

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 08/19/25 Weekly Agenda Date: 08/26/25

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: County Auditor - Michelle Skaff

WORDING FOR AGENDA ITEM:

Consideration and approval for liquor license for Woodbury County Fair, Merville

ACTION REQUIRED:

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

EXECUTIVE SUMMARY:

n/a

BACKGROUND:

n/a

FINANCIAL IMPACT:

Unknown at this time

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes ☐ No ☒

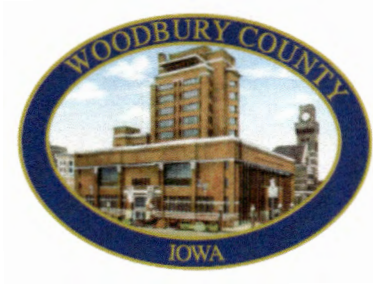
RECOMMENDATION:

Approve Motion

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve an application for a 5-Day Class C Retail Alcohol License, for Woodbury County Fair, effective 09/11/25 through 09/15/25.

**Office Of The
AUDITOR/RECORDER
Woodbury County**
Michelle K. Skaff, Ph.D.
Auditor/Recorder/
Commissioner of Elections



Courthouse – Room 103
620 Douglas
Sioux City, IA 51101

Phone: (712) 279-6702
Fax (712) 279-6629
miskaff@woodburycountyiowa.gov

To: Board of Supervisors

From: Michelle K Skaff, Auditor & Recorder

A handwritten signature in blue ink, appearing to be "MK Skaff", is placed over the "From:" line.

Date: August 26, 2025

Subject: Liquor License Application for the Woodbury County Fair, Merville, Iowa.

Please approve and receive for signature, an application for a 5-Day, Class C
Retail Alcohol, with Outdoor Service privileges,
for the Woodbury County Fair, Merville, Iowa. The license would be effective
09/11/2025 through 09/15/2025.



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY

WOODBURY COUNTY FAIR
ASSOCIATION, INC.

NAME OF BUSINESS(DBA)

Woodbury County Fair Association

BUSINESS

(712) 873-3707

ADDRESS OF PREMISES

206 Fair Street

PREMISES SUITE/APT NUMBER

CITY

Merville

COUNTY

Woodbury

ZIP

51039

MAILING ADDRESS

206 Fair Street

CITY

Merville

STATE

Iowa

ZIP

51039

Contact Person

NAME

Rebecca Klaschen

PHONE

(712) 490-9553

EMAIL

woodburycountyfair@outlook.com

License Information

LICENSE NUMBER

LICENSE/PERMIT TYPE

TERM

STATUS

Class C Retail Alcohol License

5 Day

Submitted
to Local
Authority

TENTATIVE EFFECTIVE DATE

Sep 11, 2025

TENTATIVE EXPIRATION DATE

Sep 15, 2025

LAST DAY OF BUSINESS

SUB-PERMITS

Class C Retail Alcohol License



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Outdoor Service

Status of Business

BUSINESS TYPE

Non-Profit Association

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Rebecca Klaschen	Moville	Iowa	51039	Fair Board Member	0.00	Yes

• Companies

COMPANY NAME	FEDERAL ID	CITY	STATE	ZIP	% OF OWNERSHIP
Woodbury County Fair Association Inc	42-0608215	Moville	Iowa	51039	100.00

Insurance Company Information

INSURANCE COMPANY

Iowa Communities Assurance Pool

POLICY EFFECTIVE DATE

Sep 11, 2025

POLICY EXPIRATION DATE

Sep 15, 2025

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE



State of Iowa

Alcoholic Beverages Division

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE