

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

Date: Thursday, August 6, 2015

Time: 8:00 am

Committee members: Poulson, Blane (Chair)	Counsell, Al
Foelker, Matthew (Vice Chair)	Kutz, Russell
Hanneman, Jennifer (Secretary)	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of July 2, July 8 and July 9, 2015\*
6. Communication
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and possible action on Fair Park outdoor lighting
9. Review of Financial Report\*
10. Review of Fair Park Director's Report
11. Review of Fair Park Supervisor's Report\*
12. Review of Fair Office Report\*
13. Adjourn

Next scheduled meetings: Thursday, September 3, 2015

*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.*

*\*Indicates a document is enclosed.*

## **Jefferson County Fair Park July 2, 2015 | Meeting Minutes**

The Jefferson County Fair Park committee met on Thursday, July 2 at 8:00 a.m. in the Activity Center Conference Room. Present were: (Fair Committee) Al Counsell, Blane Poulson, Matt Foelker, Jennifer Hanneman, Russell Kutz, Fair Park Director David Diestler, Supervisor Roger Kylmanen, Marketing/Administrative Assistants Amy Listle and Leslie Pelikan.

Let the record show that a quorum is present, meeting duly noted and the door open.

### **Review of Agenda**

**Minutes:** A motion was made by Blane Poulson to accept the minutes of the June 4 meeting as presented, seconded by Matt Foelker. Motion carried.

**Communication:** A thank you letter was received from the Humane Society of Jefferson County for the Furry Friends 5K event held at Fair Park.

**Financial Report:** David Diestler reviewed the financials with the committee. Diestler discussed that most revenue is collected between May and October. Revenue should be at 42% for the year, but is actually at 23%; however, expenditures are also down for the year.

**Discussion and possible action on Marketing Partnerships for 2015-2017:** None.

**Public Comment:** Mark Ihlenfeld approached the committee about making adjustments to the light poles so that they are not shining light into his bedroom. Ihlenfeld lives on Franklin Street and says that the week of fair the lights disturb his sleep. After a discussion, it was added to the agenda of Thursday, July 9.

**Discussion and possible action on Fair 2015:** None.

**Discussion and possible action on Fair Park business:** None.

**Director's Report:** David Diestler reported that we still need to hire 1,000 hour worker and two 600 hour weekend workers. We possibly may have found a 1,000 hour worker, but will hire several individuals as fair helpers and see if any could later qualify as a 1,000 hour worker. A purchase of 60 used radios from the Milton Cross-Plains School District will save on costs to rent radios for fair communications. Bennett's Greenhouse donated 60 flower baskets to be displayed during fair. Diestler also reported that the Boy Scouts will not be selling soda during the fair this year. La Movida Day on Sunday of the fair is new this year. It will feature authentic Latino music and cuisine. Vendors for the event will be set up around the Miller Lite Entertainment Tent.

**Supervisor's Report:** Roger Kylmanen discussed that the grounds crew was busy getting ready with set up for the fair.

**Fair Office Report:** Amy Listle reported the judging schedule for fair and discussed the Fairest of the Fair program.

**Next Meeting:** Meetings were set for the week of fair, July 8 -12 at 2 pm outside the front walk in gate on the corner of Jackson Avenue and Puerner Street.

With no further business, Blane Poulson made a motion to adjourn the meeting. Matt Foelker seconded. Motion carried. Meeting adjourned at 9:01 am.

**Jefferson County Fair Park**  
**July 8, 2015 | Meeting Minutes**

The Jefferson County Fair Park committee met on Wednesday, July 8 at 2:00 pm outside the Fair Park gates at Puerner and Jackson Avenue. Present were: (Fair Committee) Blane Poulson, Matt Foelker, Russell Kutz, Jennifer Hanneman, and Fair Park Director David Diestler.

Let the record show that a quorum is present, meeting duly noted and the meeting open to the public.

**Discussion on Main Stage entertainment for fair:** David Diestler gave an overview of the options to replace Chris Cagle, who canceled due to medical reasons. There was a discussion on the entertainment selection and was decided to get the best possible alternative band available.

**Next Meeting:** Other meetings were set for the week of fair, July 9 -12 at 2 pm outside the front walk-in gate on the corner of Jackson Avenue and Puerner Street.

With no further business, Blane Poulson made a motion to adjourn the meeting. Jennifer Hanneman seconded. Motion carried. Meeting adjourned at 2:16 pm.

**Jefferson County Fair Park**  
**July 9, 2015 | Meeting Minutes**

The Jefferson County Fair Park committee met on Wednesday, July 9 at 2:00 pm outside the Fair Park gates at Puerner and Jackson Avenue. Present were: (Fair Committee) Al Counsell, Blane Poulson, Matt Foelker, Russell Kutz, Jennifer Hanneman, Fair Park Director David Diestler, and Marketing/Administrative Assistant Leslie Pelikan. Neil Matthes and Mark Ilenfelt were also present.

Let the record show that a quorum is present, meeting duly noted and the meeting open to the public.

**Discussion on Main Stage entertainment for fair:** David Diestler gave an update on communication efforts to announce the replacement act, Keith Anderson to ticket holders.

**Discussion on outside lighting:** Fair Park neighbor Mark Ilenfelt expressed concerns regarding outdoor lighting shining into his bedroom window. Alternative ways to divert the lighting from the house were discussed.

**Next Meeting:** Other meetings were set for the week of fair, July 10 -12 at 2 pm outside the front walk in gate on the corner of Jackson Avenue and Puerner Street.

With no further business, Blane Poulson made a motion to adjourn the meeting. Jennifer Hanneman seconded. Motion carried. Meeting adjourned at 2:30 pm.

Jefferson County  
Fair Park Totals

Date Ran 7/21/2015  
Period June  
Year 2015

50.00%

Business Unit	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
6901 Fair Park	Revenue	(176,111.10)	(635,353.00)	(459,241.90)	27.72%
	Expenditures	355,922.63	754,601.75	398,679.12	47.17%
	Other Sources	-	-	-	0.00%
<b>Total</b>		<b>179,811.53</b>	<b>119,248.75</b>	<b>(60,562.78)</b>	<b>150.79%</b>
6902 Fair Week	Revenue	(84,051.68)	(576,925.00)	(492,873.32)	14.57%
	Expenditures	79,364.10	576,925.00	497,560.90	13.76%
	Other Sources	-	-	-	0.00%
<b>Total</b>		<b>(4,687.58)</b>	<b>-</b>	<b>4,687.58</b>	<b>0.00%</b>
Total All Business Units	Revenue	(260,162.78)	(1,212,278.00)	(952,115.22)	21.46%
	Expenditures	435,286.73	1,331,526.75	896,240.02	32.69%
	Other Source	-	-	-	0
<b>Grand Total Fair Park</b>		<b>175,123.95</b>	<b>119,248.75</b>	<b>(55,875.20)</b>	<b>146.86%</b>

Fair Park  
6901 Fair Park

Date Ran 7/21/2015  
Period June  
Year 2015

Revenues						50.00%
Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget	
411100	GENERAL PROPERTY TAXES	(65,326.50)	(130,653.00)	(65,326.50)	50.00%	
457010	SPONSOR REVENUE	-	(45,000.00)	(45,000.00)	0.00%	
457023	OTHER PUBLIC CHARGES	(2,115.00)	-	2,115.00	0.00%	
457025	HORSE SHOW FEES	(8,925.00)	(22,000.00)	(13,075.00)	40.57%	
457026	SHAVING SALES	(3,091.95)	(36,000.00)	(32,908.05)	8.59%	
474169	FAIR BILLED	(4,000.00)	(4,000.00)	-	100.00%	
482012	BUILDING RENTAL	(70,627.01)	(176,000.00)	(105,372.99)	40.13%	
482013	STALL RENTAL	(4,110.00)	(90,000.00)	(85,890.00)	4.57%	
482014	WINTER STORAGE RENTAL	(5,715.63)	(42,000.00)	(36,284.37)	13.61%	
482015	SPACE-FOOD VENDOR	(2,160.80)	(18,000.00)	(15,839.20)	12.00%	
482016	SPACE-BEVERAGE VENDOR	(2,249.05)	(19,000.00)	(16,750.95)	11.84%	
482017	SPACE-OTHER VENDOR	(100.00)	(2,500.00)	(2,400.00)	4.00%	
482021	CAMPING FEE OTHER	(6,285.09)	(49,000.00)	(42,714.91)	12.83%	
486001	VENDING COMMISSION	(255.84)	(1,200.00)	(944.16)	21.32%	
486004	MISCELLANEOUS REVENUE	(1,149.23)	-	1,149.23	0.00%	
<b>Totals</b>		<b>(176,111.10)</b>	<b>(635,353.00)</b>	<b>(459,241.90)</b>	<b>27.72%</b>	

Expenditures						
Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget	
511110	SALARY-PERMANENT REGULAR	37,572.18	99,229.00	61,656.82	37.86%	
511210	WAGES-REGULAR	47,375.12	106,724.00	59,348.88	44.39%	
511220	WAGES-OVERTIME	285.00	114.00	(171.00)	250.00%	
511230	WAGES-REGULAR OVERTIME	62.83	-	(62.83)	0.00%	
511240	WAGES-TEMPORARY	3,149.32	13,343.00	10,193.68	23.60%	
511310	WAGES-SICK LEAVE	11,645.91	-	(11,645.91)	0.00%	
511320	WAGES-VACATION PAY	674.24	-	(674.24)	0.00%	
511330	WAGES-LONGEVITY PAY	-	249.00	249.00	0.00%	
511340	WAGES-HOLIDAY PAY	2,482.14	-	(2,482.14)	0.00%	
511350	WAGES-MISCELLANEOUS(COMP)	1,051.29	-	(1,051.29)	0.00%	
512141	SOCIAL SECURITY	7,632.34	16,626.00	8,993.66	45.91%	
512142	RETIREMENT (EMPLOYER)	6,141.82	13,706.00	7,564.18	44.81%	
512144	HEALTH INSURANCE	27,305.67	53,697.00	26,391.33	50.85%	
512145	LIFE INSURANCE	17.12	28.00	10.88	61.14%	
512146	WORKERS COMPENSATION	4.49	-	(4.49)	0.00%	
512150	FSA CONTRIBUTION	800.00	788.00	(12.00)	101.52%	
512173	DENTAL INSURANCE	2,050.84	4,050.00	1,999.16	50.64%	
521216	JANITORAL	760.00	1,700.00	940.00	44.71%	
521219	OTHER PROFESSIONAL SERV	75.00	-	(75.00)	0.00%	
521297	STALL CLEANING	-	4,500.00	4,500.00	0.00%	
529170	GROUNDS KEEPING CHARGES	10,531.84	14,551.00	4,019.16	72.38%	
531001	CREDIT CARD FEES	(26.72)	50.00	76.72	-53.44%	
531298	UNITED PARCEL SERVICE UPS	-	100.00	100.00	0.00%	
531301	OFFICE EQUIPMENT	149.99	1,000.00	850.01	15.00%	
531303	COMPUTER EQUIPMT & SOFTWA	1,237.82	2,700.00	1,462.18	45.85%	
531311	POSTAGE & BOX RENT	84.32	850.00	765.68	9.92%	
531312	OFFICE SUPPLIES	1,118.48	2,000.00	881.52	55.92%	
531313	PRINTING & DUPLICATING	918.22	1,000.00	81.78	91.82%	
531314	SMALL ITEMS OF EQUIPMENT	1,426.39	12,500.00	11,073.61	11.41%	
531320	SAFETY SUPPLIES	32.50	250.00	217.50	13.00%	
531322	SUBSCRIPTIONS	-	110.00	110.00	0.00%	
531324	MEMBERSHIP DUES	1,265.10	1,400.00	134.90	90.36%	
531326	ADVERTISING	1,447.37	4,500.00	3,052.63	32.16%	
531349	OTHER OPERATING EXPENSES	391.00	1,600.00	1,209.00	24.44%	
531351	GAS/DIESEL	1,469.55	13,000.00	11,530.45	11.30%	
531367	WOOD SHAVINGS	8,398.00	27,000.00	18,602.00	31.10%	

532325 REGISTRATION	55.00	1,300.00	1,245.00	4.23%
532332 MILEAGE	96.60	300.00	203.40	32.20%
532334 COMMERCIAL TRAVEL	-	400.00	400.00	0.00%
532335 MEALS	111.02	1,000.00	888.98	11.10%
532336 LODGING	786.92	2,900.00	2,113.08	27.14%
532339 OTHER TRAVEL & TOLLS	-	100.00	100.00	0.00%
533221 WATER	3,196.10	7,500.00	4,303.90	42.61%
533222 ELECTRIC	18,174.76	44,000.00	25,825.24	41.31%
533223 SEWER	3,180.75	7,500.00	4,319.25	42.41%
533224 NATURAL GAS	5,422.27	9,000.00	3,577.73	60.25%
533225 TELEPHONE & FAX	1,099.76	2,000.00	900.24	54.99%
533235 STORM WATER UTILITY	8,439.91	14,500.00	6,060.09	58.21%
533236 WIRELESS INTERNET	163.39	500.00	336.61	32.68%
535232 GRAVELING	-	5,000.00	5,000.00	0.00%
535242 MAINTAIN MACHINERY & EQUIP	5,006.24	9,000.00	3,993.76	55.62%
535245 GROUNDS IMPROVEMENTS	8,404.62	14,500.00	6,095.38	57.96%
535247 BLDG REPAIR & MAINT	16,464.60	25,000.00	8,535.40	65.86%
535297 REFUSE COLLECTION	2,106.00	14,000.00	11,894.00	15.04%
535347 BEVERAGE PURCHASES	4,498.67	14,000.00	9,501.33	32.13%
535349 OTHER SUPPLIES	-	100.00	100.00	0.00%
535352 VEHICLE PARTS & REPAIRS	2,505.25	5,000.00	2,494.75	50.11%
535355 PLUMBING & ELECTRICAL	5,729.49	14,000.00	8,270.51	40.92%
536533 EQUIPMENT RENT & LEASE	-	4,500.00	4,500.00	0.00%
571004 IP TELEPHONY ALLOCATION	730.50	1,461.00	730.50	50.00%
571005 DUPLICATING ALLOCATION	556.02	1,112.00	555.98	50.00%
571009 MIS PC GROUP ALLOCATION	4,768.98	9,538.00	4,769.02	50.00%
571010 MIS SYSTEMS GRP ALLOC(ISIS)	1,554.48	3,109.00	1,554.52	50.00%
591519 OTHER INSURANCE	3,813.26	6,668.00	2,854.74	57.19%
594810 CAP EQUIPMENT	4,629.00	17,500.00	12,871.00	26.45%
594820 CAP OTHER	-	10,000.00	10,000.00	0.00%
594821 CAP IMPRV LAND	76,899.87	51,007.75	(25,892.12)	150.76%
594822 CAP IMPRV BLDG	-	60,741.00	60,741.00	0.00%
<b>Totals</b>	<b>355,922.63</b>	<b>754,601.75</b>	<b>398,679.12</b>	<b>47.17%</b>

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
<b>Totals</b>		-	-	-	0.00%
<b>Total Business Unit</b>		<b>179,811.53</b>	<b>119,248.75</b>	<b>(60,562.78)</b>	<b>150.79%</b>

Fair Park  
6902 Fair Week

Date Ran 7/21/2015  
Period June  
Year 2015

Revenues 50.00%

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	25,487.52	50,975.00	25,487.48	50.00%
421001	STATE AID	(7,154.15)	(6,400.00)	754.15	111.78%
457005	RESERVED SEATING FEES	(21,843.92)	(55,000.00)	(33,156.08)	39.72%
457009	CONTEST ENTRY FEES	-	(1,000.00)	(1,000.00)	0.00%
457010	SPONSOR REVENUE	(18,352.00)	(110,000.00)	(91,648.00)	16.68%
457011	GATE RECEIPTS	(10,914.00)	(245,000.00)	(234,086.00)	4.45%
457013	STALL & PEN FEES	(4,485.00)	(5,000.00)	(515.00)	89.70%
457021	PREMIUM BOOK SALES	(38.00)	-	38.00	0.00%
457029	FFA ENROLLMENT	(6,442.00)	(2,000.00)	4,442.00	322.10%
457030	CREDIT CARD SURCHARGE	-	(1,000.00)	(1,000.00)	0.00%
459001	SODA	-	(15,500.00)	(15,500.00)	0.00%
482015	SPACE-FOOD VENDOR	(13,572.90)	(35,000.00)	(21,427.10)	38.78%
482016	SPACE-BEVERAGE VENDOR	-	(83,000.00)	(83,000.00)	0.00%
482017	SPACE-OTHER VENDOR	(5,372.23)	(25,000.00)	(19,627.77)	21.49%
482018	SPACE-CARNIVAL	-	(25,000.00)	(25,000.00)	0.00%
482019	CAMPING FEE 4-H	(21,365.00)	(16,000.00)	5,365.00	133.53%
482020	CAMPING FEE VENDOR	-	(3,000.00)	(3,000.00)	0.00%
<b>Totals</b>		<b>(84,051.68)</b>	<b>(576,925.00)</b>	<b>(492,873.32)</b>	<b>14.57%</b>

Expenditures

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	18,791.70	42,857.00	24,065.30	43.85%
511210	WAGES-REGULAR	9,041.06	26,205.00	17,163.94	34.50%
511220	WAGES-OVERTIME	9.84	10,528.00	10,518.16	0.09%
511240	WAGES-TEMPORARY	3,343.91	36,497.00	33,153.09	9.16%
511310	WAGES-SICK LEAVE	2,613.05	-	(2,613.05)	0.00%
511320	WAGES-VACATION PAY	226.78	-	(226.78)	0.00%
511330	WAGES-LONGEVITY PAY	-	62.00	62.00	0.00%
511340	WAGES-HOLIDAY PAY	385.28	-	(385.28)	0.00%
511350	WAGES-MISCELLANEOUS(COMP)	634.74	-	(634.74)	0.00%
512141	SOCIAL SECURITY	2,573.07	8,822.00	6,248.93	29.17%
512142	RETIREMENT (EMPLOYER)	2,153.65	6,001.00	3,847.35	35.89%
512143	RETIREMENT (EMPLOYEE)	-	897.00	897.00	0.00%
512144	HEALTH INSURANCE	6,927.97	14,828.00	7,900.03	46.72%
512145	LIFE INSURANCE	10.62	19.00	8.38	55.89%
512150	FSA CONTRIBUTION	200.00	213.00	13.00	93.90%
512173	DENTAL INSURANCE	651.59	1,350.00	698.41	48.27%
521216	JANITORAL	-	1,700.00	1,700.00	0.00%
521219	OTHER PROFESSIONAL SERV	-	500.00	500.00	0.00%
521647	VETERINARY SERVICES	-	700.00	700.00	0.00%
521648	AMBULANCE/EMS SERVICES	-	3,800.00	3,800.00	0.00%
521649	SECURITY SERVICES	-	5,500.00	5,500.00	0.00%
529301	FAIR GATE WORKERS	-	6,300.00	6,300.00	0.00%
529302	FAIR JUDGES	250.00	7,200.00	6,950.00	3.47%
529303	FAIR SUPERINTENDENTS	-	7,200.00	7,200.00	0.00%
529304	FAIR PARKING SERVICES	-	1,800.00	1,800.00	0.00%
531001	CREDIT CARD FEES	1,301.38	1,400.00	98.62	92.96%
531101	TICKETS/ENTRY TAGS	5,286.41	3,000.00	(2,286.41)	176.21%
531102	TROPHIES/PLAQUES	25.00	600.00	575.00	4.17%
531103	RIBBONS	4,056.04	1,500.00	(2,556.04)	270.40%
531181	PREMIUMS	-	20,000.00	20,000.00	0.00%
531182	FAIR WEEK SPECIAL ACTS	-	195,000.00	195,000.00	0.00%
531183	SPONSOR FEES	4,233.86	4,000.00	(233.86)	105.85%
531184	FAIREST OF THE FAIR	287.94	500.00	212.06	57.59%
531311	POSTAGE & BOX RENT	335.08	650.00	314.92	51.55%
531312	OFFICE SUPPLIES	-	400.00	400.00	0.00%
531313	PRINTING & DUPLICATING	-	100.00	100.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	1,818.68	40.00	(1,778.68)	4546.70%

531326 ADVERTISING	9,037.06	50,000.00	40,962.94	18.07%
531349 OTHER OPERATING EXPENSES	713.38	750.00	36.62	95.12%
531351 GAS/DIESEL	-	2,000.00	2,000.00	0.00%
531367 WOOD SHAVINGS	-	1,000.00	1,000.00	0.00%
532332 MILEAGE	-	200.00	200.00	0.00%
533221 WATER	-	1,000.00	1,000.00	0.00%
533222 ELECTRIC	-	6,500.00	6,500.00	0.00%
533223 SEWER	-	1,000.00	1,000.00	0.00%
533224 NATURAL GAS	-	90.00	90.00	0.00%
533235 STORM WATER UTILITY	-	600.00	600.00	0.00%
533236 WIRELESS INTERNET	-	130.00	130.00	0.00%
535242 MAINTAIN MACHINERY & EQUIP	-	200.00	200.00	0.00%
535245 GROUNDS IMPROVEMENTS	1,264.25	2,500.00	1,235.75	50.57%
535247 BLDG REPAIR & MAINT	-	1,200.00	1,200.00	0.00%
535297 REFUSE COLLECTION	-	2,000.00	2,000.00	0.00%
535347 BEVERAGE PURCHASES	-	16,000.00	16,000.00	0.00%
535355 PLUMBING & ELECTRICAL	-	5,000.00	5,000.00	0.00%
536533 EQUIPMENT RENT & LEASE	-	68,000.00	68,000.00	0.00%
571009 MIS PC GROUP ALLOCATION	681.48	1,363.00	681.52	50.00%
571010 MIS SYSTEMS GRP ALLOC(ISIS)	1,889.52	3,779.00	1,889.48	50.00%
591519 OTHER INSURANCE	620.76	3,444.00	2,823.24	18.02%
<b>Totals</b>	<b>79,364.10</b>	<b>576,925.00</b>	<b>497,560.90</b>	<b>13.76%</b>

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
<b>Totals</b>		-	-	-	0.00%
<b>Total Business Unit</b>		<b>(4,687.58)</b>	-	<b>4,687.58</b>	<b>0.00%</b>

Fair Park  
6906 Donations

Date Ran 7/21/2015  
Period June  
Year 2015

Revenues 50.00%

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
485106	FAIR EXPANSION DONATIONS	(250.00)	(7,687.21)	(7,437.21)	3.25%
<b>Totals</b>		<b>(250.00)</b>	<b>(7,687.21)</b>	<b>(7,437.21)</b>	<b>3.25%</b>

Expenditures

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
531314	SMALL ITEMS OF EQUIPMENT	-	2,000.00	2,000.00	0.00%
594960	CAPITAL RESERVE	-	31,514.00	31,514.00	0.00%
<b>Totals</b>		<b>-</b>	<b>33,514.00</b>	<b>33,514.00</b>	<b>0.00%</b>

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	Total Budget	Annual Remaining	Percentage Of Budget
691100	OPER REV ADJUST	-	7,000.00	7,000.00	0.00%
691200	CAP REV ADJUST	-	(7,000.00)	(7,000.00)	0.00%
<b>Totals</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>

<b>Total Business Unit</b>		<b>(250.00)</b>	<b>25,826.79</b>	<b>26,076.79</b>	<b>-0.97%</b>
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## **FAIR PARK SUPERVISORS REPORT**

### **8/6/2015**

- We are still very short staffed with not having 2 caretakers here and short one 1000 hour employee. This made a difference during Fair not having experienced staff to help direct staff on what to do. Not many have applied so there is very little to choose from. We did hire some younger help for the Fair which may help next year if they return. Even with maps and pictures they were not at all familiar with the set up. With the 4<sup>th</sup> holiday before Fair the regular staff was not there to help so we fell behind on some of the Fair preset up. We are still behind on other maintenance projects that would normally have gotten done this summer.
  
- We hired 2 people that focused solely on the restrooms and showers during Fair. This worked much better than hiring out from an outside service. We would like to keep 1 person on to continue after Fair for helping cleaning restrooms and general cleaning 2 days a week. This was done by Zona the past years (she was one of the caretakers).
  
- We are still working on cleaning up after Fair we have the West building displays and Sheep barn, and Hog Barn to do yet. After Fair we had Tomorrows Hope and also horse shows to get ready for. The 1<sup>st</sup> weekend in August we have a big Arabian show (over 200 stalls) later in the month we have big Quarter Horse show. After this we get real busy with events starting Labor Day weekend and through September
  
- I am listing Items on the Wisconsin Surplus site for Auction. Big items are a 1720 Ford tractor, one ton dump truck and a 30hp 3 phase pump

# **Jefferson County Fair Park Committee Meeting**

## **Thursday, August 6, 2015**

### **Fair Office Report**

- Office is now on the County network!
- Amy, Dave and Roger have been meeting with Superintendents on an individual department basis to review the 2015 Fair exhibits.
- Judging results and premium reports required by the state to qualify for premium reimbursement are completed and turned in.
- Judging results have been sent to Daily Jefferson County Union and Watertown Daily Times newspapers.
- County Tractor Pull results and sponsors have been sent to Daily Jefferson County Union and Watertown Daily Times newspapers.
- Premium checks have been printed and mailed to exhibitors. Checks must be cashed within 60 days (September 29, 2015). All check mistakes must be reported within 60 days (September 29, 2015). A reminder note of these dates was put in each check envelope.
- Amy did an interview with Michael Clish on 940AM WFAW Monday July 27 to promote events happening at Fair Park in August.
- Amy & Leslie recorded commercials with 104.5FM WSLD on Thursday July 30 to promote events happening at Fair Park in August.

Amy Listle & Leslie Pelikan  
Marketing/Administrative Assistants