



## **MARION COUNTY FAIR**

**November 7, 2018 5:30 PM**  
Commissioners' Board Room  
555 Court St NE, Salem OR

### **AGENDA**

- I. Call to Order/Introductions**
- II. Public Comments**
- III. Approval of October 3, 2018 and October 25 Meeting Summary Notes**
- IV. Financial Report**
- V. Items of Special Interest**
  - Fair Contracts Performance Reviews
  - Expired Fair Contracts
- VI. Other**
- VII. Adjourn**

**Next Meeting:** November 17, 2018 (Fair Board Retreat, Oregon Farm Bureau)

## **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

October 3, 2018 5:30 PM

#### In Attendance

**Board Members:** Joel Conder, Heidi DeCoster, Shannon Gubbels, Nathan Leao, Dylan Wells, Pam Zielinski

**Key Volunteers:** Mike Adams, Bry Taylor-Campos, Ken Outfleet

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

**Staff:** Denise Clark, Tamra Goettsch, Commissioner Sam Brentano, Board of Commissioners (BOC) Liaison

Introductions and welcome to our new Key Volunteer- Ken Outfleet; the BOC approved his appointment as a key volunteer at the September 26th BOC board session.

**Meeting Summary Notes-** Shannon made a motion to approve the September 5 Meeting Summary Notes; Heidi seconded. Motion passed.

Shannon made a motion to add a 4H Update to the agenda as it was inadvertently left off; Pam seconded. Motion passed.

#### **4H Update-** Melanie

A fall "All 4H Leaders Meeting" was held. All enrollments will be done on-line for the coming fair.

Marion County 4H would like to hold the regional 4H Dog Fair on the fairgrounds the Saturday before fair (July 6). Their desired location is the area next to Columbia Hall where the Real Heroes are located. Since we will be setting-up at that time and have all of the grounds rented, it should not be a problem. Jill asked that Melanie send her an email with the specific requirements.

#### **Financials-** Tamra

- Tamra reminded everyone that the budget document is a document in which the actuals are listed to allow money to be transferred between line items.
- The changes during the past month are reflected in yellow.
- The Carryover from Previous Fair of \$139,539 should be listed both in the adopted and also the "year to date" Carryover from Previous Fair.
- The County Contribution of \$50,000 is no longer listed on the front page Balance Sheet; it is now located under Operations Revenue and listed as "Transfer from General Fund, County Contributions," page 8.
- Jill indicated that there is still an outstanding invoice for plumbing that she is seeking.
- Tamra noted that in the past we had a state fair credit for electricity. However, now we are starting to see charges for it. The state fair figures out the electricity use via meters and a formula that calculates the cost to our fair.
- Any unspent budget items go to carryover for the next fair.

- The \$47,577 listed as “Transfer from General Fund” in Fair Administration is listed to show the previous accounting for the program coordinator staff wages. This money is now coming out of the Community Services 100 fund. This is the last year that money will be reflected on the document.
- Denise noted that the dues and memberships line item is over budget \$259 as dues have gone up for Oregon Fairs Association, Oregon Festivals & Events, and Travel Salem memberships.
- Tamra indicated that as the new budget analyst comes to the Community Services Department, she’s going to have the person look closely at the last 2-3 years on the budget document to make sure that everything is where it should be as we’ve been in transition since our last budget analyst left.
- The question was raised as to whether the Zero Waste ES grant money for Garten services has been received. Answer- we’ve requested it, it has not been received yet. (The 2018 invoice from Garten was \$17,641.56.)

Shannon made a motion to approve the Financials as presented; Heidi seconded. Motion passed.

### **Bylaws Change**

The Fair Board Bylaws changes discussed and approved in last month’s meeting were presented to the BOC at last week’s regular session, September 26. The recommended changes were approved. (The Bylaws will be posted on the county fair’s web page.)

### **Communication- Dylan**

Dylan reminded everyone to be good communicators and to provide updates on projects such as whether or not they will be attending meetings and any “between meetings” communications that occur. If receiving some information about your area of responsibility, share the information to keep everyone in the loop.

### **Big Name Entertainment Update- Joel**

- At this point in time we have only received a list for country artists for a Saturday night act.
- Tracy Byrd is no longer available.
- Eric Marcuse has indicated that it’s too early for routing information on most artists for this year.
- Joel requested that he receive five name suggestions for acts to give to Eric ASAP.
- Dylan suggested that the Programming Team put some ideas together and get a list to Joel by next Wednesday (Oct. 10.)
- Friday night is a difficult night for finding the right act to draw a crowd. It was suggested that we not put out so much money for a Friday night act. Friday is Awesome Day with a focus on kids. We’ve been bringing in rock music which is not kid oriented. We will put some energy into this at the upcoming planning retreat.
- It was suggested to have a comedy act for the evening and adding an act like a magician during the day.
- Have a “Who’s Line is It?” improv type activity.

### **Strategic Plan Items- October**

2.1.5 *Maximize use of “free media” (press releases, radio promotions, etc.) in addition to traditional print, radio, and TV ads.-* On going

3.1.1 *Select an Event Coordinator as needed.-* Not needed

5.2.1 *Schedule work session with BOC for annual report; prepare docs.-* Denise is working on it; if no dates available in December, may have to go into January.

2.2.1 *Schedule opportunities for FB members to increase public awareness through presentations, promotions at service clubs, chambers, and other public meetings.-* Jill would like a list of organizations that member’s belong to; she can put something together for presentation at the meetings. Shannon is willing to go and present to organizations.

4.6.2 *Organize and develop other new activities.*- Ongoing, will be discussing more at the retreat November 17. (Denise will send out a Perfect Potluck on-line sign-up list for bringing food.)

#### **Other-Foster Care Promotion Coupon Book- Tamra**

Tamra received a request that the fair provide free, or discounted, tickets for a coupon book that is being developed for foster families. She said that the Community Services Department annually puts resources (money) aside for providing 500 “Children of Promise” free entry tickets to the fair. These tickets go to non-profits that serve kids and family. Some recipients are from the Department of Human Services, however most of the time they go to foster families. There is an average of 5 kids in a foster care family. Tamra noted that 500 tickets do not meet the need. However, the return rate (redeeming at fair) is lower than we would hope. *(Of the 500 given in 2018, 153 were redeemed.)*

Jill cautioned that we need to consider Afton’s ticketing device tracking of any entry tickets developed for this. The return will probably be slim but it would show that we want to help. Jill would like to see a bar code on the ticket in order that it can be scanned. There will be a cost to the design and ticket printing; approximately \$75.

Scott noted that if someone gets in free to the fair, there is an average return rate of \$4.78 in revenue to the fair. This is based on a “per head count”, not on “paid gate.” (It was noted that we won’t get the \$4.78 back from foster families as they don’t have the money to buy “extras” at the fair.)

#### **Additional Thoughts:**

- Have the free entry on Sunday because kids (12 and under) are getting in free already. There are also more free activities on Sunday.
- Find a charitable sponsor for this.
- For budgeting purposes, we put the cost of an activity in the budget and then search for a sponsor. Sponsor revenue all goes into one pot; we do not target sponsor money. If a potential sponsor is found, Scott will meet with them so he can control the “deliverables.”

Heidi made a motion to donate two adult tickets for free entry to the fair on Sunday for foster families; Shannon seconded. Motion passed.

#### **Newsworthy Items:**

Tamra has put a request out for a facilitator for the upcoming retreat in November. Jill has also reached out to the Non-profit Association of Oregon for a list and the cost of their facilitators. The retreat will be held at the Salem Farm Bureau Building on November 17 at 9:00 AM.

**Meeting Adjourned:** 6:36 PM

## **Marion County Fair Board**

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

### **Special Meeting Conference Call**

Breitenbush Conference Room, 555 Court St NE, Salem OR

October 25, 2018 5:30 PM

**Members In Attendance by Conference Call:** Joel Conder, Brandi Crandall, Heidi DeCoster, Shannon Gubbels, Nathan Leao, Dylan Wells, Pam Zielinski

**Others:** Tamra Goettsch, Community Services Director; Jill Ingalls, Ingalls and Associates

Summary Notes by Denise Clark

The purpose of the conference call was to discuss having a facilitator for the upcoming Annual Fair Board Retreat November 17, 2018. The suggested facilitator is Ann Schaubert. She was referred by the Nonprofit Association of Oregon. She has a background in working with events and fairs. Board approval is needed to hire her at a cost of \$750.

The question was raised as to where the funds for the facilitator would come from. Answer- out of the Administration side of the budget. It was noted that this will reduce funds available for other items in the budget.

Tamra indicated that she did a google search on Ms. Schaubert and found out that she was previously an OSU extension leader. She is now the Executive Director and Senior Consultant for Caracolores, LLC.

It was questioned whether \$750 was an excessive amount of money for a 3-hour session. Answer- she would work with the fair board from 9:00 AM to 1:00 PM. She is giving the fair a reduced rate. (The previous facilitators were paid with dinners out, so did not cost as much.) No other facilitators sought after were available.

It was asked if the facilitator planned to do team building as was done by a facilitator in the past. Answer- no, Ms. Schaubert was told that there was a short amount of time to get through a lot of information; the goal being to be on-time, on track (not getting off on different tangents) and to get through all of the agenda. She was told that there would be a review of last year's fair followed by what needs to be done to move forward.

Ms. Schaubert will want to talk with some fair board members ahead of time to help determine the course she takes.

The retreat agenda will include:

- Making broad-based decisions for the future.
- Discussion on the 2019 budget draft.

- A brief look at the strategic plan
- Discussion on Big Name Entertainment such as changing the schedule and discussing big name acts for Friday.

Heidi made a motion to approve hiring Ms. Schauber as a facilitator for the November 17 annual retreat at a cost of \$750; Nathan seconded the motion.

**Discussion:**

The question was raised as to whether Ms. Schauber would provide a post fair write-up. Answer- no, she will just review Denise's summary notes to make sure the format matches the strategic plan for moving forward.

Motion passed.

The next board meeting will be November 7, 5:30 PM in the Commissioners' Board Room. It will be a discussion of the various fair contractors' performance reviews. Dylan reminded folks that he would not be present in the meeting as he will be out of town.

Pam indicated that the Fair Foundation received another invoice for the 2018 fair barn haul out. Jill asked Pam to send the invoice to her again with a note on it as to when it was received so that she can address it with state fair.

For the next meeting (November 7) it was suggested to have the information sent out ahead of time and to limit the items on the agenda in order to keep the meeting short.

**Meeting Adjourned: 5:48 PM**

## MARION COUNTY FAIR BOARD TREASURER'S REPORT

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Balance Sheet  
November 7, 2018

	2017	2017	2018	2018
	Adopted	YTD	Adopted	YTD
<b>Fair Ops Summary</b>				
Total Revenues	252,087.00	280,884.32	327,862.00	342,939.51
Less Total Expenditures	382,038.95	311,453.09	348,899.00	401,902.68
<b>Fair Operating Income (Loss)</b>	<b>(129,951.95)</b>	<b>(30,568.77)</b>	<b>(21,037.00)</b>	<b>(58,963.17)</b>
County Contribution	50,000.00	50,000.00		
<b>Fair Net Income (Loss)</b>	<b>(79,951.95)</b>	<b>19,431.23</b>	<b>(21,037.00)</b>	<b>(58,963.17)</b>
<b>Fair Admin Summary</b>				
Total Revenues	47,704.00	48,119.86	47,654.67	48,402.96
Less Total Expenditures	101,918.00	88,206.06	86,743.00	79,928.23
<b>Admin Operating Income (Loss)</b>	<b>(54,214.00)</b>	<b>(40,086.20)</b>	<b>(39,088.33)</b>	<b>(31,525.27)</b>
County Contribution	47,557.00	47,557.00	47,557.00	47,557.00
<b>Admin Net Income (Loss)</b>	<b>(6,657.00)</b>	<b>7,470.80</b>	<b>8,468.67</b>	<b>16,031.73</b>
<b>Fund Balance</b>				
Carryover from Previous Fair	121,283.00	112,637.15	139,539	126,736
Fair Ops Net Income (Loss)	<b>(79,951.95)</b>	19,431.23	<b>(21,037.00)</b>	<b>(58,963.17)</b>
Admin Net Income (Loss)	<b>(6,657.00)</b>	7,470.80	8,468.67	16,031.73
<b>Carryover to Next Fair</b>	<b>34,674.05</b>	<b>139,539.18</b>	<b>126,971</b>	<b>83,804</b>

## MARION COUNTY FAIR BOARD TREASURER'S REPORT

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## Fair Operations Revenue

November 7, 2018

426-4216		2017	2017	2018	2018
		Adopted	YTD	Adopted	YTD
REVENUES					
Account					
332200	State Subsidy	\$ 6,262.00	\$ 6,262.00	\$ 6,262.00	\$ 6,262.00
341530	Gate Receipts	\$ 70,000.00	\$ 76,281.76	\$ 70,000.00	\$ 55,607.32
341530	Gate Receipts (Children of Promise Grant)	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
341540	Food Booth Fees	\$ 35,000.00	\$ 42,735.06	\$ 35,000.00	\$ 31,508.14
341540	Oregon Beverage				\$ 7,246.40
341550	Commercial Space Rental	\$ 18,000.00	\$ 25,981.00	\$ 20,000.00	\$ 21,441.00
341560	Carnival Fees	\$ 17,500.00	\$ 21,532.87	\$ 17,500.00	\$ 16,332.83
341580	Camping Fees - 4-H/FFA, Vendors	\$ 7,500.00	\$ 7,769.07	\$ 7,000.00	\$ 8,718.59
341555	Sponsor Fees	\$ 52,200.00	\$ 57,774.00	\$ 76,700.00	\$ 82,265.00
341565	Stall Fees	\$ 2,900.00	\$ 2,777.00	\$ 2,700.00	\$ 2,745.00
341860	Grand Safety (Real Heroes) Fees	\$ 325.00	\$ 239.00	\$ 200.00	\$ 156.00
344999	Other Fees (fair booth county depts)	\$ 100.00	\$ 118.00	\$ 100.00	\$ -
~	<i>Subtotal</i>	\$ 212,287.00	\$ 243,969.76	\$ 237,962.00	\$ 234,782.28
344999	Other Reimbursements				\$ 163.00
373100	Open Class Premiums (\$519.00 Fair Foundation 2017)	\$ -			
373100	4H Premiums (\$6,532.00 Fair Foundation 2016)	\$ -			
373100	Herdsmanship (\$400 Fair Foundation)	\$ 400.00			
373100	Petting Zoo (\$3,000.00 Fair Foundation 2016)				
	Shavings and Haul-Out (Fair Foundation)	\$ -			
371000	Misc (permitted activities, inflatables, pony rides,)	\$ 3,000.00	\$ 2,610.80	\$ 2,500.00	\$ 2,334.45
371000	Concert Merchandise Sales	\$ 100.00	\$ 956.50	\$ 100.00	\$ 505.00
372000	Over & Short	\$ 100.00	\$ 0.50	\$ 100.00	\$ (100.00)
373100	Zero Waste/ES/Donations	\$ 20,200.00	\$ 17,046.76	\$ 20,200.00	\$ -
373100	Donations & Misc. Revenues	\$ -	\$ 300.00		\$ 110.00
371000	MCE4H - Agricultural Development	\$ 16,000.00	\$ 16,000.00	\$ 17,000.00	\$ 17,000.00
381100	Transfer From General Fund (County Contribution) includes \$18,144.78 for Asphalt			\$ 50,000.00	\$ 88,144.78
3		\$ 252,087.00	\$ 280,884.32	\$ 327,862.00	\$ 342,939.51



## MARION COUNTY FAIR BOARD TREASURER'S REPORT

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## Fair Operations Expenses

November 7, 2018

426-4216		2017	2017	2018	2018
		Adopted	YTD	Adopted	YTD
	<b>4H FFA &amp; OPEN CLASS</b>				
	<b>4H</b>				
525910	4H (ribbons, wristbands, judges, other)	8,000.00	8,000.00	8,000.00	8,000.00
525910	Premiums (Fair Board)	3,000.00	3,000.00	3,000.00	
525910	Premiums (\$6,532.00 Fair Foundation)	0.00			3,000.00
	Shavings	0.00			
	Shavings Haul-out Fee	0.00			
	Open Class Livestock (Shavings Haul-out, vet check & ribbons)	1,551.00		1,500.00	
	<b>Sub Total</b>	<b>12,551.00</b>	<b>11,000.00</b>	<b>12,500.00</b>	<b>11,000.00</b>
	<b>FFA</b>				
525915	FFA (supplies, ribbons, judges, contest, other)	2,250.00	2,205.00	2,200.00	2,131.51
525915	Premiums	3,900.00	3,970.80	4,000.00	3,990.00
	<b>Subtotal</b>	<b>6,150.00</b>	<b>6,175.80</b>	<b>6,200.00</b>	<b>6,121.51</b>
	<b>Open Class</b>				
525920	Open Class (misc.)	350.00	84.20	350.00	136.85
525920	Open Class premiums (\$457 Fair Foundation)	550.00		550.00	
525920	Open Class premiums (Ingalls Reimb)				668.80
525920	Ribbons & Trophy Engraving	1,000.00	395.44	1,000.00	102.25
	<b>Sub Total</b>	<b>1,900.00</b>	<b>479.64</b>	<b>1,900.00</b>	<b>907.90</b>
	<b>EVENT/MARKETING COORDINATOR</b>				
525110	Fair Event Coordination (Ingalls)	30,000.00	30,000.00	35,000.00	35,000.00
525930	Event reimbursable expenses requiring Fair Board approval	0.00			1,278.72
525715	Marketing Campaign Coordination (Ingalls)	8,000.00	7,999.95	8,000.00	7,999.95
525715	Sponsor Fees (commission)	14,000.00	15,206.68	21,500.00	21,761.45
	<b>Sub Total</b>	<b>52,000.00</b>	<b>53,206.63</b>	<b>64,500.00</b>	<b>66,040.12</b>
	<b>GROUND &amp; UTILITIES</b>				
527310	Tents & Lights - Decorator	10,000.00	9,252.50	10,000.00	9,417.50
527310	Lights, Sound & Stage	14,282.00	14,282.00	14,282.00	14,290.00
527310	Stage Fencing	400.00	320.00	400.00	
527231	<b>Fairgrounds Rental in TRADE</b>				
	Electric Signs	750.00	750.00	750.00	
	Map	1,500.00		1,500.00	
527231	Asphalt Paving Cost				78,144.78
527231	Plans & Specs				
527231	MCSO Crew				
527310	Golf Cart Rentals/RTV	2,000.00		975.00	913.40
527310	Wheel Chair Rental	200.00		0.00	
527310	Sanitation (handwashing supplies)	0.00		100.00	
527310	Portable Toilets and Sanitation Supplies	3,000.00	2,982.00	3,000.00	2,608.00
527310	Zero Waste (includes Garten Svcs)	20,200.00	17,046.76	20,200.00	17,641.56
527310	Zero Waste (Supplies, Bleach, Gloves, Etc.)	0.00		0.00	
527230	Electrical Charges - Usage - State Fair	2,500.00		2,500.00	2,265.11
527230	Electrical Charges - Set-up	6,500.00	5,836.00	6,500.00	5,836.00
527230	Plumbing	2,231.78	2,231.78	2,232.00	1,674.67
527230	Other (Grange rental, and info booth repair)	150.00	145.00	150.00	180.00
527230	Damage to Fairgrounds (Garten Truck)				

# MARION COUNTY FAIR BOARD TREASURER'S REPORT

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## Fair Operations Expenses

November 7, 2018

426-4216		2017	2017	2018	2018
		Adopted	YTD	Adopted	YTD
527230	Parking Attendants	2,000.00	2,000.00	2,200.00	2,200.00
525945	Civic/School Organizations				
525945	Grounds Setup / Cleanup	5,000.00	4,909.43	5,000.00	4,999.96
525350	Janitorial Services	5,300.00	5,535.00	5,535.00	5,535.00
	<b>Subtotal</b>	<b>76,013.78</b>	<b>65,290.47</b>	<b>75,324.00</b>	<b>145,705.98</b>
	<b>SAFETY, SECURITY &amp; TICKETING</b>				
525225	Ambulance/EMT Services (will be \$4,400.00 in 2017)	0.00		0.00	
525158	Armored Car Services	250.00	55.16	250.00	
525555	Security Services	17,181.00	16,876.75	19,000.00	10,461.66
525999	Gate Ticket Taking/Sales				7,215.35
525999	Electronic Gate Ticketing Wi Fi				
525155	Credit Card Fees	500.00	544.36	600.00	566.82
527230	Security Fencing Rental	1,200.00	1,200.00	1,200.00	1,170.00
525999	Afton's Service Fees	12,775.00			
	<b>Sub Total</b>	<b>31,906.00</b>	<b>18,676.27</b>	<b>21,050.00</b>	<b>19,413.83</b>
525710	<b>PRINTING</b>				
	Veteran's Event	100.00		100.00	
	Spanish Translation, Design, & Printing	500.00		500.00	160.00
	Badges/Lanyards/Wristbands	0.00			
	<b>Sub Total</b>	<b>600.00</b>	<b>0.00</b>	<b>600.00</b>	<b>160.00</b>
525715	<b>PROMOTIONS &amp; ADVERTISING</b>	32,136.00		35,000.00	375.00
	Marketing (Social media, logo design)		3,500.00		1,250.00
	Prg Design & Printing and promotion	750.00	1,184.50		3,420.68
	Veterans Event				
	Boomer and Senior News		1,535.00		1,586.00
	Video Shoot		325.00		500.00
	Newspaper Advertising		10,607.18		5,100.00
	Yard/Field signs		75.00		573.00
	Flyers, Maps & schedule		554.36		378.40
	Television				5,066.60
	Radio Advertising		7,375.00		10,298.04
	Photography				
	Fairgrounds Signs/Banners		560.00		
	Misc. Advertising (Liberty St Banner)	364.00	544.00		407.50
	Ag Fest booth		420.00		
	Website Development and Maintenance	5,000.00	4,680.00		672.87
	Comcast Spotlight		5,068.81		
	<b>Sub Total</b>	<b>38,250.00</b>	<b>36,428.85</b>	<b>35,000.00</b>	<b>29,628.09</b>
	<b>PROGRAMMING</b>				
525925	<b>Local Entertainment</b>	5,500.00		5,500.00	
	Green River Band				800.00
	Jacob Westfall				1,200.00
	KOZ				300.00
	Next of Kin				500.00
	Pages of Age				200.00
	Tony Lundervold				500.00
	Gabe Cox Band				600.00
	Why Joe-y				100.00
	Jess Carter Band				600.00
	Terri McConnachie				1,200.00
	Showdown		1,500.00		



## MARION COUNTY FAIR BOARD TREASURER'S REPORT

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## Fair Operations Expenses

November 7, 2018

426-4216		2017	2017	2018	2018
		Adopted	YTD	Adopted	YTD
	Tracy Reynolds		450.00		
	Melissa Mikelson		650.00		
	Code Red		550.00		
	TLS Journey		750.00		
	Never2Late		800.00		
	Olivia Harms		500.00		
	Superheroes and Star Wars Characters	500.00		500.00	
	Michael Husser (AH Factor)				
	<b>Sub Total</b>	<b>6,000.00</b>	<b>5,200.00</b>	<b>6,000.00</b>	<b>6,000.00</b>
525925	<b>Big Name Entertainment</b>	493.00			
	Band Fees (Night Ranger, Diamond Rio)	55,000.00	55,000.00	60,000.00	60,000.00
	Morgan Alexander	0.00			
	Advertising/ Marketing				
	Booking Fee (Eric M.)	5,550.00	5,500.00	6,000.00	6,000.00
	Catering (Band & Staff)	1,596.45	1,596.45	1,250.00	957.81
	Catering (VIP & Operations)				
	General Production (backline)	1,500.00	1,500.00	1,500.00	1,660.00
	General Production (stagehands)	800.00	800.00	500.00	742.00
	Security (ticket takers, ushers)				
	Lodging	1,558.28	1,558.28	1,875.00	
	Transportation - Shuttle (county pool vehicle)	730.51	730.51	150.00	452.40
	Main Stage	1,175.00	1,175.00	1,200.00	
	<b>Sub Total</b>	<b>68,403.24</b>	<b>67,860.24</b>	<b>72,475.00</b>	<b>69,812.21</b>
				715.04	
525930	<b>Events &amp; Activities</b>				
	Brad's World Reptiles	0.00			
	Barn Yard Adventure	4,400.00	4,400.00	4,400.00	4,377.06
	Farm Yard Fun				
	Permitted activities contingency				
	Petting Zoo	3,050.00	3,000.00	3,000.00	3,000.00
	Rodeo (including dirt)	20,000.00	20,000.00	20,000.00	20,000.00
	Car Show			500.00	
	Car Show Shirts (if sponsored only)			600.00	
	The "Woods"			500.00	226.00
	Disney Characters/Dragon Theater (Family Day)			1,500.00	1,500.00
	Herdsmanship (Fair Foundation)	400.00	0.00		
	Real Heroes	0.00	1,000.00	1,000.00	1,000.02
	Grill-Off BBQ	842.93	842.93	750.00	481.25
	Volunteer Shirts	398.00	398.00	1,050.00	811.50
	Fair Board Shirts				
	FFA and 4H Youth Shirts	2,474.00	2,699.00	2,699.00	2,622.99
	Volunteer Appreciation Event	300.00	259.30	400.00	471.75
	Volunteer Hospitality Room	0.00	0.00	150.00	356.69
	Bingo & Senior activities	0.00			
	Veteran's Uniforms Display (Dry Cleaning)	125.00	100.00	100.00	
	STEAM	6,500.00	6,760.96	6,760.96	4,590.78
	Miscellaneous (umbrellas, panchos, necklaces)				
	Coloring Contest	0.00			
	Pig Races Tractor Pedal Pull	6,500.00	6,500.00	6,500.00	6,500.00
525940	<b>Talent Show</b>				
	Prize money (Teen Idol)	275.00	275.00	275.00	275.00

# MARION COUNTY FAIR BOARD TREASURER'S REPORT

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## Fair Operations Expenses

November 7, 2018

426-4216		2017	2017	2018	2018
		Adopted	YTD	Adopted	YTD
	Talent Show	1,000.00	900.00	900.00	900.00
	<b>Sub Total</b>	<b>46,264.93</b>	<b>47,135.19</b>	<b>51,800.00</b>	<b>47,113.04</b>
571010	Contingency	2,000.00		1,550.00	
	Contingency - (2018 moved \$40k to Asphalt: grounds/utilities)	40,000.00		0.00	
	<b>Sub Total</b>	<b>42,000.00</b>	<b>0.00</b>	<b>1,550.00</b>	<b>0.00</b>
	<b>NEW TOTAL</b>	<b>382,038.95</b>	<b>311,453.09</b>	<b>348,899.00</b>	<b>401,902.68</b>

**MARION COUNTY FAIR BOARD TREASURER'S REPORT**  
**Fair Administration**  
**November 7, 2018**

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426-4217		2017	2017	2018	2018
Account		Adopted	YTD	ADOPTED	YTD
<b>REVENUES</b>					
332200	State Subsidy	47,404.00	47,404.67	46,904.67	46,904.67
381100	Transfer from General Fund	47,557.00	47,557.00	47,557.00	47,557.00
392000	Net Working Capital				
361000	Investment Earnings - INTEREST	300.00	715.19	750.00	1,498.29
371000	Misc. Revenue (Bond Refund)				
<b>TOTAL REVENUES</b>		<b>95,261.00</b>	<b>95,676.86</b>	<b>95,211.67</b>	<b>95,959.96</b>
<b>EXPENDITURES</b>					
511110	Fair Coordinator Wages (including overtime)	35,748.00	31,801.45		
512010-610	Fair Coordinator Fringe	21,087.00	20,692.58		
511120	Temp Wages (including overtime)	5,347.00	2,587.11	5,347.00	5,067.84
~	Temp Fringe	853.00	209.11	1,000.00	
<b>Total Personnel</b>		<b>63,035.00</b>	<b>55,290.25</b>	<b>6,347.00</b>	<b>5,067.84</b>
521010	Office/ Dept. Supplies	100.00	46.58	100.00	105.36
522180	ShoWorks Software	1,745.00	400.00	350.00	350.00
523010	Telephones	100.00		-	-
523050	Postage (admin only)	100.00	104.45	150.00	86.75
523090	Long Distance Charges		10.84	20.00	12.20
525360	Public Works Services (survey charges)	1,289.00		1,000.00	-
525930	AutoCAD (non-public works)				-
525710	Printing	100.00		-	30.00
525715	Advertising (RFP legal notice)	1,300.00		-	-
525715	Advertising - other			-	-
525999	Misc. Contractual 2018 Fair Board Retreat				750.00
527210	Building Rental (private)	1,120.00	1,112.40	1,120.00	-
528110	Liability Insurance Premiums	5,700.00	4,022.00	4,205.00	4,185.00
528210	Public Officials' Bonds	1,290.00	1,850.00	2,000.00	600.00
529110	Employee Mileage	110.00	30.50	100.00	-
529130	Meals	470.00	428.00	450.00	-
52914	Lodging		200.00	200.00	-
529210	Meetings	100.00	200.00	200.00	45.00
529220	Conferences	1,245.00	1,043.00	1,100.00	663.00
529300	Dues & Memberships (Travel Salem, OFA)	800.00	1,095.00	1,100.00	1,359.00
529650	Pre-Emp'l Investigations				
529999	MCFair.net Domain renewal 5-years				
<b>Total M&amp;S</b>		<b>15,569.00</b>	<b>10,542.77</b>	<b>12,095.00</b>	<b>8,186.31</b>
60100-60452	Administrative Charges	23,314.00	22,373.04	20,744.00	19,117.08
561100	Transfer to General Fund (for Fair Coord. wages)			47,557.00	47,557.00
571010	Contingency				
<b>Total Admin &amp; Contingency</b>		<b>23,314.00</b>	<b>22,373.04</b>	<b>68,301.00</b>	<b>66,674.08</b>
<b>TOTAL EXPENDITURES</b>		<b>101,918.00</b>	<b>88,206.06</b>	<b>86,743.00</b>	<b>79,928.23</b>
<b>NET</b>		<b>(6,657.00)</b>	<b>7,470.80</b>	<b>8,468.67</b>	<b>16,031.73</b>

## MC Fair Contracts 2018

Vendor Name	Effective Date	Expiration Date	Budget Amount	Contract Amount	Contract Title	TypeName	Contract Number
Afton Tickets	6/1/2018	10/31/2022	\$ 93,750.00	\$ 93,750.00	Fair - Electronic Ticketing Services 2018-2022	Contract for Svcs	CS-2099-18
Capital District FFA	7/1/2016	12/31/2020	\$ 31,200.00	\$ 31,200.00	Fair - FFA Agreement 2016-2020	Contract for Svcs Amendr	CS-49-16
EC Touring, Inc	7/14/2018	7/14/2018	\$ 45,000.00	\$ 45,000.00	Fair - Big Name Entertainment: Easton Corbin	Contract for Svcs	CS-2027-18
Funtastic Shows, Inc	4/28/2017	10/31/2019	\$ 12,144.00	\$ -	Fair - Carnival Services 2017-2019	Contract for Svcs	CS-1408-17
Garten Services Inc.	6/15/2018	12/31/2019	\$ 40,090.63	\$ 40,090.63	Fair - Reduced Waste Services 2018-2019	Contract for Svcs	CS-1997-18
GoDaddy	5/25/2018	5/24/2019	\$ -	\$ -	Domain Name: mcfair.net (5-year)	Purchase Order	IT-2548-18
Ingalls and Associates Inc	11/1/2017	9/30/2022	\$727,635.00	\$727,635.00	Fair - Event Coordination Services	Contract for Svcs	CS-1833-17
Ingalls and Associates Inc	11/10/2017	9/30/2022	\$353,397.00	\$353,397.00	Fair - Sponsorship and Marketing Campaigns	Contract for Svcs	CS-1834-17
Joni Brewer	7/11/2018	7/15/2018	\$ -	\$ -	Fair - Llama Club 2018	MOU	CS-2032-18
MC Fair Board	10/4/2017	10/4/2022	\$ -	\$ -	Fair - Fair Management Agreement w/ MC	MOU	CS-1808-17
MC Junior Livestock Auction	7/11/2018	7/15/2018	\$ -	\$ -	Fair - Jr. Livestock Auction 2018	MOU	CS-2031-18
Mini Herefords Association	7/11/2018	7/15/2018	\$ -	\$ -	Fair - Mini Herefords 2018	MOU	CS-2033-18
Oregon State Fair Council	6/21/2018	7/30/2021	\$ -	\$120,000.00	Fair - Fairgrounds Facility Rental/Trade Agreement	IGA	CS-2198-18
Oregon State Grange	6/11/2018	7/16/2018	\$ 180.00	\$ -	Fair - Grange Rental 2018	Facility Rental Agr	CS-2049-18
Oregon State University	4/1/2015	12/31/2020	\$ 66,000.00	\$ 66,000.00	Fair - 4-H 2015-2020	IGA	CS-1481-17
Romeo Entertainment Group, Inc.	11/30/2016	12/31/2021	\$ 35,000.00	\$ 35,000.00	Fair - Booking Agent	Contract for Svcs	CS-309-16
TCB Security Services, Inc.	6/29/2018	9/30/2022	\$ 63,636.00	\$ 63,636.00	Fair - Security 2018-22	Contract for Svcs	CS-2169-18
TCB Security Services, Inc.	6/29/2018	12/28/2018	\$ 50,000.00	\$ 50,000.00	Fair - Ticket Sellers & Ticket Taking Personnel 2018	Contract for Svcs	CS-2176-18
Wild West Events, Inc.	5/1/2018	9/29/2020	\$ 60,000.00	\$ 60,000.00	Fair - Turn Key Rodeo 2018-2020	Contract for Svcs	CS-1859-17
Willamette Pygmy Goat Club	7/11/2018	7/15/2018	\$ -	\$ -	Fair - Pygmy Goats 2018	MOU	CS-2034-18