

February 12, 2019
Kootenai County Fairgrounds
Board of Directors Meeting

The meeting was called to order by Chairman Jerry Johnson at 5:55 PM

Pledge of Allegiance: Led by Jerry Johnson.

Roll Call: Board members present-Ken Renner, Zach Bane, Elise Burton, Jerry Johnson, Joe Doellefeld and Dave Fair. Also in attendance were Teresa Balderrama, Jeremiah Jenkins, Alexcia Jordan, Allan Dykstra, Kevin Kirking, Shannon Reed, Brittany Morris and Todd Feusier.

Changes to the Agenda: Midway Electrical to be discussed earlier in the agenda. See Old Business

Hearing of Delegates: Kevin Kirking, Fair Foundation President, reported the Foundation has set up an Endowment Fund for future Capital Improvements. He also reported the \$45,000.00 ask from the Fairgrounds for the RV Park passed unanimously and the planning for the Cowboy Ball is going well.

Approval of December minutes: Dave Fair motioned to approve December minutes, Dave Fair and Ken Renner seconded. Motion carried.

Reading of Correspondence: No correspondence.

Discussion of Claims and Financial Statements: Elise reviewed bank statements, paid and unpaid invoices and declared that everything looks reasonable and customary. Elise made motion to approve, Ken Renner seconded. Motion carried.

Manager's Report: Alexcia submitted her monthly report. Please see attached report.

Old Business

Action Items

- Tractor Purchase-Jerry explained quotes from all vendors and different financing options. Discussion items presented were buying a new tractor outright, paying in 3 payment options all in the same fiscal year, waiting until other projects were complete at the fairgrounds and purchasing a certified used tractor. Joe Doellefeld made the motion to buy the tractor as proposed from Pape, pay a reasonable amount early and pay remainder of balance in this fiscal year. Ken Renner seconded the motion and the motion carried.
- Midway Electrical-Todd Feusier and Allan Dysktra explained the need for a new 600-800-amp replacement for the rotten current power pole/panel not sufficient for the North Idaho State Fair power requirements. The plan is to add a transformer will include to new panels and one to replace 200-amp panel. This will also include a 50-amp unit near the Caretaker Residence for use by the First Responder/Command Center during the fair. The quote by Thorco was accepted. The only work not included in the quote was work around the concrete pads. Todd and Allen will complete and Todd is confident the entire project will come in approximately \$40,000.00

Other Old Business

Allan discussed ADA projects to continue from last year. He provided a map showing changes to light poles on the midway to be ADA compliant, a new ticket booth near Gate D and changes to the gate to make foot traffic flow easier off Kathleen. Allan would also like to add more concrete for the front gate. He explained walk up traffic had increased last year, and the additional concrete would help walk up sales by adding a second side. He also reported he would be adding an Accessibility window in Building 20 for concessionaires.

New Business

Committee Reports

- Budget and Finance – Elise and Alexcia will propose the budget to the commissioners in March or April. RV Park revenue income and expenses were budgeted conservatively with no history to compare.
- Development and Planning – No report
- Facilities – Todd and Allan covered in Old Business
- Rodeo – Zach reported a letter was sent to George Taylor with the Rodeo Committees concerns about proposed tier system.
- Equipment – Tractor discussion held during old business.
- Livestock and 4-H – Teresa Balderrama reported the final figures are still coming in from Pen the Ponies. The increase price of metal has changed the number of panels in the budget. They are looking at refurbishing used panels by venues tearing down stalls.
- Staff Report – Jerry commended Allan and his staff on the successful moving of snow in the past week
- Marketing and Sponsorship – Brittany reported retaining a \$10K sponsor for the Fair concert
- Fair & Special Event – No confirmed booking for fair concert currently. Planning is underway.

Jerry entertains the motion to adjourn. Meeting adjourned at 7:47 PM.