

- D. Approval of Minutes** – Minutes approved as corrected by general consent.

## **E. Special Reports**

- 1. Airshow Report** – Vice President McCoun stated that the Airshow is August 20, 21 & 22. The Patriots Jet Team will be performing.
- 2. Treasurers Report** – Board Member Logan reported that the financials are in the packet.

### **Motion by Board Member Hirst to approve the Financial Statements. 2<sup>nd</sup> by Board Member Atteberry. Motion Carried 6-0.**

- 3. Booster Report** – Board Member Logan reported the Booster Minutes are in the packet and had nothing further to add.
- 4. 4-H Report** – Extension Agent Pat Willis reported that 4-H currently has 200 volunteers signed up. Willis stated that 4-H has 3 priorities right now, Traditional Programs, Camps and Outdoor Schools and After School Programs. Willis reported that the 4-H Winter Whistle Stop would be held January 16<sup>th</sup>. Board Member Atteberry asked about the after school programs. Willis explained that the programs focus on Science. Board Member Hirst asked if 4-H would have any impact from Measure 66 & 67. Willis stated that those measures will affect Oregon State University and Extension. Already a 15% decrease is in effect and it is difficult to say that the impact will be in the metro area and that the future of 4-H is unknown. President Pihl asked Willis if the Fair Complex facility is meeting 4-H's expectations. Willis reported that during the Fair it is great, although the barn issues are an on-going concern. Willis also stated that the year-round access needs to be greater; open access is needed by the public since it is a public facility. Willis also stated that no cost use of the facility is critical. Willis further explained that 4-H has a positive impact on kids and the public. Hirst agreed with Willis but noted that this is a litigious society and public access is a balancing act. Willis stated that appropriate access that will keep people engaged is better. Willis suggested that a park host would be a good way to provide more public access and they can be gatekeepers. Board Member Cannon asked what 4-H was doing on January 13<sup>th</sup>. Fair Manager Perkins-Hagele stated that it's 4-H night and further explained that every Wednesday night year-round is 4-H night and that any 4-H group can come and use the facility.
- 5. Operations Report** – Fair Manager Perkins-Hagele noted that the report is in the packet and verbally gave a brief update on the Cloverleaf remodel. President Pihl asked about the budget. Perkins-Hagele reported that there have been many change orders due to code issues, which have caused the project to be cost more than anticipated.
- 6. Mission Statement Committee Report** – Booster Member Spiesschaert reported that their full committee has not met, and they are now in a holding pattern with the new changes that are coming and will continue, if its appropriate, when more is known. The Committee will come back with a process, not a mission, in order to get more people involved. Spiesschaert noted that two mission statements might be needed. President Pihl noted that



with the MOU this body will not be charged with facilities, which might make it easier because there will be a more narrow scope. Pihl stated that it is important to hold off at this time.

**7. Facility Evaluation Committee Report** – Board Member Logan reported that their committee has put together a draft proposal, but with the MOU this now has to be put on hold. Logan stated that he hopes that the process that they developed would be considered for use by the new management structure. Tom Black questioned if management was going to use this matrix as a tool. Black also noted that the matrix could be modified for whoever will be managing in the future. President Pihl stated that it is possible that some of the information will be used even though this body may not be governing in the future. Pihl asked Commissioner Duyck if the County will use this matrix as a tool. Duyck stated that it is unknown at this time and that everything needs to be put on hold until the MOU is settled. Logan stated that it is ready to be given to support services. Pihl noted that his goal for this committee was justification for repairs or demolition. Pihl tabled further discussion until further notice.

**8. Other, if any** - None

#### **F. Old Business**

- 1. Redevelopment Update, if any** – Commissioner Duyck reported that they are still negotiating with the City on Grant Street and the Military Department for the New Armory.
- 2. Other, if any** – None

#### **G. New Business**

- 1. Fair and Fairgrounds Agreement** – Deputy County Administrator Rice introduced the Fair and Fairgrounds Agreement between the County and the Fair Board. Rice noted that all information that is being presented is on the county website and public comment will be taken via the website until January 25<sup>th</sup>. Rice further explained that this is a draft and that the County is interested in hearing comments from as many stakeholders and the public as possible, and that this will be presented to the County Commissioners February 2<sup>nd</sup>. Board Member Hirst commented that this is a good agreement, but has a few concerns. Hirst stated that Recital E is a little misleading. It should say sole use & may make requests for changes and improvements. Also on officers', there is no purpose for having a secretary, that position has no job and they have not had one seated for a year. Hirst further stated that the staff keeps board records and prepares the minutes. Hirst also noted that in his experience with the planning commission that an annual meeting with the commissioners probably has no point because the likelihood of it happening is slim. It would be best for the Fair Board and staff to make presentation to the BOCC at a work session. Board Member McCoun asked that beyond the Fair Board planning a great fair, when there are building concerns do they have staff call facilities. Rice reported that yes, just like any other county department. Board Member Logan asked about the financial officer. Rice

reported that the Fair Coordinator would fill that role. Logan asked about staffing, would the Fair Board have its own staff. Rice reported no, the County will provide the staff and the Fair Board will do its own contracting. Hirst stated that he was under the impression that the Fair Board will not be doing the work; they would direct staff as it currently does. Hirst further stated that the staff knows how to do this, the Fair Board does not have the knowledge and this should not change, they just need to oversee. Commissioner Duyck stated that he sees the point, but county employees are not allowed to sign contracts, all contracts are signed by the BOCC chair, so the Fair Board chair would sign the contracts for the Fair. Duyck further agreed that the Fair Board is a policy board, not a working board. President Pihl stated that a hands on approach would solve these problems and would give them an opportunity to review, this will be a blending of policy and day to day operations. McCoun asked what the strategy is for these changes. Rice reported that it is to provide access to county resources that the Fair Complex is not currently getting. Having volunteers that meet once a month take care of a whole facility a daunting task, this will narrow the focus to just the fair and their mission is to put on the best fair possible. Logan asked about funding, assuming that they will not have the entire contingency at our disposal. Rice explained that a budget would be assigned for the Fair. Duyck explained that the Fair is a priority. Logan asked about insurance. Perkins-Hagele explained that insurance is being reviewed. Logan asked when. Rice stated that the timeline is to be done by March 16<sup>th</sup>. Pihl asked what other counties operate like this. Rice stated Umatilla and Lane. Perkins-Hagele noted that Deschutes and Linn are also similar.

2. **2010-2011 Budget** – Fair Manager Perkins-Hagele reported that she is working with the CAO's office on the budget. President Pihl asked if it would be prepared before the vote on the MOU. Deputy County Administrator Rice reported that it would be a work in progress with the upcoming changes. Pihl asked if it would be prudent to move the meeting a week to accommodate the MOU and Perkins-Hagele's schedule. Board Member Logan asked if the public is best served at the Commissioner Level or does the Fair Board need to have a public hearing. Commissioner Duyck stated that the Fair Board would hear it first and vote first. Duyck also reported that the comments that do not make it into the final draft would also be presented. Board Member Hirst stated that a public hearing is not needed as public comments will already have been taken, it will just need to be voted on by the Fair Board. Board Member McCoun stated that the county is better suited to answer the comments. Duyck reported that the process lends itself to written input. McCoun noted that the comment period would end before the next Fair Board Meeting. Duyck said that was the point of the written comment period. Logan stated that public input at the Fair Board level is necessary as a public body and must be done prior to the 25<sup>th</sup> and a special Fair Board meeting needs to be scheduled. Pihl stated that he likes the idea of written electronic input and asked if people will be able to see the other comments that people have made and will there be an acknowledgement that their comments have been

received. Rice stated that the comments cannot be viewed by everyone and all the comments will be compiled into a report. Pihl stated that if it is legal for everyone to see the comments it should be done, even if statute does not require it. Duyck stated that some public hearings are just a courtesy, and it is not required.

- 3. Election of Officers** – President Pihl opened nominations for President. Board Member Hirst nominated Board Member McCoun. Board Member McCoun accepted the nomination. Board Member Logan nominated Board Member Pihl. Pihl accepted the nomination. Hearing no further nominations, Pihl asked for all in favor of McCoun. Hirst voted yes, McCoun voted yes, Atteberry voted yes, Logan voted no, Cannon abstained and Pihl voted no. Pihl announced that it is 3 to 2, and McCoun is the new president. Logan stated that in light of the state that we are in right now, why change officers.

**Motion by Board Member Logan to approve the current slate of officers.**

Commissioner Duyck noted that the MOU should not be considered as the reason for not electing officers, what happens if it is dragged out. Hirst stated that they are still the Fair Board, just the focus has changed.

Pihl opened nominations for Vice President. Board Member McCoun nominated Board Member Atteberry for Vice President. Atteberry accepted the nomination. Hearing no further nominations, Pihl asked who was in favor. All members voted in favor of Atteberry and Atteberry is the new Vice President.

Pihl opened nominations for secretary. No nominations. Pihl closed nominations for secretary.

Pihl opened nominations for treasurer. Logan stated that he was not interested. No nominations. Pihl closed nominations for treasurer.

- 4. Other, if any** - None

**H. Announcements** – None.

**I. Correspondence** - None other than what was in the packet.

**J. Board Oral Communications** – Fair Manager Perkins-Hagele requested that the next meeting be moved back one week, to February 10<sup>th</sup>, to accommodate her schedule. Hearing no objections, President Pihl rescheduled the meeting to February 10<sup>th</sup>. Board Member McCoun thanked former Booster President Spiesschaert for his three years of service and welcomed Bill Ganger as the new Booster President and Tom Black as the new Booster Vice President.

**K. Other Matters of Information** – None other than what was in the packet.

**L. Oral Communications –**

Tom Black – Fair Boosters – Asked about the new Fair Manager and the vetting process. Black noted that two years ago an interim management team was put into place. Black wants to know when this new person be hired and who will do the hiring. Black also asked what is happening with Grant Street and the Ball Fields since the lease expired in 2005. President Pihl explained that this board would no longer be involved in these processes. Commissioner Duyck noted that staff is already in place and County HR handles these items and is not a public process.

Dave Russell – Fair Boosters – Russell stated that this is a reality check. In 1981 the Commissioners decided to sell the grounds and that is when the Fair Board and the Fair Boosters came into existence. At that same time, the Hotel/Motel tax was set-up to fund the Fair. The County is now taking back the management of the grounds and the Fair Board is left with only the Fair. Russell asked how much funding the County is brining to the table.

**M. Executive Session – if any - None**

**N. Adjourn -** With no further business before the Board, President Pihl adjourned the meeting at 6:28 p.m.

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**Leah Perkins-Hagele**  
**Recording Secretary**

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**Matt Pihl**  
**Board President**

# WASHINGTON COUNTY FAIR COMPLEX FACILITY SCHEDULE

February, 2010

(\*\*Highlighted events are no-charge)

## Wednesday, February 03, 2010

Main Exhibit-North Dog Obedience Class

**\*\*Floral Bldg. Boosters Meeting**

**\*\*Entire Facility as available 4-H Night**

## Saturday, February 06, 2010

**\*\*Main Exhibit-South 4-H Small Animal Show**

## Sunday, February 07, 2010

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

## Wednesday, February 10, 2010

Main Exhibit-North Dog Obedience Class

**\*\*Floral Bldg. Fair Board Meeting**

**\*\*Entire Facility as available 4-H Night**

## Thursday, February 11, 2010

**\*\*Facility as available Search Dog Training**

## Saturday, February 13, 2010

Main Exhibit Hall NW Family & Kids Festival

**\*\*Barns Beef Weigh-in**

## Sunday, February 14, 2010

Main Exhibit Hall NW Family & Kids Festival

## Wednesday, February 17, 2010

Main Exhibit-North Dog Obedience Class

**\*\*Entire Facility as available 4-H Night**

## Sunday, February 21, 2010

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

## Wednesday, February 24, 2010

Main Exhibit-North Dog Obedience Class

**\*\*Entire Facility as available 4-H Night**

## Saturday, February 27, 2010

Main Exhibit Hall Animal Expo

## Sunday, February 28, 2010

Main Exhibit Hall Animal Expo



# Monthly Financial Report

Washington County

Washington County

Period: DEC-09 Currency: USD

Fund=200 (Fairplex), Program=981000 (Fair Complex)				Remaining	%
Account	DEC-09	YTD-Actual	Budget	Budget	Use
<b>Beginning Fund Balance</b>		<b>(895,656.42)</b>	<b>(932,574.00)</b>		
<b>Taxes</b>					
41025 Transient lodgings tax	(9,772.39)	(202,902.40)	(710,000.00)	(507,097.60)	28.60
<b>TOTAL</b>	(9,772.39)	(202,902.40)	(710,000.00)	(507,097.60)	28.60
<b>Intergovernmental revenue</b>					
43156 Dept Agriculture Lottery Funds	0.00	(41,962.56)	(50,000.00)	(8,037.44)	83.90
<b>TOTAL</b>	0.00	(41,962.56)	(50,000.00)	(8,037.44)	83.90
<b>Charges for sevicees</b>					
44511 Camping Fees	0.00	(4,360.00)	(4,000.00)	360.00	109.00
44512 Truck Pull Revenue	0.00	(7,400.00)	(22,000.00)	(14,600.00)	33.60
44513 Demo Derby Revenue	0.00	(28,929.83)	(26,000.00)	2,929.83	111.30
44514 Commercial Booth Rentals	0.00	(76,700.00)	(86,500.00)	(9,800.00)	88.70
44515 Parking Fees	(2,490.00)	(120,964.81)	(126,000.00)	(5,035.19)	96.00
44517 Sponsorship Fees	0.00	(46,750.00)	(60,000.00)	(13,250.00)	77.90
44518 Carnival Fees	0.00	(83,059.18)	(100,000.00)	(16,940.82)	83.10
44522 Entry Fees	0.00	(3,620.00)	(3,700.00)	(80.00)	97.80
44526 Monster Truck Revenue	0.00	(28,860.00)	(26,000.00)	2,860.00	111.00
44527 Rodeo Revenue	0.00	(10,094.37)	(22,000.00)	(11,905.63)	45.90
<b>TOTAL</b>	(2,490.00)	(410,738.19)	(476,200.00)	(65,461.81)	86.30
<b>Miscellaneous revenues</b>					
48105 Invest interest income-general	(858.09)	(5,067.64)	(25,000.00)	(19,932.36)	20.30
48195 Reimbursement of expenses (oper	0.00	(46,245.67)	0.00	46,245.67	n/m
48200 Rental income	(15,426.10)	(109,380.16)	(200,000.00)	(90,619.84)	54.70
48205 Concessions	469.42	(119,901.62)	(90,500.00)	29,401.62	132.50
48225 Other miscellaneous revenue-oper	(14,068.14)	(15,932.26)	(10,000.00)	5,932.26	159.30
<b>Total</b>	(29,882.91)	(296,527.35)	(325,500.00)	(28,972.65)	91.10
<b>Total Revenues</b>	(42,145.30)	(952,130.50)	(1,561,700.00)	(609,569.50)	61.00
<b>Total Resouces</b>	(42,145.30)	(1,847,786.92)	(2,494,274.00)	(609,569.50)	
<b>Personal Services</b>					
51105 Wages and salaries	38,083.20	162,421.82	430,518.00	268,096.18	37.70
51110 Temporary salaries	4,120.80	23,105.28	31,238.00	8,132.72	74.00
51115 Overtime and other pay	0.00	10,195.75	5,000.00	(5,195.75)	203.90
51125 FICA	3,207.95	14,850.94	35,326.00	20,475.06	42.00
51135 Employer paid work day tax	15.15	97.81	239.00	141.19	40.90
51140 Pers contribution	4,788.66	21,323.60	68,882.00	47,558.40	31.00
51150 Health insurance	7,560.00	32,207.28	76,440.00	44,232.72	42.10
51155 Life and long term disability insur	104.67	456.84	1,409.00	952.16	32.40
51160 Unemployment insurance	177.66	798.62	1,760.00	961.38	45.40
51165 Tri-Met tax	264.72	1,228.39	3,100.00	1,871.61	39.60
<b>TOTAL</b>	58,322.81	266,686.33	653,912.00	387,225.67	40.80

Fund=200 (Fairplex), Program=981000 (Fair Complex)				Remaining	%
Account	DEC-09	YTD-Actual	Budget	Budget	Use
<b>Materials and Supplies</b>					
51205 Supplies-office, general	843.77	1,826.45	4,400.00	2,573.55	41.50
51210 Supplies- general	963.20	26,528.48	42,000.00	15,471.52	63.20
51250 Supplies-clothing, uniforms	0.00	(59.64)	0.00	59.64	n/m
51270 Postage and freight	0.00	105.00	0.00	(105.00)	n/m
51285 Services -professional services	1,613.20	120,138.89	103,000.00	(17,138.89)	116.60
51295 Advertising and public notice	0.00	115,706.49	107,000.00	(8,706.49)	108.10
51305 Communications-services	284.86	1,860.89	3,180.00	1,319.11	58.50
51310 Utilities	5,436.11	39,984.77	97,500.00	57,515.23	41.00
51320 Repair & maint services-general	7,860.69	20,116.32	92,200.00	72,083.68	21.80
51340 Lease and rentals - space	3,201.75	19,210.50	38,500.00	19,289.50	49.90
51345 Lease and rentals - equipment	620.15	27,902.95	29,000.00	1,097.05	96.20
51350 Dues and membership	175.00	1,050.00	1,000.00	(50.00)	105.00
51355 Training and education	118.00	118.00	2,000.00	1,882.00	5.90
51360 Travel expense	745.60	1,034.60	8,000.00	6,965.40	12.90
51365 Private mileage	84.76	407.70	1,400.00	992.30	29.10
51420 Insurance	0.00	31,743.50	36,000.00	4,256.50	88.20
51465 Postage and freight- Internal	8.00	203.57	300.00	96.43	67.90
51475 Printing- Internal	0.00	855.40	1,250.00	394.60	68.40
51495 Telephone monthly- internal	560.81	3,802.80	6,800.00	2,997.20	55.90
51550 Other materials and services	76.35	1,761.78	3,500.00	1,738.22	50.30
<b>TOTAL</b>	22,592.25	414,298.45	577,030.00	162,731.55	71.80
<b>Other Expenditures</b>					
52005 Bank Service Charge	232.24	2,785.56	3,750.00	964.44	74.30
52045 Taxes, assessments, and liens	0.00	0.00	1,200.00	1,200.00	0.00
52130 Other Special Expenditures	3.49	9,693.32	4,000.00	(5,693.32)	242.30
52146 Entertainment Expenses	0.00	103,041.54	105,000.00	1,958.46	98.10
52147 Open Class Expenses	0.00	31,789.03	42,000.00	10,210.97	75.70
52148 4-H Expenses	0.00	19,604.66	23,000.00	3,395.34	85.20
52149 FFA Expenses	0.00	7,452.67	10,000.00	2,547.33	74.50
52150 Truck Pull Expenses	0.00	12,692.56	10,000.00	(2,692.56)	126.90
52151 Demo Derby Expenses	0.00	20,586.88	17,500.00	(3,086.88)	117.60
52152 Monster Truck Expenses	0.00	17,364.12	17,500.00	135.88	99.20
52153 Rodeo Expenses	0.00	13,983.96	10,000.00	(3,983.96)	139.80
55110 Other debt principal	481.78	2,856.16	30,000.00	27,143.84	9.50
56110 Other debt interest payments	21.37	162.74	1,688.00	1,525.26	9.60
<b>Total</b>	738.88	242,013.20	275,638.00	33,624.80	87.80
<b>Interdepartmental Charges</b>					
53010 Interdpt chg-indirect charges	4,162.84	24,977.04	49,954.00	24,976.96	50.00
53015 Interdpt chg-legal services	1,394.25	7,471.75	15,000.00	7,528.25	49.80
53055 Interdpt chg-general	0.00	275.50	0.00	(275.50)	n/m
<b>Total</b>	5,557.09	32,724.29	64,954.00	32,229.71	50.40
<b>Transfers to Other Funds</b>					
54195 Transfer to Miscellaneous Debt S	0.00	27,432.00	54,862.00	27,430.00	50.00
<b>TOTAL</b>	0.00	27,432.00	54,862.00	27,430.00	50.00
<b>Capital Outlay</b>					
57115 Machinery and equipment over \$3	0.00	20,108.50	40,000.00	19,891.50	50.30
57135 Other capital outlay	45,617.80	82,904.35	300,000.00	217,095.65	27.60

Fund=200 (Fairplex), Program=981000 (Fair Complex)				Remaining	%
Account	DEC-09	YTD-Actual	Budget	Budget	Use
<b>TOTAL</b>	45,617.80	103,012.85	340,000.00	236,987.15	30.30
<b>Contingency</b>					
<b>59010 Contingency</b>	0.00	0.00	527,878.00	527,878.00	0.00
<b>TOTAL</b>	0.00	0.00	527,878.00	527,878.00	0.00
<b>Total Expenditures</b>	132,828.83	1,086,167.12	2,494,274.00	1,408,106.88	43.50

<i>Beginning Fund Balance</i>	(895,656.42)	(932,574.00)
<i>Total Revenues</i>	(952,130.50)	(1,561,700.00)
<i>Total Resources</i>	(1,847,786.92)	(2,494,274.00)
<i>Total Expenditures</i>	1,086,167.12	2,494,274.00
<i>Ending Fund Balance</i>	(761,619.80)	0.00





# Monthly Financial Report

Washington County

Washington County

Period: DEC-09 Currency: USD

Fund=200 (Fairplex), Program=981005 (Fair Complex Operations/Interim Income)				Remaining	%
Account	DEC-09	YTD-Actual	Budget	Budget	Use
<b>Taxes</b>					
41025 Transient lodgings tax	(9,772.39)	(202,902.40)	(710,000.00)	(507,097.60)	28.60
<b>TOTAL</b>	(9,772.39)	(202,902.40)	(710,000.00)	(507,097.60)	28.60
<b>Charges for seivices</b>					
44511 Camping Fees	0.00	(360.00)	0.00	360.00	n/m
44515 Parking Fees	(2,490.00)	(40,515.28)	(46,000.00)	(5,484.72)	88.10
<b>TOTAL</b>	(2,490.00)	(40,875.28)	(46,000.00)	(5,124.72)	88.90
<b>Miscellaneous revenues</b>					
48105 Invest interest income-general	(858.09)	(5,067.64)	(25,000.00)	(19,932.36)	20.30
48195 Reimbursement of expenses (oper	0.00	(28,120.67)	0.00	28,120.67	n/m
48200 Rental income	(15,426.10)	(109,380.16)	(200,000.00)	(90,619.84)	54.70
48205 Concessions	469.42	(725.49)	(3,000.00)	(2,274.51)	24.20
48225 Other miscellaneous revenue-oper	(8,788.14)	(10,455.96)	(6,000.00)	4,455.96	174.30
<b>Total</b>	(24,602.91)	(153,749.92)	(234,000.00)	(80,250.08)	65.70
<b>Total Revenues</b>	(36,865.30)	(397,527.60)	(990,000.00)	(592,472.40)	40.20
<b>Personal Services</b>					
51105 Wages and salaries	26,344.78	112,370.85	215,259.00	102,888.15	52.20
51110 Temporary salaries	3,585.02	15,294.99	8,840.00	(6,454.99)	173.00
51115 Overtime and other pay	0.00	6,309.87	0.00	(6,309.87)	n/m
51125 FICA	2,279.56	10,188.67	17,145.00	6,956.33	59.40
51135 Employer paid work day tax	11.26	67.72	112.00	44.28	60.50
51140 Pers contribution	3,402.84	15,204.34	34,441.00	19,236.66	44.10
51150 Health insurance	5,178.60	22,061.62	38,220.00	16,158.38	57.70
51155 Life and long term disability insur	71.93	314.65	690.00	375.35	45.60
51160 Unemployment insurance	126.47	539.32	825.00	285.68	65.40
51165 Tri-Met tax	188.10	840.41	1,505.00	664.59	55.80
<b>TOTAL</b>	41,188.56	183,192.44	317,037.00	133,844.56	57.80
<b>Materials and Supplies</b>					
51205 Supplies-office, general	843.77	1,303.89	4,000.00	2,696.11	32.60
51210 Supplies- general	963.20	6,677.74	25,000.00	18,322.26	26.70
51270 Postage and freight	0.00	44.00	0.00	(44.00)	n/m
51285 Services -professional services	1,613.20	42,402.55	25,000.00	(17,402.55)	169.60
51295 Advertising and public notice	0.00	2,343.62	2,000.00	(343.62)	117.20
51305 Communications-services	284.86	1,660.89	2,880.00	1,219.11	57.70
51310 Utilities	5,436.11	30,988.74	85,000.00	54,011.26	36.50
51320 Repair & maint services-general	7,860.69	18,549.54	90,000.00	71,450.46	20.60
51340 Lease and rentals - space	3,201.75	19,210.50	38,500.00	19,289.50	49.90
51345 Lease and rentals - equipment	620.15	1,483.95	4,000.00	2,516.05	37.10
51350 Dues and membership	87.50	525.00	500.00	(25.00)	105.00
51355 Training and education	59.00	59.00	1,000.00	941.00	5.90
51360 Travel expense	372.80	517.30	4,000.00	3,482.70	12.90
51365 Private mileage	55.59	289.71	1,200.00	910.29	24.10

<b>Fund=200 (Fairplex), Program=981005 (Fair Complex Operations/Interim Income)</b>				<b>Remaining</b>	<b>%</b>
<i>Account</i>	<i>DEC-09</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>Use</i>
<b>51420 Insurance</b>	0.00	16,683.34	18,000.00	1,316.66	92.70
<b>51465 Postage and freight- Internal</b>	8.00	203.57	300.00	96.43	67.90
<b>51475 Printing- Internal</b>	0.00	23.00	500.00	477.00	4.60
<b>51495 Telephone monthly- internal</b>	560.81	3,135.16	6,000.00	2,864.84	52.30
<b>51550 Other materials and services</b>	76.35	987.79	2,500.00	1,512.21	39.50
<b>TOTAL</b>	22,043.78	147,089.29	310,380.00	163,290.71	47.40
<b>Other Expenditures</b>					
<b>52005 Bank Service Charge</b>	235.73	2,785.56	3,500.00	714.44	79.60
<b>52045 Taxes, assessments, and liens</b>	0.00	0.00	1,200.00	1,200.00	0.00
<b>52130 Other Special Expenditures</b>	0.00	915.79	1,000.00	84.21	91.60
<b>55110 Other debt principal</b>	481.78	2,856.16	30,000.00	27,143.84	9.50
<b>56110 Other debt interest payments</b>	21.37	162.74	1,688.00	1,525.26	9.60
<b>Total</b>	738.88	6,720.25	37,388.00	30,667.75	18.00
<b>Interdepartmental Charges</b>					
<b>53010 Interdpt chg-indirect charges</b>	2,081.42	12,488.52	24,977.00	12,488.48	50.00
<b>53015 Interdpt chg-legal services</b>	1,394.25	7,471.75	15,000.00	7,528.25	49.80
<b>Total</b>	3,475.67	19,960.27	39,977.00	20,016.73	49.90
<b>Transfers to Other Funds</b>					
<b>54195 Transfer to Miscellaneous Debt S</b>	0.00	27,432.00	54,862.00	27,430.00	50.00
<b>TOTAL</b>	0.00	27,432.00	54,862.00	27,430.00	50.00
<b>Capital Outlay</b>					
<b>57115 Machinery and equipment over \$5</b>	0.00	20,108.50	40,000.00	19,891.50	50.30
<b>57135 Other capital outlay</b>	45,617.80	82,904.35	300,000.00	217,095.65	27.60
<b>TOTAL</b>	45,617.80	103,012.85	340,000.00	236,987.15	30.30
<b>Contingency</b>					
<b>59010 Contingency</b>	0.00	0.00	527,878.00	527,878.00	0.00
<b>TOTAL</b>	0.00	0.00	527,878.00	527,878.00	0.00
<b>Total Expenditures</b>	113,064.69	487,407.10	1,627,522.00	1,140,114.90	29.90

<b>Total Revenues</b>	<b>(36,865.30)</b>	<b>(397,527.60)</b>	<b>(990,000.00)</b>	<b>(592,472.40)</b>
<b>Total Expenditures</b>	113,064.69	487,407.10	1,627,522.00	1,140,114.90
<b>Ending Balance</b>	76,199.39	89,879.50	637,522.00	547,642.50



# Monthly Financial Report

Washington County

Washington County

Period: DEC-09 Currency: USD

Fund=200 (Fairplex), Program=981010 (Annual County Fair)				Remaining	%
Account	DEC-09	YTD-Actual	Budget	Budget	Use
<b>Intergovernmental revenue</b>					
43156 Dept Agriculture Lottery Funds	0.00	(41,962.56)	(50,000.00)	(8,037.44)	83.90
<b>TOTAL</b>	0.00	(41,962.56)	(50,000.00)	(8,037.44)	83.90
<b>Charges for seivces</b>					
44511 Camping Fees	0.00	(4,000.00)	(4,000.00)	0.00	100.00
44512 Truck Pull Revenue	0.00	(7,400.00)	(22,000.00)	(14,600.00)	33.60
44513 Demo Derby Revenue	0.00	(28,929.83)	(26,000.00)	2,929.83	111.30
44514 Commercial Booth Rentals	0.00	(76,700.00)	(86,500.00)	(9,800.00)	88.70
44515 Parking Fees	0.00	(80,449.53)	(80,000.00)	449.53	100.60
44517 Sponsorship Fees	0.00	(46,750.00)	(60,000.00)	(13,250.00)	77.90
44518 Carnival Fees	0.00	(83,059.18)	(100,000.00)	(16,940.82)	83.10
44522 Entry Fees	0.00	(3,620.00)	(3,700.00)	(80.00)	97.80
44526 Monster Truck Revenue	0.00	(28,860.00)	(26,000.00)	2,860.00	111.00
44527 Rodeo Revenue	0.00	(10,094.37)	(22,000.00)	(11,905.63)	45.90
<b>TOTAL</b>	0.00	(369,862.91)	(430,200.00)	(60,337.09)	86.00
<b>Miscellaneous revenues</b>					
48195 Reimbursement of expenses (oper	0.00	(2,025.00)	0.00	2,025.00	n/m
48205 Concessions	0.00	(119,176.13)	(87,500.00)	31,676.13	136.20
48225 Other miscellaneous revenue-oper	(5,280.00)	(5,476.30)	(4,000.00)	1,476.30	136.90
<b>Total</b>	(5,280.00)	(126,677.43)	(91,500.00)	35,177.43	138.40
<b>Total Revenues</b>	(5,280.00)	(538,502.90)	(571,700.00)	(33,197.10)	94.20
<b>Personal Services</b>					
51105 Wages and salaries	11,738.42	50,050.97	215,259.00	165,208.03	23.30
51110 Temporary salaries	535.78	7,810.29	22,398.00	14,587.71	34.90
51115 Overtime and other pay	0.00	3,885.88	5,000.00	1,114.12	77.70
51125 FICA	928.39	4,662.27	18,181.00	13,518.73	25.60
51135 Employer paid work day tax	3.89	30.09	127.00	96.91	23.70
51140 Pers contribution	1,385.82	6,119.26	34,441.00	28,321.74	17.80
51150 Health insurance	2,381.40	10,145.66	38,220.00	28,074.34	26.50
51155 Life and long term disability insur	32.74	142.19	719.00	576.81	19.80
51160 Unemployment insurance	51.19	259.30	935.00	675.70	27.70
51165 Tri-Met tax	76.62	387.98	1,595.00	1,207.02	24.30
<b>TOTAL</b>	17,134.25	83,493.89	336,875.00	253,381.11	24.80
<b>Materials and Supplies</b>					
51205 Supplies-office, general	0.00	522.56	400.00	(122.56)	130.60
51210 Supplies- general	0.00	19,850.74	17,000.00	(2,850.74)	116.80
51250 Supplies-clothing, uniforms	0.00	(59.64)	0.00	59.64	n/m
51270 Postage and freight	0.00	61.00	0.00	(61.00)	n/m
51285 Services -professional services	0.00	77,736.34	78,000.00	263.66	99.70
51295 Advertising and public notice	0.00	113,362.87	105,000.00	(8,362.87)	108.00
51305 Communications-services	0.00	200.00	300.00	100.00	66.70
51310 Utilities	0.00	8,996.03	12,500.00	3,503.97	72.00
51320 Repair & maint services-general	0.00	1,566.78	2,200.00	633.22	71.20

<b>Fund=200 (Fairplex), Program=981010 (Annual County Fair)</b>				<b>Remaining</b>	<b>%</b>
<i>Account</i>	<i>DEC-09</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>Use</i>
<b>51345 Lease and rentals - equipment</b>	0.00	26,419.00	25,000.00	(1,419.00)	105.70
<b>51350 Dues and membership</b>	87.50	525.00	500.00	(25.00)	105.00
<b>51355 Training and education</b>	59.00	59.00	1,000.00	941.00	5.90
<b>51360 Travel expense</b>	372.80	517.30	4,000.00	3,482.70	12.90
<b>51365 Private mileage</b>	29.17	117.99	200.00	82.01	59.00
<b>51420 Insurance</b>	0.00	15,060.16	18,000.00	2,939.84	83.70
<b>51475 Printing- Internal</b>	0.00	832.40	750.00	(82.40)	111.00
<b>51495 Telephone monthly- internal</b>	0.00	667.64	800.00	132.36	83.50
<b>51550 Other materials and services</b>	0.00	773.99	1,000.00	226.01	77.40
<b>TOTAL</b>	548.47	267,209.16	266,650.00	(559.16)	100.20
<b>Other Expenditures</b>					
<b>52005 Bank Service Charge</b>	(3.49)	0.00	250.00	250.00	0.00
<b>52130 Other Special Expenditures</b>	3.49	8,777.53	3,000.00	(5,777.53)	292.60
<b>52146 Entertainment Expenses</b>	0.00	103,041.54	105,000.00	1,958.46	98.10
<b>52147 Open Class Expenses</b>	0.00	31,789.03	42,000.00	10,210.97	75.70
<b>52148 4-H Expenses</b>	0.00	19,604.66	23,000.00	3,395.34	85.20
<b>52149 FFA Expenses</b>	0.00	7,452.67	10,000.00	2,547.33	74.50
<b>52150 Truck Pull Expenses</b>	0.00	12,692.56	10,000.00	(2,692.56)	126.90
<b>52151 Demo Derby Expenses</b>	0.00	20,586.88	17,500.00	(3,086.88)	117.60
<b>52152 Monster Truck Expenses</b>	0.00	17,364.12	17,500.00	135.88	99.20
<b>52153 Rodeo Expenses</b>	0.00	13,983.96	10,000.00	(3,983.96)	139.80
<b>Total</b>	0.00	235,292.95	238,250.00	2,957.05	98.80
<b>Interdepartmental Charges</b>					
<b>53010 Interdpt chg-indirect charges</b>	2,081.42	12,488.52	24,977.00	12,488.48	50.00
<b>53055 Interdpt chg-general</b>	0.00	275.50	0.00	(275.50)	n/m
<b>Total</b>	2,081.42	12,764.02	24,977.00	12,212.98	51.10
<b>Total Expenditures</b>	19,764.14	598,760.02	866,752.00	267,991.98	69.10

<b>Total Revenues</b>	(5,280.00)	(538,502.90)	(571,700.00)	(33,197.10)
<b>Total Expenditures</b>	19,764.14	598,760.02	866,752.00	267,991.98
<b>Ending Balance</b>	14,484.14	60,257.12	295,052.00	234,794.88



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

Date:2010-

Currency: USD  
Fund=200 (Fairplex)

	DEC-09 YTD - Actual	DEC-08 YTD - Actual	Variance	Variance %
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Assets:				
Cash and investments	737,197.79	899,220.88	(162,023.09)	(18.02)
Cash restricted	0.00	0.00	0.00	n/m
Property taxes receivable	0.00	0.00	0.00	n/m
Assessments receivable	0.00	0.00	0.00	n/m
Accounts receivable	20,008.37	38,778.13	(18,769.76)	(48.40)
Investment interest receivable	0.00	0.00	0.00	n/m
Contracts receivable	0.00	0.00	0.00	n/m
Due from other funds	(10.00)	(10.00)	0.00	0.00
Other assets	22,629.94	26,628.07	(3,998.13)	(15.01)
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Total Assets	779,826.10	964,617.08	(184,790.98)	(19.16)
	=====	=====	=====	=====
Liabilities, Fund Equity and Other Credits				
Liabilities:				
Accounts payable	0.00	0.00	0.00	n/m
Accrued payroll liabilities	0.00	0.00	0.00	n/m
Deposits Payable	300.00	600.00	(300.00)	(50.00)
Amounts held in trust	801.50	801.50	0.00	0.00
Accrued self-insurance	0.00	0.00	0.00	n/m
Accrued OHP IBNR Reserve	0.00	0.00	0.00	n/m
Due to other funds	0.00	0.00	0.00	n/m
Deferred revenue	17,104.80	21,184.80	(4,080.00)	(19.26)
Other long-term obligations	0.00	0.00	0.00	n/m
	-----	-----	-----	-----
Total Liabilities	18,206.30	22,586.30	(4,380.00)	(19.39)
	=====	=====	=====	=====
Fund equity:				
Fund balances:				
Unreserved fund balances:				
Undesignated	761,619.80	942,030.78	(180,410.98)	(19.15)
	-----	-----	-----	-----
Total fund equity	761,619.80	942,030.78	(180,410.98)	(19.15)
	-----	-----	-----	-----
Total liabilities, fund equity an	779,826.10	964,617.08	(184,790.98)	(19.16)



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

Date:2010-

Currency: USD  
Fund=200 (Fairplex)

	DEC-09 YTD - Actual	DEC-08 YTD - Actual	Variance	Variance %
	=====	=====	=====	=====

County of Washington  
Complex

Washington County Fair

873 NE 34<sup>th</sup> Avenue  
Hillsboro, Oregon 97124  
Phone: (503) 648-1416  
Fax: (503) 648-7208  
[www.faircomplex.com](http://www.faircomplex.com)

## MEMORANDUM

**Date:** January 4, 2010

**To:** Washington County Fair Complex Board

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

**Re:** January 2010 Operations Report

**Cloverleaf Building** – The remodel project is nearly complete.

**Meeting Room** – The building has been removed and recycled. The area will be seeded as weather permits.

**Goat Barn** – The remaining barn has been removed and recycled. This area will be seeded as weather permits and panels installed to make more tie-outs/fitting space for the Fair.

**Swine Barn** – The swine barn has been removed and recycled.

***Calendar of Events  
February 2010-July 2010***

<b>Date</b>	<b>Event</b>	<b>Location</b>
<b><i>February</i></b>		
3 15	Board Meeting Presidents Day Holiday	Floral Building (4:30 PM) Office Closed
<b><i>March</i></b>		
3	Board Meeting	Cloverleaf Building (4:30 PM)
<b><i>April</i></b>		
7	Board Meeting	Cloverleaf Building (4:30 PM)
<b><i>May</i></b>		
5 31	Board Meeting Memorial Day	Cloverleaf Building (4:30 PM) Office Closed
<b><i>June</i></b>		
2	Board Meeting	Cloverleaf Building (4:30 PM)
<b><i>July</i></b>		
5 6-11 7 29-Aug. 1	July 4 <sup>th</sup> Holiday Observed 4-H Horse Fair Board Meeting Washington County Fair	Office Closed Barns, Arena, Show Rings Cloverleaf Building (4:30 PM) Entire Complex



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Everything Oregon

## Fair board administration changes

**By Kurt Eckert, The Hillsboro Argus**

January 05, 2010, 11:02AM

A New Year's fairgrounds resolution officially wrests control of most financial and administrative decisions at the **Washington County Fair Complex** from its Board of Directors, and places them in the hands of a new fairgrounds coordinator.

Under a proposed memorandum of understanding composed by county staff, the fairgrounds coordinator would provide day-to-day oversight of operations pursuant to the direction of Assistant County Administrator Don Bohn. State law requires the fair board have control of producing the annual county fair and horse fair, but ultimate decision-making authority of the 103-acre tract south of Cornell Road would officially belong to the Board of Commissioners.

The draft will be presented to the fair board at its regular meeting at 4:30 p.m. Wednesday at the Cloverleaf Building, **873 NE 34th Ave., in Hillsboro.**

According to a memo from Bohn, "The fair board will be prohibited from soliciting, negotiating, awarding or executing any contracts, permits, licenses or other documents that, in any manner, may impact the County's authority over the Fairgrounds outside the County Fair, without approval of the County Administrative Office."

Staff, facilities maintenance and facilities planning of non-fair events would be the responsibility of the county.

The fairgrounds coordinator will provide the fiscal oversight, accountability and reporting regarding budget and fiscal management for all events, including the fair.

The fair board may make suggestions to benefit the fairgrounds, but will not exercise authority over the fairgrounds at times other than the county fair without the express approval of the county.

The county will continue to provide the fair board with adequate administrative assistance, meeting space and access to the fairgrounds.

Initially, the new coordinator will report to the assistant county administrator; however, during the first year, the County Administrative Office will evaluate appropriate placement, seeking input from the fair board.

The fair board and county administrators will have official liaisons to keep each other apprised of all significant activities, events, or issues. In addition, the fairgrounds coordinator would be responsible for assisting the fair board with development of a business plan for the county fair.

In response to ongoing disputes over fairgrounds buildings, the fairgrounds coordinator will work with the county's facilities manager to develop a maintenance plan and identify and prioritize projects for all structures, according to the memo.

The new plan also addresses the formation of Fairgrounds Development Advisory Committee to provide advice and counsel to both boards on the fairgrounds Master Plan, the fairgrounds Capital Projects Plan and other major site-related initiatives. The fair board president would represent the fair board on the committee.

The county will arrange for insurance to cover decisions or activities of the fair board within the limits of the Oregon Tort Claims Act. The Office of County Counsel will continue to provide legal representation.

At least annually, commissioners will hold a joint meeting with the fair board to review reports and discuss topics of mutual concern, including financial conditions and an overview of the work and deliberations of the development advisory committee.

"Streamlining the operations at the fair will help all of us to continue providing a quality fair as we implement the redevelopment plan," said Washington County Commissioner Andy Duyck. "The current management model is not as efficient as it was when we were still a rural county."

According to county spokesman Philip Bransford, the MOU strengthens and formalizes the roles of the fair board and county.

For the time being, the three fair board members whose terms expired Dec. 31 — Herb Hirst, Dan Logan and Don McCoun — will continue to serve with normal authority, said Commissioner's Chair Tom Brian. Under county policy, current board members continue to serve until they are re-appointed, replaced or resign, Brian said. Brian and commissioners Duyck and Dick Schouten have agreed not to fill the positions with new appointees until the future of fairgrounds management is decided.

Lyle Splisschaert, president of the Fair Boosters, a decades-old organization dedicated to the preservation of the fair, said he hadn't seen the MOU, so couldn't comment specifically.

"The Fair Boosters have been and are in favor of any changes to make management of the fairgrounds facility better," Splisschaert said. "The devil will be in the details."

Members of the public are welcome to review the proposed agreement and send written comments by Jan. 25 to the Board of County Commissioners. Please visit [www.co.washington.or.us/fair](http://www.co.washington.or.us/fair) for background and to download a form to submit written testimony.

Staff will present the memo with a summary of the public's written comments at a board work session scheduled for Feb. 2.

For more information, e-mail: [fair@co.washington.or.us](mailto:fair@co.washington.or.us) or call 503 846-8685.

Fair board approval of the MOU is expected March 3, with county commissioner approval no later than March 16.

*This story appeared on page **A1** of the Jan. 5, 2010 Hillsboro Argus. To subscribe to the Argus for less than \$3.50 a month, **click here**.*

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**OregonLive.com**

Everything Oregon

## Fair board function emerges at meeting

**By Kurt Eckert, The Hillsboro Argus**

January 10, 2010, 4:30AM

Unsure about its role in the next decade, the Washington County Fair Complex Board of Directors nonetheless moved forward Wednesday night, naming its new officers for 2010.

In the face of a new proposal that would narrow the focus of the board to management of the annual county fair, Don McCoun replaced Matt Pihl as president while relative newcomer Betty Atteberry was the unanimous choice to fill the vice presidency.

To increase efficiency of operations at the 103-acre fairgrounds south of Cornell Road, the county would hire a new fairgrounds coordinator to oversee day-to-day non-fair activities, said Deputy County Administrator Rod Rice.

The proposal is intended to provide the fair board with as many county resources as possible, Rice said.

With all 36 county fairs held in Oregon governed by the same set of statutes, it might be time a county with 500,000 people makes a change, Rice said. Lane, Linn and Umatilla counties have already made similar changes, he said.

"They need to be given the opportunity to put on the best fair they can," Rice said. "We need to give them all the support we can."

But Washington County still has to make sure fairground management adjustments are tailored to its unique geography and history, said county spokesman Phillip Bransford.

"We're in an interesting moment in history where we've become more urban and more rural at the same time," Bransford said. "It's a different set of circumstance than it has been before."

The goal of the "Fair and Fairgrounds Agreement" is to perfect an agreement between the Fair Board and the County Board of Commissioners to strengthen the partnership while clarifying roles and responsibilities, Bransford said.

It sounds like although the fair board is going to have a narrower focus, it still gets the opportunity to weigh in on what happens, Pihl said.

"I don't want to draft these processes, but we certainly should have the chance to comment intermittently," Pihl said. "I embrace the idea."

Rice said it was important to gather more information. Questions on holding public hearings on the plan, insurance and the fair budget remain.

"This is a draft. We are very interested in hearing as much as we can," Rice said. "We do want to get it right. That's why we're doing this extensive outreach." Written public comment on the proposal is being accepted at [www.co.washington.or.us/fair](http://www.co.washington.or.us/fair).

For more information, e-mail: [fair@co.washington.or.us](mailto:fair@co.washington.or.us) or call 503 846-8685.

Fair board approval of the memorandum of understanding is expected March 3, with county commissioner

Page 27 of 33

approval no later than March 16.

Fair board committees formed in 2009 to address facilities management and the fair mission statement have suspended work for now.

County Commissioner Andy Duyck, who serves as a non-voting ex-officio member on the fair board, said that was appropriate.

"Knowing we have a finite date should make putting it on hold (realistic)," Duyck said. "We're not talking out there six months or a year, were probably only talking a couple of months.

"The fair event is the crown jewel of this property, and we expect it will get priority."

*This story appeared on page **A1** of the Jan. 8, 2010 Hillsboro Argus. To subscribe to the Argus for less than \$3.50 a month, **click here**.*

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## Fairground compact seeks more efficiency

Tuesday, January 12, 2010

By Kurt Eckert

The Hillsboro Argus

The Argus

Officials said Friday a proposed memorandum of understanding could mark the beginning of a cooperative era of continuity and cooperation that will increase efficiency and remove the pall of rancor that has hung over the Washington County Fair Complex for decades.

County Commissioner Andy Duyck said while the members of the fair Board of Directors currently in charge of the fairgrounds have had the same goals, "they put different priorities on those goals."

The "Fair and Fairgrounds Agreement" is meant to strengthen the partnership between the fair board and the Washington County Board of Commissioners, while clarifying roles and responsibilities regarding the 101-acre fairgrounds property south of Cornell Road in Hillsboro. Fair board approval of the memorandum of understanding is expected March 3, with county commissioner approval no later than March 16.

Written public comment on the proposal is being accepted at [www.co.washington.or.us/fair](http://www.co.washington.or.us/fair).

For more information, e-mail: [fair@co.washington.or.us](mailto:fair@co.washington.or.us) or call 503 846-8685.

Deputy County Administrator Don Bohn said the agreement focuses the passion of the fair board to the production of the annual county fair, while using the county's resources, staff and expertise to create operational efficiencies and leverage financing opportunities.

Once the fairgrounds gets maximum use out of its current resources, it will be time to look for new opportunities, he said.

"A part of this is it formalizes more relationships between the (Board of Commissioners) and the fair board working on a plan for the buildings," Bohn said. "If we can do what we have already well, then we ask: 'Then what? What fits in next? You can't get there until everything else is done well.'"

Because of differences in personalities and priorities, the stress of relationships, roles and responsibilities led to the fairgrounds being defined by conflict, Bohn said.

"The dysfunction of the system is the system wasn't set up so we can get beyond the conflict and just do good work," Bohn said. "If it was making us better that would be one thing, but we need a system that can support the passion but allow everyone to get the job done."

A fairgrounds coordinator, hired from a current county position, will be charged with overseeing the financial and administrative decisions. He or she will be paid in alignment with other county coordinators, not the salary of a new departmental director.

The fairgrounds coordinator will provide the fiscal oversight, accountability and reporting regarding budget and fiscal management for all events, including the fair.

The county has budgeted \$710,000 for fiscal year 2009/10 from the one penny of the transient lodging tax

dedicated to the fair/fairgrounds, about 45 percent of its \$1,561,700 total budget.

Putting financial management under the auspices of the county offers expertise and the economies of scale, said Bohn. For example, the tiny maintenance staff at the fairgrounds will have the backing of more than 30 maintenance professionals charged with maintaining dozens of county buildings. Continuity will come from the staff working for the county.

"The Fair budget will still come from the same money," Bohn said. "It will just be managed differently. It won't be without its challenges, but I think there will be efficiencies that come out of this."

In addition, a fairgrounds development advisory committee made up of citizens will also include the fair board president and a representative of the board of commissioners, Bohn said.

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# NEWS TIMES

## Public invited to weigh in on fairgrounds agreement

*Commissioner says producing 'quality fair' is plan's goal*

*The Forest Grove News-Times, Jan 21, 2010*

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**Washington County officials would like to hear from the public by Jan. 25 about a proposed agreement between the Board of County Commissioners and the Washington County Fair Board.**

Among other goals, the agreement is meant to strengthen the fair event held each year at the 101-acre county fair complex property, located at the intersection of Northeast Cornell Road and Northeast 34th Avenue in Hillsboro.

"Streamlining the operations at the fairgrounds will help all of us to continue providing a quality fair as we implement the redevelopment plan" said Commissioner Andy Duyck. "The current management model is not as efficient as it was when we were still a rural county."

The proposed agreement also seeks to:

- Strengthen partnership and collaboration between the Board of Commissioners, Fair Board, Fair Boosters, county staff and other interested parties;
- Clarify Fair Board and county roles and responsibilities and formalize channels of communication and collaboration;
- Focus energy, passion and expertise of Fair Board members on the production of the fair event;
- Optimize operational efficiencies and leverage the resources, staff and expertise of Washington County; and
- Form and staff an advisory committee to the Board of Commissioners to provide input for updating and implementing the Fairgrounds Master Plan, Fairgrounds Capital Projects Plan and other major site-related initiatives.

Members of the public are welcome to review the proposed agreement and send written comments by Jan. 25 to the Board of County Commissioners. Please visit [www.co.washington.or.us/fair](http://www.co.washington.or.us/fair) for background and to download a form to submit written testimony.

For more information, send an e-mail to [fair@co.washington.or.us](mailto:fair@co.washington.or.us). Or, call 503 846-8685.

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## Stakeholders react as fairground pact looms

Tuesday, January 26, 2010

By Kurt Eckert

The Hillsboro Argus

The Argus

As the prospect of a new management structure for the Washington County Fair Complex looms nearer, more stakeholders are weighing in on whether it will mean a new era of cooperation and efficiency, or just business as usual.

Monday was the last day for the public to submit all comment about a proposed memorandum of understanding between the county and the fair's board of directors, known as the "Fair and Fairgrounds Agreement."

Under this new understanding, budgeting for facilities maintenance, groundskeeping and other aspects of property management would be the responsibility of the county government.

A fairgrounds coordinator would provide oversight and fiscal management for all events, including the annual fair in late July. State law requires the fair board have control of producing the annual county fair and horse fair, but ultimate decision-making authority over the 103-acre tract south of Cornell Road would officially belong to the Board of Commissioners.

The fair board will have access to as many county resources as possible, and much of the budgeting would be the same, said Deputy County Administrator Don Bohn.

"The Fair budget will still come from the same money," Bohn said. "It will just be managed differently. It won't be without its challenges, but I think there will be efficiencies that come out of this."

The MOU is roughly structured to mimic the fairgrounds structure of Umatilla County in Northeast Oregon.

With a similar management in place for its county fairgrounds since 2006, it's showed there are county resources that can help without using the fair budget, said county manager Connie Caplinger.

"This kind of laid the fact on the table for the fair board: 'Whoa, guys we don't have to do this on our own,'" Caplinger said. "That does open up a lot of opportunities."

The Fair Boosters, a decades-old organization of activists, say they support greater separation regarding staging the annual fair, and the MOU represents a good starting point.

"You've built the skeleton, and we want to add the meat and bones," said Boosters spokesman Tom Black.

In a letter to commissioners, Boosters President Bill Ganger said that meat should include a clear statement in the MOU what money is specifically allocated for the fair event.

One cent of the county's transient lodging tax is supposed to be for the fairgrounds, and depending on the economy, it's important the fair be able to count on a certain percentage, Ganger wrote.

"Since this was a voter-approved measure to assure the future of the annual county fair, the MOU must reflect that mandate," Ganger wrote.



To fight the cycle of mistrust forged by the crossing agendas, the makeup of the fair board also needs to change, he said.

Short of turning over the fair to a fair association, the fair board should be composed exclusively of fair stakeholder representatives. Nominations for the seven positions would be made by seven organizations directly related to the fair event, and submitted to the commissioners for approval. With the new fair board, it should be clearly stated in the MOU that the fair coordinator is employed at the pleasure of the fair board.

"Out with the old and in with the new, show me the money and my fair too," Black said.

County officials admit differences in personalities and priorities of fair board members have too often led to divisiveness and inefficiency, something that should be remedied by the agreement.

The county commissioners have agreed to continue with the current fair board membership - including three fair board members whose terms expired Dec. 31 - with normal authority, until such time as the management structure is decided.

County staff will present the memo with a summary of the public's written comments at a Board of Commissioners work session scheduled for 8:30 a.m. Feb. 2.

For more information, e-mail: [fair@co.washington.or.us](mailto:fair@co.washington.or.us) or call 503 846-8685.

Fair board approval of the MOU is expected March 3, with county commissioner approval no later than March 16.

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