

Agriculture & Education  
Committee  
UW-Extension  
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Agriculture & Education Committee  
Wednesday, November 16, 2016, 6:30 pm  
Rock County Courthouse – Courthouse Conference Center  
51 S. Main Street, Janesville, WI 53545  
Unapproved Minutes

Committee Members Present:

Supervisor Bostwick, Supervisor Davis, Supervisor Driscoll, Supervisor Hawes,  
Supervisor Sweeney

Committee Members Absent:

N/A

Staff Members Present:

Donna Duerst, Brian Paul

Others Present:

N/A

Call to Order: Chair Bostwick called the meeting called to order at 6:33 pm

Approval of Agenda: Supervisor Driscoll moved approval of the agenda of November 16, 2016, second by Supervisor Davis ADOPTED

Adoption of Minutes: Supervisor Hawes moved approval of the minutes from October 26, 2016, second by Supervisor Davis ADOPTED

Citizen Participation, Communication and Announcements

Duerst shared the date of Capitol Connections – Thursday, April 20, 2017.

Fair Board Report – None – tonight is the Fair Association Annual meeting at the fairgrounds.

Fairgrounds Maintenance and Contracts

Brian reported no new contracts; maintenance is going well.

## Discussion & Possible Action regarding possible changes in the fairgrounds rental rates

Brian discussed the attached proposal (listed below) which balances the need to increase revenue with a more customer friendly process.

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### Fair Ground Rental Rates

In order to make the facility and renting process easier and more customer friendly, I propose that we raise and simplify the rates for renting space at the Rock County Fairgrounds. To justify raising the rates, the county will automatically include the garbage fee, heat, and air conditioning fee (Air Conditioning will be added to the Craig Center spring 2017). The rental price will also include the use of all the tables and chairs. The current inventory of tables and chairs could be purchased from the Fair Board at a price of \$2,500. Increasing the rates would also help meet the increased revenue proposed in the 2017 County Budget

#### Current Prices (Have not increased since 2014)

##### For- Profit

Monday - Thursday \$385/day

Friday - Sunday \$420/day

##### Non-Profit

Monday – Thursday \$290/day

Friday – Sunday \$305

Heat surcharge \$70/day Nov. 1<sup>st</sup> through April 1<sup>st</sup>

Optional Garbage Fee \$50

Currently Rented from the Rock County Fair Board

Tables are \$7 each

Chairs are \$1 each

Deposit \$50 or \$100 depending on event and location rented

### Purposed Fair Grounds Rental Rates (Effective January 1, 2017)

#### **Craig Center**

Non-Profit = \$550 a day

Profit = \$700 a day

Setup and Cleanup days = \$200 a day if the date is open

#### **Other Buildings and Green Space**

All paid users = \$400 per day

Setup and Cleanup days = \$100 per day

Alcohol permit = \$100 a day

Key Deposit = \$50 per event

The rental rates would include any table and chair needs, garbage fees, and utility surcharges.

If a group would like to bring their own tables and chairs, they can elect to deduct \$50 from the total.

Each event may be reviewed separately.

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**Need to discuss and determine who gets charged and who doesn't. Also need to get a handle on groups setting up and cleaning up and what the charges are for those extra**

days. Craig Center and Main Gate will have electronic locks that will be set for the contract dates and times.

The plan is to purchase the tables and chairs from the Fair Board. Action on this agenda item will be deferred until the December 14<sup>th</sup> AE Meeting.

Review of Payments

Discussed 2 charges from Holiday Inn.

Discussion & Possible Action Re: Proposed restructuring of UW Extension

Duerst will confirm the date of the WCA Conference at which the Dean will share “high level options.”

Comments from the Committee

December 14<sup>th</sup> meeting will be ‘Dip Day’. Everyone will bring a different dip to share. Duerst will e-mail/text a reminder prior to the meeting.

Adjourn Supervisor Hawes moved to adjourn at 7:13 p.m., second by Supervisor Davis. ADOPTED by acclamation.

Minutes taken by Donna Duerst  
Transcribed by Sheila JaDoul

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