

Fair Complex Board Meeting Notice

Washington County Fair Complex Board

Wednesday, February 7, 2007

4:30 - 6:30 p.m.

Chair
W. Rafe Flagg

Vice Chair
Dan Logan

Treasurer
Ken Madden

Secretary
Kathy Christy

Board Member
A. Richard Vial

Board Member
Herbert Hirst

Board Member
Michael Steward

Executive Director
Don G. Hillman

Standing Committees

Airshow & Airport Interface
Herbert Hirst

Booster /Coalition Liaison
Dan Logan
Michael Steward

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

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

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

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

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

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

All public meetings are recorded.

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

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



Call to Order

Oral Communications for Non-Agenda Items

Oral Communication is limited to two minutes per individual, ten minutes total.

Consent Agenda

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

1. Financial Statements ([PDF](#))
 - a. Budget Overview - December 2006 ([PDF](#))
 - b. Balance Sheet - December 2006 ([PDF](#))
 - c. Other, if any
 2. Fair Complex Board Minutes - January 2007 ([PDF](#))
 3. Facility Use Schedule - February 2007 ([PDF](#))
 4. Other, if any
-

Special Reports

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

Old Business

1. Redevelopment Update, if any
 2. Renaissance Festival Update ([PDF](#))
 3. Proposed 2007/08 Budget - Public Hearing @ 5:00 p.m. ([PDF](#))
 4. Other, if any
-

New Business

1. Fire Hydrant Project Bid Award ([PDF](#))

2. LED Message Board Bid Award ([PDF](#))

3. Other, if any

Announcements



1. Calendar of Events ([PDF](#))

3. Other, if any

Correspondence



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

2. Other, if any

Board Oral Communications



Other Matters of Information



1. Booster Meeting Minutes - January 2007 ([PDF](#))

2. Newspaper Articles ([PDF](#))

4. Other, if any

Oral Communications



Limited to four minutes per individual - twenty minute total.

Executive Session, if necessary



Pursuant to ORS 192.660 (2) Ch) to consult with Legal Counsel

Adjourn



County of Washington

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FAX MEMORANDUM

Date: January 31, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

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

Re: December 2006 Financial Statements

Find attached the December 2006 Budget Overview and Balance Sheet. They were produced by the Washington County Finance Department's WIZARD program and reflect accounting activity for December 2006.

The Fair Complex continues to maintain a strong fund balance with an ending fund balance for December in excess of \$700,000.

The December 2006 Budget Overview provides a fairly complete financial picture of revenues and expenses applicable to the recent 2006 County Fair & Rodeo.

WASHINGTON COUNTY FAIR COMPLEX
Budget Overview July 2006 - June 2007

| | Description | December 2005 | July 2006 | August 2006 | September 2006 | October 2006 | November 2006 | December 2006 | Year to Date 2006/07 | Budget 2006/07 | % | COMMENTS |
|----|-----------------------------------------|---------------|-------------|-------------|----------------|--------------|---------------|---------------|----------------------|----------------|------|----------------------------------------------|
| 1 | Opening Balance | \$ 514,459 | \$ 634,348 | \$ 717,630 | \$ 681,571 | \$ 638,504 | \$ 719,828 | \$ 729,998 | \$ 634,348 | \$ 469,660 | | |
| 2 | | | | | | | | | | | | |
| 3 | Interim Operating Revenues | | | | | | | | | | | |
| 4 | | | | | | | | | | | | |
| 5 | Parking | \$ - | \$ 11,086 | \$ 740 | \$ - | \$ - | \$ - | \$ - | \$ 11,826 | \$ 21,000 | 56% | Lower than expected Air Show Parking revenue |
| 6 | RV Park | 1,400 | 360 | 1,440 | 1,180 | 740 | 470 | 810 | 5,000 | 10,000 | 50% | |
| 7 | Rentals | 32,565 | 6,256 | 4,440 | 38,576 | (964) | 9,535 | 22,671 | 80,514 | 235,000 | 34% | No Dog Show in July or July 4th Event. |
| 8 | Concessions | 13 | - | 124 | 1,029 | - | - | - | 1,153 | 6,000 | 19% | No Dog Show in July or July 4th Event. |
| 9 | Misc Income | (526) | 3,188 | 4,067 | (447) | 2,333 | 4,172 | 680 | 13,993 | 7,000 | 200% | Mostly reimbursement of security services. |
| 10 | | | | | | | | | | | | |
| 11 | Total Interim Operating Revenues | \$ 33,452 | \$ 20,890 | \$ 10,811 | \$ 40,338 | \$ 2,109 | \$ 14,177 | \$ 24,161 | \$ 112,486 | \$ 279,000 | 40% | |
| 12 | Interim Operating Expenses | | | | | | | | | | | |
| 13 | Personal Services | \$ 30,433 | \$ 14,462 | \$ 27,955 | \$ 41,980 | \$ 28,038 | \$ 28,028 | \$ 27,893 | \$ 168,356 | \$ 379,842 | 44% | Includes salaries applicable to development |
| 14 | Supplies | 2,007 | 1,842 | 9,456 | 2,693 | 4,102 | 1,316 | 211 | 19,620 | 20,000 | 98% | |
| 15 | Professional Services | 583 | 918 | 1,810 | 3,261 | 237 | 865 | 840 | 7,931 | 12,500 | 63% | |
| 16 | Advertising | 475 | - | - | - | - | 472 | 476 | 948 | 5,000 | 19% | |
| 17 | Communications (ATM) | 46 | - | 85 | 10 | 70 | - | - | 165 | 500 | 33% | |
| 18 | Utilities | 3,752 | 31 | 759 | 3,061 | 2,061 | 7,282 | 3,159 | 16,353 | 71,000 | 23% | |
| 19 | Repair and Maintenance | 759 | 12,901 | 17,415 | (11,392) | 9,610 | 8,255 | 860 | 37,649 | 54,000 | 70% | September - ME modifications moved to Lin |
| 20 | Rentals | 215 | - | 959 | - | 95 | - | - | 1,054 | 5,000 | 21% | |
| 21 | Dues and Memberships | 936 | 60 | - | - | - | - | 175 | 235 | 1,750 | 13% | |
| 22 | Training and Travel | - | - | - | - | - | 348 | 287 | 635 | 1,500 | 42% | |
| 23 | Insurance | - | - | 14,212 | 211 | - | 169 | 532 | 15,124 | 14,500 | 104% | Premium paid annually. Includes new forkli |
| 24 | Postage | - | - | 38 | - | 38 | - | 102 | 178 | 1,000 | 18% | |
| 25 | Printing internal | - | 29 | 18 | - | - | - | - | 47 | 750 | 6% | |
| 26 | Telephones | 583 | - | - | - | 566 | 594 | 590 | 1,750 | 6,500 | 27% | |
| 27 | Special Expenses | 81 | 926 | 909 | 1,001 | 636 | 650 | 204 | 4,326 | 5,000 | 87% | |
| 28 | County Legal | 1,789 | - | - | 2,044 | 6,273 | 1,727 | - | 10,044 | 5,000 | 201% | |
| 29 | County Indirect Cost | 1,242 | 1,494 | 1,494 | 1,494 | 1,494 | 1,494 | 1,494 | 8,964 | 17,925 | 50% | Split between fair and interim programs. |
| 30 | | | | | | | | | | | | |
| 31 | | | | | | | | | | | | |
| 32 | Total Interim Operating Expenses | \$ 42,901 | \$ 32,663 | \$ 75,110 | \$ 44,363 | \$ 53,220 | \$ 51,200 | \$ 36,823 | \$ 293,379 | \$ 601,767 | 49% | |
| 33 | | | | | | | | | | | | |
| 34 | Net Interim Revenues/Expenses | \$ (9,449) | \$ (11,773) | \$ (64,299) | \$ (4,025) | \$ (51,111) | \$ (37,023) | \$ (12,662) | \$ (180,893) | \$ (322,767) | | |

WASHINGTON COUNTY FAIR COMPLEX
Budget Overview July 2006 - June 2007

| Description | | December 2005 | July 2006 | August 2006 | September 2006 | October 2006 | November 2006 | December 2006 | Year to Date 2006/07 | Budget 2006/07 | % | COMMENTS |
|----------------------|---------------------------------------|--------------------|-------------------|-------------------|--------------------|--------------------|------------------|--------------------|----------------------|---------------------|-------------|---------------------------------------------|
| Fair Revenues | | | | | | | | | | | | |
| 35 | Commercial Booth Rentals | \$ - | \$ 93,700 | \$ 3,350 | \$ (2,600) | \$ - | \$ - | \$ - | \$ 94,450 | \$ 79,000 | 120% | September - Correction for miss-coded con |
| 36 | Dept of Agriculture | - | - | - | - | - | 46,456 | - | 46,456 | 41,000 | 113% | |
| 37 | Parking Fees | - | 6,972 | 74,807 | 100 | - | - | - | 81,879 | 75,000 | 109% | |
| 38 | Admissions | - | 2,772 | 22,263 | (14) | 14 | - | 125 | 25,160 | 25,000 | 101% | |
| 39 | Sponsorships | - | 46,850 | 18,500 | - | 939 | - | - | 66,289 | 75,000 | 88% | Unable to secure DockDogs sponsorship. |
| 40 | Carnival Income | - | 81,865 | - | - | - | - | - | 81,865 | 77,000 | 106% | |
| 41 | Advertising | - | - | - | - | - | - | - | - | 1,500 | 0% | |
| 42 | Entry Fees | - | 6,371 | 510 | - | - | - | - | 6,881 | 3,300 | 209% | Entry fee increase in 2006. |
| 43 | Concessions | - | 13,200 | 67,514 | 2,600 | - | - | - | 83,314 | 83,000 | 100% | |
| 44 | Other Revenues | - | 1,475 | 4,159 | 4,837 | - | 890 | - | 11,361 | 9,500 | 120% | |
| 45 | | | | | | | | | | | | |
| 46 | Total Fair Revenues | \$ - | \$ 253,205 | \$ 191,103 | \$ 4,923 | \$ 953 | \$ 47,346 | \$ 125 | \$ 497,655 | \$ 469,300 | 106% | |
| Fair Expenses | | | | | | | | | | | | |
| 48 | Personal Services | \$ 11,628 | \$ 5,803 | \$ 21,051 | \$ 18,695 | \$ 12,461 | \$ 12,456 | \$ 12,390 | \$ 82,856 | \$ 172,525 | 48% | |
| 49 | Supplies | - | 8,548 | 5,378 | 495 | 2,202 | (741) | - | 15,882 | 8,000 | 199% | New gridwall for Arts/Photo Exhibits, compu |
| 50 | Professional Services | - | 15,185 | 23,702 | 7,658 | 9,330 | 604 | - | 56,479 | 63,000 | 90% | |
| 51 | Advertising, Promotions, etc. | 129 | 4,221 | 88,469 | 315 | 6,540 | (1,001) | - | 98,544 | 98,000 | 101% | |
| 52 | Printing | - | 1,287 | - | - | - | - | - | 1,287 | 1,250 | 103% | |
| 53 | Utilities | - | - | 4,915 | 6,044 | - | - | 933 | 11,892 | 7,500 | 159% | |
| 54 | Repair & Maintenance | - | 65 | 976 | 75 | - | 523 | - | 1,639 | 3,000 | 55% | |
| 55 | Rentals | - | 601 | 13,982 | - | - | 4,921 | - | 19,504 | 25,000 | 78% | |
| 56 | Dues and memberships | - | 128 | - | - | 1 | - | 799 | 928 | 1,000 | 93% | |
| 57 | Travel and Training | 255 | - | 197 | 274 | 146 | 275 | 633 | 1,525 | 4,000 | 38% | |
| 58 | Insurance | - | - | 14,212 | 91 | - | 70 | 228 | 14,601 | 14,500 | 101% | Premiums paid annually. |
| 59 | Postage | - | - | 39 | 86 | 126 | - | - | 251 | 750 | 33% | |
| 60 | Telephone | - | 617 | 908 | 716 | - | - | - | 2,241 | 2,000 | 112% | |
| 61 | County Legal | 34 | - | - | - | - | - | - | - | 500 | 0% | |
| 62 | Other/Special Expenses | 101 | 77,674 | 2,127 | 882 | 23,277 | - | 27 | 103,987 | 119,000 | 87% | |
| 63 | Awards | - | 29,826 | 5,666 | (100) | - | - | 10,000 | 45,392 | 45,000 | 101% | December Charges - Shavings and Shaving |
| 64 | Indirect | 1,242 | 1,494 | 1,494 | 1,494 | 1,494 | 1,494 | 1,494 | 8,964 | 17,925 | 50% | Split between fair and interim programs. |
| 65 | | | | | | | | | | | | |
| 66 | Total Fairtime Expenses | \$ 13,389 | \$ 145,449 | \$ 183,116 | \$ 36,725 | \$ 55,577 | \$ 18,601 | \$ 26,504 | \$ 465,972 | \$ 582,950 | 80% | |
| 67 | | | | | | | | | | | | |
| 68 | Net Fairtime Revenues/Expenses | \$ (13,389) | \$ 107,757 | \$ 7,987 | \$ (31,802) | \$ (54,624) | \$ 28,745 | \$ (26,379) | \$ 31,684 | \$ (113,650) | | |

WASHINGTON COUNTY FAIR COMPLEX
Budget Overview July 2006 - June 2007

| | Description | December 2005 | July 2006 | August 2006 | September 2006 | October 2006 | November 2006 | December 2006 | Year to Date 2006/07 | Budget 2006/07 | % | COMMENTS |
|-----|------------------------------------------|-----------------|--------------------|------------------|-------------------|------------------|--------------------|-------------------|----------------------|-------------------|------------|------------------------------------------------|
| 69 | Rodeo Revenues | | | | | | | | | | | |
| | Admissions | \$ - | \$ 4,398 | \$ 21,485 | \$ - | \$ - | \$ - | \$ 40 | \$ 25,923 | \$ 30,000 | 86% | Rodeo sanctions changed to NPRA. |
| 70 | Sponsorships | 5,500 | 14,250 | 4,225 | 2,000 | - | - | 1,000 | 21,475 | 47,500 | 45% | |
| 71 | Queen Fees | - | - | - | - | - | - | - | - | - | 0% | |
| 72 | Miscellaneous | - | - | - | - | - | - | - | - | - | 0% | |
| 73 | | | | | | | | | | | | |
| 74 | Total Rodeo Revenues | \$ 5,500 | \$ 18,648 | \$ 25,710 | \$ 2,000 | \$ - | \$ - | \$ 1,040 | \$ 47,398 | \$ 77,500 | 61% | |
| 75 | | | | | | | | | | | | |
| 76 | Rodeo Expenses | | | | | | | | | | | |
| 77 | Supplies | \$ - | \$ 82 | \$ - | \$ - | \$ - | \$ - | \$ - | 82 | \$ 1,000 | 8% | |
| 78 | Professional Services | - | 27,500 | 5,458 | - | 123 | - | - | 33,081 | 57,000 | 58% | Rodeo sanctions changed to NPRA |
| 79 | Advertising | 1,300 | - | 2,770 | - | - | - | - | 2,770 | 5,000 | 55% | Mostly hospitality expenses. |
| 80 | Rentals | - | - | 2,479 | - | - | 705 | - | 3,184 | 5,000 | 64% | Savings used to increase prize money. |
| 81 | Training and Travel | - | - | - | - | - | - | - | - | - | 0% | |
| 82 | Other Misc Expenses | - | 1,712 | 900 | - | - | - | - | 2,612 | 10,000 | 26% | Savings used to increase prize money. |
| 83 | Awards/Prizes | - | 4,000 | - | - | - | - | - | 4,000 | - | 0% | Fair Complex contributed \$500 per event. |
| 84 | Total Rodeo Expenses | \$ 1,300 | \$ 33,294 | \$ 11,607 | \$ - | \$ 123 | \$ 705 | \$ - | \$ 45,729 | \$ 78,000 | 59% | |
| 85 | | | | | | | | | | | | |
| 86 | Net Rodeo Revenues/Expenses | \$ 4,200 | \$ (14,646) | \$ 14,103 | \$ 2,000 | \$ (123) | \$ (705) | \$ 1,040 | \$ 1,669 | \$ (500) | | |
| 87 | | | | | | | | | | | | |
| 88 | Frite Lites Revenues | | | | | | | | | | | |
| 89 | Admissions | \$ - | \$ - | \$ - | \$ - | \$ 38,955 | \$ 2,508 | \$ - | \$ 41,463 | \$ 65,000 | 64% | Includes Haunted Houses. |
| 90 | Concessions | - | - | - | - | - | - | 741 | 741 | 4,000 | 19% | |
| 91 | Sponsorships | 4,000 | - | - | - | 5,023 | - | - | 5,023 | 30,000 | 17% | No title sponsor in 2006. |
| 92 | Other Revenue | 4,788 | - | - | - | 376 | 585 | - | 961 | 1,000 | 96% | Glow sticks, etc. |
| 93 | Total Frite Lites Revenue | \$ 8,788 | \$ - | \$ - | \$ - | \$ 44,354 | \$ 3,093 | \$ 741 | \$ 48,188 | \$ 100,000 | 48% | |
| 94 | | | | | | | | | | | | |
| 95 | Frite Lite Expenses | | | | | | | | | | | |
| 96 | Personal Services (Temp Salaries) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 47 | \$ 1,227 | 1,274 | \$ 2,500 | 51% | |
| 97 | Supplies | 837 | - | - | - | 2,923 | 408 | - | 3,331 | 5,000 | 67% | |
| 98 | Professional Services | - | - | - | - | 394 | 5,853 | 77 | 6,324 | 40,000 | 16% | Includes Haunted Houses. |
| 99 | Advertising | - | - | - | - | - | 14,596 | 150 | 14,746 | 35,000 | 42% | |
| 100 | Other Expenses | 4,665 | - | - | 1,503 | 208 | - | 2,570 | 4,281 | 2,500 | 171% | Rented more tents in 2006 to protect visitors. |
| 101 | Total Frite Lites Expenses | \$ 5,502 | \$ - | \$ - | \$ 1,503 | \$ 3,525 | \$ 20,904 | \$ 4,024 | \$ 29,956 | \$ 85,000 | 35% | |
| 102 | | | | | | | | | | | | |
| 103 | Net Frite Lites Revenues/Expenses | \$ 3,286 | \$ - | \$ - | \$ (1,503) | \$ 40,829 | \$ (17,811) | \$ (3,283) | \$ 18,232 | \$ 15,000 | | |

WASHINGTON COUNTY FAIR COMPLEX
Budget Overview July 2006 - June 2007

| | Description | December 2005 | July 2006 | August 2006 | September 2006 | October 2006 | November 2006 | December 2006 | Year to Date 2006/07 | Budget 2006/07 | % | COMMENTS |
|-----|----------------------------------------|-------------------|------------------|-------------------|-------------------|------------------|------------------|-------------------|----------------------|--------------------|------------|-----------------------------------------------|
| | Non-Operating Revenues | | | | | | | | | | | |
| 104 | Hotel/Motel Taxes | \$ 4,834 | \$ - | \$ 14,848 | \$ 9,321 | \$ 145,390 | \$ 51,698 | \$ 7,121 | \$ 228,378 | \$ 550,000 | 42% | |
| 105 | Transfer from General Fund | - | - | - | - | - | - | - | - | 500,000 | 0% | Loan from County if necessary. |
| 106 | Interest | 2,246 | 2,557 | 2,617 | 2,256 | 2,506 | 2,648 | 2,538 | 15,122 | 7,500 | 202% | Higher interest rates and higher cash balance |
| 107 | | | | | | | | | | | | |
| 108 | Total Non-Operating Revenues | \$7,080 | \$2,557 | \$17,465 | \$11,577 | \$147,896 | \$54,346 | \$9,659 | \$243,500 | \$1,057,500 | 23% | |
| 109 | | | | | | | | | | | | |
| | Non-Operating Expenses | | | | | | | | | | | |
| 110 | | | | | | | | | | | | |
| 111 | | | | | | | | | | | | |
| 112 | Purchase/Lease | \$ 613 | \$ 613 | \$ 10,510 | \$ 1,116 | \$ 503 | \$ 10,400 | \$ 503 | \$ 23,645 | \$ 100,563 | 24% | Quadrant Property/Equipment/Light Display |
| 113 | Special Project - Fire Hydrant Project | - | - | - | 1,090 | 68 | - | - | 1,158 | 600,000 | 0% | Bid scheduled to open in late January. |
| 114 | Special Project - ME Hall Fire System | - | - | - | 11,613 | - | 857 | - | 12,470 | 20,000 | 62% | Modifications required by Fire Marshall. |
| 115 | Equipment | - | - | - | 5,240 | 800 | 3,375 | - | 9,415 | 15,000 | 63% | |
| 116 | Development Reserve | 1,640 | - | 805 | 207 | 148 | - | 5,790 | 6,950 | 65,000 | 11% | Includes County Fair concepts for proposed |
| 117 | | | | | | | | | | | | |
| 118 | Total Non-Operating Expenses | \$2,253 | \$613 | \$11,315 | \$19,266 | \$1,519 | \$14,632 | \$6,293 | \$53,638 | \$800,563 | 7% | |
| 119 | | | | | | | | | | | | |
| 120 | Net Non-Operating Rev/Expenses | \$4,827 | \$1,944 | \$6,150 | (\$7,689) | \$146,377 | \$39,714 | \$3,366 | \$189,862 | \$256,937 | | |
| 121 | | | | | | | | | | | | |
| 122 | Net Fair Complex Rev/Expenses | (\$10,525) | \$83,282 | (\$36,059) | (\$43,019) | \$81,348 | \$12,920 | (\$37,918) | \$60,554 | (\$164,980) | | |
| 123 | | | | | | | | | | | | |
| 124 | Ending Fund Balance/Contingency | \$503,934 | \$717,630 | \$681,571 | \$638,552 | \$719,852 | \$732,748 | \$692,080 | \$694,902 | \$304,680 | | |

**Washington County Fair Complex
Balance Sheet
December 31, 2006**

ASSETS

Current Assets

Cash

| | |
|-------------------------------------------|-------------------|
| Fairplex..Petty cash.. | \$ 250 |
| Fairplex..Petty cash.Finance- Petty Cash. | - |
| Fairplex..Cash drawer.. | - |
| Fairplex..Cash drawer.Frite Lites. | - |
| Fairplex..General Cash Account.. | 85,651 |
| Fairplex..USNB WASHCO ACH Clearing.. | - |
| Fairplex..CCB-General Account.. | 3,673 |
| Fairplex..CCB-Money Market Account.. | 587,508 |
| Fairplex..CCB-ATM Account.. | 2,800 |
| Fairplex..Gasb 31 cash general port.. | - |
| Fairplex..CCB-ATM Cash Drawer.. | (20) |
| Total Cash | <u>\$ 679,862</u> |

Accounts Receivable

| | |
|-------------------------------------------|-----------|
| Fairplex..Accounts receivable - Sub.. | \$ 19,271 |
| Fairplex..Due from other funds.Other 4-H. | (10) |

Prepays

| | |
|-----------------------------|--------------------------|
| Prepaid items | <u>\$ 6,931</u> |
| Total Current Assets | <u>\$ 706,053</u> |

LIABILITIES & EQUITY

Liabilities

Current Liabilities

| | |
|---------------------------------------|---|
| Fairplex..Accounts Payable.. | - |
| Fairplex..Accounts payable- other.. | - |
| Fairplex..Deposits payable-subsidia.. | - |
| Fairplex..Retainage payable.. | - |
| Total Payables | - |

Other Current Liabilities

| | |
|-------------------------------------------------------|--------------------|
| Fairplex..Amounts due to others.. | \$ (802) |
| Fairplex..Conversion Account.. | - |
| Fairplex..Payroll payable.. | - |
| Fairplex..Due to other funds.. | - |
| Fairplex..Deferred revenue- unavail.. | - |
| Fairplex..Unearned Revenue.. | - |
| Fairplex..Unearned Revenue.Main Exhibit Hall. | 315 |
| Fairplex..Unearned Revenue.Cloverleaf Building. | - |
| Fairplex..Unearned Revenue.Grounds/General. | - |
| Fairplex..Unearned Revenue.Parking-Operations. | - |
| Fairplex..Unearned Revenue.Parking-Airshow. | 75 |
| Fairplex..Unearned Revenue.Rodeo Admissions. | - |
| Fairplex..Unearned Revenue.Deferred Advertising Inco. | - |
| Fairplex..Unearned Revenue.Deferred Airshow Income. | (75) |
| Fairplex..Unearned Revenue.Deferred Commercial Exhib. | 12,950 |
| Fairplex..Unearned Revenue.Deferred Concession Reven. | (3,500) |
| Fairplex..Unearned Revenue.Deferred Sponsorship Inco. | (7,253) |
| Fairplex..Unearned Revenue.Deferred Facilities Renta. | (15,727) |
| Fairplex..Unearned Revenue.Livestock Entry Fees. | 3 |
| Fairplex..Unearned Revenue.Camping Fees. | 40 |
| Total Deferred Revenues | <u>\$ (13,973)</u> |

| | |
|-------------------|-------------|
| Total Liabilities | \$ (13,973) |
|-------------------|-------------|

Equity

| | |
|----------------------------------|---------------------|
| Fairplex..Fund Balance.. | \$ (729,998) |
| Net (Income)/Loss for the Period | 37,918 |
| Net Equity | <u>\$ (692,080)</u> |

| | |
|-------------------------------------|----------------------------|
| Total Liabilities and Equity | <u>\$ (706,053)</u> |
|-------------------------------------|----------------------------|

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

Convened: 4:30 pm

FAIR BOARD:

Chair Rich Vial
Vice Chair Herb Hirst
Board Member W. Rafe Flagg
Board Member Kathy Christy
Board Member Ken Madden - Excused
Board Member Dan Logan
Board Member Mike Steward

STAFF:

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

Chair Vial called the meeting to order at 4:30 p.m., and welcomed the audience. Chair Vial opened public oral communication time for comments not on the regular agenda. With no persons interested in speaking, Chair Vial moved on to the Consent Agenda.

Merle Eakins – Has three questions. At the last board meeting, why was the information that the \$500,000 rental payment was to be put up as collateral for the \$5 million bond not revealed until we went to the County Commission workshop meeting and found out. Second, where did the \$5 million building come from, how was this decided, why does this building have to be built for \$5 million, this was not talked about at the last board meeting. Third, what research has been done about talking to Lane County to find out why they did not go ahead with their program?

Chair Vial – The review of the Renaissance Faire proposal is still in a concept stage. There is no building identified that would cost \$5 million, there is no contract or firm proposal on the table for the \$500,000. It's important for everyone to realize that if this fair board is ever going to do anything progressive, if we are being accused of hiding things that are simply in the concept stage as we try to work through them, it is unlikely that the board will ever have the opportunity to ever complete any type of progressive project. With respect to the Lane County question, Vial deferred to staff. Executive Director Hillman reported that there has been no communication with Lane County; do not know where Lane County came up. We have talked about Linn County and Benton County. Do not know where the Lane County connection comes in.

Merle Eakins – Got two programs here that both talk about the \$500,000. The proposal said the \$500,000 would provide a lifeline of financial stability to the Fair Complex. This has been written in about three different articles, so somewhere we are not communicating. You're trying to play hide and seek again and I think the public is going to get upset with this hide and seek stuff why can't you come out and tell the truth.

Board Member Hirst – The \$500,000 is nothing that is set in contract to anyone, it was a goal. There is nothing hidden. The only mention that Hillman made was that we could use the \$500,000 and go out for a \$5 million bond to build a building, it's just a concept. It's just a statement. There is nothing on the drawing board, there is no hidden agenda. We have to provide the county commissioners every single idea that we have, and that is what we are going to do. Some will be thrown out there and don't think that they are gospel until you see a contract. That is the same thing that happened with the Opus deal, there was never anything in concrete, never has been, but all of a sudden, one statement is made and everyone takes that as gospel truth and that is not what is going on. We have got to have the leeway to talk to people.

Debbie Van Roekel – Thanked Hillman for the responses to the questions she asked last meeting. The quote from Hillman is that Horse Fair runs 4 - 5 days. Historically Horse Fair runs seven days; it is always scheduled for seven days and is scheduled for seven days this year as it has been in the past. My question is where the 4 - 5 days came from when it has always been seven days. Second question is has there been any contact with Lane or Clackamas County fairs, I want to know why not, because they have experience dealing with the Renaissance Faire. This is a logical place to start. Third question is in regards to on the traffic impact study, this has to be a top priority, when will this been done. Realize that this is just in the research phase. Last question, according to article in the Argus, it seems like there is a lot of work to be done on relationships with the Airshow, who will be taking the responsibility and how will it be administered.

Brian Bolack – Federal Way Washington – Bolack said he is here because he received an e-mail from Lisa DuPre regarding information about the Renaissance Faire. He wanted to come here to express support for this. Driving down from Seattle on a work night to be given a chance to speak for two minutes should give you some kind of indication, that yes, this is important to us. He works with the Seattle Knights jousting troupe. The troupe performs at many Renaissance Faires throughout the country as well as at other types of shows and festivals. The chance to provide a venue for 7 - 8 weeks near home is something that we have all been dreaming of. We would love to support this, the entire concept and project and the people in Washington would be equally as supportive.

Kathy Wnoraski – Request that re-development be stricken from the agenda in the future since there is no re-development.

Chair Vial – Vial stated that at this time the board has a continued interest in looking at a progressive improvement of the fairgrounds. Chair Vial said he would be surprised if the concept of re-development disappears from the agenda anytime in the near future.

Mary Gobet – Canby Oregon – Want to address the Renaissance Faire. Have quite the credentials to bring to the table. First want to address what a previous person said about the Clackamas and Lane County Fairgrounds having experience with Renaissance Fairs. No, they have none. They have experience with clubs that re-enact that time period, not an actual business or corporation. Gobet reported that she lives two miles from the Clackamas County Fairgrounds and participated in their club Renaissance Faire and was one of the organizers. Also was the organizer of the Renaissance Faire at OMSI, which was a business, not a club. This needs to be

defined when talking about Clackamas and Lane Counties. These clubs rent the fairgrounds, they are not a business. You will find support in the community, which spreads farther than Portland. Personally go to renaissance faires across the US, large Renaissance Faires. Gobet said she will be attending the Renaissance Faire in Arizona again. This is a large, large thing to bring to Washington County.

Board Member Steward – Asked if it is fair to say that we could utilize those two fair grounds as a method to help direct insight regarding the Renaissance Faire.

Mary Gobet - No, not the same. You have had club events here at your own facility. That is the equivalent of what is going on at the other two.

Chair Vial – The way I understand it, at those other fairs, they are not permanent facilities, or long term lease arrangements. It was a club using existing facilities for short defined periods of time.

Mary Gobet – Clackamas and Lane would not give you a true sense of what the potential is.

Linda Mokler – Number of issues have been raised. The \$5 million bond, it's perhaps conceptual. The BOCC meeting was only three days after the last fair board meeting and it should have been presented then. It's been part of the negotiation all along. There was a rendering designating a six foot wall, an expo center and green space. The Fair administration has been out speaking to service groups about this idea. If you are out touting it, it's past the conceptual stage. Mokler stated that she is surprised that the fair management has gone outside of our community to bring in ringers to testify for this project. This is a local decision based on local input. We are the local citizens, let's keep it locally.

Jana Rice – Hillsboro - Owner of Viking Leathers – Here to support the Renaissance Faire. In this area there are some examples of success. There is a Renaissance Faire in Kennewick Washington, for the last 20 years. It's done in partnership with their City Council. This could provide a service to the community and make money, something different besides a rodeo and such. There will be some club participation because they flock to these events. Newport also has a Renaissance Festival and it is put on with the State Park Department.

Dave Rohrer – We've been through this so many times, the fighting back and forth. All I can say is the people are grumbling because you are promoting things you shouldn't be promoting yet. It's in the papers, it's in the budget proposal, and it's everywhere. We feel that the revitalization committee should have their due. The Fair Board is over stepping their authority right now by allowing this to be happening in the community.

1. Consent Agenda

Motion by Board Member Flagg to approve the Consent Agenda. Second by Board Member Hirst. Motion carried 6-0.

2. Special Reports

A. Airshow & Airport Report – Board Member Hirst stated that he had nothing to report. Board Member Christy asked about the last meeting with the Airshow folks. Christy also said she didn't appreciate the way the Argus wrote the article. Board Member Flagg reported that he also read the article in the Argus and did not agree with the way that it was framed. We held the meeting, Judy Willey and others from the Airshow committee were there. Discussed many issues, one of them was getting along better in the future. We talked about their trip to Las Vegas to secure a jet team, dates. We did not discuss the Renaissance Faire because it was a conceptual item at that point. We exchanged e-mail with Ms. Willey after the meeting where she expressed zero discontent at what was discussed and was fully aware at that time of the Renaissance concept. Flagg said he was taken aback by the way the article was framed in the paper because we had agreed at that time to meet again in January. Vial noted that the January meeting was to continue communication, but unfortunately they have chosen to discontinue any further interaction. Don't know what we are in a position to do. Christy asked how the meeting was left. Flagg said that a tentative date was set for January. We followed up with an e-mail with our notes on it to Willey and her board members. Willey followed up with one correction and said she was looking forward to the January session. Flagg said that they have cancelled it. Vial said they sent an e-mail. Board Member Steward said if we don't have the appropriate people on the staff or board to currently address these issues, he would like to re-address that. Also County Commissioner Leaper made it very apparent that it's not going anywhere and we need to work with them sincerely. It's in our best interest to take another approach in moving across the street and working with these guys or re-electing or re-appointing some folks to take another stab at it showing good faith, that we are understanding, and willing to put this aside and move forward.

B. Fair Visioning Committee Report – None.

C. Boosters/Coalition Liaison Report – Board Member Logan reported that over 50 people attended the potluck; the winter market concluded their first season. Logan reported that he was there on the second day and was surprised how well it was attended considering the cold raining weather. The vendors seemed to be doing well. Dennis Mulvihill from Washington County will report at this evening's Boosters meeting on plans regarding the appointment of a citizen based committee to develop a strategic plan for the Fair Complex. The Boosters will discuss current plans of Phase 2. Also request that the Fair Board appoint a budget committee to review the fair budget.

D. Treasurer Report – Board Member Flagg reported that he had nothing to add other than what is captured in the packet.

E. 4-H Report – Terry Palmer, OSU Extension Agent, reported that their annual board meeting will be on January 29th, and invited the Fair Board. Palmer also reported that they are hoping to announce the Jeannie Leeson scholarship that night. Palmer noted that there will be some new areas that they are adding for Fair this year such as Lego Robotics, GPS and a new Llama group. They are working on getting supers lined up.

Also kids are working on Pod casting and hope to have that at the fair. Also a pet education group will be new this year. Palmer reported that she would be working with Leah on budget for this coming year.

F. Operations Report – Executive Director Hillman updated that the last bid on the message board has come in. May be coming back in February or March with a final report to move forward with the message center. It takes 12 weeks to design, deliver and install. Hillman states that he feels that it's important to have it up and running by July 1st. Vial asked if the message center would allow the message to be put up automatically, and can be changed without a person updating it. Hillman explained that they can program the computer for listings up to 6 months out. Vial asked about estimated costs. Hillman reported between 30 and 40 thousand dollars. Hillman reported that the county is helping out on the fire hydrant project. Looks like the bid date is the end of January and might be able to get a shovel in the ground my March or April. Fire Department will be out in mid January to burn the old bathroom facility and an old BMX race facility for training purposes. Hillman updated on new sponsors for fair. Board Member Logan talked about the corrals and pens behind the rodeo arena; noted that we have talked before about how stock contractors could provide them. Hillman reported that they can bring them as part of a package. Logan asked if it was appropriate to look at some way to get rid of some of the stuff out there. Hillman said it's only valuable as salvage. Board Member Steward said that he thought it was needed to turn the cattle out. Hillman said they use it because it's there, however many contractors do not have that luxury at other facilities. Steward asked if it was feasible since we don't have anything to replace it and asked if it would be an additional cost. Hillman reported that it was. Logan stated that it's an eye sore. Vial stated that it would give us flexibility to do other things, stage other interim events, parking and that it did look very bad.

Motion by Board Member Christy to instruct staff to investigate the cost of removal and come back with a report. Second by Board Flagg. Motion carried 6-0.

G. Other, if any – None

3. Old Business

A. Redevelopment Update – Chair Vial stated that there is no update. Hillman reported that there is a letter in the board packet from Washington County to Opus. Vial asked Hillman if he was aware that Dennis Mulvihill would be attending the Booster meeting tonight. Hillman reported that he found out this afternoon. Vial asked if he knew what the conversation was about. Hillman reported that he did not.

B. Renaissance Festival – Chair Vial asked if the board had any questions for the staff. Board Member Steward asked if we should we be cautious as we communicate to the public about talking about dollars, it was in several arguments today and Board Member Hirst brought up that this was just conceptual. We have also clearly left off, until the tail end of the commissioners meeting, about the \$5 million bond. They gave clear direction on making sure that we understand if this company is capable financially of

driving us forward. Vial said if we don't start with a number and we don't have a concept that we begin to discuss and the company knows in general terms what their financial obligations would be, how can we begin to do an analysis of whether they are capable of keeping their financial commitments. Steward agreed and said he is just suggesting caution and furthermore the meeting minutes from last month that he read through that he was not able to attend, didn't see a discussion about bonds, payment plans, 10 to 20 year repayment cycle or how those dollars were going to surface. Steward said he agreed with Vial that is important to discuss a starting point, so let's make sure that all of our facts are together and that what we communicate to the public is in fact whole and well rounded. Vial pointed out in the minutes from last months meeting, page 23 of this board packet, that we specifically talked about a \$500,000 payment and whether or not a \$500,000 payment would fund a certain bond amount at a certain interest rate, has nothing to do with the Renaissance's proposal to us, that's why it came up at the commissioners meeting. Vial stated that we did talk about it at that meeting, the \$500,000; it's reflected in the minutes. Steward thanked Vial for the correction regarding the \$500,000 but referencing the long term debt has been an oversight, it has not been discussed in a public forum. Hirst stated that he thinks there is a misconception with what should be done in public and what should not be done in public. If you're negotiating with someone, you don't put your cards out for everyone to see. Steward stated that we are not negotiating. Hirst replied that we were told to move forward and see what we could come up with and in a sense that is a form of negotiation. Hirst also noted that when Hillman talked about one thing that could be done was go out for a bond; he never said it was fact. It was just one possible thing that could be done. Hirst also stated that he feels we should not be putting any numbers out for anyone to see. Steward said he doesn't want to put the staff or the board through what we have already been through and if the public is already at arms because of something simple that we could fix by communication, by directing staff in an appropriate way, that allows them to bring things to the public forum earlier, guide them better than we currently do. Search out and direct so we don't have this ongoing dilemma. Christy asked for verification, in Hillman's presentation at the BOCC it was stated that if we went with the concept of the Renaissance Faire at one end of the grounds and the Fair moving to the other end, the possibility of a \$5 million bond using the \$500,000, to improve grounds, create open space and areas for the new Fair location to revitalize it. Hillman reported that was one of the staff concepts. Christy stated that without this type of creativity and positive outlook we will never get anything if we don't have ideas that are interesting. We need to make projections of things that could be done and in being good stewards of the property and having the budget in the black we have to look at all possibilities. Having Hillman go out and talk to all kinds of groups is very valuable and encourage to him to speak to everyone. Vial added that we are finding ourselves in a very difficult dilemma. We are criticized for not going out and talking to the community, then we are criticized because the staff is out talking to the community and gathering feedback about a conceptual proposal.

Chair Vial had to stop the meeting due to outbursts from the audience to tell the audience that they are not going to let this become a free for all. The board is trying to get work done and make important decisions.

Board Member Steward stated that he is a new member and still doesn't understand all that he needs to. But when we were instructed to give comments to take to the public process and bring to the November meeting to alleviate some of the concern out there, we waited a month or two to put all the facts together. Steward said that he supports Renaissance in that we bring it to the table and discuss the opportunity. The process that we are doing today needs to adhere to open policy and open public process or we need to change something to accommodate the concerns of the public because our board and staff are not running effectively either. Vial asked without allowing certain groups of the public to control our deliberations what more can we do. Steward said they could advise us. Vial said we have gone through a process to get advice and when we didn't agree we were accused of not being open. At this point unless we allow someone other than this board, and maybe it would be the commissioners, why even have a fair board. Steward stated that's what we were told would happen anyway. Vial stated that he hoped that we were not told that. Vial asked if Steward had a suggestion about how we could do it differently. Vial continued by saying that we have a concept, staff is continuing to research that concept and they are talking to members of the community and listening to anyone who wants to weigh in on the concept. Other than the Boosters that we hear from and have heard from for the last two years, he has not heard any negative comments about the Renaissance Faire concept. Thinks that staff is doing to right thing by continuing to refine the proposal so when we get to a point that we think it's got legs to take it back to the County Commissioners for approval. Don't know what else we can do. Steward stated that he supports the whole process. Steward also stated again that the staff needs direction that adheres or reaches the concerns and early communication out to whatever group it may be and work with them on statements versus allowing them to make statements to the press. Steward said that his recommendation is that we form a committee and support those recommendations and those public statements and press statements are done in a way that is conducive. Vial reminded Steward that the board voted last month to instruct staff to continue processing the Renaissance Faire and seeking to get to the point where the proposal could be taken to the County Commissioners. Also we addressed the County Commissioners as to what we are thinking right then rather than wait until we had a final proposal. Staff has been doing what we told them to do last month. Staff has been telling the press the truth. Vial asked Steward do you have a specific proposal that we can vote on tonight on how to change that process. Steward proposed a committee be formed to work diligently with the staff on our proposals and move forward as related to the December's direction of the staff. Vial stated that he would defer this until after board elections so the Chair has the opportunity to work in appointing or working with the formation of that committee. Board Member Flagg stated that he does not feel that the actions of this board or the staff are inconsistent on doing the research, preparing the concepts and pulling together the recommendations that we have seen and the County Commissioners saw. Flagg said to Steward that saying that you don't have all of the information that the rest of the board has, you have had every opportunity to ask questions and gather information, read the board packet, to participate in the meetings and contact staff during off times to educate yourself. Flagg challenged Steward to do those things. Steward stated that he has done all of those things repeatedly and if he wants to take it offline would be happy to discuss it. Flagg stated that the challenge goes out to every member on the board. Steward suggested the conversation be taken offline because it's not productive. Flagg stated he

still finds no inconsistent actions between what staff has done and the direction they have been given. Flagg stated that he is bewildered by what the addition of another committee of our board would do in addition to what we have already directed but asked that Steward educate the board on that when the time comes. Haven't seen any negative comments with regard to this concept other than what is said by the Booster organization.

Chair Vial had to stop the meeting at this time due to Booster President Rohrer interrupting from the audience twice. Vial stated he would give him one more chance then would ask him to leave. Rohrer again interrupted from the audience and Vial requested that he leave.

Vial asked that Flagg continue. Flagg continued by stating that the board is doing what they have been appointed to do which was to go out and find opportunities for the facility to keep it alive and vibrant for everyone in the county.

Chair Vial asked Brian Bolack, Mary Gobet and Jana Rice to come back up so the board could ask some questions. Vial thanked them for sticking around to answer their questions.

Board Member Christy asked Jana Rice if she traveled all over to renaissance faires. Rice reported that her business is selling leather goods at these types of festivals and because there is nothing locally they are travel all over the country, Rice continued to explain that these festivals would not continue if they were not successful. Christy asked where they stay. Bolack explained how they travel to and from the festival. Gobet thanked the board for the opportunity to speak longer than the two minutes. Gobet also stated that she wanted to make it very clear that she is not a ringer. Bolack said that none of them are. Gobet continued by explaining that she graduated from Sunset High School, and she works for Proctor and Gamble, that she is not an entertainer or vendor so she pays just like every other member of the public. Gobet said that she stays in a hotel when she travels to Renaissance Faires. Gobet said she organized the OMSI Renaissance Faire that was held in the winter, it ended in 1996. Vial asked why it ended. Gobet said that the Chair of OMSI didn't see how the Renaissance time period fit in with science. Gobet also noted that she was a volunteer charter director of the Shrewsbury Renaissance Faire and for 17 years has been a presenter for the Beaverton school district for 7th grade world history, teaching and showing kids about this time period. Cannot explain how much of a benefit this would be for the fairgrounds. Bolack told about a Renaissance Faire in Gig Harbor Washington, when it started it had 1500 people and it was held on one weekend. Now it's in its 8th year and it had 27,000 people on one Saturday alone and now its four weekends. Here to tell you that we are here to support this project. Rice said that they have lived here for six years and are originally from Seattle, and works for Kaiser Permanente. Explained that they have their small business, but they also have real lives as well. Rice also noted that when they travel to Renaissance Faires they stay in a hotel. Board Member Logan said that he thought all of the booths were owned by the company. Vial stated that he thought the same thing and asked at the last meeting and was told that they rent booth space to individual vendors. Hillman asked about the Arizona Renaissance Faire and if that model was the standard. Gobet said that the general flavor is the same. Bolack asked the board to please investigate on your own, don't just listen to

us. Check out the other Renaissance Faires throughout the country such as the one in Pennsylvania. Chair Vial thanked them for coming.

C. **Other** – None

4. **New Business.**

A. **2007-08 Budget (First Draft)** – Executive Director Hillman explained that the purpose is to give an idea of what staff is thinking for the next fiscal year. Not suggesting a lot of changes. Fair revenues and expenses will similar to last year. Frite Lites is still not meeting expectations and unless a title sponsor is found by April or May we can take the year off. Invite comments from the Board. Hillman explained this needs to be adopted by the Board at the February meeting. Hillman requested that if anyone has questions that they be brought to the staff so it can be researched and answered before coming to the meeting in February. Vial explained to the audience that the process in the coming month will be; comments from the public should be addressed to the Fair Board, any questions that you have should be addressed to staff during the coming month and discussion with the staff is encouraged. Staff has been instructed to engage anyone who wishes to have a discussion. Steward asked if a basic budget oversight committee should be formed.

Motion by Board Member Steward to instruct the Board Treasurer to organize and over sight committee made up of members of the public, staff, Fair Board and the city budget office to prepare and make recommendation to the Fair staff before February. Second by Board Logan.

Discussion - Board Member Logan asked Steward if he meant County Budget Office rather than City. Steward said yes. Board Member Christy said there should be an amendment for how many people. Discussion ensues between Board Members Logan and Christy of what types of people should be appointed.

Vial suggests that whoever the new board Chair will be, if this motion passes that it be left for the Chair to constitute the committee. Christy said it may not be possible for 2007 but would support if for the future. Discussion continues between board members.

Amended Motion by Board Member Christy to have the budget committee limited to 10 people. Second by Board Member Logan. Motion carried 3-2.

Hirst said that he is concerned about the time frame, there is only a month and cautions that unless you are an expert you wont' be able to walk in and no what you are doing unless you are going to rubber stamp it. Steward said he feels it's important to invite others in. Discussion ensued regarding what types of people should be on the committee. Flagg asked Logan how long the budget committee operated on the Water Board. Logan reported that the info came a month ahead and the meeting was one day, it was more of an awareness thing. Discussion ensued on how the committee should operate. Vial states that we still don't know who is going to be on the committee.

Motion by Chair Vial to refine the previous motion that each Board Member would appoint one member; the Board Treasurer will be a member and the Board Chair will be one member and the remaining position will be filled by staff. Second by Board Member Christy. Motion Carried. Chair Vial acknowledges that the motion passes with three votes.

B. Election of Officers – Vial stated elections would be for the following officers; a Chair, a Vice Chair, a Treasurer and a Secretary. Vial asked for nominations for the Chair position. Board Member Christy nominated Board Member Flagg. Second by Board Member Logan. Board Member Steward nominated Board Member Hirst. Second by Board Member Flagg. Vial closed nominations for Chair. Board Members Flagg and Hirst made a statement. Vial asked all in favor of Board Member Flagg for Chair please indicate by raising your hand. Chair Vial asked for all in favor of Board Member Hirst for Chair to indicate by raising your hand. Vial announced that Board Member Flagg would be Board Chair by a vote of 3-2.

Vial then opened nominations for the Vice Chair position. Board Member Christy nominated Board Member Logan. Second by Board Member Steward. Vial closed nominations for Vice Chair. Vial announced that Board Member Logan would be Board Vice Chair.

Vial opened nominations for Board Secretary. Board Member Steward nominated Board Member Madden. Board Member Steward then retracted his nomination of Board Member Madden as Secretary; he meant to nominate him as Treasurer. Board Member Christy nominated Board Member Hirst. Hirst respectfully declined the nomination. Board Member Christy nominated Board Member Steward. Steward respectfully declined the nomination. Board Member Christy nominated herself for position as Board Secretary. Second by Board Member Steward. Vial closed the nominations for Secretary. Vial announced that Board Member Christy would serve as Board Secretary.

Vial opened nominations for Board Treasurer. Board Member Steward nominated Board Member Madden. Second by Board Member Flagg. Board Member Christy suggested that he be called. Vial attempted to call Board Member Madden without success. Christy asked Steward if she had talked to Madden about the position. Steward stated that he had multiple conversations with Madden. Christy asked if the election of Treasurer could be put off until next meeting. Discussion ensued. Vial stated that he would be willing to act as Treasurer but would not be available in February to serve on the budget committee. Vial closed nominations for Treasurer. Vial announced that Board Member Madden would serve as Board Treasurer.

Chair Vial expressed gratitude for the opportunity to work with the members of the Board and staff. Vial said that it has been a hard year for himself and his family and thanked Board Members for their support. Vial continued to talk about his regrets of the past year. Wished the new Chair good luck and pledged his support in working hard to carry on the business of the Fair Complex. The Fair has been a very important part of his family's life for 20 years and regrets that this past year has impacted that. Vial stated that

County Council informed us that we need to go into executive session for consultation with County Council.

C. **Other, if any** – None.

5. **Announcements** - Chair Vial stated that the new Board Appointments have been made and congratulated the appointees. Board Member Logan questions some of the term limits. Hillman said that it's being debated down at the County. Discussion ensued of whose appointments end when. Vial asked staff to communicate this matter to the County.

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

7. **Board Oral Communications** – None.

8. **Other Matters of Information** – None.

9. **Oral Communications – Second Session** – None.

A. **Newspaper Articles, if any**

B. **Website Activity**

C. **Other, if Any**

At 6:30 pm, with no further business before the Board during its regular session, Chair Vial recessed the Board meeting to move in to Executive Session to confer with County Counsel.

Motion by Board Member Flagg to move in to Executive Session. Second by Board Member Christy. Motion carried 6 - 0.

Motion by Board Member Flagg to adjourn the Executive Session and to return to regular session. Second by Board Member Christy. Motion carried 6 – 0.

Chair Vial reported that no action was taken in Executive Session.

With no further business before the Board, Chair Vial adjourned the meeting at 7:10 p.m.

Don G. Hillman
Recording Secretary

Rich Vial
Board Chair

WASHINGTON COUNTY FAIR COMPLEX FACILITY SCHEDULE FEBRUARY-2007

(Highlighted events are no-charge)

Friday, February 02, 2007

Main Exhibit Hall NW Family & Kids Festival
West Parking Lot ATV Safety Institute

Saturday, February 03, 2007

Main Exhibit Hall NW Family & Kids Festival
West Parking Lot ATV Safety Institute
***Floral Building 4-H Parrot Pals**

Wednesday, February 07, 2007

Main Exhibit-North Dog Training Class
Cloverleaf Building Martial Arts Class
***Floral Building Fair Board Meeting**
***Floral Building Booster Meeting**
***Entire Grounds 4H Night**

Friday, February 09, 2007

Main Exhibit-South TVF&R Firefighter Testing

Saturday, February 10, 2007

Cloverleaf Bldg. Private Party
Main Exhibit-South TVF&R Firefighter Testing

Wednesday, February 14, 2007

Cloverleaf Building Martial Arts Class
Main Exhibit-North Dog Training Class
***Entire Grounds 4H Night**

Saturday, February 17, 2007

Cloverleaf Building Private Party
***Floral Building 4H Parrot Pals Meeting**
***Barns Beef Weigh-In**

Sunday, February 18, 2007

Main Exhibit-South Belgian Sheepdog Club of
America Dog Fun Match
***Floral Building 4H Tailblazers Meeting**

Wednesday, February 21, 2007

Cloverleaf Building Martial Arts Class
Main Exhibit-North Dog Training Class
Main Exhibit-South Private Party
***Entire Grounds 4H Night**

Saturday, February 24, 2007

Main Exhibit Hall Unique Animal Expo
***Cloverleaf Building 4H Small Animal Show**

Sunday, February 25, 2007

Main Exhibit Hall Unique Animal Expo

Wednesday, February 28, 2007

Main Exhibit-North Dog Training Class
Cloverleaf Building Martial Arts Class
***Entire Grounds 4H Night**

County of Washington

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www.faircomplex.com

MEMORANDUM

Date: February 1, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

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

Re: Renaissance Festival & Artisan Marketplace Update

Staff is continuing to move forward with gathering information regarding the proposed Renaissance Festival & Artisan Marketplace (Oregon Renaissance Festival).

In conversation with the organizers of the Oregon Renaissance Festival, they have requested that proposed language be drafted as we move forward with our due diligence process.

The organizers have previously mentioned that they intend to model the Oregon Renaissance Festival after the Arizona Renaissance Festival in Apache Junction, AZ. As such, staff is scheduling a visit for delegates from the County and Fair Complex to the Arizona Renaissance Festival over the weekend of February 23, 2007, as part of our ongoing due diligence process. This will give those in attendance an opportunity to see the festival firsthand during its February 10 – April 1 weekend production.

The organizers have also requested that a decision be finalized in March 2007 regarding the proposed Oregon Renaissance Festival. If it is decided to move forward with the proposed event, this will provide the organizers time to coordinate necessary on-site improvements and sufficient time to notify and solicit interested vendors and entertainers.

An Executive Session is scheduled with the Board of County Commissioners on Tuesday, February 13, 2007, to update them on the proposed long-term agreement.

County of Washington

Washington County Fair Complex
873 NE 34th Avenue
Hillsboro, Oregon 97124
Phone: (503) 648-1416
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MEMORANDUM

Date: February 1, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

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

Re: January 2007 Operations Report

Message Board – Staff is recommending that we move forward with an award for a new LED message board to replace the current message board at the corner of Cornell Road and NE 34th Avenue. Moving forward with the award will result in the new LED message board being operable by the 2007 County Fair. A staff recommendation is provided under New Business.

Main Exhibit Hall – The new fire alarm panel, requested by the City of Hillsboro Fire Marshall, has now been installed. This latest equipment replacement brings the Main Exhibit Hall in to compliance with existing code as it applies to the sprinkler system and ADA compliant fire alarm system.

Fire Hydrant Project – Bids have been received to install an additional water supply and fire hydrants consistent with the City of Hillsboro Fire Marshall Fire Inspection Notice dated July 28, 2005 (attached). Staff is requesting the Board approved the award since it is over \$75,000.

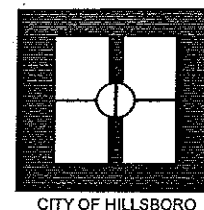
Water System Leaks: In reviewing the January 2007 City of Hillsboro Utilities statement, it was noted that water usage had increased over 200% for a period of time (November and December) when water usage should not have changed much from the same period in the previous year. Staff research tends to suggest that there is a water line leak in the Demonstration Garden (near the greenhouse) and newly constructed water feature next to the Cloverleaf Building.



HILLSBORO FIRE DEPARTMENT

FIRE PREVENTION DIVISION

4455 NW 229TH AVENUE
HILLSBORO, OR 97124-9441
(503)615-6746 FAX (503)615-6745



DATE: 06/15/2005

FIRE INSPECTION NOTICE

FIRST INSPECTION: 06/15/2005

LAST INSPECTION: 08/03/2004

ADDRESS: 873 NE 34TH AVE BLDG MAIN EXHIBIT

DESCRIPTION: PUBLIC FACILITY

CITY: HILLSBORO

STATE: OR ZIP CODE: 97124

OCCUPANCY: A-3 MIXED

NOTICE: 05-417674-1 ACTIVITY DESCRIPTION: MAINTENANCE INSPECTION

INSPECTION TYPE: ASSEMBLY(A1-A4) - MAINTENANCE INSPECTIONS

TIME 1.5

COMMENTS: THE CURRENT ALARM SYSTEM DOES NOT MEET ADA STANDARDS FOR AUDIBILITY OR VISUAL STANDARDS. PER CURRENT AND PAST FIRE AND BUILDING CODES, EXHIBITION BUILDINGS ARE REQUIRED TO BE FULLY SPRINKLERED OVER 12,000 SQ.FT. OCCUPANT LOADS OVER 1,000 REQUIRE FOUR EX

YOUR ATTENTION IS CALLED TO THE FOLLOWING ITEM(S) AND/OR FIRE AND LIFE SAFETY DEFICIENCIES:

DATE CORRECTION REQUIRED / Referenced Code Section and Description

- | | | |
|---|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | 06/15/05 | <p>PROVIDE DOCUMENTATION THAT THE ALARM SYSTEM HAS BEEN SERVICED. SYSTEM SHOULD BE SERVICED ANNUALLY.</p> |
| | 907.1.2-OFC-04 | <p>Equipment. Systems and their components shall be listed and approved for the purpose for which they are installed.</p> |
| 2 | 06/15/05 | <p>THIS ALARM SYSTEM DOES NOT MEET AUDIBLE REQUIREMENTS AT THIS TIME. UPGRADE SYSTEM TO MEET NFPA 72.</p> |
| | 907.10.2-OFC-04 | <p>Audible alarms. Audible alarm notification appliances shall be provided and sound a distinctive sound that is not to be used for any purpose other than that of a fire alarm. The audible alarm notification appliances shall provide a sound pressure level of 15 decibels (dBA) above the average ambient sound level or 5 dBA above the maximum sound level having a duration of at least 60 seconds, whichever is greater, in every occupied space within the building. The minimum sound pressure levels shall be: 70 dBA in occupancies in Groups R and I-1; 90 dBA in mechanical equipment rooms; and 60 dBA in other occupancies. The maximum sound pressure level for audible alarm notification appliances shall be 120 dBA at the minimum hearing distance from the audible appliance. Where the average ambient noise is greater than 105 dBA, visible alarm notification appliances shall be provided in accordance with NFPA 72 and audible alarm notification appliances shall not be required. Exception: Visible alarm notification appliances shall be allowed in lieu of audible alarm notification appliances in critical care areas of Group I-2 occupancies.</p> |
| 3 | 06/15/05 | <p>PROVIDE SPRINKLER COVERAGE FOR THE SOUTH END OF THE EXHIBIT HALL, MAIN LOBBY AREA, AND BATHROOMS ON THE EAST END OF THE BUILDING.</p> |
| | 903.2.1.3-OFC-04 | <p>Group A-3. An automatic sprinkler system shall be provided for Group A-3 occupancies where one of the following conditions exists: 1. The fire area exceeds 12,000 square feet (1115 m2); 2. The fire area has an occupant load of 300 or more; or 3. The fire area is located on a floor other than the level of exit discharge. Exception: Areas used exclusively as participant sports areas where the main floor area is located at the same level as the level of exit discharge of the main entrance and exit.</p> |
| 4 | 06/15/05 | <p>REMOVE OVERHEAD DOOR ON EAST END OF THE BUILDING IN THE MAIN EXIT PATH ON EAST SIDE OF THE BUILDING.</p> |
| | 1027.3-OFC-04 | <p>Obstructions. A means of egress shall be free from obstructions that would prevent its use, including the accumulation of snow and ice.</p> |

DATE: 06/15/2005

FIRE INSPECTION NOTICE

FIRST INSPECTION: 06/15/2005

LAST INSPECTION: 08/03/2004

| | |
|---------------------------------------------------|-----------------------------------------|
| ADDRESS: 873 NE 34TH AVE BLDG MAIN EXHIBIT | DESCRIPTION: PUBLIC FACILITY |
| CITY: HILLSBORO | STATE: OR ZIP CODE: 97124 |
| OCCUPANCY: A-3 | <input type="checkbox"/> MIXED |

5 06/15/05 **PROVIDE ADDITIONAL EXIT IN NORTH AND CENTRAL PART OF THIS STRUCTURE. OCCUPANT LOAD IS OVER 1000, AND FOUR EXITS ARE REQUIRED. THERE IS CURRENTLY ONLY THREE EXITS ON THIS SIDE OUT OF THE NORTH AND CENTRAL PART OF THIS STRUCTURE.**

1018.1-OFC-04

Minimum number of exits. All rooms and spaces within each story shall be provided with and have access to the minimum number of approved independent exits as required by Table 1018.1 based on the occupant load, except as modified in Section 1014.1 or 1018.2. For the purposes of this chapter, occupied roofs shall be provided with exits as required for stories. The required number of exits from any story, basement or individual space shall be maintained until arrival at grade or the public way.

6 06/15/05 **INADEQUATE WATER SUPPLY FOR THIS STRUCTURE. PROVIDE APPROVED WATER SUPPLY FOR THIS STRUCTURE.**

508.1-OFC-04

Required water supply. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction.

Failure to correct the above conditions will make you liable to prosecution. Should fire result from such conditions you may be liable for damages to persons or property under provisions of ORS 479.190 and The Uniform Fire Code as adopted.

RE-INSPECTION WILL OCCUR IN 45 DAYS.

INSPECTED BY: DOUG NOLAN

PRESENTED TO: DON HILLMAN

County of Washington

**Washington County Fair Complex
873 NE 34th Avenue
Hillsboro, Oregon 97124
Phone: (503) 648-1416
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MEMORANDUM

Date: February 1, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

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

Re: 2007-08 Complex Budget – Second Draft

At the January 2007 Board Meeting, the 2007-08 proposed Complex Budget was presented by staff.

At the Board's direction, the proposed budget was reviewed by a Budget Oversight Committee. Suggestions forthcoming from that review will be discussed by Chair Flagg and Treasurer Madden.

As indicated in the initial draft submittal, staff has reviewed Complex revenues and expenditures through December 2006, and has adjusted the "Estimated 2006/07" Column and the proposed revenues and expenses in the "Proposed 2007/08" Column as necessary.

The Proposed 2007/08 Draft Budget has also been adjusted based upon staff recommendations in the February 2007 Board packet under New Business regarding the Fire Hydrant Project and LED Message Board.

The revised Proposed 2007/08 Draft Budget is attached.

As noted at the January 2007 Board Meeting, a public hearing is scheduled to receive public input as part of the February 7, 2007, Board meeting at 5:00 pm.

WASHINGTON COUNTY FAIR COMPLEX
Budget FYE 6/30/2008 (SECOND DRAFT)

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

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

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

| Description | | Actual 2004/05 | Actual 2005/06 | Estimated 2006/07 (5) | Budget 2006/07 (5) | Proposed 2007/08 | COMMENTS |
|-----------------------------------|-------------------------------------------|---------------------|---------------------|--------------------------|-----------------------|---------------------|----------------------------------------------------------------------------------------|
| 1 | Opening Balance | \$ 397,999 | \$ 456,459 | \$ 634,348 | \$ 376,372 | \$ 557,527 | |
| Interim Operating Revenues | | | | | | | |
| 2 | Parking | \$ 36,732 | \$ 21,088 | \$ 11,826 | \$ 21,000 | \$ 21,000 | No Jet Team in 2006. No July 4th or July Dog Show. Jet |
| 3 | RV Park | 10,706 | 8,035 | 10,000 | 10,000 | 10,000 | Estimated at 2006/07 Levels. |
| 4 | Rentals | 225,938 | 266,057 | 200,000 | 235,000 | 200,000 | (1) 10% Rent Increase Scheduled. No Boat/RV Storage. No AKC Dog Show. |
| 5 | Concessions | 5,660 | 5,317 | 3,000 | 6,000 | 3,000 | No July 4th or July Dog Show. |
| 6 | Misc Income | 13,770 | 12,209 | 15,000 | 7,000 | 15,000 | Pre-Paid Event Security, Surplus Equipment Sales Proceeds, etc. |
| 7 | Total Interim Operating Revenues | \$ 292,806 | \$ 312,706 | \$ 239,826 | \$ 279,000 | \$ 249,000 | |
| Interim Operating Expenses | | | | | | | |
| 8 | Personal Services (SAIF & Temps.) | \$ 336,244 | \$ 354,372 | 379,842 | \$ 379,842 | \$ 379,842 | Personal Services and OPE adjusted by County when adopted in June 2007. |
| 9 | Supplies | 20,589 | 23,931 | 25,000 | 20,000 | 25,000 | Janitorial & First Aid Supplies, Office Supplies, Electrical Supplies, Computers, etc. |
| 10 | Professional Services | 8,862 | 13,595 | 12,500 | 12,500 | 12,500 | Pre-Paid Event Security, Webmaster, Electrician, etc. |
| 11 | Advertising and Marketing | 4,141 | 2,072 | 1,000 | 5,000 | 1,000 | Special Announcements, etc. |
| 12 | Communications (ATM) | 526 | 1,199 | 500 | 500 | 500 | Telephone Fees Associated with ATM. |
| 13 | Utilities (Water/Sewer/Elect/Natural Gas) | 56,611 | 58,949 | 60,000 | 71,000 | 65,000 | Electricity, Natural Gas, Garbage Service, Front Office Propane, etc. |
| 14 | Repair and Maintenance | 48,815 | 46,505 | 54,000 | 54,000 | 57,000 | Ongoing Activities Associated with Facility and Grounds, |
| 15 | Equipment Rentals | 4,531 | 3,484 | 2,500 | 5,000 | 5,000 | Photo Copier. Miscellaneous Equipment Rentals. |
| 16 | Dues and Memberships | 1,052 | 1,975 | 1,500 | 1,750 | 1,500 | Chamber Dues, etc. |
| 17 | Training and Travel | 944 | 569 | 3,500 | 1,500 | 1,500 | Associated with non-Fair Activities. |
| 18 | General Liability & Equipment Insurance | 13,037 | 13,539 | 15,150 | 14,500 | 16,000 | Split Between Fairtime & Interim. |
| 19 | Postage | 435 | 209 | 500 | 1,000 | 500 | Split Between Fairtime & Interim. |
| 20 | Printing Internal | 4,107 | 333 | 500 | 750 | 500 | Non-Fairtime Printing. |
| 21 | Telephones | 5,723 | 6,770 | 6,000 | 6,500 | 6,000 | Split Between Fairtime & Interim. |
| 22 | Special Expenses | 5,799 | 3,428 | 5,000 | 5,000 | 5,000 | Board Related Expenses, etc. |
| 23 | County Counsel - Legal Services | 1,913 | 5,321 | 12,500 | 5,000 | 5,000 | Non-Fairtime Activities. |
| 24 | County Indirect Cost | 13,276 | 14,904 | 17,925 | 17,906 | 22,000 | County Administrative Expenses Split Between Fairtime & Interim. |
| 25 | Total Interim Operating Expenses | \$ 526,605 | \$ 551,155 | \$ 597,917 | \$ 601,748 | \$ 603,842 | |
| 26 | Net Interim Revenues/Expenses | \$ (233,799) | \$ (238,449) | \$ (358,091) | \$ (322,748) | \$ (354,842) | |

| | Description | Actual 2004/05 | Actual 2005/06 | Estimated 2006/07 (5) | Budget 2006/07 (5) | Proposed 2007/08 | COMMENTS |
|----|-------------------------------------------|---------------------|--------------------|--------------------------|-----------------------|---------------------|-----------------------------------------------------------------------------------|
| | Fair Revenues | | | | | | |
| 27 | Admissions | \$ - | \$ - | \$ - | \$ - | \$ - | Free Admission Fair since 2004. |
| 28 | Commercial Booth Rentals | 48,557 | 78,575 | 94,450 | 79,000 | 82,500 | Expected between 2005 & 2006 levels. Includes Farm Implements Space, if any. |
| 29 | Dept of Agriculture | 35,141 | 46,456 | 46,456 | 41,000 | 46,000 | Lottery Funds distributed to each County Fair via Dept. of Agriculture. |
| 30 | Parking Fees | 77,810 | 74,665 | 81,879 | 75,000 | 77,500 | Expects Continued Increase in MAX Ridership. |
| 31 | Admissions (Truck Pull/Demo Derby) | 32,152 | 24,739 | 25,160 | 25,000 | 32,500 | Truck Pull and Demolition Derby Admissions increased to \$10. |
| 32 | Sponsorships | 62,000 | 64,433 | 66,289 | 75,000 | 72,500 | New Sponsorships being signed early. |
| 33 | Carnival Income | 67,572 | 77,361 | 81,865 | 77,000 | 80,000 | Expected between 2005 & 2006 levels. |
| 34 | Advertising | 1,450 | - | - | 1,500 | 1,500 | Miscellaneous Advertising - Auction Ring, Show Rings, etc. |
| 35 | Entry & Camping Fees | 4,486 | 40 | 6,881 | 3,300 | 6,500 | 2006 Entry/Camp Fees \$2,371/\$4,450. Camping fees increased to \$30 in 2006. |
| 36 | Food and Beverage Concessions | 79,242 | 83,106 | 83,314 | 83,000 | 83,000 | Expected at 2006 levels. |
| 37 | Other Revenues (ATM/Merch/Etc.) | 7,974 | 8,426 | 11,361 | 9,500 | 10,000 | Miscellaneous Revenues. |
| 38 | Total Fair Revenues | \$ 416,384 | \$ 457,801 | \$ 497,655 | \$ 469,300 | \$ 492,000 | |
| | Fair Expenses | | | | | | |
| 39 | Personal Services (SAIF & Temps.) | \$ 163,705 | \$ 170,257 | \$ 172,525 | \$ 172,525 | \$ 172,525 | Personal Services and OPE adjusted by County when adopted in June 2007. |
| 40 | Supplies | 11,362 | 8,848 | 15,882 | 8,000 | 12,000 | Paper Products, Shop Supplies, Office Supplies, Office Furniture, Computers, etc. |
| 41 | Professional Services | 76,173 | 63,754 | 56,479 | 63,000 | 60,000 | Security, Parking, Cleanup, etc. |
| 42 | Advertising, Promotions, etc. | 98,506 | 99,040 | 98,554 | 98,000 | 100,000 | No Pre-Publicity Event Proposed. |
| 43 | Printing | 1,198 | 1,718 | 1,287 | 1,250 | 1,500 | Flyers, Daily Schedules, etc. |
| 44 | Utilities (Water/Sewer/Elect/Natural Gas) | 3,035 | 6,739 | 11,892 | 7,500 | 12,500 | Portion of July Charges. |
| 45 | Repair & Maintenance | 3,207 | 2,265 | 1,636 | 3,000 | 2,500 | Minor Repairs to support Fairtime related activities. |
| 46 | Equipment Rentals | 5,927 | 24,759 | 19,504 | 25,000 | 22,000 | Bleachers, ADA Ramp, Food Court Generators, Light Towers, etc. |
| 47 | Dues and Memberships | 965 | 580 | 1,000 | 1,000 | 1,000 | Association Dues - OFA, WFA, IAFE, etc. |
| 48 | Travel and Training | 4,303 | 5,512 | 4,000 | 4,000 | 4,000 | Related to Fairtime Activities. |
| 49 | General Liability & Equipment Insurance | 13,009 | 13,539 | 15,150 | 14,500 | 16,000 | Split Between Fairtime & Interim. |
| 50 | Postage | 825 | 437 | 500 | 750 | 500 | Split Between Fairtime & Interim. |
| 51 | Telephone | 1,306 | 742 | 2,241 | 2,000 | 2,500 | Split Between Fairtime & Interim. |
| 52 | County Counsel - Legal Services | - | 642 | - | 500 | 500 | Related to Fairtime Activities. |
| 53 | Other/Special Expenses | 134,355 | 113,928 | 104,000 | 119,000 | 115,000 | (2) Family/Community/Main Stages, Walk-Around, Tents, Dock Dogs, etc. |
| 54 | Awards & Competitive Exhibits Program | 43,228 | 26,828 | 45,392 | 45,000 | 45,000 | 4H, FFA and Open Class Judges, Premiums and Related Expenses. |
| 55 | Indirect County Charges | 13,786 | 14,904 | 17,925 | 17,925 | 22,000 | County Administrative Charges Split Between Fairtime & Interim. |
| 56 | Total Fairtime Expenses | \$ 574,890 | \$ 554,492 | \$ 567,967 | \$ 582,950 | \$ 589,525 | |
| 57 | Net Fairtime Revenues/Expenses | \$ (158,506) | \$ (96,691) | \$ (70,312) | \$ (113,650) | \$ (97,525) | |

| | Description | Actual 2004/05 | Actual 2005/06 | Estimated 2006/07 (5) | Budget 2006/07 (5) | Proposed 2007/08 | COMMENTS |
|----|--------------------------------------------|---------------------|---------------------|--------------------------|-----------------------|---------------------|------------------------------------------------------------------------|
| | Rodeo Revenues | | | | | | |
| 58 | Admissions | \$ 37,431 | \$ 29,956 | \$ 25,923 | \$ 30,000 | \$ 25,000 | NPRA Sanctions - Admissions: \$10. |
| 59 | Sponsorships | 28,222 | 43,365 | 21,475 | 47,500 | 27,500 | Estimated higher than 2006 levels with NPRA sanctions for second year. |
| 60 | Queen Fees | - | - | - | - | - | No fundraising activities anticipated - Use NPRA Queen where possible. |
| 61 | Miscellaneous | 1,393 | - | - | - | - | Forego merchandise sales - costs higher than revenues. |
| 62 | Total Rodeo Revenues | \$ 67,046 | \$ 73,321 | \$ 47,398 | \$ 77,500 | \$ 52,500 | |
| | Rodeo Expenses | | | | | | |
| 63 | Supplies | \$ 2,575 | \$ 720 | \$ 82 | \$ 1,000 | \$ 250 | Miscellaneous. |
| 64 | Professional Services | 37,114 | 50,312 | 33,081 | 57,000 | 35,000 | Rodeo Producer, EMTs, Security, etc. |
| 65 | Advertising, Promotions & Hospitality | 4,556 | 8,758 | 2,770 | 5,000 | 3,000 | Includes Sponsor Requested Hospitality. |
| 66 | Rentals | 9,870 | 6,814 | 3,184 | 5,000 | 3,500 | Bleachers, Generators, Tents, etc. |
| 67 | Training and Travel | - | 77 | - | - | - | None Expected. |
| 68 | Other Misc Expenses | 5,594 | 10,606 | 2,612 | 10,000 | 3,000 | Includes Sponsor Fees. |
| 69 | Awards/Prizes | 37,396 | 1,300 | 4,000 | - | 4,000 | Fair Complex to contribute \$500 per event. |
| 70 | Total Rodeo Expenses | \$ 97,105 | \$ 78,587 | \$ 45,729 | \$ 78,000 | \$ 48,750 | |
| 71 | Net Rodeo Revenues/(Expenses) | \$ (30,059) | \$ (5,266) | \$ 1,669 | \$ (500) | \$ 3,750 | |
| 72 | Total Fair/Rodeo Rev/(Expenses) | \$ (188,565) | \$ (101,957) | \$ (68,643) | \$ (114,150) | \$ (93,775) | |
| | Frite Lites Revenues | | | | | | |
| 73 | Admissions | \$ 14,874 | \$ 37,464 | \$ 41,463 | \$ 65,000 | \$ 45,000 | Admission Fees. |
| 74 | Concessions | - | 1,075 | 742 | 4,000 | 1,000 | Food and Beverage. Boosters paid no concession fee in 2004. |
| 75 | Sponsorships | 32,100 | 31,000 | 8,100 | 30,000 | 30,000 | Sponsors. No title sponsor in 2006. |
| 76 | Other Revenues | 832 | 653 | 961 | 1,000 | 1,000 | Truck Rides, Glow Sticks, etc. |
| 77 | Total Frite Lites Revenues | \$ 47,806 | \$ 70,192 | \$ 51,266 | \$ 100,000 | \$ 77,000 | |
| | Frite Lites Expenses | | | | | | |
| 78 | Personal Services (Temp. Salaries) | \$ 1,677 | \$ 2,055 | \$ 1,275 | \$ 2,500 | \$ 10,500 | Setup Labor, Admissions Staff, etc. |
| 79 | Supplies | 3,036 | 6,962 | 3,331 | 5,000 | 5,000 | Glow Sticks, Candy, etc. |
| 80 | Professional Services | 2,497 | 26,406 | 22,682 | 40,000 | 25,000 | Haunted Houses (2005 & 2006), Canoe Ride, Security, Canopies, etc. |
| 81 | Advertising | 19,645 | 31,466 | 14,750 | 35,000 | 17,500 | TV, Print, Radio, etc. |
| 82 | Other Expenses | 7,142 | 4,701 | 4,281 | 2,500 | 4,000 | Replacement bulbs, etc. |
| 83 | Total Frite Lites Expenses | \$ 33,997 | \$ 71,590 | \$ 46,319 | \$ 85,000 | \$ 62,000 | |
| 84 | Net Frite Lites Revenues/(Expenses) | \$ 13,809 | \$ (1,398) | \$ 4,947 | \$ 15,000 | \$ 15,000 | |

| | Description | Actual 2004/05 | Actual 2005/06 | Estimated 2006/07 | Budget 2006/07 | Proposed 2007/08 | COMMENTS |
|-----|------------------------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|----------------------------------------------------------------------------|
| | Non-Operating Revenues | | | | | | |
| 85 | Hotel/Motel Taxes | \$ 563,038 | \$ 645,664 | \$ 645,000 | \$ 550,000 | \$ 645,000 | Estimated at 2006/07 Levels. |
| 86 | Loan from County (Bleachers/Hydrants) | - | 123,901 | - | 500,000 | - | No additional County loans expected for FYE 2007/08. |
| 87 | Interest | 8,610 | 17,901 | 27,500 | 7,500 | 22,500 | Higher Rates and Higher Monthly Balances. |
| 88 | Sports Complex Lease - City of Hillsboro | - | - | - | - | - | No Revenues Budgeted. |
| 89 | Total Non-Operating Revenues | \$571,648 | \$787,466 | \$672,500 | \$1,057,500 | \$ 667,500 | |
| | Non-Operating Expenses | | | | | | |
| 90 | Lease Payments (Principal & Interest) | \$ 70,034 | \$ 101,987 | \$ 102,534 | \$ 100,563 | \$ 104,483 | (3) Quadrant Property/Fork Lift/Light Displays/Bleachers. |
| 91 | General Equipment | 18,483 | 138,255 | 15,000 | 15,000 | 40,000 | Replace Dodge PU and Ford Tractor. Items over \$5,000. |
| 92 | Electronic Message Board (2006/07) | - | - | 40,000 | - | - | (4) Replace Readerboards at 28th & 34th Avenue w/Electronic Message Board. |
| 93 | Fire Marshall Deficiencies (2007/08) | - | - | - | - | 25,000 | Fire Marshall Deficiencies corrected as necessary. |
| 94 | ME Hall Fire System Upgrades (2006/07) | - | - | 15,000 | 20,000 | - | 2006/07 - Main Exhibit Hall Fire Alarms and Extend Sprinkler System. |
| 95 | Fire Hydrants Project (2006/07) | - | - | 135,000 | 600,000 | - | 2006/07 - Additional Fire Hydrants. |
| 96 | Development Reserve/Expenses | 16,803 | 28,781 | 20,000 | 65,000 | 20,000 | Consultants, Market Studies, Fees to Support Blue Ribbon Committee Work. |
| 97 | Total Non-Operating Expenses | \$105,320 | \$269,023 | \$327,534 | \$800,563 | \$189,483 | |
| 98 | Net Non-Operating Rev/(Expenses) | \$466,328 | \$518,443 | \$344,966 | \$256,937 | \$478,017 | |
| 99 | Total Fair Complex Revenues | \$ 1,395,690 | \$ 1,701,486 | \$ 1,508,645 | \$ 1,983,300 | \$ 1,538,000 | |
| 100 | Total Fair Complex Expenses | \$ 1,337,917 | \$ 1,524,847 | \$ 1,585,466 | \$ 2,148,261 | \$ 1,493,600 | |
| 101 | Total Net Revenues/(Expenses) | \$ 57,773 | \$ 176,639 | \$ (76,821) | \$ (164,961) | \$ 44,400 | |

NOTES:

- (1). Main Exhibit Hall - Transfer the rental, set-up and tear-down of tables and chairs for Main Exhibit Hall to a contracted decorator. Purchase new inventory for Cloverleaf and Floral Building.
- (2). Demo Derby/Truck Pull/Assoc. Costs - \$15,000/\$5,000; Main Stage Acts/Assoc. Costs - \$12,000/\$24,000; Grounds Acts/Assoc. Costs - \$25,000/\$10,000; DockDogs - \$12,000. Draft Horse Show - \$5,000.
- (3). Quadrant Property (\$42,457/\$2,489); Fork Lift (\$5,163/\$875); Light Displays (\$18,750/\$1,824); Bleachers (\$30,000/\$2,925).
- (4). New electronic message board should result in enhanced revenues via event frequency fees and fairtime sponsors mentions. Rental rates TBD.
- (5). Revenues and Expenses were estimated using information available through November 2006. Estimates may have to be adjusted based upon December 2006 and/or January 2007 actuals.

County of Washington

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MEMORANDUM

Date: February 1, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

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

Re: Fire Hydrant Project

Bids were opened on Wednesday, January 31, 2006, with regards to the Fire Hydrant Project required by the City of Hillsboro Fire Marshall.

Twenty bids were received and ranged in price from a low of \$109,220 to a high of \$180,495. The low qualified bid was submitted by Integrity Excavating. This is a significant savings over the estimate provided during the current fiscal year budget preparation of \$600,000.

Staff requests that the Board approve an award to the low bid, plus a contingency of \$15,000, so the project can move forward in a timely manner and be completed before June 30, 2007. The total award would be for \$124,220.

Staff also requests that the project cost be funded without assistance from the County since the costs are significantly less than previously estimated.

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MEMORANDUM

Date: February 1, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

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

Re: LED Message Board

Per the attached staff memo, bids have been received to purchase and install a new LED Message Board to replace the existing message boards at the corner of Cornell Road and NE 34th Avenue and near Cornell Road and NE 28th Avenue.

This project was currently being considered for the next fiscal year; however, staff believes it would be in the best interest of the Complex, sponsors and facility rental clients to have the new message board installed as soon as possible. Installation is likely to take at least 12 weeks. Proceeding with the installation at this time will allow the new message board to be operable prior to the 2007 Washington County Fair & Rodeo, allowing sponsors, and fairtime events and activities to be featured during the months of June and July.

As to budget considerations, with the Fire Hydrant Project costing approximately \$450,000 less than budgeted, there is sufficient budget limitation to permit this project to be scheduled in the current budget year. The Complex also maintains sufficient cash reserves to fund this project in the current budget year.

As such, staff requests that the Board approve this project for completion in the current budget year and allocate \$40,000 from the line-item budget previously associated with the Fire Hydrant Project.

Attachment

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: January 31, 2007

To: Washington County Fair Complex Board
Washington County Fair Complex

From: Lisa DuPre'
Marketing/Events Director

Re: LED Message Center Sign

Security Signs of Portland was the low bidder for the proposed new LED Message Center to replace the existing sign at the corner of Cornell and 34th Ave. The bid was \$38,858. Attached is the designer's rendering of how it would look from the street. We have the option/flexibility of being able to insert the name and/or logo for a sponsor where the word "Entrance" is shown on the rendering, should one show an interest in having a year-round presence on the sign.

Four other fair facilities that have these new LED message centers have been surveyed to find out how they manage them in relation to messages for their events.

- Douglas County—This facility has a large LED message center positioned along I-5. Events taking place at the facility get their message rotating on the board at no-charge for the full week of their event. Everything beyond that is charged at a rate of \$200 per week.
- Jackson County—Also has a message center visible from I-5. All events are charged \$100 a week to be on it, no exceptions.
- Linn County—Has a small message center visible at the entrance at Knox Butte Road. There's no charge for the events to be on the message center.
- Clark County Fairgrounds, Ridgefield Washington—Their message center is visible from I-5. They don't charge their events to be on the message center.

All of those surveyed with the LED message centers only post messages for events taking place at their facility. All of them also utilize the board to promote aspects of their own

fairs. Douglas County's sign is also used for Amber Alerts, and emergency traffic information for I-5.

It is the staff recommendation that we offer all of those renting the facility the ability to have their publicity about their event on the message center at no-charge for the full-week of their activity, consistent with what we currently offer, and those who want anything beyond that would be charged at a rate of \$100 per week.

The manufacturing process for the sign takes approximately 12 weeks. Allowing for any possible delays in construction/installation, the goal is to have it up and operating by July 1, 2007.



① WALL DISPLAY - 96 SQ. FT.
SCALE: 1/2" = 1'-0"



***Calendar of Events
February – June 2007***

| Date | Event | Location |
|------------------------|------------------------------|---------------------------|
| <i>February</i> | | |
| 7 | Board Meeting | Floral Building (4:30 PM) |
| 7 | Booster Meeting | Floral Building (7:00 PM) |
| 19 | Presidents Day | Office Closed |
| 23 – 25 | Arizona Renaissance Festival | Apache Junction, AZ |
| <i>March</i> | | |
| 7 | Board Meeting | Floral Building (4:30 PM) |
| 7 | Booster Meeting | Floral Building (7:00 PM) |
| <i>April</i> | | |
| 4 | Board Meeting | Floral Building (4:30 PM) |
| 4 | Booster Meeting | Floral Building (7:00 PM) |
| <i>May</i> | | |
| 2 | Board Meeting | Floral Building (4:30 PM) |
| 2 | Booster Meeting | Floral Building (7:00 PM) |
| 28 | Memorial Day | Office Closed |
| <i>June</i> | | |
| 6 | Board Meeting | Floral Building (4:30 PM) |
| 6 | Booster Meeting | Floral Building (7:00 PM) |
| | | |

Subject to Change Monthly



January 26, 2007

Dear Washington County Tourism Stakeholder:

Over the next few months, Washington County will be developing a strategic business plan that will guide the way we utilize the recent increase in the lodging tax. To assist us in this effort, we have retained the services of The Pulse Group, a market research and strategic planning firm. During the course of this planning initiative, we would like to make every effort to seek advice and input from key stakeholders like you who have an ongoing vested interest in the quality of our tourism program and facilities and the caliber of our services.

I have asked Tom Tucker, a partner with The Pulse Group, to contact you personally and discuss your vision for our tourism program and how we can better coordinate/communicate with you to accomplish our common goals. While the discussion can be brief, I would greatly appreciate you taking the time to share your thoughts and ideas. Your participation is vital in making our planning effort a success.

Should you have any questions, please do not hesitate to call.

Sincerely,

Tom Brian
Chairman
Washington County Board of Commissioners



**Washington County Livestock Association
OSU Extension Service
18640 NW Walker Rd., #1400
Beaverton, OR 97006-8927**

January 30, 2007

Dear Washington County Commissioners,

The Washington County Livestock Association has approximately 78 members, who are involved in all aspects of livestock production and we also have Agri-business members. At our 42nd Annual Meeting, January 20, 2007, we discussed the past, present and future plans for the Washington County Fair and the Fair Complex. We are concerned about the lack of maintenance of the buildings and the grounds. Little has been done in recent years, until the Boosters upgraded the barns this past summer. We are very concerned about the Fair Complex operations and the lack of a strategic plan for the property.

We are not in favor of the proposed 20 year lease to Royal Faires-Renaissance Festival on part of the property, as it would tie up too much of the present Fair Grounds as well as prevent any wise use of the property.

Our members are in support of the proposed Task Force that will be appointed, by you Commissioners, to study the future multiple use of the grounds and improvements. Our members believe that when these findings are complete that the Task Force recommendations will be in the best interest of the County and its residents, and the City of Hillsboro and its residents. Our members do not feel that the new use of the property should be made until after the Task Force has completed its work and the recommendations have been studied. If someone with livestock interests is to be appointed to the Task Force we would be happy to suggest individuals who might serve.

These opinions and letter were supported 100% by those 55 members in attendance at our Annual Meeting.

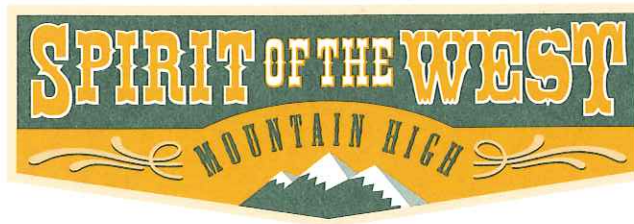
Thank you for taking our recommendations into consideration.

Sincerely,

Brian Herinckx, President, Washington County Livestock Association

Cc: Tom Hughes, Mayor of the City of Hillsboro
Cc: Washington County Fair Board Members
Cc: Don Hillman, Director Fair Complex

RECEIVED FEB - 1 2007



Don Hillman
Washington County Fair & Rodeo
873 NE 34th Avenue
Hillsboro, OR 97124

January 22, 2007

Dear Don:

On behalf of the staff, board, and members of the Western Fairs Association, I would like to thank you for joining us as a speaker at the 2007 WFA Convention and Trade Show.

The convention was extremely successful, with many delegates commenting on the great educational programming. We have worked hard to produce a high-quality set of workshops, keynote presentations, and roundtables for our unique mix of service providers and fair managers, staff, and board members. Your presentation at "Who Pays? How Fair Partnerships Affect Service Providers - A Dialogue for Fairs and Service Members" was a valuable contribution to our program.

As a volunteer speaker and an active member, you've shown your support to our association and have also shown your dedication to improving the fair industry. It is so important to have people like you share your knowledge and experience with our delegates and share best ideas, practices, and tools with them. Education is integral to the continued growth of this industry, and we appreciate your willingness to get involved as a speaker.

Thank you very much for taking the time out of your busy schedule to present at the 2007 WFA Convention. Have a wonderful fair season and congratulations on being inducted into the WFA Hall of Fame!

Sincerely,

Myfanwy Parry
Program Director

RECEIVED JAN 29 2007

Washington County Fair Complex Boosters
MEETING MINUTES - January 3, 2007

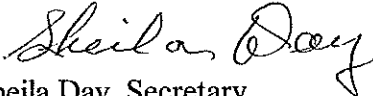
The meeting was called to order by President Dave Rohrer, in the Cloverleaf Building. The Floral Bldg was still in use by the Fair Board. Those present introduced themselves. Minutes from the last meeting were approved as mailed. Treasurer's report was distributed and approved.

- **Winter Market** report was given by Tom Black. The Market, co-sponsored by the Hillsboro Downtown Business Association and the Fair Boosters was held in the covered show rings at the Fairgrounds, during November and December. It was reported that if we take part in this next winter, it would be beneficial to have 2 people to help manage the Booster responsibilities. A better advertising budget was recommended. Santa was welcomed at the Market. He arrived in a Fire truck. His voice sounded a lot like our Booster President..... The kids loved him.

(move back to Floral Building)

- **3 Fair Board members** present at meeting: Dan Logan, Mike Steward, Rich Vial
- **Dennis Mulvihill - Wash.Co. Government Relations**, was introduced by Lyle Spiesschaert. Dennis will organize the citizen based committee to look at the Fair Complex revitalization. A Draft Copy of the project plan was presented. The County will hire 3 people: Facilitator, Designer, and a Financial person, within 2 months. Other members will be selected from diverse groups, recommended by the Boosters. The draft information was discussed. Many questions were asked about the revitalization committee and the scope of the project. This committee will be independent of the Fair Board and will make its final recommendation to the County Commission.
- Mike Steward reported on the **election of Fair Board officers** during their meeting: President - Rafe Flagg, Vice-Pres - Dan Logan, Secretary - Kathy Christy, Treasurer - Ken Madden. There will be a committee appointed to review the Fair Complex budget.

Respectfully submitted,


Sheila Day, Secretary

NEXT MEETING: FEB. 7, 2007 7:00 pm Floral Bldg

Washington County Fair Complex Boosters - BOARD OF DIRECTORS

| | | |
|----------------|----------------|---------------|
| Drew Ackerlund | Bill Ganger | Dave Grossen |
| Jim Clymore | Rich Girard | Dave Rohrer |
| Sheila Day | Almon Goldmann | Fred Scheller |

RECEIVED JAN 29 2007



Fair Board opens 2007 with housekeeping

Thursday, January 04, 2007

By Susan Gordanier
The Hillsboro Argus

The Argus

The Washington County Fairplex Board of Directors held its initial 2007 meeting Wednesday in the Floral Building on the fairgrounds.

Acting in its 2006 configuration led by Chair Richard Vial, the board considered adoption of the draft 2007/08 budget for the complex.

Under the proposal by Executive Director Don Hillman, the free-admission policy for the county fair would continue, but admission to all arena events would cost \$10, bringing events such as the truck-pull and demolition derby in line with the admission fee for viewing the NPRA Rodeo.

The immediate future of the Frite Lites venue is in question. Since that event currently lacks sponsorship - and construction in support of the proposed Renaissance Festival and Artisan Marketplace on the northern-most acreage would interfere - Hillman has suggested delaying the next Frite Lites until 2008.

Major expenses include the replacement of the reader boards at Northeast 28th and 34th avenues with electronic message boards. Hillman estimated these would cost a maximum of \$40,000.

Another project, adding fire hydrants to bring the fairgrounds in compliance with the fire marshal's directives, should be completed by April, at a cost of \$25,000.

Acting on a motion by member Michael Steward, the board voted to appoint a oversight committee to review the budget. This committee will have 10 members. Each of the seven board members will appoint one public representative, and they will be joined by the board's treasurer, chair and a fairplex staff member.

This committee will have a tight schedule since it must complete work by the February meeting when the board plans to hold a public hearing and then vote on adoption of the budget. Their goal is to forward the completed budget to the Washington County Board of Commissioners by March 1.

The board's own representatives on this committee were selected as they elected new officers for 2007. W. Rafe Flagg will serve as chair, replacing Richard Vial. The new vice chair will be Herbert Hirst. Since others declined their nomination, Kathy Christy volunteered, and was elected, to continue service as board secretary. The board also unanimously selected Ken Madden to serve as treasurer, despite his absence from the meeting.

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The Oregonian

New fair board officers take their places

Repairs - After a turbulent year, they say they look forward to working with boosters

Tuesday, January 09, 2007

KATHLEEN GORMAN
The Oregonian

HILLSBORO -- The Washington County Fair Board selected new officers while expressing hope for better relationships with their sometimes-outspoken critics.

W. Rafe Flagg replaced Rich Vial as chairman. Dan Logan was chosen vice chairman. Kathy Christy was selected to continue as secretary after other board members declined to be nominated.

And Ken Madden, who was absent, was named treasurer. Board members named him to the position and gave him the option to back out later.

Both Flagg and Herb Hirst, who also was nominated for the chairman post, said during a meeting last week that they hoped the seven-member board could repair relationships with the Fair Boosters. The group of longtime fair volunteers have battled the board for more than a year over a now-defunct redevelopment plan for the county fair complex in Hillsboro.

Madden will oversee a budget committee to review the fair complex's 2007-08 budget, which is likely to be approved at the board's Feb. 7 meeting. It will become part of the county's annual budget, which would take effect July 1.

Board member Mike Steward asked Wednesday that the committee be established despite the short time left for budget review.

As Vial stepped down as chairman, he noted the past year's challenges.

"This has been a very difficult year for me to serve," he said. "This has been a very difficult year for my family."

Vial expressed hope that the insults and property damage he endured were connected to the position he filled and would cease.

"In some circumstances, people have chosen to inform others that they hate me. That I'm evil. I fear that that's directed at this position.

"With that, I wish our new chair tremendous good luck," he said, and chuckled along with Flagg and others.

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Dispute over soccer fields leads to collapse of county fair board

By Matt Cooper

The Register-Guard

Published: Thursday, January 11, 2007

The Lane County Fair Board crumpled Wednesday, knocked down by a right hook from the Lane County commissioners.

The heat had been rising for months between some commissioners and the five-member advisory board, which oversees the fairgrounds on West 13th Avenue in Eugene.

And on Wednesday, the commissioners moved sharply, cutting the fair board from five members to three. After that, two of those three remaining fair board members said they'll resign.

"The whole thing is a farce," said fair board member Steve Ward, who plans to resign. "(The commissioners) don't take our advice and, at the same time, they don't provide any direction whatsoever."

At the heart of the matter is the continuing dilemma of what to do with the aging 55-acre fairgrounds, called the Lane Events Center, which the fair board says are in a financial death spiral because of deteriorating facilities and lack of use.

The spark that ignited Wednesday's meltdown is a proposal by the YMCA to convert the 36,000-square-foot livestock arena into indoor soccer fields.

The fair board supported the proposal, but Commissioner Bill Dwyer opposes it, viewing it as the first step down a ruinous path for the fairgrounds.

Over objections from commissioners Faye Stewart and Bobby Green, Dwyer proposed that the commissioners not fill two vacancies on the five-member fair board, thereby cutting the board to three. He was backed by commissioners Peter Sorenson and Bill Fleenor. Both said they want to review the makeup of the fair board and other advisory bodies to ensure good governance.

Dwyer said: "This is the people's fair - it doesn't belong to the fair board. They serve at our pleasure. And we serve at the pleasure of the people. We have to err on the side of inclusion, not exclusion."

Dwyer opposes the YMCA proposal because it could push out horse enthusiasts who use the livestock building, and because other fairgrounds users may be discouraged and might stop using the facility.

Dwyer accused the fair board of trying to take over the fairgrounds, and of making decisions that would end with dismantling the facility. He recently had a heated telephone exchange with fair board chairman Bob Zagorin over the YMCA proposal.

After the commission's vote, Zagorin said he'll resign. He said fair board member Angel Jones also will resign, although Jones didn't return a call for comment Wednesday. Board member

Tom Hunton left the board due to term limits, and board member Mike Schwartz's bid for reappointment was rejected in Wednesday's vote.

The YMCA proposal and the revenue it would generate for the fairgrounds is "a great idea" for the future of the facility, Schwartz said.

"It's a sad state," Schwartz added. "It became a political situation, as opposed to the betterment of the community. If that's OK with the community, it's OK with me."

City concerns about animal waste have cut deeply into the use of the livestock building. Aside from the fair and youth fair, the building has been used just twice for equine events in the last five to seven years, Ward said.

Zagorin said the fairgrounds is financially sinking, and that the commissioners refuse to make the hard choices about the future of the complex.

"We have gotten very mixed, muddled, unclear direction from (the commissioners) for several years now," Zagorin said. "Why should we spend so much time when we don't have support to address the problem?"

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A destructive act
A Register-Guard Editorial
Published: Friday, January 12, 2007

On Wednesday, the Lane County Board of Commissioners showed the Lane County Fair Board who's boss. No doubt about it: Fair Board members who push for changes the commissioners don't like will have their heads handed to them.

The commissioners voted against filling two vacancies on the five-member Fair Board, and then two of the remaining members quit. The Fair Board is effectively dead.

This flexing of political muscle is troubling. The Fair Board was trying to provide leadership that has not been forthcoming from the commissioners. Having demonstrated that they can knock down a barn, the commissioners have no plans for building a new one. This constitutes a disservice: The Fair Board made a good-faith effort to fulfill its charge of stewardship, and the fairgrounds, a valuable public asset, is in danger of being devalued.

In the eyes of Commissioner Bill Dwyer, the Fair Board committed heresy by proposing to lease the horse arena at the Lane Events Center to the Eugene Family YMCA for use as an indoor soccer center. Dwyer and his colleagues must think this is a manifestly bad idea, because the Fair Board and the YMCA have never been given a proper chance to explain it.

Had they been willing to listen, the commissioners would have learned that the fairgrounds is in serious financial trouble. The fairgrounds receives nearly \$1 million a year from the county's tax on motel and hotel rooms - money that ought to be used for capital expenses such as maintenance and repairs. In recent years, a steadily increasing share of the room tax money has been used to pay operating costs. That's a prescription for dilapidated buildings, which will further cut into revenue, compounding the financial crisis still further.

The Fair Board proposed to partly address this problem by leasing the horse arena to the YMCA. The county would then be relieved of the cost of maintaining the arena, and also would gain \$1 million in lease revenue over a 10-year period. The board proposed using that time and money to prepare a long-term plan for the fairgrounds' future.

Dwyer regards this proposal as an attack on equestrian groups - and, by extension, on Lane County's rural heritage and the integrity of the fairgrounds. But the horses already have fled. The horse arena almost always stands empty. The events that once filled the building have migrated elsewhere since the city of Eugene began enforcing state rules meant to keep manure runoff out of the Amazon channel.

Part of the problem is bad chemistry between Dwyer and Fair Board Chairman Bob Zagorin. The two appear unable to have a civil conversation. Commissioners Peter Sorenson and Bill Fleenor took sides in this dispute, joining Dwyer in support of a motion to leave two vacancies on the Fair Board unfilled. Two resignations followed. The three commissioners discarded the service of four committed and qualified volunteers, and did so in a way that will make finding replacements difficult.

The fairgrounds, meanwhile, is still sliding toward a death spiral. The commissioners have offered no plan for stabilizing the fairgrounds' budget, much less improving its facilities for

conventions, exhibitions and the Lane County Fair. The commissioners left no doubt about where the power in county government lies. Nor should there be any doubt about where to place responsibility for the fairgrounds' increasingly desperate financial condition.

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