

**Fair Park Committee Agenda**  
**Jefferson County**  
Jefferson County Fair Park  
Activity Center  
503 N. Jackson Avenue  
Jefferson, WI 53549

Date: Thursday, October 6, 2018

Time: 8:30 am

Committee members:	Poulson, Blane (Chair)	Hartz, Peter
	Lindl, Roger (Vice Chair)	Nelan, Conor
	White, Brandon (Secretary)	Hall-Kind, Debra
		Steindorf, Kathleen

**1. Call to order:**

The monthly meeting was called to order by Committee Chair Blane Poulson at 8:30 a.m. Committee members Blane Poulson (Chairperson), Roger Lindl (Vice Chari), Brandon White (Secretary), Debra Hall-Kind, and Kathleen Steindorf were present. Also in attendance were Ben Wehmeier, County Administrator; LaVern Georgeson (Agriculture Educator - UW Extension). Peter Hartz and Conor Nelan were not in attendance. No members of the public were present.

**2. Roll call (establish a quorum):**

A quorum was established.

**3. Certification of compliance with Open Meetings Law:**

County Administrator Ben Wehmeier certified compliance with the Open Meetings Law.

**4. Approval of the agenda:**

The October agenda was reviewed by the committee members. No changes were proposed.

**5. Approval of Fair Park Committee minutes:**

After changing the month from October to September in item #4 of the September 6, 2018 meeting minutes, the minutes were unanimously approved.

**6. Communications:**

Email from Judy Halat, WI Horse Alliance

**7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time):**

There was no public comments.

**8. Review of Community Feedback & Suggestions on Fair Operations:**

Debra Hall-Kind gave an update as to Jefferson County Agri-Business being a vendor at the 2019 fair.

**9. Discussion and possible action on Marketing Partnerships and Sponsorships:**

Amy Listle updated the committee as to the progress of partnerships and sponsorships. No action was needed.

**10. Discussion and possible action on RFP for soda contract:**

The only letter of interest was from Pepsi but no contract was presented. This will be discussed further at the November meeting.

**11. Discussion and possible action on Fair final numbers:**

Review of the 2018 Fair numbers. There was no action needed.

**12. Discussion and possible action on the open forum to be held on October 11, 2018:**

Amy Listle stated that planning was being done for the open forum. No action by the committee was needed.

**13. Review of Financial Report:**

August 2018 statement of revenues and expenditures was distributed.

**14. Review of Supervisor's Report:**

Roger Kylmanen updated the committee as to the projects and events being worked on by the maintenance crew at the Fair Park.

**15. Review of Office Report:**

Amy Listle updated the committee as to the projects and events being worked on by the office staff at the Fair Park.

**16. Discussion and possible action on future meeting schedule and agenda items:**

Possible agenda items include: Pepsi contract, WI Association of Fairs convention.

**17. Adjournment:**

Roger Lindl made a motion to adjourn at 9:24 a.m., seconded by Brandon White. The motion passed unanimously.

Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at  
8:30 a.m. on the 1<sup>st</sup> Thursday of the month:

October 11, 2018 (Open Forum)

November 1, 2018

December 6, 2018

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.