



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

**MARCH 4, 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. Traci Reed, OSU Extension
- V. NEW BUSINESS AND INFORMATIONAL ITEMS (Discussion and Possible Action Items)
- VI. MANAGER'S REPORT AND BOARD DISCUSSION
 - A. Tree Removal
 - B. RV Park Update
 - C. Food Court Restrooms
 - D. Fire Chief Update
- VII. UPCOMING EVENTS OR IMPORTANT DATES
- VIII. EXECUTIVE SESSION (Pursuant to ORS 192.660) (2) (i)
 - A. An Executive Session will be called pursuant to the referenced ORS Statute
- IX. NEXT MEETING
 - A. Regular Board Meeting, April 1, 2024 @ 8:30 AM
- X. ADJOURN REGULAR SESSION





Presented to the Klamath County Fair Board

MARCH 4, 2024

SUBJECT: BOARD MINUTES	ITEM NO: II. A.
	FROM: Board Chair
ATTACHMENT: February 13 and February 19, 2024 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 February 13 and 19, 2024 Meeting.

BOARD ACTION:

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





KLAMATH COUNTY FAIR BOARD
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FEBRUARY 13, 2024
FAIR BOARD MEETING MINUTES

CALL TO ORDER

Board Chair Gregg Sherrill opened the meeting at 8:33 AM.

ROLL CALL

Terry Sellars, Sarah Kellom, Shawn Blodgett, Brian Bryson, Norma Baugh, Gregg Sherrill, Margaret McCadden (Z), Chad Olney Late Arrival, Amy King (Z)

Excused absence: Kirk Sipes, Jeanne Pickens

Staff Present: Derrick Rowley, Tarah Noble (Z)

Fair Board Secretary: Dawn McLing

Guests: Ken Hand, Traci Reed

CONSENT AGENDA

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

ADOPTION OF AGENDA

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

PUBLIC PARTICIPATION

Traci Reed provided a report with regard to 4-H enrollment numbers for 2024. Down just a bit this year. Preparing for the April 6th Dinner and Auction Fundraiser. The premium guide is being worked on – will be switching to the “Showman” app which will reduce the number of pages within the Premium Guide.

Ken Hand provided a brief status report with regard to the Klamath County Sports Show. Vendor spaces are selling fairly quickly. Show specifics will be worked through once Joe is on site. Looks to be a good show. Need to begin advertising.

NEW BUSINESS AND INFORMATIONAL ITEMS

A. Event Rental Agreement – Continuing Discussion

There were no updates on this item and it will be brought before the Board during the Work Session scheduled for February 19th @ 8:30 AM.





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B. Fair Board Bylaws – Action Item

Dawn presented this item for the Board's consideration. Following a brief overview, it was determined that this will be brought forward to the Work Session scheduled for February 19th @ 8:30 AM.

MANAGER'S REPORT AND BOARD DISCUSSION

A. Manager's Report

i. Tree Removal Quotes

The Fairgrounds' Office has received three bids for tree removal in the Exchange Park in consideration of the specifications provided to each company (attached as part of record).

True Blue came in at \$14,300 with \$8,500 down to being the job

Goldan Brown came in at \$35,300

Bob's Excavating came in at \$21,900

Motion: To accept the low bid from True Blue at \$14,300.00 per specifications. Motion by Shawn Blodgett and second by Brian Bryson. No further discussion. Motion passed.

ii. RV Park Completion

The RV Park is considered substantially complete with a short punch list to be reviewed during a walk-through. Camp Life (a rental software) is also being vetted so that the Fairgrounds can use this avenue for RV Rentals. DJ felt comfortable saying that the area should be ready for rentals sometime in May.

iii. Food Court Project

The Paving/Bathroom ITB for the Food Court is currently being reviewed for the BOCC's Agenda on February 20th. Once they review/approve this ITB, Rhine-Cross will issue the ITB for contractor bids.

B. Board Discussion

The Board held discussion with regard to the recent occurrence during the Bull & Heifer Sale held February 1-4, 2024. It was reported that a situation developed with regard to the Fire Inspector and Fire Marshall inspection for this event. Several things were discussed and DJ felt that this issue can be eliminated with thorough communication with the Fire Marshall's Office and events held throughout the year. Getting information out to the vendors prior to an event is critical to avoid any major issues during an event. This will be an ongoing "work through" to mitigate any further altercations in relation to food trucks or other gas emitting situations connected to an event.





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UPCOMING EVENTS OR IMPORTANT DATES.

Current calendars were provided for the Board review. Sports show is scheduled for March. Dawn will look into dates for the Work Session and new board member training for Norma Baugh.

EXECUTIVE SESSION (Pursuant to ORS 192.660)

No Executive Session was held.

NEXT MEETING

February 19, 2024 Work Session

March 4, 2024 Regular Fair Board Meeting

ADJOURN REGULAR SESSION

Meeting was adjourned at 9:38 AM





KLAMATH COUNTY FAIR BOARD

3531 South Sixth Street, Klamath Falls, Oregon 97603

FEBRUARY 19, 2024 WORK SESSION MINUTES

CALL TO ORDER

Board Chair Gregg Sherrill called the meeting to order at 8:34 AM.

Roll Call

Board Members Present: Gregg Sherrill, Margaret McCadden, Amy King, Jeanne Pickens, Shawn Blodgett, Brian Bryson, Kirk Sipes, Sarah Kellom

Staff: Derrick Rowley – Late Arrival

Guests: Dave Henslee

Board Secretary: Dawn McLing

ADOPTION OF AGENDA

Motion to adopt the Agenda as written. Motion by Amy King and seconded by Jeanne Pickens. No further discussion. Motion passed unanimously.

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

A. Compliance Policy Review – Review and Proposed Action

Dawn McLing explained that there were very few corrections made to the above policies. Such things as dates and current travel guidelines or amounts were adjusted to bring the policies current were made.

The following Policies were reviewed:

Animal Welfare Policy – **Add** “in compliance with OSU Fair rules”

Compliance with ORS Chapter 279 Public Purchasing and Contracting Laws –

Modified to reflect current processes

Policy on Professional Development - **Added reference to Industry Standard Travel**

Policy on Fairgrounds Related Travel – **Updated to current rates**

The Code of Conduct – **Modifications requested by the Fair Board**

Remove the word loitering; remove “and spitting”; possession of any defined weapon – should reflect the verbiage from Fair (mirror)





KLAMATH COUNTY FAIR BOARD

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Motion to approve the above Policies with changes discussed. Motion by Brian Bryson and seconded by Shawn Blodgett. No further discussion was held. Motion passed unanimously.

B. Bylaws – Review and Proposed Action

The Klamath County Fair Board Bylaws were presented as amended. The Board of County Commissioners requested that each department (with an Advisory Board) amend their current Bylaws to match a standard format, layout and use of fonts. Following discussion with the Attorney of Record, the Bylaws were amended, maintaining the "Article" references within the body of the Bylaws.

Commissioner Henslee was in attendance during this meeting and stated the reason behind their request to streamline, modernize and be consistent with bylaws. Because the Fair Board is not "traditionally" an Advisory Board, the exception to the request (to include the Article titles) was suggested as allowed; however, Dave reminded everyone that he is only one vote.

Motion: To adopt the Bylaws as presented. Motion by Amy King and seconded by Margaret McCadden. No further discussion. Motion passed unanimously. Bylaws will be sent to the BOCC as requested.

C. Miscellaneous – Discussion, if needed

Brief review of the Fair Entertainment lineup. Marketing is hitting it out of the park. DJ commented with regard to the RV Park and moving forward with the camp rentals. There are still several things that need to be worked through with regard to cameras and rental software. DJ assured the Board that we will go back to the "old" way of renting spaces, working toward completion of online software, etc. During Fair, it is anticipated that we will utilize the new RV Park, as well as offering dry camping.

Working with finance downtown to finalize POS issues to accommodate the ORS Statute associated with governmental POS systems. Brief discussion with regard to property adjacent to the Fairgrounds off of Crest Street; discussion with regard to Fire Marshall issues during the Bull Sale.

NEXT MEETING

- A. Regular Board Meeting, March 4, 2024 @ 8:30 AM

ADJOURN REGULAR SESSION

The Work Session was adjourned at 9:45 AM





Presented to the Klamath County Fair Board
MARCH 4, 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

RECOMMENDATION:

No action is required.

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:





Presented to the Klamath County Fair Board

MARCH 4, 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

Fairgrounds

User: dmcling

Printed: 2/22/2024 - 12:51 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							
5040-5030-5031-5000-43000		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	10,000.00	10,178.61	10,178.61	-178.61	0.00	-178.61	0.00
5040-5030-5031-5000-43050		Rental Income	470,000.00	100,478.39	100,478.39	369,521.61	0.00	369,521.61	78.62
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:	480,000.00	110,657.00	110,657.00	369,343.00	0.00	369,343.00	76.95
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	2,071.88	2,071.88	-2,071.88	0.00	-2,071.88	0.00
		R31 Sub Totals:	0.00	2,071.88	2,071.88	-2,071.88	0.00	-2,071.88	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	0.00	18,635.86	18,635.86	-18,635.86	0.00	-18,635.86	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:	0.00	18,635.86	18,635.86	-18,635.86	0.00	-18,635.86	0.00
R50		Federal Government							
5040-5030-5031-5000-46000		Grants - Federal	0.00	93,129.59	93,129.59	-93,129.59	0.00	-93,129.59	0.00
		R50 Sub Totals:	0.00	93,129.59	93,129.59	-93,129.59	0.00	-93,129.59	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	526,768.07	526,768.07	822,201.93	0.00	822,201.93	60.95
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	526,768.07	526,768.07	1,477,999.93	0.00	1,477,999.93	73.72
R90	Fund Balances							
5040-5030-5031-5000-49950	Beginning Fund Balance	2,930,000.00	3,087,433.75	3,087,433.75	-157,433.75	0.00	-157,433.75	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:	2,930,000.00	3,087,433.75	3,087,433.75	-157,433.75	0.00	-157,433.75	0.00
	Revenue Sub Totals:	5,691,768.00	3,894,251.15	3,894,251.15	1,797,516.85	0.00	1,797,516.85	31.58
E10	Personnel Services							
5040-5030-5031-5000-50000	Salaries and Wages	536,390.00	333,812.47	333,812.47	202,577.53	0.00	202,577.53	37.77
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	35,000.00	29,364.44	29,364.44	5,635.56	0.00	5,635.56	16.10
5040-5030-5031-5000-51100	FICA	41,037.00	27,458.63	27,458.63	13,578.37	0.00	13,578.37	33.09
5040-5030-5031-5000-51200	Workmans Compensation Tax	230.00	117.95	117.95	112.05	0.00	112.05	48.72
5040-5030-5031-5000-51300	Medical Insurance	190,710.00	61,642.78	61,642.78	129,067.22	0.00	129,067.22	67.68
5040-5030-5031-5000-51310	VEBA	0.00	57,551.67	57,551.67	-57,551.67	0.00	-57,551.67	0.00
5040-5030-5031-5000-51330	Life Insurance	138.00	90.96	90.96	47.04	0.00	47.04	34.09
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	38,484.76	38,484.76	33,125.24	0.00	33,125.24	46.26
5040-5030-5031-5000-51420	Retirement - 401A	2,514.00	5,096.90	5,096.90	-2,582.90	0.00	-2,582.90	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:	877,939.00	553,926.56	553,926.56	324,012.44	0.00	324,012.44	36.91
E11	Interdepartmental Charges							
5040-5030-5031-5000-51560	Unemployment Compensation	2,687.00	1,815.85	1,815.85	871.15	0.00	871.15	32.42
5040-5030-5031-5000-51570	Workmans Compensation	12,747.00	8,089.39	8,089.39	4,657.61	0.00	4,657.61	36.54
	E11 Sub Totals:	15,434.00	9,905.24	9,905.24	5,528.76	0.00	5,528.76	35.82
E20	Material and Services							
5040-5030-5031-5000-60010	Advertising	20,000.00	9,947.00	9,947.00	10,053.00	0.00	10,053.00	50.27
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	1,933.40	1,933.40	4,066.60	0.00	4,066.60	67.78
5040-5030-5031-5000-62000	Contract Services	8,000.00	3,913.48	3,913.48	4,086.52	0.00	4,086.52	51.08
5040-5030-5031-5000-62005	Contract Personnel Services	110,000.00	100,631.96	100,631.96	9,368.04	0.00	9,368.04	8.52
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	1,200.00	670.84	670.84	529.16	0.00	529.16	44.10
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	4,500.00	4,051.81	4,051.81	448.19	0.00	448.19	9.96
5040-5030-5031-5000-62335	Website Hosting Services	1,200.00	275.00	275.00	925.00	0.00	925.00	77.08
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	7,747.43	7,747.43	-2,747.43	0.00	-2,747.43	0.00
5040-5030-5031-5000-62350	Janitorial Services	6,000.00	4,605.32	4,605.32	1,394.68	0.00	1,394.68	23.24
5040-5030-5031-5000-62355	Plumbing Repair	6,000.00	1,409.62	1,409.62	4,590.38	0.00	4,590.38	76.51
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	2,500.00	2,500.00	0.00	0.00	0.00	0.00
5040-5030-5031-5000-63100	Dues	3,000.00	2,943.90	2,943.90	56.10	0.00	56.10	1.87
5040-5030-5031-5000-63105	Fees	4,000.00	763.69	763.69	3,236.31	0.00	3,236.31	80.91
5040-5030-5031-5000-63300	Equipment	50,000.00	3,077.04	3,077.04	46,922.96	0.00	46,922.96	93.85
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	2,204.70	2,204.70	7,795.30	0.00	7,795.30	77.95
5040-5030-5031-5000-63335	Vehicle Fuel	20,000.00	6,616.13	6,616.13	13,383.87	0.00	13,383.87	66.92
5040-5030-5031-5000-63336	Vehicle Fuel - Diesel	0.00	2,219.84	2,219.84	-2,219.84	0.00	-2,219.84	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	5,000.00	14,403.65	14,403.65	-9,403.65	0.00	-9,403.65	0.00
5040-5030-5031-5000-65350	Equipment Maint & Repair	40,000.00	36,486.23	36,486.23	3,513.77	0.00	3,513.77	8.78
5040-5030-5031-5000-65360	Vehicle Maint & Repair	7,500.00	1,280.18	1,280.18	6,219.82	0.00	6,219.82	82.93
5040-5030-5031-5000-65380	Building Maint & Repair	80,000.00	28,510.50	28,510.50	51,489.50	0.00	51,489.50	64.36
5040-5030-5031-5000-65395	Grounds Maint & Repair	120,000.00	40,460.52	40,460.52	79,539.48	0.00	79,539.48	66.28
5040-5030-5031-5000-66000	Supplies - Office	4,000.00	1,624.21	1,624.21	2,375.79	0.00	2,375.79	59.39
5040-5030-5031-5000-66010	Supplies - Other	4,000.00	4,348.84	4,348.84	-348.84	0.00	-348.84	0.00

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	1,130.44	1,130.44	1,869.56	0.00	1,869.56	62.32
5040-5030-5031-5000-66030	Postage	2,000.00	1,669.19	1,669.19	330.81	0.00	330.81	16.54
5040-5030-5031-5000-66040	Publications & Periodicals	0.00	74.90	74.90	-74.90	0.00	-74.90	0.00
5040-5030-5031-5000-66050	Printing	2,000.00	752.00	752.00	1,248.00	0.00	1,248.00	62.40
5040-5030-5031-5000-66120	Janitorial Supplies	10,000.00	7,723.88	7,723.88	2,276.12	0.00	2,276.12	22.76
5040-5030-5031-5000-66125	Painting Supplies	1,000.00	1,026.06	1,026.06	-26.06	0.00	-26.06	0.00
5040-5030-5031-5000-66130	Elect Supplies & Repairs	5,500.00	4,615.25	4,615.25	884.75	0.00	884.75	16.09
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	14,454.18	14,454.18	545.82	0.00	545.82	3.64
5040-5030-5031-5000-67505	Utilities - Gas	65,000.00	25,941.28	25,941.28	39,058.72	0.00	39,058.72	60.09
5040-5030-5031-5000-67510	Utilities - Water & Sewer	70,000.00	44,984.78	44,984.78	25,015.22	0.00	25,015.22	35.74
5040-5030-5031-5000-67520	Utilities - Electricity	80,998.00	24,051.81	24,051.81	56,946.19	0.00	56,946.19	70.31
5040-5030-5031-5000-67535	Garbage Pickup	6,000.00	3,913.78	3,913.78	2,086.22	0.00	2,086.22	34.77
5040-5030-5031-5000-67555	Telephone	3,500.00	2,362.76	2,362.76	1,137.24	0.00	1,137.24	32.49
5040-5030-5031-5000-67560	Data Service Charges	10,000.00	1,843.63	1,843.63	8,156.37	0.00	8,156.37	81.56
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:		822,298.00	423,906.39	423,906.39	398,391.61	0.00	398,391.61	48.45
E21	Interdepartmental Charges							
5040-5030-5031-5000-69900	Internal Services	54,154.00	31,589.81	31,589.81	22,564.19	0.00	22,564.19	41.67
5040-5030-5031-5000-69920	Tech Maint Hardware Chg	2,232.00	1,302.00	1,302.00	930.00	0.00	930.00	41.67
5040-5030-5031-5000-69930	Tech Maint User Chg	4,260.00	2,485.00	2,485.00	1,775.00	0.00	1,775.00	41.67
5040-5030-5031-5000-69940	Risk Management	23,861.00	13,918.94	13,918.94	9,942.06	0.00	9,942.06	41.67
5040-5030-5031-5000-69950	Insurance Liability	61,180.00	35,688.31	35,688.31	25,491.69	0.00	25,491.69	41.67
5040-5030-5031-5000-69989	Fees - Internal	0.00	1,172.75	1,172.75	-1,172.75	0.00	-1,172.75	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	6.54	6.54	-6.54	0.00	-6.54	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:		145,687.00	86,838.38	86,838.38	58,848.62	0.00	58,848.62	40.39
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	3,830,410.00	2,371,028.71	2,371,028.71	1,459,381.29	0.00	1,459,381.29	38.10
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:		3,830,410.00	2,371,028.71	2,371,028.71	1,459,381.29	0.00	1,459,381.29	38.10

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 Activitics	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:	5,691,768.00	3,445,605.28	3,445,605.28	2,246,162.72	0.00	2,246,162.72	39.46
	Dept 5030 Sub Totals:	0.00	-448,645.87	-448,645.87	448,645.87	0.00		
	Fund Revenue Sub Totals:	5,691,768.00	3,894,251.15	3,894,251.15	1,797,516.85	0.00	1,797,516.85	31.58
	Fund Expense Sub Totals:	5,691,768.00	3,445,605.28	3,445,605.28	2,246,162.72	0.00	2,246,162.72	39.46
	Fund 5040 Sub Totals:	0.00	-448,645.87	-448,645.87	448,645.87	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Revenue Totals:	5,691,768.00	3,894,251.15	3,894,251.15	1,797,516.85	0.00	1,797,516.85	31.58
	Expense Totals:	5,691,768.00	3,445,605.28	3,445,605.28	2,246,162.72	0.00	2,246,162.72	39.46
	Report Totals:	0.00	-448,645.87	-448,645.87	448,645.87	0.00		

General Ledger

Budget Status

FAIR



User: dmcling

Printed: 2/22/2024 - 12:51 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	0.00	0.00	100,000.00	0.00	100,000.00	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	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00
5040-5030-5032-5000-43532		Sales - Events	300,000.00	0.00	0.00	300,000.00	0.00	300,000.00	100.00
5040-5030-5032-5000-43533		Sales - RV Parking	6,000.00	0.00	0.00	6,000.00	0.00	6,000.00	100.00
5040-5030-5032-5000-43534		Sales - Vendor Contracts	90,000.00	0.00	0.00	90,000.00	0.00	90,000.00	100.00
5040-5030-5032-5000-43535		Sponsorships	140,000.00	0.00	0.00	140,000.00	0.00	140,000.00	100.00
		R30 Sub Totals:	691,000.00	0.00	0.00	691,000.00	0.00	691,000.00	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	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	0.00	54,902.15	54,902.15	-54,902.15	0.00	-54,902.15	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	54,902.15	54,902.15	-54,902.15	0.00	-54,902.15	0.00
	Revenue Sub Totals:	744,167.00	108,068.82	108,068.82	636,098.18	0.00	636,098.18	85.48
E20	Material and Services							
5040-5030-5032-5000-60010	Advertising	30,000.00	18,270.75	18,270.75	11,729.25	0.00	11,729.25	39.10
5040-5030-5032-5000-60015	Entertainment	300,000.00	251,680.00	251,680.00	48,320.00	0.00	48,320.00	16.11
5040-5030-5032-5000-62000	Contract Services	250,000.00	229,272.36	229,272.36	20,727.64	0.00	20,727.64	8.29
5040-5030-5032-5000-62005	Contract Personnel Services	92,467.00	53,892.10	53,892.10	38,574.90	0.00	38,574.90	41.72
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	409.95	409.95	1,090.05	0.00	1,090.05	72.67
5040-5030-5032-5000-62720	Fair Judges	11,000.00	9,000.00	9,000.00	2,000.00	0.00	2,000.00	18.18
5040-5030-5032-5000-63005	Donations	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	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	20,000.00	27,951.46	27,951.46	-7,951.46	0.00	-7,951.46	0.00
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	8,500.00	21,349.93	21,349.93	-12,849.93	0.00	-12,849.93	0.00
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	0.00	0.00	0.00	0.00	0.00	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:	744,167.00	627,643.47	627,643.47	116,523.53	0.00	116,523.53	15.66
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:	744,167.00	627,643.47	627,643.47	116,523.53	0.00	116,523.53	15.66
	Dept 5030 Sub Totals:	0.00	519,574.65	519,574.65	-519,574.65	0.00		
	Fund Revenue Sub Totals:	744,167.00	108,068.82	108,068.82	636,098.18	0.00	636,098.18	85.48
	Fund Expense Sub Totals:	744,167.00	627,643.47	627,643.47	116,523.53	0.00	116,523.53	15.66
	Fund 5040 Sub Totals:	0.00	519,574.65	519,574.65	-519,574.65	0.00		
	Revenue Totals:	744,167.00	108,068.82	108,068.82	636,098.18	0.00	636,098.18	85.48
	Expense Totals:	744,167.00	627,643.47	627,643.47	116,523.53	0.00	116,523.53	15.66
	Report Totals:	0.00	519,574.65	519,574.65	-519,574.65	0.00		

Klamath County Fair

Fair Account, Period Ending 01/31/2024

RECONCILIATION REPORT

Reconciled on: 02/07/2024

Reconciled by: Dawn McLing

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

USD

Statement beginning balance	589,180.51
Checks and payments cleared (2)	-2,657.50
Deposits and other credits cleared (2)	9,062.00
<u>Statement ending balance</u>	<u>595,585.01</u>
Uncleared transactions as of 01/31/2024	-250.00
Register balance as of 01/31/2024	595,335.01

Details

Checks and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/02/2024	Check	12228	Cash	-2,500.00
01/02/2024	Check	12227	NW Fabrication	-157.50
Total				-2,657.50

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/22/2024	Deposit	2038371110	DEPOSIT	9,015.00
01/22/2024	Deposit	2038370270	DEPOSIT	47.00
Total				9,062.00

Additional Information

Uncleared checks and payments as of 01/31/2024

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 01/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/05/2023	Check	12200	VOID	0.00
08/05/2023	Check	12199	VOID	0.00
09/01/2023	Check	12201	VOID	0.00
09/01/2023	Check	12218	VOID	0.00
09/05/2023	Check	12220	VOID	0.00
Total				0.00



Presented to the Klamath County Fair Board

MARCH 4, 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 January 2024

5040-5030-5032-5000 = FAIR 2024

Capital Expenditure (R = Reimbursed by Grant)

Company Name	Budget line# 5040-5030-5031-5000-	Description	Amount
Avista Corporation	67505	Utilities - Gas	\$ 8,231.11
Basin Fire Protection, Inc.	65395	Grounds Maintenance & Repair	\$ 910.00
Mister Social Franchise	62000	Contract Services	\$ 5,500.00
Pacificorp	67520	Utilities - Electricity	\$ 123.17
Ricoh USA, Inc.	66020	Copier Maintenance & Supply	\$ 84.72
Myra Schelb	65395	Grounds Maintenance & Repair	\$ 2,863.00
Valley Garage Door	65380	Building Maintenance & Repair	\$ 283.50
Basin Mediactive	60010	Advertising	\$ 1,150.00
Brian Schiel Consulting	62050	Shredding Services	\$ 47.00
North Coast Electric Company	65395	Grounds Maintenance & Repair	\$ 4,183.63
Rhine-Cross Group, LLC	70220	Facilities Improvement	\$ 2,045.00
Myra Schelb	65380	Building Maintenance & Repair	\$ 2,266.25
Seasons Change, LLC	65380	Building Maintenance & Repair	\$ 200.00
Elwood Staffing	62005	Contract Personnel Services	\$ 2,817.48
All Pro Painting and Construction, LLC	65380	Building Maintenance & Repair	\$ 4,200.00
Barbara March	60010	Advertising	\$ 464.00
Parks & Ratliff	62020	Legal Services - Attorney	\$ 594.00
Elwood Staffing	62005	Contract Personnel Services	\$ 524.40
			\$ 36,487.26

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	\$ 1,988.42
Insurance Liability	69950	Insurance Liability	\$ 5,098.33
Internal Services	69900	Internal Services	\$ 4,512.83
	Total		\$ 12,140.58

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 01/15/2024	0276	Amount
Excell Shipping	66030	Postage	\$ 75.00
Ed Staub & Sons	63335	Vehicle Fuel	\$ 1,291.28
Waste Management	67535	Garbage Pickup	\$ 1,006.33
Cal-Ore Telecom	67560	Data Service Charges	\$ 265.58
Juniper Paper & Supply	66120	Janitorial Supplies	\$ 3,539.95
Ed Staub & Sons	63335	Vehicle Fuel	\$ 104.75
Delta Air	67000	Travel & Training	\$ 30.00
Delta Air	67000	Travel & Training	\$ 30.00
Courtyard by Marriott	67000	Travel & Training	\$ 661.17
Courtyard by Marriott	67000	Travel & Training	\$ 164.10

US BANK CREDIT CARD	Statement Date 01/15/2024	1781	
The Home Depot	63300	Equipment	\$ 1,584.00
The Home Depot	66125	Painting Supplies	\$ 237.41
The Home Depot	66010	Supplies - Other	\$ 389.89
Grover Electric & Plumbing Supply	62355	Plumbing Repair	\$ 2.16
Grover Electric & Plumbing Supply	62355	Plumbing Repair	\$ 16.78
The Home Depot	62355	Plumbing Repair	\$ 7.90
The Home Depot	65380	Building Maintenance & Repair	\$ 1,399.39

			Card 1781 Total	\$ 3,637.53
US BANK CREDIT CARD	Statement Date 01/15/2024	3749		
The Home Depot	66010	Supplies - Other	\$	112.97
			Card 3749 Total	\$ 112.97
US BANK CREDIT CARD	Statement Date 01/15/2024	8126		
Coastal Farm & Ranch	66010	Supplies - Other	\$	(450.81)
Coastal Farm & Ranch	65360	Vehicle Maintenance & Repair	\$	67.96
Coastal Farm & Ranch	65395	Grounds Maintenance & Repair	\$	17.99
Coastal Farm & Ranch	66010	Supplies - Other	\$	451.80
Jackson Cnty Airport	67000	Travel & Training	\$	90.00
Delta Air - Baggage Claim	67000	Travel & Training	\$	30.00
Delta Air - Baggage Claim	67000	Travel & Training	\$	30.00
Delta Air - Baggage Claim	67000	Travel & Training	\$	30.00
US Chef's Store	61200	Committee Expense	\$	78.39
The Home Depot	65380	Building Maintenance & Repair	\$	114.14
Missing Receipt - Seashore Inn	67000	Travel & Training	\$	190.13
			Card 8126 Total	\$ 649.60
			Credit Cards Total	\$ 19,815.79
	Grand Total			\$ 68,443.63



Presented to the Klamath County Fair Board

MARCH 4, 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
MARCH 4, 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. Traci Reed, OSU Extension Office

RECOMMENDATION:

None.

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:





Presented to the Klamath County Fair Board
MARCH 4, 2024

SUBJECT: NEW BUSINESS AND INFORMATIONAL ITEMS (Discussion and Possible Action Items)	ITEM NO: V.
	FROM: Board Chair
ATTACHMENT:	REASON: Board Discussion/Action

BACKGROUND:

RECOMMENDATION:

Review and subsequent approval of the document presented.

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:





Presented to the Klamath County Fair Board

MARCH 4, 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.

- i. Tree Removal
- ii. RV Park Update
- iii. Food Court Restrooms
- iv. Fire Chief Update

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

MARCH 4, 2024

SUBJECT:

UPCOMING EVENTS OR IMPORTANT DATES

ITEM NO: VII.

FROM: Board Chair

ATTACHMENT:

2024 Event Schedule (as of March, April and May 2024)

REASON: Board Information

BACKGROUND:Upcoming Events:

See Attached Schedules for March 2024, April 2024 and May 2024

Important Dates:

March 15 – 17, Klamath County Sports Show

April 1, 2024 @ 8:30 AM – Fair Board Meeting

April 20, 2024, Deupree Auction

RECOMMENDATION:

Board Information

BOARD ACTION:

Approved:

Rejected:

Tabled:

Until:



Mon	Tue	Wed	Thu	Fri	Sat	Sun
	26	27	28	29	1	2
Closed for Teardown				Monster Trucks		9:30am - Exclusive Use-
10am - CANCELLED-	11am - CANCELLED	10am - CANCELLED	OHSET-Using Kitchen	Sky Lakes Health Fair		1pm - Exclusive Use-
11am - CANCELLED	5pm - CANCELLED	11am - CANCELLED	Set Up	Sky Lakes Health Fair		
3:30pm - CANCELLED		5pm - CANCELLED	3pm - CANCELLED	Sky Lakes Health Fair		
5pm - CANCELLED		5:30pm - Basin Bomber	4:30pm - CANCELLED	Closed for Prep	Order of the Antelope	
6pm - CANCELLED		6pm - CANCELLED			Racin in the Basin	
	4	5	6	7	8	9
7am - Closed for Work Up	4:30pm - Exclusive Use-	Set Up-Home Show		Home Show		10
8:30am - Fair Board	6pm - OHSET Practice	7am - Closed for Work Up	Gem and Mineral Show			
10am - Exclusive Use-		10am - Exclusive Use-	Closed for Set Up		Hog Sale	Closed for Tear down
2pm - Exclusive Use-		4pm - Exclusive Use-			Tentative	
6pm - Exclusive Use-King		5:30pm - Basin Bomber				
	11	12	13	14	15	16
Farm Bureau Pancake	SAIF Ag Seminar	7am - Closed for Work Up	Klamath County Sports and Outdoor Recreation Show			17
7am - Closed for Work Up	1pm - Exclusive Use-	10am - Exclusive Use-	Tentative			
10am - Exclusive Use-	5pm - Exclusive Use-	1pm - Exclusive Use-	Tentative			
3:30pm - Exclusive Use-	6pm - OHSET Practice	5pm - Exclusive Use-	Tentative			
5pm - 4-H Leaders		5:30pm - Basin Bomber	Tentative		Racin in the Basin	OHSET Cow Practice
5pm - Exclusive Use-		7pm - Exclusive Use-	2pm - Exclusive Use-	Closed for Prep		
	18	19	20	21	22	23
7am - Closed for Work Up	Jordan World Circus		Private-set up		KBHA Gaming	Private-Tear down
2pm - Exclusive Use-	6pm - Council of	Private Event		Kingsley Bowmen Supershoot		
4pm - Exclusive Use-	6pm - OHSET Practice	7am - Closed for Work Up		Closed for Prep	Private Event	1pm - Exclusive Use-
6pm - Exclusive Use-		5:30pm - Basin Bomber				3pm - Exclusive Use-
		6pm - Exclusive Use-				5pm - Exclusive Use-
	25	26	27	28	29	30
7am - Closed for Work Up	2pm - Exclusive Use-	7am - Closed for Work Up		Cage Fights		
10am - Exclusive Use-	6pm - OHSET Practice	10am - Exclusive Use-		Cage Fights		
11am - Exclusive Use-		12pm - Exclusive Use-		Cage Fights		
3pm - Exclusive Use-		5pm - Exclusive Use-		Cage Fights		
5pm - Exclusive Use-		5:30pm - Basin Bomber		Wait List		
6pm - Exclusive Use-		6pm - Exclusive Use- 4H		Closed for Prep	Private Event	1pm - Exclusive Use-
					Racin in the Basin	

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1 7am - Closed for Work Up 8:30am - Fair Board 1pm - Exclusive Use- 6pm - Exclusive Use-	2 3pm - Exclusive Use- 6pm - OHSET Practice	3 Closed for Set Up	4 Private event	5 High School Rodeo	6 4-H Fundraiser	7
				High School Rodeo		
					4-H Fundraiser	
					Tentative- Private Event	
8 Auction Set Up	9	10	11	12	13	14
7am - Closed for Work Up 1pm - Exclusive Use- 5pm - Exclusive Use- 6pm - Exclusive Use-	Private Event-Headstart 6pm - CANCELLED-	7am - Closed for Work Up 5pm - Exclusive Use- 6pm - Exclusive Use-	6pm - OHSET Practice	Closed for Set Up	Childrens Learning Fair Childrens Learning Fair Childrens Learning Fair OHSET Cow Practice	Racin in the Basin
15 Auction Set Up	16	17	18	19 Private Event	20	21
7am - Closed for Work Up 1pm - Exclusive Use- 6pm - Exclusive Use-King	6pm - OHSET Practice	Klamath County Job Fair 7am - Closed for Work Up 1pm - Exclusive Use- 6pm - Exclusive Use- 4H	6pm - OHSET Practice	Auction Preview Closed for Prep 7am - Closed for Work Up 6pm - Exclusive Use-	Auction KBHA Gaming	Closed for Tear down OHSET Cow practice
22 Closed for Tear down	23	24	25	26 Gun Show	27	28
7am - Closed for Work Up 5pm - Exclusive Use- 6pm - Exclusive Use-	6pm - OHSET Practice	7am - Closed for Work Up 5pm - Exclusive Use- 6pm - Exclusive Use- 4H	Wait list 6pm - OHSET Practice	OHA OHA Closed for Prep	Racin in the Basin	1pm - Exclusive Use-4H
29 7am - Closed for Work Up 5pm - Exclusive Use- 6pm - Exclusive Use-	30 6pm - OHSET Practice	1 Casa 7am - Closed for Work Up 5pm - Exclusive Use-	2 Closed for FG Set Up 5pm - Exclusive Use- 4H	3 Closed for Prep Set Up	4 Ducks Unlimited Ducks Unlimited Private Event-KU Prom Racin in the Basin	5 Tear Down Wait List

Mon	Tue	Wed	Thu	Fri	Sat	Sun
	29 7am - Closed for Work Up 5pm - Exclusive Use- 6pm - Exclusive Use-	30 6pm - CHSET Practice	1 Casa 7am - Closed for Work Up 5pm - Exclusive Use-	2 Closed for FG Set Up 5pm - Exclusive Use- 4H	3 Closed for Prep Set Up	4 Ducks Unlimited Ducks Unlimited Private Event-KU Prom Racin in the Basin
6 7am - Closed for Work Up 8:30am - Fair Board 5pm - Exclusive Use- 6pm - Exclusive Use-	7 8 7am - Closed for Work Up 5pm - Exclusive Use-	8 9 Dog Show	10 6pm - Exclusive Use- 4H Closed for Prep	11 Racin in the Basin	12	
13 Tentative	14 7am - Closed for Work Up 5pm - 4-H Leaders	15 Private Event-Headstart	16 7am - Closed for Work Up Dog Agility Wait list Closed for set up	17 Closed for Set Up	18 Guns and Glitter	19 CLOSED
20 CLOSED	21 4pm - Sheep & Goat	22 Tentative	23 Klamath Basin Classic	24	25 Guns and Glitter KBHA Gaming	26
27 Klamath Basin Classic	28 Klamath Basin Classic	29 Klamath Basin Classic	30 Klamath Basin Classic	31 Benefit for the Basin Closed for Set Up	1	2

Mon	Tue	Wed	Thu	Fri	Sat	Sun
29	30	1	2	3	4	5
RV LOT CLOSED FOR CONSTRUCTION		Monthly Co-Op Meeting				
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
RV LOT CLOSED FOR CONSTRUCTION						
		Dumpster				
		Monthly Co-Op Meeting				
8	9	10	11	12	13	14
RV LOT CLOSED FOR CONSTRUCTION						
15	16	17	18	19	20	21
RV LOT CLOSED FOR CONSTRUCTION						
22	23	24	25	26	27	28
RV LOT CLOSED FOR CONSTRUCTION						
29	30	1	2	3	4	5
RV LOT CLOSED FOR CONSTRUCTION		Monthly Co-Op Meeting				



Presented to the Klamath County Fair Board

MARCH 4, 2024

SUBJECT: Executive Session (Pursuant to ORS 192.660)	ITEM NO: VIII.
	FROM: Board Chair
ATTACHMENT: .	REASON: Board Information

BACKGROUND:

As of Fair Board Packet preparation, an Executive Session has not been called for.

RECOMMENDATION:

None.

BOARD ACTION:

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

