

A G E N D A

SPECIAL MEETING

Woodbury County Board of Supervisors

DATE: **Monday, July 28th, 2025**

WHERE: **County Courthouse Basement Boardroom**

TIME: **8:30 a.m.**

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| 1. Approval of the agenda | Action |
| 2. County Auditor – Michelle Skaff | |
| Approval of Liquor License Application for Woodbury County Fair,
Merville, IA. | Action |

ADJOURNMENT

Subject to Additions/Deletions

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

Date: 07/22/25 Weekly Agenda Date: 07/29/25

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

WORDING FOR AGENDA ITEM:

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

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 ☒

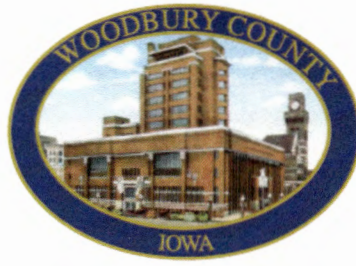
RECOMMENDATION:

Approve Motion

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve an application for a 14-day Class C Retail Alcohol License, for Woodbury County Fair, with Outdoor Service privileges, effective 07/28/25 through 08/10/25.

**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

MKS

Date: July 22, 2025

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

Please approve and receive for signature, an application for a 14-Day, Class C Retail Alcohol, with Outdoor Service privileges, for the Woodbury County Fair, Merville, Iowa. The license would be effective 07/28/2025 through 08/10/2025.



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
WOODBURY COUNTY FAIR ASSOCIATION, INC.	Woodbury County Fair Association	(712) 873-3707		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
206 Fair Street		Moville	Woodbury	51039
MAILING ADDRESS	CITY	STATE	ZIP	
206 Fair Street	Moville	Iowa	51039	

Contact Person

NAME	PHONE	EMAIL
Becky Klaschen	(712) 873-3707	woodburycountyfair@outlook.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class C Retail Alcohol License	14 Day	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
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SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES

Outdoor Service



State of Iowa

Alcoholic Beverages Division

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	42-0608215	Moville	Iowa	51039	100.00

Insurance Company Information

INSURANCE COMPANY

Iowa Communities Assurance Pool

POLICY EFFECTIVE DATE

July 28, 2025

POLICY EXPIRATION DATE

Aug 10, 2025

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE