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Office of the City Administrator

MEQUON FESTIVALS COMMITTEE
March 7, 2016
6:00 PM
South Conference Room

AGENDA

Call to Order, Roll Call

1. Approve minutes of the February 2, 2016 meeting
Action requested: review and approve
2. Staff Updates
3. 2016 Budget
Action requested: discuss and take action as needed
4. Developing an Inclement Weather Policy
Action requested: discuss and take action as needed
5. Pre-Event Planning
 - a. Review Mission Statement
 - b. Goal Setting
 - Community Organizations
 - c. Entertainment
 - d. Vendor Applications
 - Electrical Outlets
 - Vendor Categories Defined
 - Vendor Guidelines**Action requested: discuss and take action as needed**
6. Future Agenda Items
7. Next meeting date and time
8. Adjourn

Dated: March 3, 2016

/s/ Vanessa Nerbun, Chair

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision making responsibility, although they will not take formal action thereto at this meeting. Persons with disabilities requiring accommodations for attendance at this meeting should contact the Deputy City Clerk at 262-236-2914, twenty-four (24) hours in advance of the meeting. Any questions regarding this agenda may be directed to the Administration Office at (262) 236-2941 Monday through Friday, 8:00 a.m. – 4:30 p.m.