

## Fair Park Committee Agenda

### Jefferson County

Jefferson County Fair Park

Activity Center

503 N. Jackson Avenue

Jefferson, WI 53549

Date: Thursday, October 5, 2017

Time: 8:00 am

Committee members: Poulson, Blane (Chair) Buchanan, Ron  
Foelker, Matthew (Vice Chair) Hall-Kind, Debra  
Hanneman, Jennifer (Secretary) Kutz, Russell  
Steindorf, Kathleen

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of September 7, 2017.
6. Communication
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Review of Community Feedback & Suggestions on Fair Operations
9. Discussion and possible action on Wi-Fi and credit card use at the Fair Park
10. Discussion on how to improve and increase non-fair events
11. Discussion and possible action on Marketing Partnerships and Sponsorships
12. Review of Financial Report
13. Review of proposed 2018 Budget
14. Review of Supervisor's Report
15. Review of Office Report
16. Discussion and possible action on future meeting schedule and agenda items
17. Adjourn

Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at  
8:00 a.m. on the 1<sup>st</sup> Thursday of the month:

November 2, 2017

December 7, 2017

January 4, 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.*

## **Jefferson County Fair Park September 7, 2017 | Meeting Minutes**

The Jefferson County Fair Park committee met on Thursday, September 7th at 8:00 a.m. in the Activity Center Conference Room. Present were: (Fair Committee) Blane Poulson, Russell Kutz, Matthew Foelker, Ron Buchanan, Debra Hall-Kind, Kathy Steindorf, Fair Park Supervisor Roger Kylmanen, Marketing/Administrative Assistants Amy Listle and Renee Busshardt and County Administrator Ben Wehmeier. Jennifer Hanneman was not in attendance.

A quorum of the Jefferson County Fair Park Committee was present, meeting duly noted and the door open.

### **Review and Approve Agenda**

**Minutes:** A motion was made to accept the minutes of the July 6, 15 & 18, 2017 meeting as presented and seconded. Motion carried.

**Communications:** None

**Public Comment:** None

### **Presentation of Tobacco-Free Study by Jefferson County Health Department**

**Discussion and update on the 2017 Jefferson County Fair Operations and open forum:** There was a lot of positive feedback from the open forum. The new poultry barn setup was a huge success.

**Review of Community Feedback:** None

**Financial Report:** Review of June 2017 and July 2017 financials.

**Review of Fair Park fee schedule:** Ron Buchanan made a motion to give the fair park staff discretion to clean up the fee schedule as needed. This was seconded by Kathy Steindorf and the motion carried.

**Review of the proposed 2018 Budget:** The budget information was reviewed.

**Supervisor's Report:** Roger attended a Harry Potter Festival meeting and drafted a quote for wiring and rental. Charlie Wieder is done for the summer and Theodore Gerfin gave his notice so the fair park is looking for someone to replace him. Chris and Curt Kreklow have been working the weekends as a replacement for the caretakers. Roger presented his list of capital projects for 2018. September will be a busy month with Sheep & Wool, Gemuetlichkeit Days and the Car Show.

**Office Report:** Amy Listle stated that the office staff has been keeping up on the website along with the JCFP TV ads, radio commercials and social media. The office has been reconciling the July and August events. The annual report has been completed along with work being done on the 2018 budget. Amy, Renee and Mikayla attended the Fairest Reunion Day at the Wisconsin State Fair. There was a fair book meeting with the superintendents along with a superintendent pot luck meeting. Mikayla Kind's last day was August 18<sup>th</sup>. The office has been busy with Sheep and Wool camping reservations. Winter storage registration will begin September 13<sup>th</sup>. The Fair Park is researching a new fair software called ShoWorks. The Fair Park is working on sponsorships and community relations. We have been working with Klein's Entertainment to book entertainment for the 2018 fair. Amy is attending the International Entertainment Buyers Association conference in Nashville, TN on October 15-17.

**Discussion and possible action on future meeting schedule and agenda items:** Additional agenda items are: 2018 Budget; How to improve and increase non-fair events; WiFi and Credit Card usage throughout the grounds.

**Next Meeting:** The next regular meeting is set for October 5 at 8:00 a.m. in the conference room of the Activity Center.

With no further business, Ron Buchanan made a motion to adjourn the meeting. Matt Foelker seconded. Motion carried. Meeting adjourned at 10:15 a.m.

Jefferson County  
Fair Park Totals

Date Ran 9/20/2017  
Period 8  
Year 2017

Business Unit	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
6901 Fair Park	Revenue	(255,913.31)	(580,075.00)	(324,161.69)	44.12%
	Expenditures	437,798.97	635,075.00	197,276.03	68.94%
	Other Sources	-	-	-	#DIV/0!
<b>Total</b>		<b>181,885.66</b>	<b>55,000.00</b>	<b>(126,885.66)</b>	<b>0.00%</b>
6902 Fair Week	Revenue	(582,739.66)	(558,606.00)	24,133.66	104.32%
	Expenditures	550,148.39	558,606.00	8,457.61	98.49%
	Other Sources	-	-	-	#DIV/0!
<b>Total</b>		<b>(32,591.27)</b>	<b>-</b>	<b>32,591.27</b>	<b>0.00%</b>
Total All Business Units	Revenue	(838,652.97)	(1,138,681.00)	(300,028.03)	73.65%
	Expenditures	987,947.36	1,193,681.00	205,733.64	82.76%
	Other Source	-	-	-	#DIV/0!
<b>Grand Total Fair Park</b>		<b>149,294.39</b>	<b>55,000.00</b>	<b>(94,294.39)</b>	<b>271.44%</b>

Fair Park  
6901 Fair Park

Date Ran 9/20/2017  
Period 8  
Year 2017

Revenues

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
					#DIV/0!
411100	GENERAL PROPERTY TAXES	(53,383.36)	(80,075.00)	(26,691.64)	66.67%
457010	SPONSOR REVENUE	(37,000.00)	(45,000.00)	(8,000.00)	82.22%
457022	EQUIPMENT RENTAL CHARGES	(375.00)	-	375.00	#DIV/0!
457023	OTHER PUBLIC CHARGES	(5,281.30)	-	5,281.30	#DIV/0!
457025	HORSE SHOW FEES	(10,497.50)	(23,000.00)	(12,502.50)	45.64%
457026	SHAVING SALES	(9,275.85)	(34,000.00)	(24,724.15)	27.28%
474169	FAIR BILLED	(4,000.00)	(4,000.00)	-	100.00%
482012	BUILDING RENTAL	(74,666.45)	(176,000.00)	(101,333.55)	42.42%
482013	STALL RENTAL	(19,465.50)	(83,000.00)	(63,534.50)	23.45%
482014	WINTER STORAGE RENTAL	(200.00)	(42,000.00)	(41,800.00)	0.48%
482015	SPACE-FOOD VENDOR	(1,778.33)	(18,000.00)	(16,221.67)	9.88%
482016	SPACE-BEVERAGE VENDOR	(3,714.41)	(17,000.00)	(13,285.59)	21.85%
482017	SPACE-OTHER VENDOR	(1,002.00)	(5,000.00)	(3,998.00)	20.04%
482021	CAMPING FEE OTHER	(31,250.06)	(52,000.00)	(20,749.94)	60.10%
482100	PRIOR YEAR RENT INCOME	(2,900.00)	-	2,900.00	#DIV/0!
485200	DONATIONS RESTRICTED	(500.00)	-	500.00	#DIV/0!
486001	VENDING COMMISSION	(623.55)	(1,000.00)	(376.45)	62.36%
<b>Totals</b>		<b>(255,913.31)</b>	<b>(580,075.00)</b>	<b>(324,161.69)</b>	<b>44.12%</b>

Expenditures

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
					#DIV/0!
511110	SALARY-PERMANENT REGULAR	50,740.35	103,753.00	53,012.65	48.90%
511210	WAGES-REGULAR	73,771.65	114,198.00	40,426.35	64.60%
511220	WAGES-OVERTIME	247.77	139.00	(108.77)	178.25%
511240	WAGES-TEMPORARY	11,945.57	12,317.00	371.43	96.98%
511310	WAGES-SICK LEAVE	11,126.90	-	(11,126.90)	#DIV/0!
511320	WAGES-VACATION PAY	7,912.02	-	(7,912.02)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	273.00	273.00	0.00%
511340	WAGES-HOLIDAY PAY	2,835.28	-	(2,835.28)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP)	2,782.80	-	(2,782.80)	#DIV/0!
512141	SOCIAL SECURITY	12,203.86	17,535.00	5,331.14	69.60%
512142	RETIREMENT (EMPLOYER)	8,286.27	13,014.00	4,727.73	63.67%
512144	HEALTH INSURANCE	18,619.16	30,889.00	12,269.84	60.28%
512145	LIFE INSURANCE	34.16	47.00	12.84	72.68%
512150	FSA CONTRIBUTION	450.00	450.00	-	100.00%

Fair Park  
6901 Fair Park

Date Ran 9/20/2017  
Period 8  
Year 2017

Revenues

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
512173	DENTAL INSURANCE	2,324.66	3,589.00	1,264.34	64.77%
521219	OTHER PROFESSIONAL SERV	595.40	200.00	(395.40)	297.70%
521297	STALL CLEANING	-	4,500.00	4,500.00	0.00%
529170	GROUNDS KEEPING CHARGES	18,029.44	24,323.00	6,293.56	74.13%
531001	CREDIT CARD FEES	5.00	850.00	845.00	0.59%
531298	UNITED PARCEL SERVICE UPS	-	50.00	50.00	0.00%
531301	OFFICE EQUIPMENT	35.80	1,000.00	964.20	3.58%
531303	COMPUTER EQUIPMT & SOFTWARE	2,447.98	3,000.00	552.02	81.60%
531311	POSTAGE & BOX RENT	79.71	500.00	420.29	15.94%
531312	OFFICE SUPPLIES	1,052.31	1,600.00	547.69	65.77%
531313	PRINTING & DUPLICATING	1,211.20	1,000.00	(211.20)	121.12%
531314	SMALL ITEMS OF EQUIPMENT	3,624.73	7,000.00	3,375.27	51.78%
531320	SAFETY SUPPLIES	468.91	750.00	281.09	62.52%
531322	SUBSCRIPTIONS	-	110.00	110.00	0.00%
531324	MEMBERSHIP DUES	1,308.10	1,500.00	191.90	87.21%
531326	ADVERTISING	5,731.83	4,000.00	(1,731.83)	143.30%
531349	OTHER OPERATING EXPENSES	471.00	1,000.00	529.00	47.10%
531351	GAS/DIESEL	4,312.52	6,000.00	1,687.48	71.88%
531367	WOOD SHAVINGS	21,179.00	24,500.00	3,321.00	86.44%
532325	REGISTRATION	-	600.00	600.00	0.00%
532332	MILEAGE	72.23	200.00	127.77	36.12%
532334	COMMERCIAL TRAVEL	-	1,500.00	1,500.00	0.00%
532335	MEALS	177.37	850.00	672.63	20.87%
532336	LODGING	1,227.95	3,500.00	2,272.05	35.08%
532339	OTHER TRAVEL & TOLLS	-	30.00	30.00	0.00%
533221	WATER	6,861.64	9,000.00	2,138.36	76.24%
533222	ELECTRIC	33,186.67	40,000.00	6,813.33	82.97%
533223	SEWER	5,886.20	6,900.00	1,013.80	85.31%
533224	NATURAL GAS	2,704.32	8,500.00	5,795.68	31.82%
533225	TELEPHONE & FAX	1,262.97	2,150.00	887.03	58.74%
533235	STORM WATER UTILITY	10,683.90	16,000.00	5,316.10	66.77%
533236	WIRELESS INTERNET	239.28	250.00	10.72	95.71%
535232	GRAVELING	3,000.00	3,500.00	500.00	85.71%
535242	MAINTAIN MACHINERY & EQUIP	9,215.61	6,000.00	(3,215.61)	153.59%
535245	GROUNDS IMPROVEMENTS	5,776.95	12,500.00	6,723.05	46.22%
535247	BLDG REPAIR & MAINT	15,441.41	23,500.00	8,058.59	65.71%
535297	REFUSE COLLECTION	5,979.12	11,500.00	5,520.88	51.99%
535344	HOUSEHOLD & JANITORIAL SUPP	5,960.36	3,750.00	(2,210.36)	158.94%
535347	BEVERAGE PURCHASES	7,901.31	12,000.00	4,098.69	65.84%
535349	OTHER SUPPLIES	255.19	-	(255.19)	#DIV/0!
535352	VEHICLE PARTS & REPAIRS	342.43	3,500.00	3,157.57	9.78%
535355	PLUMBING & ELECTRICAL	5,061.67	9,000.00	3,938.33	56.24%

Fair Park  
6901 Fair Park

Date Ran 9/20/2017  
Period 8  
Year 2017

Revenues

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
536533	EQUIPMENT RENT & LEASE	125.00	2,500.00	2,375.00	5.00%
571004	IP TELEPHONY ALLOCATION	731.36	1,588.00	856.64	46.06%
571005	DUPLICATING ALLOCATION	688.00	734.00	46.00	93.73%
571009	MIS PC GROUP ALLOCATION	5,584.00	8,376.00	2,792.00	66.67%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	3,686.00	5,529.00	1,843.00	66.67%
591519	OTHER INSURANCE	5,171.84	8,531.00	3,359.16	60.62%
594819	CAP OTHER EQUIPMENT	24,242.00	25,000.00	758.00	96.97%
594821	CAP IMPRV LAND	12,500.81	30,000.00	17,499.19	41.67%
<b>Totals</b>		<b>437,798.97</b>	<b>635,075.00</b>	<b>197,276.03</b>	<b>68.94%</b>

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
					#DIV/0!
					#DIV/0!
<b>Totals</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Business Unit</b>		<b>181,885.66</b>	<b>55,000.00</b>	<b>(126,885.66)</b>	

Fair Park  
6902 Fair Week

Date Ran 9/20/2017  
Period 8  
Year 2017

Revenues

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
					#DIV/0!
411100	GENERAL PROPERTY TAXES	17,971.36	26,957.00	8,985.64	66.67%
421001	STATE AID	(7,176.38)	(7,163.00)	13.38	100.19%
457005	RESERVED SEATING FEES	(47,500.00)	(40,000.00)	7,500.00	118.75%
457009	CONTEST ENTRY FEES	(225.00)	(800.00)	(575.00)	28.13%
457010	SPONSOR REVENUE	(58,610.00)	(85,000.00)	(26,390.00)	68.95%
457011	GATE RECEIPTS	(284,078.04)	(240,000.00)	44,078.04	118.37%
457013	STALL & PEN FEES	(7,653.75)	(4,500.00)	3,153.75	170.08%
457021	PREMIUM BOOK SALES	(84.00)	(100.00)	(16.00)	84.00%
457023	OTHER PUBLIC CHARGES	(23.62)	-	23.62	#DIV/0!
457029	FFA ENROLLMENT	(5,430.00)	(6,500.00)	(1,070.00)	83.54%
457030	CREDIT CARD SURCHARGE	(4,871.01)	(1,000.00)	3,871.01	487.10%
457033	SMALL ITEMS SPONSOR	(98.43)	-	98.43	#DIV/0!
457034	PARKING FEES	(1,701.40)	-	1,701.40	#DIV/0!
459001	SODA	(11,989.30)	(15,000.00)	(3,010.70)	79.93%
482015	SPACE-FOOD VENDOR	(21,027.00)	(32,000.00)	(10,973.00)	65.71%
482016	SPACE-BEVERAGE VENDOR	(79,377.00)	(75,000.00)	4,377.00	105.84%
482017	SPACE-OTHER VENDOR	(19,671.15)	(25,000.00)	(5,328.85)	78.68%
482018	SPACE-CARNIVAL	(27,884.94)	(30,000.00)	(2,115.06)	92.95%
482019	CAMPING FEE 4-H	(21,315.00)	(22,000.00)	(685.00)	96.89%
482020	CAMPING FEE VENDOR	(1,995.00)	(1,500.00)	495.00	133.00%
<b>Totals</b>		<b>(582,739.66)</b>	<b>(558,606.00)</b>	<b>24,133.66</b>	<b>104.32%</b>

Expenditures

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
					#DIV/0!
511110	SALARY-PERMANENT REGULAR	25,559.24	45,381.00	19,821.76	56.32%
511210	WAGES-REGULAR	24,932.82	28,140.00	3,207.18	88.60%
511220	WAGES-OVERTIME	45.38	10,864.00	10,818.62	0.42%
511240	WAGES-TEMPORARY	47,381.85	36,158.00	(11,223.85)	131.04%
511310	WAGES-SICK LEAVE	3,502.61	-	(3,502.61)	#DIV/0!
511320	WAGES-VACATION PAY	715.59	-	(715.59)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	68.00	68.00	0.00%
511340	WAGES-HOLIDAY PAY	880.02	-	(880.02)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP)	1,812.29	-	(1,812.29)	#DIV/0!
512141	SOCIAL SECURITY	8,125.69	9,183.00	1,057.31	88.49%
512142	RETIREMENT (EMPLOYER)	5,892.18	5,613.00	(279.18)	104.97%

Fair Park  
6902 Fair Week

Date Ran 9/20/2017  
Period 8  
Year 2017

Revenues

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
512144	HEALTH INSURANCE	12,373.63	12,207.00	(166.63)	101.37%
512145	LIFE INSURANCE	37.61	32.00	(5.61)	117.53%
512150	FSA CONTRIBUTION	175.00	175.00	-	100.00%
512173	DENTAL INSURANCE	690.34	1,235.00	544.66	55.90%
514151	PER DIEM	2,630.00	-	(2,630.00)	#DIV/0!
521219	OTHER PROFESSIONAL SERV	595.40	500.00	(95.40)	119.08%
521647	VETERINARY SERVICES	-	750.00	750.00	0.00%
521648	AMBULANCE/EMS SERVICES	-	3,000.00	3,000.00	0.00%
521649	SECURITY SERVICES	4,770.24	5,200.00	429.76	91.74%
529299	PURCHASE CARE & SERVICES	6,700.00	5,000.00	(1,700.00)	134.00%
529301	FAIR GATE WORKERS	5,595.02	6,320.00	724.98	88.53%
529302	FAIR JUDGES	6,550.00	7,305.00	755.00	89.66%
529303	FAIR SUPERINTENDENTS	5,475.00	6,875.00	1,400.00	79.64%
529304	FAIR PARKING SERVICES	1,650.00	1,800.00	150.00	91.67%
531001	CREDIT CARD FEES	5,646.05	1,850.00	(3,796.05)	305.19%
531101	TICKETS/ENTRY TAGS	7,225.43	4,650.00	(2,575.43)	155.39%
531102	TROPHIES/PLAQUES	333.00	400.00	67.00	83.25%
531103	RIBBONS	1,832.27	2,900.00	1,067.73	63.18%
531181	PREMIUMS	17,203.00	19,000.00	1,797.00	90.54%
531182	FAIR WEEK SPECIAL ACTS	174,808.29	170,000.00	(4,808.29)	102.83%
531183	SPONSOR FEES	2,669.34	2,500.00	(169.34)	106.77%
531184	FAIREST OF THE FAIR	1,205.13	500.00	(705.13)	241.03%
531311	POSTAGE & BOX RENT	738.57	500.00	(238.57)	147.71%
531312	OFFICE SUPPLIES	738.42	400.00	(338.42)	184.61%
531313	PRINTING & DUPLICATING	4,532.74	250.00	(4,282.74)	1813.10%
531314	SMALL ITEMS OF EQUIPMENT	-	1,600.00	1,600.00	0.00%
531326	ADVERTISING	32,401.54	40,000.00	7,598.46	81.00%
531349	OTHER OPERATING EXPENSES	13,706.89	750.00	(12,956.89)	1827.59%
531351	GAS/DIESEL	1,230.36	1,000.00	(230.36)	123.04%
531367	WOOD SHAVINGS	1,900.00	2,000.00	100.00	95.00%
532332	MILEAGE	308.72	200.00	(108.72)	154.36%
533221	WATER	1,040.32	1,000.00	(40.32)	104.03%
533222	ELECTRIC	6,495.84	6,500.00	4.16	99.94%
533223	SEWER	1,029.15	1,400.00	370.85	73.51%
533224	NATURAL GAS	59.36	75.00	15.64	79.15%
533235	STORM WATER UTILITY	712.26	750.00	37.74	94.97%
535242	MAINTAIN MACHINERY & EQUIP	927.32	100.00	(827.32)	927.32%
535245	GROUNDS IMPROVEMENTS	1,088.54	2,000.00	911.46	54.43%
535247	BLDG REPAIR & MAINT	250.45	1,500.00	1,249.55	16.70%
535297	REFUSE COLLECTION	4,304.48	800.00	(3,504.48)	538.06%
535347	BEVERAGE PURCHASES	16,895.69	15,000.00	(1,895.69)	112.64%
535355	PLUMBING & ELECTRICAL	7,000.00	4,500.00	(2,500.00)	155.56%



Fair Park  
6902 Fair Week

Date Ran 9/20/2017  
Period 8  
Year 2017

Revenues

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
536533	EQUIPMENT RENT & LEASE	72,366.12	82,500.00	10,133.88	87.72%
571009	MIS PC GROUP ALLOCATION	985.36	1,478.00	492.64	66.67%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	2,122.00	3,183.00	1,061.00	66.67%
591519	OTHER INSURANCE	2,301.84	3,514.00	1,212.16	65.50%
<b>Totals</b>		<b>550,148.39</b>	<b>558,606.00</b>	<b>8,457.61</b>	<b>98.49%</b>

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
					#DIV/0!
					#DIV/0!
<b>Totals</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Business Unit</b>		<b>(32,591.27)</b>	<b>-</b>	<b>32,591.27</b>	

Fair Park  
6906 Donations

Date Ran 9/20/2017  
Period 8  
Year 2017

Revenues

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
					#DIV/0!
485106	FAIR EXPANSION DONATIONS	(3,550.00)	(2,375.21)	1,174.79	149.46%
<b>Totals</b>		<b>(3,550.00)</b>	<b>(2,375.21)</b>	<b>1,174.79</b>	<b>149.46%</b>

Expenditures

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
					#DIV/0!
531314	SMALL ITEMS OF EQUIPMENT	-	1,600.00	1,600.00	0.00%
531349	OTHER OPERATING EXPENSES	1,350.00	-	(1,350.00)	#DIV/0!
594960	CAPITAL RESERVE	-	30,877.00	30,877.00	0.00%
<b>Totals</b>		<b>1,350.00</b>	<b>32,477.00</b>	<b>31,127.00</b>	<b>4.16%</b>

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
					#DIV/0!
<b>Totals</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Business Unit</b>		<b>(2,200.00)</b>	<b>30,101.79</b>	<b>32,301.79</b>	

**FAIR PARK SUPERVISOR'S REPORT**  
**October 5, 2017**

- Harry Potter Festival meeting every week until Festival. We have about 30 campers. We are getting wires run for credit card machines. Chris and Curt will work the weekend to check in campers and monitor the grounds.
- Chris and Curt are planning on working the weekends again next year so I will not run ad for Caretakers
- We have 4 applicants so far for 1000 hour part time position. I will review them and interview after October 9.
- Last Horse Show this weekend and we will clean out buildings and blow out water lines so we can start moving storage into buildings.

# **Jefferson County Fair Park Committee Meeting**

## **Thursday, October 5, 2017**

### **Fair Office Report**

- Keeping website, JCFP TV ads, radio commercials and social media up-to-date with event information and Fair updates.
- Reconciling September Fair Park events and preparing 2018 event contracts and calendar.
- 2018 budget
- Fair Book meetings with Superintendents
- Sheep & Wool Camping
- Winter Storage registration began Sept. 13<sup>th</sup> updated totals will be given at meeting.
- Fairest of the Fair volunteered at WI Sheep & Wool Fest, was in the Gemuetlichkeit Days parade and did an appearance at Lake Mills Fall Festival. She is entered in the following parades coming up: Harry Potter, Watertown Holiday, Helenville Christmas, and Jefferson Christmas.
- New Fair Software system ShoWorks has been purchased.
- Plan to start SaffireTix ticketing system in time for holiday promotions.
- Working on Sponsorships and Community Relations
- Working with Klein's Entertainment to book entertainment for 2018 Fair.
- Amy is attending International Entertainment Buyers Association (IEBA) Conference Oct. 15 – 17 in Nashville, TN and International Association of Fairs and Expos (IAFE) Convention Nov. 26 – 29 in Las Vegas, NV.