



KLAMATH COUNTY FAIR BOARD
3531 South Sixth Street, Klamath Falls, Oregon 97603

**AUGUST 27, 2024 AGENDA
FAIR BOARD MEETING @ 8:30 AM**

- I. CALL TO ORDER
 - A. Roll Call
 - B. Introductions
- II. CONSENT AGENDA
 - A. Board Minutes
 - B. Personnel Action
 - C. Appropriated Objects (Financials)
 - D. Ratification of Current Accounts (Bills)
 - E. Accounts Receivable/Payable
- III. ADOPTION OF AGENDA
- IV. PUBLIC PARTICIPATION
 - A. Correspondence received from Ron Smiley, Klamath Freedom Foundation
 - B. Bridget King, Foster Oregon a Nonprofit Foster Care Event
 - C. Matt Hurley, Rotary Club
 - D. Traci Reed, OSU Extension
- V. NEW BUSINESS AND INFORMATIONAL ITEMS (Discussion and Possible Action Items)
 - A. Rental Contract
- VI. MANAGER'S REPORT AND BOARD DISCUSSION
 - A. Fair Marketing Review
 - B. Overall Fair Review
- VII. UPCOMING EVENTS OR IMPORTANT DATES
- VIII. EXECUTIVE SESSION (Pursuant to ORS 192.660)
 - A. An Executive Session is not scheduled for this meeting
- IX. NEXT MEETING
 - A. Regular Board Meeting
 - TBA
- X. ADJOURN REGULAR SESSION





Presented to the Klamath County Fair Board

AUGUST 27, 2024

SUBJECT:

July 8, 2024 Fair Board Meeting Minutes

ITEM NO: II. A.**FROM:** Board Chair**ATTACHMENT:**

Above-referenced Meeting Minutes

REASON: Board Action within Consent Agenda**BACKGROUND:**

The above-referenced Minutes from the above-referenced meetings are presented for the Board's information and subsequent approval under the Consent Agenda.

RECOMMENDATION:

To approve the attached Fair Board Meeting Minutes for July 8, 2024

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:





KLAMATH COUNTY FAIR BOARD

3531 South Sixth Street, Klamath Falls, Oregon 97603

JULY 08, 20234 FAIR BOARD MEETING MINUTES

CALL TO ORDER

Fair Board Chair Gregg Sherrill opened the meeting at 8:30 AM.

ROLL CALL

Shawn Blodgett, Amy King, Gregg Sherrill, Terry Sellars, Margaret McCadden, Brian Bryson, Kirk Sipes, Norma Baugh, Sarah Kellom

Staff Present: Derrick Rowley

Fair Board Secretary: Dawn McLing

Guests: Traci Reed (OSU); Rhone Janecke (Community Baby Shower)

CONSENT AGENDA

Amy King moved to adopt the Consent Agenda as presented. Shawn Blodgett seconded the motion. No further discussion was held. Motion passed.

ADOPTION OF AGENDA

Terry Sellars moved to adopt the Agenda as presented. Amy King seconded the motion. No further discussion was held. Motion passed.

PUBLIC PARTICIPATION

A. Rhonda Janecke provided information with regard to her event, Community Baby Shower. She explained that the Manager has offered his allowed 25% reduction in the rental amount and Ms. Janecke requested any additional discount that may be allowed via the Board. This event is approximately three hours in length.

Motion: To allow the Fairgrounds/Event Center to charge this event at the 50% discount of the regular rate sheet prices.

Motion by: Amy King

Second by: Margaret McCadden

Discussion: Nothing further

Motion passed unanimously (of the members present).

B. Traci outlined the activities leading up to the upcoming Fair.





KLAMATH COUNTY FAIR BOARD

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NEW BUSINESS AND INFORMATIONAL ITEMS

- A. DJ responded to, and discussion was held with regard to, correspondence received from Glenda Stilwell (copy held as record). It was determined that it may be a good idea to invite Glenda to a Board meeting for further discussion. Perhaps correspondence could be sent as to what has been done and what is currently happening with the Fairgrounds. Explain what the discount is and that individuals are always welcome to come to a Fair Board meeting at any time. There always is the opportunity to be considered as a Fair Board member wherein opinions can be shared and ideas as to how things could be done better/differently.
- B. Fair Board Social Media Policy. The question was brought forward as to whether the Fairgrounds has a current Social Media Policy. It was suggested that employees should be very careful as to what is posted, or responded to, on social media and that a generalized policy be prepared.

MANAGER'S REPORT AND BOARD DISCUSSION

DJ reported on the following:

Stumps in the exchange park are scheduled for grinding prior to Fair.

Paving Project – Restrooms may not be completed prior to Fair; however, all utilities are complete. Grading and rock will be complete this week. Two Change Orders for the project have been submitted to the BOCC for their approval. This will increase the project by \$70,523.45.

Spencer Crawford has terminated his employment with the County. Brendan Thorson plans to leave the Fairgrounds for a County Building Inspector position as of January 2025. Jorden has also applied to a railroad position. Currently there are two employees working through Elwood Staffing as possible replacements for the vacant positions.

The first loan payment for the RV Park is due on August 1, 2024.

An external RV Dump will be placed on the grounds, along with a pay station through Sanistar.

Discussion was held with regard to the Fair Board's use of a POS System and the stipulations of ORS 295, specifically for the financial needs for the Fairgrounds and/or Fair. It has been explained to the staff that a \$40,000 collateral amount must be in place so that Square can continue to be used.

Edie Brown-Vieyra has returned to the Klamath Basin and has applied for the open Ex-Officio position on the Board. All members of the Board in attendance approved her application.

DJ will be out of the office from July 13 through 19 for his son's baseball championship challenge in Lake Oswego.





KLAMATH COUNTY FAIR BOARD

3531 South Sixth Street, Klamath Falls, Oregon 97603

UPCOMING EVENTS OR IMPORTANT DATES.

Schedule of Events for the Klamath County Fair should be dropping into mailboxes within the week. Fair is in motion and looks to be very successful. Third Thursday is scheduled for July 20th. Norma, Jeanne, Edie, Amy and Margaret all shared their interest in helping with this event.

Oregon Fairs Convention is scheduled for October 5, 6, and 7 in Bend, Oregon at the Deschutes County Fairgrounds.

Western Fairs Association is also being held January 4, 5 and 6 in Anaheim, California.

EXECUTIVE SESSION (Pursuant to ORS 192.660)

No Executive Session was held.

NEXT MEETING

The August meeting date will be announced.

ADJOURN REGULAR SESSION

Meeting was adjourned at 9:28 AM





Presented to the Klamath County Fair Board
AUGUST 27, 2024

SUBJECT: PERSONNEL ACTION	ITEM NO: II B
	FROM: Board Chair
ATTACHMENT: None	REASON: Board Information

HIRED:

None

TERMINATED:

None

CHANGE IN EMPLOYMENT STATUS:

None

MISCELLANEOUS EMPLOYMENT

None

RECOMMENDATION:

Board approval of presented Personnel Action, if applicable.

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:





Presented to the Klamath County Fair Board

AUGUST 27, 2024

SUBJECT: APPROPRIATED FINANCIALS AND CHECKBOOK STATEMENT	ITEM NO: II C
	FROM: Board Chair
ATTACHMENT: Budget Performance Report Fiscal Year and Detail General Ledger Report; and, the Monthly Fair Board Checkbook Statement	REASON: Board Action

BACKGROUND:

Information provided for the Board's information and subsequent approval within the Consent Agenda Item.

RECOMMENDATION:

Board approval for the Budget and Fair Board Checkbook Statement.

BOARD ACTION:

Approved: **Rejected:** **Tabled:** **Until:**



General Ledger

Budget Status

Fair 2024



User: dmcling

Printed: 8/20/2024 - 4:21 PM

Period: 1 to 12, 2024

Account Number		Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund	5040	Fairgrounds							
Dept	5040-5030	Fair Board							
R30		Charges for Service							
5040-5030-5032-5000-43000		Charges for Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-43040		Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-43520		Fees - Admission	100,000.00	71,914.27	71,914.27	28,085.73	0.00	28,085.73	28.09
5040-5030-5032-5000-43530		Sale of Products	5,000.00	3,930.00	3,930.00	1,070.00	0.00	1,070.00	21.40
5040-5030-5032-5000-43531		Sales - Beer & Wine	50,000.00	39,852.25	39,852.25	10,147.75	0.00	10,147.75	20.30
5040-5030-5032-5000-43532		Sales - Events	300,000.00	262,763.98	262,763.98	37,236.02	0.00	37,236.02	12.41
5040-5030-5032-5000-43533		Sales - RV Parking	6,000.00	5,015.00	5,015.00	985.00	0.00	985.00	16.42
5040-5030-5032-5000-43534		Sales - Vendor Contracts	90,000.00	89,029.12	89,029.12	970.88	0.00	970.88	1.08
5040-5030-5032-5000-43535		Sponsorships	140,000.00	168,625.24	168,625.24	-28,625.24	0.00	-28,625.24	0.00
		R30 Sub Totals:	691,000.00	641,129.86	641,129.86	49,870.14	0.00	49,870.14	7.22
R31		Interdepartmental Charges							
5040-5030-5032-5000-43983		Fees - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R31 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R40		Other Local Revenue							
5040-5030-5032-5000-44000		Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R40 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R41		Interest							
5040-5030-5032-5000-44950		Investments - Interest On	0.00	620.46	620.46	-620.46	0.00	-620.46	0.00
		R41 Sub Totals:	0.00	620.46	620.46	-620.46	0.00	-620.46	0.00
R51		State of Oregon							
5040-5030-5032-5000-45100		Grants - State In Aid	53,167.00	53,166.67	53,166.67	0.33	0.00	0.33	0.00
		R51 Sub Totals:	53,167.00	53,166.67	53,166.67	0.33	0.00	0.33	0.00
R70		Interfund Transfers							
5040-5030-5032-5000-49530		Trans - Fair Grounds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R70 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
R90	Fund Balances							
5040-5030-5032-5000-49950	Beginning Fund Balance	55,000.00	54,902.15	54,902.15	97.85	0.00	97.85	0.18
5040-5030-5032-5000-49951	GW Beginning Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	55,000.00	54,902.15	54,902.15	97.85	0.00	97.85	0.18
	Revenue Sub Totals:	799,167.00	749,819.14	749,819.14	49,347.86	0.00	49,347.86	6.17
E20	Material and Services							
5040-5030-5032-5000-60010	Advertising	30,000.00	30,019.95	30,019.95	-19.95	0.00	-19.95	0.00
5040-5030-5032-5000-60015	Entertainment	300,000.00	261,180.00	261,180.00	38,820.00	0.00	38,820.00	12.94
5040-5030-5032-5000-62000	Contract Services	265,000.00	261,577.36	261,577.36	3,422.64	0.00	3,422.64	1.29
5040-5030-5032-5000-62005	Contract Personnel Services	92,467.00	53,967.10	53,967.10	38,499.90	0.00	38,499.90	41.64
5040-5030-5032-5000-62060	Future Special Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-62320	Software Support	1,500.00	1,106.35	1,106.35	393.65	0.00	393.65	26.24
5040-5030-5032-5000-62720	Fair Judges	11,000.00	11,088.25	11,088.25	-88.25	0.00	-88.25	0.00
5040-5030-5032-5000-63005	Donations	10,000.00	10,500.00	10,500.00	-500.00	0.00	-500.00	0.00
5040-5030-5032-5000-63115	Bank Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-64040	Special Assessments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-65110	Public Outreach	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-65310	Equipment Rent	6,500.00	6,303.71	6,303.71	196.29	0.00	196.29	3.02
5040-5030-5032-5000-66000	Supplies - Office	1,200.00	86.66	86.66	1,113.34	0.00	1,113.34	92.78
5040-5030-5032-5000-66010	Supplies - Other	35,000.00	34,633.47	34,633.47	366.53	0.00	366.53	1.05
5040-5030-5032-5000-66030	Postage	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
5040-5030-5032-5000-66040	Publications & Periodicals	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-66050	Printing	23,500.00	22,234.93	22,234.93	1,265.07	0.00	1,265.07	5.38
5040-5030-5032-5000-66210	Uniform Maint & Repair	7,500.00	10,002.40	10,002.40	-2,502.40	0.00	-2,502.40	0.00
5040-5030-5032-5000-66235	Food	7,500.00	517.87	517.87	6,982.13	0.00	6,982.13	93.10
5040-5030-5032-5000-66550	Fair Account Expense	0.00	5,112.20	5,112.20	-5,112.20	0.00	-5,112.20	0.00
5040-5030-5032-5000-67535	Garbage Pickup	3,000.00	-1,093.72	-1,093.72	4,093.72	0.00	4,093.72	136.46
5040-5030-5032-5000-68000	GW Materials & Serv Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E20 Sub Totals:	799,167.00	707,236.53	707,236.53	91,930.47	0.00	91,930.47	11.50
E21	Interdepartmental Charges							
5040-5030-5032-5000-69989	Fees - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-69992	Postage - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E21 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E70	Interfund Transfers							
5040-5030-5032-5000-95030	Trans - Fairgrounds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E70 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E80	Contingencies							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
5040-5030-5032-5000-98000	Operating Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E80 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E90	Unappropriated Fund Balance							
5040-5030-5032-5000-99900	Unappropriated Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-99901	GW Unapprop Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	799,167.00	707,236.53	707,236.53	91,930.47	0.00	91,930.47	11.50
	Dept 5030 Sub Totals:	0.00	-42,582.61	-42,582.61	42,582.61	0.00		
	Fund Revenue Sub Totals:	799,167.00	749,819.14	749,819.14	49,347.86	0.00	49,347.86	6.17
	Fund Expense Sub Totals:	799,167.00	707,236.53	707,236.53	91,930.47	0.00	91,930.47	11.50
	Fund 5040 Sub Totals:	0.00	-42,582.61	-42,582.61	42,582.61	0.00		
	Revenue Totals:	799,167.00	749,819.14	749,819.14	49,347.86	0.00	49,347.86	6.17
	Expense Totals:	799,167.00	707,236.53	707,236.53	91,930.47	0.00	91,930.47	11.50
	Report Totals:	0.00	-42,582.61	-42,582.61	42,582.61	0.00		

General Ledger

Budget Status

User: dmeling

Printed: 8/20/2024 - 4:21 PM

Period: 1 to 12, 2025

Fair 2025



Account Number		Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund	5040	Fairgrounds							
Dept	5040-5030	Fair Board							
R30		Charges for Service							
5040-5030-5032-5000-43000		Charges for Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-43040		Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-43520		Fees - Admission	90,000.00	0.00	0.00	90,000.00	0.00	90,000.00	100.00
5040-5030-5032-5000-43530		Sale of Products	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
5040-5030-5032-5000-43531		Sales - Beer & Wine	60,000.00	0.00	0.00	60,000.00	0.00	60,000.00	100.00
5040-5030-5032-5000-43532		Sales - Events	540,000.00	0.00	0.00	540,000.00	0.00	540,000.00	100.00
5040-5030-5032-5000-43533		Sales - RV Parking	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	100.00
5040-5030-5032-5000-43534		Sales - Vendor Contracts	110,000.00	0.00	0.00	110,000.00	0.00	110,000.00	100.00
5040-5030-5032-5000-43535		Sponsorships	130,000.00	0.00	0.00	130,000.00	0.00	130,000.00	100.00
		R30 Sub Totals:	950,000.00	0.00	0.00	950,000.00	0.00	950,000.00	100.00
R31		Interdepartmental Charges							
5040-5030-5032-5000-43983		Fees - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R31 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R40		Other Local Revenue							
5040-5030-5032-5000-44000		Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R40 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R41		Interest							
5040-5030-5032-5000-44950		Investments - Interest On	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R41 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R51		State of Oregon							
5040-5030-5032-5000-45100		Grants - State In Aid	53,167.00	0.00	0.00	53,167.00	0.00	53,167.00	100.00
		R51 Sub Totals:	53,167.00	0.00	0.00	53,167.00	0.00	53,167.00	100.00
R70		Interfund Transfers							
5040-5030-5032-5000-49530		Trans - Fair Grounds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R70 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
R90	Fund Balances							
5040-5030-5032-5000-49950	Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-49951	GW Beginning Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	1,003,167.00	0.00	0.00	1,003,167.00	0.00	1,003,167.00	100.00
E20	Material and Services							
5040-5030-5032-5000-60010	Advertising	60,000.00	3,952.00	3,952.00	56,048.00	0.00	56,048.00	93.41
5040-5030-5032-5000-60015	Entertainment	474,667.00	391,680.00	391,680.00	82,987.00	0.00	82,987.00	17.48
5040-5030-5032-5000-62000	Contract Services	280,000.00	176,853.86	176,853.86	103,146.14	0.00	103,146.14	36.84
5040-5030-5032-5000-62005	Contract Personnel Services	70,000.00	56,977.82	56,977.82	13,022.18	0.00	13,022.18	18.60
5040-5030-5032-5000-62060	Future Special Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-62320	Software Support	500.00	0.00	0.00	500.00	0.00	500.00	100.00
5040-5030-5032-5000-62720	Fair Judges	12,000.00	0.00	0.00	12,000.00	0.00	12,000.00	100.00
5040-5030-5032-5000-63005	Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-63110	Credit Card Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-63115	Bank Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-64040	Special Assessments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-65110	Public Outreach	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-65310	Equipment Rent	8,000.00	3,719.34	3,719.34	4,280.66	0.00	4,280.66	53.51
5040-5030-5032-5000-66000	Supplies - Office	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00
5040-5030-5032-5000-66010	Supplies - Other	40,000.00	2,893.10	2,893.10	37,106.90	0.00	37,106.90	92.77
5040-5030-5032-5000-66030	Postage	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00
5040-5030-5032-5000-66040	Publications & Periodicals	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-66050	Printing	30,000.00	23,537.91	23,537.91	6,462.09	0.00	6,462.09	21.54
5040-5030-5032-5000-66210	Uniform Maint & Repair	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
5040-5030-5032-5000-66235	Food	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
5040-5030-5032-5000-66550	Fair Account Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-67535	Garbage Pickup	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
5040-5030-5032-5000-68000	GW Materials & Serv Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E20 Sub Totals:	1,003,167.00	659,614.03	659,614.03	343,552.97	0.00	343,552.97	34.25
E21	Interdepartmental Charges							
5040-5030-5032-5000-69989	Fees - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5032-5000-69992	Postage - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E21 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E70	Interfund Transfers							
5040-5030-5032-5000-95030	Trans - Fairgrounds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E70 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E80 5040-5030-5032-5000-98000	Contingencies Operating Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E80 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E90 5040-5030-5032-5000-99900	Unappropriated Fund Balance							
5040-5030-5032-5000-99901	Unappropriated Fund Balance GW Unapprop Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	1,003,167.00	659,614.03	659,614.03	343,552.97	0.00	343,552.97	34.25
	Dept 5030 Sub Totals:	0.00	659,614.03	659,614.03	-659,614.03	0.00		
	Fund Revenue Sub Totals:	1,003,167.00	0.00	0.00	1,003,167.00	0.00	1,003,167.00	100.00
	Fund Expense Sub Totals:	1,003,167.00	659,614.03	659,614.03	343,552.97	0.00	343,552.97	34.25
	Fund 5040 Sub Totals:	0.00	659,614.03	659,614.03	-659,614.03	0.00		
	Revenue Totals:	1,003,167.00	0.00	0.00	1,003,167.00	0.00	1,003,167.00	100.00
	Expense Totals:	1,003,167.00	659,614.03	659,614.03	343,552.97	0.00	343,552.97	34.25
	Report Totals:	0.00	659,614.03	659,614.03	-659,614.03	0.00		

General Ledger

Budget Status

User: dmeling

Printed: 8/20/2024 - 4:20 PM

Period: 1 to 12, 2024

Fairgrounds 2024



Account Number		Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund	5040	Fairgrounds							
Dept	5040-5030	Fair Board							
R30		Charges for Service							
5040-5030-5031-5000-43000		Charges for Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-43030		Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-43040		Reimbursements	20,000.00	20,105.10	20,105.10	-105.10	0.00	-105.10	0.00
5040-5030-5031-5000-43050		Rental Income	470,000.00	359,065.91	359,065.91	110,934.09	0.00	110,934.09	23.60
5040-5030-5031-5000-43520		Fees - Admission	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-43535		Sponsorships	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R30 Sub Totals:	490,000.00	379,171.01	379,171.01	110,828.99	0.00	110,828.99	22.62
R31		Interdepartmental Charges							
5040-5030-5031-5000-43983		Fees - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-43986		Claims Reimburs - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-43987		Contract Services - Internal	2,000.00	2,071.88	2,071.88	-71.88	0.00	-71.88	0.00
		R31 Sub Totals:	2,000.00	2,071.88	2,071.88	-71.88	0.00	-71.88	0.00
R40		Other Local Revenue							
5040-5030-5031-5000-44000		Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-44010		Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R40 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R41		Interest							
5040-5030-5031-5000-44950		Investments - Interest On	20,000.00	21,545.68	21,545.68	-1,545.68	0.00	-1,545.68	0.00
5040-5030-5031-5000-44954		GW Investments Change in Value	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R41 Sub Totals:	20,000.00	21,545.68	21,545.68	-1,545.68	0.00	-1,545.68	0.00
R50		Federal Government							
5040-5030-5031-5000-46000		Grants - Federal	106,559.00	106,558.70	106,558.70	0.30	0.00	0.30	0.00
		R50 Sub Totals:	106,559.00	106,558.70	106,558.70	0.30	0.00	0.30	0.00
R52		Other Governments							
5040-5030-5031-5000-47000		Grants - Other Governments	277,000.00	55,555.00	55,555.00	221,445.00	0.00	221,445.00	79.94

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R52 Sub Totals:	277,000.00	55,555.00	55,555.00	221,445.00	0.00	221,445.00	79.94
R60	Debt Proceeds							
5040-5030-5031-5000-48010	Loan Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-48815	MA Debt Proceeds Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R60 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R61	Interfund Loan Proceeds							
5040-5030-5031-5000-48810	Interfund Loan Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R61 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R70	Interfund Transfers							
5040-5030-5031-5000-49000	Trans - General Non Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-49133	Trans - Transient Room	1,348,970.00	998,306.66	998,306.66	350,663.34	0.00	350,663.34	25.99
5040-5030-5031-5000-49152	Trans - COVID19 Pandemic Grant	636,800.00	0.00	0.00	636,800.00	0.00	636,800.00	100.00
5040-5030-5031-5000-49530	Trans - Fair Grounds	18,998.00	0.00	0.00	18,998.00	0.00	18,998.00	100.00
5040-5030-5031-5000-49820	GW Trans - Gov Act Cap Asset	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R70 Sub Totals:	2,004,768.00	998,306.66	998,306.66	1,006,461.34	0.00	1,006,461.34	50.20
R90	Fund Balances							
5040-5030-5031-5000-49950	Beginning Fund Balance	3,087,434.00	3,087,433.75	3,087,433.75	0.25	0.00	0.25	0.00
5040-5030-5031-5000-49951	GW Beginning Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-49952	MA Beginning Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	3,087,434.00	3,087,433.75	3,087,433.75	0.25	0.00	0.25	0.00
	Revenue Sub Totals:	5,987,761.00	4,650,642.68	4,650,642.68	1,337,118.32	0.00	1,337,118.32	22.33
E10	Personnel Services							
5040-5030-5031-5000-50000	Salaries and Wages	536,390.00	530,030.54	530,030.54	6,359.46	0.00	6,359.46	1.19
5040-5030-5031-5000-50100	Temporary Help	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-50110	Overtime	40,000.00	37,527.62	37,527.62	2,472.38	0.00	2,472.38	6.18
5040-5030-5031-5000-51100	FICA	41,037.00	42,696.19	42,696.19	-1,659.19	0.00	-1,659.19	0.00
5040-5030-5031-5000-51200	Workmans Compensation Tax	230.00	182.80	182.80	47.20	0.00	47.20	20.52
5040-5030-5031-5000-51300	Medical Insurance	190,710.00	96,988.30	96,988.30	93,721.70	0.00	93,721.70	49.14
5040-5030-5031-5000-51310	VEBA	0.00	88,832.88	88,832.88	-88,832.88	0.00	-88,832.88	0.00
5040-5030-5031-5000-51330	Life Insurance	138.00	133.47	133.47	4.53	0.00	4.53	3.28
5040-5030-5031-5000-51340	Short Term Disability	310.00	306.00	306.00	4.00	0.00	4.00	1.29
5040-5030-5031-5000-51400	Retirement - General	71,610.00	61,789.84	61,789.84	9,820.16	0.00	9,820.16	13.71
5040-5030-5031-5000-51420	Retirement - 401A	2,514.00	7,834.89	7,834.89	-5,320.89	0.00	-5,320.89	0.00
5040-5030-5031-5000-59020	GW Vacation Leave Accr Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-59030	GW NPO Retirement - County	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-59040	GW Retiree Hlth Ins - County	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	E10 Sub Totals:	882,939.00	866,322.53	866,322.53	16,616.47	0.00	16,616.47	1.88
E11	Interdepartmental Charges							
5040-5030-5031-5000-51560	Unemployment Compensation	2,687.00	2,837.75	2,837.75	-150.75	0.00	-150.75	0.00
5040-5030-5031-5000-51570	Workmans Compensation	12,747.00	12,779.14	12,779.14	-32.14	0.00	-32.14	0.00
	E11 Sub Totals:	15,434.00	15,616.89	15,616.89	-182.89	0.00	-182.89	0.00
E20	Material and Services							
5040-5030-5031-5000-60010	Advertising	20,000.00	37,165.54	37,165.54	-17,165.54	0.00	-17,165.54	0.00
5040-5030-5031-5000-61000	Insurance	150.00	450.00	450.00	-300.00	0.00	-300.00	0.00
5040-5030-5031-5000-61200	Committee Expenses	6,000.00	2,325.10	2,325.10	3,674.90	0.00	3,674.90	61.25
5040-5030-5031-5000-62000	Contract Services	10,800.00	10,033.03	10,033.03	766.97	0.00	766.97	7.10
5040-5030-5031-5000-62005	Contract Personnel Services	130,000.00	155,469.70	155,469.70	-25,469.70	0.00	-25,469.70	0.00
5040-5030-5031-5000-62010	Consultant Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-62020	Legal Services - Attorney	3,700.00	3,649.34	3,649.34	50.66	0.00	50.66	1.37
5040-5030-5031-5000-62030	Legal Notice Publish	1,200.00	0.00	0.00	1,200.00	0.00	1,200.00	100.00
5040-5030-5031-5000-62050	Shredding Services	0.00	585.93	585.93	-585.93	0.00	-585.93	0.00
5040-5030-5031-5000-62320	Software Support	5,100.00	5,554.08	5,554.08	-454.08	0.00	-454.08	0.00
5040-5030-5031-5000-62335	Website Hosting Services	1,700.00	1,264.76	1,264.76	435.24	0.00	435.24	25.60
5040-5030-5031-5000-62340	Lock Repair & Replace	800.00	0.00	0.00	800.00	0.00	800.00	100.00
5040-5030-5031-5000-62345	Security & Alarms	5,000.00	9,283.43	9,283.43	-4,283.43	0.00	-4,283.43	0.00
5040-5030-5031-5000-62350	Janitorial Services	7,550.00	10,612.58	10,612.58	-3,062.58	0.00	-3,062.58	0.00
5040-5030-5031-5000-62355	Plumbing Repair	6,000.00	3,651.66	3,651.66	2,348.34	0.00	2,348.34	39.14
5040-5030-5031-5000-62360	Heating & Air Repair	10,000.00	77.45	77.45	9,922.55	0.00	9,922.55	99.23
5040-5030-5031-5000-63005	Donations	2,500.00	6,000.00	6,000.00	-3,500.00	0.00	-3,500.00	0.00
5040-5030-5031-5000-63100	Dues	3,000.00	3,787.87	3,787.87	-787.87	0.00	-787.87	0.00
5040-5030-5031-5000-63105	Fees	4,000.00	2,107.89	2,107.89	1,892.11	0.00	1,892.11	47.30
5040-5030-5031-5000-63300	Equipment	50,000.00	38,304.39	38,304.39	11,695.61	0.00	11,695.61	23.39
5040-5030-5031-5000-63310	Office Furniture	2,500.00	1,239.16	1,239.16	1,260.84	0.00	1,260.84	50.43
5040-5030-5031-5000-63325	Tools	10,000.00	7,255.84	7,255.84	2,744.16	0.00	2,744.16	27.44
5040-5030-5031-5000-63335	Vehicle Fuel	20,000.00	15,390.71	15,390.71	4,609.29	0.00	4,609.29	23.05
5040-5030-5031-5000-63336	Vehicle Fuel - Diesel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-64040	Special Assessments	400.00	0.00	0.00	400.00	0.00	400.00	100.00
5040-5030-5031-5000-64050	Irrigation Taxes	4,000.00	3,585.94	3,585.94	414.06	0.00	414.06	10.35
5040-5030-5031-5000-65110	Public Outreach	5,000.00	808.52	808.52	4,191.48	0.00	4,191.48	83.83
5040-5030-5031-5000-65175	Refunds	500.00	149.52	149.52	350.48	0.00	350.48	70.10
5040-5030-5031-5000-65310	Equipment Rent	20,000.00	19,206.40	19,206.40	793.60	0.00	793.60	3.97
5040-5030-5031-5000-65350	Equipment Maint & Repair	75,000.00	64,168.19	64,168.19	10,831.81	0.00	10,831.81	14.44
5040-5030-5031-5000-65360	Vehicle Maint & Repair	7,500.00	1,382.87	1,382.87	6,117.13	0.00	6,117.13	81.56
5040-5030-5031-5000-65380	Building Maint & Repair	80,000.00	65,717.47	65,717.47	14,282.53	0.00	14,282.53	17.85
5040-5030-5031-5000-65395	Grounds Maint & Repair	120,000.00	83,256.70	83,256.70	36,743.30	0.00	36,743.30	30.62
5040-5030-5031-5000-66000	Supplies - Office	4,000.00	5,048.16	5,048.16	-1,048.16	0.00	-1,048.16	0.00
5040-5030-5031-5000-66010	Supplies - Other	7,000.00	5,658.46	5,658.46	1,341.54	0.00	1,341.54	19.16

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
5040-5030-5031-5000-66020	Copier Maint & Supplies	3,000.00	1,763.68	1,763.68	1,236.32	0.00	1,236.32	41.21
5040-5030-5031-5000-66030	Postage	2,600.00	2,552.00	2,552.00	48.00	0.00	48.00	1.85
5040-5030-5031-5000-66040	Publications & Periodicals	0.00	194.80	194.80	-194.80	0.00	-194.80	0.00
5040-5030-5031-5000-66050	Printing	2,000.00	1,881.52	1,881.52	118.48	0.00	118.48	5.92
5040-5030-5031-5000-66120	Janitorial Supplies	15,000.00	12,448.32	12,448.32	2,551.68	0.00	2,551.68	17.01
5040-5030-5031-5000-66125	Painting Supplies	1,000.00	1,263.47	1,263.47	-263.47	0.00	-263.47	0.00
5040-5030-5031-5000-66130	Elect Supplies & Repairs	5,500.00	5,412.63	5,412.63	87.37	0.00	87.37	1.59
5040-5030-5031-5000-66210	Uniform Maint & Repair	3,000.00	99.10	99.10	2,900.90	0.00	2,900.90	96.70
5040-5030-5031-5000-66300	Tires	2,000.00	120.00	120.00	1,880.00	0.00	1,880.00	94.00
5040-5030-5031-5000-66405	Medical Supplies	1,000.00	71.54	71.54	928.46	0.00	928.46	92.85
5040-5030-5031-5000-67000	Travel & Training	15,000.00	16,841.92	16,841.92	-1,841.92	0.00	-1,841.92	0.00
5040-5030-5031-5000-67505	Utilities - Gas	65,000.00	61,296.74	61,296.74	3,703.26	0.00	3,703.26	5.70
5040-5030-5031-5000-67510	Utilities - Water & Sewer	70,000.00	51,786.87	51,786.87	18,213.13	0.00	18,213.13	26.02
5040-5030-5031-5000-67520	Utilities - Electricity	80,998.00	60,769.84	60,769.84	20,228.16	0.00	20,228.16	24.97
5040-5030-5031-5000-67535	Garbage Pickup	10,000.00	8,785.71	8,785.71	1,214.29	0.00	1,214.29	12.14
5040-5030-5031-5000-67555	Telephone	4,000.00	4,622.22	4,622.22	-622.22	0.00	-622.22	0.00
5040-5030-5031-5000-67560	Data Service Charges	10,000.00	3,772.89	3,772.89	6,227.11	0.00	6,227.11	62.27
5040-5030-5031-5000-68000	GW Materials & Serv Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E20 Sub Totals:		913,498.00	796,873.94	796,873.94	116,624.06	0.00	116,624.06	12.77
E21	Interdepartmental Charges							
5040-5030-5031-5000-69900	Internal Services	47,421.00	47,421.00	47,421.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-69920	Tech Maint Hardware Chg	2,232.00	2,232.00	2,232.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-69930	Tech Maint User Chg	4,260.00	4,260.00	4,260.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-69940	Risk Management	23,861.00	23,861.00	23,861.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-69950	Insurance Liability	61,180.00	61,180.00	61,180.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-69989	Fees - Internal	0.00	1,475.09	1,475.09	-1,475.09	0.00	-1,475.09	0.00
5040-5030-5031-5000-69990	Contract Services - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-69991	Office Supplies - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-69992	Postage - Internal	0.00	11.82	11.82	-11.82	0.00	-11.82	0.00
5040-5030-5031-5000-69994	Solid Waste Fees - Internal	0.00	675.03	675.03	-675.03	0.00	-675.03	0.00
E21 Sub Totals:		138,954.00	141,115.94	141,115.94	-2,161.94	0.00	-2,161.94	0.00
E30	Capital Outlay							
5040-5030-5031-5000-70000	Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-70010	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-70110	Vehicles Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-70220	Facilities Improvement	4,030,203.00	2,526,165.96	2,526,165.96	1,504,037.04	0.00	1,504,037.04	37.32
5040-5030-5031-5000-79000	GW Capitalized Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-79010	GW Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-79030	GW Capital Asset Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E30 Sub Totals:		4,030,203.00	2,526,165.96	2,526,165.96	1,504,037.04	0.00	1,504,037.04	37.32

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E40	Debt Service							
5040-5030-5031-5000-80010	Note Payable Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-80020	Note Payable Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-89010	MA Debt Service Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E40 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E41	Interdepartmental Charges							
5040-5030-5031-5000-88010	Interfund Loan Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-88020	Interfund Loan Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E41 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E70	Interfund Transfers							
5040-5030-5031-5000-93010	Trans - Public Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-94010	Trans - Health Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-95030	Trans - Fairgrounds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-97915	GW Trans - Gov Activities	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E70 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E80	Contingencies							
5040-5030-5031-5000-98000	Operating Contingency	6,733.00	0.00	0.00	6,733.00	0.00	6,733.00	100.00
	E80 Sub Totals:	6,733.00	0.00	0.00	6,733.00	0.00	6,733.00	100.00
E81	Fund Balance & Reserves							
5040-5030-5031-5000-99000	Reserve Future Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E81 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E90	Unappropriated Fund Balance							
5040-5030-5031-5000-99900	Unappropriated Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-99901	GW Unapprop Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-99902	MA Unapprop Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	5,987,761.00	4,346,095.26	4,346,095.26	1,641,665.74	0.00	1,641,665.74	27.42
	Dept 5030 Sub Totals:	0.00	-304,547.42	-304,547.42	304,547.42	0.00		
	Fund Revenue Sub Totals:	5,987,761.00	4,650,642.68	4,650,642.68	1,337,118.32	0.00	1,337,118.32	22.33
	Fund Expense Sub Totals:	5,987,761.00	4,346,095.26	4,346,095.26	1,641,665.74	0.00	1,641,665.74	27.42
	Fund 5040 Sub Totals:	0.00	-304,547.42	-304,547.42	304,547.42	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
		=====	=====	=====	=====	=====	=====	=====
	Revenue Totals:	5,987,761.00	4,650,642.68	4,650,642.68	1,337,118.32	0.00	1,337,118.32	22.33
		=====	=====	=====	=====	=====	=====	=====
	Expense Totals:	5,987,761.00	4,346,095.26	4,346,095.26	1,641,665.74	0.00	1,641,665.74	27.42
		=====	=====	=====	=====	=====	=====	=====
	Report Totals:	0.00	-304,547.42	-304,547.42	304,547.42	0.00		
		=====	=====	=====	=====	=====		

General Ledger

Budget Status

User: dmcling

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Period: 1 to 12, 2025

Fairgrounds 2025



Account Number		Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund	5040	Fairgrounds							
Dept	5040-5030	Fair Board							
R30		Charges for Service							
5040-5030-5031-5000-43000		Charges for Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-43030		Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-43040		Reimbursements	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	100.00
5040-5030-5031-5000-43050		Rental Income	555,418.00	7,373.76	7,373.76	548,044.24	0.00	548,044.24	98.67
5040-5030-5031-5000-43520		Fees - Admission	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-43535		Sponsorships	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R30 Sub Totals:	570,418.00	7,373.76	7,373.76	563,044.24	0.00	563,044.24	98.71
R31		Interdepartmental Charges							
5040-5030-5031-5000-43983		Fees - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-43986		Claims Reimburs - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-43987		Contract Services - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R31 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R40		Other Local Revenue							
5040-5030-5031-5000-44000		Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-44010		Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R40 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R41		Interest							
5040-5030-5031-5000-44950		Investments - Interest On	0.00	1,398.75	1,398.75	-1,398.75	0.00	-1,398.75	0.00
5040-5030-5031-5000-44954		MA Investments Change in Value	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R41 Sub Totals:	0.00	1,398.75	1,398.75	-1,398.75	0.00	-1,398.75	0.00
R50		Federal Government							
5040-5030-5031-5000-46000		Grants - Federal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		R50 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R52		Other Governments							
5040-5030-5031-5000-47000		Grants - Other Governments	303,445.00	0.00	0.00	303,445.00	0.00	303,445.00	100.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R52 Sub Totals:	303,445.00	0.00	0.00	303,445.00	0.00	303,445.00	100.00
R60	Debt Procceds							
5040-5030-5031-5000-48010	Loan Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-48815	MA Debt Proceeds Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R60 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R61	Interfund Loan Proceeds							
5040-5030-5031-5000-48810	Interfund Loan Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R61 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R70	Interfund Transfers							
5040-5030-5031-5000-49000	Trans - General Non Dept	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-49133	Trans - Transient Room	1,311,490.00	0.00	0.00	1,311,490.00	0.00	1,311,490.00	100.00
5040-5030-5031-5000-49152	Trans - COVID19 Pandemic Grant	592,000.00	0.00	0.00	592,000.00	0.00	592,000.00	100.00
5040-5030-5031-5000-49530	Trans - Fair Grounds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-49820	GW Trans - Gov Act Cap Asset	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R70 Sub Totals:	1,903,490.00	0.00	0.00	1,903,490.00	0.00	1,903,490.00	100.00
R90	Fund Balances							
5040-5030-5031-5000-49950	Beginning Fund Balance	755,555.00	0.00	0.00	755,555.00	0.00	755,555.00	100.00
5040-5030-5031-5000-49951	GW Beginning Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-49952	MA Beginning Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	755,555.00	0.00	0.00	755,555.00	0.00	755,555.00	100.00
	Revenue Sub Totals:	3,532,908.00	8,772.51	8,772.51	3,524,135.49	0.00	3,524,135.49	99.75
E10	Personnel Services							
5040-5030-5031-5000-50000	Salaries and Wages	584,070.00	45,718.68	45,718.68	538,351.32	0.00	538,351.32	92.17
5040-5030-5031-5000-50100	Temporary Help	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-50110	Overtime	25,000.00	7,949.10	7,949.10	17,050.90	0.00	17,050.90	68.20
5040-5030-5031-5000-51100	FICA	44,684.00	4,010.36	4,010.36	40,673.64	0.00	40,673.64	91.03
5040-5030-5031-5000-51200	Workmans Compensation Tax	210.00	16.85	16.85	193.15	0.00	193.15	91.98
5040-5030-5031-5000-51300	Medical Insurance	196,560.00	7,681.98	7,681.98	188,878.02	0.00	188,878.02	96.09
5040-5030-5031-5000-51310	VEBA	0.00	7,018.12	7,018.12	-7,018.12	0.00	-7,018.12	0.00
5040-5030-5031-5000-51330	Life Insurance	138.00	10.38	10.38	127.62	0.00	127.62	92.48
5040-5030-5031-5000-51340	Short Term Disability	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-51400	Retirement - General	66,283.00	5,716.73	5,716.73	60,566.27	0.00	60,566.27	91.38
5040-5030-5031-5000-51420	Retirement - 401A	13,595.00	604.39	604.39	12,990.61	0.00	12,990.61	95.55
5040-5030-5031-5000-59020	GW Vacation Leave Accr Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-59030	GW NPO Retirement - County	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-59040	GW Retiree Hlth Ins - County	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	E10 Sub Totals:	930,540.00	78,726.59	78,726.59	851,813.41	0.00	851,813.41	91.54
E11	Interdepartmental Charges							
5040-5030-5031-5000-51560	Unemployment Compensation	2,925.00	268.34	268.34	2,656.66	0.00	2,656.66	90.83
5040-5030-5031-5000-51570	Workmans Compensation	15,491.00	1,333.19	1,333.19	14,157.81	0.00	14,157.81	91.39
	E11 Sub Totals:	18,416.00	1,601.53	1,601.53	16,814.47	0.00	16,814.47	91.30
E20	Material and Services							
5040-5030-5031-5000-60010	Advertising	30,000.00	464.00	464.00	29,536.00	0.00	29,536.00	98.45
5040-5030-5031-5000-61000	Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-61200	Committee Expenses	6,000.00	0.00	0.00	6,000.00	0.00	6,000.00	100.00
5040-5030-5031-5000-62000	Contract Services	11,000.00	0.00	0.00	11,000.00	0.00	11,000.00	100.00
5040-5030-5031-5000-62005	Contract Personnel Services	100,000.00	55,451.90	55,451.90	44,548.10	0.00	44,548.10	44.55
5040-5030-5031-5000-62010	Consultant Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-62020	Legal Services - Attorney	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
5040-5030-5031-5000-62030	Legal Notice Publish	1,200.00	0.00	0.00	1,200.00	0.00	1,200.00	100.00
5040-5030-5031-5000-62320	Software Support	6,200.00	0.00	0.00	6,200.00	0.00	6,200.00	100.00
5040-5030-5031-5000-62335	Website Hosting Services	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
5040-5030-5031-5000-62340	Lock Repair & Replace	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00
5040-5030-5031-5000-62345	Security & Alarms	10,000.00	105.00	105.00	9,895.00	0.00	9,895.00	98.95
5040-5030-5031-5000-62350	Janitorial Services	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
5040-5030-5031-5000-62355	Plumbing Repair	7,000.00	0.00	0.00	7,000.00	0.00	7,000.00	100.00
5040-5030-5031-5000-62360	Heating & Air Repair	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
5040-5030-5031-5000-63005	Donations	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00
5040-5030-5031-5000-63100	Dues	4,000.00	155.00	155.00	3,845.00	0.00	3,845.00	96.13
5040-5030-5031-5000-63105	Fees	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
5040-5030-5031-5000-63110	Credit Card Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-63300	Equipment	40,000.00	-8,931.15	-8,931.15	48,931.15	0.00	48,931.15	122.33
5040-5030-5031-5000-63310	Office Furniture	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
5040-5030-5031-5000-63325	Tools	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
5040-5030-5031-5000-63335	Vehicle Fuel	20,000.00	0.00	0.00	20,000.00	0.00	20,000.00	100.00
5040-5030-5031-5000-63336	Vehicle Fuel - Diesel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-64040	Special Assessments	400.00	0.00	0.00	400.00	0.00	400.00	100.00
5040-5030-5031-5000-64050	Irrigation Taxes	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
5040-5030-5031-5000-65110	Public Outreach	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
5040-5030-5031-5000-65175	Refunds	500.00	0.00	0.00	500.00	0.00	500.00	100.00
5040-5030-5031-5000-65310	Equipment Rent	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
5040-5030-5031-5000-65350	Equipment Maint & Repair	40,000.00	934.00	934.00	39,066.00	0.00	39,066.00	97.67
5040-5030-5031-5000-65360	Vehicle Maint & Repair	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
5040-5030-5031-5000-65380	Building Maint & Repair	80,000.00	355.00	355.00	79,645.00	0.00	79,645.00	99.56
5040-5030-5031-5000-65395	Grounds Maint & Repair	100,000.00	22,140.63	22,140.63	77,859.37	0.00	77,859.37	77.86
5040-5030-5031-5000-66000	Supplies - Office	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
5040-5030-5031-5000-66010	Supplies - Other	6,000.00	0.00	0.00	6,000.00	0.00	6,000.00	100.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
5040-5030-5031-5000-66020	Copier Maint & Supplies	3,000.00	238.83	238.83	2,761.17	0.00	2,761.17	92.04
5040-5030-5031-5000-66030	Postage	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
5040-5030-5031-5000-66040	Publications & Periodicals	200.00	0.00	0.00	200.00	0.00	200.00	100.00
5040-5030-5031-5000-66050	Printing	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00
5040-5030-5031-5000-66120	Janitorial Supplies	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	100.00
5040-5030-5031-5000-66125	Painting Supplies	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
5040-5030-5031-5000-66130	Elect Supplies & Repairs	6,000.00	0.00	0.00	6,000.00	0.00	6,000.00	100.00
5040-5030-5031-5000-66210	Uniform Maint & Repair	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
5040-5030-5031-5000-66300	Tires	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
5040-5030-5031-5000-66405	Medical Supplies	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
5040-5030-5031-5000-67000	Travel & Training	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	100.00
5040-5030-5031-5000-67505	Utilities - Gas	72,000.00	0.00	0.00	72,000.00	0.00	72,000.00	100.00
5040-5030-5031-5000-67510	Utilities - Water & Sewer	77,000.00	5,352.47	5,352.47	71,647.53	0.00	71,647.53	93.05
5040-5030-5031-5000-67520	Utilities - Electricity	85,000.00	18,185.71	18,185.71	66,814.29	0.00	66,814.29	78.61
5040-5030-5031-5000-67535	Garbage Pickup	7,500.00	0.00	0.00	7,500.00	0.00	7,500.00	100.00
5040-5030-5031-5000-67555	Telephone	5,500.00	0.00	0.00	5,500.00	0.00	5,500.00	100.00
5040-5030-5031-5000-67560	Data Service Charges	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
5040-5030-5031-5000-68000	GW Materials & Serv Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E20 Sub Totals:	847,000.00	94,451.39	94,451.39	752,548.61	0.00	752,548.61	88.85
E21	Interdepartmental Charges							
5040-5030-5031-5000-69900	Internal Services	82,167.00	6,847.25	6,847.25	75,319.75	0.00	75,319.75	91.67
5040-5030-5031-5000-69920	Tech Maint Hardware Chg	3,038.00	253.17	253.17	2,784.83	0.00	2,784.83	91.67
5040-5030-5031-5000-69930	Tech Maint User Chg	4,378.00	364.83	364.83	4,013.17	0.00	4,013.17	91.67
5040-5030-5031-5000-69940	Risk Management	26,780.00	2,231.67	2,231.67	24,548.33	0.00	24,548.33	91.67
5040-5030-5031-5000-69950	Insurance Liability	78,978.00	6,581.50	6,581.50	72,396.50	0.00	72,396.50	91.67
5040-5030-5031-5000-69989	Fees - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-69990	Contract Services - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-69991	Office Supplies - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-69992	Postage - Internal	0.00	3.47	3.47	-3.47	0.00	-3.47	0.00
5040-5030-5031-5000-69994	Solid Waste Fees - Internal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E21 Sub Totals:	195,341.00	16,281.89	16,281.89	179,059.11	0.00	179,059.11	91.66
E30	Capital Outlay							
5040-5030-5031-5000-70000	Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-70010	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-70110	Vehicles Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-70220	Facilities Improvement	1,179,111.00	113,302.51	113,302.51	1,065,808.49	0.00	1,065,808.49	90.39
5040-5030-5031-5000-79000	GW Capitalized Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-79010	GW Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-79030	GW Capital Asset Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E30 Sub Totals:	1,179,111.00	113,302.51	113,302.51	1,065,808.49	0.00	1,065,808.49	90.39

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E40	Debt Service							
5040-5030-5031-5000-80010	Note Payable Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-80020	Note Payable Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-89010	MA Debt Service Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E40 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E41	Interdepartmental Charges							
5040-5030-5031-5000-88010	Interfund Loan Principal	250,000.00	0.00	0.00	250,000.00	0.00	250,000.00	100.00
5040-5030-5031-5000-88020	Interfund Loan Interest	112,500.00	0.00	0.00	112,500.00	0.00	112,500.00	100.00
	E41 Sub Totals:	362,500.00	0.00	0.00	362,500.00	0.00	362,500.00	100.00
E70	Interfund Transfers							
5040-5030-5031-5000-93010	Trans - Public Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-94010	Trans - Health Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-95030	Trans - Fairgrounds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-97915	GW Trans - Gov Activities	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E70 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E80	Contingencies							
5040-5030-5031-5000-98000	Operating Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E80 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E81	Fund Balance & Reserves							
5040-5030-5031-5000-99000	Reserve Future Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E81 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E90	Unappropriated Fund Balance							
5040-5030-5031-5000-99900	Unappropriated Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-99901	GW Unapprop Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-99902	MA Unapprop Fund Balance Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	3,532,908.00	304,363.91	304,363.91	3,228,544.09	0.00	3,228,544.09	91.38
	Dept 5030 Sub Totals:	0.00	295,591.40	295,591.40	-295,591.40	0.00		
	Fund Revenue Sub Totals:	3,532,908.00	8,772.51	8,772.51	3,524,135.49	0.00	3,524,135.49	99.75
	Fund Expense Sub Totals:	3,532,908.00	304,363.91	304,363.91	3,228,544.09	0.00	3,228,544.09	91.38
	Fund 5040 Sub Totals:	0.00	295,591.40	295,591.40	-295,591.40	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Revenue Totals:	3,532,908.00	8,772.51	8,772.51	3,524,135.49	0.00	3,524,135.49	99.75
	Expense Totals:	3,532,908.00	304,363.91	304,363.91	3,228,544.09	0.00	3,228,544.09	91.38
	Report Totals:	0.00	295,591.40	295,591.40	-295,591.40	0.00		

Klamath County Fair

Fair Account, Period Ending 07/31/2024

RECONCILIATION REPORT

Reconciled on: 08/23/2024

Reconciled by: Dawn McLing

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	47,828.94
Checks and payments cleared (7)	-3,724.00
Deposits and other credits cleared (14)	17,833.92
Statement ending balance	<u>61,938.86</u>

Uncleared transactions as of 07/31/2024	-250.00
Register balance as of 07/31/2024	61,688.86
Cleared transactions after 07/31/2024	0.00
Uncleared transactions after 07/31/2024	186,110.72
Register balance as of 08/23/2024	<u>247,799.58</u>

Details

Checks and payments cleared (7)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/23/2024	Check	12244	Check 12157	-2,500.00
07/29/2024	Check	12249	Check 12157	-125.00
07/30/2024	Check	12248	Check 12157	-125.00
07/30/2024	Check	12245	Check 12157	-125.00
07/31/2024	Check	12247	Check 12157	-125.00
07/31/2024	Check	12251	Check 12157	-599.00
07/31/2024	Check	12246	Check 12157	-125.00
Total				-3,724.00

Deposits and other credits cleared (14)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/01/2024	Deposit			124.20
07/02/2024	Deposit			223.80
07/09/2024	Deposit			597.31
07/10/2024	Deposit			1,643.42
07/11/2024	Deposit		Square Account	1,019.78
07/12/2024	Deposit		Square Account	736.06
07/15/2024	Deposit			1,490.46
07/16/2024	Deposit			4,537.81
07/17/2024	Deposit			1,354.19
07/22/2024	Deposit			5.81
07/23/2024	Deposit			745.31
07/24/2024	Deposit			1,242.13
07/29/2024	Deposit		Square Account	1,490.62
07/31/2024	Deposit		Square Account	2,623.02
Total				17,833.92

Additional Information

Uncleared checks and payments as of 07/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/05/2023	Check	12204	Sales - Events - Demolition D...	-250.00
Total				-250.00

Uncleared deposits and other credits as of 07/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/16/2024	Check	12240	VOID	0.00
Total				0.00

Uncleared deposits and other credits after 07/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/02/2024	Deposit	215020400	DEPOSIT	8,815.00
08/05/2024	Deposit	218048019	DEPOSIT	13,113.00
08/05/2024	Deposit	218040760	DEPOSIT	13,510.00
08/05/2024	Deposit	218032358	DEPOSIT	31,760.00
08/05/2024	Deposit	218064760	DEPOSIT	23,898.00
08/05/2024	Deposit	218048767	DEPOSIT	20,000.00
08/05/2024	Deposit	218031426	DEPOSIT	4,562.25
08/14/2024	Deposit	227085983	DEPOSIT	57,124.47
08/14/2024	Deposit	227085916	DEPOSIT	13,328.00
Total				186,110.72



Presented to the Klamath County Fair Board

AUGUST 27, 2024

SUBJECT:

RATIFICATION OF CURRENT ACCOUNTS (BILLS)

ITEM NO: II. D.

FROM: Board Chair

ATTACHMENT: Current monthly bills to be ratified by the Board

REASON: Board Action

BACKGROUND:

Monthly process of reviewing and approving the payment of the attached bills for Fairgrounds maintenance and operation.

RECOMMENDATION:

Upon review, management requests the Board's approval.

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:



Klamath County Fairgrounds
Paid Bills Detail - Expenditures for June 2024
ARPA GRANT - SPECIAL PROJECTS

5040-5030-5032-5000 = FAIR 2024

Capital Expenditure = RV Park

Company Name	Budget line# 5040-5030-5031-5000-	Description	Amount
Elwood Staffing	62005	Contracted Personnel Services	\$ 36,207.96
Avista Corporation	67505	Utilities - Gas	\$ 1,431.86
Lana J. Hickey	66010	Supplies - Other	\$ 741.00
Barbara March	66010	Advertising	\$ 1,546.00
Pacificorp	67520	Utilities - Electricity	\$ 1,035.50
Parks & Ratliff	62020	Legal Services - Attorney	\$ 910.00
Wynne Broadcasting	66010	Advertising	\$ 2,397.00
Basin Fertilizer	65395	Grounds Maintenance & Repair	\$ 1,506.44
Diversified Contractors, Inc.	70220	Facilities Improvement	\$ 6,270.00
Knife River Corporation - NW	65395	Grounds Maintenance & Repair	\$ 2,860.00
Platt Equipment	63300	Equipment	\$ 8,931.15
Elwood Staffing	62005	Contracted Personnel Services	\$ 2,885.32
Klamath Public Works	65395	Grounds Maintenance & Repair	\$ 4,600.80
David McGrath	65395	Grounds Maintenance & Repair	\$ 475.00
Parks & Ratliff	62020	Legal Services - Attorney	\$ 88.50
Peterson Elementary PTO	63005	Donations	\$ 1,000.00
Ricoh	66020	Copier Maintenance & Repair	\$ 95.04
Elwood Staffing	62005	Contracted Personnel Services	\$ 5,812.68
Del Ellis Construction	63300	Equipment	\$ 4,500.00
American Fire Systems, Inc.	65380	Building Maintenance & Repair	\$ 13,952.50
Basin Fire Protection, Inc.	65395	Grounds Maintenance & Repair	\$ 110.00
Rhine Cross Group	70220	Facilities Improvement	\$ 4,320.00
Rocky Mt. Construction	70220	Facilities Improvement	\$ 8,143.50
Tami Thompson	60010	Advertising	\$ 3,300.00
Basin Fire Protection, Inc.	62345	Security & Alarms	\$ 519.00
Knife River Corporation - NW	65395	Grounds Maintenance & Repair	\$ 369.02
Pacific Electrical Contractors, Inc.	70220	Facilities Improvement	\$ 2,160.00
Elwood Staffing	62005	Contracted Personnel Services	\$ 399.02
Pacificorp	67520	Utilities - Electricity	\$ 1,544.11
Ricoh	66020	Copier Maintenance & Repair	\$ 124.24
			\$ 118,235.64

INTERNAL TRANSFERS

Klamath County Tax Collector	69989	Fees - Internal	\$ -
Klamath County Purchasing	69991	Supplies - Office Internal	\$ -
Klamath County Solid Waste	69994	Solid Waste Fees - Internal	\$ -
Postage	69992	Postage - Internal	\$ -
Steering Committee	69920 & 69930	Hardware & User Fees	\$ 541.00
Risk Management	69940	Risk Management	\$ 1,988.38
Insurance Liability	69950	Insurance Liability	\$ 5,098.37
Internal Services	69900	Internal Services	\$ 2,268.51
	Total		\$ 9,896.26

Telephone and Utilities

Avista Corporation	67505	Utilities - Gas	See Above
City of Klamath Falls 3531	67510	Utilities- Water & Sewer	CARD
City of Klamath Falls	67510	Utilities- Water & Sewer	CARD
Pacific Power	67520	Utilities- Electricity	See Above
US BANK CREDIT CARD	Statement Date 06/13/2024	0276	Amount
Ed Staub & Sons	63335	Vehicle Fuel	\$ 464.19
Waste Management	67535	Garbage Pickup	\$ 611.88

Cal-Ore	67560	Data Service Charges	\$ 266.03
Ed Staub & Sons	63335	Vehicle Fuel	\$ 218.25
Ed Staub & Sons	63335	Vehicle Fuel	\$ 1.00
The Home Depot	65395	Grounds Maintenance & Repair	\$ 301.50
Ed Staub & Sons	63105	Fees	\$ 0.02
		Card 0276 Total	\$ 1,862.87

US BANK CREDIT CARD	Statement Date 06/13/2024	3011	Amount
Camplife	62320	Software Support	\$ 500.00
City of Klamath Falls	67510	Utilities - Water & Sewer	\$ 115.93
City of Klamath Falls	67510	Utilities - Water & Sewer	\$ 60.18
City of Klamath Falls	67510	Utilities - Water & Sewer	\$ 77.83
Coastal	65350	Equipment Maintenance & Repair	\$ 170.98
Tenant Company	65350	Equipment Maintenance & Repair	\$ 43.00
Coastal	65350	Equipment Maintenance & Repair	\$ 26.98
Promo Direct	60010	Advertising	\$ 4,416.51
The Mechanic	65350	Equipment Maintenance & Repair	\$ 168.68
Robert Brooke & Associate	65380	Building Maintenance & Repair	\$ 1,418.99
City of Klamath Falls	67510	Utilities - Water & Sewer	\$ 1,463.52
City of Klamath Falls	67510	Utilities - Water & Sewer	\$ 51.91
The Mechanic	65350	Equipment Maintenance & Repair	\$ 1,964.44
ODA - Ag License Renewal	63105	Fees	\$ 190.00
Klamath Falls Downtown Assn	63100	Dues	\$ 100.00
Diamond Home Improvement	65350	Equipment Maintenance & Repair	\$ 6.98
Grover Electric & Plumbing	62355	Plumbing Repair	\$ 78.86
Grover Electric & Plumbing	62355	Plumbing Repair	\$ 6.07
Grover Electric & Plumbing	62355	Plumbing Repair	\$ 31.46
Zoom	62320	Software Support	\$ 15.99
BRIM Tractor	65350	Equipment Maintenance & Repair	\$ (1,196.71)
Black Widow Groom	65350	Equipment Maintenance & Repair	\$ 1,163.91
Fairs and Festivals - Renewal	63100	Dues	\$ 19.95
Fuong's Kitchen	61200	Committee Expenses	\$ 36.00
Shasta Litho	66050	Printing	\$ 885.00
Menu King	66010	Advertising	\$ 248.00
HIVE	62320	Software Support	\$ 211.26
US Cellular	67555	Telephone	\$ 110.00
Amazon	65395	Grounds Maintenance & Repair	\$ 156.40
Alesco	62350	Janitorial Services	\$ 1,197.50
Credit Card Fees	63105	Fees	\$ 27.55
BRIM Tractor	65350	Equipment Maintenance & Repair	\$ 182.94
BRIM Tractor	65350	Equipment Maintenance & Repair	\$ 127.22
BRIM Tractor	65350	Equipment Maintenance & Repair	\$ 208.18
BRIM Tractor	65350	Equipment Maintenance & Repair	\$ 1,744.47
		Card 3011 Total	\$ 16,029.98

US BANK CREDIT CARD	Statement Date 06/13/2024	1781	
Coastal	65350	Equipment Maintenance & Repair	\$ (161.99)
Harbor Freight	66010	Supplies - Other	\$ 10.47
		Card 1781 Total	\$ (151.52)

US BANK CREDIT CARD	Statement Date 06/13/2024	3749	
		Card 3749 Total	\$ -
US BANK CREDIT CARD	Statement Date 06/13/2024	8126	
Chefstore	61200	Committee Expenses	\$ 14.69

Coastal	65395	Grounds Maintenance & Repair	\$ 129.98
Coastal	65350	Equipment Maintenance & Repair	\$ 189.10
Staples	66000	Supplies - Office	\$ 59.99
Little Caesars	61200	Committee Expenses	\$ 50.91
The Home Depot	65395	Grounds Maintenance & Repair	\$ 258.26
The Home Depot	63325	Tools	\$ 79.62
River's Edge Landscape Supply	65395	Grounds Maintenance & Repair	\$ 132.30
Coastal	63325	Tools	\$ 151.95
		Card 8126 Total	\$ 1,066.80
		Credit Cards Total	\$ 18,808.13
	Grand Total		\$ 146,940.03



Presented to the Klamath County Fair Board

AUGUST 27, 2024

SUBJECT: ACCOUNTS RECEIVABLE/PAYABLE	ITEM NO: II. E.
	FROM: Board Chair
ATTACHMENT: Statement of Deposits Sales by Product/Service Summary Aging Summary	REASON: Board Approval

BACKGROUND:

This information will summarize accounts not yet collected from rentals, individuals, etc. Information is also provided as to current income/expense accounts. *Reports will be provided on a quarterly basis.*

RECOMMENDATION:

Upon review, management requests the Board's approval.

BOARD ACTION:

Approved: **Rejected:** **Tabled:** **Until:**





Presented to the Klamath County Fair Board

AUGUST 27, 2024

SUBJECT: PUBLIC PARTICIPATION	ITEM NO: IV.
	FROM: Board Chair
ATTACHMENT:	REASON: Board Information

BACKGROUND:

Time will be provided for public comment.

Public will be limited to ten minutes and **content must have been processed through the Fairgrounds Office seven working days prior to the Board Meeting, per Fair Board Bylaws.**

- A. Correspondence received from Ron Smiley, Klamath Freedom Foundation
- B. Bridget King, Foster Oregon
- C. Matt Hurley, Rotary Club
- D. Traci Reed, OSU Extension Office

RECOMMENDATION:

None.

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:



**Klamath Freedom Foundation
Ron Smiley Current President
3405 Pelican St. 541-891-2033
Klamath Falls, OR 97601**

**To: Klamath County Fairgrounds
Board of Directors**

Concerning the rail car you have generously let our non-profit use as a secure storage location for our equipment used for the 4th of July event here in Klamath Falls.

Back in the summer of 2021 Doug Brown had worked out a deal that if our group would dispose of all the hazardous materials out of the rail car, attach and repair the sliding door and have the fire Marshall approve the location for us to store ordinance for the few days it takes us to set up for the show. We basically store our equipment all year but only have actual ordinance in there the week before the 4th of July. Also, since we do the show a Veterans Park now, we store the docks in there as well.

We do carry a liability policy the week during our event if that counts. Could we possibly sign a disclaimer releasing your liability for the rest of the year? We really don't expect the rail car to be a target of theft as bullet proof as it is in your secure location. We will gladly attend a Board Meeting if necessary to discuss.

Thank you for consideration,



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/1/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Great Basin Insurance, Inc.
2300 Madison Street
Klamath Falls OR 97603

INSURED
Klamath Freedom Foundation
3405 Pelican St.
Klamath Falls OR 97601

CONTACT NAME: PHONE (A/C. No. Ext): 541-882-5507 E-MAIL ADDRESS:	FAX (A/C. No): 541-884-0052
	INSURER(S) AFFORDING COVERAGE
INSURER A: Philadelphia Insurance Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 639998724

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS				
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y		EV144242	7/2/2024	7/6/2024	EACH OCCURRENCE	\$ 1,000,000			
	DAMAGE TO RENTED PREMISES (Ea occurrence)						\$ 300,000				
	MED EXP (Any one person)						\$				
	PERSONAL & ADV INJURY						\$ 1,000,000				
	GENERAL AGGREGATE						\$ 3,000,000				
PRODUCTS - COMP/OP AGG	\$										
OTHER:	\$										
AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$				
BODILY INJURY (Per person)						\$					
BODILY INJURY (Per accident)						\$					
PROPERTY DAMAGE (Per accident)						\$					
OTHER:						\$					
UMBRELLA LIAB EXCESS LIAB						EACH OCCURRENCE	\$				
OCCUR CLAIMS-MADE						AGGREGATE	\$				
DED <input type="checkbox"/> RETENTION \$							\$				
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/>						Y/N N/A				PER STATUTE	OTH- ER
IF yes, describe under DESCRIPTION OF OPERATIONS below										E.L. EACH ACCIDENT	\$
	E.L. DISEASE - EA EMPLOYEE	\$									
	E.L. DISEASE - POLICY LIMIT	\$									

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: 4th of July Event, Veterans Memorial Park, 10 George Nurse Way, Klamath Falls, OR 97601

The City of Klamath Falls, its officers, employees, and volunteers are names as additional insured for General Liability per the terms and conditions of the attached endorsement form.

CERTIFICATE HOLDER

CANCELLATION

City of Klamath Falls 500 Klamath Ave Klamath Falls OR 97601	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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Dawn McLing

From: King Bridget <BRIDGET.KING@odhs.oregon.gov>
Sent: Tuesday, July 16, 2024 10:27 AM
To: Dawn McLing
Subject: Request to be on the Board Agenda

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

SECURE EMAIL DELIVERY: This email message was securely transmitted from a sender at Oregon ODHSOHA to your email system using Transport Layered Security (TLS).

Good morning,

I would like to see if I can get on the next agenda to ask the board if they would approve a decrease in the fees to use Exhibit Hall #2 for a non-profit foster care event. The hope is to get the cost reduced to \$350. Can you please let me know what I need to do to be able to speak to the board for that request?

Thank you so much,

Bridget King

Klamath & Lake Counties- District 11 Champion

"Supporting Families, Strengthening Communities"

Department of Human Services

Child Welfare Branch 1805

Klamath Falls OR 97601

(541) 810-8403

bridget.king@odhs.oregon.gov

PODCAST: ["The Foster Points"](#)



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Dawn McLing

From: King Bridget <BRIDGET.KING@odhs.oregon.gov>
Sent: Wednesday, August 7, 2024 7:50 AM
To: Dawn McLing
Cc: Derrick Rowley; gregg.c.sherrill@gmail.com
Subject: Re: Request to be on the Board Agenda

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Wonderful thank you. The estimate that we had was from a few years back and was around \$639 with the potential for a 25% discount, however in years prior to that we were only paying for the hall cost for one day, which I believe is \$350 for hall 2. That is what we would like to ask for again if possible.

Thank you
Bridget King
530-643-1806
Sent from my iPhone

On Jul 18, 2024, at 7:18 AM, Dawn McLing <dmcling@klamathcounty.org> wrote:

Think twice before clicking on links or opening attachments. This email came from outside our organization and might not be safe. If you are not expecting an attachment, contact the sender before opening it.

Good morning –

I wanted to let you know that I am in receipt of your request. The next Fair Board meeting is scheduled for August 19 @ 8:30 AM. Meetings are held in Linman Hall, Meeting Room B. If you have received a quote for the price of your event, I would like to receive a copy to include within the Agenda.

If you are unable to attend the meeting for any reason, please let me know in advance.

Warm regards,

*Dawn G. McLing
Administrative Assistant and Fair Board Secretary
Klamath County Fairgrounds/Event Center*

*Office Hours: 7:00 AM to 4:00 PM
Work: 541-851-2112 OR Cell: 541-892-7108*

<image001.png>

From: King Bridget <BRIDGET.KING@odhs.oregon.gov>
Sent: Tuesday, July 16, 2024 10:27 AM
To: Dawn McLing <dmclining@klamathcounty.org>
Subject: Request to be on the Board Agenda

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

SECURE EMAIL DELIVERY: This email message was securely transmitted from a sender at Oregon ODHSOHA to your email system using Transport Layered Security (TLS).

Good morning,

I would like to see if I can get on the next agenda to ask the board if they would approve a decrease in the fees to use Exhibit Hall #2 for a non-profit foster care event. The hope is to get the cost reduced to \$350. Can you please let me know what I need to do to be able to speak to the board for that request?

Thank you so much,

Bridget King

Klamath & Lake Counties- District 11 Champion

“Supporting Families, Strengthening Communities”

Department of Human Services

Child Welfare Branch 1805

Klamath Falls OR 97601

(541) 810-8403

bridget.king@odhs.oregon.gov

PODCAST: [The Foster Points](#)

<image004.jpg>

CONFIDENTIALITY NOTICE: This email may contain information that is privileged, confidential or otherwise exempt from disclosure under applicable law. If you are not the addressee or it appears from the context that you have received this e-mail in error, please advise me immediately by reply e-mail, keep the contents confidential, and immediately delete the message and any attachments from your system.

Dawn McLing

From: Matthew Hurley <copehurley@gmail.com>
Sent: Wednesday, August 14, 2024 3:48 PM
To: Dawn McLing
Subject: Fair Board Agenda

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I would like to be on the Agenda to cover a few questions on how the Board felt the Auction went and working with the rotary club. Thanks Matt Hurley



Presented to the Klamath County Fair Board

AUGUST 27, 2024

SUBJECT:

NEW BUSINESS AND INFORMATIONAL ITEMS
(Discussion and Possible Action Items)

ITEM NO: V.

FROM: Board Chair

ATTACHMENT:

REASON: Board Discussion/Action

BACKGROUND:

A. Rental Contract

The rental contract is being offered for review and potential approval. A change to Article I, Subsection i) Alcohol has been made. The following paragraph has been added with regard to events with alcohol.

a. ALCOHOL

If an event is sampling or selling alcoholic beverages, they are required to contact Klamath County Event Center's exclusive event alcohol management service, Oregon Beverage Service @ (303) 641-9467, for further instruction on documentation, limits, insurance requirements and OLCC regulations.

This addition is being made to streamline processes for the facilities renter.

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:





KLAMATH COUNTY FAIRGROUNDS/EVENT CENTER

3531 SOUTH 6TH STREET
KLAMATH FALLS, OR 97603
PHONE: 541-883-3796 FAX: 541-883-3798

Email: tnoble@klamathcounty.org

RENTAL AGREEMENT

NAME on behalf of COMPANY

ADDRESS

CITY, STATE, ZIP CODE

TELEPHONE NUMBER

TELEPHONE NO.
EMAIL ADDRESS

Contract will be sent out digitally when applicable. If you prefer to use a different method such as email, fax, or mail, please contact tnoble@klamathcounty.org or 541-851-2113 to request this accommodation.

NAME on behalf of **COMPANY** hereafter known as the **RENTER** and the **Klamath County Fair Board** hereafter known as the **BOARD** agree to the following terms and conditions herein on **August 23, 2024**.

SCOPE OF RENTAL REGARDING:

The BOARD agrees to rent to the RENTER the following described facilities and/or property located at the Klamath County Fairgrounds/Event Center, 3531 South Sixth Street, Klamath Falls, OR 97603, to-wit:

Event Name: Event Type:

Event Type:

Facilities to be Used:

Cost.

Security Requirement:

Contract Due By: _____ Insurance Due By: _____

OLCC Alcohol Permit or Alcohol Application

Deposit Amount: N/A **Deposit Due By:** N/A

Set Up Day(s): 5/8/2024 **Event Day(s):** 5/9/2024-5/12/2024 **Tear Down Day(s):** N/A
Other Stipulations: Building and areas must be returned in the condition it was received. RV Park rules specific to



Klamath County Fairgrounds/Event Center

3531 South 6th Street
Klamath Falls, Oregon 97603
(541) 883-3796

A message from the Manager:

We appreciate your ongoing support and interest in our facilities. Your events are integral to the success of our operations, and we value the contributions that your event makes to our community.

Over the years, we have been committed to giving back to events through discounts and contributions, often matching what we bring in. However, upon reviewing our finances and infrastructure, we have realized that this approach is not sustainable for our business. As we are not funded through the general fund, ensuring our financial stability is essential for our continued operation.

After review, the Fair Board implemented a protective measure for the Event Center as a business that limits what the Manager can donate back to an event in the form of discounts. Please note that discounts are not automatically rolled over to the next year. As the renter, please ensure that you are taking the proper steps to discuss your rates during the booking of your event as well as reviewing your contract prior to signing so that there are no surprises when your invoice arrives.

I also want to take this opportunity to inform you that long overdue improvements are underway at our facilities. These improvements are aimed at enhancing the overall experience for both renters and attendees, and we are excited about the positive changes they will bring. I ask that you be patient with us during this time and have faith that we strive to keep the impact of these projects on your event as minimal as possible.

The policies in which we operate are constantly being reviewed and adapted to accommodate the growing pains of change. We always enter any policy review with not only the impact it has on us as a business, but also how it will affect the renter, attendees, and the community as a whole. One of the things that will never change as long as I am the Manager is our unwavering commitment to providing exceptional service and support to all those who utilize our facilities. We remain dedicated to fostering a positive and collaborative relationship with our renters, prioritizing their needs and ensuring their events are successful. Thank you for your continued trust in us.

Sincerely,

Derrick Rowley

Derrick Rowley
Fairgrounds/Event Center Manager

a. **DOCUMENT EXECUTION**

The RENTER agrees to provide the BOARD, sixty (60) days in advance of the scheduled event, a fully executed copy of this Agreement by the responsible party. If the fully executed Agreement is not received within this time period, the Agreement shall become null and void. The only exception to this requirement is if an event is scheduled or booked within less than thirty days of the event. In which case, the Agreement shall be due in the Fairgrounds/Event Center office no later than seven business days prior to the scheduled date of the event. RENTER must also provide BOARD, ten (10) days in advance, any diagrams, floorplans, and/or power requirements necessary for the set-up of event that will need to be done by Fairgrounds/Event Center Staff.

b. **SUBLEASING**

This AGREEMENT is personal to the RENTER. It may not be assigned, sublet or seized by attachment or execution or in any manner transferred to any other person, firm or entity, either voluntarily or involuntarily or by operation of law or otherwise.

c. **OCCUPANCY**

The BOARD reserves the right to enforce Fire Marshal occupancy standards and to make reasonable occupancy modifications (depending on set up) for the use and occupancy of the Klamath County Fairgrounds/Event Center and the facilities covered by this AGREEMENT and the RENTER agrees for himself, his agents, employees, guests and business invitee to abide by all such rules promptly upon notice thereof.

d. **SECURITY**

The RENTER agrees to provide all security deemed necessary by the BOARD as stated in the Scope of Rental for the event covered by this AGREEMENT. The BOARD shall reserve the right to approve or disapprove the security provided by the RENTER. All security provided will be paid for by the RENTER.

e. **LEGAL**

In the event suit or action is instituted to enforce any of the terms of this Contract, each party shall be responsible for its own attorney fees, costs and related expenses.

f. **COPYRIGHT**

Entertainers at Klamath County Fairgrounds/Event Center shall be solely responsible for the payment of any and all royalty fees payable as a result of the performance of any copyrighted music or matters performed pursuant to the copyright laws of the United States and will hold harmless and indemnify Klamath County, Fair Board and its employees from any claims therefrom. The terms of this Agreement contained herein are contractual, and not a mere recital. This Agreement shall be binding upon the parties to this Agreement and upon their heirs, administrators, representatives, executors and assigns. RENTER represents and warrants that he has not transferred to any person or entity any rights, causes of action or claims released in this Agreement.

g. **MANAGEMENT**

A person in charge of the event must be in attendance at all times during the event and all guests must remain in the vicinity of the building/area rented and are not allowed to roam the Fairgrounds/Event Center or enter other buildings not indicated on the Rental Agreement during event hours.

h. **OVERTIME**

Overtime Charges begin at 9:00PM PST at current Rate Sheet Prices. Unless otherwise specified, all events must end and all guests must be cleared of all buildings and property by 2:00AM PST. RENTER will be fined \$2,000.00 for every additional hour facilities have any remaining occupants and Law Enforcement will be contacted if applicable.

i. **ALCOHOL**

If an event is sampling or selling alcoholic beverages, they are required to contact Klamath County Event Center's exclusive event alcohol management service, Oregon Beverage Service @ (303) 641-9467, for further instruction on documentation, limits, insurance requirements and OLCC regulations.

j. POLITICAL

- i. RENTER is not under any obligation to allow entrance to political (defined as relating to the government or the public affairs of a country) individual, parties, or groups. However, in the occurrence that any political individual, parties, or groups are allowed admittance, Renter must let all political individual, parties, or groups into the event. Renter cannot discriminate based on personal, religious, political, or any other view you, or your group may personally hold.
- ii. In the event that an individual or Group (Limit of 5 per group) is requesting to gather signatures, petition, or protest any cause, renter is required to inform them that they have a designated area to do so and that area is to be designated by fairgrounds administration.

k. INFORMATION COLLECTION

Event Survey will be sent following your event. It is due 30 days after you have received it. If not received by the BOARD within 90 days fine of \$50.00 will be assessed. Failure to return this survey will diminish continued rental status.

l. FORCE MAJEURE

Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy.

For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder.

Article II. FACILITY _____ Initials of Agreement to the Following

a. STATE OF FACILITIES

The RENTER accepts the facilities and property hereby rented in the condition existing as of the first day of occupancy. In the case that an issue is discovered, RENTER must notify Fairgrounds/Event Center employee immediately and Fairgrounds/Event Center Employee will fill out the appropriate form which will be signed by employee and RENTER. The BOARD makes no representations as to condition or quality of any of the facilities or equipment covered by this AGREEMENT. The RENTER agrees to be responsible for the care and condition of the facilities and the property covered by this AGREEMENT while in RENTER'S custody and shall return it to the BOARD in as good condition as when received, less reasonable wear and tear. A person in charge will assure that all garbage is placed in containers provided for the event. Any additional clean-up required after the event will be billed to RENTER at a rate of \$50.00 per hour per employee. Never move or remove any stake, pole, panel, pen or tension strap from where the installation crew has placed it. This can cause serious problems with structural integrity or damage to equipment. If you have any questions about this important safety issue, please contact us at (541) 281-7879 or (541) 274-0086.

b. MAINTENANCE

Fairgrounds/Event Center personnel will maintain trash and restrooms when applicable to the best of their abilities. Large scale events may be advised to provide trash attendants if staff is not able to provide ample service. At the minimum, Fairgrounds/Event Center Staff will clean and stock restrooms, remove trash, and sweep when needed each night between multiple day events. If event runs past the 9pm hour, staff time to do the bare minimum maintenance will be billed to the renter at rate sheet prices as overtime.

Maintenance staff are not your event employees. They shall not be used as security, ushers, announcers, ticket takers, or other event personnel. Renter is responsible for providing their own staff personnel.

Renters shall submit floor/area plans to Fairgrounds-Event Center Management at least ten (10) days in advance of the Event if set-up is required by the Fairgrounds-Event Center employees. The plan should include decorations, dimensions of all aisles, booths, table and chair locations, parking areas, loading and unloading areas, etc.

Fairgrounds-Event Center Management will work with each Event Holder Renter on specific needs and requirements to ensure compliance with fire safety standards and Facility requirements.

c. ACCESS

The RENTER shall have access through the Klamath County Fairgrounds/Event Center to the facilities covered by this AGREEMENT during the period of this AGREEMENT. Permission for access to and occupancy of the facilities rented shall extend to the RENTER'S business invitee, guests, employees and agents. Should the facility that is covered by this AGREEMENT be one that vehicle travel is allowed to drive into for unloading and loading, i.e.: Indoor Arena, Livestock Barns and /or Event Center, the RENTER agrees to enforce that there be no vehicle access in or out of the facility rented by the above named RENTER, by the RENTER'S membership (should it be a member organization), or by the RENTER'S vendors, business invitee, guests, employees, and/or agents, while the event is open to the general public and the general public is present in the said facility. Any vehicle travel shall have to be done before or after the general public's presence. No vehicles with studs or traction devices are allowed in the buildings. All vehicles entering buildings must be free of any fluid leaks or any damages that could affect building. Fairgrounds/Event Center staff, management and employees responsible for management and maintenance of the facilities shall have the right to access the facilities at any time during any event.

d. DAMAGES

- i. The user assumes responsibility for damage to the rented building and/or area and its amenities during the time of usage, including any time rented for set-up and breakdown. Any property damaged beyond normal wear and tear may be replaced or repaired at the option of Klamath County Fairgrounds/Event Center at the user's expense. The Klamath County Event Center manager has the exclusive right to choose how the repairs will be made. Liability will be the actual repair or replacement cost and will not be limited to the security deposit specified as a damage and cleaning deposit.
- ii. If decorations are used, only painter's tape (low adhesive) can be used on any surfaces. No holes may be made in the fairgrounds' property. Remove all decorations and attachments. The Fairgrounds/Event Center will not provide ladders or step ladders to the events. If decorations need to be hung any higher than standing level, renter shall bring their own ladder or step ladder. DO NOT stand on chairs to hang decorations.
- iii. No alterations can be made to the buildings or grounds without the express permission of Klamath County Fairgrounds/Event Center management. This includes, but is not limited to, installation of equipment, installation of wiring, cable or other devices, or any alteration of the building.
- iv. Food and beverages may not be in the *carpeted areas* of Linman Hall unless they are being transported from a Meeting Room that is being used to serve food and/or beverages from. All other food and beverages must remain within the Main Exhibit Hall. Damages or stains to the carpet will result in additional cleaning fees set forth by management.

e. SMOKING

Smoking on county property, including the Fairgrounds/Event Center, is prohibited. No person shall smoke or carry any lighted smoking instrument, any cigar, cigarette, pipe, electronic cigarette or marijuana on any county property.

f. SAFETY

A person in charge will not allow anyone to interfere with the fire alarm system. If the fire alarm sounds, a person in charge will instruct all guests to evacuate to a safe distance outside the building until such time as the Fire Department allows re-entry.

- i. All vehicles must be parked in designated parking areas. No vehicles are to be parked in the Fire Lanes surrounding the buildings.
- ii. The Exit Doors must be unlocked and cannot be blocked during the event.
- iii. In the case of an accident or emergency, Renter agrees to cooperate with Fairgrounds-Event Center Management in the formulation of an action plan and response to media inquiries. All accidents, occurrences and incidents must be reported to Klamath County Fairgrounds-Event Center Management as soon as possible, but not later than the next business day. Reports must include:

1. Name, address and telephone number of the injured person or persons.
2. Name, address and telephone number of any witnesses.
3. A description of the accident (how, when, and where it happened).
4. A description of the extent of bodily injury or property damage.

Klamath County Fairgrounds-Event Center Management has the right to require medical personnel, based on the type of event, and Renter will be notified of such requirement prior to the event.

- iv. All fire regulations in the Uniform Fire Code (UFC) as amended and approved by the local jurisdiction shall be strictly observed. The UFC regulates the placement of tables and chairs, decorations, dimensions of all aisles and exits, etc. Fairgrounds-Event Center Management will work with Renter to ensure compliance with the UFC. However, Renter is ultimately responsible for compliance.
- v. Food service in all Facilities shall meet the general health standards of the Klamath County Health Department. When an Event involves a temporary food service operation or food demonstration, Renter is responsible for informing such exhibitors or food service operators that a permit from the Klamath County Health Department is required. Food service provider shall contact Klamath County Health Department at 541-882-8846 or, Toll Free at 800-378-4127, 3314 Vandenberg Road, Klamath Falls, Oregon 97603, at least thirty (30) days prior to the scheduled event.

g. AMERICANS WITH DISABILITIES ACT

The BOARD wishes to make its facilities reasonably accessible by persons with disabilities as required by Title III (Public Accommodations and Services Operated by Private Entities) of the Americans with Disabilities Act. The RENTER will be responsible for making all auxiliary aides and services available to participants who indicate they have a special need for their participation in the Event's functions. Should the RENTER require the BOARD to provide any auxiliary aids or services, please notify the BOARD in writing at least one (1) month prior to the Event date. The BOARD will provide any aids or services that it has available. The RENTER shall pay for any extraordinary costs, determined by the BOARD, for such auxiliary aids unless otherwise agreed upon by both the RENTER and the BOARD.

h. ADVERTISING AND MARKETING

Renters shall not hang signs, bunting or other advertising materials anywhere on the premises of the facilities without prior approval of the Klamath County Fairgrounds-Event Center Management. The Fairgrounds-Event Center does recognize the need for Renters to display sponsor advertising; therefore, advertising materials and locations will be determined on an event-by-event basis. The Klamath County Event Center has developed a new logo. If the event is utilizing the Logo, please contact the Event Center/Fairground's Office for proper color and size definitions. All references to "fairgrounds" should be edited to state "Event Center."

Klamath County Fairgrounds-Event Center employees shall not be responsible for event promotion and marketing. The Fairgrounds-Event Center office telephone number, as well as any Klamath County Fairgrounds-Event Center telephone number shall not be published or placed on any promotional material for any event or otherwise published in connection with an event unless prior approval has been obtained via the Klamath County Fairgrounds-Event Center management. The Klamath County Fairgrounds-Event Center logo may not be used on any promotional material without the prior written approval of Klamath County Fairgrounds-Event Center Management.

Weekly events are listed on the static reader board at no additional charge. In the event that there are too many to list, events will be listed based off of Rental Income. If renter desires to have details of their event, or available information links, placed on the Fairgrounds-Event Center Public Event Calendar, information must be submitted to the Business Office Event Coordinator.

i. ANIMALS

Renters utilizing a Klamath County Fairgrounds-Event Center facility for any activity in which animals are used or exhibited shall comply fully with all applicable government agency statutes, laws, ordinances, rules, regulations, including those applicable with the humane care and treatment of animals. Renter assumes the full responsibility of

complying with all applicable ordinances, laws, rules, regulations, and/or orders as they relate to the needs and rights of the animals, which are under the Renters care and control.

j. STALLS

Overnight stalls are available for Renter to rent out to the patrons of their events. Renters will be responsible for managing stall rentals and collecting fees. Stall fees will be charged to renter as stated in scope of rental. Renter reserves the right to set fee charged to their patrons.

k. RV SPOTS

RV Spots are available to events first. If the Renter wants full exclusivity to the RV Lot, The Klamath County Fairgrounds-Event Center will not act as RV Superintendent. Renter is responsible for RV reservations and payment collection. A final count of spaces will be completed and the number will be reflected on the final event billing. Fees will be charged to renter as stated in scope of rental. Renter reserves the right to set fee charged to their patrons.

l. CLEANING GUIDELINES

Buildings and areas are to be left in the condition they were received. Any time spent by FG/EC staff returning the building or area to the way it was rented will be billed to the renter at the rate sheet price.

TRASH- All garbage must be placed in the provided cans. If there is more trash than space in cans, you must tie a bag put it outside one of the side doors and put a new bag in the can from the handle.

TABLES AND CHAIRS- Tables and chairs are to be returned to the racks the way they were received. Tables should be placed on the appropriate racks, flat side down based off of size and should not be stacked more than 25 high and be in line with the others and not crooked or off balance

RESTROOMS- You are not required to clean the toilets. However, all trash should be placed in the provided receptacle and any large messes should be cleaned up to avoid any additional charges.

KITCHEN- Kitchen is to be returned in the condition it was received including all appliances, shelves, counter tops, refrigerators and freezers. If you used it, you must clean it. If dishwasher is to be used in the Hancock Arena Concessions, renter must request it in advance to allow proper training to person using it otherwise, it will not be available.

FLOORS- All trash and anything of substance must be removed from the floors. Renter does not need to mop, FG/EC staff will do that. If there are items stuck to the floor such as tape, gum, or other items that cannot be removed with the machine, a fee will be charged to the renter for removal.

m. DELIVERIES

If deliveries to the Fairgrounds/Event Center Office are unavoidable, the Renter must make prior arrangements with the Office Staff. All deliveries must be received and picked up during regular Business Office hours. If package is not picked up before the weekend, it is up to renter to make arrangements on the next business day.

n. KEYS

There will be no keys, padlocks, and other property belonging to the Klamath County Fairgrounds-Event Center, given to the Event User without prior approval from Management. Such property shall then be returned to Management within 24 hours after the close of the event. In the event that a key is lost, a \$2,000.00 re-keying fee may be imposed/charged.

o. EQUIPMENT

Renter shall not operate, or allow any other vendors, business invitee, guests, employees, and/or agents, any motorized Fairgrounds-Event Center-owned equipment without prior approval of management. If equipment is needed, fees will apply. Upon approval, prior to operation, operator must sign a release and receive a tutorial on operation from Management or another Employee.

a. **INDEMNITY**

The RENTER agrees to defend, indemnify and save Klamath County, its employees, agent or any others affiliated with Klamath County Fairgrounds/Event Center harmless from any and all losses, claims, action, costs, expenses, judgments, subrogation or other damages resulting from injury to any person (including injury resulting in death) or damage (including loss or destruction) to property, arising or resulting from the fault, negligence, wrongful act or wrongful omission of the RENTER and all Coordinators, Employees, Volunteers, Competitors, and Spectators and their belongings. This indemnity does not apply to claims, suits or actions arising solely out of the negligent acts or omissions of Klamath County, Klamath County Fair Board or its employees, officers or volunteers.

b. **POLICY REQUIREMENTS**

- i. The RENTER shall obtain, at RENTER's expense, and keep in effect during the full term, as defined under the "scope of rental", of this AGREEMENT (including set up and tear down days), insurance providing coverage for bodily injury and property damage which may arise out of the operations of the RENTER or their subcontractors, employees, agents, assigns or for anyone whose acts any of them may be liable. Such insurance shall have coverage limits equal to or greater than the minimum limits set forth herein., on a "per occurrence" form. This policy must be under the same name as the one provided on this AGREEMENT. An **Accord 25-S certificate** of insurance evidencing the existence of all insurance coverage(s) required by this contract prior to the commencement of any rental.

General Liability
Each Occurrence \$1,000,000
Aggregate \$2,000,000

- ii. Such insurance shall be primary and not excess to, or contributory with any insurance coverage provided by Klamath County. RENTER'S insurance shall be endorsed to provide project specific aggregate limits with respect to project covered by this AGREEMENT.
- iii. RENTER shall endorse the to include **Klamath County, Klamath County Fair Board and employees or officers as an "additional insured"** and a copy of this endorsement shall accompany each certificate. The additional insurance endorsement shall be **CG2010\1985 edition** or its equivalent.
- iv. There shall be no cancellation, changes, reduction of limits or intent not to renew the insurance coverage(s) without 30 days' written notice from the RENTER or its insurer(s) to the BOARD.

Option for Event Insurance: www.theeventhelper.com/#onb7eU



a. **FEES**

The RENTER agrees to pay rent to the BOARD for the use of the above listed facilities and/or property as well as all sums due for utilities, additional facilities and/or property **used but not listed above and in accordance with Attachment A “Rate Sheet” hereto and by this reference made a part hereof**. Said payment shall be made in the usual course of business after RENTER receives the BOARD'S statement.

b. **OVERTIME**

The RENTER further agrees to pay overtime charges for each employee required to remain on duty during an evening event. All events are required to have at least one employee present at all times while occupying the facilities. All persons shall be removed from the Fairgrounds/Event Center facilities and property by 2:00AM PST, unless otherwise approved by FAIRGROUNDS/EVENT CENTER MANAGER. The employee's time will end one-half hour after the event closes to allow for the checking and closing of the facility.

9:00PM PST – 2:00AM PST	Anything Past 2:00AM PST
\$70.00/Hour per Employee	\$2,000/hour (Law Enforcement contacted if necessary)

c. **PAYMENTS**

- i. A booking fee of \$100.00 will be required at the time of booking to save a date and receive a contract. Booking fee will be applied to final invoice. If event is cancelled, \$100.00 booking fee is non-refundable.
- ii. RENTER must pay deposit amount specified in the scope of rental 30 days prior to event date. Deposits will be based on rental history and estimation of event needs.
- iii. All post event contractual payments are due 30 days from the bill issue date. If payment is not received by the due date, a 1.5% finance charge will be assessed. If the bill becomes 60 days overdue, a second finance charge will be applied and legal action may be taken to collect the funds. If RENTER has more than one date, or a series of dates, each date must be paid prior to the next one taking place. In extreme cases, a payment plan may be arranged at the terms and at the discretion of the Fairgrounds/Event Center Manager and/or the Fair Board; however, arrangements must be made within the 30 days of the bill creation date.

d. **CANCELLATION**

Should RENTER cancel event, following payment scale will apply on monies due to the fairgrounds. Booking fees, Deposits or pre-payments already made are nonrefundable however may be transferable to another date if it is within 365 days of the original event date.

60 days or More prior to event date	30-60 days prior to event date	30 days or less prior to event date
No Charge	50% of Final bill	100% of Final Bill

Article V. ACCEPTANCE _____ Initials of Agreement to the Following

The terms of this Agreement contained herein are contractual, and not a mere recital. This Agreement shall be binding upon the parties to this Agreement and upon their heirs, administrators, representatives, executors and assigns. RENTER represents and warrants that he has not transferred to any person or entity any rights, causes of action or claims released in this Agreement.

Please indicate your acceptance and approval of the terms of this contract by signing and returning. Should we not receive your signed contract 60 days prior to your event date, all facilities being held tentatively will be cancelled. If BOARD receives an offer for this space from another group prior to the deadline date, a signed copy of this contract and deposit is required within 24 hours of notification to RENTER. The Klamath County Fair Board and Staff appreciate your business and look forward to the opportunity of serving you and your guests. Please be assured of our complete cooperation in every way to ensure the success of your event.

Klamath County Fair Board and NAME on behalf of **COMPANY** have agreed to and have executed this agreement by their authorized representatives as of the dates indicated below.

Approved by the **Klamath County Fair Board** and authorize the **Fair Manager** to sign.

Name: Derrick Rowley, Manager

Signature: _____ Date (Only applicable for Physical Signature): _____

Approved and authorized by **COMPANY**

Name: OFFICIAL SIGNOR NAME

Signature: _____ Date (Only applicable for Physical Signature): _____

Drivers Lic. Or Fed ID #: _____

KLAMATH COUNTY FAIRGROUNDS /EVENT CENTER

Attachment A to Rental Agreement

RATE SHEET AS OF April 24, 2024

Event Center (includes arena, lights, office, and heat)	\$ 1,700.00	per day
Scheduled Set-Up or Tear-down day	\$ 850.00	per day
Deck Only (Upon Manager approval only)	\$ 850.00	per day/SU or TD \$425.00
Sound System	\$ 100.00	per day
Kitchen	\$ 100.00	per day
Employee Set Up/Tear-Down	\$ 50.00	per hour/employee
Tables	\$ 12.00	per table
Chairs	\$ 0.75	per chair
Portable Stage(4'x8')	\$ 20.00	per section
Bleachers	\$ 40.00	per set
Power Box	\$ 30.00	Small
Power Box	\$ 50.00	Large
Arena Roll	\$ 200.00	Flat rate
Arena Full Work (One work included in facility rental)	\$ 120.00	per work
Arena Groom	\$ 50.00	per groom
Tractor (Comes with 1 [one] full tank of fuel)	\$ 120.00	per day
Carpet Rolls	\$ 25.00	per roll
Alcohol Sales	\$ 110.00	per keg/\$16.00 per case
Alcohol Sales	\$ 111.00	flat fee for liquor
Additional Rodeo Pen Set-Up (anything over 6 pens)	\$ 100.00	per pen
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	per hour
Cleaning Supply Fee (If Necessary)	\$ 100.00	flat rate
Refuel of equipment	\$ 100.00	per tank

Outdoor Arena	\$ 350.00	per day
Scheduled Set-Up or Tear-down day	\$ 175.00	per day
Arena Lights	\$ 20.00	per hour
Sound System	\$ 25.00	per day
Arena Full Work (One work included in facility rental)	\$ 120.00	per work
Arena Groom	\$ 50.00	per groom
Tractor (Comes with full tank of fuel)	\$ 120.00	per day
Alcohol Sales	\$ 110.00	per keg/\$16.00 per case/\$110.00 Liquor Fee
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	per hour

Indoor Arena (includes arena, lights, office, and heat)	\$ 450.00	per day
Scheduled Set-Up or Tear-down day	\$ 225.00	per day
Exclusive Use (Arena & Lights Only)	\$ 50.00	per hour
4-H Rate	\$ 25.00	per hour
Concession Stand	\$ 60.00	per day
Sound System	\$ 75.00	per day
Employee Set Up/Tear-Down	\$ 50.00	per hour/employee
Tables	\$ 12.00	per table
Chairs	\$ 0.75	per chair
Portable Stage(4'x8')	\$ 20.00	per section
Bleachers	\$ 40.00	per set
Power Box	\$ 30.00	Small
Power Box	\$ 50.00	Large
Arena Roll	\$ 200.00	Flat rate
Arena Full Work (One work included rental)	\$ 120.00	per work
Arena Groom	\$ 50.00	per groom
Tractor (Comes with 1 [one] full tank of fuel)	\$ 120.00	per day
Carpet Rolls	\$ 25.00	per roll
Alcohol Sales	\$ 110.00	per keg/\$16.00 per case/\$110.00 Liquor Fee
Additional Rodeo Pen Set-Up (anything over 6 pens)	\$ 100.00	per pen
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	Per hour
Cleaning Supply Fee (If Necessary)	\$ 100.00	flat rate

Butler Barn	\$ 200.00	per day
Kentner Barn	\$ 200.00	per day
Upper Stall Barn (84 Stalls)	\$ 850.00	per day
Gravel Lot	\$ 225.00	per day
Carnival Area or North Rodeo Parking Area	\$ 325.00	per day
Indoor Arena Lawn (when rented with another facility)	\$ 100.00	per day
Memorial Lawn (when rented with another facility)	\$ 100.00	per day
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	per hour

The rate sheet does not determine what the final bill will be for your event. Billing is done after the event takes place.

Items not on the rate sheet are to be priced by management.

KLAMATH COUNTY FAIRGROUNDS
Attachment A to Rental Agreement
RATE SHEET AS OF April 24th 2024

Exhibit Hall #1 (Includes Kitchen and Utilities)	\$ 500.00	per day
Scheduled Set-Up or Tear-down day	\$ 250.00	per day
Cleaning Supply Fee (If Necessary)	\$ 100.00	Flat Rate
Sound System	\$ 75.00	per day
Meeting Room A or B	\$ 100.00	Per Day
Scheduled Set-Up or Tear-down day	\$ 50.00	per day
Cleaning Supply Fee (If Necessary)	\$ 50.00	Flat Rate
Employee Set Up/Tear-Down	\$ 50.00	per hour/employee
Tables	\$ 12.00	per table
Chairs	\$ 0.75	per chair
Portable Stage(4'x8')	\$ 20.00	per section
Bleachers	\$ 40.00	per set
Power Box	\$ 30.00	Small
	\$ 50.00	Large
Alcohol Sales	\$ 110.00	per keg/\$110.00 Liquor Fee
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	per hour

Exhibit Hall #2 (Includes Kitchen and Utilities)	\$ 350.00	per day
Scheduled Set-Up or Tear-down day	\$ 175.00	per day
Cleaning Supply Fee (If Necessary)	\$ 100.00	Flat Rate
Sound System	\$ 50.00	per day
Employee Set Up/Tear-Down	\$ 50.00	per hour/employee
Tables	\$ 12.00	per table
Chairs	\$ 0.75	per chair
Portable Stage(4'x8')	\$ 20.00	per section
Power Box	\$ 30.00	Small
	\$ 50.00	Large
Alcohol Sales	\$ 110.00	per keg/\$110.00 Liquor Fee
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	per hour

Event Booking Fees		
Booking Fee (to save the date & receive contract)	\$100.00	Must be paid to reserve date

Other Charges		
Mobile Concession	\$ 25.00	per day
Electronic Street Readerboard	\$ 25.00	per day
Event Center Coffee Room	\$ 25.00	per day
Equipment Usage/Rental	Approval and price to be determined by management	

Deposit amounts based off of rental history and estimated event cost

Any alcohol sold at any event will be subject to the Alcohol Sales.

Booking fee and Deposit are non-refundable should event cancel. Booking fee will be taken off of the bill once event survey is completed.

Final Billing takes place after the event has ended and is entirely cleaned up. Upon bill creation date, the bill must be paid within 30 days to avoid finance charge of 1.5%. If payment has not been received within 60 days of bill creation date, we will begin the legal collection process.

Keys may be assigned to signee of contract (upon management approval) for certain events. The keys must be signed out and returned promptly after the conclusion of the event. If the keys are not returned and are considered "lost", a re-keying fee of \$2,000.00 will be assessed.

Items not on the rate sheet are to be priced by management.

RV (Prices are Per Night)

RV Park Space	\$ 50.00
Dry Camp (Upon Approval Only)	\$ 15.00
RV Dump & Fill	\$ 10.00

Stalls

Overnight Stall	\$ 20.00
Outdoor Pen (when available)	\$10.00/ head

Returned Check Fee \$35.00



Presented to the Klamath County Fair Board

AUGUST 27, 2024

SUBJECT:

Manager's Report and Board Discussion

ITEM NO: VI**FROM:** Board Chair**ATTACHMENT:****REASON:** Board Information/Action**BACKGROUND:****A. Manager's Report**

Each month, DJ Rowley will present a report to the Board of current issues or updates that are important to the operation of the Klamath County Fairgrounds. The Marketing Team will be present to provide the Fair Marketing information.

- i. Fair Marketing Review
- ii. Overall Fair Review

B. Board Discussion

Time is provided to the members of the Board to bring topics for open discussion.

RECOMMENDATION:

Informational only, unless an item requires a vote of the Board.

BOARD ACTION:**Approved:****Rejected:****Tabled:****Until:**



Presented to the Klamath County Fair Board

AUGUST 27, 2024

SUBJECT:

UPCOMING EVENTS OR IMPORTANT DATES

ITEM NO: VII.

FROM: Board Chair

ATTACHMENT:

2024 Event Schedule (as of September, October and November 2024)

REASON: Board Information

BACKGROUND:

Upcoming Events:

See Attached Schedules for September, October and November 2024

Important Dates:

Next Fair Board Meeting – To Be Announced

RECOMMENDATION:

Board Information

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:



Mon	Tue	Wed	Thu	Fri	Sat	Sun	
	26 8:30am - Fair Board 10am - Rotary Meeting	27 8:30am - Fair Board 10am - Rotary Meeting	28	29 Hispanic Dance	30	31	1
2 Labor Day 8:30am - Fair Board	3	4 5:30pm - Basin Bomber	5 Downtown Meeting	6	7	8	
9 5pm - 4-H Leaders	10	11 5:30pm - Basin Bomber	12	13 Private Event	14	15 First Day of Hispanic	
16	17	18 Private Event-Rural Private Event-Rural	19	20 Private Event	21	22	
23	24	25 5:30pm - Basin Bomber	26	27	28 Henley FFA Banquet	29	
30	1	2	3	4	5 Fire Prevention Expo Private Event-Community	6	

Mon	Tue	Wed	Thu	Fri	Sat	Sun
30	1	2	3	4	5	6
7	8	9	10	11	12	13
Auction Drop off						
8:30am - Fair Board				Pumpkin Festival		
					Tentative	
14	15	16	17	18	19	20
Auction Drop off						
Pumpkin Festival					Tentative-Wild Turkey	
Closed for Auction Drop					Tentative-REACH	
Columbus Day						
Indigenous Peoples' Day						
21	22	23	24	25	26	27
			Private Event			
			Private Event			
			Private Event			
28	29	30	31	1	2	3
			Yoga and Wellness Expo			
			Yoga and Wellness Expo			Daylight Saving Time
			Yoga and Wellness Expo			
			Halloween	First Day of American		

Mon	Tue	Wed	Thu	Fri	Sat	Sun
	28	29	30	31	1	2
			Yoga and Wellness Expo			3 Daylight Saving Time
			Yoga and Wellness Expo			
			Yoga and Wellness Expo			
			Halloween	First Day of American		
4 6:30am - Fair Board	5 Election Day (General)	6	7 Set Up	8 Hero's Breakfast	9 Bugling Toms banquet Tentative- Farm Beaur	10
11 Veterans Day	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28 Thanksgiving Day	29 Native American Heritage	30	1

Mon	Tue	Wed	Thu	Fri	Sat	Sun
	26	27	28	29	30	1
7am - Closed for Work Up		7am - Closed for Work Up		7am - Closed for Work Up		
	2	3	4	5	6	7
Labor Day		7am - Closed for Work Up		Summer Sizzle		8
7am - Closed for Work Up				Summer Sizzle		
	9	10	11	12	13	14
7am - Closed for Work Up		7am - Closed for Work Up	Battle of the States Showdown			15
			Battle of the States Showdown			
				7am - Closed for Work Up		First Day of Hispanic
	16	17	18	19	20	21
Battle of the States		7am - Closed for Work Up		Closed for Prep	KBHA Gaming	22
Battle of the States				7am - Closed for Work Up		
7am - Closed for Work Up						
	23	24	25	26	27	28
7am - Closed for Work Up		7am - Closed for Work Up		Closed for Prep	Racin in the Basin	29
				7am - Closed for Work Up	Welcome Home Vietnam	
	30	1	2	3	4	5
7am - Closed for Work Up		7am - Closed for Work Up		State Ranch Horse		6
				State Ranch Horse		
				Tentative		
				7am - Closed for Work Up		

Mon	Tue	Wed	Thu	Fri	Sat	Sun
30 7am - Closed for Work Up	1 7am - Closed for Work Up	2	3	4 State Ranch Horse State Ranch Horse Tentative 7am - Closed for Work Up	5	6
7 Auction Drop off	8	9	10	11	12	13
7am - Closed for Work Up	7am - Closed for Work Up	Dog Agility				
14 Closed	15	16	17	18 Auction Preview Closed for Prep 7am - Closed for Work Up	19 Auction Racin in the Basin	20 Closed for Teardown
21 Closed for Teardown	22	23	24	25	26	27
7am - Closed for Work Up	7am - Closed for Work Up		7am - Closed for Work Up	Spooktacular		
28 7am - Closed for Work Up	29 Arena Closed	30 Trunk or Treat	31 Halloween	1 PNW Livestock Expo	2	3
				PNW Livestock Expo		
				First Day of American		Daylight Saving Time

Mon	Tue	Wed	Thu	Fri	Sat	Sun
28 7am - Closed for Work Up	29 Arena Closed	30 Trunk or Treat	31 Halloween	1 PNW Livestock Expo	2	3
			Set Up	PNW Livestock Expo		Daylight Saving Time
4 7am - Closed for Work Up	5 Election Day (General)	6 7am - Closed for Work Up	6pm - OHSET Practice	8 Cage Fights	9	10
				Closed for Prep	Racin in the Basin	
11 Veterans Day	12 6pm - OHSET Practice	13 7am - Closed for Work Up	14 6pm - OHSET Practice	15 Closed for Prep	16 Racin in the Basin	17 OHSET Cow Practice
				7am - Closed for Work Up		
18 7am - Closed for Work Up	19 6pm - OHSET Practice	20 7am - Closed for Work Up	21 6pm - OHSET Practice	22 Closed for Prep	23 Racin in the Basin	24
				7am - Closed for Work Up		
25 7am - Closed for Work Up	26 6pm - OHSET Practice	27 7am - Closed for Work Up	28 Thanksgiving Day	29 Native American Heritage	30	1
			6pm - Tentative-OHSET	7am - Closed for Work Up		



Presented to the Klamath County Fair Board
AUGUST 27, 2024

SUBJECT: Executive Session (Pursuant to ORS 192.660) (2)(e)	ITEM NO: VIII.
	FROM: Board Chair
ATTACHMENT: None	REASON: Board Information

BACKGROUND:

At the time of Board Packet preparation, there was no Executive Session scheduled.

RECOMMENDATION:

None.

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:

