

AGENDA

JEFFERSON COUNTY
FAIR BOARD REGULAR MEETING
DECEMBER 6, 2023
66 SE D STREET
MADRAS, OR 97741
6:00 PM

This meeting has the option of attending via teleconference. The meeting is open for onsite attendees. The teleconference allows for listening to the meeting, but will be muted for incoming participation, except during “citizen comments” that will occur at approximately 9:00am.

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the above referenced meeting; however, the agenda does not limit the ability of the County Commission to consider additional subjects. Meetings are subject to cancellation without notice. Other than hearings, which are publicly noticed, the time schedule is approximate and may vary for individual agenda items. The Board reserves the right to place a time limit on public testimony on any agenda item. The meeting place is handicapped accessible. Those needing assistance should contact the Commission office two (2) days in advance of the meeting by calling (541) 475-2449.

All agenda items shall be taken up between scheduled (time specific) appointments, action items, or public hearings when time permits.

1. In Person and via Zoom. Join Zoom Meeting

[https://us06web.zoom.us/meeting/tZcldu-uzq0vHNC0vuhGg5IDK-ZgI3g3n-rM/ics?icsToken=98tyKuGrpjosHNGTtR-DRpwqGoj4M-7wmCFYgo1-zAnwCwdUNyrSHa94NZssF4ve](https://us06web.zoom.us/join/https://us06web.zoom.us/meeting/tZcldu-uzq0vHNC0vuhGg5IDK-ZgI3g3n-rM/ics?icsToken=98tyKuGrpjosHNGTtR-DRpwqGoj4M-7wmCFYgo1-zAnwCwdUNyrSHa94NZssF4ve)

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Meeting ID: 838 1665 6564Passcode: 850889

2. Call to Order
3. Introductions/Establishment of a Quorum
4. Changes to the Agenda (Consideration of Submission of Late Items)
5. Reports

Finance Report
[Fairgrounds Maintenance Expenses- Nov.pdf](#)
[Letterhead Fair Memo October.docx](#)
[Fair Financials 2023-2024.pdf](#)
[BofA Order-Fair 10.2023.pdf](#)
[Payment Approval Report - Fair 10.2023.pdf](#)

Fair Court Update

Buildings and Grounds Update

[B and G Report.pdf](#)

6. Proposals From Outside Groups (10-minute time limit)

Boots N' Hooves 4-H Club- Update electrical in the sheep/goat barns

7. Citizens' Comments (3-minute time limit)

8. Consent Agenda

October 2023 Credit Card Accounts Payable

October 2023 Accounts Payable

November 1, 2023 Minutes

[11.01.23 Fair Board Minutes.docx](#)

9. Unfinished Business

Fairgrounds Entrance Sign

Sound System

Wilbur Ellis Impact Fund

10. New Business

City of Madras Community Project Grant Reimbursement

[City of Madras Community Project Grant Reimbursement Request.pdf](#)

Oregon State University use of Fairgrounds for the Oregon ATV Safety Youth Rider Endorsement classes

“Move to authorize the County Administrative Officer sign the Public Use License agreement with OSU for the Oregon ATV Safety Youth Rider Endorsement classes.”

[2024 Jefferson County Fairgrounds PUL.pdf](#)

[2024 Jefferson County fg Property Use Letter.pdf](#)

Opportunity Foundation land lease or purchase

[Land West of Opportunity Foundation Thrift Store.pdf](#)

Madras Saddle and Gaming Use Contract

[Madras Saddle and Gaming 2022 Rental Agreement.pdf](#)

[Madras Saddle and Gaming 2023-24.pdf](#)

[MSGC pay history.pdf](#)

Fair Court Buckle Sponsorship for the 2024

11. Committee/Board Member Reports

Capital/Grants Committee- Jane Ellen Innes, Katie Boyle, Al Short
Entertainment Committee- Katie Boyle, Al Short, Gustavo Sierra-Avalos
Vendor Committee- Gustavo Sierra-Avalos, Katie Boyle, Chris Tatro
4H/FFA/JCLA Committee- Al Short, Chuck Patterson, Chris Tatro
Cowdeo Committee- Chuck Patterson, Katie Boyle
By-laws Committee- Jane Ellen Innes, John McCloskey, Chuck Patterson
Security Committee- Chuck Patterson, Al Short, John McCloskey, Madras PD,
JC Sheriff, JC Fire/EMS, Jon Gandy, OSP
Facility Use Fee Committee- Jane Ellen Innes, Chuck Patterson, Gustavo Sierra-Avalos

12. **Announcements/Notification of Additional Fair Board Meetings**

Next Regular Fair Board Meeting January 3, 2024

13. **Adjourn**

July 2023 Payables

FUND	VENDOR	AMOUNT	DESCRIPTION	ADD INFO
218-FG	INN At cross Keys	\$158.49	4H/FFA Judge Hotels	Phylis Olsen
218-FG	INN At cross Keys	\$213.26	4H/FFA Judge Hotels	Justin Terry
218-FG	INN At cross Keys	\$932.94	4H/FFA Judge Hotels	hotel rooms 2023 fair
218-FG	Tribal Advertising	\$170.00	Advertising	2023 fair
218-FG	Cascade Ice	\$4,500.00	Contractual Services	90 bags 20# cubed ice
218-FG	Cascade Ice	\$150.00	Contractual Services	merchandiser
218-FG	Cascade Ice	\$1,000.00	Contractual Services	27 ft trailer 7/17 thru 7/23
218-FG	Mid Oregon Personnel	\$1,069.67	Contractual Services	Miranda Garcia - 43.5 hours - 07/1 thru 07/15
218-FG	Mid Oregon Personnel	\$682.00	Contractual Services	Michael Bettega - 31 hours - 07/1 thru 07/15
218-FG	Mid Oregon Personnel	\$715.00	Contractual Services	Kellie Shepherd - 32.5 hours - 07/1 thru 07/15
218-FG	Scott & Patsy Allison	\$37.50	Contractual Services	Cleaning FG
218-FG	*Journal Entry	\$349.79	Credit Card Charges	credit card fees
218-FG	Greg Henderson	\$24.10	Credit Card fee	headstone settings
218-FG	Vendors	\$28.87	Credit Card fee	2023 vendor booth fees
218-FG	Vendors	\$50.12	Credit Card fee	booth, stalls, & dry camping
218-FG	Abby's	\$142.40	Fair Board Expense	pizza for staff
218-FG	Anthony Hendren	\$2,150.00	Fair Entertainment	performances July 19-22
218-FG	Countryfied	\$3,000.00	Fair Entertainment	music for July 22nd
218-FG	Donald Lloyd Hoxie	\$600.00	Fair Entertainment	The Substitutes July 19th
218-FG	High Street Band	\$4,500.00	Fair Entertainment	music for July 20th
218-FG	INN At cross Keys	3,405.10	Fair Entertainment	hotel rooms 2023 fair
218-FG	JB Technologies	\$8,400.00	Fair Entertainment	sound & light package in pavilion 2023 fair
218-FG	Sterling Talent	\$9,000.00	Fair Entertainment	Stone in Love July 21st
218-FG	Terry Neal Godfrey	\$3,600.00	Fair Entertainment	magician for 2023 fair
218-FG	amazon.com	\$55.47	Fair Expense	2 first aid kits
218-FG	amazon.com	\$59.98	Fair Expense	lanyards
218-FG	Ericksens	\$40.05	Fair Expense	snacks for staff & entertainers
218-FG	Ericksens	\$180.40	Fair Expense	drinks for staff
218-FG	Grocery Outlet	\$175.77	Fair Expense	snacks for staff & entertainers
218-FG	High Desert Golf Carts	\$3,600.00	Fair Expense	8 golf carts 2023 fair
218-FG	Katie Boyle	\$241.76	Fair Expense	snacks for staff & entertainers
218-FG	Mail Copies & More	\$110.50	Fair Expense	50 fair posters
218-FG	Mail Copies & More	\$36.70	Fair Expense	parking passes
218-FG	Micaela Halvorson	\$263.97	Fair Expense	canopy & flour
218-FG	Rip-Q	\$84.00	Fair Expense	2 fair date banners
218-FG	Rip-Q	\$168.00	Fair Expense	city of Madras banner
218-FG	Rip-Q	\$432.00	Fair Expense	signs & banners 2023 fair
218-FG	Rip-Q	\$800.00	Fair Expense	signs & decals 2023 fair
218-FG	*Car Pool	\$1,262.94	Maintenance & Repair	July Gasoline - Equipment
218-FG	amazon.com	\$379.44	Maintenance & Repair	stainless steel cleaner, garbage bags
218-FG	amazon.com	\$51.56	Maintenance & Repair	tags for shade cloths

218-FG	BiMart	\$199.95	Maintenance & Repair	coolers
218-SB	BiMart	\$6.69	Maintenance & Repair	outlet
218-FG	Ericksons	\$29.56	Maintenance & Repair	drinks for staff
218-FG	Ericksons	\$44.34	Maintenance & Repair	drinks for staff
218-FG	Gary Gruner	\$1,107.29	Maintenance & Repair	new gas tank vehicle #3012
218-FG	Grainger	\$102.72	Maintenance & Repair	HVAC filters
218-FG	HD Fowler	\$244.54	Maintenance & Repair	irrigation repair parts
218-FG	HD Fowler	\$326.14	Maintenance & Repair	irrigation repair parts
218-FG	IML Security Supply	\$1,604.94	Maintenance & Repair	items for 4H doors
218-FG	Madras Paint & Glass	\$668.70	Maintenance & Repair	pane for office
218-FG	NAPA	\$24.99	Maintenance & Repair	drive belt for swamp cooler
218-FG	NAPA	\$83.46	Maintenance & Repair	v-belts for arena fans
218-FG	NAPA	\$198.05	Maintenance & Repair	hose & clamp
218-SB	Platt	\$192.41	Maintenance & Repair	lights for office
218-FG	Platt	\$329.00	Maintenance & Repair	band saw
218-FG	Platt	\$35.85	Maintenance & Repair	6ft disposal
218-SB	Platt	\$426.50	Maintenance & Repair	items for lighting
218-FG	The Home Depot	\$455.40	Maintenance & Repair	potting mix, whiskey barrel
218-FG	WCP Solutions	\$94.60	Maintenance & Repair	dust mop
218-FG	WCP Solutions	\$1,135.49	Maintenance & Repair	supplies
218-FG	WCP Solutions	\$178.10	Maintenance & Repair	supplies
218-FG	WCP Solutions	\$176.00	Maintenance & Repair	floor cleaner
218-FG	WCP Solutions	\$89.95	Maintenance & Repair	supplies
218-FG	Wilbur Ellis	\$29.50	Maintenance & Repair	fertilizer
218-FG	Wilbur Ellis	\$3,197.00	Maintenance & Repair	fertilizer
218-FG	Xerox	\$26.19	Maintenance & Repair	monthly fee
218-FG	EZ Groomer LLC	\$2,199.00	Minor Equipment	ATV-6 groomer
218-FG	Ericksons	\$11.80	Off/Mat/Sup	drinks for staff
218-FG	amazon.com	\$184.59	Open Class	supplies
218-FG	Jeanette Penaloza	\$100.00	Rental Fair Deposit	key deposit refund for July 29th arena rental
218-FG	B Bar D Rodeo	\$24,150.00	Rodeo	rodeo events for 2023 fair
218-FG	Bain Pro-Rodeo Sound	\$2,500.00	Rodeo	sound/PA system for rodeo
218-FG	Dustin Supah	\$1,500.00	Rodeo	wild horse racing July 21st & 22nd
218-FG	INN At cross Keys	\$655.28	Rodeo	hotel rooms 2023 fair
218-FG	Cascade Security	\$1,400.00	Security	security towers for 2023 fair
218-FG	Trident Security	\$856.00	Security	7/1/2023 event
218-FG	Trident Security	\$600.00	Security	July 8th security
218-FG	City of Madras	\$264.18	Utilities	Sewer charges for 5/22 to 6/21 - 3416.01
218-FG	Deschutes Valley Water	\$257.95	Utilities	Water bill - 5/31 to 6/30 (17198) #9143-000
218-FG	Deschutes Valley Water	\$223.63	Utilities	Water bill - 5/31 to 6/30 (14803) #9606-000 (RV Park)
218-FG	Pacific Power	\$16.22	Utilities	Outdoor area lighting 317506399-001
218-FG	Pacific Power	\$11.68	Utilities	Outdoor area lighting 316906999-002
218-FG	Pacific Power	\$943.63	Utilities	Electric bill 6/6 to 7/6 (7200 kwh) #74264951

218-FG	Pacific Power	\$95.14	Utilities	Electric bill 6/6 to 7/6 (599 kwh) #85037394
218-FG	Pacific Power	\$60.58	Utilities	Electric bill 6/6 to 7/6 (330 kwh) #86212533
218-FG	Pacific Power	\$749.51	Utilities	Electric bill 6/6 to 7/6 (5920 kwh) #75458406
218-FG	Pacific Power	\$783.00	Utilities	Electric bill 6/6 to 7/6 (6080 kwh) #75458408
218-FG	trashbilling.com	\$708.76	Utilities	monthly fee
		\$102,100.09		

August 2023 Payables

<u>FUND</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>ADD INFO</u>
218-FG	Abby's	\$112.60	Fair Expense	Miranda going away party
218-FG	Carey Silbaugh	\$400.00	4H/FFA Judging	small animal judge
218-FG	Hannah Mansur	\$100.00	4H/FFA Judging	exhibit building judge
218-FG	Joe Malson	\$610.60	4H/FFA Judging	beef judge
218-FG	Kent Benson	\$971.99	4H/FFA Judging	sheep/goat judge
218-FG	Patti Jo Bunch	\$100.00	4H/FFA Judging	educational displays
218-FG	Shellie Gray	\$400.00	4H/FFA Judging	herdsmanship July 19-22, 2023 fair
218-FG	Community Newspapers	\$215.00	Advertising	2023 fair
218-FG	Horizon Broadcasting Group	\$1,000.00	Advertising	2023 fair
218-FG	Mid Oregon Personnel	\$660.00	Contractual Services	Michael Bettega - 30 hours - 07/15 thru 07/31
218-FG	Mid Oregon Personnel	\$662.40	Contractual Services	Rianna Fuentes - 32 hours - 07/15 thru 07/31
218-FG	Mid Oregon Personnel	\$662.40	Contractual Services	Janeisha Hintsala - 32 hours - 07/15 thru 07/31
218-FG	Mid Oregon Personnel	\$662.40	Contractual Services	Xander Espinoza - 32 hours - 07/15 thru 07/31
218-FG	Mid Oregon Personnel	\$662.40	Contractual Services	Abel Huizar - 32 hours - 07/15 thru 07/31
218-FG	Mid Oregon Personnel	\$662.40	Contractual Services	Rosy Yahtin - 32 hours - 07/15 thru 07/31
218-FG	Mid Oregon Personnel	\$60.00	Contractual Services	background checks
218-FG	Mid Oregon Personnel	\$748.00	Contractual Services	Kacee Hudson - 32 hours - 07/16 thru 07/31
218-FG	Mid Oregon Personnel	\$807.30	Contractual Services	Kacee Hudson - 39 hours - 07/16 thru 07/31
218-FG	Mid Oregon Personnel	\$1,650.00	Contractual Services	Kellie Shepherd - 75 hours - 07/16 thru 07/31
218-FG	Mid Oregon Personnel	\$272.25	Contractual Services	Kellie Shepherd - 8.25 OT hours - 07/16 thru 07/31
218-FG	Mid Oregon Personnel	\$1,573.76	Contractual Services	Miranda Garcia - 64 hours - 07/16 thru 07/31
218-FG	Mid Oregon Personnel	\$322.70	Contractual Services	Miranda Garcia - 8.75 OT hours - 07/16 thru 07/31
218-FG	Mid Oregon Personnel	\$2,003.76	Contractual Services	Karson Hartman - 88 hours - 07/16 thru 07/31
218-FG	Mid Oregon Personnel	\$258.20	Contractual Services	Miranda Garcia - 10.5 hours - 08/1 thru 08/15
218-FG	Mid Oregon Personnel	\$1,457.28	Contractual Services	Karson Hartman - 64 hours - 08/1 thru 08/15
218-FG	Paul Mauer Shows	\$13,150.20	Contractual Services	2023 carnival tickets settlement
218-FG	Scott & Patsy Allison	\$37.50	Contractual Services	Cleaning FG
218-FG	American Silversmiths	\$888.00	Cowdeo Expense	10 buckles
218-FG	American Silversmiths	\$185.35	Cowdeo Expense	buckles
218-FG	Corriente Saddle Company	\$1,025.00	Cowdeo Expense	saddle
218-FG	Molly's Custom Silver	\$888.00	Cowdeo Expense	10 belt buckles
218-FG	Molly's Custom Silver	\$185.35	Cowdeo Expense	buckles
218-FG	*Journal Entry	\$382.43	Credit Card Charges	credit card fees - Stripe
218-FG	Katie Boyle	\$241.76	Fair Board Expense	snacks

218-FG	JC 4H Association	\$128.00	Fair Entertainment	8 dinners for Stone in Love
218-FG	Kimberly Schmith	\$2,850.00	Fair Entertainment	kids arts & crafts
218-FG	Bimart	\$78.98	Fair Expense	canopy, cooler
218-FG	BiMart	\$79.98	Fair Expense	supplies
218-FG	Cindy Stanfield	\$39.96	Fair Expense	4 bottles Osmocote for flowers
218-FG	Daily Deliveries LLC	\$5,590.00	Fair Expense	2023 fair traffic control
218-FG	Dollar Tree	\$98.75	Fair Expense	prizes for peewee showmanship
218-FG	Eagle Bakery	\$114.00	Fair Expense	rolls for coffee cuppers
218-FG	Ericksons	\$180.40	Fair Expense	drinks
218-FG	Ericksons	\$40.05	Fair Expense	snacks
218-FG	Ericksons	\$373.25	Fair Expense	1493 tickets sold at .25
218-FG	GoDaddy	\$60.34	Fair Expense	jcfair.fun domain renewal
218-FG	Karen Bare	\$49.95	Fair Expense	5 bottles Osmocote for flowers
218-FG	Mail Copies & More	\$15.92	Fair Expense	returned PGE banner
218-FG	Mail Copies & More	\$12.50	Fair Expense	envelopes to mail thank you cards
218-FG	Matzalan	\$112.00	Fair Expense	2023 fair security debriefing meeting
218-FG	Mike's Fence Center	\$247.00	Fair Expense	fencing for 2023 fair
218-FG	Republic Services	\$4,043.75	Fair Expense	maintenance of porta potties/wash stations 2023 fair
218-FG	Sunbelt Rentals	\$951.45	Fair Expense	5 balloon lights
218-FG	Sunbelt Rentals	\$265.07	Fair Expense	pressure washer
218-FG	Sunbelt Rentals	\$4,376.10	Fair Expense	10 tower lights
218-FG	The Bend Radio Group	\$2,349.00	Fair Expense	advertising 2023 fair
218-FG	The Human Bean	\$91.00	Fair Expense	coffee for coffee cuppers
218-FG	JC Fair Complex	\$3,050.00	I also need to know the status of	2023 fair premiums
218-FG	Audio Visual - Bend	\$474.00	Maintenance & Repair	audio mixer, UPS backup for PA system
218-FG	Bimart	\$5.98	Maintenance & Repair	fly ribbon
218-FG	Canon Financial Services	\$73.75	Maintenance & Repair	July fee
218-FG	N&S Tractor	\$358.61	Maintenance & Repair	point & bolts
218-FG	N&S Tractor	\$10.06	Maintenance & Repair	bearing
218-FG	N&S Tractor	\$2,450.85	Maintenance & Repair	hydraulic leak repair for JD870 tractor
218-FG	N&S Tractor	\$155.16	Maintenance & Repair	parts
218-FG	N&S Tractor	\$421.22	Maintenance & Repair	inspected & steam cleaned tractor
218-FG	N&S Tractor	\$59.67	Maintenance & Repair	cable throttle for bad boy mower
218-FG	NAPA	\$24.02	Maintenance & Repair	impact socket
218-FG	NAPA	\$7.92	Maintenance & Repair	performance
218-FG	NAPA	\$56.85	Maintenance & Repair	brake parts
218-FG	NAPA	\$69.38	Maintenance & Repair	battery for mower
218-FG	Phil's Ace Hardware	\$99.43	Maintenance & Repair	hardware
218-FG	Phil's Ace Hardware	\$1,673.51	Maintenance & Repair	supplies & hardware
218-FG	Phil's Ace Hardware	\$957.58	Maintenance & Repair	supplies, hardware, tools
218-FG	WCP Solutions	\$97.00	Maintenance & Repair	cleaner
218-FG	WCP Solutions	\$264.00	Maintenance & Repair	floor cleaner
218-FG	WCP Solutions	\$708.25	Maintenance & Repair	soap, TP, bleach

218-FG	WCP Solutions	\$195.90	Maintenance & Repair	cleaner
218-FG	Xerox	\$30.72	Maintenance & Repair	monthly fee
218-FG	*Car Pool	\$296.95	Maintenance & Repair	August Gasoline - Equipment
218-FG	*Journal Entry	\$333.34	NT Expense	July fee
218-FG	*Journal Entry	\$333.34	NT Expense	August fee
218-FG	*Journal Entry	\$6.93	Off/Mat/Supplies	August postage
218-FG	amazon.com	\$48.64	Open Class	paper, card stock, laminating sheets
218-FG	amazon.com	\$30.79	Open Class	pens, sticky tack putty, glue sticks
218-FG	amazon.com	\$128.93	Open Class	binders, holders
218-FG	Jana Charl	\$50.00	Open Class	kids corner art judging 2023 fair
218-FG	Judy Wells	\$100.00	Open Class	textiles & clothing judging 2023 fair
218-FG	Patricia Hornbeck	\$100.00	Open Class	preserved food judging 2023 fair
218-FG	Phyllis Olson	\$100.00	Open Class	horticulture judging 2023 fair
218-FG	Patterson Engraving	\$4,260.65	Premiums/Ribbons/Awards	ribbons for 2023 fair
218-FG	JC Rotary Club	\$350.00	Rodeo	gates 2023 fair
218-FG	Trident Security	\$15,091.00	Security	2023 Fair
218-FG	Trident Security	\$780.00	Security	security 7/29/2023
218-FG	Trident Security	\$742.00	Security	security 8/12/2023
218-FG	Verizon	\$42.42	Telephone	cell phone charges
218-ARENA	Cascade Gas	\$47.79	Utilities	Natural gas bill 472577272 - 7/6 to 8/7 (33 therms)
218-DAR	Cascade Gas	\$24.53	Utilities	Natural gas bill 472269180 - 7/6 to 8/7 (11 therms)
218-KEN	Cascade Gas	\$39.33	Utilities	Natural gas bill 472191879 - 7/6 to 8/7 (25 therms)
218-KIT	Cascade Gas	\$15.01	Utilities	Natural gas bill 472604857 - 7/6 to 8/7 (2 therms)
218-FG	City of Madras	\$388.29	Utilities	Sewer charges for 6/22 to 7/24 - 3416.01
218-FG	Deschutes Valley Water	\$1,107.37	Utilities	Water bill - 6/29 - 7/31 (76620) #9143-000
218-FG	Pacific Power	\$882.27	Utilities	Electric bill 6/21 to 7/21 (6400 kwh) #81146774
218-FG	Pacific Power	\$18.98	Utilities	Electric bill 6/21 to 7/21 (11 kwh) #85120434
218-FG	Pacific Power	\$19.21	Utilities	Electric bill 6/21 to 7/21 (13 kwh) #85120801
218-FG	Pacific Power	\$16.23	Utilities	Outdoor area lighting 317506399-001
218-FG	Pacific Power	\$11.68	Utilities	Outdoor area lighting 316906999-002
218-FG	Pacific Power	\$2,618.46	Utilities	Electric bill 7/6 to 8/7 (18960 kwh) #74264951
218-FG	Pacific Power	\$103.37	Utilities	Electric bill 7/6 to 8/7 (662 kwh) #85037394
218-FG	Pacific Power	\$66.46	Utilities	Electric bill 7/6 to 8/7 (375 kwh) #86212533
218-FG	Sureline Broadband	\$62.50	Utilities	monthly internet fee
218-OSU	trashbilling.com	\$22.36	Utilities	monthly fee
218-FG	trashbilling.com	\$2,907.85	Utilities	monthly fee
		\$98,557.02		

September 2023 Payables

<u>FUND</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>ADD INFO</u>
218-FG	amazon.com	\$531.32	Cowdeo	square terminal, laptop charger, ribbon, microphones
218-FG	amazon.com	\$196.22	Maintenance & Repair	brass lavatory cartridges
218-FG	amazon.com	\$35.10	Off/Mat/Sup	pinesol

218-FG	amazon.com	\$531.33	Rodeo	square terminal, laptop charger, ribbon, microphones
218-FG	Canon Financial Services	\$73.75	Maintenance & Repair	August fee
218-ARENA	Cascade Gas	\$26.64	Utilities	Natural gas bill 472269180 - 8/8 to 9/5 (13 therms)
218-DAR	Cascade Gas	\$23.46	Utilities	Natural gas bill 472191879 - 8/8 to 9/5 (10 therms)
218-KEN	Cascade Gas	\$34.05	Utilities	Natural gas bill 472604857 - 8/8 to 9/5 (20 therms)
218-KIT	Cascade Gas	\$13.96	Utilities	Natural gas bill 472577272 - 8/8 to 9/5 (1 therms)
218-FG	City of Madras	\$388.29	Utilities	Sewer charges for 7/20 to 8/24 - 3416.01
218-FG	Coastal	\$19.99	Maintenance & Repair	tarp strap
218-FG	COCC	\$449.00	Ed/Dues/Conf	training for Micaela
218-FG	Deschutes Valley Water	\$3,914.00	Utilities	water truck loads June-August (391400 gallons)
218-FG	Deschutes Valley Water	\$928.62	Utilities	Water bill - 7/31 - 8/31 (64101) #9143-000
218-FG	Deschutes Valley Water	\$3,285.09	Utilities	new 2" service for water truck meter
218-FG	Expo Center RV Park	\$272.20	Ed/Dues/Conf	RV spaces for AI & John OFA Convention
218-FG	FarmTek	\$2,195.46	Cowdeo	timer, 7" LED scoreboard, case for scoreboard
218-FG	INN At Cross Keys Station	\$355.40	Cowdeo	room for announcer 2023 Cowdeo
218-FG	JCFC - Micaela Halvorson	\$2,795.00	Cowdeo	awards 2023 Cowdeo
218-Kit	Madras Paint & Glass	\$458.00	Maintenance & Repair	replace window in kitchen
218-FG	Mid Oregon Personnel	\$1,457.28	Contractual Services	Karson Hartman - 64 hours - 08/16 thru 08/31
218-FG	Mid Oregon Personnel	\$1,639.44	Contractual Services	Karson Hartman - 72 hours - 08/16 thru 08/31
218-FG	Mid Oregon Personnel	\$940.50	Contractual Services	Kellie Shepherd - 42.75 hours - 08/16 thru 08/31
218-FG	N&S Tractor	\$9.73	Maintenance & Repair	pin 5/8x4
218-FG	Open Class Participants	\$3,305.00	Open Class	awards
218-FG	Pacific Power	\$11.68	Utilities	Outdoor area lighting 316906999-002
218-FG	Pacific Power	\$1,258.31	Utilities	Electric bill 8/7 to 9/6 (8720 kwh) #74264951
218-FG	Pacific Power	\$51.79	Utilities	Electric bill 8/7 to 9/6 (261 kwh) #85037394
218-FG	Pacific Power	\$60.40	Utilities	Electric bill 8/7 to 9/6 (328 kwh) #86212533
218-FG	Pape	\$190.05	Maintenance & Repair	oil
218-FG	Phils Ace Hardware	\$23.92	Maintenance & Repair	hardware & supplies
218-FG	Phils Ace Hardware	\$95.70	Maintenance & Repair	supplies, tools, hardware
218-FG	Scott & Patsy Allison	\$37.50	Contractual Services	Cleaning FG
218-FG	smartdraw.com	\$69.95	Fair Expense	vendor layouts
218-FG	Strive Workplace Solutions	\$205.56	Off/Mat/Sup	supplies
218-FG	Sureline Broadband	\$62.50	Utilities	monthly fee
218-FG	Thompson Pump	\$1,148.80	Maintenance & Repair	pcv pipe for ADA project
218-OSU	trashbilling.com	\$22.36	Maintenance & Repair	August trash hauling
218-FG	trashbilling.com	\$500.68	Utilities	August trash hauling
218-FG	Tribal Advertising	\$170.00	Cowdeo	advertising 2023 Cowdeo
218-FG	Trident Security	\$628.00	Security	August 19th Quinceanera in arena
218-FG	Trident Security	\$771.00	Security	Mackey Conroy 09/01/2023
218-FG	Webconnex	\$162.55	Cowdeo	online registration forms
218-FG	Xerox	\$27.25	Maintenance & Repair	monthly fee
218-FG	Pacific Power	\$16.23	Utilities	Outdoor area lighting 317506399-001
218-FG	*Journal Entry*	\$14.49	Off/Mat/Sup	September postage

218-FG	Verizon	\$43.92	Telephone	August charges
218-FG	*Journal Entry*	\$132.93	Credit Card Charges	Stripe CC fees
218-FG	*Carpool*	\$180.45	Maintenance & Repair	September fee
218-FG	*Carpool*	\$208.07	Maintenance & Repair	September fee
218-FG	*Journal Entry	\$333.34	NT Expense	August fee
		\$30,306.26		

October 2023 Payables

<u>FUND</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>ADD INFO</u>
218-FG	Kim Herber	\$100.00	4H/FFA Judging	record book
218-FG	Paulina Rodeo Club	\$130.00	Advertising	2023 Cowdeo
218-FG	Scott & Patsy Allison	\$37.50	Contractual Services	Cleaning FG
218-FG	Mid Oregon Personnel	\$36.23	Contractual Services	Karson Hartman - wage error paid \$17.25 and should have been \$17.60
218-FG	Molly's Custom Silver	\$28.58	Cowdeo	expedited shipping for buckles 2023 Cowdeo
218-FG	Identity Zone	\$1,211.37	Cowdeo	trucker caps & sweatshirts for 2023 Cowdeo
218-FG	BiMart	\$23.93	Cowdeo	freezer bags, clipboard
218-FG	regfox.com	\$82.34	Cowdeo	2023 cowdeo registration forms
218-FG	Molly's Custom Silver	\$96.65	Cowdeo	buckle
218-FG	The Bend Radio Group	\$1,200.00	Cowdeo	2023 cowdeo advertising
218-FG	Oregon Fairs Association	\$1,950.00	Ed/Dues/Conf	registration for Fair Board, Micaela, Tony OFA Convention
218-FG	zoom.com	\$149.90	Ed/Dues/Conf	annual renewal
218-FG	Oregon Fairs Association	\$2,000.00	Ed/Dues/Conf	annual renewal
218-FG	amazon.com	\$183.95	Ed/Dues/Conf	2023 OFA auction basket
218-FG	Comfort Suites Redmond Airport	\$203.59	Ed/Dues/Conf	room for Gustavo 2023 OFA Convention
218-FG	Oregon Fairs Association	\$50.00	Ed/Dues/Conf	super school for Vicki McKelvy
218-FG	High Desert Barrel Racing	\$250.00	Fair Disbursement	refund for arena rental June thru October 2023
218-FG	NUID	\$50.00	Fair Disbursement	key deposit refund for October 12th MC rental
218-FG	Ericksons	\$24.38	Maintenance & Repair	drinks
218-FG	Phils Ace Hardware	\$215.80	Maintenance & Repair	supplies & hardware
218-FG	N&S Tractor	\$127.42	Maintenance & Repair	hardware
218-FG	NAPA	\$6.82	Maintenance & Repair	10W3 oil
218-FG	Platt	\$1,240.00	Maintenance & Repair	light bulbs
218-FG	NAPA	\$66.35	Maintenance & Repair	diesel antifreeze
218-Bath	Swift Steel	\$25.85	Maintenance & Repair	metal for new toilet paper holder in women's RR
218-FG	FirePro	\$653.00	Maintenance & Repair	annual service fee
218-FG	NAPA	\$5.88	Maintenance & Repair	pressure washer spark plug
218-FG	EZGroomer	\$169.65	Maintenance & Repair	ezgroomer parts
218-FG	Thompson Pump	\$135.00	Maintenance & Repair	irrigation repairs
218-FG	Sunbelt Rentals	\$61.85	Maintenance & Repair	saw for asphalt repair
218-FG	N&S Tractor	\$81.64	Maintenance & Repair	fuel hose swivel
218-FG	N&S Tractor	\$559.29	Maintenance & Repair	diesel pump
218-FG	Canon Financial Services	\$202.15	Maintenance & Repair	September Usage
218-FG	Abby's	\$152.00	Off/Mat/Supplies	pizza for Aaron's last day

218-FG	Fred Meyer	\$27.97	Off/Mat/Supplies	scissors, mailing tape, cable ties
218-FG	City of Madras	\$388.29	Utilities	Sewer charges for 8/24 to 9/21 - 3416.01
218-OSU	Trashbilling	\$22.36	Utilities	monthly fee
218-FG	Trashbilling	\$740.58	Utilities	monthly fee
218-FG	Pacific Power	\$16.23	Utilities	Outdoor area lighting 317506399-001
218-FG	Deschutes Valley Water	\$705.54	Utilities	Water bill - 8/31 - 9/30 (48480) #9143-000
218-FG	Blue Mountain Networks	\$62.50	Utilities	monthly fee
218-FG	Deschutes Valley Water	\$22.00	Utilities	Water bill - 8/31 - 9/30 (0) #20901-000 - water truck
218-ARENA	Cascade Gas	\$31.93	Utilities	Natural gas bill 472269180 - 9/6 to10/5 (18 therms)
218-DAR	Cascade Gas	\$23.46	Utilities	Natural gas bill 472191879 - 9/6 to10/5 (10 therms)
218-KEN	Cascade Gas	\$52.01	Utilities	Natural gas bill 472604857 - 9/6 to10/5 (37 therms)
218-KIT	Cascade Gas	\$32.97	Utilities	Natural gas bill 472577272 - 9/6 to10/5 (19 therms)
218-FG	Pacific Power	\$11.68	Utilities	Outdoor area lighting 316906999-002
218-FG	Pacific Power	\$841.20	Utilities	Electric bill 9/6 to 10/5 (5920 kwh) #74264951
218-FG	Pacific Power	\$82.16	Utilities	Electric bill 9/6 to 10/5 (497 kwh) #85037394
218-FG	Pacific Power	\$62.60	Utilities	Electric bill 9/6 to 10/5 (345 kwh) #86212533
218-FG	*Journal Entry	\$2.15	Credit Card Fees	stripe

\$14,636.75

November 2023 Payables

<u>FUND</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>ADD INFO</u>
218-FG	FAA Members	\$932.40	FAA	Culver, Madras 2023 premium checks
218-FG	*Journal Entry	\$22.91	Credit Card Fees	stripe
218-FG	Pacific Power	\$16.23	Utilities	Outdoor area lighting 317506399-001
218-FG	trashbilling.com	\$22.36	Utilities	monthly fee
218-FG	Phils Ace Hardware	\$158.86	Maintenance & Repairs	supplies, hardware
218-FG	Phils Ace Hardware	\$31.74	Maintenance & Repairs	hardware
218-FG	City of Madras	\$388.29	Utilities	Sewer charges for 10/01 to 10/31 - 3416.01
218-FG	trashbilling.com	\$451.40	Utilities	monthly fee
218-FG	Deschutes Valley Water	\$303.71	Utilities	Water bill - 9/30 - 10/31 (20421) #9143-000
218-FG	amazon.com	\$284.64	Maintenance & Repairs	trash bags
218-FG	Deschutes Valley Water	\$22.00	Utilities	Water bill - 9/30 - 10/31 (0) #20901-000
218-FG	Rip-Q Signs	\$225.00	Maintenance & Repairs	12x24 building number signs
218-FG	Tina Wilson	\$20.00	Open Class	2023 fair
218-ARENA	Cascade Gas	\$24.58	Utilities	Natural gas bill 472269180 - 10/6 to 11/2 (11 therms)
218-DAR	Cascade Gas	\$33.03	Utilities	Natural gas bill 472191879 - 10/6 to 11/2 (19 therms)
218-KEN	Cascade Gas	\$320.54	Utilities	Natural gas bill 472604857 - 10/6 to 11/2 (290 therms)
218-KIT	Cascade Gas	\$99.89	Utilities	Natural gas bill 472577272 - 10/6 to 11/2 (82 therms)
218-FG	Pacific Power	\$11.69	Utilities	Outdoor area lighting 316906999-002
218-FG	Pacific Power	\$869.56	Utilities	Electric bill 10/5 to 11/3 (6560 kwh) #74264951
218-FG	Pacific Power	\$38.42	Utilities	Electric bill 10/5 to 11/3 (157 kwh) #85037394
218-FG	Pacific Power	\$56.55	Utilities	Electric bill 10/5 to 11/3 (298 kwh) #86212533
218-Fair	*Journal Entry	\$1.66	Credit Card Fees	stripe

218-FG	Scott & Patsy Allison	\$37.50	Contractual Services	Cleaning FG
218-FG	IMLSS Utah	\$291.18	Maintenance & Repairs	padlocks
218-FG	COCC	-\$449.00	Ed/dues/conf	Micaela training cancelled
218-FG	IMLSS Utah	\$136.19	Maintenance & Repairs	padlocks
218-Fair	*Journal Entry	\$44.35	Credit Card Fees	stripe
218-OSU	Greenlee Roofing	\$6,688.80	Maintenance & Repairs	new roof
218-FG	Canon Financial Services	\$143.48	Maintenance & Repair	September Usage

\$11,227.96

	<u>YTD Actual</u>	<u>Budget</u>	<u>Difference</u>
2023-2024 Fiscal Year to Date	\$256,828.08	\$330,537	\$73,708.92

JEFFERSON COUNTY

FINANCE and TAX DEPARTMENT

66 S.E. "D" St. Suite 'E' • Madras, Oregon 97741 • Ph: (541) 475.4458 • Fax: (541) 475.4454



To: Fair Board Members
From: Kate Knop
Date: November 30, 2023
Subject: Fair Financial Reports – October 2023

Enclosed are the Fair financial reports for the #218 County Fair Fund and #224 Capital Project Fund for October 2023. The report includes revenues, expenditures year-to-date, and budget updates.

Fair Revenue & Expenditures

The first report includes the County Fair and Capital Project revenue and expenditure information through October 2023.

The #218 County fair fund highlights total revenue of \$273,053, or 59%, year-to-date. The revenue for October includes the Rent of the Building and Grounds, \$2,332; Cowdeo Sponsorships, \$2,720; Donations, \$3,450; and a budgeted transfer from transient room tax, \$16,396.

The total expenditures are \$30,446 for October, broken out between personnel, \$17,910 or 33%; materials and services, \$17,870 or 81%; and budgeted transfer to #224 Capital Project Fund, \$667 or <1% of the total monthly expenditures. Highlighting other expenditures are Repair and Maintenance for \$3,107, Cowdeo for \$2,651, Education, Conference, and Dues for \$6,037, and Utilities for \$3,096. Overall, materials and services were \$267,330 year-to-date, or 97% of budget, in October.

Capital Project Revenue & Expenditures

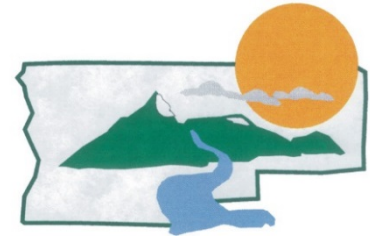
The #224 Capital Project Fund's revenue and expenditure activity for October 2023 reflects revenue of \$5,194. Other revenue includes Donations of \$500; donations – 4-H Café, \$500; and budgeted inter-fund transfers from transient room tax, Fair, and RV Park for \$4,080. There were \$290,604 in

expenditures for October 2023. Highlighting other expenditures is \$289,995 for the ADA grant, Capital Outlay. The reconciliation and request for the ADA grant reimbursement is scheduled for December 2023.

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Fair Finances as of 10/31/2023 (with revenue transfers booked through 10/31/2023)		Current Fiscal Year				
		6/30/2022	6/30/2023	10/31/2023	6/30/2024	YTD
Total GL#	Account Title	ACTUALS	ACTUALS	ACTUALS	Adopted Budget	Budget %
County Fair (218)						
218-100-301-0101	BEGINNING FUND BALANCE	(153,848.52)	(201,222.47)	(236,659.01)	(200,507.00)	
218-100-302-0205	INTEREST EARNED	(1,187.12)	(4,424.93)	(1,673.24)	(1,000.00)	167%
218-100-334-3497	LOTTERY-VIDEO POKER	(53,166.67)	(53,166.67)	-	(53,167.00)	0%
218-100-339-3959	INTERFUND FR TOT	(166,346.76)	(192,887.70)	(65,582.00)	(196,746.00)	33%
218-100-339-3962	INTERFUND FROM RV PARK	(10,642.20)	(13,772.00)	(6,600.68)	(19,802.00)	33%
218-100-347-4743	ALCOHOL FEE	(10,137.90)	(7,277.25)	(12,093.55)	(7,000.00)	173%
218-100-347-4745	RODEO - GATE	(11,983.28)	(10,230.00)	(14,036.00)	(14,000.00)	100%
218-100-347-4746	RODEO- SPONSORS	-	-	-	(5,000.00)	0%
218-100-347-4747	COWDEO - GATE	(2,839.67)	(2,211.00)	(1,485.00)	(1,500.00)	99%
218-100-347-4748	CARNIVAL	(68,790.00)	(75,480.00)	(76,150.00)	(60,000.00)	127%
218-100-347-4751	OPEN RIDE/ARENA RENTAL	(8,165.34)	(5,772.60)	(2,423.00)	(5,000.00)	48%
218-100-347-4752	RENT OF BLDGS/GROUNDS	(64,897.20)	(89,327.83)	(58,197.50)	(65,000.00)	90%
218-100-347-4753	COWDEO- CONTESTANT FEES	(3,446.50)	(3,667.00)	(4,027.00)	(3,500.00)	115%
218-100-347-4754	COWDEO- SPONSORSHIPS	(7,655.00)	(9,200.00)	(8,620.00)	(7,000.00)	123%
218-100-347-4766	ENTRY FEES FAIR	(20.00)	(75.00)	-	-	0%
218-100-367-6710	DONATIONS	(32,746.00)	(44,935.00)	(16,646.00)	(18,000.00)	92%
218-100-370-7074	EVENT SECURITY REVENUE	-	(16,357.66)	(3,108.00)	(8,000.00)	39%
218-100-370-7075	REIMBURSED ITEMS	(901.00)	(2,470.93)	(2,411.47)	(1,000.00)	241%
Total Fair Revenue		(596,773.16)	(732,478.04)	(509,712.45)	(666,222.00)	59%
218-101-510-1003	MAINT TECH III - BRANSTETTER	49,338.32	40,249.36	17,032.27	52,896.00	32%
218-101-510-1004	FAIR COORDINATOR - VACANT	45,049.37	60,560.30	27,345.07	61,972.00	44%
218-101-510-1006	MAINT TECH III - VACANT .2 FTE	-	10,757.10	-	11,265.00	0%
218-101-510-1301	FICA	6,976.94	8,257.43	3,317.87	9,430.00	35%
218-101-510-1302	SAIF	1,314.93	2,250.11	847.72	3,513.00	24%
218-101-510-1303	PERS, PERS PICK UP	22,138.52	15,809.45	5,772.85	16,889.00	34%
218-101-510-1305	MEDICAL	20,645.28	24,850.80	7,434.00	28,496.00	26%
218-101-510-1308	PAID LEAVE OREGON	-	167.87	166.98	493.00	34%
218-101-510-1400	VEBA BENEFIT	1,321.92	1,591.20	476.00	1,754.00	27%
Personnel		146,785.28	164,493.62	62,392.76	186,708.00	33%
218-101-520-2101	OFFICE MATERIALS,SUPPLIES	2,906.98	2,234.58	1,995.98	2,500.00	80%
218-101-520-2105	TELEPHONE	468.55	594.94	307.05	450.00	68%
218-101-520-2107	CREDIT CARD CHARGES	909.89	2,138.08	982.49	2,000.00	49%
218-101-520-2115	MINOR EQUIPMENT	4,277.84	5,977.40	2,199.00	3,000.00	73%
218-101-520-2301	MAINTENANCE AND REPAIR	49,051.97	54,506.49	23,554.84	45,000.00	52%
218-101-520-2476	OTHER EXPENSE-BOARD MEMBE	1,021.95	2,181.39	559.93	-	
218-101-520-2480	FAIR EXPENSE	11,965.10	35,166.63	22,613.62	30,000.00	75%
218-101-520-2488	INDIRECT TO GF	21,730.99	23,772.02	17,218.97	27,012.00	64%
218-101-520-2603	FFA	919.66	922.32	-	950.00	0%
218-101-520-2606	4-H	3,050.00	3,050.00	3,050.00	3,050.00	100%
218-101-520-2610	OPEN CLASS	1,732.73	3,608.48	3,697.95	4,000.00	92%
218-101-520-2611	FAIR ENTERTAINMENT & DANC	9,031.52	24,876.90	37,633.10	29,850.00	126%
218-101-520-2612	OPEN CLASS JUDGING	1,438.08	392.12	350.00	600.00	58%
218-101-520-2613	4H/FFA JUDGING	2,035.06	3,418.55	2,582.59	5,100.00	51%
218-101-520-2614	PREMIUMS RIBBONS AWARDS T	1,807.15	-	4,260.65	1,000.00	426%
218-101-520-2615	LARGE EVENTS	-	-	-	5,000.00	0%
218-101-520-2616	COWDEO EXP	9,316.36	8,890.82	10,958.95	7,500.00	146%
218-101-520-2618	4H/FFA JUDGE HOTELS	-	959.06	1,304.69	-	
218-101-520-2620	RODEO	23,540.00	25,622.12	29,686.61	27,750.00	107%
218-101-520-3105	ACCOUNTING & AUDITING	55.18	91.07	46.42	145.00	32%
218-101-520-3110	ATTORNEY/PROF SERVICES	-	-	-	280.00	0%
218-101-520-3127	CONTRACTUAL SERVICES	11,560.45	13,112.07	37,675.07	25,000.00	151%
218-101-520-3210	ADVERTISING	1,867.50	4,427.00	3,734.00	5,000.00	75%
218-101-520-3301	ED CONF, DUES, CONV, SCHOOLS	7,074.93	11,074.95	6,758.50	9,000.00	75%
218-101-520-3418	SECURITY	12,679.00	10,711.00	20,868.00	18,000.00	116%
218-101-520-3419	SECURITY - VENDORS	-	8,729.00	-	8,000.00	
218-101-520-3501	INSURANCE & BONDS	21,449.31	27,844.40	-	30,350.00	0%
218-101-520-3601	UTILITIES	33,814.56	42,724.19	33,958.53	36,000.00	94%
218-101-520-5125	NT EXPENSE	4,000.08	4,000.00	1,333.36	4,000.00	33%
218-101-520-7075	Reimbursed	3,433.47	-	-	-	
Materials and Services		241,138.31	321,025.58	267,330.30	330,537.00	81%
218-101-550-5392	INTERFUND TO BLDG FUND	8,000.04	8,000.00	2,666.68	8,000.00	33%
218-101-590-9002	ENDING FUND BALANCE	-	-	-	140,977.00	0%
Transfers		8,000.04	8,000.00	2,666.68	148,977.00	

Total Fair Expenses		395,923.63	493,519.20	332,389.74	666,222.00	50%
Net Revenue over Expenditures		200,849.53	238,958.84	177,322.71	-	
		6/30/2022	6/30/2023	10/31/2023	6/30/2024	YTD
Total GL#	Account Title	ACTUALS	ACTUALS	ACTUALS	Proposed Budget	Budget %
County Fair Capital Project Fund (224)						
224-100-301-0101	BEGINNING FUND BALANCE	(8,890.50)	(120,282.56)	(484,634.86)	(607,561.00)	
224-100-302-0205	INTEREST EARNED	376.32	(6,026.36)	(4,169.77)	-	#DIV/0!
224-100-333-3363	COUNTY Contribution	-	-	-	-	
224-100-334-3463	POND REVENUE (ODFW/CITY)	(17,000.00)	-	-	-	
224-100-339-3967	INTERFUND FR T.O.T.	(14,269.80)	(14,270.00)	(4,851.68)	(14,555.00)	33%
224-100-339-3968	I/F FROM FUND 218 FAIR	(8,000.04)	(8,000.00)	(2,666.68)	(8,000.00)	33%
224-100-339-3969	I/F FROM 218-COWDEO PROCEEDS	-	-	-	-	0%
224-100-339-3970	I/F FROM RV PARK	(14,148.96)	(18,363.00)	(8,800.68)	(26,402.00)	33%
224-100-339-3971	I/F FROM LOAN TOT- Fairboard	-	-	-	-	
224-100-339-3972	I/F FROM LOAN Fund 403	(368,500.00)	(270,270.00)	-	-	0%
224-100-339-3973	STATE GRANTS	-	(55,555.00)	-	(214,715.00)	0%
224-100-347-4752	RENT OF BLDGS/GROUNDS	-	-	-	-	
224-100-367-6710	DONATIONS	(15,900.00)	(76,400.00)	(19,581.63)	(39,000.00)	50%
224-100-367-6711	DONATIONS - 4-H CAFÉ	-	-	(11,220.00)	-	#DIV/0!
224-100-347-4753	OSU RENT	(7,620.00)	(7,620.00)	(1,905.00)	(7,620.00)	25%
224-100-347-4754	CELL TOWER LEASE	(17,166.60)	(19,101.72)	(4,870.95)	(19,434.00)	25%
224-100-370-7074	INSURANCE REFUNDS	-	-	-	-	
224-100-370-7075	REIMBURSED ITEMS	(750.00)	-	-	-	
Total County Fair Capital Revenue		(471,869.58)	(595,888.64)	(542,701.25)	(937,287.00)	18%
224-101-520-2015	Youth Fishing Pond	4,659.35	-	-	5,000.00	0%
224-101-520-2101	Office Supplies	-	-	-	-	
224-101-520-2115	MINOR EQUIPMENT	-	-	-	-	
224-101-520-2302	Cowdeo Carryover	-	1,762.00	-	-	
224-101-520-2301	Maintenance & Repairs	-	-	1,672.20	-	
224-101-520-2488	INDIRECT TO GF	281.43	3,311.68	92.14	-	
224-101-520-7075	Reimbursed Items	574.76	600.23	609.18	-	
224-101-520-3127	CONTRACTUAL	-	-	-	-	
Materials and Services		5,515.54	5,673.91	2,373.52	5,000.00	47%
224-101-540-4103	PAVILION BUILDING	-	-	-	-	
224-101-540-4104	CAPITAL IMPROVEMENT	-	33,512.26	-	-	
224-101-540-4105	BEEF/SHOW BARN	322,357.53	2,861.42	-	-	
224-101-540-4106	ADA GRANT - CAPITAL OUTLAY	-	39,989.38	301,687.05	246,452.00	0%
224-101-540-4201	LOAN PAYMENT- Show Barn	-	26,590.81	-	26,591.00	0%
224-101-540-4401	LOAN REPAYMENT- Bathroom	23,713.95	-	-	-	
224-101-540-4402	ADA PROJECT	-	-	-	214,715.00	0%
Capital Outlay/Debt		346,071.48	102,953.87	301,687.05	487,758.00	62%
224-101-550-2488	INDIRECT TO GF	-	-	-	-	
224-101-550-5150	TRANSFER TO FAIR 218	-	-	-	-	
224-101-560-5999	CONTINGENCY	-	-	-	-	
224-101-580-6000	RESERVE FOR FE-Building	-	-	-	-	
224-101-580-6001	RESERVE FOR FE-FRONT SIGN	-	-	-	-	
224-101-580-6002	RESERVE FOR FE-ARENA	-	-	-	-	
224-101-590-9002	ENDING FUND BALANCE	-	-	-	444,529.00	0%
Government Services		-	-	-	444,529.00	0%
Total County Fair Capital Expenses		351,587.02	108,627.78	304,060.57	937,287.00	32%
Net Revenue over Expenditures		120,282.56	487,260.86	238,640.68	-	

**October 2023 Credit Card Payable
Paid November 2023
Bank of America Purchase Cards**

It is hereby ordered that **\$15,844.05** be paid and the amounts transferred from the funds listed below:

FUND	FUND NAME	AMOUNT
218	FAIR	\$13,742.05
738	FAIR COURT	\$2,102.00
TOTAL		\$15,844.05

I, Kate Knop, hereby attest the above amounts are correct.

Kate Knop, Finance Director

Tony Anderson, Buildings & Grounds Director

Al Short, Fair Chairman

Dated

Report Criteria:

Detail report.
 Invoices with totals above \$0 included.
 Paid and unpaid invoices included.
 [Report].GL Account Number = "218-001-110-1500"-218-101-590-9002", "224-001-110-1500"-224-101-590-9002"

Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount
218-101-520-2616 COWDEO EXP				
3369	PAULINA RODEO CLUB	Full Page Ad	09/30/2023	130.00
Total 218-101-520-2616:				130.00
218-101-520-3105 ACCOUNTING & AUDITING				
1008	SOLUTIONS, CPAS PC	Progress billing for preparation of Independent Auditor'	10/10/2023	46.42
Total 218-101-520-3105:				46.42
218-101-520-3127 CONTRACTUAL SERVICES				
1804	ALLISON, SCOTT	Contracted Cleaning - FG	10/15/2023	37.50
194	MID OREGON PERSONNEL SERVICES INC	Hartman, Karson Wage Error	07/11/2023	36.23
Total 218-101-520-3127:				73.73
218-101-520-3601 UTILITIES				
9	CASCADE NATURAL GAS CORP	Gas	10/06/2023	23.46
9	CASCADE NATURAL GAS CORP	Gas	10/06/2023	52.01
142	PACIFIC POWER	electric	09/29/2023	16.23
9	CASCADE NATURAL GAS CORP	Gas	10/06/2023	32.97
142	PACIFIC POWER	electric	10/06/2023	11.68
9	CASCADE NATURAL GAS CORP	Gas	10/06/2023	31.93
142	PACIFIC POWER	electric	10/13/2023	985.96
Total 218-101-520-3601:				1,154.24
224-101-520-7075 Reimbursed Items				
621	JEFFERSON COUNTY	21230 Property Taxes 2023-2024	10/18/2023	609.18
Total 224-101-520-7075:				609.18
224-101-540-4106 ADA GRANT - CAPITAL OUTLAY				
2656	K3 CONSTRUCTION	Base bid, additive alternate 1, gravel & placement	10/12/2023	289,995.00
Total 224-101-540-4106:				289,995.00
Grand Totals:				292,008.57

Dated : _____

Finance Director: _____

Fairgrounds Manager: _____

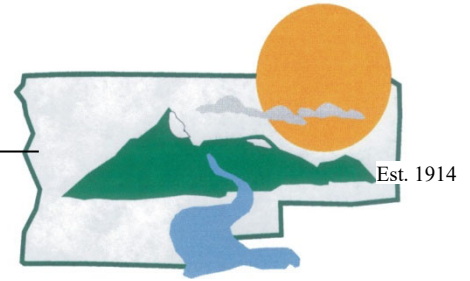
B & G Director: _____

Fair Chairman: _____

JEFFERSON COUNTY

BUILDINGS & GROUNDS DEPARTMENT

430 SW Fairgrounds Rd • Madras, Oregon 97741 • Ph: (541) 475-6288



Buildings & Grounds Report – December 6, 2023

- 1) Shop clean-up
- 2) Camera and NVR repairs
- 3) Madras High School reunification on December 1, 2023

4) Fair Preparation

Ribbons	Order ribbons from vendor (Patterson Engraving as of 08/23)	Shawna	11/22/2023 - Kim confirmed she sent the order to Chuck
Carnival	Verify dates for next year with carnival company	Shawna	11/15/2023 - emailed Don & Paul Mauer to verify dates - Don Mauer confirmed the dates.
Carnival	Verify how many RV spaces they will need during fair prior to opening RV Reservations for fair week.	Shawna	10/27/2023
Porta Potties	Review previous year's order, make necessary changes and order from Middleton Septic - 541-475-5322	Shawna	11/15/2023 - request quotes from Republic Services & Bull Dog Septic 11/28 – received quote from Bulldog
Golf Carts	Review previous year's order, make necessary changes and order from High Desert Golf Cars 541-788-2429	Shawna	11/15/2023 - requested quote - 11/16/2023 rcvd quote has us down for preliminary booking but need to send reminder in January
ATMs	Contact ATM Services of Eastern WA to schedule ATMs Heather Payne 509-531-4324 or atmservicesofeasternwa@gmail.com	Shawna	11/15/2023 - emailed Heather to make sure they will be available - 11/22/2023 Heather confirmed

Dumpsters	Contact Madras Sanitary Service for delivery of 30 yd dumpster by carnival (and one for by the stalls if their isn't one there currently). Arrange for it to be emptied prior to fair and once during fair (by the stalls).	Shawna	spoke with Jenny, reserved from July 22nd to July 30th
Ice	Review previous year's order, contact Cascade Ice and order ice, truck, and merchandiser.	Shawna	11/15/2023 - emailed Cascade Ice to reserve for 2024 fair - 11/16/2023 Jake confirmed reservation
Poster/Design	Contact Keith Manufacturing about designing fair poster, inform of fair theme	Shawna	11/20/2023 - emailed specs and fair entertainment to Laura
Rodeo Sound	Contact Heather Hershey for rodeo sound. 541-279-9580 - (hlhersh@hotmail.com)	Shawna	11/22/2023 - emailed Heather the dates, waiting for response 11/27 – Heather confirmed
Sound	Determine sound/stage needs and send out RFP	Al	communicating with Countryfied to provide service
Advertising	Reader Board- Ask Shawna to update the reader board with fair dates	Shawna	10/26/2023

Needs:

Stage sound

Sponsorship

Security- Personnel, Fencing, Lighting, Cameras

ACTION MINUTES

JEFFERSON COUNTY FAIR BOARD MEETING November 1, 2023

- 1) Call to Order
- 2) Introductions/Establishment of a Quorum

MEMBERS PRESENT:
Al Short, Chuck Patterson, Jane Ellen Innes, John McCloskey, Chris Tatro, & Gustavo Sierra-Avalos.

GUESTS PRESENT:
Tony Anderson, Kate Knop, Lyndsay Hessel, Jeff Rasmussen, Sue Ellen Vincent, John Gandy & Emma Brandau.
- 3) Changes to the Agenda (Consideration of Submission of Late Items)
- 4) Correspondence/Awards
- 5) Reports
 - 5.1 Finance Report- Kate Knop
 - 5.2 Fair Court Update- Emma Brandau, Tonya Cloutier
 - 5.3 Buildings and Grounds Update- Tony Anderson
- 6) Proposals from outside groups (10-minute time limit)
 - 6.1 Kim Schmith- Open Class
 - 6.2 Frank Caldwell- Qualifying Event- Mini Bucking Bulls
 - 6.3 Todd Rickman- Rodeo Contractor
 - 6.4 Rotary Club of Jefferson County- Cherry Tree
- 7) Citizen's Comments (3-minute time limit)
- 8) Consent Agenda
 - 8.1 September 2023 Credit Card Accounts Payable in the amount of \$23,284.00

8.2 September 2023 Accounts Payable in the amount of \$33,293.23

8.3 October 10, 2023 Minutes

John McCloskey made a motion to approve the Consent Agenda. Seconded by Chuck Patterson. The motion CARRIED. (Ayes – Al Short, Chuck Patterson, Chris Tatro, John McCloskey, Jane Ellen Innes, Gustavo Sierra-Avalos; Nays None)

9) Unfinished Business

9.1 Building Signs- Numbers

9.2 Fairgrounds Entrance Sign

9.3 ADA Project Update

9.4 Veterinarian Presence

9.5 Sound System

9.6 Internet/WiFi Analysis

9.7 Security Cameras Update

9.8 Cowdeo Report

9.9 Homeland Security Grant

9.10 Wilbur Ellis Impact Funds

9.11 Fair Planning Meeting Review

9.12 Gates During Fair- Admission?

9.13 Event Money from County Commissioners

9.14 Veteran's Appreciation

John McCloskey made a motion to approve a plaque for veterans to show appreciation for their service at fair. Seconded by Gustavo Sierra-Avalos. The motion CARRIED. (Ayes – Al Short, Chuck Patterson, Chris Tatro, John McCloskey, Jane Ellen Innes, Gustavo Sierra-Avalos; Nays None)

9.15 Cowdeo Appreciation Dinner

9.16 Kent Crook Memorial fund

10) New Business

10.1 Fairgrounds Manager vacancy

10.2 Fair Board vacancy- January

10.3 Sound System for Entertainment.

10.4 Countryfied

Gustavo Sierra-Avalos made a motion to approve hiring Countryfied to close the fair on Saturday. Seconded by John McCloskey. The motion CARRIED. (Ayes – Al Short, Chuck Patterson, Chris Tatro, John McCloskey, Jane Ellen Innes, Gustavo Sierra-Avalos; Nays None)

10.5 Fair Vendor Applications.

11) Committee/Board Member Reports

12) Announcements/Notification of additional Fair Board Meeting

Next Regular Fair Board Meeting- December 6, 2023

13) Adjourn

Meeting adjourned at 7:40 p.m.

Al Short, Fair Board Chairman

Date Signed



COMMUNITY PROJECT GRANT REIMBURSEMENT REQUEST

Program Name: Jefferson County Fairgrounds Date: 11/21/2023

Reimbursement Category:

Personnel	\$ _____	Professional Development	\$ _____
Supplies	\$ _____	Travel	\$ _____
Equipment	\$ _____	Printing and Copying	\$ _____
Rent or Utilities	\$ _____	Postage	\$ _____
Consultant /Professional Fees	\$ <u>5,000</u>	Telephone	\$ _____
Fringe/Benefits:	_____		\$ _____
Other (Description):	_____		\$ _____

Requests To-Date

Total Request: \$ 5,000

Are detailed receipts for this request attached? * Yes No

Total Prior Requests: \$ 5,000

Balance To-Date: \$ 0

Acknowledgement

I certify that the expenses stated above are correct and incurred in compliance with the City of Madras' Community Project Grant. The items for which I am seeking reimbursement for promote and/or encourage economic growth in the City of Madras.


Signature

11/21/2023
Date

Tony Anderson
Printed Name

Finance Director Signature

Date

**Detailed receipts are required.*

Payment receipt

You paid \$15,091.00

to Trident Professional Security on 7/24/2023

Invoice no.	2425
Invoice amount	\$15,091.00
Total	\$15,091.00

No additional transfer fees or taxes apply.

Status	Paid
Payment method	Credit Card
Authorization ID	MU0174734987

Thank you



Trident Professional Security

4582928044

<http://tridentprofessionalsecurity.com> |
cmattison@tridentprofessionalsecurity.com
300 NE Kilnwood Pl Suite B, , OR

Payment services brought by:

Intuit Payments Inc.
2700 Coast Avenue, Mountain View, CA
94043
Phone number 1-888-536-4801
NMLS #1098819

For more information about Intuit
Payments' money transmission licenses,
please visit
<https://www.intuit.com/legal/licenses/payment-licenses/>.

Trident Professional Security
 300 NE Kilnwood PI Suite B
 OR US
 4582928044
 cmattison@tridentprofessionalsecurity.com
 http://tridentprofessionalsecurity.com



INVOICE

BILL TO

Shawna Mobley
 Jefferson County Fairgrounds
 430 SW Fairgrounds Rd
 Madras, OR 97741 USA

INVOICE # 2425
DATE 07/23/2023
DUE DATE 08/22/2023
TERMS Net 30

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
07/18/2023	2 Unarmed Professional Security Officers- (Hourly)	8p-12a	1	76.00	76.00
07/19/2023	Unarmed Professional Security Officer (Hourly)	7a-12:30	5.50	38.00	209.00
07/20/2023	2 Unarmed Professional Security Officers- (Hourly)	7a-11p	16	76.00	1,216.00
07/21/2023	3 Unarmed Professional Security Officers- (Hourly)	7a-11:30p	16.50	114.00	1,881.00
07/22/2023	Unarmed Professional Security Officer (Hourly)	7a-12p	5	38.00	190.00
	Unarmed Professional Security Officer (Hourly)	8p-7a	7	38.00	266.00
	Unarmed Professional Security Officer (Hourly)	8p-12a	12	38.00	456.00
	Unarmed Professional Security Officer (Hourly)	7a-12a	5	38.00	190.00
	2 Unarmed Professional Security Officers- (Hourly)	12p-11p	11	76.00	836.00
	2 Unarmed	2p-11p	9	76.00	684.00

Thank you for your Business!
 "Making Your Business and Our Community Safe and Secure"

Invoice payment may have an 18% charge added when statement is overdue

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Professional Security Officers- (Hourly)				
	Unarmed Professional Security Officer (Hourly)	5p-11p	6	38.00	228.00
	Unarmed Professional Security Officer (Hourly)	11p-7a	8	38.00	304.00
	Unarmed Professional Security Officer (Hourly)	7a-4p	9	38.00	342.00
	3 Unarmed Professional Security Officers- (Hourly)	2p-11p	9	114.00	1,026.00
	Unarmed Professional Security Officer (Hourly)	4p-11p	7	38.00	266.00
	Unarmed Professional Security Officer (Hourly)	11p-7a	8	38.00	304.00
	2 Armed Professional Security Officers (Hourly)	12p-11:30p	11.50	108.00	1,242.00
	Unarmed Professional Security Officer (Hourly)	2p-11:30p	9.50	38.00	361.00
	Unarmed Professional Security Officer (Hourly)	11p-7a	8	38.00	304.00
	2 Unarmed Professional Security Officers- (Hourly)	7a-12a	17	76.00	1,292.00
	Unarmed Professional Security Officer (Hourly)	7a-7:30p	12.50	38.00	475.00
	2 Armed Professional Security Officers (Hourly)	11a-12a	13	108.00	1,404.00
	Unarmed Professional Security Officer (Hourly)	11:30a-12a	12.50	38.00	475.00
	Unarmed Professional Security Officer (Hourly)	12p-12a	12	38.00	456.00
	2 Unarmed Professional Security Officers- (Hourly)	11p-7a	8	76.00	608.00

Thank you for your Business!

"Making Your Business and Our Community Safe and Secure"

Invoice payment may have an 18% charge added when statement is overdue

Thank you for your business with Trident Professional Security! You can pay your Invoice online or send a check to 438 NE Poplar Ave Redmond OR 97756.

BALANCE DUE

\$15,091.00

Thank you for your Business!
"Making Your Business and Our Community Safe and Secure"

Invoice payment may have an 18% charge added when statement is overdue

PROPERTY USE LICENSE

THIS PROPERTY USE LICENSE (“LICENSE”) is entered into by and between OREGON STATE UNIVERSITY, hereinafter called UNIVERSITY, and Jefferson County Fairgrounds, hereinafter called LICENSOR.

WITNESSETH:

WHEREAS, UNIVERSITY has need of the following property to conduct Oregon ATV Safety Youth Rider Endorsement classes; and

WHEREAS, LICENSOR has property available and is willing to let UNIVERSITY use it.

NOW THEREFORE, in consideration of the mutual premises hereinafter contained, the parties agree to the following terms and conditions:

1. LICENSOR grants University permission to use property located at 430 SW Fairground Road, Madras, OR 97741 (“Property”).
2. LICENSOR will allow UNIVERSITY to use the Property without charging a fee for University’s use. Usage is subject to the availability of with at least four weeks prior arrangements to be made with LICENSOR’s Fairgrounds Manager.
3. UNIVERSITY may use the Property for conducting and supervising ATV Safety Youth Rider Endorsement classes and related business. Any other use is subject to LICENSOR’S prior written approval.
4. The TERM of this LICENSE shall commence on January 1, 2024 and terminate on December 31, 2024, unless sooner terminated as provided herein.
5. RELATIONSHIPS - UNIVERSITY and LICENSOR intend that their relationship at all times and under this LICENSE be independent. Neither party is to be considered an agent or employee of the other party for any purpose.
6. EXCUSE FOR NONPERFORMANCE - Neither party shall be held in default for delay or failure to perform caused by unforeseeable events which are beyond the control of the party and which are substantially of the following nature: labor dispute, acts of God, fire, flood, pandemic, epidemic, war, civil commotion, legal acts of public entities, or unusually long delays by public carriers.
7. INSURANCE – UNIVERSITY is self-insured under ORS 352.087 with adequate levels of excess general liability and commercial auto liability insurance and maintains workers’ compensation insurance for its employees in conformance with ORS Chapter 656.017, subject to the limits and conditions of the Oregon Tort Claims Act (ORS) 30.260 – 30.300). A certificate of insurance will be provided upon request. UNIVERSITY does not waive the right of subrogation.

LICENSOR shall secure at its own expense and keep in effect during the term of this LICENSE, general liability insurance, including contractual liability and completed operations, with minimum limits of \$2,000,000 per occurrence and \$4,000,000 aggregate. This insurance policy is to be issued by an insurance company authorized to do business in the State of Oregon, with an AM Best rating of no less than A-VII. A Certificate of Insurance will be provided to UNIVERSITY.
8. INDEMNITY - Subject to the limitations and conditions of the Oregon Tort Claims Act, ORS

30.260 through 30.300, and the Oregon Constitution, Article XI, Section 7, UNIVERSITY agrees to be responsible for damage or third party liability which may arise from its use of the Property, to the extent liability arises out of the negligence or willful misconduct of the UNIVERSITY, its trustees, officers, agents and employees. UNIVERSITY shall not be required to indemnify or defend LICENSOR for liability arising out of the negligent acts or willful misconduct of LICENSOR, its officers, contractors, employees or agents.

LICENSOR shall indemnify, defend, and hold harmless the UNIVERSITY, including its trustees, officers, agents and employees, from all claims, suits, or actions of any nature resulting from the negligent acts or willful misconduct of the LICENSOR, its officers, contractors, employees or agents under this LICENSE.

9. OBSERVANCE OF LAWS AND REGULATIONS– LICENSOR agrees to comply with all federal, state, and local laws, regulations, executive orders and ordinances applicable to this LICENSE.
10. TERMINATION - This LICENSE may be terminated immediately by mutual consent of both parties or by either party upon thirty (30) days prior written notice.
11. GOVERNING LAW - This LICENSE shall be governed and construed in accordance with the laws of the State of Oregon. Any suit for enforcement shall be filed in the Circuit Court for Benton County, Oregon.
12. DEFAULT - Neither party shall be in default under this License until written notice of the unperformed obligation has been given to the party in default and that obligation remains unperformed after notice for fifteen (15) days in the case of a payment or for thirty (30) days in the case of other obligations. If the obligation cannot be performed within the thirty-day period, there will be no default if the responsible party commences a good faith effort to perform the obligation within such period and continues diligently to complete the performance. In case of a default, the nondefaulting party may terminate this License with ten (10) days' prior written notice to the defaulting party. In the case of default, the nondefaulting party may use any remedy available at law or equity.
13. NOTICE - All notices or other communications under this License must be in writing and, unless otherwise expressly set forth in this License effective when personally delivered to the address specified below, or if mailed, effective forty-eight (48) hours following mailing to the address for such party specified below or such other address as either party may specify by notice to the other, or by confirmed electronic mail.

For University:

Shelly Creach
Oregon ATV Safety/Outdoor Education
3800 SW Airport Way, Building #4
Redmond, OR 97756
541-410-2755
Shelly.Creach@oregonstate.edu

With a copy to:

OSU Leasing and Strategic Real Property Management
Attn: Director
850 SW 35th Street
Corvallis, OR 97333
Email: realestate@oregonstate.edu

For Licensor:

Company: Jefferson County Fairground
Name/Title: Jeff Rasmussen
Address: 66 SE "D" St./ PO Box 237
City, State, Zip: Madras, OR 97741
Email: Jeff.Rasmussen@co.jefferson.or.us

14. THIS LICENSE CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES. NO WAIVER, CONSENT, MODIFICATION OR CHANGE OF TERMS OF THIS LICENSE SHALL BIND EITHER PARTY UNLESS IN WRITING AND SIGNED BY THE PARTY TO BE BOUND. SUCH WAIVER, CONSENT, MODIFICATION OR CHANGE IF MADE SHALL BE EFFECTIVE ONLY IN THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN. THERE ARE NO UNDERSTANDINGS, AGREEMENTS, OR REPRESENTATIONS, ORAL OR WRITTEN, NOT SPECIFIED HEREIN REGARDING THIS LICENSE. THE PARTIES ACKNOWLEDGE THAT THEY HAVE READ THIS LICENSE, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS AND CONDITIONS.

IN WITNESS WHEREOF, the parties hereto have executed this LICENSE.

LICENSOR:
Jefferson County Fairgrounds

UNIVERSITY:
OREGON STATE UNIVERSITY

Name: Date
Title:

Nicole Neuschwander Date
Director
Leasing & Strategic Real Property Management

**Oregon
ATV
Safety™**



Oregon ATV Safety, 3800, SW Airport Way, Bldg. #4, Redmond, OR, 97756,
Tel :(Shelly 541.410.2755 | Todd Williver 541-815-1515)

Youth Rider Endorsement Program

11/6/23

Jeff Rasmussen
66 SE "D" St.
PO Box 237
Madras, OR 97741
Jeff.Rasmussen@co.jefferson.or.us

Dear Jeff,

On behalf of the Oregon ATV Safety Youth Rider Endorsement Program, please accept my thanks and gratitude for the use of your property this past year. It will soon be time to renew Property Use License Agreements for 2024.

I am attaching an updated copy of the 2024 Property Use License Agreement. Please sign, date, and list your title on the Property Use License, and return it to me.

Thank you again for your support.

Shelly Creach

Shelly Creach
3800 SW Airport Way, Bldg. #4
Redmond, OR 97756
Shelly.creach@oregonstate.edu

From: [Ken Streater](#)
To: [Anthony Anderson](#)
Subject: Land West of Opportunity Foundation Thrift Store
Date: Thursday, November 9, 2023 1:20:11 PM

Hi Tony,

I am the broker for Opportunity Foundation. Several months ago the County expressed interest in leasing or buying the land due west of the thrift store, across from the fairgrounds. We were in contact with Micaela Halvorson, who is no longer employed by Jefferson County.

Is it possible to speak on the phone about any continued interest in this property by Jefferson County? I also left you a voicemail.

Thanks,

Ken

--

KEN STREATER
Real Estate Principal Broker



Aligned Commercial Real Estate
Physical Address: 708 SW Deschutes Ave.
Mailing Address: PO Box 1716
Redmond, OR 97756

Mobile [\(541\) 325-2027](tel:5413252027) | Email kens@alignedcre.com
Website www.alignedcre.com

Licensed Principal Broker in the State of Oregon
License #200511232 [Initial Agency Disclosure](#)

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Rental Agreement

Jefferson County Fair Complex • 430 SW Fairgrounds Rd • Madras, OR 9774
p: 541.325.5050 • f: 541.475.2586 • e: rentals@jcfairgrounds.org

Date: August 9, 2022

Lessee: Madras Saddle & Gaming Club

RE: 2023 Monthly play days

Contact: Stephanie Kaseberg

Street: 3427 SW Eureka Lane

City, ST ZIP: Madras, Oregon 97741

Phone: 541-390-0489

Email: madrassaddleclub@gmail.com

Event Dates: 1/8, 2/5, 3/5, 4/2, 5/7, 6/4, 7/9, 8/6, 9/10, 10/1, 11/5, 12/3

Facilities: Corwin & outdoor arena

AGREEMENT

- 1. SCOPE OF USE.** The Jefferson County Fair Complex (hereinafter JCFC) hereby rents to the Lessee the facilities in the Fair Complex identified above. Lessee shall be entitled to exclusive use and possession of the facilities described above. By signing this agreement, Lessee acknowledges that other facilities in the Fair Complex may be rented on the same date and at the same time to other parties. JCFC retains the right to enter upon the premises at any time during an event. No reservation is guaranteed until complete rent and security payment is made and this Agreement is approved by the JCFC. All forms of advertising which mention the JCFC must be approved by the Fair Coordinator prior to posting. Use of the facilities does not indicate endorsement of any event or group by JCFC.
- 2. FACILITY POLICIES.** Cleanup procedures, restrictions and policies have been adopted for each JCFC facility. The applicable policy is attached to this Agreement and made a part hereof. All forms of advertising which mention JCFC must be approved by management prior to posting. Use of facilities does not mean JCFC endorses the event or the group. Glass containers are not allowed at JCFC.
- 3. PARKING LOT.** First row parking is for cars only, **no trailers**. All vehicles must be parked in the front parking lot. Building access is for loading and unloading only. Parking on the south end of the Corwin Arena is prohibited. Vehicles may temporarily unload and load livestock, after which, the vehicle must be moved into the parking lot.
- 4. RENT AND DEPOSIT.** Lessee shall pay to JCFC, as rent, the sum of **\$2.00 per rider**; plus, a security deposit of **\$_N/A_** for damage and cleaning. Rent and deposit is due and payable prior to use of the facility. Rent not paid in full at the completion of the event will be charged eighteen percent (18%) per annum interest until all rents and interest dues are paid in full.
- 5. SECURITY DEPOSIT.** A \$500 security deposit is required for all events without alcohol, a \$1000 security deposit is required for all events with alcohol, no exceptions. Refer to the facility policies for facility clean-up procedures, facility restrictions and other facility rental requirements. Should the JCFC be required to engage in any cleanup, the security deposit will first be applied to any damages and then to any costs incurred by the Fair Complex as a result of Lessees failure to comply with the Fair Complex Policies and Procedures, including clean-up costs. Thereafter, any remaining security deposit will be refunded to Lessee no more than six weeks after the completion of the event. Lessee shall leave the facilities in as good of condition at the end of the rental period as it was found at the beginning of the rental period. Damage repair and clean-up will be charged at fifty dollars (\$50.00) per hour plus the cost of materials. In addition, if interior lights are not turned off at the conclusion of rental period, a \$50.00 fee will be deducted from the security deposit to cover the electrical costs.

____JCFC ____Lessee

6. **MAINTENANCE.** Lessee shall perform all normal maintenance, if any, to keep all accessible facilities neat, clean and orderly during the lease period. Lessee agrees to leave the premises in as good of condition as when rented. The area shall be picked up, swept, mopped, or cleaned as applicable to the particular premise. **Lessee is responsible for garbage haul away; garbage services can be arranged through Madras Sanitary Services (541) 475-2071.**

Lessee shall immediately inform JCFC of any dangerous, unhealthy or unsafe conditions that Lessee discovers during the lease period. Lessee shall take reasonable steps to prevent injury due to these conditions. If a condition is such that it is an imminent threat to health or safety and Lessee is unable to contact JCFC, Lessee may secure a professional to resolve the condition. Upon receipt of invoice for repair, JCFC will refund or credit Lessee the costs expended for such repair.

7. **EVENT SECURITY.** At events involving alcoholic beverages or as required by JCFC, JCFC will provide event security at Lessee's expense, at a cost of \$34 per hour per security officer. A minimum of two security officers is required. The estimated cost for security will be **\$_N/A_**; this estimate is subject to change depending on the nature of the event and increased security will be at the discretion of the security provider selected by JCFC.

8. **ALCOHOLIC BEVERAGES.** JCFC shall determine the provider of alcohol sold at **all** events. Lessee shall be required to use the provider selected by JCFC at all events where alcohol is sold. If alcohol is served but not sold to guests at an event and a licensed caterer is not hired, Lessee shall show proof of liability insurance in the amount of \$1,000,000. There shall be no consumption of alcohol in any parking lot of the grounds at any time. Lessee shall not permit minors to consume alcoholic beverages or allow minors to remain on any part of the premises if minors are found to be consuming alcoholic beverages.

9. **PUBLIC SAFETY.** Lessee shall conduct its activities with full regard to public health and safety and shall observe and abide by all applicable laws, regulations and requests by duly authorized persons responsible for public health and safety. All sidewalks, doors, aisles and ways of access to public utilities shall be kept unobstructed. It is the responsibility of the Lessee to ensure that motor vehicles, camp trailers, horse trailers, horses, dogs and other animals remain in designated areas. Lessee shall not allow children or pets to run at large without adult supervision at any time during the event.

10. **STAFF ASSISTANCE.** Lessee is responsible for set-up and tear-down of event within the rental time. A fifty dollar (\$50.00) per hour per person charge will be assessed for any staff assistance required for set up and/or tear down. JCFC does not provide any type of support staff for any event. Messages will be taken only in cases of emergency. A fifty dollar (\$50.00) per hour per person charge will be assessed for any support staff assistance utilized for event.

11. **INDEMNITY.** The Lessee agrees to indemnify, defend and hold harmless Jefferson County and JCFC, their officers, employees and volunteers from and against any and all claims, causes of actions and lawsuits resulting in any damage, injury, or loss to any person or persons, including, but not limited to, persons to whom the Lessee may be liable under any workers' compensation law and the Lessee himself and from any loss, damage, cause of action, claims or suits for damages, including, but not limited to, loss of profits, property, goods, wares or merchandise, caused by, arising out of, or in any way connected with the exercise by the Lessee of the privileges granted herein. Such indemnification by Lessee shall apply unless such damage or injury results from the sole negligence or willful misconduct of the JCFC or its employees, volunteers and contractors.

____JCFC ____Lessee



12. INSURANCE. Lessee shall procure and maintain throughout the term of the event liability insurance covering claims for bodily injury, death and property damage occurring in or upon or resulting from the facilities lease. Lessee shall provide proof of insurance in the amount of \$1,000,000 per occurrence and \$2,000,000 aggregate and naming Jefferson County and the Jefferson County Fair Complex as additional insured's. Insurance policies must be written on an "occurrence" basis unless Jefferson County authorizes a "claims made" policy. Proof of insurance is required at least 10 days prior to event. Failure to provide proof of insurance will result in cancellation of your event and forfeiture of your deposit. Additionally, Lessee shall provide proof of automobile liability insurance for any transportation vehicle used on the fairgrounds for your event.

13. COMPLIANCE WITH LAWS. Lessee shall comply with all applicable Federal, State and local laws, rules and regulations, including, but not limited to: workers' compensation insurance, civil rights laws, OLCC regulations, noise ordinances, and public health and safety regulations.

14. CANCELLATION. Lessee shall notify JCFC in writing of cancellation of event. Lessee is not eligible for a refund of deposit if less than a 30-day notice is provided. If at least a 30-day notice is provided, Lessee is eligible for a refund of deposit. If Lessee reschedules event, the deposit will be applied to the rescheduled event.

15. ASSIGNMENT. Lessee shall not assign its use under this lease agreement. Any attempt by Lessee to assign this Agreement will be cause for immediate termination and retention of all deposits paid by Lessee.

16. ATTORNEY FEES. Each party shall bear its own costs and attorney fees for any litigation or disputes arising out of this Agreement, except Jefferson County may charge attorney fees for any amount expended on the collection of payment under this Agreement.

17. ENTIRE AGREEMENT AND MODIFICATION. This Agreement and any attachments constitute the entire agreement between the parties. Any changes or modifications to this Agreement must be in writing and signed by both parties

18. ADDITIONAL CONDITIONS:

LESSEE

By signing this Agreement, you are acknowledging that you have read and understand the above terms and conditions and you agree to abide by them; you are also acknowledging that you have received a copy of the Fair Complex Policies and Procedures.

Jefferson County Fair Complex

Lessee

By: _____

By: _____

Name: _____

Name: _____

Title: ___ Fairgrounds Events Coordinator ___

Title: _____

Date: _____

Date: _____

____ JCFC ____ Lessee



Shawna Mobley

From: Jefferson County Fair Complex <jeffersoncounty-or@municodeweb.com>
Sent: Thursday, September 7, 2023 8:39 AM
To: Fairgrounds
Subject: Form submission from: Building Reservation Form

Submitted on Thursday, September 7, 2023 - 8:39am

Submitted by anonymous user: 74.85.234.234

Submitted values are:

Your Contact Information

First Name Stephanie

Last Name Kaseberg

Email Address madrassaddleclub@gmail.com

Phone Number 5413900489

Address PO Box 981

Madras Or 97741

Event Information

Name of Event Stephanie Kaseberg

Organization / Business Name Madras Saddle and Gaming Club

Non Profit Organization? Yes

Estimated Attendance 75

Start Date of Event Sun, 01/07/2024

Event Start Time 11:00 am

End Date of Event Sun, 12/01/2024

Event End Time 11:00 am

Set-up Start time and Set-up details. Use this box to tell us what you need.

Non AM Race days we will be there to set up by 9am

AM Race days we will be there to set up by 7am

Number of Tables & Chairs, Etc. Needed When outside only we will need 3 tables

Additional Information

2024 dates

Jan 7th, Feb 4th, March 3rd, April 7th, May 5th, June 2nd, July 7th, Aug 4th, Sept 8th, Oct. 6th, Nov 10th, Dec 1st

Building You Would Like to Rent

- Corwin Arena
- Outdoor Arena

Will Alcohol Be Served? No

Not available

Date Name \$ Item

7/8/2022	Madras SG Club	\$58.00	AM Race
	Madras SG Club	\$178.00	general
8/10/2022	Madras SG Club -	\$188.00	play day
	Madras SG Club -	\$75.60	am race
9/13/2022	Madras SG Club -	\$69.00	AM Race
	Madras SG Club -	\$194.00	general
10/11/2022	Madras SG Club -	\$242.00	am race
11/10/2022	Madras SG Club -	\$172.00	playday
	Madras SG Club -	\$26.00	am race
1/10/2023	Madras SG Club -	\$146.00	playday
2/7/2023	Madras SG Club -	\$206.00	playday
3/6/2023	Madras SG Club -	\$19.00	am race
	Madras SG Club -	\$114.00	playday
4/3/2023	Madras SG Club -	\$170.00	play day
	Madras SG Club -	\$18.00	am race
5/8/2023	Madras SG Club -	\$190.00	play day
	Madras SG Club -	\$40.00	am race
6/7/2023	Madras SG Club -	\$142.00	play day
	Madras SG Club -	\$53.00	am race
7/12/2023	Madras SG Club -	\$158.00	playday
	Madras SG Club -	\$60.00	am race
8/8/2023	Madras SG Club -	\$166.00	playday
	Madras SG Club -	\$62.00	am race
9/11/2023	Madras SG Club	\$182.00	playday
10/3/2023	Madras SG Club	\$178.00	play day
	Madras SG Club	\$42.00	am race
11/14/2023	Madras SG Club -	\$132.00	playday