

February 12th, 2013

Note: These minutes are subject to review and approval at the next regular Common Council meeting.

The Common Council of the City of Merrill met on the above date in Regular Session, at the City Hall Council Chambers, 1004 East First Street. Mayor William R. Bialecki called the meeting to order at 7:00 P.M.

130210 Invocation by Pastor Paul Hohman, New Testament Church

130215 Pledge of Allegiance

130220 Roll Call showed the following Common Council members present (8 of 8): Alderman Chris Malm (First District), Alderman Steve Hass (Second District), Alderman Ryan Schwartzman (Third District), Alderwoman Kandy Peterson (Fourth District), Alderman John Burgener (Fifth District), Alderman Dave Sukow (Sixth District), Alderman Rob Norton (Seventh District) and Alderwoman Anne Caylor (Eighth District).

The following were also in attendance: Police Captain Corey Bennett, Community Enrichment Center Director Jane Deau, Transit Director Rich Grenfell, City Attorney Tom Hayden, City Clerk Bill Heideman, City Administrator Dave Johnson, Street Commissioner Richard Lupton, Airport Manager/FBO John Miller, City Hall Maintenance Supervisor Ramona Pampuch, Fire Chief Dave Savone, Library Director Stacy Stevens, Finance/Technology Director Kathy Unertl and Park & Recreation Director Dan Wendorf.

130230 Minutes of January Meeting

Motion (Hass/Sukow) to dispense with the reading of the minutes of the January 8th, 2013 Common Council meeting and approve them as published. Carried.

130240 Revenue and Expense Reports – December 2012 and January 2013

Motion (Hass/Peterson) to approve, as submitted, the December 2012 and January 2013 Revenue and Expense reports. Carried.

130260 Communications and Petitions

130261 Employee Recognition

City Clerk Heideman read certificates of recognition for the following City employees: Kim N. Kriewald, 25 years of service; Michael J. Schroeder, 25 years of service; Jennifer J. Thorson, 15 years of service; Peter A. Borchardt, 15 years of service.

130290 Committee of the Whole

130291 The Committee recommends approving, as presented, the Economic Development Program Policy for Tax Delinquent Properties.

Motion (Schwartzman/Hass) to adopt. Carried.

130292 The Committee recommends offering customers an e-commerce (online bill/debt payment) option and authorizing City staff to select a provider for e-commerce services. Customers using a credit card or debit card for online payments would be assessed a convenience fee to be paid to the e-commerce service provider.

Motion (Schwartzman/Sukow) to adopt. Carried.

1302120 Board of Public Works

1302121 The Board recommends continuing, for an indefinite period, the two cents per gallon surcharge on all fuel used by City vehicles.

Motion (Hass/Burgener) to adopt. Carried.

1302130 Health and Safety Committee

1302131 The Committee recommends approving the applications from St. Francis Xavier Catholic Church for seven temporary Class "B" (picnic) licenses to sell fermented beverages during fish fries in Bellarmine Hall at St. Francis Xavier Catholic Church, 1708 East Tenth Street, on the following dates in 2013: February 15th, February 22nd, March 1st, March 8th, March 15th, March 22nd and March 29th.

Motion (Caylor/Sukow) to adopt. Carried.

1302150 Water and Sewage Disposal Committee

1302151 The Committee recommends approving a \$4,000 payment to Strand Associates, in response to their request of an additional \$8,337.45 in engineering services related to the Manganese Treatment Facility and Well House Improvements Project.

Motion (Burgener/Schwartzman) to adopt. Carried 6-2 on roll call vote. Voting No – Alderman Hass and Alderman Norton.

1302230 Placing Committee Reports on file

Motion (Sukow/Hass) to place the following committee reports on file: Housing Authority, Committee of the Whole, Community Development Committee, Parks and Recreation Commission, Board of Public Works, Health and Safety Committee, Personnel and Finance Committee, Water and Sewage Disposal Committee, City Plan Commission, Transit Commission, Library Board, Redevelopment Authority, Airport Commission and Zoning Board of Appeals. Carried.

1302250 **ORDINANCE NO. 2013-02**

FIRST READING OF AN ORDINANCE AMENDING CITY OF MERRILL CODE OF ORDINANCES CHAPTER 32, ARTICLE V, SECTION 127 TO ADD PARADE REGULATIONS

Motion (Hass/Schwartzman) to suspend the rules and give the ordinance a second reading and a third reading by title only. Carried.

SECOND READING OF AN ORDINANCE AMENDING CITY OF MERRILL CODE OF ORDINANCES CHAPTER 32, ARTICLE V, SECTION 127 TO ADD PARADE REGULATIONS

THIRD READING OF AN ORDINANCE AMENDING CITY OF MERRILL CODE OF ORDINANCES CHAPTER 32, ARTICLE V, SECTION 127 TO ADD PARADE REGULATIONS

Motion (Hass/Burgener) to adopt. Carried 8-0 on roll call vote.

1302251 **ORDINANCE NO. 2013-03**

FIRST READING OF AN ORDINANCE AMENDING THE DISTRICT ZONING MAP OF THE CITY OF MERRILL, WISCONSIN FOR BLOCK 7 OF T.B. SCOTT LUMBER COMPANY ADDITION AND BLOCK 1 AND 2 OF M.A. SPACE ADDITION

Motion (Hass/Sukow) to suspend the rules and give the ordinance a second reading and a third reading by title only. Carried.

SECOND READING OF AN ORDINANCE AMENDING THE DISTRICT ZONING MAP OF THE CITY OF MERRILL, WISCONSIN FOR BLOCK 7 OF T.B. SCOTT LUMBER COMPANY ADDITION AND BLOCK 1 AND 2 OF M.A. SPACE ADDITION

THIRD READING OF AN ORDINANCE AMENDING THE DISTRICT ZONING MAP OF THE CITY OF MERRILL, WISCONSIN FOR BLOCK 7 OF T.B. SCOTT LUMBER COMPANY ADDITION AND BLOCK 1 AND 2 OF M.A. SPACE ADDITION

Motion (Hass/Schwartzman) to adopt. Carried 8-0 on roll call vote.

1302260 RESOLUTION NO. 2283

A RESOLUTION AUTHORIZING THE VACATION OF A PART OF VALLEY STREET

WHEREAS, 1211 Water Street LLC has requested the vacation of a portion of Valley Street in the City of Merrill, Lincoln County, Wisconsin; and

WHEREAS, the Board of Public Works on November 28, 2012 and the City Plan Commission on December 4, 2012 have recommended such vacation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February 2013, that the following described street be vacated:

All that part of Valley Street lying South of the South right-of-way line of West Main Street and the North right-of-way line of Water Street extended between the Southeast corner of Lot Six (6), Block Two (2), and the Southwest corner of Lot Seven (7), Block One (1), all in the Riverview Addition Subdivision of the Merrill Woodenware Co., being a part of Government Lot Nine (9), Section Ten (10), Township Thirty-one (31) North, Range Six (6) East, in the City of Merrill, Lincoln County, Wisconsin.

The City of Merrill reserves an easement for construction and maintenance purposes related to utilities serving the public currently located in, on or around the vacated area.

BE IT FURTHER RESOLVED, that the City hereby declares that the street to be vacated is not needed for public purposes and hereby declares that the portion vacated shall revert, to the extent permitted by law, to the adjoining property owners.

Motion (Schwartzman/Sukow) to adopt. Carried.

1302261 RESOLUTION NO. 2284

A RESOLUTION AUTHORIZING THE VACATION OF A PART OF WATER STREET

WHEREAS, 1211 Water Street LLC has requested the vacation of a portion of Water Street in the City of Merrill, Lincoln County, Wisconsin; and

WHEREAS, the Board of Public Works on November 28, 2012 and the City Plan Commission on December 4, 2012 have recommended such vacation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February 2013, that the following described street be vacated:

All that part of Water Street lying East of a line between the Southeast corner of Lot Six (6), Block Two (2), and the Northeast corner of Lot Fourteen (14), Block Three (3) all in the Riverview Addition Subdivision of the Merrill Woodenware Co., and lying West of the Wisconsin River, being a part of Government Lot Nine (9) and a part of Government Lot Two (2), both in Section Ten (10), Township Thirty-one (31) North, Range Six (6) East, in the City of Merrill, Lincoln County, Wisconsin.

The City of Merrill reserves an easement for construction and maintenance purposes related to utilities serving the public currently located in, on or around the vacated area.

BE IT FURTHER RESOLVED, that the City hereby declares that the street to be vacated is not needed for public purposes and hereby declares that the portion vacated shall revert, to the extent permitted by law, to the adjoining property owners.

Motion (Schwartzman/Sukow) to adopt. Carried.

1302262 RESOLUTION NO. 2285**A RESOLUTION APPROVING A CERTIFIED SURVEY MAP ON STATE HIGHWAY 17 IN THE TOWN OF PINE RIVER BY DEWEY D. SCHWOCH AND BONNIE SCHWOCH**

WHEREAS, Dewey D. Schwoch and Bonnie Schwoch have applied for approval of a division of land by certified survey map pursuant to Code of Ordinances Sections 111-116 and 111-119 for land located in the Southwest ¼ of the Northeast ¼ of Section 8, township 31 North, Range 7 East, Town of Pine River, Lincoln County, Wisconsin; and,

WHEREAS, the application was referred to the City Plan Commission which considered the proposed division at a meeting on February 5, 2013; and,

WHEREAS, the City Plan Commission has recommended approval of the land division by certified survey map;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February, 2013, that the proposed certified survey map presented by Dewey D. Schwoch and Bonnie Schwoch and prepared by Keith J. Walkowski, of Riverside Surveying LLC, involving the Southwest ¼ of the Northeast ¼ of Section 8, township 31 North, Range 7 East, Town of Pine River, Lincoln County, Wisconsin is hereby approved.

BE IT FURTHER RESOLVED, that the City Clerk is directed to so certify the approval of this certified survey map and return the original to the applicant together with a certified copy of this resolution.

Motion (Sukow/Peterson) to adopt. Carried.

1302263 RESOLUTION NO. 2286**A RESOLUTION APPROVING A CERTIFIED SURVEY MAP ON JOHN, ARTHUR AND SOUTH THOMAS STREET REQUESTED BY MARIANNE BUNGE**

WHEREAS, Marianne Bunge has applied for approval of a division of land by certified survey map pursuant to Code of Ordinances Sections 111-116 for land located in Lots 9, 10, 11, 12, 13, 14, 15, and 16 of Block 2 of R.C. Schulz's Addition and a part of Assessor's Plat Lot 612 all being located in part of the Southwest ¼ of the Northeast ¼ of Section 15, Township 31 North, Range 6 East, City of Merrill, Lincoln County, Wisconsin; and,

WHEREAS, the application was referred to the City Plan Commission which considered the proposed division at a meeting on February 5, 2013; and,

WHEREAS, the City Plan Commission has recommended approval of the land division by certified survey map;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February, 2013, that the proposed certified survey map presented by Marianne Bunge and prepared by Keith J. Walkowski, of Riverside Land Surveying LLC, involving Lots 9, 10, 11, 12, 13, 14, 15, and 16 of Block 2 of R.C. Schulz's Addition and a part of Assessor's Plat Lot 612 all being located in part of the Southwest ¼ of the Northeast ¼ of Section 15, Township 31 North, Range 6 East, City of Merrill, Lincoln County, Wisconsin is hereby approved.

BE IT FURTHER RESOLVED, that the City Clerk is directed to so certify the approval of this certified survey map and return the original to the applicant together with a certified copy of this resolution.

Motion (Sukow/Schwartzman) to adopt. Carried.

1302264 RESOLUTION NO. 2287

A RESOLUTION AUTHORIZING A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MERRILL, WISCONSIN AND WILLIAM J. AND SUNEI FILLMORE

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 8 on September 13, 2011; and,

WHEREAS, William J. and Sunee Fillmore propose an addition to the building at 1000 West Main Street which is located within TID No. 8; and

WHEREAS, at least one new full-time job and potential additional part-time jobs will result from this building expansion and equipment installation; and,

WHEREAS, the City of Merrill finds that the proposed redevelopment and the fulfillment of the items and conditions of the attached Agreement are in the vital and best interest of the City of Merrill, Redevelopment Authority and City residents and serve a public purpose in accordance with State law; and,

WHEREAS, the City and William J. and Sunee Fillmore have negotiated the development agreement to provide an incentive payment to facilitate the building expansion.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February, 2013, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and to facilitate the implementation thereof.

Motion (Hass/Schwartzman) to adopt. Carried 6-2 on roll call vote. Voting No – Alderman Malm and Alderman Burgener.

1302265 RESOLUTION NO. 2288

A RESOLUTION AUTHORIZING A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MERRILL, WISCONSIN AND MARK A. RAYMER

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 8 on September 13, 2011; and,

WHEREAS, Mark A. Raymer proposes rehabilitating the exterior façade of a historic commercial building located at 1502 West Main Street which is located within TID No. 8; and

WHEREAS, both retail and residential interior rehabilitation is proposed; and,

WHEREAS, the City of Merrill finds that the proposed redevelopment and the fulfillment of the items and conditions of the attached Agreement are in the vital and best interest of the City of Merrill, Redevelopment Authority and City residents and serve a public purpose in accordance with State law; and,

WHEREAS, the City and Mark A. Raymer have negotiated the development agreement to provide an incentive payment to facilitate the rehabilitation of a historical commercial building.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February, 2013, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and Mark A. Raymer to facilitate the implementation thereof.

Motion (Hass/Schwartzman) to adopt. Carried 6-2 on roll call vote. Voting No – Alderman Malm and Alderman Burgener.

1302266 RESOLUTION NO. 2289

A RESOLUTION AMENDING LEAVES – SICK LEAVES AT SECTION 12-3 AND SECTION 12-3-9, TO ADD EMPLOYEE DEATH PLAN

WHEREAS, the Common Council of the City of Merrill adopted a Personnel Policies, Employee Handbook for the City of Merrill non-union employees by Resolution No. 2226; and

WHEREAS, the Personnel and Finance Committee has reviewed that manual as it relates to Leaves at Section 12-3 and 12-3-9, to add a new Employee Death Plan option at Section 12-3-9; and

WHEREAS, the Personnel and Finance Committee has recommended a change to the policy as follows:

12-3 SICK LEAVE. Sick leave for all regular employees is accumulated at a rate of one work day for each month of continuous service. Upon termination of an employee, any accumulated sick leave, except for retirement or employee death, as provided below, is forfeited and not paid.

12-3-9 Sick leave accumulation upon employee death before retirement is set at a maximum of the employee's total accumulated sick leave hours or 1,300 hours, whichever is less. Accumulated sick leave may be converted to a sick leave cash equivalent based on the employee's hourly rate at the time of death times the sick leave accumulation. The sick leave cash equivalent may only be paid as a cash payout to the estate of the deceased employee. The effective date of this provision is April 1, 2013.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February, 2013, that the Personnel Policies Employee Handbook is amended by adding the highlighted language as follows at Section 12-3 and 12-3-9:

12-3 SICK LEAVE. Sick leave for all regular employees is accumulated at a rate of one work day for each month of continuous service. Upon termination of an employee, any accumulated sick leave, except for retirement or employee death, as provided below, is forfeited and not paid.

12-3-9 Sick leave accumulation upon employee death before retirement is set at a maximum of the employee's total accumulated sick leave hours or 1,300 hours, whichever is less. Accumulated sick leave may be converted to a sick leave cash equivalent based on the employee's hourly rate at the time of death times the sick leave accumulation. The sick leave cash equivalent may only be paid as a cash payout to the estate of the deceased employee. This change is effective as of April 1, 2013.

Motion (Hass/Sukow) to adopt. Carried 8-0 on roll call vote.

1302267 RESOLUTION NO. 2290

A RESOLUTION OF SUPPORT FOR THE RIVER BEND TRAIL PROJECT

WHEREAS residents of the City of Merrill organized the River District Development Foundation of Merrill (Foundation) and a Friends of the River District group to provide resources that allow all Merrill area citizens to take part in the community's beautiful river corridors; and

WHEREAS the Foundation is a donor advised organization of the Community Foundation of North Central Wisconsin and donations would realize IRS charitable contribution benefits; and

WHEREAS the Foundation has produced a trail concept report through a grant and technical services from the National Park Service; and

WHEREAS the Foundation will undertake a capital campaign to raise \$1 million dollars to fund development of a segment of the River Bend Trail west from Center Avenue in the City of Merrill to Council Grounds State Park; and

WHEREAS in cooperation with the Foundation, the Merrill Parks and Recreation Department (Department) has been studying the concept of developing a multiple-use, non-motorized trail along the Wisconsin River on abandoned railroad right-of-way west from Center Avenue to Council Grounds State Park; and

WHEREAS linear parks (trails) are included as a category of park facilities in the new five-year Parks and Recreation Plan through which the City is eligible for federal and state recreation funding; and

WHEREAS the Department has obtained appraisals of Canadian National Railroad (the railroad) properties: known as the Wood Line, in Merrill along the Wisconsin River in anticipation of possible purchase for a corridor on which a trail would be developed in part; and

WHEREAS The Department has engaged the railroad in discussions about the purchase of the Wood Line properties; and

WHEREAS the City requires an environmental assessment, with acceptable results, and indemnification to use land on which a trail may be developed; and

WHEREAS the Department anticipates submitting applications to the Department of Natural Resources and the Wisconsin Department of Transportation for grants to purchase land and develop trail facilities; and

WHEREAS Wisconsin Public Service Corporation has communicated that it will cooperate with the City to provide public access to land it owns on the Wisconsin River at Center Avenue that may serve as a trail head facility; and

WHEREAS funding to build the trail would be provided through the Foundation and demonstrate cooperation for public good;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February, 2013, that the Common Council along with the Merrill Parks and Recreation Commission supports the River Bend Trail project and will enter into discussions with the Foundation to establish mutual understandings on which the partnership would be based, such discussions to include the following concepts:

1. The Foundation would raise money to finance development of the trail project including:
 - a. Purchase of land
 - b. Local match dollars for grants
 - c. Environmental investigations
 - d. Preliminary and final design documents
 - e. Trail construction
 - f. Trail enhancements and amenities
 - g. Ongoing trail maintenance

2. Within its usual and customary methods of project management and park facility development activities, the Department would provide guidelines and specifications for trail facilities that may be constructed.

3. The Foundation, in cooperation with and under the oversight of the Commission, would undertake the following tasks:
 - a. Encourage the adoption by the Commission of a River Bend Trail of Merrill project concept west from Center Avenue to Council Grounds State Park as described in the River Bend Trail Concept Plan Report, prepared by the National Park Service, and Foundation literature
 - b. Seek the preparation of a scope of work on terms acceptable to the Commission for possible trail development that would provide guidance and detail as necessary and would include pledges for the following activities:
 - i. Secure for the City an acceptable Environmental Assessment with appropriate indemnification to make it possible for the City to become holder in title to any property that is proposed for trail development
 - ii. Prepare an Environmental Assessment in cooperation with the Wisconsin Department of Natural Resources
 - iii. Prepare documents to place the railroad Wood Line parcels on official City Map
 - iv. Administer a schedule for federal and state grant applications
 - v. Acquire land for trail development purposes
 - vi. Prepare preliminary and final design documents
 - vii. Prepare a trail construction project description and schedule
 - c. Determine annual maintenance costs for a trail and a method to finance them.

4. In cooperation with the Foundation, the Department would administer applications for federal and state grants.
 - a. The Foundation would provide the funding required for the local match requirements for grants that may be awarded to the Department

5. The Foundation would initiate discussions with Wisconsin Public Service Corporation for possible access through easement or other means to land at the Merrill hydro dam on the Wisconsin River at Center Avenue for trail purposes.

6. The Foundation and Commission would on a regular basis inform each other about The River Bend Trail of Merrill fund raising and project development activities.

BE IT FURTHER RESOLVED that the City of Merrill Common Council, City of Merrill Parks and Recreation Commission, and the River District Development Foundation of Merrill shall use their best efforts to implement the goals and tasks as set forth above, and as maybe adopted and reviewed by the signers hereof from time to time.

Motion (Hass/Sukow) to adopt.

Motion (Malm/Hass) to suspend the rules and grant floor privileges to Phil Valitchka. Carried.

Representing the River District Development Foundation of Merrill, Phil Valitchka gave a presentation and then answered questions on the project.

City Administrator Johnson urged the Common Council to adopt the resolution. He stated that he would be willing to serve as the City's liaison with the River District Development Foundation of Merrill, and would also be willing to serve on other committee(s) related to the project.

Motion to adopt the resolution carried.

1302268 RESOLUTION NO. 2291

A RESOLUTION ADOPTING THE 2013 – 2018 MERRILL OUTDOOR RECREATION PLAN FOR THE CITY OF MERRILL, WISCONSIN

WHEREAS, the City of Merrill must maintain its eligibility for State and Federal funding through the LAWCON and Stewardship programs for the development of park and recreational facilities; and,

WHEREAS, the Park and Recreation Commission have worked closely with the City's staff and Planning Consultant to update the previous recreation plan; and,

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February, 2013, that pursuant to Wisconsin Statutes Section 62.23(3), the Common Council, as an aid to the Park and Recreation Commission in the performance of their duties, does hereby approve and certify the following document, as amended,

City of Merrill 2013 – 2018 Merrill Outdoor Recreation Plan (February 6 2013 as amended);

BE IT FURTHER RESOLVED that this Merrill Outdoor Recreation Plan of the City of Merrill shall replace the City of Merrill Outdoor Recreation Plan dated 2008-2013.

Motion (Sukow/Burgener) to adopt. Carried.

1302269 RESOLUTION NO. 2292

A RESOLUTION HONORING DALE E. KNAPP FOR HIS EXTENDED SERVICE AND GREAT CONTRIBUTION TO THE CITY OF MERRILL

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens; and,

WHEREAS, the City of Merrill has a strong foundation on which to expand, progress, and develop towards an even better community; and,

WHEREAS, Dale E. Knapp has served as a Police Officer at the Merrill Police Department from February 8, 1993 to December, 30, 2012; and,

WHEREAS, the personal commitment and unselfish dedication Dale E. Knapp has put forth has contributed greatly to the growth, progress and stability of the City of Merrill; and,

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens in part because of Dale E. Knapp's dedicated service; and,

WHEREAS, Dale E. Knapp's cheerful manner and hard work will be missed at the City of Merrill Police Department;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February, 2013, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Dale E. Knapp has given to the City of Merrill and commends him for those years of service.

Motion (Common Council/Common Council) to adopt. Carried.

1302269A RESOLUTION NO. 2293

A RESOLUTION HONORING DENNIS H. BERNDT FOR HIS EXTENDED SERVICE AND GREAT CONTRIBUTION TO THE CITY OF MERRILL

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens; and,

WHEREAS, the City of Merrill has a strong foundation on which to expand, progress, and develop towards an even better community; and,

WHEREAS, Dennis H. Berndt has served at the City of Merrill Street Department from January 6, 2003 to January 4, 2013; and,

WHEREAS, the personal commitment and unselfish dedication Dennis H. Berndt has put forth has contributed greatly to the growth, progress and stability of the City of Merrill; and,

WHEREAS, the City of Merrill offers a solid stable community environment for all of its citizens in part because of Dennis H. Berndt's dedicated service; and,

WHEREAS, Dennis H. Berndt's cheerful manner and hard work will be missed at the City of Merrill Street Department;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 12th day of February, 2013, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Dennis H. Berndt has given to the City of Merrill and commends him for those years of service.

Motion (Common Council/Common Council) to adopt. Carried.

1302270 Mayor's Communications

The Spring Primary Election will be held on February 19th.

Mayor Bialecki congratulated Boy Scout Troop #503 on their 40th anniversary.

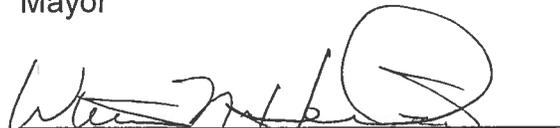
1302280 Public Comment Period

Gene Bebel thanked Mayor Bialecki, City staff and the Common Council for their support of the River Bend Trail project resolution adopted earlier in the meeting.

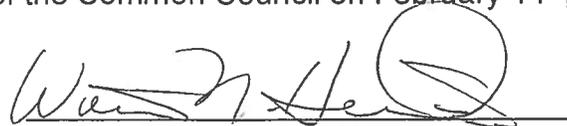
Gene Bebel also addressed some misconceptions about Library Board fundraising and fundraising related to the Merrill Area Recreation Complex (MARC).

1302999 Motion (Hass/Caylor) to adjourn. Carried. Adjourned at 8:39 P.M.


 William R. Bialecki
 Mayor


 William N. Heideman, WCMC
 City Clerk

I, William N. Heideman, City Clerk of the City of Merrill, Wisconsin, do hereby certify that the Mayor approved the above action of the Common Council on February 14th, 2013.


 William N. Heideman, WCMC
 City Clerk

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

10 -General Fund

130340

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,120,685.00	1,427,264.77	1,985,193.52	48.18	2,135,491.48
Intergovernmental	3,919,183.08	18,563.46	151,658.79	3.87	3,767,524.29
Licenses and Permits	39,246.00	1,580.00	3,810.00	9.71	35,436.00
Fines, Forfeits, & Pen.	118,000.00	21,991.52	39,174.52	33.20	78,825.48
Public Charges-Services	6,175.00	339.00	1,095.00	17.73	5,080.00
Miscellaneous Revenues	91,425.00	14,111.16	22,058.76	24.13	69,366.24
TOTAL Non-Departmental	8,294,714.08	1,483,849.91	2,202,990.59	26.56	6,091,723.49
<u>City Attorney</u>					
Intergov Charges (Misc.)	8,500.00	0.00	0.00	0.00	8,500.00
Miscellaneous Revenues	3,865.00	0.00	0.00	0.00	3,865.00
TOTAL City Attorney	12,365.00	0.00	0.00	0.00	12,365.00
<u>City Administrator</u>					
Miscellaneous Revenues	15,610.00	0.00	0.00	0.00	15,610.00
TOTAL City Administrator	15,610.00	0.00	0.00	0.00	15,610.00
<u>Clerk/Treasurer Staff</u>					
Miscellaneous Revenues	2,150.00	0.00	0.00	0.00	2,150.00
TOTAL Clerk/Treasurer Staff	2,150.00	0.00	0.00	0.00	2,150.00
<u>Elections - AVERAGED</u>					
Intergovernmental	0.00	0.00	105.00	0.00	(105.00)
TOTAL Elections - AVERAGED	0.00	0.00	105.00	0.00	(105.00)
<u>Treasurer/Finance Dir.</u>					
Miscellaneous Revenues	20,648.00	0.00	0.00	0.00	20,648.00
TOTAL Treasurer/Finance Dir.	20,648.00	0.00	0.00	0.00	20,648.00
<u>City Hall Maintenance</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL City Hall Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Over-Collected Taxes</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Over-Collected Taxes	0.00	0.00	0.00	0.00	0.00
<u>Police</u>					
Intergovernmental	11,000.00	3,360.00	6,416.06	58.33	4,583.94
Public Charges-Services	15,300.00	1,159.75	2,106.25	13.77	13,193.75
Intergov Charges (Misc.)	8,000.00	8,051.24	8,051.24	100.64	(51.24)
Miscellaneous Revenues	800.00	0.00	48.00	6.00	752.00
TOTAL Police	35,100.00	12,570.99	16,621.55	47.35	18,478.45

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Traffic Control</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Traffic Control	0.00	0.00	0.00	0.00	0.00
<u>Fire Protection</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Licenses and Permits	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	4,424.00	440.00	540.00	12.21	3,884.00
Intergov Charges (Misc.)	225,101.00	112,550.50	112,550.50	50.00	112,550.50
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection	229,525.00	112,990.50	113,090.50	49.27	116,434.50
<u>Ambulance/EMS</u>					
Intergovernmental	986,000.00	63,294.98	63,294.98	6.42	922,705.02
TOTAL Ambulance/EMS	986,000.00	63,294.98	63,294.98	6.42	922,705.02
<u>Bldg. Inspection/Zoning</u>					
Licenses and Permits	31,758.00	705.00	1,675.00	5.27	30,083.00
Miscellaneous Revenues	30,492.00	0.00	0.00	0.00	30,492.00
TOTAL Bldg. Inspection/Zoning	62,250.00	705.00	1,675.00	2.69	60,575.00
<u>Operations Support (M&E)</u>					
Intergovernmental	287,500.00	25,380.62	41,064.31	14.28	246,435.69
TOTAL Operations Support (M&E)	287,500.00	25,380.62	41,064.31	14.28	246,435.69
<u>Roads</u>					
Intergovernmental	7,500.00	0.00	0.00	0.00	7,500.00
Public Charges-Services	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL Roads	10,000.00	0.00	0.00	0.00	10,000.00
<u>Snow and Ice</u>					
Public Charges-Services	4,925.00	0.00	0.00	0.00	4,925.00
TOTAL Snow and Ice	4,925.00	0.00	0.00	0.00	4,925.00
<u>Street Painting-Marking</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Street Painting-Marking	0.00	0.00	0.00	0.00	0.00
<u>Street Lighting</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Street Lighting	0.00	0.00	0.00	0.00	0.00
<u>Stormwater Plan/Const.</u>					
Intergovernmental	20,000.00	20,000.00	20,000.00	100.00	0.00
Licenses and Permits	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Stormwater Plan/Const.	21,000.00	20,000.00	20,000.00	95.24	1,000.00

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Airport</u>					
Fines, Forfeits, & Pen.	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	32,500.00	2,225.00	11,373.86	35.00	21,126.14
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Airport	32,500.00	2,225.00	11,373.86	35.00	21,126.14
<u>Transit</u>					
Specials (Utility Rev.)	235,000.00	0.00	0.00	0.00	235,000.00
Intergovernmental	137,500.00	0.00	0.00	0.00	137,500.00
Public Charges-Services	135,000.00	9,473.00	14,241.00	10.55	120,759.00
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Transit	507,500.00	9,473.00	14,241.00	2.81	493,259.00
<u>Recycling</u>					
Intergovernmental	32,500.00	0.00	0.00	0.00	32,500.00
Miscellaneous Revenues	<u>10,000.00</u>	<u>386.25</u>	<u>832.28</u>	<u>8.32</u>	<u>9,167.72</u>
TOTAL Recycling	42,500.00	386.25	832.28	1.96	41,667.72
<u>Weed & Nuisance Control</u>					
Public Charges-Services	2,500.00	0.00	0.00	0.00	2,500.00
Miscellaneous Revenues	<u>3,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,500.00</u>
TOTAL Weed & Nuisance Control	6,000.00	0.00	0.00	0.00	6,000.00
<u>MACEC - Enrichment</u>					
Public Charges-Services	<u>5,895.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,895.00</u>
TOTAL MACEC - Enrichment	5,895.00	0.00	0.00	0.00	5,895.00
<u>Library</u>					
Intergovernmental	424,775.00	0.00	0.00	0.00	424,775.00
Public Charges-Services	22,000.00	1,222.09	2,440.10	11.09	19,559.90
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>300.00</u>	<u>0.00</u>	<u>(300.00)</u>
TOTAL Library	446,775.00	1,222.09	2,740.10	0.61	444,034.90
<u>Parks</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	16,000.00	0.00	1,506.08	9.41	14,493.92
Miscellaneous Revenues	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>
TOTAL Parks	17,000.00	0.00	1,506.08	8.86	15,493.92
<u>Recreation Programs</u>					
Public Charges-Services	55,750.00	0.00	235.00	0.42	55,515.00
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Recreation Programs	55,750.00	0.00	235.00	0.42	55,515.00

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CATV - MP3</u>					
Licenses and Permits	83,700.00	0.00	0.00	0.00	83,700.00
TOTAL CATV - MP3	83,700.00	0.00	0.00	0.00	83,700.00
<u>MARC - Smith Center</u>					
Taxes (or Utility Rev.)	6,000.00	0.00	0.00	0.00	6,000.00
Public Charges-Services	93,883.00	187.00	(923.33)	0.98-	94,806.33
TOTAL MARC - Smith Center	99,883.00	187.00	(923.33)	0.92-	100,806.33
<u>Pool</u>					
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
TOTAL Pool	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUE	11,279,290.08	1,732,285.34	2,488,846.92	22.07	8,790,443.16
=====					
<u>EXPENDITURES</u>					
=====					
<u>Common Council</u>					
Personnel Services	34,446.00	2,272.17	3,480.11	10.10	30,965.89
Contractual Services	7,500.00	0.00	0.00	0.00	7,500.00
Supplies & Expenses	11,804.00	292.59	2,169.17	18.38	9,634.83
TOTAL Common Council	53,750.00	2,564.76	5,649.28	10.51	48,100.72
<u>Municipal Court</u>					
Personnel Services	45,187.00	3,547.73	5,343.28	11.82	39,843.72
Contractual Services	2,115.00	775.00	775.00	36.64	1,340.00
Supplies & Expenses	6,200.00	94.30	174.30	2.81	6,025.70
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Technology	4,050.00	0.00	4,153.00	102.54	(103.00)
TOTAL Municipal Court	57,552.00	4,417.03	10,445.58	18.15	47,106.42
<u>City Attorney</u>					
Personnel Services	176,851.00	13,621.35	21,653.01	12.24	155,197.99
Contractual Services	14,700.00	310.00	310.00	2.11	14,390.00
Supplies & Expenses	8,800.00	264.13	264.13	3.00	8,535.87
TOTAL City Attorney	200,351.00	14,195.48	22,227.14	11.09	178,123.86
<u>Mayor</u>					
Personnel Services	13,780.00	1,043.40	1,565.63	11.36	12,214.37
Supplies & Expenses	2,720.00	70.28	123.52	4.54	2,596.48
TOTAL Mayor	16,500.00	1,113.68	1,689.15	10.24	14,810.85

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>City Administrator</u>					
Personnel Services	93,660.00	7,175.40	11,383.36	12.15	82,276.64
Contractual Services	600.00	71.82	71.82	11.97	528.18
Supplies & Expenses	<u>2,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,500.00</u>
TOTAL City Administrator	96,760.00	7,247.22	11,455.18	11.84	85,304.82
<u>Personnel - HR</u>					
Contractual Services	6,000.00	480.55	591.55	9.86	5,408.45
Supplies & Expenses	<u>250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00</u>
TOTAL Personnel - HR	6,250.00	480.55	591.55	9.46	5,658.45
<u>City Clerk</u>					
Personnel Services	70,550.00	5,423.39	8,547.85	12.12	62,002.15
Supplies & Expenses	<u>5,975.00</u>	<u>51.20</u>	<u>82.98</u>	<u>1.39</u>	<u>5,892.02</u>
TOTAL City Clerk	76,525.00	5,474.59	8,630.83	11.28	67,894.17
<u>Clerk/Treasurer Staff</u>					
Personnel Services	138,725.00	12,485.73	20,131.28	14.51	118,593.72
Supplies & Expenses	<u>1,000.00</u>	<u>50.59</u>	<u>50.59</u>	<u>5.06</u>	<u>949.41</u>
TOTAL Clerk/Treasurer Staff	139,725.00	12,536.32	20,181.87	14.44	119,543.13
<u>Elections - AVERAGED</u>					
Personnel Services	18,461.00	0.00	0.00	0.00	18,461.00
Contractual Services	10,000.00	0.00	0.00	0.00	10,000.00
Supplies & Expenses	<u>3,039.00</u>	<u>53.78</u>	<u>553.78</u>	<u>18.22</u>	<u>2,485.22</u>
TOTAL Elections - AVERAGED	31,500.00	53.78	553.78	1.76	30,946.22
<u>Treasurer/Finance Dir.</u>					
Personnel Services	94,410.00	6,838.59	10,625.03	11.25	83,784.97
Contractual Services	8,000.00	49.16	1,400.80	17.51	6,599.20
Supplies & Expenses	<u>27,650.00</u>	<u>1,447.84</u>	<u>8,040.84</u>	<u>29.08</u>	<u>19,609.16</u>
TOTAL Treasurer/Finance Dir.	130,060.00	8,335.59	20,066.67	15.43	109,993.33
<u>Information Technology</u>					
Personnel Services	38,990.00	2,553.35	3,831.40	9.83	35,158.60
Technology	<u>130,210.00</u>	<u>5,790.21</u>	<u>32,526.58</u>	<u>24.98</u>	<u>97,683.42</u>
TOTAL Information Technology	169,200.00	8,343.56	36,357.98	21.49	132,842.02
<u>Assessment of Property</u>					
Contractual Services	31,500.00	7,250.00	7,250.00	23.02	24,250.00
Supplies & Expenses	<u>0.00</u>	<u>10.00</u>	<u>10.00</u>	<u>0.00</u>	<u>(10.00)</u>
TOTAL Assessment of Property	31,500.00	7,260.00	7,260.00	23.05	24,240.00
<u>Independent Auditing</u>					
Contractual Services	<u>15,500.00</u>	<u>0.00</u>	<u>3,080.08</u>	<u>19.87</u>	<u>12,419.92</u>
TOTAL Independent Auditing	15,500.00	0.00	3,080.08	19.87	12,419.92

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>City Hall Maintenance</u>					
Personnel Services	106,450.00	8,324.81	13,717.47	12.89	92,732.53
Contractual Services	61,500.00	8,536.62	13,290.86	21.61	48,209.14
Supplies & Expenses	13,775.00	2,991.56	2,991.56	21.72	10,783.44
Capital Outlay	4,500.00	0.00	1,050.00	23.33	3,450.00
TOTAL City Hall Maintenance	186,225.00	19,852.99	31,049.89	16.67	155,175.11
<u>Over-Collected Taxes</u>					
Supplies & Expenses	1,150.00	0.00	0.00	0.00	1,150.00
TOTAL Over-Collected Taxes	1,150.00	0.00	0.00	0.00	1,150.00
<u>Insurance/Employee</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	275,000.00	55,309.32	105,747.16	38.45	169,252.84
TOTAL Insurance/Employee	275,000.00	55,309.32	105,747.16	38.45	169,252.84
<u>Police</u>					
Personnel Services	2,161,164.00	151,674.78	286,144.16	13.24	1,875,019.84
Contractual Services	51,375.00	5,266.37	6,599.11	12.84	44,775.89
Supplies & Expenses	72,250.00	7,821.18	13,939.90	19.29	58,310.10
Capital Outlay	11,000.00	3,107.05	3,680.70	33.46	7,319.30
Technology	14,500.00	252.54	1,963.76	13.54	12,536.24
TOTAL Police	2,310,289.00	168,121.92	312,327.63	13.52	1,997,961.37
<u>Traffic Control</u>					
Personnel Services	6,518.00	0.00	269.01	4.13	6,248.99
Supplies & Expenses	16,500.00	552.51	1,154.03	6.99	15,345.97
TOTAL Traffic Control	23,018.00	552.51	1,423.04	6.18	21,594.96
<u>Fire Protection</u>					
Personnel Services	1,339,715.00	91,878.86	159,473.14	11.90	1,180,241.86
Contractual Services	21,500.00	2,381.69	4,078.25	18.97	17,421.75
Supplies & Expenses	56,000.00	7,927.58	9,024.53	16.12	46,975.47
TOTAL Fire Protection	1,417,215.00	102,188.13	172,575.92	12.18	1,244,639.08
<u>Fire Protection-Hydrants</u>					
Contractual Services	138,488.00	0.00	34,622.00	25.00	103,866.00
TOTAL Fire Protection-Hydrants	138,488.00	0.00	34,622.00	25.00	103,866.00
<u>Ambulance/EMS</u>					
Personnel Services	899,186.00	60,711.59	121,872.98	13.55	777,313.02
Contractual Services	14,050.00	1,743.79	2,616.94	18.63	11,433.06
Supplies & Expenses	72,764.00	13,164.16	14,424.60	19.82	58,339.40
TOTAL Ambulance/EMS	986,000.00	75,619.54	138,914.52	14.09	847,085.48

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Bldg. Inspection/Zoning</u>					
Personnel Services	19,948.00	981.45	1,997.85	10.02	17,950.15
Contractual Services	60,508.00	2,848.26	8,025.60	13.26	52,482.40
Supplies & Expenses	1,852.00	179.60	179.60	9.70	1,672.40
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Bldg. Inspection/Zoning	82,308.00	4,009.31	10,203.05	12.40	72,104.95
<u>City Sealer</u>					
Contractual Services	4,000.00	0.00	0.00	0.00	4,000.00
TOTAL City Sealer	4,000.00	0.00	0.00	0.00	4,000.00
<u>Engineering</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	5,000.00	0.00	0.00	0.00	5,000.00
Supplies & Expenses	500.00	0.00	0.00	0.00	500.00
Technology	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Engineering	6,500.00	0.00	0.00	0.00	6,500.00
<u>Street Commissioner</u>					
Personnel Services	98,574.00	7,644.73	12,270.99	12.45	86,303.01
Supplies & Expenses	1,326.00	0.00	0.00	0.00	1,326.00
TOTAL Street Commissioner	99,900.00	7,644.73	12,270.99	12.28	87,629.01
<u>Garage Maintenance</u>					
Personnel Services	1,376.00	0.00	0.00	0.00	1,376.00
Contractual Services	43,000.00	5,494.94	9,889.85	23.00	33,110.15
Supplies & Expenses	10,000.00	2,899.70	3,259.70	32.60	6,740.30
TOTAL Garage Maintenance	54,376.00	8,394.64	13,149.55	24.18	41,226.45
<u>Operations Support (M&E)</u>					
Personnel Services	216,812.00	15,202.35	24,801.76	11.44	192,010.24
Contractual Services	1,500.00	0.00	0.00	0.00	1,500.00
Supplies & Expenses	311,000.00	37,979.31	38,715.56	12.45	272,284.44
TOTAL Operations Support (M&E)	529,312.00	53,181.66	63,517.32	12.00	465,794.68
<u>Roads</u>					
Personnel Services	219,129.00	25.40	25.40	0.01	219,103.60
Supplies & Expenses	97,500.00	347.21	1,472.71	1.51	96,027.29
TOTAL Roads	316,629.00	372.61	1,498.11	0.47	315,130.89
<u>Street Cleaning</u>					
Personnel Services	44,617.00	0.00	0.00	0.00	44,617.00
Supplies & Expenses	2,075.00	137.60	291.60	14.05	1,783.40
TOTAL Street Cleaning	46,692.00	137.60	291.60	0.62	46,400.40

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Snow and Ice</u>					
Personnel Services	177,189.00	42,060.27	53,641.31	30.27	123,547.69
Contractual Services	1,500.00	270.00	270.00	18.00	1,230.00
Supplies & Expenses	53,500.00	77.82	77.82	0.15	53,422.18
TOTAL Snow and Ice	232,189.00	42,408.09	53,989.13	23.25	178,199.87
<u>Sealcoat</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Sealcoat	0.00	0.00	0.00	0.00	0.00
<u>Stormwater Maintenance</u>					
Personnel Services	12,855.00	0.00	0.00	0.00	12,855.00
Contractual Services	3,000.00	154.00	154.00	5.13	2,846.00
Supplies & Expenses	15,000.00	0.00	0.00	0.00	15,000.00
TOTAL Stormwater Maintenance	30,855.00	154.00	154.00	0.50	30,701.00
<u>Street Painting-Marking</u>					
Personnel Services	13,286.00	0.00	0.00	0.00	13,286.00
Supplies & Expenses	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL Street Painting-Marking	23,286.00	0.00	0.00	0.00	23,286.00
<u>Street Leave Expenses</u>					
Personnel Services	86,734.00	8,434.23	15,052.24	17.35	71,681.76
TOTAL Street Leave Expenses	86,734.00	8,434.23	15,052.24	17.35	71,681.76
<u>Street Lighting</u>					
Contractual Services	197,500.00	2,760.94	19,864.94	10.06	177,635.06
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Street Lighting	197,500.00	2,760.94	19,864.94	10.06	177,635.06
<u>Stormwater Plan/Const.</u>					
Contractual Services	27,000.00	0.00	0.00	0.00	27,000.00
Supplies & Expenses	500.00	0.00	0.00	0.00	500.00
TOTAL Stormwater Plan/Const.	27,500.00	0.00	0.00	0.00	27,500.00
<u>Airport</u>					
Contractual Services	99,038.00	13,149.00	19,512.72	19.70	79,525.28
Supplies & Expenses	18,732.00	755.28	2,161.69	11.54	16,570.31
Special Services	6,000.00	0.00	0.00	0.00	6,000.00
TOTAL Airport	123,770.00	13,904.28	21,674.41	17.51	102,095.59
<u>Transit</u>					
Personnel Services	381,364.00	29,144.74	48,423.44	12.70	332,940.56
Contractual Services	5,250.00	589.00	1,018.91	19.41	4,231.09
Supplies & Expenses	186,450.00	17,185.24	23,541.68	12.63	162,908.32
Fixed Charges	28,073.00	5,740.21	18,887.21	67.28	9,185.79
Technology	2,250.00	894.96	894.96	39.78	1,355.04
TOTAL Transit	603,387.00	53,554.15	92,766.20	15.37	510,620.80

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Garbage Collection</u>					
Personnel Services	145,369.00	9,144.77	16,001.05	11.01	129,367.95
Supplies & Expenses	110,250.00	8,579.94	8,660.94	7.86	101,589.06
Capital Outlay	<u>25,000.00</u>	<u>1,457.48</u>	<u>3,075.64</u>	<u>12.30</u>	<u>21,924.36</u>
TOTAL Garbage Collection	280,619.00	19,182.19	27,737.63	9.88	252,881.37
<u>Recycling</u>					
Personnel Services	165,957.00	12,135.94	19,859.24	11.97	146,097.76
Supplies & Expenses	<u>34,300.00</u>	<u>2,815.82</u>	<u>4,261.82</u>	<u>12.43</u>	<u>30,038.18</u>
TOTAL Recycling	200,257.00	14,951.76	24,121.06	12.05	176,135.94
<u>Weed & Nuisance Control</u>					
Personnel Services	11,205.00	0.00	0.00	0.00	11,205.00
Supplies & Expenses	<u>250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00</u>
TOTAL Weed & Nuisance Control	11,455.00	0.00	0.00	0.00	11,455.00
<u>Health Officer</u>					
Personnel Services	3,660.00	0.00	0.00	0.00	3,660.00
Supplies & Expenses	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL Health Officer	3,760.00	0.00	0.00	0.00	3,760.00
<u>MACEC - Enrichment</u>					
Personnel Services	99,896.00	7,628.36	11,918.05	11.93	87,977.95
Contractual Services	1,754.00	39.68	70.25	4.01	1,683.75
Supplies & Expenses	<u>5,750.00</u>	<u>80.90</u>	<u>145.90</u>	<u>2.54</u>	<u>5,604.10</u>
TOTAL MACEC - Enrichment	107,400.00	7,748.94	12,134.20	11.30	95,265.80
<u>Library</u>					
Personnel Services	747,586.00	57,632.61	96,710.38	12.94	650,875.62
Contractual Services	59,050.00	4,620.91	4,620.91	7.83	54,429.09
Supplies & Expenses	35,575.00	3,415.40	3,760.08	10.57	31,814.92
Fixed Charges	6,200.00	126.00	126.00	2.03	6,074.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Print Media - Library	55,550.00	3,977.60	4,692.57	8.45	50,857.43
Non-Print Media-Library	21,375.00	917.88	1,163.25	5.44	20,211.75
Technology	<u>36,432.00</u>	<u>341.46</u>	<u>341.46</u>	<u>0.94</u>	<u>36,090.54</u>
TOTAL Library	961,768.00	71,031.86	111,414.65	11.58	850,353.35
<u>Parks</u>					
Personnel Services	211,003.00	13,500.86	21,821.12	10.34	189,181.88
Contractual Services	27,500.00	1,214.97	1,904.75	6.93	25,595.25
Supplies & Expenses	34,250.00	1,450.28	2,069.77	6.04	32,180.23
Capital Outlay	<u>25,500.00</u>	<u>1,800.00</u>	<u>1,800.00</u>	<u>7.06</u>	<u>23,700.00</u>
TOTAL Parks	298,253.00	17,966.11	27,595.64	9.25	270,657.36

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Athletic Park Lights</u>					
Contractual Services	1,500.00	19.66	45.49	3.03	1,454.51
Supplies & Expenses	200.00	0.00	0.00	0.00	200.00
TOTAL Athletic Park Lights	1,700.00	19.66	45.49	2.68	1,654.51
<u>Ott's Park Lights</u>					
Contractual Services	1,300.00	193.67	216.18	16.63	1,083.82
Supplies & Expenses	200.00	0.00	0.00	0.00	200.00
TOTAL Ott's Park Lights	1,500.00	193.67	216.18	14.41	1,283.82
<u>Recreation Programs</u>					
Personnel Services	176,875.00	11,650.05	17,287.70	9.77	159,587.30
Contractual Services	4,700.00	116.25	362.23	7.71	4,337.77
Supplies & Expenses	37,000.00	509.50	2,951.96	7.98	34,048.04
TOTAL Recreation Programs	218,575.00	12,275.80	20,601.89	9.43	197,973.11
<u>Marketing - PR</u>					
Personnel Services	2,650.00	0.00	0.00	0.00	2,650.00
Supplies & Expenses	18,350.00	577.80	905.38	4.93	17,444.62
TOTAL Marketing - PR	21,000.00	577.80	905.38	4.31	20,094.62
<u>Christmas Decorations</u>					
Personnel Services	571.00	0.00	1,021.89	178.96	(450.89)
Contractual Services	300.00	64.41	64.41	21.47	235.59
Supplies & Expenses	1,250.00	0.00	0.00	0.00	1,250.00
Capital Outlay	9,000.00	0.00	4,263.92	47.38	4,736.08
TOTAL Christmas Decorations	11,121.00	64.41	5,350.22	48.11	5,770.78
<u>Outside Agencies</u>					
Supplies & Expenses	31,500.00	0.00	14,500.00	46.03	17,000.00
TOTAL Outside Agencies	31,500.00	0.00	14,500.00	46.03	17,000.00
<u>CATV - MP3</u>					
Supplies & Expenses	79,000.00	0.00	0.00	0.00	79,000.00
TOTAL CATV - MP3	79,000.00	0.00	0.00	0.00	79,000.00
<u>MARC - Smith Center</u>					
Personnel Services	46,811.00	5,819.30	8,679.37	18.54	38,131.63
Contractual Services	62,100.00	5,910.40	11,816.45	19.03	50,283.55
Supplies & Expenses	38,200.00	2,670.39	3,269.85	8.56	34,930.15
Capital Outlay	9,000.00	0.00	0.00	0.00	9,000.00
TOTAL MARC - Smith Center	156,111.00	14,400.09	23,765.67	15.22	132,345.33
<u>Pool</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	45,000.00	11.19	23.08	0.05	44,976.92
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Pool	45,000.00	11.19	23.08	0.05	44,976.92

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Economic Development</u>					
Contractual Services	19,700.00	19,700.00	19,700.00	100.00	0.00
TOTAL Economic Development	19,700.00	19,700.00	19,700.00	100.00	0.00
<u>Transfers</u>					
Transfers	0.00	0.00	0.00	0.00	0.00
TOTAL Transfers	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL EXPENDITURES	11,276,215.00	866,746.69	1,537,391.88	13.63	9,738,823.12
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	3,075.08	865,538.65	951,455.04	0.00	(948,379.96)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

20 -Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Remediation Action</u>					
Other Financing Sources	56,164.26	0.00	9,750.00	17.36	46,414.26
TOTAL Remediation Action	56,164.26	0.00	9,750.00	17.36	46,414.26
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TOTAL REVENUE	56,164.26	0.00	9,750.00	17.36	46,414.26
=====					
EXPENDITURES					
=====					
<u>Remediation Action</u>					
Personnel Services	3,036.00	177.30	177.30	5.84	2,858.70
Contractual Services	14,500.00	2,958.54	3,068.31	21.16	11,431.69
Supplies & Expenses	250.00	0.00	0.00	0.00	250.00
TOTAL Remediation Action	17,786.00	3,135.84	3,245.61	18.25	14,540.39
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TOTAL EXPENDITURES	17,786.00	3,135.84	3,245.61	18.25	14,540.39
=====					
REVENUES OVER/(UNDER) EXPENDITURES	38,378.26	(3,135.84)	6,504.39	0.00	31,873.87
=====					

*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

21 -Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Police-SRO</u>					
Taxes (or Utility Rev.)	52,400.00	0.00	52,400.00	100.00	0.00
Intergovernmental	<u>55,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>55,400.00</u>
TOTAL Police-SRO	107,800.00	0.00	52,400.00	48.61	55,400.00
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TOTAL REVENUE	107,800.00	0.00	52,400.00	48.61	55,400.00
=====					
EXPENDITURES					
=====					
<u>Police-SRO</u>					
Personnel Services	105,175.00	7,750.01	15,461.39	14.70	89,713.61
Supplies & Expenses	500.00	0.00	0.00	0.00	500.00
Fixed Charges	<u>2,125.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,125.00</u>
TOTAL Police-SRO	107,800.00	7,750.01	15,461.39	14.34	92,338.61
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TOTAL EXPENDITURES	107,800.00	7,750.01	15,461.39	14.34	92,338.61
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(7,750.01)	36,938.61	0.00	(36,938.61)
=====					

*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

25 -Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	83,350.00	11,018.96	41,881.04	50.25	41,468.96
TOTAL CDBG Grants/Loans	83,350.00	11,018.96	41,881.04	50.25	41,468.96
<u>Community Development</u>					
Taxes (or Utility Rev.)	38,744.00	0.00	38,744.00	100.00	0.00
Intergov Charges (Misc.)	12,217.00	0.00	325.00	2.66	11,892.00
TOTAL Community Development	50,961.00	0.00	39,069.00	76.66	11,892.00
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TOTAL REVENUE	134,311.00	11,018.96	80,950.04	60.27	53,360.96
=====					
EXPENDITURES					
=====					
<u>CDBG Grants/Loans</u>					
Special Services	105,000.00	5,600.00	13,955.00	13.29	91,045.00
TOTAL CDBG Grants/Loans	105,000.00	5,600.00	13,955.00	13.29	91,045.00
<u>Community Development</u>					
Personnel Services	46,186.00	3,640.57	6,012.23	13.02	40,173.77
Contractual Services	1,625.00	190.74	581.66	35.79	1,043.34
Supplies & Expenses	3,150.00	141.56	141.56	4.49	3,008.44
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Community Development	50,961.00	3,972.87	6,735.45	13.22	44,225.55
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TOTAL EXPENDITURES	155,961.00	9,572.87	20,690.45	13.27	135,270.55
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(21,650.00)	1,446.09	60,259.59	0.00	(81,909.59)
=====					

*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

30 -Debt Sevice
 Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Taxes (or Utility Rev.)</u>					
40000-41010 Transfer from General	0.00	0.00	0.00	0.00	0.00
40000-41041 Transfer from TID	46,142.98	6,715.48	6,715.48	14.55	39,427.50
40000-41110 Tax Levy - Debt Service	921,619.00	0.00	921,619.00	100.00	0.00
TOTAL Taxes (or Utility Rev.)	967,761.98	6,715.48	928,334.48	95.93	39,427.50
<u>Miscellaneous Revenues</u>					
40000-48110 Interest - Debt Service Fund	0.00	0.00	0.00	0.00	0.00
40000-48250 Fed Stimulus - BAB	20,358.58	17,779.00	17,779.00	87.33	2,579.58
TOTAL Miscellaneous Revenues	20,358.58	17,779.00	17,779.00	87.33	2,579.58
<u>Other Financing Sources</u>					
40000-49110 Proceeds from LT Debt	0.00	0.00	0.00	0.00	0.00
40000-49200 Transfer-Prior Service DS	9,750.00	0.00	13,028.00	133.62	(3,278.00)
TOTAL Other Financing Sources	9,750.00	0.00	13,028.00	133.62	(3,278.00)
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TOTAL REVENUES	997,870.56	24,494.48	959,141.48	96.12	38,729.08
EXPENDITURES					
=====					
<u>Debt Service</u>					
50000-06-11750 GO 2006A - Prin. Equip	14,000.00	0.00	0.00	0.00	14,000.00
50000-06-11755 STL 2009-2 Equip	11,286.24	11,286.24	11,286.24	100.00	0.00
50000-06-11800 STL 2010-1 Prin BAB	18,000.00	18,000.00	18,000.00	100.00	0.00
50000-06-12040 GO 2004 Prin.- St./Park	50,000.00	0.00	0.00	0.00	50,000.00
50000-06-12043 STL 2009-1 -Prin Faciliti	11,296.33	11,296.33	11,296.33	100.00	0.00
50000-06-12045 SIB Prin.-W. Main St.	8,859.11	0.00	2,198.23	24.81	6,660.88
50000-06-12050 STL 2005 Prin.-Streets	0.00	0.00	0.00	0.00	0.00
50000-06-12065 STF 2011-1 BAB-10 Year	36,316.98	36,316.98	36,316.98	100.00	0.00
50000-06-12067 STF 2011-2 BAB-20 Year	22,915.90	22,915.90	22,915.90	100.00	0.00
50000-06-12075 GO 2006B Prin.-Streets	20,000.00	0.00	0.00	0.00	20,000.00
50000-06-14067 STF 2011-2 TID6 Prin.	3,084.10	3,084.10	3,084.10	100.00	0.00
50000-06-14075 GO 2006B-TID #3-Prin.	5,000.00	0.00	0.00	0.00	5,000.00
50000-06-14080 GO 2008B-TID #4 Prin.	15,000.00	0.00	0.00	0.00	15,000.00
50000-06-18025 GO 2001 Prin.- Library	215,000.00	0.00	0.00	0.00	215,000.00
50000-06-18030 GO 2003 Prin-Refund/Equip	235,000.00	0.00	0.00	0.00	235,000.00
50000-06-18070 Landfill 2004 Prin.- Pens	22,900.18	0.00	22,900.18	100.00	0.00
50000-06-18075 STL 2004 Prin.- Pension	0.00	0.00	0.00	0.00	0.00
50000-06-21750 GO 2006A - Int. Equipment	2,330.20	0.00	0.00	0.00	2,330.20
50000-06-21755 STL 2009-2 Int Equip	4,072.42	4,072.42	4,072.42	100.00	0.00
50000-06-21800 STL 2010-1 BAB Int.	12,037.50	12,037.50	12,037.50	100.00	0.00
50000-06-22040 GO 2004 Int.- St./Park	23,080.00	0.00	0.00	0.00	23,080.00
50000-06-22043 STL 2009-1 - Int Faciliti	3,414.19	3,414.19	3,414.19	100.00	0.00
50000-06-22045 SIB Int.-W. Main St.	1,455.39	0.00	380.39	26.14	1,075.00
50000-06-22050 STL 2005 Int.-Streets	10,362.94	10,362.94	10,362.94	100.00	0.00

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

30 -Debt Sevice
 Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
50000-06-22065 STF 2011-1 Int BAB-10 YR	11,777.30	11,777.30	11,777.30	100.00	0.00
50000-06-22067 STF 2011-2 Int BAB 20- YR	26,982.37	26,982.37	26,982.37	100.00	0.00
50000-06-22075 GO 2006B Int.-Streets	42,002.50	0.00	0.00	0.00	42,002.50
50000-06-22080 GO 2008B Int.-Streets	19,475.00	0.00	0.00	0.00	19,475.00
50000-06-24067 STF 2011-2 TID6 Int	3,631.38	3,631.38	3,631.38	100.00	0.00
50000-06-24075 GO 2006B Int.-TIF #3	5,007.50	0.00	0.00	0.00	5,007.50
50000-06-24080 GO 2008B Int.-TID #4	14,420.00	0.00	0.00	0.00	14,420.00
50000-06-28025 GO 2001 Int.- Library	98,990.00	0.00	0.00	0.00	98,990.00
50000-06-28030 GO 2003 Int.-Refund/Equip	8,695.00	0.00	4,347.50	50.00	4,347.50
50000-06-28070 Landfill 2004 Int - Pensi	9,750.00	0.00	9,750.00	100.00	0.00
50000-06-28075 STL 2004 Int.- Pension	13,256.05	13,256.05	13,256.05	100.00	0.00
50000-06-32040 GO 2004 PA- St./Park	0.00	0.00	0.00	0.00	0.00
50000-06-38030 GO 2003 PA - Refund/Equip	0.00	0.00	350.00	0.00	(350.00)
50000-06-38075 GO 2006B PA - St./TIF/Sew	0.00	0.00	0.00	0.00	0.00
50000-06-38085 GO 2008B PA -St./TIF	0.00	0.00	0.00	0.00	0.00
50000-06-38100 BAB Fed Paperwork	0.00	0.00	350.00	0.00	(350.00)
TOTAL Debt Service	999,398.58	188,433.70	228,710.00	22.88	770,688.58
TOTAL EXPENDITURES	999,398.58	188,433.70	228,710.00	22.88	770,688.58
REVENUES OVER/(UNDER) EXPENDITURES	(1,528.02)	(163,939.22)	730,431.48	0.00	(731,959.50)
FUND TOTAL REVENUES	997,870.56	24,494.48	959,141.48	96.12	38,729.08
FUND TOTAL EXPENDITURES	999,398.58	188,433.70	228,710.00	22.88	770,688.58
REVENUES OVER/(UNDER) EXPENDITURES	(1,528.02)	(163,939.22)	730,431.48	0.00	(731,959.50)
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*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

43 -TID #3 - WI Riverfront

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #3 - WI Riverfront</u>					
Taxes (or Utility Rev.)	231,123.68	66,852.70	169,338.35	73.27	61,785.33
Intergovernmental	8,500.00	0.00	0.00	0.00	8,500.00
Miscellaneous Revenues	<u>272,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>272,500.00</u>
TOTAL TID #3 - WI Riverfront	512,123.68	66,852.70	169,338.35	33.07	342,785.33
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TOTAL REVENUE	512,123.68	66,852.70	169,338.35	33.07	342,785.33
=====					
EXPENDITURES					
=====					
<u>TID #3 - WI Riverfront</u>					
Personnel Services	62,700.00	3,699.00	3,699.00	5.90	59,001.00
Contractual Services	58,150.00	538.33	538.33	0.93	57,611.67
Supplies & Expenses	300.00	0.00	0.00	0.00	300.00
Special Services	415,647.33	0.00	0.00	0.00	415,647.33
Capital Outlay	<u>687,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>687,500.00</u>
TOTAL TID #3 - WI Riverfront	1,224,297.33	4,237.33	4,237.33	0.35	1,220,060.00
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TOTAL EXPENDITURES	1,224,297.33	4,237.33	4,237.33	0.35	1,220,060.00
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REVENUES OVER/(UNDER) EXPENDITURES	(712,173.65)	62,615.37	165,101.02	0.00	(877,274.67)
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*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

44 -TID #4 - Thielman/P Ridge

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #4 -Thielman/P Ridge</u>					
Taxes (or Utility Rev.)	53,858.76	0.00	73.74	0.14	53,785.02
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #4 -Thielman/P Ridge	53,858.76	0.00	73.74	0.14	53,785.02
<hr/>					
TOTAL REVENUE	53,858.76	0.00	73.74	0.14	53,785.02
=====					
EXPENDITURES					
=====					
<u>TID #4 -Thielman/P Ridge</u>					
Personnel Services	4,900.00	0.00	0.00	0.00	4,900.00
Contractual Services	23,900.00	0.00	0.00	0.00	23,900.00
Supplies & Expenses	25.00	0.00	0.00	0.00	25.00
Special Services	64,960.00	0.00	0.00	0.00	64,960.00
Capital Outlay	<u>143,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>143,500.00</u>
TOTAL TID #4 -Thielman/P Ridge	237,285.00	0.00	0.00	0.00	237,285.00
<hr/>					
TOTAL EXPENDITURES	237,285.00	0.00	0.00	0.00	237,285.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(183,426.24)	0.00	73.74	0.00	(183,499.98)
=====					

*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

45 -TID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #5 - Hwy 107/Taylor</u>					
Taxes (or Utility Rev.)	158,884.13	0.00	0.00	0.00	158,884.13
Intergovernmental	<u>10.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10.00</u>
TOTAL TID #5 - Hwy 107/Taylor	158,894.13	0.00	0.00	0.00	158,894.13
<hr/>					
TOTAL REVENUE	158,894.13	0.00	0.00	0.00	158,894.13
=====					
EXPENDITURES					
=====					
<u>TID #5 - Hwy 107/Taylor</u>					
Personnel Services	1,625.00	0.00	0.00	0.00	1,625.00
Contractual Services	1,650.00	0.00	0.00	0.00	1,650.00
Special Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	<u>157,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>157,500.00</u>
TOTAL TID #5 - Hwy 107/Taylor	160,775.00	0.00	0.00	0.00	160,775.00
<hr/>					
TOTAL EXPENDITURES	160,775.00	0.00	0.00	0.00	160,775.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(1,880.87)	0.00	0.00	0.00	(1,880.87)
=====					

*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

46 -TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #6 - Downtown</u>					
Taxes (or Utility Rev.)	102,500.00	0.00	0.00	0.00	102,500.00
Intergovernmental	3,000.00	0.00	0.00	0.00	3,000.00
Miscellaneous Revenues	31,271.00	1,270.98	1,270.98	4.06	30,000.02
TOTAL TID #6 - Downtown	136,771.00	1,270.98	1,270.98	0.93	135,500.02
<u>TID #6 - Lincoln House</u>					
Miscellaneous Revenues	20,500.00	1,295.00	2,985.00	14.56	17,515.00
TOTAL TID #6 - Lincoln House	20,500.00	1,295.00	2,985.00	14.56	17,515.00
<hr/>					
TOTAL REVENUE	157,271.00	2,565.98	4,255.98	2.71	153,015.02
=====					
EXPENDITURES					
=====					
<u>TID #6 - Courtview Proj</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	75,000.00	0.00	0.00	0.00	75,000.00
TOTAL TID #6 - Courtview Proj	75,000.00	0.00	0.00	0.00	75,000.00
<u>TID #6 - Downtown</u>					
Personnel Services	7,350.00	29.05	29.05	0.40	7,320.95
Contractual Services	53,650.00	1,520.00	1,520.00	2.83	52,130.00
Supplies & Expenses	250.00	0.00	0.00	0.00	250.00
Special Services	158,000.00	6,772.03	6,822.03	4.32	151,177.97
Capital Outlay	5,000.00	1,014.52	1,014.52	20.29	3,985.48
TOTAL TID #6 - Downtown	224,250.00	9,335.60	9,385.60	4.19	214,864.40
<u>TID #6 - Lincoln House</u>					
Personnel Services	3,685.00	1,124.19	1,187.18	32.22	2,497.82
Contractual Services	27,250.00	5,928.20	8,330.82	30.57	18,919.18
Supplies & Expenses	500.00	0.00	0.00	0.00	500.00
Special Services	100,500.00	0.00	0.00	0.00	100,500.00
TOTAL TID #6 - Lincoln House	131,935.00	7,052.39	9,518.00	7.21	122,417.00
<hr/>					
TOTAL EXPENDITURES	431,185.00	16,387.99	18,903.60	4.38	412,281.40
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(273,914.00)	(13,822.01)	(14,647.62)	0.00	(259,266.38)
=====					

*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

47 -TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #7 - N Center Ave</u>					
Taxes (or Utility Rev.)	240.74	0.00	0.00	0.00	240.74
Intergovernmental	1,650.00	0.00	0.00	0.00	1,650.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #7 - N Center Ave	1,890.74	0.00	0.00	0.00	1,890.74
<hr/>					
TOTAL REVENUE	1,890.74	0.00	0.00	0.00	1,890.74
=====					
EXPENDITURES					
=====					
<u>TID #7 - N Center Ave</u>					
Personnel Services	2,885.00	0.00	0.00	0.00	2,885.00
Contractual Services	24,650.00	400.03	400.03	1.62	24,249.97
Special Services	200,000.00	0.00	0.00	0.00	200,000.00
Capital Outlay	28,500.00	0.00	0.00	0.00	28,500.00
TOTAL TID #7 - N Center Ave	256,035.00	400.03	400.03	0.16	255,634.97
<hr/>					
TOTAL EXPENDITURES	256,035.00	400.03	400.03	0.16	255,634.97
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(254,144.26)	(400.03)	(400.03)	0.00	(253,744.23)
=====					

*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

48 -TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #8 - West Side</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	15,000.00	0.00	0.00	0.00	15,000.00
TOTAL TID #8 - West Side	15,000.00	0.00	0.00	0.00	15,000.00
<hr/>					
TOTAL REVENUE	15,000.00	0.00	0.00	0.00	15,000.00
=====					
EXPENDITURES					
=====					
<u>TID #8 - West Side</u>					
Personnel Services	8,975.00	0.00	350.00	3.90	8,625.00
Contractual Services	38,750.00	970.04	970.04	2.50	37,779.96
Special Services	910,000.00	8,689.55	37,704.29	4.14	872,295.71
Capital Outlay	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL TID #8 - West Side	967,725.00	9,659.59	39,024.33	4.03	928,700.67
<hr/>					
TOTAL EXPENDITURES	967,725.00	9,659.59	39,024.33	4.03	928,700.67
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(952,725.00)	(9,659.59)	(39,024.33)	0.00	(913,700.67)
=====					

*** END OF REPORT ***

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	159,750.00	0.00	159,756.86	100.00	(6.86)
Specials (Utility Rev.)	240,000.00	0.00	0.00	0.00	240,000.00
Intergovernmental	57,000.00	57,512.00	57,512.00	100.90	(512.00)
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
Other Financing Sources	872,060.00	0.00	0.00	0.00	872,060.00
TOTAL Non-Departmental	1,328,810.00	57,512.00	217,268.86	16.35	1,111,541.14
<u>Fire Station</u>					
Taxes (or Utility Rev.)	3,676,267.00	0.00	0.00	0.00	3,676,267.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Station	3,676,267.00	0.00	0.00	0.00	3,676,267.00
<u>Tornado Recovery</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Tornado Recovery	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUE	5,005,077.00	57,512.00	217,268.86	4.34	4,787,808.14
=====					
EXPENDITURES					
=====					
<u>Fire Station</u>					
Capital Outlay	3,676,267.00	7,487.50	15,471.50	0.42	3,660,795.50
TOTAL Fire Station	3,676,267.00	7,487.50	15,471.50	0.42	3,660,795.50
<u>Streets - Sealcoat</u>					
Personnel Services	23,585.00	0.00	0.00	0.00	23,585.00
Supplies & Expenses	105,000.00	0.00	0.00	0.00	105,000.00
TOTAL Streets - Sealcoat	128,585.00	0.00	0.00	0.00	128,585.00
<u>Capital Outlay/Projects</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	1,215,725.00	121,265.62	123,141.62	10.13	1,092,583.38
TOTAL Capital Outlay/Projects	1,215,725.00	121,265.62	123,141.62	10.13	1,092,583.38

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>Tornado Recovery</u>					
Capital Outlay	0.00	411.64	411.64	0.00	(411.64)
TOTAL Tornado Recovery	0.00	411.64	411.64	0.00	(411.64)
<hr/>					
TOTAL EXPENDITURES	5,020,577.00	129,164.76	139,024.76	2.77	4,881,552.24
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(15,500.00)	(71,652.76)	78,244.10	0.00	(93,744.10)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	79,740.00	6,917.86	11,982.26	15.03	67,757.74
Specials (Utility Rev.)	4,962.00	0.00	0.00	0.00	4,962.00
Public Charges-Services	1,247,238.00	55,531.17	198,511.11	15.92	1,048,726.89
Intergov Charges (Misc.)	20,850.00	746.36	1,793.25	8.60	19,056.75
Miscellaneous Revenues	4,250.00	0.00	47.30	1.11	4,202.70
TOTAL Non-Departmental	1,357,040.00	63,195.39	212,333.92	15.65	1,144,706.08
<hr/>					
TOTAL REVENUE	1,357,040.00	63,195.39	212,333.92	15.65	1,144,706.08
=====					
EXPENDITURES					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	80,000.00	42,041.22	46,041.22	57.55	33,958.78
TOTAL Non-Departmental	80,000.00	42,041.22	46,041.22	57.55	33,958.78
<u>Pumping Expenses</u>					
	79,000.00	6,253.86	7,259.05	9.19	71,740.95
TOTAL Pumping Expenses	79,000.00	6,253.86	7,259.05	9.19	71,740.95
<u>Water Treatment Expenses</u>					
	78,500.00	4,929.00	6,390.21	8.14	72,109.79
TOTAL Water Treatment Expenses	78,500.00	4,929.00	6,390.21	8.14	72,109.79
<u>Trans & Distribution Exp</u>					
	206,500.00	16,813.02	22,490.38	10.89	184,009.62
TOTAL Trans & Distribution Exp	206,500.00	16,813.02	22,490.38	10.89	184,009.62
<u>Customer Accts Expenses</u>					
	52,750.00	4,820.20	7,453.82	14.13	45,296.18
TOTAL Customer Accts Expenses	52,750.00	4,820.20	7,453.82	14.13	45,296.18
<u>Admin & General Expenses</u>					
	521,550.00	17,577.95	46,547.84	8.92	475,002.16
TOTAL Admin & General Expenses	521,550.00	17,577.95	46,547.84	8.92	475,002.16
<u>Contract Work</u>					
	3,500.00	0.00	0.00	0.00	3,500.00
TOTAL Contract Work	3,500.00	0.00	0.00	0.00	3,500.00

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes</u>					
	316,500.00	260,618.93	261,486.47	82.62	55,013.53
TOTAL Taxes	316,500.00	260,618.93	261,486.47	82.62	55,013.53
<u>Debt Service</u>					
	44,610.00	0.00	1,035.51	2.32	43,574.49
TOTAL Debt Service	44,610.00	0.00	1,035.51	2.32	43,574.49
<hr/>					
TOTAL EXPENDITURES	1,382,910.00	353,054.18	398,704.50	28.83	984,205.50
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(25,870.00)	(289,858.79)	(186,370.58)	0.00	160,500.58
	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2013

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,750.00	0.00	72.63	1.53	4,677.37
Specials (Utility Rev.)	125.00	0.00	0.00	0.00	125.00
Intergov Charges (Misc.)	7,500.00	390.39	1,091.66	14.56	6,408.34
Miscellaneous Revenues	985.54	985.54	985.54	100.00	0.00
Public Charges-Services	1,421,000.00	72,274.66	207,435.76	14.60	1,213,564.24
Other Charges-Services	<u>90,000.00</u>	<u>8,591.17</u>	<u>16,558.13</u>	<u>18.40</u>	<u>73,441.87</u>
TOTAL Non-Departmental	1,524,360.54	82,241.76	226,143.72	14.84	1,298,216.82
<hr/>					
TOTAL REVENUE	1,524,360.54	82,241.76	226,143.72	14.84	1,298,216.82
=====					
EXPENDITURES					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	<u>290,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>290,000.00</u>
TOTAL Non-Departmental	290,000.00	0.00	0.00	0.00	290,000.00
<u>Contract Work</u>					
	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
TOTAL Contract Work	500.00	0.00	0.00	0.00	500.00
<u>Taxes - SS/Medicare</u>					
	<u>27,500.00</u>	<u>1,863.80</u>	<u>2,733.70</u>	<u>9.94</u>	<u>24,766.30</u>
TOTAL Taxes - SS/Medicare	27,500.00	1,863.80	2,733.70	9.94	24,766.30
<u>Operations</u>					
	<u>273,000.00</u>	<u>23,949.29</u>	<u>28,222.21</u>	<u>10.34</u>	<u>244,777.79</u>
TOTAL Operations	273,000.00	23,949.29	28,222.21	10.34	244,777.79
<u>Maintenance</u>					
	<u>231,750.00</u>	<u>16,045.28</u>	<u>19,506.84</u>	<u>8.42</u>	<u>212,243.16</u>
TOTAL Maintenance	231,750.00	16,045.28	19,506.84	8.42	212,243.16
<u>Customer Accts Expenses</u>					
	<u>60,000.00</u>	<u>5,646.67</u>	<u>8,953.53</u>	<u>14.92</u>	<u>51,046.47</u>
TOTAL Customer Accts Expenses	60,000.00	5,646.67	8,953.53	14.92	51,046.47
<u>Admin & General Expenses</u>					
	<u>384,750.00</u>	<u>19,512.57</u>	<u>47,229.78</u>	<u>12.28</u>	<u>337,520.22</u>
TOTAL Admin & General Expenses	384,750.00	19,512.57	47,229.78	12.28	337,520.22

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2013

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes & Depreciation</u>					
	<u>232,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>232,000.00</u>
TOTAL Taxes & Depreciation	232,000.00	0.00	0.00	0.00	232,000.00
<u>Transfers</u>					
	<u>9,421.55</u>	<u>2,815.83</u>	<u>3,513.21</u>	<u>37.29</u>	<u>5,908.34</u>
TOTAL Transfers	9,421.55	2,815.83	3,513.21	37.29	5,908.34
<hr/>					
TOTAL EXPENDITURES	1,508,921.55	69,833.44	110,159.27	7.30	1,398,762.28
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	15,438.99	12,408.32	115,984.45	0.00	(100,545.46)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

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13 03 12 1

CITY OF MERRILL

Office of the City Attorney

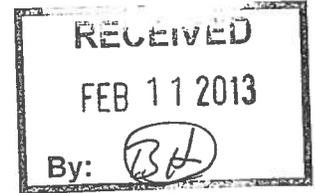


Thomas N. Hayden, City Attorney

1004 East First Street • Merrill, Wisconsin • 54452

Phone (715) 539-3510 • FAX (715) 536-0514

e-mail: tom.hayden@ci.merrill.wi.us



* * MEMORANDUM * *

DATE: February 7, 2013
 TO: Board of Public Works
 FROM: Thomas N. Hayden, City Attorney
 RE: Quit Claim Deed

Attached is a copy of a Quit Claim deed from the City of Merrill to Craig J. Nienow. This encompasses a 2.5 foot strip of land along the westside of the former Courtview property. This will resolve a friendly boundary question between the Mr. Nienow and the City. The description was drafted with the help of Becher/Hoppe who did the design for the future parking area.

I ask that to approve the execution of this Quit Claim Deed.

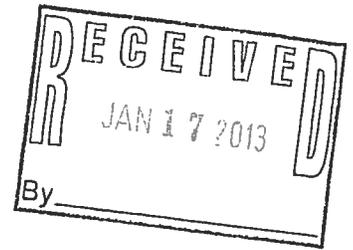
Thank you.

13 03 13 1

4

January 15, 2013

Mr. Ken Neff
Merrill PD Chief
1004 E. 1st Street
Merrill, WI 54452



Dear Chief Neff,

Hello again! It's Linda Berlin and my husband Greg from Berlin's Trophy Bar at 808 E. Main Street (in Merrill's "theatre district").

Our establishment will be playing host for a friend's 40th birthday party on Friday, April 12th beginning around 6pm.

Please remember that our establishment is "cozy", to say the least. The max number of people according to the Fire Dept. is 47.

With that being said, we are again asking to put up a tent for overflow during the party. The tent will be placed on the parking lot in the rear of the bar.

Patrons attending the party that day may be going to and from the tent back into the bar if it gets really crowded. We're pretty sure they will be carrying their drinks between the two locations.

Greg and I would like to request your permission to erect the tent to allow our patrons to be able to travel back and forth from the bar and the tent with drinks in hand for that day only.

We may also be putting a half barrel outside under the tent and I believe that to be a "request for extension of premises".

The tent may be erected on Thursday (the day before the event) and taken down on Saturday (the day after). I still have to confirm this with whomever we get the tent from.

I have enclosed a VERY rough map to show the proposed location.

Please take our request into consideration and let me know of any meetings we will be requested to attend to get this done.

Respectfully,

A handwritten signature in black ink that reads "Linda & Greg Berlin". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Linda & Greg Berlin
Berlin's Trophy Bar
808 E. Main Street
Merrill, WI 54452

Phone (bar) 536-5780
Cell (Linda) 218-8581
Cell (Greg) 218-8579

(E) Lincoln house

(N)

Alley

Parking Lot
(Text here)

Trophy
Bar

E. MAIN (S)

Street
ENT.

(S)

Public Parking

To: Personnel and Finance Committee
From: David Johnson, City Administrator
Subject: Salary Survey and Recommendations
Date: 2/18/2013

At the request of the Personnel & Finance Committee I have reviewed Department Head positions and all clerical positions and conducted a salary survey for these positions. The survey was sent to 26 Wisconsin cities with 16 responses being received. The positions surveyed were Police Chief, Fire Chief, Finance Director, and Parks & Recreation Director. In addition, we surveyed the positions of Deputy Clerk, Finance Assistant, Administrative Assistant, Administrative Assistant/Police, Administrative Assistant/Legal, Administrative Assistant/Parks, Utility Clerk/Administrative Assistant, Payroll Specialist and Inspection Assistant. I had previously done the Utility Superintendent, which is what brought about the request for the other positions to be reviewed so that any necessary adjustments could take place at one time.

From my own experience, and from the results of the salary survey, Police Chiefs tend to be a pay grade higher than Fire Chiefs, especially as you look at larger cities. A case can be made for moving the Police Chief up one pay grade from a grade 11 to a grade 12. However, there is not a compelling reason to either leave it a grade 11 or move it up to a grade 12, this one is strictly a judgement call. I will point out that the a Police Captain is one pay grade above a Fire Captain so making the Police Chief one grade higher than the Fire Chief follows that model.

The position of Finance Director in Merrill is more complex than the position seen in other cities our size. As well as being Finance Director, Kathy Unertl is IT Director, and not just in name only, she stays on top of what is going on in IT and new developments in the field. She also serves as secretary for the Redevelopment Authority, a position generally covered by a city's Economic Development Director, a position that Merrill chose to eliminate. Without Kathy there would not have been a RDA in Merrill, she pushed for it and has kept it going. The fact that Kathy's position has these additional duties and responsibilities makes her position more valuable than a Finance Director alone. It is my recommendation that this position be moved from a grade 11 to a grade 12 and the salary be increased from a grade 11 step G to a grade 12 step F, an increase of \$2,031.01. This increase was budgeted for 2013.

As stated in my previous report, Merrill previously had a City Engineer and/or Utility Director who was responsible for the Water and Wastewater Utility with Kim Kriewald reporting to that individual. Since neither of those positions exists anymore Kim has been tasked with numerous additional duties over time, and he has stepped up to the plate and performed those duties without complaint. Even though he has taken on more administrative duties he has not been compensated for these additional duties and responsibilities.

The Wisconsin Rural Water Association does an annual salary survey for superintendents, operators and clerks. The survey is structured for communities of 1-1500, 1501-3000, 3001-5000 and over 5000, with Merrill fitting in the last category. The City of Rhinelander recently hired a new Water/Wastewater Superintendent with a starting wage of \$70,000. Merrill is paying Kim \$58,287 while we are paying our Street Commissioner \$68,745.

The attached sheet shows the results of the 2012 salary survey by WRWA district, as well as state-wide results. The results indicate that we are in the ball park on the salaries for our operators but our

Superintendent salary shows that we are out outside the ball park looking in through the fence. Merrill is in District 1 where the average salary for a water/wastewater superintendent in cities over 5,000 population is \$33.55 an hour. Salaries in District 1 range from \$27.50 to \$38.00 an hour, with Merrill paying \$27.74, which is \$12,085/year less than the average for District 1. You will notice on the table that Districts 2-4 all have a higher top rate due to the larger communities in those districts.

Many cities have a separate water and wastewater superintendent, which means those communities are paying the rate indicated times two, Kim covers both areas for Merrill and is at the very low end of the surveyed salaries. Kim is a state licensed water and wastewater treatment plant operator in Wisconsin and carries 12 specialty certifications, this makes Kim very marketable throughout the state. We could not hire someone who is qualified in water and wastewater treatment to replace Kim for what the City is paying him today.

Given the duties and responsibilities of this position, it is my recommendation that the Utility Superintendent position be moved from a grade 7, step G, to a grade 9, step F, an increase of \$6,202.63. If all other recommendations made here are not implemented, in the interest of consistency and fairness, this adjustment cannot be ignored.

Our Parks & Recreation Director position is another position where we trail other cities of our size. As a Department Head responsible for millions of dollars of infrastructure and many programs that affect the community, our Parks & Recreation Director is underpaid in relation to other City of Merrill Department Heads and Parks & Recreation Directors in comparable sized Wisconsin communities. Only two communities that responded had a lower salary grade top end than Merrill, they were both smaller and one of the two was only \$68/year lower. Our Parks & Recreation Director also serves as the City's Arborist/Forester, a separate full-time, or contracted part-time, position in most cities.

Our Parks & Recreation Director is 2 pay grades lower than our IT Specialist and one pay grade lower than a Police Lieutenant and a Fire Captain. In the interest of consistency it is my recommendation that the position of Parks & Recreation Director be moved from grade 7, step G, to grade 8, step F, an increase of \$1,453.75. Funds to cover this adjustment were included in the 2013 budget.

This concludes the management level position adjustments that I would recommend making. In clerical/support positions we presently have two pay grades for staff, one topping out at \$18.87/hour and the other topping out at \$19.81/hour. These positions serve the Finance, City Clerk, Police, Transit, City Attorney, Building & Zoning, Parks & Recreation and Utility Departments. The duties and responsibilities vary from office to office.

Reporting to the Finance Director, and assisting the City Clerk, we have an Administrative Assistant/Clerk-Treasurer, a Payroll Specialist, a Clerk-Treasurer Secretary and part-time Clerk-Treasurer Secretary. Both of these last two are misnomers, they are not really secretaries, they are Financial Assistants and should have their titles and compensation adjusted to reflect such. Ten of the thirteen respondents who have this position pay more than Merrill. It is my recommendation that the two Clerk-Treasurer Secretary positions be titled Finance Assistants and that their pay grade be adjusted from a grade 5 to a grade 6. This is a difference in pay of \$1,944.80. The Payroll Specialist is slotted as it should be and should remain the same.

The Administrative Assistant/Clerk-Treasurer is in reality the Office Manager and should have the title and compensation to reflect these duties and responsibilities. A job description for that position is

included for your review. It is my recommendation that this position be adjusted upward from a grade 6 to a grade 7. This is a difference in pay of \$2,043.37

The Police Department has an Administrative Assistant/Police (grade 6) and two Clerk/Transcribers (grade 5). These three positions are slotted correctly.

The Transit Department has a Transit Coordinator (grade 6). This is a position that does not exist in other cities the size of Merrill and appears to be slotted correctly in relation to other positions in Merrill.

The City Attorney has a City Hall Secretary/Paralegal (grade 5). This is another misnomer, she is not a paralegal, the position is more that of an Administrative Assistant. This position also serves the City Attorney, City Administrator and Mayor as a confidential secretary. This position in other cities is generally paid at a higher level than other Administrative Assistants due to the confidential nature of work performed. My recommendation is that the pay grade of this position be adjusted upward from a grade 5 to a grade 6. This is a difference in pay of \$1,944.80.

Building & Zoning has an Administrative Assistant/Community Development (grade 6). This position appears to be slotted correctly in relation to other cities and other Merrill positions.

Parks & Recreation has a Recreation Secretary (grade 5). This is another misnomer, she is more of an Administrative Assistant/Program Coordinator and appears to be slotted correctly in relation to other cities and other Merrill positions.

The Utilities Department has a Utility Secretary (grade 5) and a part-time Utility Secretary (grade 5). Both of these are misnomers, the Utility Secretary is really a Utility Clerk/Billing Coordinator and the part-time Secretary is really a Utility Clerk. The full-time Utility Secretary's position has become much more than a secretary, she deals more with utility billing, payment receiving and regulatory compliance. The Utility Clerk/Billing Coordinator positions in other cities surveyed all have a higher pay grade than Merrill's position. It is my recommendation that the part-time position remain slotted as is and be re-titled as a Utility Clerk and that the full-time position be re-titled as Utility Clerk/Billing Coordinator with a change in pay grade from grade 5 to grade 6. This is a difference in pay of \$1,944.80.

At this time, I would recommend that the adjustments for Utility Superintendent, Finance Director, Parks & Recreation Director, Utility Clerk/Billing Coordinator, Office Manager and the two (2) Finance Assistants and the Administrative Assistant/Legal take place at this time. The fiscal impact for the three (3) management position adjustments is \$9,687.39, two-thirds of which are for the Utility Superintendent., which will be paid by Utilities, as will the Utility Clerk/Billing Coordinator. The fiscal impact for the recommended support staff adjustments is \$9,822.57.

These are the only recommendations for adjustments that I can make given all available information.



CITY OF MERRILL

13 03 25 0

William R. Bialecki, Mayor

1004 East First Street • Merrill, Wisconsin • 54452

Phone (715) 536-5595 • FAX (715) 539-2668

e-mail: Bill.Bialecki@ci.merrill.wi.us

MERRILL
WISCONSIN

City of Parks

MEMORANDUM

William R. Bialecki

DATE: February 28, 2013
TO: Common Council Members, Amy Duly, Clerk of Pine River
FROM: Bill Bialecki, Mayor
RE: Annexation Ordinance

The Department of Transportation, petitioners in the matter of annexation of a small piece of the Highway 64 in the Town of Pine River, has asked the City of Merrill to amend the annexation ordinance. The original description, as drafted by them, was reviewed by the Department of Administration. They suggested a change to clarify an 8 foot discrepancy among several possible descriptions. The description on the annexation ordinance before you clears up any discrepancies a pervious description, utilized by the Department of Administration or Department of Transportation, provided.

I ask your consideration in passing this ordinance at the March 12th Common Council meeting.

"Focusing on the Future"

An equal opportunity/affirmative action employer.

Post-Issuance Compliance Policy for Tax-Exempt and Tax-Advantaged Obligations

Adopted: _____, 20____

Statement of Purpose

This Post-Issuance Compliance Policy (the "Policy") sets forth specific policies of the _____, Wisconsin (the "Issuer") designed to monitor post-issuance compliance of tax-exempt obligations or tax-advantaged obligations ("Obligations") issued by the Issuer with applicable provisions of the Internal Revenue Code of 1986, as amended (the "Code"), and regulations promulgated thereunder ("Treasury Regulations").

The Policy documents practices and describes various procedures and systems designed to identify on a timely basis facts relevant to demonstrating compliance with the requirements that must be satisfied subsequent to the issuance of Obligations in order that the interest on such Obligations continue to be eligible to be excluded from gross income for federal income tax purposes or that the Obligations continue to receive tax-advantaged treatment. The federal tax law requirements applicable to each particular issue of Obligations will be detailed in the arbitrage or tax certificate prepared by bond counsel and signed by officials of the Issuer and the post-closing compliance checklist provided by bond counsel with respect to that issue. This Policy establishes a permanent, ongoing structure of practices and procedures that will facilitate compliance with the requirements for individual borrowings.

The Issuer recognizes that compliance with applicable provisions of the Code and Treasury Regulations is an on-going process, necessary during the entire term of the Obligations, and is an integral component of the Issuer's debt management. Accordingly, the analysis of those facts and implementation of the Policy will require on-going monitoring and consultation with bond counsel and the Issuer's accountants.

General Policies and Procedures

The following policies relate to procedures and systems for monitoring post-issuance compliance generally.

- A. The [Clerk] [Treasurer] [Business Manager] [Finance Director] [Administrator] (the "Compliance Officer") shall be responsible for monitoring post-issuance compliance issues. [For utility issues, the Compliance Officer will coordinate with the Utility's [Business Manager] with respect to monitoring post-issuance compliance.]
- B. The Compliance Officer will coordinate procedures for record retention and review of such records.
- C. All documents and other records relating to Obligations issued by the Issuer shall be maintained by or at the direction of the Compliance Officer. In maintaining such documents and records, the Compliance Officer will comply with applicable

Internal Revenue Service (“IRS”) requirements, such as those contained in Revenue Procedure 97-22.

- D. The Compliance Officer shall be aware of options for voluntary corrections for failure to comply with post-issuance compliance requirements (such as remedial actions under Section 1.141-12 of the Regulations and the Treasury’s Tax-Exempt Bonds Voluntary Closing Agreement Program) and take such corrective action when necessary and appropriate.
- E. The Compliance Officer will review post-issuance compliance procedures and systems on a periodic basis, but not less than annually.

Issuance of Obligations - Documents and Records

With respect to each issue of Obligations, the Compliance Officer will:

- A. Obtain and store a closing binder and/or CD or other electronic copy of the relevant and customary transaction documents (the “Transcript”).
- B. Confirm that bond counsel has filed the applicable information report (e.g., Form 8038, Form 8038-G, Form 8038-CP) for such issue with the IRS on a timely basis.
- C. Coordinate receipt and retention of relevant books and records with respect to the investment and expenditure of the proceeds of such Obligations with other applicable staff members of the Issuer.

Arbitrage

The following policies relate to the monitoring and calculating of arbitrage and compliance with specific arbitrage rules and regulations.

The Compliance Officer will:

- A. Confirm that a certification of the initial offering prices of the Obligations with such supporting data, if any, required by bond counsel, is included in the Transcript.
- B. Confirm that a computation of the yield on such issue from the Issuer’s financial advisor or bond counsel (or an outside arbitrage rebate specialist) is contained in the Transcript.
- C. Maintain a system for tracking investment earnings on the proceeds of the Obligations.
- D. Coordinate the tracking of expenditures, including the expenditure of any investment earnings. If the project(s) to be financed with the proceeds of the Obligations will be funded with multiple sources of funds, confirm that the Issuer

has adopted an accounting methodology that maintains each source of financing separately and monitors the actual expenditure of proceeds of the Obligations.

- E. Maintain a procedure for the allocation of proceeds of the issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures. This procedure shall include an examination of the expenditures made with proceeds of the Obligations within 18 months after each project financed by the Obligations is placed in service and, if necessary, a reallocation of expenditures in accordance with Section 1.148-6(d) of the Treasury Regulations.
- F. Monitor compliance with the applicable “temporary period” (as defined in the Code and Treasury Regulations) exceptions for the expenditure of proceeds of the issue, and provide for yield restriction on the investment of such proceeds if such exceptions are not satisfied.
- G. Ensure that investments acquired with proceeds of such issue are purchased at fair market value. In determining whether an investment is purchased at fair market value, any applicable Treasury Regulation safe harbor may be used.
- H. Avoid formal or informal creation of funds reasonably expected to be used to pay debt service on such issue without determining in advance whether such funds must be invested at a restricted yield.
- I. Consult with bond counsel prior to engaging in any post-issuance credit enhancement transactions or investments in guaranteed investment contracts.
- J. Identify situations in which compliance with applicable yield restrictions depends upon later investments and monitor implementation of any such restrictions.
- K. Monitor compliance with six-month, 18-month or 2-year spending exceptions to the rebate requirement, as applicable.
- L. Procure a timely computation of any rebate liability and, if rebate is due, to file a Form 8038-T and to arrange for payment of such rebate liability.
- M. Arrange for timely computation and payment of “yield reduction payments” (as such term is defined in the Code and Treasury Regulations), if applicable.

Private Activity Concerns

The following polices relate to the monitoring and tracking of private uses and private payments with respect to facilities financed with the Obligations.

The Compliance Officer will:

- A. Maintain records determining and tracking facilities financed with specific Obligations and the amount of proceeds spent on each facility.

- B. Maintain records, which should be consistent with those used for arbitrage purposes, to allocate the proceeds of an issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures.
- C. Maintain records allocating to a project financed with Obligations any funds from other sources that will be used for otherwise non-qualifying costs.
- D. Monitor the expenditure of proceeds of an issue and investment earnings for qualifying costs.
- E. Monitor private use of financed facilities to ensure compliance with applicable limitations on such use. Examples of potential private use include:
 - 1. Sale of the facilities, including sale of capacity rights;
 - 2. Lease or sub-lease of the facilities (including leases, easements or use arrangements for areas outside the four walls, e.g., hosting of cell phone towers) or leasehold improvement contracts;
 - 3. Management contracts (in which the Issuer authorizes a third party to operate a facility, e.g., cafeteria) and research contracts;
 - 4. Preference arrangements (in which the Issuer permits a third party preference, such as parking in a public parking lot);
 - 5. Joint-ventures, limited liability companies or partnership arrangements;
 - 6. Output contracts or other contracts for use of utility facilities (including contracts with large utility users);
 - 7. Development agreements which provide for guaranteed payments or property values from a developer;
 - 8. Grants or loans made to private entities, including special assessment agreements; and
 - 9. Naming rights arrangements.

Monitoring of private use should include the following:

- 1. Procedures to review the amount of existing private use on a periodic basis; and
- 2. Procedures for identifying in advance any new sale, lease or license, management contract, sponsored research arrangement, output or utility contract, development agreement or other arrangement involving private use of financed facilities and for obtaining copies of any sale agreement,

lease, license, management contract, research arrangement or other arrangement for review by bond counsel.

If the Compliance Officer identifies private use of facilities financed with tax-exempt or tax-advantaged debt, the Compliance Officer will consult with the Issuer's bond counsel to determine whether private use will adversely affect the tax status of the issue and if so, what remedial action is appropriate. The Compliance Officer should retain all documents related to any of the above potential private uses.

Qualified Tax-Exempt Obligations

If the Issuer issues "qualified tax-exempt obligations" in any year, the Compliance Officer shall monitor all tax-exempt financings (including lease purchase arrangements and other similar financing arrangements and conduit financings on behalf of 501(c)(3) organizations) to assure that the \$10,000,000 "small issuer" limit is not exceeded.

Federal Subsidy Payments

The Compliance Officer shall be responsible for the calculation of the amount of any federal subsidy payments and the timely preparation and submission of the applicable tax form and application for federal subsidy payments for tax-advantaged obligations such as Build America Bonds, New Clean Renewable Energy Bonds and Qualified School Construction Bonds.

Reissuance

The following policies relate to compliance with rules and regulations regarding the reissuance of Obligations for federal law purposes.

The Compliance Officer will identify and consult with bond counsel regarding any post-issuance change to any terms of an issue of Obligations which could potentially be treated as a reissuance for federal tax purposes.

Record Retention

The following policies relate to retention of records relating to the Obligations issued.

The Compliance Officer will:

- A. Coordinate with staff regarding the records to be maintained by the Issuer to establish and ensure that an issue remains in compliance with applicable federal tax requirements for the life of such issue.
- B. Coordinate with staff to comply with provisions imposing specific recordkeeping requirements and cause compliance with such provisions, where applicable.

- C. Coordinate with staff to generally maintain the following:
1. The Transcript relating to the transaction (including any arbitrage or other tax certificate and the bond counsel opinion);
 2. Documentation evidencing expenditure of proceeds of the issue;
 3. Documentation regarding the types of facilities financed with the proceeds of an issue, including, but not limited to, whether such facilities are land, buildings or equipment, economic life calculations and information regarding depreciation.
 4. Documentation evidencing use of financed property by public and private entities (e.g., copies of leases, management contracts, utility user agreements, developer agreements and research agreements);
 5. Documentation evidencing all sources of payment or security for the issue; and
 6. Documentation pertaining to any investment of proceeds of the issue (including the purchase and sale of securities, SLGs subscriptions, yield calculations for each class of investments, actual investment income received by the investment of proceeds, guaranteed investment contracts, and rebate calculations).
- D. Coordinate the retention of all records in a manner that ensures their complete access to the IRS.
- E. Keep all material records for so long as the issue is outstanding (including any refunding), plus seven years.

Continuing Disclosure

Under the provisions of SEC Rule 15c2-12 (the "Rule"), underwriters are required to obtain an agreement for ongoing disclosure in connection with the public offering of securities in a principal amount in excess of \$1,000,000. Unless the Issuer is exempt from compliance with the Rule as a result of certain permitted exemptions, the Transcript for each issue of Obligations will include an undertaking by the Issuer to comply with the Rule. The Compliance Officer of the Issuer will monitor compliance by the Issuer with its undertakings, which may include the requirement for an annual filing of operating and financial information and will include a requirement to file notices of listed "material events."

Conduit Bond Financings

In conduit bond financings, such as industrial revenue bonds or Midwestern Disaster Area Bonds, the Issuer is not in a position to directly monitor compliance with arbitrage requirements and qualified use requirements because information concerning and control of those activities lies with the private borrower. The Issuer's policy in connection with conduit financings is to

require that the bond documents in such financings impose on the borrower (and trustee or other applicable party) responsibility to monitor compliance with qualified use rules and arbitrage and other federal tax requirements and to take necessary action if remediation of nonqualified bonds is required.