



**CITY OF MERRILL**  
**FESTIVAL GROUNDS COMMITTEE**  
**AGENDA • THURSDAY SEPTEMBER 7, 2017**

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**Regular Meeting**

**Bierman Building**

**6:00 PM**

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- I. Call to Order
- II. Minutes of previous meeting(s):
  1. Minutes of August 3, 2017 meeting
- III. Agenda items for consideration:
  1. Non-Profit/Charitable Policy
  2. Request to use Expo Center for District II meeting - Associations of Fairs
  3. Alcohol licensing report
  4. Food vendor report
  5. Fair report
  6. Monthly report from Festival Grounds Manager Bjorklund
- IV. Public Comment Period
- V. Establish date, time & location of next meeting
- VI. Adjournment



**CITY OF MERRILL**  
**FESTIVAL GROUNDS COMMITTEE**  
**MINUTES • THURSDAY AUGUST 3, 2017**

**Regular Meeting**

**Bierman Building**

**6:00 PM**

**I. Call to Order**

Alderman Norton called the meeting to order at 6:00 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	
Neal Christensen	Food Vendor Rep.	Present	
Bryan Bloch	Rodeo Assn. Rep.	Present	

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Festival Grounds Manager Richard Bjorklund, Alderwoman Kandy Peterson, Diane Wais Pete Annis and City Clerk Bill Heideman.

**II. Minutes of previous meeting(s):**

**1. Minutes of July 13, 2017 meeting**

Alderman Norton noted that, although the July 13<sup>th</sup>, 2017 meeting minutes were correct, incorrect information was provided during the “Public Comment Period” of the meeting. It was reported during that meeting that the Merrill Lions are in charge of the Labor Day festivities on the grounds. Actually, the Merrill Parks and Recreation Department is in charge of that event. The Merrill Lions will handle the Car Show that day and their food stand will also be open.

Motion (Bloch/Russell) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
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**III. Agenda items for consideration:**

**1. Sales of alcoholic beverages in the Expo Center (City Attorney Hayden)**

City Attorney Hayden reported that an agreement has been submitted to a group interested in handling sales of alcohol in the Expo Center. That group and their legal representation are currently reviewing the agreement. City Attorney Hayden anticipates that the group will be submitting a liquor license in the near future, after the agreement has been finalized.

No action was necessary, requested or taken at this time.

**2. Fair debriefing report**

Nobody from the Fair Association attended the meeting. A post-fair report is not yet available.

Attachment: 2017-08-03 FGC Minutes (2739 : Minutes of August 3, 2017 meeting)

The 2017 fair grandstand shows were discussed.

**3. Labor Day activities update (Festival Grounds Manager Bjorklund)**

According to the Parks and Recreation Department, the activities at the grounds on Labor Day will be similar to those offered on Labor Day in 2016.

**4. Monthly report (Festival Grounds Manager Bjorklund)**

Festival Grounds Manager Bjorklund has met with the Prom Committee. Lincoln Windows is planning on holding a fund raiser in the Bierman Building.

**IV. Public Comment Period**

None.

**V. Establish date, time & location of next meeting**

Thursday, September 7<sup>th</sup>, 2017 at 6:00 P.M. in the Bierman Building.

**VI. Adjournment**

Motion (Russell/Meehean) to adjourn. Carried. Adjourned at 6:41 P.M.

**From:** [Wais, Diane](#)  
**To:** [Heideman, Bill](#)  
**Cc:** [Norton, Rob](#)  
**Subject:** Festival Committee Agenda  
**Date:** Friday, September 01, 2017 10:40:54 AM

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Items for the Festival Grounds Committee meeting:

1. Non Profit/Charitable Policy
2. Request to use Expo for District II Meeting for the Associations of Fairs (Brad)
3. Alcohol Licensing Report (Tom)
4. Food Vendor Report (Neil Christianson)
5. Fair Report (Brad)
6. Monthly Report (Rick)

**Attachment: Agenda items (2740 : Non-Profit/Charitable Policy)**