

Jefferson County Fair Park

October 2, 2014 | Meeting Minutes

The Jefferson County Fair Park committee met on Thursday, October 2 at 8:00 a.m. in the Activity Center Conference Room. Present were: (Fair Committee) Al Counsel, Blane Poulson, Matt Foelker, Jennifer Hanneman, Russell Kutz, County Board Chair Jim Schroeder, County Administrator Ben Wehmeier, Corporation Counsel Blair Ward, Fair Park Supervisor Roger Kylmanen, Marketing/Administrative Assistants Amy Listle and Leslie Pelikan, and Dale Lutz.

Let the record show that a quorum is present, meeting duly noted and the door open.

Public Comment & Correspondence: None.

Communications: No communications.

Review of Agenda

Discussion and possible action regarding parking revenue during the Jefferson County Fair: Blane Poulson informed the committee that the Fair Park is within \$53,000 of getting off the tax levy. In an effort to close the gap, and look for a way to keep Fair Park viable, a discussion ensued about the feasibility of charging a fee for parking during the county fair. Officer Dale Lutz discussed the safety concerns with congested traffic and parking on streets surrounding the fairgrounds. This would also cause an additional burden on the City of Jefferson Police Department with a need for more staffing during the fair. After further discussion among the committee members, it was decided to research the idea further, and not propose the option of parking revenue to the County Board.

Discussion and possible action on accepting donation from Kiwanis to add concrete pad on Food Row: Jefferson Kiwanis Club proposed to donate a slab of concrete to Jefferson County Fair Park, valued at \$3,090. In reviewing the language of the Donation Agreement and Memorandum of Understanding (MOU), the Kiwanis requested that the language stating that the club was responsible for maintaining the slab, not Jefferson County, outlined in line items #5 and #10, be removed from the MOU. Upon advice from Corporation Council, Blair Ward, line items #5 and #10 were stricken from the agreement. Matt Foelker made a motion to accept the concrete slab donation from the Jefferson Kiwanis Club. Jennifer Hanneman seconded the motion. Motion passed unanimously.

Financial Report: County Administrator Ben Wehmeier stated that the finances for Fair Park this year were overall where they need to be. The only adjustments in the finances will be to the labor costs associated with fair week.

Director's Report: County Administrator Ben Wehmeier discussed that the County is looking to do a facility analysis across all buildings to see if there are more efficient means of maintaining and scheduling personnel. The business analysis being conducted is currently on hold.

Supervisor's Report: Roger Kylmanen discussed the need to find Fair Park caretakers for 2015. Additionally, his crew is short staffed as there are no Huber laborers available. He is working with horse show organizers to finalize the rental schedule for 2015. Two horse shows moved to the Alliant Center in Madison.

Fair Office Report: Amy Listle discussed the partnership between Fair Park and Agri-business and invited committee members to attend Agri-Business meetings. She also attended a 4-H Leaders Board meeting and explained online fair entry process. Winter Storage is sold out for the season. A wait list has been established for potential new storage customers.

Minutes: A motion was made by Matt Foelker to accept the minutes as presented, seconded by Jennifer Hanneman. Motion carried.

Next Meeting: Regularly scheduled meeting was set for November 6 at 8:00 a.m. in the conference room of the Activity Center.

With no further business, Russell Kutz made a motion to adjourn the meeting. Matt Foelker seconded. Motion carried. Meeting adjourned at 9:16 a.m.