

# **NOTICE OF MEETING**

## **Washington County Fair Board**

Washington County Fair Complex  
Cloverleaf Building  
873 NE 34<sup>th</sup> Ave, Hillsboro OR 97124  
Wednesday, May 3, 2017  
5:30 p.m.

The Washington County Fair Board will hold a meeting on Wednesday May 3, 2017 at 5:30 p.m. in the Cloverleaf Building at the Washington Fair Complex. 873 NE 34<sup>th</sup> Ave, Hillsboro, OR 97124.

Meetings are recorded.

Agenda & Meeting Procedures are attached

~ May 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3 Fair Board Meeting 5:30 pm to 7:00pm	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:		

~ June 2017 ~

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

~ July 2017 ~

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	22
23	24	25	26	27 County Fair Fair Board Breakfast 7-9 Rotary Club Meeting 12-1	28 County Fair Fair Board Breakfast 7-9	29 County Fair Fair Board Breakfast 7-9 Steak Feed – 4-6 Livestock Auction 6-9
30 County Fair Fair Board Breakfast 7-9	31	<b>Notes:</b>				

~ August 2017 ~

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	<b>Notes: No Board Meeting this month</b>	

~ September 2017 ~

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

~ October 2017 ~

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

**~ November 2017 ~**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>Notes: No Board Meeting this month</b>			1	1	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

**~ December 2017 ~**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>Notes: No Board Meeting this month</b>					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, May 3, 2017

**5:30 p.m.**

873 NE 34<sup>th</sup> Avenue, Hillsboro, OR 97124

## **Fair Board**

Erin Carroll, 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

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### **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. Board Training**

1. Ethics Training – Brad Anderson, County Counsel

### **D. Approval of Minutes**

1. March 2017 Fair Board Meeting Minutes

### **E. Reports**

1. Financial Report
2. 4-H Update

### **F. Old Business**

1. County Fair 2017 update
2. Educational Fund Update
3. Strategic Plan – final draft

### **G. New Business**

1. Other, if any

### **H. Other Matters of Information**

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

### **I. 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.

### **J. Adjourn**

# Washington County Fair Board Meeting Minutes

Washington County Fair Complex, Cloverleaf Building

Wednesday, March 1, 2017

4:30 p.m.

873 NE 34<sup>th</sup> Avenue, Hillsboro, OR 97124

## Fair Board

Erin Carroll, 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

David Vilalpando, Gary Seidel, and David Noyes were all absent. All others board members were present. Staff present, Leah Perkins-Hagele, and Julie Case. Guests, Pat Willis.

**A. Call to Order.** President Erin Carroll called the meeting to order at 4:34 pm

## B. Oral Communications I

None

## C. Approval of Minutes

1. Motion to approve the January 2017 minutes by Board Member Duyck. Second by Vice President Ganger. Motion carried 4-0.

## D. Reports

1. **Financial Report.** Fair Manager Perkins-Hagele presented the financial report. Department of Agriculture funds came in at \$56,600.00 . Board Member Rollinger made a motion to approve the financial report. Second by Board Member Duyck. Motion Carried 4-0.

2. **4-H Update:** Pat Willis reported 4-H is having a mandatory Bio-Security training Wednesday March 8<sup>th</sup> at 7:00 to 8:00 in the Cloverleaf Building. This is mandatory to all 4-H members and leaders who will be exhibiting animals at the Fair. FFA and Open Class Livestock Exhibitors are welcome to attend as well.

## E. Old Business

1. **County Fair 2017:** Perkins-Hagele reported that Blue Oyster Cult and Fog Hat are scheduled for the Throwback Thursday concert. Still looking for a group to do parking for the Fair. Payment for a parking group has been increased to \$15,000.00. Radio station has confirmed Jake Owen concert for Friday night and still looking for Saturday night act. Open Class Livestock rules were looked at by county legal and they are requiring the Open Class Livestock shows to be true competitions where more than one animal and more than one owner/breeder/farm participating. 4-H and FFA will stay the same as they are judged on a breed standard not against another animal. Washington County Health Department will be helping out with educating the public regarding Bio-Security. Programs Coordinator Julie Case gave updates on vendor booths. 121 outside, 71 have applications 12 are paid for. 27 food booths, 12 vendors, 5 are paid. All sold for food booths. Inside booths, 48 in the south end 15 are sold with 2 paid. 31 on the north end with none sold. HPD will be assisting with traffic management this year. We will look at having a Hiring Fair to parking, and other jobs we need folks for.

2. **Educational Fund Update.** The Educational Fund Board has purchased a mobile hand washing station. They have also engaged with a grant writer.

## **F. New Business**

1. **Fair Security Contract:** Rover Security was the only bid that came in. Motion by Board Member Duyck to accept the bid and approve the contract. Second by Board Member Rollinger. Motion carried 4-0.

2. **Fair Tent and Equipment Rental Contract:** All Star Tent and Party Rental was the only bid that came in. Motion by Vice President Ganger to accept the bid and approve the contract. Second by Board Member Duyck. Motion carried 4-0.

3. **2017-2018 proposed budget:** Perkins-Hagele presented the 2017-2018 budget. Motion by Board Member Rollinger to accept and approve the 2017\_2018 Fair Budget. Second by Board Member Duyck. Motion carried 4-0.

## **4. Other, if any**

None

## **G. Other Matters of Information**

1. **County Administrative Office Update:** Board Member Duyck reported that County staff toured building D at the Portland Expo Center. They have a 3000 sf kitchen, loading docks, plenty of storage, a large lobby and box office. Duyck reported that plans to start building our new event center will begin in the fall of 2018 and finish early 2020.

2. **Other, if any:** March 21<sup>st</sup> is the Joint Meeting with the FAC meeting to follow at the Conference Center. County legal is putting together and Ethics and Conflict of interest for the next Fair Board meeting.

## **H. Oral Communications II**

None

**Adjourned: at 5:30 p.m.**



**Washington County Fair**  
**873 NE 34<sup>th</sup> Avenue**  
**Hillsboro, Oregon 97124**  
**Phone: (503) 648-1416**  
**Fax: (503) 648-7208**  
**leah\_perkins-hagele@co.washington.or.us**  
**www.bigfairfun.com**

## **MEMORANDUM**

**Date:** April 26, 2017

**To:** Washington County Fair Board

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

**Re:** Financial Report

The 2016\_2017 YTD Financials through March are attached.



# Monthly Financial Report

Washington County

Washington County

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

Account	JUL-16	AUG-16	SEP-16	OCT-16	NOV-16	DEC-16	JAN-17	FEB-17	MAR-17	APR-17	MAY-17	JUN-17	YTD-Actual	Budget	Remaining Budget	Use
<b>Intergovernmental Rev</b>																
41025 Transient Lodge Tax	\$ -	\$ (16,905.70)	\$ (16,918.40)	\$ (118,054.32)	\$ (47,141.54)	\$ (37,660.14)	\$ (34,947.42)	\$ (32,135.90)	\$ (35,513.90)				(339,277.32)	(508,441.00)	(169,163.68)	67%
43156 Dept Ag Lot. Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (53,666.67)	\$ -				(53,666.67)	(53,600.00)	66.67	100%
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ (16,905.70)</b>	<b>(16,918.40)</b>	<b>(118,054.32)</b>	<b>(47,141.54)</b>	<b>(37,660.14)</b>	<b>(34,947.42)</b>	<b>(85,802.57)</b>	<b>(35,513.90)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(392,943.99)</b>	<b>(562,041.00)</b>	<b>(169,097.01)</b>	70%
<b>Charges for Sevices</b>																
44511 Camping Fees	\$ -	\$ (8,800.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				(8,800.00)	(7,000.00)	1,800.00	126%
44513 Sunday Arena Event	\$ (11,416.00)	\$ (12,394.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				(23,810.00)	(30,000.00)	(6,190.00)	79%
44514 Comm Booth Rent	\$ (19,725.00)	\$ (76,375.00)	\$ (450.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				(96,550.00)	(85,500.00)	11,050.00	113%
44515 Parking Fees	\$ (2,228.00)	\$ (92,912.15)	\$ (2,970.25)	\$ -	\$ -	\$ -	\$ (100.00)	\$ -	\$ -				(98,210.40)	(90,000.00)	8,210.40	109%
44516 Concert Admission	\$ (13,970.00)	\$ (145,672.00)	\$ 50.00	\$ -	\$ -	\$ -	\$ (0.01)	\$ -	\$ -				(159,592.01)	(165,000.00)	(5,407.99)	97%
44517 Sponsorship Fees	\$ (6,000.00)	\$ (7,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				(13,000.00)	(30,000.00)	(17,000.00)	43%
44518 Carnival Fees	\$ -	\$ (228,005.90)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				(228,005.90)	(200,000.00)	28,005.90	114%
44522 Entry Fees	\$ (75.00)	\$ (1,703.01)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				(1,778.01)	(2,000.00)	(221.99)	89%
44527 Thurs. Arena Event	\$ (550.00)	\$ (8,490.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				(9,040.00)	(18,000.00)	(8,960.00)	50%
<b>TOTAL</b>	<b>\$ (53,964.00)</b>	<b>\$ (581,352.06)</b>	<b>(3,370.25)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(100.01)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(638,786.32)</b>	<b>(627,500.00)</b>	<b>11,286.32</b>	102%
<b>Miscellaneous Revenues</b>																
48195 Reimburse of Exp	\$ (25.00)	\$ (2,350.00)	\$ (838.92)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (150.00)				(3,363.92)	(1,500.00)	1,863.92	224%
48205 Concessions	\$ (1,200.00)	\$ (185,473.51)	\$ (53,092.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				(239,765.51)	(200,000.00)	39,765.51	120%
48225 Other Misc Rev	\$ (496.50)	\$ (3,968.75)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				(4,465.25)	(1,000.00)	3,465.25	447%
<b>Total</b>	<b>\$ (1,721.50)</b>	<b>\$ (191,792.26)</b>	<b>(53,930.92)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(150.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(247,594.68)</b>	<b>(202,500.00)</b>	<b>45,094.68</b>	122%
<b>Total Revenues</b>	<b>\$ (55,685.50)</b>	<b>\$ (790,050.02)</b>	<b>(74,219.57)</b>	<b>(118,054.32)</b>	<b>(47,141.54)</b>	<b>(37,660.14)</b>	<b>(35,047.43)</b>	<b>(85,802.57)</b>	<b>(35,663.90)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(1,279,324.99)</b>	<b>(1,392,041.00)</b>	<b>(112,716.01)</b>	92%
<b>Personal Services</b>																
51105 Wages & Salaries	\$ 6,883.22	\$ 12,344.89	\$ 18,123.06	\$ 14,468.21	\$ 14,522.95	\$ 14,725.49	\$ 14,593.25	\$ 14,593.33	\$ 21,889.99				132,144.39	191,133.00	58,988.61	69%
51110 Temporary Salaries	\$ 3,202.18	\$ 6,168.00	\$ 3,245.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				12,615.94	10,592.00	(2,023.94)	119%
51115 Overtime/Other Pay	\$ 289.80	\$ 4,411.12	\$ 569.37	\$ -	\$ 124.41	\$ -	\$ -	\$ -	\$ -				5,394.70	1,500.00	(3,894.70)	360%
51125 FICA	\$ 788.13	\$ 1,743.31	\$ 1,670.03	\$ 1,092.64	\$ 1,106.39	\$ 1,112.24	\$ 1,101.92	\$ 1,101.89	\$ 1,661.98				11,378.53	15,436.00	4,057.47	74%
51130 Workers Comp	\$ 62.76	\$ 92.98	\$ 99.59	\$ 61.98	\$ 61.95	\$ 61.88	\$ 61.92	\$ 61.98	\$ 92.91				657.95	861.00	203.05	76%
51135 Employer Paid Workday	\$ 7.83	\$ 18.00	\$ 11.29	\$ 8.13	\$ 8.27	\$ 5.99	\$ 4.75	\$ 6.80	\$ 9.50				80.56	131.00	50.44	61%
51140 Pers Contribution	\$ 1,137.81	\$ 2,255.96	\$ 3,150.03	\$ 2,012.90	\$ 2,282.66	\$ 2,539.60	\$ 2,532.43	\$ 2,532.40	\$ 3,798.60				22,242.39	30,585.00	8,342.61	73%
51150 Health Insurance	\$ 3,492.76	\$ 3,492.68	\$ 3,493.25	\$ 4,445.40	\$ 4,445.15	\$ 4,445.39	\$ 4,445.29	\$ 4,445.22	\$ 4,445.18				37,150.32	50,255.00	13,104.68	74%
51155 Life, Long Term Disabil	\$ 53.37	\$ 53.46	\$ 53.19	\$ 68.12	\$ 68.20	\$ 68.11	\$ 68.16	\$ 68.23	\$ 68.23				569.07	664.00	94.93	86%
51160 Unemployment Insuranc	\$ 16.93	\$ 24.32	\$ 26.31	\$ 16.39	\$ 16.36	\$ 16.40	\$ 8.26	\$ 8.24	\$ 12.31				145.52	338.00	192.48	43%
51165 Tri-Met Tax	\$ 70.94	\$ 156.58	\$ 110.43	\$ 94.49	\$ 56.51	\$ 95.17	\$ 89.79	\$ 95.61	\$ 144.29				913.81	1,511.00	597.19	60%
51180 Other Employee Allow	\$ 28.87	\$ 52.50	\$ 78.75	\$ 52.50	\$ 52.50	\$ 52.50	\$ 52.50	\$ 52.50	\$ 78.75				501.37	683.00	181.63	73%
51199 Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00	0.00	0.00	0%
<b>TOTAL</b>	<b>\$ 16,034.60</b>	<b>\$ 30,813.80</b>	<b>30,631.06</b>	<b>22,320.76</b>	<b>22,745.35</b>	<b>23,122.77</b>	<b>22,958.27</b>	<b>22,966.20</b>	<b>32,201.74</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>223,794.55</b>	<b>303,689.00</b>	<b>79,894.45</b>	74%

Remaining %

<i>Account</i>	<i>JUL-16</i>	<i>AUG-16</i>	<i>SEP-16</i>	<i>OCT-16</i>	<i>NOV-16</i>	<i>DEC-16</i>	<i>JAN-17</i>	<i>FEB-17</i>	<i>MAR-17</i>	<i>APR-17</i>	<i>MAY-17</i>	<i>JUN-17</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>Use</i>
<b>Materials and Supplies</b>																
51205 Supplies - Office	\$ 54.00	\$ 378.82	\$ (106.50)	\$ -	\$ -	\$ 106.50	\$ -	\$ -	\$ -				432.82	3,000.00	2,567.18	14%
51210 Supplies- General	\$ 13,181.19	\$ 6,921.81	\$ 808.45	\$ 462.72	\$ 213.24	\$ 6,429.80	\$ 744.95	\$ 1,496.25	\$ -				30,258.41	40,000.00	9,741.59	76%
51285 Services -Professional	\$ 37,283.29	\$ 79,749.38	\$ 48,088.38	\$ 308.00	\$ -	\$ -	\$ 1,975.00	\$ -	\$ -				167,404.05	150,000.00	(17,404.05)	112%
51295 Advertising & Public No	\$ 95,090.00	\$ 6,478.61	\$ 563.79	\$ 29,924.52	\$ 6,000.00	\$ -	\$ 450.00	\$ -	\$ -				138,506.92	125,000.00	(13,506.92)	111%
51305 Communications - Servic	\$ 310.99	\$ 625.00	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 180.49	\$ -	\$ -				2,616.48	3,500.00	883.52	75%
51310 Utilities	\$ 4,458.70	\$ 9,476.64	\$ 10,307.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				24,242.62	12,000.00	(12,242.62)	202%
51320 Repair & Maint	\$ 518.96	\$ 231.40	\$ 1,188.61	\$ 800.67	\$ -	\$ -	\$ -	\$ -	\$ -				2,739.64	7,500.00	4,760.36	37%
51340 Lease & Rentals - Space	\$ 2,835.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00				6,235.00	6,600.00	365.00	94%
51345 Lease & Rentals - Equip	\$ 4,361.25	\$ 67,175.88	\$ -	\$ -	\$ -	\$ 34.00	\$ -	\$ -	\$ -				71,571.13	60,000.00	(11,571.13)	119%
51350 Dues & Membership	\$ 68.75	\$ 350.00	\$ -	\$ -	\$ -	\$ -	\$ 175.00	\$ -	\$ 95.00				688.75	1,500.00	811.25	46%
51355 Staff Training & Education		\$ -	\$ -	\$ 725.00	\$ 359.50	\$ -	\$ 939.50	\$ 255.00	\$ -				2,279.00	1,600.00	(679.00)	142%
51360 Staff Travel Expense	\$ -	\$ -	\$ -	\$ 278.00	\$ 558.28	\$ 629.37	\$ 1,170.78	\$ 624.82	\$ 195.82				3,457.07	6,000.00	2,542.93	58%
51365 Staff Private Mileage			\$ 55.11	\$ 156.60				\$ -	\$ -				211.71	500.00	288.29	42%
51355 Board Training & Educ	\$ -	\$ -	\$ -	\$ 375.00	\$ -	\$ -	\$ -	\$ -	\$ -				375.00	1,750.00	1,375.00	21%
51360 Board Travel Expense	\$ -	\$ -	\$ -	\$ 212.00	\$ 263.70	\$ 590.38	\$ 713.49	\$ -	\$ -				1,779.57	6,250.00	4,470.43	28%
51365 Board Private Mileage	\$ -	\$ -	\$ -	\$ -			\$ 30.89	\$ -	\$ -				30.89	600.00	569.11	5%
51390 Permits, Licenses & Fees	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -				0.00	2,000.00	2,000.00	0%
51465 - Postage & Freight	\$ -	\$ 125.00	\$ 145.79	\$ 9.75			\$ -	\$ -	\$ -				280.54	150.00	(130.54)	187%
51475 Printing- Internal	\$ 304.65	\$ -	\$ 1,010.00	\$ 25.00			\$ -	\$ -	\$ 409.35				1,749.00	1,500.00	(249.00)	117%
51495 Telephone Monthly	\$ 140.52	\$ 164.29	\$ 52.18	\$ -			\$ -	\$ -	\$ -				356.99	500.00	143.01	71%
51550 Other Materials & Servi	\$ -	\$ 2,163.45	\$ 118.68	\$ -		\$ (150.00)	\$ 150.00	\$ -	\$ -				2,282.13	3,750.00	1,467.87	61%
<b>TOTAL</b>	<b>\$ 158,607.30</b>	<b>\$ 174,265.28</b>	<b>62,656.77</b>	<b>33,702.26</b>	<b>7,819.72</b>	<b>9,565.05</b>	<b>6,955.10</b>	<b>2,801.07</b>	<b>1,125.17</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>457,497.72</b>	<b>433,700.00</b>	<b>(23,797.72)</b>	<b>105%</b>
<b>Other Expenditures</b>																
52005 Bank Service Fees	\$ 1,002.00	\$ 3,060.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 4,062.30	3,542.00	(520.30)	115%
52130 Other Special Exp	\$ 57,273.49	\$ (6,391.67)	\$ (474.43)	\$ 3,405.93	\$ 71.96	\$ 309.35	\$ -	\$ 200.00	\$ 632.99				\$ 55,027.62	60,000.00	4,972.38	92%
52139 Concert Expenses	\$ 222,404.19	\$ 21,703.15	\$ 411.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 244,518.49	220,000.00	(24,518.49)	
52146 Entertainment Exp	\$ 113,638.09	\$ 10,054.43	\$ 2,400.00	\$ 169.00	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 126,261.52	200,000.00	73,738.48	63%
52147 Open Class Exp	\$ 33,808.78	\$ (10,443.64)	\$ 400.27	\$ 6.99	\$ -	\$ -	\$ -	\$ -	\$ 532.25				\$ 24,304.65	25,000.00	695.35	97%
52148 4-H Expenses	\$ 17,243.76	\$ 5,405.70	\$ 242.67	\$ 21.55	\$ -	\$ 25.00	\$ -	\$ 500.00	\$ -				\$ 23,438.68	23,000.00	(438.68)	102%
52149 FFA Expenses	\$ 7,121.26	\$ 6,218.69	\$ 384.87	\$ -	\$ -	\$ 75.00	\$ -	\$ 500.00	\$ -				\$ 14,299.82	13,000.00	(1,299.82)	110%
52150 Friday Arena Exp	\$ 5,351.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 5,351.84	2,000.00	(3,351.84)	268%
52151 Sunday Arena Exp	\$ 28,318.62	\$ 1,095.00	\$ -	\$ -	\$ -	\$ 134.69	\$ -	\$ -	\$ -				\$ 29,548.31	30,000.00	451.69	
52153 Thursday Arena Exp	\$ 17,118.98	\$ 692.69	\$ -	\$ 2,373.30	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 20,184.97	18,000.00	(2,184.97)	
<b>TOTAL</b>	<b>\$ 503,281.01</b>	<b>\$ 31,394.65</b>	<b>\$ 3,364.53</b>	<b>\$ 5,976.77</b>	<b>\$ 71.96</b>	<b>\$ 544.04</b>	<b>\$ -</b>	<b>\$ 1,200.00</b>	<b>\$ 1,165.24</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 546,998.20</b>	<b>594,542.00</b>	<b>47,543.80</b>	
53010 Interdpt Chg - Indirect C	\$ 5,009.17	\$ 5,009.17	\$ 5,009.17	\$ 5,009.17	\$ 5,009.17	\$ 5,009.17	\$ 5,009.17	\$ 5,009.17	\$ 5,009.17				\$ 45,082.53	60,110.00	15,027.47	75%
<b>Total</b>	<b>\$ 5,009.17</b>	<b>\$ 5,009.17</b>	<b>\$ 5,009.17</b>	<b>\$ 5,009.17</b>	<b>\$ 5,009.17</b>	<b>\$ 5,009.17</b>	<b>5,009.17</b>	<b>5,009.17</b>	<b>5,009.17</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>45,082.53</b>	<b>60,110.00</b>	<b>15,027.47</b>	<b>75%</b>
<b>Total Expenditures</b>	<b>\$ 682,932.08</b>	<b>\$ 241,482.90</b>	<b>101,661.53</b>	<b>67,008.96</b>	<b>35,646.20</b>	<b>38,241.03</b>	<b>34,922.54</b>	<b>31,976.44</b>	<b>39,501.32</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,273,373.00</b>	<b>1,392,041.00</b>	<b>118,668.00</b>	<b>91%</b>
<b>TOTAL REVENUES</b>	\$ (55,685.50)	\$ (790,050.02)	(74,219.57)	(118,054.32)	(47,141.54)	(37,660.14)	(35,047.43)	(85,802.57)	(35,663.90)	0.00	0.00	0.00	(1,279,324.99)	(1,392,041.00)	(112,716.01)	
<b>TOTAL EXPENDITURES</b>	\$ 682,932.08	\$ 241,482.90	101,661.53	67,008.96	35,646.20	38,241.03	34,922.54	31,976.44	39,501.32	0.00	0.00	0.00	1,273,373.00	1,392,041.00	118,668.00	
													(5,951.99)	0.00	5,951.99	

## **Washington County Fair Board: Strategic Plan (*proposed*)**

### **January 2017**

#### **Mission Statement:**

The Mission of the Washington County Fair Board is to present a County Fair that embraces the heritage, values, diversity and future of Washington County with a focus on educating and entertaining the community.

#### **Purpose:**

The purpose of the Washington County Fair Board is:

1. To plan, prepare and oversee the production of the County Fair with the Fair Manager.
2. To promote the annual County Fair to the citizens of Washington County and Oregon.

#### **Goals:**

1. Maximize attendance while ensuring an enjoyable user experience:
  - Maintain annual attendance goal of 115,000+ for the next 2-3 years.
  - Improve access to Fair events and activities, especially parking and food/carnival lines.
  - Explore expanding the Fair to a 10-day event within the next five years.
2. Enhance jurisdictional, corporate, and community partnerships:
  - Jurisdictional – Continue and enhance partnerships with cities, especially those on the east side of the county; maintain involvement with the new Event Center project.
  - Corporate – Involve the Fair Board in conducting an inventory and establishing relationships with potential business partners.
  - Community – Conduct survey(s) and/or focus groups to better understand what the community wants from their county fair; invite community, service, and civic groups to volunteer and participate in the Fair; partner with the Museum to showcase historical aspects of the county.
  - “Meet the Fair Board” – Provide an opportunity for the public to meet the Fair Board at the County Fair; continue to spotlight Fair Board members on the Fair’s website and Social Media.
3. Enhance the Fair’s foundational programming by focusing on educational and interactive experiences:
  - Support and maintain traditional exhibits (e.g., competitions and displays in the home and creative arts) to ensure this important aspect of the Fair is not lost.
  - Showcase cultural diversity by partnering with local groups to bring ethnic-specific programs and activities to the Fair.
  - Involve the Fair Board in developing partnerships with local agriculture, industry and business, and create opportunities to showcase local ag/industry/business products at the Fair.
4. Maintain effective and efficient governance and administration:
  - Review policies annually and update as needed.
  - Enhance disease prevention strategies that allow Fair participants to interact with animals in a safe way (e.g., hand-washing stations, signage, education).
  - Increase revenue in areas that don’t increase expenses (e.g., food, carnival) to help finance the non-revenue generating side where costs will continue to increase.
  - Pursue and showcase sustainability strategies (e.g., LED conversions, recycling/food waste).