

Meeting Notice

**Washington County Fair & Rodeo Board
Washington County Fair & Rodeo**

November 5, 2003

**Washington County Fair Complex
Floral Building
Hillsboro, Oregon**

Members of the Washington County Fair & Rodeo Board will attend a Board Retreat on Wednesday, November 5, 2003, at 12:00 noon. The meeting will be held in the Floral Building, Washington County Fair Complex, at 873 NE 34th Avenue, Hillsboro, Oregon.

There will be no action taken by the Washington County Fair & Rodeo Board.

Date of Notice – October 30, 2003

WASHINGTON COUNTY FAIR COMPLEX

Board Meeting

November 5, 2003
Floral Building

Executive Session – 4:00 p.m.

Regular Session – 4:30 p.m.

Executive Session – 5:30 p.m.

AGENDA

NOTICE OF MEETING

Washington County Fair Board

Executive Session: Wednesday, November 5, 2003, at 4:00 p.m.*

Regular Meeting: Wednesday, November 5, 2003, at 4:30 p.m.

Executive Session: Wednesday, November 5, 2003, at 5:30 p.m.**

**Fair Complex Floral Building
Hillsboro, Oregon**

Kathy Christy, President

A. Richard Vial, Vice President . Jane Willhoite, Member
Sheila Day, Member Ken Leahy, Member

269 Days to the 2004 Washington County Fair & Rodeo

- A. **Call the Regular Meeting to Order:** All matters noticed and listed on this agenda, in any category, may be considered for action in any order at the discretion of the Board President. Items not so noticed may be discussed at the discretion of the Board President, but cannot be considered for action.
- B. **Public Welcome – Audience Time:** This time is provided for members of the audience to comment on any item(s) not on the regular agenda. At the discretion of the Board President, each individual's comments may be limited to two minutes. Audience members, when recognized by the Board President, may also comment at the time agenda topics are being discussed by the Board. It is requested that those addressing the Board state their full name, address and organization represented.
- C. **Consent Agenda:** All Consent Agenda items shall be approved without discussion and with one motion except those items removed from the Consent Agenda by a Board member or a member of the public attending the meeting so requesting. If a matter is removed, it shall then be considered, discussed and voted on individually, after the Consent Agenda has been approved.
1. Financial Statements
 - A. Budget Overview – August 2003
 - B. Line Item Report – August 2003
 - C. Balance Sheet – August 2003
 - D. Other, if any
 2. Minutes
 - A. Fair Board Minutes – October 2003
 - B. Other, if any
- A. Facility Use Schedule – November 2003
- B. Other, if any

D. Special Reports

1. Rodeo Committee Report – Cody Feinauer, Rodeo Committee Chair
2. 4-H Report – John Baggott, OSU Extension Service
3. Fair Boosters Report – Bill Duerden, Booster President
4. Operations Report – Don G. Hillman, Executive Director
5. Frite Lites Report – Lisa DuPre', Marketing/Events Manager
6. Other, if any

E. Old Business

1. Redevelopment Update, if any
2. Cottonwood Trees
3. Other, if any

F. New Business

1. RFP Evaluations Committee Recommendations
2. Other, if any

G. Announcements

1. Calendar of Events
2. Other, if any

H. Correspondence

1. Letters and Cards, if any
2. Other, if any

I. Board Communications

J. Other Matters of Information

1. Non Paid Usage Calendar
2. October Rodeo Committee and Associates Member Minutes
3. October Booster Minutes
4. Newspaper Articles, if any
5. Website Activity
6. Other, if any

L. Adjourn

*Executive Session pursuant to ORS 192.610-192.690 to discuss Personnel issues.

**Executive Session pursuant to ORS 192.610-192.690 to discuss Personnel issues immediately following the regular Fair Board meeting if deemed necessary.

CONSENT ITEMS

County of Washington

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

Date: October 30, 2003

To: Board Members
Washington County Fair Board .

From: Don G. Hillman
Executive Director

Re: August 2003 Financial Statements

Find attached the August 2003 Financial Statements. The Financial Statements follow the budget format adopted by the Board with the 2003/2004 Budget.

As an aside, staff continues to remind us that QuickBooks is an accounting system and does not lend itself well to creating financial statements. Therefore, the new Financial Statements will need to be refined as time permits.

A couple observations regarding the August financial statements. First, Professional Services (Account 121) is higher than budgeted due to filling the Maintenance Worker position vacated by Kelly Goodin with temporary employees from a temp agency.

Second, the Balance Sheet cash accounts show higher balances for 2002 verses 2003. Most of this is due to timing of the Air Show and payment of fairtime payroll. In 2002, the Air Show was held in August. In 2003, the Air Show was held in September. As to payroll, there were no payroll reimbursements in August 2002 due to the County's inability to provide corrected payroll summaries.

Thirdly, Hotel/Motel taxes continue to be collected at levels less that experienced in 2002.

WASHINGTON COUNTY FAIR COMPLEX
Budget Overview August 2003

Mission Statement - 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 expo.
6. Promote a sense of community among County residents.

Line Item	Acct No.	Description	August 2003	August 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
1		Beginning Fund Balance - July 1	\$ 357,171	\$ 328,352	\$ 328,352	\$ 357,171	\$ 305,426	117%
Revenues								
2		Interim Revenues	\$ 10,211	\$ 43,272	\$ 48,784	\$ 36,117	\$ 215,994	17%
3		Frite Lites Revenues	-	-	-	-	100,000	0%
4		Fairtime Revenues	14,603	20,624	581,072	565,573	618,050	92%
5		Non-Operating Revenues	25,946	25,581	132,505	124,834	543,000	23%
Total Revenues			\$ 50,760	\$ 89,477	\$ 762,361	\$ 726,524	\$ 1,477,044	49%
Total Revenues & Beg. Fund Balance			\$ 407,931	\$ 417,829	\$ 1,090,713	\$ 1,083,695	\$ 1,782,470	61%
Expenses								
6		Interim Expenses	\$ 46,951	\$ 11,387	\$ 88,817	\$ 97,158	\$ 501,251	19%
7		Frite Lites Expenses	3,033	-	-	3,033	100,000	3%
8		Fairtime Expenses	204,476	145,068	478,983	485,884	804,537	60%
9		Non-Operating Expenses					69,867	0%
Total Expenses			\$ 254,460	\$ 156,455	\$ 567,800	\$ 586,075	\$ 1,475,655	40%
10		Contingency					\$ 306,815	
Total Expenses and Ending Fund Balance							\$ 1,782,470	

Line Item	Acct No.	Description	August 2003	August 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
Interim Operating Revenues								
11	10	Rent & Storage	\$ 8,491	\$ 6,257	\$ 11,074	\$ 25,840	\$ 180,894	14%
12	16	Parking Fees	\$ -	\$ 32,358	\$ 32,358	\$ -	\$ 9,000	0%
13	17	Miscellaneous Income	\$ 20	\$ 615	\$ 970	\$ 1,611	\$ 10,000	16%
14	18	RV Park	\$ 1,700	\$ 3,719	\$ 4,059	\$ 8,666	\$ 15,350	56%
15	20	ATM Fees	\$ -	\$ 323	\$ 323	\$ -	\$ 750	0%
Total Interim Operating Revenues			\$ 10,211	\$ 43,272	\$ 48,784	\$ 36,117	\$ 215,994	17%
Interim Personnel Expenses								
16	100	Interim Permanent Full-Time Positions	\$ 14,951	\$ -	\$ 54,539	\$ 26,936	\$ 198,451	14%
17	101	Interim Temporary Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ 3,075	0%
18	102	Interim O.P.E.	\$ 5,497	\$ -	\$ 12,222	\$ 9,683	\$ 93,808	10%
Total Interim Personnel Expenses			\$ 20,448	\$ -	\$ 66,761	\$ 36,619	\$ 295,334	12%
Interim Operating Expenses								
19	107	Office Expense	\$ 476	\$ 2,520	\$ 2,761	\$ 1,123	\$ 4,000	28%
20	108	Telephone	\$ 171	\$ 119	\$ 3,401	\$ 334	\$ 9,000	4%
21	109	Printing	\$ -	\$ 49	\$ 49	\$ -	\$ 1,000	0%
22	110	Postage	\$ -	\$ 432	\$ 702	\$ -	\$ 1,750	0%
23	111	Equipment & Building Rental	\$ 895	\$ 190	\$ 227	\$ 1,710	\$ 5,000	34%
24	112	Utilities	\$ 1,592	\$ 733	\$ 793	\$ 10,438	\$ 70,000	15%
25	113	Repair & Maintenance	\$ 10,220	\$ 4,140	\$ 6,026	\$ 13,346	\$ 45,000	30%
26	114	General Supplies	\$ 4,227	\$ 1,275	\$ 2,031	\$ 6,349	\$ 18,000	35%
27	178	Parking	\$ -	\$ -	\$ -	\$ -	\$ -	0%
28	118	Travel & Training	\$ 22	\$ 754	\$ 918	\$ 22	\$ 500	4%
29	119	Legal Fee to County	\$ -	\$ -	\$ -	\$ 3,685	\$ 1,200	307%
30	121	Professional Services	\$ 7,908	\$ -	\$ 1,933	\$ 18,291	\$ 10,000	183%
31	122	Insurance & Bonding	\$ -	\$ -	\$ -	\$ -	\$ 12,100	0%
32	123	Private Mileage	\$ -	\$ 333	\$ 333	\$ -	\$ 500	0%
33	124	Car Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	0%
34	131	Advertising & Public Relations	\$ 297	\$ 568	\$ 741	\$ 562	\$ 6,000	9%
35	132	Board Expense	\$ 5	\$ -	\$ -	\$ 5	\$ 750	1%
36	133	Due, Licenses, Fees	\$ -	\$ 274	\$ 925	\$ 295	\$ 1,125	26%
37	149	Misc. Materials & Services	\$ 690	\$ -	\$ -	\$ 1,486	\$ 2,500	59%
38	151	County Indirect Cost	\$ -	\$ -	\$ 792	\$ 2,495	\$ 14,992	17%
39	154	RV Park Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 1,000	0%
40	154B	RV Park Hotel/Motel Tax	\$ -	\$ -	\$ 258	\$ 398	\$ 1,000	40%
41	155	ATM Fees	\$ -	\$ -	\$ 166	\$ -	\$ 500	0%
Total Interim Operating Expenses			\$ 26,503	\$ 11,387	\$ 22,056	\$ 60,539	\$ 205,917	29%
Total Interim Expenses			\$ 46,951	\$ 11,387	\$ 88,817	\$ 97,158	\$ 501,251	19%
Net Interim Revenues/Expenses			\$ (36,740)	\$ 31,885	\$ (40,033)	\$ (61,041)	\$ (285,257)	21%

Line Item	Acct No.	Description	August 2003	August 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
Frite Lites								
42	15	Frite Lites Revenue	\$ -	\$ -	\$ -	\$ -	\$ 100,000	0%
43	375	Frite Lites Expenses	\$ 3,033	\$ -	\$ -	\$ 3,033	100,000	3%
Net Frite Lites Revenues/Expenses			\$ 3,033	\$ -	\$ -	\$ 3,033	\$ -	0%

Line Item	Acct No.	Description	August 2003	August 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
Fair Revenues								
44	4	State Sources - Dept. of Agriculture	\$ -	\$ -	\$ -	\$ -	\$ 41,000	0%
45	30	Youth Admissions	\$ 32	\$ -	\$ 37,886	\$ 26,645	37,500	71%
46	31	Other Admissions	\$ 4,502	\$ 1,696	\$ 212,051	\$ 211,315	210,000	101%
47	32	Concessions/Booths	\$ 922	\$ 4,280	\$ 120,517	\$ 117,256	120,000	98%
48	33	Sponsorships	\$ -	\$ 3,500	\$ 54,750	\$ 55,415	57,500	96%
49	34	Advertising Sold	\$ -	\$ -	\$ 1,800	\$ 1,150	2,500	46%
50	36	Carnival Income	\$ -	\$ -	\$ 50,946	\$ 47,865	50,500	95%
51	37	Entry & Bedding Fees	\$ -	\$ -	\$ 2,423	\$ 2,334	2,500	93%
52	38	Parking Fees	\$ -	\$ -	\$ 40,471	\$ 42,797	40,000	107%
53	39	Rodeo Sponsorships	\$ 400	\$ 5,000	\$ 29,090	\$ 26,186	29,000	90%
54	41	Miscellaneous	\$ 5,626	\$ 5,928	\$ 23,831	\$ 10,692	15,000	71%
55	42	Rodeo Admissions	\$ 48	\$ -	\$ 4,870	\$ 19,839	4,800	413%
56	43	Main Stage	\$ -	\$ -	\$ -	\$ -	-	0%
57	45	Amphitheater Merchandise	\$ -	\$ -	\$ 697	\$ 769	500	154%
58	46	Rodeo Miscellaneous	\$ 1,700	\$ 220	\$ 1,740	\$ 1,937	1,750	111%
59	48	ATM Fees	\$ 1,373	\$ -	\$ -	\$ 1,373	2,500	55%
60	49	Rodeo Queen Activities	\$ -	\$ -	\$ -	\$ -	3,000	0%
Total Fair Revenues			\$ 14,603	\$ 20,624	\$ 581,072	\$ 565,573	\$ 618,050	92%

Line Item	Acct No.	Description	August 2003	August 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
Fairtime Personnel Expenses								
61	103	Fair Permanent Full-Time Positions	\$ 7,612	\$ -	\$ -	\$ 7,612	\$ 117,349	6%
62	104	Fair Temporary Salaries and Wages	\$ 3,646	\$ -	\$ -	\$ 3,646	3,747	97%
63	105	Fair O.P.E.	\$ 3,243	\$ -	\$ -	\$ 3,243	\$ 59,444	5%
Total Fairtime Personnel Expenses			\$ 14,501	\$ -	\$ -	\$ 14,501	\$ 180,540	8%
Fair Operations								
64	190	Telephone	\$ 1,740	\$ -	\$ -	\$ 1,865	\$ 3,000	62%
65	191	Car Allowance	\$ -	\$ -	\$ -	\$ -	-	0%
66	175	Printing	\$ 657	\$ 4,773	\$ 6,292	\$ 5,346	7,500	71%
67	192	Postage	\$ 300	\$ -	\$ -	\$ 609	1,000	61%
68	193	Travel & Training	\$ -	\$ -	\$ -	\$ -	4,500	0%
69	194	Legal Fees to County	\$ -	\$ -	\$ -	\$ -	1,200	0%
70	195	Insurance and Bonding	\$ -	\$ -	\$ -	\$ -	12,100	0%
71	196	Board Expense	\$ -	\$ -	\$ -	\$ -	750	0%
72	197	County Indirect Costs	\$ 2,495	\$ -	\$ -	\$ 2,495	14,992	17%
73	176	Utilities	\$ 4,241	\$ 11,616	\$ 11,616	\$ 4,241	13,000	33%
74	198	Dues, Licenses and Fees	\$ -	\$ -	\$ -	\$ -	1,125	0%
75	178	Parking	\$ 2,361	\$ 1,041	\$ 5,185	\$ 5,507	5,200	106%
76	179	Professional Services	\$ 50,040	\$ 11,680	\$ 16,500	\$ 59,763	76,215	78%
77	180	Advertising, Promotions, etc.	\$ 70,691	\$ 70,496	\$ 73,403	\$ 78,366	79,000	99%
78	182	Miscellaneous	\$ 4,007	\$ 4,036	\$ 4,206	\$ 4,143	16,500	25%
79	183	Decorations	\$ -	\$ 1,922	\$ 2,633	\$ 1,025	4,000	26%
80	184	Equipment Rental	\$ 4,865	\$ 2,400	\$ 2,400	\$ 6,134	13,500	45%
81	186	Restroom Service	\$ 14,302	\$ 5,990	\$ 11,915	\$ 14,302	15,500	92%
82	187	Repair & Maintenance	\$ 59	\$ 1,772	\$ 2,224	\$ 59	7,000	1%
83	188	Materials & Supplies	\$ 4,618	\$ 5,234	\$ 6,005	\$ 9,368	10,500	89%
84	189	ATM Fees	\$ -	\$ -	\$ -	\$ -	250	0%
Total Fair Operations			\$ 160,376	\$ 120,960	\$ 142,379	\$ 193,223	\$ 286,832	67%

Line Item	Acct No.	Description	August 2003	August 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
Exhibits & Competitions								
85	211	Awards FFA	\$ -	\$ -	\$ 2,575	\$ 2,126	\$ 2,340	91%
86	212	Personnel FFA	\$ -	\$ -	\$ 448	\$ 663	585	113%
87	213	Other FFA	\$ 293	\$ 306	\$ 500	\$ 293	1,215	24%
88	Total FFA		\$ 293	\$ 306	\$ 3,523	\$ 3,082	\$ 4,140	74%
4-H								
89	221	Awards 4-H	\$ -	\$ -	\$ 25	\$ 4,554	\$ 5,400	84%
90	222	Personnel 4-H	\$ -	\$ (75)	\$ 5,728	\$ 6,429	5,310	121%
91	223	Other 4-H	\$ 2,775	\$ 3,119	\$ 7,753	\$ 3,795	8,955	42%
	Total 4-H		\$ 2,775	\$ 3,044	\$ 13,506	\$ 14,778	\$ 19,665	75%
Open Class								
92	231	Awards Open Class	\$ (509)	\$ 45	\$ 25,778	\$ 20,186	\$ 23,400	86%
93	232	Personnel Open Class	\$ 82	\$ -	\$ 1,768	\$ 1,757	1,845	95%
94	233	Other Open Class	\$ 1,322	\$ 3,035	\$ 3,328	\$ 1,406	3,265	43%
	Total Open Class		\$ 895	\$ 3,080	\$ 30,874	\$ 23,349	\$ 28,510	82%
Total Exhibits & Competitions			\$ 3,963	\$ 6,430	\$ 47,903	\$ 41,209	\$ 52,315	79%

Line Item	Acct No.	Description	August 2003	August 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
Rodeo								
95	311	Prize Money	\$ -	\$ -	\$ 45,000	\$ 34,500	\$ 45,000	77%
96	312	Announcer/Contractors/Personnel	\$ 1,135	\$ 150	\$ 18,650	\$ 15,685	16,600	94%
97	313	Stock Contract	\$ -	\$ -	\$ 26,979	\$ 20,000	27,000	74%
98	314	Special Awards	\$ -	\$ 816	\$ 816	\$ 1,000	500	200%
99	315	Exceptional Kid's Rodeo	\$ 236	\$ 180	\$ 180	\$ 236	2,000	12%
100	316	Promotion	\$ 3,280	\$ 3,806	\$ 5,304	\$ 4,424	5,500	80%
101	317	Materials & Supplies	\$ 2,740	\$ 1,279	\$ 1,427	\$ 3,785	3,000	126%
102	318	Board Expense	\$ -	\$ -	\$ -	\$ -	2,000	0%
103	319	Other (Fees & Dues)	\$ -	\$ 1,350	\$ 1,350	\$ -	2,500	0%
104	320	Queen	\$ 1,082	\$ 139	\$ 619	\$ 1,190	4,000	30%
105	321	Rental Equipment	\$ 5,811	\$ 849	\$ 1,799	\$ 7,816	7,500	104%
106	322	Money Raising Projects	\$ -	\$ -	\$ 1,691	\$ 2,566	1,750	147%
107	333	Sponsorship Fees	\$ -	\$ 1,125	\$ 1,125	\$ -	-	
Total Rodeo			\$ 14,284	\$ 9,694	\$ 104,940	\$ 91,202	\$ 117,350	78%

Line Item	Acct No.	Description	August 2003	August 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
Fair Entertainment								
108	324	Main Stage (Artist Fees)	\$ -	\$ -	\$ 76,500	\$ 46,350	\$ 63,000	74%
109	325	Grounds Entertainment	\$ -	\$ 1,560	\$ 57,224	\$ 39,317	42,500	93%
110	326	Associated Costs - Main	\$ 4,310	\$ 2,942	\$ 21,255	\$ 28,383	32,000	89%
111	327	Associated Costs - Grounds	\$ 7,042	\$ -	\$ 10,800	\$ 17,226	15,000	115%
112	328	Touch & See	\$ -	\$ 3,000	\$ 3,000	\$ 2,500	2,500	100%
113	329	Special Exhibit	\$ -	\$ 482	\$ 14,982	\$ 11,973	12,500	98%
Total Fair Entertainment			\$ 11,352	\$ 7,984	\$ 183,761	\$ 145,749	\$ 167,500	87%
Total Fairtime Expenses			\$ 204,476	\$ 145,068	\$ 478,983	\$ 485,884	\$ 804,537	60%
Net Fairtime Income/Loss			\$ (189,873)	\$ (124,444)	\$ 102,089	\$ 79,689	\$ (186,487)	-43%

Line Item	Acct No.	Description	August 2003	August 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
Non-Operating Revenues								
114	9	Dedicated Funds - Hotel/Motel Tax	\$ 25,311	\$ 25,265	\$ 131,488	\$ 123,725	\$ 538,000	23%
115	14	Interest	\$ 635	\$ 316	\$ 1,017	\$ 1,109	5,000	22%
Total Non-Operating Revenues			\$ 25,946	\$ 25,581	\$ 132,505	\$ 124,834	\$ 543,000	23%
Non-Operating Expenses								
116	510	Purchase/Lease	\$ -	\$ -	\$ 37,505	\$ 37,954	\$ 42,667	89%
117	511	Land Improvements	\$ -	\$ -	\$ -	\$ -	-	0%
118	512	Building & Structures	\$ -	\$ -	\$ -	\$ -	-	0%
119	513	Equipment	\$ 1,450	\$ -	\$ -	\$ 2,063	27,200	8%
120	514	Development Reserve	\$ -	\$ 10,000	\$ 10,000	\$ -	-	0%
Total Non-Operating Expenses			\$ 1,450	\$ 10,000	\$ 47,505	\$ 40,017	\$ 69,867	57%

Washington County Fair Complex Line Item Report August 2003

Date	Num	Name	Memo	Original Amount	Paid Amount
Income					
C · DEDICATED FUNDS					
009 · Hotel/Motel Tax					
08/31/2003		Washington County Finance Department	August Hotel/Motel	25,311.13	25,311.13
Total 009 · Hotel/Motel Tax					25,311.13
Total C · DEDICATED FUNDS					
D · INTERIM INCOME					
010 · Rent & Storage					
010B · Main Exhibit Hall					
08/12/2003	2001-363	Homier Distributing, Inc.	August Rental of MEH-S	600.00	600.00
08/22/2003	032903-...	Cascade APBT Club	Refundable Deposit for Nov/03 & Jan/Feb-'04	400.00	400.00
08/28/2003	032903-...	John & Lucinda Booker	MEH- South	350.00	350.00
Total 010B · Main Exhibit Hall					1,350.00
010C · Cloverleaf Building					
08/22/2003	032903-...	Swallowtail School Scholarship Fund	Refundable Deposit on CCB, 3/04	200.00	200.00
08/28/2003	032903-...	Oregon Ki Society	August 2003 Cloverleaf Rental	256.00	256.00
Total 010C · Cloverleaf Building					456.00
010G · Grounds/General					
08/15/2003	032903-...	Tuafatin Kennel Club, Inc	Lease of Carnival Grounds	48.50	48.50
08/15/2003	032903-...	Laura Wilson	Large Covered Showing-Groom Crafters	160.00	160.00
08/22/2003	032903-...	Garret K. Dong	Grounds Rental	1,750.00	1,750.00
08/28/2003	032903-...	La Mesa RV	6 days Grounds Rental August 2003	1,800.00	1,800.00
08/28/2003	2001-375	Garret K. Dong	Applied Deposit	450.00	450.00
08/28/2003	032903-...	John & Lucinda Booker	Friendship Square & Plaza	600.00	600.00
08/28/2003	032903-...	Laura Wilson	Large Covered Showing - August 2003	64.00	64.00
Total 010G · Grounds/General					4,872.50
010H · Main Arena					
08/22/2003	032903-...	Mike Welch Motor Sports	Monster Truck Show-Base and refundable depo...	1,700.00	1,700.00
08/28/2003	2001-376	Northwest Youth Rodeo Association	Base lease minus deposit made on 2/6/03	112.00	112.00
Total 010H · Main Arena					1,812.00
Total 010 · Rent & Storage					
8,490.50					
014 · Interest Income					
08/10/2003		Columbia Community Bank	Money Market Interest	537.46	537.46
08/31/2003		Washington County Finance Department	August 2003	97.94	97.94
Total 014 · Interest Income					635.40
017 · Miscellaneous Income					
08/08/2003	032903-...	Fair Camping	Fair Camping	20.00	20.00
Total 017 · Miscellaneous Income					20.00
018 · RV Parking					
018A · RV Parking/Short Term					
08/01/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/01/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/08/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/13/2003	CC081403			30.00	30.00
08/14/2003	CC081403			60.00	60.00
08/15/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/15/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/15/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/15/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/15/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/15/2003	032903-...	RV Parking Fee	Short Term RV Parking	60.00	60.00
08/15/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
08/15/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/15/2003	032903-...	RV Parking Fee	Short Term RV Parking	105.00	105.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	105.00	105.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	60.00	60.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	60.00	60.00
08/18/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/18/2003	CC081803	RV Parking	RV Parking	30.00	30.00
08/22/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
08/22/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
08/22/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/22/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/22/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/22/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00



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Date	Num	Name	Memo	Original Amount	Paid At
08/27/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/27/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/27/2003	CC082703	RV Parking	Short Term RV Parking	105.00	105.00
08/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	75.00	75.00
08/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
08/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	75.00	75.00
08/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/29/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
08/29/2003	032903-...	RV Parking Fee	Short Term RV Parking-Dry Parking	50.00	50.00
08/31/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
08/31/2003	032903-...	RV Parking Fee	Short Term RV Parking	45.00	45.00
Total 018A - RV Parking/Short Term					1,700.00
Total 018 - RV Parking					1,700.00
Total D - INTERIM INCOME					10,845.90
E - FAIR INCOME					
026 - Adult Admission					
08/01/2003	CC 80103		Credit Card Receipts	70.00	70.00
08/08/2003	032903-...	Misc. Income	Fair Admission-Bracelets	2,322.00	2,322.00
08/08/2003	032903-...	Admissions	Fair Admission-Bracelets	0.00	0.00
08/08/2003	032903-...	Admissions	Fair Admission-Bracelets	0.00	0.00
08/08/2003	032903-...	Admissions	Fair Admission	1,971.00	1,971.00
08/15/2003	032903-...	Admissions	Fair Admission-Vendor	100.00	100.00
08/19/2003		Laurie Johnson	Refund	(7.00)	(7.00)
Total 026 - Adult Admission					4,456.00
028 - Youth Admission					
08/01/2003	CC 80103		Credit Card Receipts	40.00	40.00
08/19/2003		Laurie Johnson	Refund	(8.00)	(0)
Total 028 - Youth Admission					32.00
029 - Exhibitor/Vendor Admission					
08/01/2003	CC 80103		Credit Card Receipts	35.00	35.00
Total 029 - Exhibitor/Vendor Admission					35.00
030 - Discount Admission					
08/15/2003	032903-...	Admissions	Vendor Admissions	10.50	10.50
Total 030 - Discount Admission					10.50
032 - Concessions/Booths					
08/01/2003	CC 80103		Credit Card Receipts	300.00	300.00
08/18/2003	032903-...	Pepsi Bottling Group	Pepsi	621.94	621.94
Total 032 - Concessions/Booths					921.94
039 - Rodeo Sponsorships					
08/28/2003	2001-328	Rod Silvis Trucking	Rodeo Sponsorship-Rodeo Banner	400.00	400.00
Total 039 - Rodeo Sponsorships					400.00
041 - Miscellaneous					
08/22/2003	032903-...	Misc. Income		2.00	2.00
08/28/2003	2001-365	Funtastic Show Inc.	Contractual Payment	5,000.00	5,000.00
08/28/2003	032903-...	Farmer's Cooperative Creamery	2003 Milking Parlor Revenue	623.98	623.98
Total 041 - Miscellaneous					5,625.98
042 - Rodeo Admissions					
08/01/2003	CC 80103		Credit Card Receipts	34.00	34.00
08/15/2003	032903-...	Misc. Income	Rodeo Admissions	14.00	14.00
Total 042 - Rodeo Admissions					48.00

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046 · Rodeo Miscellaneous					
08/15/2003	032903-...	Misc. Income	Program Advertising	60.00	60.00
08/15/2003	032903-...	Misc. Income	Program Advertising	60.00	60.00
08/15/2003	032903-...	Misc. Income	Program Advertising	60.00	60.00
08/15/2003	032903-...	Misc. Income	Program Advertising	60.00	60.00
08/15/2003	032903-...	Misc. Income	Program Advertising	60.00	60.00
08/15/2003	032903-...	Misc. Income	Merchandise Sales	46.00	46.00
08/15/2003	032903-...	Misc. Income	Hay sold to Rodeo Contractor	387.50	387.50
08/15/2003	032903-...	Misc. Income	Merchandise Sales	491.00	491.00
08/15/2003	032903-...	Misc. Income	Merchandise Sale	25.00	25.00
08/15/2003	032903-...	Misc. Income	Merchandise Sale	25.00	25.00
08/15/2003	032903-...	Misc. Income	Merchandise Sales	309.00	309.00
08/15/2003	032903-...	Misc. Income	Merchandise Sale	23.20	23.20
08/15/2003	032903-...	Misc. Income	Merchandise Sale	46.40	46.40
08/15/2003	032903-...	Misc. Income	Merchandise Sale	46.40	46.40
Total 046 · Rodeo Miscellaneous					1,699.50
048 · ATM Fees					
08/15/2003	GJ 0815...	Masters of Money	ATM Fees - Fair	382.75	382.75
08/18/2003	032903-...	Access Cash	Residuals received from Access Cash for ATM tr...	990.30	990.30
Total 048 · ATM Fees					1,373.05
Total E · FAIR INCOME					14,601.97
Total Income					50,759.00
Gross Profit					50,759.00
Expense					
AE · PERSONNEL					
100 · Interim Permanent F/T Salaries					
08/13/2003		Washington County Finance Department	PE 7/18/03	7,296.00	7,296.00
08/13/2003		Washington County Finance Department	PE 8/1/03	7,655.00	7,655.00
Total 100 · Interim Permanent F/T Salaries					14,951.00
102 · Interim O.P.E.					
8/13/2003		Washington County Finance Department	PE 7/18/03	2,705.00	2,705.00
8/13/2003		Washington County Finance Department	PE 8/1/03	2,792.00	2,792.00
Total 102 · Interim O.P.E.					5,497.00
103 · Fair Permanent Full-Time Salary					
08/13/2003		Washington County Finance Department	PE 7/18/03	3,691.94	3,691.94
08/13/2003		Washington County Finance Department	PE 8/1/03	3,919.86	3,919.86
Total 103 · Fair Permanent Full-Time Salary					7,611.80
104 · Fair Temporary Salaries					
08/13/2003		Washington County Finance Department	PE 7/18/03	1,728.00	1,728.00
08/13/2003		Washington County Finance Department	PE 8/1/03	1,918.00	1,918.00
Total 104 · Fair Temporary Salaries					3,646.00
105 · Fair O.P.E.					
08/13/2003		Washington County Finance Department	PE 7/18/03	1,588.94	1,588.94
08/13/2003		Washington County Finance Department	PE 8/1/03	1,654.34	1,654.34
Total 105 · Fair O.P.E.					3,243.28
Total AE · PERSONNEL					34,949.08
BE · INTERIM OPERATIONS					
107 · Office Expense					
08/25/2003		Office Depot Credit Plan	Misc Office Supplies-	411.68	411.68
08/27/2003		Petty Cash	Laminated Sheets	39.98	3.64
08/27/2003		Petty Cash	Overage	(6.96)	(1.27)
08/27/2003		Petty Cash	Overage	(6.96)	(3.64)
08/27/2003		Petty Cash	Overage	(6.96)	(1.23)
08/27/2003		Petty Cash	Overage	(6.96)	(0.82)
08/29/2003		Petty Cash	Laminated Sheets	39.98	36.34
08/31/2003		Petty Cash	Service Charge	31.13	31.13
Total 107 · Office Expense					475.83
108 · Telephone					
08/08/2003		A T & T	P14-141-6005-138	85.32	85.32
08/11/2003		T-Mobile	Cell Phone 7/03	85.75	85.75
Total 108 · Telephone					171.07

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Date	Num	Name	Memo	Original Amount	Paid A
111 · Equip/Bldg Rental					
111A · Equipment Rental					
08/08/2003	Inv # 38...	Pacific Office Automation	Contract Renewal-Copier	680.00	680.00
08/13/2003		Citicorp Vendor Finance, Inc.	Copier Lease	215.00	215.00
Total 111A · Equipment Rental					895.00
Total 111 · Equip/Bldg Rental					895.00
112 · Utilities					
08/11/2003		Portland General Electric	#0002-28314-647795-7	8.79	8.79
08/11/2003		Portland General Electric	#0002-28314-543406-6	31.68	31.68
08/11/2003		Portland General Electric	#0009-45466-585399-7	1,012.14	1,012.14
08/11/2003		Portland General Electric	#0002-28314-551488-3	7.74	7.74
08/13/2003		NW Natural	7/29/03	7.07	7.07
08/13/2003		NW Natural	7/29/03	7.07	7.07
08/13/2003		NW Natural	7/29/03	37.29	37.29
08/13/2003		NW Natural	7/29/03	7.07	7.07
08/15/2003		Hillsboro Garbage Disposal	7/31	444.00	444.00
08/27/2003	541070-2	Portland General Electric	Acct#112-Util	29.52	29.52
Total 112 · Utilities					1,592.37
113 · Repair & Maintenance					
113G · Grounds/General R & M					
08/01/2003	Inv# 079...	Familian NW Hillsboro #3079	Boxes	32.63	32.63
08/01/2003	Inv# 079...	Familian NW Hillsboro #3079	PVC Pipe	28.47	28.47
08/01/2003	Inv# 079...	Familian NW Hillsboro #3079	PVC Gasketed Sewer Tee GXG	24.96	24.96
08/01/2003	Inv# 079...	Familian NW Hillsboro #3079	Gripper Plugs	32.37	32.37
08/01/2003		Familian NW Hillsboro #3079	Sewer Pipe	14.61	14.61
08/01/2003		Familian NW Hillsboro #3079	Gaskets	42.03	42.03
08/01/2003		Familian NW Hillsboro #3079	Pipe	54.51	54.51
08/01/2003		Lowe's	Fiber Grit/Alum Plywood	0.00	0.00
08/02/2003		Lowe's	Sanding Respirator	0.00	0.00
08/04/2003		Oregon Electric Group	Emergency Call - Weekend	285.00	285.00
08/15/2003		Hillsboro Drop Box	7/31	1,074.00	1,074.00
08/25/2003		Home Depot	Misc. Parts	12.50	12.50
Total 113G · Grounds/General R & M					1,788.98
113H · Main Arena R & M					
08/06/2003		A & I Paint & Decorating Inc.	Moorcraft S-H PR White	37.75	37.75
08/06/2003		A & I Paint & Decorating Inc.	Moorcraft S-H PR White	75.50	75.50
08/06/2003		A & I Paint & Decorating Inc.	Foam Refill	2.75	2.75
08/06/2003		A & I Paint & Decorating Inc.	Projex Interior Ltx S/G White	72.25	72.25
08/06/2003		A & I Paint & Decorating Inc.	Kril Coat SG 5 Gal	159.50	72.65
08/06/2003		A & I Paint & Decorating Inc.	Kril Coat SG 5 Gal	159.50	86.85
08/06/2003		A & I Paint & Decorating Inc.	Credit	(86.85)	(86.85)
Total 113H · Main Arena R & M					260.90
113L · Equipment R & M					
08/01/2003		Fisher Implement Company	Pick-Up & Delivery	45.00	45.00
08/01/2003		Fisher Implement Company	113L Equipment Repair & Maintenance	196.85	196.85
08/01/2003		Fisher Implement Company	113L Equipment Repair & Maintenance	562.04	562.04
08/01/2003		Fisher Implement Company	113L Equipment Repair & Maintenance	68.25	68.25
08/06/2003		Gratteri Tire & Wheel	Flat Repair	27.00	27.00
08/11/2003		Forest Grove Iron & Industrial Supply, In	Pipe, etc.	110.50	110.50
08/11/2003		McClenny Refrigeration	Checked box, pump, etc.	163.75	163.75
08/13/2003		Fisher Implement Company	Tractor Repair	735.25	735.25
08/27/2003		Petty Cash	Fuses	13.55	1.23
08/29/2003		Petty Cash	Fuses	13.55	12.32
08/29/2003		Metro New Holland	Repair Ford Riding Lawnmower	5,789.73	5,789.73
Total 113L · Equipment R & M					7,711.92
113 · Repair & Maintenance - Other					
08/06/2003		Brethauer Oil Co.	Octane-353 gal X 1.31	550.68	550.68
08/08/2003		U-Haul	Propane	25.72	25.72
08/15/2003		U-Haul	Propane	30.15	30.15
08/27/2003		Petty Cash	Heating Element	8.99	0.82
08/29/2003		U-Haul	Propane	30.82	30.82
08/29/2003		Petty Cash	Heating Element	8.99	8.17
Total 113 · Repair & Maintenance - Other					646.36
Total 113 · Repair & Maintenance					10,220.26

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Date	Num	Name	Memo	Original Amount	Paid Amount
114 - General Supplies					
08/01/2003	Inv# 017...	Cintas First Aid & Safety	Re-fill Shop First Aid Kit	195.10	195.10
08/04/2003		Platt Electric	Electrical Supplies	2,866.98	2,866.98
08/06/2003		Lucille's The Tool Store	Saw Blades	29.90	29.90
08/07/2003		Sierra Springs/Brewed Hot Coffee	Bottled Water Service	75.96	75.96
08/13/2003		Familian NW Hillsboro #3079	PVC Pipe	93.28	93.28
08/20/2003		United Rentals, Inc.	Concrete for Chamber Project	352.89	352.89
08/20/2003		United Rentals, Inc.	Concrete for Chamber Project	366.89	366.89
08/20/2003		Familian NW Hillsboro #3079	PVC Tees	6.91	6.91
08/20/2003		United Rentals, Inc.	Roller/Lawn	36.48	36.48
08/20/2003		Familian NW Hillsboro #3079	PVC SDR35...Pipe	17.05	17.05
08/20/2003		Familian NW Hillsboro #3079	Coupling/Bend/Pipe	29.79	29.79
08/20/2003		Familian NW Hillsboro #3079	Camco-Lower Therm/Vacuum w/setscrew	66.10	66.10
08/22/2003		Lowe's	Wasp Spray-Credit Card	30.60	30.60
08/25/2003		Home Depot	Art Panel Hinges	27.00	27.00
08/27/2003		United Rentals, Inc.	Diesel	32.00	32.00
Total 114 - General Supplies					4,226.93
118 - Travel & Training					
08/14/2003		Marie Calendars	Lunch with Kathy Christy	22.26	22.26
Total 118 - Travel & Training					22.26
121 - Professional Svcs.					
08/01/2003		Employers Overload	Temp Employees	2,753.73	2,753.73
08/04/2003		Anytime Labor	Mason - Chamber Project	90.00	90.00
08/04/2003		Anytime Labor	Mason - Chamber Project	252.00	252.00
08/04/2003		Adams Temporary	Pre-Fair Labor	837.80	837.80
08/08/2003		Madden Industrial Craftsmen, Inc.	Mason - Chamber Project	350.00	350.00
08/08/2003		Madden Industrial Craftsmen, Inc.	Labor-Trusses	105.00	105.00
08/11/2003		Employers Overload	Pre-Fair Help	1,118.15	1,118.15
08/15/2003		Miller Consulting Engineers	Outdoor Restaurant Review-	1,276.00	1,276.00
08/27/2003	Inv# P-8...	Employers Overload	Temp Help-Interim	1,125.43	1,125.43
Total 121 - Professional Svcs.					7,908.11
131 - Advertising & P.R.					
08/15/2003		The Oregonian	Employment Advertising	265.48	265.48
3/22/2003		Qwest Dex	Monthly Directory Listing	31.70	31.70
Total 131 - Advertising & P.R.					297.18
132 - Board Expense					
08/15/2003		Award Specialties	Perpetual Plate Engrade	5.00	5.00
Total 132 - Board Expense					5.00
149 - Misc. Materials & Svcs.					
08/20/2003	Inv# 156...	Parks-Abel Metal Products	Powder Coating	75.00	75.00
08/20/2003		Symantec	Norton Internet Security 2003	408.90	408.90
08/25/2003		VerticalEmail.com, Inc	Distribution service for RFP	175.00	175.00
08/25/2003		Lowe's	Wasp Spray-Credit Card	30.84	30.84
Total 149 - Misc. Materials & Svcs.					689.74
151 - County Indirect Cost					
08/11/2003		Washington County Finance Department	July -County Ind Cost/Fair Ind Cost	1,247.50	1,247.50
08/20/2003		Washington County Finance Department	Sept. Indirect Charges	1,247.50	1,247.50
Total 151 - County Indirect Cost					2,495.00
Total BE - INTERIM OPERATIONS					28,998.75
CE - FAIR OPERATIONS					
175 - Printing					
08/01/2003		Kinko's Inc.	Printing	12.55	12.55
08/01/2003		Kinko's Inc.	Printing	45.00	45.00
08/11/2003		Kinko's Inc.	Printing-Nametags	57.55	57.55
08/15/2003	Inv# 204...	Washington County Finance Department	Rodeo Tickets	9.50	9.50
08/15/2003	Inv# 204...	Washington County Finance Department	Maps/Daily Sheets	375.10	375.10
08/22/2003		Washington County Finance Department	Misc Fair Printing - Entry Forms	157.50	157.50
Total 175 - Printing					657.20
176 - Utilities					
08/11/2003		Portland General Electric	Acct#112-Utl	4,048.54	4,048.54
08/11/2003		Portland General Electric	Acct#112-Utl	30.97	30.97
08/11/2003		Portland General Electric	Acct#112-Utl	35.14	35.14
08/11/2003		Portland General Electric	Acct#112-Utl	126.73	126.73
Total 176 - Utilities					4,241.38

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Date	Num	Name	Memo	Original Amount	Paid Am
178 · Parking					
08/01/2003		Washington County Sheriff's Posse-	2003 Police Services-Fair	750.00	750.00
08/08/2003		Hertz	Rental Pickup	261.67	261.67
08/08/2003		Sign Pro	"Fair Parking" Signs (4)-coroplast	200.00	200.00
08/08/2003		Laidlaw	Shuttle Buses for Fair	1,003.50	1,003.50
08/25/2003		Home Depot	door pulls	26.16	26.16
08/25/2003		Home Depot	Adj saw Horse	119.97	119.97
Total 178 · Parking					2,361.30
179 · Professional Svcs.					
08/04/2003		Anytime Labor	Electrician	187.13	187.13
08/04/2003		Anytime Labor	Electrician	249.50	249.50
08/06/2003		Employers Overload	Money Room Clerks	2,716.20	2,716.20
08/06/2003		Employers Overload	Chief of Security	1,138.40	1,138.40
08/06/2003		Employers Overload	Parking	3,338.18	3,338.18
08/06/2003		Employers Overload	Shuttle Drivers	1,237.36	1,237.36
08/06/2003		Employers Overload	Open Class Clerks	1,953.65	1,953.65
08/06/2003		Employers Overload	FFA Clerk	788.83	788.83
08/06/2003		Employers Overload	Customer Service Window & Office Asst.	906.54	906.54
08/06/2003		Employers Overload	Ice Seller	471.89	471.89
08/06/2003		Employers Overload	Operations Staff	4,114.42	4,114.42
08/08/2003		Optimist Club	Grounds Clean-up	2,900.00	2,900.00
08/08/2003		Metro West Ambulance	Standby ALS Unit	134.00	134.00
08/08/2003		Metro West Ambulance	Standby ALS Unit	150.75	150.75
08/08/2003		Madden Industrial Craftsmen, Inc.	Fair Electricians	2,168.78	2,168.78
08/11/2003		Anytime Labor	Fair Electrician	187.13	187.13
08/11/2003		Anytime Labor	Fair Electrician	99.80	99.80
08/11/2003		Washington County Sheriff's Reserve	2002 Police Services-Fair	750.00	750.00
08/11/2003	#53465	Adams Temporary	Post Fair Cleanup	848.40	848.40
08/13/2003		Amato Communications	Sponsor Fees	11,097.75	11,097.75
08/15/2003		Adams Temporary	Hernandez/F	848.40	848.40
08/22/2003		Employers Overload	Clerks	619.50	619.50
08/22/2003		Employers Overload	Entertainment	1,138.40	1,138.40
08/22/2003		Employers Overload	Operations	1,244.84	1,244.84
08/22/2003		Coast to Coast Event Services	Progress Pmt-Security Svcs	9,528.00	9,528.00
08/27/2003	Inv# P-8...	Employers Overload	Temp Help-Fairtime-Clerk	1,110.68	1,110.68
08/27/2003	Inv# P-8...	Employers Overload	Temp Help-Fairtime-Misc	111.65	111.65
Total 179 · Professional Svcs.					50,000.18
180 · Advertising & Promotion					
08/06/2003		Red Lion Hotel	Cattle Drive Rooms	98.70	98.70
08/13/2003		Amato Communications	Fair & Rodeo Print & Elec Media	70,500.00	70,500.00
08/27/2003		Don Hillman-	Hay for Cattle Drive	92.00	92.00
Total 180 · Advertising & Promotion					70,690.70
182 · Miscellaneous					
08/05/2003		Albertsons	Refreshments for Sewer Crew	56.48	56.48
08/07/2003		Keyser & Associates	Acct# 182-Vertical Badge Holder	182.39	182.39
08/11/2003		Washington County Livestock Assoc.	Non-Member Dinner	768.00	768.00
08/20/2003		Koldkist-Beverage Ice Inc.	Ice-Bales-Block-42@\$4	168.00	82.64
08/20/2003		Koldkist-Beverage Ice Inc.	Fair Expense-20lb bags of ice 22 pallet Ice Trail...	3,528.00	1,735.36
08/25/2003		Grassland Farms-	Fair Camping Refund	20.00	20.00
08/31/2003	GJ083103		Discvoer Card Fees	1,162.08	1,162.08
Total 182 · Miscellaneous					4,006.95
184 · Equipment Rental					
08/08/2003		Hertz	Rental Pickup	261.67	261.67
08/08/2003	Inv# 752...	Day Wireless Systems, Inc.	Fair Radio Rentals	1,110.00	1,110.00
08/08/2003	Inv # 38...	Pacific Office Automation	Acct# 107-Off Exp	680.00	680.00
08/11/2003		Cash Register Sales Co.	Cash Register Rental	161.00	161.00
08/13/2003	Inv# R79...	Haiton Rental	Main Stage Generators	1,577.50	1,577.50
08/15/2003		American Barricade Co.	Barricades	1,075.00	1,075.00
Total 184 · Equipment Rental					4,865.17
186 · Restroom Service					
08/08/2003		Bob Nagel Distributing Co.	Paper Towels	168.25	168.25
08/08/2003		Bob Nagel Distributing Co.	Toilet Paper	673.20	673.20
08/08/2003		Bob Nagel Distributing Co.	Air Lift	80.16	80.16
08/08/2003		Bob Nagel Distributing Co.	Degreaser	49.50	49.50
08/08/2003		Bob Nagel Distributing Co.	Bloc-Aid Drain Clnr	47.97	47.97
08/08/2003		Bob Nagel Distributing Co.	Cormatic Roll Towel	69.78	69.78
08/08/2003		Bob Nagel Distributing Co.	Glove Nitrile P-Free Lrg	66.90	66.90
08/08/2003		Bob Nagel Distributing Co.	Bar Towels New 16X19	110.88	110.88
08/11/2003		RonJons Unlimited, Incorp	Portable Restroom-Airshow	6,990.00	6,990.00
08/11/2003		Tualatin Valley Workshop	Fair Cleaning	6,045.00	6,045.00
Total 186 · Restroom Service					14,301.64

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Washington County Fair Complex Line Item Report

August 2003

10/29/03

Date	Num	Name	Memo	Original Amount	Paid Amount
187 · Repair & Maintenance					
08/20/2003		Spiegschaert Farms	Light Bulbs	45.04	45.04
08/27/2003		Petty Cash	PA Battery	13.99	1.27
08/29/2003		Petty Cash	PA Battery	13.99	12.72
Total 187 · Repair & Maintenance					59.03
188 · Materials & Supplies					
08/01/2003		Bob Nagel Distributing Co.	Clear garbage can liners	491.25	491.25
08/01/2003		Bob Nagel Distributing Co.	33X40 HI-D Clear 16 MIC 250/CS	491.25	491.25
08/01/2003		Bob Nagel Distributing Co.	43 X 47 Glutton EQ2.5 Mil 100/CS	340.80	340.80
08/01/2003		Parr Lumber	Lumber bolts, etc.	1,208.08	1,208.08
08/01/2003		Parr Lumber	Lumber, bolts, etc.	51.23	51.23
08/04/2003		Alder Creek Lumber Co., Inc.	Shavings	204.00	204.00
08/08/2003	Inv# 030...	The Sign Co.	Rodeo Signs - New Prices	247.00	247.00
08/08/2003	Inv# 3888	Williams Fuel	Additional Shavings	1,125.00	1,125.00
08/13/2003		Bob Nagel Distributing Co.	Soft Bottle-	156.05	156.05
08/25/2003		Bob Nagel Distributing Co.	43X47 Glutton EQ2.5....	136.32	136.32
08/25/2003	#269524...	Bob Nagel Distributing Co.	43X47 Glutton EQ2.5....	104.03	104.03
08/25/2003		Bob Nagel Distributing Co.	Nifty Nabber	63.00	63.00
Total 188 · Materials & Supplies					4,618.01
190 · Fair Telephone					
08/01/2003		Integra	Phone service, LongDistance, DSL	658.89	658.89
08/22/2003	Inv#621...	Integra	Phone service, LongDistance, DSL	1,044.79	1,044.79
08/22/2003		Lisa DuPre	Cell Phone Minutes/Pers Phone for Fair	36.45	36.45
Total 190 · Fair Telephone					1,740.13
192 · Fair Postage					
08/13/2003		Postal Privilege	Postage Re-Fill	300.00	300.00
Total 192 · Fair Postage					300.00
197 · Fair County Indirect Cost					
08/11/2003		Washington County Finance Department	July -County Ind Cost/Fair Ind Cost	1,247.50	1,247.50
08/20/2003		Washington County Finance Department	Sept. Indirect Charges	1,247.50	1,247.50
Total 197 · Fair County Indirect Cost					2,495.00
Total CE · FAIR OPERATIONS					160,376.69
DE · EXHIBITS/COMPETITIONS					
213 · Other FFA					
08/01/2003		TL Productions	FFA Ribbons	293.25	293.25
Total 213 · Other FFA					293.25
223 · Other 4-H					
08/01/2003		TL Productions	4-H Ribbons	979.65	979.65
08/08/2003		Jeanne Brandt	Judge-4-H	62.50	62.50
08/13/2003	40579	Safway Steel Products	Call Back Fee for Horse Fair	400.00	400.00
08/20/2003		Small Friends	Copy Machine Use at 4H Fair Office	69.55	69.55
08/22/2003		Coast to Coast Event Services	Security Svcs-Horse Fair	472.00	472.00
08/27/2003		John Baggott	Laundry Exp-Table skirts	100.90	100.90
08/29/2003	N3695U	Metro New Holland	Loader Rental To Remove Stall Bedding	103.50	103.50
08/29/2003	N3695U	Metro New Holland	Loader Rental To Remove Stall Bedding	586.50	586.50
Total 223 · Other 4-H					2,774.60
231 · Awards Open Class					
08/19/2003			Non Distributed Premiums	(509.00)	(509.00)
Total 231 · Awards Open Class					(509.00)
232 · Personnel Open					
08/08/2003		Alana Mapes	Crafts Judge	31.50	31.50
08/11/2003		Janice Ganger	Baked Goods Judge	50.00	50.00
Total 232 · Personnel Open					81.50
233 · Other Open Class					
08/01/2003		TL Productions	Open Class Ribbons	644.76	644.76
08/01/2003		TL Productions	Open Class Ribbons	486.00	486.00
08/01/2003		TL Productions	Calf Open Class Ribbons	27.54	27.54
08/01/2003		TL Productions	UPS Ribbon Charges	96.25	96.25
08/04/2003		Northwest Animal Supply	Milking-Pete Jensen	44.15	44.15
08/08/2003		Joy Russ	Refreshments to Judges-Albertsons	10.94	10.94
08/08/2003		Joy Russ	oasis for horticulture baskets	11.94	11.94
Total 233 · Other Open Class					1,321.58
Total DE · EXHIBITS/COMPETITIONS					3,961.93

Washington County Fair Complex
Line Item Report
 August 2003

Date	Num	Name	Memo	Original Amount	Paid Ar
EE · RODEO					
312 · Personnel					
08/06/2003		Employers Overload	Rodeo Ticket Sellers & Takers	706.00	706.00
08/22/2003		Employers Overload	Rodeo	106.32	106.32
08/25/2003		Scott Messina	Shipping Chgs for Clown Barrel	322.87	322.87
Total 312 · Personnel					1,135.19
315 · Exceptional Kid's Rodeo					
08/11/2003		Angela McVey	Kinko's	13.50	13.50
08/11/2003		Angela McVey	Party City	35.20	35.20
08/11/2003		Angela McVey	Hand-made items	60.00	60.00
08/11/2003		Kelly Bauer	Costco	92.12	92.12
08/11/2003		Kelly Bauer	Party Depot	35.55	35.55
Total 315 · Exceptional Kid's Rodeo					236.37
316 · Promotion					
08/08/2003	Inv# 360...	Ponderosa Provisions	Catering-Cowboy Feed	816.56	816.56
08/08/2003		Cash & Carry United Grocers	Rodeo Committee-VIP	2,239.24	2,239.24
08/08/2003		John Fellas	Provisions-Cowboy Feed	13.64	13.64
08/08/2003		Lonna M. Perry	Provisions-Cowboy Feed	2.78	2.78
08/20/2003		Dale Zickrick	Sponsorship Hospitality	207.77	207.77
Total 316 · Promotion					3,279.99
317 · Materials & Supplies					
08/04/2003		Alpha Graphics	Daily Rodeo Flyer	199.00	199.00
08/08/2003		Sign Pro	Merchandise Sign	20.00	20.00
08/08/2003		Metro West Ambulance	Friday Rodeo	201.00	201.00
08/08/2003		Metro West Ambulance	Saturday Rodeo	519.25	519.25
08/11/2003	Inv# 158...	Elmers Flag & Banner	Sponsor Flags & Banners	754.00	754.00
08/22/2003		Lazerquick	Rodeo Day Sheet	208.75	208.75
08/22/2003		Washington County Finance Department	Rodeo Posters & Tickets	837.99	837.99
Total 317 · Materials & Supplies					2,739.99
320 · Queen					
08/13/2003		Joyce Vanderzanden	Misc Supplies	216.78	216.78
08/13/2003		Kim Vanderzanden	April-July Exp	864.82	864.82
Total 320 · Queen					1,081.60
321 · Rental Equipment					
08/08/2003		Washington County 4-H	Shack for 2003 Rodeo-Acct# 321-Rental Equip	250.00	250.00
08/08/2003		Washington County 4-H	2002 Rental Cook Shack	250.00	250.00
08/11/2003		RonJons Unlimited, Incorp	Rodeo Portables	875.00	875.00
08/13/2003	40579	Safway Steel Products	50% Bleacher Arena	3,253.00	3,253.00
08/13/2003	40579	Safway Steel Products	50% Participant Bleacher	1,183.00	1,183.00
Total 321 · Rental Equipment					5,811.00
Total EE · RODEO					14,284.14
GE · SHOWS & ENTERTAINMENT					
326 · Associated Costs-Main					
08/06/2003		Red Lion Hotel	Avalon Dinner	304.12	304.12
08/06/2003		Red Lion Hotel	Hi-C Rooms	98.70	98.70
08/11/2003	Inv# 126...	Reedville Catering	Sandwich Platter-7/24	78.75	78.75
08/13/2003		Eye Beam Event Services	Stage Rental	2,380.00	2,380.00
08/27/2003		Cascade Sound Inc.	Additional Svcs & Backline	1,448.00	1,448.00
Total 326 · Associated Costs-Main					4,309.57
327 · Associated Costs-Grounds					
08/08/2003		The Prop Shop	Props - Blues & Blues Stage	750.00	750.00
08/13/2003	40579	Safway Steel Products	50% Bleacher North	3,253.00	3,253.00
08/13/2003	40579	Safway Steel Products	50% Participant Bleacher	1,183.00	1,183.00
08/13/2003	40579	Safway Steel Products	Aligator Show Bleachers	1,504.14	1,504.14
08/20/2003		Wagons West, LTD	Hay-Draff Horse Show	352.00	352.00
Total 327 · Associated Costs-Grounds					7,042.14
Total GE · SHOWS & ENTERTAINMENT					11,351.71
HE · Frite Lites Expense					
375 · Major Expenditures					
08/25/2003		Lights for All Seasons	Remaining Lite Pieces/Frt	3,033.03	3,033.03
Total 375 · Major Expenditures					3,033.03
Total HE · Frite Lites Expense					3,033.03

10/29/03

Washington County Fair Complex Line Item Report

August 2003

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>	<u>Paid Amount</u>
JE - CAPITAL OUTLAY					
513 - Equipment					
08/06/2003		A Royal Wolf Portable Storage Inc.	Storage Unit	1,450.00	1,450.00
Total 513 - Equipment					<u>1,450.00</u>
Total JE - CAPITAL OUTLAY					<u>1,450.00</u>
Total Expense					<u>258,405.33</u>
Net Income					<u>(207,646.33)</u>

Washington County Fair Complex
Balance Sheet Prev Year Comparison
As of August 31, 2003

	Aug 31, 03	Aug 31, 02	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
0900 · West Coast Bank	9,721.20	54,359.08	(44,637.88)	(82.1)%
0925 · West Coast Bank-ATM Account				
1050 · ATM Machine	0.00	15,640.00	(15,640.00)	(100.0)%
1051 · ATM Cash in Bank	0.00	100.00	(100.00)	(100.0)%
0925 · West Coast Bank-ATM Account - Other	0.00	8,850.00	(8,850.00)	(100.0)%
Total 0925 · West Coast Bank-ATM Account	0.00	24,590.00	(24,590.00)	(100.0)%
0950 · West Coast Bank-Premium	0.00	204.29	(204.29)	(100.0)%
1-1 · C.C.B. - General Checking	(8,056.21)	(500.00)	(7,556.21)	(1,511.2)%
1-3 · C.C.B. - Money Market Account	332,762.88	0.00	332,762.88	100.0%
1-4 · C.C.B. - ATM Acct	5,120.00	0.00	5,120.00	100.0%
1040 · Petty Cash	242.75	500.00	(257.25)	(51.5)%
1080 · Washington County Fund 200	45,249.47	256,758.78	(211,509.31)	(82.4)%
910 · West Coast Money Market	(15.00)	140,101.21	(140,116.21)	(100.0)%
Total Checking/Savings	385,025.09	476,013.36	(90,988.27)	(19.1)%
Accounts Receivable				
1200 · Accounts Receivable	(5,094.66)	(5,500.00)	405.34	7.4%
Total Accounts Receivable	(5,094.66)	(5,500.00)	405.34	7.4%
Other Current Assets				
1499 · Undeposited Funds	(190.00)	0.00	(190.00)	(100.0)%
2170 · Show Opening & Ending Cash	11,483.15	0.00	11,483.15	100.0%
2175 · ATM Suspense Account	(5,000.00)	0.00	(5,000.00)	(100.0)%
Total Other Current Assets	6,293.15	0.00	6,293.15	100.0%
Total Current Assets	386,223.58	470,513.36	(84,289.78)	(17.9)%
Fixed Assets				
220 · Equipment	9,873.99	0.00	9,873.99	100.0%
Total Fixed Assets	9,873.99	0.00	9,873.99	100.0%
TOTAL ASSETS	396,097.57	470,513.36	(74,415.79)	(15.8)%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	(181.89)	0.00	(181.89)	(100.0)%
Total Accounts Payable	(181.89)	0.00	(181.89)	(100.0)%
Credit Cards				
01 · Home Depot	202.57	0.00	202.57	100.0%
03 · Office Depot	(185.67)	29.00	(214.67)	(740.2)%
05 · WCB Visa-Card# 1	890.45	0.00	890.45	100.0%
06 · WCB Visa - Don	(4,711.30)	0.00	(4,711.30)	(100.0)%
07 · - Lowe's	30.84	0.00	30.84	100.0%
Total Credit Cards	(3,773.11)	29.00	(3,802.11)	(13,110.7)%
Other Current Liabilities				
2053 · Deferred Commercial Exhibit Rev	(350.00)	(300.00)	(50.00)	(16.7)%
2059 · Deferred Sponsorship Income	14,000.00	0.00	14,000.00	100.0%
2064 · Defered Facilities Rental	2,672.00	0.00	2,672.00	100.0%
2065 · Rental Refundable Deposits	1,285.20	(200.00)	1,485.20	742.6%
Total Other Current Liabilities	17,607.20	(500.00)	18,107.20	3,621.4%
Total Current Liabilities	13,652.20	(471.00)	14,123.20	2,998.6%
Long Term Liabilities				
2200 · Loan - Columbia Community Bank	47,732.91	0.00	47,732.91	100.0%
Total Long Term Liabilities	47,732.91	0.00	47,732.91	100.0%
Total Liabilities	61,385.11	(471.00)	61,856.11	13,132.9%

Washington County Fair Complex
Balance Sheet Prev Year Comparison

As of August 31, 2003

	Aug 31, 03	Aug 31, 02	\$ Change	% Change
Equity				
3000 - Opening Bal Equity	3,808.09	(471.24)	4,279.33	908.1%
3900 - Retained Earnings	230,873.35	337,300.54	(106,427.19)	(31.6)%
Net Income	100,031.02	134,155.06	(34,124.04)	(25.4)%
Total Equity	334,712.46	470,984.36	(136,271.90)	(28.9)%
TOTAL LIABILITIES & EQUITY	396,097.57	470,513.36	(74,415.79)	(15.8)%

Minutes
Washington County Fair Board
Wednesday, October 1, 2003

Convened: 4:35 pm

FAIR BOARD:

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

STAFF:

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

GUESTS:

John Baggott, OSU Extension Service

PRESS:

None Present

President Christy called the meeting to order at 4:35 p.m., welcomed everyone and called for additions to the Agenda. No additions were requested.

1. Consent Agenda

President Christy asked the Board Members and the public if any items were requested to be removed from the Consent Agenda. None were requested.

Motion by Board Member Day to approve Consent Agenda. Second by Board Member Willhoite. Motion carried 4-0.

2. Special Reports

A. Rodeo Report – Rodeo Chair Feinauer was absent. Executive Director Hillman gave report in his place. NFR is coming up and the Robinson Construction sponsorship is still in progress. Queen tryouts are coming up. Committee meeting is next week.

B. 4-H Report – John Baggott, OSU Extension Service, gave a brief on-going report of what is going on at the Extension Office regarding funding,

staffing, etc. John Baggott also reported that 4-H Horse Club is holding a garage sale to help send members to Horse Judging finals in Denver.

C. **Boosters Report** – Bill Duerden was absent. No report.

D. **Operations Report** – Executive Director Hillman gave a brief report on Airshow parking, mentioned that a Blimp will be staging on the Quadrant property and announced a new employee, Jose Rodriguez.

E. **Frite Lites Report** – Marketing Director DuPre' reported that the final finishing touches were being done and the sneak preview for sponsors is tomorrow night.

F. **Other** - None

3. **Old Business**

A. **Redevelopment Update** – Executive Director Hillman referred to page 54 to 76 for information from County Purchasing Division regarding the pre-proposal conference. Discussion ensued.

B. **Board Retreat**– Will be held November 5th, 2003, in the Floral Building. The meeting will start at noon.

C. **Cottonwood Tree Status**– Still under study. Refer to page 77.

D. **Other**– None

4. **New Business**

A. **WFA Blue Ribbon Award Nominee** – Discussion ensued for suggestions for nominees. Lloyd Baron and Pete Jansen were nominated.

Motion by Board Member Willhoite to nominate Lloyd Baron and Pete Jansen for the WFA Blue Ribbon Award. Second by Board Member Day. Motion carried 4-0.

B. **Executive Director Annual Performance Appraisal** – Adopt Standards, Criteria and Policy Directives per ORS 192.600 (1)(i). President Christy reviewed information for adopting standards. Asked Board Members to fill out the appraisal prior to the November Board Meeting. This portion of the November Board Meeting will be held in Executive Session.

Motion by Board Member Willhoite to adopt Evaluation Standards for Executive Director Annual Performance Appraisal. Second by Board Member Leahy. Motion carried 4-0.

5. Announcements – None
6. Correspondence - None other than what was in the packet
7. Board Communications - None
8. Other Matters of Information -
 - A. **Announcement of Fair Complex Board Vacancy**
 - B. **Non-Paid Use of Fair Complex Facilities**
 - C. **FYE June 30, 2004 Adopted Budget**
 - D. **September Rodeo Committee & Associated Member minutes**
 - E. **September Booster Minutes**
 - F. **Newspaper Articles**
 - G. **Website Activity**

With no further business before the Board, President Christy adjourned the meeting at 5:24 pm.

Don G. Hillman
Recording Secretary

Kathy Christy
Board President

Washington County **FAIR COMPLEX**

FACILITY SCHEDULE-NOVEMBER-2003

(Items in italics represent no-charge events)

Saturday, November 01, 2003

Main Exhibit Hall Rose City Exotic Bird Show
Cloverleaf Building Budgerigar Bird Show

Sunday, November 02, 2003

Cloverleaf Building Budgerigar Bird Show
Main Exhibit Hall Rose City Exotic Bird Show

Monday, November 03, 2003

Main Exhibit-South Softball Clinic
***Cloverleaf Building 4-H Guide Dog Meeting*
***Main Exhibit-North 4-H Dog Club Meetings*

Tuesday, November 04, 2003

***Cloverleaf Building 4-H Guide Dog Meeting*
***Floral Building Committee Meeting*
Main Exhibit-South Softball Clinic
***Main Exhibit-North 4-H Dog Club*

Wednesday, November 05, 2003

Main Exhibit-South Softball Clinic
Main Exhibit-North Dog Obedience
Cloverleaf Building Martial Arts Class

Thursday, November 06, 2003

Main Exhibit-South Softball Clinic

Saturday, November 08, 2003

Cloverleaf/Floral Fall Orchid Show
Main Exhibit-North UKC Dog Show

Sunday, November 09, 2003

Cloverleaf/Floral Fall Orchid Show
Main Exhibit-North UKC Dog Show
***Floral Building 4-H Meeting*

Monday, November 10, 2003

***Main Exhibit-South 4-H Dog Club Meeting*
***Main Exhibit/Auction Ring 4-H Dog Club Meeting*

Wednesday, November 12, 2003

Main Exhibit-South Intel Meeting
Main Exhibit-North Dog Obedience
Cloverleaf Building Martial Arts Class

Saturday, November 15, 2003

Cloverleaf Building Club Meeting

Sunday, November 16, 2003

Main Exhibit-South Dog Fun Match

Monday, November 17, 2003

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

Wednesday, November 19, 2003

Main Exhibit Hall-North Every Husband's Nightmare
Cloverleaf Building Martial Arts Class

Thursday, November 20, 2003

Main Exhibit Hall-North Every Husband's Nightmare

Friday, November 21, 2003

Main Exhibit Hall-North Every Husband's Nightmare

Saturday, November 22, 2003

Main Exhibit Hall-North Every Husband's Nightmare
Main Exhibit-South Sister Spirit Event

Sunday, November 23, 2003

***Floral Building 4-H Club Meeting*
Main Exhibit Hall-North Every Husband's Nightmare
Main Exhibit-South Sister Spirit Event

Monday, November 24, 2003

***Main Exhibit-South 4-H Dog Club Meeting*
***Main Exhibit/Auction Ring 4-H Dog Club Meeting*

Wednesday, November 26, 2003

Cloverleaf Building Martial Arts Class

Saturday, November 29, 2003

Main Exhibit-North Gun & Knife Show

Sunday, November 30, 2003

Main Exhibit-North Gun & Knife Show

SPECIAL REPORTS



**OREGON STATE
UNIVERSITY**

**EXTENSION SERVICE
WASHINGTON COUNTY**

18640 NW WALKER ROAD
SUITE 1400
BEAVERTON, OREGON
97006-8927

TELEPHONE
503-725-2110

FAX
503-725-2100

WEB
[EXTENSION.OREGONSTATE.EDU
/WASHINGTON](http://EXTENSION.OREGONSTATE.EDU/WASHINGTON)

Tuesday, October 07, 2003

To: Interested 4-H Leaders

From: Chal Landgren 
Washington County Extension Staff Chair and Forestry Agent

Subject: 4-H Priority Setting Work Session on 10/16/03

I would like to invite you to attend a meeting on Oct 16 at 6:30- 9:00 held at the OSU/Washington County Extension office in the Capital Center (18640 NW Walker Rd., room 1411).

Why are we doing this?

Budget reductions and staff changes in our office and across the state have dictated a reduction of staff. For the 4-H program, staff was reduced from 1.6 Full Time Equivalents (FTE) to 1 FTE. Other program areas have had similar reductions. In our office, Jeanne Brandt has accepted the Family and Community Development position. John Baggott will continue to serve as 4-H agent .

As a result of the reductions we seek your advice in determining how to best use available resources to meet priority needs. The attached information outlines the agenda and provides additional meeting background information.

What may change?

Importantly, **NO 4-H PROJECT AREAS WILL BE DROPPED.** The changes that are proposed largely involve a mix of reduced faculty time, more volunteer time, or elimination of activities. The attached faculty summary outlines our best thinking about how to move ahead this next year.

How will suggestions be used?

The more heads we have thinking about 4-H priorities/activities, the better the final program. Ultimately, the 4-H faculty is responsible for the program success and time allocation. Your advice is important and will be considered in making those decisions.

What if I cannot attend?

This will be an on-going process as we adjust. You can-

e-mail: 4-H.Wash.Co@OregonState.edu

mail: 4-H Priorities, 18640 NW Walker Road #1400, Beaverton, OR 97006-8927 or

call: John Baggott (503-725-2111)

with your suggestions. If you can provide suggestions by meeting time on 10/16 they can be included in the small group sessions. If not, your suggestions should be received by the end of October.

(26)

Washington County 4-H Program Priority Setting Process

October 2003

OVERVIEW

Transition is never an easy process for an organization. If an organization is to be successful in a transition, it must plan ways to deal effectively with the change process. I have outlined some steps that Washington County 4-H is taking to change how the 4-H Youth Development Program is delivered due to a reduction in STATE FUNDED 4-H faculty FTE (Full Time Equivalent).

Important guiding principle: No 4-H project area will be eliminated.

BACKGROUND

On October 1, 2003 4-H Youth Development staffing was reduced from 1.6 to 1.0 state and federally funded FTE. In preparation for this change, the state 4-H Program Leader conducted a Washington County 4-H program review on September 13th. The review team is generating a report that includes observations, commendations, and recommendations. This will be an important piece as we move into the 4-H Program Priority-Setting meeting scheduled for October 16, 2003.

4-H PRIORITY-SETTING PROCESS & TIMELINE

- 10/7 The Washington County Extension Staff Chair mails a letter and information packet to all 4-H Leaders inviting them to a 4-H work session to help identify local 4-H program priorities. Follow-up phone calls and reminder emails will also be utilized. The Extension Director, Regional Director, Program Leader, County Commissioners and Administrators will be informed in advance of the meeting objectives.
- The 4-H faculty have prepared a handout outlining how their time was spent these past years and a proposal of where the state funded faculty member's time will be focused. It will be included in the 10/7 mailing. The position requirements of a 4-H faculty member are divided into the following components:

25% **Teaching and Curriculum Development** This section includes a breakdown of various educational programs and activities at the county and state level that could be adjusted such as Fairs, Camps, Tours, Meetings and Workshops.

75% **Program Administration and Management** This includes items that administration and the faculty have determined are required for Best Practices management of 4-H as a youth development organization such as volunteer screening and training, reporting, plans of work, etc. There are also requirements that 4-H faculty will engage in **Professional Development, Scholarship, and Service** to the Profession, University, Extension, and Community.


- 10/14 If 4-H leaders would like to provide feedback but are not able to attend the priority setting work session, they can submit feedback to the Extension office by October 14th so it can be included with comments at the work session. Given the short turn around, you might want to email your feedback to 4-H.Wash.Co@OregonState.edu.

- The 4-H Priority Setting Work Session will have two facilitators: Chal Landgren, Washington County Extension Staff Chair and Linda Gray, Washington County Citizen Involvement faculty member.

- 10/16 Priority Setting Work Session Agenda

- 6:30 p.m. Introductions
- 6:50 Overview of the Process
 - Why are we here?
 - Ground Rules for this evening
- 7:30 Background
 - Budget and staffing Reduction ⇒ New Staffing Plan
 - Washington County 4-H Program Review
 - Position Requirements & Elective Programs and Activities (what was)
- 7:45 4-H Faculty Programming Proposal
 - Explanation, Clarification, and Questions
- 8:10 Breakout groups

- County & State Fair
- 4-H Advisory Committees
- Communications
- Educational Programs & Activities
- Other

Previous 4-H Program Model with 1:6 R/F/E	Proposed 4-H Program Model with 1:0 R/F/E	Feedback & Solutions
➔	➔	

- Self directed Ad-Hoc Committees can be formed to further discuss how the 4-H program could be best structured to meet their current needs

- 8:50 Wrap-up
- 9:00 Adjourn

EXPECTED RESULTS

- The transition process will be driven by the priorities of 4-H in Washington County. All 4-H leaders are invited to help prioritize the program. It will not be the 4-H faculty alone that makes the changes.
- 4-H Volunteers will develop a greater understanding of the entire 4-H program and its mission, vision, values, and goals.
- Some programs in the county will be consolidated to reduce the number of meetings that the 4-H faculty member attends.
- It is hoped that volunteers will agree to take on additional key roles within programs and at various 4-H events so that as many activities as possible can still occur.

Washington County 4-H Faculty Assignments

2003-2004

Lisa Conroy

1.0 FTE 4-H

4-H YOUTH DEVELOPMENT FACULTY
OREGON STATE UNIVERSITY
EXTENSION SERVICE
WASHINGTON COUNTY

John Baggott

1.0 FTE 4-H

4-H YOUTH DEVELOPMENT FACULTY
OREGON STATE UNIVERSITY
EXTENSION SERVICE
WASHINGTON COUNTY

POSITION REQUIREMENTS			
Funding Source & Program Focus	Percent	Days	Hours
USDA/CYFAR funding for outreach to underserved audiences on a statewide basis	25%	57	456
Design and develop new projects funded by local technology grants	25%	57	456
Ensure sustainability through matching grants, community partnerships, resource development, promotion & marketing, funded by Wash. Co. 4-H Leaders Assoc.	25%	58	464
Volunteer Leader-Mentor recruitment, training, and support, funded by Wash. Co. 4-H Leaders Assoc.	25%	57	456
Total	100%	229	1,832

SPECIFIC PROGRAM & PROJECT AREA RESPONSIBILITIES
Locally funded Tech Wizards Projects,
Adult volunteer recruitment, orientation, training, and support,
4-H New Project Development
Community Collaborations and Partnership Development
4-H Outreach to Latino youth and families
Washington County 4-H Leaders Association
Board Development
Leaders Advisory Council
Leader/Member Training & Development
Promotion & Marketing
Expansion & Review
Resource Development

POSITION REQUIREMENTS			
State & Federally Funded Position	Percent	Days	Hours
Teaching and Curriculum Development	25%	56	448
4-H Program Administration & Management	50%	115	920
Professional Development	5%	12	96
Scholarship - Research - Publications	15%	34	272
Service to Profession, University, & Community	5%	12	96
Total	100%	229	1,832

SPECIFIC PROGRAM & PROJECT AREA RESPONSIBILITIES
Project Areas: Adventures (K-3 rd), Dogs & Guide Dogs
Expressive Art, Home Economics,
Horses, Horticulture, Livestock, Natural Resources
& Small Animals (Poultry, Rabbits, Cavies, Cats, Pets)
Technology/Engineering
4-H Wagon Train
Washington County Fair
Exhibits, Contests, Presentations
Fair Awards
Superintendents/4-H Fair Office
Fair Awards (Project areas)
State Fair Coordination
4-H Enrollment Process
4-H Family Newsletter = 4-H Calendar
Wash. Co. 4-H Leaders Association Board
Leaders Advisory Council
Finance Committee, Awards & Recognition Committee

WASHINGTON COUNTY 4-H YOUTH DEVELOPMENT Participation & Enrollment Information

GENERAL PROGRAM INVOLVEMENT	AVERAGE NUMBER OF 4-H PARTICIPANTS	
	YOUTH	ADULTS
County Fair	2825 (exhibits)	30 (4-H superintendents)
State Fair	668 (exhibits)	18 (teen and adult staff)
13 Animal Science Shows (horse, dog, Guide Dogs, Poultry, rabbit & Cavy)	1,100	130
10 Judging Contests	340	50
2 Quiz Bowls (horse)	60	10
Food Preparation Contests (spring & fair)	52	6
4-H Summer Day Camps	112	6
4-H Wagon Train	64	55
Summer Project Camp	54	18
4-H Record Book Evaluation	57	24
Know Your State Government	4	
4-H Summer Conference	12	1
Leader Forums	4	8

4-H Club Program Average over 5 years

- 1087 average number of youth in the club program
- An average of 130 4-H clubs enroll annually

2003 Curriculum Area Enrollments

- | | | |
|---------------------|-----|-----|
| • Adventurers: | 124 | 11% |
| • Computers: | 70 | 4% |
| • Dogs | 118 | 10% |
| • Expressive Arts: | 165 | 15% |
| • Foods & Clothing: | 154 | 14% |
| • Horse: | 210 | 19% |
| • Horticulture: | 47 | 4% |
| • Livestock: | 165 | 15% |
| • Small Animals: | 93 | 8% |

2003 Total 4-H Enrollment
including both club based and school enrichment

(Duplications not eliminated) = **4,225**

Teaching and Curriculum Development 25% 448 hours

Programs, Activities and Processes	Youth Served	Adults Served	Current Faculty Hours	Faculty Proposal	4-H Volunteer Leader Recommendations		
Washington County Fair & Horse Fair							
Fair Complex & Board Liaison			48	32			
Exhibits & Contests			24	32			
Exhibitor Handbook and web page development			56	40			
Fair & Horse Fair Office Setup & Staffing			76	40			
4-H Fair Budget administration			32	24			
4-H Fair Superintendents support & management			32	24			
Correspondence, email, & phones			24	24			
Fair event management & Supervision	2825 Exhibits	30	40	16			
Judging supervision and exhibit set up			24	24			
Judges hiring, evaluation, prep			12	4 & V			
Awards solitication, records, awards			16	4 & V			
Building preparation, set up, take down			32	4 & V			
Exhibitor scheduling, entry assistance and reviews			56	8 & V			
State fair exhibitor prep, contest scheduling			24	8 & V			
State fair exhibit coordination, delivery, return,			32	16 & V			
State fair contest support (judging contests)			16	D			
Leader-Mentor Orientation				98	40	20	
Horse Clinics, Contests & Shows			202	52	64	32	
Livestock Weighins			126		24	8	
Tractor Safety Training Facilitation					16	16	
4-H Wagon Train – monthly board meetnigs, January – May Pioneer Programs, June TuneUp Trek Weekend, July Weeklong Breakaway trek, correspondence			64	77	56	40	
4-H Spring Foods Contests			52	6	32	D Moved to County Fair	
4-H Summer Resident camp, counselor meetings, staff training, materials	54	18	48	8 & V Move to a regional 4-H Camp			
4-H Summer Day camps, staff prep, materials procurement, fund seeking, supervision, field trip coordination, meals at Banks	102	6	120	D			
Babysitters certification, Banks, Gaston, Forest Grove, Hillsboro (every other year)	60	4	56	D			
Afterschool programs- Foods Clubs, woodworking clubs, Expressive arts	65	6	64	D			
Spring learning day, arrange speakers, prep flyer, teach classes	45	30	32	24 & V			
Requested programs- Boys and Girls Club, A Child's Place, I Have A Dream	120	8	24	D			
In-school, Incredible Egg, Bats,	115	8	16	D			
TOTALS			1136	448			

D = New support structure needed in order to continue.

V = 4-H Volunteers are needed to take on or help with the program or Activity

Potential Consiquences if volunteers are not identified: the activity will not happen; we could hire someone to help with the activity by increased fees or if during fair reduced premiums; or maybe there are other resources

Program Administration and Management 50% - 920 hours

Programs, Activities and Processes	Youth Served	Adults Served	Current Faculty Hours	Faculty Proposal	4-H Volunteer Leader Recommendations
4-H Enrollment Process, DMS & Reporting			96	64	
Washington County 4-H Leaders Assoc.			50	64	
4-H Finance Committee			32	48	
Risk Management			56	64	
4-H Calendar			24	32	
4-H Promotion & Marketing			72	56	
4-H Staff Meetings			136	80	
Extension Staff meetings			64	32	
Clerical selection process, support, questions, & training			200	120	
Horse Leaders/Advisory – Monthly Communications and Meetings	202	52	44	32	
Livestock Leader Advisory - Bimonthly	155	44	16	16	
Dog Advisory – 5 th Monday of the mo.	117	56	16	16	
Small Animal Advisory - Bimonthly	109	27	24	24	
Home ec/Expresive Arts Advisory	156	48	40	24	
4-H Adventures, leader advisory,	88	18	40	24	
4-H Reunion Activities		200	32	24	
4-H Awards committee, records judging, award orders, celebration event	100	60	32	32	
4-H newsletter (4-5x year)	999	373	80	80	
OSU TO YOU (4x year)		150	32	16	
Summer Conference, Know Your State Government, Ambassador training event publicity, registration, coordination, chaperon ID.	20	3	16	32	
Returning leader updates		18	8	16	
Leaders Forums, coordinate leader participation attend, teach	4	10	24	24	
TOTALS		1059	1134	920	

Professional Development 5% - 96 Hours

State & National Extension Conferences, Program Specific classes & workshops

Scholarly and Creative Activities – 15% 272 Hours

Research, Publications, Presentations to other youth development professionals

Service to Profession, University, Extension, and Community – 5% 96 Hours

Serving on and providing leadership for: professional association committees, departmental committees, university committees, Extension Committees, as well as local community service

County of Washington

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

FAX MEMORANDUM

Date: October 30, 2003

To: Board Members
Washington County Fair Board.

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

Re: October Operations Report

October seems to have been the month for electrical issues.

Perhaps it was our ability to take a closer look at our electrical system as we connected the various Frite Lite showpieces. Nevertheless, we have discovered a number of electrical panels requiring immediate first aid. Many showed signs of hard use or abuse with most without GFI outlets or outlets with appropriate weather covers. Some appeared to have been struck by vehicles or grounds maintenance equipment. We are taking this opportunity to catch up on some of these repairs.

As to other electrical issues, we have found some of the RV hookups have been damaged from being continually bumped by the RVs when backing in to their respective spaces. These are being repaired or replaced as necessary.

Last, but not least, the electrical wiring and fluorescent ballasts in the marquee sign on the corner of Cornell Road and NE 34th Avenue has failed due to moisture invasion inside the sign. In performing the repairs, we will also install a photocell so that the sign is not powered during daylight hours.

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FAX MEMORANDUM

Date: October 30, 2003

To: Board Members
Washington County Fair Board

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

Re: Frite Lites Report

As of the writing of this memo, we have two nights remaining on our first-ever Frite Lites event. It appears that the final few days will be challenged with some unseasonably cold weather, but such occurrences are expected in the event business.

Although the attendance has been more modest than estimated, this is the first year of the event and it is expected to grow over time. Based upon unsolicited comments, it appears that we have targeted the correct market in that many families are commenting in a positive fashion about this being one of the few Halloween events suitable for the younger families with children.

Staff should be able to provide final numbers at the November Board Meeting and their thoughts for 2004.

OLD BUSINESS

County of Washington

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Fax: (503) 648-7208
donh@faircomplex.com
www.faircomplex.com

FAX MEMORANDUM

Date: October 30, 2003

To: Board Members
Washington County Fair Board

From: Don G. Hillman
Executive Director

Re: Cottonwood Trees - Update

Staff continues to study the status of the four cottonwood trees lining the main walkways south of the Main Exhibit Hall; the two cottonwood trees near the pony ride and petting farm; and the fifteen cottonwood trees adjacent to the amphitheatre and Floral Building.

As reported at the October 2003 Board meeting, although these cottonwood trees have been recently thinned, there continues to be an ongoing public safety concern since the cottonwoods have been shedding large live limbs. Two recent incidents during the month of July included two large live limbs being shed; one just off the walkway adjacent to the Main Exhibit Hall during the All Breed Dog Show; and one next to the petting farm during the 2003 Washington County Fair & Rodeo.

So far the preliminary costs to have the six-cottonwood trees adjacent to the Main Exhibit Hall, Pony Ride and Petting Farm removed and the remaining fifteen cottonwoods thinned, would be approximately \$16,680. If it were recommended to only thin all twenty-one trees, the cost would be approximately \$12,180.

Staff has also contacted another company regarding the removal of the six cottonwood trees for their salvage value for us in producing other wood products. No word yet from this individual.

Staff has also contacted a company that transplants large trees (at least six inches in diameter). They have quoted us \$2,000 per tree (Maples) to have them planted and guaranteed for one year.

NEW BUSINESS

County of Washington

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

FAX MEMORANDUM

Date: October 30, 2003

To: Board Members
Washington County Fair Board

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

Re: RFP Evaluation and Selection Committee Selection

Pending receipt of proposals from the recently issued RFP, the Board should consider making recommendations regarding the make-up of the Evaluation and Selection Committee. This committee will hold interviews the week of December 8th, however, there may be some preparatory activities for the committee during November based upon the contents of the proposals received.

At the October Board Meeting, discussion surrounded the make-up of a five-to-seven member committee. It was suggested that the Fair Complex Board represent two seats and the County representing up to two seats. This would leave three to four seats remaining depending upon the size of the committee and representation on the committee by the County.

Staff suggests that individuals recommended for the committee have specific expertise or knowledge as to the type of proposed development and proposed financing, and that they have no present or future conflict of interest regarding the proposed development. In addition, since the proposals are to include a public exposition facility, it may be appropriate to include a representative from this industry.

ANNOUNCEMENTS

Calendar of Events
October 2003 - January 2004

Date	Event	Location
November		
4	Rodeo Committee Meeting	Floral Building (7:00 PM)
4	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
5	Board Retreat	Floral Building (12:00 noon)
5	Board Meeting	Floral Building (4:00 PM)
5	Booster Meeting	Board Room (7:00 PM)
11	Holiday	Office Closed
27	Holiday	Office Closed
December		
1-4	IAFE Convention	Las Vegas, NV
2-5	PRCA National Convention	Las Vegas, NV
2	Rodeo Committee Meeting	Floral Building (7:00 PM)
2	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
9	Board Meeting	Floral Building (4:30 PM)
25	Holiday	Office Closed
January		
1	Holiday	Office Closed
5-8	Western Fair Association Convention	San Diego, California
6	Rodeo Committee Meeting	Floral Building (7:00 PM)
6	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
9-11	Oregon Fairs Association Convention	Valley River Inn, Eugene
13	Board Meeting	Floral Building (4:30 PM)
19	Holiday	Office Closed
February		
3	Rodeo Committee Meeting	Floral Building (7:00 PM)
3	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
4	Board Meeting	Floral Building (4:30 PM)
16	Holiday	Office Closed

CORRESPONDENCE

Dear freinds-

Thankyou very much for giving La Fitana, Inc. the opportunity to be part of the Successful 2003 Washington County Fair & Rodeo.

I wish this season was also a big Succes for every-one else.

We are looking forward to have a good 2004 as well.

Thankyou
Sincerely,
A. F Ajami

COMMUNICATIONS

OTHER MATTERS OF INFORMATION

*Non-Paid Use of Fair Complex Facilities
October 2003*

Date	Event	Location (Value)
<i>October</i> 29-31	Beaverton Police Department and Washington County Sheriff's Office Tactical Training Exercise	Interior Grounds (\$300)

Washington County Fair & Rodeo Rodeo Associates Meeting

Date: October 7, 2003

Present: Cody F, Larry B, Mike S, Kelly B, Lynn H, Winnie D, Nick G, Jack P, Jill S, Kim V, Joyce V, Brandi W, Don H, Patty S, Christina M, Lacey P, Amber D, Stephanie H, Anita H, Stephanie C, Bert D, Mike B

Excused: Laurel F, Pat B, Brian A, Brian L, Rod S, Todd K, Brian P, Sandee W, Lonna P

New Faces in the crowd: Angela Kronenberg – Queen Contestant, Kelsy Vanderzanden - Queen Kim's Sister

Next Meeting: November 4th, 2003 7:30 p.m. in the Floral Bldg.

Item #	Topic	Discussion	Action/Decision	Follow-up
1.	Miscellaneous Notes	<ul style="list-style-type: none"> Cody called the meeting to order @ 7:29 p.m. Lynn H made a motion to approve the minutes, seconded by Mike S. Minutes were approved with no changes. 		
2.	Old Business	<ul style="list-style-type: none"> Cody reminded everyone that the PRCA conference is Dec 2nd – Dec 5th and this year it's being held at the Mirage Hotel, which is also the host hotel for the rodeo. For reservations you can call 800-499-6311 and if you let them know that you are with a sanctioned PRCA rodeo (Washington County Rodeo) you will receive a discounted room rate. Convention packets this year are \$125.00 for the Chairman and \$110.00 for associate members. The Columbia River Circuit Finals are November 14th – 16th at the Deschutes County Fairgrounds in Redmond, and the same hotel will be hosting again this year. On Friday night on the rodeo there will be a PRCA Rodeo Queen run for all Queen's who are they're representing their rodeos. Sponsorship is again the hot topic; Brian Love and Jack Price have already begun working on it for next year. A letter of Intent for potential new sponsors for 2004 along with a Questionnaire for our 2003 Sponsors is going out in the mail soon. A suggestion was made that maybe we should broaden our choices for the sponsors from "Great". "Good", "Needs Improvement" and give them some more choices, but it was decided that it was fine for this year and maybe next year we 		

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo

Washington County Fair & Rodeo Rodeo Associates Meeting

Item #	Topic	Discussion	Action/Decision	Follow-up
		<p>will think about revising.</p> <ul style="list-style-type: none"> • Lynn H reminded everyone that the Queen Coronation is scheduled for January 10, 2004 and she also made the suggestion that we make this a BBQ (or possibly cater the event) / Thank You for our 2003 Sponsors as well this would bring in more money for our Queen and include our sponsors. It would be the same as in years past in that we would have the BBQ before the coronation for the committee and sponsors and then it would open up the public. The Queen's committee needs help on this!! • Mike S has talked to Brian L about doing some advertising in the Pro Rodeo Sports News, but after some checking it was decided that it would be to expensive, for a ¼ page it's \$450.00 approx. Lynn H talked about handing out WACO Fair & Rodeo brochures (ones that are tri-folded) with our dates, admission and all the pertinent information on them at the different parades and maybe also include some bumper stickers?? • Cody announced that there would potentially be 3 Director positions available. Kelly Bauer's term is up, Larry Bellamy is not re-applying and Mike Seavey is resigning. We will have a vote at the December meeting, so get your applications in soon. • Rodeo pictures are available to look at, Lynn H has the books and Jeanette Hill has the negatives if you would like copies. The new shirts that our guys in the arena wore this year looked really great!! Prices for the pictures are unknown at this time. 		
3.	New Business	<ul style="list-style-type: none"> • Mike S: Nothing to report • Larry B: Nothing to report • Kelly B: Don't forget the Poker Ride on June 26th 2004. • Lynn H: Would like to vote to have the same drill team at the 2004 Fair & Rodeo, the Washington County Fly Girls Rodeo Drill Team. Christina McVey-Goss mentioned also that this drill team was formed with past WACO Rodeo Queens to be 		

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo

Washington County Fair & Rodeo Rodeo Associates Meeting

Item #	Topic	Discussion	Action/Decision	Follow-up
		<p>“dedicated” to this rodeo and that they perform at parades and other event for FREE and represent WACO Fair & Rodeo well. Lynn H made a motion to have the girls back again for 2004, seconded by Cody (Brian Anderson’s vote was by proxy). A unanimous decision was made to have the Fly Girls Rodeo Drill team for our 2004 Washington County Fair & Rodeo. Way to go Girls!!</p> <ul style="list-style-type: none"> • The drill team will start practicing on 10-26-03. Amber Demming said that her horse is doing well and will be back and ready for next year, Queen Kim will also be joining the drill team once her reign is up. Also Brandi and Nick got engaged FINALLY....CONGRATULATIONS! The big day will take place August 21st 2004 • Lynn also wanted to remind everyone that we are still having the Queen’s tryouts this Sunday Oct 19th from 9:00 am until around 4:00 p.m. with the announcement of the Queen about 3:00 p.m. The potluck will start at 11:30 with fried chicken being provided and it’s asked that everyone who will be coming please bring either a salad or side dish, and you will also need to bring your own beverage. The Drill team will be bringing the cake. We had one out of county application; Haley Zwicker is from Terrebonne Oregon and would like the opportunity represent our Rodeo. • And finally, Queen Kim will be riding in the Meier N Frank parade, which is the day after Thanksgiving; she along with our newly crowned Queen and the drill team will be representing our Fair & Rodeo. 		
4.		<ul style="list-style-type: none"> • Stephanie Crop who is the 1st Vice President of the Miss Rodeo Oregon Association was there to let everyone know that they organization is looking for a new host town. They will be traveling to the different Rodeo’s throughout Oregon letting everyone know and giving those an opportunity to participate if 	This will be tabled until the next meeting when it can be discussed further.	

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo

Washington County Fair & Rodeo Rodeo Associates Meeting

Item #	Topic	Discussion	Action/Decision	Follow-up
		the chose. They are asking for a 3-year commitment to any one who holds the pageant, and there is not specific date that it has to be held on. The Crooked River Round – Up has the first right of refusal and then after that it's open to whom ever. Stephanie thought that it would be great for Hillsboro to be host for the pageant as it would bring in a lot of publicity and the host town is featured in the newsletter spotlighting the Queen and the rodeo. For more information you can go to their website: missrodeooregon.org		
5.	Committee Updates	<ul style="list-style-type: none"> Committees did not meet this month. 		
6.	Meeting Adjourned	<ul style="list-style-type: none"> Larry B made a motion to adjourn the meeting, seconded by Mike S. The meeting adjourned at 8:15 p.m. 		
7.				
8.				
9.				
10.				
11.				
12.				
13.				

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo

Washington County Fair Boosters Club

Minutes for October 1, 2003 Meeting

Attendance: David Barnes, Irene Barnes, Sheila Day, Jim Godfrey, Al Goldman, Don Hillman, Shelton Jones, Ed Kristovich, Lorena Roberts, Kathy Schmidkofer.

Prior Meeting Minutes: Sent in the mail.

Treasurer's Report: No change from September. The volunteer dinner cost the Boosters \$83.89. 83 people were served. The other half of the expenses were paid by the Fair Board.

Fair Board; Sheila Day reporting:

- The R.F.P. is quiet. Proposals must be turned in by October 30. A screening committee of 2 Fair Board members, 1-2 County Commissioners or representatives, and 4 other people will be selected. By the November Fair Board meeting, we should know who is on this screening committee. In December the announcement should be made of which proposal has been selected.
- The cottonwood trees are being studied. They will need to be trimmed or cut.
- There are two openings on the Fair Board. Sheila Day and Ken Leahy have reached the end of their terms.

Frite Lites:

- The menu will be soft ice cream cones, milkshakes, sundaes, coffee, chocolate, hot cider, sausage, hot dogs and chili.
- The booth will be open 6:00 pm to 10:00 pm on Friday, Saturday and Sunday and the last week of October. We will need three workers and a dairy woman for each night. Lorena Roberts is working on the sign up chart. Kathy Schmidkofer will see about the food license. Al Goldman will handle the liability insurance. The division of the net profits will be by the hours worked by the Boosters and the Dairy Women. Dave Russell is the overall chairman.

Upcoming Dates to remember:

- Fair Booster meeting November 5 at 7:00 p.m., Ed Kristovich presiding.

COMMUNITY

MILESTONES

With a voice, a victory

Standing before peers in the public arena to share ideas about public policy proves richly satisfying

By **EVAN C. ACEY**

It happens every day. Decisions that affect us all are written into laws and policies. Our venerable leaders convene at the table of public policy and their decisions set the course of our future.

When I heard that Washington County was receiving proposals from private industry to remodel the Washington County Fairgrounds in exchange for use of the 100 acres of land that surround it, I had to voice my opposition to the plan.

As a Native Alaskan (Aleut), I have seen people surrender their lands for quick cash and then have nothing left when the money is gone. I felt as though I had an obligation to share this experience with the decision-makers with the hope of affirming the importance of keeping the land sovereign.

So, armed with the thoughts that I wanted to share, I attended a public meeting of the Board of County Commissioners. I sat quietly and listened as the commissioners covered many of the issues at hand. There were other members of the public at the meeting who took the stand and eloquently articulated their views and ideas.

Then came my turn to speak. As I approached the microphone, I imagined how Galileo might have felt as he stood before the Magistrates. I had drawn an outline for myself of the key points of my dissertation and I nervously stumbled through them. I was hoping that I was the only one who noticed the nervous pitch in my voice that made me sound as though I had just swallowed helium.

I had almost finished with my presentation when it hap-



ACEY

He wasn't facing inquisitors

pened — BLANK! My mind had gone BLANK! I was frantically searching my notes to determine what my next point was supposed to be, when Commissioner John Leeper said, "You're too young to have a senior moment." To which I replied, "Yes, but I am young enough to be nervous about speaking in front of public policy-makers for the first time."

The chuckles that burst forth from both the crowd and the commissioners brought me back to earth. These were not inquisitors but rather men and women who listen to all of the facts presented and then make decisions based upon their interpretation of those facts.

I was able to finish my presentation and the chairman thanked me and said I had brought them a valuable perspective. Just how valuable my perspective was has yet to be seen, but the feeling of satisfaction that I have in knowing I can stand in the public arena and share my views is priceless.

◆
Evan C. Acey, chief executive officer of Right Now PC LTD, lives in Hillsboro.

Do you remember the first time you met your future spouse? The triumph you felt the first time you rode a bicycle? How scared you were the first time you went to a job interview? Milestones is a column where readers can share memories of the landmark firsts in their lives. Submissions should be 300 to 400 words and include a phone number where we can reach you. They can be mailed to The Oregonian's MetroWest News Bureau, 10100 S.W. Park Way, Portland, OR 97225, or e-mailed to west@news.oregonian.com. Information may also be faxed to 503-203-1813.



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News

Frite Lites BiMart Halloween display comes to fair complex

10/02/03

By Ian Rollins

The Argus

Where food vendors set up in July, a scene of Ichabod Crane and the Headless Horseman now lights up the night.

The barns which housed horses and cattle during the Washington County Fair now are home to a few flying ghosts.

It's all part of Bi-Mart Frite Lites, a 146-piece Halloween and autumn light display at the county fair complex, off Northeast Cornell Road in Hillsboro. The show will run every Friday, Saturday and Sunday night through Oct. 31.

Organizers said Frite Lites will be a non-scary show for everyone, like the Zoo Lights at the Oregon Zoo every Christmas or the Winter Wonderland light display at Portland International Raceway.

"It's visionary fantasy, just true 'wow,'" said Glenn Miesch, president of Lights for All Seasons, the Lake Oswego-based company putting the show together. "You'll walk around the corner and see a 32-foot ghost arch and just go 'wow.' That's what we want."

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This display isn't just a first for the fair complex, it's a first in North America, Miesch said. His company, which does 120 winter shows across the continent, had been discussing such a show for a while.

At the same time, fair complex officials were thinking about a strong off-season event. "Even before I got here (in 2001), the staff was always looking for an off-season show," Hillman remarked.

Lights for All Seasons has a previous relationship with Don Hillman, fair complex executive director, who was at the California State Fair before coming here. The company does a winter light show there each year, so "we just kind of found each other" when Hillman came to Washington County, he said.

"This is the next really big market for revenue," Miesch predicted.

The displays will either be along the paved pathways or in some of the buildings, Miesch said. Some will be around corners, while others will be on the ridge of the DeMar Bachelor Amphitheater.

"This lends itself to staying for more than 20 minutes," Miesch said. "You're not going to see all the lights the first time around. We want people to walk around, snack and walk around again."

Thirty percent of the display is animated, from a large spider moving down a web (and a smaller spider moving away) to flying ghosts. That spider web is 21 feet tall, while the Ichabod Crane scene is 120 feet long.

Various songs, from "The Addams Family" theme to Michael Jackson's "Thriller," will play throughout the show as well. The Washington County Fair Boosters will sell refreshments each night.

Tickets are \$5 for adults and \$2.50 for kids ages 6-12. Parking is free. Ten percent of the proceeds on Fridays and Saturdays will go to Doernbecher Children's Hospital.

Hours are dusk to 10 p.m. on Fridays and Saturdays, and dusk to 9 p.m. Sundays and every day between Oct. 26 and 31.

Sundays will be "Dog Boo" days, where dogs aren't just welcome, they're welcome in costumes. Ten percent of the proceeds on Sundays will go to the Bonnie L. Hays Small Animal Shelter.

"It's family-friendly," Hillman said. "I hope everyone is excited about the music, the sights and sounds they see."

For more information, call the fair complex at 503-648-1416 or go online to www.faircomplex.com.

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Fair Frite Lites shine on fall holiday season

10/16/03

Families and friends looking for a new way to shed light on the season still have time to check out the Bi-Mart Frite Lites and the Washington County Fairgrounds.

Two concession stands sell treats, from hot chocolate to ice cream.

Don Hillman, fair complex executive director, hopes for a little cooperation from mother nature and a lot of volunteers in their Halloween costumes to add to the fun.

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"We are finding out kids are just enchanted by the lights and sound of it," Hillman said. "It's a very low-impact, Disney-type of show."

Hours are dusk to 10 p.m. Fridays and Saturdays, and dusk to 9 p.m. Sundays end each day between Oct. 26 and 31. Tickets are \$5 for adults and \$2.50 for kids ages 6-12. Ten percent of proceeds on Fridays and Saturdays benefit Doernbecher Children's Hospital.

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Hillman says he expects increasing attendance in future years, as the event becomes a larger part of the community.

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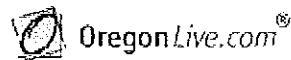
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Frite Lites (a not so scary outing)

10/21/03

By Ellen Ast

The Argus

Four-year-old Keenan Myers advised Don Hillman, executive director of the Washington County Fairplex, where he can get a better plastic pitchfork to accessorize his Halloween devil costume Sunday night at the Bi-Mart Frite Lites display at the county fairgrounds.

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Myers was just as eager to remind other Fairplex officials to keep the spider and Frankenstein inflatables glowing, since they were his favorite part of the display.

Myers, his brother Josh and mother Heather, like may other Frite Lites visitors, say Sunday night's amusing visit won't be their last.

The 146-piece Halloween and autumn light display has been blinking and shining since the beginning of this month, and will continue to do so each night until Halloween.

Hours will be from dusk to 9 p.m., with trick-or-treating available to sweet-tooth visitors Halloween night.

Sunday night's "Dog Boo" allowed visitors to walk their dogs through the exhibit's paths. Some showed up in costume for a costume contest.

"It's a fun, safe thing to do with kids and take dogs, too," said Angela Edwards. "It gives us a chance for our dogs to socialize."

Parents treated their kids to ice cream from the Dairy Women's ice cream booth, while other children were content running through the hay maze and jumping into soft hay piles.

"Having three kids can be difficult sometimes," said Bob Carley, who waited for his wife Talona to finish ordering ice cream for their family. "We're making sure to keep control so they won't run off and do things."

Dads carried their tired children on their shoulders, giving a better view of the giant glowing spider web and floating ghosts.

Dave Hughes and wife Jenny, from Tualatin, visited Frite Lites with friends and their kids.

"It sounded like fun so we decided to bring the kids," Dave said.

The couple's five-month-old baby girl, in a pumpkin costume, took her time staring at the arch that featured a ghost floating over the path and into an empty horse barn, Dave noted.

And amidst hustle and bustle of families, a soundtrack including tunes from Michael Jackson, "Rocky Horror Picture Show" and "The Addams Family" blared out from speakers placed throughout the exhibit.

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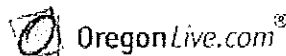
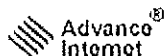
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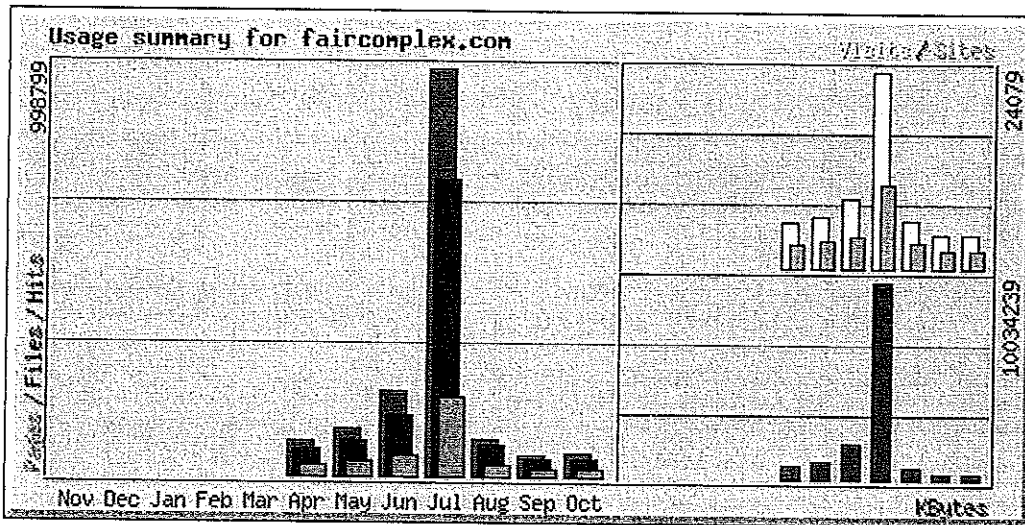
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