



CITY OF MERRILL
FAIRGROUNDS COMMITTEE
AGENDA • THURSDAY, JUNE 4, 2026

Regular Meeting

City Hall Council Chambers

6:00 PM

To attend remotely call 413-346-5584 PIN 569 180 749 #

- I. Call to Order**
- II. Consider approving minutes from the previous meeting**
 1. Minutes from the May 7th meeting.
- III. General Agenda Items for Consideration**
 1. Fair Update
 2. Rodeo Update
 3. Permanent Vendor Update
 4. Calendar of Events
 5. Discuss events at the Fairgrounds arena.
- 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, July 2nd at 6:00 pm**
- VII. Adjournment**

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**CITY OF MERRILL
FAIRGROUNDS COMMITTEE
THURSDAY, MAY 7, 2026 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 Caylor, D1 Alderperson Caylor, Brad Becker, Rodeo rep George Henrichs, D8 Alderperson Rutkowski, Jay Schlueter
Present Not Voting: Social Media Specialist/Fairgrounds Coordinator Hallie Savall, City Clerk Anderson-Malm, David Buck
Excused: City Administrator/Public Works Director/City Engineer Rod Akey
- II. **Consider approving minutes from the previous meeting**
 1. **Minutes from the January 8th meeting.** - (D1 Alderperson A. Caylor/Rodeo rep Henrichs) motion/second to place minutes on file. The motion passed.
- III. **General Agenda Items for Consideration**
 1. **Fair Update** - Brad Becker provided an update. All entertainment has been signed. The Glam Band will be performing on Saturday night from 8:00 pm until midnight. A new carnival vendor is in place. The Fair Board will be putting in more landscaping by the barns. They are meeting with a company to put fans in the rotunda and have a switch, so the fans blow up and not down. They will also inquire about wiring for more lights in the rotunda. There will be 8 fans in the cattle area.
 2. **Rodeo Update** - George Henrich gave an update. Pre-ticket sales are going well. They are waiting on clay/dirt to be put in to set up the arena.
 3. **Permanent Vendor Update** - Jay Schlueter did not have a report for the food vendors yet.
 4. **Food Truck-a-Palooza update** - SMS/FGC Savall gave an update. The weather, right now, shows 72 degrees and sunny. There will be 35 food trucks and 55 craft vendors and non-profits. Entertainment is set up. Volunteers are still needed.
 5. **Calendar of Events** - The calendar was included in the packet. On May 25th there will be a lunch in the Expo Center following the Memorial Day ceremony.
- IV. **Monthly Reports**
 1. **Monthly Report - Fairgrounds Coordinator Savall** - SMS/FGC Savall provided the report in the packet. Everything is looking good for bookings. She's been giving tours and people are booking into 2027. The ATV event has been moved to the end of August.
 2. **Consider placing monthly reports on file** - (D8 Alderperson Rutkowski/D2 Alderperson M. Caylor) motion/second to place reports on file. The motion passed.

V. Public Comment SMS/FGC Savall mentioned the bathrooms are up and running at the Fairgrounds.

VI. Date and Time of Next Meeting - Thursday, June 4th at 6:00 pm

VII. Adjournment (D1 Alderperson A. Caylor/D8 Alderperson Rutkowski) motion/second to adjourn. The motion passed. The meeting adjourned at 6:11 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

June	6/4/26	(Festival Grounds Committee Meeting) to be set by Committee
	6/6/26	Zurko Flea Market – grounds
	6/12/26	Riders Club - grounds
	6/14/26	Baby Shower
	6/19-6/21/26	Rodeo
	6/26-27/26	Riders Club - grounds
July	7/2/26	(Festival Grounds Committee Meeting) to be set by Committee
	7/11/26	Wedding
	7/11/26	Zurko Flea Market - grounds
	7/24-25/26	Riders Club - grounds
	7/31/26	Riders Club - grounds
August	8/5-9/26	Fair
	8/13/26	MAPS Back to School Bash
	8/15/26	Wedding
	8/21-22/26	Wedding
	8/29/26	Wedding
	8/29/26	NW Dirt Track Racing

June 2026 Fairgrounds Coordinator Report

Expo Center -

Things are looking good for the 2026 Season. There are several events at the Expo this season and I look forward to working with them all. I have been holding tours for people interested in the 2027 year and we are starting to fill those weekends as well.

Fairgrounds -

We have events coming up that will bring people to the community. Riders Club, Rodeo, Zurko Flea markets, Fair, ATV Races, Labor Day event and hopefully a couple more sneak onto the calendar. If anyone ever has ideas that you think could be held here, please reach out.

Food Truck-a-Palooza

Went really well. We estimate that we had 5000 people throughout the days event. A few of the Food trucks Sold out and overall, I think that all the food trucks were happy with the event. We have areas we need to improve on and I want to thank those who have filled out the feedback form. That really helps us for future events.

I also want to thank all of the great Volunteers and the City Staff that helped the week of the event. I couldn't have done the event without you. There are a lot of little things that come up and without your help, it wouldn't have gone so well.

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Thank you
Hallie Savall