

WASHINGTON COUNTY FAIR COMPLEX

Board Meeting

October 1, 2003
Floral Building

Regular Session – 4:30 p.m.
Executive Session – 6:30 p.m.

AGENDA

NOTICE OF MEETING

Washington County Fair Board
Regular Meeting: Wednesday, October 1, 2003, at 4:30 p.m.
Executive Session: Wednesday, October 1, 2003, at 6:30 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

301 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 – July 2003
 - B. Line Item Report – July 2003
 - C. Balance Sheet – July 2003
 - D. Other, if any
 - 2. Minutes
 - A. Fair Board Minutes – September 2003
 - B. Other, if any
 - A. Facility Use Schedule – October 2003
 - B. Other, if any

* Time is approximate. Executive Session begins after the regular session concludes.

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

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. Board Retreat – November 2003
3. Cottonwood Tree Status
4. Other, if any

F. New Business

1. WFA Blue Ribbon Award Nominee
2. Executive Director Annual Performance Appraisal – Adopt Standards, Criteria and Policy Directives per ORS 192.660(1)(i).
3. Other, if any

G. Announcements

1. Calendar of Events
2. Other, if any

H. Correspondence

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

I. Board Communications

J. Other Matters of Information

1. Announcement of Fair Complex Board Vacancy
2. Non-Paid Use of Fair Complex Facilities
3. FYE June 30, 2004 Adopted Budget
4. September Rodeo Committee and Associates Member Minutes
5. September Booster Minutes – If Available
6. Newspaper Articles, if any
7. Website Activity
8. Other, if any

K. Executive Session – Real Estate Matters: Executive Session pursuant to ORS 192.610-192-690 to discuss real estate matters.

L. Adjourn

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

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

CONSENT ITEMS

County of Washington

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

Date: September 22, 2003

To: Board Members
Washington County Fair Board

From: Don G. Hillman
Executive Director

Re: July 2003 Financial Statements

Find attached the July 2003 Financial Statements. The Financial Statements attempts to follow the budget format adopted by the Board with the 2003/2004 Budget. The entire adopted budget can be found under OTHER MATTERS OF INFORMATION.

The new format attempts to more accurately reflect income and expenses by allocating, where feasible, all Fair Complex income and expenses. This includes an attempt to allocate staff salaries to interim and fairtime activities. Hopefully, the new format will allow the Board and staff to understand more fully its three business models (Interim, Fairtime and Frite Lites).

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.

It should be noted that there were income and expense items recorded in August attributable to the 2003 County Fair & Rodeo and some of these numbers will increase accordingly when the August Financial Statements are produced.

WASHINGTON COUNTY FAIR COMPLEX

Budget Overview July 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 expos.
6. Promote a sense of community among County residents.

Line Item	Acct No.	Description	July 2003	July 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	\$ 24,316	\$ 5,512	\$ 5,512	\$ 24,316	\$ 215,994	11%
3		Frite Lites Revenues	4,000	-	-	4,000	100,000	4%
4		Fairtime Revenues	551,197	560,448	560,448	551,197	618,050	89%
5		Non-Operating Revenues	98,936	106,925	106,925	98,936	543,000	18%
Total Revenues			\$ 678,449	\$ 672,885	\$ 672,885	\$ 678,449	\$ 1,477,044	46%
Total Revenues & Beg. Fund Balance			\$ 1,035,620	\$ 1,001,237	\$ 1,001,237	\$ 1,035,620	\$ 1,782,470	58%
Expenses								
6		Interim Expenses	\$ 47,809	\$ 77,688	\$ 77,688	\$ 48,207	\$ 501,251	10%
7		Frite Lites Expenses	-	-	-	-	100,000	0%
8		Fairtime Expenses	281,409	333,917	333,917	281,409	804,537	35%
9		Non-Operating Expenses					69,867	0%
Total Expenses			\$ 329,218	\$ 411,605	\$ 411,605	\$ 329,616	\$ 1,475,655	22%
10		Contingency					\$ 306,815	
Total Expenses and Ending Fund Balance							\$ 1,782,470	

Line Item	Acct No.	Description	July 2003	July 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	\$ 17,350	\$ 4,817	\$ 4,817	\$ 17,350	\$ 180,894	10%
12	16	Parking Fees	\$ -	\$ -	\$ -	\$ -	9,000	0%
13	17	Miscellaneous Income	\$ -	\$ 355	\$ 355	\$ -	10,000	0%
14	18	RV Park	\$ 6,966	\$ 340	\$ 340	\$ 6,966	15,350	45%
15	20	ATM Fees	\$ -	\$ -	\$ -	\$ -	750	0%
Total Interim Operating Revenues			\$ 24,316	\$ 5,512	\$ 5,512	\$ 24,316	\$ 215,994	11%
Interim Personnel Expenses								
16	100	Interim Permanent Full-Time Positions	\$ 11,985	\$ 54,539	\$ 54,539	\$ 11,985	\$ 198,451	6%
17	101	Interim Temporary Salaries and Wages	\$ -	\$ -	\$ -	\$ -	3,075	0%
18	102	Interim O.P.E.	\$ 4,186	\$ 12,222	\$ 12,222	\$ 4,186	93,808	4%
Total Interim Personnel Expenses			\$ 16,171	\$ 66,761	\$ 66,761	\$ 16,171	\$ 295,334	5%
Interim Operating Expenses								
19	107	Office Expense	\$ 647	\$ 241	\$ 241	\$ 647	\$ 4,000	16%
20	108	Telephone	\$ 163	\$ 3,282	\$ 3,282	\$ 163	9,000	2%
21	109	Printing	\$ -	\$ -	\$ -	\$ -	1,000	0%
22	110	Postage	\$ -	\$ 270	\$ 270	\$ -	1,750	0%
23	111	Equipment & Building Rental	\$ 815	\$ 36	\$ 36	\$ 815	5,000	16%
24	112	Utilities	\$ 8,845	\$ 60	\$ 60	\$ 8,845	70,000	13%
25	113	Repair & Maintenance	\$ 3,224	\$ 1,886	\$ 1,886	\$ 3,224	45,000	7%
26	114	General Supplies	\$ 2,122	\$ 757	\$ 757	\$ 2,122	18,000	12%
27	178	Parking	\$ -	\$ -	\$ -	\$ -	-	0%
28	118	Travel & Training	\$ -	\$ 164	\$ 164	\$ -	500	0%
29	119	Legal Fee to County	\$ 3,685	\$ -	\$ -	\$ 3,685	1,200	307%
30	121	Professional Services	\$ 10,383	\$ 1,933	\$ 1,933	\$ 10,383	10,000	104%
31	122	Insurance & Bonding	\$ -	\$ -	\$ -	\$ -	12,100	0%
32	123	Private Mileage	\$ -	\$ -	\$ -	\$ -	500	0%
33	124	Car Allowance	\$ -	\$ -	\$ -	\$ -	-	0%
34	131	Advertising & Public Relations	\$ 265	\$ 173	\$ 173	\$ 265	6,000	4%
35	132	Board Expense	\$ -	\$ -	\$ -	\$ -	750	0%
36	133	Due, Licenses, Fees	\$ 295	\$ 651	\$ 651	\$ 295	1,125	26%
37	149	Misc. Materials & Services	\$ 796	\$ -	\$ -	\$ 796	2,500	32%
38	151	County Indirect Cost	\$ -	\$ 792	\$ 792	\$ -	14,992	0%
39	154	RV Park Repair & Maintenance	\$ -	\$ 258	\$ 258	\$ 398	1,000	40%
40	154B	RV Park Hotel/Motel Tax	\$ 398	\$ 258	\$ 258	\$ 398	1,000	40%
41	155	ATM Fees	\$ -	\$ 166	\$ 166	\$ -	500	0%
Total Interim Operating Expenses			\$ 31,638	\$ 10,927	\$ 10,927	\$ 32,036	\$ 205,917	16%
Total Interim Expenses			\$ 47,809	\$ 77,688	\$ 77,688	\$ 48,207	\$ 501,251	10%
Net Interim Revenues/Expenses			\$ (23,493)	\$ (72,176)	\$ (72,176)	\$ (23,891)	\$ (285,257)	8%

Line Item	Acct No.	Description	July 2003	July 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	\$ 4,000	\$ -	\$ -	\$ 4,000	\$ 100,000	4%
43	375	Frite Lites Expenses	\$ -	\$ -	\$ -	\$ -	100,000	0%
Net Frite Lites Revenues/Expenses			\$ 4,000	\$ -	\$ -	\$ 4,000	\$ -	0%

Line Item	Acct No.	Description	July 2003	July 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	\$ 26,430	\$ 37,886	\$ 37,886	\$ 26,430	37,500	70%
46	31	Other Admissions	\$ 206,890	\$ 210,355	\$ 210,355	\$ 206,890	210,000	99%
47	32	Concessions/Booths	\$ 116,334	\$ 116,237	\$ 116,237	\$ 116,334	120,000	97%
48	33	Sponsorships	\$ 53,415	\$ 51,250	\$ 51,250	\$ 53,415	57,500	93%
49	34	Advertising Sold	\$ 1,150	\$ 1,800	\$ 1,800	\$ 1,150	2,500	46%
50	36	Carnival Income	\$ 47,865	\$ 50,946	\$ 50,946	\$ 47,865	50,500	95%
51	37	Entry & Bedding Fees	\$ 2,339	\$ 2,423	\$ 2,423	\$ 2,339	2,500	94%
52	38	Parking Fees	\$ 42,837	\$ 40,471	\$ 40,471	\$ 42,837	40,000	107%
53	39	Rodeo Sponsorships	\$ 27,786	\$ 24,090	\$ 24,090	\$ 27,786	29,000	96%
54	41	Miscellaneous	\$ 5,066	\$ 17,903	\$ 17,903	\$ 5,066	15,000	34%
55	42	Rodeo Admissions	\$ 20,079	\$ 4,870	\$ 4,870	\$ 20,079	4,800	418%
56	43	Main Stage	\$ -	\$ -	\$ -	\$ -	-	0%
57	45	Amphitheater Merchandise	\$ 769	\$ 697	\$ 697	\$ 769	500	154%
58	46	Rodeo Miscellaneous	\$ 237	\$ 1,520	\$ 1,520	\$ 237	1,750	14%
59	48	ATM Fees	\$ -	\$ -	\$ -	\$ -	2,500	0%
60	49	Rodeo Queen Activities	\$ -	\$ -	\$ -	\$ -	3,000	0%
Total Fair Revenues			\$ 551,197	\$ 560,448	\$ 560,448	\$ 551,197	\$ 618,050	89%

Line Item	Acct No.	Description	July 2003	July 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	\$ -	\$ -	\$ -	\$ -	\$ 117,349	0%
62	104	Fair Temporary Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ 3,747	0%
63	105	Fair O.P.E.	\$ -	\$ -	\$ -	\$ -	\$ 59,444	0%
Total Fairtime Personnel Expenses			\$ -	\$ -	\$ -	\$ -	\$ 180,540	0%
Fair Operations								
64	190	Telephone	\$ 125	\$ -	\$ -	\$ 125	\$ 3,000	4%
65	191	Car Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	0%
66	175	Printing	\$ 4,689	\$ 1,519	\$ 1,519	\$ 4,689	\$ 7,500	63%
67	192	Postage	\$ 309	\$ -	\$ -	\$ 309	\$ 1,000	31%
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	\$ -	\$ -	\$ -	\$ -	\$ 14,992	0%
73	176	Utilities	\$ -	\$ -	\$ -	\$ -	\$ 13,000	0%
74	198	Dues, Licenses and Fees	\$ -	\$ -	\$ -	\$ -	\$ 1,125	0%
75	178	Parking	\$ 3,146	\$ 4,145	\$ 4,145	\$ 3,146	\$ 5,200	61%
76	179	Professional Services	\$ 9,723	\$ 4,820	\$ 4,820	\$ 9,723	\$ 76,215	13%
77	180	Advertising, Promotions, etc.	\$ 7,675	\$ 2,907	\$ 2,907	\$ 7,675	\$ 79,000	10%
78	182	Miscellaneous	\$ 136	\$ 170	\$ 170	\$ 136	\$ 16,500	1%
79	183	Decorations	\$ 1,025	\$ 711	\$ 711	\$ 1,025	\$ 4,000	26%
80	184	Equipment Rental	\$ 1,268	\$ -	\$ -	\$ 1,268	\$ 13,500	9%
81	186	Restroom Service	\$ -	\$ 5,925	\$ 5,925	\$ -	\$ 15,500	0%
82	187	Repair & Maintenance	\$ -	\$ 452	\$ 452	\$ -	\$ 7,000	0%
83	188	Materials & Supplies	\$ 4,750	\$ 771	\$ 771	\$ 4,750	\$ 10,500	45%
84	189	ATM Fees	\$ -	\$ -	\$ -	\$ -	\$ 250	0%
Total Fair Operations			\$ 32,846	\$ 21,420	\$ 21,420	\$ 32,846	\$ 286,832	11%

Line Item	Acct No.	Description	July 2003	July 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
Exhibits & Competitions								
85	211	Awards FFA	\$ 2,126	\$ 2,575	\$ 2,575	\$ 2,126	\$ 2,340	91%
86	212	Personnel FFA	\$ 663	\$ 448	\$ 448	\$ 663	585	113%
87	213	Other FFA	\$ -	\$ 195	\$ 195	\$ -	1,215	0%
88		Total FFA	\$ 2,789	\$ 3,218	\$ 3,218	\$ 2,789	\$ 4,140	67%
89	221	Awards 4-H	\$ 4,554	\$ 25	\$ 25	\$ 4,554	\$ 5,400	84%
90	222	Personnel 4-H	\$ 6,429	\$ 5,803	\$ 5,803	\$ 6,429	5,310	121%
91	223	Other 4-H	\$ 1,020	\$ 4,634	\$ 4,634	\$ 1,020	8,955	11%
		Total 4-H	\$ 12,003	\$ 10,462	\$ 10,462	\$ 12,003	\$ 19,665	61%
92	231	Awards Open Class	\$ 20,695	\$ 25,733	\$ 25,733	\$ 20,695	\$ 23,400	88%
93	232	Personnel Open Class	\$ 1,675	\$ 1,768	\$ 1,768	\$ 1,675	1,845	91%
94	233	Other Open Class	\$ 85	\$ 293	\$ 293	\$ 85	3,265	3%
		Total Open Class	\$ 22,455	\$ 27,794	\$ 27,794	\$ 22,455	\$ 28,510	79%
		Total Exhibits & Competitions	\$ 37,247	\$ 41,474	\$ 41,474	\$ 37,247	\$ 52,315	71%

Line Item	Acct No.	Description	July 2003	July 2002	Year to Date FYE 6/30/03	Year to Date FYE 6/30/04	Adopted 2003-04	%
		Rodeo						
95	311	Prize Money	\$ 34,500	\$ 45,000	\$ 45,000	\$ 34,500	\$ 45,000	77%
96	312	Announcer/Contractors/Personnel	\$ 14,550	\$ 18,500	\$ 18,500	\$ 14,550	16,600	88%
97	313	Stock Contract	\$ 20,000	\$ 26,979	\$ 26,979	\$ 20,000	27,000	74%
98	314	Special Awards	\$ 1,000	\$ -	\$ -	\$ 1,000	500	200%
99	315	Exceptional Kid's Rodeo	\$ -	\$ -	\$ -	\$ -	2,000	0%
100	316	Promotion	\$ 1,144	\$ 1,498	\$ 1,498	\$ 1,144	5,500	21%
101	317	Materials & Supplies	\$ 1,045	\$ 148	\$ 148	\$ 1,045	3,000	35%
102	318	Board Expense	\$ -	\$ -	\$ -	\$ -	2,000	0%
103	319	Other (Fees & Dues)	\$ -	\$ -	\$ -	\$ -	2,500	0%
104	320	Queen	\$ 109	\$ 480	\$ 480	\$ 109	4,000	3%
105	321	Rental Equipment	\$ 2,005	\$ 950	\$ 950	\$ 2,005	7,500	27%
106	322	Money Raising Projects	\$ 2,566	\$ 1,691	\$ 1,691	\$ 2,566	1,750	147%
107	333	Sponsorship Fees	\$ -	\$ -	\$ -	\$ -	-	
Total Rodeo			\$ 76,919	\$ 95,246	\$ 95,246	\$ 76,919	\$ 117,350	66%

Line Item	Acct No.	Description	July 2003	July 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)	\$ 46,350	\$ 76,500	\$ 76,500	\$ 46,350	\$ 63,000	74%
109	325	Grounds Entertainment	\$ 39,317	\$ 55,664	\$ 55,664	\$ 39,317	42,500	93%
110	326	Associated Costs - Main	\$ 24,073	\$ 18,313	\$ 18,313	\$ 24,073	32,000	75%
111	327	Associated Costs - Grounds	\$ 10,184	\$ 10,800	\$ 10,800	\$ 10,184	15,000	68%
112	328	Touch & See	\$ 2,500	\$ -	\$ -	\$ 2,500	2,500	100%
113	329	Special Exhibit	\$ 11,973	\$ 14,500	\$ 14,500	\$ 11,973	12,500	96%
		Total Fair Entertainment	\$ 134,397	\$ 175,777	\$ 175,777	\$ 134,397	\$ 167,500	80%
		Total Fairtime Expenses	\$ 281,409	\$ 333,917	\$ 333,917	\$ 281,409	\$ 804,537	35%
		Net Fairtime Income/Loss	\$ 269,788	\$ 226,531	\$ 226,531	\$ 269,788	\$ (186,487)	-145%

Line Item	Acct No.	Description	July 2003	July 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	\$ 98,414	\$ 106,223	\$ 106,223	\$ 98,414	\$ 538,000	18%
115	14	Interest	\$ 522	\$ 702	\$ 702	\$ 522	5,000	10%
		Total Non-Operating Revenues	\$ 98,936	\$ 106,925	\$ 106,925	\$ 98,936	\$ 543,000	18%
		Non-Operating Expenses						
116	510	Purchase/Lease	\$ 37,954	\$ 37,505	\$ 37,505	\$ 37,954	\$ 42,667	89%
117	511	Land Improvements	\$ -	\$ -	\$ -	\$ -	-	0%
118	512	Building & Structures	\$ -	\$ -	\$ -	\$ -	-	0%
119	513	Equipment	\$ 613	\$ -	\$ -	\$ 613	27,200	2%
120	514	Development Reserve	\$ -	\$ -	\$ -	\$ -	-	0%
		Total Non-Operating Expenses	\$ 38,567	\$ 37,505	\$ 37,505	\$ 38,567	\$ 69,867	55%

09/23/03

Washington County Fair Complex Line Item Report

July 2003

Date	Num	Name	Memo	Original Amount	Paid Amount
Income					
C · DEDICATED FUNDS					
009 · Hotel/Motel Tax					
07/31/2003		Washington County Finance Department	July 2003	98,413.88	98,413.88
Total 009 · Hotel/Motel Tax					98,413.88
Total C · DEDICATED FUNDS					98,413.88
D · INTERIM INCOME					
010 · Rent & Storage					
010B · Main Exhibit Hall					
07/15/2003	2001-339	Beaverton Golden Grads	Main Exhibit Hall	755.25	755.25
07/15/2003	2001-349	Lewis & Clark Cat Club	Main Exhibit Hall-North	967.00	967.00
07/27/2003	032903-...	Amish Country Traditions	Main Exhibit Hall	1,125.00	1,125.00
07/29/2003	032903-...	The Pet Consultants	Main Exhibit Hall	64.00	64.00
07/29/2003		Hillsboro Chamber of Commerce	01/01/2002 Coding Error	200.00	200.00
Total 010B · Main Exhibit Hall					3,111.25
010G · Grounds/General					
07/01/2003	032903-...	Amusement Consulting Services	General Grounds-7/03	4,000.00	4,000.00
07/01/2003	2001-373	Greater Clark Co. Kennel Club	Dog Show Grounds Rental	7,327.00	7,327.00
07/07/2003	032903-...	Jan Herinckx	Large Covered Showring	192.00	192.00
07/07/2003	032903-...	Misc. Income	General Grounds	10.50	10.50
07/08/2003	032903-...	Tualatin Valley Garden Club	Friendship Plaza Rental	150.00	150.00
07/14/2003	2001-359	Specialty Vehicle Institute	Rental of Quadrant Property	350.00	350.00
07/29/2003	032903-...	Motorcycle Safety Foundation	Rental of Quadrant Property	100.00	100.00
07/30/2003	032903-...	Alle Rasse Gruppe IABKC	Friendship Plaza	254.00	254.00
07/30/2003	032903-...	La Mesa RV	Grounds Rental for RV Show	1,800.00	1,800.00
Total 010G · Grounds/General					14,183.50
010K · Interim Use Concessions					
07/29/2003	032903-...	Sweet Tweets	Interim Use Concessions	54.55	54.55
Total 010K · Interim Use Concessions					54.55
Total 010 · Rent & Storage					17,349.30
011 · Damage Deposits					
07/29/2003		N.W. Holland Lop Rabbit Club	Incorrect coding in 11/28/01	(200.00)	(200.00)
07/29/2003		Saqra	Adjustment for coding error 4/29/02	(200.00)	(200.00)
Total 011 · Damage Deposits					(400.00)
014 · Interest Income					
07/17/2003	GJ 0717...	Washington County Finance Department	Interest	48.88	48.88
07/31/2003	GJ 0731...	Columbia Community Bank	Interest Earned	412.22	412.22
07/31/2003		Washington County Finance Department	July 2003 Interest	61.33	61.33
Total 014 · Interest Income					522.43
018 · RV Parking					
018A · RV Parking/Short Term					
07/01/2003	2001-373	Greater Clark Co. Kennel Club	Dog Show RV Parking	6,600.00	6,600.00
07/17/2003	032903-...	RV Parking Fee	Short Term RV Parking	60.00	60.00
07/18/2003	032903-...	RV Parking Fee	Short Term RV Parking-	30.00	30.00
07/22/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
07/23/2003	032903-...	Admissions	Short Term RV Parking	51.00	51.00
07/27/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
07/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
07/28/2003	032903-...	RV Parking Fee	Short Term RV Parking	75.00	75.00
07/30/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
07/31/2003	032903-...	RV Parking Fee	Short Term RV Parking-	30.00	30.00
07/31/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
07/31/2003	032903-...	RV Parking Fee	Short Term RV Parking	30.00	30.00
07/31/2003	032903-...	RV Parking Fee	Short Term RV Parking	15.00	15.00
Total 018A · RV Parking/Short Term					6,966.00
Total 018 · RV Parking					6,966.00
Total D · INTERIM INCOME					24,437.73

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Date	Num	Name	Memo	Original Amount	Paid A
E - FAIR INCOME					
026 - Adult Admission					
07/10/2003	032903-...	Admissions	Season Passes	20.00	20.00
07/10/2003	032903-...	Misc. Income	Fair Admission-Season Pass	20.00	20.00
07/15/2003	032903-...	Washington County	Full Price Fair Admission	462.00	462.00
07/15/2003	032903-...	Admissions	Fair Admission-Season Fun Pass	40.00	40.00
07/16/2003	2001-351	Reser's Fine Foods	Fair Admission	140.00	140.00
07/18/2003	032903-...	Admissions	Fair Admission-Season Fun Passes	20.00	20.00
07/21/2003	032903-...	St. Matthew Altar Society	Fair Admission	40.00	40.00
07/21/2003	032903-...	Admissions	Fair Admission-Wrist Bands	30.00	30.00
07/21/2003	032903-...	Admissions	Fair Admission-wristbands	20.00	20.00
07/21/2003	SJ 072103	Admissions	Admissions-Advance-Credit Cd	50.00	50.00
07/21/2003	032903-...	Admissions	Fair Admission-Wrist Bands	35.00	35.00
07/21/2003	032903-...	Admissions	Fair Admission-Fair Season Fun Pases	40.00	40.00
07/22/2003	032903-...	Admissions	Fair Admission-Youth	200.00	200.00
07/22/2003	032903-...	Admissions	Fair Admission-Adult	140.00	140.00
07/23/2003	032903-...	Admissions	Fair Admission-Adult	21.00	21.00
07/23/2003	032903-...	Admissions	Fair Admission-Youth	20.00	20.00
07/23/2003	032903-...	Admissions	Fair Admission-Adult	0.00	0.00
07/23/2003	032903-...	Admissions	Fair Admission-Youth	0.00	0.00
07/23/2003	032903-...	Admissions	Fair Admission	0.00	0.00
07/23/2003	032903-...	Admissions	Fair Admission	0.00	0.00
07/23/2003	032903-...	Admissions	Fair Admission-Adult	14.00	14.00
07/23/2003	032903-...	Admissions	Fair Admission	14.00	14.00
07/24/2003	032903-...	Admissions	Fair Admission	18.90	18.90
07/25/2003	032903-...	Admissions	Fair Admission	21.00	21.00
07/25/2003	032903-...	Admissions	Fair Admission	35.00	35.00
07/26/2003	032903-...	Admissions	Fair Admission	7.00	7.00
07/28/2003	032903-...	Admissions	Fair Admission	24.00	24.00
07/28/2003	032903-...	Admissions	Fair Admission	12.00	12.00
07/28/2003	032903-...	Admissions	Fair Admission	21.00	21.00
07/28/2003	032903-...	Admissions	Fair Admission	20.00	20.00
07/28/2003	032903-...	St. Matthew Altar Society	Fair Admission	70.00	70.00
07/28/2003	032903-...	Admissions	Fair Admission	35.00	35.00
07/28/2003	032903-...	Admissions	Fair Admission-Adult	21.00	21.00
07/28/2003	CC072803	Admissions	Adult Adm	1,897.00	1,897.00
07/28/2003	CC072803	Admissions	Admissions	21.00	21.00
07/28/2003	CC0728-2	Admissions	Adult Adm	54.00	54.00
07/28/2003	CC0728-3	Admissions	Adult Adm	115.00	115.00
07/28/2003	CC0728-4	Admissions	Adult Adm	161.00	161.00
07/28/2003	CC0728-5	Admissions	Adm	172.00	172.00
07/28/2003	CC0728-6	Admissions	Adult adm	755.00	755.00
07/28/2003	CC0728-7	Admissions	Adm	1,166.00	1,166.00
07/30/2003	GJ0730...			350.00	350.00
07/31/2003		Admissions	Gate Admissions (7/24 to 7/27)	164,363.92	164,363.92
Total 026 - Adult Admission					170,665.82
027 - Senior Admission					
07/28/2003	CC072803	Admissions	Sr. Adm	63.00	63.00
07/28/2003	CC0728-3	Admissions	Sr. adm	4.00	4.00
07/28/2003	CC0728-4	Admissions	Sr. adm	5.00	5.00
07/28/2003	CC0728-5	Admissions	Sr. adm	6.00	6.00
07/28/2003	CC0728-6	Admissions	Sr. adm	25.00	25.00
07/28/2003	CC0728-7	Admissions	Sr. Adm	39.00	39.00
07/31/2003		Admissions	Gate Admissions (7/24 to 7/27)	6,827.00	6,827.00
Total 027 - Senior Admission					6,969.00
028 - Youth Admission					
07/23/2003	032903-...	Admissions	Youth Admission	20.00	20.00
07/28/2003	CC072803	Admissions	Youth Adm	253.00	253.00
07/28/2003	CC0728-2	Admissions	Youth Adm	8.00	8.00
07/28/2003	CC0728-3	Admissions	Yth adm	15.00	15.00
07/28/2003	CC0728-4	Admissions	Yth Adm	22.00	22.00
07/28/2003	CC0728-5	Admissions	Yth Adm	23.00	23.00
07/28/2003	CC0728-6	Admissions	Yth adm	101.00	101.00
07/28/2003	CC0728-7	Admissions	Yth Adm	155.00	155.00
07/30/2003	GJ0730...			168.00	168.00
07/31/2003		Admissions	Gate Admissions (7/24 to 7/27)	25,665.00	25,665.00
Total 028 - Youth Admission					26,430.00

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Date	Num	Name	Memo	Original Amount	Paid Amount
029 - Exhibitor/Vendor Admission					
07/28/2003	CC072803	Admissions	Vdr Adm	63.00	63.00
07/28/2003	CC0728-2	Admissions	Vdr Adm	7.00	7.00
07/28/2003	CC0728-3	Admissions	Vdr Adm	4.00	4.00
07/28/2003	CC0728-4	Admissions	Vdr Adm	5.00	5.00
07/28/2003	CC0728-5	Admissions	Vdr Adm	6.00	6.00
07/28/2003	CC0728-6	Admissions	Vdr Adm	25.00	25.00
07/28/2003	CC0728-7	Admissions	Vdr adm	39.00	39.00
07/31/2003	032903-...	Misc. Income	4H Wristband Sales	20.00	20.00
07/31/2003	032903-...	Misc. Income	Wristband Sales	15.00	15.00
07/31/2003	032903-...	Misc. Income	4H & FFA Wristband Sales	1,733.00	1,733.00
Total 029 - Exhibitor/Vendor Admission					1,917.00
030 - Discount Admission					
07/08/2003	CR 07/1...	Child Evangelism Fellowship of Greater Po	Credit Card-Fair Tickets	63.00	63.00
07/10/2003	2001-348	Bruce Chevrolet, Inc.	Admission	140.00	140.00
07/14/2003	GJ 0714...	Dick's Country Dodge/Dick's Mackenzie For	Sponsor Admissions	105.00	105.00
07/15/2003	032903-...	Washington County	Discount Admission tickets	126.00	126.00
07/16/2003	032903-...	Epson Portland, Inc.	Prepayment of admissions for Corp. Picnic	600.00	600.00
07/16/2003	032903-...	Admissions	Discount Vendor Tickets	66.50	66.50
07/17/2003	032903-...	Sitel and Affiliates	Pre payment on admissions for Corps. Picnic	200.00	200.00
07/17/2003	032903-...	Sitel and Affiliates	Discount Admission for Corp. Picnic	1,620.00	1,620.00
07/17/2003	032903-...	Edelweis Deli	Discount Vendor Admissions	10.50	10.50
07/18/2003	032903-...	St. Matthew Altar Society	Discount Vendor admissions	126.00	126.00
07/18/2003	032903-...	Admissions	Discount Vendor Admissions	24.50	24.50
07/18/2003	032903-...	Admissions	Discount Vendor Admissions	126.00	126.00
07/21/2003	032903-...	Tualatin Valley Water District	Discount Vendor Admissions	42.00	42.00
07/21/2003	032903-...	Epson Portland, Inc.	Discount Admission for corp Picnic	1,000.00	1,000.00
07/21/2003	032903-...	Kindel Bonin	Commercial Vendor	105.00	105.00
07/22/2003	032903-...	YMCA	Group Rate Youth	195.00	195.00
07/22/2003	032903-...	YMCA	Group Rate Adult	50.00	50.00
07/22/2003	032903-...	YMCA	Youth Group Rate	585.00	585.00
07/22/2003	032903-...	YMCA	Adult Group Rate	125.00	125.00
07/22/2003	032903-...	YMCA	Group rate youth	675.00	675.00
07/22/2003	032903-...	YMCA	Group Rate adult	160.00	160.00
07/22/2003	032903-...	YMCA	Group Rate youth	285.00	285.00
07/22/2003	032903-...	YMCA	Group rate adult	75.00	75.00
07/22/2003	032903-...	Plewes Chiropractic	Discount Vendor Admissions	14.00	14.00
07/22/2003	032903-...	Prudential Northwest Properties	Discount Vendor Admissions	133.00	133.00
07/23/2003	032903-...	Admissions		0.00	0.00
07/23/2003	032903-...	Admissions	Discount Vendor Admissions	0.00	0.00
07/23/2003	032903-...	Admissions	Discount Vendor Admissions	0.00	0.00
07/23/2003	032903-...	Admissions	Discount Vendor Admissions	0.00	0.00
07/23/2003	032903-...	Admissions	Visa	3.00	3.00
07/24/2003	032903-...	Admissions	Discount Vendor Admissions	35.00	35.00
07/24/2003	032903-...	Admissions	Discount Vendor Admissions	14.00	14.00
07/25/2003	032903-...	Admissions	Discount Vendor Admissions	14.00	14.00
07/25/2003	032903-...	Admissions	Discount Vendor Admissions	21.00	21.00
07/28/2003	032903-...	Park Lanes, Inc.	Discount Vendor Admissions	112.00	112.00
07/28/2003	032903-...	Homemade Gourmet	Discount Vendor Admissions	10.50	10.50
07/28/2003	032903-...	Homemade Gourmet	Discount Vendor Admissions	21.00	21.00
07/28/2003	032903-...	Tupperware	Discount Vendor Admissions	35.00	35.00
07/28/2003	40457	Washington County Dairy Women	5 Vendor/Concession Tickets & 1 parking refund	(22.00)	(22.00)
07/28/2003	032903-...	Admissions	Discount Vendor Admissions	42.00	42.00
07/28/2003	032903-...	Admissions	Discount Vendor Admissions	42.00	42.00
07/28/2003	032903-...	Admissions	Discount Vendor Admissions	10.50	10.50
07/28/2003	CC072803	Admissions	Disc Adm	95.00	95.00
07/28/2003	CC072803	Admissions	Vendor Discount	14.00	14.00
07/28/2003	CC072803	Admissions	Vendor Disc	70.00	70.00
07/28/2003	CC072803	Admissions	Vendor Disc	14.00	14.00
07/28/2003	CC0728-2	Admissions	Disc Adm	3.00	3.00
07/28/2003	CC0728-3	Admissions	Disc Adm	6.00	6.00
07/28/2003	CC0728-4	Admissions	Disc Adm	8.00	8.00
07/28/2003	CC0728-5	Admissions	Disc Adm	9.00	9.00
07/28/2003	CC0728-6	Admissions	Disc Adm	38.00	38.00
07/28/2003	CC0728-7	Admissions	Disc Adm	58.00	58.00
07/31/2003		Admissions	Gate Admissions (7/24 to 7/27)	740.00	740.00
Total 030 - Discount Admission					8,044.50

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031 - Other Admission					
07/01/2003	2001-327	Bert DeVlaeminck	Other Admission	7.00	7.00
07/03/2003	2001-340	Washington Mutual Bank	Other Admission	52.50	52.50
07/11/2003	SJ 071103	Admissions	Season Passes	40.00	40.00
07/11/2003	032903-...	Admissions	Season Passes	20.00	20.00
07/11/2003	2001-325	Taurus Power & Controls	Other Admission	35.00	35.00
07/14/2003	032903-...	Admissions	Other Admission - Season Pass	10.00	10.00
07/15/2003	032903-...	Washington County	Other Admission - Bracelets	250.00	250.00
07/16/2003	2001-353	Liberty Sheet Metal	Other Admission	7.00	7.00
07/17/2003	032903-...	Barnes Labor Management	Other Admission	17.50	17.50
07/18/2003	032903-...	St. Matthew Altar Society	Other Admission wristbands	120.00	120.00
07/22/2003	2001-323	Rutan Construction	Other Admission	35.00	35.00
07/22/2003	032903-...	Robinson Construction	Other Admission	35.00	35.00
07/28/2003	032903-...	Bi-Mart	Other Admission - Season Fun Pass Sales	3,690.00	3,690.00
07/28/2003	GJ 0728-...	Admissions	Visa Admission Sales	7,857.00	7,857.00
07/28/2003	072803	Admissions	American Express Card Admission Sales	300.00	300.00
07/28/2003	2001-326	Bright Side Electric & Lighting	Other Admission	35.00	35.00
07/28/2003	2001-341	Baker Rock	Other Admission	70.00	70.00
07/28/2003	032903-...	Morgan Rigging & Construction Co.	Other Admission	35.00	35.00
07/28/2003	032903-...	National Waterworks	Other Admission	35.00	35.00
07/28/2003	032903-...	La-Z-Boy Furniture Galleries	Other Admission	35.00	35.00
07/28/2003	032903-...	Jeffrey Higdon Construction	Other Admission	7.00	7.00
07/28/2003	CC072803	Admissions	Oth adm	190.00	190.00
07/28/2003	CC0728-2	Admissions	Oth adm	3.00	3.00
07/28/2003	CC0728-3	Admissions	Oth adm	11.00	11.00
07/28/2003	CC0728-4	Admissions	Oth adm	16.00	16.00
07/28/2003	CC0728-5	Admissions	Oth adm	17.00	17.00
07/28/2003	CC0728-6	Admissions	Oth adm	75.00	75.00
07/28/2003	CC0728-7	Admissions	Oth adm	117.00	117.00
07/29/2003	072903	Admissions	Visa Card Admission Sales	5,146.00	5,146.00
07/29/2003	072903	Admissions	Discover Card Admission Sales	42.00	42.00
07/30/2003	073003	Admissions	Visa Admission Sales	774.00	774.00
07/30/2003	073003	Admissions	AMEX Admission Sales	40.00	40.00
07/30/2003	073003	Admissions	Discover Card Admission Sales	43.00	43.00
07/31/2003	073103	Admissions	American Express Admission Sales	126.00	126.00
Total 031 - Other Admission					19,900.00
032 - Concessions/Booths					
07/01/2003	032903-...	RV Parking Fee	Vendor Booth Fee	150.00	150.00
07/16/2003	032903-...	Sierra Treasures	Vendor Booth Fee	350.00	350.00
07/17/2003	032903-...	Sitel and Affiliates	Food Scrip	2,730.00	2,730.00
07/21/2003	032903-...	Washington County Dairy Women	Booth Deposit	600.00	600.00
07/21/2003	032903-...	Epson Portland, Inc.	Food Script	2,400.00	2,400.00
07/21/2003	032903-...	Northwest Fitness Complex, Inc	Vendor Booth Fee	350.00	350.00
07/22/2003	032903-...	Lynn Blankets	Vendor Booth Fee	450.00	450.00
07/22/2003	032903-...	Advanced Communications	Fair Booth-Commercial	300.00	300.00
07/23/2003	032903-...	Misc. Income	Vendor Booth Fee	300.00	300.00
07/23/2003	032903-...	RV Parking Fee	Vendor RV Parking	0.00	0.00
07/24/2003	032903-...	Jean Henke-	Booth Payment refund	(300.00)	(300.00)
07/24/2003	032903-...	DeAngelo's	Final Sales	0.00	0.00
07/25/2003	032903-...	Pamela McCann	Vendor Booth Fee-Commercial Booth	350.00	350.00
07/25/2003	032903-...	Reedville Cafe & Catering Company	Final Payment	13,638.32	13,638.32
07/25/2003	032903-...	All Star Food & Beverage	Final Sales	3,332.45	3,332.45
07/25/2003	032903-...	Amigo's II	Final Sales	1,135.85	1,135.85
07/25/2003	032903-...	DeAngelo's	Final Sales for Noodle Booth	1,174.00	1,174.00
07/25/2003	032903-...	Misc. Income	Final Payment	350.00	350.00
07/28/2003	032903-...	St. Matthew Altar Society	St Matthews	616.03	616.03
07/28/2003	032903-...	Various	2003 Food Concession Final receipts	27,373.89	27,373.89
07/28/2003	032903-...	Funtastic Show Inc.	Food Script Taken at Carnival Food Booths	(309.00)	(309.00)
07/30/2003	032903-...	Headwaters Cafe	Final Sales	7.70	7.70
07/31/2003	032903-...	Deferred Commercial Booth Income	Commercial Booth fees	44,675.00	44,675.00
07/31/2003	032903-...	Deferred Concession Revenue	Food Concession Deposits	14,100.00	14,100.00
07/31/2003	032903-...	DeAngelo's	Final Amount	2,560.00	2,560.00
Total 032 - Concessions/Booths					116,334.24
033 - Sponsorships					
07/01/2003	2001-334	Mt Hood Beverage	Fair Sponsorship	4,800.00	4,800.00
07/10/2003	2001-348	Bruce Chevrolet, Inc.	Fair Sponsorship	2,630.00	2,630.00
07/14/2003	GJ 0714-...	Dick's Country Dodge/Dick's Mackenzie For		1,605.00	1,605.00
07/16/2003	2001-351	Reser's Fine Foods	Fair Sponsorship	3,780.00	3,780.00
07/25/2003	032903-...	Wells Fargo Northwest	Fair Sponsorship	3,850.00	3,850.00
07/27/2003	032903-...	Hillsboro Pump Service	Fair Sponsorship	1,250.00	1,250.00
07/28/2003	032903-...	Tuality Healthcare	Fair Sponsorship	9,000.00	9,000.00
07/28/2003	032903-...	Bi-Mart	Fair Sponsorship	22,500.00	22,500.00
07/31/2003			Pepsi Sponsorship	4,000.00	4,000.00
Total 033 - Sponsorships					53,415.00

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Date	Num	Name	Memo	Original Amount	Paid Amount
034 - Advertising Sold					
07/07/2003	032903-...	Gaston Feed, Inc.	Advertising Sold	300.00	300.00
07/07/2003	032903-...	Pacific Harvest Supply, Co.	Advertising Sold	300.00	300.00
07/16/2003	2001-314	Metro New Holland, Inc.	Advertising Sold	300.00	300.00
07/19/2003	032903-...	Washington County Farm Bureau	Advertising Sold - Banners	250.00	250.00
Total 034 - Advertising Sold					1,150.00
036 - Carnival Income					
07/21/2003	032903-...	Epson Portland, Inc.	Carnival Tickets Advance Sales	500.00	500.00
07/28/2003	032903-...	Funtastic Show Inc.	Carnival Income	47,865.28	47,865.28
07/28/2003	032903-...	Funtastic Show Inc.	Advanced Sales for Corporate Picnic	(500.00)	(500.00)
Total 036 - Carnival Income					47,865.28
037 - Entry Fees					
07/01/2003	032903-...	Byron Schmidtkofer	Entry Fees	10.00	10.00
07/01/2003	032903-...	Judith Bradley	Entry Fees-Livestock	80.00	80.00
07/01/2003	032903-...	Judith Bradley	Entry Fees-Livestock	65.00	65.00
07/01/2003	032903-...	Entry Fees	Entry Fees	2.00	2.00
07/01/2003	032903-...	Entry Fees	Entry Fees	46.00	46.00
07/01/2003	032903-...	Entry Fees	Entry Fees-Livestock-Fair	20.00	20.00
07/01/2003	032903-...	Entry Fees	Entry Fees-Livestock	10.00	10.00
07/01/2003	032903-...	Entry Fees	Entry Fees-Livestock	65.00	65.00
07/01/2003	032903-...	Entry Fees	Entry Fees-Livestock	60.00	60.00
07/01/2003	032903-...	Entry Fees	Entry Fees	20.00	20.00
07/01/2003	032903-...	Entry Fees	Entry Fees	50.00	50.00
07/01/2003	032903-...	Entry Fees	Entry Fees	3.50	3.50
07/01/2003	032903-...	Entry Fees	Entry Fees	10.00	10.00
07/01/2003	032903-...	Entry Fees	Entry Fees	70.00	70.00
07/01/2003	032903-...	Entry Fees	Entry Fees	11.00	11.00
07/01/2003	032903-...	Entry Fees	Entry Fees	45.00	45.00
07/01/2003	032903-...	Entry Fees	Entry Fees	50.00	50.00
07/01/2003	032903-...	Entry Fees	Entry Fees	50.00	50.00
07/01/2003	032903-...	Entry Fees	Entry Fees	6.00	6.00
07/02/2003	032903-...	Entry Fees	Entry Fees-Livestock	70.00	70.00
07/02/2003	032903-...	Entry Fees	Entry Fees-Sheep	34.00	34.00
07/02/2003	032903-...	Entry Fees	Entry Fees	60.00	60.00
07/03/2003	032903-...	Entry Fees	Entry Fees	22.50	22.50
07/03/2003	032903-...	Entry Fees	Entry Fees	10.00	10.00
07/07/2003	032903-...	Entry Fees	Entry Fees	22.50	22.50
07/07/2003	032903-...	Entry Fees	Entry Fees	5.00	5.00
07/07/2003	032903-...	Entry Fees	Entry Fees	40.00	40.00
07/07/2003	032903-...	Entry Fees	Entry Fees	20.00	20.00
07/07/2003	032903-...	Entry Fees	Entry Fees	80.00	80.00
07/07/2003	032903-...	Entry Fees	Entry Fees	25.00	25.00
07/07/2003	032903-...	Entry Fees	Entry Fees	80.00	80.00
07/07/2003	032903-...	Entry Fees	Entry Fees	60.00	60.00
07/08/2003	032903-...	Entry Fees	Entry Fees	26.50	26.50
07/09/2003	032903-...	Entry Fees	Entry Fees	25.00	25.00
07/09/2003	032903-...	Entry Fees	Entry Fees	10.00	10.00
07/09/2003	032903-...	Entry Fees	Entry Fees	2.50	2.50
07/09/2003	032903-...	Entry Fees	Entry Fees	2.50	2.50
07/09/2003	032903-...	Entry Fees	Entry Fees	40.00	40.00
07/09/2003	032903-...	Entry Fees	Entry Fees	30.00	30.00
07/09/2003	032903-...	Entry Fees	Entry Fees	10.00	10.00
07/09/2003	032903-...	Entry Fees	Entry Fees	20.00	20.00
07/09/2003	032903-...	Entry Fees	Entry Fees	75.00	75.00
07/09/2003	032903-...	Entry Fees	Entry Fees	10.00	10.00
07/09/2003	032903-...	Entry Fees	Entry Fees	5.00	5.00
07/09/2003	032903-...	Entry Fees	Entry Fees	35.00	35.00
07/09/2003	032903-...	Entry Fees	Entry Fees	12.50	12.50
07/09/2003	032903-...	Entry Fees	Entry Fees	50.00	50.00
07/09/2003	032903-...	Entry Fees	Entry Fees	40.00	40.00
07/09/2003	032903-...	Entry Fees	Entry Fees	10.00	10.00
07/09/2003	032903-...	Entry Fees	Entry Fees	25.00	25.00
07/09/2003	032903-...	Entry Fees	Entry Fees	80.00	80.00
07/09/2003	032903-...	Entry Fees	Entry Fees	15.00	15.00
07/09/2003	032903-...	Entry Fees	Entry Fees	20.00	20.00
07/09/2003	032903-...	Entry Fees	Entry Fees	10.00	10.00
07/10/2003	032903-...	Entry Fees	Entry Fees	1.00	1.00
07/11/2003	032903-...	Entry Fees	Entry Fees	65.00	65.00
07/11/2003	032903-...	Entry Fees	Entry Fees	50.00	50.00
07/11/2003	032903-...	Entry Fees	Entry Fees	20.00	20.00
07/11/2003	032903-...	Entry Fees	Entry Fees	6.00	6.00
07/11/2003	032903-...	Entry Fees	Entry Fees	23.00	23.00
07/11/2003	032903-...	Entry Fees	Entry Fees	25.00	25.00
07/11/2003	032903-...	Entry Fees	Entry Fees	40.00	40.00
07/11/2003	032903-...	Entry Fees	Entry Fees	20.00	20.00
07/11/2003	032903-...	Entry Fees	Entry Fees	10.00	10.00
07/11/2003	032903-...	Entry Fees	Entry Fees	77.50	77.50

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Date	Num	Name	Memo	Original Amount	Paid Al	:
07/14/2003	032903-...	Entry Fees	Entry Fees	2.50		2.50
07/14/2003	032903-...	Entry Fees	Entry Fees	10.00		10.00
07/14/2003	032903-...	Entry Fees	Entry Fees	60.00		60.00
07/14/2003	032903-...	Entry Fees	Entry Fees	5.00		5.00
07/14/2003	032903-...	Entry Fees	Entry Fees	80.00		80.00
07/14/2003	032903-...	Entry Fees	Entry Fees	15.50		15.50
07/16/2003	032903-...	Entry Fees	Entry Fees	17.50		17.50
07/16/2003	032903-...	Entry Fees	Entry Fees	2.00		2.00
07/16/2003	032903-...	Entry Fees	Entry Fees	7.00		7.00
07/16/2003	032903-...	Entry Fees	Entry Fees	35.00		35.00
07/22/2003	032903-...	Entry Fees	Entry Fees-Livestock	5.00		5.00
07/22/2003	032903-...	Entry Fees	Entry Fees	0.00		0.00
07/25/2003	032903-...	Entry Fees	Entry Fees-Late sheep entry	5.00		5.00
Total 037 - Entry Fees						2,338.50
038 - Parking Fees						
07/03/2003	2001-340	Washington Mutual Bank	Fair/Parking Fees	16.00		16.00
07/10/2003	2001-348	Bruce Chevrolet, Inc.	Fair/Parking Fees	80.00		80.00
07/11/2003	2001-325	Taurus Power & Controls	Fair/Parking Fees	16.00		16.00
07/14/2003	GJ 0714...	Dick's Country Dodge/Dick's Mackenzie For		40.00		40.00
07/15/2003	032903-...	Washington County	Fair/Parking Fees	420.00		420.00
07/16/2003	2001-351	Reser's Fine Foods	Fair/Parking Fees	80.00		80.00
07/17/2003	032903-...	Barnes Labor Management	Fair/Parking Fees	8.00		8.00
07/21/2003	032903-...	Parking Fees	Fair/Parking Fees	108.00		108.00
07/21/2003	032903-...	St. Matthew Altar Society	Fair/Parking Fees	39.00		39.00
07/21/2003	SJ 072003	Parking Fees	Advance Fair Parking	132.00		132.00
07/21/2003	032903-...	Admissions	Fair/Parking Fees	44.00		44.00
07/21/2003	032903-...	Parking Fees	Fair/Parking Fees	12.00		12.00
07/22/2003	032903-...	Plewes Chiropractic	Fair/Parking Fees	20.00		20.00
07/22/2003	032903-...	Prudential Northwest Properties	Fair/Parking Fees	28.00		28.00
07/22/2003	2001-323	Rutan Construction	Fair/Parking Fees	16.00		16.00
07/22/2003	032903-...	Robinson Construction	Fair/Parking Fees	16.00		16.00
07/23/2003	032903-...	Admissions	Fair/Parking Fees	0.00		0.00
07/23/2003	032903-...	Admissions	Fair/Parking Fees	0.00		0.00
07/23/2003	032903-...	Admissions	Fair/Parking Fees	0.00		0.00
07/23/2003	032903-...	Admissions	Fair/Parking Fees	4.00		4.00
07/24/2003	032903-...	Parking Fees	Fair/Parking Fees	40.00		40.00
07/25/2003	032903-...	YMCA	Fair/Parking Fees	34.00		34.00
07/25/2003	032903-...	Columbia-Based Activity Program	Fair/Parking Fees	60.00		60.00
07/26/2003	032903-...	Parking Fees	Fair/Parking Fees	60.00		60.00
07/26/2003	032903-...	Parking Fees	Fair/Parking Fees	34.00		34.00
07/28/2003	032903-...	Parking Fees	Fair/Parking Fees	16.00		16.00
07/28/2003	032903-...	Admissions	Fair/Parking Fees	4.00		4.00
07/28/2003	2001-326	Bright Side Electric & Lighting	Fair/Parking Fees	16.00		16.00
07/28/2003	2001-341	Baker Rock	Fair/Parking Fees	32.00		32.00
07/28/2003	032903-...	Morgan Rigging & Construction Co.	Fair/Parking Fees	16.00		16.00
07/28/2003	032903-...	National Waterworks	Fair/Parking Fees	16.00		16.00
07/28/2003	032903-...	La-Z-Boy Furniture Galleries	Fair/Parking Fees	16.00		16.00
07/28/2003	CC072803	Admissions	Parking	4.00		4.00
07/28/2003	CC072803	Parking Fees	Parking	16.00		16.00
07/28/2003	CC072803	Parking Fees	Parking Fees	411.00		411.00
07/28/2003	CC0728-2	Admissions	Pkg Fees	11.00		11.00
07/28/2003	CC0728-3	Admissions	Pkg Fees	25.00		25.00
07/28/2003	CC0728-4	Admissions	Pkg Fees	35.00		35.00
07/28/2003	CC0728-5	Admissions	Pkg Adm	37.00		37.00
07/28/2003	CC0728-6	Admissions	Pkg Fees	164.00		164.00
07/28/2003	CC0728-7	Admissions	Pkg Fees	253.00		253.00
07/31/2003		Admissions	Gate Admissions (7/24 to 7/27)	40,457.89		40,457.89
Total 038 - Parking Fees						42,836.89
039 - Rodeo Sponsorships						
07/01/2003	2001-327	Bert DeVlaeminck	Rodeo Sponsorship-Rodeo Banner	385.00		385.00
07/02/2003	2001-344	B & M Trucking	Rodeo Sponsorship	125.00		125.00
07/03/2003	2001-340	Washington Mutual Bank	Rodeo Sponsorship	2,326.50		2,326.50
07/11/2003	2001-325	Taurus Power & Controls	Rodeo Sponsorship	1,579.00		1,579.00
07/16/2003	2001-331	Style Masters	Rodeo Sponsorship	62.50		62.50
07/16/2003	2001-353	Liberty Sheet Metal	Rodeo Sponsorship	385.00		385.00
07/17/2003	032903-...	Barnes Labor Management	Rodeo Sponsorship	925.50		925.50
07/22/2003	2001-323	Rutan Construction	Rodeo Sponsorship-Rodeo Chute	1,579.00		1,579.00
07/22/2003	032903-...	Robinson Construction	Rodeo Sponsorship	1,879.00		1,879.00
07/28/2003	2001-326	Bright Side Electric & Lighting	Rodeo Sponsorship-Rodeo Chute	1,579.00		1,579.00
07/28/2003	2001-341	Baker Rock	Rodeo Sponsorship	3,158.00		3,158.00
07/28/2003	032903-...	Dodge Rodeo Inc.	Rodeo Sponsorship	5,855.00		5,855.00
07/28/2003	032903-...	Morgan Rigging & Construction Co.	Rodeo Sponsorship	1,579.00		1,579.00
07/28/2003	032903-...	Jeffrey Higdon Construction	Rodeo Sponsorship	385.00		385.00
07/28/2003	032903-...	National Waterworks	Rodeo Sponsorship	1,579.00		1,579.00
07/28/2003	032903-...	allMRO	Rodeo Sponsorship	400.00		400.00
07/28/2003	032903-...	La-Z-Boy Furniture Galleries	Rodeo Sponsorship	1,879.00		1,879.00

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Date	Num	Name	Memo	Original Amount	Paid At
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	40.00	40.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	40.00	40.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	100.00	100.00
07/01/2003	032903-...	Fair Camping	Fair Miscellaneous Income	40.00	40.00
07/02/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/02/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/03/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/07/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	40.00	40.00
07/07/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	80.00	80.00
07/07/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	0.00	0.00
07/09/2003	032903-...	Misc. Income	Donation - Award	10.00	10.00
07/09/2003	032903-...	Entry Fees	Miscellaneous Income/Fair	20.00	20.00
07/09/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/09/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	40.00	40.00
07/09/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/11/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/11/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/11/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	40.00	40.00
07/11/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/11/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/11/2003	032903-...	Fair Camping	Miscellaneous Income/Fair - Vendor RV Parking	50.00	50.00
07/14/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	40.00	40.00
07/14/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/14/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/14/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/16/2003		Carol Felker	overpayment for Fair Camping	(20.00)	(20.00)
07/16/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/16/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	0
07/16/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	40.00	40.00
07/16/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/16/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	25.00	25.00
07/18/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	40.00	40.00
07/18/2003	032903-...	RV Parking Fee	Miscellaneous Income/Fair	100.00	100.00
07/18/2003	032903-...	Tualatin Valley Rose Society	Prize for Floral	20.00	20.00
07/21/2003	032903-...	Admissions	Steak Fry	48.00	48.00
07/21/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/21/2003	032903-...	Fair Camping	Miscellaneous Income/Fair	20.00	20.00
07/21/2003	032903-...	RV Parking Fee	Vendor RV Parking	50.00	50.00
07/22/2003	032903-...	Lynn Blankets	Miscellaneous Income/Fair - Vendor RV Parking	50.00	50.00
07/22/2003	032903-...	Plewes Chiropractic	Steak Fry	24.00	24.00
07/22/2003	032903-...	Southwestern Innovations	Vendor RV	50.00	50.00
07/22/2003	032903-...	Al T. Kissner	Vendor RV parking	50.00	50.00
07/22/2003	032903-...	Misc. Income	Steak Fry	32.00	32.00
07/23/2003	032903-...	Fair Camping		20.00	20.00
07/25/2003	032903-...	Tim O'Shea	vendor rv	50.00	50.00
07/25/2003	032903-...	Misc. Income	steak fry	40.00	40.00
07/25/2003	032903-...	YMCA		40.00	40.00
07/26/2003	032903-...	Misc. Income	steak fry	40.00	40.00
07/28/2003	032903-...	Stokes Productions Inc	Stokes Merchandise percentage	90.00	90.00
07/28/2003	032903-...	Fair Camping	Fair Miscellaneous Income	0.00	0.00
07/28/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/28/2003	032903-...	Admissions	Steak Fry	48.00	48.00
07/28/2003	032903-...	Admissions		48.00	48.00
07/28/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/28/2003	032903-...	Fair Camping	Vendor RV	50.00	50.00
07/28/2003	032903-...	Misc. Income	Steak Fry	0.00	0.00
07/28/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/28/2003	032903-...	Misc. Income	Steak Fry	32.00	32.00
07/28/2003	032903-...	Misc. Income	Steak Fry	8.00	8.00
07/28/2003	032903-...	Misc. Income	Steak Fry	32.00	32.00
07/28/2003	032903-...	Misc. Income	Steak Fry	32.00	32.00
07/28/2003	032903-...	Fair Camping	Fair Miscellaneous Income	20.00	20.00
07/28/2003	032903-...	Misc. Income	Steak Fry	40.00	40.00
07/28/2003			Cash Ice Sales	570.00	570.00
07/30/2003	032903-...	Pacific Harvest Supply, Co.	Steak Fry	32.00	32.00
Total 041 - Miscellaneous					5,000.00

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Date	Num	Name	Memo	Original Amount	Paid Amount
042 - Rodeo Admissions					
07/01/2003	2001-327	Bert DeVlaeminck	Rodeo Admissions	8.00	8.00
07/03/2003	2001-340	Washington Mutual Bank	Rodeo Admissions	105.00	105.00
07/11/2003	2001-325	Taurus Power & Controls	Rodeo Admissions	70.00	70.00
07/14/2003	032903-...	Admissions	Rodeo Admissions	0.00	0.00
07/14/2003		Admissions		0.00	0.00
07/14/2003		Admissions		32.00	32.00
07/14/2003		Admissions		0.00	0.00
07/14/2003	032903-...	Admissions	Rodeo Admissions	28.00	28.00
07/14/2003	032903-...	Admissions	Rodeo Admissions	10.00	10.00
07/16/2003	2001-353	Liberty Sheet Metal	Rodeo Admissions	8.00	8.00
07/17/2003	032903-...	Barnes Labor Management	Rodeo Admissions	49.00	49.00
07/21/2003	032903-...	Admissions	Rodeo Admissions	42.00	42.00
07/21/2003	032903-...	Admissions	Rodeo Admissions	7.00	7.00
07/22/2003	2001-323	Rutan Construction	Rodeo Admissions	70.00	70.00
07/22/2003	032903-...	Robinson Construction	Rodeo Admissions	70.00	70.00
07/23/2003	032903-...	Admissions	Rodeo Admissions	49.00	49.00
07/24/2003	032903-...	Admissions	Rodeo Admissions	14.00	14.00
07/24/2003	032903-...	Admissions	Rodeo Admissions	14.00	14.00
07/25/2003	032903-...	Admissions	Rodeo Admissions	24.00	24.00
07/25/2003	032903-...	Admissions	Rodeo Admissions	42.00	42.00
07/25/2003	032903-...	Admissions	Rodeo Admissions	20.00	20.00
07/27/2003	CA 7/27/...		Friday Rodeo Admissions Sales	6,130.00	6,130.00
07/27/2003	CA 7/27/...		Saturday Matinee Rodeo Admission Sales	3,200.00	3,200.00
07/27/2003	CA 7/27/...		Saturday Evening Rodeo Admission Sales	7,986.00	7,986.00
07/28/2003	032903-...	Admissions	Rodeo Admissions	21.00	21.00
07/28/2003			Pre-Sale	844.00	844.00
07/28/2003	2001-326	Bright Side Electric & Lighting	Rodeo Admissions	70.00	70.00
07/28/2003	2001-341	Baker Rock	Rodeo Admissions	140.00	140.00
07/28/2003	032903-...	Morgan Rigging & Construction Co.	Rodeo Admissions	70.00	70.00
07/28/2003	032903-...	National Waterworks	Rodeo Admissions	70.00	70.00
07/28/2003	032903-...	La-Z-Boy Furniture Galleries	Rodeo Admissions	70.00	70.00
07/28/2003	032903-...	Jeffrey Higdon Construction	Rodeo Admissions	8.00	8.00
07/28/2003	CC072803	Admissions	Rodeo Adm	14.00	14.00
07/28/2003	CC072803	Admissions	Adult Adm	14.00	14.00
07/28/2003	CC072803	Admissions	Rodeo Adm	190.00	190.00
07/28/2003	CC0728-2	Admissions	Rodeo adm	4.00	4.00
07/28/2003	CC0728-3	Admissions	Rodeo Adm	11.00	11.00
07/28/2003	CC0728-4	Admissions	Visa	17.00	17.00
07/28/2003	CC0728-5	Admissions	Rodeo adm	17.00	17.00
07/28/2003	CC0728-6	Admissions	Rodeo Adm	75.00	75.00
07/28/2003	CC0728-7	Admissions	Rodeo Adm	116.00	116.00
07/30/2003	GJ0730...			350.00	350.00
Total 042 - Rodeo Admissions					20,079.00
045 - Amphitheater Concessions					
07/25/2003	032903-...	Misc. Income	Amphitheater Concessions	245.00	245.00
07/28/2003	032903-...	Misc. Income	Amphitheater Concessions - Little River Band	245.00	245.00
07/28/2003	032903-...	Misc. Income	Amphitheater Concessions - Lugnuts	200.00	200.00
07/30/2003	032903-...	Misc. Income	Amphitheater Concessions - Amy Clawson	79.00	79.00
Total 045 - Amphitheater Concessions					769.00
046 - Rodeo Miscellaneous					
07/09/2003	032903-...	Misc. Income	Merchandise Sales	46.40	46.40
07/09/2003	032903-...	Misc. Income	Merchandise Sales	46.40	46.40
07/09/2003	032903-...	Misc. Income	Merchandise Sales	25.20	25.20
07/18/2003	032903-...	Misc. Income	Merchandise Sales	72.80	72.80
07/18/2003	032903-...	Misc. Income	Merchandise Sales	46.46	46.46
Total 046 - Rodeo Miscellaneous					237.26
Total E - FAIR INCOME					551,195.99
H - Frite Lites Revenue					
07/01/2003	032903-...	Tuality Healthcare	Sponsorship	4,000.00	4,000.00
Total H - Frite Lites Revenue					4,000.00
Total Income					678,047.60
Gross Profit					678,047.60
Expense					
AE - PERSONNEL					
100 - Interim Permanent F/T Salaries					
07/25/2003		Washington County Finance Department	Salaries ending 7/4/03	11,985.40	11,985.40
Total 100 - Interim Permanent F/T Salaries					11,985.40

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Date	Num	Name	Memo	Original Amount	Paid Am
102 - Interim O.P.E.					
07/25/2003		Washington County Finance Department	Payroll Costs ending 7/4/03	4,186.21	4,186.21
Total 102 - Interim O.P.E.					4,186.21
Total AE - PERSONNEL					16,171.61
BE - INTERIM OPERATIONS					
107 - Office Expense					
07/03/2003		Office Depot Credit Plan	Misc Office Supplies-	242.20	242.20
07/11/2003		Office Depot	Misc Office Supplies	196.15	196.15
07/19/2003		Visa	Service Charge	25.00	25.00
07/22/2003		Office Depot	Misc Office Supplies	120.67	120.67
07/26/2003		Pitney Bowes	Electronic Scale Rental for 8/16/03 to 11/15/03	32.25	32.25
07/31/2003		Columbia Community Bank	Sevice Charge	31.13	31.13
Total 107 - Office Expense					647.40
108 - Telephone					
07/02/2003		T-Mobile	Cell Phone 6/03	42.73	42.73
07/30/2003		Big Sky Wireless	Website Hosting & E-mail	120.00	120.00
Total 108 - Telephone					162.73
111 - Equip/Bldg Rental					
111A - Equipment Rental					
07/11/2003	6081761	Home Depot	Auger Rental	66.77	66.77
07/17/2003		Home Depot	Jumping Jack Rental	0.00	0.00
07/18/2003		Home Depot	Jumping Jack Rental	61.49	61.49
07/20/2003		Home Depot	Stump Grinder Rental	89.10	89.10
07/21/2003		United Rentals, Inc.	Scissor Lift	308.96	308.96
07/23/2003		Citicorp Vendor Finance, Inc.	Copier Lease	215.00	215.00
07/26/2003		United Rentals, Inc.	Rental Equipment	73.85	73.85
Total 111A - Equipment Rental					815.17
Total 111 - Equip/Bldg Rental					815.17
112 - Utilities					
07/02/2003		NW Natural	#76453-0	7.07	7
07/02/2003		NW Natural	#76814-3	12.04	4
07/02/2003		NW Natural	#76266-6	7.07	7.07
07/02/2003		NW Natural	#76294-8	21.09	21.09
07/21/2003		City of Hillsboro	21970-01	315.02	315.02
07/21/2003		City of Hillsboro	21969-01	73.04	73.04
07/21/2003		City of Hillsboro	09890-01	5,863.45	5,863.45
07/23/2003		Portland General Electric	#0002-28314-551488-3. Service thru 6/03	51.91	51.91
07/23/2003		Portland General Electric	#0002-28314-647795-7. Service thru 6/03	24.78	24.78
07/23/2003		Portland General Electric	#0009-45466-585399-7. Service thru 6/03	2,282.29	2,282.29
07/23/2003		Portland General Electric	#0002-28314-543406-6. Service thru 6/03	158.24	158.24
07/23/2003		Portland General Electric	#0002-28314-541070-2. Service thru 6/03	29.45	29.45
Total 112 - Utilities					8,845.45
113 - Repair & Maintenance					
113C - Cloverleaf R & M					
07/26/2003	Inv# 120...	Rescue Rooter	Clean R/R lines	571.50	571.50
Total 113C - Cloverleaf R & M					571.50
113D - Arts & Crafts R & M					
07/16/2003		Geo Design, Inc	Asbestos Test	320.06	320.06
Total 113D - Arts & Crafts R & M					320.06
113G - Grounds/General R & M					
07/03/2003	Inv#346...	Ag West Supply	Weed & Feed	33.00	33.00
07/06/2003		Home Depot	Water Heater-Chuckwagon	12.50	12.50
07/17/2003		Familian NW Hillsboro #3079	Parts	133.80	133.80
07/17/2003		Home Depot	Top Soil/Hinges	0.00	0.00
07/18/2003		Home Depot	Top Soil & Hinges	57.24	57.24
07/19/2003			Cable Ties/Sand	98.76	98.76
07/20/2003		Home Depot	Planks to repair benches, etc	245.15	245.15
07/20/2003			Concrete Mix	37.80	37.80
Total 113G - Grounds/General R & M					618.25
113H - Main Arena R & M					
07/02/2003		Home Depot	Auger Rental - Rodeo	46.20	46.20
07/09/2003		Home Depot	Arena Paint Supplies	92.63	92.63
Total 113H - Main Arena R & M					138.83

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Washington County Fair Complex

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Date	Num	Name	Memo	Original Amount	Paid Amount
113L · Equipment R & M					
07/01/2003		Dick's Country Dodge	Dodge Pickup Repairs	131.42	131.42
07/03/2003		Fire Extinguisher Service Center	Annual Service	977.10	977.10
07/16/2003	Inv# 181...	U-Haul	Propane	30.82	30.82
07/17/2003	Inv# 306...	McClenny Refrigeration	Checked box, pump, etc.	71.00	71.00
07/26/2003		U-Haul	Propane	24.12	24.12
07/29/2003	Inv# 307...	McClenny Refrigeration	Checked box, pump, etc.	340.70	340.70
Total 113L · Equipment R & M					1,575.16
Total 113 · Repair & Maintenance					3,223.80
114 · General Supplies					
07/11/2003		Home Depot	General Supplies	4.92	4.92
07/11/2003		Home Depot	Nails	27.00	27.00
07/17/2003		Home Depot	Supplies for Concrete work	44.00	44.00
07/20/2003		Home Depot	Skill saw	179.00	179.00
07/20/2003		Home Depot	Concrete	38.80	38.80
07/20/2003		Home Depot	Spray Paint	3.74	3.74
07/20/2003		Home Depot	Deck Paint & Supplies	320.99	320.99
07/21/2003	Inv# 327...	Platt Electric	Light Bulbs	120.63	120.63
07/22/2003		Home Depot	Concrete	36.00	36.00
07/25/2003		Sierra Springs/Brewed Hot Coffee	Bottled Water Service	241.15	241.15
07/26/2003		United Rentals, Inc.	Concrete for Chamber Project	349.02	349.02
07/29/2003		Lucille's The Tool Store	Supplies	35.00	35.00
07/29/2003		Mutual Materials Company	Brick for Chamber Project	722.01	722.01
Total 114 · General Supplies					2,122.26
119 · Legal Fees to County					
07/21/2003		Office of County Counsel	Development & Misc.	3,685.00	3,685.00
Total 119 · Legal Fees to County					3,685.00
121 · Professional Svcs.					
07/01/2003		Employers Overload	Pre-Fair Help	1,538.53	1,538.53
07/16/2003		Employers Overload	Pre-Fair Help	2,579.06	2,579.06
07/16/2003		Madden Industrial Craftsmen, Inc.	Electrician	367.20	367.20
07/17/2003	Inv# 514...	Adams Temporary	Extra Temp Help	848.40	848.40
07/23/2003		Employers Overload	Temp Employess	2,839.20	2,839.20
07/23/2003		Anytime Labor	Chamber Project	288.00	288.00
07/23/2003	Inv # 52...	Adams Temporary	Extra temp Help	848.40	848.40
07/23/2003	Inv# 516...	Adams Temporary	Extra Temp Help	689.33	689.33
07/30/2003		Madden Industrial Craftsmen, Inc.	Extra Temp Help	385.00	385.00
Total 121 · Professional Svcs.					10,383.12
131 · Advertising & P.R.					
07/18/2003		Hillsboro Argus	June Ads	233.60	233.60
07/23/2003		Qwest Dex	Monthly Directory Listing	31.70	31.70
Total 131 · Advertising & P.R.					265.30
133 · Dues, Licenses, Fees					
07/09/2003	Inv# V00...	Hillsboro Chamber	Membership dues	175.00	175.00
07/14/2003		Aloha-Hillsboro Sunrise Rotary Club	Rotary Dues	120.00	120.00
Total 133 · Dues, Licenses, Fees					295.00
149 · Misc. Materials & Svcs.					
07/01/2003		Sierra Glass	Glass Counter Top	59.03	59.03
07/02/2003		Home Depot	paint Sprayer & Supplies	619.92	619.92
07/28/2003		Tranquility Ponds	Fountain Liner	117.00	117.00
Total 149 · Misc. Materials & Svcs.					795.95
154 · RV Park					
154B · RV Park Hotel/Motel Tax					
07/07/2003		Washington County Finance Department	RV Park Hotel/Motel Tax	398.00	398.00
Total 154B · RV Park Hotel/Motel Tax					398.00
Total 154 · RV Park					398.00
Total BE · INTERIM OPERATIONS					31,639.18

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Date	Num	Name	Memo	Original Amount	Paid Ar
CE - FAIR OPERATIONS					
175 - Printing					
07/27/2003	Inv# 342...	Dillingham Ticket Company	Roll Tickets	459.29	459.29
07/27/2003	inv# 342...	Dillingham Ticket Company	Freight	70.10	70.10
07/27/2003	Inv# 342...	Dillingham Ticket Company	Roll Tickets	715.02	715.02
07/27/2003	Inv# 342...	Dillingham Ticket Company	Freight	143.00	143.00
07/29/2003		Weldon, Williams & Lick, Inc	Ticket Stock	1,950.00	1,950.00
07/29/2003		Weldon, Williams & Lick, Inc	Freight	183.00	183.00
07/30/2003		Washington County Finance Department	Season Pass Printing	550.00	550.00
07/30/2003		Washington County Finance Department	Rodeo Tickets/Avalon Poster	618.54	618.54
Total 175 - Printing					4,688.95
178 - Parking					
07/06/2003		Home Depot	Handles/Signs	146.13	146.13
07/14/2003		Seton Name Plate Company	Parking Signs	0.00	0.00
07/29/2003		Hillsboro Boys Soccer	parking Attendants	2,000.00	2,000.00
07/29/2003		Hillsboro Swim Team	Parking Sellers	1,000.00	1,000.00
Total 178 - Parking					3,146.13
179 - Professional Svcs.					
07/17/2003		Christian Life Center Youth Ministries	Stage hands	2,000.00	2,000.00
07/17/2003		Julie Case	Super Stipend - Fiber Animals	100.00	100.00
07/17/2003		Columbia Gorge Communications	Network repair & parts	286.25	286.25
07/17/2003		Shirley Schoeler	Super Stipend - Land Products	100.00	100.00
07/17/2003		Ron Schoeler	Super Stipend - Land Products	100.00	100.00
07/17/2003		Delores Hutcheon	Super Stipend - Arts & Crafts	100.00	100.00
07/17/2003		John Hutcheon	Super Stipend - Arts & Crafts	100.00	100.00
07/17/2003		Phyllis Wills	Super Stipend - Food Pres. & Beverages	100.00	100.00
07/18/2003		Western Washington County Training Assoc.	First Response/EMT Service	1,400.00	1,400.00
07/21/2003		Lisa Zietz -	Super - Goats	100.00	100.00
07/21/2003		Lisa Roskopf -	Stipend - Goats	100.00	100.00
07/21/2003		Sue Barker	Sheep Super	100.00	100.00
07/21/2003		Laurie Dyche	Textiles Super	100.00	100.00
07/21/2003		Sarah Danforth	Baked Goods Super	100.00	100.00
07/23/2003		Washington County Finance Department	Graphic Services-Fair Passes	51.60	51.60
07/23/2003		Garnet Ascher	Super Stipend - Floral	100.00	0
07/23/2003		Joyce Whorley-	Super Stipend - Floral	100.00	.0
07/23/2003		Loyce Ericson	Super Stipend - Dairy Goat	100.00	100.00
07/27/2003		Duane VanDyke-	Super Stipend - Draft Horse	100.00	100.00
07/28/2003		Wilbur Jansen	Super Stipend - Dairy & Milk Parlor	200.00	200.00
07/29/2003		Glencoe Color Guard	Ticket Sellers	2,000.00	2,000.00
07/29/2003		Aloha-Hillsboro Sunrise Rotary Club	Ticket takers	1,000.00	1,000.00
07/30/2003		Madden Industrial Craftsmen, Inc.	Fair Electrician	1,285.20	1,285.20
Total 179 - Professional Svcs.					9,723.05
180 - Advertising & Promotion					
07/18/2003		Funtastic Shows	free ride promo	1,675.00	1,675.00
07/21/2003		Gronney Bros Rodeo Co.	cattle drive	4,000.00	4,000.00
07/30/2003		Leo Aguilar-	Hispanic Sunday Amphitheater Concert	2,000.00	2,000.00
Total 180 - Advertising & Promotion					7,675.00
182 - Miscellaneous					
07/22/2003		The Party Pro's	Chamber of Comm Fair Event	6.80	6.80
07/24/2003		Koldkist-Beverage Ice Inc.	ice-Bales-Block-42@\$4	168.00	85.36
07/24/2003		Koldkist-Beverage Ice Inc.	Fair Expense-20lb bags of Ice 22 pallet ice Trail...	3,528.00	1,792.64
07/24/2003		Koldkist-Beverage Ice Inc.	Credit for Returned Ice	(1,878.00)	(85.36)
07/24/2003		Koldkist-Beverage Ice Inc.	Credit for Returned Ice	(1,878.00)	(1,792.64)
07/26/2003		Radio Shack	Microphone cord for sound sys	17.99	17.99
07/26/2003		Reedville Cafe & Catering Company	Talent Contest Judge gifts	75.00	75.00
07/29/2003		Jeanne Leeson	Food provided to Superintendents.	36.02	36.02
Total 182 - Miscellaneous					135.81
183 - Decorations					
07/16/2003	Invoice#...	Kwik Covers of New York	Table Covers	1,025.00	1,025.00
Total 183 - Decorations					1,025.00
184 - Equipment Rental					
07/17/2003		Day Wireless Systems, Inc.	Horse Fair Radio Rental	33.00	33.00
07/17/2003		Day Wireless Systems, Inc.	Horse Fair Radio Rental	33.00	33.00
07/17/2003		Day Wireless Systems, Inc.	Horse Fair Radio Base Rental	50.00	50.00
07/23/2003	Inv# 732...	BitbyBit Computer Rentals	Computer Rental & Setup	842.00	842.00
07/28/2003	40456	Post Net	Return Ticket Machines	310.35	310.35
Total 184 - Equipment Rental					1,275

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Date	Num	Name	Memo	Original Amount	Paid Amount
188 · Materials & Supplies					
07/20/2003		Martech Systems	Training Video	30.00	30.00
07/20/2003		Lowe's	Sand Bags/Cable Ties	98.76	98.76
07/21/2003		Bob Nagel Distributing Co.	43X47 Glutton EQ 5.5 mil 100/CS	374.88	374.88
07/21/2003		Bob Nagel Distributing Co.	33X40 HI-D Clear 16 MIC 250/CS	137.55	137.55
07/21/2003	Inv# 119...	Sign Pro	Signs for Barns & Rodeo Admission	807.54	807.54
07/22/2003		Fred Meyer	Misc Supplies	9.67	9.67
07/23/2003		Lowe's	Cable Ties, Wasp Spray, Etc.	127.65	127.65
07/26/2003		Seton Name Plate Company	Parking Signs	67.88	67.88
07/26/2003		Dollar Tree Stores, Inc.	Misc Supplies	8.00	8.00
07/26/2003		Albertsons	Refreshments for Sewer Crew	27.96	27.96
07/29/2003		Alder Creek Lumber Co., Inc.	Shavings	3,060.00	3,060.00
Total 188 · Materials & Supplies					4,749.89
190 · Fair Telephone					
07/16/2003		VisionsQuest Communications	Unpaid bill for 2002 fair	75.00	75.00
07/16/2003		VisionsQuest Communications	2003 Fair work	50.00	50.00
Total 190 · Fair Telephone					125.00
192 · Fair Postage					
07/01/2003		Postal Privilege	Postage Re-Fill	300.00	300.00
07/26/2003		Post Net	UPS Chg-Bi-Mart Season Passes	8.70	8.70
Total 192 · Fair Postage					308.70
Total CE · FAIR OPERATIONS					32,845.88
DE · EXHIBITS/COMPETITIONS					
211 · Awards FFA					
07/24/2003	40399	Washington County Fair & Rodeo	Premiums	260.58	260.58
07/27/2003	40453	Washington County Fair & Rodeo	Premiums	1,865.50	1,865.50
Total 211 · Awards FFA					2,126.08
212 · Personnel FFA					
07/18/2003		Joy Eckstrom	Rabbit Judge	37.50	37.50
07/18/2003		Beck O'Hogan	Cavy Judge	37.50	37.50
07/18/2003		Vern Palmblad	Rabbit Judge	37.50	37.50
07/18/2003		Chris Strickland	Dairy goat Judge	50.00	50.00
07/18/2003		Paul Bailey	Sheep Judge	100.00	100.00
07/18/2003		Seth Spencer	Dairy Cattle Judge	100.00	100.00
07/18/2003		Jim Adkins	Poultry Judge	50.00	50.00
07/18/2003		Jeremy Kennedy	Beef Judge	100.00	100.00
07/18/2003		Anna Marie Pimm	Swine Judge	100.00	100.00
07/25/2003		Jackie Griffon	Showmanship judge	50.00	50.00
Total 212 · Personnel FFA					662.50
221 · Awards 4-H					
07/26/2003		Washington County Fair and Rodeo	Accts# 221-Awards 4-H	850.00	850.00
07/26/2003		Washington County Fair and Rodeo	Accts# 221-Awards 4-H	1,650.00	1,650.00
07/26/2003		Washington County Fair and Rodeo	Accts# 221-Awards 4-H	15.00	15.00
07/26/2003		Washington County Fair and Rodeo	Accts# 221-Awards 4-H	2,000.00	2,000.00
07/29/2003		Alexis Roseta	Reissue of non-cashed check	15.00	15.00
07/30/2003		Elizabeth Rollock	Reissue for non-cashed check	10.50	10.50
07/30/2003		Sarah Marie Strom	Reissue for non-cashed check	13.50	13.50
Total 221 · Awards 4-H					4,554.00
222 · Personnel 4-H					
07/17/2003		Esther Cate	4H Horse Judge	621.42	621.42
07/17/2003		Gary Wells	4H Horse Judge	150.00	150.00
07/17/2003		Jeff Rome	4H Horse Judge	737.70	737.70
07/17/2003		Robin Jones	4H Horse Judge	590.25	590.25
07/17/2003		Julie Singer	4H Horse Judge	786.98	786.98
07/18/2003		Pam Mohr	Dog Judge	70.00	70.00
07/18/2003		Ann Dickerson	Dog Judge	70.00	70.00
07/18/2003		Heidi Hammack	Dog Judge	140.00	140.00
07/18/2003		Morris Wendorf	Llama/alpaca Judge	75.00	75.00
07/18/2003		Paul Bailey	Sheep Judge	100.00	100.00
07/18/2003		Seth Spencer	Dairy Cattle Judge	100.00	100.00
07/18/2003		Jim Adkins	Poultry Judge	100.00	100.00
07/18/2003		Jeremy Kennedy	Beef Judge	100.00	100.00
07/18/2003		Anna Marie Pimm	Swine Judge	100.00	100.00
07/18/2003		Mark Adkins	Pygmy Goat Judge	75.00	75.00
07/18/2003		Janet Lystra	Dog Judge	70.00	70.00
07/18/2003		Ruthanne Tarter	4H Static Judge	70.00	70.00
07/18/2003		Loyal Hjelmervik	4H Static Judge	70.00	70.00
07/18/2003		Cheryl Douglas	4H Static Judge	70.00	70.00
07/18/2003		Laura Jeffrey	4H Static Judge	70.00	70.00
07/18/2003		Betty Rivinus	4H Static Judge	70.00	70.00
07/18/2003		Andrea Isaacson	4H Static Judge	70.00	70.00
07/18/2003		Loren Jones	4H Static Judge	70.00	70.00

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Date	Num	Name	Memo	Original Amount	Paid At
07/18/2003		Larry Smith	4H Static judge	70.00	70.00
07/18/2003		Yvonne Kam	4H Static Judge	70.00	70.00
07/18/2003		Delores Fanning	4H Static Judge	70.00	70.00
07/18/2003		Jan Williams	4H static judge	70.00	70.00
07/18/2003		Melissa Chee-	4H Static Judge	70.00	70.00
07/18/2003		Yvonne Solberg	4H Static Judge	70.00	70.00
07/18/2003		Helen Ellis	4H Static Judge	70.00	70.00
07/18/2003		Sharon Shelby	4H Static Judge	70.00	70.00
07/18/2003		Sharon Shelby	4H Static Judge	140.00	140.00
07/18/2003		Tara McRitchie	4H Static Judge	140.00	140.00
07/18/2003		Jan Theisen	4H Static judge	35.00	35.00
07/18/2003		Sally Thompson	4H Static Judge	70.00	70.00
07/18/2003		Sally Thompson	4H Static Judge	35.00	35.00
07/18/2003		Mary Stewart	4H Static Judge	70.00	70.00
07/18/2003		Barbara DeMir	4H Static Judge	70.00	70.00
07/18/2003		Barbara DeBellis	4H Static Judge	70.00	70.00
07/18/2003		Faye Classon	4H Static Judge	70.00	70.00
07/18/2003		Kim Williamson	4H Static Judge	70.00	70.00
07/18/2003		Roberta Newman	4H Static Judge	140.00	140.00
07/18/2003		Autumn Ray	Exotic Bird Judge	70.00	70.00
07/18/2003		Joy Eckstrom	Rabbit Judge	37.50	37.50
07/18/2003		Beck O'Hogan	Cavy Judge	37.50	37.50
07/18/2003		Vern Palmblad-	Rabbit Judge	37.50	37.50
07/21/2003		Jill Tracy -	Horse Fair Camping Supervisor	100.00	100.00
07/21/2003		Melissa Chee-	4H Static Judge	70.00	70.00
07/23/2003		Eve Rivinus	4H Static judge	70.00	70.00
07/25/2003		Jackie Griffon	Showmanship judge	50.00	50.00
07/26/2003		Megan Prewitt	4H Dog Judge	75.00	75.00
07/26/2003		Jan Theisen	4H static Judge	35.00	35.00
Total 222 - Personnel 4-H					6,428.85
223 - Other 4-H					
07/29/2003		Alder Creek Lumber Co., Inc.	Horse Fair Shavings	1,020.00	1,020.00
Total 223 - Other 4-H					1,020.00
231 - Awards Open Class					
07/25/2003		Hillsboro Grange #73	Acct# 231-Awards Open Class	25.00	0
07/25/2003		Washington Grange #313-	Acct#231-Awards Open Class	150.00	150.00
07/25/2003		Scholls Grange #338-	Acct#231	75.00	75.00
07/25/2003		Pomona Grange #2	231	25.00	25.00
07/25/2003		Forest Grove Grange #282-	Acct# 231	25.00	25.00
07/25/2003		Sherwood Grange #272-	Acct# 231	25.00	25.00
07/25/2003		Leedy Grange #339-	Acct# 231	25.00	25.00
07/25/2003		COF Ranges #1113	Acct# 231	100.00	100.00
07/26/2003		Washington County Fair and Rodeo	Accts# 231-Awards Open Class	3,510.00	3,510.00
07/27/2003	40454	Washington County Fair & Rodeo	OC Premiums	16,735.00	16,735.00
Total 231 - Awards Open Class					20,695.00
232 - Personnel Open					
07/18/2003		Bob Andrewjeski	Open Class Draft Horse Judge	200.00	200.00
07/18/2003		Mac Stewart	Sheep Judge	75.00	75.00
07/18/2003		Chris Ulterback	Fiber Goats	50.00	50.00
07/18/2003		Kevin Lopes	Open Class-Beverages	50.00	50.00
07/18/2003		Doug Remington	Open Class Beverages	50.00	50.00
07/18/2003		Karen Lynn	Textiles Judge	50.00	50.00
07/18/2003		Lucille Thomas	Floral Judge	12.50	12.50
07/18/2003		Doug Drowley	Wine Judge	50.00	50.00
07/18/2003		Alana Mapes	Crafts Judge	50.00	50.00
07/18/2003		Chris Bitz	Textiles Judge	50.00	50.00
07/18/2003		Evelyn Herinckx-	Floral Judge	12.50	12.50
07/18/2003		Donna Cotton	Floral Judge	12.50	12.50
07/18/2003		Helen Forsythe	Floral Judge	12.50	12.50
07/18/2003		Dee Watson	Floral Judge	12.50	12.50
07/18/2003		Susan Feiglon	Floral Judge	12.50	12.50
07/18/2003		Laurie Ystad	Floral Judge	12.50	12.50
07/18/2003		Ingrid Gordon	Food Pres. Judge	50.00	50.00
07/18/2003		Jeanette Benson-	Floral Judge	12.50	12.50
07/18/2003		Rita Schmeiser	Textiles Judge	50.00	50.00
07/18/2003		Sally Thompson	Floral Judge	12.50	12.50
07/18/2003		Marjorie Terphening	Floral Judge	12.50	12.50
07/18/2003		Keith Allen	Photo Judge	75.00	75.00
07/18/2003		Harvey Thomas	Photo Judge	75.00	75.00
07/18/2003		Larry Smith	Grange & Land Products Judge	100.00	100.00
07/18/2003		Bill Schlegal	Art Judge	75.00	75.00
07/18/2003		Karen Wedeking	Crafts Judge	50.00	50.00
07/18/2003		Mary Braund	Art Judge	75.00	75.00
07/18/2003		Chris Strickland	Dairy Goat Judge	50.00	50.00
07/18/2003		Seth Spencer	Dairy Cattle Judge	100.00	100.00
07/18/2003		Jim Adkins-	Poultry Judge	50.00	50.00

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Date	Num	Name	Memo	Original Amount	Paid Amount
07/18/2003		Jeremy Kennedy	Beef Judge	100.00	100.00
07/23/2003		Patrick McElligott	Wine Judge	75.00	75.00
Total 232 - Personnel Open					1,675.00
233 - Other Open Class					
07/17/2003		American Dairy Goat Association	Show Sanction Application Fees	10.00	10.00
07/22/2003		Party City of Hillsboro	Decorations	74.90	74.90
Total 233 - Other Open Class					84.90
Total DE - EXHIBITS/COMPETITIONS					37,246.33
EE - RODEO					
311 - Prize Money					
07/17/2003		Washington County Fair and Rodeo	Performance 1 - Day Money	1,000.00	1,000.00
07/17/2003		Washington County Fair and Rodeo	Performance 2 Day Money	1,000.00	1,000.00
07/17/2003		Washington County Fair and Rodeo	Performance 3 day money	1,000.00	1,000.00
07/25/2003		Rodeo Secretary	Event Prize Money	31,500.00	31,500.00
Total 311 - Prize Money					34,500.00
312 - Personnel					
07/14/2003		Pro Rodeo Cowboys Association	Judges Fee's	1,350.00	1,350.00
07/17/2003		Claudia Adams	Rodeo Secretary	1,200.00	1,200.00
07/17/2003		Dixie Williams	Timer	450.00	450.00
07/17/2003		Leslie Peckham	Timer	450.00	450.00
07/17/2003		Dennis Peckham	Timer	500.00	500.00
07/17/2003		Jerry Jensen	Sound Contractor	1,425.00	1,425.00
07/24/2003		Will Rasmussen	Announcer	2,700.00	2,700.00
07/24/2003		Scott Messina	Clown/barrelman	2,400.00	2,400.00
07/24/2003		Lloyd Ketchum	Bullfighter	2,000.00	2,000.00
07/24/2003		Seth "Shorty" Gorham	Bullfighter	1,700.00	1,700.00
07/27/2003		MEDI-SPORT SMC	On-Site Medic	375.00	375.00
Total 312 - Personnel					14,550.00
313 - Stock Contract					
07/17/2003		Flying "5" Big Bend Rodeo Company	Stock Contractor	20,000.00	20,000.00
Total 313 - Stock Contract					20,000.00
314 - Special Awards					
07/17/2003		Rodeo Committee	Special awards	1,000.00	1,000.00
Total 314 - Special Awards					1,000.00
316 - Promotion					
07/23/2003		Washington County Finance Department	Rodeo Poster	17.20	17.20
07/23/2003		Mt. Hood Beverage Company	Beverages-Beer & Cups	736.00	736.00
07/31/2003	Inv# 350...	Jerry's Special Events	Rodeo Soft Drink Service	390.80	390.80
Total 316 - Promotion					1,144.00
317 - Materials & Supplies					
07/29/2003		Miracle Sign Company	4 2/6 Banners	240.00	240.00
07/29/2003		Miracle Sign Company	2 4X6 Banners	170.00	170.00
07/29/2003		Miracle Sign Company	1 4X8 Banners	225.00	225.00
07/29/2003		Miracle Sign Company	1 4X6 Banner	85.00	85.00
07/29/2003		Miracle Sign Company	1 22"X203" Banner	145.00	145.00
07/29/2003		Miracle Sign Company	67X102 Banner	180.00	180.00
Total 317 - Materials & Supplies					1,045.00
320 - Queen					
07/17/2003		Joyce Vanderzanden	Hoof polish, fly spray, show sheen	24.63	24.63
07/17/2003		Joyce Vanderzanden	Boot Hill - Jeans	35.96	35.96
07/17/2003		Joyce Vanderzanden	Boot Hill - hat case	39.95	39.95
07/17/2003		Joyce Vanderzanden	Award Specialties-Rose Parade trophy	8.00	8.00
Total 320 - Queen					108.54
321 - Rental Equipment					
07/17/2003		A & A Tent Company	40x60 Frame Tent	950.00	950.00
07/23/2003		Halton Rental	JLG Boom Lift	309.00	309.00
07/26/2003		Interstate Special Events	50% ADA Platform - Arena	745.50	745.50
Total 321 - Rental Equipment					2,004.50
322 - Money Raising Projects					
07/01/2003	Inv#191...	Garment Graphic	Twill Shirts, Caps, Tshirts & Cushions	1,724.40	1,724.40
07/18/2003		Garment Graphic	Twill Shirts	842.00	842.00
Total 322 - Money Raising Projects					2,566.40
Total EE - RODEO					76,918.44

Washington County Fair Complex

Line Item Report

July 2003

09/23/03

Date	Num	Name	Memo	Original Amount	Paid Al
GE - SHOWS & ENTERTAINMENT					
324 - Main Stage Artist Fees					
07/17/2003		Johnny Limbo and the Lugnuts	Main Stage	4,600.00	4,600.00
07/17/2003		Caravanserai	Main Stage	2,250.00	2,250.00
07/18/2003		Avalon Inc	main Stage	10,000.00	10,000.00
07/21/2003		Amy Clawson	Main Stage	7,500.00	7,500.00
07/25/2003		Euterpe Prod LLC -Little River Band	Main Stage - LRB	10,000.00	10,000.00
07/25/2003		Randy Linder	main Stage	3,500.00	3,500.00
07/25/2003		Funk Heavy Industries	Main Stage	6,500.00	6,500.00
07/25/2003		Crawford Wilkerson	f/s/o Hi-C	2,000.00	2,000.00
Total 324 - Main Stage Artist Fees					46,350.00
325 - Grounds Entertainment					
07/17/2003		Jest in Time Circus of Fools	Friendship Plaza Entertainment	4,800.00	4,800.00
07/17/2003		Neal McGinnis	Draft horse	600.00	600.00
07/17/2003		Caravanserai	Blues & Brews Stage	2,250.00	2,250.00
07/21/2003		Pacific Promotions, Inc.	Truck & Tractor Pull	6,000.00	6,000.00
07/23/2003		WGAS Motorsports	Demo Derby	5,000.00	5,000.00
07/23/2003		Sherrie Shafer	Draft horse	200.00	200.00
07/26/2003		Duane VanDyke-	Draft Horse	600.00	600.00
07/27/2003		James Miller	Blues & Brews - Canonballs & Special Guests	6,600.00	6,600.00
07/27/2003		Matt Neill	Calliope Music	1,666.68	1,666.68
07/27/2003		Randy Deck Entertainment f/s/o Terry Stok	Terry Stokes - Hypnotist	5,000.00	5,000.00
07/27/2003		Brad's World Reptiles	Reptile Exhibit	5,000.00	5,000.00
07/27/2003		David Cunningham-	Draft Horse	600.00	600.00
07/27/2003		Morris Elverud-	six-horse hitch	600.00	600.00
07/27/2003		Elmer Schrader	Draft Horse	200.00	200.00
07/27/2003		Joe Brown	Draft Horse	200.00	200.00
Total 325 - Grounds Entertainment					39,316.68
326 - Associated Costs-Main					
07/17/2003		Cascade Sound Inc.	Main Stage sound/lights/roof, etc	14,280.00	14,280.00
07/17/2003		Cascade Sound Inc.	Main Stage basic backline	1,200.00	1,200.00
07/17/2003		Cascade Sound Inc.	Main Stage spot towers	120.00	120.00
07/20/2003		Crystal Limousine	transportation Little River band	115.00	115.00
07/22/2003		Party City of Hillsboro	Supplies	97.10	97.10
07/22/2003		Target	Back Stage Mirrors	9.98	9.98
07/25/2003		TBA Entertainment	Management fee	4,200.00	4,200.00
07/25/2003		Aloha Sound	Hi-C Concert	800.00	800.00
07/26/2003		Interstate Special Events	Main Stage ADA Platform	1,491.00	1,491.00
07/28/2003		Interstate Special Events	Sound Wing Canopy	640.00	640.00
07/29/2003		Cascade Sound Inc.	Spotter Tower for Main Stage	120.00	120.00
07/30/2003		Leo Aguilar-	Hispanic Sunday Amphitheater Concert	1,000.00	1,000.00
Total 326 - Associated Costs-Main					24,073.08
327 - Associated Costs-Grounds					
07/17/2003		Cascade Sound Inc.	Friendship Sq sound/lights/pers	3,780.00	3,780.00
07/17/2003		Cascade Sound Inc.	Brews & Blues Stage sound/lights/pers	3,780.00	3,780.00
07/17/2003		Jerry Jensen	Sound Contractor - Tractor Pull & Demo Derby	1,425.00	1,425.00
07/26/2003		Interstate Special Events	50% ADA Platform - Arena	745.50	745.50
07/31/2003	40501	Daryl O. Mitchell	Talent Contest Sound	453.00	453.00
Total 327 - Associated Costs-Grounds					10,183.50
328 - Touch & See					
07/27/2003		Steve Higgs	Petting Zoo	2,500.00	2,500.00
Total 328 - Touch & See					2,500.00
329 - Special Exhibit					
07/17/2003		Judy Vogland Dayton	Fish Prints Coordinator	400.00	400.00
07/17/2003		Rebecca Bailey	Fish Prints Staff	900.00	900.00
07/17/2003		Taylor Vogland Dreiling	Fish prints Staff	900.00	900.00
07/17/2003		Capitol International Productions, Inc.	Alligator Show	3,200.00	3,200.00
07/21/2003		Jeffrey Quattrocchi	Alligator Show	4,800.00	4,800.00
07/25/2003		Maurice Fykes	Fish Prints lead Staff	1,200.00	1,200.00
07/28/2003		Art Media	Fish Print Supplies	451.55	451.55
07/30/2003		Maurice Fykes	Fish Print Supplies	121.53	121.53
Total 329 - Special Exhibit					11,973.08
Total GE - SHOWS & ENTERTAINMENT					134,396.34
JE - CAPITAL OUTLAY					
510 - Purchase/Lease					
07/01/2003		Washington County Finance Department	Acct# 510-Purchase/Lease	37,953.98	37,953.98
Total 510 - Purchase/Lease					37,953.98

09/23/03

Washington County Fair Complex
Line Item Report
July 2003

Date	Num	Name	Memo	Original Amount	Paid Amount
513 - Equipment					
07/15/2003	GJ 7/15/...	Textron Financial Corp		613.07	613.07
Total 513 - Equipment					613.07
Total JE - CAPITAL OUTLAY					38,567.05
Total Expense					367,784.83
Net Income					310,262.77

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

	Jul 31, 03	Jul 31, 02	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
0900 · West Coast Bank	0.00	(126,613.20)	126,613.20	100.0%
0925 · West Coast Bank-ATM Account				
1050 · ATM Machine	0.00	17,160.00	(17,160.00)	(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	26,110.00	(26,110.00)	(100.0)%
0950 · West Coast Bank-Premium	0.00	312,795.74	(312,795.74)	(100.0)%
1-1 · C.C.B. - General Checking	(18,389.18)	(500.00)	(17,889.18)	(3,577.8)%
1-3 · C.C.B. - Money Market Account	442,412.39	0.00	442,412.39	100.0%
1-4 · C.C.B. - ATM Acct	2,500.00	0.00	2,500.00	100.0%
1040 · Petty Cash	242.75	500.00	(257.25)	(51.5)%
1080 · Washington County Fund 200	119,840.40	229,740.95	(109,900.55)	(47.8)%
910 · West Coast Money Market	(15.00)	0.00	(15.00)	(100.0)%
Total Checking/Savings	546,591.36	442,033.49	104,557.87	23.7%
Accounts Receivable				
1200 · Accounts Receivable	(6,064.56)	(1,825.00)	(4,239.56)	(232.3)%
Total Accounts Receivable	(6,064.56)	(1,825.00)	(4,239.56)	(232.3)%
Other Current Assets				
1499 · Undeposited Funds	6,423.00	0.00	6,423.00	100.0%
2170 · Show Opening & Ending Cash	11,483.15	0.00	11,483.15	100.0%
2175 · ATM Suspense Account	29,000.00	0.00	29,000.00	100.0%
Total Other Current Assets	46,906.15	0.00	46,906.15	100.0%
Total Current Assets	587,432.95	440,208.49	147,224.46	33.4%
Fixed Assets				
220 · Equipment	9,230.00	0.00	9,230.00	100.0%
Total Fixed Assets	9,230.00	0.00	9,230.00	100.0%
TOTAL ASSETS	596,662.95	440,208.49	156,454.46	35.5%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	8,425.13	(28,720.79)	37,145.92	129.3%
Total Accounts Payable	8,425.13	(28,720.79)	37,145.92	129.3%
Credit Cards				
01 · Home Depot	16.94	0.00	16.94	100.0%
03 · Office Depot	368.08	29.00	339.08	1,169.2%
05 · WCB Visa-Card# 1	5,564.15	0.00	5,564.15	100.0%
06 · WCB Visa - Card# 2	(4,721.44)	0.00	(4,721.44)	(100.0)%
07 · - Lowe's	362.97	0.00	362.97	100.0%
Total Credit Cards	1,590.70	29.00	1,561.70	5,385.2%
Other Current Liabilities				
2052 · Deferred AirShow Income	0.00	2,650.00	(2,650.00)	(100.0)%
2053 · Deferred Commercial Exhibit Rev	0.00	(300.00)	300.00	100.0%
2064 · Deferred Facilities Rental	2,045.00	0.00	2,045.00	100.0%
2065 · Rental Refundable Deposits	1,085.20	(200.00)	1,285.20	642.6%
Total Other Current Liabilities	3,130.20	2,150.00	980.20	45.6%
Total Current Liabilities	13,146.03	(26,541.79)	39,687.82	149.5%
Long Term Liabilities				
2200 · Loan - Columbia Community Bank	41,799.88	0.00	41,799.88	100.0%
Total Long Term Liabilities	41,799.88	0.00	41,799.88	100.0%
Total Liabilities	54,945.91	(26,541.79)	81,487.70	307.0%

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

	Jul 31, 03	Jul 31, 02	\$ Change	% Change
Equity				
3000 - Opening Bal Equity	280.05	(81,606.90)	81,886.95	100.3%
3900 - Retained Earnings	231,174.22	337,223.54	(106,049.32)	(31.5)%
Net Income	310,262.77	211,133.64	99,129.13	47.0%
Total Equity	541,717.04	466,750.28	74,966.76	16.1%
TOTAL LIABILITIES & EQUITY	596,662.95	440,208.49	156,454.46	35.5%

**Minutes
Washington County Fair Board
Wednesday, September 3, 2003**

Convened: 4:35 pm

FAIR BOARD:

President Kathy Christy
Vice President Rich Vial
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
Bill Duerden, Booster President
Cody Feinauer, Rodeo Committee Chair
Lynn Haynes, Rodeo Committee Director
Kelly Bauer, Rodeo Committee Director
Ed Kristovich, Booster Member

PRESS:

Laura Gunderson, *The Oregonian*

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.

President Christy called for audience time. Ed Kristovich gave a presentation on his concept and plans for a new building for the Fair Complex.

1. Consent Agenda

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

Motion by Board Member Vial to approve Consent Agenda. Second by Board Member Leahy. Motion carried 5-0.

2. **Special Reports**

A. **Rodeo Report** – Rodeo Chairman Feinauer gave a report on how the rodeo did and announced that the Queen tryouts for 2004 will be held October 19, 2003, and the coronation will be held January 10, 2004.

B. **4-H Report** – John Baggott gave a brief report of what is going on at the Extension Office regarding funding, staffing, etc. John Baggott also reported that Fair was good, and wristband sales from the Cloverleaf Office went well.

C. **Boosters Report** – Bill Duerden reported that the Boosters did \$3,800.00 net in food sales. The Boosters will be operating the Dairy Women's booth during Frite Lites and the volunteer dinner is tomorrow night.

D. **Operations Report** – Executive Director Hillman reported that the staff is doing well. The lights for Frite Lites are going up, barns are continuing to be cleaned and disinfected. Executive Director Hillman also gave a brief update on the E-Coli issue at Clackamas County Fair.

E. **Frite Lites Report** – Marketing Director DuPre' reported that the light displays are getting ready to be put up. Staff met with Amato Communications and the advertising packages look great.

F. **Other - None**

3. **Old Business**

A. **Redevelopment Update** – Executive Director Hillman referred to page 27, which is the list of interested parties who might show up at the pre-proposal meeting on Friday in the Floral Building.

B. **Other– None**

4. **New Business**

A. **2004 and 2005 Fair & Rodeo Dates** –Executive Director Hillman referred the Board to page 35 noting that per Board Policy, fair dates need to be set. The dates for 2004 are set for July 29 to August 1. The proposed 2005 dates would be July 28 to July 31. Discussion ensued.

Motion by Board Member Vial to establish the dates for 2004 & 2005 as set forth in the memo dated August 28th 2003 from Executive Director Don Hillman. Second by Board Member Leahy. Motion carried 5-0.

B. **2004 4H Horse Fair Dates** – Executive Director Hillman explained that a week between Horse Fair and the Fair & Rodeo is crucial to get the grounds set-up and have employees and contractors working. The calendar on page 38 works for 2004 with the Fourth of July Celebration, the All Breed Dog Show, Horse Fair and the annual Fair & Rodeo.

Motion by Board Member Vial to adopt the recommendation of the memo dated August 28, 2003, from Executive Director Don Hillman regarding the 4H Horse Show. Second by Board Member Leahy. Motion carried 5-0.

C. **Board Retreat** – Retreat will be held November 5th, 2003

D. **Cottonwood Tree Status** – Executive Director Hillman referred to page 39 for Arborist report. More information will be available next meeting. Discussion ensued.

E. **December and January Board Meeting Dates** – Executive Director Hillman asked that the meeting dates for December and January be rescheduled due to conferences that staff needs to attend.

Motion by Board Member Vial to adopt the request of the memo dated August 28, 2003, from Executive Director Don Hillman regarding the change in dates for the December and January Board Meetings. Second by Board Member Leahy. Motion carried 5-0.

F. **2003 Fair & Rodeo Recap** – Staff gave recap and review of the 2003 Fair & Rodeo. Discussion ensued.

G. **Other - None**

5. **Announcements** – Volunteer Appreciation Dinner will be held on September 4th in the Cloverleaf Building.

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

7. **Board Communications** - None

8. **Other Matters of Information** -

A. **Youth Livestock Auction Results**

B. **Contracts Calendar - July**

C. **Sponsorship Report - July**

D. **July & August Rodeo Committee & Associated Member minutes**

E. **August Booster Minutes**

F. **Newspaper Articles, if any**

- G. Website Activity
- H. Other, if any

With no further business before the Board, President Christy adjourned the meeting at 6:15 pm.

Don G. Hillman
Recording Secretary

Kathy Christy
Board President

Washington County **FAIR COMPLEX**

Facility Schedule for October-2003

(**Events highlighted are no charge)

Wednesday, October 01, 2003

Main Exhibit-North Dog Obedience

Thursday, October 02, 2003

Inner Complex Frite Lites Sneak Preview

Friday, October 03, 2003

Main Exhibit Hall Gem Show
Inner Complex Bi-Mart Frite Lites

Saturday, October 04, 2003

Quadrant Property ATV Safety Class
Main Exhibit Hall Gem Show
Inner Complex Bi-Mart Frite Lites

Sunday, October 05, 2003

Main Exhibit Hall Gem Show
Inner Complex Bi-Mart Frite Lites

Monday, October 06, 2003

****Cloverleaf Building 4-H Guide Dog Meeting**
****Main Exhibit-South 4-H Dog Club Meeting**

Tuesday, October 07, 2003

****Cloverleaf Building 4-H Guide Dog Meeting**
Floral Building Committee Meeting

Wednesday, October 08, 2003

Friendship Square Dog Obedience
Main Exhibit Hall Trade Show

Friday, October 10, 2003

Inner Complex Bi-Mart Frite Lites

Saturday, October 11, 2003

Main Exhibit Hall Glass Show
Inner Complex Bi-Mart Frite Lites

Sunday, October 12, 2003

Main Exhibit Hall Glass Show
Quadrant Property Rally Cross Race
****Floral Building 4-H Club Meeting**
Inner Complex Bi-Mart Frite Lites

Monday, October 13, 2003

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

Wednesday, October 15, 2003

Main Exhibit-North Dog Obedience

Friday, October 17, 2003

Inner Complex Bi-Mart Frite Lites

Saturday, October 18, 2003

Main Exhibit Hall Unique Animal Expo
Inner Complex Bi-Mart Frite Lites

Sunday, October 19, 2003

Main Exhibit Hall Unique Animal Expo
Inner Complex Bi-Mart Frite Lites

Monday, October 20, 2003

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

Wednesday, October 22, 2003

Main Exhibit-North Dog Obedience

Thursday, October 23, 2003

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

Friday, October 24, 2003

Inner Complex Bi-Mart Frite Lites

Saturday, October 25, 2003

Main Exhibit Hall Doll House Miniature Show
Inner Complex Bi-Mart Frite Lites

Sunday, October 26, 2003

****Floral Building 4-H Club Meeting**
Main Exhibit Hall Doll House Miniature Show
Inner Complex Bi-Mart Frite Lites

Monday, October 27, 2003

Inner Complex Bi-Mart Frite Lites

Tuesday, October 28, 2003

Inner Complex Bi-Mart Frite Lites

Wednesday, October 29, 2003

Inner Complex Bi-Mart Frite Lites

Thursday, October 30, 2003

Inner Complex Bi-Mart Frite Lites

Friday, October 31, 2003

Inner Complex Bi-Mart Frite Lites

SPECIAL REPORTS

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: September 23, 2003

To: Board Members
Washington County Fair Board

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

Re: September Operations Report

Over the Air Show weekend, September 20 and 21, staff managed air show parking at the Fair Complex. Over the two-day event, more than 3,750 vehicles were parked with a few more vehicles parked on Saturday than Sunday. This is down from 4,500 vehicles parked in 2002, however, Cornell Road was never closed this year permitting visitors more parking options. Approximately a dozen RVs parked in the quadrant property. Frite Lite two-for-one admission coupons were distributed for each vehicle that paid for parking.

The Fair Complex welcomes Jose Rodriguez as the Facilities Repair Worker filling the position recently vacated by the resignation of Kelly Goodin. This position is being currently filled on a 20-hour-per-week basis. We continue to have a temporary employee on a 20-hour-per-week basis covering weekend interim events.

County of Washington

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

MEMORANDUM

Date: September 22, 2003

To: Fair Board
Washington County Fair Complex

From: Lisa DuPre'
Marketing/Events Director

Re: Update on Bi-Mart Frite Lites

As of September 22nd, most of the light displays were up and the animation was being tested. The remainder of the displays, including the large arches, will go up once the Basenji National Dog Show moves out of certain areas during the week of September 22nd. Footage for the T.V. ads will be shot on Friday, September 26th.

The week of September 29th, the sponsor signs and banners will be put into place and the floodlights will be tested that will illuminate those signs. The "Creepy Café" seating tent will also be decorated and put into place. The set-up will be done for the Main entrance, including placement of the ticket booth, and the portable fencing that will guide visitors to the booth and then through the gate. Each evening of this week we will be working on the final finishing touches for the display.

Arrangements have been made to donate a portion of the admission on Sundays to the Bonnie Hays Small Animal Shelter as part of the Sunday night "Dog Boo" promotion, which encourages dog owners to bring their dogs on leashes to the event. Halloween-shaped treats will be handed out to all dogs coming through the gate, while supplies last, and a dog costume contest will be conducted at 7 PM at Friendship Square. All other nights of the event a portion of the admission will still go to Doernbecher Children's Hospital.

With everything ready to go, Thursday, October 2nd will be the "Sneak Preview" open only to sponsors and their employees and families, along with Bi-Mart cardholders. This is a "no-charge" night, but all getting through the gate will need to show either a Bi-Mart card, or I.D. connected with gaining admission to the show.

OLD 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: September 22, 2003

To: Board Members
Washington County Fair Board

From: Don G. Hillman
Executive Director

Re: Redevelopment RFP - Update

Find attached the addendum issued by the Washington County Purchasing Division regarding comments received at the September 5th Pre-Proposal Conference.



WASHINGTON COUNTY
OREGON

September 17, 2003
REQUEST FOR PROPOSAL #23075P
ADDENDUM #1

PROPOSAL TITLE: PUBLIC EXPOSTION CENTER

PROPOSAL DUE DATE: 3:00 P.M., THURSDAY, OCTOBER 30, 2003

This addendum is to make the following additions and/or changes to the subject Request for Proposals document.

1. Section 24.2.3.A Financial Capability and Security of Proposed Developer. **REPLACE Section 24.2.3.A. with:** The Fair Board and County reserve the right to require the apparent successful proposer to confirm the adequacy of the proposer's financial capability. This may include requiring submittal of financial information reasonably satisfactory to the Fair Board and County. If requested by the apparent successful proposer, such information will be deemed confidential and the County will not release the information unless ordered to do so.

I acknowledge receipt of this ADDENDUM #1

Date

Signed By

Printed Name

Title

Telephone (Area Code)

Firm

Fax Number (Area Code)

Address

Sincerely,

Leslie A. Johnson CPPB
Senior Buyer

THIS SIGNED ADDENDUM MUST BE SIGNED AND RETURNED WITH YOUR PROPOSAL

Support Services Purchasing Division
155 North First Avenue, MS 28, Hillsboro OR 97124
Phone: 503.846.8737 Fax: 503.846.8329

55

RFP#23075P
Dated 9/17/03
Addendum #1

2. **Port of Portland** - The contact for the Port of Portland is Kenneth Anderton (503/460-4351). The contact for the Port of Portland Hillsboro Airport Master Plan is Duane Decker (503/460-4067).
3. **City of Hillsboro** - The contacts for the City of Hillsboro Planning Department are Wink Brooks, City of Hillsboro Planning Director (503/681-6156), Debbie Raber, Planning Supervisor (503/681-6155), and Brett Estes, Urban Planner (503/681-6230).
4. **Station Community Planning Areas** - Attached is information on the zoning ordinance applicable to the Fair Complex and adjacent property. NOTE: This information is provided by the City of Hillsboro. Neither the Fair Board nor the County warrants its accuracy.
5. **Tri-Met** - For questions regarding MAX light rail and the Park & Ride lots adjacent to the Fair Complex, the contact for Tri-Met is Mike Dennis (503/962-2102). Copies of the Cohabitation Agreement can be obtained by contacting Tri-Met.
6. **Event Center Proposal** - Attached is a copy of the Event Center Proposal, dated June 17, 2002, that provides additional information regarding the November 2002 General Obligation Bond Election and includes information on the estimated operating cost of the proposed event center.
7. **Traffic Impact Fees** - The contact for the City of Hillsboro regarding Traffic Impact Fees is Monica Anderson (503/615-6790).
8. **Transient Occupancy Taxes** - Attached is a summary of Transient Room Tax Receipts for the Washington County Fair Complex for fiscal years ended June 30, 2000, through June 30, 2003.

EVENT CENTER REPORT

Dated June 17, 2002

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Operating Cost Estimate.....5

Fiscal Impact.....7

Proposed Schedule.....9

Executive Summary

This report provides the Washington County Board of Commissioners with information regarding a proposed \$40,000,000 November 2002 general obligation bond measure to fund the capital costs of an Event Center on public land at the current Washington County Fairgrounds site.

An Event Center Task Force comprised of business, citizen, elected and appointed leaders recommends this measure, with a projected rate of \$.095 per \$1,000 assessed valuation. This equates to \$15.01 in additional property taxes in the levy's first year (2003) for the owner of a typical home with an assessed value of \$158,000.

This proposal includes three main new facilities in Washington County to grow the exposition, entertainment and recreation industries in the county:

- 1) A Main Exposition Hall
- 2) An Exposition Annex
- 3) An Arena/Amphitheater

Additional improvements would include an adjacent Commons Area, approximately 3,300 improved parking spaces for visitors and exhibitors, and stables with auction and show rings.

Project Overview

The proposed Washington County Event Center would be a group of facilities designed to attract exposition, entertainment and recreational events on a year-round basis. Located on the existing County Fairgrounds and adjacent public land, the facilities would provide exhibit space for a variety of shows, including car, boat, home and garden, RV, arts and crafts, antique and electronic shows. The facilities would serve as a site for community events such as charitable auctions, graduations and job fairs. Entertainment events such as sports matches or performances would also take place at the Event Center. The facilities would serve as the new home for the annual Washington County Fair and Rodeo.

The Event Center would be a campus of facilities, including:

- 1) **Main Exposition Hall** consisting of approximately 86,400 square feet of dividable floor space, concessions, kitchen facilities and restrooms. The Main Hall would be designed for consumer shows, trade shows and community events. The Main Hall would have high ceiling clearance, a minimum number of support columns, and include administrative offices and some meeting space. During the fair, it would accommodate exhibits such as arts and crafts, floral and baked goods.
- 2) **Exposition Annex** consisting of approximately 50,000 square feet of dividable floor space. The Exposition Annex and Main Hall would function as one building for large shows, or could be divided into smaller spaces for smaller shows. Using proven designs of similar facilities around the country, the Annex would hold livestock and agricultural shows during the fair.
- 3) **Arena/Amphitheater** with grandstand seating for approximately 2,500 and capacity for an additional 3,000 festival seats on the arena floor. Replacing the fairgrounds' existing arena and amphitheater, it would be suited to hosting community events, sporting events and performances, including the annual County Rodeo.
- 4) **Commons Area**, a 125,000 square foot outdoor community greenspace for events and festivals, such as sidewalk sales, farmers' markets and picnics. A covered outdoor walk would connect the buildings and provide shelter from the weather. The Commons Area could hold the fair's midway and carnival.

Additional improvements would include approximately 3,300 improved parking spaces for visitors and exhibitors, and a stable with adjacent auction and show rings.

Costs for the facilities, including site development, facilities design, construction and all other related costs would be \$40,000,000. Operations of the facilities are expected to cost about \$2,000,000 a year and will be self-supporting. While the Washington County Fair and Rodeo would not be charged rent, all other events would pay to use the facilities and parking. Concessions and catering would also be expected to generate revenue. Total annual revenue is estimated to be \$2,000,000, for a net positive cash flow of about \$200,000 per year.

Capital Cost Estimate

A capital cost estimate for the proposed Event Center was developed based upon the recent experience of Portland MERC (Metropolitan Exposition-Recreation Commission) in designing and constructing a new exposition hall at the Portland Expo. The estimate uses actual costs experienced by MERC. Estimates were prepared for site development, facility construction, ancillary soft costs, furniture, fixtures and equipment, an extension of Grant Street, costs associated with bond issuance, and an inflation adjustment.

SITE DEVELOPMENT	Spaces	Acres	
BUILDING DEVELOPMENT		10	\$ 1,500,000
PARKING DEVELOPMENT			
	East	1,790 14.8	\$ 1,275,000
	West	1,120 9.3	\$ 1,610,000
	North	365 2.8	\$ 420,000
Subtotal		3,275 36.9	\$ 4,805,000
FACILITIES DEVELOPMENT			
MAIN EXPOSITION HALL			
Lobby, Meeting Rooms	18,000 SF		\$ 2,000,000
Display	86,400 SF		\$ 9,000,000
Concessions, Restrooms	4,200 SF		\$ 500,000
Storage, Loading	15,000 SF		\$ 500,000
Canopy			\$ 500,000
	123,600 SF		\$ 12,500,000
EXPOSITION ANNEX			
Display	48,600 SF		\$ 5,000,000
Restrooms	1,800 SF		\$ 250,000
Link	1,800 SF		\$ 150,000
Canopy			\$ 150,000
	52,200 SF		\$ 5,550,000
ARENA/AMPHITHEATER			
Fixed Seating (2,500), Aisles	2,000 SF		\$ 3,000,000
Press Box	800 SF		\$ 100,000
Concessions, Restrooms	4,200 SF		\$ 250,000
Storage	3,000 SF		\$ 100,000
	10,000 SF		\$ 3,450,000
Multi-Use Field	86,400 SF		\$ 500,000
Show Ring	5,400 SF		\$ 150,000
Auction Ring	5,400 SF		\$ 150,000
	97,200 SF		\$ 800,000
Equestrian Stables			
Stalls (54)	14,400 SF		\$ 750,000
Storage	1,800 SF		\$ -
	16,200 SF		\$ 750,000
Subtotal			\$ 23,050,000
OTHER COSTS			
A/E FEES & SOFT COSTS @ 1.17%			\$ 4,707,796
FURNITURE, FIXTURES & EQUIPMENT			\$ 1,500,000
GRANT STREET EXTENSION			\$ 1,000,000
OVERFLOW PARKING SITE PREP			\$ 1,600,000
ISSUANCE COSTS/FEES			\$ 475,000
YEAR OF EXPENDITURE (4%)			\$ 2,862,204
Subtotal			\$ 12,145,000
TOTAL COSTS			\$ 40,000,000
Assumes project pays for one-half of 5.500 foot 2-lane through street (One-half of 3-lane collector would cost \$2,577,240)			

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Operating Cost Estimate

Event Center project staff, in collaboration with staff of the Portland MERC (Metropolitan Exposition-Recreation Commission) and Washington County Fair and Rodeo, developed a financial operating pro forma for the Event Center. The operating pro forma is based in part on MERC experience in operating the Portland Expo and in part on information particular to the proposed Washington County facility itself.

The working assumptions of the pro forma included the following points:

- This is not a detailed market study – it is a series of working assumptions based on existing business experience.
- The Event Center would have 135,000 square feet of primary exhibit hall space.
- The Event Center would have a 50% average occupancy rate per year (based on event-day analysis typically used in the industry).
- Event Center rental rates would be set at approximately 5 cents per square foot for exhibition space (Expo currently at 5.3 cents per square foot).
- Fair operations (including tax subsidies) would not be budgeted as facility revenues or expenditures. The Fair would reimburse the Event Center for all costs, including overhead, and the Event Center would show no net revenues or expenditures as a result of Fair operations.
- All non-Fair events would be charged rent.
- Overall facility revenues and expenditures on a per-square-foot basis would be roughly the same between the MERC Expo and the Washington County Event Center.
- There would be a fee for all parking. A \$4 rate was assumed.
- All concessions and catering service outside those for the Fair would be managed as a facility profit center. The assumption is that profit would be approximately 15% of gross sales (very conservative).
- Facility operations would not be responsible for debt service on the facility's capital costs. Debt service would be paid out of GO bond revenues.
- A reduction of 7.5% was made on all revenue estimates (from MERC) as conservative measure.
- No user fees (fees paid by ticket buyers on top of the ticket price) were assumed as revenues. (Note: A 6% user fee placed on all ticket admissions could yield another \$200,000 per year in revenues. Placing the user fee on concessions and catering – as done at PGE Park – could generate another \$80,000.)
- The Event Center would begin operations with an adequate fund balance capable of generating some interest revenue.
- No concert revenue of any kind was assumed.

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EVENT CENTER RESOURCES		
Rent	\$	543,250
Equipment		12,300
Concessions		762,720
Catering		193,629
Electricity		61,500
Telephone		20,500
Gas		1,025
Refuse		20,500
ATM		12,300
Parking		406,781
Labor		65,851
Misc.		820
Interest		57,874
TOTAL RESOURCES	\$	2,159,051
EVENT CENTER REQUIREMENTS		
Personal Services	\$	515,132
Materials & Services		1,396,497
Office Supplies		4,305
Operating Supplies		24,395
Subscriptions & Dues		1,341
Fuel		1,845
Maint. & Repair Supplies		17,282
Professional Services		21,156
Electricity		123,000
Water		22,550
Gas		41,000
Refuse		18,450
Telephone		12,300
M&R Services		15,608
Rentals		2,440
Ads & Notices		11,314
Printing		10,230
Typesetting		820
Delivery Service		205
Temporary Help		39,965
Uniforms		2,399
Concessions/Catering		828,839
Parking		28,475
Licenses & Permits		3,280
Travel		2,870
Staff Development		1,394
Promotion		2,358
Overhead		158,679
Capital		33,825
TOTAL REQUIREMENTS	\$	1,945,454
NET EVENT CENTER CASH FLOW	\$	213,597

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Fiscal Impact

Bonds

The Event Center project would be financed using general obligation bonds, approved by the voters of the County. Voter approval provides the general obligation designation and with it comes a dedicated stream of revenue. In addition, general obligation bonds are typically viewed as the least cost method of financing due to the authority to levy taxes to repay the debt.

The bonds are intended to be issued on a tax exempt basis. This feature allows the lowest possible interest rate cost because the interest paid to bond holders is exempt from both state and federal income taxes. The tax exempt status of the bonds can be affected by the use of the proceeds of the bond issue. Certain non-government purposes may require the issuance of taxable bonds for all or a portion of the project. Taxable bonds carry a higher interest rate by an estimated 2 percentage points and therefore increase the cost of debt service.

At this time, it is envisioned that the use of bond proceeds will qualify for the issuance of tax exempt debt. It is possible that the arena/amphitheater portion of the project may require the use of taxable debt depending on the business model used. However, this portion of the project is estimated to be less than 15 percent and therefore should not have a significant impact on the cost to the taxpayer. The projected costs to the taxpayer shown below assume that 15 percent of the project will be financed with taxable bonds.

Upon sale of the bonds in July 2003, bond proceeds will be invested as part of the County's investment portfolio until the funds are needed to pay design and construction costs. Interest earned on the proceeds can be used to pay for project expenditures. If the bond proceeds and interest earnings are not spent within two years from the date of issuance, a portion of the interest earnings may have to be rebated to the federal government. This is known as arbitrage rebate. At this time, it is anticipated that all project costs will be expended within the two year spending window.

Debt Service Requirements

The County expects to issue \$40,000,000 of bonds to pay for project costs and costs of issuance, and to pay the bonds over a period of 20 years. At projected interest rates, the average annual debt service will be approximately \$3,275,000. Assuming the bonds are issued in July 2003, the first payment will be due on December 1, 2003 and the last payment will be made on June 1, 2023.

Taxpayer Impact

The County's assessed value for 2003/04 is estimated to be \$34,404,987,456. The debt service impact in the first year of the levy is estimated to be \$.095 per \$1,000 of assessed value. This translates into \$15.01 for the first year of the levy for an owner of a home valued at \$158,000.

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The table below shows the projected cost to a taxpayer owning a typical home valued at \$158,000 for the first five years of the 20-year levy. County assessed value is projected to grow at 5.5 percent per year while the value of the taxpayer's home is projected to grow at 3 percent per year. As assessed value grows, the cost to the individual taxpayer declines.

Fiscal Year	Countywide Assessed Value	Annual Debt Service	Property Tax Rate	Taxpayer Cost
2001/02	\$30,911,244,093	n/a	n/a	n/a
2002/03	\$32,611,362,518	n/a	n/a	n/a
2003/04	\$34,404,987,456	\$3,275,000	\$.095	\$15.01
2004/05	\$36,297,261,766	\$3,275,000	\$.090	\$14.65
2005/06	\$38,293,611,163	\$3,275,000	\$.086	\$14.42
2006/07	\$40,399,759,778	\$3,275,000	\$.081	\$13.98
2007/08	\$42,621,746,565	\$3,275,000	\$.077	\$13.69

Current Debt Service

Washington County currently has two voter approved general obligation bond issues outstanding for which property taxes are levied. The first was for the construction of the Public Services Building. Its current outstanding balance is \$6,390,000 and the final payment will be made on December 1, 2007. The second was for construction of the Law Enforcement Center in the amount of \$60,715,000. The final payment on these bonds will be made on December 1, 2013.

The 2001/02 tax impact of the outstanding voter approved general obligation bonds was \$.27 per \$1,000 of assessed value. The addition of the Event Center debt would raise the total debt service tax impact for County general obligation debt levies to \$.365 per \$1,000 of assessed value.

Proposed Schedule

Project staff recommend to the Board of Commissioners the following milestones schedule for the proposed Event Center general obligation bond ballot measure:

Date	Event / Action
May 14, 2002	Presentation of concept to Board of Commissioners. Staff direction to finalize proposal. County Counsel direction to draft ballot title.
June 25, 2002	Public Hearing. Board consideration of Event Center plan and ballot title.
September 5, 2002	Deadline for filing ballot titles.
September 9, 2002	Deadline for filing measure arguments.
October 18, 2002	Ballots mailed by Elections Office.
November 5, 2002	Election Day

Historic Receipts of Transient Room Tax Washington County Fair Complex

SUMMARY BY YEAR - RFP 23075P

Areas	09/30/99	12/31/99	03/31/00	06/30/00
Beaverton	\$49,061	\$42,119	\$39,609	\$48,235
Forest Grove	\$3,295	\$1,554	\$3,394	\$3,205
Hillsboro	\$36,140	\$28,437	\$32,268	\$37,055
King City	\$2,180	\$1,398	\$1,337	\$1,834
Tigard	\$41,899	\$29,850	\$12,778	\$52,424
Tualatin	\$22,177	\$8,895	\$12,694	\$15,375
Wilsonville	\$8,968	\$5,901	\$6,317	\$7,482
Unincorporated Areas	\$5,952	\$6,238	\$7,391	\$7,882

Total for Fiscal Year 99/00	\$169,672	\$124,392	\$115,787	\$173,492	\$583,342
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Areas	09/30/00	12/31/00	3/31/01	6/30/01
Beaverton	\$56,152	\$45,412	\$40,870	\$42,939
Forest Grove	\$4,693	\$3,311	\$4,447	\$4,461
Hillsboro	\$45,311	\$37,190	\$37,225	\$36,749
King City	\$2,727	\$1,744	\$1,393	\$2,167
Tigard	\$45,708	\$34,617	\$31,732	\$33,165
Tualatin	\$19,346	\$13,074	\$12,302	\$14,418
Wilsonville	\$9,211	\$5,421	\$5,930	\$3,447
Unincorporated Areas	\$7,316	\$6,575	\$4,509	\$5,622

Total for Fiscal Year 00/01	\$190,465	\$147,345	\$138,407	\$142,966	\$619,184
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Areas	09/30/01	12/31/01	3/31/02	6/30/02
Beaverton	\$47,883	\$34,309	\$29,747	\$43,507
Forest Grove	\$3,815	\$2,416	\$2,216	\$5,659
Hillsboro	\$31,250	\$30,865	\$29,322	\$30,427
King City	\$2,654	\$1,586	\$1,351	\$2,034
Tigard	\$34,441	\$25,824	\$25,060	\$28,173
Tualatin	\$18,268	\$12,698	\$11,327	\$12,154
Wilsonville	\$5,643	\$11,507	\$1,649	\$2,293
Unincorporated Areas	\$5,949	\$3,683	\$2,848	\$3,730

Total for Fiscal Year 01/02	\$149,902	\$122,887	\$103,520	\$127,976	\$504,286
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Areas	09/30/02	12/31/02	3/31/03	6/30/03
Beaverton	\$47,880	\$33,518	\$29,143	\$36,670
Forest Grove	\$4,600	\$2,660	\$2,388	\$3,409
Hillsboro	\$40,789	\$29,065	\$35,031	\$35,816
King City	\$2,731	\$1,850	\$1,751	\$1,937
Tigard	\$36,715	\$26,935	\$25,404	\$28,373
Tualatin	\$31,264	\$12,971	\$11,992	\$14,484
Wilsonville	\$3,289	\$1,851	\$1,710	\$2,583
Unincorporated Areas	\$6,361	\$3,711	\$2,670	\$4,104

Total for Fiscal Year 02/03	\$173,629	\$112,561	\$110,089	\$127,375	\$523,655
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HILLSBORO ZONING ORDINANCE No. 1945
Volume II, Sections 136 through 142
Station Community Planning Areas

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 - D. Minimum Floor Area Ratios
 - E. Minimum Non-Residential Density Objectives
 - F. Minimum and Maximum Setbacks from Streets and Alleys
 - G. Vision Clearance
 - H. Minimum and Maximum Building Height Requirements
 - I. Minimum and Maximum Off-Street Parking Requirements
 - J. Minimum Usable Open Space Requirements
 - K. Minimum Landscaping Requirements
 - L. Mixed Use Buildings and Mixed Use Mid-Rise Apartments
 - M. Sidewalks
 - N. Alley and Street Standards

O. Lot Access

V. Design Standards

A. Improvements Between Streets and Buildings

B. Building Entries and Orientation

C. Ground Floor Windows and Building Facades

D. Building Step-Back Requirement

E. Location and Design of Off-Street Parking

F. Drive-Through Uses

G. Outdoor Display, Storage and Signs

H. Alleys

I. Streetscape and Site Design Standards and Guidelines

J. Standards for Protection within Historic and Cultural Conservation Districts

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: September 22, 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 September 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.

Based upon the preliminary report provided by the Washington County Facilities Division, staff has contacted a local tree maintenance company for an estimate to 'crown thin' the trees, or if so recommended, removal of suspect trees. A crown thinning involves reducing the density of the live branches to minimize breakage; however, such crown thinning does not guarantee the loss of live limbs, but does reduce the likelihood of such an event. 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. More later.

NEW BUSINESS

Western Fairs Association Blue Ribbon Award Recipient Profile

Western Fairs Association Blue Ribbon Awards are presented by fairs in an effort to recognize and honor those individuals or groups who have provided outstanding support to the fair industry. Recipients are those who have provided volunteer services, educational services and sponsors.

*WFA would like to recognize YOUR recipient as well! Please complete the following information below and return to the WFA office. Your recipient will be featured along with other honored individuals in an upcoming issue of the **Fair Dealer**.*

(Please print or type clearly)

Name of Recipient _____

Name of Fair _____

Presentation Date _____

Briefly describe the contributions made by the recipient to your fair.

PLEASE INCLUDE A PHOTO OF THE AWARD PRESENTATION FOR PUBLICATION PURPOSES.

*Please note: "Photos **MUST** be of the recipient (s) receiving their award."
We cannot run non-presenting photos unless it is being given posthumously.*

Return this form and photo (no slides) to:

*Western Fairs Association
776 Tribute Road, Suite 210
Sacramento, CA 95815-4495
(916) 927-3100*



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: September 22, 2003

To: Board Members
Washington County Fair Board

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

Re: Executive Director Annual Performance Appraisal

November 5th will complete my second year as Executive Director of the Washington County Fair Complex. As such, an annual performance appraisal is required. According to ORS 192.660(1)(i), the Board is to adopt the standards, criteria and policy directives to be used in evaluating my performance.

Based upon the previous performance appraisal, the attached memo was prepared and may serve in part as to the standards, criteria and policy directives to be used in my evaluation.

For your consideration, I am also including a copy of the Performance Evaluation Form used previously.

Attachment

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: January 13, 2003

To: Board Members
Washington County Fair Board

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

Re: 2003 Goals

Goal: Meet the budget without manipulating so many operations to cover overages.

Expectation: Work with a member of the Board (Treasurer) to better estimate budget revenues and expenses. Reformat the budget to more closely track Complex's operations by program (facility rentals, fair, etc.)

Goal: Continue to look for ways to balance/reduce the budget.

Expectation: Seek ways to challenge staff and rodeo committee to look at ways to deliver services and activities in a more efficient and cost effective manner.

Goal: Explore new revenues sources.

Expectation: Seek a new post-fair event that can create new revenue opportunities.

Goal: Seek additional options for redevelopment.

Expectation: Seek redevelopment opportunities via an RFP process.

Goal: Suggest a plan to begin correcting backlog of deferred maintenance.

Expectation: Analyze each facility as to need and continued usefulness, and work with staff to begin a process, within budget parameters, to address the years of deferred maintenance.

WASHINGTON COUNTY FAIR COMPLEX EXECUTIVE DIRECTOR ANNUAL PERFORMANCE EVALUATION

NAME: Don G. Hillman

JOB TITLE: Executive Director

O = OUTSTANDING (Performance, anticipation and resolution of responsibilities well above expectations)

G = GOOD

S = SATISFACTORY (Performs job requirements adequately)

N = NEEDS IMPROVEMENT (Not performing job functions adequately)

N/A = NOT APPLICABLE

PROFESSIONAL STANDARDS

1. Attitude: Takes an objective and positive approach in the performance of the job.
2. Adaptability: Willing to be flexible and able to cope with unusual and changing situations.
3. Creativity/Ingenuity: Devise new or improved procedures or methods.
4. Initiative/Energy/Drive: A self-starter who displays energy and enthusiasm. Often anticipates and initiates needed action. Displays perseverance in accomplishing tasks.
5. Human Relations: Able to work well with varying personalities on all levels. Treats people as individuals, with tact, cooperation, helpfulness and empathy. Genuinely concerned for the human factor, providing equal opportunity to all.

O	G	S	N	N/A
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DEVELOPMENT

1. Self-Development: Identifies own developmental needs. Strives to improve and/or grow current job. Establishes, actively pursues and reaches specific self-developmental goals. Updates goals on an ongoing basis.
2. Subordinate Training and Development: Identifies specific training needs. Develops skills and knowledge on timely basis. Assists in setting objectives and follows up to ensure that desired growth is being achieved. Identifies fast trackers for key positions. Completes performance appraisals on a timely basis.
3. Discipline: Acts fairly on all disciplinary matters and adheres to organization policies and procedures.

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O	G	S	N	N/A
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PRODUCTIVITY

1. Communication: Provides effective and timely information to subordinates. Solicits feedback from staff and Board Members on problems and suggestions for improvement. Maintains positive working relationship with peers.
2. Job Knowledge: Possesses and demonstrates the knowledge necessary to carry out the job and applies training and experience.
3. Speaking Skills: Demonstrates effective speaking skills. Expresses thoughts concisely.
4. Listening Skills: Demonstrates effective listening skills.
5. Writing Skills: Demonstrates effective writing skills.
6. Problem Identification and Solving: Develops solutions to problems using appropriate levels of outside help. Anticipates and resolves emerging problems before they develop.
7. Efficiency: Strives to maintain the most effective operation.
8. Quality: Assures that work accomplishments meet the standards of Washington County Fair Complex excellence.
9. Cost Awareness: Controls expenses without compromising company standards.

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PRACTICES/WORK HABITS

1. Analytical Ability: Ability to thoroughly think through problems and situations and arrive at an acceptable plan of action.
2. Decision Making: Uses good judgment. Makes decisions on the best possible data gathered in a reasonable period of time.
3. Leadership: Able to direct efforts of others to accomplish tasks. Excels in pressure situations.
4. Dependability: Meets schedules and deadlines. Carries out instructions and acts on suggestions and feedback. Requires minimal supervision.
5. Delegation: Delegates appropriate responsibility for specific tasks, decisions and follow-up. Provides clear and complete instructions, states expectations precisely, and uses staff members' capabilities most effectively. Holds individuals accountable for assigned task.
6. Motivation: Able to instill desire on the part of others to accomplish work assignments. Strives to encourage high morale among others. Fosters teamwork. Maintains a positive environment.
7. Planning: Sets goals that are realistic, challenging and meet the most critical organizational needs. Sets specific intermediate action steps with due dates to accomplish goals. Prioritizes goals.

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O	G	S	N	N/A
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8. Attendance: Understands the importance of job activities and the need for attendance in accomplishing work priorities. Puts in the necessary time to complete job responsibilities.

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SECTION II

OVERALL STRENGTHS

IMPROVEMENTS NEEDED

OBJECTIVES/GOALS

Employee Signature: _____

Date: _____

President Signature: _____

Date: _____

ANNOUNCEMENTS

Calendar of Events
October 2003 - January 2004

Date	Event	Location
<i>October</i>		
1	Board Meeting	Floral Building (4:30 PM)
1	Booster Meeting	Board Room (7:00 PM)
3	Opening Night of Frite Lites	Interior Grounds at Dusk
7	Rodeo Committee Meeting	Floral Building (7:00 PM)
7	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
31	Final Night of Frite Lites	Interior Grounds at Dusk
<i>November</i>		
4	Rodeo Committee Meeting	Floral Building (7:00 PM)
4	Rodeo Associate Member Meeting	Floral Building (7:30 PM)
5	Board Meeting	Floral Building (4:30 PM)
5	Booster Meeting	Board Room (7:00 PM)
27	Holiday	Office Closed
<i>December</i>		
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
<i>January</i>		
1	Holiday	Office Closed
5-8	Western Fair Association Convention	Reno, Nevada
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)

CORRESPONDENCE

COMMUNICATIONS

OTHER MATTERS OF INFORMATION

Fair

AGENDA

WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Boards and Commissions (All CPOs)

Agenda Title: ANNOUNCE VACANCIES ON BOARDS AND COMMISSIONS

Presented by: Charles D. Cameron, County Administrative Office

SUMMARY (Attach Supporting Documents if Necessary)

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

Fair Board

(2 terms to expire 12/31/03)

Per Board of Commissioner procedures, nominations will be solicited for this committee for a six-week period. The County Administrative Office will work with the affiliated department to solicit applications from qualified individuals. Staff will keep the Commissioners apprised of applications received and of approaching deadlines.

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

See detailed Board description on the next page.

COUNTY ADMINISTRATOR'S RECOMMENDATION:

Announce vacancies and authorize recruitment of applicants through October 13, 2003 or until all vacancies are filled.

APPROVED WASHINGTON COUNTY
BOARD OF COMMISSIONERS
MINUTE ORDER # 03-286
DATE 9-2-03
BY Barbara Hejmanek
CLERK OF THE BOARD

Agenda Item No.	<u>3.a.</u>
Date:	<u>9/2/03</u>

85

Fair Board (FAIR)

- Description:** The Fair Board is comprised of five members appointed by the Board of County Commissioners. The Fair operation, a division of the County, produces the annual County Fair & Rodeo and manages year-round facilities rented for consumer shows, public expositions and special gathering. The Fair Board meets monthly, develops the Fair Complex's annual operating budget, and provides overall policy direction for the management of Fair Complex activities and facilities. The Fair Complex's day-to-day activities are the responsibility of the Complex Executive Director, who serves at the pleasure of the Fair Board.
- Membership:** Five members who reside in the county. Each County Commissioner appoints one member.
- Time Commitment:** One meeting per month plus additional as necessary
- Term Length:** 3 years

Non-Paid Use of Fair Complex Facilities
September 2003

Date	Event	Location (Value)
September 13 20-21 20-21	Hillsboro Library Foundation Oregon Invitational Air Show City of Hillsboro Police Dept.	Main Parking Lot (\$150) Ticket Booths (\$200) Clover Leaf Bldg. (\$750)

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
Organization Unit 120
County Fairgrounds Fund 150

2003-04 ADOPTED BUDGET SUMMARY

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 expositions, and special gatherings.					6. Promote a sense of community among County residents.				
Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
1		Beginning Fund Balance - July 1	\$ 575,475	\$ 649,085	\$ 328,352	\$ 305,426	\$ 305,426	\$ 305,426	\$ 305,426
Revenues									
2		Interim Revenues	\$ 250,438	\$ 229,425	\$ 205,194	\$ 215,994	\$ 215,994	\$ 215,994	\$ 215,994
3		Special Show	-	-	100,000	100,000	100,000	100,000	100,000
4		Fairtime Revenues	668,330	577,046	633,556	618,050	618,050	618,050	618,050
5		Non-Operating Revenues	648,975	363,656	608,000	543,000	543,000	543,000	543,000
Total Revenues			\$ 1,567,743	\$ 1,170,127	\$ 1,546,750	\$ 1,477,044	\$ 1,477,044	\$ 1,477,044	\$ 1,477,044
Total Revenues & Beg. Fund Balance									
			\$ 2,143,218	\$ 1,819,212	\$ 1,875,102	\$ 1,782,470	\$ 1,782,470	\$ 1,782,470	\$ 1,782,470
Expenses									
6		Interim Expenses	\$ 518,793	\$ 474,967	\$ 510,973	\$ 497,532	\$ 497,532	\$ 497,532	\$ 501,251
7		Special	-	-	100,000	100,000	100,000	100,000	100,000
8		Fairtime Expenses	900,066	911,124	923,877	798,249	798,249	798,249	804,537
9		Non-Operating Expenses	75,274	92,472	62,709	69,867	69,867	69,867	69,867
10		Salary COLA Included in Ending Fund Balance	-	-	-	-	-	-	-
Total Expenses			\$ 1,494,133	\$ 1,478,563	\$ 1,597,559	\$ 1,465,648	\$ 1,465,648	\$ 1,465,648	\$ 1,475,655
11		Contingency	\$ 649,085	\$ 340,649	\$ 277,543	\$ 316,822	\$ 316,822	\$ 316,822	\$ 306,815
Total Expenses and Ending Fund Balance			\$ 2,143,218	\$ 1,819,212	\$ 1,875,102	\$ 1,782,470	\$ 1,782,470	\$ 1,782,470	\$ 1,782,470

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
		Interim Operating Revenues							
12	10	Rent & Storage	\$ 178,595	\$ 181,969	\$ 155,894	\$ 180,894	\$ 180,894	\$ 180,894	\$ 180,894
13	-	Damage Deposits	10,800	6,939	-	-	-	-	-
14	16	Parking Fees	17,669	13,900	17,000	9,000	9,000	9,000	9,000
15	17	Miscellaneous Income	16,584	7,829	12,000	10,000	10,000	10,000	10,000
16	18	RV Park	26,790	18,069	20,000	15,350	15,350	15,350	15,350
17	20	ATM Fees	-	719	300	750	750	750	750
Total Interim Operating Revenues			\$ 250,438	\$ 229,425	\$ 205,194	\$ 215,994	\$ 215,994	\$ 215,994	\$ 215,994

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
Organization Unit 120
County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
18	101	Interim Personnel Expenses							
		Permanent Full-Time Positions	\$ 222,758	\$ 202,085	\$ 216,533	\$ 198,451	\$ 198,451	\$ 198,451	\$ 198,451
19	101	Temporary Salaries and Wages	-	-	-	3,075	3,075	3,075	3,075
20	102	O.P.E.	65,792	62,973	79,404	90,089	90,089	90,089	93,808
Total Interim Personnel Expenses			\$ 288,550	\$ 265,058	\$ 295,937	\$ 291,615	\$ 291,615	\$ 291,615	\$ 295,334
21	107	Interim Operating Expenses							
		Office Expense	\$ 2,982	\$ 8,163	\$ 4,300	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
22	108	Telephone	9,386	8,710	10,575	9,000	9,000	9,000	9,000
23	109	Printing	858	1,190	1,450	1,000	1,000	1,000	1,000
24	110	Postage	2,638	1,690	1,750	1,750	1,750	1,750	1,750
25	111	Equipment & Building Rental	6,626	2,353	6,200	5,000	5,000	5,000	5,000
26	112	Utilities	71,521	67,551	70,300	70,000	70,000	70,000	70,000
27	113	Repair & Maintenance	56,169	39,690	43,000	45,000	45,000	45,000	45,000
28	114	General Supplies	23,510	8,924	18,050	18,000	18,000	18,000	18,000
29	-	Parking	300	-	-	-	-	-	-
30	118	Travel & Training	553	5,874	1,500	500	500	500	500
31	119	Legal Fee to County	6,610	172	2,400	1,200	1,200	1,200	1,200
32	121	Professional Services	14,885	16,706	12,000	10,000	10,000	10,000	10,000
33	122	Insurance & Bonding	7,537	8,695	9,250	12,100	12,100	12,100	12,100
34	123	Private Mileage	211	38	500	500	500	500	500

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
35	124	Car Allowance	\$ 1,300	\$ 178	\$ 2,130	\$ -	\$ -	\$ -	\$ -
36	131	Advertising & Public Relations	9,338	11,863	9,500	6,000	6,000	6,000	6,000
37	132	Board Expense	845	2,171	1,750	750	750	750	750
38	133	Due, Licenses, Fees	1,961	1,175	1,125	1,125	1,125	1,125	1,125
39	149	Misc. Materials & Services	4,369	506	4,250	2,500	2,500	2,500	2,500
40	-	Refunds	7,457	9,423	-	-	-	-	-
41	151	County Indirect Cost	-	9,905	12,906	14,992	14,992	14,992	14,992
42	154	RV Park Repair & Maintenance	82	1,788	1,000	1,000	1,000	1,000	1,000
43	154B	RV Park Hotel/Motel Tax	1,105	1,004	800	1,000	1,000	1,000	1,000
44	155	ATM Fees	-	2,140	300	500	500	500	500
Total Interim Operating Expenses			\$ 230,243	\$ 209,909	\$ 215,036	\$ 205,917	\$ 205,917	\$ 205,917	\$ 205,917
Total Interim Expenses			\$ 518,793	\$ 474,967	\$ 510,973	\$ 497,532	\$ 497,532	\$ 497,532	\$ 501,251
Net Interim Revenues/Expenses			\$ (268,355)	\$ (245,542)	\$ (305,779)	\$ (281,538)	\$ (281,538)	\$ (281,538)	\$ (285,257)

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
		Special Show or Event							
45	15	Interim Show Revenue	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
46	375	Interim Show Expenses	-	-	100,000	100,000	100,000	100,000	100,000
Net Special Show Revenues/Expenses			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
		Fair Revenues							
47	4	State Sources - Dept. of Agriculture	\$ 41,976	\$ 43,056	\$ 43,056	\$ 41,000	\$ 41,000	\$ 41,000	\$ 41,000
48	30	Youth Admissions	29,075	35,779	35,500	37,500	37,500	37,500	37,500
49	31	Other Admissions	206,347	200,085	200,000	210,000	210,000	210,000	210,000
50	32	Concessions/Booths	136,916	62,341	109,000	120,000	120,000	120,000	120,000
51	33	Sponsorships	51,400	49,175	50,000	57,500	57,500	57,500	57,500
52	34	Advertising Sold	2,875	2,300	15,000	2,500	2,500	2,500	2,500
53	36	Carnival Income	54,463	49,672	50,000	50,500	50,500	50,500	50,500
54	37	Entry & Bedding Fees	3,127	3,328	5,500	2,500	2,500	2,500	2,500
55	38	Parking Fees	39,924	39,951	55,500	40,000	40,000	40,000	40,000
56	39	Rodeo Sponsorships	68,271	34,490	44,800	29,000	29,000	29,000	29,000
57	41	Miscellaneous	15,005	11,099	10,700	15,000	15,000	15,000	15,000
58	42	Rodeo Admissions	5,981	5,464	5,000	4,800	4,800	4,800	4,800

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
Organization Unit 120
County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
59	43	Main Stage	\$ -	\$ 21,197	\$ -	\$ -	\$ -	\$ -	\$ -
60	45	Amphitheater Merchandise	1,074	1,039	1,000	500	500	500	500
61	46	Rodeo Miscellaneous	11,896	3,070	3,000	1,750	1,750	1,750	1,750
62	48	ATM Fees	-	2,687	2,500	2,500	2,500	2,500	2,500
63	49	Rodeo Queen Activities	-	-	3,000	3,000	3,000	3,000	3,000
Total Fair Operations			\$ 668,330	\$ 577,046	\$ 633,556	\$ 618,050	\$ 618,050	\$ 618,050	\$ 618,050
Fairtime Personnel Expenses									
64	103	Permanent Full-Time Positions	\$ 222,758	\$ 202,085	\$ 216,533	\$ 117,349	\$ 117,349	\$ 117,349	\$ 117,349
65	104	Temporary Salaries and Wages	-	-	-	3,747	3,747	3,747	3,747
66	105	O.P.E.	\$ 65,792	\$ 62,974	\$ 79,404	\$ 53,156	\$ 53,156	\$ 53,156	\$ 59,444
Total Fairtime Personnel Expenses			\$ 288,550	\$ 265,059	\$ 295,937	\$ 174,252	\$ 174,252	\$ 174,252	\$ 180,540
Fair Operations									
67	190	Telephone	\$ 3,129	\$ 2,842	\$ 3,525	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
68	191	Car Allowance	1,300	177	2,130	-	-	-	-
69	175	Printing	5,452	4,214	8,000	7,500	7,500	7,500	7,500
70	192	Postage	1,000	1,037	1,000	1,000	1,000	1,000	1,000
71	193	Travel & Training	3,500	3,500	4,000	4,500	4,500	4,500	4,500
72	194	Legal Fees to County	1,200	1,200	1,200	1,200	1,200	1,200	1,200
73	195	Insurance and Bonding	7,538	8,695	9,250	12,100	12,100	12,100	12,100
74	196	Board Expense	845	2,172	1,750	750	750	750	750

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
75	197	County Indirect Costs	\$ -	\$ 9,905	\$ 12,905	\$ 14,992	\$ 14,992	\$ 14,992	\$ 14,992
76	176	Utilities	16,306	14,807	15,000	13,000	13,000	13,000	13,000
77	198	Dues, Licenses and Fees	1,100	1,100	1,125	1,125	1,125	1,125	1,125
78	178	Parking	12,336	12,654	2,000	5,200	5,200	5,200	5,200
79	179	Professional Services	41,752	46,202	24,000	76,215	76,215	76,215	76,215
80	180	Advertising, Promotions, etc.	80,514	77,917	75,000	79,000	79,000	79,000	79,000
81	-	Refunds	100	1,189	-	-	-	-	-
82	182	Miscellaneous	7,832	7,357	10,000	16,500	16,500	16,500	16,500
83	183	Decorations	4,262	3,735	4,000	4,000	4,000	4,000	4,000
84	184	Equipment Rental	15,749	14,293	10,000	13,500	13,500	13,500	13,500
85	186	Restroom Service	19,806	17,410	17,000	15,500	15,500	15,500	15,500
86	187	Repair & Maintenance	6,445	13,312	7,250	7,000	7,000	7,000	7,000
87	188	Materials & Supplies	17,689	21,991	20,000	10,500	10,500	10,500	10,500
88	189	ATM Fees	-	105	250	250	250	250	250
Total Fair Operations			\$ 247,855	\$ 265,814	\$ 229,385	\$ 286,832	\$ 286,832	\$ 286,832	\$ 286,832

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Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
Exhibits & Competitions									
89	211	Awards FFA	\$ 3,130	\$ 2,672	\$ 2,750	\$ 2,340	\$ 2,340	\$ 2,340	\$ 2,340
90	212	Personnel FFA	877	968	1,000	585	585	585	585
91	213	Other FFA	676	1,081	1,200	1,215	1,215	1,215	1,215
Total FFA			\$ 4,683	\$ 4,721	\$ 4,950	\$ 4,140	\$ 4,140	\$ 4,140	\$ 4,140
92	221	Awards 4-H	\$ 9,206	\$ 7,490	\$ 7,750	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400
93	222	Personnel 4-H	5,647	6,043	6,000	5,310	5,310	5,310	5,310
94	223	Other 4-H	3,753	7,760	8,000	8,955	8,955	8,955	8,955
Total 4-H			\$ 18,606	\$ 21,293	\$ 21,750	\$ 19,665	\$ 19,665	\$ 19,665	\$ 19,665
95	231	Awards Open Class	\$ 33,417	\$ 32,926	\$ 34,000	\$ 23,400	\$ 23,400	\$ 23,400	\$ 23,400
96	232	Personnel Open Class	4,235	4,267	4,500	1,845	1,845	1,845	1,845
97	233	Other Open Class	2,357	5,400	5,750	3,265	3,265	3,265	3,265
Total Open Class			\$ 40,009	\$ 42,593	\$ 44,250	\$ 28,510	\$ 28,510	\$ 28,510	\$ 28,510
Total Exhibits & Competitions			\$ 63,298	\$ 68,607	\$ 70,950	\$ 52,315	\$ 52,315	\$ 52,315	\$ 52,315

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
Organization Unit 120
County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
		Rodeo							
98	311	Prize Money	\$ 46,000	\$ 46,000	\$ 46,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
99	312	Announcer/Contractors/Personnel	19,150	21,634	21,300	16,600	16,600	16,600	16,600
100	313	Stock Contract	21,180	25,430	30,080	27,000	27,000	27,000	27,000
101	314	Special Awards	2,280	402	1,200	500	500	500	500
102	315	Exceptional Kid's Rodeo	2,531	897	2,000	2,000	2,000	2,000	2,000
103	316	Promotion	8,060	6,262	5,700	5,500	5,500	5,500	5,500
104	317	Materials & Supplies	3,681	3,354	3,500	3,000	3,000	3,000	3,000
105	318	Board Expense	3,200	1,971	3,000	2,000	2,000	2,000	2,000
106	319	Other (Fees & Dues)	3,072	4,287	2,825	2,500	2,500	2,500	2,500
107	320	Queen	8,590	3,576	4,000	4,000	4,000	4,000	4,000
108	321	Rental Equipment	5,240	6,523	6,500	7,500	7,500	7,500	7,500
109	322	Money Raising Projects	1,797	2,013	2,000	1,750	1,750	1,750	1,750
110	333	Sponsorship Fees	-	-	2,000	-	-	-	-
Total Rodeo			\$ 124,781	\$ 122,349	\$ 130,105	\$ 117,350	\$ 117,350	\$ 117,350	\$ 117,350

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
Organization Unit 120
County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
		Fair Entertainment							
112	324	Main Stage (Artist Fees)	\$ 66,100	\$ 75,100	\$ 50,000	\$ 63,000	\$ 63,000	\$ 63,000	\$ 63,000
114	325	Grounds Entertainment	59,995	61,097	75,000	42,500	42,500	42,500	42,500
114	326	Associated Costs - Main	38,689	41,417	32,000	32,000	32,000	32,000	32,000
115	327	Associated Costs - Grounds	8,746	9,734	13,500	15,000	15,000	15,000	15,000
116	328	Touch & See	2,052	1,947	2,000	2,500	2,500	2,500	2,500
117	329	Special Exhibit	-	-	25,000	12,500	12,500	12,500	12,500
Total Fair Entertainment			\$ 175,582	\$ 189,295	\$ 197,500	\$ 167,500	\$ 167,500	\$ 167,500	\$ 167,500
Total Fairtime Expenses			\$ 900,066	\$ 911,124	\$ 923,877	\$ 798,249	\$ 798,249	\$ 798,249	\$ 804,537
Net Fairtime Income/Loss			\$ (231,736)	\$ (334,078)	\$ (290,321)	\$ (180,199)	\$ (180,199)	\$ (180,199)	\$ (186,487)

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
Organization Unit 120
County Fairgrounds Fund 150

Line Item	Acct No.	Description	Actual 2000-01	Actual 2001-02	Budget 2002-03	Requested 2003-04	Recommended 2003-04	Approved 2003-04	Adopted 2003-04
		Non-Operating Revenues							
118	9	Dedicated Funds - Hotel/Motel Tax	\$ 632,100	\$ 353,985	\$ 600,000	\$ 538,000	\$ 538,000	\$ 538,000	\$ 538,000
119	14	Interest	16,875	9,671	8,000	5,000	5,000	5,000	5,000
		Total Non-Operating Revenues	\$ 648,975	\$ 363,656	\$ 608,000	\$ 543,000	\$ 543,000	\$ 543,000	\$ 543,000
		Non-Operating Expenses							
120	510	Purchase/Lease	\$ 57,698	\$ 53,438	\$ 42,709	\$ 42,667	\$ 42,667	\$ 42,667	\$ 42,667
121	511	Land Improvements	2,085	1,177	-	-	-	-	-
122	512	Building & Structures	5,792	-	10,000	-	-	-	-
123	513	Equipment	9,699	2,857	10,000	27,200	27,200	27,200	27,200
124	514	Development Reserve	-	35,000	-	-	-	-	-
		Total Non-Operating Expenses	\$ 75,274	\$ 92,472	\$ 62,709	\$ 69,867	\$ 69,867	\$ 69,867	\$ 69,867

Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX
 Organization Unit 120
 County Fairgrounds Fund 150

Line Item	Acct No.	Personnel Distribution	Total	Interim	Fairtime
125		Permanent Full-time Positions			
		Executive Director	\$ 84,204	\$ 42,102	\$ 42,102
126		Groundskeeper	\$ 37,284	18,642	18,642
127		Facilities Maintenance Worker (3)	\$ 108,536	83,039	25,497
128		Sr. Administrative Specialist	\$ 35,641	17,821	17,820
129		Management Analyst	\$ 50,136	41,613	8,523
130		Accounting Assistant I	-	-	-
131		Fair Coordinator/Operations Analyst	-	-	-
Total			\$ 315,801	\$ 198,451	\$ 117,349
O.P.E.			\$ 142,612	\$ 89,801	\$ 52,811
Total Permanent Full-Time Positions			\$ 458,413	\$ 288,252	\$ 170,160

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Budget History - Revenues and Expenses

WASHINGTON COUNTY FAIR COMPLEX

Organization Unit 120

County Fairgrounds Fund 150

Line Item	Acct No.	Temporary Positions			
146		Maintenance Worker (1 position @ 0.24 FTE)	(499 total hours at \$7.00/hour)	3,075	419
147		Accounting Assistant (1 position @ 0.20 FTE)	(416 hours at \$8/hour)		3,328
Total Temporary Positions			\$ 6,822	\$ 3,075	\$ 3,747
O.P.E.			\$ 633	\$ 288	\$ 345
Total Personnel Positions			\$ 7,455	\$ 3,363	\$ 4,092
TOTAL PERSONNEL			\$ 465,867	\$ 291,615	\$ 174,252

Washington County Fair & Rodeo Rodeo Associates Meeting

Date: Sept 2, 2003

Present: Cody F, Mike S, Kelly B, Brian L, Lynn H, Laurel F, Pat B, Winnie D, Amanda D, Brian F, Nick G, Richard K, Angela M, Jack P, Rod S, Kim V, Brandi W, Dale Z, Don H, Todd K, Paula M, Sean W, Brian P, Stephanie H,

Excused: Brian A, Larry B

New Faces in the crowd:

Next Meeting: October 7th, 2003 @ 7:30 p.m.

Item #	Topic	Discussion	Action/Decision	Follow-up
1.	Miscellaneous Notes	<ul style="list-style-type: none"> Cody called the meeting to order at 7:30 p.m. An amendment to the August meeting minutes was motioned to reflect that we fed 1273 people at our BBQ this year, Mike S made a motion to approve the amendment seconded by Lynn H. Motion passed. 		
2.	Old Business	<ul style="list-style-type: none"> Cody gave us some approximate figures on how well we did this year. Overall for the BBQ & VIP ended up spending \$4406.79, which equals out to be approximately \$3.46 per person, pretty good figures considering all the people that we served as well as fed. We have an average of \$18,500.00 total revenue brought in by ticket sales this year, which is wonderful considering this was our first year for selling. With ticket sales, merchandising, poker ride, sponsorship monies, our total revenue that we brought in this year is approximately \$49,988.00. Great Job everyone for all your hard work and effort that went in to getting the money that we did this year. Next year we are looking to increase our revenue considerably with new sponsors, existing sponsors who will be increasing their monies! Keep up the good work. The Rodeo dated for next year are going to be July 30th & 31st, this is the last weekend in July so we are not going to be conflicting with Chief Joseph Days or Cheyenne so hopefully we will draw a bigger group of cowboys. Circuit Finals this year will be November 14th, 15th, & 16th in 		

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo

(102)

Washington County Fair & Rodeo Rodeo Associates Meeting

Item #	Topic	Discussion	Action/Decision	Follow-up
		Redmond. Everyone is encouraged to attend!		
3.	New Business	<ul style="list-style-type: none"> • Kelly B: We have set a date for next year's Poker Ride, it will be June 26th, 2004. This date is subject to change but please mark it tentatively on your calendars. • Mike S: Nothing new to report at this time just keep in mind what we would like to get done on the grounds for next year. • Brian L: We are aggressively starting now to pursue sponsors for next year since this is the time of the year that most businesses are getting started on their budgets, so if you know of anyone please let Brian know. Also, there are a few sponsors from this year that have expressed an interest in stepping up their sponsorship for next year so we will be in contact with them now. We will also be sending out a letter/survey to all our sponsors asking them their opinions on how the rodeo went, what they liked & disliked and what could be changed for next year. Then at the bottom of this survey we are adding a comment section as well as a spot for them to add the name of another potential sponsor for us. An idea was given that if one of our current sponsors gives us the name of a potential sponsor and it works out, that we would give them maybe a couple extra VIP passes, this would be our way of saying Thanks, and we appreciate all that you do for us. Cody would like to have this survey done and out by the first part of November at the latest. If you have any ideas for questions, contact Brian L or Jack Price. • Lynn H: The date for our 2004 Queen Contest has been changed from October 4th to October 19th, please make a note of it. The deadline for applications is going to be October 10th. And as always, we can use as many volunteers as possible. We are also going to be having the potluck again and notices will be going out for that soon. The coronation date will remain the same January 10th in the Cloverleaf Building. 		

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo

Washington County Fair & Rodeo Rodeo Associates Meeting

Item #	Topic	Discussion	Action/Decision	Follow-up
		<ul style="list-style-type: none"> Cody: Contracts are being discussed for next year and most of the same contractors are going to be coming back. There is however a few that may be changed, one that we are looking at is bringing Rowdy Barry back as a bullfighter. Cody asked the associates what they thought about this idea and everyone was thought that it would be great. Rowdy has been gone for a couple of years and it would be nice to see him again! The other change is the clown, having the same clown 2 years in a row is not a good idea. Cody talked to Flint and there is a "slight" possibility that we could get him for the 2004 Rodeo. Since our dates are changing this will hopefully free him up, he is checking his schedule and will get back to Cody. 		
4.	Committee Updates	<ul style="list-style-type: none"> Committees did not meet this month, as there really wasn't a whole lot to discuss. 		
5.	Meeting Adjourned	<ul style="list-style-type: none"> Lynn H made a motion to adjourn the meeting, seconded by Mike S. The meeting adjourned at 8:15p.m. 		
6.				
7.				
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11.				
12.				
13.				

Minutes Submitted by: Laurel Fallick
Washington County Fair & Rodeo

Washington County Fair Boosters Club

Minutes for Sept. 3, 2003 Meeting

In Attendance: Irene Barnes, Sheila Day, Bill Duerden, Al Goldman, Judy Goldman, Don Hillman, Shelton Jones, Ed Kristovich, Lorena Roberts, Kathy Schmidkofer.

Prior Meeting Minutes: Corrected and accepted.

Treasurer's Report: The checkbook balance is \$1,058.85. The Edward Jones balance is \$16,447.51. The total at Edward Jones is \$20,051.51. It was changed to give Sarah and Tammy each a \$25.00 gift certificate.

Ongoing Business:

Fair Board; Don Hillman reporting:

- ☐ Rodeo was pleased with their gate admittance and made \$20,000. Robinson Construction has committed to be a \$20,000 sponsor.
- ☐ John Baggett is now the only Washington County Extension Agent.
- ☐ 35-40 people requested the R.F.P. There was a meeting Sept. 5 and proposals were discussed. R.F.P.'s are due Oct. 30.
- ☐ The cottonwood trees will be trimmed or cut.
- ☐ Paid admissions were just less than last year.
- ☐ 2004 Fair is July 29 to August 1. 2005 Fair is July 28 - 31. 2004 Horse Fair is July 14-18. National Dog Show is July 7 - 14.

Frite Lites:

- ☐ SignPro has given us a \$4,000 credit. The Argus has also given us a \$4,000 credit. This show is the first one nationally and it will take three years to put it all together.
- ☐ 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.

The Volunteer Dinner:

This was held Sept. 4. Sheila did a great job of handling the arrangements. About 85 people were served. 22 flower pots were given as drawing gifts.

Fairground Redevelopment:

Ed Kristovich showed us his plans for a 75,000 square foot building, 25,000 sq. ft. of which would be staff space, designed by Deffenbach & Associates, P.C. It would cost 4+ million dollars and has been presented to the County Board of Commissioners.

Upcoming Dates to remember:

- ☐ Fair Booster meetings, October 1 and November 5 at 7:00 p.m., Ed Kristovich presiding.
- ☐ Frite Lites: Every weekend and the last week in October.



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Dates picked for fair, rodeo through 2005

09/08/03

HILLSBORO -- Washington County Fair & Rodeo Board members have set the dates for the fair through 2005.

Next summer, the fair and rodeo will be Thursday, July 29, to Sunday, Aug. 1; the 2005 fair will be Thursday, July 28, to Sunday, July 31.

The events are held each year at the Washington County Fair Complex, 873 N.E. 34th Ave. in Hillsboro.

The fair board also announced that members will hold a retreat at noon Wednesday, Nov. 5, before their scheduled 4:30 p.m. meeting in the Fair Complex's Floral Building. The board's following meetings have been rescheduled to Tuesday, Dec. 9, and Tuesday, Jan. 13, with both beginning at 4:30 p.m. in the Floral Building. -- Laura Gunderson

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Fair board's barter proposal nets interest

09/08/03

LAURA GUNDERSON

HILLSBORO -- What do you want?

A real estate investor posed the question to the Washington County Fair Board at a meeting Friday for those interested in developing the 101-acre fairgrounds.

He continued: A development partner? Or a sugar daddy?

The sentiments captured the tone of an hourlong meeting that allowed builders, investment brokers, architects and dreamers to inquire about the fair board's hope to improve fair facilities and build an exposition center all on private businesses' dime.

The meeting provided potential development partners for the public-private deal with answers about deadlines, timetables and concerns about the potential release of financial records.

In mid-August, the five-member fair board called for ideas on how to make the improvements at the Washington County Fair Complex at 873 N.E. 34th Ave. in Hillsboro. In exchange for the improvements, the fair would offer land -- leased or sold -- for development of a private business, such as a hotel, theater or shopping center.

Hope for creativity The vague request for proposals encouraged businesses to be creative, even offering the potential to move the fair to a comparable site to make way for development.

"We can't afford to operate the grounds and the fair with the buildings we have," fair board member Rich Vial told 30 people at the Friday morning meeting. "We would much rather see anything else other than the title of this land changing hands, but that doesn't mean there isn't a possibility that will happen."

Thirty-one companies have shown interest, including CH2M Hill of Corvallis; Garfield Traub Development of Dallas, Texas; Koll Development of Danville, Calif.; Melvin Mark Development of Portland; Robinson Construction of Hillsboro; and Central Bethany Development.

The deadline for proposals is 3 p.m. Oct. 30.

Fair board members' quest for a public-private partnership follows a failed attempt in November to pass a \$40 million bond measure to cover the project.

Fair and county leaders say an expo center and improved facilities replacing the current complex south of the Hillsboro Airport could rake in year-round profits with larger consumer shows, community events, concerts, high school graduations and sports tournaments.

Though many lauded the board's search for new ideas, several questioned whether next month's

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deadline provides enough time to create the detailed plans the fair board requests. They also doubted a date thrown out by the fair's executive director, Don Hillman, that ground be broken on the project by next spring.

Financial concerns Some questioned why the fair board needed detailed financial information on how to pay for the development at this stage of the proposal process.

Others voiced concerns that they would have to provide financial information on their companies. One developer pointed out that groups may be formed specifically for this project and would therefore have no financial background.

Proposals, minus sections deemed proprietary, will not be made public until after interviews with potential partners, county officials said.

However, Dan Olsen, the county's counsel, told the parties that he could not guarantee the county would not provide financial information unless required by law.

"Regarding that financial aspect, I recommend you rethink what you are requiring," said David Lintz of Garfield Traub Development. "If you can't guarantee the confidentiality of financial information, it will constrain who will submit."

Other questions focused on more basic topics, such as the city's zoning for the land, what road improvements would be required and how parcels of land owned by the Port of Portland and TriMet factor into the project.

"This was exciting," said Kathy Christy, fair board chairwoman. "It seemed like a lot of people had the request for proposals but had not read them yet. I'm eager to see what comes next."

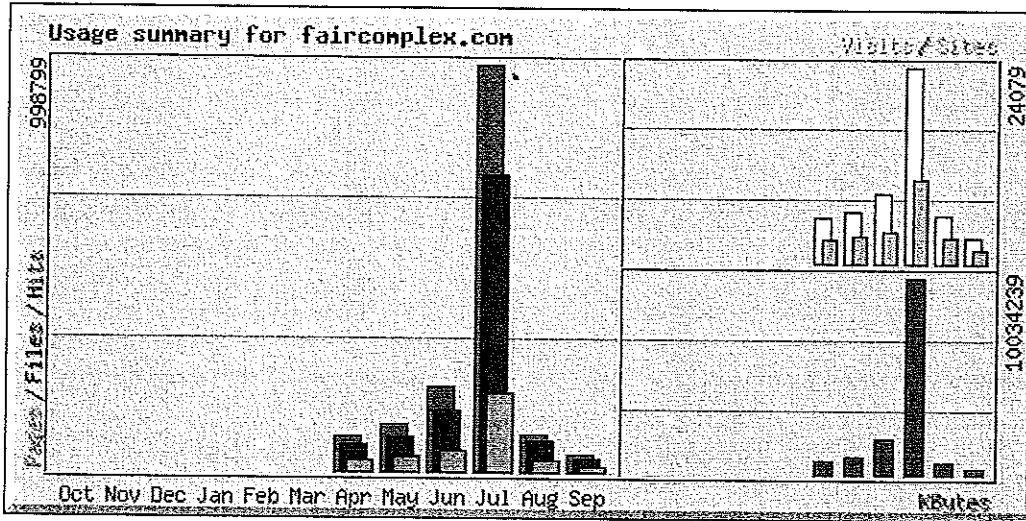
To receive a copy of the fair board's request, which includes information about the land and future plans, call Hillman at the Washington County Fair Complex at 503-648-1416, ext. 205.

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	Hits	Files	Pages	Visits	Sites	KBytes	Visits	Pages	Files	Hits
Sep 2003	1832	1382	534	139	1654	218531	3065	11760	30409	40307
Aug 2003	3308	2669	880	209	3039	567415	5871	24647	74752	92641
Jul 2003	32219	23366	6208	776	10312	10034239	24079	192455	724376	998799
Jun 2003	6901	5068	1724	281	3713	1796370	8433	51738	152049	207036
May 2003	3808	2840	1143	204	3297	914427	6338	35457	88065	118066
Apr 2003	2806	2156	918	185	2750	695281	5552	27568	64689	84195
Totals						14226263	53338	343625	1134340	1541044

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