



CITY OF MERRILL
FESTIVAL GROUNDS COMMITTEE
AGENDA • THURSDAY JANUARY 5, 2017

Regular Meeting

City Hall Council Chambers

5:30 PM

- I. Call to Order
- II. Minutes of previous meeting(s):
 1. Minutes of November 10, 2016 meeting
- III. Agenda items for consideration:
 1. Contract language for permanent vendor stands
 2. Contract language for Fair Association use of grounds
 3. Determine fee for use of grounds by Merrill Riders Club
 4. Determine fees/no fees for other events such as Relay for Life and Rodeo
- IV. Establish date, time and location of next meeting
- V. Public Comment Period
- VI. Adjournment



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MINUTES • THURSDAY NOVEMBER 10, 2016

Regular Meeting

City Hall Council Chambers

5:30 PM

I. Call to Order

Chairperson Norton called the meeting to order at 5:30 P.M.

| Attendee Name | Title | Status | Arrived |
|---------------|---------------------------------|---------|---------|
| Rob Norton | Aldersperson - Seventh District | Present | |
| Tim Meehean | Aldersperson - Eighth District | Present | |
| Bill Bialecki | Mayor | Excused | |
| Paul Russell | Aldersperson - First District | Present | |

Other attendees included: City Administrator Dave Johnson, City Attorney Tom Hayden, Alderwoman Kandy Peterson, Mike Geisler, Ken Adams, Michelle Rathke, Sue Kunkel, Richard Bjorklund, Diane Wais, Pete Annis, Vanessa Rueth, Carrie Cordova, Bill Dinges, Neil Christianson and City Clerk Bill Heideman.

II. Public Comment Period

Alderman Norton stated that it was an honor for him to serve as chairperson of the committee.

Meeting attendees introduced themselves.

III. Adenda items to consider:

1. Selection of vendor group representative to serve on the Festival Grounds Committee.

City Administrator Johnson verbally reviewed the composition of the Festival Grounds Committee.

Alderman Norton then requested that three people volunteer to server as representatives of the Vendor Group, Fair Association and Rodeo Association. Neil Christianson responded that everyone was coming into this meeting “in the dark”, and the groups will need to meet in order to select a representative, not just select one immediately. He added that the interested parties need to receive more information from the City as the process continues. Mr. Christianson then volunteered to organize the vendor groups and hold a meeting of that group.

Chairperson Norton suggested that, at least temporarily, meetings be held at 5:30 P.M. on the first Thursday of every month. The next meeting was scheduled for January 5th, 2017. That will give the various groups time to organize and select a representative.

2. Discussion of lease terms for vendors.

City Administrator Johnson explained that the City was seeking long-term leases with the permanent vendors. He suggested 25 years as a possibility.

Representing the Fair Association, Sue Kunkel reported that, in the past, the Fair Association has charged a “footage fee” to the permanent vendors during the fair. She added that the fair could be in jeopardy if the Fair Association is no longer allowed to charge that fee.

Representing the Rodeo Association, Pete Annis reported that the Rodeo Association has historically leased the grounds for rodeos.

3. Discussion of vendor fees for use of Festival Grounds property.

City Administrator Johnson distributed a proposed fee schedule. This information was then discussed. No formal action of any kind was taken at the meeting.

IV. Adjournment

Motion (Kunkel/Cordova) to adjourn. Carried. Adjourned at 6:32 P.M.