



MARION COUNTY FAIR
June 26, 2019 5:30 PM
Oregon State Fairgrounds Floral Bldg.
Salem, OR

AGENDA

- I. Call to Order/Introductions**
- II. Public Comments**
- III. Approval of June 5, 2019 Meeting Summary Notes**
- IV. Financial Report**
- V. Items of Special Interest**
 - 4H Premiums Increase- *Joel*
 - Approval of Budget Change Request Form
 - Transportation Vans- *Denise*
 - Main Stage- *Jill*
- VI. Emergency Plan Review**

Next Meeting: July 10, 5:30 PM Log Cabin

Fair Board Meeting Attendance 2019

Member	10-Jan	6-Feb	6-Mar	3-Apr	1-May	5-Jun	26-Jun	10-Jul	# Attended	%
Adams, Mike	x		x	x	x	phone				
Conder, Joel	x	x	x	x	x					
Crandall, Brandi	x		phone	x	x	x				
DeCoster, Heidi		x	phone	x	x	x				
Gubbels, Shannon	x		phone	x	x	x				
Outfleet, Ken	x	x	phone	x		x				
Zielinski, Pam	x	x	x	x	x	x				
Key Volunteers										
Goulter-Allen, Amy	x		x	x	x	x				
Schlagg, Camber					x					
Taylor-Campos, Bry										
Fair Ambassador										
Beem, David						x				

Marion County Fair Board

*To promote the diverse agricultural and cultural heritage of Marion County
through active participation of its citizens.*

Monthly Meeting

Commissioners' Board Room, 555 Court St NE, Salem OR

June 5, 2019 5:30 PM

In Attendance

Board Members Present: Mike Adams (by phone), Brandi Crandall, Heidi DeCoster, Shannon Gubbels, Ken Outfleet, Pam Zielinski

Key volunteers: Amy Goulter Allen

Guests: David Beem, Melanie McCabe, 4H; Jill & Scott Ingalls, Ingalls & Associates

Staff: Denise Clark, Tamra Goettsch

I. **Call to Order/Introductions**

The fair board agreed to Denise's request to add "Commercial Vendors Selling Hemp Products" to the agenda.

II. **Public Comments-** David shared how he is promoting the fair. He is working with Cherriots to see if there can be a special bus run for the fair, "promoting that it's a way to get to the fair."

III. **Approval of May 1, 2019 Meeting Summary Notes-** Brandi made a motion to approve the meeting summary notes; Heidi seconded. Motion passed.

IV. **4H/FFA Reports**

4H - Melanie

4H is up in every species for animals with additional numbers of 49 pigs, 39 sheep, 37 meat goats, 35 rabbits, and 79 chickens. We need 18 more pens for open class llamas. There are 30 more kids this year. Horses are down by 12. Static exhibits are up also; horticulture alone has 300 entries.

We don't need to order any more shirts as they already have extra; just need to adjust some sizes.

Tamra asked if there will be more money needed for premiums. Melanie will approach the Fair Foundation about it. Judges may hand out more blue ribbons per class. Not every class gets premiums. Discussion was held on how to make ends meet with the existing money they are allotted.

Pam wondered if the Fair Foundation (FF) runs out of money at fair time, can they get more from the county? Answer- not necessarily as we can't co-mingle funds. (There is a process for transferring money using the "Monetary Exchange Form" for tracking.)

Currently, the premium payouts are \$6, \$3, and \$2.

It was suggested to give FF the option to allow for lowering of the premiums, increase the amount given, or put a cap on it. Melanie will talk to the FF first. It can then be brought back to the June 26 meeting.

Denise asked Pam if we could get the FF payment agreement document back from the chair. Pam will check into it.

Pam and Melanie won't be at the next meeting (June 26.)

FFA- Amy

Amy reports that FFA is also up based on the number of stalls requested. The leaders will meet on the 13th of June. Buckles have been ordered and work orders are in.

V. Financial Report- Brandi

- Items highlighted in yellow are year- to-date updated amounts.
- The \$1000 change for AutoCad is just it being moved to the correct line (private provider) as Public Works is no longer doing this work for the fair.

Tamra noted that on the budget document, there is a prior year comment that shouldn't be included in this year's document. Under Fair Operations Revenues the transfer from general fund for asphalt, the language "includes \$18,144.78 for asphalt" this was specific to 2018 and should be removed. (Lorrie will be notified to make the change.)

Ken made a motion to approve the budget report with the changes noted by Tamra; Brandi seconded. Motion passed.

VI. Items of Special Interest

Approval of Budget Request Forms

Denise:

- \$200 for Open Class, increasing from \$1150- \$1350.
- Internet domain name 5 year renewal \$100.85
- Printing of food vendors' Z-tape forms for \$43.25

Jill:

The budget change request form that Jill is submitting for \$16, 430 is being covered by the county's increase of \$20,000 that is being given the fair above the usual \$50,000.

- \$420 for wristbands; was accidently not included in this year's budget- there was 0 in the line item.
- The shade tents will cost \$9,310.
- The ad budget (which will include signs and day sheets) is increasing to around \$3,500.
- Jill needs budget authority to move forward on The Woods entertainment (\$2,400) and the veterans' event band (\$500) in case Joel doesn't provide any funds from local entertainment. The Woods cost of \$2,400 is for entertainment and signage. Gabriel Cox (blues) will be performing Friday night in the Woods.
- Shilo Inn has agreed to work with the fair; the lodging costs need to be increased to \$400.

The shade tents will be placed west of the floral garden for the company picnics (Diana Foods and Public Works.) A 10x30 tent will be in front of the pirates' tent and over the bleachers. There will be a shade tent over the green gate "will call" table and an 80x60 tent on the main lawn from the pavers to the main stage. The tents are all fireproof and have been approved by the state fire marshal. On three sides there will be four water misting stations.

Ken made a motion, and Brandi seconded, to approve the Budget Change Request forms as presented. Motion passed.

David suggested making sure that there is water for the bands during fair. Tamra said they will discuss it with Joel the first day of fair.

Food Vendors Compostable Requirements Committee Meeting with Garten Update- Denise

In attendance were Joel, Tamra, Mike, Brandi, Jessica Ramey from Public Works and three Garten representatives.

- Our fair recycling efforts will be called "waste less" not "zero waste" as not as much is accepted in the processing plants anymore.
- There will be waste stations placed around the grounds; they will be staffed during peak attendance hours. Scott said that the stations need to be strategically placed. (Jill is the point person; she will work with them as to placement.)
- Garten will be using a larger dumpster to contain all of the new garbage generated.
- Garten is making a flyer to give the food vendors stating what can, and can't, be used. Jill will talk to Jessie DeJager regarding their utensil use.

As "Mayor of Food Town" Mike Adams does a walk-around at fair time checking on vendors. He can't "police" what the vendors are doing, however he is aware. He has stepped in and helped a vendor purchase the right product before. Judy Skinner, with Garten, inspects what vendors are using and helps them with purchasing also.

Commercial Vendors Selling Hemp Products- Denise

Denise presented two commercial vendor applications with requests to sell CBD products (by product of cannabis/hemp.) The fair board was not opposed to having them participate.

Jill said that they have had good luck with quality CBD commercial vendors at their events in the past. Also that Marion County and the Farm Bureau have embraced hemp farmers.

It was suggested that the Board of Commissioners (BOC) might have some concerns about this as there is no vaping allowed at the fair and this product can be vaped. Tamra will take it to the next BOC Management Update for review.

Ken made a motion to move forward with a presentation to the BOC for having CBD products at the fair approval; Heidi seconded. Motion passed. *(On 6/11/19 the BOC reviewed the fair applications, and other information given them, and decided that due to the FDA not having enough proven data on the impacts of CBD*

use by humans and the vendors selling products that can be vaped, the board determined that they wanted to wait another year to see if there is more concrete FDA information before allowing CBD products to be sold at the fair.)

VII. Strategic Plan Items - June

2.2.6 Create activities schedule to help with public awareness and insure coordination. (Working schedule master list of specials, daily printout.) Working on it.

Jill needs schedules submitted to her; she has 4H/FFA and their demos. She needs the animal open class shows information that's on the work order. (Shannon said she would send her an email.) She also needs the main stage schedule. She needs this information ASAP, by this Friday (June 7) would be best. She said the website is being updated now.

3.1.2 Confirm garbage and clean-up is handled by an organization; coordinate any 4H/FFA specifics with them. Jill and Judy (Garten) will get together at the end of next week. She will make sure that there is extra staff where needed for events.

3.2.14 Submit "Fire Permit Application for Special Event/Trade Show" to the Salem Fire Dept. 3.2.15 Submit Tent or Canopy Permit Application to Salem's Building and Safety Division/Permit Application Center. Ingalls have met with the fire marshal and done a walk through. The tent canopy permits will be submitted after the fair board approves the rental of the tents.

3.1.5 Food Vendors - % sales tracking (daily z-tape pickup) It was unknown as to what this is referring. Denise will look into it; if not needed, will eliminate. *(Denise has since found that this can be included in December's "View pricing structure for vendors." 3.1.5 will be removed.)*

3.3.1 Maintain two information booth notebooks- Working on it.

3.3.2 Improve "signage" throughout the fairgrounds- directing people to commercial exhibits, posting prices at ticket booths, etc. Jill indicated that they are working on improving signage and have increased the dollar figure in the line item. In closing Columbia Hall early this year (8 PM), there will be signs indicating "Exit this Way." There will be signs placed on the doors that indicate the hours of the building. Will place more signs indicating what's in the buildings; she said every year a few more signs are added.

3.3.3 Increase communication around gates, parking, camping and tickets. We are always working on this. There need to be more ADA parking signs including at the blue gate. Yellow gate will have "no public entry" posted.

VIII. Other

Ingalls Reports:

Scott noted that they have \$84,850 in cash for sponsorship agreements; with “in-kind” it comes to a total of \$136,000.

Melanie indicated that Highway Fuel is interested in sponsoring shavings. Scott said that he can do a budget reducing in-kind sponsorship with them. (4H orders 45 units of shavings.)

Fair Exit Survey

- Scott has the questions and figured the cost for producing an exit survey; it will require another budget change request form. He said that it would cost \$2,760 to use an electronic tablet with trained staff. (It would cost less to use volunteers and do it on paper.)
- Tamra suggests going out for a grant for future fair surveys.
- Scott said that from a marketing standpoint, he’d design different questions.

(David says 700 people watch his wrestling television show on Channel 22. He suggests that it can be used to get more people to come to the fair.)

Survey Suggestions:

- Brandi noted that it will take additional staff to do the survey.
- A paid staff member could do it by tablet instead of paper.
- Tamra suggested an “organic process” where people write down on a surface answers to questions such as “What did you like about the fair?” or “What would you like to see at the fair?”
- Add surveys to day sheets for providing feedback.
- Clackamas County is using the electronic kiosks; Melanie will look into it.
- Hold the surveys by the food vendors where they have to stand and wait in line.
- To get a valid sample, you only need 428 participants for a representative sample for overall.
- Scott read allowed the current questions. Scott suggested giving the questions to the commissioner (and the costs associated) in order to determine if the fair board should move forward on it.
- Scott would like to see the survey done elsewhere like at a mall; it could be a marketing ploy.
- Jill would rather do an outside survey versus an internal survey next year as they could put together a better report.

Brandi made a motion to pre-approve \$2,760 to come out of contingency should the BOC approve the survey. Ken seconded. Motion passed.

Jill reported that Ingalls & Associates have arranged for ice at the fair. As a fund raiser, Salem/Keizer FFA sells it and delivers it. The Ingalls lose money on it every year. She talked with Melinda today about having the ice sold through the volunteers at the information booth. It requires renting a cooler trailer and paying someone to handle it. The ice process hasn’t worked for 4 years now. A vending truck would be perfect. Jill will approach the state fair provider and see if they would like to help us out.

Denise said that the BOC 2019 fair highlights presentation will be held at their regular board session on June 26. Those interested in attending are David, Ken, and Mike Adams.

Veterans' Event Update- Ken

- Ken has three pallets of SWAG arranged for.
- It was suggested that the military have a booth/table in the barns to reach students.
- An "invitation" to the veterans' ceremony and opening night kickoff event is available.
- They have a band (local talent) which will play traditional music.
- Planned events include a national anthem singer and the Pledge of Allegiance.
- Oregon National Guard color guards will be wearing their combat uniforms.
- The guest speaker is the new director of the Oregon Veteran's Association.
- Awards presentation to the BOC by Employers Support of Guard and Reserve (ESGR) an organization that helps hire veterans.
- Emcee is Ken, with Scott as the back-up.
- Ken would like to see guard kids involved with fair kids. Melanie said that both 4H and Operation Military Kids jointly attend the summer conference the end of June.

Misc.:

Set-up Crews are scheduled for July 1-3 and July 8-10.

Tamra noted that the work crew and setup with the tents is going to require more man-power. She asked if the set-up crews are aware of this. Jill answered that yes, she is touching base with them and that there are some challenges.

Tamra reported that the carnival pre-sale wristbands costs and the rides will remain the same, there will be no impact on the budget. Work on the 2020 Carnival RFP for the fair is starting. Jill recommended that carnival personnel also receive a phone call as this time of the year they are all so busy and may not see their mail.

The Public Works Environmental Services' recycle calendar contained the wrong dates for the Marion County Fair. It was recommended that the fair dates be sent to them in September. Denise said that she had spoken to them about it and they reported it is produced by an outside company that just plugged in those dates; they will pay particular attention to it for next year.

Meeting Adjourned: 7:50 PM

MARION COUNTY FAIR BOARD TREASURER'S REPORT

1

Balance Sheet

June 26, 2019

	2018	2018	2019	2019
	Adopted	YTD	Adopted	YTD
Fair Ops Summary				
Total Revenues	252,087.00	280,884.32	347,862.00	131,712.00
Less Total Expenditures	382,038.95	311,453.09	425,195.00	53,320.68
Fair Operating Income (Loss)	(129,951.95)	(30,568.77)	(77,333.00)	78,391.32
County Contribution				
Fair Net Income (Loss)	(129,951.95)	(30,568.77)	(77,333.00)	78,391.32
Fair Admin Summary				
Total Revenues	47,704.00	48,119.86	47,654.67	47,517.24
Less Total Expenditures	101,918.00	88,206.06	39,186.00	11,273.07
Admin Operating Income (Loss)	(54,214.00)	(40,086.20)	8,468.67	36,244.17
County Contribution	47,557.00	47,557.00	47,557.00	0.00
Admin Net Income (Loss)	(6,657.00)	7,470.80	56,025.67	36,244.17
Fund Balance				
Carryover from Previous Fair	121,378	(15,466)	139,634	118,092
Fair Ops Net Income (Loss)	(129,951.95)	(30,568.77)	(77,333.00)	78,391.32
Admin Net Income (Loss)	(6,657.00)	7,470.80	56,025.67	36,244.17
Carryover to Next Fair	(15,231)	(38,564)	118,327	232,727

MARION COUNTY FAIR BOARD TREASURER'S REPORT
Fair Operations Revenue
June 26, 2019

2

426-4216		2018	2018	2019	2019
REVENUES		Adopted	YTD	Adopted Budget	YTD
Account					
332200	State Subsidy	\$ 6,262.00	\$ 6,262.00	\$ 6,262.00	\$ 6,262.00
341530	Gate Receipts	\$ 70,000.00	\$ 55,607.32	\$ 70,000.00	\$ -
341530	Gate Receipts (Children of Promise Grant)	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -
341540	Food Booth Fees	\$ 35,000.00	\$ 31,508.14	\$ 35,000.00	\$ 1,620.00
341540	Oregon Beverage		\$ 7,246.40		\$ -
341550	Commercial Space Rental	\$ 20,000.00	\$ 21,441.00	\$ 20,000.00	\$ 7,906.00
341560	Carnival Fees	\$ 17,500.00	\$ 16,332.83	\$ 17,500.00	\$ -
341580	Camping Fees - 4-H/FFA, Vendors	\$ 7,000.00	\$ 8,718.59	\$ 7,000.00	\$ -
341555	Sponsor Fees	\$ 76,700.00	\$ 82,265.00	\$ 76,700.00	\$ 45,600.00
341565	Stall Fees	\$ 2,700.00	\$ 2,745.00	\$ 2,700.00	\$ -
341860	Grand Safety (Real Heroes) Fees	\$ 200.00	\$ 156.00	\$ 200.00	\$ 195.00
344999	Other Fees (fair booth county depts)	\$ 100.00	\$ 163.00	\$ 100.00	\$ -
~	<i>Subtotal</i>	\$ 237,962.00	\$ 234,945.28	\$ 237,962.00	\$ 61,583.00
344999	Other Reimbursements				
373100	Open Class Premiums (\$519.00 Fair Foundation 2017)				
373100	4H Premiums (\$6,532.00 Fair Foundation 2016)				
373100	Herdsmanship (\$400 Fair Foundation)				
373100	Petting Zoo (\$3,000.00 Fair Foundation 2016)				
	Shavings and Haul-Out (Fair Foundation)				
371000	Misc (permitted activities, inflatables, pony rides,)	\$ 2,500.00	\$ 2,334.45	\$ 2,500.00	\$ 129.00
371000	Concert Merchandise Sales	\$ 100.00	\$ 505.00	\$ 100.00	\$ -
372000	Over & Short	\$ 100.00	\$ (100.00)	\$ 100.00	\$ -
373100	Zero Waste/ES/Donations	\$ 20,200.00	\$ 17,641.56	\$ 20,200.00	\$ -
373100	Donations & Misc. Revenues		\$ 110.00		\$ -
371000	MCE4H - Agricultural Development	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ -
381100	Transfer From General Fund (County Contribution)	\$ 50,000.00	\$ 88,144.78	\$ 70,000.00	\$ 70,000.00
	3	\$ 327,862.00	\$ 360,581.07	\$ 347,862.00	\$ 131,712.00

MARION COUNTY FAIR BOARD TREASURER'S REPORT
Fair Operations Expenses
June 26, 2019

426-4216		2018	2018	2019	2019
		Adopted	YTD	Adopted Budget	YTD
	4H FFA & OPEN CLASS				
	4H				
525910	4H (ribbons, wristbands, judges, other)	8,000.00	8,000.00	8,000.00	0.00
525910	Premiums (Fair Board)	3,000.00	3,000.00	3,000.00	0.00
525910	Premiums (\$6,532.00 Fair Foundation)				
	Shavings				
	Shavings Haul-out Fee				
	Open Class Livestock (Shavings Haul-out, vet check & ribbons)	1,500.00		1,500.00	
	Sub Total	12,500.00	11,000.00	12,500.00	0.00
	FFA				
525915	FFA (supplies, ribbons, judges, contest, other)	2,200.00	2,131.51	2,200.00	0.00
525915	Premiums	4,000.00	3,990.00	4,000.00	0.00
	Subtotal	6,200.00	6,121.51	6,200.00	0.00
	Open Class				
525920	Open Class (misc.)	350.00	136.85	400.00	109.41
525920	Open Class premiums (Fair Foundation)	550.00		750.00	
525920	Open Class premiums (Ingalls Reimb)		668.80		0.00
525920	Ribbons & Trophy Engraving	1,000.00	102.25	200.00	105.00
	Sub Total	1,900.00	907.90	1,350.00	214.41
	EVENT/MARKETING COORDINATOR				
525110	Fair Event Coordination (Ingalls)	35,000.00	35,000.00	35,000.00	30,000.00
525930	Event reimbursable expenses requiring Fair Board approval		1,278.72		0.00
525715	Marketing Campaign Coordination (Ingalls)	8,000.00	7,999.95	8,000.00	6,857.10
525715	Sponsor Fees (commission)	21,500.00	21,761.45	22,500.00	8,547.00
	Sub Total	64,500.00	66,040.12	65,500.00	45,404.10
	GROUNDS & UTILITIES				
527310	Tents & Lights - Decorator	10,000.00	9,417.50	9,500.00	0.00
527310	Lights, Sound & Stage	14,282.00	14,290.00	14,300.00	0.00
527310	Stage Fencing	400.00		400.00	
527310	Shade			9,310.00	
527231	Fairgrounds Rental in TRADE				
	Electric Signs	750.00		750.00	
	Map	1,500.00		0.00	
527231	Asphalt Paving Cost		78,144.78	60,000.00	0.00
527231	Plans & Specs				
527231	MCSO Crew				
527310	Golf Cart Rentals/RTV	975.00	913.40	975.00	0.00
527310	Wheel Chair Rental	0.00		100.00	
527310	Sanitation (handwashing supplies)	100.00		100.00	
527310	Portable Toilets and Sanitation Supplies	3,000.00	2,608.00	2,825.00	0.00
527310	Zero Waste (includes Garten Svcs)	20,200.00	17,641.56	18,000.00	0.00
527310	Zero Waste (Supplies, Bleach, Gloves, Etc.)	0.00		0.00	
527230	Electrical Charges - Usage - State Fair	2,500.00	2,265.11	2,500.00	0.00
527230	Electrical Charges - Set-up	6,500.00	5,836.00	5,925.00	0.00
527230	Plumbing	2,232.00	1,674.67	1,950.00	0.00
527230	Other (Grange rental)	150.00	180.00	180.00	180.00
527230	Parking Attendants	2,200.00	2,200.00	2,200.00	0.00
525945	Grounds Setup / Cleanup	5,000.00	4,999.96	5,000.00	4,285.68
525350	Janitorial Services	5,535.00	5,535.00	5,600.00	0.00
529999	City of Salem - Temporary Tent/Canopy Permit			500.00	
529999	State Fire Marshall Event Permit			200.00	
	Subtotal	75,324.00	145,705.98	140,315.00	4,465.68

MARION COUNTY FAIR BOARD TREASURER'S REPORT

Fair Operations Expenses

June 26, 2019

426-4216		2018	2018	2019	2019
		Adopted	YTD	Adopted Budget	YTD
	SAFETY, SECURITY & TICKETING				
525225	Ambulance/EMT Services	0.00		0.00	
525158	Armored Car Services	250.00		250.00	
525555	Security Services	19,000.00	10,461.66	12,100.00	0.00
525999	Gate Ticket Taking/Sales		7,215.35	7,300.00	0.00
525999	Electronic Gate Ticketing Wi Fi				
525155	Credit Card Fees	600.00	566.82	600.00	0.00
527230	Security Fencing Rental	1,200.00	1,170.00	1,200.00	0.00
525999	Afton's Service Fees				
	Sub Total	21,050.00	19,413.83	21,450.00	0.00
525710	PRINTING				
	Veteran's Event	100.00		100.00	
	Spanish Translation, Design, & Printing	500.00	160.00	200.00	
	Badges/Lanyards/Wristbands			420.00	
	Sub Total	600.00	160.00	720.00	0.00
525715	PROMOTIONS & ADVERTISING	35,000.00		33,400.00	
	Marketing (Social media, logo design)		3,420.68		1,000.00
	Prg Design & Printing and promotion		1,250.00		0.00
	Boomer and Senior News		1,586.00		0.00
	Video Shoot		500.00		0.00
	Newspaper Advertising		5,100.00		0.00
	Yard/Field signs		573.00		0.00
	Flyers, Maps & schedule		378.40		0.00
	Television		5,441.60		0.00
	Radio Advertising		10,298.04		0.00
	Photography				0.00
	Fairgrounds Signs/Banners				
	Misc. Advertising (Liberty St Banner)		407.50		0.00
	Ag Fest booth				1,010.23
	Website Development and Maintenance		672.87		0.00
	Gilbert House 2019 Block Party				25.00
	Sub Total	35,000.00	29,628.09	33,400.00	2,035.23
	PROGRAMMING				
525925	Local Entertainment	5,500.00		6,000.00	
	Green River Band		800.00		0.00
	Jacob Westfall		1,200.00		0.00
	KOZ		300.00		0.00
	Next of Kin		500.00		0.00
	Pages of Age		200.00		0.00
	Tony Lundervold		500.00		0.00
	Gabe Cox Band		600.00		0.00
	Why Joe-y		100.00		0.00
	Jess Carter Band		600.00		0.00
	Terri McConnachie		1,200.00		0.00
	Superheroes and Star Wars Characters	500.00		0.00	
	Sub Total	6,000.00	6,000.00	6,000.00	0.00
525925	Big Name Entertainment				
	Band Fees (Night Ranger, Diamond Rio)	60,000.00	60,000.00	50,000.00	0.00
	Advertising/ Marketing				0.00
	Booking Fee (Eric M.)	6,000.00	6,000.00	6,000.00	0.00
	Catering (Band & Staff)	12 1,250.00	957.81	1,000.00	0.00
	Catering (VIP & Operations)				0.00
	General Production (backline)	1,500.00	1,660.00	1,700.00	0.00

MARION COUNTY FAIR BOARD TREASURER'S REPORT
Fair Operations Expenses
June 26, 2019

426-4216		2018	2018	2019	2019
		Adopted	YTD	Adopted Budget	YTD
	General Production (stagehands)	500.00	742.00	750.00	0.00
	Lodging	1,875.00		1,900.00	0.00
	Transportation - Shuttle (county pool vehicle)	150.00	452.40	500.00	0.00
	Main Stage	1,200.00		1,200.00	
	Sub Total	72,475.00	69,812.21	63,050.00	0.00
		715.04		0.00	
525930	Events & Activities				
	Chamber Greeters Breakfast			500.00	
	Puzzlemania			4,730.00	
	Barn Yard Adventure	4,400.00	4,377.06	4,400.00	0.00
	Farm Yard Fun				
	Pirates Parrot Show			4,800.00	
	Petting Zoo	3,000.00	3,000.00		0.00
	Rodeo (including dirt)	20,000.00	20,000.00	20,000.00	0.00
	Car Show	500.00			0.00
	Car Show Shirts (if sponsored only)	600.00			
	The "Woods"	500.00	226.00	2,900.00	0.00
	Disney Characters/Dragon Theater (Family Day)	1,500.00	1,500.00	1,500.00	0.00
	Herdsmanship (Fair Foundation)			600.00	0.00
	Real Heroes	1,000.00	1,000.02	1,000.00	857.16
	Grill-Off BBQ	750.00	481.25	500.00	0.00
	Volunteer Shirts	1,050.00	811.50	850.00	0.00
	Fair Board Shirts			100.00	0.00
	FFA and 4H Youth Shirts	2,699.00	2,622.99	2,700.00	0.00
	Volunteer Appreciation Event	400.00	471.75	400.00	0.00
	Volunteer Hospitality Room	150.00	356.69	350.00	0.00
	Bingo & Senior activities				0.00
	Veteran's Uniforms Display (Dry Cleaning)	100.00		100.00	0.00
	STEAM	6,760.96	4,590.78	3,205.00	0.00
	Miscellaneous (umbrellas, panchos, necklaces)			0.00	0.00
	Coloring Contest				0.00
	Pig Races Tractor Pedal Pull	6,500.00	6,500.00		0.00
	Veteran's Celebration			500.00	
525940	Talent Show				
	Prize money (Teen Idol)	275.00	275.00	275.00	0.00
	Talent Show Coordination	900.00	900.00	1,000.00	0.00
	Sub Total	51,800.00	47,113.04	50,410.00	857.16
571010	Contingency	1,550.00		4,300.00	344.10
	Contingency - (2018 moved \$40k to Asphalt: grounds/utilities)	0.00		20,000.00	
	Sub Total	1,550.00	0.00	24,300.00	344.10
	NEW TOTAL	348,899.00	401,902.68	425,195.00	53,320.68

MARION COUNTY FAIR BOARD TREASURER'S REPORT

6

Fair Administration

June 26, 2019

426-4217		2018	2018	2019	2019
Account		ADOPTED	YTD	ADOPTED	YTD
REVENUES					
332200	State Subsidy	46,904.67	46,904.67	46,904.67	46,904.67
381100	Transfer from General Fund	47,557.00	47,557.00	47,557.00	-
392000	Net Working Capital				
361000	Investment Earnings - INTEREST	750.00	1,498.29	750.00	612.57
371000	Misc. Revenue (Bond Refund)				
TOTAL REVENUES		95,211.67	95,959.96	95,211.67	47,517.24
EXPENDITURES					
511110	Fair Coordinator Wages (including overtime)				
512010-610	Fair Coordinator Fringe				
511120	Temp Wages (including overtime)	5,347.00	6,392.49	5,347.00	-
~	Temp Fringe	1,000.00		1,000.00	
Total Personnel		6,347.00	6,392.49	6,347.00	-
521010	Office/ Dept. Supplies	100.00	105.36	100.00	5.95
522180	ShoWorks Software	350.00	350.00	350.00	350.00
523010	Telephones	-	-	-	-
523050	Postage (admin only)	150.00	86.75	150.00	65.70
523090	Long Distance Charges	20.00	12.20	20.00	0.72
525360	Public Works Services (survey charges)	1,000.00	-		-
525930	AutoCAD (non-Public Works)		-	1,000.00	75.00
525710	Printing	-	30.00	-	43.25
525715	Advertising (RFP legal notice)	-	-	-	-
525715	Advertising - other	-	-	-	-
525999	Misc. Contractual 2018 Fair Board Retreat		750.00		-
527210	Building Rental (private)	1,120.00	-	1,120.00	-
528110	Liability Insurance Premiums	4,205.00	4,185.00	4,205.00	-
528210	Public Officials' Bonds	2,000.00	600.00	2,000.00	1,150.00
529110	Employee Mileage	100.00	-	100.00	-
529130	Meals	450.00	-	450.00	60.00
529140	Lodging	200.00	-	200.00	-
529210	Meetings	200.00	45.00	200.00	-
529220	Conferences	1,100.00	663.00	1,100.00	815.00
529300	Dues & Memberships (Travel Salem, OFA)	1,100.00	1,359.00	1,100.00	200.00
529650	Pre-Emp'l Investigations				
529999	MCFair.net Domain renewal 5-years				100.85
~	Total M&S	12,095.00	8,186.31	12,095.00	2,866.47
60100-60452	Administrative Charges	20,744.00	19,117.08	20,744.00	8,406.60
561100	Transfer to General Fund (for Fair Coord. wage	47,557.00	47,557.00		-
571010	Contingency				
Total Admin & Contingency		68,301.00	66,674.08	20,744.00	8,406.60
TOTAL EXPENDITURES		86,743.00	81,252.88	39,186.00	11,273.07
NET		8,468.67	14,707.08	56,025.67	36,244.17



Budget Change Request Form

	Date	Fair Year	REVENUE	EXPENSE	Description of change
1	6/19/18	2019		\$ 399.94	525925 budget increase for additional cost of second 15-passenger van. (Each are \$449.97.)
2					
3					
4					
5					
6					
7					
8					
9					
	TOTAL		\$ -	\$ 399.94	

NET CHANGE \$ (399.94)

Person Requesting: Denise Clark 6/19/19
Date

Fair Board Approval: _____
Meeting Date

Approved Changes Entered: _____

**** Budget Office Use Only**



Budget Change Request Form

	Date	Fair Year	REVENUE	EXPENSE	Description of change
1	5/2/19	2019		\$ 1,170.00	Increase Lights Sound, Stage (527310) budget from \$14,300 to \$15,170.
2					
3					
4					
5					
6					
7					
8					
9					
TOTAL			\$ -	\$ 1,170.00	
			NET CHANGE \$ (1,170.00)		

Person Requesting: Denise Clark

Fair Board Approval: _____
Meeting Date

Approved Changes Entered: _____

**** Budget Office Use Only**