

AUGUST MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, August 5, 2015, at 4:15 p.m.**, at the Merrill City Hall.

Voting members of Commission: Dave Sukow, Jean Ravn, Brian Artac, Melissa Schroeder, Troy Pieper, Ben Debroux and Michael Willman.

The following items will be included on the agenda:

1. Approve minutes from previous meetings.
2. Approve claims.
3. Public Comment
4. Discuss Cities policy for watering flower gardens, in or on public property.
5. Begin discussion/review of 2016 Operating Budget
6. Continued discussion of 2016 Capital Budget Requests.
7. Pool construction update
8. Request permission to apply for WDNR Urban Forestry Grant (authorize resolution)
9. Monthly reports.
10. Set date for next meeting.
11. Public comment
12. Adjournment

Submitted by

Mike Willman, Chairperson
Parks and Recreation Commission

The Merrill City Hall is accessible to the physical disadvantaged. If special accommodations are required, please contact City Hall at 536-5594.

PARKS AND RECREATION COMMISSION

July 1, 2015

The Merrill Parks and Recreation Commission met on Wednesday, July 1, 2015 at 5:15 p.m. at the City Hall.

Members Present: Mike Willman, Melissa Schroeder, Dave Sukow, Jean Ravn, Brian Artac, and Ben Debroux

Members Excused Absent: Troy Pieper

Department Staff Present: Dan Wendorf

Visitors: Dave Johnson, Jeremy Ratiiff, Judy Woller, Judy Sukow, Fred Heider

****Motion by Sukow, seconded by Artac to approve the minutes from the June 3, 2015 meeting.**

****Carried unanimously.**

****Motion by Sukow, seconded by Schroeder to approve the claims.**

Debroux asked Wendorf what Sparkle was and Wendorf replied that it was infield lime/chalk for the baselines used by baseball/softball user groups for games/tournaments.

****Carried unanimously.**

There was no public comment on the front end of the meeting.

The next item on the agenda was to discuss River Bend Trail Head planning. Wendorf explained that the River District Development Foundation has begun planning for the parcel they purchased from WPS at the end of Park Street. He explained they held a public planning meeting to begin gathering ideas for the use of the space and was hoping to get a feel from the Commission for what they feel the park should look like, function as, and could potentially accommodate. Wendorf informed the Commission that the information in their packets was a summary of the RDDF planning meeting and was to be used as a starting point with a wide range of great ideas. Debroux felt it would be a great area to promote the use of kayaking and fishing, as he mentioned he enjoys fishing that stretch of river below the dam and sees great potential in providing that opportunity for the public. Wendorf invited the Commission to pass along any thoughts they had moving forward so he can pass along to the RDDF planning committee.

The next item on the agenda was to introduce 2016 Capital Improvements and Equipment requests from the department. Wendorf began the discussion by informing the Commission of the recent settlement of the ADA Lawsuit. Wendorf stated that the items noted in the settlement will have to be our number one priority as there are deadlines for completion that must be met. He mentioned that we can still ask for other things but the settlement projects must be priority. Wendorf informed the commission that he is working on a better estimate for the ADA Settlement item and will hopefully have at the August meeting. With the amount and type of items included it will take a bit to compile all of the information. Wendorf also would like to include the following on the 2016 Capital Improvement request list: *Stange Park Pool Demolition & Construction of new pre-cast concrete restrooms - \$175,000

(like at Riverside park). Wendorf stated that the old pool is in great need of removal and by removing the pool and building new restrooms it will enhance the aesthetics of the park while adding greenspace to the entrance of the park.

***Smith Center HVAC preventative maintenance continued – \$43,000**

Wendorf stated this was established by the Commission three years ago to be proactive in replacing the HVAC equipment inside the Smith Center as it is all the same age and would allow for re-investing in replacing rather than continually repairing. This year's replacements would include water heaters in the Zamboni Pit, Locker Rooms 1,2,3, and the Concession Area.

***Stange Park Tennis Court Rehab & Re-fencing – \$25,500**

Wendorf stated that the tennis courts and fencing in Stange Park are in great need of repair and would greatly increase the aesthetics of the front end of the park, along with hopefully the removal of the old pool and construction of new restrooms.

***Normal Park Restrooms - \$80,000**

Wendorf stated that with the \$20,000 allocated to the Normal Park Restrooms from the Tornado Salvage Timber Sale from the City Forest and the recent efforts of the Normal Park Improvement group it would greatly increase the chances of the construction of the most needed facility within that park. Normal Park has seen a remarkable increase in usage since the City took over and the events are growing. Restrooms are very much needed at Normal Park and this could be used as a match from the fundraising group, as the recent plans included a multi-functional building on the property to include restrooms, warming house, shelter area, and some storage.

***Existing Trail Improvements – \$25,000**

Wendorf is requesting these funds to purchase enough granite to repair existing trails at the MARC and Prairie Trails as well as re-fill areas that have eroded over time. The trails at the MARC are used quite extensively with all of the activities occurring and would really be a good investment to make sure they are in great shape.

Capital Equipment:

Wendorf stated he discussed a number of items with the City Mechanics at the Street Department to determine which pieces of equipment, in their opinion, should be replaced in the near future. Those items include:

***Flower Watering Truck - \$5,000-\$7,500**

Wendorf informed the Commission that the Gravely Treker is once again out of service due to a broken gear box. The UTV experiment needs to come to an end if we are going to continue watering flowers. Wendorf stated he would like to speak with local dealerships to see if they would be willing to work with us on a used auction truck (1/4 or 1/2 ton). Wendorf stated we have stuck way too much money into trying to make something smaller work that just isn't delivering.

***Infield Conditioner - \$15,000**

New infield conditioner/dragger to replace the Smithco we purchased 11 years ago. The old Toro we have still runs fine and would fetch little on trade but the Smithco model we have is starting to need repairs and the parts are more expensive.

***Broom for lawn tractor - \$5,000**

Purchase a small broom for the front of the lawn tractor we purchased last year with a cab. This will save a lot of time on our snow removal for sidewalks especially, as well as allow us to broom rinks more efficiently. Maximizes staff efficiency on the days where we get only 1-2 inches of snow (which have been quite common over the past number of years).

***50-60 hp Tractor to replace the John Deere 2210 - \$70,000**

This would be a slightly bigger tractor with horse power more suited to run our large field mower (Rhino). It would also have a loader bucket to allow more trail work and park work for granite, topsoil,

infield mix, etc. The old tractor is over 20 years old and is beginning to need expensive repairs much more frequently.

***Tandem Axle Car Hauler Trailer - \$8,000**

This would replace our current car hauler that is over 20 years old that has had a bent back axle for a number of years. We use this trailer to transport park equipment, picnic tables, mowing equipment, trees, etc.

Wendorf stated this was preliminary for the Commission to think about as he wanted to make sure they had enough time before the budgeting process begins.

****Motion Schroeder, seconded by Artac to recess from the current agenda to allow for the public hearing**

****Carried unanimously.**

****Motion Sukow, seconded by Schroeder to open the Public Hearing at 6:00 p.m. for the Bike & Pedestrian Plan**

****Carried unanimously**

Fred Heider opened the hearing with a synopsis on the process of the plan and the resulting contents

Judy Woller, N1601 Spile Dam Road, asked what was to become of the bike routes and how they would be related to the plan. She wondered about the width of the street in the 800 block of East 1st Street. Wendorf informed her that was the Bike Route Designation process and that was altered by the Commission a number of months ago to detour bikes around that block.

Jeremy Ratliff, Foto News, questioned what were the costs to this plan? Fred stated he did not have any costs, the plan is meant to be a guideline for reference on future projects. Wendorf echoed his comments and hopes the plan is considered as it addresses a host of fantastic pedestrian hurdles that have existed for decades in Merrill.

There was no other public comment.

****Motion Schroeder, seconded Sukow to close the public hearing**

****Carried unanimously.**

The next item on the agenda was moved up at the request of the Chairperson to review and approve the WisDOT Bicycle & Pedestrian Plan for the City of Merrill

****Motion Sukow, seconded by Artac to approve the plan**

Fred Heider noted that the WisDOT Bike Coordinator did have a chance to review and endorse the plan. He noted that there were some minor suggestions the Coordinator had and would forward onto Wendorf to disperse to the Commission. Willman asked if the \$10,000 that was budgeted for the Bike Route Designation was still available, to which Wendorf stated yes and that the Street Department would begin on the Routes shortly after receiving their new line striper for roads the following week.

Willman suggested possibly looking into budgeting that amount each year (\$10,000) to go towards improvements indicated within the Bicycle and Pedestrian Plan.

***Sukow had to leave the meeting at 6:30 p.m.

**Motion Carried Unanimously.

Under monthly reports, Wendorf asked for questions and after hearing none mentioned that things were going well. Although very busy with projects and programs, Wendorf stated that it was very exciting to see the many wonderful things going on within the department and around the community.

**Motion Artac, seconded by Schroeder to approve monthly reports.

**Carried unanimously.

The next regularly scheduled Parks & Recreation Commission Meeting will be Wednesday, August 5th, 2015 at 4:15 p.m. in the Council Chambers at the Merrill City Hall.

There was no public comment.

**Motion Artac, seconded by Debroux to adjourn at 6:40 p.m.

**Carried unanimously.

Respectfully Submitted,

Dan Wendorf
Recording Secretary

		JULY			
ACE HARDWARE	GLOVES	6/2/2015		\$31.48	55200-03-40000
ACE HARDWARE	CHIP BRUSH/ROLLER COVERS	6/4/2015		\$14.48	55200-03-40000
ACE HARDWARE	SINGLE CUT KEY	6/11/2015		\$7.16	55200-03-40000
ACE HARDWARE	TRASH CAN	6/12/2015		\$51.98	55200-03-40000
ACE HARDWARE	BLADE RECIP.	6/15/2015		\$11.96	55200-03-40000
ACE HARDWARE	GALLON PERENNIAL ANY VARIET.	6/18/2015		\$15.00	55200-08-91000
ACE HARDWARE	MULCH CEDAR BARK	6/18/2015		\$121.79	55200-08-91000
ACE HARDWARE	FASTENERS	6/19/2015		\$2.45	55200-03-40000
ACE HARDWARE	GLOVES	6/23/2015		\$17.47	55200-03-40000
ACE HARDWARE	BLADE RECIP.	6/16/2015		\$5.98	55200-03-40000
ACE HARDWARE	SINGLE CUT KEY	7/13/2015		\$3.58	55200-03-40000
ACE HARDWARE	HORNET SPRAY	6/24/2015		\$39.92	55200-03-40000
ACE HARDWARE	BROOM/CONCRETE MIX/BLADE	7/9/2015		\$39.96	55200-03-40000
ACE HARDWARE	FASTENERS	7/10/2015		\$29.27	55200-03-40000
ACE HARDWARE	BOLTS	7/13/2015		\$25.19	55200-03-40000
ACE HARDWARE	ACE WASP SPRAY/WHEEL GRIND	7/10/2015		\$46.89	55200-03-40000
ACE HARDWARE	BASKETBALL NET	7/13/2015		\$6.74	55200-03-40000
ACE HARDWARE	HOSE	7/15/2015		\$49.98	55200-03-40000
ACE HARDWARE	TRASH CAN	7/21/2015		\$67.97	55200-08-91000
ACE HARDWARE	BOLTS	7/20/2015		\$9.56	55200-03-50000
AL SCHMIDT	SECURITY DEPOSIT	7/8/2015	VOUCHER	\$50.00	10-21-7200
ALEXIS KOLLMER	SECURITY DEPOSIT	6/29/2015	VOUCHER	\$50.00	10-21-7200
AMERICAN WELDING & GAS	CYLINDER RENTAL	6/30/2015	3370551	\$45.90	55200-02-15000
AMERICAN WELDING & GAS	CYLINDER RENTAL	6/30/2015	3369781	\$33.00	55200-02-15000
AMY PIKUS	SECURITY DEPOSIT	7/21/2015	VOUCHER	\$50.00	10-21-7200
ANDREA GRAVEEN	SECURITY DEPOSIT	6/15/2015	VOUCHER	\$50.00	10-21-7200
ANDREA KOTTMAN	SECURITY DEPOSIT	7/21/2015	VOUCHER	\$50.00	10-21-7200
ANDREA LAGUNES	SECURITY DEPOSIT	6/15/2015	VOUCHER	\$50.00	10-21-7200
APRIL VIRTALA	ZUMBA CLASS CANCELLED	7/7/2015	VOUCHER	\$24.00	
ASHLEY ROMATISKI	PROGRAMS	6/30/2015	VOUCHER	\$40.00	
ATCO INTERNATIONAL	CENTURION/SUPPRESS	6/22/2015	132383	\$232.50	55200-03-40000

BAJA'S	T SHIRTS	6/17/2015	16687	\$116.25	55300-03-41500
BAJA'S	T-SHIRTS	6/23/2015	16692	\$225.00	55300-03-41500
BAJA'S	TENNIS SHIRTS	6/29/2015	16700	\$156.00	55300-03-41500
BAJA'S	SHIRTS	6/17/2015	16686	\$74.75	55300-03-41500
BASEMAN SHOES	WORK BOOTS FOR ADAM BERRETH	6/19/2015		200.44	
BAUERNFEIND	COPY MACHINE	7/17/2015	74674	\$442.40	55300-03-41500
BAUMGART WASTE REMOVAL	WASTE HAULING	7/1/2015		\$83.00	55400-02-23600
BELL TOWER	SECURITY DEPOSIT	7/21/2015	VOUCHER	\$50.00	10-21-7200
BIBLE PRESBYTERIAN CHURCH	SECURITY DEPOSIT	6/23/2015	VOUCHER	\$50.00	10-21-7200
BOB'S WEST 64	MOUNT AND BALANCE TIRE	7/2/2015	61722	\$25.44	55200-03-50000
BRENDA RASMUSSEN	PROGRAM CANCELLED	7/28/2015	VOUCHER	\$26.00	
BREWERS	BUS TRIP	7/28/2015	914909	\$678.00	55300-03-41500
BRIAN BELSKY	ZUMBA CLASS CANCELLED	7/7/2015	VOUCHER	\$24.00	
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	6/1/2015	50206	\$125.00	55200-02-15000
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	6/1/2015	50207	\$375.00	55200-02-15000
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	6/15/2015	50353	\$150.00	55200-02-15000
CENTRAL WISCONSIN WHOLESALE PARTS	INVOICE 12142	6/30/2015		\$196.12	55200-03-50000
CENTRAL WISCONSIN WHOLESALE PARTS	COOPER STARFIRE	7/2/2015	12216	\$141.32	55200-03-50000
CHAD SAMPO	SECURITY DEPOSIT	7/13/2015	VOUCHER	\$50.00	10-21-7200
CHRIS SARVER	SECURITY DEPOSIT	7/21/2015	VOUCHER	\$50.00	10-21-7200
CHRISTI STELLINGWORTH	SECURITY DEPOSIT	7/28/2015	VOUCHER	\$50.00	10-21-7200
CHRISTY WIESNESKI	SECURITY DEPOSIT SMITH CENTER	6/26/2015	VOUCHER	\$100.00	10-21-7100
CITY PAGES	ADVERTISEMENT	7/21/2015	218833	\$290.80	55400-03-41000
CK AUTO GLASS	DOMESTIC WINSSHIELD	6/11/2015	9597	\$200.00	55200-03-50000
COLLEEN SAYRE	SECURITY DEPOSIT	7/28/2015	VOUCHER	\$50.00	10-21-7200
CONNIE HINTZE	SECURITY DEPOSIT	6/15/2015	VOUCHER	\$50.00	10-21-7200
COUNCIL GROUNDS	KAYAK RENTAL	6/28/2015		\$96.00	55300-03-41500
CTL	NIFTYNABBER	6/24/2015	S1920579	\$150.92	55200-08-90500
CTL	TOWEL SERIES 2000 KRAFT	7/27/2015	S19334432.001	\$297.55	55200-03-40000
CUB SCOUT PACK #502	SECURITY DEPOSIT	7/21/2015	VOUCHER	\$50.00	10-21-7200
DAVE STENBERG	SECURITY DEPOSIT	7/13/2015	VOUCHER	\$50.00	10-21-7200
DAVES COUNTY MARKET	SUMMER PLAYGROUND	6/9/2015		\$6.67	55300-03-41500

DAVE'S COUNTY MARKET	SUMMER PLAYGROUND	6/10/2015		\$8.96	55300-03-41500
DAVE'S COUNTY MARKET	PROGRAMS	6/19/2015		\$57.14	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND	7/2/2015		\$14.94	55300-03-41500
DAVE'S COUNTY MARKET	SHARPIE'S	7/7/2015		\$8.55	55300-03-41500
DAVE'S COUNTY MARKET	SNACKS	7/27/2015		\$13.77	55300-03-41500
DAVE'S COUNTY MARKET	FIRST AIDE SUPPLIES	7/16/2015		\$16.45	55200-03-41500
DAVE'S COUNTY MARKET	YOUNG EXPLORERS CAMP	7/24/2015		\$41.79	55300-03-41500
DAWN BISHOP	SECURITY DEPOSIT	6/15/2015	VOUCHER	\$50.00	10-21-7200
DEBRA RAJEK	SECURITY DEPOSIT	7/28/2015	VOUCHER	\$50.00	10-21-7200
DON HEYEL	SECURITY DEPOSIT	7/13/2015	VOUCHER	\$50.00	10-21-7200
DON HEYEL	SECURITY DEPOSIT	7/28/2015	VOUCHER	\$50.00	10-21-7200
ENVIRONMENTAL CHEMICAL ENTERPRISES	DUST MOP TREATMENT	7/14/2015	E342A	\$321.23	55400-03-50000
ENVIRONMENTAL CHEMICAL ENTERPRISES	GUM REMOVER	7/14/2015	E342B	\$284.54	55200-03-40000
ERIC GEISS	SECURITY DEPOSIT	7/28/2015	VOUCHER	\$50.00	10-21-7200
FASTENAL	CAUTION TAPE	6/19/2015	WIMER81979	\$17.92	55200-03-400000
FASTENAL	PARTS FOR SHOP	7/7/2015	WIMER82288	\$23.00	55200-03-40000
FASTENAL	PARTS FOR SHOP	7/7/2015	WIMMER82289	\$16.08	55200-03-40000
FASTENAL	PARTS FOR SHOP	7/15/2015	WIMER82435	\$28.15	55200-03-40000
FASTENAL	PARTS FOR SHOP	7/10/2015	WIMER82359	\$14.70	55200-03-40000
FASTENAL	EAR PLUGS	7/15/2015	WIMER82434	\$50.43	55200-03-40000
FAYE KRENZKE	SECURITY DEPOSIT	6/22/2015	VOUCHER	\$50.00	10-21-7200
G & K SERVICES	MOPS/MATS	6/11/2015	1016262925	\$237.67	55400-02-23250
G & K SERVICES	JIM/JOE UNIFORM	6/4/2015	1016260039	\$66.43	55200-03-46000
G & K SERVICES	JIM/JOE UNIFORM	6/11/2015	1016262933	\$66.43	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	6/18/2015	1016265870	\$66.43	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	6/25/2015	1016268784	\$66.43	55200-03-46000
G & K SERVICES	MATS/MOPS	7/9/2015	1016274506	\$261.45	55400-02-23250
G & K SERVICES	UNIFORMS JIM/JOE	7/2/2015	1016271665	\$91.77	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	7/9/2015	1016274516	\$92.21	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	7/16/2015	1016277427	\$92.21	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	7/23/2015	1016280270	\$92.21	55200-03-46000
GLORIA KOTTMAN	SECURITY DEPOSIT	7/21/2015	VOUCHER	\$50.00	10-21-7200

HAVEN	SECURITY DEPOSIT	6/15/2015	VOUCHER	\$50.00	10-21-7200
HEARTLAND COOPERATIVE	MISC. HARDWARE	6/17/2015		\$184.00	55200-08-91000
HEARTLAND COOPERATIVE	MISC. LIQ. CHEM	6/15/2015		\$92.50	55200-08-91000
HEARTLAND COOPERATIVE	GENERIC ROUND UP	7/14/2015	292650	\$92.00	55200-08-91225
HEATHER POPHAL	SECURITY DEPOSIT	6/29/2015	VOUCHER	\$50.00	10-21-7200
JAKES JUMPERS	JUMP HOUSES LABOR DAY	7/28/2015		\$50.00	LABOR DAY
JENNIFER CHARBARNEAU	SECURITY DEPOSIT	6/15/2015	VOUCHER	\$50.00	10-21-7200
JERRY HOOK	SECURITY DEPOSIT	7/7/2015	VOUCHER	\$50.00	10-21-7200
JOANN BEYER	SECURITY DEPOSIT	7/13/2015	VOUCHER	\$50.00	10-21-7200
JOANN BEYER	OVERPAYMENT	7/13/2015	VOUCHER	\$10.00	45200-46722
JODY SHERFINSKI	SECURITY DEPOSIT	6/15/2015	VOUCHER	\$50.00	10-21-7200
JOSH HIPKE	SOCCER CAMP	7/7/2015	VOUCHER	\$375.00	55300-03-41000
LAURA MARNHOLTZ	SECURITY DEPOSIT	6/29/2015	VOUCHER	\$50.00	10-21-7200
LAUREE ODAY	CANCELLATION	6/16/2015	VOUCHER	\$50.00	45200-46722
LAUREE ODAY	CANCELLATION	6/16/2015	VOUCHER	\$50.00	10-21-7200
LAURIE ANDREAS	SECURITY DEPOSIT	7/21/2015	VOUCHER	\$50.00	10-21-7200
LEE RECREATION	PIC TABLES FOR DOWNTOWN	6/15/2015	10186-15	\$1,950.00	KATHY U
LUANN JACOBSON	SECURITY DEPOSIT	6/22/2015	VOUCHER	\$50.00	10-21-7200
MARK MARSCEAU	SECURITY DEPOSIT	7/28/2015	VOUCHER	\$50.00	10-21-7200
MARK YELLSTROM	SECURITY DEPOSIT	6/23/2015	VOUCHER	\$50.00	10-21-7200
MARLA RIEMANN	SECURITY DEPOSIT	6/22/2015	VOUCHER	\$50.00	10/21/7200
MARY JO MESSERSCHMIDT	SECURITY DEPOSIT	6/29/2015	VOUCHER	\$50.00	10-21-7200
MATT KLEINHANS	SECURITY DEPOSIT	6/15/2015	VOUCHER	\$50.00	10-21-7200
MECHANICAL INCORPORATED	CHECK CONCESSION STAND	7/16/2015	47880	\$196.00	55400-03-50000
MELONIE ETERNICKA	PROGRAM CANCELLED	7/28/2015	VOUCHER	\$26.00	
MENARDS	PIC TABLES FOR DOWNTOWN	8/8/2015		\$366.60	KATHY U
MENARDS	ASPHALT	8/8/2015		\$766.54	55200-08-91000
MENARDS	TREATED BRIDGE STRINGERS	7/14/2015	30460496	\$50.00	55200-08-91000
MERRILL DISTRIBUTING	PLASTIC LINERS	6/10/2015	1288943	\$82.40	55400-03-50000
MERRILL DISTRIBUTING	HAND CLEANER/URNIAL BLOCKS/GLOVES	7/22/2015	971956	\$413.95	55200-03-400000
MERRILL DISTRIBUTING	INVOICE 1288943/1292324	7/10/2015	974956	\$413.95	55400-03-50000
MERRILL FOTO NEWS/COURIER	ADVERTISEMENT	7/27/2015		\$392.00	55400-03-41000

MERRILL STREET DEPARTMENT	P-18	6/2/2015	6632	\$92.22	55200-03-50000
MERRILL STREET DEPARTMENT	P-8	6/2/2015	6631	\$67.06	55200-03-50000
MERRILL STREET DEPARTMENT	P-7	6/2/2015	6628	\$258.12	55200-03-50000
MERRILL STREET DEPARTMENT	P-21	6/2/2015	6620	\$114.85	55200-03-50000
MERRILL STREET DEPARTMENT	P-5	6/2/2015	6622	\$35.16	55200-03-50000
MERRILL STREET DEPARTMENT	P-21	6/2/2015	6626	\$230.73	55200-03-50000
MERRILL STREET DEPARTMENT	P-5	6/2/2015	6629	\$102.39	55200-03-50000
MERRILL STREET DEPARTMENT	P-8	6/2/2015	6655	\$179.27	55200-03-50000
MERRILL STREET DEPARTMENT	P-0	6/2/2015	6658	\$26.52	55200-03-50000
MERRILL STREET DEPARTMENT	P-10	5/14/2015	6610	\$1,086.20	55200-03-50000
MERRILL STREET DEPARTMENT	P-14	6/1/2015	6627	\$127.51	55200-03-50000
MERRILL STREET DEPARTMENT	P-6	6/1/2015	6621	\$146.64	55200-03-50000
MERRILL STREET DEPARTMENT	P-6	6/24/2015	6660	\$490.67	55200-03-50000
MERRILL WATER UTILITY	SOCCER STAND	7/10/2015	106-00943-00	\$101.86	55200-02-21000
MERRILL WATER UTILITY	MARC STANG	7/10/2015	106-00941-06	\$285.96	55200-02-21000
MERRILL WATER UTILITY	MARC	7/10/2015	106-00940-00	\$585.10	55400-02-21000
MERRILL WATER UTILITY	LIONS PARK	7/10/2015	116-02440-00	\$306.20	55200-02-21000
MERRILL WATER UTILITY	SWIMMING POOL	7/10/2015	116-02640-13	\$274.16	55200-02-21000
MERRILL WATER UTILITY	OTT'S PARK SHELTER	7/10/2015	102-38140-13	\$23.79	55200-02-21000
MERRILL WATER UTILITY	OTT'S PARK BATHROOM	7/10/2015	102-38040-13	\$60.53	55200-02-21000
MERRILL WATER UTILITY	STANGE'S KITCHENETTE BATHROOM	7/10/2015	112-01540-13	\$107.76	55200-02-21000
MERRILL WATER UTILITY	STANGE'S KITCHENETTE	7/10/2015	112-01440-13	\$23.79	55200-02-21000
MERRILL WATER UTILITY	MARC	8/10/2015	350-31240-00	\$87.00	55400-02-21000
MERRILL WATER UTILITY	RIVERSIDE PARK	8/10/2015	330-51040-13	\$86.11	55200-02-21000
MERRILL WATER UTILITY	RIVERSIDE PARK	8/10/2015	330-51240-13	\$34.10	55200-02-21000
MERRILL YOUTH HOCKEY	LLE	6/1/2015	137	\$165.00	LLE
NAOMI GROVENBURG	SECURITY DEPOSIT	6/15/2015	VOUCHER	\$50.00	10-21-7200
NAPA AUTO PARTS	HOSE CLAMP/STIK HOS	6/20/2015	543203	\$5.08	55200-03-50000
NAPA AUTO PARTS	BATTERY	7/15/2015	547676	\$81.54	55200-03-50000
NELSON'S POWER HOUSE	TRIMMER LINE/MOWER BLADE	6/30/2015	13648	\$114.75	55200-03-40000
NELSON'S POWER HOUSE	HUSQVARNA BLOWER	7/21/2015	13873	\$159.95	55200-08-90500
NELSON'S POWER HOUSE	GRAVELY MOWER BLADE	7/21/2015	13873	\$178.14	55200-03-50000

NEW TESTAMENT CHURCH	SECURITY DEPOSIT	6/29/2015	VOUCHER	\$50.00	10-21-7200
NORTHWOODS NURSERY, LLC	TREES	6/30/2015	71666	\$1,216.00	ATC PLANTING GRANT
REINDERS	TURFACE	6/11/2015	925203	\$988.75	55200-08-91000
RIESTERER AND SCHNELL	PARTS	6/30/2015		\$116.82	55200-03-500000
RIESTERER AND SCHNELL	TIRE/MOWER BLADE/WHEEL/BLADE	6/30/2015	855350	\$116.82	55200-03-50000
RIVER VALLEY BANK	SECURITY DEPOSIT	6/29/2015	VOUCHER	\$50.00	10-21-7200
ROBERT LOCKE	SECURITY DEPOSIT	6/29/2015	VOUCHER	\$50.00	10-21-7200
S & S WORLDWIDE	SUMMER PLAYGROUND	7/15/2015		\$26.45	55300-03-41500
SAM KOHNHORST	SECURITY DEPOSIT	7/28/2015	VOUCHER	\$50.00	10-21-7200
SANDRA ELLIS	SECURITY DEPOSIT	7/13/2015	VOUCHER	\$50.00	10-21-7200
SANDRA RASMUSSEN	SECURITY DEPOSIT	7/28/2015	VOUCHER	\$50.00	10-21-7200
SANDY RASMUSSEN	SECURITY DEPOSIT	7/28/2015	VOUCHER	\$50.00	10-21-7200
SARA KLEBENOW	SECURITY DEPOSIT	6/28/2015	VOUCHER	\$15.00	
SECURITY FENCE	CHAIN LINK FENCE	6/16/2015	19639-2015	\$21,497.00	BIERMAN LIONS PARK
STUDIO 808	SUMMER PLAYGROUND	6/30/2015		\$280.00	55300-03-41500
SUE PILLAI	SECURITY DEPOSIT	7/28/2015	VOUCHER	\$50.00	10-21-7200
THE COSMO THEATRE	SUMMER PLAYGROUND	7/13/2015		\$432.00	55300-03-41500
THE PATRIOT	ADVERTISEMENT	6/30/2015	15060119	\$246.00	55400-03-41000
TRANTOW DO IT CENTER	TREATED PINE	6/12/2015	452302	\$64.08	55200-03-40000
TRANTOW DO IT CENTER	TREATED PINE	6/30/2015	16448	\$64.08	55200-08-91000
TRANTOW DO IT CENTER	TREATED PINE	7/6/2015	453376	\$489.72	55200-08-91000
TRANTOW DO IT CENTER	TREATED PINE	7/9/2015	753617	\$279.75	55200-08-91000
TRANTOW DO IT CENTER	TREATED PINE	7/10/2015	453659	\$224.91	55200-08-91000
TRENT LAMBRECHT	SECURITY DEPOSIT	6/30/2015	VOUCHER	\$50.00	10-21-7200
VIRGINA SIMON	SECURITY DEPOSIT	6/15/2015	VOUCHER	\$50.00	10-21-7200
WALMART	PROGRAMS	6/12/2015		\$75.83	55300-03-41500
WALMART	PROGRAMS	6/15/2015		\$23.52	55300-03-41500
WALMART	PROGRAMS	6/24/2015		\$100.55	55300-03-41500
WALMART	PROGRAMS	7/7/2015		\$27.54	55300-03-41500
WALMART	PROGRAMS	7/13/2015		\$43.05	55300-03-41500
WATER TECHNOLOGY INC	AQUATIC CENTER	6/30/2015	R14207.01	\$4,000.00	AQUATIC CENTER
WAUSAU TILE	BENCH	6/30/2015	485959	\$1,443.92	55200-08-91000

WPS	MARC SIGN	6/11/2015	0405061701-00002	\$33.25	55200-02-22000
WPS	MARC STAND	6/11/2015	0405061701-00018	\$58.67	55200-02-22000
WPS	SOCCER STAND	6/11/2015	0405061701-00011	\$37.52	55200-02-22000
WPS	SMITH CENTER	6/11/2015	0405061701-00003	\$1,502.45	55400-02-22000
WPS	MARC STAND	7/13/2015	405061701-00018	\$58.03	55200-02-22000
WPS	SOCCER STAND	7/13/2015	405061701-00011	\$157.69	55200-02-22000
WPS	MARC SIGN	7/13/2015	405061701-00002	\$35.48	55400-02-22000
WPS	SMITH CENTER	7/13/2015	405061701-00003	\$1,580.90	55400-02-22000

**SAMPLE COMBINED AUTHORIZING RESOLUTION FOR
URBAN FORESTRY GRANT AND
URBAN FORESTRY CATASTROPHIC STORM GRANT PROGRAMS**

INSTRUCTIONS

For a given grant cycle, each applicant (municipality, tribal government, or non-profit 501(c)(3)) must submit to the DNR an *Authorizing Resolution*, approved by their governing body, that indicates an "Authorized Representative." The Authorized Representative is defined here as an office, officer, or employee of the applicant, being given authority to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

We strongly recommend that the Authorized Representative be listed as the title of a position, rather than name of an employee. Employee changes (retirement, changing jobs, etc.) during a grant cycle cause the resolution to be ineffective.

The following is a sample *combined* authorizing resolution. It allows the Authorized Representative to submit both Urban Forestry and/or Urban Forestry Catastrophic Storm grant applications. This is strongly recommended, so that, if a catastrophic storm event occurs and the Governor declares a State of Emergency in the applicant's county, then the applicant's Authorized Representative already has the authority to apply for an Urban Forestry Catastrophic Storm grant.

Authorizing Resolution

WHEREAS, the applicant, (applicant name), is interested in obtaining a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects or urban forestry catastrophic storm projects specified in s. 23.097(1g) and (1r), Wis. Stats.;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the applicant, (applicant name), will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers (position title of Authorized Representative, i.e. City Forester, Director of Public Works), its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

BE IT FURTHER RESOLVED, the incumbent's name and current contact information is as follows:

Name	Phone Number	E-mail Address

Adopted this _____ day of _____, 20____.

I hereby certify that the foregoing resolution was duly adopted by (applicant) at a legal meeting on the _____ day of _____, 20____.

Authorized Signature	Title	Date Certified

City of Merrill Parks & Recreation Department

Net Cost (Expenses - Revenues) - 2016 Budget Proposal

Department	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 July 31st	2015 Projected	2016 Request	Budget Change
5200 Parks	\$288,347	\$292,005	\$279,291	\$281,658	\$276,326	\$292,179	\$144,461	\$285,568	\$306,842	\$14,463
5207 River Bend Trail									(\$5,400) **	(\$5,400)
5201 Athletic Park Lights	\$1,240	\$1,473	\$1,261	\$1,797	\$1,056	\$2,000	\$518	\$2,000	\$2,000	\$0
5202 Ott's - Field Lights	\$1,112	\$1,299	\$1,798	\$1,315	\$676	\$1,500	\$492	\$1,500	\$1,500	\$0
5203 Lion's - Field Lights									If installed - estimate \$1,500 with offsetting donations	
5300 Recreation	\$181,244	\$164,965	\$188,569	\$168,077	\$140,481	\$157,896	\$70,431	\$157,278	\$156,162	\$266
5400 MARC - Smith Center	\$32,193	\$62,555 Tornado*	\$64,726	\$47,308	\$56,222	\$55,654	\$37,287	\$56,190	\$53,825	(\$1,829)
5420 Pool - Aquatic Center	\$44,812	\$44,812	\$44,812	\$22,067	\$22,067	\$45,000	\$0	\$45,000	\$45,000	\$0
			Non-Lapsing	\$22,933	\$22,933	Will be transferred to Non-Lapsing			Plus \$50,500 from Non-Lapsing	
Total Summary	\$528,748	\$566,909	\$560,257	\$543,155	\$519,761	\$554,229	\$253,189	\$547,534	\$561,729	\$7,500

*Smith Center closed for six months in 2011 - tornado damages/repair process.

**Some Parks expenses will be to new separate Department.

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 Parks

	2013 ACTUAL	2014 ACTUAL	(-----2015 CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(-----2016 REQUESTED BUDGET	BUDGET CHANGE	PROPOSED BUDGET
REVENUES								
<u>Public Charges-Services</u>								
45200-46720 Park Revenue	4,021	8,698	7,750	965	7,750	7,750	0	
45200-46721 Memorial Forest Revenue	125	125	250	0	250	250	0	
45200-46722 Park Shelter Reservation Rev	6,164	6,819	6,500	6,217	6,500	6,750	250	
TOTAL Public Charges-Services	10,310	15,642	14,500	7,183	14,500	14,750	250	
<u>Miscellaneous Revenues</u>								
45200-48339 MADC Snow Plowing	991	1,601	1,000	1,144	1,144	1,250	250	
45200-48500 Park Donations-No Carryover	850	1,789	0	2,469	200	0	0	
45200-48550 Trees Planting Donations	0	0	0	250	250	0	0	
TOTAL Miscellaneous Revenues	1,841	3,390	1,000	3,863	1,594	1,250	250	
TOTAL REVENUES	12,151	19,032	15,500	11,045	16,094	16,000	900	

EXPENDITURES

Personnel Services

55200-01-11000 Salaries - Regular	29,150	31,485	32,919	18,922	32,919	34,079	1,160	
55200-01-21000 Wages - Para - Regular	89,067	90,266	91,842	55,739	102,500	111,283	19,441	
55200-01-22000 Overtime	6,859	5,784	4,500	2,093	4,500	4,500	0	
55200-01-23000 Longevity	315	315	315	0	315	315	0	
55200-01-25000 Wages - Temp - Regular	24,874	23,679	28,000	14,182	26,500	27,500	(500)	
55200-01-51000 Social Security	10,548	11,104	12,177	7,084	12,225	11,337	(840)	
55200-01-52000 Retirement (WRS)	8,710	9,524	9,918	5,844	10,750	8,770	(1,148)	
55200-01-54000 Health Insurance	37,316	35,348	33,145	14,649	28,000	30,920	(2,225)	
55200-01-55000 Life Insurance	240	245	225	138	250	300	75	
TOTAL Personnel Services	207,080	207,751	213,041	118,652	217,959	229,004	15,963	

55200-01-11000 Salaries - Regular

PERMANENT NOTES:

Includes 50% of Parks & Recreation Director position which is moving through compensation steps.

55200-01-21000 Wages - Para - Regular

PERMANENT NOTES:

Effective June 2015, includes shared Transit/Parks Laborer position. Employee moving through compensation steps.

55200-01-25000 Wages - Temp - Regular

PERMANENT NOTES:

LTE wage rate of \$11.00 per hour as of summer 2015. Includes Flower Watering (about 360 Hours).

55200-01-54000 Health Insurance

PERMANENT NOTES:

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 Parks

	2013 ACTUAL	2014 ACTUAL	(-----) 2015 CURRENT BUDGET	(-----) 2015 Y-T-D ACTUAL	(-----) 2015 PROJECTED YEAR END	(-----) 2016 REQUESTED BUDGET	(-----) 2016 BUDGET CHANGE	(-----) 2016 PROPOSED BUDGET
Health Incentive Program - two employees.								
Contractual Services								
55200-02-15000 Contract Services	9,365	11,946	10,500	2,198	10,500	10,500	0	
55200-02-21000 Water and Sewer	8,039	7,706	8,000	2,044	8,000	9,000	1,000	
55200-02-22000 Electric and Natural Gas	6,666	7,450	12,500	3,742	0	12,500	0	
55200-02-24100 Forest Road Repairs	0	0	500	0	500	500	0	
55200-02-25000 Telephone	956	1,089	1,000	785	1,000	1,000	0	
TOTAL Contractual Services	25,026	28,192	32,500	8,769	20,000	33,500	1,000	
55200-02-21000 Water and Sewer	PERMANENT NOTES: Includes \$1,000 for new Parks Maintenance Facility.							
55200-02-22000 Electric and Natural Gas	PERMANENT NOTES: Includes \$5,000 for new Parks Maintenance Facility.							
Supplies & Expenses								
55200-03-10000 Office Supplies	304	11	250	40	250	250	0	
55200-03-32000 Education & Conference	315	1,185	1,000	0	1,000	1,000	0	
55200-03-40000 Operating Supplies	5,899	7,943	10,000	6,246	10,000	10,000	0	
55200-03-43000 Vandalism Repair/Maintena	1,218	302	1,388	54	1,388	1,388	0	
55200-03-46000 Uniform Services	2,401	2,965	2,250	1,699	2,750	3,000	750	
55200-03-46500 Safety Toe Boots	153	195	250	313	313	500	250	
55200-03-50000 Repair/Maint. Supplies	15,226	14,986	11,500	7,528	13,000	11,500	0	
55200-03-53000 Gas & Oil-Vehicles/Equip.	10,782	11,180	9,500	3,251	9,000	9,500	0	
55200-03-77000 Stump Removal	0	0	500	0	500	500	0	
TOTAL Supplies & Expenses	36,297	38,766	36,638	19,131	38,201	37,638	1,000	
Capital Outlay								
55200-08-90500 Park Equipment Outlay	628	426	2,000	546	2,000	1,000	(1,000)	
55200-08-91000 Park Improvements	15,531	11,675	13,000	5,989	13,000	13,000	0	
55200-08-91225 Weed Control	2,813	2,950	3,000	0	3,000	3,000	0	
55200-08-91500 Picnic Tables	0	545	1,000	619	1,000	1,000	0	
55200-08-92000 Trees & Beautification	6,436	5,053	6,500	1,800	6,500	6,500	0	
TOTAL Capital Outlay	25,407	20,649	25,500	8,954	25,500	24,500	(1,000)	
TOTAL EXPENDITURES	293,809	295,358	307,679	155,506	301,660	324,642	16,963	
REVENUE OVER/ (UNDER) EXPENDITURES	(281,658)	(276,326)	(292,179)	(144,461)	(285,566)	(308,642)	(16,463)	

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 Athletic Park Lights

	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDEGT	(----- 2016 -----) BUDGET CHANGE	(----- 2016 -----) PROPOSED BUDGET
EXPENDITURES								
Contractual Services								
55201-02-22000 Electric - Field Lights	1,797	1,056	1,800	920	1,800	1,800	0	
TOTAL Contractual Services	1,797	1,056	1,800	920	1,800	1,800	0	
Supplies & Expenses								
55201-03-50500 Field Light Replacement	0	0	200	0	200	200	0	
TOTAL Supplies & Expenses	0	0	200	0	200	200	0	
TOTAL EXPENDITURES	1,797	1,056	2,000	920	2,000	2,000	0	

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 Ott's Park Lights

	2013	2014	(----- 2015 -----)			(----- 2016 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
Contractual Services								
55202-02-22000 Electric - Field Lights	1,315	676	1,400	644	1,400	1,400	0	
TOTAL Contractual Services	1,315	676	1,400	644	1,400	1,400	0	
Supplies & Expenses								
55202-03-50500 Field Light Replacement	0	0	100	0	100	100	0	
TOTAL Supplies & Expenses	0	0	100	0	100	100	0	
TOTAL EXPENDITURES	1,315	676	1,500	644	1,500	1,500	0	

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 Lion's Park Lights

	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
REVENUES								
<u>Miscellaneous Revenues</u>								
45203-48500 Donations - Lion's Users	0	0	1,500	0	0	1,500	0	
TOTAL Miscellaneous Revenues	0	0	1,500	0	0	1,500	0	
TOTAL REVENUES	0	0	1,500	0	0	1,500	0	
EXPENDITURES								
<u>Contractual Services</u>								
55203-02-22000 Electric - Field Lights	0	0	1,400	0	0	1,400	0	
TOTAL Contractual Services	0	0	1,400	0	0	1,400	0	
55203-02-22000 Electric - Field Lights								
PERMANENT NOTES: If new field lights are purchased/installed, costs would be offset by user group donations.								
<u>Supplies & Expenses</u>								
55203-03-50500 Field Light Replacement	0	0	100	0	0	100	0	
TOTAL Supplies & Expenses	0	0	100	0	0	100	0	
TOTAL EXPENDITURES	0	0	1,500	0	0	1,500	0	
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	0	0	0	0	0	

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 Recreation Programs

	2013 ACTUAL	2014 ACTUAL	(-----) 2015 CURRENT BUDGET	(-----) 2015 Y-T-D ACTUAL	(-----) 2015 PROJECTED YEAR END	(-----) 2016 REQUESTED BUDEGT	(-----) 2016 BUDGET CHANGE	(-----) 2016 PROPOSED BUDGET
REVENUES								
Public Charges-Services								
45300-46745 WPA Ticket Sales	150	1,241	700	353	700	700	0	
45300-46750 Recreation Revenue	71,495	70,817	75,000	54,944	73,000	75,500	500	
TOTAL Public Charges-Services	71,645	72,059	75,700	55,297	73,700	76,200	500	
TOTAL REVENUES	71,645	72,059	75,700	55,297	73,700	76,200	500	
EXPENDITURES								
Personnel Services								
55300-01-11000 Salaries - Regular	29,145	31,483	32,919	18,922	32,919	34,079	1,160	
55300-01-21000 Wages - Perm - Regular	45,914	39,941	42,724	23,408	40,926	41,139	(1,585)	
55300-01-22000 Overtime	260	311	750	336	750	750	0	
55300-01-25000 Wages - Temp - Regular	74,210	59,937	70,500	37,647	72,500	73,000	2,500	
55300-01-51000 Social Security	10,729	10,059	11,218	6,243	11,500	11,415	197	
55300-01-52000 Retirement (WRS)	6,034	5,595	6,503	3,400	6,250	6,284	(219)	
55300-01-54000 Health Insurance	27,987	27,007	24,803	14,649	24,803	26,420	1,617	
55300-01-55000 Life Insurance	277	293	229	174	300	300	71	
TOTAL Personnel Services	194,555	174,626	189,646	104,781	189,948	193,387	3,741	
55300-01-11005 Salaries - Regular								
								PERMANENT NOTES: Includes 50% of Parks & Recreation Director position which is moving through compensation steps.
55300-01-25000 Wages - Temp - Regular								
								PERMANENT NOTES: Limited Term Employees and Regular Part-Time Employees. Several part-time employees moving through Steps. LTE wage of \$11.00 per hour as of summer 2015.
Contractual Services								
55300-02-22000 Electric and Natural Gas	1,151	1,610	1,200	1,116	1,225	1,250	50	
55300-02-22750 Fuel Oil	375	0	250	330	330	300	50	
55300-02-25000 Telephone	977	529	1,000	340	550	600	(400)	
TOTAL Contractual Services	2,503	2,139	2,450	1,786	2,105	2,150	(300)	
Supplies & Expenses								
55300-03-10000 Office Supplies	541	0	500	372	500	500	0	
55300-03-11000 Postage	970	968	950	574	950	950	0	
55300-03-13000 Copier	447	368	500	168	500	500	0	
55300-03-30000 Mileage	0	72	150	26	75	75	(75)	
55300-03-32000 Education & Conference	0	0	300	0	300	0	(300)	

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 Recreation Programs

	2013 ACTUAL	2014 ACTUAL	(-----) 2015 (-----)	(-----) 2016 (-----)				
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	BUDGET CHANGE	PROPOSED BUDGET
55300-03-40000 Operating Supplies	0	20	400	0	400	100	(300)	
55300-03-40200 WPRA Discount Tickets	138	682	700	0	700	700	0	
55300-03-41000 Self & Non-Support-Wages	2,685	3,975	3,000	690	3,000	3,000	0	
55300-03-41500 Self & Non-Support-Expens	35,883	29,690	35,000	17,331	32,500	33,000	(2,000)	
TOTAL Supplies & Expenses	40,664	35,775	41,500	19,161	38,925	38,825	(2,675)	
55300-03-4020WPRA Discount Tickets	PERMANENT NOTES: There is an offsetting Revenue account.							
55300-03-4100Self & Non-Support-Wages	PERMANENT NOTES: Wages paid to Per-Game Limited Term Employees (such as referees/scorekeepers) or sports camp instructors.							
TOTAL EXPENDITURES	237,722	212,540	233,596	125,728	230,978	234,362	766	
REVENUE OVER/(UNDER) EXPENDITURES	(166,077)	(140,481)	(157,896)	(70,431)	(157,278)	(158,162)	(266)	

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 MARC - Smith Center

	2013 ACTUAL	2014 ACTUAL	(-----) 2015 CURRENT BUDGET	(-----) 2015 Y-T-D ACTUAL	(-----) 2015 PROJECTED YEAR END	(-----) 2016 REQUESTED BUDECT	(-----) 2016 BUDGET CHANGE	(-----) PROPOSED BUDGET
REVENUES								
Taxes (or Utility Rev.)								
45400-41210 Room Tax - Tourism &	5,577	6,799	6,500	3,050	6,500	6,500	0	
TOTAL Taxes (or Utility Rev.)	5,577	6,799	6,500	3,050	6,500	6,500	0	
Public Charges-Services								
45400-46735 Multi-Purpose (Smith Ctr.)	78,556	69,364	85,000	37,869	80,000	85,000	0	
45400-46736 MARC Concession Rev.	3,050	3,983	2,400	1,400	2,400	2,400	0	
TOTAL Public Charges-Services	81,606	73,247	87,400	39,269	82,400	87,400	0	
TOTAL REVENUES	87,183	80,046	93,900	42,319	88,900	93,900	0	
EXPENDITURES								
Personnel Services								
55400-01-22000 Overtime	85	0	250	0	250	250	0	
55400-01-25000 Wages - Temp - Regular	41,481	37,076	41,000	25,895	41,000	42,500	1,500	
55400-01-51000 Social Security	3,050	2,862	3,250	2,085	3,100	3,250	0	
55400-01-52000 Retirement (WRS)	2,174	1,712	1,250	909	1,725	1,700	450	
55400-01-55000 Life Insurance	183	216	185	103	215	225	40	
TOTAL Personnel Services	46,973	41,866	45,935	28,993	46,290	47,925	1,990	
55400-01-25000 Wages - Temp - Regular								
PERMANENT NOTES: Two part-time employees moving through compensation steps.								
Contractual Services								
55400-02-16250 HVAC Service Contract	1,002	3,221	3,000	1,486	3,000	3,000	0	
55400-02-16500 Fire/Security Service Con	721	1,402	750	415	750	750	0	
55400-02-16700 Electrical Service Contra	0	0	500	0	500	500	0	
55400-02-16800 Door/Window Service	0	701	250	150	250	250	0	
55400-02-21000 Water and Sewer	2,788	3,188	3,250	1,892	3,250	3,250	0	
55400-02-22000 Electric and Natural Gas	38,872	42,654	44,069	25,823	44,000	44,000	(69)	
55400-02-23250 Cleaning - Mats/Rugs, Etc	2,739	2,722	2,750	1,426	2,750	2,750	0	
55400-02-23600 Waste Removal Services	754	1,101	750	498	750	750	0	
55400-02-25500 Fiber-Internet-Wireless	5,730	5,225	5,750	3,325	5,750	5,750	0	
TOTAL Contractual Services	52,606	60,215	61,069	35,016	61,000	61,000	(69)	
55400-02-22000 Electric and Natural Gas								
PERMANENT NOTES: Any remaining budgeted funds for Electric & Natural Gas is transferred into Non-Lapsing Account - future Smith Center Roof Replacement.								

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 MARC - Smith Center

	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	BUDGET CHANGE	PROPOSED BUDGET
Supplies & Expenses								
55400-03-10000 Office Supplies	270	606	500	71	500	500	0	_____
55400-03-20000 Business Tax Reg.-DOR	0	0	0	0	0	0	0	_____
55400-03-32000 Education & Conference	100	200	200	0	200	200	0	_____
55400-03-40000 Operating Supplies	1,949	1,489	3,000	581	2,000	3,000	0	_____
55400-03-41000 Public Relations/Marketin	12,950	11,981	17,000	8,482	15,000	15,000	(2,000)	_____
55400-03-44000 Janitor Supplies	26	839	1,250	123	1,000	1,000	(250)	_____
55400-03-46500 Safety Toe Boots	0	0	100	0	100	100	0	_____
55400-03-50000 Repair/Maint. Supplies	5,659	8,460	10,000	3,162	8,500	8,500	(1,500)	_____
55400-03-51500 Ice Machine Supplies	3,011	2,818	4,000	893	4,000	4,000	0	_____
TOTAL Supplies & Expenses	23,967	26,393	36,050	13,312	31,300	32,300	(3,750)	
55400-03-4100Public Relations/MarketingPERMANENT NOTES:								
Partially offsetting revenue from Room Tax - Tourism %.								
Capital Outlay								
55400-08-79000 MARC Crack Sealing	0	0	2,500	0	2,500	2,500	0	_____
55400-08-82000 MARC/Smith Improvements	10,946	7,794	4,000	2,285	4,000	4,000	0	_____
TOTAL Capital Outlay	10,946	7,794	6,500	2,285	6,500	6,500	0	
TOTAL EXPENDITURES	134,491	136,268	149,554	79,606	145,090	147,725	(1,829)	
REVENUE OVER/ (UNDER) EXPENDITURES	(47,308)	(56,222)	(55,654)	(37,287)	(56,190)	(53,825)	1,829	

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 Pool

	2015					2016		
	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	BUDGET	PROPOSED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDEGT	CHANGE	BUDGET
REVENUES								
Public Charges-Services								
45420-46734 Pool Revenue	0	0	0	0	0	21,500	21,500	
45420-46735 Pool Concession Revenue	0	0	0	0	0	3,500	3,500	
TOTAL Public Charges-Services	0	0	0	0	0	25,000	25,000	
45420-46734 Pool Revenue			PERMANENT NOTES: Total 2012 revenue of \$14,325 - Fees of \$12,701 and Concessions of \$1,624.					
Miscellaneous Revenues								
45420-48750 From Non-Lapsing Fund	0	0	0	0	0	50,500	50,500	
TOTAL Miscellaneous Revenues	0	0	0	0	0	50,500	50,500	
TOTAL REVENUES	0	0	0	0	0	75,500	75,500	
EXPENDITURES								
Personnel Services								
55420-01-22000 Overtime	0	0	0	0	0	500	500	
55420-01-25000 Wages - Temp - Regular	0	0	0	0	0	33,750	33,750	
55420-01-51000 Social Security	0	0	0	0	0	2,625	2,625	
TOTAL Personnel Services	0	0	0	0	0	36,875	36,875	
55420-01-2500 Wages - Temp - Regular			PERMANENT NOTES: Hours vary based upon weather conditions. 2009 - 2,393 Hours Worked 2011 - 2,277 Hours Worked 2010 - 2,443 Hours Worked 2012 - 2,253 Hours Worked					
55420-01-2500 Wages - Temp - Regular			CURRENT YEAR NOTES: For 2016, based upon 3,000 Hours at \$11.25 average wage.					
Contractual Services								
55420-02-21000 Water and Sewer	0	0	0	0	0	10,000	10,000	
55420-02-22000 Electric and Natural Gas	215	237	0	0	0	10,000	10,000	
55420-02-25000 New Facility Design	21,853	30,228	45,000	0	0	0	(45,000)	
TOTAL Contractual Services	22,067	30,465	45,000	0	0	20,000	(25,000)	
55420-02-2500 New Facility Design			PERMANENT NOTES: Planned transfer of 2015 budget \$45,000 into Non-Lapsing Fund for future operational expenses.					

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2015

10 -General Fund
 Pool

	2013	2014	(----- 2015 -----)			(----- 2016 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	BUDGET CHANGE	PROPOSED BUDGET
Supplies & Expenses								
55420-03-40000 Operating Supplies	0	0	0	0	0	10,000	10,000	
55420-03-40100 Pool Concession Supplies	0	0	0	0	0	3,250	3,250	
55420-03-40500 License Fee(s)	0	0	0	0	0	350	350	
55420-03-50000 Repair/Maint. Supplies	0	0	0	0	0	5,025	5,025	
TOTAL Supplies & Expenses	0	0	0	0	0	18,625	18,625	
TOTAL EXPENDITURES	22,067	30,465	45,000	0	0	75,500	30,500	
REVENUE OVER/(UNDER) EXPENDITURES	(22,067)	(30,465)	(45,000)	0	0	0	45,000	

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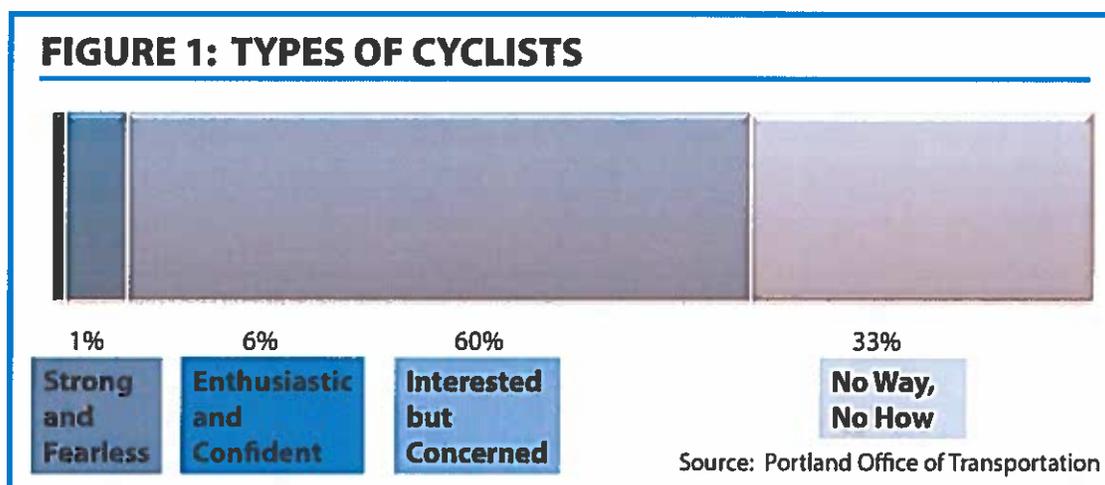
City of Merrill Bicycle and Pedestrian Plan Summary 2015

Prepared by North Central Wisconsin Regional Planning Commission

INTRODUCTION

The primary emphasis of this plan is to develop a more bicycle and pedestrian friendly transportation system in the City of Merrill. Biking and walking are essential to maintaining and promoting the quality of life for residents and visitors of Merrill.

FIGURE 1: TYPES OF CYCLISTS



TYPES OF CYCLISTS

The American population can be divided into four classes of bicyclists (see Figure 1):

- **1 percent describe themselves as “fearless.”**
These riders are confident in their abilities and will ride regardless of roadway condition, amount of traffic, or inclement weather.
- **6 percent call themselves “enthusiastic and confident.”**
Riders are comfortable sharing the road with motor vehicles, but they prefer to ride on separate facilities like bike lanes. May or may not ride in inclement weather.
- **60 percent are “interested but concerned” about their vulnerability.**
Very few of these people regularly ride a bicycle, but they like riding. They are concerned that their route is not safe to ride, so they don’t ride very often, and definitely do not ride when the weather is bad.
- **33 percent say “no way, no-how” to biking.**
They are not interested in bicycling at all, not even for recreation.

The challenge to increasing bicycling among the general population is making biking appeal to the large “interested but concerned” contingent.

By building a bicycle network that addresses the needs for the “interested but concerned” group, the more confident bike riders will also be served.

TYPES OF PEDESTRIANS

Everyone is a pedestrian at some point in their trip, whether it is from home to car, or walking to the bus stop.

There are essentially two groups of pedestrians:

- 1) general pedestrians who walk, and
- 2) pedestrians with limitations that make walking difficult or impossible.

The general pedestrian is anyone who can walk along and across streets without being limited by physical, sensory, or cognitive impairments.

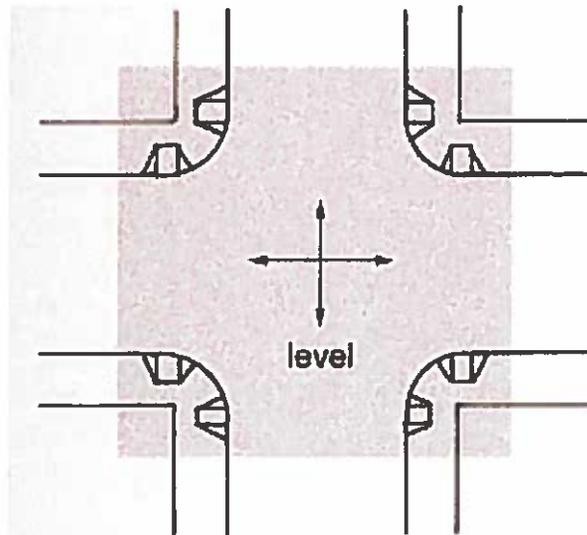
Other pedestrians, such as the elderly, children, people with physical or mental disabilities, and the blind may have limitations that make walking more challenging.

Facilities designed to assist pedestrians with limitations will be welcomed by everyone else.

FIGURE 2: CURB RAMP PLACEMENT AT INTERSECTION

The preferred design is to have a separate curb ramp aligned with each crossing direction to allow all pedestrians to cross at the same location. At most intersections, a pair of perpendicular curb ramps placed at 90 degree angles to one another is the optimal design for meeting these criteria.

The shaded area represents the portion of the intersection that should be level for pedestrian travel.



Source: FHWA, Designing Sidewalks and Trails for Access.

The challenge to increasing walking among the general population is making walking conditions safer for people with impairments.

Repairing the existing infrastructure to accommodate pedestrians with various impairments will also inspire others to get out and walk.

Lions Park Stairs



Trails and Bridges in Stange Park



Taylor Street Bike Lanes



East 1st Street

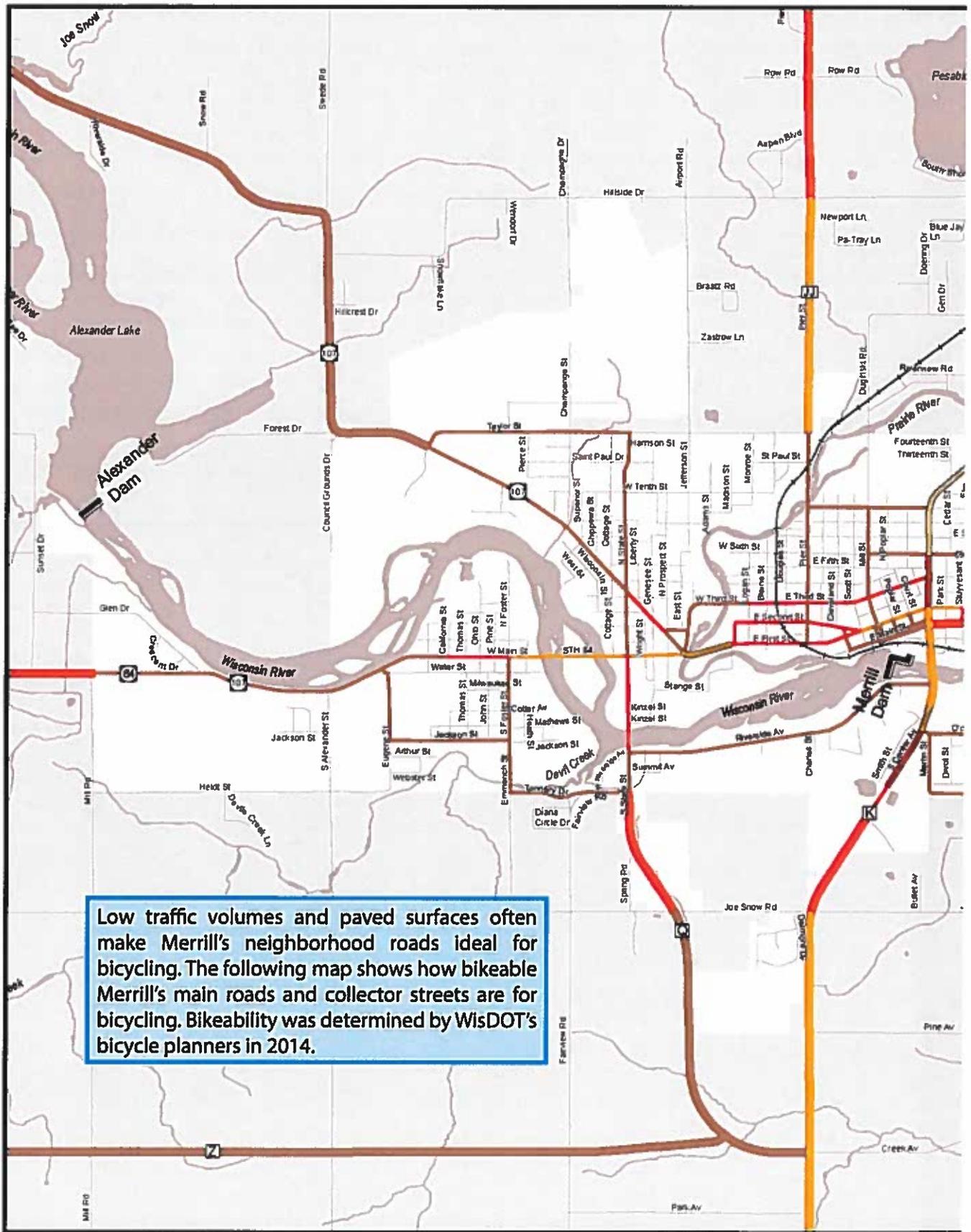


Stange Park Paths



River Bend Trail - Bridge





Low traffic volumes and paved surfaces often make Merrill's neighborhood roads ideal for bicycling. The following map shows how bikeable Merrill's main roads and collector streets are for bicycling. Bikeability was determined by WisDOT's bicycle planners in 2014.

Map 1 Bikeability of Roads City of Merrill



Single Lane Width	Wide Outer Lanes -OR- Paved Shoulders	4 Lanes	Bikeability
			Best
			Moderate
			Undesirable

- Bicycles Prohibited
- Local Roads
- Dams
- Railroad
- Water



Source WisDOT, NCVRPC
 This map is neither a legally recorded map nor a survey and it not intended to be used as one. This drawing is a compilation of records, information and data used for reference purpose only. NCVRPC is not responsible for any inaccuracies herein contained.

 **North Central Wisconsin Regional Planning Commission**
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PLAN VISION, MISSION, GOALS, AND OBJECTIVES

The following mission, goals, and objectives were created by the Advisory Group working with NCWRPC.

VISION:

For children and adults to safely bicycle and walk throughout Merrill for daily trips and recreational purposes.

MISSION:

Develop a transportation system that is safe and easily shared by motorists, bicyclists, and pedestrians, by bringing all streets up to a comfortable level of compatibility.

GOAL 1. MAKE ALL ROADS SAFE TO WALK OR BIKE

All roads in Merrill are available for people to walk and bicycle on. Some roads are dangerous or very uncomfortable to walk or bicycle on, and therefore need alternative routes or the road right-of-way needs some other accommodation to make it safe for all users.

Objective 1.1 – Identify very hazardous road segments for prioritization so that basic bicycling improvements can be scheduled to make those segments safer.

Objective 1.2 – Identify pinch points where walking could be dangerous due to predictable and observable hazards.

Objective 1.3 – Sign and possibly paint pavement markings for bike routes so drivers become aware to share the road with bicyclists.

Objective 1.4 – Create better outdoor recreation wayfinding and trailhead signage.

GOAL 2. PROVIDE BICYCLE PARKING

Everyone who owns a bicycle has a place to securely park it at home, but many destinations do not provide secure bicycle parking.

Objective 2.1 – Provide bicycle parking guidance through fact sheets to all employers.

Objective 2.2 – Provide bicycle parking in downtown commercial areas in the street furniture zone of the sidewalk and in select street parking spots (like at the ends of each block).

Objective 2.3 – Create a bicycle parking ordinance.

GOAL 3. PROVIDE SAFE ROUTES TO SCHOOLS

This is an opportunity to make walking and bicycling to school safer for children in grades K-8, and to increase the number of families who encourage their children to walk and bike.

Objective 3.1 – Apply for Safe Routes To School assistance for each school.



GOAL 4. BUILD BIKE FACILITIES FOR “INTERESTED BUT CONCERNED” BICYCLISTS

All roads in Merrill are available for people to walk and bicycle on. Some roads are dangerous or very uncomfortable to ride on, so the challenge is making biking appeal to this huge contingent of “interested but concerned” bicyclists.

Objective 4.1 – When a road is 25 MPH, has a painted center line, and is not a truck route, then paint white edge lines (urban shoulder) to make lanes that are not wider than 10-feet. Narrow roads promote slower driving.

Objective 4.2 – On bike routes and paths that are not on the main roads in Merrill, design and install bicyclist oriented wayfinding signage that directs them to common civic, commercial district, and park destinations.

Objective 4.3 – Place 4-lane sections of Center Avenue and STH 64 on road diets to provide bike lanes. Side street traffic will also benefit due to fewer lanes to cross.

GOAL 5. DESIGN WALKING FACILITIES FOR IMPAIRED INDIVIDUALS

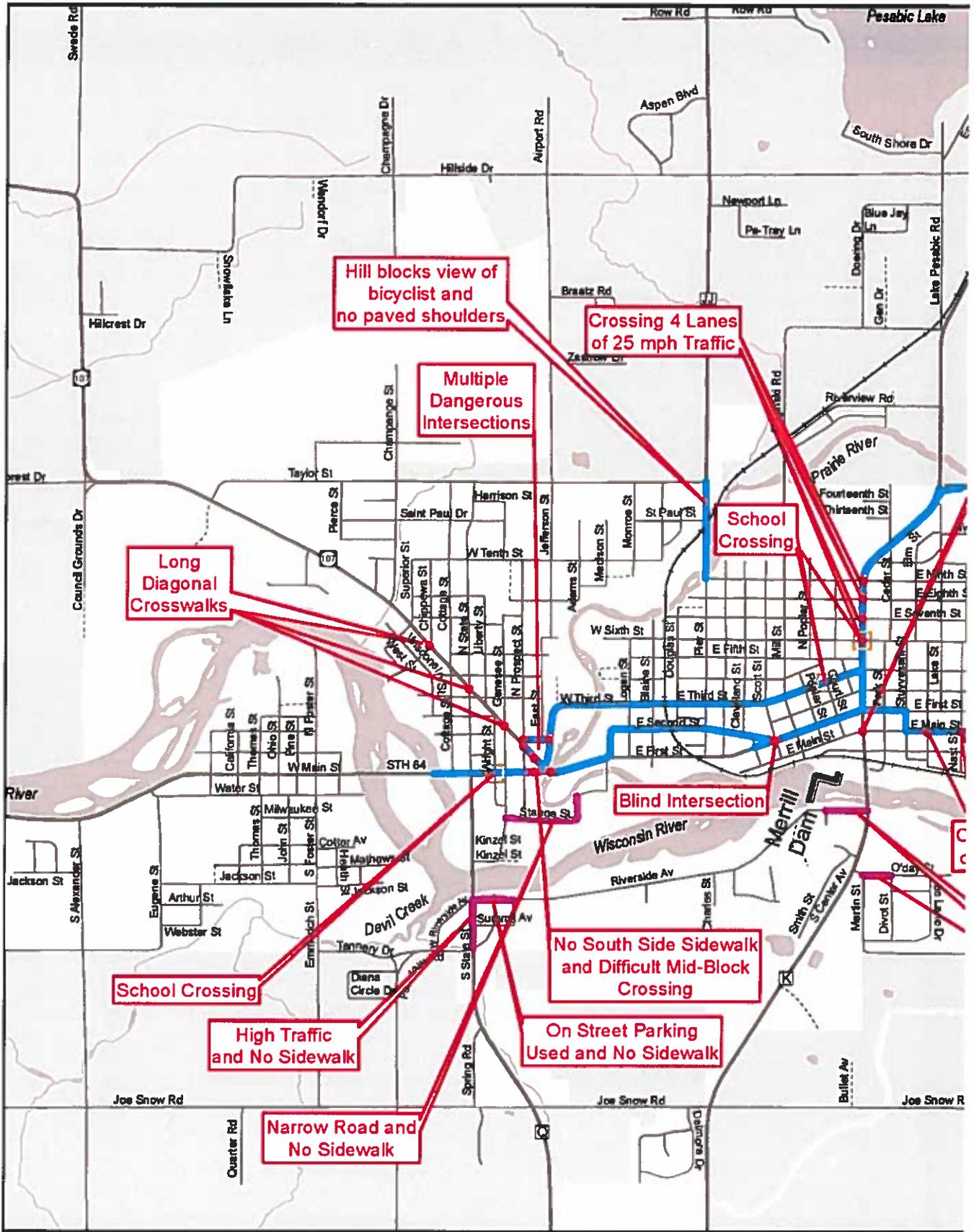
Making it easier for impaired individuals to walk around will also benefit everyone else.

Objective 5.1 – Make intersections predictable for visually impaired users to navigate by pointing curb ramps in the line of travel across a road.

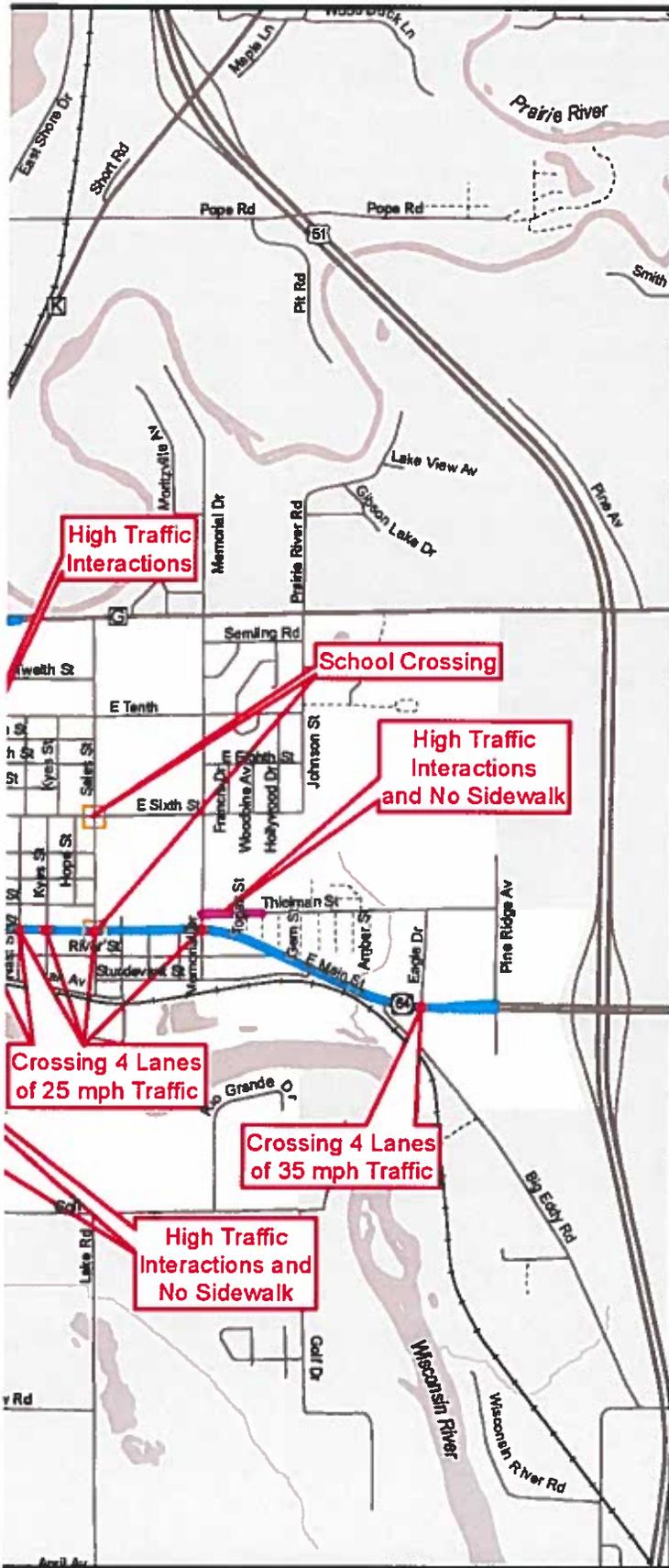
Objective 5.2 – Provide adequate crosswalk lighting for pedestrians using the crosswalk, and for vehicle drivers to see pedestrians in crosswalks in time to stop for pedestrians.

Objective 5.3 – Create sidewalks that are level and have properly sloping ramps at crosswalks. Replace stairs in the sidewalk line of travel with gradually sloping sidewalks, and keep sidewalks level at driveways so that only the driveway apron slopes to meet the road – or lower the whole sidewalk instead of slanting it toward the road.

Objective 5.4 – Where paths are needed, but asphalt or concrete are not desired, provide flat hard packed surfaces that are wide enough to allow wheelchairs to navigate a path during a rain event (at least 5-feet wide). A saturated grass path will be too soft to allow a wheelchair to pass.



Map 8 Bike & Pedestrian Pinch Points City of Merrill



Legend

- Difficult Intersection to Cross
- Crossing Guard Intersection
- Difficult Road to Bike
- Difficult Road to Walk

Map 8, Bike and Pedestrian Pinch Points, shows what roads and intersections in Merrill were identified through this planning process as not friendly for bicycling or walking.



Source: WI DNR, NCWRPC
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RECOMMENDATIONS

Plan support and endorsement both by public officials and residents alike will greatly enhance the potential that recommendations will be implemented.

There are recommendations for many City departments, Merrill Schools, Merrill area groups, County Highway Dept., and WisDOT based upon jurisdiction.

Recommendations for Merrill are classified into the following groups: Policy based, Education and Encouragement, Enforcement, Engineering, and Evaluation.

A time frame is provided for each recommendation, so people can prioritize which recommendations to complete first.

Short = less than five years

Intermediate = 5 to 10 years

Long = more than 10 years

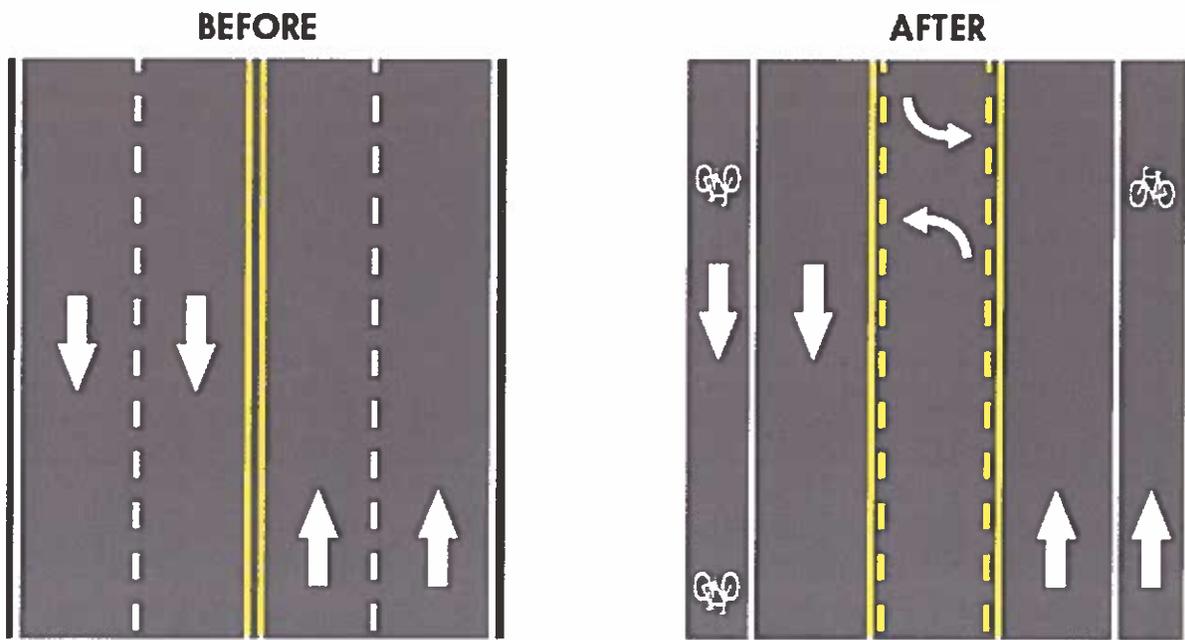
<i>Policy Recommendations</i>	<i>Time Frame</i>	<i>Page</i>
Advertise Infrastructure Changes-----	Short-----	26
Create Sidewalk Plan -----	Short-----	26
Change New Sidewalk Width in Code -----	Short-----	27
Allow Bikeway to Replace Sidewalk -----	Short-----	27
Remove Snow and Ice from Stange St Segment of River Bend Trail-----	Short-----	27
<i>Education and Encouragement Recommendations</i>		
Paint Bike Lanes and Sharrows as Part of Public Education -----	Short-----	28
Citywide Biking and Walking Encouragement Activities -----	Short-----	28
School Biking and Walking Encouragement Activities-----	Intermediate-----	28
Print Bike Routes on Tourism Map -----	Short-----	29
Bicycle Education Classes-----	Short-----	29
Education in Lieu of Punishment -----	Short-----	30
Bicycle Education Website -----	Short-----	30
<i>Enforcement Recommendations</i>		
Roadway Design - Vision Zero Deaths -----	Short to Long -----	30
Crosswalk Enforcement -----	Short-----	31
School Zone Speed Enforcement-----	Short-----	31
Sidewalk Snow and Ice Removal Enforcement-----	Short-----	31
<i>Engineering Recommendations</i>		
Sidewalk Maintenance -----	Intermediate-----	32
Pedestrian Signals -----	Short-----	32
Bicycle Parking -----	Short-----	33
Bike Racks on Buses -----	Intermediate-----	33
Safe Routes To School-----	Short-----	33
Route Wayfinding Signs -----	Short-----	34
Lions Park Dirt Path -----	Intermediate-----	34
Grass Paths for Wheelchairs -----	Short-----	35
Make Recreation Facilities ADA Accessible-----	Short-----	35

Sidewalk Ramps -----	Long -----	35
Third Street Bridge over Prairie River -----	Short to Intermediate ---	36
Remove Sidewalk Trip Hazards-----	Short-----	38
Crosswalk Improvements-----	Short-----	38
Center Avenue and Main Street -----	Intermediate-----	38
First Street and Scott Street -----	Short-----	39
Review Crosswalk Lighting Citywide -----	Long -----	40
Bike Routes-----	Intermediate -----	41
River Bend Trail -----	Short to Long -----	42
Segment 1 - Foster Street and Emmerich Street -----	Short -----	42
Segment 2 - Cottage Street-----	Short-----	42
Segment 3 - Prospect Street and 10th Street -----	Short-----	42
Segment 4 - Mill Street and Dunginski Road -----	Short-----	42
Segment 5 - Pier Street and Merrill Memorial Forest -----	Intermediate -----	43
Segment 6 - Center Avenue/CTH K-----	Short-----	43
Segment 7 - Sales Street -----	Short-----	44
Segment 8 - Memorial Drive-----	Short-----	44
Segment 9 - Riverside Avenue to Jefferson Elementary -----	Intermediate -----	44
Segment 10 - Sixth Street/STH 64 Alternative -----	Short-----	45
Segment 11 - North Route, CTH G and Taylor Street-----	Intermediate -----	46
Segment 12 - Main Street/STH 64-----	Short-----	46
Segment 13 - Grand Ave/STH 107-----	Short to Long -----	48

Evaluation Recommendations

Program Counts -----	Short -----	49
Bike and Pedestrian Counts -----	Short -----	49

FIGURE 3: ROAD DIET



FOR MORE INFORMATION

Download the full plan at: <http://www.ncwrpc.org/lincoln/merrill-bicycle/>

This is a citywide plan developed by the Merrill Bike and Pedestrian Advisory Group (see back of plan cover) with oversight provided by the Merrill Parks and Recreation Commission, and technical assistance provided by the North Central Wisconsin Regional Planning Commission (NCWRPC). Efforts were made to include additional local citizens, schools, and businesses to make all of Merrill bicycle and pedestrian friendly.

Funding for this effort was provided in part by a grant from the Wisconsin Department of Transportation. Staff support was provided by the NCWRPC.