



**CITY OF MERRILL**  
**FAIRGROUNDS COMMITTEE**  
**AGENDA • THURSDAY, JANUARY 8, 2026**

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**Regular Meeting**

**City Hall Council Chambers**

**6:00 PM**

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To attend remotely call 386-628-0755 PIN 716 427 335 #

- I. Call to Order**
- II. Consider approving minutes from the previous meeting**
  1. Minutes from the July 3, 2025 meeting
- III. General Agenda Items for Consideration**
  1. Fair Update
  2. Rodeo Update
  3. Permanent Vendor Update
  4. Calendar of Events
  5. Review Fairgrounds Rental Policy - discussion and possible action regarding what is included in rental
- 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, February 5th at 6:00 pm**
- VII. Adjournment**

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

- I. **Call to Order** Mayor Hass called the meeting to order at 6:00 pm.  
Present: Mayor Hass, D2 Alderperson M. Caylor, D1 Alderperson A. Caylor, Brad Becker, D5 Alderperson Holdorf, Rodeo rep George Henrichs  
Present Not Voting: Social Media Specialist/Fairgrounds Coordinator Hallie Savall, City Administrator/Public Works Director/City Engineer Rod Akey, City Clerk Anderson-Malm, David Buck  
Excused: Becky Meyer
- II. **Consider approving minutes from the previous meeting**
  1. **April 3rd meeting minutes** - (D2 Alderperson M. Caylor/D1 Alderperson A. Caylor) motion/second place minutes on file. The motion passed.
- III. **General Agenda Items for Consideration**
  1. **Fair Update** - Brad Becker updated the committee and stated all is on track for the Fair. There are more vendors this year and the number of animals is high. Pre-setup will be in July.
  2. **Rodeo Update** - George Henrichs updated the committee and reported the attendance was very good for the Rodeo. Numbers are still coming in and more information will be provided at the next meeting.
  3. **Permanent Vendor Update** - There was no update.
  4. **Calendar of Events** - The information was in the packet. The Fairgrounds continue to be busy.
  5. **Food Truck-a-palooza recap** - Fairgrounds Coordinator Savall updated the committee. There were an estimated 3,000 in attendance throughout the day. There were 30 food trucks and 71 spots were taken for craft vendors. Positive feedback has been received. The music tents will be discussed and adjusted for next year.
  6. **Fairgrounds improvements - update** - City Administrator Akey updated the committee. The fence is being worked on, and the 6th Street entrance should be completed by the Fair. Bathrooms are being worked on and is estimated to be completed in the next few weeks. The Armory will be open during the Fair to promote the Boys and Girls Club. Information was provided at the meeting regarding the campground and area camping rates.
- IV. **Monthly Reports**
  1. **Monthly Report - Fairgrounds Coordinator Savall** - The report was included in the packet; there were no additional questions.

2. **Consider placing monthly reports on file** - (D1 A. Alderperson Caylor/Rodeo rep Henrichs) motion/second place reports on file. The motion passed.

**V. Public Comment**

- VI. **Date and Time of Next Meeting - Thursday, August 7th at 6:00 pm** The August meeting will be Call of the Chair due to it being Fair week.

- VII. **Adjournment** (Rodeo rep Henrichs/D1 A. Alderperson Caylor) motion/second adjourn. The motion passed. The meeting adjourned at 6:14 pm.

Minutes submitted by City Clerk Anderson-Malm

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

## UP COMING EVENTS AT THE FAIR GROUNDS

### 2026

<b>January</b>	1/3/26	Ultimate Racing - grounds
	1/8/26	(Festival Grounds Committee Meeting) to be set by Committee
	1/10/26	Ultimate Racing – grounds
	1/15/26	Thrivent Retirement Celebration
	1/24/26	Ultimate Racing - grounds
<b>February</b>	2/5/26	(Festival Grounds Committee Meeting) to be set by Committee
	2/7/26	Ultimate Racing – grounds
	2/21/26	Ultimate Racing - grounds
	2/27-28/26	Anabaptist Health Ministries
<b>March</b>	3/5/26	(Festival Grounds Committee Meeting) to be set by Committee
	3/6-7/26	Gun Show
	3/14/26	Children’s Festival (Park & Rec)
	3/21/26	Craft Fair

## January 2026 Fairgrounds Coordinator Report

### Expo Center -

Things are looking alright for the 2026 Season. We will be replacing the broken oven in the kitchen soon and have updated the sound system.

### Fairgrounds -

We have events coming up that will bring people to the community. The Zurko Flea market has booked into this year and has been good to work with them.

### Food Truck-a-Palooza

Things are starting out well. We have started getting sponsorships as well as applications from Food Trucks and Craft and Vendors.

Thank you  
Hallie Savall