

NOTICE OF MEETING

Washington County Fair Board

Washington County Fair Complex
Cloverleaf Building
873 NE 34th Ave, Hillsboro OR 97124
Wednesday, March 2, 2016
4:30 p.m.

The Washington County Fair Board will hold a meeting on Wednesday March 2, 2016 at 4:30 p.m. in the Cloverleaf Building at the Washington Fair Complex. 873 NE 34th Ave, Hillsboro, OR 97124.

Meetings are recorded.

Agenda & Meeting Procedures are attached

FAIR BOARD MEETING PROCEDURES

**Washington County Fair Board of Directors
873 NE 34th Avenue, Hillsboro, OR 97124**

The Washington County Fair 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 primary function of the Fair Board is to oversee the planning, preparation and production of the annual County Fair.

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 meetings are recorded.

Current Meeting Schedule

Unless otherwise noted, Fair Board Meetings are held the first Wednesday of every month at 4:30 p.m. in the Floral Building at the Washington County Fair Complex, 873 N.E. 34th Avenue, Hillsboro, Oregon 97124.

Regular Business Meetings

Regular business meetings are the time during which the Fair Board will consider the items published in their Board Agenda at the times noted above.

Generally, Board Meetings are scheduled to last no longer than two hours. At the discretion of the Board Chair, agenda items may be deferred to a later date if more discussion or consideration is required.

Quorum

To take formal action on any agenda item, at least four (4) Board members must be present. Once a quorum is established, at least a majority of these members present must vote in the affirmative to move an action or motion. The Board can still conduct business and discuss agenda items without a quorum present. However, no formal action can take place until a quorum of the Board is in attendance.

Once the Regular Business Meeting Begins

The Fair Board's formal meetings typically include the following elements:

1. Call to Order: At the start of the Board meeting, the Chair (or Vice Chair) of the Board will call the meeting to order. All matters noticed and listed on the agenda, in any category, may be considered for action in any order at the discretion of the Board Chair. Items not so noticed may be discussed at the discretion of the Board Chair, but cannot be considered for action.
 2. Oral Communications 1: This is the time when members of the audience may step forward to address the Board. This opportunity is time-limited to two (2) minutes per individual. The maximum time for this Oral Communications period is ten (10) minutes. Another (longer) oral communication opportunity is available at the end of the agenda for those who need longer than two minutes. Speakers may select only one oral communications opportunity. Those providing written testimony are requested to provide 10 copies.
 3. Consent Agenda: The items on the Consent Agenda are considered routine and will all be adopted in one motion unless a Board member requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the Chair will indicate when it will be discussed in the regular agenda.
 4. Regular Agenda Items: Unless otherwise noted, regular agenda items will follow in the order listed on the agenda.
 5. Oral Communications 2: As noted above, this is the second opportunity for the public to address to Board if more than two (2) minutes is needed. This opportunity is time-limited to five (5) minutes per individual. The maximum opportunity for this Oral Communications period is thirty (30) minutes.
 6. Adjournment: At the conclusion of the items on the Board's agenda, the Board Chair will formally conclude the Board's regular business
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Meeting Protocol

The Fair Board welcomes public attendance and participation at its meetings. Anyone wishing to speak on an agenda or non-agenda item at a regular business meeting should feel free to do so. In doing so, the Board asks that the following guidelines be observed:

1. Please follow sign-in procedures located on the table by the entrance to the meeting room.
2. When your name is announced, please be seated at the table in front and state your full name, address and organization represented, if any, for the record.
3. Groups or organizations wishing to make a presentation are asked to designate one spokesperson in the interest of time and to avoid repetition.
4. When more than one citizen is heard on any matter, please avoid repetition in your comments. Careful attention to the previous speaker's remarks will be helpful in this regard.

Fair Board Calendar

~ January 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2 Western Fairs Association Convention
3 Western Fairs Association Convention	4 Western Fairs Association Convention	5 WFA	6 Western Fairs Association Convention	7	8	9
10	11	12	13 Fair Board Meeting 4:30 pm to 6:00pm	14	15 Oregon Fairs Association Convention	16 Oregon Fairs Association Convention
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	Notes:					

~ February 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16 Joint BOCC/FB Meeting Lunch 11:00 am Meeting 11:30 - 1:30 pm	17	18	19	20
21	22	23	24	25	26	27
28	29	Notes:				

~ March 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 Fair Board Meeting 4:30 pm to 6:00pm Cloverleaf Building	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

~ April 2016 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes: No Fair Board Meeting this Month					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

~ May 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	Notes: No Fair Board Meeting this Month			

~ June 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Fair Board Meeting 4:30 pm to 6:00pm Cloverleaf Building	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25 4-H Horse Fair
26 4-H Horse Fair	27 4-H Horse Fair	28 4-H Horse Fair Fair Board Breakfast 7am-9am	29 4-H Horse Fair Fair Board BBQ 6pm	30 4-H Horse Fair	Notes:	

~ July 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6 Fair Board Meeting 4:30 pm to 6:00pm Cloverleaf Building	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28 County Fair Fair Board Breakfast 7am to 9am Rotary Lunch 12:00 pm Rodeo 7pm Loverboy Concert 7pm	29 County Fair Fair Board Breakfast 7am to 9am Draft Horse Show 7pm Fluffy Concert 7pm	30 County Fair Fair Board Breakfast 7am to 9am Steak-Feed 4pm-6pm Youth Auction 6pm Brett Eldredge Concert 7pm
31 County Fair Fair Board Breakfast 7am to 9am Motorsports show 7pm	Notes:					

~ August 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	Notes: No Fair Board Meeting		

~ September 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7 Fair Board Meeting 4:30 pm to 6:00pm Cloverleaf Building	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	Notes:

~ October 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat	
						1	
2	3	4	5 Fair Board Meeting 4:30 pm to 6:00pm	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21 Oregon Fairs Association Convention – Albany Oregon	22 Oregon Fairs Association Convention – Albany Oregon	
23	24	25	26	27	28	29	
30	31	Notes:					

~ November 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27 International Association of Fairs and Expos Convention – Las Vegas Nevada	28 International Association of Fairs and Expos Convention – Las Vegas Nevada	29 International Association of Fairs and Expos Convention – Las Vegas Nevada	30 International Association of Fairs and Expos Convention – Las Vegas Nevada	Notes: No Fair Board Meeting this Month		

~ December 2016 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes: No Fair Board Meeting				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Washington County Fair Board Meeting Agenda

Washington County Fair Complex, Cloverleaf Building

Wednesday, March 2, 2016

4:30 p.m.

873 NE 34th Avenue, Hillsboro, OR 97124

Fair Board

Erin Wakefield, President
Bill Ganger, Vice President
Gary Seidel, Board Member

Andy Duyck, Board Member
David Vilalpando, Board Member

David Noyes, Board Member
Bob Rollinger, Board Member

A. Call to Order

B. Oral Communications I

This is the time when members of the audience may step forward to address the Board. This opportunity is time-limited to two (2) minutes per individual. The maximum time for this Oral Communications period is ten (10) minutes. Another (longer) oral communication opportunity is available at the end of the agenda for those who need longer than two minutes. Speakers may select only one oral communications opportunity. Those providing written testimony are requested to provide 10 copies.

C. Approval of Minutes

1. January 2016 Fair Board Meeting Minutes

D. Reports

1. Financial Report
2. 4-H Update

E. Old Business

1. County Fair 2016
2. Educational Fund Update

F. New Business

1. Budget Presentation & Approval

G. Other Matters of Information

1. County Administrative Office Update, if any
2. Other, if any

H. Oral Communications II

As noted above, this is the second opportunity for the public to address to Board if more than two (2) minutes is needed. This opportunity is time-limited to five (5) minutes per individual. The maximum opportunity for this Oral Communications period is thirty (30) minutes.

I. Adjourn

Minutes
Washington County Fair Board
Wednesday, January 13, 2016

Convened: 4:30 pm

FAIR BOARD:

President Erin Carroll

Board Member David Noyes

Board Member David Villalpando

Board Member Andy Duyck

Board Member Bill Ganger

Board Member Gary Seidel

Board Member Bob Rollinger

STAFF:

Leah Perkins-Hagele, Fairgrounds Manager

Nancy Karnas, Fair Assistant

A) Call to Order

- 1) Vice President Bill Ganger called the meeting to order at 4:31 p.m. and noted Board Members Noyes, Rollinger, Duyck and Seidel were present along with Staff. Vice President Ganger welcomed new members Noyes and Rollinger to the board.

B) Oral Communications 1- NONE

C) Approval of Minutes

- 1) Vice President Bill Ganger called for a motion to accept the December minutes. Board Member Seidel moved to approve the minutes as presented, a second by Member Duyck. Ganger asked if there was any further discussion, and called for the vote.

Motion by Board Member Seidel to accept the December Minutes as presented. 2nd by Board Member Duyck Motion carried 5-0.

D) Reports

- 1) **Financials** – Fairgrounds Manager Leah Perkins-Hagele stated that the TLT revenue is the only activity occurring at this time. She stated TLT revenue is already thirty one percent over budget and is forecasted to hit fifty percent by fiscal year end which may make up the deficit from the poor fair performance. Perkins-Hagele reported that expenses included travel costs for conventions and a purchase of a mascot costume for marketing. Board Member Duyck moved to approve the November financials as presented, a second by Member Rollinger. Vice President Ganger asked if there was any discussion, and called for the vote.

Motion by Board Member Duyck to approve the November Financials as presented. 2nd by Board Member Rollinger Motion carried 5-0.

- 2) **4-H Update** –Fairgrounds Manager Leah Perkins-Hagele stated Pat Willis was not available for this meeting. She reported that they have been in communication regarding the swine and the PED-V virus has appeared locally which will mean a terminal show for this year. Vice President Ganger stated that clubs in Clackamas have seen the virus in their area. Board Member Seidel asked if the small animals will have a restriction this year. Perkins-Hagele stated that as of this date the bird epidemic that hit water fowl last year seems to have subsided and shouldn't affect this year.

E) Old Business

- 1) County Fair 2016**– Fairgrounds Manager Leah Perkins-Hagele stated she had just returned from the WFA convention where she had completed the booking of entertainment. She reviewed the concert and grounds entertainment lineup for the board. Perkins-Hagele reminded the board the breakfast for the youth exhibitors will occur again and the Horse Fair may also want a breakfast instead of the dinner. Vice President Ganger stated the beef weigh in would occur in February and also the livestock association dinner is the 30th of January. Perkins-Hagele concluded by stating the next meeting should include the draft budget for review but the new software had caused a delay.
- 2) Educational Fund Update**- Fairgrounds Manager Leah Perkins-Hagele stated Don McCoun was not available for the meeting but did report he would like the group to do the Air Show parking again for a fundraising activity. Board Member Duyck explained the donation program the commissioners have and he has allocated a donation to the fund. He suggested a member contact other commissioners for possible donations.

F) New Business

- 1) Board Elections**– Vice President Ganger directed the board to the bylaws for the board election process and called for nominations for the position of President. Board Member Seidel nominated Erin Carroll for a second term. Ganger asked if there were any other nominations or interest. Board Member Duyck made a motion to close nominations as no others had been named. Ganger called for the affirmation of the reelection of president. All present board members were in agreement to appoint Erin Carroll as President. Ganger then asked for the nominations for Vice President. Board Member Seidel nominated Bill Ganger for a second term. Ganger asked if there were any other nominations or interest for Vice President. Board Member Duyck made a motion to close nominations. All present board members agreed to re-elect Bill Ganger as Vice President for 2016.

G) Other Matter of Information

- 1) County Administrative Office Update** –Board Member Duyck stated the National Guard land swap is entering its final year before it can be unraveled. He met with the Guard and they have not begun plans to build and it appears several years off. He stated it is unsure what the status will be for the time being. Duyck reported the Event Center is still looking for funding, which may lead to a proposed change to the lodging tax, but that will need to go before the voters. Perkins-Hagele stated that part of the funding gap is due to the requirement of a large amount of paved parking spaces by the city code. Vice President Ganger asked about the RV Park development. Perkins-Hagele stated the city is now in charge of the project and there is no other update at this time.
- 2) Other**- Fair Manager Leah Perkins-Hagele stated the Oregon Fairs Association Convention would begin the upcoming weekend and directed the board to review the schedule. Vice President Ganger stated he would be unable to attend but asked about the boards' annual contribution to the auction. Perkins-Hagele explained the process of the Scholarships and donations done at the conventions to the new board members. Board Member Seidel made a motion to contribute two thousand dollars on behalf of the board at the OFA auction, 2nd by Board Member Duyck. Vice President Ganger asked if there was any discussion on the matter and called for the vote.

Motion by Board Member Seidel to contribute two thousand dollars on behalf of the board at the OFA Auction. 2nd by Board Member Duyck Motion carried 5-0.

H) Oral Communications 2- NONE

I) Adjourn

- 1) With no further business before the Board, Vice President Ganger adjourned the meeting at 5:11 p.m.

Leah Perkins-Hagele
Recording Secretary

Erin Carroll
Board President

Washington County Fair
873 NE 34th Avenue
Hillsboro, Oregon 97124
Phone: (503) 648-1416
Fax: (503) 648-7208
leah_perkins-hagele@co.washington.or.us
www.bigfairfun.com

MEMORANDUM

Date: February 24, 2016

To: Washington County Fair Board

From: Leah E. Perkins-Hagele, Fair Complex Manager

Re: Financial Reports

The financials for December 2015 & January 2016 are attached.



Monthly Financial Report

Washington County

Washington County

Fund=200 (Fairplex), Program=981010 (Annual County Fair)

Account	JUL-15	AUG-15	SEP-15	OCT-15	NOV-15	DEC-15	JAN-15	FEB-16	MAR-16	APR-16	MAY-16	JUN-16	YTD-Actual	Budget	Remaining Budget	Use
Intergovernmental Rev																
41025 Transient Lodge Tax	\$ -	\$ (18,309.10)	\$ (14,621.70)	\$ (108,033.92)	\$ (27,833.80)	\$ (8,534.80)	\$ (67,073.19)						(244,406.51)	(425,298.00)	(180,891.49)	57%
43156 Dept Ag Lot. Funds	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (53,666.67)						(53,666.67)	(50,000.00)	3,666.67	107%
TOTAL	0.00	(18,309.10)	(14,621.70)	(108,033.92)	(27,833.80)	(8,534.80)	(120,739.86)	0.00	0.00	0.00	0.00	0.00	(298,073.18)	(475,298.00)	(177,224.82)	63%
Charges for Sevices																
44511 Camping Fees	\$ (250.00)	\$ (7,500.00)	\$ -	\$ -	\$ -	\$ -							(7,750.00)	0.00	7,750.00	
44512 Friday Arena Event	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							0.00	0.00	0.00	
44513 Sunday Arena Event	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							0.00	0.00	0.00	
44514 Comm Booth Rent	\$ (84,585.00)	\$ (3,300.00)	\$ -	\$ -	\$ -	\$ -							(87,885.00)	(80,000.00)	7,885.00	110%
44515 Parking Fees	\$ (3,144.00)	\$ (73,253.34)	\$ -	\$ -	\$ -	\$ -							(76,397.34)	(92,000.00)	(15,602.66)	83%
44517 Sponsorship Fees	\$ (15,700.00)	\$ (3,600.00)	\$ -	\$ -	\$ -	\$ -							(19,300.00)	(45,000.00)	(25,700.00)	43%
44518 Carnival Fees	\$ -	\$ (187,924.30)	\$ -	\$ -	\$ -	\$ -							(187,924.30)	(202,000.00)	(14,075.70)	93%
44522 Entry Fees	\$ (30.00)	\$ (2,116.00)	\$ -	\$ -	\$ -	\$ -							(2,146.00)	(2,200.00)	(54.00)	98%
44526 Sat. Arena Event	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							0.00	0.00	0.00	
44527 Thurs. Arena Event	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							0.00	0.00	0.00	
TOTAL	(103,709.00)	(277,693.64)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(381,402.64)	(421,200.00)	(39,797.36)	91%
Miscellaneous Revenues																
48195 Reimburse of Exp	\$ (2,375.00)	\$ (503.00)	\$ (133.50)	\$ -	\$ -	\$ -	\$ (357.60)						(3,369.10)	(3,300.00)	69.10	102%
48205 Concessions	\$ (14,900.00)	\$ (114,217.12)	\$ -	\$ -	\$ -	\$ -	\$ (21,909.00)						(151,026.12)	(204,000.00)	(52,973.88)	74%
48225 Other Misc Rev	\$ (44,511.51)	\$ 41,576.58	\$ -	\$ -	\$ -	\$ -							(2,934.93)	(4,800.00)	(1,865.07)	61%
Total	(61,786.51)	(73,143.54)	(133.50)	0.00	0.00	0.00	(22,266.60)	0.00	0.00	0.00	0.00	0.00	(157,330.15)	(212,100.00)	(54,769.85)	74%
Total Revenues	(165,495.51)	(369,146.28)	(14,755.20)	(108,033.92)	(27,833.80)	(8,534.80)	(143,006.46)	0.00	0.00	0.00	0.00	0.00	(836,805.97)	(1,108,598.00)	(271,792.03)	75%
Personal Services																
51105 Wages & Salaries	\$ 9,474.79	\$ 14,569.53	\$ 14,546.90	\$ 22,551.86	\$ 14,724.77	\$ 14,349.47	\$ 14,324.03						104,541.35	181,020.00	76,478.65	58%
51110 Temporary Salaries	\$ 2,003.20	\$ 5,008.00	\$ 1,001.60	\$ -	\$ -	\$ -	\$ -						8,012.80	8,462.00	449.20	95%
51115 Overtime/Other Pay	\$ -	\$ 331.89	\$ 777.01	\$ 280.50	\$ 76.38	\$ -	\$ 76.38						1,542.16	750.00	(792.16)	206%
51125 FICA	\$ 867.84	\$ 1,507.00	\$ 1,233.06	\$ 1,731.50	\$ 1,116.24	\$ 1,081.59	\$ 1,085.01						8,622.24	14,496.00	5,873.76	59%
51130 Workers Comp	\$ 52.45	\$ 97.49	\$ 68.95	\$ 103.64	\$ 62.90	\$ 56.83	\$ 56.81						499.07	774.00	274.93	64%
51135 Employer Paid Workd	\$ 8.70	\$ 18.41	\$ 8.32	\$ 13.90	\$ 7.85	\$ 7.13	\$ 5.47						69.78	130.00	60.22	54%
51140 Pers Contribution	\$ 1,480.61	\$ 2,320.72	\$ 3,109.44	\$ 3,404.87	\$ 2,278.58	\$ 2,275.54	\$ 2,278.60						17,148.36	28,110.00	10,961.64	61%
51150 Health Insurance	\$ 4,443.76	\$ 4,602.26	\$ 4,760.52	\$ 5,394.36	\$ 4,919.17	\$ 4,443.63	\$ 4,445.24						33,008.94	48,276.00	15,267.06	68%
51155 Life, Long Term Disab	\$ 68.01	\$ 70.61	\$ 72.95	\$ 82.78	\$ 75.33	\$ 68.13	\$ 68.18						505.99	708.00	202.01	71%
51160 Unemployment Insura	\$ 27.93	\$ 51.04	\$ 36.24	\$ 54.26	\$ 32.97	\$ 29.82	\$ 24.42						256.68	405.00	148.32	63%
51165 Tri-Met Tax	\$ 74.92	\$ 131.34	\$ 105.25	\$ 147.33	\$ 94.57	\$ 91.28	\$ 104.49						749.18	1,407.00	657.82	53%
51180 Other Employee Allow	\$ 34.12	\$ 52.50	\$ 52.50	\$ 78.75	\$ 52.50	\$ 52.50	\$ 52.50						375.37	683.00	307.63	55%
51199 Misc Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						0.00	1,373.00	1,373.00	0%
TOTAL	18,536.33	28,760.79	25,772.74	33,843.75	23,441.26	22,455.92	22,521.13	0.00	0.00	0.00	0.00	0.00	175,331.92	286,594.00	111,262.08	61%

<i>Account</i>	<i>JUL-15</i>	<i>AUG-15</i>	<i>SEP-15</i>	<i>OCT-15</i>	<i>NOV-15</i>	<i>DEC-15</i>	<i>JAN-15</i>	<i>FEB-16</i>	<i>MAR-16</i>	<i>APR-16</i>	<i>MAY-16</i>	<i>JUN-16</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Remaining Budget</i>	<i>% Use</i>
Materials and Supplies																
51205 Supplies - Office	\$ 1,005.48	\$ 388.56	\$ -	\$ -	\$ -	\$ 149.62	\$ -						1,543.66	3,000.00	1,456.34	51%
51210 Supplies- General	\$ 12,315.48	\$ 4,918.49	\$ 862.68	\$ -	\$ 7,420.98	\$ -	\$ -						25,517.63	40,000.00	14,482.37	64%
51285 Services -Professional	\$ 23,263.06	\$ 93,960.66	\$ 19,979.00	\$ -	\$ -	\$ 48.00	\$ 253.00						137,503.72	150,000.00	12,496.28	92%
51295 Advertising & Public N	\$ 89,691.14	\$ 31,573.82	\$ 868.38	\$ 330.87	\$ 40.00	\$ 1,000.00	\$ -						123,504.21	125,000.00	1,495.79	99%
51305 Communications - Ser	\$ 1,500.00	\$ 600.00	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 180.49						3,780.49	1,500.00	(2,280.49)	252%
51310 Utilities	\$ 1,825.24	\$ 8,683.31	\$ 50.00	\$ -	\$ -	\$ -	\$ -						10,558.55	12,000.00	1,441.45	88%
51320 Repair & Maint	\$ 5,319.63	\$ 747.70	\$ 1,208.41	\$ -	\$ -	\$ -	\$ -						7,275.74	5,000.00	(2,275.74)	146%
51340 Lease & Rentals - Spac	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00						2,975.00	6,600.00	3,625.00	45%
51345 Lease & Rentals - Equ	\$ 820.00	\$ 46,221.05	\$ 850.00	\$ -	\$ -	\$ -	\$ -						47,891.05	70,000.00	22,108.95	68%
51350 Dues & Membership	\$ 368.75	\$ -	\$ -	\$ -	\$ -	\$ 68.75	\$ -						437.50	1,500.00	1,062.50	29%
51355 Training & Education	\$ -	\$ -	\$ -	\$ 673.50	\$ -	\$ 244.50	\$ 614.00						1,532.00	8,000.00	6,468.00	19%
51360 Travel Expense	\$ -	\$ -	\$ 123.00	\$ 416.40	\$ 1,014.33	\$ 1,532.81	\$ 527.01						3,613.55	10,000.00	6,386.45	36%
51365 Private Mileage	\$ -	\$ -	\$ 23.57	\$ -	\$ -	\$ -	\$ 28.89						52.46	2,000.00	1,947.54	3%
51390 Permits, Licenses & Fe	\$ 85.00	\$ -	\$ 880.50	\$ 181.72	\$ -	\$ -	\$ -						1,147.22	1,000.00	(147.22)	115%
51460 Office Suuplies - Intern	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						0.00	0.00	0.00	
51465 - Postage & Freight	\$ -	\$ 19.60	\$ 58.06	\$ -	\$ 34.50	\$ -	\$ -						112.16	140.00	27.84	80%
51475 Printing- Internal	\$ 1,228.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						1,228.00	2,000.00	772.00	61%
51495 Telephone Monthly	\$ -	\$ 302.81	\$ -	\$ -	\$ -	\$ -	\$ -						302.81	1,000.00	697.19	30%
51550 Other Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						0.00	3,500.00	3,500.00	0%
TOTAL	137,846.78	187,841.00	25,328.60	2,027.49	8,934.81	4,968.68	2,028.39	0.00	0.00	0.00	0.00	0.00	368,975.75	442,240.00	73,264.25	83%
Other Expenditures																
52005 Bank Service Fees	\$ 641.96	\$ 1,135.59	\$ -	\$ -	\$ -	\$ -	\$ -						\$ 1,777.55	3,000.00	1,222.45	59%
52130 Other Special Exp	\$ 64,777.28	\$ (7,947.80)	\$ 342.18	\$ -	\$ 2,368.80	\$ -	\$ -						\$ 59,540.46	58,000.00	(1,540.46)	103%
52139 Concert Expenses	\$ -	\$ 2,310.86	\$ 924.75	\$ -	\$ -	\$ -	\$ -						\$ 3,235.61	3,300.00	64.39	
52146 Entertainment Exp	\$ 136,795.00	\$ 42,198.91	\$ 18.00	\$ -	\$ -	\$ -	\$ -						\$ 179,011.91	180,000.00	988.09	99%
52147 Open Class Exp	\$ 27,036.75	\$ (8,034.82)	\$ 255.26	\$ -	\$ -	\$ -	\$ 349.50						\$ 19,606.69	22,500.00	2,893.31	87%
52148 4-H Expenses	\$ 15,540.17	\$ 5,682.94	\$ 28.07	\$ -	\$ -	\$ -	\$ -						\$ 21,251.18	25,000.00	3,748.82	85%
52149 FFA Expenses	\$ 5,882.67	\$ 5,972.08	\$ 28.07	\$ -	\$ -	\$ -	\$ 349.50						\$ 12,232.32	15,000.00	2,767.68	82%
52150 Friday Arena Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -	0.00	0.00	
52151 Sunday Arena Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -	0.00	0.00	
52152 Saturday Arena Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -	0.00	0.00	
52153 Thursday Arena Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -	0.00	0.00	
53010 Interdpt Chg - Indirec	\$ 4,999.75	\$ 4,999.75	\$ 4,999.75	\$ 4,999.75	\$ 4,999.75	\$ 1,359.75	\$ 4,999.75						\$ 31,358.25	59,998.00	28,639.75	52%
53015 Interdpt Chg - Genera	\$ 253.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (253.00)						\$ -	0.00	0.00	
Total	255,926.58	46,317.51	6,596.08	4,999.75	7,368.55	1,359.75	5,445.75	0.00	0.00	0.00	0.00	0.00	328,013.97	366,798.00	38,784.03	89%
Total Expenditures	412,309.69	262,919.30	57,697.42	40,870.99	39,744.62	28,784.35	29,995.27	0.00	0.00	0.00	0.00	0.00	872,321.64	1,095,632.00	223,310.36	80%
TOTAL REVENUES	(165,495.51)	(369,146.28)	(14,755.20)	(108,033.92)	(27,833.80)	(8,534.80)	(143,006.46)	0.00	0.00	0.00	0.00	0.00	(836,805.97)	(1,108,598.00)	(271,792.03)	
TOTAL EXPENDITURES	412,309.69	262,919.30	57,697.42	40,870.99	39,744.62	28,784.35	29,995.27	0.00	0.00	0.00	0.00	0.00	872,321.64	1,095,632.00	223,310.36	
													35,515.67	(12,966.00)	(48,481.67)	

County Fair 2016-17 Budget Summary - Proposed

Fund	Program	Account	Account Name	2016-17 Proposed	Justification's
981010 Fair Revenue					
200	981010	41025	Transient lodgings tax	(508,441)	15% increase over last year for year end estimate and then 10% above the year
200	981010	43156	Dept of Agriculture Lottery Funds	(53,600)	Based upon 2015-16 levels
200	981010	44511	Camping Fees	(7,000)	Based upon 2015-16 levels
200	981010	44512	Friday Arena Event	-	Free Draft Horse Show
200	981010	44513	Sunday Arena Event	(30,000)	Motorsports Event (2000 @ \$15)
200	981010	44514	Commercial Booth Rentals	(85,500)	Based upon 2015-16 levels
200	981010	44515	Parking Fees	(90,000)	Projected increase due to concerts
200	981010	44516	Concert Admissions	(165,000)	2 Fair Produced Concerts (3000 @ \$10 for \$30,000 for Loverboy, 6000 for \$135,000 for Fluffy)
200	981010	44517	Sponsorship Fees	(30,000)	Inlcudes alcohol sponsors
200	981010	44518	Carnival Fees	(200,000)	Projected increase due to concerts
200	981010	44522	Entry Fees	(2,000)	Livestock Exhibitor entry fees
200	981010	44526	Saturday Arena Event	-	Dark
200	981010	44527	Thursday Arena Event	(18,000)	Rodeo (1800 @ \$10)
200	981010	48195	Reimbursement of expenses (operating)	(1,500)	Electrical fees & prizes paid by others
200	981010	48205	Concessions	(200,000)	Food & Beverage including alcohol. Projected increase due to concerts.
200	981010	48225	Other miscellaneous revenue-operating	(1,000)	Based upon 2015-16 levels
Total 981010 Fair Revenues				(1,392,041)	
981010 Fair Expenditures					
200	981010	51105	Wages and salaries	\$ 191,133.00	
200	981010	51110	Temporary salaries	\$ 10,592.00	
200	981010	51115	Overtime and other pay	\$ 1,500.00	
200	981010	51125	FICA	\$ 15,436.00	
200	981010	51130	Workers compensation	\$ 861.00	
200	981010	51135	Employer paid work day tax	\$ 131.00	
200	981010	51140	Pers contribution	\$ 30,585.00	
200	981010	51150	Health insurance	\$ 50,255.00	
200	981010	51155	Life and long term disability insurance	\$ 664.00	
200	981010	51160	Unemployment insurance	\$ 338.00	
200	981010	51165	Tri-Met tax	\$ 1,511.00	
200	981010	51180	Other Allowances	\$ 683.00	
200	981010	51199	Misc Personal Services	\$ -	
Total Personal Services				303,689	
200	981010	51205	Supplies-office, general	3,000	General office supplies.
200	981010	51210	Supplies- general	40,000	Janitorial supplies, ticket stock, signs & banners,table covers, etc.
200	981010	51285	Services -professional services	150,000	Electrician, Security, Parking, Service Groups, temps, website, etc.
200	981010	51295	Advertising and public notice	125,000	Fairtime Media Plan
200	981010	51305	Communications-services	3,500	Radios, Website Hosting
200	981010	51310	Utilities	12,000	Garbage & Recycling, PGE, NW Natural, Water/Sewer, Propane
200	981010	51320	Repair & maint services-general	7,500	Misc repairs to Fair related items
200	981010	51340	Lease and rentals - space	6,600	Office Lease & Port Property Lease
200	981010	51345	Lease and rentals - equipment	60,000	Generators, Tents, Tables, Chairs, Fencing, Tractor/Other Equipment, etc.
200	981010	51350	Dues and membership	1,500	OFA, WFA, IAFE, OFEA, Chamber. Split between programs.
200	981010	51355	Training and education	1,600	Staff - Professional Development & Training
200	981010	51360	Travel expense	6,000	Staff - Professional Development & Training
200	981010	51365	Private mileage	500	Staff - Private mileage to conduct Fair business

200	981010	51355	Training and education	1,750	Fair Board - All board members to OFA & 3 Board Members to IAFE or WFA
200	981010	51360	Travel expense	6,250	Fair Board - All board members to OFA & 3 Board Members to IAFE or WFA
200	981010	51365	Private mileage	600	Fair Board - Private mileage for board training
200	981010	51390	Permits, licenses and fees	2,000	ASCAP/BMI, Livestock Scales, Water Meter, etc
200	981010	51465	Postage and freight- Internal	150	Fairtime Postage
200	981010	51475	Printing- Internal	1,500	Daily Sheets, Hang Tags, Letterhead, Envelopes
200	981010	51495	Telephone monthly- internal	500	Based upon 2015-16 levels
200	981010	51550	Other materials and services	3,750	Based upon 2015-16 levels
Total Materials and Supplies				433,700	
200	981010	52005	Bank Service Charge	3,542	ATM, Credit Card & Merchant Fees
200	981010	52130	Other Special Expenditures	60,000	Beverage purchase & other special expenditures. Production for 3 concerts. Sounds, Stage Lights, Catering, etc (\$165,000 for 2
200	981010	52139	Concert Expenses	220,000	acts. 3rd is paid for by Radio Station)
200	981010	52146	Entertainment Expenses	200,000	Small Stages, Grounds Acts, Exhibits & associated costs
200	981010	52147	Open Class Expenses	25,000	Premiums, Judges, Ribbons, etc
200	981010	52148	4-H Expenses	23,000	\$15,000 directly to 4-H. The rest retained for support services & shared costs
200	981010	52149	FFA Expenses	13,000	Premiums, Judges, Ribbons, Clerks.
200	981010	52150	Friday Arena Event Expenses	2,000	Free Draft Horse Show
200	981010	52151	Sunday Arena Event Expenses	30,000	Motorsports Event
200	981010	52152	Saturday Arena Event Expenses	-	Dark
200	981010	52153	Thursday Arena Event Expenses	18,000	Rodeo
200	981010	53010	Interdpt chg-indirect charges	60,110	7% Increase for county service charges
Total Other Expenditures				654,652	
Total 981010 Fair Expenditures				1,392,041	

Total Revenue	(1,392,041)
Total Expenses	1,392,041

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