

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

Date: Thursday, September 8, 2022

Time: 8:30 a.m.

Committee members:	Poulson, Blane (Chair)	Groose, Mark
	White, Brandon (Vice-Chair)	Lindl, Roger
	Drayna, Dave	Haferman, Jerry
	Hall-Kind, Debra	

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of August 11, 2022 committee meeting minutes
7. Communications
8. Review of Community Feedback & Suggestions on Fair Operations
9. Updates on Fair Park operations
10. Discussion and possible action on Fair Park facility plans
11. Review on 2022 Jefferson County Fair
12. Updates on 2023 Jefferson County Fair
13. Discussion and possible action on communication plan for the 2023 Jefferson County Fair Exhibitors
14. Review of Financial Report
15. Discussion and possible action on 2023 Fee Schedule
16. Review of Director's Report
17. Discussion and possible action on tentative future meeting schedule and agenda items
18. Adjourn

Next scheduled meetings to be held at the Fair Park Activity Center at 8:30 a.m.:

October 13, 2022

November 10, 2022

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.

Topic: Fair Park Committee

Time: August 11, 2022 08:30 AM Central Time (US and Canada)

Join Zoom Meeting: <https://us06web.zoom.us/j/2614972838?pwd=bWMwbIRIR0N1RnF5L2w0aHVnUmhkdz09>

Meeting ID: 261 497 2838

Password: JCFP2022

Dial by your location: +1 312 626 6799 US (Chicago)

FROM	TO	2022	
ACCOUNTS FOR:	REVISED		AVAILABLE
	BUDGET	ACTUALS	BUDGET
12101 FAIR PARK			
12101 411100 General Property Taxes	\$ (19,811.00)	\$ (13,207.68)	\$ (6,603.79)
12101 421001 21114 State Aid	\$ (242,000.00)	\$ -	\$ (242,000.00)
12101 424001 22212 Federal Grants	\$ (500,000.00)	\$ -	\$ (500,000.00)
12101 457010 Sponsor Revenue	\$ (85,000.00)	\$ (21,500.00)	\$ (63,500.00)
12101 457010 21109 Sponsor Revenue	\$ (7,800.00)	\$ (350.00)	\$ (7,450.00)
12101 457011 21109 Gate Receipts	\$ (8,000.00)	\$ (8,100.00)	\$ 100.00
12101 457011 21115 Gate Receipts	\$ -	\$ (10,701.00)	\$ 10,701.00
12101 457023 21109 Other Public Charges	\$ -	\$ (130.00)	\$ 130.00
12101 457025 Horse Show Fees	\$ -	\$ (5,848.25)	\$ 5,848.25
12101 457026 Shaving Sales	\$ (30,000.00)	\$ (913.27)	\$ (29,086.73)
12101 457030 Credit Card Surcharge	\$ -	\$ (31.50)	\$ 31.50
12101 459001 21115 Soda	\$ -	\$ (427.77)	\$ 427.77
12101 474169 Fair Billed	\$ (4,000.00)	\$ -	\$ (4,000.00)
12101 480102 Misc Reimbursement	\$ -	\$ (2,079.65)	\$ 2,079.65
12101 480102 21109 Misc Reimbursement	\$ (2,500.00)	\$ (72.50)	\$ (2,427.50)
12101 482012 Building Rental	\$ (305,000.00)	\$ (115,432.19)	\$ (189,567.81)
12101 482013 Stall Rental	\$ (10,000.00)	\$ -	\$ (10,000.00)
12101 482014 Winter Storage Rental	\$ (65,000.00)	\$ (883.78)	\$ (64,116.22)
12101 482015 Space-Food Vendor	\$ (15,000.00)	\$ (808.43)	\$ (14,191.57)
12101 482015 21115 Space-Food Vendor	\$ -	\$ (879.00)	\$ 879.00
12101 482016 Space-Beverage Vendor	\$ (5,000.00)	\$ (4,377.79)	\$ (622.21)
12101 482017 Space-Other Vendor	\$ (3,000.00)	\$ (150.00)	\$ (2,850.00)
12101 482017 21109 Space-Other Vendor	\$ (1,200.00)	\$ -	\$ (1,200.00)
12101 482021 Camping Fee Other	\$ (60,000.00)	\$ (44,004.60)	\$ (15,995.40)
12101 483001 Sale Of County Property	\$ (32,000.00)	\$ -	\$ (32,000.00)
12101 483004 Sale Salvage & Waste	\$ -	\$ (4,672.10)	\$ 4,672.10
12101 484001 Insurance Recovery	\$ -	\$ (18,200.00)	\$ 18,200.00
12101 486001 Vending Commission	\$ (1,000.00)	\$ (473.43)	\$ (526.57)
12101 511110 Salary-Permanent Regular	\$ 116,991.00	\$ 76,716.13	\$ 40,274.81
12101 511210 Wages-Regular	\$ 156,527.00	\$ 96,549.81	\$ 59,976.94
12101 511220 Wages-Overtime	\$ 208.00	\$ 6,987.78	\$ (6,780.19)
12101 511240 Wages-Temporary	\$ -	\$ 10,623.75	\$ (10,623.75)
12101 512141 Social Security	\$ 20,689.00	\$ 14,330.42	\$ 6,358.92
12101 512142 Retirement (Employer)	\$ 15,023.00	\$ 10,159.62	\$ 4,863.58
12101 512144 Health Insurance	\$ 26,895.00	\$ 18,232.38	\$ 8,662.82
12101 512145 Life Insurance	\$ 49.00	\$ 33.80	\$ 15.35
12101 512146 Workers Compensation	\$ -	\$ 8,267.93	\$ (8,267.93)
12101 512148 Unemployment Compensation	\$ 3,830.00	\$ 729.00	\$ 3,101.00
12101 512151 HSA Contribution	\$ 2,344.00	\$ 2,625.00	\$ (281.25)
12101 512173 Dental Insurance	\$ 3,497.00	\$ 2,385.60	\$ 1,111.80
12101 521216 Janitorial	\$ -	\$ 5.37	\$ (5.37)

12101 521219 Other Professional Serv	\$ 30,000.00	\$ -	\$ 30,000.00
12101 521297 Stall Cleaning	\$ 4,000.00	\$ -	\$ 4,000.00
12101 521648 21115 Ambulance/EMA Services	\$ -	\$ 180.00	\$ (180.00)
12101 521649 21115 Security Services	\$ -	\$ 148.00	\$ (148.00)
12101 529170 Grounds Keeping Charges	\$ 29,123.00	\$ 15,061.53	\$ 14,061.54
12101 531001 Credit Card Fees	\$ 1,100.00	\$ 4,430.77	\$ (3,330.77)
12101 531182 21115 Fair Week Special Acts	\$ -	\$ 11,600.00	\$ (11,600.00)
12101 531303 Computer Equipmt & Software	\$ 2,370.00	\$ 1,206.86	\$ 1,163.14
12101 531311 Postage & Box Rent	\$ 200.00	\$ 493.74	\$ (293.74)
12101 531311 21109 Postage & Box Rent	\$ 50.00	\$ -	\$ 50.00
12101 531312 Office Supplies	\$ 1,400.00	\$ 488.25	\$ 911.75
12101 531312 21109 Office Supplies	\$ -	\$ 137.75	\$ (137.75)
12101 531313 Printing & Duplicating	\$ 1,400.00	\$ 270.22	\$ 1,129.78
12101 531314 Small Items Of Equipment	\$ 4,000.00	\$ 2,926.25	\$ 1,073.75
12101 531314 21109 Small Items Of Equipment	\$ -	\$ 260.28	\$ (260.28)
12101 531320 Safety Supplies	\$ 750.00	\$ 960.12	\$ (210.12)
12101 531322 Subscriptions	\$ 200.00	\$ 99.92	\$ 100.08
12101 531324 Membership Dues	\$ 1,700.00	\$ 1,160.10	\$ 539.90
12101 531326 Advertising	\$ 4,500.00	\$ 5,709.51	\$ (1,209.51)
12101 531326 21109 Advertising	\$ 1,700.00	\$ 2,750.45	\$ (1,050.45)
12101 531326 21115 Advertising	\$ -	\$ 590.50	\$ (590.50)
12101 531349 Other Operating Expenses	\$ 1,000.00	\$ -	\$ 1,000.00
12101 531351 Gas/Diesel	\$ 6,000.00	\$ 8,650.93	\$ (2,650.93)
12101 531367 Wood Shavings	\$ 22,000.00	\$ 5,408.00	\$ 16,592.00
12101 532325 Registration	\$ 2,423.00	\$ 1,465.00	\$ 957.98
12101 532332 Mileage	\$ 1,210.00	\$ -	\$ 1,210.00
12101 532334 Commercial Travel	\$ 350.00	\$ -	\$ 350.00
12101 532335 Meals	\$ 1,793.00	\$ -	\$ 1,793.00
12101 532336 Lodging	\$ 4,740.00	\$ 2,230.00	\$ 2,510.00
12101 533221 Water	\$ 10,000.00	\$ 5,845.60	\$ 4,154.40
12101 533222 Electric	\$ 40,000.00	\$ 31,180.38	\$ 8,819.62
12101 533223 Sewer	\$ 7,500.00	\$ 5,685.51	\$ 1,814.49
12101 533224 Natural Gas	\$ 5,400.00	\$ 5,446.52	\$ (46.52)
12101 533225 Telephone & Fax	\$ 2,000.00	\$ 1,600.59	\$ 399.41
12101 533235 Storm Water Utility	\$ 16,000.00	\$ 9,259.38	\$ 6,740.62
12101 533236 Wireless Internet	\$ 600.00	\$ 544.40	\$ 55.60
12101 535232 Graveling	\$ 3,500.00	\$ 14,234.78	\$ (10,734.78)
12101 535242 Maintain Machinery & Equip	\$ 6,000.00	\$ 12,662.22	\$ (6,662.22)
12101 535245 Grounds Improvements	\$ 8,600.00	\$ 1,003.89	\$ 7,596.11
12101 535247 Building Repair & Maint	\$ 12,600.00	\$ 12,097.80	\$ 502.20
12101 535297 Refuse Collection	\$ 10,000.00	\$ 12,736.94	\$ (2,736.94)
12101 535344 Household & Janitorial Supp	\$ 7,000.00	\$ 3,857.51	\$ 3,142.49
12101 535344 21109 Household & Janitorial Supp	\$ -	\$ 621.10	\$ (621.10)
12101 535347 Food & Beverage Purchases	\$ 5,000.00	\$ 2,895.23	\$ 2,104.77
12101 535347 21109 Food & Beverage Purchases	\$ 2,800.00	\$ 6,470.38	\$ (3,670.38)
12101 535349 Other Supplies	\$ -	\$ 31.27	\$ (31.27)
12101 535352 Vehicle Parts & Repairs	\$ 3,000.00	\$ 5,048.75	\$ (2,048.75)

12101 535355 Plumbing & Electrical	\$ 5,000.00	\$ 6,644.42	\$ (1,644.42)
12101 536533 Equipment Rent & Lease	\$ 2,000.00	\$ 2,359.47	\$ (359.47)
12101 536533 21109 Equipment Rent & Lease	\$ 75.00	\$ -	\$ 75.00
12101 536533 21115 Equipment Rent & Lease	\$ -	\$ 645.00	\$ (645.00)
12101 571004 IP Telephony Allocation	\$ 824.00	\$ 755.37	\$ 68.63
12101 571005 Duplicating Allocation	\$ 307.00	\$ 281.38	\$ 25.62
12101 571009 MIS PC Group Allocation	\$ 10,000.00	\$ 9,166.63	\$ 833.37
12101 571010 MIS Systems Grp Alloc(ISIS)	\$ 4,943.00	\$ 4,531.12	\$ 411.88
12101 591519 Other Insurance	\$ 13,900.00	\$ 11,495.51	\$ 2,404.59
12101 593101 21109 Awards/Recognition Expense	\$ 7,200.00	\$ -	\$ 7,200.00
12101 594809 Capital Building	\$ -	\$ 23,200.00	\$ (23,200.00)
12101 594809 22212 Capital Building	\$ 500,000.00	\$ 115,009.50	\$ 384,990.50
12101 594810 Capital Equipment	\$ 111,000.00	\$ -	\$ 111,000.00
12101 594810 21114 Capital Equipment	\$ 120,000.00	\$ -	\$ 120,000.00
12101 594821 Capital Improvement Land	\$ 25,000.00	\$ -	\$ 25,000.00
12101 594821 21114 Capital Improvement Land	\$ 50,000.00	\$ -	\$ 50,000.00
12101 594822 21114 Capital Improvement Building	\$ 72,000.00	\$ 22,000.00	\$ 50,000.00
12101 699999 Budgetary Fund Balance	\$ (134,000.00)	\$ -	\$ (134,000.00)
TOTAL Fair Park Activities	\$ -	\$ 387,942.48	\$ (387,942.48)
TOTAL General Fund	\$ -	\$ 387,942.48	\$ (387,942.48)
TOTAL REVENUES	\$ (1,530,311.00)	\$ (253,242.94)	\$ (1,277,068.53)
TOTAL EXPENSES	\$ 1,530,311.00	\$ 641,185.42	\$ 889,126.05
GRAND TOTAL	\$ -	\$ 387,942.48	\$ (387,942.48)

FROM	TO	2022	
ACCOUNTS FOR:	REVISED		AVAILABLE
	BUDGET	ACTUALS	BUDGET
12102 FAIR WEEK			
12102 421001 State Aid	\$ (7,500.00)	\$ (9,399.39)	\$ 1,899.39
12102 451020 Other Fees	\$ (5,000.00)	\$ -	\$ (5,000.00)
12102 451020 21209 Other Fees	\$ (350,000.00)	\$ (347,810.20)	\$ (2,189.80)
12102 457005 Reserved Seating Fees	\$ (108,100.00)	\$ (113,447.76)	\$ 5,347.76
12102 457009 Contest Entry Fees	\$ (1,400.00)	\$ (1,180.50)	\$ (219.50)
12102 457010 Sponsor Revenue	\$ (100,000.00)	\$ (25,750.00)	\$ (74,250.00)
12102 457010 21209 Sponsor Revenue	\$ (10,000.00)	\$ (460.00)	\$ (9,540.00)
12102 457011 Gate Receipts	\$ (254,000.00)	\$ (217,214.75)	\$ (36,785.25)
12102 457013 Animal Fees	\$ (8,000.00)	\$ (8,735.98)	\$ 735.98
12102 457021 Premium Book Sales	\$ (200.00)	\$ -	\$ (200.00)
12102 457023 Other Public Charges	\$ (21,500.00)	\$ (2,226.00)	\$ (19,274.00)
12102 457026 Shaving Sales	\$ (1,500.00)	\$ (1,120.00)	\$ (380.00)
12102 457029 Exhibitor Enrollment	\$ (3,000.00)	\$ (6,803.75)	\$ 3,803.75
12102 457030 Credit Card Surcharge	\$ (7,000.00)	\$ (9,030.12)	\$ 2,030.12
12102 457034 Parking Fees	\$ (10,000.00)	\$ (8,166.35)	\$ (1,833.65)
12102 459001 Soda	\$ (18,000.00)	\$ (9,384.00)	\$ (8,616.00)
12102 480102 Misc Reimbursement	\$ -	\$ (19.00)	\$ 19.00
12102 482015 Space-Food Vendor	\$ (32,000.00)	\$ (24,359.00)	\$ (7,641.00)
12102 482016 Space-Beverage Vendor	\$ (85,000.00)	\$ (450.00)	\$ (84,550.00)
12102 482017 Space-Other Vendor	\$ (25,000.00)	\$ (4,590.00)	\$ (20,410.00)
12102 482018 Space-Carnival	\$ (33,000.00)	\$ (49,767.28)	\$ 16,767.28
12102 482019 Camping Fee 4-H	\$ (20,000.00)	\$ (23,585.00)	\$ 3,585.00
12102 482020 Camping Fee Vendor	\$ (2,500.00)	\$ (2,775.00)	\$ 275.00
12102 511110 Salary-Permanent Regular	\$ 49,755.00	\$ 33,087.83	\$ 16,667.57
12102 511210 Wages-Regular	\$ 36,079.00	\$ 8,141.90	\$ 27,937.09
12102 511220 Wages-Overtime	\$ 12,466.00	\$ 26,737.38	\$ (14,271.25)
12102 511240 Wages-Temporary	\$ 34,424.00	\$ 18,798.26	\$ 15,625.74
12102 512141 Social Security	\$ 10,027.00	\$ 6,409.31	\$ 3,617.56
12102 512142 Retirement (Employer)	\$ 4,055.00	\$ 5,575.49	\$ (1,520.73)
12102 512144 Health Insurance	\$ 9,629.00	\$ 10,100.16	\$ (471.03)
12102 512145 Life Insurance	\$ 14.00	\$ 14.00	\$ 0.21
12102 512148 Unemployment Compensation	\$ 2,830.00	\$ -	\$ 2,830.00
12102 512151 HSA Contribution	\$ 781.00	\$ 812.50	\$ (31.25)
12102 512173 Dental Insurance	\$ 847.00	\$ 899.30	\$ (52.70)
12102 521216 Janitorial	\$ 1,000.00	\$ 2,796.52	\$ (1,796.52)
12102 521219 Other Professional Serv	\$ 16,000.00	\$ 16,000.00	\$ -
12102 521219 21209 Other Professional Serv	\$ 1,600.00	\$ 1,775.00	\$ (175.00)
12102 521647 Veterinary Services	\$ 500.00	\$ -	\$ 500.00
12102 521648 Ambulance/EMA Services	\$ 6,000.00	\$ -	\$ 6,000.00
12102 521649 Security Services	\$ 10,000.00	\$ 9,350.50	\$ 649.50
12102 529301 Fair Gate Workers	\$ 6,000.00	\$ -	\$ 6,000.00

12102 529302 Fair Judges	\$ 7,000.00	\$ 8,443.72	\$ (1,443.72)
12102 529303 Fair Superintendents	\$ 6,500.00	\$ 3,875.00	\$ 2,625.00
12102 529304 Fair Parking Services	\$ 1,500.00	\$ 1,785.00	\$ (285.00)
12102 531001 Credit Card Fees	\$ 3,500.00	\$ 7,938.99	\$ (4,438.99)
12102 531001 21209 Credit Card Fees	\$ 2,000.00	\$ -	\$ 2,000.00
12102 531101 Tickets/Entry Tags	\$ 15,650.00	\$ 4,542.12	\$ 11,107.88
12102 531102 Trophies/Plaques	\$ 1,400.00	\$ 7,551.46	\$ (6,151.46)
12102 531102 21209 Trophies/Plaques	\$ 1,000.00	\$ 310.00	\$ 690.00
12102 531103 Ribbons	\$ 2,500.00	\$ 3,207.15	\$ (707.15)
12102 531103 21209 Ribbons	\$ 1,250.00	\$ 1,285.19	\$ (35.19)
12102 531181 Premiums	\$ 17,000.00	\$ -	\$ 17,000.00
12102 531182 Fair Week Special Acts	\$ 250,000.00	\$ 232,796.12	\$ 17,203.88
12102 531183 Sponsor Fees	\$ 2,000.00	\$ 300.00	\$ 1,700.00
12102 531184 Fairest Of The Fair	\$ 1,000.00	\$ 1,006.72	\$ (6.72)
12102 531311 Postage & Box Rent	\$ 250.00	\$ 803.54	\$ (553.54)
12102 531311 21209 Postage & Box Rent	\$ 500.00	\$ 137.74	\$ 362.26
12102 531312 Office Supplies	\$ 400.00	\$ 1,232.25	\$ (832.25)
12102 531312 21209 Office Supplies	\$ 250.00	\$ 1,041.45	\$ (791.45)
12102 531313 Printing & Duplicating	\$ 500.00	\$ 730.04	\$ (230.04)
12102 531313 21209 Printing & Duplicating	\$ 500.00	\$ 2,345.42	\$ (1,845.42)
12102 531314 Small Items Of Equipment	\$ 700.00	\$ 851.37	\$ (151.37)
12102 531326 Advertising	\$ 42,000.00	\$ 27,513.33	\$ 14,486.67
12102 531326 21209 Advertising	\$ 2,000.00	\$ 2,863.54	\$ (863.54)
12102 531349 Other Operating Expenses	\$ 4,250.00	\$ 11,123.08	\$ (6,873.08)
12102 531349 21209 Other Operating Expenses	\$ 1,000.00	\$ 1,789.84	\$ (789.84)
12102 531351 Gas/Diesel	\$ 1,200.00	\$ 952.75	\$ 247.25
12102 531367 Wood Shavings	\$ 1,900.00	\$ 157.50	\$ 1,742.50
12102 532332 Mileage	\$ 200.00	\$ -	\$ 200.00
12102 533221 Water	\$ 800.00	\$ 731.49	\$ 68.51
12102 533222 Electric	\$ 7,600.00	\$ 10,191.77	\$ (2,591.77)
12102 533223 Sewer	\$ 550.00	\$ 1,499.21	\$ (949.21)
12102 533224 Natural Gas	\$ 40.00	\$ 61.05	\$ (21.05)
12102 533235 Storm Water Utility	\$ 375.00	\$ -	\$ 375.00
12102 535242 Maintain Machinery & Equip	\$ 100.00	\$ -	\$ 100.00
12102 535245 Grounds Improvements	\$ 800.00	\$ 2,925.00	\$ (2,125.00)
12102 535247 Building Repair & Maint	\$ 1,500.00	\$ 1,737.28	\$ (237.28)
12102 535297 Refuse Collection	\$ 4,600.00	\$ 4,257.20	\$ 342.80
12102 535347 Food & Beverage Purchases	\$ 18,000.00	\$ 16,471.02	\$ 1,528.98
12102 535347 21209 Food & Beverage Purchases	\$ 5,000.00	\$ 3,768.13	\$ 1,231.87
12102 535355 Plumbing & Electrical	\$ 800.00	\$ 200.01	\$ 599.99
12102 536533 Equipment Rent & Lease	\$ 75,000.00	\$ 97,870.50	\$ (22,870.50)
12102 571005 Duplicating Allocation	\$ 2.00	\$ 1.87	\$ 0.13
12102 571009 MIS PC Group Allocation	\$ 1,250.00	\$ 1,145.87	\$ 104.13
12102 571010 MIS Systems Grp Alloc(ISIS)	\$ 1,930.00	\$ 1,769.13	\$ 160.87
12102 591519 Other Insurance	\$ 11,334.00	\$ 12,774.30	\$ (1,440.46)
12102 593101 21209 Awards/Recognition Expenses	\$ 332,500.00	\$ -	\$ 332,500.00
12102 594950 Operating Reserve	\$ 70,562.00	\$ -	\$ 70,561.82

TOTAL Fair Week	\$ -	\$ (245,788.78)	\$ 245,788.78
TOTAL General Fund	\$ -	\$ (245,788.78)	\$ 245,788.78
TOTAL REVENUES	\$ (1,102,700.00)	\$ (866,274.08)	\$ (236,425.92)
TOTAL EXPENSES	\$ 1,102,700.00	\$ 620,485.30	\$ 482,214.70
GRAND TOTAL	\$ -	\$ (245,788.78)	\$ 245,788.78