

Jefferson County Fairgrounds' Advisory Committee Meeting Minutes
Jefferson County Fairgrounds
Virtual Meeting via Cisco WebEx

The Advisory Committee of the Jefferson County Fairgrounds met virtually on Tuesday, June 16, 2020 with Chairman Mark Skelton presiding.

Fairgrounds Staff Present: Brittney Rietveld - Fairgrounds Manager, Kirstin Brown - Event Coordinator

Public Affairs Staff Present: Julie Story, Director

Jefferson County Citizens Present:

A. Call Meeting to Order

- Mark Skelton called the meeting to order at 7:00 p.m..

B. Roll Call and Determination of Quorum

- **Fairground Advisory Committee members attending included:** Mark Skelton, Jeff Keller, Mike Skelton, Alejandra Major, Keren Baker
- **Fairground Advisory Committee members absent from the meeting:** Mary Miklos, Cheyenne Fergerstrom

C. Approval of Minutes

- The Committee, upon motion of Jeff Keller seconded by Alejandra Major, and by unanimous vote, approved the minutes of the meeting held on February 18, 2020.

D. Manager's Report

- Brittney shared her screen and past events were reviewed via the Fairgrounds website.
- Fairgrounds staff presented a report of the previous months' events with the events demonstrating the Fairgrounds' mission statement highlighted.
- Jeffco Fairgrounds' financials were reviewed via OpenGov. The counties 2021 budget is scheduled to be finished by November.
- Julie Story discussed the current Public Health Order.
- Fairgrounds is in process of setting up a new booking software (Appointlet) to allow guests to schedule themselves 2-hour appointments for Open Ride.
- Open Ride should be open to the public mid-July.
- Jefferson County public offices have switched to a 4-day business week, with new office hours of Monday – Thursday, 8:00am-5:00pm. Fairgrounds staff will continue to be on-site 7 days a week, as needed for events.

E. Public Comments

- No Public Comment.

F. Fairgrounds Advisory Committee Comments

- The Fairgrounds Advisory Committee members asked about the Ag, Equine and Youth Working Group being set in place by the Board of County Commissioners. Applications are scheduled to go live July 1, 2020.

G. Adjournment

- There being no further business to come before the committee, a motion was called for the meeting to be adjourned at 7:45PM. The next meeting of the Fairground Advisory Committee is scheduled for Tuesday, July 21, 2020 at 7:00pm.