

# NOTICE OF MEETING

Washington County Fair Board  
Regular Meeting: Wednesday, October 2, 2002 at 4:30 p.m.  
Fair Complex Floral Building  
Hillsboro, Oregon

Kathy Christy, President  
A. Richard Vial, Vice President      Lyle Spiesschaert, Treasurer  
Sheila Day, Member                      Ken Leahy, Member

## 264 Days to the 2003 Washington County Fair & Rodeo

- A. Call the Regular Meeting to Order:** All matters noticed and listed on this agenda, in any category, may be considered for action in any order at the discretion of the Board President. Items not so noticed may be discussed at the discretion of the Board President, but cannot be considered for action.
- B. Public Welcome – Audience Time:** This time is provided for members of the audience to comment on any item(s) not on the regular agenda. At the discretion of the Board President, each individual's comments may be limited to two minutes. Audience members, when recognized by the Board President, may also comment at the time agenda topics are being discussed by the Board. It is requested that those addressing the Board state their full name, address and organization represented.
- C. Consent Agenda:** All Consent Agenda items shall be approved without discussion and with one motion except those items removed from the Consent Agenda by a Board member or a member of the public attending the meeting so requesting. If a matter is removed, it shall then be considered, discussed and voted on individually, after the Consent Agenda has been approved.
1. Financial Statements
    - A. Budget Overview – August 2002
    - B. Line Item Report – August 2002
    - C. Balance Sheet – August 2002
    - D. Other, if any
  2. Minutes
    - A. Fair Board Minutes – September 2002
    - B. Rodeo Committee Minutes – September 2002
    - C. Fair Booster Meeting Minutes – September 2002
  4. Facility Use Schedule – October 2002
  5. Other, if any

**D. *Special Reports***

1. Rodeo Committee Report – Cody Feinauer, Rodeo Committee Chair
2. 4-H Report – John Baggott, 4-H Extension Service
3. Fair Boosters Report – Bill Duerden, Booster President
4. Maintenance Report – Alex Brander, Fair Operations Manager
5. Other, if any

**E. *Old Business***

1. Redevelopment Update, if any
2. 4H Horse Fair Dates – Staff Report
3. Future Board Meeting Dates – Staff Report
4. Other, if any

**F. *New Business***

1. Rodeo Committee Request to Change Fair & Rodeo Dates
2. Other, if any

**G. *Announcements***

1. Calendar of Events
2. Other, if any

**H. *Correspondence***

1. Letters and Cards
2. Other, if any

**I. *Board Communications***

**J. *Other Matters of Information***

1. Newspaper Articles
2. Other, if any

**K. *Adjourn***

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

# FINANCIAL STATEMENTS

County of Washington

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

## FAX MEMORANDUM

**Date:** September 25, 2002

**To:** Board Members  
Washington County Fair Board

**From:** Don G. Hillman  
Executive Director

(DGH)

**Re:** August 2002 Financial Statements

Find attached the August 2002 Financial Statements.

**Budget Overview** – This report reflects most of the remaining revenues generated from the 2002 Washington County Fair & Rodeo and most of the fairtime expenses. Explanations as to any variances are as follows:

**Line 4 – Hotel Tax:** This revenue continues to track behind levels received in 2001-2002. If this trend continues, it will be necessary to address expenses for the remaining part of this budget year.

**Line 22 – Parking Fees:** This account reflects Air Show parking managed by staff rather than having this service contracted to an outside agency. This revenue account will be higher than budgeted.

**Line 31 – Other Admission:** This account reflects admissions from VISA/MC sales recorded after the end of July.

**Line 33 – Sponsorships:** This account does not reflect sponsorship monies Bank of America (\$3,000) which have not been yet been received. Total Sponsorships are expected to be higher than budgeted.

**Line 38 – Parking Fees:** As noted last month, although higher than 2001, this revenue will be less than budgeted. MAX light rail ridership appears to have affected on-site parking.

**039 – Rodeo Sponsorships:** This account does not reflect approximately \$3,700 in sponsorship revenues that have not yet been received.

**Line 41 – Miscellaneous:** This account is expected to be higher than budgeted based upon additional revenues received from corporate picnics and miscellaneous carnival revenue.

**Line 53 – Total Personnel:** The County has changed to a new payroll system and the Complex was not sent any August payroll invoices until September. Total Personnel for September will include August payrolls with includes fairtime temporary wages of approximately \$40,000.

**Line 97 – Parking:** As noted last month, this account includes parking services contracted with SAMBA. The approved budget noted that temporary staff would provide these services, however, in discussion with SAMBA, it was determined that these services could be provided more efficiently via a contract. Total Parking expenses are expected to exceed budgeted amounts, however, Personnel expenses will be less than budgeted.

**Line 139 – Main Stage:** As reported last month, the budget category will be greater than budgeted based upon scheduling an Amphitheatre concert on Friday night, however other categories in this series (Grounds Entertainment, Special Exhibits) are expected to be less than budgeted.

**Line 144 – Touch & See:** This account will be higher than budgeted since a contractor was used this year.

**Line 153 – Development Reserve:** This amount represents the additional payment to fund ongoing redevelopment efforts. This payment was approved last spring.

Please don't hesitate to ask if there are any questions or concerns.

# WASHINGTON COUNTY FAIR COMPLEX

## Budget Overview August 2002

	A	C	D	E	F	G	H
1		August	August	Year to Date	Year to Date	Budget	Percent
2	INCOME	2002	2001	July-Aug 2002	July-Aug 2001	FYE Jun 30/03	of Budget
3	<b>STATE FUNDS</b>	\$0	\$0	\$0	\$0	\$43,056	0%
4	<b>DEDICATED FUNDS - Hotel Tax</b>	\$10,248	\$50,423	\$116,471	\$145,409	\$600,000	19%
5	<b>INTERIM INCOME</b>						
6	010B · Main Exhibit Hall	\$2,785	\$3,898	\$3,880	\$3,898	\$86,894	4%
7	010C · Cloverleaf Building	\$508	\$1,333	\$1,708	\$2,533	\$25,000	7%
8	010D · Arts & Crafts Building	\$0	\$1,342	\$0	\$1,342	\$5,000	0%
9	010E · Friendship Square	\$0	\$0	\$0	\$942	\$2,000	0%
10	010F · Floral Building	\$0	\$0	\$0	\$0	\$2,000	0%
11	010G · Grounds/General	\$6,389	\$5,230	\$8,313	\$5,230	\$10,000	83%
12	010H · Main Arena	\$0	\$2,569	\$0	\$2,569	\$3,000	0%
13	010J · RV/Boat Storage/Barns	\$0	\$0	\$0	\$0	\$10,000	0%
14	010K · Interim Use Concessions	\$0	\$0	\$148	\$0	\$2,000	7%
15	010 - Rent & Storage Other	\$0	\$0	\$0	\$0	\$10,000	0%
16	<b>Total Rent &amp; Storage</b>	<b>\$9,682</b>	<b>\$14,372</b>	<b>\$14,049</b>	<b>\$16,514</b>	<b>\$155,894</b>	<b>9%</b>
17	011 · Damage Deposits	\$0	\$1,400	\$0	\$1,400	\$0	0%
20	014 · Interest Income	\$0	\$1,363	\$671	\$7,599	\$8,000	8%
21	015 · Shows/Entertainment	\$0	\$0	\$0	\$0	\$100,000	0%
22	016 · Parking Fees	\$32,358	\$0	\$32,358	\$0	\$17,000	190%
23	017 · Miscellaneous Income	\$615	\$5,467	\$970	\$5,728	\$12,000	8%
24	020 - ATM Fees	\$323	\$0	\$0	\$0	\$300	0%
25	<b>Total Miscellaneous Income</b>	<b>\$33,296</b>	<b>\$8,230</b>	<b>\$33,999</b>	<b>\$14,727</b>	<b>\$137,300</b>	<b>25%</b>
26	018A · RV Parking/Short Term	\$3,390	\$1,175	\$1,095	\$2,020	\$17,000	6%
27	018B · RV Parking/Long Term	\$329	\$130	\$479	\$130	\$3,000	16%
28	<b>Total RV Parking</b>	<b>\$3,719</b>	<b>\$1,305</b>	<b>\$1,574</b>	<b>\$2,150</b>	<b>\$20,000</b>	<b>8%</b>
29	<b>TOTAL INTERIM INCOME</b>	<b>\$56,945</b>	<b>\$74,330</b>	<b>\$166,093</b>	<b>\$178,800</b>	<b>\$956,250</b>	<b>17%</b>
30	<b>FAIR INCOME</b>						
31	030 - Youth Admissions	\$0	\$0	\$37,886	\$35,779	\$35,500	107%
32	031 · Other Admission	\$7,692	\$574	\$205,129	\$198,906	\$200,000	103%
33	032 · Concessions/Booths	\$4,280	\$12,445	\$120,517	\$62,341	\$109,000	111%
34	033 · Sponsorships	\$3,500	-\$3,250	\$54,750	\$44,925	\$50,000	110%
35	034 · Advertising Sold	\$0	\$0	\$1,800	\$2,300	\$15,000	12%
37	036 · Carnival Income	\$0	\$0	\$50,946	\$49,672	\$50,000	102%
38	037 · Entry Fees	\$0	\$87	\$2,423	\$2,941	\$5,500	44%
39	038 · Parking Fees	\$0	\$264	\$40,153	\$39,804	\$55,500	72%
40	039 · Rodeo Sponsorships	\$5,000	\$11,750	\$29,090	\$35,290	\$44,800	65%
41	041 · Miscellaneous	\$7,016	\$46	\$17,031	\$4,973	\$10,700	159%
42	042 · Rodeo Admissions	\$0	\$500	\$4,870	\$5,464	\$5,000	97%
43	043 · Main Stage	\$0	\$0	\$0	\$21,197	\$0	0%
44	045 · Amphitheater Concessions	\$0	\$0	\$697	\$1,039	\$1,000	0%
45	046 · Rodeo Miscellaneous	\$220	\$100	\$1,740	\$1,467	\$3,000	58%
46	048 · ATM Fees	\$0	\$0	\$323	\$0	\$2,500	0%
47	050 · Rodeo Queen Activities	\$0	\$0	\$0	\$0	\$3,000	0%
48	<b>TOTAL FAIR INCOME</b>	<b>\$27,708</b>	<b>\$27,216</b>	<b>\$567,355</b>	<b>\$506,098</b>	<b>\$590,500</b>	<b>96%</b>
49	<b>TOTAL INTERIM &amp; FAIR INCOME</b>	<b>\$84,653</b>	<b>\$101,546</b>	<b>\$733,448</b>	<b>\$684,898</b>	<b>\$1,546,750</b>	<b>47%</b>
50	<b>PERSONNEL</b>						
51	101 · Salaries	\$0	\$55,764	\$35,607	\$97,634	\$433,066	8%
52	102 · O.P.E.	\$0	\$14,542	\$11,468	\$24,494	\$158,808	7%
53	<b>TOTAL PERSONNEL</b>	<b>\$0</b>	<b>\$70,306</b>	<b>\$47,075</b>	<b>\$122,128</b>	<b>\$591,874</b>	<b>8%</b>

5

**WASHINGTON COUNTY FAIR COMPLEX**  
Budget Overview August 2002

	A	C	D	E	F	G	H
54		August	August	Year to Date	Year to Date	Budget	Percent
55	Expenses-Cont.	2002	2001	July-Aug 2002	July-Aug 2001	FYE Jun 30/03	of Budget
56	<b>INTERIM OPERATIONS</b>						
57	107 · Office Expense	\$1,627	\$577	\$2,113	\$682	\$4,300	49%
58	108 · Telephone	\$59	\$853	\$3,401	\$2,314	\$14,100	24%
59	109 · Printing	\$49	\$214	\$49	\$214	\$1,450	3%
60	110 · Postage	\$400	\$694	\$665	\$994	\$2,750	24%
61	111A · Equipment Rental	\$190	\$480	\$227	\$507	\$6,200	4%
62	112 · Utilities	\$702	\$1,376	\$8,438	\$2,405	\$70,300	12%
63	113B · Main Exhibit Hall R & M	\$0	\$229	\$0	\$233	\$1,000	0%
64	113C · Cloverleaf R & M	\$0	\$189	\$0	\$189	\$2,500	0%
65	113D · Arts & Crafts R & M	\$0	\$0	\$0	\$77	\$300	0%
66	113E · Friendship Square R & M	\$0	\$0	\$0	\$0	\$100	0%
67	113F · Floral Building R & M	\$0	\$0	\$0	\$253	\$2,000	0%
68	113G · Grounds/General R & M	\$2,536	\$1,702	\$4,485	\$3,225	\$15,000	30%
69	113H · Main Arena R & M	\$0	\$1,148	\$0	\$2,271	\$100	0%
70	113J · Barns R & M	\$0	\$664	\$0	\$1,438	\$2,000	0%
71	113L · Equipment R & M	\$1,541	\$2,010	\$1,541	\$2,741	\$20,000	8%
72	114 · General Supplies	\$1,429	\$2,481	\$2,186	\$4,580	\$18,050	12%
76	118 · Travel & Training	\$754	\$0	\$918	\$0	\$5,500	17%
77	119 · Legal Fees	\$0	\$0	\$0	\$0	\$3,600	0%
78	121 · Professional Svcs.	\$0	\$0	\$1,625	\$0	\$12,000	14%
79	122 · Insurance & Bond	\$0	\$17,390	\$0	\$17,390	\$18,500	0%
80	123 · Private Mileage	\$333	\$0	\$333	\$0	\$500	67%
81	124 · Car Allowance	\$0	\$0	\$0	\$0	\$4,260	0%
82	131 · Advertising & P.R.	\$338	\$1,153	\$741	\$1,737	\$9,500	8%
83	132 · Board Expense	\$0	\$99	\$0	\$99	\$3,500	0%
84	133 · Dues, Licenses, Fees	\$204	\$9	\$629	\$13	\$2,250	28%
85	149 · Misc. Materials & Svcs.	\$0	\$1,580	\$0	\$1,789	\$4,250	0%
86	150 · Refunds	\$0	\$923	\$0	\$1,123	\$0	0%
87	151 · County Indirect Cost	\$0	\$0	\$792	\$0	\$25,811	0%
88	153 · Petty Cash	\$0	\$0	\$0	\$0	\$0	0%
89	154A · RV Park Repair & Maint.	\$0	\$1,148	\$0	\$1,148	\$1,000	0%
90	154B · RV Park Hotel/Motel Tax	\$0	\$0	\$258	\$283	\$800	32%
91	155 · ATM Expenses	\$0	\$0	\$166	\$0	\$300	0%
92	<b>TOTAL INTERIM OPERATIONS</b>	<b>\$10,162</b>	<b>\$34,919</b>	<b>\$28,567</b>	<b>\$45,705</b>	<b>\$251,921</b>	<b>11%</b>
93	<b>FAIR OPERATIONS</b>						
94	175 · Printing	\$3,887	\$2,935	\$6,292	\$3,629	\$8,000	79%
95	176 · Utilities	\$5,977	\$10,480	\$11,616	\$15,914	\$15,000	77%
97	178 · Parking	\$1,041	\$0	\$5,185	\$11,804	\$2,000	259%
98	179 · Professional Svcs.	\$11,680	\$30,233	\$16,500	\$46,202	\$24,000	69%
99	180 · Advertising & Promotion	\$70,496	\$72,592	\$73,403	\$77,592	\$75,000	98%
100	181 · Refunds	\$0	\$350	\$0	\$1,189	\$0	0%
101	182 · Miscellaneous	\$4,036	\$5,110	\$4,206	\$7,293	\$10,000	42%
102	183 · Decorations	\$1,922	\$3,607	\$2,633	\$3,735	\$4,000	66%
103	184 · Equipment Rental	\$7,100	\$12,993	\$7,100	\$13,893	\$10,000	71%
104	186 · Restroom Service	\$5,990	\$9,515	\$11,915	\$17,410	\$17,000	70%

(6)

# WASHINGTON COUNTY FAIR COMPLEX

## Budget Overview August 2002

	A	C	D	E	F	G	H
105		August	August	Year to Date	Year to Date	Budget	Percent
106	Expenses-Cont.	2002	2001	July-Aug 2002	July-Aug 2001	FYE Jun 30/03	of Budget
107	187 · Repair & Maintenance	\$1,772	\$13,574	\$2,224	\$13,574	\$7,250	31%
108	188 · Materials & Supplies	\$6,006	\$10,389	\$10,387	\$21,414	\$20,000	52%
109	189 - ATM Expenses	\$0	\$0	\$0	\$0	\$250	0%
110	<b>TOTAL FAIR OPERATIONS</b>	<b>\$119,907</b>	<b>\$171,778</b>	<b>\$151,461</b>	<b>\$233,649</b>	<b>\$192,500</b>	<b>79%</b>
111	<b>EXHIBITS/COMPETITIONS</b>						
112	211 · Awards FFA	\$0	\$0	\$2,868	\$2,672	\$2,750	104%
113	212 · Personnel FFA	\$0	\$142	\$448	\$968	\$1,000	45%
114	213 · Other FFA	\$306	\$854	\$207	\$1,081	\$1,200	17%
115	221 · Awards 4-H	\$0	\$0	\$1,862	\$0	\$7,750	24%
116	222 · Personnel 4-H	(\$75)	\$317	\$6,008	\$5,654	\$6,000	100%
117	223 · Other 4-H	\$2,891	\$6,359	\$5,915	\$7,655	\$8,000	74%
118	231 · Awards Open Class	\$45	\$724	\$27,733	\$32,766	\$34,000	82%
119	232 · Personnel Open	\$0	\$252	\$1,843	\$4,267	\$4,500	41%
120	233 · Other Open Class	\$3,035	\$4,685	\$1,373	\$5,303	\$5,750	24%
121	<b>TOTAL EXHIBITS/COMPETITIONS</b>	<b>\$6,202</b>	<b>\$13,333</b>	<b>\$48,257</b>	<b>\$60,366</b>	<b>\$70,950</b>	<b>68%</b>
122	<b>RODEO</b>						
123	311 · Prize Money	\$0	\$0	\$45,000	\$46,000	\$46,000	98%
124	312 · Personnel	\$150	\$3,034	\$18,650	\$21,634	\$21,300	88%
125	313 · Stock Contract	\$0	\$2,430	\$26,979	\$25,430	\$30,080	90%
126	314 · Special Awards	\$176	\$0	\$176	\$36	\$1,200	15%
127	315 · Exceptional Kid's Rodeo	\$349	\$492	\$349	\$492	\$2,000	17%
128	316 · Promotions	\$3,806	\$4,954	\$5,304	\$5,576	\$5,700	93%
129	317 · Materials & Supplies	\$967	\$1,462	\$1,427	\$1,948	\$3,500	41%
130	318 · Board Expense	\$0	\$95	\$0	\$95	\$3,000	0%
131	319 · Other Miscellaneous	\$1,990	\$1,056	\$3,681	\$2,856	\$4,825	76%
132	320 · Queen	\$139	\$818	\$619	\$843	\$4,000	15%
133	321 · Rental Equipment	\$5,549	\$5,084	\$6,499	\$5,084	\$6,500	100%
134	322 · Money Raising Projects	\$0	\$2,013	\$0	\$2,013	\$2,000	0%
135	323 · Sponsorship Fees	\$1,125	\$0	\$1,125	\$0	\$2,000	0%
137	<b>TOTAL RODEO</b>	<b>\$14,251</b>	<b>\$21,438</b>	<b>\$109,809</b>	<b>\$112,007</b>	<b>\$130,105</b>	<b>84%</b>
138	<b>SHOWS &amp; ENTERTAINMENT</b>						
139	324 · Main Stage	\$0	\$0	\$76,500	\$75,100	\$50,000	153%
140	325 · Grounds Entertainment	\$1,560	\$0	\$57,424	\$60,797	\$75,000	77%
141	326 · Associated Costs-Main	\$3,186	\$5,632	\$21,499	\$41,417	\$32,000	67%
142	327 · Associated Costs-Grounds	\$0	\$3,042	\$10,800	\$9,734	\$13,500	0%
143	328 · Touch & See	\$3,000	\$1,248	\$3,000	\$1,947	\$2,000	150%
144	329 · Special Exhibit	\$482	\$0	\$14,982	\$0	\$25,000	60%
145	<b>TOTAL SHOWS &amp; ENTERTAINME</b>	<b>\$8,228</b>	<b>\$9,922</b>	<b>\$184,205</b>	<b>\$188,995</b>	<b>\$197,500</b>	<b>93%</b>
146	<b>TOTAL FAIR</b>	<b>\$148,588</b>	<b>\$216,471</b>	<b>\$493,732</b>	<b>\$595,017</b>	<b>\$591,055</b>	<b>84%</b>
147	<b>INTERIM ENTERTAINMENT</b>					<b>\$100,000</b>	<b>0%</b>
148	<b>CAPITAL OUTLAY</b>						
149	510 · Purchase/Lease	\$0	\$1,250	\$37,505	\$40,906	\$42,079	89%
150	511 · Land Improvements	\$0	\$504	\$0	\$1,177	\$0	0%
151	512 · Bldg. & Structure	\$0	\$0	\$0	\$0	\$10,000	0%
152	513 · Equipment	\$0	\$0	\$0	\$938	\$10,000	0%
153	514 · Development Reserve	\$10,000	\$25,000	\$10,000	\$25,000	\$0	0%
154	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$10,000</b>	<b>\$26,754</b>	<b>\$47,505</b>	<b>\$68,021</b>	<b>\$62,079</b>	<b>77%</b>
155	<b>TOTAL EXPENSES</b>	<b>\$172,361</b>	<b>\$348,450</b>	<b>\$616,879</b>	<b>\$931,871</b>	<b>\$1,596,929</b>	<b>0%</b>
156	<b>NET INCOME</b>	<b>(\$84,098)</b>	<b>(\$246,904)</b>	<b>\$129,805</b>	<b>(\$135,473)</b>	<b>(\$50,179)</b>	<b>0%</b>

①



# Washington County Fair Complex Line Item Report August 2002

Date	Num	Name	Memo	Amount
<b>Income</b>				
<b>C · DEDICATED FUNDS</b>				
<b>009 · Hotel/Motel Tax</b>				
08/02/2002			Washington County Hotel/Motel T...	10,247.52
Total 009 · Hotel/Motel Tax				10,247.52
Total C · DEDICATED FUNDS				10,247.52
<b>D · INTERIM INCOME</b>				
<b>010 · Rent &amp; Storage</b>				
<b>010B · Main Exhibit Hall</b>				
08/15/2002		Hillsboro Chamber of Comm...	Main Exhibit Hall	1,285.00
08/16/2002		Amish Country Traditions	Main Exhibit Hall	1,500.00
Total 010B · Main Exhibit Hall				2,785.00
<b>010C · Cloverleaf Building</b>				
08/16/2002		Patricia Hopkins	Cloverleaf Building	507.50
Total 010C · Cloverleaf Building				507.50
<b>010G · Grounds/General</b>				
08/16/2002		Muttkeeters	Large Covered Showring-4.5 hours	112.50
08/16/2002		MTI Inc.	Friendship Plaza	390.00
08/16/2002		International All Breed Canin...	Friendship Plaza	311.40
08/28/2002		Laura Wilson	Flyball Arena	150.00
08/28/2002		Garret K. Dong	Base Lease on Entire Complex	1,750.00
08/28/2002		Paintfeenz, Inc	Base Lease	3,675.00
Total 010G · Grounds/General				6,388.90
Total 010 · Rent & Storage				9,681.40
<b>016 · Parking Fees</b>				
08/16/2002		Amusement Consulting Servi...	Parking Fees 50% net parking rev...	9,159.92
08/20/2002		Washington County Fair & R...	AirShow Parking Revenue	23,198.25
Total 016 · Parking Fees				32,358.17
<b>017 · Miscellaneous Income</b>				
08/06/2002		ICE	Ice Sales	444.50
08/06/2002		Misc. Income	Misc. Fair Income	120.00
08/06/2002		West Coast Bank	Credit Correction	50.65
Total 017 · Miscellaneous Income				615.15
<b>018 · RV Parking</b>				
<b>018A · RV Parking/Short Term</b>				
08/16/2002		RV Parking Fee	RV Parking	15.00
08/16/2002		RV Parking Fee	RV Parking	75.00
08/16/2002		RV Parking Fee	RV Parking	30.00
08/28/2002		Kathy Henkelman	Airshow	75.00
08/28/2002		RV Parking	RV Parking	30.00
08/28/2002		RV Parking	RV Parking	45.00
08/28/2002		RV Parking	RV Parking	75.00
08/28/2002		RV Parking	RV Parking	30.00
08/28/2002		RV Parking	RV Parking Airshow	75.00
08/28/2002		RV Parking	RV Parking	45.00
08/28/2002		RV Parking	RV Parking	45.00
08/28/2002		RV Parking	RV Parking	155.00
08/30/2002		RV Parking	AirShow RV Parking	2,650.00
Total 018A · RV Parking/Short Term				3,390.00
<b>018B · RV Parking/Long Term</b>				
08/28/2002		RV Parking Fee	Ranger-Long Term RV Parking w/...	329.04
Total 018B · RV Parking/Long Term				329.04
Total 018 · RV Parking				3,719.04

**Washington County Fair Complex  
Line Item Report  
August 2002**

09/25/02

Date	Num	Name	Memo	Amount
<b>020 · ATM Fees Income - Interim</b>				
08/28/2002		Samsar ATM	May Fees	291.00
08/28/2002		Samsar ATM	June Fees	31.50
Total 020 · ATM Fees Income - Interim				322.50
Total D · INTERIM INCOME				46,696.26
<b>E · FAIR INCOME</b>				
<b>031 · Other Admission</b>				
08/16/2002		Pacific West Site Services	Other Admission	192.00
08/26/2002		Washington County Finance ...	Visa Admissions	7,500.00
Total 031 · Other Admission				7,692.00
<b>032 · Concessions/Booths</b>				
08/06/2002		Various Concessionaires	Additional Payments	4,280.00
Total 032 · Concessions/Booths				4,280.00
<b>033 · Sponsorships</b>				
08/28/2002		WestFarm Foods	Darigold Sponsorship	3,500.00
Total 033 · Sponsorships				3,500.00
<b>039 · Rodeo Sponsorships</b>				
08/28/2002		Barnes Labor Management	Sponsorship	5,000.00
Total 039 · Rodeo Sponsorships				5,000.00
<b>041 · Miscellaneous</b>				
08/26/2002		Washington County Finance ...	Visa Misc. Fair Income	1,087.55
08/28/2002		Joyce E. Jossi	Credit for unused Hay	843.20
08/28/2002		Funtastic Show Inc.	Additional Payment	5,000.00
08/28/2002		State of Oregon	Liquor license fee	25.00
08/28/2002		Mt Hood Beverage	Misc. Credit Keg	60.00
Total 041 · Miscellaneous				7,015.75
<b>046 · Rodeo Miscellaneous</b>				
08/28/2002		Rodeo Committee	Dues	220.00
Total 046 · Rodeo Miscellaneous				220.00
Total E · FAIR INCOME				27,707.75
Total Income				84,651.53
Gross Profit				84,651.53
<b>Expense</b>				
<b>BE · INTERIM OPERATIONS</b>				
<b>107 · Office Expense</b>				
08/04/2002	Inv. #6...	Boise Cascade	Xerox Paper	128.50
08/04/2002		Citicorp Vendor Finance, Inc.	Sharp Copier System	239.73
08/05/2002	First Ai...	Xpect First aid	First Aid kits	240.50
08/05/2002		Boise Cascade	Misc. office supplies	96.17
08/07/2002	July Vis...	Visa	Digital Camera	349.99
08/07/2002	July Vis...	Visa	Visitors Bureau Luncheon	46.00
08/07/2002	July Vis...	Visa	Anti-Virus Software	19.95
08/07/2002	July Vis...	Visa	P.C. Heidens-Computer supplies	32.50
08/07/2002	July Vis...	Visa	Dabuke Internet Service	97.50
08/12/2002		Citicorp Vendor Finance, Inc.	Sharp Copier System	239.73
08/14/2002		Boise Cascade	Misc. office supplies	62.60
08/15/2002	#60115...	Office Depot Credit Plan	Toner, Envelopes	73.36
Total 107 · Office Expense				1,626.53
<b>108 · Telephone</b>				
08/12/2002		A T & T	503-648-1416	59.30
Total 108 · Telephone				59.30

9

**Washington County Fair Complex**  
**Line Item Report**  
 August 2002

Date	Num	Name	Memo	Amount
<b>109 · Printing</b>				
08/21/2002	Printing	Kinko's Inc.	Business Cards Cindy Rodriguez	49.00
Total 109 · Printing				49.00
<b>110 · Postage</b>				
08/15/2002		Postal Privilege	July Postage Payment	400.00
Total 110 · Postage				400.00
<b>111 · Equip/Bldg Rental</b>				
<b>111A · Equipment Rental</b>				
08/05/2002		Fisher Implement Company	Equipment Rental-fitting Hydraulic	5.63
08/05/2002		Fisher Implement Company	Equipment Rental-fitting Hydraulic	4.35
08/05/2002		Fisher Implement Company	Equipment Rental-Hose Hydraulic	3.53
08/05/2002		Fisher Implement Company	Equipment Rental-Hydraulic Fluid	30.43
08/05/2002		Fisher Implement Company	Equipment Rental	27.44
08/13/2002		A & I Paint & Decorating Inc.	Equipment Rental-Paint Sprayer R...	78.95
Total 111A · Equipment Rental				150.33
<b>111 · Equip/Bldg Rental - Other</b>				
08/07/2002	July Vis...	Visa	Tables	40.00
Total 111 · Equip/Bldg Rental - Other				40.00
Total 111 · Equip/Bldg Rental				190.33
<b>112 · Utilities</b>				
08/05/2002		NW Natural	July Statement Gas Service	201.29
08/15/2002	Acct. #...	Hillsboro Garbage Disposal	Will Call	225.00
08/15/2002		NW Natural	August Statement Gas Service	76.84
08/15/2002		Portland General Electric	ABT NE Cornell & 28th	162.29
08/15/2002		Portland General Electric	872 NE 28th Av	21.28
08/15/2002		Portland General Electric	872 NE 28th	15.19
Total 112 · Utilities				701.89
<b>113 · Repair &amp; Maintenance</b>				
<b>113G · Grounds/General R &amp; M</b>				
08/04/2002		A-Boy Supply Company	Grounds General Expense	27.37
08/04/2002		A-Boy Supply Company	Grounds General Expense	23.98
08/05/2002		Schlegel Bark Dust	20 Yds Fir	306.00
08/06/2002		Ag West Supply	Hardware	754.08
08/13/2002		A-Boy Supply Company	Wasp/Hornet killer	47.88
08/13/2002		Morse Bros.	Repair & Maintenance	144.00
08/15/2002	988375	Hillsboro Drop Box	Drop Box Service	1,079.94
08/15/2002		Schlegel Bark Dust	10 yds	153.00
Total 113G · Grounds/General R & M				2,536.25
<b>113L · Equipment R &amp; M</b>				
08/04/2002		Gratteri Tire & Wheel	Tire repair & maintenance.	60.00
08/05/2002	Repair ...	Oregon Elevator Co., Inc.	Replaced call buttons, Hall & Gate...	862.10
08/13/2002		Fire Extinguisher Service Ce...	Extinguisher Yearly Service	440.30
Total 113L · Equipment R & M				1,362.40
<b>113 · Repair &amp; Maintenance - Other</b>				
08/05/2002	Floor Pl...	Forest Grove Iron & Industria...	Piano Hinge, Floor Plates	179.15
Total 113 · Repair & Maintenance - Other				179.15
Total 113 · Repair & Maintenance				4,077.80
<b>114 · General Supplies</b>				
08/05/2002		allMRO Products	Specs Black/Clear Anti Fog Face ...	1,274.65
08/05/2002		Bob Nagel Distributing Co.	Janitorial supplies	154.62
Total 114 · General Supplies				1,429.27

10

# Washington County Fair Complex Line Item Report August 2002

Date	Num	Name	Memo	Amount
<b>118 · Travel &amp; Training</b>				
08/07/2002	July Vis...	Visa	Denver, CO Conference	200.79
08/15/2002	Moving...	Don G. Hillman	Moving Allowance-Final	553.69
Total 118 · Travel & Training				754.48
<b>123 · Private Mileage</b>				
08/04/2002	Mileag...	Alex Brander	Alex Brander-Mileage Reimburse...	332.52
Total 123 · Private Mileage				332.52
<b>131 · Advertising &amp; P.R.</b>				
08/04/2002		Qwest	July Directory Advertising	164.80
08/15/2002		Hillsboro Argus	Display-Tradeout	172.80
Total 131 · Advertising & P.R.				337.60
<b>133 · Dues, Licenses, Fees</b>				
08/01/2002		West Coast Bank	Service Charge	186.17
08/01/2002		West Coast Bank	Service Charge	18.21
Total 133 · Dues, Licenses, Fees				204.38
Total BE · INTERIM OPERATIONS				10,163.10
<b>CE · FAIR OPERATIONS</b>				
<b>175 · Printing</b>				
08/05/2002	Claim ...	Dillingham Ticket Company	Claim check tags	649.90
08/07/2002	July Vis...	Visa	Printing	45.51
08/14/2002		Express Press Printing & Co...	Letterhead-remaining balance left ...	31.88
08/14/2002	Printing	Express Press Printing & Co...	Fair Flyers, Posters, Name tag sh...	357.42
08/21/2002	Printing	Kinko's Inc.	Printing-Daily Sheets	2,802.16
Total 175 · Printing				3,886.87
<b>176 · Utilities</b>				
08/12/2002		Portland General Electric	Fair 34th & Cornell	5,977.41
Total 176 · Utilities				5,977.41
<b>178 · Parking</b>				
08/16/2002	#406253	Laidlaw	Shuttle Buses for Fair	937.20
08/21/2002	Printing	Kinko's Inc.	2002 Parking Passes	103.36
Total 178 · Parking				1,040.56
<b>179 · Professional Svcs.</b>				
08/05/2002	Police ...	Washington County Sheriffs ...	2002 Police Services-Fair	600.00
08/05/2002		Employers Overload	Extra-Temp Help	945.00
08/16/2002		Amato Communications	Sponsorships, Non-Rodeo	9,727.50
08/21/2002		New Life Christian Center Yo...	Ice Sales for Fair	407.00
Total 179 · Professional Svcs.				11,679.50
<b>180 · Advertising &amp; Promotion</b>				
08/05/2002		Sierra Springs/Brewed Hot C...	Promo Breakfast	215.00
08/16/2002		Amato Communications	Radio, TV & Print Advertising	70,281.25
Total 180 · Advertising & Promotion				70,496.25
<b>182 · Miscellaneous</b>				
08/05/2002	Ice	Koldkist-Beverage Ice Inc.	Fair Expense-20lb bags of Ice 22 ...	3,520.00
08/05/2002	Steak Fry	Washington County Livestoc...	Steak Fry Ticket Sales	392.00
08/07/2002	July Vis...	Visa	phone	14.99
08/07/2002	July Vis...	Visa	ENU #2-Hillsboro	30.00
08/13/2002		VisionsQuest Communications	Programming of VoiceMail System	50.00
08/15/2002		Jeanne Leeson	Food provided to Superintendents.	28.54
Total 182 · Miscellaneous				4,035.53
<b>183 · Decorations</b>				
08/21/2002		Viking Plants	Fair Decorations	1,922.00
Total 183 · Decorations				1,922.00

# Washington County Fair Complex

## Line Item Report

August 2002

09/25/02

Date	Num	Name	Memo	Amount
<b>184 · Equipment Rental</b>				
08/04/2002	Cash R...	Cash Register Sales Co.	Cash Register Rental	85.00
08/05/2002		Event Rental Communications	Motorola-Radio Mobile	1,800.00
08/14/2002	Chairs	All Occasion Rentals	Folding Chairs-Corporate Picnic	515.00
08/21/2002	Equipm...	Safway Steel Products	Rental of Bleachers for Truck Pull,...	4,700.00
Total 184 · Equipment Rental				7,100.00
<b>186 · Restroom Service</b>				
08/14/2002		RonJons Unlimited, Incorp	Portable Restrooms	5,990.00
Total 186 · Restroom Service				5,990.00
<b>187 · Repair &amp; Maintenance</b>				
08/13/2002		A & I Paint & Decorating Inc.	Fair Repair & Maintenance	85.50
08/13/2002		A & I Paint & Decorating Inc.	Fair Repair & Maintenance	366.90
08/13/2002		A & I Paint & Decorating Inc.	Fair Repair & Maintenance	309.00
08/13/2002	Paint	A & I Paint & Decorating Inc.	Paint	173.05
08/14/2002		Bretthauer Oil Co.	Diesel	837.60
Total 187 · Repair & Maintenance				1,772.05
<b>188 · Materials &amp; Supplies</b>				
08/04/2002		Sign Pro	Fair Info Banners, Changes to Exi...	320.00
08/05/2002	Handic...	Impact Sign Co.	Handicap Parking signs	54.00
08/05/2002		Familian NW Hillsboro	Chain Mster link, Cradle guide, ge...	70.99
08/05/2002		Platt Electric	Electrical Supplies	771.48
08/05/2002		A-Boy Supply Company	Telephone Wire	30.00
08/05/2002		A-Boy Supply Company	Diagnol plier-heavy duty	41.46
08/07/2002	July Vis...	Visa	Signs mounted on Wood Stakes	1,013.00
08/07/2002	July Vis...	Visa	Display's with Metal Frame	645.15
08/07/2002	July Vis...	Visa	Directors Chairs	164.95
08/07/2002	July Vis...	Visa	Ricks Fencing-Chain link	149.86
08/07/2002	July Vis...	Visa	Fred Meyer	32.89
08/12/2002		Sierra Springs/Brewed Hot C...	Bottled Water	204.60
08/12/2002		Impact Sign Co.	Fair Signage	1,523.20
08/13/2002		Morse Bros.	Repair & Maintenance	35.50
08/15/2002	Soft Dri...	Jerry's Special Events	Picnic Soft Drink Service	455.75
08/15/2002	Badge ...	Keyser & Associates	100 Vertical Badge Holders	62.00
08/21/2002	Reimbu...	Don G. Hillman	Various Fair Time Supplies	431.00
Total 188 · Materials & Supplies				6,005.83
Total CE · FAIR OPERATIONS				119,906.00
<b>DE · EXHIBITS/COMPETITIONS</b>				
<b>213 · Other FFA</b>				
08/06/2002		Ribbon Specialtie's	Ribbons	293.70
08/07/2002	July Vis...	Visa	FFA	12.00
Total 213 · Other FFA				305.70
<b>222 · Personnel 4-H</b>				
08/28/2002		Mary Lou Ludlow	Overpayment for Judging	(75.00)
Total 222 · Personnel 4-H				(75.00)
<b>223 · Other 4-H</b>				
08/05/2002		Event Rental Communications	Motorola-Radio Mobile	30.00
08/06/2002		Ribbon Specialtie's	Ribbons	1,837.20
08/07/2002	July Vis...	Visa	4H	12.00
08/14/2002		RonJons Unlimited, Incorp	Portable Restrooms-4H Horse Fair	985.00
08/17/2002	30360	Yvonne Kam	Mileage Reimbursement	26.52
Total 223 · Other 4-H				2,890.72
<b>231 · Awards Open Class</b>				
08/21/2002	30363	Kristin Schmidlin	Jr. Queen of the Kitchen	20.00
08/21/2002	30364	Isaac Jones	Jr Runner up	10.00
08/21/2002	30365	Bea Peters	Sr. Runner Up	15.00
Total 231 · Awards Open Class				45.00

12

**Washington County Fair Complex**  
**Line Item Report**  
 August 2002

Date	Num	Name	Memo	Amount
<b>233 · Other Open Class</b>				
08/05/2002	Ribbons	Ribbon Specialtie's	Ribbons	76.52
08/06/2002		Ribbon Specialtie's	Ribbons	1,878.54
08/07/2002	July Vis...	Visa	Open Class	12.00
08/15/2002	#60115...	Office Depot Credit Plan	Misc. Office Supplies	55.74
08/21/2002	Reimbu...	Sarah Danforth	Baked Goods Superintendent Mis...	81.58
08/21/2002	Printing	Kinko's Inc.	Art's & Crafts Entry Blanks	301.00
08/21/2002	Printing	Kinko's Inc.	Exhibitor Booklets	630.00
Total 233 · Other Open Class				3,035.38
Total DE · EXHIBITS/COMPETITIONS				6,201.80
<b>EE · RODEO</b>				
<b>312 · Personnel</b>				
08/05/2002	Police ...	Washington County Sheriffs ...	2002 Police Service-Rodeo	150.00
Total 312 · Personnel				150.00
<b>314 · Special Awards</b>				
08/05/2002	Rodeo	Award Specialties	Plate, engraved	75.00
08/14/2002	Reimbu...	Angela McVey	Belt Buckle Prizes for Bull Winners	101.00
Total 314 · Special Awards				176.00
<b>315 · Exceptional Kid's Rodeo</b>				
08/05/2002	Kids Bu...	Gaston Feed	12 Kids Buckles	60.00
08/05/2002		Patty Crop	Supplies	169.28
08/15/2002	#60115...	Office Depot Credit Plan	Polaroid Film	119.95
Total 315 · Exceptional Kid's Rodeo				349.23
<b>316 · Promotion</b>				
08/14/2002		Washington County Fair Boo...	Popcorn for Rodeo VIP's	32.25
08/14/2002		Cash & Carry United Grocers	Rodeo Committee-VIP	2,964.97
08/14/2002	OLCC ...	Dale Zickrick	Sponsorship Hospitality	188.57
08/15/2002	Soft Dri...	Jerry's Special Events	Rodeo Soft Drink Service	598.25
08/15/2002	Rodeo ...	Lonna M. Perry	Cook Aprons	22.36
Total 316 · Promotion				3,806.40
<b>317 · Materials &amp; Supplies</b>				
08/07/2002	July Vis...	Visa	Rodeo	72.00
08/12/2002		Impact Sign Co.	Fair Signage	254.00
08/13/2002	Paint	A & I Paint & Decorating Inc.	Paint	54.80
08/14/2002		Alpha Graphics	Daily Rodeo Flyer	240.00
08/15/2002	Supplies	Mike Seavey	Cable Clamps, Paint	20.11
08/21/2002	Reimbu...	Jeanette Hill	Photography Supplies for Rodeo	285.59
08/21/2002	Printing	Kinko's Inc.	Business Cards Brian Anderson	40.00
Total 317 · Materials & Supplies				966.50
<b>319 · Other Miscellaneous</b>				
08/21/2002	Judges...	Pro Rodeo Cowboys Associa...	Judges Fee's	1,350.00
08/21/2002	Judges...	Pro Rodeo Cowboys Associa...	Judges Fees	0.00
08/21/2002		D.J. Classics		640.00
Total 319 · Other Miscellaneous				1,990.00
<b>320 · Queen</b>				
08/14/2002		Alpha Graphics	Pictures-Queen	139.00
Total 320 · Queen				139.00
<b>321 · Rental Equipment</b>				
08/05/2002	Tractor ...	United Rentals, Inc.	Tractor Rental	40.00
08/05/2002		United Rentals, Inc.	Generator Rental	81.32
08/05/2002		United Rentals, Inc.	Forklift Rental	38.00
08/14/2002		RonJons Unlimited, Incorp	Portable Restrooms-Rodeo	689.50
08/21/2002	Equipm...	Safway Steel Products	Rodeo Rental of Bleachers	4,700.00
Total 321 · Rental Equipment				5,548.82

**Washington County Fair Complex  
Line Item Report  
August 2002**

Date	Num	Name	Memo	Amount
<b>333 · Sponsorship Fees</b>				
08/16/2002		Amato Communications	Rodeo Sponsorship Fee	1,125.00
Total 333 · Sponsorship Fees				1,125.00
Total EE · RODEO				14,250.95
<b>GE · SHOWS &amp; ENTERTAINMENT</b>				
<b>325 · Grounds Entertainment</b>				
08/05/2002	Street ...	KXJM Radio	Dance Party	800.00
08/07/2002	July Vis...	Visa	Tables & Chairs	759.93
Total 325 · Grounds Entertainment				1,559.93
<b>326 · Associated Costs-Main</b>				
08/05/2002		Classic Touch Day Spa	Massage-Carrot Top	55.00
08/13/2002		Reedville Catering	Catering/The Calling	807.36
08/14/2002		Reedville Catering	Catering/Carrot Top	244.05
08/15/2002	Soft Dri...	Jerry's Special Events	Amphitheatre Soft Drink Service	437.75
08/21/2002	Equipm...	Safway Steel Products	Tower for Amphitheater	244.20
08/21/2002	30377	Christian Life Center Youth ...	Stage Hands	1,397.50
Total 326 · Associated Costs-Main				3,185.86
<b>328 · Touch &amp; See</b>				
08/13/2002		All Creatures Educational Pe...	Petting Zoo	3,000.00
Total 328 · Touch & See				3,000.00
<b>329 · Special Exhibit</b>				
08/13/2002		Judy Vogland	Materials & Supplies for Art Murali...	110.95
08/14/2002	Chairs	All Occasion Rentals	Folding Chairs-Shark Exhibit	337.50
08/21/2002	Mural P...	Cindy Rodriguez	Economy Gesso	33.90
Total 329 · Special Exhibit				482.35
Total GE · SHOWS & ENTERTAINMENT				8,228.14
<b>JE · CAPITAL OUTLAY</b>				
<b>514 · Development Reserve</b>				
08/16/2002	Redeve...	Washington County Finance ...	Redevelopment Project Second H...	10,000.00
Total 514 · Development Reserve				10,000.00
Total JE · CAPITAL OUTLAY				10,000.00
Total Expense				168,749.99
Net Income				<u><u>(84,098.46)</u></u>

**Washington County Fair Complex**  
**Balance Sheet Prev Year Comparison**  
As of August 31, 2002

	<u>Aug 31, 02</u>	<u>Aug 31, 01</u>	<u>% Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
0900 · West Coast Bank	30,859.96	3,587.06	760.31%
0925 · West Coast Bank-ATM Account			
1050 · ATM Machine	0.00	15,000.00	(100.0%)
1051 · ATM Cash in Bank	10,000.00	0.00	100.0%
0925 · West Coast Bank-ATM Account - Other	0.00	6,800.00	(100.0%)
<b>Total 0925 · West Coast Bank-ATM Account</b>	<u>10,000.00</u>	<u>21,800.00</u>	<u>(54.13%)</u>
0950 · West Coast Bank-Premium	204.29	4,733.79	(95.68%)
1000 · US Bank	0.00	0.00	0.0%
1010 · Wells Fargo	0.00	0.00	0.0%
1020 · Pool #4486	0.00	32,316.53	(100.0%)
1030 · EXPO	0.00	0.00	0.0%
1040 · Petty Cash	500.00	0.00	100.0%
1080 · Washington County Fund 200	240,693.75	223,051.20	7.91%
<b>Total Checking/Savings</b>	<u>282,258.00</u>	<u>285,488.58</u>	<u>(1.13%)</u>
<b>Accounts Receivable</b>			
1200 · Accounts Receivable	11,831.80	7,507.66	57.6%
<b>Total Accounts Receivable</b>	<u>11,831.80</u>	<u>7,507.66</u>	<u>57.6%</u>
<b>Other Current Assets</b>			
1120 · Inventory Asset	0.00	0.00	0.0%
1499 · Undeposited Funds	635.58	0.00	100.0%
<b>Total Other Current Assets</b>	<u>635.58</u>	<u>0.00</u>	<u>100.0%</u>
<b>Total Current Assets</b>	<u>294,725.38</u>	<u>292,996.24</u>	<u>0.59%</u>
<b>Fixed Assets</b>			
200 · Buildings	0.00	0.00	0.0%
210 · Land	0.00	0.00	0.0%
220 · Equipment	0.00	0.00	0.0%
300 · Accumulated Depreciation	0.00	0.00	0.0%
<b>Total Fixed Assets</b>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Other Assets	0.00	0.00	0.0%
<b>TOTAL ASSETS</b>	<u><u>294,725.38</u></u>	<u><u>292,996.24</u></u>	<u><u>0.59%</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2000 · Accounts Payable	(262.07)	0.00	(100.0%)
<b>Total Accounts Payable</b>	<u>(262.07)</u>	<u>0.00</u>	<u>(100.0%)</u>
<b>Credit Cards</b>			
01 · Home Depot	0.00	0.00	0.0%



**Washington County Fair Complex**  
**Balance Sheet Prev Year Comparison**  
As of August 31, 2002

	<u>Aug 31, 02</u>	<u>Aug 31, 01</u>	<u>% Change</u>
02 · United Grocers	0.00	0.00	0.0%
03 · Office Depot	0.00	0.00	0.0%
04 · West Coast Bank Visa	(461.98)	0.00	(100.0%)
<b>Total Credit Cards</b>	<u>(461.98)</u>	<u>0.00</u>	<u>(100.0%)</u>
<b>Other Current Liabilities</b>			
2050 · Deferred Advertising Income	0.00	0.00	0.0%
2052 · Deferred AirShow Income	0.00	0.00	0.0%
2053 · Deferred Commercial Exhibit Rev	0.00	0.00	0.0%
2056 · Deferred Concession Revenue	0.00	0.00	0.0%
2059 · Deferred Sponsorship Income	0.00	0.00	0.0%
2065 · Rental Deposits Payable	4,700.00	0.00	100.0%
2100 · Payroll Liabilities	0.00	0.00	0.0%
<b>Total Other Current Liabilities</b>	<u>4,700.00</u>	<u>0.00</u>	<u>100.0%</u>
<b>Total Current Liabilities</b>	3,975.95	0.00	100.0%
<b>Long Term Liabilities</b>	0.00	0.00	0.0%
<b>Total Liabilities</b>	<u>3,975.95</u>	<u>0.00</u>	<u>100.0%</u>
<b>Equity</b>			
3000 · Opening Bal Equity	(95,662.81)	0.00	(100.0%)
3900 · Retained Earnings	318,821.55	428,472.33	(25.59%)
Net Income	136,062.15	(135,476.09)	(200.43%)
<b>Total Equity</b>	<u>359,220.89</u>	<u>292,996.24</u>	<u>22.6%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>363,196.84</u></u>	<u><u>292,996.24</u></u>	<u><u>23.96%</u></u>

# MINUTES

**Minutes**  
**Washington County Fair Board**  
**Wednesday, September 4th, 2002**

**Convened:** 4:42pm

**FAIR BOARD:**

President Kathy Christy  
Board Member Rich Vial – Vice President  
Board Member Lyle Spiesschaert – Treasurer  
Board Member Ken Leahy  
Board Member Sheila Day - Excused

**STAFF:**

Don Hillman, Executive Director  
Lisa DuPre, Marketing/Events Director  
Leah Perkins, Fair Coordinator  
Alex Brander, Fair Operations Manager

**GUESTS:**

Cody Feinauer, Rodeo Committee Chair  
John Baggott, 4H Extension Agent  
Bill Duerden, Boosters President  
Ed Kristovich, Booster

**PRESS:**

Laura Gunderson, *The Oregonian*

President Christy called the meeting to order at 4:42 p.m., welcomed everyone and called for additions to the Agenda. No additions were requested.

1. **Consent Agenda**

President Christy asked if any items were requested to be removed from the Consent Agenda. Board Member Spiesschaert request the financials be removed from the Consent Agenda.

**Motion by Board Member Vial to approve Consent Agenda with Financial Statements removed. Second by Board Member Spiesschaert. Motion carried 4-0.**

**Financial Statements** - Board Member Spiesschaert inquired about Line Item 182, Restaurant License. Executive Director Hillman noted that it was for the free breakfast. Board Member Spiesschaert also inquired about an FFA Premium check that seemed high. Executive Director Hillman indicated that staff would check on it.

**Motion by Board Member Spiesschaert to approve Financial Statement. Second by Board Member Vial. Motion carried 4-0.**

**2. Special Reports**

**A. Rodeo Report** – Cody Feinauer, Rodeo Committee Chair, reported that they are looking for a new specialty act for next year in that the mini bulls have run their course. Rodeo Committee Chair Feinauer also mentioned about changing the dates back a week to move off the Joseph and Cheyenne dates.

Board Member Leahy asked about cowboy turn out. Rodeo Committee Chair Feinauer explained that this year was the first year that they used permit-riders, and the turn out was good, but there were not a lot of quality riders. Board Member Vial mentioned that the permit holders provided a more entertaining performance.

Rodeo Committee Chair Feinauer also mentioned that if we go back a week we would be the biggest of the available PRCA rodeo's for that weekend.

Board Member Vial also commented that the rodeo seemed long and there was a lot of down time. Board Member Vial inquired about a youth participation event like mutton busting. Rodeo Committee Chair Feinauer indicated that they would look in to the matter. Rodeo Committee Chair Feinauer further noted that the attendance was fantastic and even Saturday afternoon was good.

**B. 4-H Report** – John Baggott, 4-H Extension Agent, reported that he didn't have much more to report since most was covered during the work session and at the August Board Meeting.

President Christy asked if the kids were frustrated about the prices they got for the youth auction. Mr. Baggott replied that prices were down and some kids were not able to cover costs. Board Member Vial gave a quick explanation about prices here and at other youth auctions in more rural counties. Mr. Baggott also noted that 4H and FFA kids are learning how to find buyers in advance.

President Christy asked if any type of notification went out to potential buyers. Executive Director Hillman replied that the Auction Committee sends out invitations to past buyers about the upcoming auction and asked them to bring friends and family. Mr. Baggott also noted that there are more opportunities for commercial sponsors to be involved in youth programming here than in more rural areas. He also mentioned that there would be an Event Center outreach meeting at the Extension Office during the 4H All-Leaders meeting.

Board Member Vial asked Mr. Baggott if he felt that some of the kids were skirting the shows in order to go to the concert and wondered if we should be scheduling the large involvement shows, such as Master Showmanship, so they don't conflict with big name

entertainment. Mr. Baggott responded that he hoped that was not the case, but scheduling would be looked at and some things re-arranged.

**C. Boosters Report** – Bill Duerden, Booster President, invited the Board to the Kiwanis Auction and noted that the group is working on coordinating the Volunteer Appreciation Dinner.

**D. Maintenance Report** – Fair Operations Manager Brander referred the Board to the report in their packet and noted he did not have anything else to add, but he would have a report from the SAIF inspection next month.

Board Member Spiesschaert inquired as to the major fall and winter projects. Fair Operations Manager Brander replied that they would be talking about that soon, but felt it would mostly be preventative maintenance. Board Member Spiesschaert commented that the process should be started now and a list prioritized so the Board can give input as needed.

Board Member Vial suggested that something should be done about the un-even turf since it has been a topic of repair for several years and saw several older folks tripping in holes and un-even spots. Executive Director Hillman noted that Fair Operations Manager Brander recognized that problem early on and would be looking into ways of fixing the problem.

Board Member Leahy asked Fair Operations Manager Brander how he would approach such a project. Fair Operations Manager Brander responded that a cost evaluation would need to be done on the several different ways to approach the project. Board Member Leahy said that if the low areas were sanded and re-seeded, it would be well established by fair time. Fair Operations Manager Brander agreed.

### **3. Old Business**

**A. Re-Development Update** – President Christy noted that several dates have been set for presentations and the County was looking at ways to reach the public at large. Board Member Vial inquired about putting something in the voter's pamphlet and inquired if individuals, such as himself, have a right to do that, as it was unclear from previous discussions on this matter. Executive Director Hillman responded that a private citizen or organization can submit a statement for the voter's pamphlet, but Board Members may not express their views on such matters as a Fair Board member.

Executive Director Hillman also commented that another outreach meeting needed to be scheduled for fairtime users and exhibitors not covered by the up-coming 4-H All-Leaders meeting. President Christy agreed that another meeting needed to be scheduled, but would like to see it on the east side of the County. Executive Director Hillman said he had contacted several facilities and would do further research and make a recommendation as to time, place and location.

**B. 4-H Horse Fair Dates** – Executive Director Hillman referred the Board to the report in the packet, recommending that the staff be allowed to investigate a change in the 4-H Horse Fair dates for 2003, 2004 and 2005 in order to give an additional week between the 4-H Horse Fair and the Washington County Fair & Rodeo. Staff is still waiting for a poll report from the 4-H Horse Advisory committee to see if they supported the change and will report the findings at the next Board meeting.

**C. Future Board Meeting Dates** – President Christy asked the Board how they felt about changing the dates of the Board meeting to the last Wednesday of the month to help with getting current financials. Board Member Spiesschaert voiced concern over the last Wednesday of the month noting it will sometimes fall on holidays and would rather see the date be the third Wednesday of every month. Executive Director Hillman replied that the third Wednesday of some months occurred as early as the 17<sup>th</sup> and would still be tight to get the financials out and we would not always be achieving the goal we are trying to accomplish by changing the dates.

President Christy tabled the discussion until Executive Director Hillman could look at a calendar and make a recommendation.

**D. Board Retreat** – President Christy asked Board Members to make recommendations on dates. The Board agreed on November 20<sup>th</sup>. President Christy said she would have a tentative agenda with topics available at the next Board meeting.

**E. Western Fairs Association Blue Ribbon Award Nomination** – President Christy inquired as to any nominations being submitted prior to the meeting. Executive Director Hillman noted none had been received.

President Christy nominated Ag-West due to their support of the 4-H Horse Fair. Board Member Spiesschaert nominated the Washington County Livestock Association for their years of work on the facilities and assisting with the youth auction. Board Member Vial agreed with Board Member Spiesschaert's nomination. President Christy concurred that we should nominate the Washington County Livestock Association for this award and Ag-West for the O.F.A. distinguished service award.

#### 4. New Business

**A. 2002 Washington County Fair & Rodeo Paid and Non-Paid Admission Comparisons** – Executive Director Hillman referred the Board to the reports in the packet and reminded the Board that 2001 was a six-day fair and also noted that the Board's newly established policy on credentials made the staff's job much easier.

Board Member Vial inquired about the season passes and were they reflected in discounted admissions. Executive Director Hillman indicated that they were. Executive Director Hillman continued to comment that this year we only had the one opening day discount from Bi-mart and did not continue with the free seniors, free kids or *Oregonian* coupon programs.

Booster President Duerden asked what the impact was on vendors not having all of the free people. Executive Director Hillman indicated that many of the vendors operate on percentages and percentage sales were equal to or a little bit higher than last year.

Board Member Spiesschaert inquired about the trend report that they have seen in the past and wondered if it was a lot of work to compile. Fair Coordinator Perkins noted that it was a lot of work to compile.

President Christy commented that numbers had not been reported correctly prior to 2001.

Board Member Spiesschaert requested to see the numbers on the vendors to see what the income was.

Rodeo Committee Chair Feinauer inquired if vendors thought spending habits of the consumers was better at the beginning or the end of the month.

Board Member Vial noted that Rodeo Committee Chair Feinauer's question needs to be explored and we needed to discuss the possibility of changing the dates. President Christy agreed and said she would add it to next month's discussion items.

**B. Disposition of Art Murals** – President Christy commented that the murals were beautiful and asked Board Member Vial as to any thoughts on what should be done with them. Board Member Vial suggested having them on display at places around the County such as public buildings.

John Baggott inquired if it would be a permanent exhibit or a traveling exhibit. Board Member Vial thought that it was a good idea to have a traveling exhibit throughout the County and then find them a permanent home.

Executive Director Hillman indicated that staff would make inquiries.

**C. Other New Business** - President Christy asked if there was any other new business.

Board Member Spiesschaert referred the Board to look at the *Argus* insert of fair results.

President Christy inquired as to why 4-H was not included again. John Baggott noted that this was the second year this happened and further commented that the *Argus* felt that the 4-H results were too much to print.

Board Member Spiesschaert inquired if they were going to do anything for 4-H. John Baggott replied he would be contacting the *Argus* about a press release.

**5. Announcements** – None other than what was in the packet

6. **Correspondence** - President Christy commented that she received a nice thank you letter from the Sherwood Volunteer of the Year that was recognized during the fair. President Christy referred the Board to the many other nice letters received.

Board Member Vial suggested that a response should be sent to the letter from the Scholls Grange. Executive Director Hillman indicated that a response would be sent.

7. **Board Communications** - None

8. **Other** - None

**With no further business before the Board, President Christy adjourned the meeting at 5:50 pm.**

-----  
**Don G. Hillman**  
**Recording Secretary**

-----  
**Kathy Christy**  
**Board President**



## Washington County Fair Boosters Club Minutes for 4 Sept. Meeting

**Attendance:** Don Hillman, Lorena Roberts, Irene Barnes, Ed Kristovich, Sheila Day, David Barnes, Kathy Schmidkofer, Ruth Scheller, Fred Scheller, Dale Scheller, Bill Duerden, Lloyd Baron, Marie Encel, Al Goldman, Shelton Jones, Jeanne Leeson, Lyle Spiesschaert.

**Prior Meeting Minutes:** Approved as written and mailed.

**Treasurer's Report:** Approved as presented by Al Goldman.

### Old Business:

**Fair; Report on the Food Concessions:** Bill Duerden presented a breakdown of the fair food concession expenses. The net take was \$3,260.04. This is about the same as last year, but this year we had to pay for insurance, ice, water and the tent which totaled about \$600.00.

**What Worked at the Fair:** The Key Club kids were marvelous. The iced tea went well. There were more compliments than complaints this year. Tri-Met and the shuttle busses to the MAX. The dance floors were successful.

**What Didn't Work:** The short duration of the fair. The concessionaires paid the same, but were only there four days. The steak feed was moved to Saturday night without adequate notification. The pioneers were gone. The parking on 28<sup>th</sup> St. The amphitheatre talent didn't draw large enough crowds. The information booths were ineffective; the people manning them didn't know the fair and could give no help. The fair seemed to be over-commercialized and had no charm.

At times there were too many workers in our booth. Advance scheduling needs to be improved. We ran out of quarters.

**The Volunteer Picnic:** The Boosters are planning a fair-wide volunteer picnic. It will be Thursday, Oct. 3 at 6:00 p.m. Sheila will coordinate with the committee of Irene Barnes, Dale Scheller, Lyle Spiesschaert, Ed Kristovich, Lorena Roberts and Bill Duerden. Invitations will be sent out to the volunteers of all departments. The Fair Board and the Boosters will split the cost.

**Fair Board Meeting:** Don Hillman presented a recap of the fair and a few other agenda items that were discussed at the Fair Board meeting: putting one week between horses and fair. A board retreat is planned at the motel for future planning. The Blue Ribbon Volunteer Award was given to the Washington County Livestock Association. Outreach programs are planned to 4-H and East County groups about the Events Center. The art murals hope to be rotated through the county offices.

**Redevelopment:** Bill and Don reported on the Fairground Redevelopment update. The County Board of Commissioners have approved placing the Events Center proposal on the November ballot. The trend seems to be to save some of the old facilities that will be used in conjunction with a new facility.

Outreach programs will be extensive in East County and local Greater Hillsboro area and particularly with current user groups.

**Friends of the Events Center:** A new group has been organized to help with the bond election. They seem to be very active and strong. They will see that ads get into the Voters Pamphlet, a newspaper pullout will be printed with accurate and up-to-date information. There will be lawn signs and bumper stickers. Funds are coming in. Work crews will be needed.

It was passed and approved to support this group up to \$9,000.00 from the Boosters treasury, giving them \$5,000.00 at this time. This will include one endorsement in the Voters Pamphlet. If you wish to financially support this group, the treasurer is Leroy Bentley, 20580 N.W. Quail Hollow Drive, Portland, OR 97229, phone: 503-629-0171.

**The Next Meeting:** Wednesday, Oct. 2, 2002 at 7:00 p.m, at the Fair Office.

**Don't forget the Volunteer Dinner! See you there!**

# FACILITY USE SCHEDULE

# Washington County **FAIR COMPLEX**

## Facility Schedule for October-2002

### Tuesday, October 01, 2002

Cloverleaf Building Glencoe Football Bingo  
Covered Show Ring Dog Flyball Practice  
Arts & Crafts Building 4-H Guide Dogs  
Floral Building Rodeo Committee Meeting  
Arts & Crafts Building 4-H Guide Dog Training

### Wednesday, October 02, 2002

Meeting Room 4-H Horses Unlimited Meeting  
Arts & Crafts Building Paid Dog Training

### Friday, October 04, 2002

Main Exhibit Hall Gem Show

### Saturday, October 05, 2002

Main Exhibit Hall Gem Show

### Sunday, October 06, 2002

Main Exhibit Hall Gem Show  
Cloverleaf Building Church Function  
Meeting Room 4-H Rabbit Club Meeting  
Floral Building 4-H Club Meeting

### Monday, October 07, 2002

Main Exhibit-South 4-H Dog Club  
Arts & Crafts Building 4-H Guide Dog Training

### Tuesday, October 08, 2002

Cloverleaf Building Glencoe Football Bingo  
Covered Show Ring Dog Flyball Practice

### Wednesday, October 09, 2002

Main Exhibit Hall Trade Show  
Arts & Crafts Building Paid Dog Training

### Thursday, October 10, 2002

The Plaza Plume Evaluation Training  
Meeting Room 4-H Furry Friends Club

### Saturday, October 12, 2002

Quadrant Property ATV Safety Class  
Cloverleaf Building SCA Event

### Sunday, October 13, 2002

Main Exhibit Oregon Collectors Market  
Quadrant Property ATV Safety Class

### Monday, October 14, 2002

Main Exhibit-South 4-H Dog Club

### Tuesday, October 15, 2002

Covered Show Ring Dog Flyball Practice  
Cloverleaf Building Glencoe Football Bingo

### Wednesday, October 16, 2002

Main Exhibit-North Paid Dog Training

### Saturday, October 19, 2002

Quadrant Property ATV Safety Class  
Main Exhibit Hall Unique Animal Expo  
Cloverleaf Building 4-H Club Fundraising Garage

### Sunday, October 20, 2002

Main Exhibit Hall Unique Animal Expo

### Monday, October 21, 2002

Main Exhibit-South 4-H Dog Club

### Tuesday, October 22, 2002

Covered Show Ring Dog Flyball Practice  
Cloverleaf Building Glencoe Football Bingo

### Wednesday, October 23, 2002

Main Exhibit Hall Paid Dog Training

### Saturday, October 26, 2002

Main Exhibit Hall Miniature Doll House Show

**Sunday, October 27, 2002**

Quadrant Property Rally Cross Race  
Main Exhibit Hall Miniature Doll House Show  
Floral Building 4-H Club Meeting

**Monday, October 28, 2002**

Main Exhibit-South 4-H Dog Club

**Tuesday, October 29, 2002**

Covered Show Ring Dog Flyball Practice  
Cloverleaf Building Glencoe Football Bingo

**Wednesday, October 30, 2002**

Main Exhibit-North Paid Dog Training  
Main Exhibit-South Intel Department Meeting

SPECIAL REPORTS

County of Washington

Washington County Fair Complex  
873 NE 34<sup>th</sup> Avenue  
Hillsboro, Ore. 97124  
Phone: (503) 648-1416  
Fax: (503) 648-7208  
[alexb@fairplex.com](mailto:alexb@fairplex.com)  
[www.faircomplex.com](http://www.faircomplex.com)

## MEMORANDUM

**Date:** September 24, 2002

**From:** Alex Brander *AB*  
Washington County Fair Complex

**Re:** Operations Report

Here is a list of tasks completed for the month of September.

1. Staff has completed the monthly check list on Emergency Exit Lighting.
2. Staff has completed certification in Fire Extinguisher maintenance.
3. Staff is in the process dates for updating the certification in the use of Fire Extinguisher and industrial equipment operator training.
4. Staff is in the process of setting a date for Hazardous Material Awareness Class.
5. Staff is repairing the south exterior wall of the Livestock Restroom.
6. Staff continues to work on cleaning and putting materials away form the Fair.
7. Staff has started filling and leveling areas for grass to be planted.
8. Staff is continuing to work on a list of proposed maintenance projects.

OLD BUSINESS



County of Washington

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

## FAX MEMORANDUM

**Date:** September 25, 2002

**To:** Board Members  
Washington County Fair Board

**From:** Don G. Hillman  
Executive Director



**Re:** 2003 4-H Horse Fair Dates

Bob Adlesich, 4-H Horse Advisory Board President, has completed his survey of various 4-H Horse Fair participants and leaders regarding their thoughts on moving the 4-H Horse Fair dates to accommodate one full week between the 4-H Horse Fair and the Washington County Fair & Rodeo thereby allowing time to re-set the grounds and facilities. Mr. Adlesich has reported that most would rather leave the dates as they are due to other conflicting activities. As such, staff recommends leaving the 4-H Horse Fair dates as is for 2003.

cc: Washington County Fair Complex Staff  
John Baggott, OSU Extension Service (John.Baggott@OregonState.edu)  
Bob Adlesich, 4-H Horse Advisory Board President (badlesich@pru-nw.com)  
Kristen Matterson, 2002 4-H Horse Fair Superintendent (Krissy@horsehq.net)

County of Washington

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

## FAX MEMORANDUM

**Date:** September 26, 2002

**To:** Board Members  
Washington County Fair Board

**From:** Don G. Hillman  
Executive Director



**Re:** Proposed Board Meeting Dates

Presently, Board meetings are scheduled for the first Wednesday of the month; however, members of the Board have expressed a desire to have more current financial statements. Given the fact that the Complex books are not closed and reconciled until the 15<sup>th</sup> of the month, and given the time required to prepare Board packets and adherence to required public notices, Board meetings could not be scheduled until the forth week of the month if the desire is to have financials statements one month in arrears. The following are three options. Option A is the current schedule; Option B is the third Wednesday of the month<sup>1</sup>; and Option C is the forth Wednesday of the month.

<u>Option A</u>	<u>Option B</u>	<u>Option C</u>
01/01/03*	01/15/03	01/22/03
02/05/03	02/19/03	02/26/03
03/05/03	03/19/03	03/26/03
04/02/03	04/16/03	04/26/03
05/07/03	05/21/03	05/28/03
06/04/03	06/18/03	06/25/03
07/02/03	07/16/03*	07/23/03*
08/06/03*	08/20/03	08/27/03
09/03/03	09/17/03	09/24/03
10/01/03	10/15/03	10/22/03
11/05/03	11/19/03	11/26/03
12/03/03	12/17/03	12/24/03*

(\* ) May require rescheduling due to holiday or closeness to fair & rodeo.

<sup>1</sup> Financial statements would still be two months in arrears, i.e., August statements in October packet.



NEW BUSINESS

Date: September 5, 2002

To: Fair Board and Don Hillman

RE: Future Fair and Rodeo dates

The Rodeo Committee feels strongly that the Fair and Rodeo would benefit from changing the Fair dates to end the first Sunday in August. The Rodeo Committee's reasons are as follows:

- The move would push the Fair farther away from the 4<sup>th</sup> of July celebration.
- In general, more people have spending money at the beginning of the month than the end.
- The Floral and Produce people would have one more week of growing time.
- It would provide a week between Horse Fair and the Fair and Rodeo, without having to move Horse Fair closer to June.
- The Rodeo would no longer be on the same weekend as Joseph, Oregon and Cheyenne, Wyoming (one of the top 5 rodeos in the country).
- It would create a much better run for the cowboys with Longview, WA, Tacoma, WA, Sublimity, OR, and Hillsboro, OR. Since we have the most added money of those, the cowboys would turn out the other rodeos before ours.
- Future Fair and Rodeo dates would be as follows:

2003	July 31-Aug 3
2004	July 29-Aug 1
2005	Aug 4-7
2006	Aug 3-6
2007	Aug 2-5

Sincerely,

Cody Feinauer  
Rodeo Committee Chairman

# ANNOUNCEMENTS

*Calendar of Events*  
*October 2002 - January 2003*

Date	Event	Location
<b><i>October</i></b>		
1	Rodeo Committee Meeting	Floral Building (7:00 PM)
2	Board Meeting	Floral Building (4:30 PM)
2	Booster Meeting	Board Room (7:00 PM)
3	Volunteer Dinner	Cloverleaf Bldg. (6:00 PM)
15	TV Workshop Awards Ceremony	TV Workshop Office (4:30 PM)
16	Redevelopment Outreach Meeting	Arts & Crafts Bldg. (7:00 PM)
<b><i>November</i></b>		
5	Rodeo Committee Meeting	Floral Building (7:00 PM)
6	Board Meeting	Floral Building (4:30 PM)
6	Booster Meeting	Board Room (7:00 PM)
11	Veterans Day	Office Closed
20	Board Retreat	TBA (All Day)
28	Thanksgiving	Office Closed
<b><i>December</i></b>		
2-5	IAFE Convention - Las Vegas	Las Vegas, Nevada
3	Rodeo Committee Meeting	Floral Building (7:00 PM)
4	Board Meeting	Floral Building (4:30 PM)
4	Booster Meeting	Board Room (7:00 PM)
25	Christmas Day	Office Closed
<b><i>January</i></b>		
1	New Years Holiday	Office Closed
6 - 9	Western Fair's Annual Convention	San Diego, CA
7	Rodeo Committee Meeting	Floral Building (7:30 PM)
8	Board Meeting	Floral Building (4:30 PM)
8	Booster Meeting	Board Room (7:00 PM)
10 - 12	Oregon Fair's Convention	Portland, OR

Note: Conflict in December and January with IAFE and WFA Conventions.

Subject to Change Monthly

OTHER MATTERS OF INFORMATION

---



# OSU to You

OREGON STATE  
UNIVERSITY

September/October 2002

Vol. 2, No. 1

EXTENSION SERVICE  
WASHINGTON COUNTY

*Our Mission – delivering objective, research-based, non-formal education to help Oregonians solve problems, take leadership, and manage resources.*

OSU EXTENSION FACULTY  
SERVING WASHINGTON  
COUNTY\*

**Staff Chair**

John Baggott 725-2111

**4-H Youth Development**

John Baggott 725-2111

Jeanne Brandt 725-2112

Lisa Conroy 725-2113

Maureen Hosty 725-2046

**Aquatic Ecosystem Health**

Paul Helmowitz 722-6718

**Citizen Involvement**

Linda Gray 725-2116

Patt Opdyke 725-2117

**Family & Community Development**

Terry Hadlock 725-2121

**Forestry & Christmas Trees**

Chal Landgren 725-2102

**Food Products**

Scott Leavengood 725-2123

**Dairy**

Troy Downing 842-3433

**Home Horticulture Program**

Jan McNeilan 725-2031

**Master Recycler Program**

Megan Cogswell 725-2035

**Commercial Horticulture**

678-1264

**Phone Hotlines**

Food Safety & Preservation 725-2042

Master Gardener 725-2300

**General Information**

725-2300

\*All 503 area code

**Email format:**

firstname.lastname@oregonstate.edu

Oregon State University Extension Service offers educational programs, activities, and materials without discrimination based on race, color, religion, sex, sexual orientation, national origin, age, marital status, disability, or disabled veteran or Vietnam-era veteran status. Oregon State University Extension Service is an Equal Opportunity Employer.



Dr. Jim Rutledge (right), OSU 4-H State Program Leader, joins members of the Scuttlebuns 4-H Club at the Rose Garden Arena, during the Portland Fire vs. Phoenix Mercury WNBA game.

## Fire Basketball Team Honors 4-H Club

The Scuttlebuns, Washington County 4-H Rabbit and Cavy Club, was honored by the Portland Fire Women's NBA Team during halftime of their August 11 game against the Phoenix Mercury. The Scuttlebuns 4-H Club, led by Cathy Zellmer, Noreen Lanphier and Paul Zellmer, was recognized at "4-H Night with the Portland Fire" for their outstanding community service projects including coordination of 4-H Learning Days and animal health

check-ups offered to the public. Club members say their favorite community service activity is their annual visit with their rabbits and cavies (guinea pigs) to Providence Child Care Center, a care facility for severely handicapped children. Jackie Stiles, Portland Fire basketball player, is a 4-H alumni.

## Parent Skills Workshops Meet Needs

Parents attend workshops for a variety of reasons. Terry Hadlock, Family and Community Development Extension faculty, says that some want to improve their skills as parents and some want to establish a common means of parenting. Others have been ordered by courts to attend.

Court-ordered parents, like most parents, want to do a good job of parenting their children, Hadlock states. Usually, however, they can never imagine how they could improve their parenting until the workshops expose them to new ideas. It is often exciting to watch them come alive when they learn of ways to respond to their children more effectively than they knew was possible.

A typical example is that of a court-ordered father who learned, among other things, how to look at his daughter's needs and perspectives. He appreciatively said after attending a series of workshops, "Not only do I get to see my daughter regularly, again, but now I get involved with her as a person. I know how to build her up in situations, and I have confidence when I have to correct her." In this single case, a judge referred this father to the workshops, he attended them, and then he cycled back into society relating better with his daughter. The individual lives of the father and daughter have been enriched, the family has been enriched, and the community has been enriched. This is just one parent, and OSU Extension has made over 2000 workshop contacts with parents over the past four years.

Washington County OSU TO YOU is a bi-monthly publication of the Oregon State University Extension Service in Washington County highlighting the activities and accomplishments of local programs. More information on all program areas and events can be seen on our website at [www.oregonstate.edu/extension/washington](http://www.oregonstate.edu/extension/washington) or our location at 18640 NW Walker Road, Suite 1400, Beaverton, OR 97006 (CAPITAL Center Entrance D1).



## Workshop on Secondary Wood Manufacturing Technology

In June, Extension faculty Scott Leavengood and colleagues from the Department of Wood Science and Engineering in Corvallis conducted the first annual 1 1/2-day "Wood Technology PDX" workshop at the OSU Washington County Extension office.

The audience was as diverse as the secondary wood products manufacturing industry itself; participants included companies that produce trade show exhibits, wood blinds/shutters, redwood greenhouses, and even home hobbyists. The workshop focused on solving common challenges in secondary wood products manufacturing. Participants learned about basic wood anatomy, within- and between-species differences, common moisture issues, defects that occur in standing trees or in storage, common finishing problems, basics of wood machining and gluing, and common defects that occur in-use. Participants related what they had learned to common challenges they experience at work and will be working with Extension personnel following the workshop to develop specific solutions to the problems.

## Portland Metro Master Watershed Steward Program Continues to Grow



WSEP instructor Esther Lev helps participants identify wetland plants

Local streams and wetlands are now getting some additional help from a new breed of Oregon State University "Master" Volunteer. Twenty-five Portland metro residents recently participated in the 2002 OSU Extension Watershed Stewardship Education Program, completing the first step toward earning the title Master Watershed Steward. WSEP training involves over 40 hours of classroom and field courses covering topics such as watershed hydrology, salmon biology, and wetland restoration. Most of the 2002 WSEP training sessions took place in Washington County and the Tualatin River watershed. Participants are now working on the other requirement for becoming a Master Watershed Steward – completing a 30-hour volunteer project that builds on their new knowledge. Projects underway include an evaluation of aquatic insects in the Bridlemile Creek watershed and restoring a section of Tualatin River floodplain. Planning is now underway for the 2003 WSEP session in the Portland area. For more information, call 877-652-0302 toll-free or visit <http://seagrant.orst.edu/wsep>.

## Senior Volunteers Focus on Positive Traits & Values

Our society traditionally focuses on building programs to address misbehavior in children. Consequently, research has studied the intergenerational transmission of problem behavior. However, senior citizens in the Portland metro area have been learning how to transmit positive traits and values to their grandchildren and other youth. Terry Hadlock, Family and Community Development Extension faculty, has trained about 40 senior volunteers, who will in turn teach about 450 other seniors how to relate with youth, parents, and communities in ways that foster the positive development of youth. Hadlock, who is using "40 Assets" material as the basis of this project, says, "Their discussions are lively and passionate, because they know they can make a difference in the lives of children."

## OSU Extension Leads Oregon's Fourth Annual Watershed Weeks

River festivals, watershed clean-ups, planting parties, kayak tours, arts and crafts events, workshops, and more will be part of the fourth annual Oregon Watershed Weeks, which runs from September 14 through October 20. The statewide events are sponsored by watershed councils, non-profit environmental groups, soil and water conservation districts, government agencies, and nature centers.

"We all live in a watershed, but most people don't often think about that," said Paul Heimowitz, Oregon State University Sea Grant Extension Educator and Watershed Weeks founder. Oregon Watershed Weeks started four years ago to give Oregon families a fun way to learn about watersheds and how to take care of them. Information about events can be found in free event guides available at libraries, post offices, and chambers of commerce around the state. People can also get information by visiting [www.watershedweeks.org](http://www.watershedweeks.org) or by calling 1-888-854-8377.

Washington County  
Fair 2002

4-H members  
Discover  
the Fun!

Over 3200 exhibits and  
contests were entered by  
participating 4-H members  
this year, up from 2850  
entries last year.

