



**Teton County Fair Board
Regular Meeting Minutes
Monday July 10th, 2023 @ 5:30PM
Fair Office @ 305 W. Snow King Ave**

Mission: The mission of the TCFB is to produce an exceptional fair and administer the year-round use of the fairgrounds while promoting the western heritage; uniting urban and rural communities in celebration.

Vision: The TCFB's vision is to actively engage in the pursuit and promotion of our rural and agricultural heritage, from neighborhood back yards to family farms and local businesses.

I. Call to Order

Zach calls the meeting to order at 5:33PM.

II. Roll Call/Pronouncement of a Quorum

PRESENT: Amy, Hannah, Matt, MB, Zach

ABSENT: Donnie

ALSO PRESENT: Rachel, Sarah, Hap & Deeanne Johnson – JH Security, Julien Hass

III. Adopt Agenda

Hannah motions to adopt the agenda as written. MB seconds the motion. No discussion. The vote is unanimous in favor. The motion passes.

IV. Approval of 6/12/23 Regular Meeting Minutes

Hannah motions to approve the 6/12/23 meeting minutes as written. MB seconds the motion. No discussion. The vote is unanimous in favor. The motion passes.

V. Public Comment

Julien Hass asks the Fair Board to consider supporting the effort to get the TC Fairgrounds listed on the National Registry of Historic Places.

DISCUSSION ITEMS

VI. Fair Trash Removal Discussion w/ Westbank Sanitation

The 2023 Trash Removal 'scope of work', as well as the 2023 Fair Sanitation Map are in the Board Packet for review. Andy Ewing from Westbank Sanitation is in attendance on Zoom. The main issue in 2022, was that all dumpsters on-site were not being picked up until 11:00AM. The birds got into overflowing dumpsters and trash cans and made an even bigger mess. Also, our vendors open at 11:00AM for business and need empty trash cans immediately upon opening. The earlier the better for trash pickup on the Fairgrounds because things are quiet and the big trucks can get around easier etc.

Andy says this year earlier pick up should be fine. The issue last year was due to a lack of drivers. Andy requests that trash cans be dragged out and lined up for easiest pick up by the trucks. Andy can coordinate with Margarito as well. Andy will contact Rachel if any dumpsters are blocked. Andy suggests that his team empty the dumpsters first and then the residential cans. Rachel talks about new set up with grease, cardboard, grey water, and waste disposal for vendors – Westbank needs to drop the 16yd dumpster for cardboard recycling first. Andy will be the point of contact throughout Fair Week.

Donnie arrives at 5:43PM.

VII. Grease/Cooking Oil Container from Cache Valley, Grey Water Container
Cache Valley out of Utah can provide us with 2-3, 50-gallon drums for grease/cooking oil disposal. Rachel is working on getting more information and cost.
Macy's can pump the gray water but they only have a 50 gallon drum. The Board discusses if this size will be large enough. If not, we need another option. Zach may have source for a larger 250-gallon container if needed. We may not need much grey water disposal as most vendors are trucks, and they work with Macy's directly on pumping gray water, as opposed to tent vendors. Rachel will finalize logistics with Macy's.

VIII. Fair Security Discussion w/ JH Security
The 2023 Fair Security 'scope of work', as well as the 2023 daily fair 'scopes of work' are in the Board Packet for review. Hap & Deeanne Johnson from JH Security are in attendance in-person.

We had a lot of issues in 2022 with Fair Security, including:

1. Our approved noise permit and what time Fair events & shows should shut down.
Our noise permit was approved to run through midnight Wed-Sun of Fair Week. The carnival operates until midnight anyway. None of our night events last until midnight so they are a non-issue. The 2-Big Top Tent late night events must also cease by midnight; per our schedule of events, that is when they are scheduled to end.
2. Our approved malt beverage permit for both the beer garden and night event beer sales. The letter submitted to the Town is in the Board Packet for review. The letter states "Beer sales shall cease at the beginning of the last heat of the Figure 8 races, and other night beer sales cease at 10:59PM, or earlier, as soon as the event ends."
3. Points of Contact: On the daily 'scopes of work' Fair Board members, committee members in charge etc. are listed as JH Security's points of contact. Security should call the people listed from top to bottom in the event of an issue. If it is necessary to involve Rachel, then please contact her.
4. Night Event Wristband/Access confusion: the Fair Board will assign wristband colors prior to Fair. All assigned wristbands will be noted on the FINAL Fair daily 'scopes of work' for the Security Team. There will be a different, solid colored wristband each night for spectators/re-entry. Different colors will also be assigned to others who need access i.e. Jousting staff, backstage access at the Fair Concert, Rodeo contestants and their +1's, rough stock contestants/behind the chutes access, Figure 8 Race staff, drivers & pit crews etc.
5. Night Event Re-Entry. Re-entry is permitted at Jousting, the Fair Concert & Fair Rodeo. It will not be permitted at Figure 8 Races. If people need to leave the venue to get cash at the carnival ATM or get food from another Fair vendor, not inside the Rodeo Arena venue, they are allowed to leave and come back in. When they leave the venue, they should be given a wristband by either the ticket takers or security staff so they can get back in.
6. Other. The Board discusses with Hap & Deeanne the points of entry/exit on the Grassy Arena with new Big Top Tent placement. Rachel shares with Hap information from Glenn regarding the Heritage Arena security guard consistently not being on time and leaving early each day last year.

IX. Night Event Ticket Takers, Figure 8 Races

Rachel still has not heard from Kiwanis. Matt reached out to JH Roller Derby and they cannot do it. Rachel reached out to Snow Devils and they cannot do it. Todd suggested the Grizzlies softball team, and they can do it! We need 6 people, 3 at each gate, from 5:30-8:00PM on Sunday July 30th and we will give them a \$500 donation for their time.

X. National Anthem Singers – Sorting, Branding, Jousting, Rodeo & Figure 8s

We need 5 singers or musicians for the following events:

- Team Sorting -
- Team Branding - Cora Robertson confirmed
- Jousting -
- Fair Rodeo – Bella Gwilliam confirmed
- Figure 8 Races - Joe Rudd confirmed

People who have sang for us in the past include: The Garnick Sisters, Jordan Lutz, Bella Gwilliam, Adrienne Coca. MB will reach out to Savannah Garnick.

In exchange for singing/performing the National Anthem, we will give the individual 2-night event tickets to the event at which they are performing, plus a 1-day parking pass for that day.

XI. JH Radio, Pre-Recorded Fair Board Interviews

In addition to our advertising package w/ JH Radio, 3 Fair Board interviews need to be pre-recorded to play throughout the week of Fair. Rachel needs to schedule them with the studio in advance. Del Ray can do the recordings any day of the week, Monday – Friday, between 10:30 and 11:00AM. Rachel needs to know who wants to do one and when they are available to go to the studio.

Amy Wednesday 7/12
Donnie Thursday 7/13
Hannah Monday 7/17

XII. Night Event Concessions for Wednesday & Thursday Nights

Rachel never heard back from Buffalo Bill's after she spoke with Michael on the phone. Zach talked to Amy w/ Sagebrush Grille and she seemed interested when they spoke. Rachel emailed Amy on 6/26 and called her on 7/5 and they are now unavailable. Rachel emailed Street Food on 7/5 and hasn't heard back. She will try calling this week. Street Tacos has been notified that their contract was not approved. Rachel asks the Board if anyone has other ideas for food trucks on Wednesday & Thursday nights. Donnie will talk with Street Food. Hannah will approach the BBQ place from the People's Market.

Ticket sales for Jousting are still generally low so we may not need another vendor for Wednesday night. Staff proposes the idea of giving each Teton County employee 2 tickets to jousting to fill the stands and also as an "employee appreciation" gesture, on behalf of Teton County HR.

XIII. Fair Committee Appointments, Members, Meetings

The 2022/23 Fair Committee List is in the Board Packet for Review. Most committee appointments were made at the 9.12.22 meeting. The Royalty Committee was appointed at our 10.17.22 meeting. The Vendor Committee was created & appointed at our 12.12.22 meeting. To-date, there have not been any changes to our committees since appointments were made per the meeting minutes as listed above. If there had been any changes, they would've been made at a regular monthly Fair Board meeting and reflected in those respective meeting minutes. Moving forward, it is the responsibility of the appointed committee liaison to call any committee meetings and include all members of that committee, as well as include the staff contact.

The Board is in agreement about what has been stated and there is no further discussion.

XIV. Fair Board Job Descriptions, Insurance Background Check Paperwork

Rachel passes out all the paperwork to the Board.

XV. Sponsorship Updates

Sponsor Name	Amount	Level
307 Imperial Roofing	\$2500	Gold
Ace Hardware	\$500	2 Rodeo Buckles, Added Money for Turn N Burn
Allen's Garage Doors	\$1500	Cornhole Tournament
Andrews, Brad & Barb	\$200	Fair Rodeo Buckle
Aspen Auto/NAPA	\$5000	Big Top Tent Co-Sponsor
Axis Gymnastics	\$2750	Gold, Diaper Derby & Wiener Dog Races
Bank of Jackson Hole	\$1000	Silver
Berges Mannen Foundation	\$20,000	Title
Big O Tires	\$1100	Silver, Exhibit Hall Department
Big R Ranch & Home	\$500	Bronze
Blue Spruce Cleaners	\$700	Bronze, Fair Rodeo Buckle
Bressler Insulation	\$500	Bronze
Brinson, Suzanne	\$500	Royalty Program & Pageant
Bulley & Andrews	\$6000	Platinum

Canvas Unlimited	\$700	Added Money – Turn N Burn, Team Branding
Diamond L Trucking	\$200	Fair Rodeo Buckle
Dornan's	\$2500	Gold
EMMB, LLC	\$400	2 Horse Show Buckles
Evan's Construction	\$900	Bronze, 2 Horse Show Buckles
First Interstate Bank	\$2500	Gold
Fish Creek Excavation	\$7500	Fair Rodeo
Flat Creek Saddle Shop	\$1000	Team Branding
Fodor Law Office	\$2500	Gold
Foster's Outrider's - Lynn Friess	\$20,000	Title
Friends of Citizens Mounted Unit	\$200	Horse Show Buckle
Hanlon, John & Linda	\$200	2 Exhibit Hall Depts. & Buckles
Holderman Construction	\$500	Bronze
Hole Family Eye Care	\$100	Exhibit Hall Department
HUB International	\$600	3 Horse Show Buckles
Intermountain Roofing	\$1700	Silver, Fair Rodeo Buckle, Turn N Burn Added Money
Jackson Lumber	\$500	Bronze
JH Compunet	\$1000	Silver
JHSIR	\$10,000	Fair Concert
Kopkey, Jeff	\$100	Exhibit Hall Depart. & Buckle
Knit on Pearl	\$200	2 Exhibit Hall Departments
Lee's Tees	\$1000	Silver
Meridian Trust Federal Credit Union	\$400	2 Fair Rodeo Buckles

Modern Lighting & Electric	\$1000	Silver
Mountain Standard Realty	\$2500	Gold
Mountain Valley Glass	\$300	Fair Rodeo Buckle, Added Money
Mountain West Farm Bureau Insurance	\$2500	Gold
Nalley Steamway	\$400	2 Fair Rodeo Buckles
Nelson Engineering	\$1600	Silver, 2 Rodeo Buckles, Horse Show Buckle
Oakley, Tim	\$600	3 Horse Show Buckles
Osprey Beverages	\$2500	Gold
Parker Family Trust	\$200	Fair Rodeo Buckle
Propst, Luther & Liz Storer	\$500	Pie Eating Contest
Quill Creek Excavation	\$1000	Silver
Raver Construction	\$1000	Silver
Red Rock Ranch	\$400	Horse Show Buckle, Fair Rodeo Buckle
Ringholz Studios	\$100	Exhibit Hall Department
Robinson Cattle	\$200	Horse Show Buckle
Rockin' J Designs	\$200	Horse Show Buckle
Roots Kitchen & Cannery	\$100	Exhibit Hall Department
Rowe CPA Group	\$400	2 Rodeo Buckles
SB Equipment Rentals	\$2500	Gold
Scout Guide of JH	\$200	Fair Rodeo Buckle
Snake River Brewing	\$5500	Figure 8's (secondary) & Gold
Snake River Ranch	\$200	Fair Rodeo Buckle
Tallichet, Catherine	\$1000	5 Horse Show Buckles
Teton County Weed & Pest	\$1300	Silver, Horse Show Buckle, Exhibit Hall Dept. & Buckle

Teton Distributors/Grand Teton Brewing Co.	\$5000	Co-Sponsors of the Big Top Tent
Teton Heritage Landscaping	\$10,000	Figure 8 Races - Primary
Teton Laser Center	\$400	2 Horse Show Buckles
Teton Orthopaedics	\$2500	Gold
Teton Rental Center	\$6000	Platinum
Thomas, Camille - Compass Realty	\$200	Fair Rodeo Buckle
Town Square Inn's	\$1000	Silver
Two Ocean Builders	\$400	2 Fair Rodeo Buckles
Tzompa's Plumbing	\$1000	Silver
Wort Hotel, The	\$300	Fair Rodeo Buckle, Exhibit Hall Department
TOTAL	\$150,450	

XVI. Fair Board Task List Sign Ups
The Board goes through the daily Fair Week task list.

ACTION ITEMS

XVII. Consideration of Pinky G's Night Event Concession Agreement
The signed agreement is in the Board Packet for review. Tom can commit his food truck to be at Fair Rodeo & Figure 8 Races.
Matt motions to approve Pinky G's Night Event Concession Agreement for Saturday - Fair Rodeo & Sunday - Figure 8 Races. MB seconds the motion. No discussion. The vote is unanimous in favor. The motion passes.

XVIII. Consideration of Allocating Extra Sponsorship Funding to Event-Specific Added Money
To-date, we have collected \$150,450 in sponsorship for the 2023 Fair. Our sponsorship revenue line item was increased to \$143k so we didn't have to cut the Fair budget back in May. 150,450-143,000=\$7450 leftover to spend wherever needed.

PLEASE NOTE:

The JH Chamber of Commerce had a slot open up to hang our light pole banners for the month of July. It costs \$1000 for them to be hung up and taken down. This was not an expense that we budgeted for so we should deduct this from the \$7450. After that, the balance is \$6450.

Cattle for Sorting & Branding: we only budgeted \$4300 for cattle. Rachel has been talking to Slim about the amount of money we take out of Sorting & Branding entry fees to cover stock.

Sorting – 100 teams total

100 teams x \$50 = 5000

5000/2 (50% of entry fees is a stock charge) = \$2500

\$2500 entry fees in the pot

Branding – 80 teams total, 40 Open (\$90/team, \$30 is a stock charge) & 40 Mixed Nuts (\$60/team, \$30 is a stock charge)

We'll cap the event at 80 teams no matter what and we may have more Open Teams than Mixed Nuts. We won't know until entries close on July 23.

Open

40 teams x \$60 = 2400 entry fees in the pot

40 x \$30 = 1200 stock charge

Mixed Nuts

40 teams x \$30 = 1200 entry fees in the pot

40 x \$30 = 1200 stock charge

Stock Charge Revenue = \$2400

TOTAL STOCK CHARGE REVENUE = 2500 (sorting)+2400 (branding) = 4900

4900 – 4300 = 600

6450 - 600 = \$5850 leftover to reallocate to other events.

We did budget to add the following:

Sorting \$500

Branding \$500

Cornhole \$500

Fair Rodeo \$2500

Figure 8 Races \$1000

Rachel asks the Board how they would like to reallocate the remaining \$5850. The Board discusses what they'd like to do. Zach suggests allocating \$500 for bike rack rental for the Fair Concert. That leaves \$5350.

Hannah motions to approve reallocating additional sponsorship funding as added money to the following events:

Sorting - another \$600, for a total of \$1100

Branding - another \$600, for a total of \$1100

Cornhole – another \$500, for a total of \$1000

Fair Rodeo - another \$3000, for a total of \$5500

Figure 8 Races - another \$650, for a total of \$1650

Matt seconds the motion. No discussion. The vote is unanimous in favor. The motion passes.

XIX. Consideration of Fire Performing at the Big Top Tent on Saturday July 29th

Last year, Something Else Resident DJ's brought some folks to do fire spinning during the music but out on the grass. They would like to do it again this year on Saturday night. The Fire Marshal did have a few requests, one of which, is Fair Board approval for this kind of

performance. Hannah speaks to the other requests by the Fire Marshal i.e. a fire extinguisher on-site, a designated area that spectators must stay behind etc.

Matt motions to approve the fire spinners on the Grassy Arena on Saturday July 29th, per the Fire Marshal's requests. MB seconds the motion. No discussion. The vote is unanimous in favor. The motion passes.

OTHER DISCUSSION ITEMS

XX. FY24 Budget

Our FY24 budget was approved by the BCC officially on June 26th, 2023.

XXI. Matters & Announcements from Board & Staff

a. June Fair & Fairgrounds Manager Report & Updates

The new Fairgrounds Community Building construction is wrapping up. We then have to get our CO before Fair and can start setting up the Blue Ribbon Exhibit Hall.

The 4-H Market Animal Jackpot was yesterday. They received over 200 entries and the event was a success.

Zach & MB are working with Andy on the JHSIR banners for the Fair Concert stage.

Update on Ticket Sales

313 - Jousting

343 - Concert

376 - Rodeo

2049 - Figure 8s

Update on Fair Entries

13 English

2 Dressage

55 Sorting

5 Branding

91 Exhibit Hall

17 Cornhole

4 Trail

12 Non-Pro Western

0 "Ride for the Brand" Team Competition

Figure 8s is FULL

b. Fair Board Updates

No updates.

c. Committee Updates

Big Top Tent/Free & Strolling Entertainment – Hannah will shop for hospitality before Fair. Rachel will write a list beforehand.

Concert – Zach is working on bike rack w/ Andy for the stage.

Exhibit Hall – Matt reports that the committee met to figure out the floor plan/layout. The committee is working on confirming the department judges.

Figure 8 Races – MB & Zach need emails for the drivers so they can inform them about picking up a bracket from the Fair Office and how to install it on their cars. The committee is working on confirming counters.

Horse Show – MB says the committee is meeting tomorrow.

Rodeo – Donnie is working on scheduling a meeting w/ the stock contractor as soon as possible.

Royalty – Amy says the 4th of July Parade went really well and she was able to get candy donated by Yippee Yi Yo. The committee is working on a photoshoot for the girls, as well as the Fair schedule for appearances. The court from Driggs is coming over to help us with Fair Rodeo to run sponsor flags. Our court went to lunch at the Senior Center to promote the Exhibit Hall and entries.

Vendors – MB says the committee will be meeting with Dave soon to firm up placement of vendors based on power needs. A few vendors still need to get their Temp Food License into Public Health. Rachel will make the daily receipt form for food vendors.

XXII. Other

Diamond Cross Ranch in Moran is hosting a festival during the same week as Fair. They have some videographers in town who are working on a miniseries and would like to film at Fair on Friday during the 4-H Beef Show and on Sunday afternoon. The Board agrees that this is fine.

Adjourn

Matt motions to adjourn the meeting at 8:25PM. MB seconds the motion. No discussion. The vote is unanimous in favor. The motion passes.