



## MARION COUNTY FAIR

June 5, 2019 5:30 PM

Commissioners' Board Room  
555 Court St NE, Salem OR

### AGENDA

**I. Call to Order/Introductions**

**II. Public Comments**

**III. Approval of May 1, 2019 Meeting Summary Notes**

**IV. 4H/FFA Reports**

**V. Financial Report**

**VI. Items of Special Interest**

- Approval of Budget Change Request Forms- Z-tapes form; web domain renewal; Open Class Expense Increase
- Food Vendors Compostable Requirements Committee Meeting Update- *Denise*

**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.)	EC, Staff
3.1.2	Confirm garbage and clean-up is handled by an organization; coordinate any 4H/FFA specifics with them	EC, 4H/FFA Staff
3.2.14	Submit Fire Permit Application for Special Event/Trade Show to the Salem Fire Dept.	EC
3.2.15	Submit Tent or Canopy Permit Application to Salem's Building and Safety Division/Permit Application Center.	EC
3.1.5	Food Vendors- % sales tracking (daily z-tape pickup)	Treasurer
3.3.1	Maintain two information booth notebooks	FB Member, Staff
3.3.2	Improve "signage" throughout fairgrounds- directing people to commercial exhibits, posting prices at ticket booths, etc.	EC
3.3.3	Increase communication around gates, parking, camping, and tickets	FB

**VIII. Other-**

- Ingalls' Reports
- Newsworthy Items

**IX. Adjourn**

**Next Meeting:** June 26, 2019 Fair Emergency Plan

**Fair Board Meeting Attendance 2019**

				Mar 6								
Member	10-Jan	6-Feb	6-Mar	phone	3-Apr	1-May	5-Jun	19-Jun	3-Jul	# Attended	%	By Phone
Adams, Mike	x		x		x	x						
Conder, Joel	x	x	x		x	x						
Crandall, Brandi	x			x	x	x						
DeCoster, Heidi		x		x	x	x						
Gubbels, Shannon	x			x	x	x						
Outfleet, Ken	x	x		x	x							
Zielinski, Pam	x	x	x		x	x						
Key Volunteers												
Goulter-Allen, Amy	x		x		x	x						
Schlagg, Camber						x						
Taylor-Campos, Bry												
Fair Ambassador												
Beem, David												

## 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

May 1, 2019 5:30 PM

#### In Attendance

**Board Members Present:** Mike Adams, Joel Conder, Brandi Crandall, Heidi DeCoster, Shannon Gubbels, Pam Zielinski

**Key volunteers:** Amy Goulter Allen

**Guests:** Camber Schlag, Citizen; Jill & Scott Ingalls, Ingalls & Associates

**Staff:** Denise Clark, Tamra Goettsch, Melinda Hautala, Fair Volunteer Coordinator; Commissioner Colm Willis, BOC Liaison.

#### I. **Call To Order/Introductions**

#### II. **No Public Comments-** None

III. **Approval of April 3, 2019 Meeting Summary Notes-** Shannon made a motion to approve the meeting summary notes; Heidi seconded. Motion passed.

#### IV. **4H/FFA Reports**

4H- Melanie is currently at fair "weigh-in" so is not available.

FFA Report- Amy

One of her students participated in the Swine & Wine event this year representing FFA. The Career Development Day at OSU is coming up. Approximately 300 FFA students, representing 20 chapters, were at the capitol yesterday promoting awareness of an upcoming bill which helps to fund agriculture programs in schools.

#### V. **Financial Report-** Tamra

The front page of the budget document is a summary page of all the subsequent pages rolled-up. The yellow highlighted items are the changes since last month. Changes include:

- Ambulance EMT Services (Faulk) has been sponsored for \$4200.
- The Chamber Greeters' breakfast catering will be done by Sassy Onion for \$500. It will be sponsored by Duncan Construction.
- In Administration there are additional interest charges and small expenditures.

Brandi made a motion to approve the Treasurers' Report as presented; Shannon seconded. Motion passed.

A Budget Change Request Form was submitted for an increase of \$174 in the cost of the fair's liability insurance for the 2019 fair; it will be taken out of contingency. Pam made a motion to adjust the budget accordingly; Shannon seconded. Motion passed.

## **VI. Items of Special Interest**

### **Key Volunteer Interview, Camber Schlag**

Camber has recently relocated from Polk County to Marion County. She and her daughters have volunteered at the fair for the past three years. She wants to continue volunteering with her 13 year old daughter (Payton). Camber works for Marion County as the Contracts and Procurement Manager. (Payton was last year's Youth Volunteer of the Year winner.) They have volunteered working in the information booth and the annual BBQ check-in. They are willing to help with public competitions. Skills Camber has to bring to the table are she is very organized, friendly, outgoing, creative, and good at customer service.

Pam made a motion to recommend to the Board of Commissioners (BOC) that Camber become a Fair Board Key Volunteer; Shannon seconded. Motion passed.

### **Fair Volunteer Coordination- Melinda Hautala**

Melinda is from Lexington Kentucky and has been with the county since November. She distributed a fair volunteers request form for members to complete for indicating their volunteer needs. Jill and Heidi have been working on getting volunteer job descriptions updated. Melinda is willing to meet with members to help identify their needs.

### **Swine and Wine Update**

Attendees at this year's Swine and Wine event were Pam, Shannon, Joel, Tamra, and Commissioner Willis. Joel said he doesn't have the financials yet, but feels that it was the best event so far.

### **Carnival Contract- Tamra**

Funtastic has asked to increase the cost of pre-sale bracelets by two dollars. The prices are set per the contract; this is the last year of their contract. She negotiated with them, and they have agreed, to keep the prices as they are. Krista will start writing the new Request for Proposals (RFP) soon. The security contract has an escalation clause; perhaps the same could be done with the carnival contract. Jill said that she is in contact with other carnival providers. Joel noted that our fair dates are challenging as far as other competing events. The state fair is willing to help us find another vendor. Jill noted that we will be holding the carnival more accountable this year. Joel requested that carnival accountability be added to the July fair board meeting that is held right before fair.

### **Garten & Zero Waste- Denise**

Garten is ready to discuss the food vendor requirements for use of compostable products at our fair. An informal committee will be meeting with Garten personnel to determine what is feasible for our vendors.

- Our fair is no longer close to achieving zero waste at the fair.
- Mike says he is a student of the various compostable/recyclable products a food vendor can use.
- There are different requirements at the various fairs/events.
- Products can still be burned at the Brooks burn facility.

Tamra asked that the committee consider whether the fair board still wants to use Garten to sort the trash. Could the service be provided by someone else? Brandi asked if we would need to hire another janitorial service to do it. The question was raised that if we no longer work toward zero waste, will the fair still be able to receive the grant? It was noted that we won't be zero waste, but we can become greener.

Denise will set up the meeting with Garten and will provide an update at next month's meeting.

#### **Fair Entry Gate Update- Jill**

To change the entry gate to the green gate, there are logistics such as parking and camping use of the Oak Grove area. The decision to move gates will be postponed for a year; for 2019 will still have the entrance at the red gate. To fill extra big space at the entrance (fire lane), Jill is having conversations about tiny house displays or having a giant bill board (photo) on wheels. They are working on fill ideas.

Shannon would like to see improvements at the blue gate.

- Cleaning up the open class beef ring.
- Fessler Nursery could put up some flower displays.
- Perhaps set up a picnic area since there is no eating in the barns.
- At AgFest there were complaints about broken glass over by the greenhouses; will talk to state fair about the mess.

#### **Intercept Survey**

- Need to phrase the questions so that Ingalls' can determine the "intent" of the survey.
- Would be a paper document.
- It would be conducted by Ingalls' folks and done as people leave the fair.
- The information gained from the survey would benefit both the fair and Ingalls & Associates, determining how their marketing is working.

The Silverton banners have been picked up, Jill will get them updated, Shannon is willing to deliver them to the City of Silverton a week ahead of our hanging date, July 8.

Amy talked to the Brian Flannery Band regarding playing at our fair and gave the information to Joel. (Brandi didn't hear back from the band she approached.)

#### **VII. May Strategic Plan Items:**

*2.1.6 Interface with other state fairgrounds' events occurring at the same time as county fair.* State fair is getting busier; Jill cannot have the pipe and drape in there until the Monday before fair.

*2.2.2 Increase public participation in Public Competitions events.* In process; the handbook is on-line now. (A copy of the handbook was handed out to all members.) Post cards will be sent out soon.

*3.2.7 Identify the type of tickets for free entry in Afton's device- Public Competitions, Participant, FV, CV, etc.* Jill and Denise have been working on it and have made some changes.

3.2.8 *Further develop state fair/MC fair cooperation- more effective layout; communication of needs; fencing; better signage.* On-going; Jill is currently working with state fair.

3.2.10 *Develop Grange log cabin Agreement-* Done

3.3.4. *Increase clarity of process with security personnel- who does what; information (print, signs, etc.)-* Jill works with them; it is on-going communication.

3.3.6 *Provide event listing information for program publication to Event Coordinator-* Jill is looking for everyone to submit their scheduling needs. This doesn't get published until July but schedules go on the website and Facebook before then. Amy will check with Melanie regarding the information she submits on their behalf; it should be the same as in the past. The demonstration schedules will only be printed at fair time.

4.3.1 *Create detailed work orders.* Denise handed out a new format to be utilized along with an instruction sheet. Tamra suggested it be posted on the fair's website. Shannon asked that the document be sent out electronically to everyone. The question was raised as to whether we will have enough tables this year. Jill responded that we may need to rent more.

4.3.2 *Hold meeting with State Fair to address logistics, parking, work orders, barns and other issues. Negotiate horse stadium arena grooming.* Denise asked if we need to keep "negotiate the horse arena grooming." Answer- yes, Melanie and Jill work with state fair on that. It was suggested to change the wording, so that it's not "set a meeting" instead it's "on- going communication." Shannon and Melanie will meet to identify the grounds needs for working in the new areas. More seating is needed for the market auction; with last year's changes, there wasn't enough seating. Shannon will be going to the next market auction meeting to see what their needs are.

4.3.3 *Discuss any needed changes for 4H/FFA.* On-going

4.7.2 *Coordinate Veterans' Uniform display.* Jill is "on it."

#### VIII. **Other:**

Ingalls' Reports- Jill

Jill alerted the board of other competitive events happening around the area the same time as our fair. She distributed a document that lists these and possible suggestions for addressing it. She suggests to be competitive, we incorporate some new entry discount options.

Some of the things Ingalls and Associates is doing is working with Press Play Salem (a magazine focusing on arts and entertainment in the Salem area); focusing on the Woods; Mom's Magazine suggesting a date night at the fair; and boosting family day.

Discussion was held on having a 4-day pass option for fair goers and for 4H families that missed the deadline for purchasing through 4H. Have pre-sale tickets of a season pass and a discounted adult ticket. They could be purchased on-line or at the fair office, pre-fair. Can also shorten the time they are available.

Brandi made a motion to implement a pre-sale \$25 season pass (4 day entry) for adults and also a pre-sale general adult ticket for \$6. The season pass will be available during fair for \$30. Pre-sales will end July 8. Shannon seconded the motion. Motion passed.

Tamra and Jill agree that there needs to be more discussion with community leaders as to competing events on the calendars.

It was suggested that if we get bigger acts we will compete better with the other events.

**Other:**

Mike Adams was on television this morning. He said that Jo V. (On the Go with Joe) from channel 12 is willing to come to our fair, as is Wesleigh Ogle from Channel 2. Mike has a relationship with these folks.

Tamra noted that the Big Name Entertainment contracts are signed and being delivered back.

Joel said that he would be unable to attend the June fair board meeting and that Shannon (Vice Chair) would be conducting it.

It was asked that the Fair Emergency Plan meeting be set for June 26.

Tamra noted that Public Works is willing to help with the engineering of shade cloth structures for the fair. The cloth will cost \$2,000, there will be additional engineering costs. Folks prefer it to be black in color. It will be placed in front of the main stage. (Tents are reserved for the company picnics which will be held behind the floral building.)

**Meeting adjourned:** 7:25 PM.

## MARION COUNTY FAIR BOARD TREASURER'S REPORT

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## Balance Sheet

June 5, 2019

	2018	2018	2019	2019
	Adopted	YTD	Adopted	YTD
<b>Fair Ops Summary</b>				
Total Revenues	252,087.00	280,884.32	327,862.00	118,799.00
Less Total Expenditures	382,038.95	311,453.09	408,565.00	38,569.59
<b>Fair Operating Income (Loss)</b>	<b>(129,951.95)</b>	<b>(30,568.77)</b>	<b>(80,703.00)</b>	<b>80,229.41</b>
County Contribution				
<b>Fair Net Income (Loss)</b>	<b>(129,951.95)</b>	<b>(30,568.77)</b>	<b>(80,703.00)</b>	<b>80,229.41</b>
<b>Fair Admin Summary</b>				
Total Revenues	47,704.00	48,119.86	47,654.67	47,345.32
Less Total Expenditures	101,918.00	88,206.06	39,186.00	10,697.22
<b>Admin Operating Income (Loss)</b>	<b>(54,214.00)</b>	<b>(40,086.20)</b>	8,468.67	36,648.10
County Contribution	47,557.00	47,557.00	47,557.00	0.00
<b>Admin Net Income (Loss)</b>	<b>(6,657.00)</b>	<b>7,470.80</b>	<b>56,025.67</b>	<b>36,648.10</b>
<b>Fund Balance</b>				
Carryover from Previous Fair	121,378	(15,466)	139,634	114,722
Fair Ops Net Income (Loss)	(129,951.95)	(30,568.77)	(80,703.00)	80,229.41
Admin Net Income (Loss)	(6,657.00)	7,470.80	56,025.67	36,648.10
<b>Carryover to Next Fair</b>	<b>(15,231)</b>	<b>(38,564)</b>	<b>114,957</b>	<b>231,599</b>



## MARION COUNTY FAIR BOARD TREASURER'S REPORT

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## Fair Operations Revenue

June 5, 2019

426-4216		2018	2018	2019	2019
<b>REVENUES</b>		<b>Adopted</b>	<b>YTD</b>	<b>Adopted Budget</b>	<b>YTD</b>
<b>Account</b>					
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	\$ 800.00
341540	Oregon Beverage		\$ 7,246.40		\$ -
341550	Commercial Space Rental	\$ 20,000.00	\$ 21,441.00	\$ 20,000.00	\$ 5,128.00
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	\$ 36,350.00
341565	Stall Fees	\$ 2,700.00	\$ 2,745.00	\$ 2,700.00	\$ -
341860	Grand Safety (Real Heroes) Fees	\$ 200.00	\$ 156.00	\$ 200.00	\$ 130.00
344999	Other Fees (fair booth county depts)	\$ 100.00	\$ 163.00	\$ 100.00	\$ -
~	<b>Subtotal</b>	\$ 237,962.00	\$ 234,945.28	\$ 237,962.00	\$ 48,670.00
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) includes \$18,144.78 for Asphalt	\$ 50,000.00	\$ 88,144.78	\$ 50,000.00	\$ 70,000.00
<b>3</b>		\$ 327,862.00	\$ 360,581.07	\$ 327,862.00	\$ 118,799.00



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**MARION COUNTY FAIR BOARD TREASURER'S REPORT**  
**Fair Operations Expenses**  
**June 5, 2019**

426-4216		2018	2018	2019	2019
		Adopted	YTD	Adopted Budget	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	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	
	<b>Sub Total</b>	<b>12,500.00</b>	<b>11,000.00</b>	<b>12,500.00</b>	<b>0.00</b>
	<b>FFA</b>				
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
	<b>Subtotal</b>	<b>6,200.00</b>	<b>6,121.51</b>	<b>6,200.00</b>	<b>0.00</b>
	<b>Open Class</b>				
525920	Open Class (misc.)	350.00	136.85	200.00	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	0.00
	<b>Sub Total</b>	<b>1,900.00</b>	<b>907.90</b>	<b>1,150.00</b>	<b>109.41</b>
	<b>EVENT/MARKETING COORDINATOR</b>				
525110	Fair Event Coordination (Ingalls)	35,000.00	35,000.00	35,000.00	25,000.00
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	5,714.25
525715	Sponsor Fees (commission)	21,500.00	21,761.45	22,500.00	2,200.00
	<b>Sub Total</b>	<b>64,500.00</b>	<b>66,040.12</b>	<b>65,500.00</b>	<b>32,914.25</b>
	<b>GROUND &amp; UTILITIES</b>				
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	
527231	<b>Fairgrounds Rental in TRADE</b>				
	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	0.00
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	3,571.40
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	
	<b>Subtotal</b>	<b>75,324.00</b>	<b>145,705.98</b>	<b>131,005.00</b>	<b>3,571.40</b>



**MARION COUNTY FAIR BOARD TREASURER'S REPORT**  
**Fair Operations Expenses**  
**June 5, 2019**

426-4216		2018	2018	2019	2019
		Adopted	YTD	Adopted Budget	YTD
	<b>SAFETY, SECURITY &amp; TICKETING</b>				
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				
	<b>Sub Total</b>	<b>21,050.00</b>	<b>19,413.83</b>	<b>21,450.00</b>	<b>0.00</b>
525710	<b>PRINTING</b>				
	Veteran's Event	100.00		100.00	
	Spanish Translation, Design, & Printing	500.00	160.00	200.00	0.00
	Badges/Lanyards/Wristbands				
	<b>Sub Total</b>	<b>600.00</b>	<b>160.00</b>	<b>300.00</b>	<b>0.00</b>
525715	<b>PROMOTIONS &amp; ADVERTISING</b>	35,000.00		30,000.00	
	Marketing (Social media, logo design)		3,420.68		250.00
	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
	Comcast Spotlight				
	<b>Sub Total</b>	<b>35,000.00</b>	<b>29,628.09</b>	<b>30,000.00</b>	<b>1,260.23</b>
	<b>PROGRAMMING</b>				
525925	<b>Local Entertainment</b>	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
	Showdown				
	Tracy Reynolds				
	Melissa Mikelson				
	Code Red				
	TLS Journey				
	Never2Late				
	Olivia Harms				
	Superheroes and Star Wars Characters	500.00		0.00	



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**MARION COUNTY FAIR BOARD TREASURER'S REPORT**  
**Fair Operations Expenses**  
**June 5, 2019**

426-4216		2018	2018	2019	2019
		Adopted	YTD	Adopted Budget	YTD
	Michael Husser (AH Factor)				
	<b>Sub Total</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>0.00</b>
525925	<b>Big Name Entertainment</b>				
	Band Fees (Night Ranger, Diamond Rio)	60,000.00	60,000.00	50,000.00	0.00
	Morgan Alexander				0.00
	Advertising/ Marketing				0.00
	Booking Fee (Eric M.)	6,000.00	6,000.00	6,000.00	0.00
	Catering (Band & Staff)	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
	General Production (stagehands)	500.00	742.00	750.00	0.00
	Security (ticket takers, ushers)				0.00
	Lodging	1,875.00		1,500.00	0.00
	Transportation - Shuttle (county pool vehicle)	150.00	452.40	500.00	0.00
	Main Stage	1,200.00		1,200.00	
	<b>Sub Total</b>	<b>72,475.00</b>	<b>69,812.21</b>	<b>62,650.00</b>	<b>0.00</b>
		715.04		0.00	
525930	<b>Events &amp; Activities</b>				
	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	500.00	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	714.30
	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
525940	<b>Talent Show</b>				
	Prize money (Teen Idol)	275.00	275.00	275.00	0.00
	Talent Show Coordination	900.00	900.00	1,000.00	0.00
	<b>Sub Total</b>	<b>51,800.00</b>	<b>47,113.04</b>	<b>47,510.00</b>	<b>714.30</b>
571010	Contingency	1,550.00		4,300.00	
	Contingency - (2018 moved \$40k to Asphalt: grounds/utilities)	0.00		20,000.00	
	<b>Sub Total</b>	<b>1,550.00</b>	<b>0.00</b>	<b>24,300.00</b>	<b>0.00</b>
	<b>NEW TOTAL</b>	<b>348,899.00</b>	<b>401,902.68</b>	<b>408,565.00</b>	<b>38,569.59</b>

# MARION COUNTY FAIR BOARD TREASURER'S REPORT

## Fair Operations Expenses

June 5, 2019

426-4216		2018	2018	2019	2019
		Adopted	YTD	Adopted Budget	YTD



## MARION COUNTY FAIR BOARD TREASURER'S REPORT

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## Fair Administration

June 5, 2019

426-4217		2018	2018	2019	2019
Account		ADOPTED	YTD	ADOPTED	YTD
<b>REVENUES</b>					
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	440.65
371000	Misc. Revenue (Bond Refund)				
<b>TOTAL REVENUES</b>		<b>95,211.67</b>	<b>95,959.96</b>	<b>95,211.67</b>	<b>47,345.32</b>
<b>EXPENDITURES</b>					
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	
<b>Total Personnel</b>		<b>6,347.00</b>	<b>6,392.49</b>	<b>6,347.00</b>	<b>-</b>
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	-
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	750.00
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 Investigation				
529999	MCFair.net Domain renewal 5-years				
~	<b>Total M&amp;S</b>	<b>12,095.00</b>	<b>8,186.31</b>	<b>12,095.00</b>	<b>2,290.62</b>
60100-60452	Administrative Charges	20,744.00	19,117.08	20,744.00	8,406.60
561100	Transfer to General Fund (for Fair Coord. wages)	47,557.00	47,557.00		-
571010	Contingency				
<b>Total Admin &amp; Contingency</b>		<b>68,301.00</b>	<b>66,674.08</b>	<b>20,744.00</b>	<b>8,406.60</b>
<b>TOTAL EXPENDITURES</b>		<b>86,743.00</b>	<b>81,252.88</b>	<b>39,186.00</b>	<b>10,697.22</b>
<b>NET</b>		<b>8,468.67</b>	<b>14,707.08</b>	<b>56,025.67</b>	<b>36,648.10</b>



## Budget Change Request Form

	Date	Fair Year	REVENUE	EXPENSE	Description of change
1	5/8/19	2019		\$200.00	Open Class (525920) Expense Increase from \$1150 to \$1350
2					
3					
4					
5					
6					
7					
8					
9					
	TOTAL		\$ -	\$ 200	

NET CHANGE (\$200.00)

Person Requesting: Denise Clark 5/8/19  
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	5/8/19	2019		\$100.85	"MCFair.net" web domain name 5 yr. renewal (Admin. 529999)
2					
3					
4					
5					
6					
7					
8					
9					
	TOTAL		\$ -	\$ 101	

NET CHANGE (\$100.85)

Person Requesting: Denise Clark 5/8/19  
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		\$ 43.25	Printing of Z-tape Daily Sales reporting (food vendors) duplicate forms. Administration Printing 525710 from \$0 to \$43.25
2					
3					
4					
5					
6					
7					
8					
9					
TOTAL			\$ -	\$ 43.25	
NET CHANGE			\$	(43.25)	

Person Requesting: Denise Clark

Fair Board Approval: \_\_\_\_\_  
Meeting Date

Approved Changes Entered: \_\_\_\_\_

**\*\* Budget Office Use Only**