

Teton County Fair Board Meeting Minutes
September 10, 2020 Teton County Fairgrounds building and via Teleconference

Open: The meeting was called to order at 7:14 PM by John Smaellie. Board members present were John Smaellie, Cara Olaveson, Jared Bevan, Roger Kaufman. Others present were Kim Keeley, Tammy Sachse, Christy James, and Hallie Poirier.

Minutes: July 8, 2020 meeting minutes were read. Jared motioned to approve, Roger seconded, all in favor. July 21, 2020 special meeting minutes were read. Cara motioned to approve, Roger seconded, all in favor.

Financial Report: The expense budget starts at \$153,461. Year to date; \$106,873.73 or 70% of the budget has been spent. That leaves a balance of \$46,587. The projected Revenue for FY 2020 is \$70,450. Year to Date revenue collected is \$49,274 or 70% of the projected amount.

Discussion items:

Overview of FY 2019/2020 Budget, FY 2020/2021 Budget, County Capital Improvement Plan and Impact fees: Kim Keeley, County Clerk

Kim Keeley, Teton County Clerk was present to discuss the Fair Board budget. In summary the board cannot spend more than what was approved by the BOCC for the fiscal year, however the board can request to open the budget with BOCC approval in September to reallocate funds for spending. Any unspent funds remain in the Fair Board/Fairgrounds fund (82). Remaining cash will move into FY 2021 budget. The BOCC likes to see about 30% of our total budget as a cushion until Jan 2021 when tax payments are applied to department funds. When necessary, there is a possibility that money in the general fund may cover any shortage that is in our fund (82). Kim reminded the board to think a year in advance when working on budget requests. Impact fee discussion took place. Kim confirmed that the Fair Board allocated 2021 FY Impact fee funds as follows: \$10k as grant match, \$7K for parking lot, \$60K for capital improvements for a total of \$77,000.00. County Capital Improvement Plan discussion confirmed the more details provided in our master plan on how the Fair Board sees future growth at the Fairgrounds is most advantageous.

Review/Update current Fairgrounds master plan:

Hallie went over the existing master plan documents and site plans from the 2014 recreational plan, 2017 Fairgrounds Master Plan, 2018 Site Plan, 2019 Master Plan. The board agreed that updating our master plan and providing descriptions and cost details on projects are necessary for requesting and spending funds for growth and capital improvements. The following projects were discussed: Event arena, outdoor arena, increase indoor arena, livestock stalls for rental and 4H use.

Fair Review:

The Fair Board was in accordance that this year's Fair, in light of all the restrictions per Covid-19 pandemic, was a huge success. Everyone heard positive feedback from attendees. Future events possibly at Fair: Truck pull, tractor show, touch a truck, sheep shearing.

Fall Festival: Fair Board would like to host a Fall Festival at the Fairgrounds. John will look into pumpkins, Roger will look into straw bales, Kara and Jared will work on Raffle prizes. Hallie will inquire about food vendors and local music and request to meet with Bocc for approval.

Food Trailer: Fair Board approved a cleaning fee up to \$300.00 for end of season food trailer cleaning. A detailed cleaning list will be drafted.

Old Business:

Building repairs: Hallie confirmed Ed Vontz will finish up the kitchen roof repair by end of the month. Lane has been tasked with contacting Rogelio to finish installing the building doors. Kari Moulton with Sargent Engineers, Inc. came out to do a building inspection. Kari will contact Darryl Johnson with Teton County Public Works for requested report details.

Livestock stalls: Unfortunately Kari Moulton was unable to join the meeting. Hallie will follow up with Kari on the Livestock stalls drawings.

Adjourn: Cara motioned to adjourn the meeting at 9:24pm, Jared seconded, all in favor.