



CITY OF MERRILL
FAIRGROUNDS COMMITTEE
AGENDA • THURSDAY, JULY 3, 2025

Regular Meeting

City Hall Council Chambers

6:00 PM

To attend remotely call 224-908-0636 PIN 310 435 403 #

- I. Call to Order**
- II. Consider approving minutes from the previous meeting**
 1. April 3rd meeting minutes
- III. General Agenda Items for Consideration**
 1. Fair Update
 2. Rodeo Update
 3. Permanent Vendor Update
 4. Calendar of Events
 5. Food Truck-a-palooza recap
 6. Fairgrounds improvements - update
- IV. Monthly Reports**
 1. Monthly Report - Fairgrounds Coordinator Savall
 2. Consider placing monthly reports on file
- V. Public Comment**
- VI. Date and Time of Next Meeting - Thursday, August 7th at 6:00 pm**
- VII. Adjournment**

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at (715) 536-5594.

**CITY OF MERRILL
FAIRGROUNDS COMMITTEE
THURSDAY, APRIL 3, 2025 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 6:00 PM**

- I. **Call to Order** Mayor Hass called the meeting to order at 6:05 pm after a quorum was established.

Present: Mayor Hass, D2 Alderperson M. Caylor(arrived at 6:09), D1 Alderperson A. Caylor, D5 Alderperson Holdorf (remote), Fair Rep Brad Becker (arrived at 6:10), Rodeo Rep Bryan Bloch

Present Not Voting: Social Media Specialist/Fairgrounds Coordinator Hallie Savall, City Clerk Anderson-Malm, Nathan Meyer, Cindi Christiansen, Sue Kunkel, Merrill Community Media

Excused: Rodeo rep George Henrichs, City Administrator/Public Works Director/City Engineer Rod Akey, City Attorney Thomas Hayden

Absent: Becky Meyer

- II. **Consider approving minutes from the previous meeting**

1. **February 13th and 20th meeting minutes** - (D1 Alderperson A. Caylor/Mayor Hass) motion/second to approve the minutes. The motion passed.

- III. **General Agenda Items for Consideration**

1. **Fair Update** - Fair Rep Becker updated the committee. All is going as planned. There are more vendors attending this year.
2. **Rodeo Update** - Rodeo Rep Bloch updated the committee. The Rodeo will be on June 6, 7 and 8th. All is going as planned.
3. **Permanent Vendor Update** - Permanent Vendor Rep Meyer was absent so no update was given.
4. **Calendar of Events** - The calendar was in the packet. Mayor Hass commented on how the grounds and Expo Center are being used.
5. **Discuss and consider the Expo Center kitchen rental fee for future events.** - Fairgrounds Coordinator Savall provided information regarding the Expo Center kitchen rental for future events. She is waiting for a flow-chart from the Health Department outlining specifics regarding licenses for selling/providing food to the public. Following the discussion, (Mayor Hass/D5 Alderperson Holdorf) motioned/seconded to charge \$50.00 for the kitchen rental but keep the security deposit of \$500.00 to rent the Expo building. The motion passed.
6. **Discuss and consider green space at the Fairgrounds during the fair.** - Fair Rep Becker stated that in order for the Lincoln County Fair to continue to be successful, more vendors are needed. His suggestion is to modify

how/where vendors could be placed on the grounds. The space that is in question is between the permanent stands of St. John's and St. Francis. Comments were made by committee members regarding the lack of space for people to get past and through that area if two vendors are placed there, setting up vendors by the grandstand and taking away that seating for people while eating. Following further discussion, (D2 Alderperson M. Caylor/D1 Alderperson A. Caylor) motioned/seconded to table. The motion passed.

IV. Monthly Reports

- 1. Monthly Report - Fairgrounds Coordinator Savall** - The report was in the packet. FGC Savall mentioned all is going well for the Food Truck-a-palooza.
- 2. Consider placing monthly reports on file** - (D1 Alderperson A. Caylor/D2 Alderperson M. Caylor) motion/second to place the report on file. The motion passed.

V. Public Comment Cindi Christinsen - Lincoln County Fair Administrator - spoke on the tabled motion for green space. She stated the LC Fair is the largest County event and businesses and non-profits make money during that event. She was hoping for cooperation.

Nathan Meyer - 208 E 4th St - Fair Association - spoke regarding the lack of green space. He mentioned food vendors need to be 100 ft away from livestock. He said he was disappointed in the item being tabled and wants this to be worked out.

VI. Date and Time of Next Meeting - Thursday, May 1st at 6:00 pm

VII. Adjournment (D2 Alderperson M. Caylor/D1 Alderperson A. Caylor) motion/second to adjourn. The motion passed. The meeting was adjourned at 6:30 pm.

Minutes submitted by City Clerk Anderson-Malm

Minutes are in draft form until approved at the next scheduled meeting.

Upcoming Events at the Fairgrounds 2025

July

7/11/25 Riders Club - Arena
7/12/25 Lange Auction - Expo
7/19/25 Lange Auction - Expo
7/19/25 Zurko Flea Market - Grounds
7/25/25 Graduation party - Expo
7/25/25 Riders Club - Arena

August

8/1/25 Riders Club - Arena
8/2/25 4H Show - Arena
8/6-8/10 Fair - Grounds and Expo
8/16/25 Wedding - Expo
8/16/25 Northern WI Dirt Track Races - Arena
8/21-8/24 Wedding - Expo
8/30/25 Quinceanera - Expo

September

9/1/25 Labor Day Event - Grounds
9/6/25 Zurko Flea Market - Grounds
9/6/25 MEC Event - Expo
9/12-9/13 Gun Show - Expo
9/18-9/21 Wedding - Expo
9/25-9/27 Fall Craft Show - Expo
9/27/25 Ultimate Racing - Grounds

Food Truck-a-Palooza 2025 Recap

First off, I want to thank all of our Sponsors and Volunteers. We couldn't have had this event without you.

I am waiting on all the numbers yet for expenses and revenues to see where we end up this year. Hopefully I will have that for July's report

Personally, I think the event was very well attended. We figure there were over 3,000 in attendance throughout the day. The food trucks overall were happy with the turnout. We did have 6 trucks that sold out of food before the event was over. I did send out feedback forms for the Food Trucks, Craft and Vendors and also for the attendees. Without going into the 26 plus pages of info, here is a summary of what they had to say. I asked them what we did well, where we can improve and what they would like to see next year.

Food Trucks -

Layout was better than last year; I was happy with the turnout; We could've used more garbage cans; Just a few to many Food trucks; People were friendly; This went better than I was expecting for the weather; Picnic tables by the trucks would've been nice; Easy to get into our space; the map beforehand was great; Communication with event staff was great; I will be back next year; Thank you for putting something like this on in our area;

Craft and Vendors -

Map this year was good; Good turnout; next year don't have too many of the same thing; bathrooms would be nice if they were all open; Easy to find our spot; Advertising was great; Bigger space than expected; Shorten the hours; Limit people leaving early; We would like a better location for next year;

Attendees -

Music was great; Layout was better than last year; We need a map for where every truck is; more tables by the food trucks; Fair rides would be awesome; nice to have bounce houses for the kids; tent with no music would be nice for families/friends to talk; Great to see so many vendors; Variety of Food options was great; Music was too loud; Put the soda and beer in the middle of the trucks so they are easier to get to; turnout was great; glad to see the community come together;

May 2025 Fairgrounds Coordinator Report

Expo Center -

I had a couple tours for the Expo Center and they have booked for later this year. We are looking pretty booked for the rest of the year which is great. There are only 11 weekends open for the Expo until January.

Fairgrounds -

We have events coming up that will bring people to the community. New is the Zurko Flea Markets. There are three booked for the summer. The Riders club has rebooked for the summer as well. TJ and John are opening up the bathrooms and starting to work on the bathroom/showers for the Campsites.

Food Truck-a-Palooza

Going well. Could use more volunteers for set up morning of and during the day. Please reach out for more information. We have 27 Food Trucks and 40 Craft Vendors. I have a tentative layout for the day and will be marking where everyone goes to make it easier for that morning.

Thank you
Hallie Savall

July 2025 Fairgrounds Coordinator Report

Expo Center -

I had a couple tours for the Expo Center and they have booked for later this year. We are looking pretty booked for the rest of the year which is great.

Fairgrounds -

We have events coming up that will bring people to the community. The Zurko Flea market went well. They are looking into 2026 for dates. TJ and John are continuing work on the bathrooms/showers for the Campsites.

Food Truck-a-Palooza

Please see Recap for info.

Thank you

Hallie Savall