



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
AGENDA • TUESDAY JUNE 9, 2020

Special Meeting

City Hall Council Chambers

5:15 PM

- I. Call to Order
- II. Public Comment Period
- III. Closed Session:
 - 1. The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85(1)(e) & (g) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved in, to consider the Festival Grounds Manager contract.
- IV. Adjournment

CITY OF MERRILL FESTIVAL GROUNDS MANAGER AGREEMENT

THIS AGREEMENT, made and entered into by and between the City of Merrill, a municipal corporation ("City") and Richard Bjorklund ("Festival Grounds Manager"), is subject to the terms and conditions set forth herein:

I. DUTIES AND RESPONSIBILITIES

The FESTIVAL GROUNDS MANAGER, is generally being contracted to plan, organize, lead and administer all activities for the City of Merrill Festival Grounds in accordance with State Laws and City Ordinances. He shall positively promote and coordinate events utilizing the City of Merrill Festival Grounds facilities, and ensure the effective and efficient use of labor, funds, material and time.

EXAMPLES OF DUTIES: Plans, organizes, directs, coordinates, and administers the City of Merrill Festival Grounds; develops and recommends goals, objectives and policies; prepares and administers the budget recommended by the City of Merrill Common Council; controls fiscal expenditures and revenues; formulates rules and regulations for lessees and the public; rents commercial exhibit space; prepares and administers bid processes for carnivals, vendors, and other contract services; negotiates contracts and agreements; arranges for special attractions and events; plans and carries out the Festival Grounds programs; selects and contracts for judges, when necessary; makes arrangements for adequate police, fire, first aid, and sanitary facilities; promotes and advertises for City of Merrill Festival Grounds activities through a variety of media, including the press and radio; participates in community activities or civic groups; encourages and arranges for the use of the City of Merrill Festival Grounds and buildings on a year-round basis; ensures proper maintenance of fiscal and other records in accordance with applicable regulations; cooperates with a variety of State, County, and local agencies.

II HOURS OF WORK

The parties understand and agree that this contract is for part time services. It occasionally requires the Festival Grounds Manager to work before and beyond scheduled business hours, and on weekends and holidays.

III COMPENSATION

For the services rendered pursuant to this agreement the City will provide the Festival Grounds Manager with a monthly compensation of One Thousand Dollars (\$1,000.00) which will be paid bi-monthly about the 15th of and the end of the month.

IV TERM/TERMINIATION

This agreement is effective March 1, 2016, and will continue in full force and effect until either party gives the other party at least two (2) months prior written notice of termination.

IN WITNESS WHEREOF, the parties hereto have hereunder set their hands and seals the day and year so noted.

CITY OF MERRILL

Dated: April 8, 2016

BY: William R. Bialecki
William R. Bialecki, Mayor

BY: William N. Heideman
William N. Heideman, City Clerk

Dated: April 8, 2016

By: Richard Bjorklund
Richard Bjorklund

Attachment: FGM Contract (5076 : Closed Session to discuss Festival Grounds Manager contract)