

Tuesday, March 6, 2012 7pm-840pm

County Facilities Rental Ad-Hoc Study Committee attendees: Rob Brooks, Kathy Geracie, Lee Schlenvogt, Sandy Wirth, Fair Board reps Roger Boehlke, Mark Schubert, Mark Matter, 4H reps Jean Fugate, & Diane Hamm, News Graphic reporter Jim Cryns and Tom Meaux.

Discussion Points:

1. Standardized rental form: Ad hoc group approved rental application form to be utilized by all county departments.
2. Rental Scorecard form: categories are all fine, but still in draft form as the criteria #2 of net generation point schedule needs to be further spread. TM will revise.
3. Directives for Rental policies and rates: Standing Committees will need to review the rental terms and rates within their jurisdiction in May-July time frame. The following schedule will assigns responsibility for rental management of various county facilities/assets:
 - a. Historic Courthouse/Adm Center/County Administrator/Executive Committee
 - b. Justice Center/Clerk of Courts/Public Safety Committee
 - c. Lasata Senior Living Campus/Lasata Management/HHSC
 - d. Park facilities/Parks Management/Natural Resources C
 - e. Highway facilities/Public Works Management/PW Committee
 - f. Radio, TR assets/Co Adm/Public Safety C
 - g. Fairgrounds/Co Adm/Sales Director/Executive Committee
4. Fairgrounds recommendations:
 - a) specific responses (yellow highlighted) to Fair Board questions. Fair representatives expressed concerns re need for on-site storage for Fair furniture, considering keeping showers available during any YB remodeling, need for gravel road to assist 4H horse trailers. Discussion ensued of other options including using other ingress/egress to Fairgrounds from Brookdale or Tamarack Streets.
 - b) 4H reps shared with Ad Hoc the complete list of historic investment of facilities on Fairgrounds of \$420k in addition approximately 15,500 donated hours.
5. Marketing position discussion: Draft job description was reviewed, direction was given to re-do basic description to a Sales rep/director position possible salary draw, commission

6. Next steps:

- a) Sales director position re-write reviewed by Ad Hoc before April 4 Bd meeting.
- b) May Exec C review Fairgrounds rates, report back to Ad Hoc in July-Aug 2012

OZAUKEE COUNTY FAIRGROUNDS CONCERNS (Answers in yellow highlight)

What will the finished result be at the open un-graveled area by the south parking lot on the west side? **Small curbed island with grass and storm sewer inlet.**

Could the south existing gate be widened to the east only, due to the grass wedge? That would maintain a larger area on the west side of drive. **No plans to do anything with gate as the fence is Fire Dept property, TM will contact Fire Dept. to see if they would allow for shift.**

Presently, several areas on the green space to the east of the south parking lot are very uneven. Is that really the final grade and height of the drains? It appears that could be a hazardous situation when people are on the grounds. It makes it difficult for us to layout spaces for fair vendors. **Not at final grading.**

Is there power source planned for the green space area south of hog barn? **Yes, per the power layout there are 3 sources within the area.**

The gates for the new fence should be lined up with the gates in the existing fence to the south. **Per Kathy Jones, Fire Dept does not want gates on property fence but the County will put them in where the Fair Board would like to align with existing paths on W/E ends.**

At what point on the site will the elevation from the north be brought down to meet the grade at the gates into the fireman's property. **When final grades are established when the property dries out in Spring, early Summer. Our construction manager and site engineer will have to monitor with schedule.**

On the north side of the new fence, is that to be gravel or grass? Are there plans for RV water and power? **There will be gravel roadway and grass areas for the RV parking, subject to final approval by the City of Cedarburg. Each RV space will be provided with water and power. There will likely be an adjustment in # of RV spots by City with more space buffer.**

Could the new driveway from the east be placed as close as possible to retention pond and joined in by east end of the future sheep building? This would help to retain as much open area to the south. **See current site plan, already done.**

We plan to have a tent for the sheep put up on the space where the barn was planned. Are there areas that we have to stay away from when we put the stakes in? **NO**

Due to location of the retention pond and a nearby waterway, we feel there is a need for a cement pad for the manure placement and loading. The design should probably be verified by the engineers due to proximity of the retention pond. The area needs to be extended to allow for more capacity when barns are being cleaned. **Dan O'Neil has taken the lead with that design, placement,**

etc. TM will touch base with him & Andy Holschbach to work on details, 70% cost share from State and through our Land/Water Dept.

Will there be any trees on the north end of the fair grounds to satisfy the neighbors? Where will they be planted? Yes, see site plan

Is the area between curling building and the youth building going to be grass or blacktop or combination of both? There is a raised median of grass, balance blacktop except in immediate vicinity of Youth Building, see site design map.

We feel there is a need for a gravel roadway on the north side of property to help with the traffic of trucks and horse trailers during the fair. With the loss of space, due to the new building, we feel that some of the children's rides or other attractions might be moved further north into the pathway of the existing roadway. Without that gravel roadway, the cross traffic back to the barns could be a dangerous situation. We would like to defer this. If conditions warrant Highway could put down a temporary roadway week before Fair. County questions need given the width of driveways, ability to drive on grass, etc.

Will the fair board be able to use the current fair office? This year? Future? 3X YES

Fair board has a lot of materials that are needed every year to put on the fair. Fence post, snow fences, stage platforms, bleachers, benches, display cases, cement blocks, waste barrels, tools, equipment and other necessary supplies are all needed. We feel that storage on site is necessary. The fair board members are all volunteers that get elected to a 3 year term by Ozaukee County Ag Society. Our board members might be on the board for a 1-3 year term or longer. Yes, some of the people on the board have been on a long time and they are the back bone that makes this fair possible. They too leave the board sooner or later. These are elected positions. We do not have a storage site available to our group. County wishes to discuss further, could be part of 13 budget plans or consider temporary storage on site.

Another problem we are going to encounter is the need for more time and man hours to set up for the fair. It would be very helpful if we can have access to the fireman's park and exhibit building on Saturday the 21st of July this year. Without that extra time, it will be very difficult for us and our volunteers to have the fair ready on time! Hopefully this can be negotiated with the Cedarburg fire department with no additional cost. County would be happy to work on a laundry list with CFD; they have been very helpful in the past.

On February 10, it was stated to us that the construction fence would be placed close to the new building and that the driveway and construction areas would be graveled and graded for our fair. We would like to ask to have this done before Wednesday July 25, 2012. The tent company normally starts placing the tents on the grounds on that day, so it would be necessary for the site to be ready so they could proceed. Will take up with our Construction Management Firm, should not be a problem.

It was mentioned at a previous meeting that the county would be willing to help with extra tents this year and to help with bus transportation to offsite fair parking. We are wondering what might be available for us so that we might be able to plan for that. County has identified potential private vendors, using our own buses will not work due to Fed government restrictions. We could contact our vendor and also suggest that Fair Board contact the Hay Ride company that operates during Strawberry Fest. County will assist as necessary but does not own tents.

Johnson Bus Service (County's taxi vendor)
3900 County Road KW
Port Washington, WI 53074
(262) 284-5330

Riteway Bus Service
7166 Sycamore Drive
Cedarburg
(414) 375-3102

Shawn Maney
Country Aire Rides
414-333-5600
per Cedarburg Festivals runs the Hay Rides during Strawberry Fest, etc.