

NOTICE OF MEETING

**Washington County Fair Board
Washington County Fair Complex
873 NE 34th Avenue
Hillsboro, OR 97124
Cloverleaf Building
Wednesday, September 8, 2010
4:30 p.m.**

The Washington County Fair Board will hold its regular monthly meeting on Wednesday, September 8, 2010 at 4:30 p.m. at the Washington County Fair Complex Cloverleaf Building, located at 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

Fair Board

Don McCoun, President
Betty Atteberry, Vice President
Andy Duyck, Board Member

Dan Logan, Board Member
Matt Pihl, Board Member

Bill Ganger, Board Member
Scott Nelson, Board Member

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. 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

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.

Washington County Fair Board Meeting Agenda

Washington County Fair Complex
Cloverleaf Building
Wednesday, July 7, 2010
4:30 p.m. to 6:00 p.m.
873 NE 34th Avenue, Hillsboro, OR 97124

Fair Board

Don McCoun, President
Betty Atteberry, Vice-President
Scott Nelson, Board Member

Bill Ganger, Board Member
Dan Logan, Board Member

Matt Pihl, Board Member
Andy Duyck, 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. Consent Agenda – Action Required

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 where it will be discussed in the regular agenda.

1. Agenda
2. Minutes – July 2010
3. Financials – June 2010
4. Other, if any - None

D. Reports

1. 4-H Update - Pat Willis, OSU/4-H Youth Development Faculty
2. Other, if any

E. Old Business

1. 2010 Fair Recap – Leah Perkins-Hagele, Fair Manager
2. Other, if any

F. New Business

1. Election of Secretary
2. 2011 Fair Planning – Leah Perkins-Hagele, Fair Manager
3. County Administrative Office Fair Planning Process – Don Bohn, Assistant County Administrator
4. Other, if any

G. Other Matters of Information

1. 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 Complex Board
Wednesday, July 9, 2010

Convened: 4:30 pm

FAIR COMPLEX BOARD:

President Don McCoun
Vice President Betty Atteberry
Board Member Dan Logan
Board Member Renee Cannon
Board Member Herb Hirst
Board Member Matt Pihl
Ex-Officio – Andy Duyck - Absent

STAFF:

Leah Perkins-Hagele, Fair Manager
Rod Rice, Deputy County Administrator

A) Call to Order

- 1) President McCoun called the meeting to order at 4:30 p.m. and welcomed guests. McCoun noted that all board members were present with the exception of Ex-Officio Duyck and introduced board and staff.

B) Oral Communications 1 - President McCoun opened Oral Communications.

- 1) **Jim Clute**, Fair Boosters – Mr. Clute stated that historically the Fair Boosters have not had to pay for their food booth or had to have a cash register. Now that there is not a building with counters it's going to cost a lot to set-up and will reduce their profits and requested that the Fair Board consider not doing this and to go back to how it's been for decades. Discussion ensued.

C) Consent Agenda

- 1) Vice President Atteberry asked for a correction in the minutes regarding the motion on the fence, it should be five to one. Board Member Hirst made a motion to approve the Consent Agenda with the minutes are corrected. Second by Vice President Atteberry. Motion carried 4-1

D) Reports

- 1) **4-H Report** – 4-H Extension Agent Pat Willis reported that Horse Fair is underway and gave an update on County Fair planning.
- 2) **Other, if any** - None

E) Old Business

- 1) **Fair Update** – Fair Manager Perkins-Hagele gave an update on the 2010 Fair.
- 2) **Special Projects** – Board Member McCoun asked Janice Smiley the nutritionist from Oregon State University to report on the plans for the Fair. Smiley explained to the board how the nutrition education programming would work at the Fair. *Dan Logan joined meeting in progress at 5:02 p.m. Vice President Atteberry updated the board on the VIP dinner and explained that public officials from throughout the county would be attending.
- 3) **Other, if any** – Fair Manager Perkins-Hagele reported that the federal stimulus program is again supplying summer workers and should have them in place by the Fair.

F) New Business

- 1) **Other, if any** – None

G) Other Matter of Information

- 1) Board Member Cannon announced that she was resigning as she is moving to California.
- 2) Board Member Logan stated that he found a livestock scale to rent for the Fair.

H) Oral Communications 2-

- 1) **Bill Ganger, President of the Hillsboro FFA.** Mr. Ganger asked the Fair Board to sponsor a youth or a pig for the pig scramble next year, stated that the \$100 would be due in February. Motion by Board Member Logan to have the Fair Board sponsor a pig for \$100 for the 2011 Fair. 2nd by Board Member Hirst. Motion Carried 5-0.

I) Adjourn

- 1) With no further business before the Board, President McCoun adjourned the meeting at 5:30 p.m.

Leah Perkins-Hagele
Recording Secretary

Don McCoun
Board President

County of Washington

Washington County Fair Complex
873 NE 34th Avenue
Hillsboro, Oregon 97124
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FAX MEMORANDUM

Date: September 7, 2010

To: Washington County Fair Board

From: Leah E. Perkins-Hagele, Fair Manager

Re: June 2010 Financial Statements

The June 2010 Financial Statement, which also includes the balance sheets, is included in the Board Packet. These reports are generated from the County Wisard Finance System.

The July & August 2010 Financial Statements will be available at the October 2010 meeting.

Please note that in Revenue for Interim Program 981005, the Reimbursement of Expenses line item is security payments from the concert promoter for the three big concerts that were held in August. This revenue off-sets the amount that we will be over for the remainder of the year in the Professional Services line item for the Interim Program 981005, which was the cost of the security for the concerts.



Monthly Financial Report

Washington County

Washington County

Period: JUN-10 Currency: USD

Fund=200 (Fairplex), Program=981000 (Fair Complex)	Account	JUN-10	YTD-Actual	Budget	Remaining Budget	% Use
<i>Beginning Fund Balance</i>			(895,656.42)	(932,574.00)		
Taxes						
41025 Transient lodgings tax		(160,444.43)	(629,408.75)	(710,000.00)	(80,591.25)	88.60
TOTAL		(160,444.43)	(629,408.75)	(710,000.00)	(80,591.25)	88.60
Intergovernmental revenue						
43156 Dept Agriculture Lottery Funds		0.00	(41,962.56)	(50,000.00)	(8,037.44)	83.90
TOTAL		0.00	(41,962.56)	(50,000.00)	(8,037.44)	83.90
Charges for sevicees						
44511 Camping Fees		0.00	(4,360.00)	(4,000.00)	360.00	109.00
44512 Truck Pull Revenue		0.00	(7,400.00)	(22,000.00)	(14,600.00)	33.60
44513 Demo Derby Revenue		0.00	(28,929.83)	(26,000.00)	2,929.83	111.30
44514 Commercial Booth Rentals		0.00	(78,700.00)	(86,500.00)	(7,800.00)	91.00
44515 Parking Fees		(1,010.00)	(135,484.81)	(126,000.00)	9,484.81	107.50
44517 Sponsorship Fees		0.00	(46,750.00)	(60,000.00)	(13,250.00)	77.90
44518 Carnival Fees		0.00	(83,059.18)	(100,000.00)	(16,940.82)	83.10
44522 Entry Fees		0.00	(3,620.00)	(3,700.00)	(80.00)	97.80
44526 Monster Truck Revenue		0.00	(28,860.00)	(26,000.00)	2,860.00	111.00
44527 Motorsports - Misc		0.00	(10,094.37)	(22,000.00)	(11,905.63)	45.90
TOTAL		(1,010.00)	(427,258.19)	(476,200.00)	(48,941.81)	89.70
Miscellaneous revenues						
48105 Invest interest income-general		(531.72)	(8,333.51)	(25,000.00)	(16,666.49)	33.30
48195 Reimbursement of expenses (oper		9,400.00	(36,845.67)	0.00	36,845.67	n/m
48200 Rental income		(10,223.80)	(194,652.06)	(200,000.00)	(5,347.94)	97.30
48205 Concessions		0.00	(120,065.25)	(90,500.00)	29,565.25	132.70
48225 Other miscellaneous revenue-oper		(77.95)	(20,343.36)	(10,000.00)	10,343.36	203.40
Total		(1,433.47)	(380,239.85)	(325,500.00)	54,739.85	116.80
Total Revenues		(162,887.90)	(1,478,869.35)	(1,561,700.00)	(82,830.65)	94.70
Total Resources			(2,374,525.77)	(2,494,274.00)		
Personal Services						
51105 Wages and salaries		41,891.53	331,257.39	430,518.00	99,260.61	76.90
51110 Temporary salaries		9,304.71	36,655.82	31,238.00	(5,417.82)	117.30
51115 Overtime and other pay		0.00	10,195.75	5,000.00	(5,195.75)	203.90
51125 FICA		3,916.53	28,803.47	35,326.00	6,522.53	81.50
51135 Employer paid work day tax		31.14	191.06	239.00	47.94	79.90
51140 Pers contribution		5,259.90	41,593.84	68,882.00	27,288.16	60.40
51150 Health insurance		8,316.00	65,723.28	76,440.00	10,716.72	86.00
51155 Life and long term disability insur		115.14	920.88	1,409.00	488.12	65.40
51160 Unemployment insurance		253.80	1,593.86	1,760.00	166.14	90.60
51165 Tri-Met tax		330.13	2,399.33	3,100.00	700.67	77.40
TOTAL		69,418.88	519,334.68	653,912.00	134,577.32	79.40
Materials and Supplies						
51205 Supplies-office, general		174.58	2,538.81	4,400.00	1,861.19	57.70
51210 Supplies- general		17,408.23	52,373.67	42,000.00	(10,373.67)	124.70
51250 Supplies-clothing, uniforms		0.00	(59.64)	0.00	59.64	n/m
51270 Postage and freight		0.00	105.00	0.00	(105.00)	n/m
51280 Services -contract, government, o		6,356.73	6,356.73	0.00	(6,356.73)	n/m
51285 Services -professional services		1,143.50	142,393.39	103,000.00	(39,393.39)	138.20
51295 Advertising and public notice		645.00	117,519.96	107,000.00	(10,519.96)	109.80
51305 Communications-services		664.16	3,974.33	3,180.00	(794.33)	125.00
51310 Utilities		11,281.34	98,035.45	97,500.00	(535.45)	100.50
51320 Repair & maint services-general		23,864.50	83,430.97	92,200.00	8,769.03	90.50
51340 Lease and rentals - space		0.00	34,685.60	38,500.00	3,814.40	90.10
51345 Lease and rentals - equipment		174.50	29,006.45	29,000.00	(6.45)	100.00
51350 Dues and membership		0.00	1,603.50	1,000.00	(603.50)	160.40
51355 Training and education		0.00	1,054.00	2,000.00	946.00	52.70
51360 Travel expense		194.18	3,113.82	8,000.00	4,886.18	38.90
51365 Private mileage		81.37	980.25	1,400.00	419.75	70.00
51390 Permits, licenses and fees		2,269.08	2,269.08	0.00	(2,269.08)	n/m
51420 Insurance		0.00	31,743.50	36,000.00	4,256.50	88.20
Fund=200 (Fairplex), Program=981000 (Fair Complex)					Remaining	%

<i>Account</i>	<i>JUN-10</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>Use</i>
51465 Postage and freight- Internal	54.50	515.18	300.00	(215.18)	171.70
51475 Printing- Internal	0.00	1,130.40	1,250.00	119.60	90.40
51495 Telephone monthly- internal	478.09	7,639.87	6,800.00	(839.87)	112.40
51520 Facilities charges- Internal	90.66	90.66	0.00	(90.66)	n/m
51550 Other materials and services	9,086.46	11,362.77	3,500.00	(7,862.77)	324.70
TOTAL	73,966.88	631,863.75	577,030.00	(54,833.75)	109.50
Other Expenditures					
52005 Bank Service Charge	522.90	4,801.53	3,750.00	(1,051.53)	128.00
52045 Taxes, assessments, and liens	107.46	407.10	1,200.00	792.90	33.90
52130 Other Special Expenditures	0.00	9,729.25	4,000.00	(5,729.25)	243.20
52146 Entertainment Expenses	0.00	103,041.54	105,000.00	1,958.46	98.10
52147 Open Class Expenses	344.33	32,133.36	42,000.00	9,866.64	76.50
52148 4-H Expenses	125.33	19,729.99	23,000.00	3,270.01	85.80
52149 FFA Expenses	125.24	7,577.91	10,000.00	2,422.09	75.80
52150 Truck Pull Expenses	0.00	12,692.56	10,000.00	(2,692.56)	126.90
52151 Demo Derby Expenses	0.00	20,586.88	17,500.00	(3,086.88)	117.60
52152 Monster Truck Expenses	0.00	17,364.12	17,500.00	135.88	99.20
52153 Motorsports - Misc	0.00	13,983.96	10,000.00	(3,983.96)	139.80
55110 Other debt principal	1,008.15	25,554.31	30,000.00	4,445.69	85.20
56110 Other debt interest payments	302.25	954.52	1,688.00	733.48	56.50
Total	2,535.66	268,557.03	275,638.00	7,080.97	97.40
Interdepartmental Charges					
53010 Interdpt chg-indirect charges	4,162.84	49,954.08	49,954.00	(0.08)	100.00
53015 Interdpt chg-legal services	1,930.50	29,929.25	15,000.00	(14,929.25)	199.50
53055 Interdpt chg-general	0.00	275.50	0.00	(275.50)	n/m
Total	6,093.34	80,158.83	64,954.00	(15,204.83)	123.40
Transfers to Other Funds					
54195 Transfer to Miscellaneous Debt S	0.00	54,863.50	54,862.00	(1.50)	100.00
TOTAL	0.00	54,863.50	54,862.00	(1.50)	100.00
Capital Outlay					
57105 Land and land improvements	0.00	1,250.00	0.00	(1,250.00)	n/m
57115 Machinery and equipment over \$	0.00	26,824.50	40,000.00	13,175.50	67.10
57135 Other capital outlay	0.00	212,744.86	300,000.00	87,255.14	70.90
TOTAL	0.00	240,819.36	340,000.00	99,180.64	70.80
Contingency					
59010 Contingency	0.00	0.00	527,878.00	527,878.00	0.00
TOTAL	0.00	0.00	527,878.00	527,878.00	0.00
Total Expenditures	<u>152,014.76</u>	<u>1,795,597.15</u>	<u>2,494,274.00</u>	<u>698,676.85</u>	<u>72.00</u>
Beginning Fund Balance		(895,656.42)	(932,574.00)		
Total Revenue		(1,478,869.35)	(1,561,700.00)		
Total Resources		(2,374,525.77)	(2,494,274.00)		
Total Expenditures		1,795,597.15	2,494,274.00		
Ending Fund Balance		(578,928.62)	0.00		



Monthly Financial Report

Washington County

Washington County

Period: JUN-10 Currency: USD

Fund=200 (Fairplex), Program=981005 (Fair Complex Operations/Interim Income)					
Account	JUN-10	YTD-Actual	Budget	Remaining Budget	% Use
Taxes					
41025 Transient lodgings tax	(160,444.43)	(629,408.75)	(710,000.00)	(80,591.25)	88.60
TOTAL	(160,444.43)	(629,408.75)	(710,000.00)	(80,591.25)	88.60
Charges for sevices					
44511 Camping Fees	0.00	(360.00)	0.00	360.00	n/m
44515 Parking Fees	(1,010.00)	(55,025.28)	(46,000.00)	9,025.28	119.60
TOTAL	(1,010.00)	(55,385.28)	(46,000.00)	9,385.28	120.40
Miscellaneous revenues					
48105 Invest interest income-general	(531.72)	(8,333.51)	(25,000.00)	(16,666.49)	33.30
48195 Reimbursement of expenses (oper	9,400.00	(18,720.67)	0.00	18,720.67	n/m
48200 Rental income	(10,223.80)	(194,652.06)	(200,000.00)	(5,347.94)	97.30
48205 Concessions	0.00	(889.12)	(3,000.00)	(2,110.88)	29.60
48225 Other miscellaneous revenue-oper	(73.95)	(14,863.06)	(6,000.00)	8,863.06	247.70
Total	(1,429.47)	(237,458.42)	(234,000.00)	3,458.42	101.50
Total Revenues	(162,883.90)	(922,252.45)	(990,000.00)	(67,747.55)	93.20
Personal Services					
51105 Wages and salaries	28,979.25	229,166.02	215,259.00	(13,907.02)	106.50
51110 Temporary salaries	0.00	17,446.01	8,840.00	(8,606.01)	197.40
51115 Overtime and other pay	0.00	6,309.87	0.00	(6,309.87)	n/m
51125 FICA	2,217.49	19,290.11	17,145.00	(2,145.11)	112.50
51135 Employer paid work day tax	14.36	125.16	112.00	(13.16)	111.80
51140 Pers contribution	3,351.33	28,916.24	34,441.00	5,524.76	84.00
51150 Health insurance	5,696.47	45,020.15	38,220.00	(6,800.15)	117.80
51155 Life and long term disability insur	79.11	633.42	690.00	56.58	91.80
51160 Unemployment insurance	114.83	1,016.83	825.00	(191.83)	123.30
51165 Tri-Met tax	185.77	1,603.00	1,505.00	(98.00)	106.50
TOTAL	40,638.61	349,526.81	317,037.00	(32,489.81)	110.20
Materials and Supplies					
51205 Supplies-office, general	174.58	2,016.25	4,000.00	1,983.75	50.40
51210 Supplies- general	14,724.90	29,839.60	25,000.00	(4,839.60)	119.40
51270 Postage and freight	0.00	44.00	0.00	(44.00)	n/m
51280 Services -contract, government, of	6,356.73	6,356.73	0.00	(6,356.73)	n/m
51285 Services -professional services	783.50	64,297.05	25,000.00	(39,297.05)	257.20
51295 Advertising and public notice	195.00	3,707.09	2,000.00	(1,707.09)	185.40
51305 Communications-services	664.16	3,774.33	2,880.00	(894.33)	131.10
51310 Utilities	11,281.34	89,039.42	85,000.00	(4,039.42)	104.80
51320 Repair & maint services-general	23,658.25	81,657.94	90,000.00	8,342.06	90.70
51340 Lease and rentals - space	0.00	34,685.60	38,500.00	3,814.40	90.10
51345 Lease and rentals - equipment	174.50	2,587.45	4,000.00	1,412.55	64.70
51350 Dues and membership	0.00	983.50	500.00	(483.50)	196.70
51355 Training and education	0.00	379.50	1,000.00	620.50	38.00
51360 Travel expense	97.09	1,145.79	4,000.00	2,854.21	28.60
51365 Private mileage	81.37	634.44	1,200.00	565.56	52.90
51390 Permits, licenses and fees	2,269.08	2,269.08	0.00	(2,269.08)	n/m
51420 Insurance	0.00	16,683.34	18,000.00	1,316.66	92.70
51465 Postage and freight- Internal	54.50	515.18	300.00	(215.18)	171.70
51475 Printing- Internal	0.00	298.00	500.00	202.00	59.60
51495 Telephone monthly- internal	478.09	6,972.23	6,000.00	(972.23)	116.20
51520 Facilities charges- Internal	90.66	90.66	0.00	(90.66)	n/m
51550 Other materials and services	9,086.46	10,574.79	2,500.00	(8,074.79)	423.00
TOTAL	70,170.21	358,551.97	310,380.00	(48,171.97)	115.50
Other Expenditures					
52005 Bank Service Charge	522.90	4,801.53	3,500.00	(1,301.53)	137.20
52045 Taxes, assessments, and liens	107.46	407.10	1,200.00	792.90	33.90
52130 Other Special Expenditures	0.00	951.72	1,000.00	48.28	95.20
55110 Other debt principal	1,008.15	25,554.31	30,000.00	4,445.69	85.20
56110 Other debt interest payments	302.25	954.52	1,688.00	733.48	56.50
Total	1,940.76	32,669.18	37,388.00	4,718.82	87.40

Fund=200 (Fairplex), Program=981005 (Fair Complex Operations/Interim Income)					
<i>Account</i>	<i>JUN-10</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Remaining Budget</i>	<i>% Use</i>
Interdepartmental Charges					
53010 Interdpt chg-indirect charges	2,081.42	24,977.04	24,977.00	(0.04)	100.00
53015 Interdpt chg-legal services	1,930.50	29,929.25	15,000.00	(14,929.25)	199.50
Total	4,011.92	54,906.29	39,977.00	(14,929.29)	137.30
Transfers to Other Funds					
54195 Transfer to Miscellaneous Debt Se	0.00	54,863.50	54,862.00	(1.50)	100.00
TOTAL	0.00	54,863.50	54,862.00	(1.50)	100.00
Capital Outlay					
57105 Land and land improvements	0.00	1,250.00	0.00	(1,250.00)	n/m
57115 Machinery and equipment over \$5	0.00	26,824.50	40,000.00	13,175.50	67.10
57135 Other capital outlay	0.00	212,744.86	300,000.00	87,255.14	70.90
TOTAL	0.00	240,819.36	340,000.00	99,180.64	70.80
Contingency					
59010 Contingency	0.00	0.00	527,878.00	527,878.00	0.00
TOTAL	0.00	0.00	527,878.00	527,878.00	0.00
Total Expenditures	116,761.50	1,091,337.11	1,627,522.00	536,184.89	67.10
<i>Total Revenues</i>	(162,883.90)	(922,252.45)	(990,000.00)	(67,747.55)	
<i>Total Expenses</i>	116,761.50	1,091,337.11	1,627,522.00	536,184.89	
<i>Ending Balance</i>	(46,122.40)	169,084.66	637,522.00	468,437.34	



Monthly Financial Report

Washington County

Washington County

Period: JUN-10 Currency: USD

Fund=200 (Fairplex), Program=981010 (Annual County Fair)				Remaining	%
Account	JUN-10	YTD-Actual	Budget	Budget	Use
Intergovernmental revenue					
43156 Dept Agriculture Lottery Funds	0.00	(41,962.56)	(50,000.00)	(8,037.44)	83.90
TOTAL	0.00	(41,962.56)	(50,000.00)	(8,037.44)	83.90
Charges for sevicees					
44511 Camping Fees	0.00	(4,000.00)	(4,000.00)	0.00	100.00
44512 Truck Pull Revenue	0.00	(7,400.00)	(22,000.00)	(14,600.00)	33.60
44513 Demo Derby Revenue	0.00	(28,929.83)	(26,000.00)	2,929.83	111.30
44514 Commercial Booth Rentals	0.00	(78,700.00)	(86,500.00)	(7,800.00)	91.00
44515 Parking Fees	0.00	(80,459.53)	(80,000.00)	459.53	100.60
44517 Sponsorship Fees	0.00	(46,750.00)	(60,000.00)	(13,250.00)	77.90
44518 Carnival Fees	0.00	(83,059.18)	(100,000.00)	(16,940.82)	83.10
44522 Entry Fees	0.00	(3,620.00)	(3,700.00)	(80.00)	97.80
44526 Monster Truck Revenue	0.00	(28,860.00)	(26,000.00)	2,860.00	111.00
44527 Motorsports - Misc	0.00	(10,094.37)	(22,000.00)	(11,905.63)	45.90
TOTAL	0.00	(371,872.91)	(430,200.00)	(58,327.09)	86.40
Miscellaneous revenues					
48195 Reimbursement of expenses (oper	0.00	(2,025.00)	0.00	2,025.00	n/m
48205 Concessions	0.00	(119,176.13)	(87,500.00)	31,676.13	136.20
48225 Other miscellaneous revenue-oper	(4.00)	(5,480.30)	(4,000.00)	1,480.30	137.00
Total	(4.00)	(126,681.43)	(91,500.00)	35,181.43	138.40
Total Revenues	(4.00)	(540,516.90)	(571,700.00)	(31,183.10)	94.50
Personal Services					
51105 Wages and salaries	12,912.28	102,091.37	215,259.00	113,167.63	47.40
51110 Temporary salaries	9,304.71	19,209.81	22,398.00	3,188.19	85.80
51115 Overtime and other pay	0.00	3,885.88	5,000.00	1,114.12	77.70
51125 FICA	1,699.04	9,513.36	18,181.00	8,667.64	52.30
51135 Employer paid work day tax	16.78	65.90	127.00	61.10	51.90
51140 Pers contribution	1,908.57	12,677.60	34,441.00	21,763.40	36.80
51150 Health insurance	2,619.53	20,703.13	38,220.00	17,516.87	54.20
51155 Life and long term disability insur	36.03	287.46	719.00	431.54	40.00
51160 Unemployment insurance	138.97	577.03	935.00	357.97	61.70
51165 Tri-Met tax	144.36	796.33	1,595.00	798.67	49.90
TOTAL	28,780.27	169,807.87	336,875.00	167,067.13	50.40
Materials and Supplies					
51205 Supplies-office, general	0.00	522.56	400.00	(122.56)	130.60
51210 Supplies- general	2,683.33	22,534.07	17,000.00	(5,534.07)	132.60
51250 Supplies-clothing, uniforms	0.00	(59.64)	0.00	59.64	n/m
51270 Postage and freight	0.00	61.00	0.00	(61.00)	n/m
51285 Services -professional services	360.00	78,096.34	78,000.00	(96.34)	100.10
51295 Advertising and public notice	450.00	113,812.87	105,000.00	(8,812.87)	108.40
51305 Communications-services	0.00	200.00	300.00	100.00	66.70
51310 Utilities	0.00	8,996.03	12,500.00	3,503.97	72.00
51320 Repair & maint services-general	206.25	1,773.03	2,200.00	426.97	80.60

Fund=200 (Fairplex), Program=981010 (Annual County Fair)					<i>Remaining</i>	<i>%</i>
<i>Account</i>	<i>JUN-10</i>	<i>YTD-Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>Use</i>	
51345 Lease and rentals - equipment	0.00	26,419.00	25,000.00	(1,419.00)	105.70	
51350 Dues and membership	0.00	620.00	500.00	(120.00)	124.00	
51355 Training and education	0.00	674.50	1,000.00	325.50	67.50	
51360 Travel expense	97.09	1,968.03	4,000.00	2,031.97	49.20	
51365 Private mileage	0.00	345.81	200.00	(145.81)	172.90	
51420 Insurance	0.00	15,060.16	18,000.00	2,939.84	83.70	
51475 Printing- Internal	0.00	832.40	750.00	(82.40)	111.00	
51495 Telephone monthly- internal	0.00	667.64	800.00	132.36	83.50	
51550 Other materials and services	0.00	787.98	1,000.00	212.02	78.80	
TOTAL	3,796.67	273,311.78	266,650.00	(6,661.78)	102.50	
Other Expenditures						
52005 Bank Service Charge	0.00	0.00	250.00	250.00	0.00	
52130 Other Special Expenditures	0.00	8,777.53	3,000.00	(5,777.53)	292.60	
52146 Entertainment Expenses	0.00	103,041.54	105,000.00	1,958.46	98.10	
52147 Open Class Expenses	344.33	32,133.36	42,000.00	9,866.64	76.50	
52148 4-H Expenses	125.33	19,729.99	23,000.00	3,270.01	85.80	
52149 FFA Expenses	125.24	7,577.91	10,000.00	2,422.09	75.80	
52150 Truck Pull Expenses	0.00	12,692.56	10,000.00	(2,692.56)	126.90	
52151 Demo Derby Expenses	0.00	20,586.88	17,500.00	(3,086.88)	117.60	
52152 Monster Truck Expenses	0.00	17,364.12	17,500.00	135.88	99.20	
52153 Motorsports - Misc	0.00	13,983.96	10,000.00	(3,983.96)	139.80	
Total	594.90	235,887.85	238,250.00	2,362.15	99.00	
Interdepartmental Charges						
53010 Interdpt chg-indirect charges	2,081.42	24,977.04	24,977.00	(0.04)	100.00	
53055 Interdpt chg-general	0.00	275.50	0.00	(275.50)	n/m	
Total	2,081.42	25,252.54	24,977.00	(275.54)	101.10	
Total Expenditures	<u>35,253.26</u>	<u>704,260.04</u>	<u>866,752.00</u>	<u>162,491.96</u>	<u>81.30</u>	
Total Revenues						
	(4.00)	(126,681.43)	(91,500.00)	35,181.43		
Total Expenditures						
	35,253.26	704,260.04	866,752.00	162,491.96		
Ending Balance						
	35,249.26	577,578.61	775,252.00	197,673.39		



Balance Sheet
 Washington County
 Current Period: JUN-10

Currency: USD
 Fund=200 (Fairplex)

	JUN-10 YTD - Actual	JUN-09 YTD - Actual	Variance	Variance %
Assets:				
Cash and investments	555,931.60	810,283.67	(254,352.07)	(31.39)
Cash restricted	0.00	0.00	0.00	n/m
Property taxes receivable	0.00	0.00	0.00	n/m
Assessments receivable	0.00	0.00	0.00	n/m
Accounts receivable	181,738.33	170,316.58	11,421.75	6.71
Investment interest receivable	0.00	0.00	0.00	n/m
Contracts receivable	0.00	0.00	0.00	n/m
Due from other funds	0.00	(10.00)	10.00	(100.00)
Other assets	34,630.32	62,920.61	(28,290.29)	(44.96)
Total Assets	772,300.25	1,043,510.86	(271,210.61)	(25.99)
Liabilities, Fund Equity and Other Credits				
Liabilities:				
Accounts payable	59,829.35	23,300.84	36,528.51	156.77
Accrued payroll liabilities	28,571.25	23,339.15	5,232.10	22.42
Deposits Payable	300.00	900.00	(600.00)	(66.67)
Amounts held in trust	801.50	801.50	0.00	0.00
Accrued self-insurance	0.00	0.00	0.00	n/m
Accrued OHP IBNR Reserve	0.00	0.00	0.00	n/m
Due to other funds	0.00	0.00	0.00	n/m
Deferred revenue	103,869.53	99,512.95	4,356.58	4.38
Other long-term obligations	0.00	0.00	0.00	n/m
Total Liabilities	193,371.63	147,854.44	45,517.19	30.79
Fund equity:				
Fund balances:				
Unreserved fund balances:				
Undesignated	578,928.62	895,656.42	(316,727.80)	(35.36)
Total fund equity	578,928.62	895,656.42	(316,727.80)	(35.36)
Total liabilities, fund equity an	772,300.25	1,043,510.86	(271,210.61)	(25.99)



Balance Sheet
Washington County
Current Period: JUN-10

Date:2010-09-01T10:42:06
Page:2

Currency: USD
Fund=200 (Fairplex)

	JUN-10 YTD - Actual	JUN-09 YTD - Actual	Variance	Variance %
	=====	=====	=====	=====

County of Washington

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

MEMORANDUM

Date: August 27, 2009

To: Washington County Fair Complex Board

From: Leah Perkins-Hagele, Fair Coordinator

Re: 2010 County Fair Report

Here is some information regarding this year's event.

Weather – The weather was very nice and mild for the entire event

Attendance – Total attendance through the turnstiles at the two entrance gates was 85,405 which is 2% up from 2009. Thursday's attendance was the largest Thursday on record and Sunday attendance was disappointing. The breakdown by day is:

Thursday – 15,209 – 91% up over 2009

Friday – 16,522 – 15% up over 2009

Saturday – 26,798 – 18% up over 2009

Sunday – 26,876 – 30% down over 2009

Fairtime Revenues – Revenues are still trickling in as well as bills to pay. Carnival was up 16% over 2009 and will exceed budget by 6%, Food & Beverage percentages were up 3% over 2009 and will be exceed budget by 20%. Commercial Booth sales were up 6% over 2009 and will come in right at budget. Parking Revenue is up 5% over 2009 and will exceeded budget by 5%. Camping fees are down 9% and Livestock Entry fees are down 30%. Sponsorship is severely down and will come in 38% under budget.

Arena Events – During the Fair the arena had 3590 GA seats. This number is determined by 18" per person. The average fair attendee tends to take up more than 18", so it's difficult to put that many people in, as they don't want to sit that close to their neighbor. Here is how the numbers turned out:

Thursday – Truck Pull had 1072 paid. 45% up from 2009. Will be under budget by 46%

Friday – Tuff Trucks had 547 paid. 7% up from 2009. Will be under budget by 52%

Saturday – Monster Truck and Mud Bogs had 2503 paid. 9% up from 2009. Exceeded budget by 8%

Sunday – Demo Derby had 2432 paid. 6% down from 2009. Exceeded budget by 24%

Amphitheater – The Amphitheater was used all 4-days of the Fair. The Amphitheater can hold, according to the Fire Marshal, 3800 people.

Thursday – Gallagher – 2433 attendees

Friday – Warrant – 856 attendees

Saturday – Floater – 417 attendees

Sunday – Latino – 2722 attendees

Livestock Auction – Report attached

4-H Accounting Report - Attached

REVENUE	ITEM DESCRIPTION	AMOUNT
WASHINGTON COUNTY 4-H LEADERS' ASSOC	DEPOSIT FROM WASH COUNTY FAIR COMPLEX	\$ 14,296.66
OREGON DAIRY WOMEN	DEPOSIT FROM OREGON DAIRY WOMEN	\$ 145.00
IN-KIND	ITEM DESCRIPTION	AMOUNT
OSU STAFF	PAT WILLIS 312 HOURS	\$ 9,360.00
OSU STAFF	DARBY S. 615 Hours	\$ 11,070.00
Olwen Sanderson	4-H Judge - Knit, Crochet, & Home Env-Donation	\$ 70.00
OSU STAFF (Temp Interns)	2 OSU College Interns @ 130 hours	\$ 1,716.00
VOLUNTEERS	146 Volunteers @ average 75 hours ea. @ \$18.04 (The Federal rate for non-profit volunteer service)	\$ 197,538.00
	TOTAL REVNUUE AND IN-KIND	\$ 219,754.00
EXPENSE PAYABLE TO	ITEM DESCRIPTION	AMOUNT
Susan Turner	Horse Judge	\$ 522.00
Kristie Manning	Horse Judge	\$ 687.25
Sean Grasso	Horse Fair Security	\$ 500.00
Robert Aycock	Horse Judge	\$ 959.00
Kim McDonald	Photo/STEM Judges Lunch	\$ 51.57
Wendy Armstrong	Photography Judge	\$ 70.00
Scott McDonald	Photography Judge	\$ 70.00
Helen Ellis	Photography Judge	\$ 70.00
Geoff Reck	Photography Judge	\$ 70.00
Award Specialities	Ribbons	\$ 4,870.50
Jeff McRitchie	STEM Judge	\$ 70.00
HONEY BUCKETS	PORT-A-POTTY SERVICE (HORSE FAIR)	\$ 904.00
Melissa Chee	Clothing & Food Judging Contest Judge	\$ 70.00
Cathy Behm	Foods & Nutrition Judge	\$ 70.00
Barbara DeBellis	Foods & Nutrition Judge	\$ 70.00
Helen Ellis	Education Display Judge	\$ 70.00
Kelsey Gasper	Fashion Revue Judge	\$ 70.00
Loyal Hjelmervik	Table Setting & Brown Bag Lunch Judge	\$ 70.00
Andrea Isaacson	Cloverbud Judge	\$ 70.00
Claudia Ingham	Natural Science & Leathercraft Judge	\$ 70.00
Shanna Ruyle	Art Judge	\$ 70.00
Becca Swanson	Art Judge	\$ 70.00
Erica Wherry	Clothing/Sewing Lvls 1-3 Judge	\$ 70.00
Kelly Williams	Art Judge	\$ 70.00
Sandra Ottley	7/24/2010 Judges Lunches	\$ 85.30
Cash	Premiums (\$4500.00 Cash - \$108 excess)	\$ 4,392.00
Stephanie Ainsworth	Dairy Goat Judge	\$ 50.00
Award Specialities	Western States Angus Award	\$ 7.00
Maggie Becker	Horticulture Judges Lunch	\$ 19.43
Heidi Hammack	Dog Judge	\$ 100.00
Ashley McDonald	Exotic Bird Judge	\$ 35.00
Tara McRitchie	Creative Writing and Presentation Judges	\$ 210.00
Mills Organic Farms	Game Board Rental	\$ 100.00
Arden Sheets	Horticulture Judge	\$ 40.00
Jan Theisen	Clothing/Sewing Lvls 4-9 & Fiber Arts Judge	\$ 70.00
Karen Wedeking	Foods & Nutrition & Food Prep Judge	\$ 140.00
Larry Smith	Horticulture & Flower Arranging Judge	\$ 70.00
Washington Co 4-H Horse Advisory	Hotel Rooms for Judges	\$ 862.40
Jerome Lincoln	Oregon Dairy Women Award Winner - Blue Award	\$ 25.00
Jessica Narum	Oregon Dairy Women Award Winner - Red Award	\$ 15.00
Christine Martell	Oregon Dairy Women Award Winner - Red Award	\$ 15.00
Maria Martell	Oregon Dairy Women Award Winner - Blue Award	\$ 25.00
Samantha Ottley	Oregon Dairy Women Award Winner - Blue Award	\$ 25.00
Spencer Ottley	Oregon Dairy Women Award Winner - Red Award	\$ 15.00
Andrew Murphy	Oregon Dairy Women Award Winner - Blue Award	\$ 25.00
Daniel Larabee	2009 Dairy Award	\$ 20.00
	TOTAL CASH EXPENSE	\$ 16,030.45

Washington County Prime Livestock Auction
2010 Animal Summary

Animal	Number	Sales	Pounds	Avg Price per animal	Average price per pound
Goats	14	\$8,223.00	1,358	\$587.36	\$6.06
Beef	18	\$55,271.00	22,568	\$3,070.61	\$2.45
Sheep	38	\$18,311.00	4,840	\$481.87	\$3.78
Hogs	104	\$90,188.00	26,563	\$867.19	\$3.40

County of Washington

Washington County Fair Complex
873 NE 34th Avenue
Hillsboro, Oregon 97124
Phone: (503) 648-1416
Fax: (503) 648-7208
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FAX MEMORANDUM

Date: September 7, 2010

To: Washington County Fair Board

From: Leah E. Perkins-Hagele, Fair Manager

Re: 2011 Fair Planning

Next month you will be provided with a Fair Planning Guide that will include a timeline, budget development, sponsorship information, a list of the entertainment that is already contracted, what still needs to be completed, etc.

In the meantime, the following are items that need to be addressed at this time.

1. Carnival – The 7-year license with Funtastic Shows has expired.
2. Thursday and Friday Night Arena Events – After trying it for 2-years Tuff Truck Racing is not working for our event. Truck Pull attendance is decreasing every year and needs to be looked at.