

Fair Complex Board Meeting Notice

Washington County Fair Complex Board

Wednesday, November 7, 2007

4:30 - 6:30 p.m.

Floral Building - Washington County Fair Complex

873 NE 34th Ave, Hillsboro, OR 97124

Chair
W. Rafe Flagg

Vice Chair
Dan Logan

Treasurer
A. Richard Vial

Secretary
Kathy Christy

Board Member
Don McCoun

Board Member
Herbert Hirst

Board Member
Michael Steward

Executive Director
Don G. Hillman

Standing Committees

Airshow & Airport Interface
Herbert Hirst

Booster /Coalition Liaison
Dan Logan
Michael Steward

Development Committee
A. Richard Vial , Chair
Herbert Hirst, Board Member
W. Rafe Flagg, Board Member

Fair Visioning Committee
Kathy Christy, Chair
Dan Logan, Board Member

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 & Rodeo 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.

The agenda items listed below are provided in PDF format. The latest free Acrobat reader may be downloaded from:
www.adobe.com

Fair Complex Board Agenda
Oral Communications
Consent Agenda
Special Reports
Old Business
New Business
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Other Matters of Information
Oral Communication
Executive Session
Meeting Procedures

FAIR COMPLEX BOARD AGENDA



Call to Order

Oral Communications for Non-Agenda Items

Oral Communication is limited to two minutes per individual, fifteen minutes total. Individuals may select only one oral communication opportunity.

Consent Agenda



All Consent Agenda items shall be approved without discussion and with one motion except those items removed from the Consent Agenda by a Board Member or a member of the public attending the meeting so requesting. If a matter is removed, the Chair will indicate when it will be discussed in the regular agenda.

1. Financial Statements ([PDF](#))
 - a. Budget Overview - September 2007 ([PDF](#))
 - b. Balance Sheet - September ([PDF](#)) 2007
 - c. Other, if any
 2. Fair Complex Board Minutes - October 2007 ([PDF](#))
 3. Facility Use Schedule - November 2007 ([PDF](#))
 4. Other, if any
-

Special Reports



1. Airshow & Airport Interface Committee - Herbert Hirst, Board Member
 2. Fair and Facilities Management Committee - Kathy Christy, Board Member
 3. Booster/Coalition Liaison - Dan Logan, Board Member
 4. Treasurer's Report - A. Rich Vial , Board Member
 5. 4-H Report - Terry Palmer, OSU Extension Agent ([PDF](#))
 6. Operations Report - Don G. Hillman, Executive Director ([PDF](#))
 7. Other, if any
-

Old Business



1. Redevelopment Update, if any ([PDF](#))
 2. Other, if any
-

New Business



1. 2008-09 Budget Draft - Discussion ([PDF](#))

2. Other, if any

Announcements



1. Calendar of Events ([PDF](#))
2. Other, if any

Correspondence



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

Board Oral Communications



Other Matters of Information



1. Booster Meeting Minutes - October 2007 ([PDF](#))
2. Newspaper Articles ([PDF](#))
3. Other, if any

Executive Session, if necessary



Pursuant to ORS 192.610 - 192.690

Adjourn



County of Washington

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FAX MEMORANDUM

Date: October 26, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

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

Re: September 2007 Financial Statements

Find attached the September 2007 Budget Overview and Balance Sheets. They were produced by the Washington County Finance Department's WIZARD program and reflect accounting activity for September 2007.

The Fair Complex continues to maintain a strong fund balance with an ending fund balance for September in excess of \$600,000, and this balance is after more than \$150,000 in capital improvements requested by the City of Hillsboro Fire Marshall.

There are still some minor expenditures and revenues associated with the 2007 County Fair & Rodeo that will be reflected in the October 2007 Budget Overview.

Note: The FYE June 30, 2008 Budget Overview has been modified to breakout in more detail the two other arena events (Truck Pull and Demolition Derby) as recommended by the Budget Committee. This will allow better comparisons and analysis for all arena events.

	WASHINGTON COUNTY FAIR COMPLEX Budget Overview July 2007 - June 2008								
	Description	September 2006	July 2007	August 2007	September 2007	Year to Date 2007/08	Budget 2007/08	%	COMMENTS
1	Opening Balance	\$ 681,571	\$ 627,250	\$ 818,755	\$ 664,240	\$ 627,250	\$ 469,660		
2									
3	Interim Operating Revenues								
4									
5									
6	Parking	\$ -	\$ 40	\$ 29,911	\$ -	\$ 29,951	\$ 21,000	143%	Blue Angels Performed.
7	RV Park	1,180	80	1,780	1,380	3,240	10,000	32%	
8	Rentals	38,576	-	7,376	28,250	35,626	200,000	18%	
9	Concessions	1,029	38	100	757	895	3,000	30%	
10	Misc Income	(447)	430	52	1,335	1,817	15,000	12%	Professional Services Reimbursement.
11									
12	Total Interim Operating Revenues	\$ 40,338	\$ 588	\$ 39,219	\$ 31,722	\$ 71,529	\$ 249,000	29%	
13	Interim Operating Expenses								
14	Personal Services	\$ 41,980	\$ 13,235	\$ 41,029	\$ 25,434	\$ 79,698	\$ 389,208	20%	
15	Supplies	2,693	453	2,249	2,901	5,603	25,000	22%	
16	Professional Services	3,261	328	3,390	1,785	5,503	12,500	44%	
17	Advertising	-	-	1,200	-	1,200	1,000	120%	Air Show Parking.
18	Printing	-	-	-	-	-	-	0%	
19	Communications (ATM)	10	-	18	17	35	500	7%	
20	Utilities	3,061	5,493	222	5,245	10,960	65,000	17%	
21	Repair and Maintenance	(11,392)	5,844	3,262	4,950	14,056	57,000	25%	
22	Rentals	-	-	243	747	990	5,000	20%	
23	Dues and Memberships	-	125	482	50	657	1,500	44%	
24	Training and Travel	-	211	33	29	273	1,500	18%	
25	Insurance	211	12,533	-	432	12,965	16,000	81%	Split between Interim and Fairtime.
26	Postage	-	-	43	11	54	500	11%	
27	Printing internal	-	-	-	-	-	500	0%	
28	Telephones	-	-	924	-	924	6,000	15%	
29	Special Expenses	1,001	451	1,084	184	1,719	5,000	34%	
30	County Legal Counsel Fees	2,044	1,304	-	-	1,304	5,000	26%	
31	County Indirect Costs	1,494	1,643	1,643	1,643	4,929	19,711	25%	Split between Interim and Fairtime.
32									
33									
34	Total Interim Operating Expenses	\$ 44,363	\$ 41,620	\$ 55,822	\$ 43,428	\$ 140,870	\$ 610,919	23%	
35									
36	Net Interim Income/(Loss)	\$ (4,025)	\$ (41,032)	\$ (16,603)	\$ (11,706)	\$ (69,341)	\$ (361,919)		

	WASHINGTON COUNTY FAIR COMPLEX Budget Overview July 2007 - June 2008								
	Description	September 2006	July 2007	August 2007	September 2007	Year to Date 2007/08	Budget 2007/08	%	COMMENTS
37	Fair Revenues								
38									
39	Commercial Booth Rentals	\$ (2,600)	\$ 89,950	\$ 1,150	\$ 450	\$ 91,550	\$ 82,500	111%	Usually received in December or January.
40	Dept of Agriculture	-	-	-	-	-	46,000	0%	
41	Parking Fees	100	73,082	8,190	(50)	81,222	77,500	105%	See Truck Pull and Demo Derby.
42	Admissions	(14)	-	-	-	-	-	0%	
43	Sponsorships	-	45,850	15,850	3,450	65,150	56,500	115%	
44	Carnival Income	-	99,541	-	-	99,541	80,000	124%	
45	Advertising	-	-	-	-	-	1,500	0%	
46	Entry Fees	-	8,096	30	-	8,126	6,500	125%	
47	Concessions	2,600	73,897	19,502	1,949	95,348	83,000	115%	
48	Other Revenues	4,837	1,675	8,021	135	9,831	10,000	98%	
49									
50	Total Fair Revenues	\$ 4,923	\$ 392,091	\$ 52,743	\$ 5,934	\$ 450,768	\$ 443,500	102%	
51									
52	Fair Expenses								
53	Personal Services	\$ 18,695	\$ 8,191	\$ 38,826	\$ 11,105	\$ 58,122	\$ 177,625	33%	Includes Hospitality and Sponsor Fees.
54	Supplies	495	5,081	4,819	1,020	10,920	12,000	91%	
55	Professional Services	7,658	8,461	44,380	3,806	56,647	59,000	96%	Split between Interim and Fairtime.
56	Advertising, Promotions, etc.	315	12,988	75,338	12,218	100,544	99,000	102%	
57	Printing	-	2,325	27	-	2,352	1,500	157%	
58	Utilities	6,044	-	7,353	3,640	10,993	12,500	88%	
59	Repair & Maintenance	75	1,730	-	-	1,730	2,500	69%	
60	Rentals	-	1,055	13,330	-	14,385	16,000	90%	
61	Dues and memberships	-	-	-	20	20	1,000	2%	
62	Travel and Training	274	-	-	610	610	4,000	15%	
63	Insurance	91	12,534	-	197	12,731	16,000	80%	
64	Postage	86	-	-	223	223	500	45%	
65	Telephone	716	1,291	-	799	2,090	2,500	84%	
66	County Legal Counsel Fees	-	-	-	-	-	500	0%	
67	Other/Special Expenses	882	76,440	1,835	22,612	100,887	100,000	101%	
68	Competitive Programs and Awards	(100)	51,838	-	(1,014)	50,824	45,000	113%	
69	County Indirect Costs	1,494	1,643	1,643	1,643	4,929	19,710	25%	
70									
71	Total Fairtime Expenses	\$ 36,725	\$ 183,577	\$ 187,551	\$ 56,879	\$ 428,007	\$ 569,335	75%	
72									
73	Net Fairtime Income/(Loss)	\$ (31,802)	\$ 208,514	\$ (134,808)	\$ (50,945)	\$ 22,761	\$ (125,835)		

	WASHINGTON COUNTY FAIR COMPLEX Budget Overview July 2007 - June 2008								
	Description	September 2006	July 2007	August 2007	September 2007	Year to Date 2007/08	Budget 2007/08	%	COMMENTS
74	Truck Pull Revenues								
75	Admissions	\$ -	\$ 13,730	\$ 270	\$ -	14,000	\$ 12,500	112%	Late Sponsorship Cancellation.
76	Sponsorships	-	2,250	2,413	-	4,663	8,000	58%	
77	Total Truck Pull Revenues	\$ -	\$ 15,980	\$ 2,683	\$ -	\$ 18,663	\$ 20,500	91%	
78									
79	Truck Pull Expenses								
80	Supplies	\$ -	\$ -	\$ -	\$ 52	\$ 52	\$ -	0%	
81	Professional Services	-	6,713	134	316	7,163	7,000	102%	
82	Advertising and Hospitality	-	-	-	394	394	500	79%	
83	Rentals	-	-	997	254	1,251	2,000	63%	
84	Other Miscellaneous	-	-	-	375	375	-	0%	
85	Prize Money	-	-	-	-	-	-	0%	
86									
87	Total Truck Pull Expenses	\$ -	\$ 6,713	\$ 1,131	\$ 1,391	\$ 9,235	\$ 9,500	97%	
88									
89	Net Truck Pull Income/(Loss)	\$ -	\$ 9,267	\$ 1,552	\$ (1,391)	\$ 9,428	\$ 11,000		
90									
91	Rodeo Revenues								
92	Admissions	\$ -	\$ 23,830	\$ 1,900	\$ (80)	\$ 25,650	\$ 25,000	103%	
93	Sponsorships	2,000	15,950	6,710	6,000	28,660	27,500	104%	
94	Queen Fees	-	-	-	-	-	-	0%	
95	Miscellaneous	-	68	-	-	68	-	0%	
96									
97	Total Rodeo Revenues	\$ 2,000	\$ 39,848	\$ 8,610	\$ 5,920	\$ 54,378	\$ 52,500	104%	
98									
99	Rodeo Expenses								
100	Supplies	\$ -	\$ 872	\$ -	\$ 275	\$ 1,147	\$ 250	459%	
101	Professional Services	-	29,000	5,823	1,375	36,198	35,000	103%	
102	Advertising and Hospitality	-	-	6,569	(2,183)	4,386	3,000	146%	
103	Rentals	-	-	1,995	807	2,802	3,500	80%	
104	Training and Travel	-	-	-	-	-	-	0%	
105	Other Misc Expenses	-	1,703	582	300	2,585	3,000	86%	
106	Prize Money	-	4,000	-	-	4,000	4,000	100%	
107									
108	Total Rodeo Expenses	\$ -	\$ 35,575	\$ 14,969	\$ 574	\$ 51,118	\$ 48,750	105%	
109									
110	Net Rodeo Income/(Loss)	\$ 2,000	\$ 4,273	\$ (6,359)	\$ 5,346	\$ 3,260	\$ 3,750		

	WASHINGTON COUNTY FAIR COMPLEX Budget Overview July 2007 - June 2008								
	Description	September 2006	July 2007	August 2007	September 2007	Year to Date 2007/08	Budget 2007/08	%	COMMENTS
111	Demo Derby Revenues								
112	Admissions	\$ -	\$ 19,150	\$ 280	\$ -	\$ 19,430	\$ 20,000	97%	\$12.5K Sponsorship Still Outstanding. VIP Tournament Fees.
113	Sponsorships	-	3,800	(1,638)	-	2,162	8,000	27%	
114	Other Revenue	-	950	3,800	950	5,700	-	0%	
115	Total Demo Derby Revenues	\$ -	\$ 23,900	\$ 2,442	\$ 950	\$ 27,292	\$ 28,000	97%	
116									
117	Demo Derby Expenses								
118	Supplies	\$ -	\$ -	\$ -	\$ 113	\$ 113	\$ -	0%	
119	Professional Services	-	13,501	3,133	312	16,946	9,000	188%	
120	Materials	-	-	-	-	-	-	0%	
121	Advertising and Hospitality	-	-	-	769	769	500	154%	
122	Rentals	-	-	998	254	1,252	4,000	31%	
123	Other Miscellaneous	-	-	-	120	120	-	0%	
124	Prize Money	-	1,500	-	-	1,500	-	0%	
125	Total Demo Derby Expenses	\$ -	\$ 15,001	\$ 4,131	\$ 1,568	\$ 20,700	\$ 13,500	153%	
126									
127	Net Demo Derby Income/(Loss)	\$ -	\$ 8,899	\$ (1,689)	\$ (618)	\$ 6,592	\$ 14,500		
128									
129	Frite Lite Revenue								
130	Admissions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000	0%	
131	Concessions	-	-	-	-	-	1,000	0%	
132	Sponsorships	-	-	-	-	-	30,000	0%	
133	Other Revenues	-	-	-	-	-	1,000	0%	
134	Total Frite Lites Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,000	0%	
135									
136	Frite Lites Expenses								
137	Personal Services (Temp. Salaries)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,500	0%	
138	Supplies	-	-	-	229	229	5,000	5%	
139	Professional Services	-	-	-	185	185	25,000	1%	
140	Advertising	-	-	-	300	300	17,500	2%	
141	Other Expenses	1,503	-	-	-	-	4,000	0%	
142	Total Frite Lites Expenses	\$ 1,503	\$ -	\$ -	\$ 714	\$ 714	\$ 62,000	1%	
143									
144	Net Frite Lites Income/(Loss)	\$ (1,503)	\$ -	\$ -	\$ (714)	\$ (714)	\$ 15,000		

	WASHINGTON COUNTY FAIR COMPLEX Budget Overview July 2007 - June 2008								
	Description	September 2006	July 2007	August 2007	September 2007	Year to Date 2007/08	Budget 2007/08	%	COMMENTS
145	Non-Operating Revenues								
146	Hotel/Motel Taxes	\$ 9,321	\$ -	\$ 12,437	\$ 12,988	\$ 25,425	\$ 645,000	4%	
147	Transfer from General Fund	-	-	-	-	-	-	0%	
148	Interest	2,256	2,487	3,232	2,221	7,940	22,500	35%	
149									
150	Total Non-Operating Revenues	\$11,577	\$2,487	\$15,669	\$15,209	\$33,365	\$667,500	5%	
151									
152	Non-Operating Expenses								
153									
154	Purchase/Lease	\$ 1,116	\$ 503	\$ 11,739	\$ 503	\$ 12,745	\$ 104,483	12%	
155	Land Improvements - Fire Hydrant Project	1,090	400	-	3,950	4,350	-	0%	Easements Yet to be Completed.
156	Bad Debt Expense	-	-	-	-	-	-	0%	
157	Buildings and Structures - Main Exhibit Hall	11,613	-	-	-	-	25,000	0%	
158	Equipment	5,240	-	538	-	538	40,000	1%	
159	Development Reserve	207	-	-	-	-	20,000	0%	
160									
161	Total Non-Operating Expenses	\$19,266	\$903	\$12,277	\$4,453	\$17,633	\$189,483	9%	
162									
163	Net Non-Operating Revenues/Expenses	(\$7,689)	\$1,584	\$3,392	\$10,756	\$15,732	\$478,017	3%	
164									
165	Total Fair Complex Revenues	\$58,838	\$474,894	\$121,366	\$59,735	\$655,995	\$1,461,000	45%	
166									
167	Total Fair Complex Expenses	\$101,857	\$283,389	\$275,881	\$109,007	\$668,277	\$1,503,487	44%	
168									
169	Net Fair Complex Revenues/Expenses	(\$43,019)	\$191,505	(\$154,515)	(\$49,272)	(\$12,282)	\$34,513	-36%	
170									
171	Ending Fund Balance/Contingency	\$638,552	\$818,755	\$664,240	\$614,968	\$614,968	\$504,173	122%	

Washington County Fair Complex
Balance Sheet Preliminary
September 30, 2007

ASSETS

Current Assets

Cash

Fairplex..Petty cash..	\$ 250
Fairplex..Petty cash.Finance- Petty Cash.	-
Fairplex..Cash drawer..	-
Fairplex..Cash drawer.Frite Lites.	-
Fairplex..General Cash Account..	85,446
Fairplex..USNB WASHCO ACH Clearing..	-
Fairplex..CCB-General Account..	2,643
Fairplex..CCB-Money Market Account..	514,589
Fairplex..CCB-ATM Account..	3,359
Fairplex..Gasb 31 cash general port..	-
Fairplex..CCB-ATM Cash Drawer..	10,300
Total Cash	<u>\$ 616,586</u>

Accounts Receivable

Fairplex..Accounts receivable - Sub..	\$ 12,333
Fairplex..Accounts receivable-on ac..	(300)
Fairplex..Due from other funds.Other 4-H.	(10)

Prepays

Prepaid items	\$ 14,878
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Total Current Assets

\$ 643,487

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Fairplex..Accounts Payable..	\$ (7,632)
Fairplex..Accounts payable- other..	-
Fairplex..Deposits payable-subsidia..	(600)
Fairplex..Retainage payable..	-
Total Payables	<u>\$ (8,232)</u>

Other Current Liabilities

Fairplex..Amounts due to others..	\$ (802)
Fairplex..Conversion Account..	-
Fairplex..Payroll payable..	-
Fairplex..Due to other funds..	-
Fairplex..Deferred revenue- unavail..	-
Fairplex..Unearned Revenue..	-
Fairplex..Unearned Revenue.Main Exhibit Hall.	788
Fairplex..Unearned Revenue.Cloverleaf Building.	-
Fairplex..Unearned Revenue.Grounds/General.	(1,105)
Fairplex..Unearned Revenue.Parking-Operations.	-
Fairplex..Unearned Revenue.Parking-Airshow.	75
Fairplex..Unearned Revenue.Rodeo Admissions.	-
Fairplex..Unearned Revenue.Awards Open Class.	-
Fairplex..Unearned Revenue.Deferred Advertising Inco.	(150)
Fairplex..Unearned Revenue.Deferred Airshow Income.	(75)
Fairplex..Unearned Revenue.Deferred Commercial Exhib.	15,600
Fairplex..Unearned Revenue.Deferred Concession Reven.	(3,500)
Fairplex..Unearned Revenue.Deferred Sponsorship Inco.	(9,353)
Fairplex..Unearned Revenue.Deferred Facilities Renta.	(14,571)
Fairplex..Unearned Revenue.Livestock Entry Fees.	56
Fairplex..Unearned Revenue.Camping Fees.	20
Total Deferred Revenues	<u>\$ (13,016)</u>

Total Liabilities

\$ (21,249)

Equity

Fairplex..Fund Balance..	\$ (671,509)
Net (Income)/Loss for the Period	49,271
Net Equity	<u>\$ (622,238)</u>

Total Liabilities and Equity

\$ (643,487)

Minutes
Washington County Fair Complex Board
Wednesday, October 3, 2007

Convened: 4:30 pm

FAIR COMPLEX BOARD:

President Rafe Flagg
Vice President Dan Logan
Board Member Rich Vial
Board Member Kathy Christy
Board Member Herb Hirst - Excused
Board Member Mike Steward
Board Member Don McCoun

STAFF:

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

President Flagg called the meeting to order at 4:30 p.m., and welcomed the audience. President Flagg noted that Board Member Hirst is out of town. Flagg then opened public oral communication time for agenda and non-agenda items.

Oral Communications

None

1. Consent Agenda

Motion by Board Member Vial to approve the Consent Agenda. Second by Board Member Christy. Motion carried 6-0.

2. Special Reports

A. Airshow & Airport Report – Board Member McCoun explained that the upcoming Airshow Board Meeting will wrap up revenue and expenses for the 2007 Airshow. McCoun also noted that he is delighted that the Airshow and the Fair Complex cooperated on the Airshow borrowing equipment.

B. Fair Visioning Committee Report – Board Member Christy indicated that there is nothing to report. Discussion ensued regarding removal of this item from further agendas. President Flagg requested that staff remove the Fair Visioning Committee Report from future agenda's.

C. Boosters/Coalition Liaison Report – Board Member Logan reported that the Booster meeting minutes were in the packet and went over the highlights for the Board.

D. Treasurer Report – Board Member Vial reported that he reviewed the financials, and noted that the numbers are mostly in. Vial pointed out that net revenue and expenses was budgeted for \$125,000 negative and currently the balance is showing \$75,000 in the positive. Vial voiced his concern that the Rodeo continues to be a disappointment. The Demo Derby net revenue is \$7,500 so far and expecting it to be \$12,500 higher.

E. 4-H Report – Terry Palmer, OSU Extension Agent, provided the Board with the 2007 Project Analysis summary and a spreadsheet of donations and expenditures. Palmer invited the Board to the upcoming dinner and wagon train reunion. Palmer announced the addition of a new staff member, Maribelle Mendez and a 4-H group is going to the Dominican Republic to demonstrate GIS programming. Palmer also noted that the Oregon State Fair is asking 4-H to participate in a science fair, a new tech club is forming and a Pepe Aguilar concert, presented by Intel that benefits the 4-H tech wizards program is up-coming.

F. Operations Report – Executive Director Hillman reported that the report includes the numbers from Rotary for the Youth Auction. Hillman also noted that he sent the Board an e-mail regarding the Clackamas County Fair's e-coli outbreak. It was not food borne, it came from animals. The public need to be educated on this risk and our bright yellow signs is a good way to do that. This is Clackamas's County Fair's 3rd e-coli outbreak, three years in a row.

Hillman stated that the hydrant project is almost done except some easements. Staff met with this year's amphitheater contractors and they are interested in coming back next year and possibly adding a second day. They are looking at ways to expand the capacity by possibly removing the stage. Staff will talk to Ken Leahy and will bring back more information as we have it. Hillman told the Board that the cottonwood trees had recently taken out some of the Armory fence line. The arborist from the county has been asked to come out.

Board Member Logan said that the feedback that he got from the commercial vendors regarding the Latino event, the vendors said they were slow, maybe the vendors should be swapped out on Sunday. Hillman asked for the names of the exhibitors and their product line.

G. Other, if any – None

3. **Old Business**

A. Redevelopment Update – President Flagg reported that the Taskforce has received a proposal from Bob Levine from the Oregon Renaissance Fair. They are still interested in this site although the proposal has changed since the last one. Levine has decided that undeveloped property east of 34th would suit him. The proposal is scaled down from what he has in Arizona and feels that it could be very successful. Levine did a slideshow presentation for the Taskforce. The Taskforce voted to continue discussions. Taskforce consultant Steve Siegel will form a Taskforce sub-committee to work on the Renaissance Faire.

Mike Steward stated that he was impressed by County Commissioner Duyck's suggestion to go out to bid. It was a good discussion to make more money.

Board Member McCoun asked if the Renaissance Faire be compatible with the plans that we have seen so far.

President Flagg said that he asked the architects it was possible to have a seamless look and be joined without too much of a problem.

Board Member Logan noted that the plans showed that property as future redevelopment that they could fit into.

President Flagg stated that they would be working in three phases.

Board Member McCoun stated that Mayor Hughes had said that he is not sure that we need three ballparks.

Board Member Steward responded that the city would then be over 200 acres short for their 20/20 vision.

President Flagg noted that there were discussions regarding parking, the 4-H campground and the Grant Street extension which Mayor Hughes says is going through no matter what.

Board Member Christy voiced her concern that there is not a second level meeting space in the proposed Events Center or an RV parking. Discussion ensued.

C. Other, if any – None

4. **New Business.**

A. Major Maintenance Projects – Executive Director Hillman referred to the board packet. Hillman reminded the Board that they asked in June for a top five list if money were no object. Hillman went over the list.

Board Member Vial stated that he is not inclined to do anything except maybe the bleachers until we know what the Taskforce will decide.

Board Member McCoun also felt that we need to wait until December before making any decision.

President Flagg directed staff to do more research, but to concentrate on the Main Exhibit Hall, come up with cost estimates and what would be done first.

Board Member Steward stated that the list was too pie-in-the-sky, he was just looking for a little paint on the walls and some insulation.

Hillman said that we need to get expert assistance for an accurate report.

Board Member Logan asked if the Main Exhibit Hall could be closed off into three sections.

B. OFA Report – Executive Director Hillman noted that we need to provide OFA, a state agency, our numbers and requested Board approval and signature.

Motion by Board Member Vial to approve the OFA report as prepared by staff. Second by Board Member Christy. Motion Carried 6-0.

C. 2008-09 Budget Preparation – Discussion – Executive Director Hillman stated that staff would like to get a jump on the budget earlier this year, give staff a chance to hear from the Board on things that we could do differently or change.

President Flagg noted that last year we had a budget review committee; perhaps the remaining parts of it need to be re-visited and get a start in December.

Motion by Board Member Steward to bring back the budget committee in December that will be run by the Treasurer and will work with Staff. Second by Board Member Logan.

Discussion – Hillman asked that the budget be prepared by staff for the Board and then send it to the committee.

Board Member Vial asked staff to prepare the proposed budget first and then bring it back by the next Board Meeting.

Motion by Board Member Vial to instruct staff to have a draft budget by the next meeting and a list of last years budget committee members. Second by Board Member Flagg. Amended Motion accepted by Board Member Steward. Motion Carried 6-0.

D. Other, if any –

Motion by Board Member Steward to create and post the Executive Director position by November 1st and have it filled by March 31st. Motion fails 4-2. Board Members McCoun, Christy, Vial and Flagg opposed.

Discussion – President Flagg stated that last month a committee was formed to look at job descriptions and he wants the committee to put effort in and investigate what we need for a manager and facilities director, not just in March, but when we have new facilities. Flagg said he wants the committee to have a chance to do their job.

Board Member Steward stated that he is worried that Hillman could move on and leave a hole.

Board Member Vial asked Hillman if he would give 30-days notice if he decides to depart. Hillman stated that he would. Vial said that this is important given where Taskforce is, a very different management model could emerge out of that. Vial also noted that we have a staff that is well trained and could carry on if needed for a few months.

Board Member Christy stated that lots of time was spent on the previous job description, but it's now different than six years ago.

Board Member McCoun said that we don't know at this point what we are looking for. Could be an Executive Director of a Complex, and new facility, and a Fair Manager. This is putting the cart before the horse, we need to wait until the December Taskforce Meeting, Mayor Hughes and County Chair Brian will have suggestions of what comes first.

Board Member Christy asked if it was brought up or discussed at the Taskforce Meeting or the request by the Sunshine Pantry for five acres. Flagg stated that it was not.

Board Member Steward asked if the new sub-committee will be setting goals. What are our targets for 2008 in regards to attendance and vendor growth?

President Flagg explained what the goals and duties of the sub-committee would be, and the answer is no. This may be an appropriate topic for the budget committee.

5. **Announcements** – None.
6. **Correspondence** - None other than what was in the packet.
7. **Board Oral Communications**

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

9. **Oral Communications – Second Session**

Dave Rohrer – Mr. Rohrer stated that the management model would not be as difficult as you think, should start pursuing those job descriptions now, it's critical. He guarantees that there will be this type of management model. Frite Lites needs to have more expense categories such as utilities, labor and insurance just like the fair. He is concerned about the labor, it's quite high, also concerned about the high cost of the utilities. In the past, a lot of the buildings have been rented, now we are down to two buildings. Concerned about the Floral Building not being used for the school. Asked if the facilities are being advertised. Asked for a repair status of the facility. The Taskforce is going to leave some barns and other buildings. The electrical panels need to be made safe before next Fair.

Debbie VanRoekle – Has asked staff for the number of camp sites and did not get a response. Staff noted that they had responded to Ms VanRoekle's request and received an email confirmation of its receipt. Concerned with the new exhibit building, the Renaissance Fair and the building rentals. How will there be enough parking, it's a major concern and a conflict of two major activities going on.

President Flagg stated that LRS did a study on how many spots were needed, we may suggest to them to do further study, it can be asked and re-confirmed. VanRoekle asked if a Renaissance Faire is so wonderful, why others are not coming to do it or do it ourselves.

Lyle Spiesschaert – Optimistic about the new footprint, things are being done right and likes what is going on. Encouraged by the more lively discussion by this Board today. A lot of bridges need to be built and outreach that needs to be done. Staff is important, don't think you need to wait, need to be ready. There will be events for the next several years in this current facility. Need direction from the committee on how citizens of the County can participate. Need to move forward with a management plan.

Tom Black – Scout troops will be participating in service projects. He is telling them that supplies to a point will be supplied and purchased by the Complex. It's a win-win for the Complex and will improve the grounds. Beatification projects done by Eagle Scouts can be quite extensive. Will be working with Hillman and go forward from there.

Board Member Christy asked about insurance. Hillman explained that waivers will have to be signed.

Merle Eakin - Startled by Board Member Vials statement regarding the budget. Where has the budget committee and staff been that the budget projected to loose \$125,000 and then we made \$75,000 Need to get on with business and get new manager, don't see why we don't get going on it and start a new regime.

With no further business before the Board, President Flagg adjourned the meeting at 6:40 p.m.

Motion by Board Member Christy to adjourn. Second by Board Member Steward.
Motion carried 6 -0.

Don G. Hillman
Recording Secretary

Rafe Flagg
Board President

WASHINGTON COUNTY FAIR COMPLEX FACILITY SCHEDULE

November-2007

(Highlighted events are no charge)

Saturday, November 03, 2007

Main Exhibit-South Charity Auction
Main Exhibit-North Rose City Exotic Bird Show

Wednesday, November 21, 2007

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

Sunday, November 04, 2007

****Floral Bldg. 4-H Meeting**
Main Exhibit-North Rose City Exotic Bird Show

Tuesday, November 27, 2007

Main Exhibit-North Dog Training Classes

Tuesday, November 6, 2007

Main Exhibit-North Dog Training Classes

Wednesday, November 28, 2007

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

Wednesday, November 07, 2007

Main Exhibit-North Dog Training Classes
****Floral Building Fair Board Mtng./Booster Mtng.**
****Entire Complex 4-H Night**

Saturday, November 10, 2007

****Cloverleaf Bldg. 4-H Awards Banquet**
****Floral Bldg. 4-H Wagon Train Reunion**

Tuesday, November 13, 2007

Cloverleaf Building Flu Clinic
Main Exhibit-South Bazaar
Main Exhibit-North Dog Training Classes

Wednesday, November 14, 2007

Main Exhibit-South Bazaar
****Entire Complex 4-H Night**

Thursday, November 15, 2007

Main Exhibit-South Bazaar

Friday, November 16, 2007

Main Exhibit-South Bazaar

Saturday, November 17, 2007

Main Exhibit-South Bazaar

Sunday, November 18, 2007

****Floral Bldg. 4-H Meeting**
Main Exhibit-South Bazaar

Tuesday, November 20, 2007

Main Exhibit-North Dog Training Classes

**OSU EXTENSION FACULTY
SERVING WASHINGTON
COUNTY***

Staff Chair, Forestry and Christmas Trees
Chal Landgren 725-2102

4-H Youth Development
Terry Palmer 725-2111
Lisa Conroy 725-2113

Citizen Involvement (CPO)
Linda Gray 725-2116
Patt Opdyke 725-2117

Family and Community Development
Jeanne Brandt 725-2107

Nutrition Education Program
Janice Smiley 725-2049
Maureen Quinn 844-7458

Watershed Health
Samuel Chan 722-6718

Commercial Horticulture 678-1264

Agriculture
Grass & Legume Seeds, Grains & Forages
Susan Aldrich-Markham 434-8917
Small Farms
Nick Andrews 678-1264 x 149
Commercial Tree Fruits/Nuts
Jeff Olsen 434-7517
Dairy
Troy Downing 842-3433
Livestock, Forage crops
Gene Pirelli 623-8395

Master Gardener Hotline 725-2300

General Information 725-2300

*All 503 area code

Email format:

firstname.lastname@oregonstate.edu

<http://extension.oregonstate.edu/washington>

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Beaverton, OR 97006 (CAPITAL Center # D1).
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Agriculture, Forestry, Family and Community
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Grant programs, Oregon State University,
United States Department of Agriculture,
and Washington County cooperating.

OSU to You

October/November 2007

OSU Extension Service engages the people of Oregon with research-based knowledge and education that focus on strengthening communities and economies, sustaining natural resources, and promoting healthy families and individuals.

Goetze - New OSU Wheat Variety Named In Honor of Washington County Farmer

OSU just released a new soft white winter wheat variety for the Willamette Valley. Breeders named it "Goetze" in honor of the contributions of Norm Goetze to the Oregon wheat industry. Norm worked for 40 years for the OSU Extension Service as the Cereal Crops Specialist and later as Agricultural Program Leader and Associate Director. After retirement in 1989, he served as President of the Oregon Wheat Growers League and as Chair of the Oregon Wheat Commission. Though he lived in Corvallis, he kept the family farm outside Hillsboro and managed it in commercial agriculture.

By coincidence, Goetze's Hillsboro neighbor Ron Dobbin contributed to the research that led to the development of the new variety. He grew the *Goetze* wheat in on-farm plots for two seasons while it was still a numbered variety. Ron's father Vincent Dobbin is a collector of vintage farm machinery, and he owns Goetze's old combine built in 1947. When they found that one of the experimental wheat varieties would be named after their friend, Ron and Vincent decided to make harvesting the research plots a celebration. They tuned up the old combine and invited the neighbors. On August 10th a small crowd, including OSU Wheat Breeder Jim Peterson and Extension Cereal Specialist Mike Flowers, witnessed the new *Goetze* wheat being harvested with the old Goetze combine.

Goetze is a replacement for the wheat variety *Foote* which is susceptible to stripe rust disease that moved into the Willamette Valley in 2004, causing devastating yield losses. *Foote* was grown on almost 40,000 acres in 2004 and made up about 93 percent of the region's acreage planted to wheat. By 2006, only 1,400 acres of *Foote* were planted, only 6.7 percent of the 21,000 total acres of wheat planted in the Willamette Valley. The introduction of *Goetze*, along with expected higher wheat prices, should bring an increase in wheat acres in the Willamette Valley. In Washington County, there were 13,000 acres of wheat in 2004, but by 2006 the acreage had dropped to 6,500.



Ron Dobbin and his father Vincent Dobbin grew wheat in research plots on their farm near Hillsboro.

Hillsboro farmer Vincent Dobbin harvests the newly-released winter wheat variety *Goetze* using Norm Goetze's 1947 combine.



RECEIVED OCT 15 2007

Invader in My Backyard: Invasive Species in Washington County

Part two in a series

Quagga mussels (*Dreissena bugensis*)



(Actual size about ¾ inch)

Though not yet present in Washington County, the Quagga mussel can cause serious economic harm to our water supply and discharge systems, harm the health of our watersheds and impact recreation. Native to Eurasia, they were inadvertently introduced into the Great Lakes region and have spread throughout United States costing billions of dollars in damage. Recently, the main aquaduct serving 18 million people in Southern Oregon was shut down to clean Quagga mussels that had infested it. Many of our waterways and water supply systems here such as Hagg Lake are susceptible to Quagga mussel infestation.

What can you do?

Awareness and prevention are our best hopes for preventing the establishment and spread of the zebra/quagga mussel. Once here, it will be very costly, if not impossible to eradicate without major impacts on other organisms. Prevention means being on the lookout for the mussel and reporting it if you suspect finding it. Clean your boat, trailers, gear, and chests before you move it into another body of water. Be extra cautious of hitchhiking mussels if you've taken your boat to areas that are known to be infested. Your boat might be infested with mussels if it is used mainly in freshwater and you have a gritty sandpaper-like feel on the surface of your boat's hull and motor.

Please call the Extension Office and the Oregon Invasive Species Hotline (1-800-INVADER) if you suspect the presence of the quagga mussels here. For more information on Quagga mussels:

<http://100thmeridian.org/zebras.asp>

Master Woodland Manager Class in Full Swing

Oregon State University Extension is well known for "Master" programs. Master Gardeners, Master Food Preservers, Master Watershed Stewards and Master Woodland Managers are some of the well known names. Currently, in Washington County, we are in the middle of a series of Master Woodland Manager classes. The list of participants for our latest class is: Elouise Binns, Dallas and Sharon Boge, Jim Brown, Vic Herinckx, Brian Hoyt, Linda Martin, Pat Nygren, Paul Nys, Cary Renzma, Joanne McGilvra Rose, Sam Sadtler, Paul Sansone, Niel Schroder, Bill Triest and Susan Vosburg.

This group will participate in around 80 hours of class room/field instruction over 6 months. In a few months, these Master Woodland Managers will finish class and begin to help others as part of their volunteer "pay back" for the instruction.

Master Woodland Managers observe operation of a mechanical harvesting machine for small trees on one of their field days.



4-H Wagon Train 2007 – The Barlow Road

Wagonmaster, Chuck Wiren, led seventy-eight modern day pioneers on the Oregon Trail along the Old Barlow Road for the 26th annual 4-H Wagon train. There was perfect weather, amazing scenery, and a forest fire scare near the end of the week for the five Conestoga-style wagons; two refurbished in the last two years by Erv Christensen of Hillsboro. Pioneers are divided up into families for the week, chores and other duties like horse watch are assigned. It's similar to other youth camps except the group packs up and moves down the trail each day. Teamsters are responsible for their teams of horses or mules, and they have a Swamper, or helper, to assist with care and hitching the teams.

Susan Brooks is the camp cook. Even with help, it is a huge job to plan, prepare, and cook food for nearly 80 pioneers out on the trail. The big question everyone asks is, "what about a bathroom?" The "biffies" are the hot topic of discussion; they are RV style toilets in portable trailers, pulled to each camp by the support crew. There is running water, and a few other modern conveniences that the early pioneers didn't have, for health and safety reasons.

The 4-H Wagon Train is an educational experience, and youth are encouraged to take leadership positions. Ariel Overstreet was the Junior Wagonmaster. A Liberty High School freshman, her late great-grandfather, Morris Elverud, helped create the 4-H Wagon Train in Washington County. Washington County's 4-H Wagon Train is the only 4-H Wagon Train in the country. The Wagon Train Board offers an information meeting in January and monthly education meetings to prepare pioneers for the week-long trek. Contact 4-H for more information.



County of Washington

Washington County Fair Complex
873 NE 34th Avenue
Hillsboro, Oregon 97124
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donh@faircomplex.com
www.faircomplex.com

MEMORANDUM

Date: October 26, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

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

Re: October 2007 Operations Report

Frite Lites – As of this date, Frite Lites is still underway. Attendance for most days has been strong and exceeds last year's attendance at this time. The weather through Halloween is expected to be clear but cold. Staff will have more information on final numbers at the November Board Meeting.

Fire Hydrant Project – WRG Design has been on site to survey for the easements required by the City of Hillsboro. The formal documents will probably be prepared in late November for Board approval and then County Commissioner approval.

Maintenance Project Estimates – Staff will begin working on estimates for those projects discussed at the October Board meeting. Approval, if any, for any of the projects are expected to follow the findings of the Revitalization Task Force.

FAIRGROUNDS REVITALIZATION TASK FORCE MEETING NO. 6
October 31, 2007 -- 1:00 - 4:00 p.m.
Hillsboro Civic Center -- Auditorium
150 E. Main Street -- Hillsboro, OR 97123
AGENDA

I. INTRODUCTION (10 minutes)

- Introduction: *Co-Chair Hughes*
- Future Meetings Calendar and Future Task Force Activities: *Steven Siegel, Project Manager*
- Update of Meetings with Port of Portland and National Guard: *Steven Siegel, Project Manager*

II. EXPLANATION OF ROUND THREE MASTER PLAN CONCEPT OPTIONS, PHASING AND COSTS [50 minutes]

- Introduction: *Steven Siegel, Project Manager*
- Master Plan and Phasing Concepts and Costs: *Steve Mileham, Michael Roberts; LRS Architects*
- Comments Received from Boosters: *Steven Siegel, Project Manager*
- Explanation of Grant Street Extension

III. FINANCIAL PRO FORMA AND PRELIMINARY FUNDING CONCEPTS [40 minutes]

- Introduction: *Steven Siegel, Project Manager*
- Markin Pro Forma of Event Center: *Steven Siegel, Project Manager*
- Hillman Pro Forma of Event Center with Fair: *Steven Siegel, Project Manager*
- Preliminary Funding Concepts: *Steven Siegel, Project Manager*

IV. PUBLIC COMMENT [20 minutes]

V. TASK FORCE DISCUSSION OF MASTER PLAN AND FUNDING CONCEPTS [60 minutes]

- Task Force Discussion and Recommendations for Refinements/Additional Work on Master Plan Concepts and Funding Concepts: *Moderated by Tom Hughes*

VI. ADJOURNMENT

FAIRGROUNDS REVITALIZATION TASK FORCE MINUTES FOR SEPTEMBER 19, 2007, MEETING

Task Force members present: Washington County Board of Commissioners Chair Tom Brian, Hillsboro Mayor Tom Hughes, Washington County Commissioner Andy Duyck, Jim Darr, Rafe Flagg, Jack Franklin, Terry Goldman, Delna Jones, John Leeper, Tino Ornelas, Deanna Palm, Dave Rohrer, Bob Terry, Tad Vanderzanden, and Allen Van Volkinburgh.

The Task Force consulting team and staff also attended the meeting, along with approximately 35 people from the public.

I. INTRODUCTION

- Next meeting is on Oct. 17 from 1 to 4 p.m. at the Hillsboro Civic Center. There may be a need to reschedule. Also, note Port of Portland letter in the packet.

Upcoming Outreach Program: Philip Bransford, Washington County

- Note the listed outreach efforts in the packet. Some of the immediate outreach items include a newsletter, speaker's bureau, and collateral material.
- Tino Ornelas: How did you get the word out about this meeting?
- Laura Probst: Via media calendar notices and e-mails to interested parties.

II CONSIDERATION OF PROPOSAL FROM RENAISSANCE FESTIVAL

Presentation and Proposal: Bob Levine, President Royal Faires and Task Force Discussion: Moderated by Co-Chairs Brian and Hughes

- The Renaissance Festival is looking for a home in Oregon for the summer of 2009.
- Washington County is first choice because of the location. Renaissance Festival is food, entertainment, and crafts. In Arizona it attracts 250,000 people a season, has 2 performing stages, 5,000 seat jousting arena (3 shows a day). Currently, there are 17 major festivals in the country. There has never been a major show in the Northwest.
- Tino Ornelas: How big do you think the Oregon show will be?
- Bob Levine: It can be as big as you want it to be. The Arizona location is bigger, but we could make better use of the space here in Washington County. We could attract 15,000 people on certain days. The only limitation would be how many people would fit on to the site.
- Steven Siegel: The 15 acres by 34th Street would be utilized for this.
- Allen Van Volkinburgh: When would the festival take place?
- Bob Levine: We would end the weekend the County Fair starts and count back however many weeks it would run from there.
- Jack Franklin: Do you build the structures for year-round use?
- Bob Levine: We'd only use it the weekends the festival is in session, but would allow the city and the county to use the site the rest of the year. The jousting area could be used for concerts, rodeos, etc. I want my 12-20 days and the rest of it is yours. It could be used for Halloween, Cirque du Soleil, etc.
- Jack Franklin: Do you use the same actors for all the shows?

- Bob Levine: Yes. Most people do 5-6 shows a year.
- Jack Franklin: Would you rent it out?
- Bob Levine: The proposal says that the festival will guarantee \$50,000 a year (plus 5% of gross). The rest of the time, you can use the grounds for whatever you want, as long as you return them in the same condition you got them.
- Dave Rohrer: None of the facilities west of 34th Street would be used by you?
- Bob Levine: I'm fine where you put me. We would not use the exhibit hall.
- Dave Rohrer: There appears to be less than 2,000 parking spaces. When you develop the 20 acres, it would almost cut off the parking for the fairgrounds.
- Bob Levine: I have not seen the parking. I was told there were 48 acres of parking with the redeveloped site. Light rail is a huge asset. Part of the lease says we would charge for parking and revenue would go to the county.
- Dave Rohrer: Are the moneys the same in the projected lease?
- Bob Levine: When you talk about money, I hope you look beyond the 10-20 days of the Renaissance Festival. Look for the rodeo revenue and other revenue. We can be creative and control the crowds to make parking work.
- Jack Franklin: You seem to be looking at a huge capital investment for 10-20 days. How does this pay out in a year or two?
- Bob Levine: My investors in Arizona are receiving 150% of their money a year. In North Carolina they're receiving 50% of their money a year. If we can't make money, we can't do the show.
- Rafe Flagg: You met with the city of Hillsboro planners today. In regard to quality, what kind of buildings do you think you're going to build?
- Bob Levine: We would meet all the building codes. We would build the facility and lease it to the craftspeople so we can get uniformity. Plus, the facility already has water and sewage – two large existing expenses that would cut down the normal cost.
- Rafe Flagg: With your new plans starting in 2009, do you envision a quicker pay out than when you presented this to us before?
- Bob Levine: Of the \$3 million, we are allocating \$1.5 million to initial construction and \$200,000 per year over the next 5 years.
- John Leeper: I'm intrigued by joint use facilities. What are they and where would they be?
- Bob Levine: We put the arena along 34th Street, but many other joint use facilities may be useful during the fair.
- Terry Goldman: How many hotel rooms would it book?
- Bob Levine: The performers would stay in RVs. We hire a lot of community members to run the event – many high school and college students spend their summers working at the Renaissance Festival.
- Commissioner Brian: How does this fit the community? Could concession stands be run by members and groups in the community?
- Bob Levine: We run 90% of the food booths, but if a community member or group wanted to run one of the food booths we wouldn't object.
- Commissioner Brian: I like the idea of drawing our high school and college students into the event. But what about year-round use? What would it be used for then?
- Bob Levine: We could do weddings or other events. If the city or county wants to get involved, we wouldn't object.

III. EXPLANATION OF ROUND TWO MASTER PLAN CONCEPT OPTIONS, PHASING AND COSTS

Master Plan and Phasing Concepts and Costs: Steve Mileham, Michael Roberts; LRS Architects

- **See handout of draft Master Plan scenarios.**
- Michael Roberts: What's changed from schemes 2 and 2b is as follows: exhibit hall and pavilion are now adjacent. There is better loading on one side and shared concessions. Pavilion is more connected to heritage commons. We have maintained existing exhibit hall for smaller events, and lower rent buildings.
- Rafe Flagg: How big is new exhibit hall?
- LRS: 126,000-square-feet total: 85,000- 90,000 square-feet of main space plus lobby and breakout. Keep in mind this is not up to scale, but conceptual.
- Other big change is on far west side. We maintained the existing armory near 34th Street. The new armory is moved to east side – use as maintenance facility or something for fair.
- Maintain existing barns that are in the best shape and we're moving others in relationship to how the plan evolves. We're also adding additional multi-use buildings.
- 39-space RV parking is on east side and in west end near barns with only water and power.
- Maintaining ball fields to the south can also be used as overflow parking: 2,200 spaces – the same number as the Portland Expo Center for the same number of square feet.
- Don Hillman: At fair, we have about 2,000 parking spaces, including overflow parking.
- Tino Ornelas: Why do we still have Grant Street?
- Mayor Hughes: Grant Street is necessary to take traffic off Cornell. This has been on our transportation plan for a while.
- LRS: Grant Street is a two-lane street with a median and is residential.
- Mayor Hughes: Grant Street is required to make connections and the city wants to see it in the first phase.
- Steven Siegel: During the fair, there are ways to put up barriers to make the connection between the rail and the fair car-free.
- LRS: The “future development” is a “holding place” for something more.
- Water feature is now part of plaza between radial plaza and exhibit hall. This is a low water type of feature.
- LRS: 4.7 acres for the carnival could be north or south of exhibit hall. It could be near front of the house, but would displace some parking to the back.
- Armory site is about 11 acres. On the site are 40,000-square-feet for the main building and 25,000-square-feet maintenance building. .Need permission from Port of Portland to build maintenance shop on that part of property.
- Storm retention pond can be moved to south edge near TriMet parking.
- Mayor Hughes: Whatever we decide, we need to get FAA approval.
- Money in budget for electrical and facility improvements to existing fair facilities in phase 1: \$500,000 allowance.
- John Leeper: Grant Street, from the end of the maintenance facility of the National Guard, it doglegs north. Wouldn't this cause more problems with the Port?
- Mayor Hughes: Entrance and exit are regulated by how far they need to be from railroad and Cornell. We've used a county method of determining curve of road.

- Tino Ornelas: How would light rail riders cross Grant?
- LRS: For major events, police would have to regulate it. They would physically have to cross 2 lanes of traffic so special lighting and cross guards would help.
- LRS: Cost estimate has gone down from \$161 million to \$111 million. Took out the future phase development which knocked the price down \$37 million.
- Mayor Hughes: Several places we can look for money for Grant Street including use of TIF funds
- Bob Terry: We should rethink moving the Renaissance Festival to incorporate it into the most recently proposed area so no land is wasted.
- Mayor Hughes: Arena could be part of a later phase. We could use the Renaissance Festival arena for now and eventually talk about building something else when the lease expires.
- Tad Vanderzanden: Why not lease our arena to Renaissance Festival?
- Commissioner Brian: The Renaissance Festival wants the land west of 34th Street along the north perimeter of the property. Its structures would be permanent and up to code. They are saving money by not having to bring in sewer and water. Can we maximize the use of its buildings during the rest of the year?
- Jack Franklin: I think we should go forward with this master plan and anything that the Renaissance Festival brings is a plus.

IV. PUBLIC COMMENT

- **Lyle Spiesschaert:** Is Grant Street being infused through property? I see some trouble with the people and the traffic. My concern is not about the Renaissance Festival, but with other events. Where is the traffic going to go? This issue should be discussed more with the city. If Grant Street does have to go through, there should be some consideration of an over or underpass.
- **David Russell:** Board needs to keep in mind that the complex is for Washington County users. We should not be going head-to-head with the Expo Center. We should not have to duplicate its facilities because the Expo Center doesn't serve the people of Washington County. When you build a building, cost is used to dictate price and that forces rent values up. Does phase 1 really need to cost \$51 million?
- **Linda Mokler:** There are a number of facts about the Renaissance Festival that were not brought out in the previous discussion. In Arizona, the vendors actually live on the premises; therefore we would have a transient encampment for 3 months of the year. People would be sleeping in tents outside, and this may cause a security issue. For many weeks, there would be RV encampment on our fairgrounds near residential areas.
- **Commissioner Brian:** There would be a stipulation in lease that there cannot be tent camping.
- **Judi Palumbo:** Keep in mind that Linn County spent \$1.25 million to build Renaissance Festival and it's not working out. If we hope Royal Faires can help us pay for \$40 million to \$100 million, it looks like they're bringing in a serious shortage.
- **Commissioner Brian:** The Linn County site was bought as a park and there were multiple uses planned there. Also, it would not be a revenue source, but a community event we have to evaluate for merits. The types of facilities the Renaissance Festival would build would be wood-framed buildings that are rustic. They don't have state-of-the-art sound, air-conditioning, etc.

- **Kathy Norowski:** This would be the first time a Renaissance Festival would be held in an urban site. It needs a lot of space due to health and safety issues. Crowd sizes can get large and excessive. They're held in rural areas for a reason. Why aren't other communities opening their arms and welcoming the Renaissance Festival in if it's such a good deal? Is it suitable for an area like Hillsboro?
- **Tom Black:** LRS, have you looked at civil facilities underground? Put in an underground path so you don't have to tear up the street again. LRS' concept of reusing the armory allows us to be greener. Also, the sewer has failed and the water line is not adequate. How are we going to address these issues?
- **Kathy Schmidtkofer:** What about the ball park? Is it a city ball park or county owned? Who owns these buildings? Will the extension services such as 4H have a chance to own?
- **Mayor Hughes:** We prefer to purchase the ball fields. The current plans calls for existing buildings to remain and be refurbished. There will be adequate time to discuss where and how extension services will be involved.

Master Plan Pro Forma: Steven Siegel, Project Manager

- Updated the pro forma to look at all three scenarios – not enough time to go through in detail at this meeting – will address in October.
- We kept existing exhibit hall because there are some smaller events that don't need extensive, elaborate, and expensive space.
- No concerts are assumed in scenario 2. It's making enough to not be in the red, but not enough to pay for the facilities themselves.
- Delna Jones: Could we bond it?
- Steven Siegel: Couldn't efficiently revenue bond facility revenues directly, but it could be a source of payment under a double-barreled bond approach.

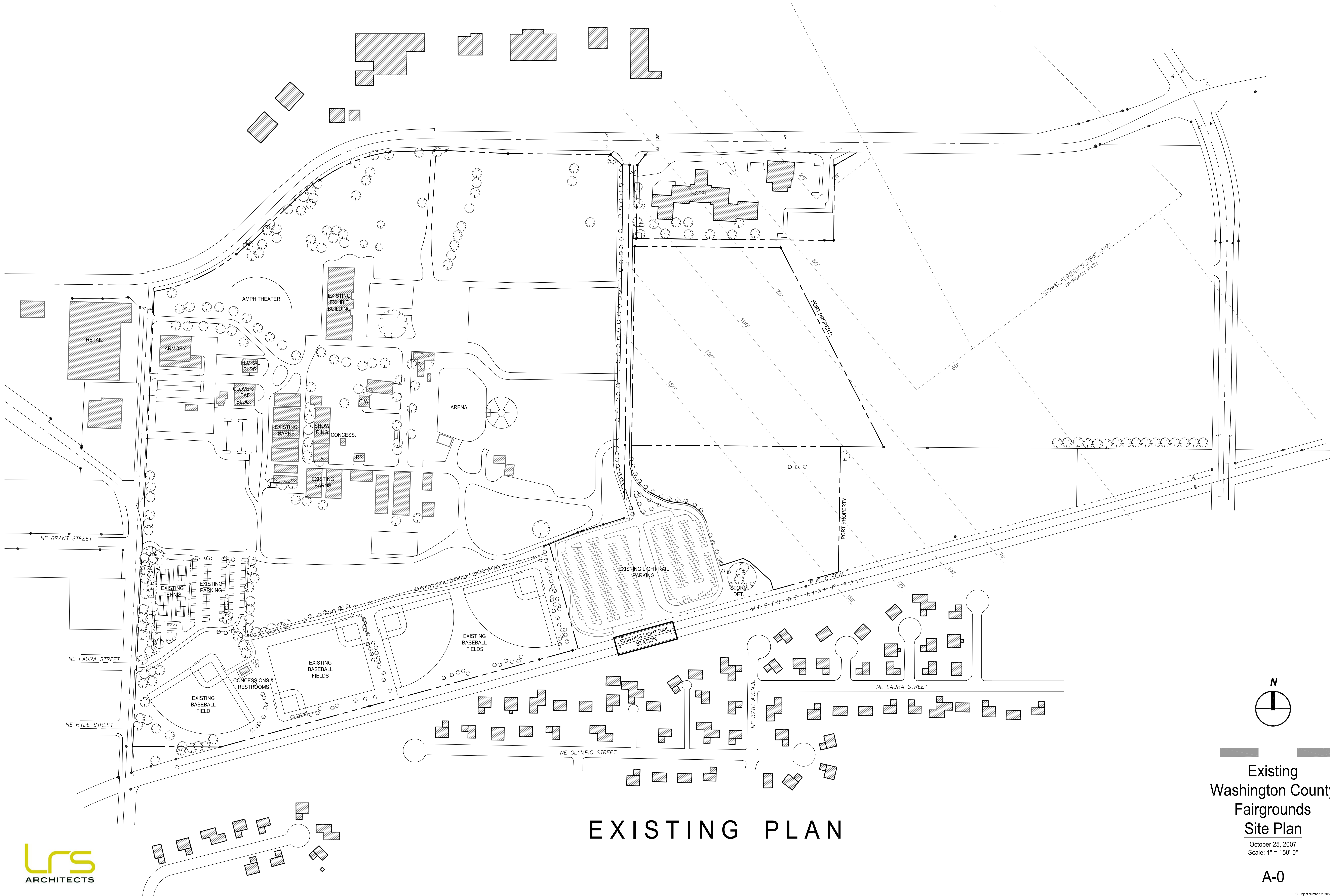
V. TASK FORCE DISCUSSION OF ROUND TWO MASTER PLAN AND PHASING CONCEPTS

Task Force Discussion and Recommendations for Refinements/Additional Work on Master Plan Concepts and Phasing: Moderated by Tom Brian and Tom Hughes

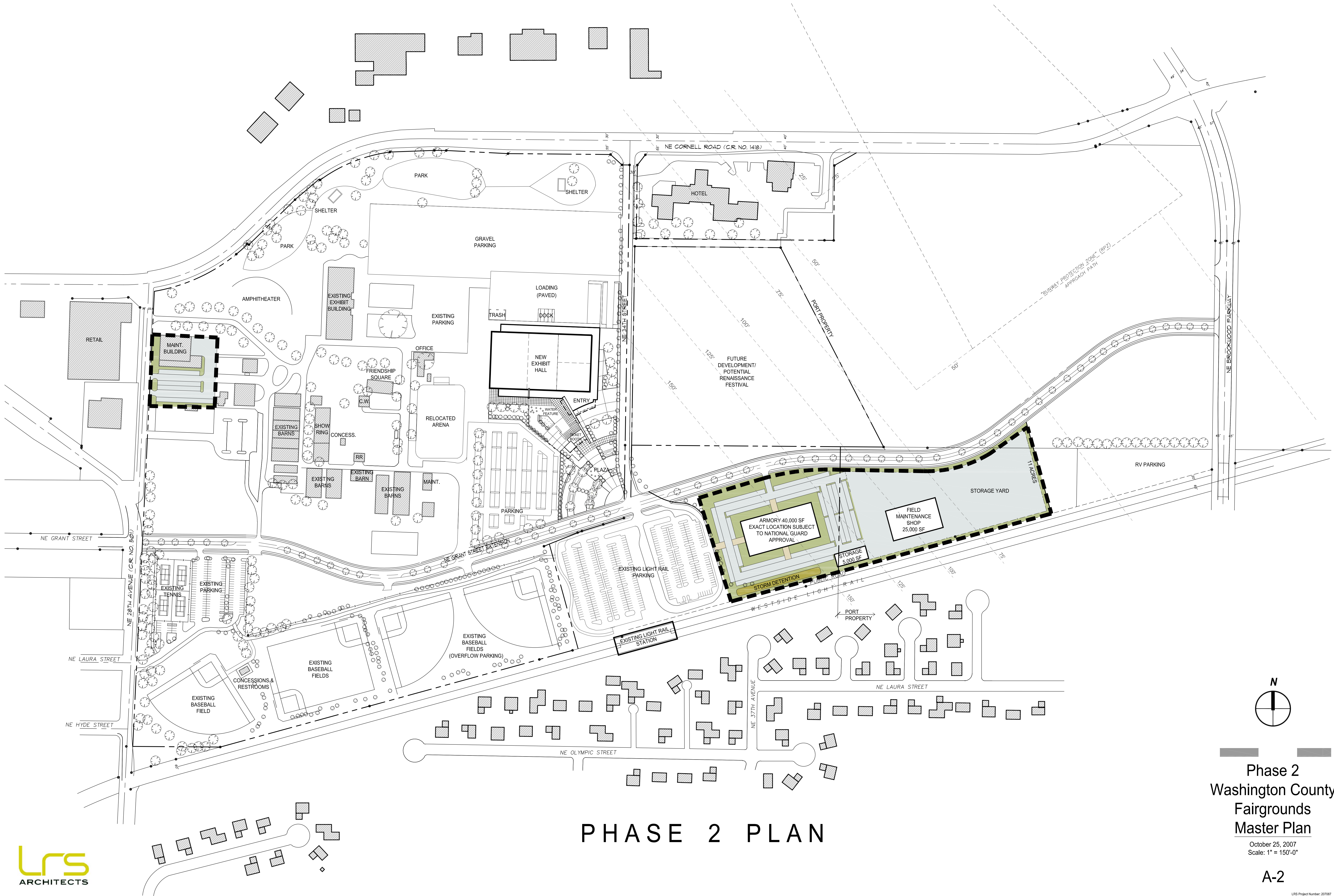
- Mayor Hughes: Transportation planner will be at next meeting to discuss Grant Street.
- Rafe Flagg: Generally speaking, if we see these phases take place, things will vastly improve from where it is today. I'm happy with the plan overall. There is something there for everyone. However, there is concern from an integration and operation standpoint.
- Bob Terry: Have we looked at restaurants? Nice view? Destination place for restaurants that would generate additional revenue? Anything to enhance and get more revenue?
- Tad Vanderzanden: Would like to see underpass and how much that would cost.
- Dave Rohrer: We need permanent buildings, not just tents for the fair and livestock. Some existing buildings are adequate with upgrades, but when a new facility takes their place they should be torn down.
- Jack Franklin: I do like the overall concept, but I want to look at what we were thinking before the Renaissance Festival. It could be a positive feature as far as adding stadiums, but we need to look at doing it and how it fits in the plan.

- Delna Jones: I don't see the Renaissance Festival as a revenue measure, but a positive way to add features that we could use for the fairgrounds. It would be great if they build features that we can use. However, if it becomes an issue of negative cash flow, than it's a different story. I think the proposed plan is good. The Renaissance Festival should be looked at separately.
- Commissioner Duyck: I agree with Delna. Keep the Renaissance Festival a separate issue. It's not going to be the main source of revenue. If we like the idea, perhaps we should go through an RPF process.
- Allen Van Volkinburgh: The Renaissance Festival opens the fairgrounds facility to the entire state and NW region. However, it may not be the right event. But we do need a big event to draw interest.
- Deanna Palm: I had the opportunity to meet with the chamber partnership group on Tuesday and talked to them about the Renaissance Festival. They seem interested. If you have something that brings people to the area, it will help the hotels, diners, etc. This would be a way to re-engage the county with the facilities, but is this the right event? I don't know, but I think it's worth exploring.

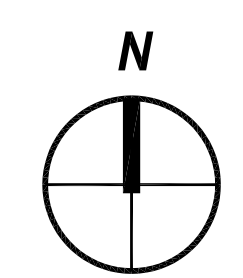
VI. ADJOURNMENT



EXISTING PLAN



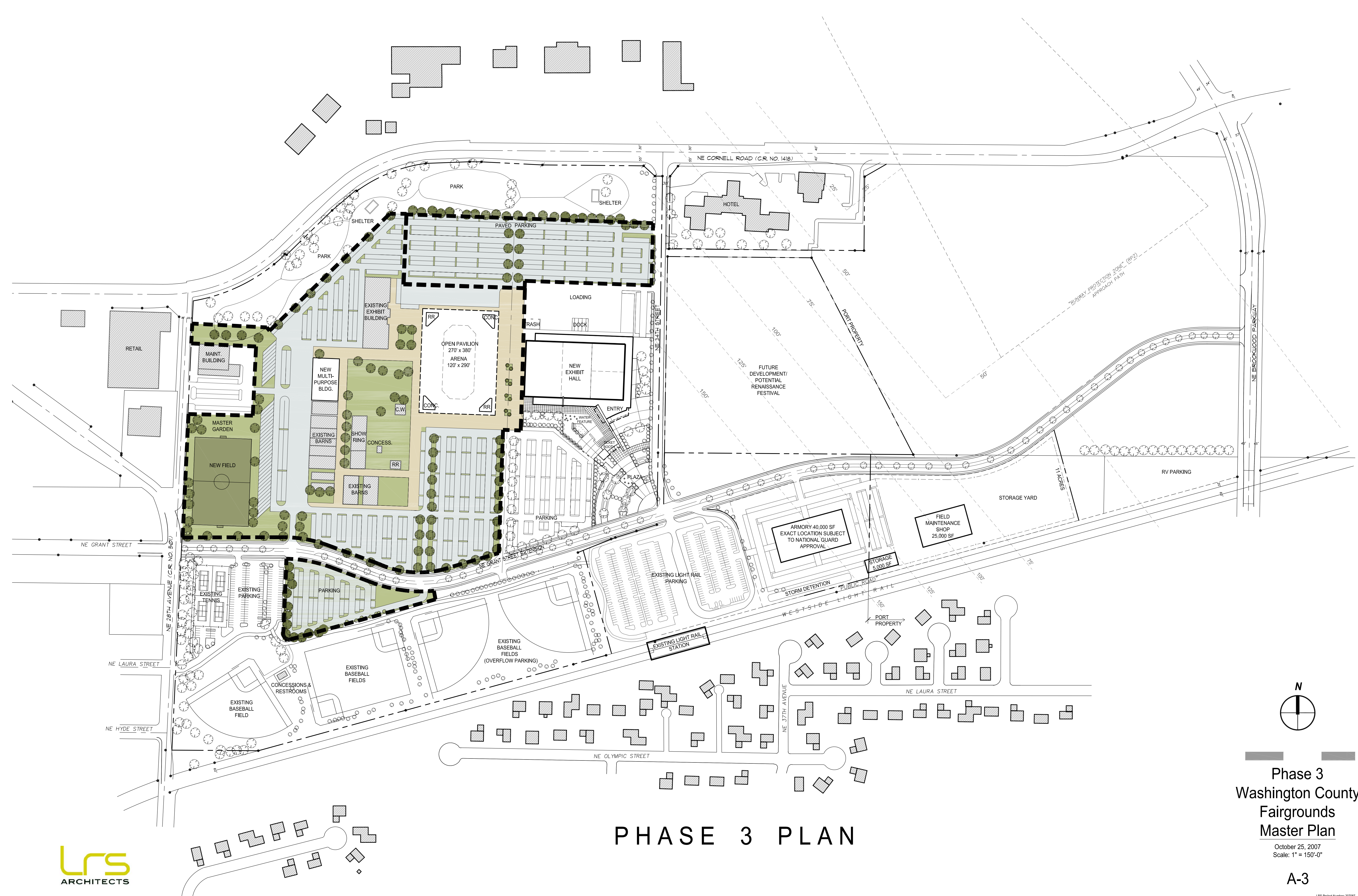
PHASE 2 PLAN



Phase 2 Washington County Fairgrounds Master Plan

October 25, 2007
Scale: 1" = 150'-0"

A-2



PHASE 3 PLAN

Phase 3 Washington County Fairgrounds Master Plan

October 25, 2007
Scale: 1" = 150'-0"

A-3



MASTER PLAN OPTION

Washington County
Fairgrounds
Master Plan

Option

October 25, 2007
Scale: 1" = 150'-0"

A-6

Washington County Fair Grounds Master Plan Hillsboro, Oregon LRS Architects Probable Cost Budget	Architectural Cost Consultants, LLC James A. Jerde, AIA - Stanley J. Pszczolkowski, AIA 8060 SW Pfaffle Street, Suite 110 Tigard, Oregon 97223 Phone (503) 718-0075 Fax (503) 718-0077	Estimate Date: 25-Oct-07 Document Date: 23-Oct-07 Print Date: 25-Oct-2007 Print Time: 05:19 PM Construction Start: as noted
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Component	DCC & Program Contingency	Inflation	Soft Costs	Subtotal	Total	Comments
<u>Scheme 4</u> Phase 1 Phase 2 Phase 4 Phase 5 Total Project Cost Scheme 4	35,218,000	7,522,000	8,548,000	51,288,000		NIC - By others
	220,000	77,000	30,000	327,000		
	25,534,000	10,680,000	5,432,000	41,646,000		
	0	0	0	0		
	\$60,972,000	\$18,279,000	\$14,010,000		\$93,261,000	

Escalation / Inflation Assumptions:

	2008	7.00%
	2009	14.49%
Phase 1	2010	21.36%
Phase 2	2011	28.64%
Phase 3	2012	35.07%
Phase 4	2013	41.83%
Phase 5	2014	48.92%
Phase 6	2015	56.36%
Phase 7	2016	64.18%
Phase 8	2017	72.39%

The above costs are rounded to the nearest 1,000.

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Component	Area	\$ / SF	Subtotal	Total	Comments
<u>Scheme 4 - Phase 1</u>					
Demolition					
buildings	7,212 sf	6.00	43,000		
site / pavement / amenities	35.39 acre	5,000	177,000		
Subtotal				220,000	
Site Development					
1 A - Landscaping - @ Cornell	444,333 sf	2.00	889,000		
- Shelter (2 ea)	3,000 sf	125.00	375,000		
1 B - Parking - North	252,837 sf	2.50	632,000		gravel, lighting
1 C - Loading - North	104,565 sf	8.50	889,000		curbs, ac pvmnt, light, Indscape
1 D - Parking - South	151,215 sf	8.50	1,285,000		curbs, ac pvmnt, light, Indscape
1 E - Commons / Plaza	94,997 sf	20.00	1,900,000		
- Water Feature	1 sum	150,000	150,000		allowance
- Entry Features / Ticket Booth	1 sum	500,000	500,000		allowance
1 F - Exhibit Hall Structure	119,073 sf	150.00	17,861,000		2001 MP 105.00 / sf x escalation = 146.50
1 G - Existing Barns	1 sum	300,000.00	300,000		allowance
1 H - Existing Exhibit Hall	1 sum	200,000.00	200,000		allowance
1 I - Landscape @ NE 34th St - East	686 lf	25.00	17,000		
1 J Landscape @ Plaza	66,336 sf	3.50	232,000		
1 K - Grant Street	4,401 lf				\$4,291,000 total
earthwork, paving, curb & sidewalk	4,401 lf	450.00	1,980,000		assume 70' boulevard section w/ turn lane
landscape, irrigation, street trees	4,401 lf	106.25	468,000		
utilities, street lighting - allowance	4,401 lf	418.75	1,843,000		storm, sanitary, water, street lights
					power, cable, data NIC
1 L - 28th / Brookwood Interface	1 sum	100,000	100,000		allowance, frontage improvements
Covered Walkways	400 lf	500.00	200,000		allowance
Ornamental Fencing	5,000 lf	125.00	625,000		allowance
Cornell Interface	1 sum	50,000	50,000		allowance, frontage improvements
Infrastructure					
water, fire & domestic	1 sum	250,000	250,000		
storm	1 sum	400,000	400,000		
sanitary	1 sum	125,000	125,000		
lighting	1 sum	250,000	250,000		
telephone / cable / etc.	1 sum	125,000	125,000		
Gates / Control	1 sum	150,000	150,000		allowance
Subtotal				31,796,000	
Subtotal Scheme 4 - Phase 1				32,016,000	
Program / Owner Contingency	10.0%		3,202,000		
Inflation assume 2010	21.4%		7,522,000		
				10,724,000	
Subtotal Direct Construction Cost				42,740,000	
Soft Costs	20.0%		8,548,000		
Total Project Cost				\$51,288,000	

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Component	Area	\$ / SF	Subtotal	Total	Comments
<u>Scheme 4 - Phase 2</u>					
Site Development					
2 A - Armory	1 sum	0.00	0		NIC - By others
2 B - Existing Armory	1 sum	200,000.00	200,000		allowance
Subtotal				200,000	
Subtotal Scheme 4 - Phase 2				200,000	
Program / Owner Contingency	10.0%		20,000		
Inflation assume 2012	35.1%		77,000		
				97,000	
Subtotal Direct Construction Cost				297,000	
Soft Costs	10.0%		30,000		
Total Project Cost				\$327,000	

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Component	Area	\$ / SF	Subtotal	Total	Comments
<u>Scheme 4 - Phase 3</u>					
Demolition					
buildings	43,236 sf	6.00	259,000		
site / pavement / amenities	31.02 acre	5,000	155,000		
Subtotal				414,000	
Site Development					
3 A - Park / Landscape	29,711 sf	2.00	59,000		
3 B - Park / Landscape	90,299 sf	2.00	181,000		
3 C - Play Field	76,770 sf	2.00	154,000		see note below
3 D - Commons	109,863 sf	2.00	220,000		allowance, verify
3 E - Open Pavilion w/ support space	102,600 sf	125.00	12,825,000		
3 F - Multipurpose Building North	17,323 sf	100.00	1,732,000		metal building
3 G - Landscape	13,415 sf	2.00	27,000		
3 H - Walkways	184,604 sf	2.00	369,000		
3 I - Parking	41,890 sf	8.50	356,000		
3 J - Parking	522,878 sf	8.50	4,444,000		
3 K - Parking North	252,837 sf	6.00	1,517,000		paving over exist gravel
3 L - Parking S. of Grant	90,574 sf	8.50	770,000		
3 M - Landscaping	8,682 sf	2.00	17,000		
3 N - Landscaping	1,251 sf	2.00	3,000		
Ornamental Fencing	1,000 lf	125.00	125,000		allowance
Subtotal				22,799,000	
Subtotal Scheme 4 - Phase 3				23,213,000	
Program / Owner Contingency	10.0%		2,321,000		
Inflation assume 2013	41.8%		10,680,000		
				13,001,000	
Subtotal Direct Construction Cost				36,214,000	
Soft Costs	15.0%		5,432,000		
Total Project Cost				\$41,646,000	
<p>Note: New ball field cost not included - area only developed to park-like standard. Estimated additional cost for field improvements to be determined working with the Parks Department.</p> <p>Existing ball field cost improvements not included.</p> <p>Estimated additional cost for existing field improvements to be determined working with the Parks Department.</p>					

Washington County Fair Grounds Master Plan Hillsboro, Oregon LRS Architects Probable Cost Budget	Architectural Cost Consultants, LLC James A. Jerde, AIA - Stanley J. Pszczolkowski, AIA 8060 SW Pfaffle Street, Suite 110 Tigard, Oregon 97223 Phone (503) 718-0075 Fax (503) 718-0077	Estimate Date: 25-Oct-07 Document Date: 23-Oct-07 Print Date: 25-Oct-2007 Print Time: 05:19 PM Construction Start: as noted
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Component	Area	\$ / SF	Subtotal	Total	Comments
<u>Scheme 4 - Phase 4</u>					
Demolition					
site / pavement / amenities	15.3 acre	0	0		NIC - future
Subtotal				0	
Site Development					
5 A - Future Development	667,835 sf	0.00	0		NIC - future
5 B - NE 34th St - Landscape	289 lf	0.00	0		NIC - future
Subtotal				0	
Structures					
Buildings	sf	0.00	0		NIC - future
Subtotal				0	
Subtotal Scheme 4 - Phase 4				0	
Program / Owner Contingency	10.0%		0		
Inflation assume 2014	48.9%		0		
				0	
Subtotal Direct Construction Cost				0	
Soft Costs	0.0%		0		
Total Project Cost				\$0	



September 10, 2007

Mr. Steven Siegel
Siegel Consulting

Dear Mr. Siegel:

We have performed the procedures enumerated below, which were agreed to by you, solely to assist you in connection with the proposed redevelopment of the Washington County Fair Complex, located in Hillsboro, Oregon. This agreed upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedure described below either for the purpose for which this report has been requested or for any other purpose.

Background

In 2005, Markin Consulting was engaged by the Washington County Fair Board to conduct a limited market evaluation and financial assessment for the potential redevelopment and operation of new facilities at the site of the current Washington County Fair Complex (the WCFC). The results of that engagement were released in a report dated September 16, 2006, attached as Exhibit E to this document.

In August 2007, Markin Consulting was engaged by Siegel Consulting to provide additional services related to the September 16, 2005 report and current plans for redeveloping the WCFC. Specifically, Markin Consulting was engaged to prepare, using the pro forma data from Markin Consulting's September 16, 2005 report on the financial assessment of the planned facilities at the Washington County Fair Complex, revised pro forma's that reflect three separate scenarios: Scenario I: New Exhibit Hall with 90,000 square feet of rentable space; Scenario II: Scenario I plus retaining the existing 24,000 exhibit hall, and Scenario III: Scenario II plus a covered pavilion area. The pro forma will break out both revenues and expenses for each facility for each scenario. In addition, Markin will provide general opinion on the overall mix and size of the currently proposed facilities.

Scenario I - New Exhibit Hall with 90,000 Square Feet of Rentable Space

Washington County Fair Complex

Projected Operating Revenues and Expenses

Stabilized Year of Operations

	New Exhibition <u>Hall</u>
Operating Revenues	
Rental income	\$761,000
Concession income	332,000
Admission fee	124,000
Equipment rentals	125,000
Parking income	<u>372,000</u>
Total revenues	<u>\$1,714,000</u>
Operating Expenses	
Salaries, wages & benefits	424,000
Utilities	245,000
General & administrative	155,000
Supplies	25,000
Repairs and maintenance	50,000
Marketing and advertising	65,000
Contractual services	<u>140,000</u>
Total expenses	<u>1,104,000</u>
Net cash flow from operations	<u>\$610,000</u>

Scenario II - New Exhibit Hall (Scenario I) plus Existing Exhibit Hall

Washington County Fair Complex

Projected Operating Revenues and Expenses

Stabilized Year of Operations

	New Exhibition <u>Hall</u>	Old Exhibit <u>Hall</u>	<u>Total</u>
Operating Revenues			
Rental income	\$761,000	\$40,000	\$801,000
Concession income	332,000	0	332,000
Admission fee	124,000	0	124,000
Equipment rentals	125,000	0	125,000
Parking income	<u>372,000</u>	<u>0</u>	<u>372,000</u>
Total revenues	<u>\$1,714,000</u>	<u>\$40,000</u>	<u>\$1,754,000</u>
Operating Expenses			
Salaries, wages & benefits	424,000	0	424,000
Utilities	245,000	40,000	285,000
General & administrative	155,000	0	155,000
Supplies	25,000	3,000	28,000
Repairs and maintenance	50,000	15,000	65,000
Marketing and advertising	65,000	0	65,000
Contractual services	<u>140,000</u>	<u>15,000</u>	<u>155,000</u>
Total expenses	<u>1,104,000</u>	<u>73,000</u>	<u>1,177,000</u>
Net cash flow from operations	<u>\$610,000</u>	<u>-\$33,000</u>	<u>\$577,000</u>

Scenario III - New and Existing Exhibit Halls (Scenario B) plus Pavilion

Washington County Fair Complex

Projected Operating Revenues and Expenses

Stabilized Year of Operations

	New Exhibition <u>Hall</u>	Old Exhibit <u>Hall</u>	New <u>Pavilion</u>	<u>Total</u>
Operating Revenues				
Rental income	\$761,000	\$40,000	\$228,000	\$1,029,000
Concession income	332,000	0	76,000	408,000
Admission fee	124,000	0	26,000	150,000
Equipment rentals	125,000	0	30,000	155,000
Parking income	<u>372,000</u>	<u>0</u>	<u>80,000</u>	<u>452,000</u>
Total revenues	<u>\$1,714,000</u>	<u>\$40,000</u>	<u>\$440,000</u>	<u>\$2,194,000</u>
Operating Expenses				
Salaries, wages & benefits	424,000	0	72,000	496,000
Utilities	245,000	40,000	75,000	360,000
General & administrative	155,000	0	70,000	225,000
Supplies	25,000	3,000	15,000	43,000
Repairs and maintenance	50,000	15,000	25,000	90,000
Marketing and advertising	65,000	0	30,000	95,000
Contractual services	<u>140,000</u>	<u>15,000</u>	<u>50,000</u>	<u>205,000</u>
Total expenses	<u>1,104,000</u>	<u>73,000</u>	<u>337,000</u>	<u>1,514,000</u>
Net cash flow from operations	<u>\$610,000</u>	<u>-\$33,000</u>	<u>\$103,000</u>	<u>\$680,000</u>

Key Assumptions

The following key assumptions are based on the September 16, 2005 report (Exhibit E) and do not include any additional primary or secondary market or financial research or other adjustments to the September 16, 2005 report, except as follows:

- The current proposed development does not include a second level of meeting and conference space or a 50-space RV park. Consequently, revenues and expenses associated with these components have not been included in the pro forma revenues and expenses contained in this report.
- The estimates of expenses related to the existing Exhibit Building were provided by management of the WCFC and were not verified or audited by us. The estimated revenues for the existing Exhibit Building are for illustrative purposes only.

All revenues and expenses are presented in 2005 dollars and have not been adjusted for current market rates or other possible changes.

Revenue Assumptions

Rental Income – Rental income represents the estimated income associated with renting the Planned Facilities for the events listed in Exhibit A, including rental of the New Exhibition Hall and the Pavilion. Exhibits B and C present the detailed calculation of the Exhibition Hall rental income and Pavilion rental income, respectively.

Concession Income – Concession income is expected to be generated from the sale of concession for consumer shows, animal shows, festivals, community events and others list in Exhibit A. It is assumed that the WCFC would contract the concession services to a third party and would receive 35 percent of gross sales. Per capita sales and estimated attendance at the identified events and activities are shown in Exhibits B and C.

Admission Fee – Admission fees represent a charge of \$0.50 per ticket sold for events that would charge an admission fee, such as consumer shows, festivals, circus and similar events. For purposes of the projections, it is assumed that only 80 percent of the estimated attendance at these events would be subject to the \$0.50 fee, as the other 20 percent would represent free admissions, such as children under certain ages as dictated by the event producer. Exhibits B and C present the detailed calculation of admission fees for the Exhibition Hall and Pavilion events and activities.

Equipment Rentals – Equipment rentals consist of management's estimates for minimal table and chair rentals, as well as electrical charges for access to power and power hook-ups.

Parking Income – It is assumed that parking fees would be assessed at public events held at the Planned Facilities. Parking income is based on \$3.50 of net revenue per vehicle parked for these events. Exhibits B and C present the detailed calculation of the number of cars parked for the variety of events listed in Exhibit A, along with the calculation of parking income for those events.

Expense Assumptions

Salaries, Wages and Benefits – These expenses are based management’s allocation of 75 percent of the permanent, full-time staff to non-fair activities. The required staffing positions and related salaries and benefits to operate the Planned Facilities are shown below.

Estimated Personnel Costs			Allocation of Personnel Costs				
Staff Position	Salary	Total	Fair	New Exhibit Hall	Old Exhibit Hall	New Pavilion	Total
Executive Director	\$90,000	\$124,000	\$31,000	\$93,000	\$0	\$0	\$93,000
Assistant Director	55,000	76,000	19,000	57,000	0	0	57,000
Finance Manager	50,000	69,000	17,250	51,750	0	0	51,750
Sales Manager	50,000	69,000	17,250	51,750	0	0	51,750
Admin. Secretary	40,000	55,000	13,750	41,250	0	0	41,250
Accounting Assistant	35,000	48,000	12,000	36,000	0	0	36,000
Receptionist	30,000	41,000	10,250	0	0	30,750	30,750
Operations Manager	50,000	69,000	17,250	51,750	0	0	51,750
Maintenance Staff	40,000	55,000	13,750	41,250	0	0	41,250
Maintenance Staff	<u>40,000</u>	<u>55,000</u>	<u>13,750</u>	<u>0</u>	<u>0</u>	<u>41,250</u>	<u>41,250</u>
	\$480,000	<u>\$661,000</u>	<u>\$165,250</u>	<u>\$423,750</u>	<u>\$0</u>	<u>\$72,000</u>	<u>\$495,750</u>
Taxes and Benefits @ 37.5%	<u>181,000</u>						
Total Personnel Costs	\$661,000						
Allocation to Planned Facilities	<u>x 75%</u>						
Salaries, wages and benefits	<u>495,750</u>						

Utilities – Utility costs include electricity, gas, water, sewer and trash removal from the operation of the Planned Facilities.

General and Administrative – General and administrative expenses cover the costs of operating the office of the WCFC, including supplies, travel, postage, telephone, equipment rentals, and other costs.

Supplies – Supply costs include supplies used in the operation and maintenance of the facilities, such as rest rooms supplies and those supplies used in cleaning and maintaining the facilities.

Repairs and Maintenance – Repairs and maintenance costs include the cost of normal repairs and maintenance of the facilities; not extraordinary costs associated with new facilities.

RV Park Expenses and Taxes – These costs relate to the operation and maintenance of the RV park area, including the remittance of applicable hotel/motel taxes.

Marketing and Advertising – Marketing costs include the cost of brochures and mailings, as well as advertising in trade publications and other direct marketing expenses.

Contractual Services – These costs include equipment rentals, security services, professional services and temporary personnel services for event set-up and clean-up.

Exhibit D presents a detailed breakdown of the key expenses components, as provided by management in 2005.

General View of Current Development Options

In September 2005, we provided additional opinions concerning the then proposed redevelopment components for the WCFC and traditional fairground facilities, attached as Exhibit F to this report. The general opinion contained in that report is as follows:

“Our assessment of the market potential and financial opportunities for the planned exhibition hall, pavilion, parking lots and RV spaces, presented under separate cover dated September 16, 2005, indicates the best opportunity for significant net revenue generation, as well as beneficial impacts to the surrounding business community, to be with the currently planned facilities. These facilities are also extremely compatible with surrounding development.”¹

The redevelopment plans in 2005 included a 50-site RV park and second level of meeting and conference space in the proposed 90,000 square foot exhibit building and our opinion included those facilities. Even though the current redevelopment options do not include these components, we still believe that, based on the results of the 2005 reports, the construction and operation of a 90,000 square foot exhibit building and covered pavilion are market supportable and financially feasible. Retaining the existing 24,000 square foot exhibit building for ancillary rentals and uses may actually cost more to operate than revenues it would generate.

¹ See Exhibit F, page 5.

Potential Events -- Stabilized Year

Event Type	Number of Events	Average Event Days	Move-In and Move-Out Days	Total Use Days	Event Days	Square Footage	Total SF Event Days	Total SF MIMO	Ave. Attendance	Total Attendance
<u>Exhibition Building</u>										
<i>Existing Consumer Shows</i>										
Gem Faire	1	3	2.00	5.00	3.00	25,000	75,000	50,000	2,500	2,500
Oregon Ceramics Show	1	3	2.00	5.00	3.00	25,000	75,000	50,000	2,000	2,000
Unique Animal Expo	2	2	1.00	6.00	4.00	25,000	100,000	50,000	10,000	20,000
Oregon Exotic Bird Fair	1	2	1.00	3.00	2.00	25,000	50,000	25,000	2,000	2,000
Rose City Exotic Bird Expo	2	2	1.00	6.00	4.00	25,000	100,000	50,000	2,500	5,000
Rain of Glass	1	2	1.00	3.00	2.00	25,000	50,000	25,000	3,500	3,500
Orchid Show	2	2	1.00	6.00	4.00	25,000	100,000	50,000	2,500	5,000
Fenton Glass Show	2	2	1.00	6.00	4.00	25,000	100,000	50,000	2,000	4,000
NW Quilters	1	3	2.00	5.00	3.00	25,000	75,000	50,000	3,500	3,500
Regional Gem Show	1	3	1.00	4.00	3.00	25,000	75,000	25,000	3,000	3,000
Every Husband's Nightmare	<u>2</u>	<u>5</u>	<u>2.00</u>	<u>14.00</u>	<u>10.00</u>	25,000	<u>250,000</u>	<u>100,000</u>	10,000	<u>20,000</u>
	<u>16</u>			<u>63.00</u>	<u>42.00</u>		<u>1,050,000</u>	<u>525,000</u>		<u>70,500</u>
<i>New Consumer Shows</i>										
Arts and Crafts Show	2	2	1.00	6.00	4.00	45,000	180,000	90,000	3,000	6,000
Auto Show	1	4	2.00	6.00	4.00	90,000	360,000	180,000	20,000	20,000
Business Expo	1	2	1.00	3.00	2.00	30,000	60,000	30,000	3,500	3,500
Bridal Fair	1	2	1.00	3.00	2.00	30,000	60,000	30,000	3,000	3,000
Electronics Show	2	2	1.00	6.00	4.00	45,000	180,000	90,000	6,000	12,000
Health & Fitness	1	3	2.00	5.00	3.00	60,000	180,000	120,000	12,000	12,000
Travel & Recreation	1	3	2.00	5.00	3.00	90,000	270,000	180,000	8,000	8,000
Baby & Tot Show	1	2	1.00	3.00	2.00	60,000	120,000	60,000	6,000	6,000
Back to School Show	1	2	1.00	3.00	2.00	45,000	90,000	45,000	5,000	5,000
Gun Show	4	2	1.00	12.00	8.00	60,000	480,000	240,000	6,500	26,000
Home Show	2	3	3.00	12.00	6.00	90,000	540,000	540,000	18,000	36,000
Luxury Lifestyle Show	1	3	2.00	5.00	3.00	60,000	180,000	120,000	8,000	8,000
Lawn and Garden Show	1	4	3.00	7.00	4.00	90,000	360,000	270,000	8,000	8,000
RV Show	2	5	3.00	16.00	10.00	90,000	900,000	540,000	8,000	N/A
Sportsman's Show	1	3	2.00	5.00	3.00	90,000	270,000	180,000	20,000	20,000
Scrapbooking Show	2	3	1.00	8.00	6.00	45,000	270,000	90,000	5,000	10,000
Seasonal Shows	<u>2</u>	<u>3</u>	<u>2.00</u>	<u>10.00</u>	<u>6.00</u>	45,000	<u>270,000</u>	<u>180,000</u>	6,000	<u>12,000</u>
	<u>26</u>			<u>115.00</u>	<u>72.00</u>		<u>4,770,000</u>	<u>2,985,000</u>		<u>195,500</u>

Potential Events -- Stabilized Year

Event Type	Number of Events	Average Event Days	Move-In and Move-Out Days	Total Use Days	Event Days	Square Footage	Total SF Event Days	Total SF MIMO	Ave. Attendance	Total Attendance
<u>Exhibition Building</u>										
<i>Trade and industry Shows</i>	<u>6</u>	<u>3</u>	<u>2.00</u>	<u>30.00</u>	<u>18.00</u>	<u>60,000</u>	<u>1,080,000</u>	<u>720,000</u>		
<i>Animal Shows</i>										
Existing Dog Show	1	5	2.00	7.00	5.00	30,000	150,000	60,000	8,000	N/A
New Dog Shows	2	3	3.00	12.00	6.00	30,000	180,000	180,000	8,000	N/A
Cat Shows	<u>2</u>	3	2.00	<u>10.00</u>	<u>6.00</u>	45,000	<u>270,000</u>	<u>180,000</u>	3,000	<u>6,000</u>
	<u>5</u>			<u>29.00</u>	<u>17.00</u>		<u>600,000</u>	<u>420,000</u>		<u>6,000</u>
<i>Other Uses</i>										
Festivals	4	3	1.50	18.00	12.00	60,000	720,000	360,000	8,000	32,000
Community Uses	<u>4</u>	2	1.00	<u>12.00</u>	<u>8.00</u>	45,000	360,000	180,000	3,000	<u>12,000</u>
	<u>8</u>			<u>30.00</u>	<u>20.00</u>		<u>1,080,000</u>	<u>540,000</u>		<u>44,000</u>
<i>Total Exhibit Building Uses</i>	<u>61</u>			<u>267.00</u>	<u>169.00</u>		<u>8,580,000</u>	<u>5,190,000</u>		

Potential Events -- Stabilized Year

Event Type	Number of Events	Average Event Days	Move-In and Move-Out Days	Total Use Days	Event Days	Square Footage	Total SF Event Days	Total SF MIMO	Ave. Attendance	Total Attendance
<u>Pavilion Uses</u>										
Hardy Plant Sale	2	2	1.00	6.00	4.00	60,000	240,000	120,000	N/A	N/A
Weekend Market	8	2	1.00	24.00	16.00	50,000	800,000	400,000	N/A	N/A
Circus	1	2	1.00	3.00	2.00	100,000	200,000	100,000	2,500	5,000
Auto Shows	2	3	2.00	10.00	6.00	100,000	600,000	400,000	20,000	40,000
Dog Shows	3	4	2.00	18.00	12.00	100,000	1,200,000	600,000	8,000	24,000
RV Show	2	5	2.00	14.00	10.00	100,000	1,000,000	400,000	8,000	16,000
Sportsmen Show	1	3	2.00	5.00	3.00	100,000	300,000	200,000	20,000	N/A
Festivals	<u>2</u>	2	1.00	<u>6.00</u>	<u>4.00</u>	50,000	<u>200,000</u>	<u>100,000</u>	15,000	<u>30,000</u>
	<u>21</u>			<u>86.00</u>	<u>57.00</u>		<u>4,540,000</u>	<u>2,320,000</u>		<u>115,000</u>

Revenue Potential of Exhibition Building

Exhibit B

EXHIBITION HALL REVENUE POTENTIAL

	<u>DAILY RATE</u>
DAILY RATE	\$0.070
MOVE-IN, MOVE-OUT RATE	\$0.035
DAILY RATE FOR TRADE SHOWS	\$0.055
TRADE SHOW MIMO RATE	\$0.028
PARKING CHARGE (NET)	\$3.50
TICKET CHARGE PER ATTENDEE	\$0.50

FACILITY RENTAL REVENUE

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>MIMO SQUARE FOOTAGE</u>	<u>EVENT DAY SQUARE FOOTAGE</u>	<u>MIMO BASIC RENTAL</u>	<u>EVENT DAY BASIC RENTAL</u>	<u>BASIC RENTAL</u>	
EXISTING CONSUMER SHOWS	16	525,000	1,050,000	\$18,375	\$73,500	\$91,875	
NEW CONSUMER SHOWS	26	2,985,000	4,770,000	104,475	333,900	438,375	
TRADE AND INDUSTRY SHOWS	6	720,000	1,080,000	19,800	59,400	79,200	
ANIMAL SHOWS	5	420,000	600,000	14,700	42,000	56,700	
OTHER USES	8	<u>540,000</u>	<u>1,080,000</u>	<u>18,900</u>	<u>75,600</u>	<u>94,500</u>	
	<u>61</u>	<u>5,190,000</u>	<u>8,580,000</u>	<u>\$176,250</u>	<u>\$584,400</u>	<u>760,650</u>	<u>760,650</u>

CONCESSION INCOME POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>PER CAP SALES</u>	<u>TOTAL SALES</u>	<u>35% PERCENT TO FACILITY</u>
EXISTING CONSUMER SHOWS	16	70,500	\$3.00	\$211,500	\$74,000
NEW CONSUMER SHOWS	26	195,500	\$3.00	\$586,500	205,300
ANIMAL SHOWS	5	6,000	\$3.00	\$18,000	6,300
OTHER USES	8	44,000	\$3.00	\$132,000	<u>46,200</u>
					<u>\$331,800</u>

PARKING INCOME POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>ASSUMED PERSONS PER CAR</u>	<u>NUMBER OF CARS PARKED</u>	<u>PARKING REVENUE</u>	
EXISTING CONSUMER SHOWS	16	70,500	3.00	23,500	\$82,250	
NEW CONSUMER SHOWS	26	195,500	3.00	65,167	228,083	
OTHER USES	8	44,000	2.50	17,600	<u>61,600</u>	
					<u>\$371,933</u>	<u>\$371,933</u>

TICKET REVENUE POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>ATTEND SUBJECT TO FEE</u>	<u>TICKET CHARGE PER ATTENDEE</u>	<u>TICKET REVENUE</u>
EXISTING CONSUMER SHOWS	16	70,500	56,400	\$0.50	\$28,200
NEW CONSUMER SHOWS	26	195,500	156,400	\$0.50	78,200
OTHER USES	8	<u>44,000</u>	<u>35,200</u>	<u>\$0.50</u>	<u>17,600</u>
		<u>310,000</u>			<u>\$124,000</u>

TOTAL REVENUE POTENTIAL

\$1,588,400

PAVILION REVENUE POTENTIAL

	<u>DAILY RATE</u>
DAILY RATE	\$0.040
MOVE-IN, MOVE-OUT RATE	\$0.020
PARKING CHARGE (NET)	\$3.500
TICKET CHARGE PER ATTENDEE	\$0.500

FACILITY RENTAL REVENUE

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>MIMO SQUARE FOOTAGE</u>	<u>EVENT DAY SQUARE FOOTAGE</u>	<u>MIMO BASIC RENTAL</u>	<u>EVENT DAY BASIC RENTAL</u>	<u>BASIC RENTAL</u>	
HARDY PLANT SALE	2	120,000	240,000	\$2,400	\$9,600	\$12,000	
WEEKEND MARKET	8	400,000	800,000	8,000	32,000	40,000	
CIRCUS	1	100,000	200,000	2,000	8,000	10,000	
AUTO SHOWS	2	400,000	600,000	8,000	24,000	32,000	
DOG SHOWS	3	600,000	1,200,000	12,000	48,000	60,000	
RV SHOWS	2	400,000	1,000,000	8,000	40,000	48,000	
SPORTSMENS SHOW	1	200,000	300,000	4,000	12,000	16,000	
FESTIVALS	2	<u>100,000</u>	<u>200,000</u>	<u>2,000</u>	<u>8,000</u>	<u>10,000</u>	
	<u>21</u>	<u>2,320,000</u>	<u>4,540,000</u>	<u>\$46,400</u>	<u>\$181,600</u>	<u>228,000</u>	<u>228,000</u>

CONCESSION INCOME POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>PER CAP SALES</u>	<u>TOTAL SALES</u>	<u>35% PERCENT TO FACILITY</u>
HARDY PLANT SALE	2	0	\$0.00	\$0	\$0
WEEKEND MARKET	8	0	\$0.00	\$0	0
CIRCUS	1	2,500	\$3.00	\$7,500	2,600
AUTO SHOWS	2	20,000	\$3.00	\$60,000	21,000
DOG SHOWS	3	8,000	\$2.50	\$20,000	7,000
RV SHOWS	2	8,000	\$3.00	\$24,000	8,400
SPORTSMENS SHOW	1	20,000	\$3.00	\$60,000	21,000
FESTIVALS	2	15,000	\$3.00	\$45,000	<u>15,800</u>
					<u>\$75,800</u>

PARKING INCOME POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>ASSUMED PERSONS PER CAR</u>	<u>NUMBER OF CARS PARKED</u>	<u>PARKING REVENUE</u>	
HARDY PLANT SALE	2	0	3.00	0	\$0	
WEEKEND MARKET	8	0	3.00	0	\$0	
CIRCUS	1	2,500	3.00	833	\$2,917	
AUTO SHOWS	2	20,000	3.00	6,667	\$23,333	
RV SHOWS	2	8,000	3.00	2,667	\$9,333	
SPORTSMENS SHOW	1	20,000	3.00	6,667	\$23,333	
FESTIVALS	2	15,000	2.50	6,000	<u>\$21,000</u>	
					<u>\$79,917</u>	<u>\$79,917</u>

TICKET REVENUE POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>ATTEND SUBJECT TO FEE</u>	<u>TICKET CHARGE PER ATTENDEE</u>	<u>TICKET REVENUE</u>
HARDY PLANT SALE	2	0	0	\$0.50	\$0
WEEKEND MARKET	8	0	0	\$0.50	0
CIRCUS	1	2,500	2,000	\$0.50	1,000
AUTO SHOWS	2	20,000	16,000	\$0.50	8,000
RV SHOWS	2	8,000	6,400	\$0.50	3,200
SPORTSMENS SHOW	1	20,000	16,000	\$0.50	8,000
FESTIVALS	2	15,000	12,000	\$0.50	<u>6,000</u>
					<u>\$26,200</u>

TOTAL REVENUE POTENTIAL	<u>\$409,900</u>
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Washington County Fair Complex**Detailed Projected Expenses**

Description	New Hall	Old Hall	Pavilion	Total
Utilities				
Electricity	135,000		35,000	170,000
Natural Gas	33,000		18,000	51,000
Garbage	35,000		10,000	45,000
Water/Sewer	<u>42,000</u>		<u>12,000</u>	<u>54,000</u>
Total	<u>245,000</u>	<u>40,000</u>	<u>75,000</u>	<u>360,000</u>
General and Administrative				
Office Expenses	7,500	0	3,000	10,500
Telephone	18,000	0	7,000	25,000
Travel and Training	12,500	0	5,000	17,500
Legal Fees to County	7,500	0	2,500	10,000
Property Insurance and Bond	50,000	0	35,000	85,000
General Liability Insurance	25,000	0	12,500	37,500
Board Expenses	7,500	0	0	7,500
Dues/Licenses/Fees	7,000	0	3,000	10,000
County Indirect Costs	<u>20,000</u>	<u>0</u>	<u>2,000</u>	<u>22,000</u>
Total	<u>155,000</u>	<u>0</u>	<u>70,000</u>	<u>225,000</u>
Supplies	<u>25,000</u>	<u>3,000</u>	<u>15,000</u>	<u>43,000</u>
Repairs and Maintenance	<u>50,000</u>	<u>15,000</u>	<u>25,000</u>	<u>90,000</u>
Marketing and Advertising				
Printing	7,000	0	3,000	10,000
Postage	8,000	0	2,000	10,000
General Marketing and Advertising	<u>50,000</u>	<u>0</u>	<u>25,000</u>	<u>75,000</u>
Total	<u>65,000</u>	<u>0</u>	<u>30,000</u>	<u>95,000</u>
Contractual Services				
Equipment Rental	10,000	0	5,000	15,000
Professional Services	30,000	5,000	15,000	50,000
Buildings/Grounds Security	70,000	0	15,000	85,000
Contract Services	<u>30,000</u>	<u>10,000</u>	<u>15,000</u>	<u>55,000</u>
	<u>140,000</u>	<u>15,000</u>	<u>50,000</u>	<u>205,000</u>



September 16, 2005

Mr. Don Hillman
Washington County Fair Complex
873 NE 34th Avenue
Hillsboro, OR 97124

Dear Mr. Hillman:

Markin Consulting is pleased to submit our report on the financial assessment of the planned facilities at the Washington County Fair Complex.

This report is to be used only for facility planning of facilities at the Washington County Fair Complex. It is not to be used for any other purpose. This report may not be referred to or included in any prospectus, or as a part of any offering or representation made in connection with the sale of securities to the public.

Although we believe that the information and assumptions set forth in this report constitute a reasonable basis for the estimates of usage, operating revenues and expenses, the achievement of any estimate may be affected by fluctuating economic conditions and the occurrence of other future events that cannot be anticipated. Therefore, the actual results achieved will vary from the estimates and such variations may be material.

The terms of our engagement are that we have no responsibility to update this report or to revise the estimates because of events and transactions occurring subsequent to the date of this report.

We have appreciated the opportunity to work with the Washington County Fair Complex on this very important project.

Very truly yours,

Rod Markin, President

Markin Consulting was hired by the Washington County Fair Complex (the WCFC) to attest to the reasonableness of management's revenue and expense pro forma for the future operation of new facilities and structures that are planned to replace existing fairground facilities. This report presents an overview of the work tasks conducted during our engagement and our findings.

Background

The WCFC is planning the sale or lease of the property on which all of its fairground buildings and structures are located to a national real estate development company, Opus NW, LLC (Opus). As a part of this transaction, Opus would build new facilities for the WCFC which would be located to the east of the existing fairground facilities.

The new facilities and structures that are planned to be built include an Exhibition Hall, Pavilion, Public Plaza, parking lots and RV facilities (the Planned Facilities). A brief description of these planned components is presented below.

- **Exhibition Hall** – This building is planned to have at least 90,000 square feet of dividable, clear-span exhibit space on its main floor, along with a lobby area, concessions, rest rooms, PA system, box office, show offices, storage, maintenance shops and load-in and load-out access points.

A second floor in the Exhibition Hall would include at least 10,000 square feet of flex conference and meeting space, as well as new administrative offices.

- **Pavilion** – This structure is planned to consist of at least 100,000 square feet of covered, clear-span space. It is proposed that the floor would consist of a removable, interlocking hard surface over dirt. Other features of the Pavilion include separate concessions, rest rooms, dressing rooms, PA system and portable stage area. A covered walkway is planned to connect the Exhibition Hall and the Pavilion.
- **Public Plaza** – More than 3 acres of outdoor landscaped space surrounding the Exhibition Hall and Pavilion is planned for use for outside events, public gathering, festivals and the annual Washington County Fair.
- **Parking Lots** – Parking lots, planned to be sited east, south and adjacent to the Exhibition Hall and Pavilion, are expected to accommodate about 1,350 space for visitors, exhibitors, contractors and employees. Other grassed areas further east of the Exhibition Hall are planned to be available for event parking, as well.
- **RV Facilities** – Approximately 50 RV spaces with full hook-ups are planned to accommodate exhibition and fair time users.

Approach

Management's pro forma of the future operations of the Planned Facilities were prepared using historical information from the operation of the WCFC and the Portland Metropolitan Exhibition Center. No market analysis was conducted in preparing the pro forma to determine the market potential for the Planned Facilities. A number of factors will impact the reasonableness of the pro forma, including:

- Location access and proximity to population centers
- Economic and demographic trends of Hillsboro, Washington County and surrounding metro areas
- Competitive forces within the Portland metro area from other event facilities
- Intent and interest of current users of WCFC facilities and of other event producers and promoters
- Managements plans related to marketing and operation of the Planned Facilities

With regard to these factors, during the course of our assessment, we conducted the following tasks:

- Reviewed the plans for the Planned Facilities (location, layout, sizing and amenities)
- Reviewed managements financial and operating pro forma, including a detailed review of the key assumptions related to events, attendance and other key factors
- Analyzed recent historical uses of the existing Fairground facilities; in particular by those users who expressed intent and interest in using the Planned Facilities
- Analyzed trends in population growth and economic activities in Hillsboro, Washington County and the greater Portland metropolitan area
- Reviewed and assess major competitive facilities in the Portland area – Portland Metropolitan Exposition Center, Oregon Convention Center and Clark County Exposition Hall – including rental policies and rates, marketing approach, event usage patterns and other factors
- Surveyed and interviewed potential users (event producers) of the Planned Facilities to determine the level of interest and intent in renting the Planned Facilities for events and activities
- Developed a potential events calendar for the Exhibition Hall and Pavilion, along with expected space needs, number of events and event days, move-in and move-out days, attendance estimates and other aspects of use
- Identified key sizing, amenities and service issues related to the Planned Facilities
- Prepared projections of revenue potential and operating expenses for the Planned Facilities exclusive of the annual Washington County Fair and Frite Lites, an event produced by the WCFC

Potential Use Assessment

Event /Usage Potential

On the basis of (1) our assessment of location characteristics, economic and demographic trends, competitive facilities and activities in the greater Portland area, (2) management's plans for marketing and operating the Planned Facilities, and (3) the results of surveys and interviews of potential users, we identified the following potential uses of the Planned Facilities for the WCFC.

Washington County Fair Complex
Event Potential for the Exhibition Hall

Event Type	Number of Event	Average Square Feet Rented	Number of Event Days	Number of MIMO Days	Total Use Days
Consumer shows	42	47,100	114	64	178
Trade and industry shows	6	60,000	18	12	30
Dog and cat shows	5	35,300	17	12	29
Festivals	4	60,000	12	6	18
Community uses	<u>4</u>	45,000	<u>8</u>	<u>4</u>	<u>12</u>
	<u>61</u>		<u>169</u>	<u>98</u>	<u>267</u>

Washington County Fair Complex
Event Potential for the Pavilion

Event Type	Number of Event	Average Square Feet Rented	Number of Event Days	Number of MIMO Days	Total Use Days
Weekend market	8	50,000	16	8	24
Consumer shows and sales	7	93,000	23	12	35
Circus	1	100,000	2	1	3
Festivals	2	50,000	4	2	6
Animal shows	<u>3</u>	100,000	<u>12</u>	<u>6</u>	<u>18</u>
	<u>21</u>		<u>57</u>	<u>29</u>	<u>86</u>

In addition, it is estimated that the meeting space would be rented at least 30 days per year, in addition to use by major consumer shows and trade and industry shows. The RV spaces could achieve an average of 25 percent occupancy on a year-round basis.

Exhibit A presents the detailed event potential, related square footage per event type, number of events, event days, move-in/move-out days, attendance and other relevant assumptions.

Rental Policies

Based on our review and comparison of competitive facilities and interviews with potential users of the Planned Facilities, the following policies are appropriate for the rental of the Planned Facilities:

- Exhibit Hall – A charge based on a daily rate of \$0.07 per square foot rented plus a fee of \$0.50 per ticket sold for paid events. A move-in/move-out charge equal to 50 percent of the daily rate could also be sustained. For private industry and trade shows, a daily rate of \$0.055 per square foot plus a move-in/move-out charge equal to 50 percent of the daily rate is reasonable.
- Pavilion – A daily charge of \$0.04 per square foot rented and a move-in/move-out charge equal to 50 percent of the daily rate plus, for ticketed events, a fee of \$0.50 per ticket sold.
- Conference Space – A charge based on a daily rate of \$0.165 per square foot.
- RV Spaces – A charge of \$28 per night.

Operating Policies

It is management's intent to contract a number of services to third party businesses, including year-round concession operations, rentals of tables, chairs, pipe and drape, electrical services for consumer shows and security of the grounds. A minimal amount of tables and chairs will be owned and rented by the WCFC operations. In addition, temporary labor will be contracted to handle the set up and clean up of events and activities in the Planned Facilities.

Planned Facility Recommendations

Of the basis of our surveys and interviews with potential users, as well as our review of competitive facilities, we recommend that the Planned Facilities at the WCFC incorporate the following aspects:

Exhibition Hall

- Insure that sound dampening panels or materials are used to mitigate possible "echoing" within the large exhibition spaces
- Add wireless internet, as well as T1 lines, for use by exhibitors
- Maximize the number of loading docks and large roll-up doors to insure access to all of the building, particularly when multiple events are being staged
- Ensure placement of permanent concession stands allow for access from all dividable spaces

Pavilion

- Consider adding "drop-down" siding(s) to partially protect against wind and rain elements

Financial Feasibility

Projected cash flows for the Planned Facilities at the WCFC are presented on the next page. The projected statement of net cash flow is based on the recommended rental rates, operating policies, and the projected usage of the Planned Facilities presented above. These projections, and the assumptions herein, represent the estimated potential revenues and expenses associated with operating the Planned Facilities. These will usually be differences between the estimated and actual results because events and circumstances frequently do not occur as expected, and those differences may be material. The projections reflect the estimated revenue and expenses for the Planned Facilities in the third year of operation – considered the stabilized year of operation.

Projected Net Cash Flow

Washington County Fair Complex
 Projected Operating Revenues and Expenses
 Stabilized Year of Operations

	<u>Exhibition Hall</u>	<u>Pavilion & Plaza</u>	<u>Total</u>
Operating Revenues			
Rental income	\$888,000	\$228,000	\$1,116,000
Concession income	332,000	76,000	408,000
Admission fee	124,000	26,000	150,000
Equipment rentals	125,000	30,000	155,000
Parking income	<u>372,000</u>	<u>80,000</u>	<u>452,000</u>
Total revenues	<u>\$1,841,000</u>	<u>\$440,000</u>	<u>\$2,281,000</u>
Operating Expenses			
Salaries, wages & benefits			495,000
Utilities			325,000
General & administrative			225,000
Supplies			40,000
Repairs and maintenance			75,000
RV park expenses and taxes			62,000
Marketing and advertising			95,000
Contractual services			<u>190,000</u>
Total expenses			<u>1,507,000</u>
Net cash flow from operations			<u>\$774,000</u>

Revenue Assumptions

Rental Income – Rental income represents the estimated income associated with renting the Planned Facilities for the events listed on page 3, including rental of the Exhibition Hall, the conference space in the Exhibition Hall, the Pavilion and the RV spaces. For purposes of the projected cash flows, the rental income of the Exhibition Hall, conference space and RV spaces are combined in the Exhibition Hall rental income. The breakdown of these revenue items are as follows:

Exhibition Hall Exhibit Space Rentals	\$720,000
Exhibition Hall Conference Rentals	50,000
RV Park Income	<u>118,000</u>
Total Exhibition Hall Rental Income	<u>\$888,000</u>

Exhibits B and C present the detailed calculation of the Exhibition Hall exhibit space and Pavilion rental income, respectively. For purposes of the conference space rentals, it is assumed that this space would be rented for 30 days per year, based on a daily rate of \$0.165 per square foot. RV park income is based on an assumed 25 percent average annual occupancy for the 50 spaces over a 48 week season and a \$28 per day rate.

Concession Income – Concession income is expected to be generated from the sale of concession for consumer shows, animal shows, festivals, community events and others list on page 3. It is assumed that the WCFC would contract the concession services to a third party and would receive 35 percent of gross sales. Per capita sales and estimated attendance at the identified events and activities are shown in Exhibits B and C.

Admission Fee – Admission fees represent a charge of \$0.50 per ticket sold for events that would charge an admission fee, such as consumer shows, festivals, circus and similar events. For purposes of the projections, it is assumed that only 80 percent of the estimated attendance at these events would be subject to the \$0.50 fee, as the other 20 percent would represent free admissions, such as children under certain ages as dictated by the event producer. Exhibits B and C present the detailed calculation of admission fees for the Exhibition Hall and Pavilion events and activities.

Equipment Rentals – Equipment rentals consist of management's estimates for minimal table and chair rentals, as well as electrical charges for access to power and power hook-ups.

Parking Income – It is assumed that parking fees would be assessed at public events held at the Planned Facilities. Parking income is based on \$3.50 of net revenue per vehicle parked for these events. Exhibits B and C present the detailed calculation of the number of cars parked for the variety of events listed on page 3, along with the calculation of parking income for those events.

Expense Assumptions

Projected operating expenses for the Planned Facilities are based on the expenses of similar facilities (including the Portland Exposition Center) and the historical operations of the existing WCFC facilities.

Salaries, Wages and Benefits – These expenses are based management’s allocation of 75 percent of the permanent, full-time staff to non-fair activities. The required staffing positions and related salaries and benefits to operate the Planned Facilities are shown in the following table.

Estimated Personnel Costs	
Staff Position	Salary
Executive Director	\$90,000
Assistant Director	\$55,000
Finance Manager	50,000
Sales Manager	50,000
Admin. Secretary	40,000
Accounting Assistant	35,000
Receptionist	30,000
Operations Manager	50,000
Maintenance Staff	40,000
Maintenance Staff	<u>40,000</u>
	\$480,000
Taxes and Benefits @ 37.5%	<u>180,000</u>
Total Personnel Costs	\$660,000
Allocation to Planned Facilities	<u>x 75%</u>
Salaries, wages and benefits	<u><u>495,000</u></u>

Utilities – Utility costs include electricity, gas, water, sewer and trash removal from the operation of the Planned Facilities.

General and Administrative – General and administrative expenses cover the costs of operating the office of the WCFC, including supplies, travel, postage, telephone, equipment rentals, and other costs.

Supplies – Supply costs include supplies used in the operation and maintenance of the facilities, such as rest rooms supplies and those supplies used in cleaning and maintaining the facilities.

Repairs and Maintenance – Repairs and maintenance costs include the cost of normal repairs and maintenance of the facilities; not extraordinary costs associated with new facilities.

RV Park Expenses and Taxes – These costs relate to the operation and maintenance of the RV park area, including the remittance of applicable hotel/motel taxes.

Marketing and Advertising – Marketing costs include the cost of brochures and mailings, as well as advertising in trade publications and other direct marketing expenses.

Contractual Services – These costs include equipment rentals, security services, professional services and temporary personnel services for event set-up and clean-up.

Event Potential for the Planned Exhibition Hall and Pavilion

Potential Events -- Stabilized Year

Event Type	Number of Events	Average Event Days	Move-In and Move-Out Days	Total Use Days	Event Days	Square Footage	Total SF Event Days	Total SF MIMO	Ave. Attendance	Total Attendance
<u>Exhibition Hall</u>										
<i>Existing Consumer Shows</i>										
Gem Faire	1	3	2.00	5.00	3.00	25,000	75,000	50,000	2,500	2,500
Oregon Ceramics Show	1	3	2.00	5.00	3.00	25,000	75,000	50,000	2,000	2,000
Unique Animal Expo	2	2	1.00	6.00	4.00	25,000	100,000	50,000	10,000	20,000
Oregon Exotic Bird Fair	1	2	1.00	3.00	2.00	25,000	50,000	25,000	2,000	2,000
Rose City Exotic Bird Expo	2	2	1.00	6.00	4.00	25,000	100,000	50,000	2,500	5,000
Rain of Glass	1	2	1.00	3.00	2.00	25,000	50,000	25,000	3,500	3,500
Orchid Show	2	2	1.00	6.00	4.00	25,000	100,000	50,000	2,500	5,000
Fenton Glass Show	2	2	1.00	6.00	4.00	25,000	100,000	50,000	2,000	4,000
NW Quilters	1	3	2.00	5.00	3.00	25,000	75,000	50,000	3,500	3,500
Regional Gem Show	1	3	1.00	4.00	3.00	25,000	75,000	25,000	3,000	3,000
Every Husband's Nightmare	<u>2</u>	<u>5</u>	<u>2.00</u>	<u>14.00</u>	<u>10.00</u>	25,000	<u>250,000</u>	<u>100,000</u>	10,000	<u>20,000</u>
	<u>16</u>			<u>63.00</u>	<u>42.00</u>		<u>1,050,000</u>	<u>525,000</u>		<u>70,500</u>
<i>New Consumer Shows</i>										
Arts and Crafts Show	2	2	1.00	6.00	4.00	45,000	180,000	90,000	3,000	6,000
Auto Show	1	4	2.00	6.00	4.00	90,000	360,000	180,000	20,000	20,000
Business Expo	1	2	1.00	3.00	2.00	30,000	60,000	30,000	3,500	3,500
Bridal Fair	1	2	1.00	3.00	2.00	30,000	60,000	30,000	3,000	3,000
Electronics Show	2	2	1.00	6.00	4.00	45,000	180,000	90,000	6,000	12,000
Health & Fitness	1	3	2.00	5.00	3.00	60,000	180,000	120,000	12,000	12,000
Travel & Recreation	1	3	2.00	5.00	3.00	90,000	270,000	180,000	8,000	8,000
Baby & Tot Show	1	2	1.00	3.00	2.00	60,000	120,000	60,000	6,000	6,000
Back to School Show	1	2	1.00	3.00	2.00	45,000	90,000	45,000	5,000	5,000
Gun Show	4	2	1.00	12.00	8.00	60,000	480,000	240,000	6,500	26,000
Home Show	2	3	3.00	12.00	6.00	90,000	540,000	540,000	18,000	36,000
Luxury Lifestyle Show	1	3	2.00	5.00	3.00	60,000	180,000	120,000	8,000	8,000
Lawn and Garden Show	1	4	3.00	7.00	4.00	90,000	360,000	270,000	8,000	8,000
RV Show	2	5	3.00	16.00	10.00	45,000	450,000	270,000	8,000	N/A
Sportsman's Show	1	3	2.00	5.00	3.00	90,000	270,000	180,000	20,000	20,000
Scrapbooking Show	2	3	1.00	8.00	6.00	45,000	270,000	90,000	5,000	10,000
Seasonal Shows	<u>2</u>	<u>3</u>	<u>2.00</u>	<u>10.00</u>	<u>6.00</u>	45,000	<u>270,000</u>	<u>180,000</u>	6,000	<u>12,000</u>
	<u>26</u>			<u>115.00</u>	<u>72.00</u>		<u>4,320,000</u>	<u>2,715,000</u>		<u>195,500</u>

Event Potential for the Planned Exhibition Hall and Pavilion

Potential Events -- Stabilized Year

Event Type	Number of Events	Average Event Days	Move-In and Move-Out Days	Total Use Days	Event Days	Square Footage	Total SF Event Days	Total SF MIMO	Ave. Attendance	Total Attendance
<u>Exhibition Hall</u>										
<i>Trade and industry Shows</i>	<u>6</u>	<u>3</u>	<u>2.00</u>	<u>30.00</u>	<u>18.00</u>	<u>60,000</u>	<u>1,080,000</u>	<u>720,000</u>		
<i>Animal Shows</i>										
Existing Dog Show	1	5	2.00	7.00	5.00	30,000	150,000	60,000	8,000	N/A
New Dog Shows	2	3	3.00	12.00	6.00	30,000	180,000	180,000	8,000	N/A
Cat Shows	<u>2</u>	<u>3</u>	<u>2.00</u>	<u>10.00</u>	<u>6.00</u>	<u>45,000</u>	<u>270,000</u>	<u>180,000</u>	<u>3,000</u>	<u>6,000</u>
	<u>5</u>			<u>29.00</u>	<u>17.00</u>		<u>600,000</u>	<u>420,000</u>		<u>6,000</u>
<i>Other Uses</i>										
Festivals	4	3	1.50	18.00	12.00	60,000	720,000	360,000	8,000	32,000
Community Uses	<u>4</u>	<u>2</u>	<u>1.00</u>	<u>12.00</u>	<u>8.00</u>	<u>45,000</u>	<u>360,000</u>	<u>180,000</u>	<u>3,000</u>	<u>12,000</u>
	<u>8</u>			<u>30.00</u>	<u>20.00</u>		<u>1,080,000</u>	<u>540,000</u>		<u>44,000</u>

Potential Events -- Stabilized Year

Event Type	Number of Events	Average Event Days	Move-In and Move-Out Days	Total Use Days	Event Days	Square Footage	Total SF Event Days	Total SF MIMO	Ave. Attendance	Total Attendance
<u>Pavilion Uses</u>										
Hardy Plant Sale	2	2	1.00	6.00	4.00	60,000	240,000	120,000	N/A	N/A
Weekend Market	8	2	1.00	24.00	16.00	50,000	800,000	400,000	N/A	N/A
Circus	1	2	1.00	3.00	2.00	100,000	200,000	100,000	2,500	5,000
Auto Shows	2	3	2.00	10.00	6.00	100,000	600,000	400,000	20,000	40,000
Dog Shows	3	4	2.00	18.00	12.00	100,000	1,200,000	600,000	8,000	24,000
RV Show	2	5	2.00	14.00	10.00	100,000	1,000,000	400,000	8,000	16,000
Sportsmen Show	1	3	2.00	5.00	3.00	100,000	300,000	200,000	20,000	N/A
Festivals	<u>2</u>	<u>2</u>	<u>1.00</u>	<u>6.00</u>	<u>4.00</u>	<u>50,000</u>	<u>200,000</u>	<u>100,000</u>	<u>15,000</u>	<u>30,000</u>
	<u>21</u>			<u>86.00</u>	<u>57.00</u>		<u>4,540,000</u>	<u>2,320,000</u>		<u>115,000</u>

Exhibition Hall Revenue Potential

EXHIBITION HALL REVENUE POTENTIAL

	<u>DAILY RATE</u>
DAILY RATE	\$0.070
MOVE-IN, MOVE-OUT RATE	\$0.035
DAILY RATE FOR TRADE SHOWS	\$0.055
TRADE SHOW MIMO RATE	\$0.028
PARKING CHARGE (NET)	\$3.50
TICKET CHARGE PER ATTENDEE	\$0.50

FACILITY RENTAL REVENUE

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>MIMO SQUARE FOOTAGE</u>	<u>EVENT DAY SQUARE FOOTAGE</u>	<u>MIMO BASIC RENTAL</u>	<u>EVENT DAY BASIC RENTAL</u>	<u>BASIC RENTAL</u>	
EXISTING CONSUMER SHOWS	16	525,000	1,050,000	\$18,375	\$73,500	\$91,875	
NEW CONSUMER SHOWS	26	2,715,000	4,320,000	95,025	302,400	397,425	
TRADE AND INDUSTRY SHOWS	6	720,000	1,080,000	19,800	59,400	79,200	
ANIMAL SHOWS	5	420,000	600,000	14,700	42,000	56,700	
OTHER USES	8	540,000	1,080,000	18,900	75,600	94,500	
	<u>61</u>	<u>4,920,000</u>	<u>8,130,000</u>	<u>\$166,800</u>	<u>\$552,900</u>	<u>719,700</u>	<u>719,700</u>

CONCESSION INCOME POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>PER CAP SALES</u>	<u>TOTAL SALES</u>	<u>35% PERCENT TO FACILITY</u>
EXISTING CONSUMER SHOWS	16	70,500	\$3.00	\$211,500	\$74,000
NEW CONSUMER SHOWS	26	195,500	\$3.00	\$586,500	205,300
ANIMAL SHOWS	5	6,000	\$3.00	\$18,000	6,300
OTHER USES	8	44,000	\$3.00	\$132,000	46,200
					<u>\$331,800</u>

PARKING INCOME POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>ASSUMED PERSONS PER CAR</u>	<u>NUMBER OF CARS PARKED</u>	<u>PARKING REVENUE</u>	
EXISTING CONSUMER SHOWS	16	70,500	3.00	23,500	\$82,250	
NEW CONSUMER SHOWS	26	195,500	3.00	65,167	228,083	
OTHER USES	8	44,000	2.50	17,600	61,600	
					<u>\$371,933</u>	<u>\$371,933</u>

TICKET REVENUE POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>ATTEND SUBJECT TO CHARGE FEE</u>	<u>TICKET CHARGE PER ATTENDEE</u>	<u>TICKET REVENUE</u>
EXISTING CONSUMER SHOWS	16	70,500	56,400	\$0.50	\$28,200
NEW CONSUMER SHOWS	26	195,500	156,400	\$0.50	78,200
OTHER USES	8	44,000	35,200	\$0.50	17,600
		<u>310,000</u>			<u>\$124,000</u>

TOTAL REVENUE POTENTIAL	<u>\$1,547,400</u>
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Pavilion Revenue Potential

PAVILION

	<u>DAILY RATE</u>
DAILY RATE	\$0.040
MOVE-IN, MOVE-OUT RATE	\$0.020
PARKING CHARGE (NET)	\$3.500
TICKET CHARGE PER ATTENDEE	\$0.500

FACILITY RENTAL REVENUE

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>MIMO SQUARE FOOTAGE</u>	<u>EVENT DAY SQUARE FOOTAGE</u>	<u>MIMO BASIC RENTAL</u>	<u>EVENT DAY BASIC RENTAL</u>	<u>BASIC RENTAL</u>	
HARDY PLANT SALE	2	120,000	240,000	\$2,400	\$9,600	\$12,000	
WEEKEND MARKET	8	400,000	800,000	8,000	32,000	40,000	
CIRCUS	1	100,000	200,000	2,000	8,000	10,000	
AUTO SHOWS	2	400,000	600,000	8,000	24,000	32,000	
DOG SHOWS	3	600,000	1,200,000	12,000	48,000	60,000	
RV SHOWS	2	400,000	1,000,000	8,000	40,000	48,000	
SPORTSMENS SHOW	1	200,000	300,000	4,000	12,000	16,000	
FESTIVALS	2	<u>100,000</u>	<u>200,000</u>	<u>2,000</u>	<u>8,000</u>	<u>10,000</u>	
	<u>21</u>	<u>2,320,000</u>	<u>4,540,000</u>	<u>\$46,400</u>	<u>\$181,600</u>	<u>228,000</u>	<u>228,000</u>

CONCESSION INCOME POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>PER CAP SALES</u>	<u>TOTAL SALES</u>	<u>35% PERCENT TO FACILITY</u>
HARDY PLANT SALE	2	0	\$0.00	\$0	\$0
WEEKEND MARKET	8	0	\$0.00	\$0	0
CIRCUS	1	2,500	\$3.00	\$7,500	2,600
AUTO SHOWS	2	20,000	\$3.00	\$60,000	21,000
DOG SHOWS	3	8,000	\$2.50	\$20,000	7,000
RV SHOWS	2	8,000	\$3.00	\$24,000	8,400
SPORTSMENS SHOW	1	20,000	\$3.00	\$60,000	21,000
FESTIVALS	2	15,000	\$3.00	\$45,000	<u>15,800</u>
					<u>\$75,800</u>

PARKING INCOME POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>ASSUMED PERSONS PER CAR</u>	<u>NUMBER OF CARS PARKED</u>	<u>PARKING REVENUE</u>	
HARDY PLANT SALE	2	0	3.00	0	\$0	
WEEKEND MARKET	8	0	3.00	0	\$0	
CIRCUS	1	2,500	3.00	833	\$2,917	
AUTO SHOWS	2	20,000	3.00	6,667	\$23,333	
RV SHOWS	2	8,000	3.00	2,667	\$9,333	
SPORTSMENS SHOW	1	20,000	3.00	6,667	\$23,333	
FESTIVALS	2	15,000	2.50	6,000	<u>\$21,000</u>	
					<u>\$79,917</u>	<u>\$79,917</u>

TICKET REVENUE POTENTIAL

<u>EVENT</u>	<u>NUMBER OF EVENTS</u>	<u>ASSUMED TOTAL ATTEND.</u>	<u>ATTEND SUBJECT TO FEE</u>	<u>TICKET CHARGE PER ATTENDEE</u>	<u>TICKET REVENUE</u>
HARDY PLANT SALE	2	0	0	\$0.50	\$0
WEEKEND MARKET	8	0	0	\$0.50	0
CIRCUS	1	2,500	2,000	\$0.50	1,000
AUTO SHOWS	2	20,000	16,000	\$0.50	8,000
RV SHOWS	2	8,000	6,400	\$0.50	3,200
SPORTSMENS SHOW	1	20,000	16,000	\$0.50	8,000
FESTIVALS	2	15,000	12,000	\$0.50	<u>6,000</u>
					<u>\$26,200</u>

TOTAL REVENUE POTENTIAL

\$409,900

WASHINGTON COUNTY FAIR COMPLEX
ProForma - Phase I

The Washington County Fair Complex, home of the annual County Fair & Rodeo, is funded primarily through its entrepreneurial business operations and industry tax subsidies. Approximately 55 percent of the Fair Complex funding comes from operating revenues generated from user fees and services generated through facility rental, event services, parking, food & beverage businesses, RV Park, and annual County Fair & Rodeo. The remaining 45 percent comes from lodging industry tax subsidy, government loans (if any), and investment earnings. The Washington County Fair Complex receives no property tax support for operations

Wages and Salaries:

Current Complex Positions	Salaries 2007-08	Proposed Complex Positions	Proposed Phase One
Executive Director	\$ 97,420	General Manager	\$ 106,453
Senior Administrative Specialist - Fair Coordinator	46,024	Asst. General Manager - Fair & Events (2)	77,349
Management Analyst I - Marketing/Events Mgr.	57,992	Asst. General Manager - Rentals (2)	77,349
Accounting Assistant II	39,706	Accounting Assistant II	43,388
Senior Facilities Maintenance Tech.	55,230	Ops Mgr. - Senior Facilities Tech.	60,351
Groundskeeper	43,144	Events /Operations Staff	47,145
Facilities Maintenance Worker	42,092	Events/Operations Staff	45,995
Temps.	7,119	Business Manager/CFO (3)	77,349
Total Wages and Salaries	\$ 388,727	Total Wages and Salaries	\$ 535,379
OPE (FICA, Medicare, Medical, PERS, etc.)	178,106	OPE (FICA, Medicare, Medical, PERS, etc.)	245,739
Total Wages and Salaries	\$ 566,833	Total Wages and Salaries	\$ 781,118
Notes:			
(1) Estimated 2010-11 (2007-08 plus 3% estimated CPI each year)			
(2) Upgraded Position - Added Responsibilities with Enhanced Facilities			
(3) New Position.			

Operating Revenues:

1. Commencing in 2010-11, Non-Fairtime (Rental) Revenues are those shown in the September 10, 2007 Markin Consulting Scenario I, updated by 3% per year since 2007
2. Fairtime Revenues are projected using estimated 2007-08 revenues and increasing those revenues by 3% per year moving forward
3. Non-operating Revenues (Hotel/Motel Taxes and Interest) are projected using estimated 2007-08 plus 3% per year moving forward

Operating Expenses:

1. Commencing in 2010-11, Non-Fairtime (Rental) Expenses are those shown in September 10, 2007 Markin Consulting, Scenario I, except for Wages & Salaries which have been revised as above, updated by 3% per year since 2007
2. Fairtime Expenses are projected using estimated 2007-08 expenses and increasing those expenses by 3% per year moving forward
3. Non-operating Expenses (lease payments, equipment, etc.) are projected using estimated 2007-08 expenses plus 3% per year moving forward

	Description	Estimated 2007-08	Proposed 2008-09	Proposed 2009-10	Proposed Phase I (2010-11)	Proposed Rev. at 90% (2010-11)	Proposed Rev. at 80% (2010-11)
1	Opening Balance	\$ 627,296	\$ 847,214	\$ 1,026,912	\$ 1,211,162	\$ 1,211,162	\$ 1,211,162
	Non-Fairtime (Rental) Revenues						
2	Parking	\$ 29,951	\$ 30,850	\$ 31,775	\$ 406,494	\$ 365,845	\$ 325,196
3	RV Park	10,000	10,300	10,609	-	-	-
4	Rentals	200,000	206,000	212,180	831,565	748,409	665,252
5	Concessions	3,000	3,090	3,183	362,785	326,507	290,228
6	Admission Fees	-	-	-	135,498	121,948	108,399
7	Equipment Rental/Miscellaneous	15,000	15,450	15,914	140,689	126,620	112,551
8	Frite Lite Revenues	77,000	79,310	81,689	84,140	75,726	67,312
9							
10	Non-Fairtime (Rental) Revenues	\$ 334,951	\$ 345,000	\$ 355,350	\$ 1,961,172	\$ 1,765,055	\$ 1,568,937
11							
12	Non-Fairtime (Rental) Expenses						
13	Personal Services (Some Temporary Savings in the Current Budget)	\$ 336,244	\$ 408,687	\$ 420,947	\$ 588,935	\$ 588,935	\$ 588,935
14	Supplies	25,000	25,750	26,523	28,138	25,000	25,000
15	Professional Services	12,500	12,875	13,261	157,571	140,000	140,000
16	Advertising and Marketing	1,000	1,030	1,061	73,158	65,000	65,000
17	General & Administration	56,211	57,897	59,634	174,454	155,000	155,000
18	Utilities (Water/Sewer/Elect/Natural Gas)	65,000	66,950	68,959	275,750	245,000	245,000
19	Repair and Maintenance	62,000	63,860	65,776	56,275	50,000	50,000
20	Frite Lite Expenses	62,000	63,860	65,776	67,749	71,773	71,773
21							
22	Total Non-Fairtime (Rental) Expenses	\$ 619,955	\$ 700,909	\$ 721,936	\$ 1,422,030	\$ 1,340,708	\$ 1,340,708
23							
24	Net Non-Fairtime (Rental) Income/(Loss)	\$ (285,004)	\$ (355,909)	\$ (366,587)	\$ 539,141	\$ 424,346	\$ 228,229

	Description	Estimated 2007-08	Proposed 2008-09	Proposed 2009-10	Proposed Phase I	Proposed Rev. at 90%	Proposed Rev. at 80%
	Fair Revenues (Actual 2007 County Fair)						
25	Commercial Booth Rentals	\$ 91,550	\$ 94,297	\$ 97,125	\$ 94,297	\$ 84,867	\$ 75,437
26	Dept of Agriculture via Lottery	46,000	47,380	48,801	50,265	45,239	40,212
27	Parking Fees	81,222	83,659	86,168	88,753	79,878	71,003
28	Sponsorships	65,150	67,105	69,118	71,191	64,072	56,953
29	Carnival Income	99,541	102,527	105,603	108,771	97,894	87,017
30	Advertising	-	-	-	-	-	-
31	Entry & Camping Fees	8,126	8,370	8,621	8,879	7,992	7,104
32	Food and Beverage Concessions	95,348	98,208	101,155	104,189	93,770	83,351
33	Other Revenues (ATM/Merch/Etc.)	10,500	10,815	11,139	11,474	10,326	9,179
34	Truck Pull Admissions & Sponsorships	18,663	19,223	19,800	20,394	18,354	16,315
35	Rodeo Admissions & Sponsorships	54,378	56,009	57,690	59,420	53,478	47,536
36	Demo Derby Admissions & Sponsorships	39,756	40,949	42,177	43,442	39,098	34,754
37							
38	Total Fair Revenues	\$ 610,234	\$ 628,541	\$ 647,397	\$ 661,077	\$ 594,969	\$ 528,861
39							
40	Fair Expenses						
41	Personal Services (Some Temporary Savings in the Current Budget)	\$ 146,737	\$ 181,151	\$ 186,586	\$ 192,183	\$ 192,183	\$ 192,183
42	Utilities	10,993	11,323	11,662	12,012	12,012	12,012
43	General & Administration	43,293	44,592	45,930	47,307	47,307	47,307
44	Supplies	10,920	11,248	11,585	11,933	11,933	11,933
45	Repairs and Maintenance	16,115	16,598	17,096	17,609	17,609	17,609
46	Marketing and Advertising	100,544	103,560	106,667	109,867	109,867	109,867
47	Contractual Services	157,850	162,586	167,463	172,487	172,487	172,487
48	Awards & Competitive Exhibits Program	50,824	52,349	53,919	55,537	55,537	55,537
49	Truck Pull Expenses	9,235	9,512	9,797	10,091	10,091	10,091
50	Rodeo Expenses	51,118	52,652	54,231	55,858	55,858	55,858
51	Demo Derby Expenses	20,700	21,321	21,961	22,619	22,619	22,619
52							
53							
54	Total Fairtime Expenses	\$ 618,329	\$ 666,891	\$ 686,897	\$ 707,504	\$ 707,504	\$ 707,504
55							
56	Total Fairtime Income/(Loss)	\$ (8,095)	\$ (38,350)	\$ (39,500)	\$ (46,428)	\$ (112,536)	\$ (178,643)

	Description	Estimated 2007-08	Proposed 2008-09	Proposed 2009-10	Proposed Phase I	Proposed Rev. at 90%	Proposed Rev. at 80%
	Non-Operating Revenues						
57	Hotel/Motel Taxes	\$ 680,000	\$ 700,400	721,412	\$ 743,054	\$ 668,749	\$ 594,443
58	Loan from County	-	-	-	-	-	-
59	Interest	22,500	23,175	23,870	24,586	22,128	19,669
60	Sports Complex Lease - City of Hillsboro	-	-	-	-	-	-
61							
62	Total Non-Operating Revenues	\$702,500	\$723,575	\$745,282	\$767,641	\$690,877	\$614,113
63							
64	Non-Operating Expenses						
65							
66	Lease Payments (Principal & Interest) - Quadrant Prop., Bleachers, Lights, Fork Lift	\$ 104,483	\$ 107,617	\$ 110,846	\$ 114,171	\$ 114,171	\$ 114,171
67	General Equipment	40,000	42,000	44,100	45,423	45,423	45,423
68	Fire Marshall Deficiencies (2007/08)	25,000	-	-	-	-	-
69	Development Reserve/Expenses	20,000	-	-	-	-	-
70							
71	Total Non-Operating Expenses	\$189,483	\$149,617	\$154,946	\$159,594	\$159,594	\$159,594
72							
73	Net Non-Operating Income/(Loss)	\$513,017	\$573,958	\$590,336	\$608,046	\$531,282	\$454,518
74							
75	Total Fair Complex Revenues plus Opening Cash Balance	\$ 2,274,981	\$ 2,544,330	\$ 2,774,941	\$ 4,601,051	\$ 4,262,062	\$ 3,923,073
76							
77	Total Fair Complex Expenses	\$ 1,427,767	\$ 1,517,417	\$ 1,563,780	\$ 2,289,129	\$ 2,207,807	\$ 2,207,807
78							
79	Total Fair Complex Income/(Loss) plus Opening Cash Balance	\$ 847,214	\$ 1,026,912	\$ 1,211,162	\$ 2,311,922	\$ 2,054,255	\$ 1,715,266

County of Washington

**Washington County Fair Complex
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FAX MEMORANDUM

Date: October 26, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

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

Re: FYE 2008-09 Draft Budget

Find attached the first draft of the FYE 2008-09 Budget.

This draft budget is a work-in-process and will be updated over the next couple Board Meetings prior to submission to Washington County following the February 2008 Board Meeting.

At this point in time, we have updated our 2007-08 estimates based upon the 2007 County Fair, parking for the 2007 International Air Show, and salary savings with the Executive Director position at part-time. It is too early to estimate where non-fairtime revenues and expenditure will finish by the end of the current budget year, so these categories still reflect amounts adopted as of June 30, 2007.

Also at this point, Frite Lites has yet to be concluded for this year. The second draft of the budget will include results for 2007.

Since the Revitalization Task Force has yet to issue their recommendations, we have not suggested any major maintenance projects at this time. Such projects can be added to the budget before it is adopted by the Fair Complex Board.

The next step would be for the Board to identify any on-going programs or activities that need attention and send the draft budget back to the staff and/or Budget Committee for further refinement or revision.

WASHINGTON COUNTY FAIR COMPLEX
Budget FYE 6/30/2009 (FRIST DRAFT)

The Washington County Fair Complex, home of the annual County Fair & Rodeo, is funded primarily through its entrepreneurial business operations and industry tax subsidies. Approximately 55 percent of the Fair Complex funding comes from operating revenues generated from user fees and services generated through facility rental, event services parking, food & beverage businesses, RV Park, and annual County Fair & Rodeo. The remaining 45 percent comes from lodging industry tax subsidy, government loans (if any) and investment earnings. The Washington County Fair Complex receives no property tax support for operations.

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

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

	Description	Actual 2004/05	Actual 2005/06	Actual 2006/07	Estimated 2007-08	Proposed 2008-09	COMMENTS
1	Opening Balance	\$ 397,999	\$ 456,459	\$ 634,348	\$ 627,250	\$ 830,626	
	Interim Operating Revenues						
2	Parking	\$ 36,732	\$ 21,088	\$ 11,826	\$ 29,951	\$ 21,000	No Jet Team in 2006. No July 4th or AKC Dog Shows.
3	RV Park	10,706	8,035	12,955	10,000	10,000	Estimated at 2007/08 Levels.
4	Rentals	225,938	266,057	199,667	200,000	200,000	No Rent Increase Scheduled. No Boat/RV Storage. No AKC Dog Show.
5	Concessions	5,660	5,317	2,055	3,000	3,000	No July 4th or July Dog Show.
6	Misc Income	13,770	12,209	21,116	15,000	15,000	Pre-Paid Event Security, Surplus Equipment Sales Proceeds, etc.
7	Total Interim Operating Revenues	\$ 292,806	\$ 312,706	\$ 247,619	\$ 257,951	\$ 249,000	
	Interim Operating Expenses						
8	Personal Services (Includes OPE)	\$ 336,244	\$ 354,372	380,172	\$ 336,852	\$ 389,208	Budgeted at 2007-08 Adopted amounts. Will be adjusted by County when adopted.
9	Supplies	20,589	23,931	27,951	25,000	25,000	Janitorial & First Aid Supplies, Office Supplies, Electrical Supplies, Computers, etc.
10	Professional Services	8,862	13,595	15,184	12,500	12,500	Pre-Paid Event Security, Webmaster, Electrician, etc.
11	Advertising and Marketing	4,141	2,072	1,073	1,200	1,000	Special Announcements, etc.
12	Communications (ATM)	526	1,199	406	500	500	Telephone Fees Associated with ATM.
13	Utilities (Water/Sewer/Elect/Natural Gas)	56,611	58,949	53,347	65,000	65,000	Electricity, Natural Gas, Garbage Service, Front Office/Floral Bldg. Propane, etc.
14	Repair and Maintenance	48,815	46,505	56,189	57,000	57,000	Ongoing Activities Associated with Facility and Grounds,
15	Equipment Rentals	4,531	3,484	2,597	5,000	5,000	Photo Copier. Miscellaneous Equipment Rentals.
16	Dues and Memberships	1,052	1,975	814	1,750	1,500	Chamber Dues, etc.
17	Training and Travel	944	569	2,226	1,500	1,500	Associated with non-Fair Activities.
18	General Liability & Equipment Insurance	13,037	13,539	16,188	13,000	15,000	Split Between Fairtime & Interim.
19	Postage	435	209	442	500	500	Split Between Fairtime & Interim.
20	Printing Internal	4,107	333	19	500	500	Non-Fairtime Printing.
21	Telephones	5,723	6,770	6,797	6,000	6,000	Split Between Fairtime & Interim.
22	Special Expenses	5,799	3,428	5,334	5,000	5,000	Board Related Expenses, etc.
23	County Counsel - Legal Services	1,913	5,321	10,220	5,000	5,000	Non-Fairtime Activities.
24	County Indirect Cost	13,276	14,904	17,972	19,711	21,000	County Administrative Expenses Split Between Fairtime & Interim.
25	Total Interim Operating Expenses	\$ 526,605	\$ 551,155	\$ 596,931	\$ 556,013	\$ 611,208	
26	Net Interim Revenues/Expenses	\$ (233,799)	\$ (238,449)	\$ (349,312)	\$ (298,062)	\$ (362,208)	

	Description	Actual 2004/05	Actual 2005/06	Actual 2006/07	Estimated 2007/08	Proposed 2008/09	COMMENTS
	Fair Revenues						
27	Admissions	\$ -	\$ -	\$ -	\$ -	\$ -	Free Admission Fair since 2004.
28	Commercial Booth Rentals	48,557	78,575	94,950	91,550	86,500	Expected between 2005 & 2006 levels.
29	Dept of Agriculture	35,141	46,456	46,456	46,000	46,000	Lottery Funds distributed to each County Fair via Dept. of Agriculture.
30	Parking Fees	77,810	74,665	81,879	81,222	78,000	Expects Continued Increase in MAX Ridership.
31	Admissions (Truck Pull/Demo Derby)	32,152	24,739	25,160	-	-	See Truck Pull and Demo Derby Categories before 2007.
32	Sponsorships	62,000	64,433	66,289	65,150	72,500	See Truck Pull and Demo Derby for additional Sponsorships reported after 2006.
33	Carnival Income	67,572	77,361	81,865	99,541	90,000	Expected between 2006 & 2007 levels.
34	Advertising	1,450	-	-	-	-	Miscellaneous Advertising - Auction Ring, Show Rings, etc.
35	Entry & Camping Fees	4,486	40	7,968	8,126	8,000	Estimated at 2007 Levels.
36	Food and Beverage Concessions	79,242	83,106	83,838	95,348	87,500	Expected between 2006 & 2007 levels.
37	Other Revenues (ATM/Merch/Etc.)	7,974	8,426	11,361	10,500	10,000	Miscellaneous Revenues.
38	Total Fair Revenues	\$ 416,384	\$ 457,801	\$ 499,766	\$ 497,437	\$ 478,500	
	Fair Expenses						
39	Personal Services (Includes OPE)	\$ 163,705	\$ 170,257	\$ 177,242	\$ 146,737	\$ 172,525	Budgeted at 2007-08 Adopted amounts. Will be adjusted by County when adopted.
40	Supplies	11,362	8,848	16,005	10,920	12,000	Paper Products, Shop Supplies, Office Supplies, Office Furniture, Computers, etc.
41	Professional Services	76,173	63,754	58,323	56,963	60,000	Security, Parking, Cleanup, etc.
42	Advertising, Promotions, etc.	98,506	99,040	98,544	100,544	105,000	No Pre-Publicity Event Proposed.
43	Printing	1,198	1,718	1,095	2,352	2,500	Flyers, Daily Schedules, etc.
44	Utilities (Water/Sewer/Elect/Natural Gas)	3,035	6,739	11,892	10,993	12,500	Portion of July Charges.
45	Repair & Maintenance	3,207	2,265	2,521	1,730	2,500	Minor Repairs to support Fairtime related activities.
46	Equipment Rentals	5,927	24,759	19,504	14,385	16,000	Bleachers, ADA Ramp, Food Court Generators, Light Towers, etc.
47	Dues and Memberships	965	580	1,556	1,000	1,000	Association Dues - OFA, WFA, IAFE, etc.
48	Travel and Training	4,303	5,512	5,112	4,000	4,000	Related to Fairtime Activities.
49	General Liability & Equipment Insurance	13,009	13,539	15,057	12,731	15,000	Split Between Fairtime & Interim.
50	Postage	825	437	309	500	500	Split Between Fairtime & Interim.
51	Telephone	1,306	742	2,241	2,500	2,500	Split Between Fairtime & Interim.
52	County Counsel - Legal Services	-	642	-	500	500	Related to Fairtime Activities.
53	Other/Special Expenses	134,355	113,928	104,139	100,887	105,000	Family/Community/Main Stages, Walk-Around, Tents, Special Exhibit, etc.
54	Awards & Competitive Exhibits Program	43,228	26,828	46,910	50,824	50,000	4H, FFA and Open Class Judges, Premiums and Related Expenses.
55	Indirect County Charges	13,786	14,904	18,120	19,710	21,000	County Administrative Charges Split Between Fairtime & Interim.
56	Total Fairtime Expenses	\$ 574,890	\$ 554,492	\$ 578,570	\$ 537,276	\$ 582,525	
57	Net Fairtime Revenues/Expenses	\$ (158,506)	\$ (96,691)	\$ (78,804)	\$ (39,839)	\$ (104,025)	

	Description	Actual 2004/05	Actual 2005/06	Actual 2006/07	Estimated 2007/08	Proposed 2008/09	COMMENTS
58	Truck Pull						
59	Admissions				\$ 14,000	\$ 13,000	Admissions at \$10.
60	Sponsorships				4,663	4,500	Title Sponsor plus prorated share of arena sponsors.
61	Other Revenues				-	-	
62	Total Truck Pull Revenues				\$ 18,663	\$ 17,500	
63	Truck Pull Expense						
64	Supplies				\$ 52	\$ 100	
65	Professional Services				7,163	7,500	Producer Fee, Security, EMTs, etc.
66	Advertising, Promotions & Hospitality				394	500	Sponsor Hospitality.
67	Rentals				1,251	1,500	Prorated share of bleachers, ADA Ramp, etc.
68	Other Miscellaneous Expenses				375	500	
69	Prize Money				-	-	
70	Total Truck Pull Expenses				\$ 9,235	\$ 10,100	
71	Truck Pull Net Revenues/Expenses				\$ 9,428	\$ 7,400	
	Rodeo Revenues						
72	Admissions	\$ 37,431	\$ 29,956	\$ 25,923	\$ 25,650	\$ 25,000	NPRA Sanctions - Admissions: \$10.
73	Sponsorships	28,222	43,365	23,175	28,660	29,000	Estimated higher than 2007 levels with NPRA sanctions for third year.
74	Queen Fees	-	-	-	-	-	No fundraising activities anticipated - Use NPRA Queen where possible.
75	Other Revenues	1,393	-	-	68	-	Forego merchandise sales - costs higher than revenues.
76	Total Rodeo Revenues	\$ 67,046	\$ 73,321	\$ 49,098	\$ 54,378	\$ 54,000	
	Rodeo Expenses						
77	Supplies	\$ 2,575	\$ 720	\$ 291	\$ 1,147	\$ 750	Miscellaneous.
78	Professional Services	37,114	50,312	33,081	36,198	37,000	Rodeo Producer, EMTs, Security, etc.
79	Advertising, Promotions & Hospitality	4,556	8,758	2,770	4,386	4,500	Includes Sponsor Hospitality.
80	Rentals	9,870	6,814	3,184	2,802	3,000	Bleachers, Generators, Tents, etc.
81	Training and Travel	-	77	-	-	-	None Expected.
82	Other Miscellaneous Expenses	5,594	10,606	2,689	2,585	2,500	Includes Sponsor Fees.
83	Prize Money	37,396	1,300	4,000	4,000	4,000	Fair Complex to contribute \$500 per event.
84	Total Rodeo Expenses	\$ 97,105	\$ 78,587	\$ 46,015	\$ 51,118	\$ 51,750	
85	Net Rodeo Revenues/(Expenses)	\$ (30,059)	\$ (5,266)	\$ 3,083	\$ 3,260	\$ 2,250	

	Description	Actual 2004/05	Actual 2005/06	Estimated 2006/07	Budget 2006/07	Proposed 2007/08	COMMENTS
	Demo Derby						
86	Admissions				\$ 19,430	\$ 18,500	Admission at \$10.
87	Sponsorships				14,626	14,500	Title plus share of arena sponsors.
88	Other Revenues				5,700	5,700	VIP Tournament Fees.
89	Total Demo Derby Revenues				\$ 39,756	\$ 38,700	
	Demo Derby Expenses						
90	Supplies				\$ 113	\$ 150	
91	Professional Services				16,946	17,000	Producer fees, security, EMTs, etc.
92	Advertising, Promotions & Hospitality				769	1,500	Sponsor Hospitality
93	Rentals				1,252	1,500	Share of bleacher, ADA Ramp, etc.
94	Training and Travel				-	-	
95	Other Miscellaneous Expenses				120	150	
96	Prize Money				1,500	1,500	Incentive monies for drivers.
97	Total Demo Derby Expenses				\$ 20,700	\$ 21,800	
98	Net Demo Derby Revenues/Expenses				\$ 19,056	\$ 16,900	
99	Total Fair Revenues/(Expenses)	\$ (188,565)	\$ (101,957)	\$ (75,721)	\$ (8,095)	\$ (101,775)	
	Frite Lites Revenues						
100	Admissions	\$ 14,874	\$ 37,464	\$ 41,324	\$ 45,000	\$ 45,000	Admission Fees.
101	Concessions	-	1,075	741	1,000	1,000	Food and Beverage. Boosters paid no concession fee in 2004.
102	Sponsorships	32,100	31,000	5,023	30,000	30,000	Sponsors. No title sponsor in 2006 or 2007.
103	Other Revenues	832	653	1,635	1,000	1,000	Truck Rides, Glow Sticks, etc.
104	Total Frite Lites Revenues	\$ 47,806	\$ 70,192	\$ 48,723	\$ 77,000	\$ 77,000	
	Frite Lites Expenses						
105	Personal Services (Temp. Salaries)	\$ 1,677	\$ 2,055	\$ 1,394	\$ 10,500	\$ 10,500	Setup Labor, Admissions Staff, etc.
106	Supplies	3,036	6,962	3,331	5,000	5,000	Glow Sticks, Candy, etc.
107	Professional Services	2,497	26,406	21,856	25,000	25,000	Haunted Houses (2005, 2006 & 2007), Security, Canopies, etc.
108	Advertising	19,645	31,466	14,746	17,500	17,500	TV, Print, Radio, etc.
109	Other Expenses	7,142	4,701	4,281	4,000	4,000	Replacement bulbs, etc.
110	Total Frite Lites Expenses	\$ 33,997	\$ 71,590	\$ 45,608	\$ 62,000	\$ 62,000	
111	Net Frite Lites Revenues/(Expenses)	\$ 13,809	\$ (1,398)	\$ 3,115	\$ 15,000	\$ 15,000	

	Description	Actual 2004/05	Actual 2005/06	Estimated 2006/07	Budget 2006/07	Proposed 2007/08	COMMENTS
	Non-Operating Revenues						
112	Hotel/Motel Taxes	\$ 563,038	\$ 645,664	\$ 683,808	\$ 680,000	\$ 680,000	Estimated at 2006/07 Budget Levels.
113	Loan from County (Bleachers)	-	123,901	-	-	-	No additional County loans expected for FYE 2007/08.
114	Interest	8,610	17,901	27,354	22,500	22,500	Higher Rates and Higher Monthly Balances.
115	Sports Complex Lease - City of Hillsboro	-	-	-	-	-	No Revenues Budgeted.
116	Total Non-Operating Revenues	\$571,648	\$787,466	\$711,162	\$702,500	\$ 702,500	
	Non-Operating Expenses						
117	Lease Payments (Principal & Interest)	\$ 70,034	\$ 101,987	\$ 99,594	\$ 104,483	\$ 116,061	Quadrant Property/Fork Lift/Light Displays/Bleachers.
118	General Equipment	18,483	138,255	48,273	40,000	40,000	Continue to replace older equipment.
119	Fire Marshall Deficiencies (2007/08)	-	-	-	15,000	15,000	Fire Marshall Deficiencies corrected as necessary.
120	ME Hall Fire System Upgrades (2006/07)	-	-	26,098	-	-	2006/07 - Main Exhibit Hall Fire Alarms and Extend Sprinkler System.
121	Fire Hydrants Project (2006/07)	-	-	134,270	10,000	-	2007/08 - Project completed with easements, etc.
122	Development Reserve/Expenses	16,803	28,781	4,476	10,000	10,000	Consultants, Market Studies, Fees to Support Blue Ribbon Committee Work.
123	Total Non-Operating Expenses	\$105,320	\$269,023	\$312,711	\$179,483	\$181,061	
124	Net Non-Operating Rev/(Expenses)	\$466,328	\$518,443	\$398,451	\$523,017	\$521,439	
125	Total Fair Complex Revenues	\$ 1,395,690	\$ 1,701,486	\$ 1,556,368	\$ 1,589,266	\$ 1,561,000	
126	Total Fair Complex Expenses	\$ 1,337,917	\$ 1,524,847	\$ 1,579,835	\$ 1,385,890	\$ 1,488,544	
127	Total Net Revenues/(Expenses)	\$ 57,773	\$ 176,639	\$ (23,467)	\$ 203,376	\$ 72,456	2006-07 Included upwards of \$200K in Equipment Purchases and FM Upgrades.

NOTES:

Calendar of Events
October 2007 – February 2008

Date	Event	Location
<i>October</i>		
19 – 31 31	Frite Lites Revitalization Task Force	Grounds (7:00 PM) Hillsboro Civic Ctr. (1:00 PM)
<i>November</i>		
7 7 12 14 23 26-29	Board Meeting Booster Meeting Veterans Day Revitalization Task Force Thanksgiving IAFE Annual Convention	Floral Building (4:30 PM) Floral Building (7:00 PM) Office Closed Hillsboro Civic Ctr. (1:00 PM) Office Closed Las Vegas, NV
<i>December</i>		
5 5 12 25	Board Meeting Booster Meeting Revitalization Task Force Christmas Holiday	Floral Building (4:30 PM) Floral Building (7:00 PM) Hillsboro Civic Ctr. (1:00 PM) Office Closed
<i>January</i>		
1 2 2 7 - 10 10 - 13 21	New Year's Day Board Meeting Booster Meeting Western Fair's Annual Convention Oregon Fair's Association Convention Martin Luther King Jr.'s Birthday	Office Closed Floral Building (4:30 PM) Floral Building (7:00 PM) San Diego, CA Salem Convention Center Office Closed
<i>February</i>		
6 6 18	Board Meeting Booster Meeting Presidents Day	Floral Building (4:30 PM) Floral Building (7:00 PM) Office Closed

Subject to Change Monthly

AGENDA

WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Boards and Commissions (All CPOs)

Agenda Title: ANNOUNCE VACANCIES ON BOARDS AND COMMISSIONS

Presented by: Robert Davis, County Administrator

SUMMARY (Attach Supporting Documents if Necessary)

Due to upcoming term expirations, we are requesting authorization to recruit for vacancies on each of the following Board-appointed advisory committees:

Arts, Heritage and Humanities Coalition (1 vacancy, plus 1 term to expire 12/31/07)

Fair Board (1 term – District 3 position to expire 12/31/07)

Rural Roads Operations and Maintenance Advisory Committee (1 vacancy, plus 7 terms to expire 12/20/07)

Public Safety Coordinating Council (5 terms to expire on 1/1/08)

Per Board of Commissioner procedures, nominations will be solicited for these committees for a six-week period. The County Administrative Office will solicit applications from qualified individuals. Staff will keep the Commissioners apprised of applications received and of approaching deadlines.

As specified in the revised “Recruitment, Selection & Appointment Process,” there will be an opportunity for the Board to discuss appointments at a worksession prior to scheduling any formal action.

See detailed Board descriptions on the next page.

COUNTY ADMINISTRATOR’S RECOMMENDATION:

Announce vacancies and authorize recruitment of applicants through November 13, 2007 or until all vacancies are filled.

Agenda Item No.	3.a.
Date:	10/2/07

ANNOUNCE VACANCIES ON BOARDS AND COMMISSIONS

Page 2

Arts, Heritage and Humanities Coalition

- Description:** WCAHHC administers distribution of any state funds distributed to Washington County from the Community Cultural Participation Grant Program of the Oregon Cultural Trust. The WCAHHC distributes funds through a competitive process to Washington County based organizations and artists to address priorities identified in the Washington County Cultural Plan.
- No. of Members:** 15
- Membership:** Between nine and fifteen members who reside in Washington County or are members of a business or organization significantly involved in arts, heritage or humanities activities in Washington County. Members may only serve a maximum of two (2) terms consecutively.
- Time Commitment:** 6-8 meetings per year
- Meeting Times:** TBD
- Term Length:** 3 years

Fair Board

- Description:** The Fair Board is comprised of seven members appointed by the Board of County Commissioners. The Fair operation, a division of the County, produces the annual County Fair & Rodeo and manages year-round facilities rented for consumer shows, public expositions and special gathering. The Fair Board meets monthly, 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.
- No. of Members:** 7
- Membership:** Seven members who reside in the county. County Commissioners from Districts 1, 2, and 3 each appoint one member, the At-Large and District 4 Commissioners each appoint 2 members.
- Time Commitment:** One meeting per month plus additional as necessary
- Meeting Times:** First Wednesday of every month, 4:30 pm
- Term Length:** 3 years

Rural Roads Operations and Maintenance Advisory Committee (RROMAC)

- Description:** RROMAC studies rural road operations and maintenance concerns in Washington County, works with County staff to develop program and funding alternatives and makes recommendations to the Board of County Commissioners.
- No. of Members:** 10
- Membership:** Ten members plus two alternates who reside or have business interests in the county. The Board of Commissioners also appoints one of their members to be on the committee although they are not an official member. Members represent different groups that have an interest in rural roads.
- Time Commitment:** 2 hours per month
- Meeting Times:** Third Thursday of every month, 7:30 am
- Term Length:** 2 years

Public Safety Coordinating Council (PSCC)

- Description:** Coordinates local criminal justice and juvenile justice policy. Makes recommendations for the use of state resources for public safety purposes.
- Membership:** Twenty-eight members including the presiding Circuit Court Judge, various elected officials from the County and cities, state and local law enforcement, the County Administrator and other County managers, lay citizens representing each Commissioner's district, and lay citizens representing minorities (at-large appointment). Each Commissioner appoints the lay citizen representing his/her district.
- Time Commitment:** 4 hours or less per month
- Meeting Times:** Third Friday of every month, 1:30
- Term Length:** 2 years

Washington County Fair Complex Boosters

MEETING MINUTES - Oct. 3, 2007

The meeting was called to order by President Dave Rohrer, in the Floral Building. Those present introduced themselves. Minutes from the last meeting were approved with corrections. Treasurer's report was distributed, and approved. Correction/addition to September minutes: "The treasure asked for approval to pay bills to Inez Griffels for \$13.74, and \$300. to the Website designer. It was approved."

- Lyle Spiesschaert gave a presentation to show and explain a proposed plan for the Fair Complex property. The initial proposal was given during the last Revitalization Task Force on September 19. The plan includes old and new buildings, and is located on the West side of the property. The Armory would be relocated on the southeastern corner of the property. Yet to be decided is a plan for funding.
- Last year the Hillsboro Winter Market was held at the Fair Complex. It will be held at the Hillsboro Civic Center in 2007.
- Bill Ganger and Paul Goldmann will handle the management of the potted flowers that we provided for the Fair.
- Lyle Spiesschaert will confirm our entry for the Hillsboro July 4th parade. He is proposing the possible entry of a Draft Horse hitch.
- The water fountain at the East end of the Cloverleaf building (paid for by the Boosters) continues to need work - weed removal and water level check. Bill Ganger will look into getting volunteers to help look in on it weekly.
- Discussed issues relating to cost to the Fair Boosters for the Booth (in the main exhibit bldg) during the Fair. Boosters exist to support the Fair Complex - financially and as volunteers.
- The Renaissance Fair was discussed, since they have come back to Washington County after the 'deal' in Albany failed. They are interested only the possibility of using 15 acres on the East side of the Fairgrounds. Tom Brian, County Chair, said a sub-committee will be appointed to discuss this. Decision by end of year.
- Sheila Day reported on the membership renewal. We are behind in renewals. If you know someone that has not renewed their membership - remind them to submit their dues. We need all of our old and new members to strengthen our group.
- Mike Steward reported on the Nominating Committee for new officers. Their choices will be announced at the November meeting. Voting will be at meeting in December.
- The December meeting will include a Potluck. Be sure to plan on joining the feast!

Respectfully submitted,
Sheila Day, Secretary

NEXT MEETING: NOV. 7, 2007

In FLORAL BUILDING 7:00 PM

RECEIVED OCT 25 2007

SEPTEMBER 25, 2007

Published by

Hillsboro
Argus

Fairgrounds master plan receives a lot of support

Though acknowledging the dream is over in terms of new facilities paying for themselves, the Washington County Fairgrounds Revitalization Task Force meeting Wednesday was a mostly jovial event.

Members expressed widespread support of a new master plan for all 101-acres, and a welcoming back of discussions about hosting a Renaissance fair.

The cost estimate for the master plan, taking inflation into consideration, was

about \$111 million, about \$25-\$50 million less than previously estimated.

The new master plan places a new 126,000 square-foot exhibition hall side-by-side with a new 102,000 square foot open pavilion containing a 35,000 square foot arena. A park-like atmosphere would be added to the northwestern border of the fairgrounds, and the current location of the ballfields would be maintained.

A new soccer field would be added on the west edge of

the grounds.

The National Guard could build a new armory on the southeastern corner of the property, and the old armory could be converted to a maintenance facility for the fairgrounds, said Steve Mileham of Tigard's LRS Architects. Most of the existing barns and the existing exhibit hall would be refurbished rather than destroyed, Mileham said.

The Hillsboro Transportation Plan calls for Grant Street to be extended

to bisect the property, and that is going to happen, said task force co-chair and Hillsboro Mayor Tom Hughes.

The only complaints about the master plan centered around pedestrian safety and the size of an entry plaza planned near the Fairgrounds MAX station.

Fifteen acres east of Northwest 34th Avenue would be set aside for future development, which could be for the Renaissance fair, if the county and city decide it's a good fit.

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Fork in fairgrounds road The county faces tough decisions on relocation

Published: Thursday, October 25, 2007

Over the next five months, the Lane County Board of Commissioners will decide whether to relocate the county

fairgrounds to 100 Bethel area acres, which the city of Eugene has offered to sell to the county for \$1 million.

Five months sounds like a lot of time, but it really isn't, given the many difficult issues that the commissioners must wrestle with and the extensive public involvement such a sensitive and high profile issue demands.

Many of these issues, including the fundamental one of whether the existing urban fairgrounds should be moved to a rural location, have been studied at length — and, often, ad nauseam — in years past. But they have yet to be resolved, and the establishment of a clear time frame provides a squeeze chute that should force commissioners to make the politically tough choices they and their predecessors have avoided in the past.

Earlier this year, city officials announced plans to buy 200 acres of land around the city's Golden Gardens Park in the Bethel area of west Eugene. The county has two years to decide whether to buy half of the land, at the city's cost of \$10,000 per acre, to build a new fairgrounds. But commissioners are prudently not delaying the decision on whether to buy the Bethel site and move the fairgrounds from its existing 55-acre site west of downtown Eugene.

As the commissioners discuss the fairgrounds' future, here are some of the key issues they should consider:

What's the county's vision for its fairgrounds? This sounds like a secondary issue, but it lies at the heart of the county's decision. Commissioners must choose whether they want the county fairgrounds to be a place for livestock and agricultural events — or a place for indoor exhibitions and conventions. Or both.

It's a decision that must be resolved before the county can consider the suitability of the Bethel site, the types of facilities that would be required in a new fairgrounds and, of course, the cost of relocation.

How would the county pay for a new fairgrounds at the Bethel site? This may be the toughest issue facing the county, especially at a time the county faces a crisis in its general fund because of the possibility — some would say the certainty — that federal timber payments will be phased out in coming years.

The county's fiscal crisis can be used to argue both for and against relocation.

The existing fairgrounds is aging and has required a steadily increasing annual subsidy from the county's share of hotel-room tax revenues to pay for operation and building maintenance. But the county has a limited supply of room tax money, and using general fund dollars is out of the question at a time the county can't afford to keep criminals behind bars. County Board Chairman Faye Stewart rightly notes that the rising costs of the current fairgrounds could make the facility unaffordable within the next decade.

But it remains to be seen if the county can afford to build a new fairgrounds. While the county could get as much as \$30 million to \$40 million for the existing fairgrounds, that wouldn't begin to cover the price tag for a new fairgrounds, which could easily cost three or four times that amount. The county would almost certainly have to ask voters to approve a bond measure to build a new fairgrounds, and commissioners have little desire to go to the ballot after its recent bruising defeats on public safety measures.

What would happen to the existing fairgrounds? While this is primarily a city of Eugene issue, it's of vital importance to the county for several reasons. The site would have to be rezoned by the city before it can be converted to anything other than its current uses — and the property's zoning will have a significant impact on how much money the county gets for it.

As The Register-Guard's Matt Cooper recently noted, city officials have struck a decidedly cautious note on the zoning issue, and fairgrounds neighbors are certain to make their sentiments known — clearly and loudly — about any redevelopment plans.

There are plenty of other formidable issues, including the "exclusive farm use" zoning of the Bethel site. Rezoning that land from agricultural use to a public facility zoning could prove extremely difficult and time consuming, and the county's efforts could face legal challenges from land use watchdog groups that might contest the loss of 100 acres of prime agricultural land.

A five-month window for deciding whether to relocate the fairgrounds isn't excessive. If anything, commissioners may end up wishing they'd given themselves more time for the job.

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County mulls land deal for new fairgrounds

By Matt CooperThe Register-Guard

Published: Tuesday, October 23, 2007

The future of the Lane County fairgrounds is once again moving to center stage, with the city of Eugene's recent agreement to buy 200 acres in the Bethel area for a park.

The county Board of Commissioners will spend the next five months deciding whether to buy 100 of those 200 acres as the site on which to relocate the fairgrounds from its aging downtown facility to a new complex on the urban fringe.

Board chairman Faye Stewart said Monday that it could be difficult to rezone the Bethel area farmland for a new fairgrounds, but that doing nothing could seal the current facility's fate within 10 years.

"It's really possible that within five to 10 years we will not be able to financially operate the current fairgrounds site," Stewart said. Costs are rising to maintain the aging complex and a better site might exist in the Bethel land or elsewhere, he said.

The county's tentative goal is that a new, expanded fairgrounds at a new site would become financially self-sufficient. The Lane Events Center fairgrounds near the city center requires annual county subsidies.

City and county officials earlier this year announced plans for a 200-acre purchase of land around the city's Golden Gardens Park in the Bethel area of west Eugene. The city plans to

10/25/2007

buy 170 acres by the end of the year and 30 more in the coming years, said Russ Royer, senior real property officer.

The county has two years to decide whether to buy land at the city's cost — \$10,000 per acre — to build a new fairgrounds, Stewart said.

Stewart wants to find a new home for the fairgrounds because he feels the aging facility is hemmed in at 13th Avenue and Jefferson, where \$1.5 million is spent annually in hotel-room tax revenue and other monies for operation and building maintenance, and to pay off debt, he said.

But rezoning the Bethel land from "exclusive farm use" to something that would allow for a fairgrounds — "public facility" zoning, for example — could be difficult, Stewart said.

"It's taking agricultural resources and converting them to another use, when the goals of the state are to protect the agricultural resources for the future," Stewart said. "Hopefully the site would be built in such a way it could accentuate the positives of agriculture, but I'm not sure that you can (justify the zone change)."

Putting a fairgrounds on the land will require amending the Eugene-Springfield Metropolitan Plan, the metro area's growth blueprint, said Kent Howe, county planning director, in a report on the land.

The county would be required to provide substantial evidence and reasons explaining why the complex is appropriate on farm land, Howe said. The county could argue that there is a "demonstrated need" for the complex there, he added.

The rezoning process could take four months or more than a year, Howe said.

The county also must weigh whether neighbors around the new site want a fairgrounds, and whether neighbors of the current site would accept its departure and a new use for the 55-acre grounds, Stewart said.

Redevelopment of the current site could require a delicate dance with the city, which controls the zoning.

The land is zoned for public use — that includes schools, universities, parks and police stations, for example — but could be worth more if rezoned for commercial development. City officials generally have struck a cautious tone regarding the county's study of relocating the

fairgrounds.

There is also the question of money.

The county could possibly use economic-development money for most of the \$1 million cost to buy the 100 acres near Bethel, Stewart said.

Building a new complex would cost much more. If there is widespread support for a new fairgrounds, voters could be asked to help pay for it with a bond funded by higher property taxes, Stewart said.

The county also could sell part or all of the current site to help fund a new one, Stewart said. He also wants to explore use of car-rental tax revenue or even a fund-raising campaign.

The board has said the county faces a crisis in the general fund because of the possibility that federal timber aid will be phased out in the coming years. While the fairgrounds doesn't use general-fund money today, it might in the coming years if a solution isn't found, Stewart said.

The board will meet on the issue Nov. 6 at the fairgrounds. The meeting will include trends in fairgrounds nationwide, estimates on the value of the current site under different zoning scenarios, development possibilities there and at the Golden Gardens site and the costs involved, Stewart said.

In the coming months, the commissioners will hold town hall-style meetings in each district, hoping to gauge public sentiment.

The board hopes to decide in March whether to buy the land and what, if anything, to do with the fairgrounds, Stewart said.

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Madera fair to lease land to developer

Unique deal, watched by other fairs, will help with operating costs.

By Charles McCarthy and Jeff St. John / The Fresno Bee

09/28/07 23:51:26

A 28-acre overflow parking lot at the Madera District Fairgrounds could soon be the site of a shopping center anchored by a Lowe's home improvement store, if the first-of-its-kind deal gets state approval.

And with the development expected to generate a sizable portion of the fair's annual operating costs, other state-owned fairs are keeping an eye on the project, which could see construction start as early as next month, a state official said.

The deal calls for Vestal, N.Y.-based Newman Development Group to develop open land along North Schnoor Avenue under a 60-year lease, said Scott Sample, the Madera fair's chief executive.

That lease will bring the fair \$925,000 per year for the first five years, with five-year 10% raises after that, Sample said, enabling it to begin to remodel the aging fairgrounds buildings, which date back to 1938.

For a fair that operates on a \$1 million annual budget -- of which \$875,000 must come from fair revenue -- that's an important shot in the arm, he said.

"No other fair has done anything close to this in the history of all the fairs in California," Sample said. "It's just a matter of survival if we wish to continue."

It's also a first for any of the 54 state fairs overseen by the California Department of Food and Agriculture, said department spokesman Steve Lyle.

But the Madera deal has been getting attention from other fairs across the state, he said.

Big Fresno Fair deputy manager Stacy Rianda said that with 165 acres now in use, fair officials are looking for additional land to buy in nearby neighborhoods.

The fair, now in its 124th year, does not own the California National Guard armory on the Chance Avenue side of the fairgrounds, but the state lets the fair use it each year.

"We're just running out of room," Rianda said.

Angie Avila, director of The Kings Fair in Kings County, said she approves of the Madera fair's plans.

"Lots of fairs are struggling, and this will help them financially quite a bit," she said.

"It doesn't stop the business of the fairgrounds continuing."

In fact, she said her fair would consider a similar deal if it came up. Unfortunately, she said that's less likely for The Kings Fair.

"It depends on what your location is," she said. "My fairgrounds is not in the middle of town," and thus is less attractive to developers, she said.

Madera, on the other hand, has "the [Highway] 99 going right by them. The opportunity, the traffic, everything is right there," she said. "If I had the opportunity, I think our board would do the same thing."

"They're interested in seeing what happens there, and whether that's something they'd be interested in in the future," Lyle said.

The financial returns for the Madera fair aren't limited to its annual lease payment, Sample said. The fair also has secured a \$2.5 million loan to upgrade its 70-year-old exhibit buildings, bathrooms and even the fair offices, based on the lease agreement, he said.

It's also a boon to the city of Madera, City Administrator David Tooley said. "We've been waiting for retail development to find Madera," he said.

"This is a huge event. Madera is no longer a bedroom community simply serving the Fresno metroplex."

With a Home Depot, Wal-Mart, grocery and fast-food outlets, Madera isn't a total retail wasteland. But the shopping offered in complexes like Fresno's River Park attracts many Madera city and county residents.

George Akel III, a Newman Development representative in San Francisco, said construction on the site could start as early as Oct. 1 if the deal receives approval from the California Department of General Services.

If all goes well, the shopping center could be open by summer 2008, Akel said.

Sample said potential tenants include Walgreen's, Chili's, Panda Express and Jamba Juice. But Akel would only confirm that a Lowe's home improvement store was planned to be the anchor tenant.

As for the 2008 Madera District Fair, Sample said construction at the 28-acre site isn't expected to interfere with the September fair schedule.

"We will not miss one day of operation," he said.

The reporters can be reached at cmccarthy@fresnobee.com, jeffstjohn@fresnobee.com or (559) 441-6330.

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Sherburne County fair moving to Becker



Thursday, 18 October 2007

by Elizabeth Cook

Staff writer

For more than 100 years the Sherburne County Fair has been held in Elk River, but in three years, or less, it's going to be moving to Becker.

On Tuesday, Oct. 16 the Sherburne County Board of Commissioners passed a resolution to relocate the fairgrounds to Becker on some land the Cox family donated 10 years ago.

Four of the commissioners approved, while one, Arne Engstrom, voted no on the decision, which won't change the motion.

"The greater number wished it to change," Engstrom said. "And we're in a democracy where majority rules."

Part of the reasoning for the move is logistics. The annual Sherburne County Fair has been held at the west end of Elk River right off of Highway 10 for at least 50 years. But since then the area has become more occupied, which has made the grounds smaller and parking harder.

And this is only supposed to get more difficult to manage when the YMCA opens in 2008.

Talk about moving the fair has been happening for some time now. Engstrom, who represents the first district, said 15 years ago when he started on the board discussion was being held about moving the fair to Becker, but there wasn't a site yet.

Then in 1997 Bill and Margaret Cox made their "awesome" donation of 220 acres of land, he said. The intention was to have a park, history center and move the county fair. Two of those wishes were fulfilled with the Oak Savanna Park and the Sherburne County History Center, and now it's time for the fair.

Born and raised in Elk River since 1944, Engstrom said he understands the logic behind moving the fair, but he's just afraid it could hurt attendance.

With all the choices in entertainment like, the Minnesota State Fair and Valley Fair, Engstrom fears by moving the fair away from the greater populations less people will make the drive to the Sherburne County Fair, and might choose to go to another destination since they'll already have to make a drive.

"But I hope I'm wrong," he said. "I hope it's successful up in Becker."

However, he does agree it would be nice to have more parking room, but that shouldn't fuel the decision since plenty of other fairs don't worry about it and still manage to do fine.

For example, the Minnesota State, Anoka County and Benton County fairs all hosts their

events right in the middle of everything, Engstrom said.

Lori Sowers, the president of the Fair Board said she's not against the move, but wishes the county board would have given a little more notice about the decision.

"The (fair) board would have liked to know a little more ahead of time," she said.

One of her concerns is the lack of consensus from the fair's patrons. Since exit surveys have never been done to see where fair-goers are coming from, it's hard to tell what they think about the move to Becker.

But Sowers said she doesn't care where the fair is, as long as it makes attendees happy.

"I'm all about making sure that we have the best fair in the state of Minnesota," she said.

In the end, the fair board might need to work a little harder now to ensure the same level of quality.

"We've established a place and I know that it's going to take some hard work to make sure...that we have that same quality in Becker," Sowers said.

Next steps

Now that the resolution has been passed, plenty of work needs to be done.

One of the challenges is that the Becker area does not have any buildings or structures.

During an Oct. 9 meeting, County Administrator Brian Bensen estimated it costing approximately \$1 million to build all the structures.

But before building or moving can even happen, as part of the resolution, the Sherburne County Board of Commissioners intends on creating a committee composed of county commissioners, Fair Board members, a City of Becker representative, citizens and staff and to include an Extension/4H representative in order to guide the relocation.

Read the next edition of the Star News for historical fair information and photos.

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Future of local fair in question

Lack of interest in St. Marys Fair a sign of the times

By DEBORA VAN BRENK, SUN MEDIA

St. Marys Fair, after 160 years, is on life support — and it's one of several Ontario agricultural fairs on the brink of extinction as busy urbanites take over the countryside.

The plug may be pulled at a meeting on Nov. 10, said Sheila Greason, president of the St. Marys Agricultural Society.

"We're just trying to weigh all the pros and cons," she said after a meeting of the 18 remaining core organizers earlier this week.

Last June's edition of the fair barely broke even; and during some years recently, the board has had to cash reserves and dip its GICs just to stay afloat.

Then, too, it's tough to find volunteers to help run the show.

Last summer's four-day St. Marys fair attracted about 3,000 people. The fair has never missed a year since it began, before Confederation.

"I think it's a sign of the times," Greason said. Some fairs are doing well and, "others are struggling, like we are," she said.

Kathryn Lambert — secretary of the Ontario Association of Agricultural Societies (OAAS), with its head office in Glencoe — agreed.

"We've only lost four to five fairs in the past five years," she said.

"But I can see that number grow in the next few years."

For starters, small towns now are competing against other forms of entertainment.

And sometimes it's tough for commuters — people who move to small towns from the city, where they work — to have the same feeling of ownership of a community rural event.

That's also meant some waning of interest in the traditional friendly fall-fair competitions among neighbours to see who could bake the tastiest pie, grow the goofiest gourd and crochet the prettiest coverlet.

Lambert said that was the case in Thorndale this year, where fewer community people were involved or interested in the agricultural end of the fall fair.

At their best, small-town fairs are "a place for community to come together to meet each other and highlight agriculture," Greason says.

But Harry Emmott of Ayr, vice-president of OAAS, said small-town fairs have to do some things differently if they're to survive.

Wallacetown Fair, for example, launched with a pirates theme that included a world-record attempt for most people in pirate costumes assembled in one place. Others have demolition derbies as highlights.

"You've got to have something for the whole family to do," Emmott said.

He said it's hard to get younger people involved in the planning because most are busy ferrying their kids to various sports and social events.

And, he said, older organizers also need to loose the reins. "Some people, the old guard, need to let the young ones make their own mistakes. Get away from the, 'We've never done it that way before,' sort of thing."

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Debora Van Brenk is a Free Press reporter.



The Oregonian

New look, new name, new potential

Monday, October 15, 2007

The Oregonian

A ndy Duyck knows it is going to be tough to sell Washington County voters on spending \$50 million or more on a new fairgrounds.

Duyck, a Washington County commissioner, remembers how things went five years ago when voters trounced a request to fund major expansion of the fairgrounds.

"It was right after 9/11," he says. "People were in a pretty negative mood. And we didn't market it very well. It got beat very badly. It failed miserably."

Since then, the fairgrounds suffered through a number of planning efforts. The most noteworthy died of natural causes when the Board of Commissioners didn't renew an option with Opus Northwest. Opus wanted to split up the fairgrounds, taking the best land for commercial/retail space and shifting the fair to what was left.

The demise of the Opus plan prompted Tom Brian, chairman of the county commission, to create a panel to study fairgrounds options.

The committee was drawn from business and civic leaders, farmers, fair advocates, representatives of area businesses and groups that use the fair complex.

"We needed to get as many people as possible involved," says Duyck, who was a member of the group. "We knew that to make anything happen, it was going to take more than one entity."

The group's recommendations call for expanded ball fields, a new home for the Oregon National Guard and an expo-style center for meetings, trade shows, weddings, graduations, etc.

Cost is estimated at more than \$100 million, with Hillsboro, the National Guard and other entities picking up about half the bill.

But that leaves county taxpayers to pick up the rest.

"It's an awful lot of money," Duyck says. "Until we do some polling, I'm not sure we should even try. There is no sense spending a lot of money on an election if it looks like voters won't support it.

"If we go ahead, everyone on the committee will have to make an effort to talk to civic groups, clubs, anywhere where we can tell voters what it will mean to the county.

"We don't want this to be a western vs. eastern Washington County issue," he says.

My advice? Don't even try to sell it as a fairgrounds project.

Rename it the Washington County Expo Center. Or the County Civic Center. Heck, call it Tom Brian Park if you want to, but retaining the fairgrounds name will do little to help convince the thousands of voters east of Cornelius Pass Road that they are being asked to pay for something that will benefit them.

It also is recognition that the county fair, which uses the site for about one week a year, plays only a cameo role in realizing the property's potential.

"We see this as a complex that will benefit the entire county," says Duyck.

"It is a place where businesses can put on conferences and trade shows. High school classes won't have to go to Portland for graduation exercises. The National Guard is willing to build a complex that could include classrooms for college courses or a banquet kitchen for weddings and dinners.

"It's going to be much more than just a place to hold the county fair," he says.

So it needs a title to reflect its role.

A rose, Shakespeare said, would smell as sweet by any other name.

The fairgrounds proposal would be much sweeter to the bulk of Washington County voters if the name smelled more of its countywide potential and less of cow manure.

Jerry F. Boone: 503-294-5960; jerryboone@news.oregonian.com or jfboone@aol.com; 1675 S.W. Marlow Ave., Suite 325, Portland, OR 97225

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Fair Board: It's too soon to hire new fair complex manager

Friday, October 12, 2007

The Hillsboro Argus

By Kurt Eckert The Argus The majority of the members of the Washington County Fair Complex Board of Directors decided Oct 3 they aren't ready to hire someone to steer the ship when the rudder hasn't been installed. Complex Executive Director Don Hillman retired to part time as of August, and has promised the board he will give 30 days notice when he is ready to go for good. The Fair Board voted 3-2 it was premature to post the position as open by Nov. 1 when the county's fairgrounds revitalization task force isn't scheduled to be finished with its work mapping the complex's future until at least December. Board members Kathy Christy, Rich Vial and Don McCoun voted against posting the position, while members Mike Steward and Dan Logan voted for the motion. Member Herb Hirst was absent. In making the motion, Steward said there is precious little time before preparations for next year's county fair have to begin. "We have roughly nine months before the fair," Steward said. That would give about three months to use Hillman's help and expertise in making the transition, he said. Board President Rafe Flagg, whose vote counts only in case of a tie, said that a choice would have to be made eventually, but urged patience while the task force, as well as a fair board subcommittee made up of Christy, McCoun and Hirst, investigated exactly what the redefined position, or positions, would entail. "(We're) not trying to pour cold water on the idea," said Vial, who asked out of that subcommittee during September's meeting. "It's just premature without the support of the task force." Several Fair Boosters, members of a decades-old organization dedicated to the preservation of the Washington County Fair, said it would be a mistake to wait too long. The Boosters have advocated replacing the position of executive director with at least two or maybe three people. "You need a facilities manager, a promoter and a fair manager," Boosters President Dave Rohrer said. "You'll be way behind if you don't start right now."

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Task force: A Halloween meeting isn't a scare tactic

Friday, October 12, 2007

The Hillsboro Argus

By Kurt Eckert The Argus The next meeting of the Washington County Fairgrounds Revitalization Task Force has been moved to Wednesday, Oct. 31, celebrated by many as a traditionally spooky day. Members hope that doesn't scare away members of the public, who are invited to listen to the discussions from 1 to 4 p.m. at the Hillsboro Civic Center and give input during regular oral comment sessions. Linda Mokler, a member of local political watchdogs the Middle-aged Housewives for Livability and Open Government, suggested earlier this month that the date change could be construed by some in the community as another attempt to make it difficult for the public to attend. Task force Co-chair Tom Brian said the move from Oct. 17 was motivated by nothing more sinister than scheduling conflicts. "This task force has a very clear record of being upfront and transparent and inclusive," Brian said. Mokler and others have also previously complained because the task force scheduled only one night meeting this year, and that was in Beaverton Sept. 19. "If the task force truly wants public participation, it is necessary to schedule meetings at a time that is convenient for the public to attend," wrote Mokler in an e-mail. "That would include evening meetings not only in Beaverton but in Hillsboro as well, and avoiding major family holidays." Brian said he is unable to attend either date, but says the Halloween meeting allows consultants and architects time to give more details on design plans and financing. "I do not think that conducting business on the afternoon of Halloween Day interferes with anyone's schedule," Brian said. "Last time I checked Halloween is not a national holiday or a day off work for anyone." For more information about the task force, visit www.co.washington.or.us/fairgroundstaskforce. E-mail comments to fairgroundcomments@gmail.com. The county will endeavor to provide qualified bilingual interpreters, qualified sign language interpreters or assistive listening devices, provided requests are received by phone at 503-685-7574 or 503-846-4598 (TDD) no later than three business days prior to a meeting.

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The Oregonian

Preliminary fairgrounds plan mixes old and new

Proposal - The task force's next step is to draft a way to pay for the improvements

Thursday, October 11, 2007

KATHLEEN GORMAN
The Oregonian

One day, the Washington County Fair Complex in Hillsboro could feature a new large exhibit hall, open pavilion and plaza -- as well as the old buildings and barns it houses today.

Members of the Fairgrounds Revitalization Task Force have come up with a proposed \$112 million master plan that seeks to meld the new with the old. The group has the support of many, including the volunteer Fair Boosters, who have an enduring and often outspoken interest in the fate of the fairgrounds.

"We've honed it down to a design that seems to have a consensus behind it," said Tom Brian, chairman of the Washington County Board of Commissioners and a co-leader of the committee with Hillsboro Mayor Tom Hughes.

Lyle Spiesschaert, a Boosters spokesman, said the group especially likes the diversity of the buildings in the proposed plan. The new buildings could attract more expensive shows, such as a bridal showcase, while sprucing up the existing buildings will provide an affordable option for shows such as the hardy plant sale.

Meanwhile, group members are trying to figure out how to pay for the estimated \$112 million in improvements. A consultant is drafting a financing plan for the panel to review at its next meeting on Halloween.

The millions are needed to pay for such things as a new 127,000-square-foot exhibit hall and a 103,000-square-foot open pavilion; remodeling outdated buildings; developing parks space, a plaza, soccer field and parking; and extending Grant Street through the southern end of the 101-acre property on Northeast Cornell Road.

The road extension is something Hillsboro has wanted for years to move traffic better through the area. The road was included in the cost of the project, so the committee could get the full picture, Brian said. The estimates include inflation costs several years into the future, he said.

Many partners -- not just the county -- would have to share in the cost of the proposal, Brian said. A bond measure is a possibility, although officials are aware that past bond measures to improve the fairgrounds have failed countywide.

A countywide bond measure would be small, perhaps 5 cents per \$1,000 of assessed property value or \$10 per year on a home assessed at \$200,000, Brian estimated.

Everything is preliminary, with details still to come from the consultant. The hope is that revenue from new buildings would help pay for future phases of the plan.

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Renaissance festival back to joust with fair officials

Plan to lease fairgrounds property back on the table after company took its leave last spring

The Forest Grove News-Times, Oct 3, 2007

Ye olde Renaissance Faire could be back in business in Washington County.

Just five months after heading south with big plans for a festival in Linn County, Royal Faïres Inc., which operates Oregon Renaissance Festival LLC, proposed Sept. 19 to lease 15 acres of Washington County's fairgrounds in Hillsboro for a six-week event that, if all goes according to plan, could begin next summer.



COURTESY PHOTO

Robert Levine of Saint Louis Park, Minn., told the Fairgrounds Revitalization Task Force in Beaverton that Royal Faïres would like to lease a section of the fairgrounds east of 34th Avenue south of Northwest Cornell Road.

In a sample 20-year lease submitted to the task force, Levin said the group planned about \$1 million in improvements to the site and would pay the county \$50,000 for the lease, plus five percent of any gross revenue higher than \$1 million.

The lease would extend from 2008 to 2028, with two five-year extension options. It also includes a request for 40 acres of parking.



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It was similar to an offer Levine's group made to the county about a year ago, when Oregon Renaissance Festival leaders began talking with fairgrounds officials about staging an annual event in Washington County.

When that plan fell through because of timing, a clash between fairgrounds users and long-term plans for the area, Levine took his idea to Linn County, where commissioners were receptive.

Even though his group wanted to lease a 175-acre site on Seven Mile Lane near Albany, land-use issues reared up and again blocked the plan, Levine said.

Oregon Renaissance Festival wanted to build permanent structures on the site, and Linn County commissioners were reluctant to back the idea.

Linn County plans to develop the site as a park.

That sent Oregon Renaissance Festival back to Washington County, hoping for better results, he said.

"We're back to square one," Levine said. "We're open to any offers."

Site uncertainty

Washington County fair complex leaders started talks last year with the Renaissance festival group about putting an event on at the fairgrounds. The idea was floated publicly last December, with estimates that the county could earn thousands of dollars from the fair and, in return, get millions for building reconstruction and renovation.

Originally, Washington County officials said a proposed eight-week fair could bring in about \$500,000. That was pared to nearly \$250,000 for a festival that would be held six consecutive weekends beginning in July.

Under last year's proposal, the Renaissance fair would use about 25 acres of the county fairgrounds, closing off the area with a six-foot-high stucco fence.

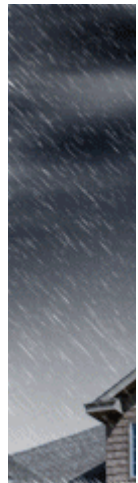
Fair buildings and the arena would have been rebuilt or improved to match the event's medieval village theme.

Oregon Renaissance Festival planned to spend between \$1 million and \$2 million on the renovations and reconstruction.

At about the same time the Renaissance fair was proposed, county officials decided to form the revitalization task force.

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The festival's plan also was caught up in a political tug-of-war among fair supporters who wanted to maintain the traditional event and others who saw new development as a way to increase revenue.

Levine and three other representatives of the Renaissance festival organization visited Washington and Linn counties, evaluating both sites. It was after that tour that Levine's group decided to begin negotiations with Linn County.

Levine said it was the uncertainty and turmoil – plus the slow pace of negotiations – that soured the Washington County deal for his group.

A first-class show

Shortly after Labor Day, talks with Linn County sputtered out, primarily because the county could not take care of land-use issues fast enough to schedule a July 2008 festival there.

Levine said his group needs about a year to line up entertainers and artists who populate Renaissance festivals across the country, and any delays force some of the groups to go elsewhere.

Levine said the Renaissance festival group was encouraged that Washington County was close to resolving some of the issues that blocked the first event proposal.

With its revised plan, Levine said the group would start from scratch and build another Renaissance village on the site.

The festival also would be scheduled to begin in late June, instead of July, so it didn't overlap with the annual county fair, Levine said.

There are only a couple of drawbacks for the site, he said. One is its size. The festival could outgrow the 15 acres quickly, Levine said, possibly after a couple of years. The other is the speed at which the county can sign a lease.

"I don't want to rush the process," Levine said. "But if the task force decided that the Renaissance festival was a good plan, and we got a deal right away, then we could do a show in 2008.

"I don't want to do a show unless I can do a first-class show. If they (the task force) were to sign a deal this week, we'd have a show in 2008. But I don't want to push them."

