



CITY OF MERRILL

COMMON COUNCIL

AGENDA • TUESDAY OCTOBER 11, 2016

Regular Meeting

City Hall Council Chambers

7:00 PM

1. Call to Order
2. Silent Prayer
3. Pledge of Allegiance
4. Roll Call
5. Public Comment Period
6. Minutes of previous Common Council meeting(s):
 1. Minutes of September 13, 2016 meeting
7. Revenue & Expense Reports(s):
 1. Revenue & Expense Report for Period Ending September 30, 2016
8. Communications and Petitions:
 1. Claim filed by Paul Mathias for damages to his vehicle caused by a fallen tree limb at Riverside Park on September 8, 2016. The City's insurance carrier recommends that the claim be disallowed. This recommendation is based on the fact that an investigation by the insurance carrier revealed no negligence on behalf of the City. The City did not have prior or constructive notice of the tree condition which allegedly caused this incident. The actual cause of the limb failure is believed to be wind.
9. Board of Public Works:
 1. Request for proposals (RFP) response on potential sale of city property at 300 S. Alexander Street. The Board of Public Works recommends approving the \$10,000 offer from C&D Excavating, LLC and DC Disposal.
 2. Draft agreement from the State of Wisconsin - Department of Transportation for a proposed connecting highway change for the city to take over Grand Avenue from Marc Drive to Champagne Street. The Board of Public Works recommends approval.
 3. Consider placing flashing pedestrian crossing lights at various intersections. The Board of Public Works recommends purchasing, from Carmanah, three pairs of R920 rectangular rapid flashing beacons. The three pairs would be installed at the intersection of Sales Street and East Main Street, at the intersection of Center Avenue and East Sixth Street and at the intersection of West Main Street and State Street.
 4. Consider bids on Meadow Lane project. The bids were opened on October 4th, 2016. At a meeting on September 29th, 2016, the Board of Public Works recommended taking bid(s) directly to the Common Council.

5. Consider bids on City parking lots paving project. The bids were opened October 6th, 2016. At a meeting on September 29th, 2016, the Board of Public Works recommended taking bid(s) directly to the Common Council.
6. Consider bids on parks ADA paving project. The bids were opened on October 6th, 2016. At a meeting on September 29th, 2016, the Board of Public Works recommended taking bid(s) directly to the Common Council.
10. Health and Safety Committee:
 1. "Class A" (cider only) license application from CAP Operations Inc., Mary Hofele, Agent, for Holiday #49, 1312 West Main Street. The Health and Safety Committee recommends approval.
11. Personnel and Finance Committee:
 1. Consider potential lease terms for parking lot lease behind 401 West Main Street. Lease would be with Merrill Area Housing Authority. The Personnel and Finance Committee recommends approval.
 2. Consider creating a Public Works I position and deleting a Public Works II position in the Street Department. The Personnel and Finance Committee recommends approval.
12. Redevelopment Authority:
 1. TID #9 environmental and demolition loan (not to exceed \$37,500) for 1003 and 1005 S. Center Avenue (former Club Modern site), secured by mortgage by Stephen and Linda Blake. The Redevelopment Authority recommends approval.
 2. Consider proposals for housing redevelopment at 1905 East 14th Street (former Fox Point site). The Redevelopment Authority recommends selecting the proposal from Horizon/Merrill Housing Authority (MAHA).
13. Water and Sewage Disposal Committee:
 1. Consider request to change the part-time Water Utility Administrative Assistant position to a full-time position. The Water and Sewage Committee recommends approval, effective immediately.
14. Placing Committee Reports on File:
 1. Consider placing the following committee reports on file: Board of Public Works, City Plan Commission, Committee of the Whole, Health & Safety Committee, Library Board, Parks and Recreation Commission, Personnel and Finance Committee, Police and Fire Commission, Redevelopment Authority, Tourism Commission, Water and Sewage Disposal Committee and Zoning Board of Appeals

15. Mayor's Appointments:

1. Alderman Rob Norton, to the Festival Grounds Committee (as Chairperson), term to expire April, 2018, Alderman Tim Meehan to the Festival Grounds Committee, term to expire April, 2018 and Alderman Paul Russell, to the Festival Grounds Committee, term to expire April, 2018. Appointments would take effect after potential approval of the Festival Grounds Committee Ordinance

16. Ordinances:

1. An Ordinance amending Chapter 113, Article VI, Section 113-168: Off – Street Parking Restrictions in Residential Areas. This ordinance is scheduled for a second reading, as it had a first reading at the September 13th, 2016 Common Council meeting. The Committee of the Whole recommends approval.
2. An Ordinance amending Chapter 20, Article II, Section 20-21 Fire Prevention Code Inspections, to update with the correct Wisconsin Administrative Code reference. The Health and Safety Committee recommends approval.
3. An Ordinance amending Chapter 26, Article II, Section 26-22, to include knives with a 3-inch or larger blade in the definition of dangerous weapons. The Health and Safety Committee recommends approval.
4. An Ordinance creating the Merrill Festival Grounds Committee. The Personnel and Finance Committee recommends approval.
5. An Ordinance amending the District Zoning Map of the City of Merrill, Wisconsin for Lots 2 and 3, Block 9 of V.R. Willards Addition to the City of Merrill (property at 103 East Fourth Street). The City Plan Commission recommends approval.
6. An Ordinance amending Chapter 2, Article VI, Division 2, Section 2-155(a): Residency Required for Service on Boards or Commission, Limitation on Terms as they relate the Airport Commission and Housing Authority. The Airport Commission and Housing Authority recommend approval.

17. Resolutions:

1. A Resolution approving a Certified Survey Map on Johnson and East Sixth Streets requested by Church Mutual Insurance Company. The City Plan Commission recommends approval.
2. A Resolution approving a Conditional Use Permit for a counseling office to be located at 607 Cedar Street. The City Plan Commission recommends approval.

18. Mayor's Communications
19. Adjournment

William N. Heideman, CMC, WCMC
City Clerk

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at (715) 536-5594.



CITY OF MERRILL

COMMON COUNCIL

MINUTES • TUESDAY SEPTEMBER 13, 2016

Regular Meeting

City Hall Council Chambers

7:00 PM

1. Call to Order

Attendee Name	Title	Status	Arrived
Paul Russell	Aldersperson - First District	Present	
Pete Lokemoen	Aldersperson - Second District	Present	
Ryan Schwartzman	Aldersperson - Third District	Present	
Kandy Peterson	Aldersperson - Fourth District	Present	
John Burgener	Aldersperson - Fifth District & President	Present	
Mary Ball	Aldersperson - Sixth District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
Bill Bialecki	Mayor	Present	

Also in attendance: Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, City Attorney Tom Hayden, City Administrator Dave Johnson, Enrichment Center Director Tammie Mrachek, Police Chief Ken Neff, Building Inspector/Zoning Administrator Darin Pagel, Fire Chief Dave Savone, Library Director Stacy Stevens, Finance Director Kathy Unertl, Park & Recreation Director Dan Wendorf and City Clerk Bill Heideman. Transit Director Rich Grenfell was excused.

2. Invocation by Pastor Andy Perry, Bible Presbyterian Church

3. Pledge of Allegiance

4. Roll Call

5. Public Comment Period

Heather O'Neill requested that the City consider a location of a potential new skate park. She also advocated an active Historic Preservation program in the City. She would prefer older buildings being preserved rather than demolished.

6. Minutes of previous Common Council meeting(s):

1. Minutes of August 10th, 2016 meeting

Motion (Burgener/Ball) to approve.

RESULT:	APPROVED
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7. Revenue & Expense Reports(s):

1. Revenue & Expense Report for Period Ending August 31, 2016

Motion (Burgener/Meehean) to place on file.

RESULT:	PLACED ON FILE
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2. Fiscal Status - Fund 24 (Merrill Festival Grounds) and TID No. 3

Motion (Meehean/Schwartzman) to approve.

RESULT: APPROVED

8. General agenda items:

1. Employee Years of Service Recognition

Karen E. Vecchio, 10 years (Library)

City Clerk Heideman read a certificate of recognition for Karen Vecchio.

9. Health and Safety Committee:

1. Consider application from the Merrill Historical Society, 100 East Third Street, for a temporary Class "B" license to sell fermented malt beverages and wine at 100 East Third Street on Saturday, November 5, 2016, as part of a trivia contest. The Health and Safety Committee recommends approval.

Motion (Schwartzman/Meehean) to approve.

RESULT: APPROVED

2. Request for prorated license fee refund from Sawmill Brewing Co. Inc., as a result of surrendering their Class "B" (beer) and "Class B" (liquor) license for Sawmill Brewing Co. Inc., 1100 East Tenth Street. The amount of the prorated refund would be \$500. The Health and Safety Committee recommends approval.

Motion (Meehean/Ball) to approve.

RESULT: APPROVED

3. Request from Merrill Youth Hockey Association for an extension of premises to sell alcoholic beverages in a designated area outside the Smith Center, 1100 Marc Drive, on Saturday, September 17th, 2016, in conjunction with a "Pork in the Park" event. Wristbands will be used to help ensure compliance. Alderwoman Ball is bringing this request directly to the Common Council.

Motion (Burgener/Ball) to approve.

RESULT: APPROVED

4. Consider application from St. Francis Xavier Catholic Church, 1708 East Tenth Street, for a temporary Class "B" license to sell fermented malt beverages and wine at 1708 East Tenth Street (inside and on grounds) on Sunday, September 18, 2016, as part of a fall festival. Alderman Russell is bringing this application directly to the Common Council.

Motion (Russell/Meehean) to approve.

RESULT: APPROVED

10. Redevelopment Authority:

- 1. Consider TIF-funded interest subsidy program to facilitate expanded use of Community Development Revolving Loan Program. The Redevelopment Authority recommends approval.

Motion (Schwartzman/Peterson) to approve.

RESULT: APPROVED

11. Placing Committee Reports on File:

- 1. Consider placing the following committee reports on file: Airport Commission, Board of Canvassers, Board of Public Works, Committee of the Whole, Health and Safety Committee, Library Board, Personnel and Finance Committee, Redevelopment Authority and Tourism Commission.

Motion (Meehean/Norton) to place on file.

RESULT: PLACED ON FILE

12. Mayor's Appointments:

Rose Akey to the Merrill Enrichment Center Committee, term to expire May 1, 2017.

Nancy Kwiesielewicz to the Housing Authority, term to expire November 10, 2018.

Gary Schwartz to the Airport Commission, term to expire October 1, 2022

Motion (Burgener/Russell) to approve the appointments.

RESULT: APPROVED

13. Ordinances:

- 1. Consider recommendation(s) from September 13, 2016 Committee of the Whole Meeting: Ordinance amending Chapter 113, Article VI, Section 113-168, related to Off –Street Parking Restrictions in Residential Areas.

At that meeting, the Committee of the Whole recommended approval.

City Attorney Hayden gave the ordinance a first reading.

Note: Because the ordinance received a first reading only, it will be on the October 11th, 2016 Common Council meeting agenda, scheduled for a second reading.

- 2. Consider recommendation(s) from September 13, 2016 Committee of the Whole Meeting: Ordinance amending Chapter 8, Article XII, Section 8-330, to add Mobile Food Vendors.

At that meeting, the ordinance was was tabled. Therefore, the ordinance will not be considered at this time.

- 3. Consider recommendation(s) from September 13, 2016 Committee of the Whole Meeting: Ordinance amending Chapter 16, Section 1, to add licensing fees for Mobile Food Vendors.

At that meeting, the ordinance was tabled. Therefore, the ordinance will not be considered at this time.

- 4. Consider recommendation(s) from September 13, 2016 Committee of the Whole Meeting: Ordinance related to Mobile Food Vendors in Parks (commercial enterprise approval required).

At that meeting, the ordinance was tabled. Therefore, the ordinance will not be considered at this time.

- 5. Consider recommendations(s) from September 13, 2016 Committee of the Whole Meeting: Ordinance creating the Festival Grounds Committee.

At that meeting, the ordinance was referred to the Personnel and Finance Committee Therefore, the ordinance will not be considered at this time.

14. Resolutions:

- 1. Resolution on fee schedule for grass and weed mowing duties performed by the Street Department. The Board of Public Works recommends approval.

WHEREAS, the City of Merrill Code of Ordinances provides for the abatement of a nuisance where the property owner, occupant or person in charge of certain property fails to cut his lawn, grass or weeds; and,

WHEREAS, after written notice is given, the City shall abate the nuisance and the cost thereof shall be assessed to the property owner as a special charge; and,

WHEREAS, it is necessary, from time to time, to review the charges for such abatement;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 13th day of September, 2016, that the following nuisance abatement fees for lawn mowing and or weeds are approved as follows:

LAWN MOWING AND/OR WEEDS:

FIRST OCCURRENCE:

\$300.00 for the first hour or part thereof and \$50.00 for every additional 15 minutes or portion thereof after the first hour, plus applicable taxes.

SECOND AND SUBSEQUENT OCCURRENCES IN A CALENDAR YEAR:

\$500.00 for the first hour or part thereof and \$50.00 for every additional 15 minutes or portion thereof after the first hour, plus applicable taxes.

Motion (Norton/Meehean) to approve.

RESULT: APPROVED

2. Resolution on fee schedule for snow and ice removal duties performed by the Street Department. The Board of Public Works recommends approval.

WHEREAS, the City of Merrill Code of Ordinances provides for the abatement of a nuisance where the property owner, occupant or person in charge of certain property fails to remove snow and ice from the sidewalk; and,

WHEREAS, after written notice is given, the City shall abate the nuisance and the cost thereof shall be assessed to the property owner as a special charge; and,

WHEREAS, it is necessary, from time to time, to review the charges for such abatement;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 13th day of September, 2016, that the following nuisance abatement fees for snow and ice removal are approved as follows:

SNOW AND ICE REMOVAL:

FIRST OCCURRENCE:

\$300.00 for the first hour or part thereof and \$50.00 for every additional 15 minutes or portion thereof after the first hour.

SECOND AND SUBSEQUENT OCCURRENCES IN A CALENDAR YEAR:

\$500.00 for the first hour or part thereof and \$50.00 for every additional 15 minutes or portion thereof after the first hour, plus applicable taxes.

Motion (Norton/Peterson) to approve.

RESULT: APPROVED

3. Resolution authorizing City Administrator Johnson to sign documents to facilitate and complete transfer of the cell tower easement located at 401 S. Kyes Street to TCO IV, LLC. The Board of Public Works recommends approval.

WHEREAS, TowerCo has offered, and the City has accepted the offer for \$261,000 for a perpetual exclusive easement for a leased area in the vicinity of 401 S. Kyes Street; and,

WHEREAS, in addition to authorizing the sale of that easement, it is now necessary that the City of Merrill appoint a signor for all documents relative to the above referenced transaction;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 13th day of September, 2016, that City Administrator Dave Johnson is hereby authorized to sign any and all documents required to transfer the easement to TowerCo or its assigns.

Motion (Schwartzman/Norton) to approve.

RESULT: APPROVED

4. A Resolution authorizing the issuance and sale of \$2,095,000 General Obligation Promissory Notes, Series 2016A (Resolution #2484).

Finance Director Unertl provided a verbal overview of all three borrowing resolutions.

City Attorney Hayden requested that he be allowed to read the borrowing resolutions by title only. Without objection, it was so ordered.

Note: This resolution is being published by title only. The entire resolution and any related exhibits are available for inspection at the Clerk/Treasurer office at City Hall, 1004 East First Street.

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Tim Meehean, Alderperson - Eighth District
SECONDER: Ryan Schwartzman, Alderperson - Third District
AYES: Russell, Lokemoen, Schwartzman, Peterson, Burgener, Ball, Norton, Meehean

5. A Resolution awarding the sale of \$4,095,000 General Obligation Corporate Purpose Bonds, Series 2016B (Resolution #2485).

Note: This resolution is being published by title only. The entire resolution and any related exhibits are available for inspection at the Clerk/Treasurer office at City Hall, 1004 East First Street.

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Tim Meehean, Alderperson - Eighth District
SECONDER: Ryan Schwartzman, Alderperson - Third District
AYES: Russell, Lokemoen, Schwartzman, Peterson, Burgener, Ball, Norton, Meehean

6. A Resolution authorizing the issuance of \$1,080,000 General Obligation Promissory Notes and the issuance and sale of \$1,080,000 Taxable Note Anticipation Note in anticipation thereof, Series 2016C (Resolution #2486).

Note: This resolution is being published by title only. The entire resolution and any related exhibits are available for inspection at the Clerk/Treasurer office at City Hall, 1004 East First Street.

Alderman Schwartzman requested that the minutes include the fact that Standard & Poor's has affirmed the 2013 'A' bond rating, and that they report that the "outlook is stable" from their fiscal review and bond rating standards.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Ryan Schwartzman, Alderperson - Third District
SECONDER:	Kandy Peterson, Alderperson - Fourth District
AYES:	Russell, Lokemoen, Schwartzman, Peterson, Burgener, Ball, Norton, Meehean

15. Mayor's Communications

Mayor Bialecki reminded everyone of the upcoming annual Fall Ride, and requested that citizens welcome all visitors to Merrill.

The annual "Pork in the Park" will be held at the MARC on Saturday, September 17th.

A Mexican festival will be held at Normal Park from 2:00 P.M. to 8:00 P.M. on Saturday, September 17th.

A soccer tournament at the MARC is upcoming.

A Redevelopment Authority meeting is scheduled for 6:00 P.M. on Monday, September 19th. It will be held in the City Hall Common Council Chambers.

A Committee of the Whole meeting has been scheduled for Tuesday, September 27th, 2016. It will begin at 7:00 P.M. and will be held in the City Hall Common Council Chambers.

Mayor Bialecki asked that everyone keep Transit Director Rich Grenfell in their thoughts and prayers.

On September 28th, Ruder-Ware will be having a local government seminar in Wausau. All City officers and/or alderpersons interested in attending should contact the City Attorney's office.

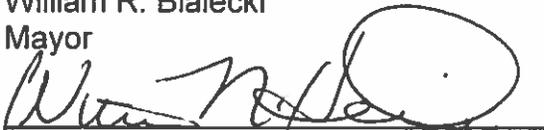
16. Adjournment

Motion (Burgener/Schwartzman) to adjourn. Carried. Adjourned at 7:27 P.M.



William R. Bialecki

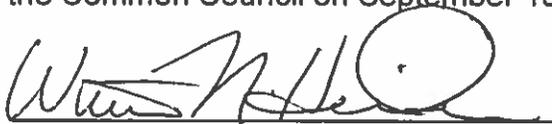
Mayor



William N. Heideman, CMC, 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 September 15, 2016.



William N. Heideman, CMC, WCMC

City Clerk

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2016

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
City Hall Maintenance					
Intergovernmental	0.00	0.00	1,384.47	0.00	(1,384.47)
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL City Hall Maintenance	0.00	0.00	1,384.47	0.00	(1,384.47)
Over-Collected Taxes					
Miscellaneous Revenues	<u>250.00</u>	<u>(147.50)</u>	<u>151.62</u>	<u>60.65</u>	<u>98.38</u>
TOTAL Over-Collected Taxes	250.00	(147.50)	151.62	60.65	98.38
Police					
Intergovernmental	19,000.00	5,289.90	5,519.88	29.05	13,480.12
Public Charges-Services	13,500.00	585.50	7,941.40	58.83	5,558.60
Intergov Charges (Misc.)	8,000.00	0.00	7,958.24	99.48	41.76
Miscellaneous Revenues	<u>250.00</u>	<u>0.00</u>	<u>2,912.03</u>	<u>164.81</u>	<u>(2,662.03)</u>
TOTAL Police	40,750.00	5,875.40	24,331.55	59.71	16,418.45
Traffic Control					
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>890.73</u>	<u>0.00</u>	<u>(890.73)</u>
TOTAL Traffic Control	0.00	0.00	890.73	0.00	(890.73)
Fire Protection					
Public Charges-Services	7,050.00	330.00	3,830.00	54.33	3,220.00
Intergov Charges (Misc.)	209,100.00	0.00	209,100.00	100.00	0.00
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>383.03</u>	<u>0.00</u>	<u>(383.03)</u>
TOTAL Fire Protection	216,150.00	330.00	213,313.03	98.69	2,836.97
Ambulance/EMS					
Intergovernmental	1,003,500.00	74,353.21	636,787.59	63.46	366,712.41
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Ambulance/EMS	1,003,500.00	74,353.21	636,787.59	63.46	366,712.41
Bldg. Inspection/Zoning					
Licenses and Permits	25,000.00	1,395.00	17,605.00	70.42	7,395.00
Miscellaneous Revenues	<u>18,640.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>18,640.00</u>
TOTAL Bldg. Inspection/Zoning	43,640.00	1,395.00	17,605.00	40.34	26,035.00
Public Works/Engineer					
Miscellaneous Revenues	<u>12,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>12,000.00</u>
TOTAL Public Works/Engineer	12,000.00	0.00	0.00	0.00	12,000.00
Operations Support (M&E)					
Intergovernmental	<u>315,000.00</u>	<u>16,832.08</u>	<u>171,953.30</u>	<u>54.59</u>	<u>143,046.70</u>
TOTAL Operations Support (M&E)	315,000.00	16,832.08	171,953.30	54.59	143,046.70

10-00-2016 10:03 AM

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Weed & Nuisance Control</u>					
Public Charges-Services	5,000.00	140.00	1,160.00	23.20	3,840.00
Miscellaneous Revenues	0.00	1,220.00	1,520.00	0.00	(1,520.00)
TOTAL Weed & Nuisance Control	5,000.00	1,360.00	2,680.00	53.60	2,320.00
<u>MACEC - Enrichment</u>					
Public Charges-Services	2,459.00	0.00	0.00	0.00	2,459.00
TOTAL MACEC - Enrichment	2,459.00	0.00	0.00	0.00	2,459.00
<u>Library</u>					
Intergovernmental	437,720.00	218,860.00	437,720.00	100.00	0.00
Public Charges-Services	18,500.00	1,406.62	12,510.76	67.63	5,989.24
Miscellaneous Revenues	0.00	4,898.75	20,914.17	0.00	(20,914.17)
TOTAL Library	456,220.00	225,165.37	471,144.93	103.27	(14,924.93)
<u>Parks</u>					
Public Charges-Services	14,750.00	52.13	10,784.90	73.12	3,965.10
Miscellaneous Revenues	1,250.00	0.00	925.00	74.00	325.00
TOTAL Parks	16,000.00	52.13	11,709.90	73.19	4,290.10
<u>River Bend Trail</u>					
Taxes (or Utility Rev.)	280,554.48	261,204.72	278,661.86	99.33	1,892.62
Miscellaneous Revenues	0.00	1,450.00	11,161.00	0.00	(11,161.00)
TOTAL River Bend Trail	280,554.48	262,654.72	289,822.86	103.30	(9,268.38)
<u>Lion's Park Lights</u>					
Miscellaneous Revenues	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Lion's Park Lights	1,500.00	0.00	0.00	0.00	1,500.00
<u>Recreation Programs</u>					
Public Charges-Services	76,200.00	213.28	78,509.17	103.03	(2,309.17)
TOTAL Recreation Programs	76,200.00	213.28	78,509.17	103.03	(2,309.17)
<u>CATV - MP3</u>					
Licenses and Permits	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL CATV - MP3	5,000.00	0.00	0.00	0.00	5,000.00
<u>MARC - Smith Center</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	87,400.00	200.00	36,086.29	41.29	51,313.71
TOTAL MARC - Smith Center	87,400.00	200.00	36,086.29	41.29	51,313.71
<u>Aquatic Center</u>					
Public Charges-Services	25,000.00	0.00	103,869.46	415.48	(78,869.46)
Miscellaneous Revenues	50,500.00	0.00	0.00	0.00	50,500.00
TOTAL Aquatic Center	75,500.00	0.00	103,869.46	137.58	(28,369.46)
TOTAL REVENUE	11,882,333.48	626,916.59	8,061,482.00	67.84	3,820,851.48

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2016

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
EXPENDITURES					
<u>Common Council</u>					
Personnel Services	34,100.00	2,288.36	21,513.89	63.09	12,586.11
Contractual Services	6,931.00	0.00	1,766.47	25.49	5,164.53
Supplies & Expenses	<u>12,024.00</u>	<u>435.65</u>	<u>6,648.07</u>	<u>55.29</u>	<u>5,375.93</u>
TOTAL Common Council	53,055.00	2,724.01	29,928.43	56.41	23,126.57
<u>Municipal Court</u>					
Personnel Services	75,593.00	6,001.43	55,854.01	73.89	19,738.99
Contractual Services	1,735.00	0.00	0.00	0.00	1,735.00
Supplies & Expenses	6,500.00	487.48	3,462.30	53.27	3,037.70
Technology	<u>5,500.00</u>	<u>0.00</u>	<u>4,784.00</u>	<u>86.98</u>	<u>716.00</u>
TOTAL Municipal Court	89,328.00	6,488.91	64,100.31	71.76	25,227.69
<u>City Attorney</u>					
Personnel Services	195,481.00	15,188.89	141,813.51	72.55	53,667.49
Contractual Services	3,950.00	320.00	1,928.00	48.81	2,022.00
Supplies & Expenses	<u>8,450.00</u>	<u>30.34</u>	<u>4,259.92</u>	<u>50.41</u>	<u>4,190.08</u>
TOTAL City Attorney	207,881.00	15,539.23	148,001.43	71.20	59,879.57
<u>Mayor</u>					
Personnel Services	13,780.00	1,043.40	9,912.30	71.93	3,867.70
Supplies & Expenses	<u>2,275.00</u>	<u>133.11</u>	<u>237.17</u>	<u>10.43</u>	<u>2,037.83</u>
TOTAL Mayor	16,055.00	1,176.51	10,149.47	63.22	5,905.53
<u>City Administrator</u>					
Personnel Services	104,094.00	8,123.09	75,413.76	72.45	28,680.24
Contractual Services	650.00	56.53	508.74	78.27	141.26
Supplies & Expenses	<u>1,300.00</u>	<u>26.33</u>	<u>244.37</u>	<u>18.80</u>	<u>1,055.63</u>
TOTAL City Administrator	106,044.00	8,205.95	76,166.87	71.83	29,877.13
<u>Personnel - HR</u>					
Contractual Services	6,000.00	357.25	2,778.07	46.30	3,221.93
Supplies & Expenses	<u>250.00</u>	<u>0.00</u>	<u>512.33</u>	<u>204.93</u>	(<u>262.33</u>)
TOTAL Personnel - HR	6,250.00	357.25	3,290.40	52.65	2,959.60
<u>City Clerk</u>					
Personnel Services	73,025.00	5,670.17	53,163.71	72.80	19,861.29
Supplies & Expenses	5,100.00	798.84	3,815.19	74.81	1,284.81
Technology	<u>0.00</u>	<u>450.00</u>	<u>4,750.00</u>	<u>0.00</u>	(<u>4,750.00</u>)
TOTAL City Clerk	78,125.00	6,919.01	61,728.90	79.01	16,396.10

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Clerk/Treasurer Staff					
Personnel Services	146,020.00	13,608.04	132,778.00	90.93	13,242.00
Supplies & Expenses	1,135.00	59.78	1,508.49	132.91	(373.49)
TOTAL Clerk/Treasurer Staff	147,155.00	13,667.82	134,286.49	91.26	12,868.51
Elections - AVERAGED					
Personnel Services	24,950.00	0.00	22,955.43	92.01	1,994.57
Contractual Services	12,000.00	0.00	170.31	1.42	11,829.69
Supplies & Expenses	1,550.00	465.42	1,055.20	68.08	494.80
TOTAL Elections - AVERAGED	38,500.00	465.42	24,180.94	62.81	14,319.06
Treasurer/Finance Dir.					
Personnel Services	94,418.00	7,374.79	68,574.27	72.63	25,843.73
Contractual Services	3,500.00	146.93	4,317.42	123.35	(817.42)
Supplies & Expenses	25,400.00	260.57	19,689.76	77.52	5,710.24
Technology	0.00	802.00	1,722.00	0.00	(1,722.00)
TOTAL Treasurer/Finance Dir.	123,318.00	8,584.29	94,303.45	76.47	29,014.55
Information Technology					
Personnel Services	81,884.00	5,598.72	61,469.78	75.07	20,414.22
Technology	117,616.00	2,259.94	96,306.63	81.88	21,309.37
TOTAL Information Technology	199,500.00	7,858.66	157,776.41	79.09	41,723.59
Assessment of Property					
Contractual Services	26,900.00	0.00	24,500.00	91.08	2,400.00
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Assessment of Property	27,000.00	0.00	24,500.00	90.74	2,500.00
Independent Auditing					
Contractual Services	15,000.00	0.00	14,122.86	94.15	877.14
TOTAL Independent Auditing	15,000.00	0.00	14,122.86	94.15	877.14
City Hall Maintenance					
Personnel Services	76,627.00	5,453.02	50,593.42	66.03	26,033.58
Contractual Services	66,500.00	1,151.60	43,669.86	65.67	22,830.14
Supplies & Expenses	14,000.00	721.29	8,119.29	57.99	5,880.71
Capital Outlay	9,100.00	600.00	14,387.39	158.10	(5,287.39)
TOTAL City Hall Maintenance	166,227.00	7,925.91	116,769.96	70.25	49,457.04
Over-Collected Taxes					
Supplies & Expenses	900.00	0.00	0.00	0.00	900.00
TOTAL Over-Collected Taxes	900.00	0.00	0.00	0.00	900.00
Insurance/Employee					
Personnel Services	15,000.00	0.00	0.00	0.00	15,000.00
Fixed Charges	303,000.00	50.00	326,915.06	107.89	(23,915.06)
TOTAL Insurance/Employee	318,000.00	50.00	326,915.06	102.80	(8,915.06)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Police					
Personnel Services	2,209,003.00	163,313.97	1,512,589.88	68.47	696,413.12
Contractual Services	53,900.00	759.02	14,416.05	26.75	39,483.95
Supplies & Expenses	62,100.00	3,608.80	34,479.22	55.52	27,620.78
Capital Outlay	11,000.00	0.00	5,007.18	45.52	5,992.82
Technology	13,000.00	0.00	10,771.76	82.86	2,228.24
TOTAL Police	2,349,003.00	167,681.79	1,577,264.09	67.15	771,738.91
Traffic Control					
Personnel Services	7,556.00	316.92	5,487.63	72.63	2,068.37
Supplies & Expenses	18,587.00	2,868.00	9,542.25	51.34	9,044.75
TOTAL Traffic Control	26,143.00	3,184.92	15,029.88	57.49	11,113.12
Fire Protection					
Personnel Services	1,352,552.00	91,882.36	924,434.95	68.35	428,117.05
Contractual Services	29,300.00	879.10	18,377.11	62.72	10,922.89
Supplies & Expenses	58,500.00	3,053.59	32,320.37	55.25	26,179.63
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	5,000.00	316.67	6,250.25	125.01	(1,250.25)
TOTAL Fire Protection	1,445,352.00	96,131.72	981,382.68	67.90	463,969.32
Fire Protection-Hydrants					
Contractual Services	114,540.00	0.00	85,905.00	75.00	28,635.00
TOTAL Fire Protection-Hydrants	114,540.00	0.00	85,905.00	75.00	28,635.00
Ambulance/EMS					
Personnel Services	893,432.00	61,968.33	620,475.57	69.45	272,956.43
Contractual Services	28,250.00	979.10	19,768.51	69.98	8,481.49
Supplies & Expenses	78,818.00	3,969.93	59,328.78	75.27	19,489.22
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	3,000.00	316.67	4,448.76	148.29	(1,448.76)
TOTAL Ambulance/EMS	1,003,500.00	67,234.03	704,021.62	70.16	299,478.38
Bldg. Inspection/Zoning					
Personnel Services	99,360.00	7,301.96	68,413.62	68.85	30,946.38
Contractual Services	1,900.00	306.48	1,039.69	54.72	860.31
Supplies & Expenses	5,100.00	434.67	3,149.49	61.75	1,950.51
TOTAL Bldg. Inspection/Zoning	106,360.00	8,043.11	72,602.80	68.26	33,757.20
City Sealer					
Contractual Services	4,800.00	0.00	4,800.00	100.00	0.00
TOTAL City Sealer	4,800.00	0.00	4,800.00	100.00	0.00
Public Works/Engineer					
Personnel Services	42,000.00	4,883.53	43,730.82	104.12	(1,730.82)
Contractual Services	5,000.00	0.00	0.00	0.00	5,000.00
Supplies & Expenses	1,750.00	57.23	946.29	54.07	803.71
Capital Outlay	0.00	0.00	1,597.46	0.00	(1,597.46)
Technology	1,250.00	0.00	0.00	0.00	1,250.00
TOTAL Public Works/Engineer	50,000.00	4,940.76	46,274.57	92.55	3,725.43

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Commissioner</u>					
Personnel Services	0.00	0.00	4,681.22	0.00	(4,681.22)
Supplies & Expenses	<u>0.00</u>	<u>0.00</u>	<u>64.60</u>	<u>0.00</u>	<u>(64.60)</u>
TOTAL Street Commissioner	0.00	0.00	4,745.82	0.00	(4,745.82)
<u>Street Superintendent</u>					
Personnel Services	98,683.00	7,019.19	42,080.36	42.64	56,602.64
Supplies & Expenses	<u>1,500.00</u>	<u>0.00</u>	<u>703.07</u>	<u>46.87</u>	<u>796.93</u>
TOTAL Street Superintendent	100,183.00	7,019.19	42,783.43	42.71	57,399.57
<u>Garage Maintenance</u>					
Personnel Services	297.00	0.00	813.06	273.76	(516.06)
Contractual Services	42,000.00	521.50	21,374.91	50.89	20,625.09
Supplies & Expenses	11,000.00	477.32	4,548.81	41.35	6,451.19
Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Garage Maintenance	53,297.00	998.82	26,736.78	50.17	26,560.22
<u>Operations Support (M&E)</u>					
Personnel Services	209,468.00	14,060.32	155,816.30	74.39	53,651.70
Contractual Services	3,000.00	0.00	2,988.00	99.60	12.00
Supplies & Expenses	<u>356,550.00</u>	<u>26,264.32</u>	<u>234,533.80</u>	<u>65.78</u>	<u>122,016.20</u>
TOTAL Operations Support (M&E)	569,018.00	40,324.64	393,338.10	69.13	175,679.90
<u>Roads</u>					
Personnel Services	209,691.00	22,009.58	185,429.84	88.43	24,261.16
Supplies & Expenses	<u>100,750.00</u>	<u>8,757.52</u>	<u>58,063.73</u>	<u>57.63</u>	<u>42,686.27</u>
TOTAL Roads	310,441.00	30,767.10	243,493.57	78.43	66,947.43
<u>Street Cleaning</u>					
Personnel Services	50,770.00	4,305.00	31,187.81	61.43	19,582.19
Supplies & Expenses	<u>1,500.00</u>	<u>17.60</u>	<u>360.61</u>	<u>24.04</u>	<u>1,139.39</u>
TOTAL Street Cleaning	52,270.00	4,322.60	31,548.42	60.36	20,721.58
<u>Snow and Ice</u>					
Personnel Services	199,520.00	0.00	56,723.58	28.43	142,796.42
Contractual Services	1,500.00	0.00	765.00	51.00	735.00
Supplies & Expenses	<u>59,000.00</u>	<u>0.00</u>	<u>20,727.92</u>	<u>35.13</u>	<u>38,272.08</u>
TOTAL Snow and Ice	260,020.00	0.00	78,216.50	30.08	181,803.50
<u>Stormwater Maintenance</u>					
Personnel Services	24,156.00	0.00	27,316.50	113.08	(3,160.50)
Contractual Services	2,500.00	0.00	673.41	26.94	1,826.59
Supplies & Expenses	<u>15,000.00</u>	<u>732.31</u>	<u>7,839.19</u>	<u>52.26</u>	<u>7,160.81</u>
TOTAL Stormwater Maintenance	41,656.00	732.31	35,829.10	86.01	5,826.90

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Painting-Marking</u>					
Personnel Services	14,374.00	1,148.94	16,713.74	116.28	(2,339.74)
Supplies & Expenses	12,100.00	1,004.25	8,024.84	66.32	4,075.16
TOTAL Street Painting-Marking	26,474.00	2,153.19	24,738.58	93.44	1,735.42
<u>Street Leave Expenses</u>					
Personnel Services	71,023.00	5,263.59	41,088.26	57.85	29,934.74
TOTAL Street Leave Expenses	71,023.00	5,263.59	41,088.26	57.85	29,934.74
<u>Marking - Ped & Bike</u>					
Personnel Services	0.00	1,004.99	4,781.18	0.00	(4,781.18)
TOTAL Marking - Ped & Bike	0.00	1,004.99	4,781.18	0.00	(4,781.18)
<u>Street Lighting</u>					
Contractual Services	177,500.00	61.49	105,453.74	59.41	72,046.26
Capital Outlay	2,500.00	0.00	305.10	12.20	2,194.90
TOTAL Street Lighting	180,000.00	61.49	105,758.84	58.75	74,241.16
<u>Stormwater Plan/Const.</u>					
Contractual Services	7,250.00	0.00	2,500.00	34.48	4,750.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Stormwater Plan/Const.	7,250.00	0.00	2,500.00	34.48	4,750.00
<u>Airport</u>					
Personnel Services	625.00	170.06	841.69	134.67	(216.69)
Contractual Services	120,165.00	6,303.81	86,469.87	71.96	33,695.13
Supplies & Expenses	30,960.00	1,460.87	17,404.09	56.21	13,555.91
TOTAL Airport	151,750.00	7,934.74	104,715.65	69.01	47,034.35
<u>Transit</u>					
Personnel Services	415,672.00	30,064.94	283,763.51	68.27	131,908.49
Contractual Services	4,500.00	0.00	2,280.21	50.67	2,219.79
Supplies & Expenses	155,425.00	6,075.98	69,979.13	45.02	85,445.87
Fixed Charges	27,500.00	0.00	24,721.48	89.90	2,778.52
Technology	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Transit	604,597.00	36,140.92	380,744.33	62.97	223,852.67
<u>Garbage Collection</u>					
Personnel Services	137,027.00	9,378.35	94,720.56	69.13	42,306.44
Supplies & Expenses	97,000.00	8,868.00	62,758.58	64.70	34,241.42
Capital Outlay	32,000.00	1,669.39	12,785.58	39.95	19,214.42
TOTAL Garbage Collection	266,027.00	19,915.74	170,264.72	64.00	95,762.28
<u>Recycling</u>					
Personnel Services	141,610.00	10,439.53	98,082.55	69.26	43,527.45
Supplies & Expenses	56,350.00	4,622.46	38,847.01	68.94	17,502.99
TOTAL Recycling	197,960.00	15,061.99	136,929.56	69.17	61,030.44

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Weed & Nuisance Control</u>					
Personnel Services	11,766.00	2,350.88	15,271.16	129.79	(3,505.16)
Contractual Services	0.00	50.00	150.00	0.00	(150.00)
Supplies & Expenses	250.00	165.43	1,120.46	448.18	(870.46)
TOTAL Weed & Nuisance Control	12,016.00	2,566.31	16,541.62	137.66	(4,525.62)
<u>Health Officer</u>					
Personnel Services	3,660.00	1,830.06	3,660.12	100.00	(0.12)
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Health Officer	3,760.00	1,830.06	3,660.12	97.34	99.88
<u>MACEC - Enrichment</u>					
Personnel Services	98,122.00	7,743.65	70,686.18	72.04	27,435.82
Contractual Services	100.00	0.00	0.00	0.00	100.00
Supplies & Expenses	4,625.00	143.14	785.16	16.98	3,839.84
TOTAL MACEC - Enrichment	102,847.00	7,886.79	71,471.34	69.49	31,375.66
<u>Library</u>					
Personnel Services	721,195.00	55,295.99	517,532.44	71.76	203,662.56
Contractual Services	57,628.00	3,811.88	33,153.71	57.53	24,474.29
Supplies & Expenses	50,490.00	4,385.73	39,453.93	78.14	11,036.07
Fixed Charges	8,400.00	0.00	9,704.00	115.52	(1,304.00)
Capital Outlay	0.00	4,834.75	7,503.96	0.00	(7,503.96)
Print Media - Library	55,050.00	5,385.37	34,307.52	62.32	20,742.48
Non-Print Media-Library	22,665.00	1,566.09	11,915.72	52.57	10,749.28
Technology	58,794.00	3,265.15	37,838.44	64.36	20,955.56
TOTAL Library	974,222.00	78,544.96	691,409.72	70.97	282,812.28
<u>Parks</u>					
Personnel Services	224,565.00	15,530.64	156,791.41	69.82	67,773.59
Contractual Services	33,500.00	1,633.09	19,248.31	57.46	14,251.69
Supplies & Expenses	37,638.00	4,804.49	30,483.78	80.99	7,154.22
Capital Outlay	24,500.00	342.15	12,315.47	50.27	12,184.53
TOTAL Parks	320,203.00	22,310.37	218,838.97	68.34	101,364.03
<u>River Bend Trail</u>					
Personnel Services	5,000.00	349.48	2,120.02	42.40	2,879.98
Contractual Services	0.00	58.58	535.31	0.00	(535.31)
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Capital Outlay	261,000.00	653.00	42,780.85	16.39	218,219.15
TOTAL River Bend Trail	266,000.00	1,061.06	45,436.18	17.08	220,563.82
<u>Athletic Park Lights</u>					
Contractual Services	1,800.00	0.00	1,546.09	85.89	253.91
Supplies & Expenses	200.00	0.00	0.00	0.00	200.00
TOTAL Athletic Park Lights	2,000.00	0.00	1,546.09	77.30	453.91

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Ott's Park Lights</u>					
Contractual Services	1,400.00	0.00	920.97	65.78	479.03
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Ott's Park Lights	1,500.00	0.00	920.97	61.40	579.03
<u>Lion's Park Lights</u>					
Contractual Services	1,400.00	0.00	0.00	0.00	1,400.00
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Lion's Park Lights	1,500.00	0.00	0.00	0.00	1,500.00
<u>Recreation Programs</u>					
Personnel Services	190,887.00	12,561.39	163,976.69	85.90	26,910.31
Contractual Services	2,150.00	51.92	2,029.46	94.39	120.54
Supplies & Expenses	40,825.00	3,916.82	27,037.69	66.23	13,787.31
TOTAL Recreation Programs	233,862.00	16,530.13	193,043.84	82.55	40,818.16
<u>Marketing - PR</u>					
Personnel Services	2,875.00	509.81	1,415.80	49.25	1,459.20
Supplies & Expenses	20,625.00	3,099.95	16,183.85	78.47	4,441.15
TOTAL Marketing - PR	23,500.00	3,609.76	17,599.65	74.89	5,900.35
<u>Christmas Decorations</u>					
Personnel Services	3,267.00	0.00	1,013.25	31.01	2,253.75
Contractual Services	300.00	0.00	0.00	0.00	300.00
Supplies & Expenses	1,000.00	0.00	0.00	0.00	1,000.00
Capital Outlay	3,000.00	0.00	0.00	0.00	3,000.00
TOTAL Christmas Decorations	7,567.00	0.00	1,013.25	13.39	6,553.75
<u>Outside Agencies</u>					
Supplies & Expenses	41,875.00	6,000.00	41,800.00	99.82	75.00
TOTAL Outside Agencies	41,875.00	6,000.00	41,800.00	99.82	75.00
<u>MARC - Smith Center</u>					
Personnel Services	47,425.00	2,108.02	29,363.38	61.92	18,061.62
Contractual Services	61,000.00	1,286.75	37,710.17	61.82	23,289.83
Supplies & Expenses	25,800.00	(546.54)	12,300.37	47.68	13,499.63
Capital Outlay	6,500.00	0.00	11,208.83	172.44	(4,708.83)
TOTAL MARC - Smith Center	140,725.00	2,848.23	90,582.75	64.37	50,142.25
<u>Aquatic Center</u>					
Personnel Services	36,875.00	4,099.37	75,488.04	204.71	(38,613.04)
Contractual Services	20,000.00	2,688.03	19,818.94	99.09	181.06
Supplies & Expenses	18,625.00	2,629.93	42,822.89	229.92	(24,197.89)
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Aquatic Center	75,500.00	9,417.33	138,129.87	182.95	(62,629.87)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2016

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	1,920.00	21,620.00	109.75	(1,920.00)
TOTAL Economic Development	19,700.00	1,920.00	21,620.00	109.75	(1,920.00)
<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	11,810,779.00	753,405.61	8,155,328.83	69.05	3,655,450.17
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	71,554.48	(126,489.02)	(93,846.83)	0.00	165,401.31
<hr/>					

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

20 -Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
EXPENDITURES					
<u>Remediation Action</u>					
Personnel Services	1,650.00	260.72	504.77	30.59	1,145.23
Contractual Services	25,250.00	1,325.40	7,793.61	30.87	17,456.39
Supplies & Expenses	250.00	0.00	0.00	0.00	250.00
TOTAL Remediation Action	27,150.00	1,586.12	8,298.38	30.56	18,851.62
TOTAL EXPENDITURES	27,150.00	1,586.12	8,298.38	30.56	18,851.62
REVENUES OVER/(UNDER) EXPENDITURES	(27,150.00)	(1,586.12)	(8,298.38)	0.00	(18,851.62)

*** END OF REPORT ***

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2016

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.)	51,916.00	0.00	51,916.00	100.00	0.00
Intergovernmental	54,917.00	0.00	27,849.14	50.71	27,067.86
TOTAL Police-SRO	106,833.00	0.00	79,765.14	74.66	27,067.86
TOTAL REVENUE	106,833.00	0.00	79,765.14	74.66	27,067.86
EXPENDITURES					
<u>Police-SRO</u>					
Personnel Services	104,308.00	8,577.15	75,029.51	71.93	29,278.49
Supplies & Expenses	475.00	0.00	448.19	94.36	26.81
Fixed Charges	2,050.00	0.00	1,780.00	86.83	270.00
TOTAL Police-SRO	106,833.00	8,577.15	77,257.70	72.32	29,575.30
TOTAL EXPENDITURES	106,833.00	8,577.15	77,257.70	72.32	29,575.30
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(8,577.15)	2,507.44	0.00	(2,507.44)

*** END OF REPORT ***

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Grandstand					
Intergovernmental	868,712.00	0.00	811,211.40	93.38	57,500.60
TOTAL Grandstand	868,712.00	0.00	811,211.40	93.38	57,500.60
Events/Sponsored					
Public Charges-Services	0.00	0.00	16,035.00	0.00	(16,035.00)
Miscellaneous Revenues	0.00	0.00	25,000.00	0.00	(25,000.00)
TOTAL Events/Sponsored	0.00	0.00	41,035.00	0.00	(41,035.00)
Merrill Festival Grounds					
Taxes (or Utility Rev.)	10,000.00	0.00	10,000.00	100.00	0.00
Fines, Forfeits, & Pen.	18,000.00	0.00	0.00	0.00	18,000.00
Miscellaneous Revenues	4,000.00	0.00	7,701.30	192.53	(3,701.30)
TOTAL Merrill Festival Grounds	32,000.00	0.00	17,701.30	55.32	14,298.70
Room Tax					
Taxes (or Utility Rev.)	65,000.00	15,057.74	54,493.19	83.84	10,506.81
TOTAL Room Tax	65,000.00	15,057.74	54,493.19	83.84	10,506.81
TOTAL REVENUE	965,712.00	15,057.74	924,440.89	95.73	41,271.11
EXPENDITURES					
Grandstand					
Contractual Services	38,580.57	0.00	38,580.57	100.00	0.00
Capital Outlay	821,356.00	0.00	763,855.40	93.00	57,500.60
TOTAL Grandstand	859,936.57	0.00	802,435.97	93.31	57,500.60
Events/Sponsored					
Contractual Services	0.00	0.00	19,115.00	0.00	(19,115.00)
Supplies & Expenses	0.00	0.00	18,254.23	0.00	(18,254.23)
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	0.00	0.00	690.00	0.00	(690.00)
Capital Outlay	0.00	0.00	5,872.25	0.00	(5,872.25)
TOTAL Events/Sponsored	0.00	0.00	43,931.48	0.00	(43,931.48)
Merrill Festival Grounds					
Personnel Services	0.00	234.35	24,592.53	0.00	(24,592.53)
Contractual Services	10,000.00	2,521.14	22,808.12	228.08	(12,808.12)
Supplies & Expenses	0.00	0.00	2,163.60	0.00	(2,163.60)
Capital Outlay	13,800.00	0.00	21,185.90	153.52	(7,385.90)
TOTAL Merrill Festival Grounds	23,800.00	2,755.49	70,750.15	297.27	(46,950.15)

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>Room Tax</u>					
Supplies & Expenses	52,500.00	14,977.49	42,763.30	81.45	9,736.70
TOTAL Room Tax	52,500.00	14,977.49	42,763.30	81.45	9,736.70
<hr/>					
TOTAL EXPENDITURES	936,236.57	17,732.98	959,880.90	102.53	(23,644.33)
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	29,475.43	(2,675.24)	(35,440.01)	0.00	64,915.44
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*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

25 -Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	86,225.00	1,562.17	70,100.22	81.30	16,124.78
TOTAL CDBG Grants/Loans	86,225.00	1,562.17	70,100.22	81.30	16,124.78
<u>Community Development</u>					
Taxes (or Utility Rev.)	40,000.00	0.00	40,000.00	100.00	0.00
Intergov Charges (Misc.)	11,250.00	0.00	650.00	5.78	10,600.00
TOTAL Community Development	51,250.00	0.00	40,650.00	79.32	10,600.00
<hr/>					
TOTAL REVENUE	137,475.00	1,562.17	110,750.22	80.56	26,724.78
EXPENDITURES					
=====					
<u>CDBG Grants/Loans</u>					
Special Services	100,500.00	4,853.00	97,653.35	97.17	2,846.65
TOTAL CDBG Grants/Loans	100,500.00	4,853.00	97,653.35	97.17	2,846.65
<u>Community Development</u>					
Personnel Services	47,850.00	3,756.79	34,708.17	72.54	13,141.83
Contractual Services	725.00	38.82	1,160.72	160.10	(435.72)
Supplies & Expenses	2,675.00	33.62	884.72	33.07	1,790.28
TOTAL Community Development	51,250.00	3,829.23	36,753.61	71.71	14,496.39
<hr/>					
TOTAL EXPENDITURES	151,750.00	8,682.23	134,406.96	88.57	17,343.04
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	(14,275.00)	(7,120.06)	(23,656.74)	0.00	9,381.74
<hr/>					

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

27 -Merrill Airport Fuel

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
<u>Aviation Fuel</u>					
Public Charges-Services	95,000.00	7,592.59	72,638.18	76.46	22,361.82
Other Financing Sources	0.00	0.00	36.95	0.00	(36.95)
TOTAL Aviation Fuel	95,000.00	7,592.59	72,675.13	76.50	22,324.87
TOTAL REVENUE	95,000.00	7,592.59	72,675.13	76.50	22,324.87
EXPENDITURES					
<u>Aviation Fuel</u>					
Contractual Services	4,800.00	1,073.88	2,876.62	59.93	1,923.38
Special Services	72,000.00	12,632.89	53,256.07	73.97	18,743.93
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	1,700.00	0.00	1,700.00	100.00	0.00
TOTAL Aviation Fuel	78,500.00	13,706.77	57,832.69	73.67	20,667.31
TOTAL EXPENDITURES	78,500.00	13,706.77	57,832.69	73.67	20,667.31
REVENUES OVER/(UNDER) EXPENDITURES	16,500.00	(6,114.18)	14,842.44	0.00	1,657.56

*** END OF REPORT ***

*** END OF REPORT ***

30 -Debt Service

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Debt Service</u>					
Taxes (or Utility Rev.)	1,292,569.00	0.00	1,228,720.89	95.06	63,848.11
Miscellaneous Revenues	13,000.00	0.00	12,462.32	95.86	537.68
Other Financing Sources	<u>11,500.00</u>	<u>0.00</u>	<u>12,977.00</u>	<u>112.84</u>	<u>(1,477.00)</u>
TOTAL Debt Service	1,317,069.00	0.00	1,254,160.21	95.22	62,908.79
<hr/>					
TOTAL REVENUE	<u>1,317,069.00</u>	<u>0.00</u>	<u>1,254,160.21</u>	<u>95.22</u>	<u>62,908.79</u>
<hr/>					
EXPENDITURES					
=====					
<u>Debt Service</u>					
Debt Service	<u>1,308,847.63</u>	<u>0.00</u>	<u>383,336.50</u>	<u>29.29</u>	<u>925,511.13</u>
TOTAL Debt Service	1,308,847.63	0.00	383,336.50	29.29	925,511.13
<hr/>					
TOTAL EXPENDITURES	<u>1,308,847.63</u>	<u>0.00</u>	<u>383,336.50</u>	<u>29.29</u>	<u>925,511.13</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>8,221.37</u>	<u>0.00</u>	<u>870,823.71</u>	<u>0.00</u>	<u>(862,602.34)</u>

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
TID #3 - East Side					
Taxes (or Utility Rev.)	1,554,516.11	5.16	672,355.59	43.25	882,160.52
Intergovernmental	7,500.00	0.00	16,587.00	221.16	(9,087.00)
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 - East Side	1,562,016.11	5.16	688,942.59	44.11	873,073.52
TID #3 -Festival Grounds					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 -Festival Grounds	0.00	0.00	0.00	0.00	0.00
TID #3 - Wal-Mart Dev.					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 - Wal-Mart Dev.	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE					
	1,562,016.11	5.16	688,942.59	44.11	873,073.52
=====					
EXPENDITURES					
=====					
TID #3 - East Side					
Personnel Services	8,228.00	639.96	3,281.48	39.88	4,946.52
Contractual Services	53,150.00	270.00	6,671.32	12.55	46,478.68
Supplies & Expenses	300.00	0.00	0.00	0.00	300.00
Special Services	353,625.83	1,040.00	154,520.89	43.70	199,104.94
Fixed Charges	14,065.00	0.00	0.00	0.00	14,065.00
Capital Outlay	405,000.00	0.00	83,251.60	20.56	321,748.40
TOTAL TID #3 - East Side	834,368.83	1,949.96	247,725.29	29.69	586,643.54
TID #3 -Festival Grounds					
Personnel Services	0.00	3,746.42	15,388.28	0.00	(15,388.28)
Contractual Services	0.00	0.00	1,326.00	0.00	(1,326.00)
Capital Outlay	250,000.00	6,118.32	154,953.30	61.98	95,046.70
TOTAL TID #3 -Festival Grounds	250,000.00	9,864.74	171,667.58	68.67	78,332.42
TID #3 - Wal-Mart Dev.					
Capital Outlay	110,000.00	0.00	0.00	0.00	110,000.00
TOTAL TID #3 - Wal-Mart Dev.	110,000.00	0.00	0.00	0.00	110,000.00
TOTAL EXPENDITURES					
	1,194,368.83	11,814.70	419,392.87	35.11	774,975.96
=====					
REVENUES OVER/(UNDER) EXPENDITURES	367,647.28	(11,809.54)	269,549.72	0.00	98,097.56
=====					

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

44 -TID #4 - Thielman/P Ridge

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #4 -Thielman/P Ridge					
Taxes (or Utility Rev.)	25,924.98	0.00	26,008.94	100.32	(83.96)
Intergovernmental	3,500.00	0.00	6,360.00	181.71	(2,860.00)
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #4 -Thielman/P Ridge	29,424.98	0.00	32,368.94	110.00	(2,943.96)
TOTAL REVENUE	29,424.98	0.00	32,368.94	110.00	(2,943.96)
EXPENDITURES					
TID #4 -Thielman/P Ridge					
Personnel Services	4,625.00	0.00	0.00	0.00	4,625.00
Contractual Services	13,900.00	6.00	1,006.00	7.24	12,894.00
Special Services	50,000.00	0.00	0.00	0.00	50,000.00
Fixed Charges	32,400.00	0.00	0.00	0.00	32,400.00
Capital Outlay	3,500.00	0.00	5,716.74	163.34	(2,216.74)
TOTAL TID #4 -Thielman/P Ridge	104,425.00	6.00	6,722.74	6.44	97,702.26
TOTAL EXPENDITURES	104,425.00	6.00	6,722.74	6.44	97,702.26
REVENUES OVER/(UNDER) EXPENDITURES	(75,000.02)	(6.00)	25,646.20	0.00	(100,646.22)

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

45 -TID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #5 - Hwy 107/Taylor					
Taxes (or Utility Rev.)	115,407.52	0.00	15,407.52	13.35	100,000.00
Intergovernmental	300.00	0.00	207.00	69.00	93.00
TOTAL TID #5 - Hwy 107/Taylor	115,707.52	0.00	15,614.52	13.49	100,093.00
TOTAL REVENUE	115,707.52	0.00	15,614.52	13.49	100,093.00
EXPENDITURES					
TID #5 - Hwy 107/Taylor					
Personnel Services	5,221.00	0.00	0.00	0.00	5,221.00
Contractual Services	10,000.00	0.00	3,675.80	36.76	6,324.20
Special Services	27,512.00	30.00	10,137.00	36.85	17,375.00
Fixed Charges	2,589.00	0.00	0.00	0.00	2,589.00
Capital Outlay	107,500.00	0.00	0.00	0.00	107,500.00
TOTAL TID #5 - Hwy 107/Taylor	152,822.00	30.00	13,812.80	9.04	139,009.20
TOTAL EXPENDITURES	152,822.00	30.00	13,812.80	9.04	139,009.20
REVENUES OVER/(UNDER) EXPENDITURES	(37,114.48)	(30.00)	1,801.72	0.00	(38,916.20)

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

46 -TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #6 - Downtown					
Taxes (or Utility Rev.)	90,000.00	0.00	0.00	0.00	90,000.00
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	3,000.00	0.00	3,590.00	119.67	(590.00)
Miscellaneous Revenues	6,000.00	0.00	11,033.60	183.89	(5,033.60)
TOTAL TID #6 - Downtown	99,000.00	0.00	14,623.60	14.77	84,376.40
TID #6 - Lincoln House					
Miscellaneous Revenues	1.00	0.00	0.00	0.00	1.00
TOTAL TID #6 - Lincoln House	1.00	0.00	0.00	0.00	1.00
TOTAL REVENUE	99,001.00	0.00	14,623.60	14.77	84,377.40
EXPENDITURES					
TID #6 - Downtown					
Personnel Services	17,112.00	0.00	0.00	0.00	17,112.00
Contractual Services	42,900.00	1,185.50	16,705.00	38.94	26,195.00
Special Services	151,000.00	0.00	8,885.12	5.88	142,114.88
Fixed Charges	21,250.00	0.00	6,486.89	30.53	14,763.11
Capital Outlay	95,000.00	0.00	10,105.00	10.64	84,895.00
TOTAL TID #6 - Downtown	327,262.00	1,185.50	42,182.01	12.89	285,079.99
TID #6 - Lincoln House					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	1,500.00	0.00	0.00	0.00	1,500.00
Special Services	5,000.00	0.00	375.00	7.50	4,625.00
TOTAL TID #6 - Lincoln House	6,500.00	0.00	375.00	5.77	6,125.00
TOTAL EXPENDITURES	333,762.00	1,185.50	42,557.01	12.75	291,204.99
REVENUES OVER/(UNDER) EXPENDITURES	(234,761.00)	(1,185.50)	(27,933.41)	0.00	(206,827.59)

*** END OF REPORT ***

47 -TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #7 - N Center Ave					
Taxes (or Utility Rev.)	150,000.00	0.00	0.00	0.00	150,000.00
Intergovernmental	42,500.00	0.00	1,206.00	2.84	41,294.00
Miscellaneous Revenues	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL TID #7 - N Center Ave	197,500.00	0.00	1,206.00	0.61	196,294.00
TOTAL REVENUE	197,500.00	0.00	1,206.00	0.61	196,294.00
EXPENDITURES					
TID #7 - N Center Ave					
Personnel Services	6,893.00	0.00	0.00	0.00	6,893.00
Contractual Services	23,650.00	0.00	4,882.80	20.65	18,767.20
Special Services	260,000.00	290.63	10,390.63	4.00	249,609.37
Capital Outlay	91,974.00	0.00	10,358.80	11.26	81,615.20
TOTAL TID #7 - N Center Ave	382,517.00	290.63	25,632.23	6.70	356,884.77
TOTAL EXPENDITURES	382,517.00	290.63	25,632.23	6.70	356,884.77
REVENUES OVER/(UNDER) EXPENDITURES	(185,017.00)	(290.63)	(24,426.23)	0.00	(160,590.77)

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

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.)	125,000.00	0.00	0.00	0.00	125,000.00
Intergovernmental	37,500.00	0.00	3,315.00	8.84	34,185.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #8 - West Side	162,500.00	0.00	3,315.00	2.04	159,185.00
<u>TID #8 -River Bend Trail</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	0.00	0.00	895.00	0.00	(895.00)
TOTAL TID #8 -River Bend Trail	0.00	0.00	895.00	0.00	(895.00)
<u>TID #8 - 201 S Prospect</u>					
Intergovernmental	160,000.00	0.00	0.00	0.00	160,000.00
Miscellaneous Revenues	40,000.00	0.00	0.00	0.00	40,000.00
TOTAL TID #8 - 201 S Prospect	200,000.00	0.00	0.00	0.00	200,000.00
TOTAL REVENUE	362,500.00	0.00	4,210.00	1.16	358,290.00
EXPENDITURES					
<u>TID #8 - West Side</u>					
Personnel Services	14,271.00	0.00	0.00	0.00	14,271.00
Contractual Services	48,220.00	1,562.24	30,407.09	63.06	17,812.91
Special Services	220,000.00	0.00	14,750.85	6.70	205,249.15
Capital Outlay	117,500.00	24,347.91	77,742.30	66.16	39,757.70
TOTAL TID #8 - West Side	399,991.00	25,910.15	122,900.24	30.73	277,090.76
<u>TID #8 -River Bend Trail</u>					
Capital Outlay	0.00	0.00	895.00	0.00	(895.00)
TOTAL TID #8 -River Bend Trail	0.00	0.00	895.00	0.00	(895.00)
<u>TID #8 - 201 S Prospect</u>					
Contractual Services	0.00	0.00	82.00	0.00	(82.00)
Special Services	200,000.00	0.00	0.00	0.00	200,000.00
TOTAL TID #8 - 201 S Prospect	200,000.00	0.00	82.00	0.04	199,918.00
TOTAL EXPENDITURES	599,991.00	25,910.15	123,877.24	20.65	476,113.76
REVENUES OVER/(UNDER) EXPENDITURES	(237,491.00)	(25,910.15)	(119,667.24)	0.00	(117,823.76)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

49 -TID#9 -WI River/S Center

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
<u>TID #9-WI River/S Center</u>					
Taxes (or Utility Rev.)	1,000,000.00	0.00	0.00	0.00	1,000,000.00
Intergovernmental	3,500.00	0.00	6,545.00	187.00	(3,045.00)
Miscellaneous Revenues	21,470.25	0.00	0.00	0.00	21,470.25
TOTAL TID #9-WI River/S Center	1,024,970.25	0.00	6,545.00	0.64	1,018,425.25
<u>TID #9-Former D&L</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-Former D&L	0.00	0.00	0.00	0.00	0.00
<u>TID #9-Idle Sites (Page)</u>					
Miscellaneous Revenues	467,250.00	0.00	26,112.39	5.59	441,137.61
TOTAL TID #9-Idle Sites (Page)	467,250.00	0.00	26,112.39	5.59	441,137.61
TOTAL REVENUE	1,492,220.25	0.00	32,657.39	2.19	1,459,562.86
EXPENDITURES					
<u>TID #9-WI River/S Center</u>					
Personnel Services	5,575.00	0.00	0.00	0.00	5,575.00
Contractual Services	22,050.00	75.00	3,425.17	15.53	18,624.83
Special Services	65,000.00	0.00	15,000.00	23.08	50,000.00
Capital Outlay	26,470.25	15,029.18	15,029.18	56.78	11,441.07
TOTAL TID #9-WI River/S Center	119,095.25	15,104.18	33,454.35	28.09	85,640.90
<u>TID #9-Former D&L</u>					
Personnel Services	6,800.00	0.00	0.00	0.00	6,800.00
Contractual Services	2,500.00	0.00	0.00	0.00	2,500.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Special Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL TID #9-Former D&L	14,300.00	0.00	0.00	0.00	14,300.00
<u>TID #9-Idle Sites (Page)</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	1,434.00	0.00	8,584.29	598.63	(7,150.29)
Special Services	428,500.00	0.00	278,500.00	64.99	150,000.00
Capital Outlay	600,000.00	0.00	12,528.08	2.09	587,471.92
TOTAL TID #9-Idle Sites (Page)	1,029,934.00	0.00	299,612.37	29.09	730,321.63
TOTAL EXPENDITURES	1,163,329.25	15,104.18	333,066.72	28.63	830,262.53
REVENUES OVER/(UNDER) EXPENDITURES	328,891.00	(15,104.18)	(300,409.33)	0.00	629,300.33

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

40 -TID No. 10 - Fox Point

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
<u>TID #10-Fox Point</u>					
Taxes (or Utility Rev.)	450,000.00	0.00	0.00	0.00	450,000.00
TOTAL TID #10-Fox Point	450,000.00	0.00	0.00	0.00	450,000.00
<hr/>					
TOTAL REVENUE	450,000.00	0.00	0.00	0.00	450,000.00
EXPENDITURES					
<u>TID #10-Fox Point</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	3,400.00	1,100.00	2,591.68	76.23	808.32
Special Services	450,000.00	0.00	445,504.92	99.00	4,495.08
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL TID #10-Fox Point	455,900.00	1,100.00	448,096.60	98.29	7,803.40
<hr/>					
TOTAL EXPENDITURES	455,900.00	1,100.00	448,096.60	98.29	7,803.40
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	(5,900.00)	(1,100.00)	(448,096.60)	0.00	442,196.60

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

41 -TID No. 11- Apartments

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #11 - Apartments					
Taxes (or Utility Rev.)	457,166.00	0.00	0.00	0.00	457,166.00
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	0.00	50.00	50.00	0.00	(50.00)
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #11 - Apartments	457,166.00	50.00	50.00	0.01	457,116.00
TOTAL REVENUE	457,166.00	50.00	50.00	0.01	457,116.00
EXPENDITURES					
TID #11 - Apartments					
Personnel Services	500.00	0.00	0.00	0.00	500.00
Contractual Services	8,890.00	0.00	3,155.00	35.49	5,735.00
Special Services	207,166.00	0.00	207,740.84	100.28	(574.84)
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	250,000.00	0.00	0.00	0.00	250,000.00
TOTAL TID #11 - Apartments	466,556.00	0.00	210,895.84	45.20	255,660.16
TOTAL EXPENDITURES	466,556.00	0.00	210,895.84	45.20	255,660.16
REVENUES OVER/(UNDER) EXPENDITURES	(9,390.00)	50.00	(210,845.84)	0.00	201,455.84

*** END OF REPORT ***

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Non-Departmental					
Taxes (or Utility Rev.)	181,000.00	13.31	181,367.55	100.20	(367.55)
Specials (Utility Rev.)	30,000.00	1,127.60	7,319.60	24.40	22,680.40
Intergovernmental	256,000.00	0.00	0.00	0.00	256,000.00
Public Charges-Services	0.00	0.00	287.50	0.00	(287.50)
Miscellaneous Revenues	0.00	0.00	1,036.00	0.00	(1,036.00)
Other Financing Sources	0.00	0.00	3,477.22	0.00	(3,477.22)
TOTAL Non-Departmental	467,000.00	1,140.91	193,487.87	41.43	273,512.13
TOTAL REVENUE	467,000.00	1,140.91	193,487.87	41.43	273,512.13
EXPENDITURES					
Streets - Sealcoat					
Personnel Services	38,006.00	5,311.48	11,795.08	31.03	26,210.92
Supplies & Expenses	105,070.00	40,580.28	41,639.79	39.63	63,430.21
TOTAL Streets - Sealcoat	143,076.00	45,891.76	53,434.87	37.35	89,641.13
Capital Outlay/Projects					
Personnel Services	0.00	1,039.59	1,222.46	0.00	(1,222.46)
Capital Outlay	2,092,928.90	132,679.54	925,235.00	44.21	1,167,693.90
TOTAL Capital Outlay/Projects	2,092,928.90	133,719.13	926,457.46	44.27	1,166,471.44
Financing Costs					
Debt Service	0.00	0.00	0.00	0.00	0.00
TOTAL Financing Costs	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	2,236,004.90	179,610.89	979,892.33	43.82	1,256,112.57
REVENUES OVER/(UNDER) EXPENDITURES	(1,769,004.90)	(178,469.98)	(786,404.46)	0.00	(982,600.44)

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Non-Departmental					
Taxes (or Utility Rev.)	99,331.00	6,109.73	67,959.15	68.42	31,371.85
Specials (Utility Rev.)	(1,438.00)	0.00	0.00	0.00	(1,438.00)
Public Charges-Services	1,440,540.00	130,001.79	1,046,021.75	72.61	394,518.25
Intergov Charges (Misc.)	15,625.00	619.87	10,967.62	70.19	4,657.38
Miscellaneous Revenues	2,500.00	50.56	1,122.64	44.91	1,377.36
Other Financing Sources	0.00	0.00	125.89	0.00	(125.89)
TOTAL Non-Departmental	1,556,558.00	136,781.95	1,126,197.05	72.35	430,360.95
TOTAL REVENUE	1,556,558.00	136,781.95	1,126,197.05	72.35	430,360.95
EXPENDITURES					
Non-Departmental					
Work Orders - Utility	577,500.00	159,877.96	533,072.21	92.31	44,427.79
TOTAL Non-Departmental	577,500.00	159,877.96	533,072.21	92.31	44,427.79
Pumping Expenses					
	76,250.00	9,818.72	55,300.75	72.53	20,949.25
TOTAL Pumping Expenses	76,250.00	9,818.72	55,300.75	72.53	20,949.25
Water Treatment Expenses					
	107,500.00	7,493.43	75,866.41	70.57	31,633.59
TOTAL Water Treatment Expenses	107,500.00	7,493.43	75,866.41	70.57	31,633.59
Trans & Distribution Exp					
	213,000.00	22,246.10	161,722.17	75.93	51,277.83
TOTAL Trans & Distribution Exp	213,000.00	22,246.10	161,722.17	75.93	51,277.83
Customer Accts Expenses					
	59,250.00	6,643.45	50,829.00	85.79	8,421.00
TOTAL Customer Accts Expenses	59,250.00	6,643.45	50,829.00	85.79	8,421.00
Admin & General Expenses					
	684,881.00	17,325.67	233,275.67	34.06	451,605.33
TOTAL Admin & General Expenses	684,881.00	17,325.67	233,275.67	34.06	451,605.33
Contract Work					
	3,500.00	323.86	572.36	16.35	2,927.64
TOTAL Contract Work	3,500.00	323.86	572.36	16.35	2,927.64

CITY OF MEMPHIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2016

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>Taxes</u>					
	<u>380,611.00</u>	<u>1,984.94</u>	<u>366,780.13</u>	<u>96.37</u>	<u>13,830.87</u>
TOTAL Taxes	380,611.00	1,984.94	366,780.13	96.37	13,830.87
<u>Debt Service</u>					
	<u>30,000.00</u>	<u>0.00</u>	<u>16,620.73</u>	<u>55.40</u>	<u>13,379.27</u>
TOTAL Debt Service	30,000.00	0.00	16,620.73	55.40	13,379.27
<hr/>					
TOTAL EXPENDITURES	<u>2,132,492.00</u>	<u>225,714.13</u>	<u>1,494,039.43</u>	<u>70.06</u>	<u>638,452.57</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>(575,934.00)</u>	<u>(88,932.18)</u>	<u>(367,842.38)</u>	<u>0.00</u>	<u>(208,091.62)</u>

*** END OF REPORT ***

CITY OF TAMPA
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2016

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.)	3,750.00	380.30	1,867.49	49.80	1,882.51
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergov Charges (Misc.)	7,500.00	251.92	5,356.18	71.42	2,143.82
Miscellaneous Revenues	986.00	0.00	594.42	60.29	391.58
Other Financing Sources	0.00	0.00	125.88	0.00	(125.88)
Public Charges-Services	1,510,250.00	148,902.76	1,104,421.43	73.13	405,828.57
Other Charges-Services	122,500.00	6,051.70	73,341.08	59.87	49,158.92
TOTAL Non-Departmental	1,644,986.00	155,586.68	1,185,706.48	72.08	459,279.52
TOTAL REVENUE	1,644,986.00	155,586.68	1,185,706.48	72.08	459,279.52
EXPENDITURES					
<u>Non-Departmental</u>					
Work Orders - Utility	563,500.00	138,476.40	444,767.87	78.93	118,732.13
TOTAL Non-Departmental	563,500.00	138,476.40	444,767.87	78.93	118,732.13
<u>Contract Work</u>					
	500.00	0.00	0.00	0.00	500.00
TOTAL Contract Work	500.00	0.00	0.00	0.00	500.00
<u>Taxes - SS/Medicare</u>					
	29,000.00	2,261.23	24,810.97	85.56	4,189.03
TOTAL Taxes - SS/Medicare	29,000.00	2,261.23	24,810.97	85.56	4,189.03
<u>Operations</u>					
	290,000.00	23,958.33	220,379.70	75.99	69,620.30
TOTAL Operations	290,000.00	23,958.33	220,379.70	75.99	69,620.30
<u>Maintenance</u>					
	235,250.00	37,595.64	165,846.48	70.50	69,403.52
TOTAL Maintenance	235,250.00	37,595.64	165,846.48	70.50	69,403.52
<u>Customer Accts Expenses</u>					
	67,750.00	6,439.20	58,110.56	85.77	9,639.44
TOTAL Customer Accts Expenses	67,750.00	6,439.20	58,110.56	85.77	9,639.44

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2016

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Admin & General Expenses</u>					
	404,000.00	17,930.69	290,393.95	71.88	113,606.05
TOTAL Admin & General Expenses	404,000.00	17,930.69	290,393.95	71.88	113,606.05
<u>Taxes & Depreciation</u>					
	240,500.00	0.00	0.00	0.00	240,500.00
TOTAL Taxes & Depreciation	240,500.00	0.00	0.00	0.00	240,500.00
<u>Transfers</u>					
	5,910.00	0.00	4,335.66	73.36	1,574.34
TOTAL Transfers	5,910.00	0.00	4,335.66	73.36	1,574.34
<hr/>					
TOTAL EXPENDITURES	1,836,410.00	226,661.49	1,208,645.19	65.82	627,764.81
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	(191,424.00)	(71,074.81)	(22,938.71)	0.00	(168,485.29)
<hr/>					

*** END OF REPORT ***



Statewide Services, Inc.

Claim Division
 24 Hour Telephone: 877-294-9712
 FAX: 800-858-1536
 Email: StatewideClaimsReporting@statewidesvcs.com

NOTICE OF:

- CLAIM (submitted for consideration of payment)
- INCIDENT NOTICE (Record of purpose - may develop into claim)

INSURED INFORMATION	
Insured Name: City of Merrill	Policy #: 35014
Contact Person: Bill Heideman	Title/Position: City Clerk
Address: 1004 E. First Street, Merrill, WI 54452	Phone #: 715-536-5594
Email Address: Bill.Heideman@ci.merrill.wi.us	Fax #: 715-539-2668

(If applicable) Add'l Contact Person: Kathy Seubert	Title/Position: Administrative Assistant
Phone #: 715-536-5594	Email Address: Kathy.Seubert@ci.merrill.wi.us
Fax #: 715-539-2668	

LOSS INFORMATION - DESCRIBE HOW LOSS OCCURRED			
<i>DURING KOPC MEETING/PICNIC TREE/BRANCH FELL ON MY VW JETTA</i>			
<small>ATTACH ADDITIONAL COPIES AS NEEDED</small>			
REPORTED TO (POLICE OR FIRE DEPT.) MERRILL POLICE	LT. DON P. SEUBERT SP?	REPORT # 16-15491	
LOCATION OF CLAIM/INCIDENT RIVERSIDE PARK MERRILL WI	DATE OF CLAIM/INCIDENT 9-8-16	TIME <input type="checkbox"/> A.M. <input checked="" type="checkbox"/> P.M.	DATE INSURED NOTIFIED
Department/Operation			
<input type="checkbox"/> Admin/General Operations	<input type="checkbox"/> Fire Dept. - Volunteer	<input type="checkbox"/> Public Works - Tree Care	
<input type="checkbox"/> Cemetery	<input type="checkbox"/> Police	<input type="checkbox"/> Public Works - Other	
<input type="checkbox"/> Electric Utility	<input type="checkbox"/> Public Works - Park & Rec.	<input type="checkbox"/> Water Utility	
<input type="checkbox"/> EMS	<input type="checkbox"/> Public Works - Streets-Snow/Maintenance	<input type="checkbox"/> Transit _____	
<input type="checkbox"/> Fire Dept. - Paid	<input type="checkbox"/> Public Works - Sewer & Water	<input type="checkbox"/> Other _____	

PROPERTY OF OTHERS LOSS INFORMATION		
DESCRIBE PROPERTY (If auto, include year, make, model, plate no.)	OTHER VEHICLE / PROPERTY INS? <input type="checkbox"/> YES <input type="checkbox"/> NO	COMPANY OR AGENCY NAME & POLICY NO.
OWNER'S NAME & ADDRESS PAUL MATHIAS * N1757 ROBIN RD	BUSINESS PHONE 715 748 5475	RESIDENCE PHONE SAME
DESCRIBE DAMAGE see police report	ESTIMATE AMOUNT	WHERE CAN DAMAGE BE SEEN? N1757 ROBIN RD MEDFORD WI 54451

*** MEDFORD WI 54451**

Statewide Services, Inc.

Claim Division

1241 John Q. Hammons Dr.
P.O. Box 5555
Madison, WI 53705-0555
877-204-9712

September 23, 2016

City of Merrill
Attn: Kathy Seubert
1004 E 1st St.
Merrill, WI 54452

Program: League of Wisconsin Municipalities Mutual Insurance
Our Insured: City of Merrill
Date of loss: 9/08/2016
Our Claim # WM000350140117
Claimant: Paul Mathias
N1757 Robin Rd.
Medford, WI 54451

Dear Ms. Seubert,

Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance which insures the City of Merrill. We are in receipt of the claim submitted by Mr. Mathias for damage to his vehicle caused by a fallen City tree limb at Riverside Park.

We have reviewed the matter and recommend that the City of Merrill deny this claim pursuant to the Wisconsin statute for disallowance of claim 893.80(1g). The disallowance will shorten the statute of limitations period to six (6) months.

Our denial is based on the fact that the investigation revealed no negligence on behalf of the City. The City did not have prior actual or constructive notice of the tree condition which allegedly caused this incident. The actual cause of the limb failure is believed to be wind.

Please submit the disallowance directly to the claimant at the above address. The disallowance should be sent certified or registered mail and must be received by the claimant within 120 days after you receive Notice of Claim. Please send a copy of the disallowance to Statewide Services Inc. Claims.

Attachment: Letter recommending disallowance - Mathias Insurance Claim (1982 : Insurance Claim filed by Paul Mathias)

Sincerely,

Sarah Bourgeois
PO Box 5555
Madison, WI 53705-0555
608-828-5439 Phone
800-854-1537 Fax
sbourgeois@statewidesvcs.com

CC: Bill Barnes

Attachment: Letter recommending disallowance - Mathias Insurance Claim (1982 : Insurance Claim filed by Paul Mathias)



CITY OF MERRILL
City Administrator

David Johnson, City Administrator
1004 East First Street
Merrill, Wisconsin 54452
Phone (715) 536-5594
FAX (715) 539-2668
e-mail: David.Johnson@ci.merrill.wi.us

To Board of Public Works,

In mid-August the City put out an RFP for the sale and development of nine (9) acres of property in the 300 block of S. Alexander St. with the responses due September 19. A single joint response was received from C&D Excavating, LLC and DC Disposal. The offer was \$10,000 for the property in order to develop it for use by both businesses. Until the property is owned there is no development plan beyond stating that the intent is to erect a 5,000+ sf building for use by both businesses.

When the City purchased this property some years ago for use by the Street Department for our compost pile, wood lot, recycle storage, fill storage, and snow dump the entire property was more than we needed but it came as a package deal, all or nothing. Twice in the past 4 years we have attempted to sell off a portion of this property with no takers. One developer looked at this property for apartments but felt the ground work necessary was cost prohibitive. We can either hold the property and hope for other development or we can sell the property now.

It is my recommendation that the Board of Public Works accept the RFP response from C&D Excavating, LLC and DC Disposal for a purchase price of \$10,000 and an agreement to develop the land with a 5,000+ sf building.

David Johnson

CONNECTING HIGHWAY DESIGNATION

**DRAFT AGREEMENT FOR
CONNECTING HIGHWAY CHANGE NUMBER 281
PERTAINING TO
STATE TRUNK HIGHWAY (STH) 107
CHAMPAGNE DRIVE TO MARC DRIVE
CITY OF MERRILL
LINCOLN COUNTY**

1. Introduction

The Wisconsin Department of Transportation (DEPARTMENT) has proposed a Connecting Highway Change in the City of Merrill (CITY) in Lincoln County, whereby:

- A segment of STH 107 will be designated as a Connecting Highway.

2. Statutory Authority of State Highway Change

All determinations and decisions herein and hereafter described are made in accordance with Section 86.32(1) of the Wisconsin State Statutes whereby the DEPARTMENT is proposing Connecting Highway Change Number 281 to add a segment of Connecting Highway in the CITY.

3. Determination and Description of Highway Segment To Be Designated A Connecting Highway

The DEPARTMENT hereby finds, determines and makes this decision that the public good will best be served by designating as a Connecting Highway, the highway described as:

A Segment of STH 107

Beginning at the intersection of Champagne Drive; thence northwesterly 0.67 miles to 0.02 miles northwest of the Marc Drive intersection. See attached **Location Map**.

The segment length of this addition is 0.67 miles.

4. Effective Date of Change

The effective date for the Connecting Highway change described in Section 3 shall be upon the approval and signing of this agreement by the DEPARTMENT and CITY.

5. Other Considerations

The DEPARTMENT and CITY have determined that Other Considerations should be included with the Connecting Highway Change herein identified. See attached **OTHER CONSIDERATIONS**.

CONNECTING HIGHWAY DESIGNATION

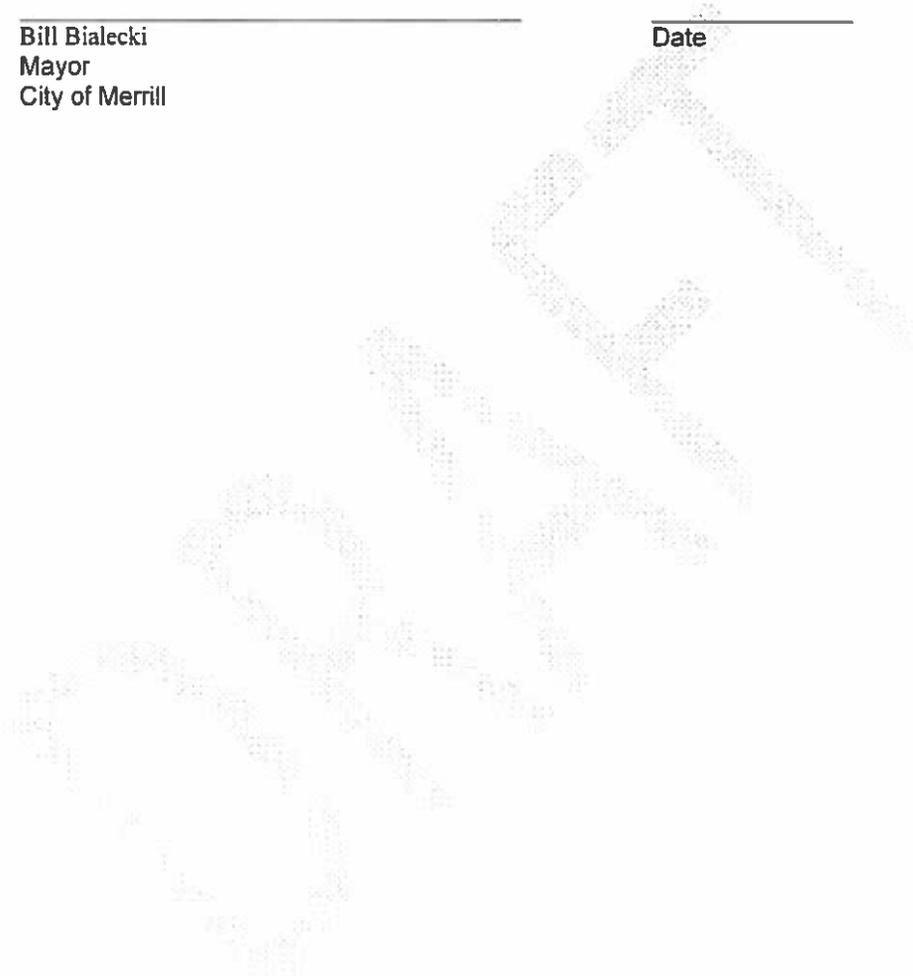
Approved for the Wisconsin Department of Transportation by:

Rebecca Burkel
Operations Director - Statewide Bureaus
Division of Transportation System Development

Date

Bill Bialecki
Mayor
City of Merrill

Date



**OTHER CONSIDERATIONS
CONNECTION HIGHWAY CHANGE NUMBER 281**

SECTION I

RIGHT-OF-WAY

The right-of-way ownership already lies with the CITY. Prior to becoming a state highway, the highway segment was a roadway under local jurisdiction, including the underlying right-of-way. No records exist that the right-of-way was acquired by the DEPARTMENT when the roadway became a state highway.

SECTION II

ACCESS

The DEPARTMENT will convey all access control rights over to the CITY for the highway segment.

SECTION III

UTILITIES AND OTHER NON-ACCESS PERMITS

The DEPARTMENT will convey all utility and other permitting control authority to the CITY for the highway segment.

SECTION IV

HIGHWAY MAINTENANCE AGREEMENTS

Not applicable for this connection highway change.

DAILY MAINTENANCE RESPONSIBILITY

The CITY will accept maintenance responsibility for the highway segment.

SECTION V

FACILITIES TO BE JURISDICTIONALLY RETAINED BY THE DEPARTMENT

The DEPARTMENT will retain jurisdictional responsibility for all state highway route signs along highway segment

SECTION VI

CAPITALIZATION OF MAINTENANCE COSTS FOR ADDITIONAL NET MILES ASSIGNED

The CITY will accept the maintenance costs for the additional net miles of connecting highway without a maintenance capitalization start up payment from the DEPARTMENT.

SECTION VII

SYSTEM ROUTING AND NAMING CONVENTIONS

No changes to the system routing or naming.

SECTION VIII

TRAFFIC OPERATIONS

The CITY will accept jurisdiction and maintenance responsibility for all signs along the highway segment, except for state highway routing signs.

SECTION IX

SYNCHRONIZING GENERAL TRANSPORTATION AID (GTA) PAYMENTS

Not applicable. The CITY will be receiving state Connecting Highway Aids for maintaining the highway segment.

SECTION X

HISTORICAL PRESERVATION

The underlying right-of-way ownership along the highway segment already lies with the CITY (See SECTION I). So, the DEPARTMENT will not review the right-of-way for any historically listed sites or properties.

SECTION XI

REHABILITATION/RECONSTRUCTION TREATMENTS

Segment Designation

Not applicable for this connecting highway change.

Roadway Rehabilitation

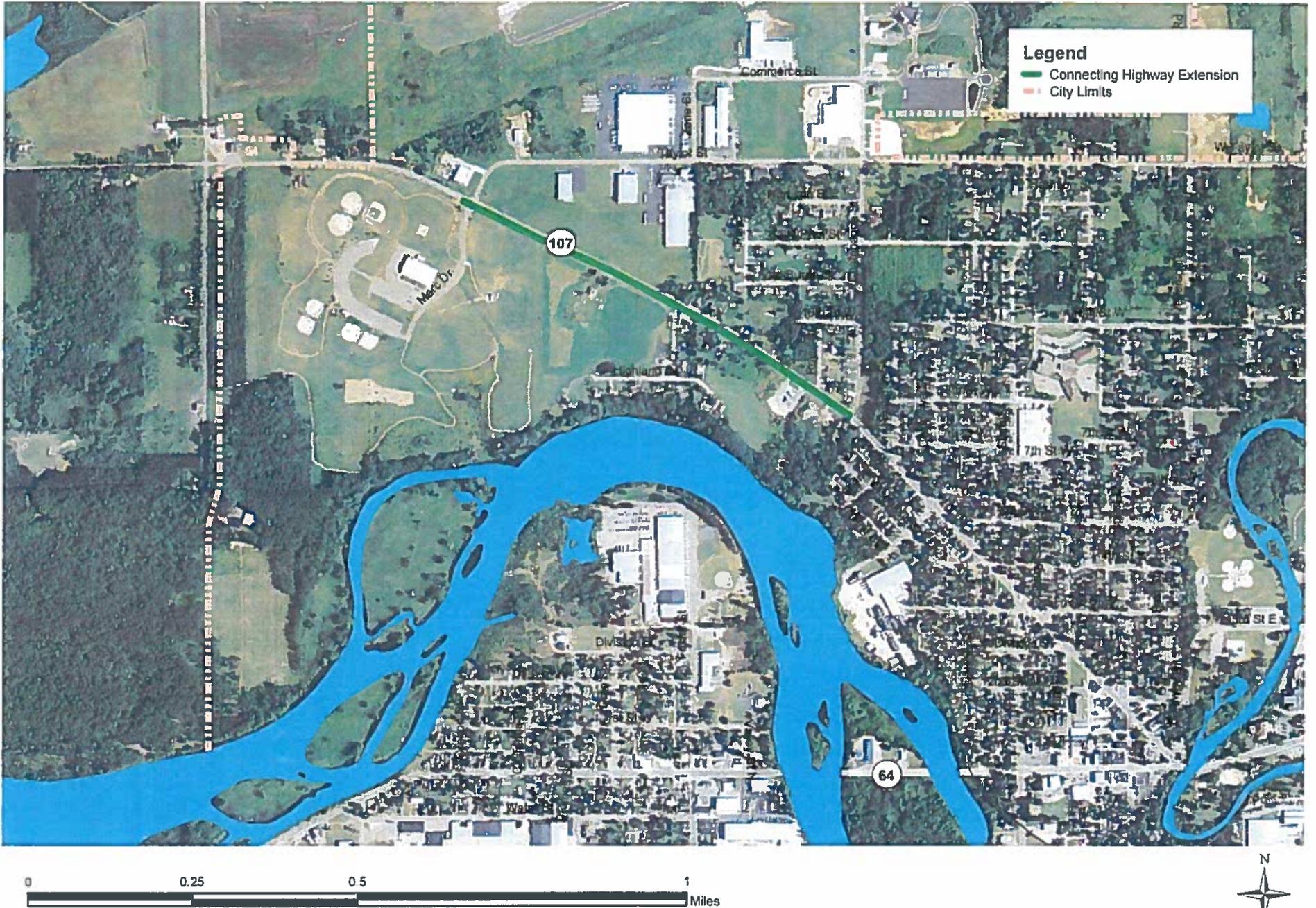
The DEPARTMENT will complete crack sealing work along the highway segment in the fall 2016.

SECTION XII

MISCELLANEOUS ITEMS

No miscellaneous items.

Connecting Highway Change STH 107, City of Merrill September 2016





R920

RECTANGULAR RAPID FLASHING BEACON

Pedestrian-actuated warning system for uncontrolled marked crosswalks.

- The R920 is the benchmark for Rectangular Rapid Flashing Beacons (RRFBs)
- Ultra-efficient optical and Energy Management System (EMS)
- Compact design to simplify installation
- Proven technology platform
- Exceeds FHWA standards

RRFBs have been found to provide vehicle yielding rates between 72 and 96 percent for crosswalk applications, including 4 lane roadways with average daily traffic (ADT) exceeding 12,000*.

Superior Design and Technology

The R920 utilizes a self-contained solar engine integrating the energy management system with an on-board user interface, housed in a compact enclosure together with the batteries and solar panel. In low light conditions, the ambient auto-adjust option provide over-lighting protection and system efficiency, while still meeting MUTCD light intensity requirements.

Easy Installation

With its highly efficient and compact design, installation is quick and uncomplicated, dramatically reducing installation costs. Retrofitting can be done where existing sign bases are used to enhance existing marked crosswalks in minutes, and new installations can be completed without the cost of larger poles and bases.

Advanced User-Interface

The R920 is the first RRFB with an on-board user interface and display for quick configuration and status monitoring. It allows for simple in-the-field set-up adjustment to flash duration, ambient settings, and night intensity. Settings are automatically sent wirelessly to all units in the system.

Reliable

Designed with Carmanah's industry leading solar modeling tools to provide dependable year-after-year operation.

Trusted

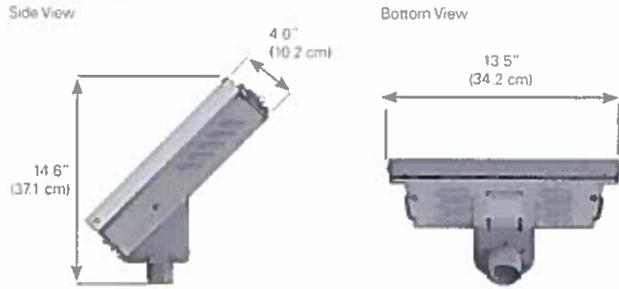
With thousands of installations in the field, Carmanah solar beacons and solar LED lights have become the benchmark in traffic applications and other transportation applications worldwide.



REPRESENTED IN YOUR REGION BY:

* U.S. Department of Transportation Federal Highways Administration, Publication No. FHWA HRT-10-043
 "Effects of Yellow Rectangular Rapid-Flashing Beacons on Yielding at Multilane Uncontrolled Crosswalks"

DIMENSIONS



MOUNTING OPTIONS

2.0" - 2.5" Perforated Square Post Mount 2.38" - 2.88" Diameter Round Post Mount 4.0" - 4.5" Diameter Round Post Mount Side Post Mount

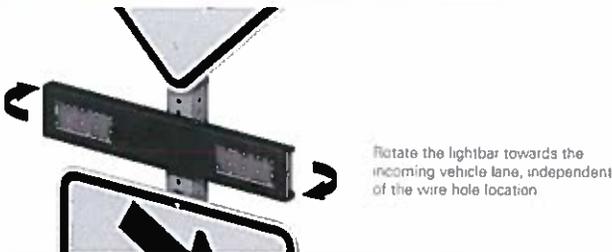


SYSTEM CONFIGURATION

Un-directional Configuration Bi-directional Configuration



IN THE FIELD AIMING



RRFB CAPACITY CALCULATOR

Calculate the performance of our Rectangular Rapid Flashing Beacon in your location with our RRFB Capacity Calculator.

carmanah.com/RRFB-calculator



The management system governing the manufacture of this product is ISO 9001:2008 certified.

Specifications subject to local environmental conditions. Specifications may be subject to change. US Patent No 6,573,659. Other patents pending. "Carmanah" and Carmanah logo are trademarks of Carmanah Technologies Corp. © 2015, Carmanah Technologies Corp. Document: SPC_TRAF_R920_Rev0

R920

RECTANGULAR RAPID FLASHING BEACON

On-Board User Interface (OBUi)	Adjustable, auto-scrolling LED display
	Field-configurable flash duration to one second increment
	Ambient auto-adjust configuration
	Night dimming configuration
Optical	Wireless update of configurable settings from any unit to all systems
	Channel selection
	System test, status and fault detection
	Activation data reporting
Energy Collection	MUTCD IA-11 compliant flash pattern
	3" x 7" amber LED indications
	Side emitting pedestrian confirmation lights
	Exceeds SAE J595 class 1 Intensity
Energy Storage	Meets SAE J578 chromaticity
	High-power LEDs meets 90% lumen maintenance (L90) based on IES LM-80
	10 watt high-efficiency photovoltaic cell with bypass diodes
	Maximum power point tracking with temperature compensation (MPPT-TC) for optimal energy collection in all solar conditions
Solar Engine Construction	Replaceable, recyclable best in-class 12V dual battery system (sealed, maintenance-free)
	Designed for minimum 5 year battery life
	Lightweight for ease of handling
	Quick connect terminals and strapping for efficient installation
Lightbar Construction	Weatherproof, vented solar engine enclosure for ambient air transfer (NEMA 3R)
	Hinged access lid for access to on-board user interface and batteries
	Compact, lightweight aluminum housing
	Top of pole mounting to standard 2" sign posts and 4" poles, side of pole mounting to standard 4" poles
Operating Performance	Pre-wired assembly designed to minimize installation time
	Weight: 19.8 lb (9 kg) including batteries, excluding light bars and push button
	Premium, UV-resistant polycarbonate lens
	Two-piece mounting bracket to facilitate mounting back-to-back lightbars
Warranty	Horizontal rotation adjustment for in-the-field aiming of lightbar
	Dimensions: 24" L x 15" W x 4.5" H (61.0 cm L x 38.1 cm W x 11.4 cm H)
Warranty	Rated for 300, 20 second activations per day, year-round operation with a minimum of 0.94 sun hours
	Wireless activation within 150 mS
Warranty	Wireless range of 500 ft (152 m)
	3-year limited warranty



Decker Supply Co Inc.
1115 O'Neill Ave
PO Box 8008
Madison WI 53708

QUOTATION

Quote Number: 471191
Quote Date: 09/06/16
Page: 1

Customer Phone:
Customer Fax:

B CITY OF MERRILL
I STREET DEPT
L 315 E 1ST ST
L MERRILL, WI 54452

S CITY OF MERRILL
H STREET DEPT
I 315 E 1ST ST
P MERRILL, WI 54452
715-536-8311
ATTN: COREY BENNETT

Entered By: JOSH	RFQ Number: NOT YET
Location:	Ship Via: DROP SHIP DIRCT
Account Cd: MERRICWI	Taxable: Y
Salesperson: 7250	Pmt Terms: NET 30

Line	Order Qty	Part Number	Description	Price	UM	Ext Price	Est Ship
1	2.00	R920-SOLAR	R920 RRFB SOLAR ENGINE * NATURAL - 72526 * - EACH PANEL WILL BE POWERING 2 LIGHT BARS AND 1 PUSH BUTTON	\$1,541.0000	EA	\$3,082.00	09/06/16
2	4.00	NP BATTERY R920	STANDARD TEMP BATTERY FOR R920 * 67620 * - QTY.2 FOR EACH SOLAR PANEL	\$39.0000	EA	\$156.00	09/06/16
3	2.00	R920-69102	R920 4"-4.5" OD POST MOUNT FOR SOLAR PANEL (TOP OF POLE) * NATURAL - 70165 *	\$89.0000	EA	\$178.00	09/06/16
4	4.00	R920 LIGHT BAR	R920 LIGHT BAR W/CONFIRMATION PEDESTRIAN LIGHTS. * BLACK - 76440 * - 2 LIGHT BARS WILL GO ON EACH POLE	\$483.0000	EA	\$1,932.00	09/06/16
5	2.00	PB-68319	CARMANAH: POLARA BULLDOG PB, YELLOW	\$149.0000	EA	\$298.00	09/06/16
6	2.00	PB-FRAME-9X12	9 X 12 PUSH BUTTON FRAME KIT, ***YELLOW-69978***	\$122.0000	EA	\$244.00	09/06/16
7	2.00	R10-25 S8PW0912	"PUSH BUTTON TO TURN ON".... SIGN PLACED INSIDE 9X12 FRAME 9" X 12" PH/CS .080 (BLK/WH) * PRISMATIC H.I. *	\$9.0000	EA	\$18.00	09/06/16
8	4.00	W11-2 S8FG30DI	PEDESTRIAN ADVANCE SYMBOL 30" X 30" DG/CS .080 (BL/FLYG)	\$74.9500	EA	\$299.80	09/06/16

Decker Supply Co Inc.
 1115 O'Neill Ave
 PO Box 8008
 Madison WI 53708

QUOTATION

Quote Number: 471191
 Quote Date: 09/06/16
 Page: 2
 Customer Phone:
 Customer Fax:

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 CITY OF MERRILL
 STREET DEPT
 315 E 1ST ST
 MERRILL, WI 54452

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 CITY OF MERRILL
 STREET DEPT
 315 E 1ST ST
 MERRILL, WI 54452
 715-536-8311
 ATTN: COREY BENNETT

Entered By: JOSH
 Location:
 Account Cd: MERRICWI
 Salesperson: 7250

RFQ Number: NOT YET
 Ship Via: DROP SHIP DIRCT
 Taxable: Y
 Pmt Terms: NET 30

Line	Order Qty	Part Number	Description	Price	UM	Ext Price	Est Ship
			** SCHOOL ZONE SHEETING **				
9	2.00	W16-7L S8FG2412	DIAGONAL ARROW DOWN LEFT 24" X 12" DG/CS (BLK/FLYG) ** SCHOOL ZONE SHEETING **	\$23.9500	EA	\$47.90	09/06/16
10	2.00	W16-7R S8FG2412	DIAGONAL ARROW DOWN RIGHT 24" X 12" DG/CS (BLK/FLYG) ** SCHOOL ZONE SHEETING **	\$23.9500	EA	\$47.90	09/06/16
11	8.00	SNAP	SNAP LOCK ASSEMBLY - 2 WILL BE USED PER SIGN	\$2.6000	EA	\$20.80	09/06/16
12	16.00	D021I	INDV #D021 FLARED LEG BRACKETS - 4 WILL BE USED PER SIGN	\$3.6700	EA	\$58.72	09/06/16
13	2.00	MISC	PELCO 15' ALUMINUM POLE KIT - BREAKAWAY BASE - CONCRETE FORM KIT W/12" X 1/2" ANCHOR BOLTS - DOES NOT INCLUDE CONCRETE! - INSTALLATION NOT INCLUDED - ADD FREIGHT, LISTED BELOW. - SALESPERSON: JOSH	\$765.0000	EA	\$1,530.00	09/06/16

Decker Supply Co Inc.
1115 O'Neill Ave
PO Box 8008
Madison WI 53708

QUOTATION

Quote Number: 471191
Quote Date: 09/06/16
Page: 3
Customer Phone:
Customer Fax:

B
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CITY OF MERRILL
STREET DEPT
315 E 1ST ST
MERRILL, WI 54452

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CITY OF MERRILL
STREET DEPT
315 E 1ST ST
MERRILL, WI 54452
715-536-8311
ATTN: COREY BENNETT

Entered By: JOSH
Location:
Account Cd: MERRICWI
Salesperson: 7250

RFQ Number: NOT YET
Ship Via: DROP SHIP DIRCT
Taxable: Y
Pmt Terms: NET 30

Line	Order Qty	Part Number	Description	Price	UM	Ext Price	Est Ship
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Thank you for the opportunity of quoting.

Prices are good for 45 days from quotation date.

Subtotal:	<u>\$7,913.12</u>
Sales Tax:	\$0.00
Freight:	\$160.00
Total:	<u><u>\$8,073.12</u></u>

City of Merrill

Public Works Department Meadow Lane

Date: 10/4/16

Bids Received for:

	<u>Name of Bidder/Supplier</u>	<u>Bid Amount</u>	<u>Comments</u>
1	Hagg	142 388 <u>—</u>	1
2	Merrill Gravel	161 815.82	3
3	Switlick	171 600 <u>—</u>	6
4	James Peterson	199 653 <u>—</u>	9
5	Kruczek	162 222 <u>22</u>	4
6	Earth	188 764 <u>20</u>	8
7	McCabe	148 932 <u>50</u>	2
8	Steen	169 735 <u>—</u>	5
9	AI	176 942 <u>—</u>	7

Witnessed By 

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 07-01 20 16 ;
ending 06-30 20 17

TO THE GOVERNING BODY of the: Town of }
 Village of } Merrill
 City of }

County of Lincoln Aldermanic Dist. No. _____ (if required by ordinance)

- 1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

- 2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): CAP Operations, Inc.

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>See Attached</u>		
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	<u>Store Manager</u>	<u>Mary Hofe</u>	<u>N330 Hilltop Ln</u>
Directors/Managers			

- 3. Trade Name Holiday #49 Business Phone Number 715-536-8654
- 4. Address of Premises 1312 West Main St Post Office & Zip Code Merrill, 54452

- 5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
- 6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
- 7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
- 8. (a) Corporate/limited liability company applicants only: Insert state DE and date 7-31-2015 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

- 9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Back room, sales floor, coolers
- 10. Legal description (omit if street address is given above): _____
- 11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? Same
- 12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No
- 13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]. Yes No
- 14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 13th day of September, 20 16

Jean Williamson
(Notary Public)

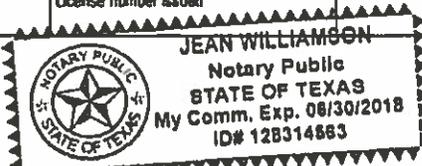
[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

My commission expires 6-30-2018

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>9/21/16</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	



Revenue

Home > Common Questions > Alcohol Beverage Laws for Retailers - Licenses

Alcohol Beverage Laws for Retailers Licenses

1. What does an alcohol beverage license allow?
2. Are licenses and permits the same thing?
3. What types of alcohol beverage licenses are there?
4. I've heard that some licenses are very expensive. Is that true?
5. How are quotas and reserve licenses determined?
6. I want specific information about licensing. Where do I go?
7. How do I apply for an alcohol beverage license?
8. What are the basic qualifications for a person to get a license?
9. Can I get a liquor license if I have a criminal record?
10. Are licensing qualifications different if I incorporate?
11. Does the licensee or the agent always have to be at the premises when it is open for business?
12. How do I qualify for an operator's license?
13. What are responsible beverage server training courses?
14. What exceptions are there to the server training course requirement?

1. What does an alcohol beverage license allow?

It allows persons to sell alcohol beverages to individual retail customers, from a particular place (premises). The sale must occur at the licensed premises, with the buyer and seller both physically present at the time of sale. Licenses are issued by municipalities (cities, villages, towns) after the governing body (city council, town board, etc.) determines that the applicant is qualified for the license. No one can sell alcohol beverages (or give away for a commercial purpose) or allow consumption in a public place without getting the appropriate license.

2. Are licenses and permits the same thing?

No. Licenses are issued by the municipality where the business is conducted; permits are issued by the state. While there is some functional overlap, retailers are usually covered by licenses and wholesale and production tiers of the industry are generally covered by permits.

3. What types of alcohol beverage licenses are there?

- Class "A" fermented malt beverage licenses allow retail sale of fermented malt beverages (beer) for consumption off the premises. Examples: grocery or convenience stores.
- "Class A" liquor licenses allow retail sale of intoxicating liquor (including wine) for consumption off the premises. Examples: liquor stores or grocery stores with full liquor sales sections.
- "Class A" (cider only) licenses allow retail sale of cider (any alcohol beverage made from the fermentation of the juice of apples or pears and that contains not less than 0.5% alcohol by volume and not more than 7% alcohol by volume) for consumption off the premises. Class "A" licensees applying for a "Class A" (cider only) license shall be issued the "Class A" (cider only) license. The municipality may not charge an initial issuance fee or annual fee for the "Class A" (cider only) license, but may charge a fee for newspaper publication of the alcohol beverage license application.
- Class "B" fermented malt beverage licenses allow retail sale of fermented malt beverages (beer) for consumption on or off the premises. Examples: restaurants, "beer bars."
- "Class B" liquor licenses allow retail sale of intoxicating liquor (including wine) for consumption on the premises, and wine in original sealed containers for consumption off the premises. If the community elects to, it may also permit sale of not more than four liters of intoxicating liquor (there are no limits on wine), in the original sealed container, for consumption off the premises. Check local ordinances for the allowance. State law also allows carryout of a single, opened (resealed) bottle of wine if sold with a meal. Examples: taverns and restaurants with full alcohol service.
- "Class C" wine licenses allow the sale of wine for consumption only on the premises and allow the carryout of a single opened (resealed) bottle if sold with a meal.
- Temporary Class B licenses (often called picnic licenses) allow retail beer and/or wine sales, at temporary events like fairs and festivals. Only certain organizations qualify for such a license. Temporary licenses may be issued to:
 1. Bona fide clubs.
 2. State, county, or local fair associations, or agricultural societies.
 3. Churches, lodges, or societies that have been in existence for at least 6 months prior to the date of application.
 4. Posts of veterans organizations.

Consider potential lease terms for parking lot behind 401 W. Main St. by Merrill Area Housing Authority (MAHA):

RDA Commissioners reviewed the outline of potential lease terms include annual City right-of-way lease calculation of \$466.72 and insurance and property maintenance items. Unertl's outline suggested use of the parking lot in return for snow and ice control on the public sidewalks (i.e. S. Prospect St. and W. Main St.).

Motion (Kusserow/Laufenberg) to recommend lease of the parking lot for no cost in exchange for services, including snow and ice control on the public sidewalks. Carried. This RDA recommendation will be forwarded to the City's Personnel and Finance Committee for consideration.

**Potential lease terms for parking lot behind 401 W. Main St.
Lessee – Merrill Area Housing Authority (MAHA)**

Based upon City's Right-of-Way lease formula and the City's Public Works Director's information, the annual lease cost for the parking lot behind 401 W. Main St. would be \$466.72.

Pending - City of Merrill	251-3106-113-0242	Parking Lot - 401 W. Main
Property Value	\$ 17,300	Based 2007 Land Assessment
Size in Acres	0.22	
Value per Sq. Ft.	\$ 1.81	
Lease Area in Sq. Ft.	9,365	
Lease Area Value	\$ 16,906.10	
Lease Cost (2015 Rate)	\$ 466.72	

Lessee – Merrill Area Housing Authority:

Lessee would provide standard insurance coverage with City of Merrill as additional named insured

Lessee would be responsible for snow and ice control in the parking lot

Lessee would be responsible for mowing small street lawn between the southern parking lot entrance and the adjacent residential property line. In addition, weeds need to be whacked along the parking lot side of the property buffer hedge.

City of Merrill:

Since dedicated public alley, City Street Department handles snow removal from the alley.

City will review and patch any potholes after the existing 401 W. Main St. building demolished.

City has just replaced both concrete approaches to the parking lot from S. Prospect St.

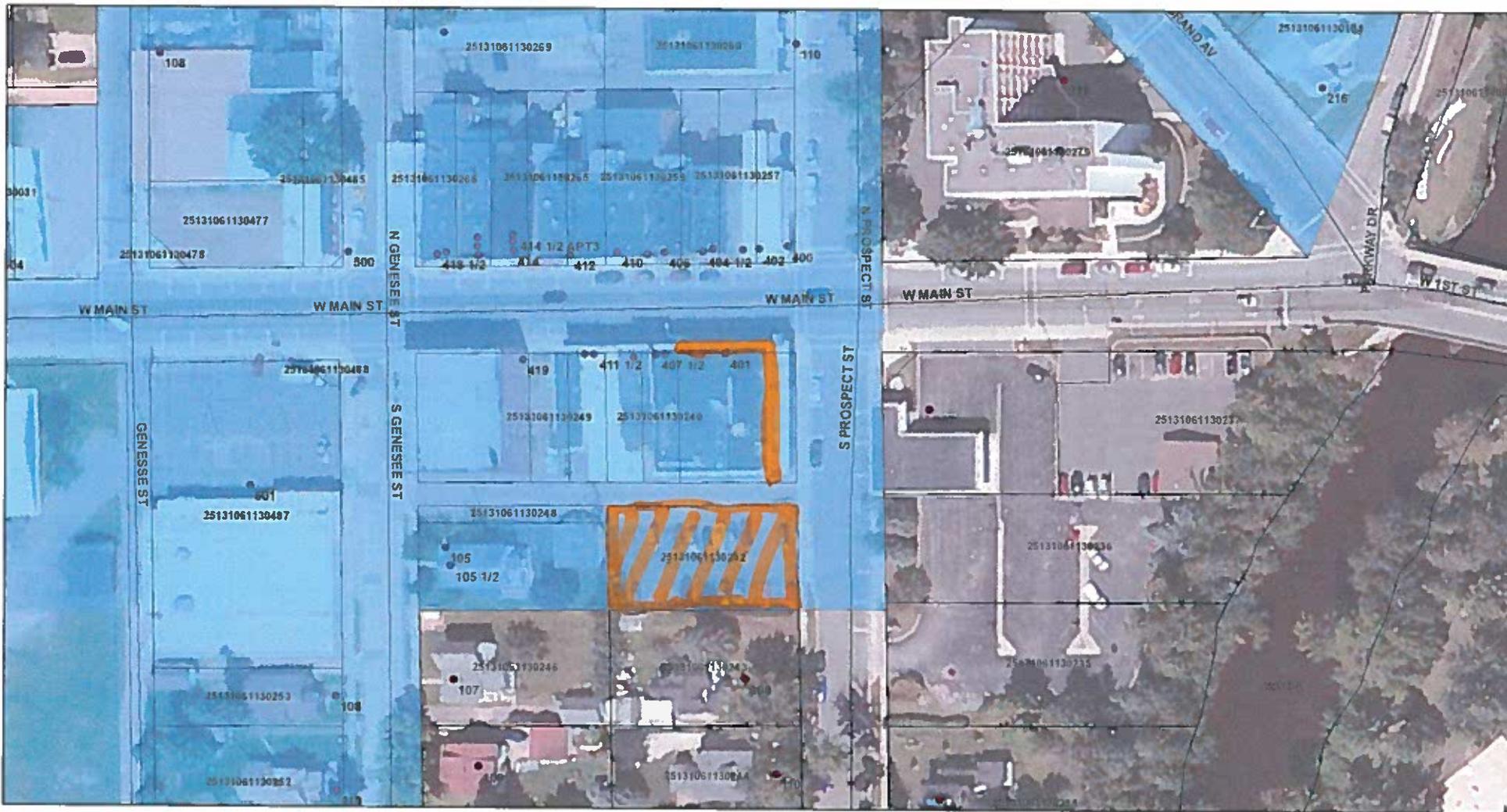
City representatives still need to determine ownership of the buffer hedge between the parking lot and the adjacent residential property. If hedge is part of the City's property acquisition, City would handle any necessary trimming.

RDA Secretary suggestion:

Consider lease of the parking lot at no cost in return for Merrill Area Housing Authority (MAHA) handling snow and ice on both sidewalks – S. Prospect St. and W. Main St.

RDA Commissioners recommended lease of the parking lot for no cost in exchange for services, including snow and ice control on the public sidewalks.

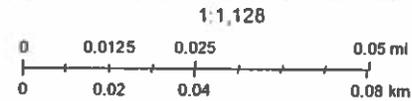
Tax Increment Districts No. 8



August 22, 2016

- Boundary
- AddressPoints
- CityRoads
- CityParcels

401 W. Main St. - Parking Lot
Public Sidewalks



Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

City of Merrill
City of Merrill

Attachment: Parking Lease at 401 W Main info (1960) : Terms for parking lot lease @ 401 West Main



CITY OF MERRILL
City Administrator

David Johnson, City Administrator
1004 East First Street
Merrill, Wisconsin 54452
Phone (715) 536-5594
FAX (715) 539-2668
e-mail: David.Johnson@ci.merrill.wi.us

To: Personnel & Finance Committee

The Street Department currently consists of one (1) Working Foreman, four (4) Public Works I positions, nine (9) Public Works II positions and two (2) mechanics.

In the summer of 2016, the Street Department initiated an enhanced storm water collection system maintenance program, including catch-basin repair and replacement, that will be ongoing due to the volume of work still needing to be done. The employee assigned to this program works with both full-time and summer help employees on a daily basis and makes decisions on the jobsite without constant oversight. Due to the demands of other jobs being performed the individual assigned to this program has been a Public Works II position while the responsibilities of this program should be performed by a Public Works I position.

This applies to our snow removal operation where we are one Public Works I position short of being able to utilize all of our graders, trucks with plows and loaders with plows. Putting another piece of equipment on the street will allow for the faster removal of snow in each snow event. It makes sense to create another Public Works I position and delete an existing Public Works II position. The position would then be posted allowing all Public Works II employees to apply. The difference between a Public Works I and Public Works II at the high end of their respective salary range is \$1.31/hour. This change would be in line with the Dettman Carlson Wage Study done in 2015 which compensates individuals based upon duties and responsibilities.

It is my recommendation that the Personnel & Finance Committee approved the creation of an additional Public Works Work I position to meet current and future needs, and approve the deletion of a Public Works II position.

Attachment: Street Dept. position upgrade request (1972 : Street Department position addition and deletion)

3

City of Merrill - TIF Commercial/Manufacturing Demo Loan Program

Borrower:

Stephen Blake and Linda Blake
N1579 Bluebird LN
Merrill WI 54452

TID No. 9 **Amount Requested: Not to exceed \$37,500**
City staff met with requester and reviewed environmental and demolition contractor quotes.

Listed with: First Weber Real Estate

Property tax: Current

Mortgages: None TID loan will be secured by new mortgage with City of Merrill.
Loan at 2% with payments deferred during first two years.

			Assessments - 1/1/2015			
<u>Tax Parcels:</u>			Acres	Land	Improved	Total
PIN	251-3106-132-0079	1003 S. Center Ave.	1.33	\$15,100	\$21,600	\$36,700
Parcel	34-0002-000-120-10-00					
PIN	251-3106-132-0074	1005 S. Center Ave.	1.35	\$52,500	\$69,400	\$121,900
Parcel	34-0002-000-120-05-00					
Totals			<u>2.68</u>	<u>\$67,600</u>	<u>\$91,000</u>	<u>\$158,600</u>

Finance Director Note: The 1/1/2016 valuations are pending 11/2016 Board of Review.

Attachment: Info on former Club Modern site loan (2002 : TID loan for Club Modern)

Lincoln County Public Access Land Records Viewer



Attachment: Info on former Club Moden site loan (2002 : TID loan for Club Modern)

Author: Public
Date Printed: 9/19/2016



The information depicted on this map is a compilation of public record information including aerial photography and other base maps. No warranty is made, express or implied, as to the accuracy of the information used. The data layers are a representation of current data to the best of our knowledge and may contain errors. It is not a legally recorded map and cannot be substituted for field-verified information. Map may be reproduced with permission of the Lincoln County Land Services Department. Errors should be reported to Land Services Department, 801 North Sales St, Merrill, WI, 54452. Copyright © 2015 Phone (715) 539-1049.

City of Merrill, Wisconsin

TIF Commercial/Manufacturing Demo Loan Program

Loan Program Objective: To promote redevelopment within the City of Merrill through demolition of blighted and environmentally contaminated commercial and industrial buildings.

Purpose: To establish a Tax Increment Financing (TIF) funded loan program to improve the marketability of properties with vacant buildings to facilitate redevelopment of sites served with existing public infrastructure.

Program: The TIF loan program is a low interest, short term loan to property owners who apply for funding for eligible TIF activities and purposes.

Eligible Properties: Eligible properties include vacant commercial and industrial properties that City staff would not recommend use of TIF development incentives to rehabilitate existing buildings. All property taxes must be current as to payment status. Property owners must also be actively marketing the property for sale.

Eligible Activities: Loan funds could be used for:

- 1) Assessment and remediation of environmentally contaminated sites, and
- 2) Demolition of buildings and property clean-up,

Loan Administration and Terms: Loans shall be approved by the Redevelopment Authority and Common Council. Program will be administered by the Finance Director/RDA Secretary (Kathy Unertl (715) 536-5594 or Kathy.Unertl@ci.merrill.wi.us).

Loans shall be offered at 2% interest*. Repayment would be deferred for two (2) years from date of first disbursement of loan funds with all remaining principal and interest due and payable at the end of year five (5).

Unless there is another redevelopment TIF development agreement, the City's TIF loan is to be paid at closing with proceeds from the land sale and any additional owner monies as necessary when the property is sold.

Collateral shall consist of a mortgage on subject property. These terms shall be set forth in a TIF development agreement which shall include a provision whereby the City may purchase the vacant property at the assessed fair market land value if not sold or redeveloped by the property owner within five (5) years.

*With fifteen (15) year amortization schedule. After five years, there would be balloon payment due.

Merrill Common Council adopted on July 12th, 2016



City of Merrill
Redevelopment Authority

Kathy Unertl, RDA Secretary
1004 East 1st Street • Merrill, Wisconsin • 54452
Phone: 715.536.5594 • Fax: 715.539.2668
e-mail: Kathy.Unertl@ci.merrill.wi.us

Date: October 5th, 2016

To: Mayor Bill Bialecki and Alderpersons

From: Kathy Unertl, Finance Director/RDA Secretary *Kathy Unertl*

RE: Updated information – 1905 E. 14th St. (former Fox Point site) housing proposals

Based upon the September 19th presentations and follow-up research/analysis, attached is updated comparison between the two proposals. There are also modifications to Horizon/MAHA proposal.

Comparison revisions:

- Clarification on number of garages for both proposals. See also Horizon modification.
- Separate chart showing WHEDA Tax Credit maximum income and maximum rent by household income % (30%, 50%, and 60% levels).
- **Horizon/MAHA is requesting lot only – no additional TIF development incentive.**

Tax increment fiscal projection revisions:

- Horizon tax increment projections now note that PILOT (Payment in lieu of property taxes) beginning in Year 16 (i.e. after ownership sale to Merrill Area Housing Authority – MAHA which is tax exempt entity). This analysis assumes comparable rental income as basis for PILOT.
- Construction costs are now used for the S.C. Swiderski proposal after discussion with City Assessor Kit Koski from Bowmar Appraisal.

Although 1/1/2016 revaluation information is still unavailable, it appears that the existing 2301 W. Jackson St. and 2401 W. Jackson St. apartment complexes are significantly under-assessed for improvements.

- There is \$1,117,220 difference in projected tax increment between the two housing proposals over the lifespan of TID No. 10. However, the S.C. Swiderski proposal includes an additional \$250,000 in potential TIF cash development incentive.

A fourth building could potentially be constructed by Horizon/Merrill Area Housing Authority (MAHA) in the future. If constructed, this additional building would reduce the potential tax increment/Payment in lieu of property tax difference.

City of Merrill - Tax Increment District No. 10**1905 E. 14th St. Site****S.C. Swiderski, LLC****Developer Experience/History**

Started in real estate investment - 1992
 Construction LLC - 2009
 Restructured LLCs - 2015

Portfolio 2,425 rental units

Timeframes/Issues

by 10/2016
 4-6 months for zoning, design, engineering,
 & marketing

Construction starting in 2017
 with occupancy potentially December 2017

Questions about potential rocks and
 capabilities of City water/sanitary sewer

Note: Please see Utility Manager Kim Kriewald's 8/22/2016 e-mail information

Note: Prior to construction - City Street Department will remove asphalt to recycle in future street work

TIF Development Incentive

Request for \$250,000 (plus lot at no cost)

Preliminary Projected Tax Increment

\$2,232,418 Revised 9/26/2016

Horizon/Merrill Area Housing Authority (MAHA)**Developer Experience/History**

Horizon started in 1984
 and has previous 82 projects
 MAHA established in 1965

Portfolio
 Horizon 4,400 rental units
 MAHA 245 rental units

Timeframes/Issues

by 10/2016
 TIF agreement - 12/2016
 WHEDA tax credits - 4/2017 awards

Construction starting in later 2017
 with occupancy potentially summer 2018

TIF Development Incentive

Request for lot at no cost

Preliminary Projected Tax Increment

\$1,115,198 Revised 9/27/2016 - PILOT from MAHA
 Additional if future 4th building before 2040

**Wisconsin Housing and Economic Development Authority (WHEDA)
Standard Multi-Family - Maximum Income and Rent Limits - 2016**

Lincoln County Information

Estimated Maximum Household Income Limits:

Household

Size	One	Two	Three	Four	Five
60%	\$26,460	\$30,240	\$34,020	\$37,800	\$40,860
50%	\$22,050	\$25,200	\$28,350	\$31,500	\$34,050
30%	\$13,230	\$15,120	\$17,010	\$18,900	\$20,430

Estimated Maximum Rent Limits:

Bedrooms	One	Two	Three
60%	\$708	\$850	\$983
50%	\$590	\$708	\$819
30%	\$354	\$425	\$491

City of Merrill - Tax Increment District No. 10						
Horizon Development/Merrill Area Housing Authority (MAHA)						
						1905 E. 14th St. Site
Projected Tax Increment for proposed apartments						
Total of 60 units:		Three buildings - 20 Units				
With potential future additional 20-Unit building						
Estimated construction cost of about \$9.8+ million						
Projected Assessment:				First 15 Years - Income Based Assessment		
	Land Valuation	Improved Valuation	Total RE Valuation			
01/01/15	\$43,400	\$289,800	\$333,200	Then, PILOT - (MAHA)		
01/01/19	\$175,000	\$1,750,000	\$1,925,000	Payment in lieu of property taxes since would be Tax Exempt		
New Tax Increment	\$131,600	\$1,460,200	\$1,591,800	Projected Tax Increment \$1,584,010		
				(\$7,790) 2015 Taxes - Former Building resulting in adjusted TID No. 10		
Projected Tax Increment:						
Const. Year	Value Year	Revenue Year	TID Value Increment	Tax Rate	Projected Tax Increment	Adjusted TID No. 10
2017	2018	2019	\$100,000	31.91	\$3,191	
2018	2019	2020	\$1,584,010	31.91	\$50,546	\$42,756
2019	2020	2021	\$1,584,010	31.91	\$50,546	\$42,756
2020	2021	2022	\$1,584,010	31.91	\$50,546	\$42,756
2021	2022	2023	\$1,584,010	31.91	\$50,546	\$42,756
2022	2023	2024	\$1,584,010	31.91	\$50,546	\$42,756
2023	2024	2025	\$1,584,010	31.91	\$50,546	\$42,756
2024	2025	2026	\$1,584,010	31.91	\$50,546	\$42,756
2025	2026	2027	\$1,584,010	31.91	\$50,546	\$42,756
2026	2027	2028	\$1,584,010	31.91	\$50,546	\$42,756
2027	2028	2029	\$1,584,010	31.91	\$50,546	\$42,756
2028	2029	2030	\$1,584,010	31.91	\$50,546	\$42,756
2029	2030	2031	\$1,584,010	31.91	\$50,546	\$42,756
2030	2031	2032	\$1,584,010	31.91	\$50,546	\$42,756
2031	2032	2033	\$1,584,010	31.91	\$50,546	\$42,756
2032	2033	2034	\$1,584,010	31.91	\$50,546	\$42,756
2033	2034	2035	\$1,584,010	31.91	\$50,546	\$42,756
2034	2035	2036	\$1,584,010	31.91	\$50,546	\$42,756
2035	2036	2037	\$1,584,010	31.91	\$50,546	\$42,756
2036	2037	2038	\$1,584,010	31.91	\$50,546	\$42,756
2037	2038	2039	\$1,584,010	31.91	\$50,546	\$42,756
2038	2039	2040	\$1,584,010	31.91	\$50,546	\$42,756
2039	2040	2041	\$1,584,010	31.91	\$50,546	\$42,756
					\$1,115,198	\$940,627



September 28, 2016

David Johnson
City of Merrill – City Administrator
1004 East First Street
Merrill, Wisconsin 54452

RE: 1905 East 14th Street
Modification to RFP Response

Dear Mr. Johnson:

We understand there is an opportunity for our team to submit a modification to the RFP response we submitted to the City on August 16, 2016. Our team would like to issue a few project clarifications and one significant revision to our funding assumptions.

One of the questions raised following our presentation on Monday September 19 was the number of covered parking stalls we are contemplating for the project. Currently our plan includes a total of 27 attached garage spaces (9 garages per building) with remaining parking provided as surface parking stalls. Although our project design will remain on hold until an award of tax credit is received, our team is willing to consider detached garage stalls as additional covered parking for the project. This would be accomplished by constructing one or more free-standing buildings on the site in lieu of existing surface stalls. This decision would be made by the development team as there is a cost involved (\$10,000-\$15,000 per garage stall) which will impact financial feasibility. Any additional covered parking we decide to provide is not likely to impact property value, and therefore taxes, in a significant way. Therefore it is a marketing and cost impact decision that will be made when project design commences.

Another question asked is whether our proposed project would include apartments at levels other than 60% of county median income. Yes, the development would include units at 30%, 50% and 60% levels. There is a point scoring category in the WHEDA program that incentivizes projects to include a range of affordability and, to maximize competitiveness, these units need to be included. We often find that a range of affordability also helps with leasing units as a wider range of household incomes is included. This provides a larger portion of the Merrill area population with the opportunity for affordable housing.

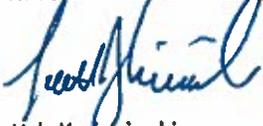
A clarifying question was asked regarding maximum rents and whether utility allowances are included. Yes, all utility allowances must fit within the WHEDA stated maximum rents allowed. Our financial model starts with the maximum rent (from the WHEDA published guideline), then subtracts the appropriate utility allowance and we are left with the maximum rent that may be charged to a given unit.

Lastly we wish to modify the sources of funding to completely remove the \$350,000 City of Merrill TIF request for the project. This cost will instead be funded by the development team. Please note that property acquisition is still shown at no cost to the project, which we understand is being offered as a financial incentive to the selected development team. A revised sources and uses of funds summary is attached to illustrate these changes.

We look forward to moving ahead on this project. With a very significant financial investment and financing applications already in process, we feel that we have demonstrated considerable vested interest in this development. We are confident that our proposal meets the needs of the City and will provide a valuable housing asset for years to come. Thank you for your consideration.

Sincerely,

HORIZON DEVELOPMENT GROUP, INC.



Scott J. Kwiecinski
Development Manager

**Updated Sources and Uses of Funds
September 28, 2016**

Sources of Funds

	<u>Amount</u>	<u>% Total</u>	<u>Commitment Date</u>
Permanent Mortgage	\$989,000	10.0%	Jul 2017
State of Wisconsin HOME Loan	\$258,560	2.6%	Jan 2017
Federal Home Loan Bank AHP Grant	\$850,000	8.6%	Dec 2016
Development Team Equity	\$1,325,000	13.5%	Committed
Deferred Developer Fees	\$50,000	0.5%	Committed
Tax Credit Equity	<u>\$6,381,507</u>	<u>64.8%</u>	Apr 2017
	<u>\$9,854,067</u>	<u>100.0%</u>	

Uses of Funds

	<u>Amount</u>	<u>% Total</u>
Land Acquisition	\$0	0.0%
Hard Costs	\$7,592,000	77.1%
Soft Costs	\$1,846,432	18.7%
Financing and Reserves	<u>\$415,635</u>	<u>4.2%</u>
	<u>\$9,854,067</u>	<u>100.0%</u>



1905 East 14th Street Merrill, Wisconsin Development Proposal

Submitted To:
David Johnson, City Administrator
City of Merrill
1004 East First Street
Merrill, Wisconsin 54452

Submitted By:
Horizon Development Group, Inc.
5201 East Terrace Drive, Suite 300
Madison, WI 53718

Merrill Area Housing Authority
215 Grand Avenue
Merrill, Wisconsin 54452



August 16, 2016

David Johnson
City of Merrill – City Administrator
1004 East First Street
Merrill, Wisconsin 54452

RE: **1905 East 14th Street**
Response to RFP

Dear Mr. Johnson:

Thank you for the opportunity to submit a proposal and our qualifications for developing the Fox Point property. We are pleased to partner with the Merrill Area Housing Authority (the "Housing Authority") on this venture and believe this is a key opportunity to revitalize rental housing in the City of Merrill. We have evaluated the site and believe it is well suited to accommodate rental housing development.

Horizon Development Group, Inc. ("Horizon") is the primary developer for the site and the Housing Authority is the co-developer. Our team has a vested interest in advancing this project. In May 2016, a third party research firm was hired to evaluate current market conditions and confirm feasibility assumptions. In addition to a formal market study, our team submitted a grant application to the Federal Home Loan Bank of Chicago in June 2016. If successful, the \$850,000 funding request would greatly assist the financial feasibility of the project and minimize impact on public assistance. These commitments, in addition to meetings and phone calls with City staff, clearly indicate our sincere interest and good faith effort to move the project forward.

Horizon brings 32 years of housing development experience to the proposed project and has very strong relationships with the finance agencies, lenders, and investors that will be involved with the project. Additionally, the Housing Authority has more than 45 years' experience in providing safe, affordable housing for households throughout the Merrill Area. Their Park Place, Westgate, and Jenny Towers facilities have been successful in the community and continue to provide area residents with quality housing that enhance their lives. The proposed project would advance the mission of the Housing Authority and allow its good deed footprint to grow in the community. Horizon and the Housing Authority have partnered successfully on the Park Place and Westgate project that will be under construction by spring 2017.

We look forward to hearing back from you and starting work on this exciting project. If our response requires additional information or further clarification, please do not hesitate to contact me. Thank you for considering our team.

Sincerely,

HORIZON DEVELOPMENT GROUP, INC.



Scott J. Kwiecinski
Development Manager

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SITE PLAN.....Page 12

PROPOSAL SUMMARY

Page 1

A statement or outline on the project's principal features for the proposed work including a description of proposed uses(s) and anticipated user(s).

Horizon and the Merrill Area Housing Authority are proposing a 60-unit apartment community consisting of three 20-unit buildings. The development will include one, two, and three bedroom unit types and be structured as a mixed-income project where approximately 15% of units are offered at market rate and remaining units are affordable to those at or below 60% of county median income. The project design will provide for slab on grade construction with each building having two story, wood frame construction with pitched roof. Covered garages will be provided with some units and ample surface parking included to meet standard parking ratios. Residential units will be designed as townhomes where each residence has a private, ground floor entry with first and second floor living spaces connected by an internal staircase. Horizon is developing and building this product type regionally and has received very positive feedback in terms of the concept design. Many prefer this model over other designs as it is more private, functions more like a single family home (exterior entry, garage, etc.), is more suitable for families, and is less dense than typical apartment complexes.

The 60-unit housing community will be offered as a general occupancy type project, meaning there is no age restriction for tenancy. All applicants will be carefully screened by the management company to ensure qualified occupancy. This is important in terms of program requirements but also to make sure that each resident will be a successful fit for the community. Specifically, criminal background checks are carried out, credit screening is completed, and landlord verifications dating 5 years from application are used to evaluate each potential tenant. Income and asset verifications are checked by management company compliance staff as well. Our goal is to rent the units that are available but not until an applicant passes through a very thorough process to lease the unit.

As indicated above the majority of units will be classified as affordable housing, available to households at or below 60% of county median income. Horizon plans to utilize the Section 42 tax credit program, administered by WHEDA, to advance the financing on this project. In exchange for providing affordable rents in the community, the developer applies for and could be awarded a stream of annual tax credits. These credits are sold to an investor and proceeds used to fund capital costs in the project. Affordable housing tax credits are an efficient way to finance projects in today's market, as the equity proceeds will likely cover 60-70% of the total project costs. As a result, the development team is able to offer very high quality apartment homes, often better than traditional market rate projects that rely on rents and high yield equity as limited sources of funding.

Anticipated users, or tenants, in the proposed facility will be people who already live and work in Merrill and the surrounding area. Affordable rents will be structured based on household incomes and will range up to \$715. Annual household incomes in the proposed development will range up to about \$40,000, depending on unit size and household size. These residents could be factory workers, school teachers, police officers, health care workers, government employees, fire fighters, and many other occupations critical to the community. So many who are already part of Merrill and make such vital contributions are those who may qualify for tenancy at the proposed housing community. Additionally, there is a need to support this demographic in terms of economic development in the Merrill area. Employers who consider

expansion or relocation to the area need quality housing options available for prospective employees. Lack of, or substandard, affordable housing will prove to be a deterrent for major employers considering Merrill for their investment. In order for economic development to occur, whether adding new jobs or pursuing commercial development, providing high quality, safe, affordable housing will be the foundation for success. Rooftops are needed before other economic objectives may realistically be pursued and we feel our proposal will assist the City of Merrill in this endeavor.

In terms of need in the City of Merrill, the completed market study indicates that there is an unmet demand for affordable family apartment units within the income ranges specified in our proposal. Also, this product type with garages is not common in Merrill, offering additional viability in terms of market appeal. The proposed development is well-suited for many age groups, but in particular young families. Children have ground floor access to outdoor play areas and may be monitored easier than typical garden or mid-rise apartment properties.

Please see the attached site plan for additional information on the proposed site layout. You will see that a fourth building of similar design is feasible on this development site. We elected to pursue 60-units at this time but acknowledge that a total of 80 units on this site is possible if an additional 20-unit building is constructed on the vacant quadrant. The final 20 units could be constructed in the future upon successful lease-up and stabilization of the proposed 60-unit project. Below are images of similar projects developed in other locations. The purpose of these images is to illustrate the general design intent of the proposed concept and does not represent the final design for this site.



Photo of Preserve at Prairie Creek - Oconomowoc, WI



Rendering of 92nd Street Commons - West Allis, Wisconsin



Photo of PrePhoto of the Reef - Wauwatosa, WI

PROJECT SUMMARY OUTLINE AND TENTATIVE SCHEDULE

Page 4

Provide an outline of primary tasks including design, permitting, financing, construction occupancy and any other tasks required to complete the proposed project. Material shall include a timeline for completion of the proposed project.

Primary tasks for the proposed project are outlined below including proposed completion timeline for each task. Some items may require additional steps. The proposed schedule is tentative and will be refined upon project commencement.

- | | |
|---|----------|
| 1. Re-zone parcel to Planned Unit Development | Oct 2016 |
| 2. Financing application – WI Dept. of Administration HOME loan | Oct 2016 |
| 3. Finalize TIF incentive structure with City of Merrill | Oct 2016 |
| 4. Award announcement from FHLB Chicago - \$850,000 AHP grant | Dec 2016 |
| 5. City of Merrill RDA / Common Council approval of TIF incentive | Dec 2016 |
| 6. Financing application for WHEDA tax credits | Jan 2017 |
| 7. WHEDA tax credit award announcement | Apr 2017 |
| 8. Architect begins project design / construction documents | May 2017 |
| 9. Investor and lender selected, begin financial underwriting | Jun 2017 |
| 10. Construction documents completed by architect | Aug 2017 |
| 11. City of Merrill review of documents, project permitting | Aug 2017 |
| 12. Closing – AHP grant, HOME loan, construction loan, equity | Sep 2017 |
| 13. Land transfer from City of Merrill to project entity (at closing) | Sep 2017 |
| 14. Construction commencement | Sep 2017 |
| 15. Construction completion / certificate of occupancy | |
| Building one (20-units) | Jun 2018 |
| Building two (20-units) | Jul 2018 |
| Building three (20-units) | Aug 2018 |

DEVELOPMENT ORGANIZATION

Page 5

Provide necessary information about the organization of the development entity to include official registered name, place and date of organization, level of experience in comparable projects and a statement which demonstrates financial capacity to perform. Also, provide any irregularities relative to suspensions, defaults or bankruptcies and other matters which may have an effect or impact on this proposal. Include contact information for the individual or company as well as contact information for team leader or primary contact.

Primary Developer – Horizon Development Group, Inc.

Horizon Development Group, Inc. is the primary developer for this project. Horizon was founded in Madison, Wisconsin in 1984 as a real estate development company focused on multi-family housing. In its 32 year history, Horizon has grown to include a construction company and property management company and has directly been involved with the development of 82 projects totaling over 4,400 housing units. Our company focuses on developing housing communities regionally with most developments located in Wisconsin and Iowa.

Horizon is one of the most experienced developers and builders of affordable housing in the state. Our company is active in the housing tax credit market and maintains a strong working relationship with WHEDA. Horizon's reputation in the marketplace consistently earns among the best development team scoring in the tax credit application and also secures the best financing terms available in the market.

We are confident in our ability to deliver on this project as we have completed numerous projects like it in the past. Our clients provide very high reviews of our experience with comparable projects. Thirty two years of demonstrating our development abilities and successful partnerships with valued clients has earned Horizon the highest level of respect and confidence in the market. We are anxious to bring this experience to the proposed project.

Horizon is a privately owned company and is in good financial health. Horizon has the financial capacity to perform all aspects of this project. Also, there are no irregularities relative to suspensions, defaults, bankruptcies, or any other matter that would impact this proposal.

Please note that Horizon is structured such that all six company principals will have working knowledge of the proposed project and will be a resource as needed throughout the development, design, financing, and construction processes. Horizon owners bring a wealth of knowledge and experience to the project and their involvement in each deal is a large reason why Horizon is so successful and has developed such an outstanding reputation in the market.

Horizon Development Group, Inc. Principals:



Dan Fitzgerald
Chief Executive
Officer, President of
Horizon Construction
Group Inc. and
Horizon Development
Group, Inc.



John W. Thode, P.E.
Director of Quality
Assurance &
Development -
Horizon Construction
Group Inc. and
Horizon Development
Group, Inc.



Philip J. Schultz
President of Horizon
Management
Services Inc



E. Jay Gering
Vice President of
Horizon Construction
Group, Inc.



Ryan Alvin
Vice President of
Horizon Construction
Group, Inc.



John K. Faust, CPA
Principal

Horizon Development Group, Inc. Contact (Primary Project Contact):

Scott Kwiecinski, Development Manager
Office: (608) 354-0820
Cell: (608) 219-7511
Email: s.kwiecinski@horizondbm.com

Co-Developer – Merrill Area Housing Authority

The Merrill Area Housing Authority (the "Housing Authority") is the co-developer for this project. The Housing Authority was established in Merrill, Wisconsin on September 23, 1965 and brings 45 years of experience in multi-family housing. The Housing Authority has a combined housing inventory of 245 units and maintains 98% occupancy for its properties.

The Housing Authority has full financial capacity to perform and participate as co-developer and guarantor for this project. The 2015 financial audit reveals that the Housing Authorities' net position is very strong and has sufficient liquid funds available to fulfill any guarantee requirements. The Merrill Area Housing Authority has never been suspended, defaulted or had an occurrence of bankruptcy.

Merrill Area Housing Authority Contact:

Paul Russell, Executive Director
Office: (715) 536-7386
Cell: (715) 966-0808
Email: prussell@merrillha.com



PROJECT TEAM AND MANAGEMENT QUALIFICATIONS:

Page 7

Include material (website address), a list of or a brief description of experience and qualifications of owner entity and experience.

Horizon has one of the strongest resumes of any developer in Wisconsin's Affordable Housing Tax Credit Program. Our company's reputation, financial strength, ability to raise capital, and quality of development team provide a tremendous competitive advantage with applications each year. Our company and its history with Section 42 development, construction, and management consistently scores among the highest of any developer in the state. This is a scoring category in the tax credit application and directly affects the likelihood of securing a reservation. Horizon has good financial strength and maintains excellent working relationships with numerous lending institutions and equity investors. Our reputation in the market has earned some of the highest credit proceeds which will provide an advantage in the project's financial feasibility.

Similar developments and tax credit projects may be found on Horizon's web site which is www.horizondbm.com. Additional information may be found on the Merrill Area Housing Authority at www.merrillha.com.

FINANCIAL VIABILITY AND INVESTMENT STRATEGY

The developer shall demonstrate proof of financial viability. This may include a variety of documents including financial statements, loan commitments, or other evidence of performance. The developer shall provide a summary indicating the amount and timing of investments necessary to complete the proposed development in a timely way.

The proposed 60-unit housing community has been modeled and is financially feasible. Please see sources and uses of funds itemized below. The capital costs of the project were compiled using recent costs from similar projects being built by Horizon. The costs are based on competitive bids for other developments with similar characteristics. Total costs on a per unit basis are in line with other tax credit communities that we have developed.

Several sources of funds are planned for the proposed project, including loans, an affordable housing grant, municipal participation, developer cash, and tax credit equity. The tax credit equity is the single largest source of funding and is the most critical financing application facing the project. Although WHEDA has not yet released its final scoring guideline for the 2017, a draft version indicates favorable scoring for the proposed project. Once an award of tax credit occurs, an RFP is assembled by the development team and distributed to lenders and investors. Horizon's reputation in the tax credit community will help in securing advantageous terms for the project.

Other financing applications have been or will be submitted prior to January's submission to WHEDA. Horizon and Merrill Area Housing Authority have taken the initiative to submit a grant application in June 2016 for \$850,000. This application is competitive but we remain confident with project scoring and chances of receiving an award in December 2016. Another application will be submitted to the Wisconsin Department of Administration Rental Housing Division for a HOME loan of \$258,560. Again we have structured this loan and scoring to maximize chances of an award which would be committed prior to the WHEDA application.

Additionally, the Merrill Area Housing Authority has agreed to provide \$1,025,000 of its unrestricted assets to assist with project financing. This contribution has already been discussed and approved by the Board of Directors. The financial assistance represents a very significant commitment to the project, not only in terms of financial feasibility but also in terms of supporting the City's goal of revitalizing rental housing. Making an investment in the project is also a perfect opportunity to advance its own mission to continue providing safe, high quality, affordable housing in the Merrill area for years to come. The Merrill Area Housing Authority is pleased to have this opportunity and is excited to advance the project.

The development team is also requesting financial participation from the City of Merrill. The project currently assumes land at no cost as well as tax increment financing of \$350,000. The requested funding represents a significant reduction from previous discussions. It is anticipated that the \$350,000 would be paid to the development in cash upon successful certificate of occupancy and be fully guaranteed by the development team. Please note that the ownership entity, although controlled by the Merrill Area

Housing Authority, would be a for profit entity and pay full property taxes on this project. We expect the project would pay approximately \$50,000 in annual taxes to the City of Merrill upon stabilization. Therefore the \$350,000 would be paid back to the City through property taxes in approximately 7 years. We believe the \$350,000 plus the land contribution represents appropriate funding in exchange for a high quality asset that will help meet City housing objectives.

Below is a sources and uses statement for the proposed 60-unit development.

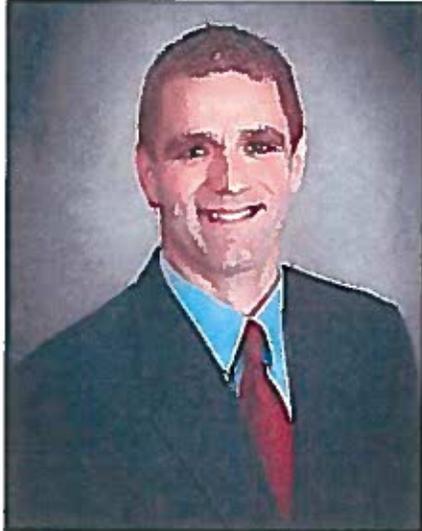
Sources of Funds

	<u>Amount</u>	<u>% Total</u>	<u>Commitment Date</u>
Permanent Mortgage	\$989,000	10.1%	Jul 2017
State of Wisconsin HOME Loan	\$258,560	2.6%	Jan 2017
Federal Home Loan Bank AHP Grant	\$850,000	8.6%	Dec 2016
City of Merrill TIF	\$350,000	3.6%	Dec 2016
Development Team Equity	\$1,025,000	10.4%	Committed
Tax Credit Equity	\$6,381,507	64.7%	Apr 2017
	<u>\$9,854,067</u>	<u>100.0%</u>	

Uses of Funds

	<u>Amount</u>	<u>% Total</u>
Land Acquisition	\$0	0.0%
Hard Costs	\$7,592,000	77.1%
Soft Costs	\$1,846,432	18.7%
Financing and Reserves	\$415,635	4.2%
	<u>\$9,854,067</u>	<u>100.0%</u>

Scott Kwiecinski - Development Manager, Project Executive



As development manager and project executive for Horizon, Scott is responsible for market research, project structuring, economic modeling, soft funding, municipal entitlement, and all other development work for his projects. His expertise includes feasibility, schedules, proformas, section 42 financing, closing transactions, and business development. His ability to communicate, work through detailed entitlement processes, and coordinate layered financing makes him a valuable member of Horizon's team.

Scott is a licensed real estate salesperson and an active member of the Wisconsin Real Estate Alumni Association. He received his Masters of Business Administration - Real Estate & Urban Land Economics and Bachelor of Business Administration - Finance from the University of Wisconsin - Madison.



Low Income Housing Tax Credit Relevant Experience:

Park Place & Westgate Apartments, Merrill, WI – 102-unit new construction and rehabilitation of public housing with Merrill Housing Authority

Grand View Townhomes, Grand Chute, WI – 40-unit, two story walk-up townhome development with Appleton Housing Authority

River Walk Place, Appleton, WI – 70-unit, four story senior residential building with underground parking with Appleton Housing Authority

Burr Oaks Senior Housing, Madison, WI – 50-unit, three story wood frame residential apartments on 1.4 acre development for the Community Development Authority of the City of Madison.

The Landing at Eagle Flats, Appleton, WI – 54-unit, four story workforce housing complex, geared toward working families and entry-level professionals.

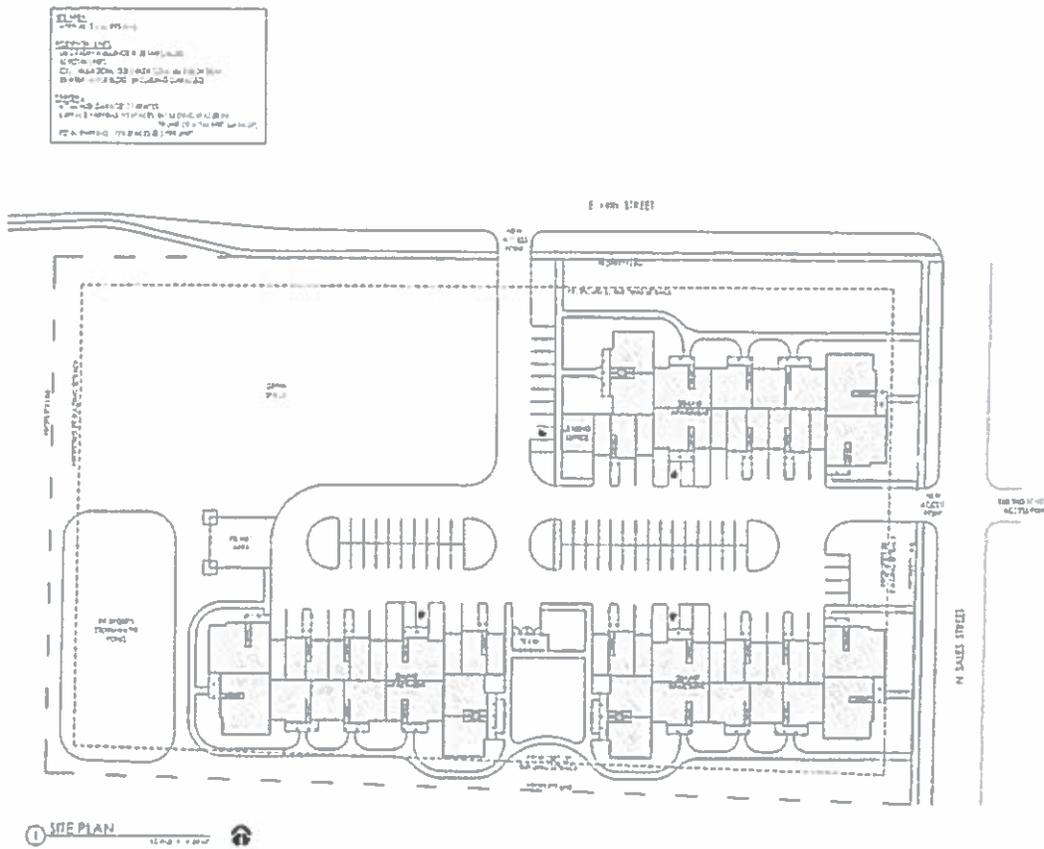
Cedar Glen Senior Housing, Wauwatosa, WI –
80-unit, three story wood frame residential building
with underground parking.

Woodfield Village II Senior Housing, Howard, WI –
49-unit, three story wood frame residential building
with underground parking.

Hill Crest Senior Housing, Greenfield, WI –
41-unit, three story wood frame residential building with
underground parking.

Alta Mira II Senior Housing, Menomonee Falls, WI –
57-unit, three story wood frame residential building with
underground parking.

Applewood IV, Dubuque, IA –
60-unit, two story wood frame residential building with
underground parking (senior 55+)



NOTES:
 1. SEE SHEET SP1.1 FOR GENERAL NOTES.
 2. SEE SHEET SP1.2 FOR GENERAL NOTES.
 3. SEE SHEET SP1.3 FOR GENERAL NOTES.
 4. SEE SHEET SP1.4 FOR GENERAL NOTES.
 5. SEE SHEET SP1.5 FOR GENERAL NOTES.
 6. SEE SHEET SP1.6 FOR GENERAL NOTES.
 7. SEE SHEET SP1.7 FOR GENERAL NOTES.
 8. SEE SHEET SP1.8 FOR GENERAL NOTES.
 9. SEE SHEET SP1.9 FOR GENERAL NOTES.
 10. SEE SHEET SP1.10 FOR GENERAL NOTES.



PROJECT
Fox Point Townhomes
 Phase 02



REVISIONS

NO.	DATE	DESCRIPTION

INFORMATION

PROJECT NO.	SP1.3
DATE	08/11/11
PROJECT NAME	FOX POINT TOWNHOMES
PROJECT NO.	SP1.3
DATE	08/11/11
PROJECT NAME	FOX POINT TOWNHOMES

SHEET
 SP1.3

City of Merrill - Tax Increment District No. 10							
S.C. Swiderski, LLC Development					1905 E. 14th St. Site		
Projected Tax Increment for proposed apartments							
Total of 56 units:		Two buildings - 12 Units					
		Two buildings - 16 Units					
Estimated construction cost of about \$4 million					If Improved Valuation @ about 80% of construction costs \$3,200,000 range		
Per City Assessor Kit Koski, estimated \$42.00 to \$45.00 per sq. ft.							
Bedrooms	# Units	Sq. Ft.	Used Est. Sq. Ft.	Total Est. Sq. Ft.			
1	16	958 - 1,027	1,005	16,080			
2	32	1,250 - 1,320	1,290	41,280			
3	8	1,328 - 1,350	1,350	10,800			
Total	56			68,160			
				x \$43.50	For two buildings \$1,482,480		
				\$2,964,960	For two garages \$150,000		
					\$1,632,480		
Projected Assessment:							
	Land Valuation	Improved Valuation	Total RE Valuation				
01/01/15	\$43,400	\$289,800	\$333,200				
01/01/18	\$150,000	\$1,632,480	\$1,782,480	Assumes two buildings			
01/01/19	\$175,000	\$3,264,960	\$3,439,960	All four buildings			
New Tax Increment	\$131,600	\$2,975,160	\$3,106,760	Projected Tax Increment \$3,098,970			
				(\$7,790) 2015 Taxes - Former Fox Point building resulting in adjusted TID No. 10			
Projected Tax Increment:							
Const. Year	Value Year	Revenue Year	TID Value Increment	Tax Rate	Projected Tax Increment	Adjusted TID No. 10	
2017	2018	2019	\$1,782,480	31.91	\$56,879	\$49,089	
2018	2019	2020	\$3,098,970	31.91	\$98,888	\$91,098	
2019	2020	2021	\$3,098,970	31.91	\$98,888	\$91,098	
2020	2021	2022	\$3,098,970	31.91	\$98,888	\$91,098	
2021	2022	2023	\$3,098,970	31.91	\$98,888	\$91,098	
2022	2023	2024	\$3,098,970	31.91	\$98,888	\$91,098	
2023	2024	2025	\$3,098,970	31.91	\$98,888	\$91,098	
2024	2025	2026	\$3,098,970	31.91	\$98,888	\$91,098	
2025	2026	2027	\$3,098,970	31.91	\$98,888	\$91,098	
2026	2027	2028	\$3,098,970	31.91	\$98,888	\$91,098	
2027	2028	2029	\$3,098,970	31.91	\$98,888	\$91,098	
2028	2029	2030	\$3,098,970	31.91	\$98,888	\$91,098	
2029	2030	2031	\$3,098,970	31.91	\$98,888	\$91,098	
2030	2031	2032	\$3,098,970	31.91	\$98,888	\$91,098	
2031	2032	2033	\$3,098,970	31.91	\$98,888	\$91,098	
2032	2033	2034	\$3,098,970	31.91	\$98,888	\$91,098	
2033	2034	2035	\$3,098,970	31.91	\$98,888	\$91,098	
2034	2035	2036	\$3,098,970	31.91	\$98,888	\$91,098	
2035	2036	2037	\$3,098,970	31.91	\$98,888	\$91,098	
2036	2037	2038	\$3,098,970	31.91	\$98,888	\$91,098	
2037	2038	2039	\$3,098,970	31.91	\$98,888	\$91,098	
2038	2039	2040	\$3,098,970	31.91	\$98,888	\$91,098	
2039	2040	2041	\$3,098,970	31.91	\$98,888	\$91,098	
					\$2,232,418	\$2,053,248	

Unertl, Kathy

From: Kriewald, Kim
Sent: Monday, August 22, 2016 3:35 PM
To: Unertl, Kathy; Akey, Rod
Cc: Johnson, David
Subject: RE: Review Needed/Background Info. (for 9/6th RDA meeting)

I looked at the as-built from 1996 to check for note's on soil conditions. The report was sandy clay to gravelly clay and in some spots wet. There is a 12" water line along Cnty Rd G or E. 14th Street, an 18" storm sewer and No sanitary sewer until you are east more towards the church. On Sales Street there is an 8" water line , 10" sanitary sewer line , No storm sewer. There is an existing 8" line running into the old building along with existing 6" sanitary line. Capacity is available for the apartments/townhomes mentioned. This is all the info I could find. Kim

From: Unertl, Kathy
Sent: Monday, August 22, 2016 10:39 AM
To: Akey, Rod; Kriewald, Kim
Cc: Johnson, David
Subject: Review Needed/Background Info. (for 9/6th RDA meeting)
Importance: High

Rod and Kim – Could you please review attached comments/issues (i.e. project difficulties)?

- Know anything about rock formations?

Parks & Rec Director Dan Wendorf reports that no rock encountered during construction of Prairie River observation tower which is across the street from the development site.

- Also, could you please verify water, sanitary sewer, and stormwater capacity and locations? Could existing City water/sanitary/storm sewer serve 55 to 80 apartments/townhomes?

Timeframe – The Swiderski proposal will be discussed in closed session at the Tuesday, September 6th Redevelopment Authority meeting.

Thanks!

Kathy Unertl, Finance Director/RDA Secretary

S.C. SWIDERSKI, LLC

401 Ranger Street • Mosinee, WI 54455 • 715.693.9522 • Fax: 715.693.9523
Please visit us at scswiderski.com

PROPOSAL
FOR
CITY OF MERRILL
ON
1905 E. 14th Street
MERRILL, WI 54452

1. Proposal Summary
2. Project Summary Outline and Tentative Schedule
3. Development Organization
4. Project Team and Management Qualifications
5. Financial Viability and Investment Strategy
6. Cash Considerations
7. Successful Development Projects

1. Proposal Summary:

S.C. Swiderski, LLC was founded by Shane and Sheila Swiderski in (1992) as a real estate investment company. Our portfolio currently includes 2,425 units under construction or in various stages of planning and is approximately \$250- \$300 million in market value. Since 1992, we have built our reputation as an experienced developer/construction contractor and management company sustaining long-term ownership and management of our units built throughout Wisconsin. We have achieved success by developing strong relationships with governing agencies, architects, engineers, contractors, trade partners, suppliers and real estate professionals and by also maintaining outstanding customer service. Knowing our properties will be located within any municipality's boundaries, we work hard to meet expectations and to develop long term relationships fostering future opportunities for growth for all partners. Our statement, "Don't over promise and under deliver" conveys our sentiment as a real estate investment company and how we have sustained our reputation for over 25 years.

S.C. Swiderski Construction LLC is a company that designs and builds multi-family, office and mixed use structures in all different market places. Having an on staff architect, we exclusively design, construct, maintain and manage our own properties to insure the highest quality of service to our customers. With over 35 construction employees, our project staff allows us to act as project developer, general contractor and self-perform much of the construction labor. Our in-house capabilities assure successful management of all phases of the project.

S.C. Swiderski, LLC and S.C. Swiderski Construction LLC have partnered to construct over 20 apartment locations and other facilities throughout Wisconsin during our 25 plus years in business. Current construction sites include Eagle River, Antigo, Wisconsin Rapids and Wausau. Prior projects completed in the vicinity include our Northside Estates (12 units), 2301 Jackson (80 units) and Country Meadows (80) all in the City of Merrill shown in Section: 7, Successful Development Projects.

Our proposal for this site in Merrill would include a combination of 12 unit and 16 unit buildings. We feel this building style will complement existing apartment sites in Merrill by providing spacious, luxurious 1, 2 and 3 bedroom units ranging from approximately 950 to 1,350 Sq. Ft. We especially feel the 3 bedroom units would provide a needed residential option for Merrill residents. Current SC Swiderski LLC sites constructed with this building style include 140 unit Willow Estates in Plover, 88 unit Pineview Estates in Kronenwetter, 28 unit Bluestone Estates in Marathon City and 104 units in Rice Lake. We anticipate growth and excitement during construction of the project. Based on preliminary market assessment and our experience, we believe as this project is constructed, it would stimulate demand adding newly designed apartment units for this area as well as increase consumer activity for local businesses all with easy access which provides the area with many outstanding regional job growth and recreational opportunities for all.

2. Project Summary Outline and Tentative Schedule

S.C. Swiderski, LLC plans to develop 56 total units for this site. The entire development will consist of the following: (2) 12 unit buildings and (2) 16 unit buildings with planned construction to begin in spring/summer of 2017.

- The construction will be of masonry, vinyl siding and windows with balcony or concrete patio with separate garage buildings and guest parking for each unit along with professional landscaped grounds.
- Private entrances, quality interior finishes, with all appliances in-unit washer/dryer, dishwasher and vinyl plank flooring, ceiling fans in all bedrooms.
- Spacious living rooms and large master bedrooms with walk in closets.
- All market-rate apartments consisting of one, two and three bedroom units.

We have put together a great staff of key individuals:

- Fay Harder, Director of Operations, will lead the vision and project financing (25%)
- John Donovan, Construction, Acquisitions & Development, provides construction, private development entitlements and land use planning (20%)
- Dave Jellings, Construction Manager, head of the construction staff (35%) and will assign a Project Manager, Site Superintendent and Project Coordinators for the construction of this development.
- Scott Blaney, Architect, will design and provide construction documentation (20%)

This team will design and build these structures in a scheduled progression, upon completion S.C. Swiderski's Leasing department will maintain the buildings and grounds.

Preliminary Site Plan/Design

See the attached 11' x 17' page identified as the Preliminary Site Development Plan & Building Design example of our other similar developments Bluestone Estates in the Village of Marathon City, WI using our 12 and 16 unit building elevations and floor plans that will be chosen for this project.

Estimated Project Costs

The total estimated cost of construction is approximately \$4 million.

Timeline of Scope of Work

- September/October negotiations and execution of a Developers Agreement.
- 4 – 6 months of predevelopment zoning, design, engineering and marketing.
- 1 year actual construction timeline starting in 2017.

Projected Value of Improvements

If built as proposed, the entire development would create the possible value of \$4 million in constructed buildings and overall development of this project.

Project Difficulties:

As such and if awarded the proposal, S.C. Swiderski, LLC is requesting access to the entire developable land which will allow us to complete our due diligence inspections, geotechnical soil boring testing and surveying of the site.

- We understand that there could be foundation issues with the site based on the potential for rock formations within the area. This is a large concern and we're requesting the city consider allowing us to perform geological testing on the site.
- Are there any improvements needed to the sanitary or water systems to accommodate this type of development, and it shall be the sole responsibility of the village to provide properly functioning systems. Will we be connecting this development to the mains already at the street or in the street R.O.W(s).
- The current concept site design covers parking needs for the apartments including guest parking for this development.
- All the streets/roads within the project will be private and we understand all future maintenance will be the responsibility of the Developer.

Proposed Counter Measures:

The Developer is requesting, as part of this proposal, an incentive of \$250,000 for site costs from the city. The proposed incentive would be used to offset the costs related to asphalt removal, sewer and water lateral relocation and construction issues and additional site development costs.

3. Development Organization's Overview:

Official Registered Corporations: The S. C. Swiderski Company consists of four LLC's under private ownership of Shane & Sheila Swiderski.

- S. C. Swiderski Management Corporation – Executive operations and corporate office
- S. C. Swiderski, LLC – Property management and leasing
- S. C. Swiderski Construction, LLC – Commercial and Multi-family construction
- S. C. Swiderski Land Company, LLC – Recreational land development

S. C. Swiderski, LLC was created on July 31, 1998 in the State of Wisconsin. The Management Corporation, the Construction and the Land Company LLC's were created January 12, 2015 in the State of Wisconsin. The separate LLC's were created to position the company for future growth and development as well as manage the activities related to each operation of the Company. S.C. Swiderski, LLC has been in operation over 18 years and involved in property management and construction throughout its lifespan. We currently manage multi-family and office construction in over 20 locations throughout central Wisconsin.

We currently have approximately 2,425 units under construction or in various stages of development with an approximate value of \$250 - \$300 million. S. C. Swiderski, LLC is well positioned to incorporate this development into our 2017 construction schedule with several of our projects under construction will be completed or nearly completed in 2017.

To date, there have been no debarments, suspensions, bankruptcies or loan defaults.

SIC # 1522/1542/6513

Primary Contact:

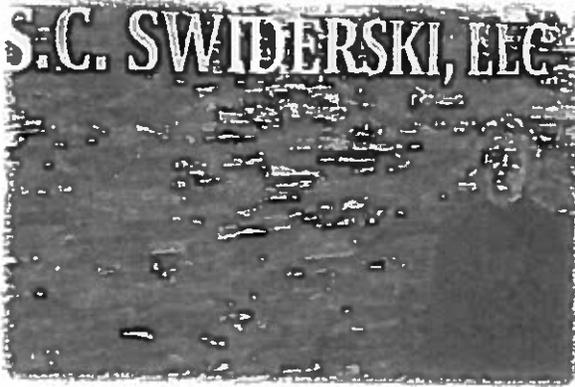
Fay Harder, Director of Operations
401 Ranger St
Mosinee, WI 54455
Direct phone: 715-693-7808

Ownership:

Shane Swiderski, Owner
401 Ranger St
Mosinee, WI 54455
Phone: 715-693-9522

4. Project Team and Management Qualifications:

At this time, S.C. Swiderski, LLC will be acting as owners of the site. All bonding will be provided to us from subcontractors.



Fay Harder, Director of Operations

Graduate of the University of Stevens Point in 1999 with an Accounting degree. She has 26 years of accounting experience with progressive responsibilities. Fay has her CPA and worked as an auditor with Virchow Krause (Baker Tilly) for five years, then began employment at S.C. Swiderski in 2011, was promoted to Director of Operations in the beginning of 2014. As Director of Operations, Fay oversees the leasing, construction, maintenance and finance departments and works closely with the owner on financing and project development.



John Donovan, Construction, Development & Acquisitions

Has over 25 years of experience with land acquisitions, land development and has successfully owned, managed and constructed multi-million dollar residential communities and office centers in southeastern Wisconsin. At S.C. Swiderski, LLC, he is responsible for Business Development, Land Approval & Private Entitlements, Construction Project Management and Marketing.



David Jellings, *Construction Manager*

Receiving a degree in Business from Upper Iowa University, Dave has served over 20 years in the US Army Reserves as a construction manager, serving 3 active duties overseas and stateside, performing over \$200 million in projects in the Bagdad area. Currently ranked as a platoon sergeant, his other experiences include; twenty plus years in the construction industry working in many different trades and positions, such as; owner and operator of a residential home company for six years, and lastly, worked as a superintendent on large commercial jobs in the state of Minnesota, such as; DOT offices, garages and the school district on additions, remodels and recently, worked as a government liaison for multiple renovation projects at Fort McCoy, Wisconsin.



Scott Blaney, *Architect*

Since graduating from UW-Milwaukee grad school in 1989, Scott has been practicing architecture since graduating from UW-Milwaukee grad school in 1989. Born and raised in Green Bay, Wisconsin, Scott has been lucky enough to travel to many great cities & countries; including living in England and studying in both Paris and Barcelona. He has worked for both nationally recognized architectural firms and smaller scale homegrown firms. His experience includes the designs of many retail, educational and residential facilities. Since joining S.C. Swiderski, Scott has been key to creating site and building designs for many multi-family housing projects, as well as assisting in developing a commercial market for the company.

5. Level of Investment and Financial Viability:

Project Construction Budget:

- The entire construction budget for this development is estimated at \$4 million.

Current Corporation Status: The S. C. Swiderski Company consists of four LLC's under private ownership of Shane & Sheila Swiderski.

- S. C. Swiderski Management Corporation – Executive operations and corporate office
- S. C. Swiderski, LLC – Property management and leasing
- S. C. Swiderski Construction, LLC – Commercial and Multi-family construction
- S. C. Swiderski Land Company, LLC – Recreational land development

S. C. Swiderski, LLC was created on July 31, 1998 in the State of Wisconsin. The Management Corporation, the Construction and the Land Company LLC's were created January 12, 2015 in the State of Wisconsin. The separate LLC's were created to position the company for future growth and development as well as manage the activities related to each operation of the Company.

The Swiderski's began their career in property construction and management in 1992 by building a duplex in their home town of Mosinee, Wisconsin. Quality management, business acumen and successive reinvestment allowed the acquisition of more units and locations with larger structures.

From 1992 – 1998 their hard work, persistence and the owner's capacity to understand and identify business opportunities, necessitated the creation of the S. C. Swiderski, LLC.

From 1998 to present, the company proceeded to accumulate or construct an approximately \$250 - \$300 million in assets currently under ownership.

On May 1, 2004 the first employee was hired. Hiring support staff to take over the daily transactions and operations allowed the owner to focus efforts on developing the organization and expanding into construction management with the first construction staff hired on March 1, 2009. Currently 75 employees are employed by all LLCs includes 62 full-time and 13 part-time staff employed in all aspects of management, leasing, maintenance, construction, acquisition and real estate development.

6. Cash Considerations:

S.C. Swiderski, LLC as part of this proposal, is offering \$0 amount of money as the purchase price of the entire parcel of land known as 1905 E. 14th Street (5.43 acres) in the City of Merrill, Wisconsin.

S.C. Swiderski, LLC is requesting, as part of this proposal, an incentive payment of \$250,000 for site costs for this development from the Tax Increment District (TIF) or the Tax Increment District (TID) No. 10. The proposed incentive would be applied to offset the costs related to asphalt removal, sewer and water lateral connections, construction issues and additional site development costs.

The City of Merrill would then be able to pay themselves back over time (3-15 years) on the investment costs from when they purchased the property in August of 2015 with the tax revenue created by S.C. Swiderski, LLC on the full assessed value established on this development.

7. Successful Development Projects:

We currently have approximately 2,425 units in service, under construction or in various stages of development with an approximate value of \$250 - \$300 million. S. C. Swiderski, LLC is well positioned to incorporate this development into our 2017 construction schedule as several of our projects under construction will be completed or nearly completed in 2017.

Successful Developments:

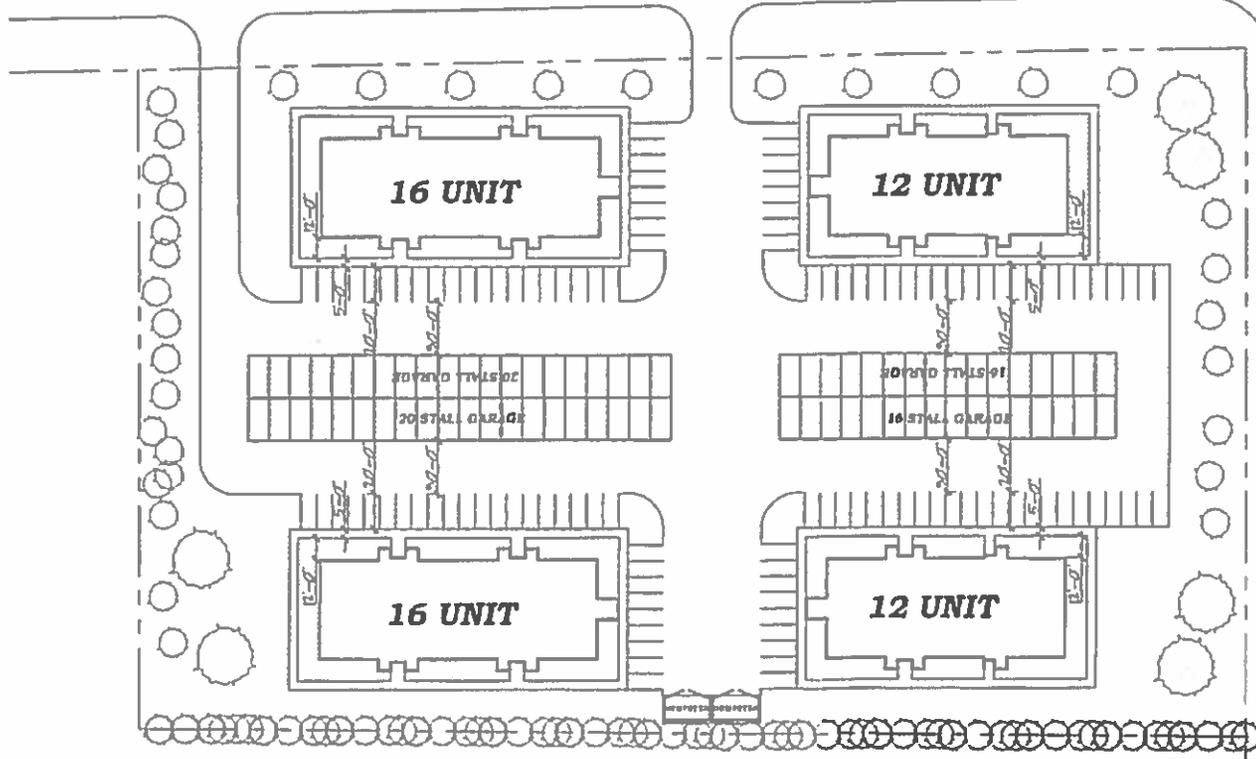
Northside Estates, Merrill, WI (Completed in 2016)	12 units
2301 Jackson, Merrill, WI	80 units
Country Meadows, Merrill, WI	80 units
Moonlake Estates (phase I), Rice Lake, WI	104 units
River Trail Estates, Weston, WI	84 units
Pineview Estates, Kronenwetter, WI	88 units
Bluestone Estates, Marathon City, WI	28 units
Willow Estates, Plover, WI	140 units
Wilson Meadows, Plover, WI	64 units
Riverview Apartments, Stevens Point, WI	160 units
Countryside, Wisconsin Rapids, WI	128 units
Birchwood, Wisconsin Rapids, WI	64 units
Countryside Estates, Wisconsin Rapids, WI	24 units
Timber Ridge Apartments, Waupaca, WI	96 units
Gibson Estates, Medford, WI	32 units
Hilltop, Edgar, WI	16 units
Westhaven Apartments, Mosinee, WI	56 units

Projects Under Construction or Near Construction:

Mill Street Estates, Eagle River, WI	56 units
Woodland Estates, Wisconsin Rapids, WI	56 units
Prosser Place Estates, Antigo, WI	88 units
Westwood Estates, Wausau, WI	80 units
Moon Lake Estates (phase II), Rice Lake, WI	100 units

E. 14TH ST. / COUNTY RD. G

N. SALES ST.



MERRILL SITE

- 1 BEDROOM UNITS = 16**
- 2 BEDROOM UNITS = 32**
- 3 BEDROOM UNITS = 8**

TOTAL UNITS = 56

S.C. SWIDERSKI, LLC
441 Longwood Avenue, Suite 100
Merrill, WI 54452

DATE

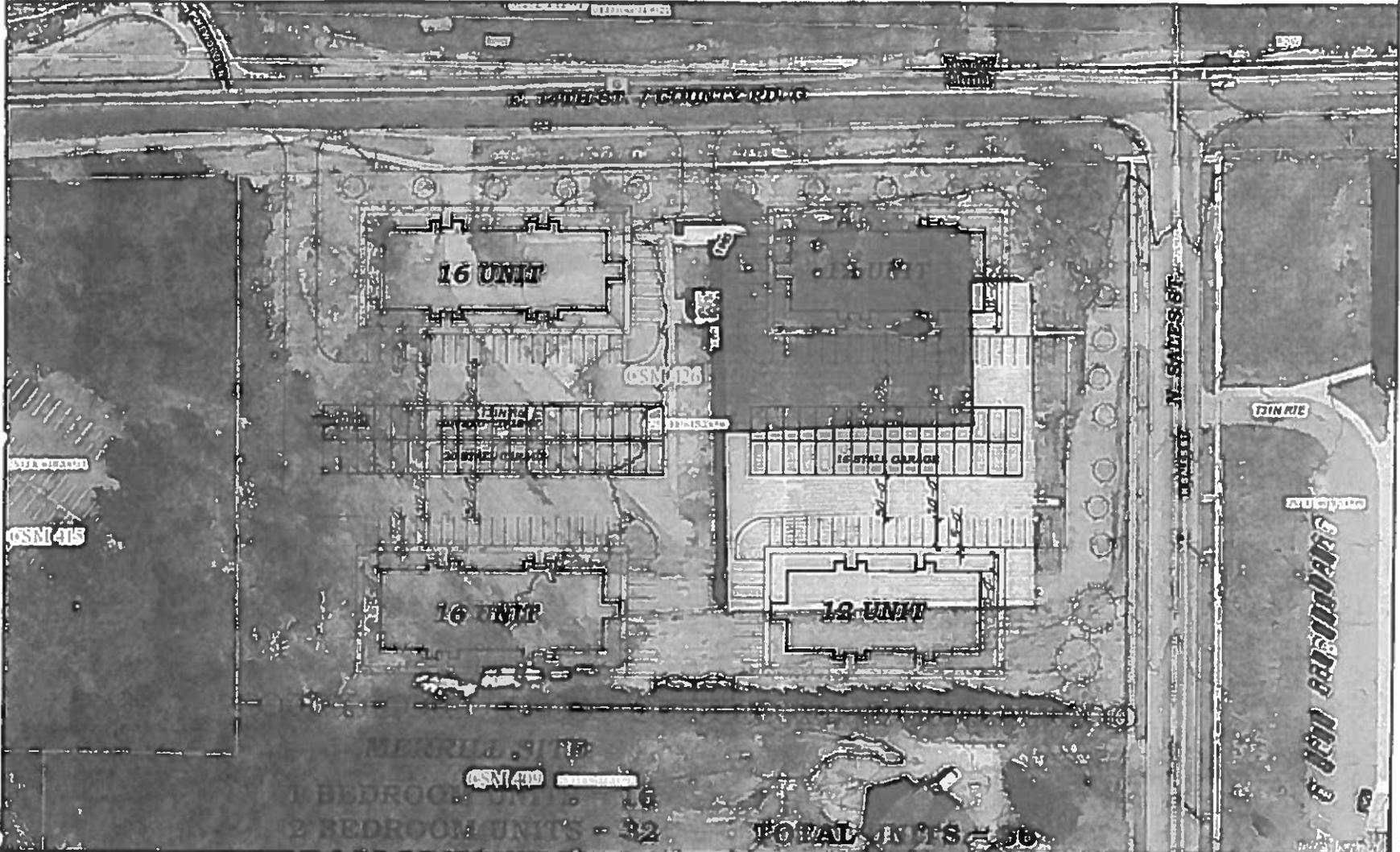
BY

PRELIMINARY SITE DEVELOPMENT
PRELIMINARY SITE
1905 E. 14TH ST.
MERRILL, WI 54452

PRELIMINARY
SITE DEVELOPMENT
PLAN

Sheet Number
S-3
DATE
8/4/2016
SCALE
AS SHOWN
E.C.

Foxpoint Existing Condition



1 BEDROOM
2 BEDROOM UNITS - 32
3 BEDROOM UNITS - 8
TOTAL UNITS = 36



This map is a compilation of public record information including aerial photography and other base maps. No warranty is made, express or implied, as to the accuracy of the information used. The data layers are a representation of current data to the best of our knowledge and may contain errors. It is not a legally recorded map and cannot be substituted for field-verified information. Map may be reproduced with permission of the Lincoln County Land Services Department. Errors should be reported to Land Services Department, 801 North Sales St, Merrill, WI, 54452. Copyright © 2015 Phone (715) 530-1040

S.C. SWIDERSKI, LLC
 11000 Highway 100, Merrill, WI 54452
 (715) 530-1040

PROJECT
 PRELIMINARY SITE DEVELOPMENT
 PRELIMINARY SITE
 1905 E. 14TH ST
 MERRILL, WI 54452

DATE
 PRELIMINARY
 SITE DEVELOPMENT
 PLAN

SCALE
 S-4
 1" = 100'



S.C. SWIDERSKI, LLC
ARCHITECTS

PRELIMINARY SITE DEVELOPMENT
PRELIMINARY SITE
1905 E 14TH ST
HERRILL, WI 54652

PRELIMINARY SITE DEVELOPMENT
PLAN-12 & 16 UNIT

S-5

8/4/2018

DATE

SCALE

1/16" = 1'-0"

S.C.



CITY OF MERRILL
BOARD OF PUBLIC WORKS
MINUTES • THURSDAY SEPTEMBER 29, 2016

Regular Meeting

City Hall Council Chambers

4:00 PM

1. Call to Order

Mayor Bialecki called the meeting to order at 4:00 P.M.

Attendee Name	Title	Status	Arrived
Pete Lokemoen	Aldersperson - Second District	Present	
Ryan Schwartzman	Aldersperson - Third District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Bill Bialecki	Mayor	Present	

Also in attendance: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, Street Superintendent Dustin Bonack, City Attorney Tom Hayden, Finance Director Kathy Unertl, Police Chief Ken Neff, Alderwoman Mary Ball, Alderman John Burgener (arr. 4:33) and City Clerk Bill Heideman. A representative from the Cable Access Channel was present to videotape the meeting.

2. Preliminary items:

1. Vouchers

Motion (Schwartzman/Norton) to approve.

RESULT:	APPROVED
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3. Other agenda items for consideration:

1. Request for proposals (RFP) response on potential sale of city property at 300 S. Alexander Street. The Board of Public Works recommends approving the \$10,000 offer from C&D Excavating, LLC and DC Disposal.

One response was received to the Request for Proposal (RFP) documents sent by the City. This was a single, joint offer of \$10,000 from C&D Excavating, LLC and DC Disposal. If they purchase the property, it would be developed by both businesses. At this time, there is no development plan beyond stating that their intent is to erect a 5,000 square feet (or more) building for use by both businesses.

Alderman Lokemoen suggested that the sale may need to be contingent on the property being rezoned.

Motion (Lokemoen/Schwartzman) to approve the offer received.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 10/11/2016 7:00 PM
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2. Consider request to take the following bids directly to the Common Council for consideration at the October 11th, 2016 meeting: Meadow Lane - bid due October 4th, City lots paving - bid due October 6th and Parks ADA project paving - bid due October 6th.

Motion (Schwartzman/Lokemoen) to approve the request.

RESULT: APPROVED

- 3. Draft agreement from the State of Wisconsin - Department of Transportation for a proposed connecting highway change for the city to take over Grand Avenue from Marc Drive to Champagne Street. The Board of Public Works recommends approval.

Public Works Director/City Engineer Akey reported. Although the State of Wisconsin has indicated that this transfer would be advantageous to the City when applying for future grants, the state did not specify any actual dollar amount that the City could realize as a result of the agreement.

The pros and cons of the agreement were discussed.

Motion (Norton/Schwartzman) to approve the draft agreement.

RESULT: APPROVED & SENT TO COUNCIL **Next: 10/11/2016 7:00 PM**

- 4. Consider placing flashing pedestrian crossing lights at various intersections. The Board of Public Works recommends purchasing, from Carmanah, three pairs of R920 rectangular rapid flashing beacons. The three pairs would be installed at the intersection of Sales Street and East Main Street, at the intersection of Center Avenue and East Sixth Street and at the intersection of West Main Street and State Street.

The meeting packet contained information on pedestrian crossing lights. Police Chief Neff reported that, with school in session, the intersection at Sales Street and East Main Street is very busy. Crossing lights could eliminate the necessity of a crossing guard at this intersection.

Mayor Bialecki suggested that the intersection at West Main Street and State Street also be given consideration for crossing lights.

Police Chief Neff reported that the Police Department will increase their efforts to provide public education and awareness on vehicular traffic yielding to pedestrians at crosswalks.

The approximate cost of a pair of crossing lights is \$8,100, but the cost could be reduced somewhat by not purchasing all the accessories.

Motion (Norton/Schwartzman) to purchase, from Carmanah, three pairs of R920 rectangular rapid flashing beacons. The three pairs would be installed at the intersection of Sales Street and East Main Street, at the intersection of Center Avenue and East Sixth Street and at the intersection of West Main Street and State Street.

RESULT: APPROVED & SENT TO COUNCIL **Next: 10/11/2016 7:00 PM**

- 5. Discussion on having a city-wide brush pickup twice a year.

Street Superintendent Bonack is suggesting that the Street Department implement a new brush pickup policy, in which brush would be picked up by the Street Department twice a year. He suggested early spring and late fall as times to schedule this pickup.

Motion (Norton/Schwartzman) to implement a new brush pickup policy, with brush pickup occurring two times a year.

RESULT: APPROVED

6. Review 2017 proposed construction project list.

Public Works Director/City Engineer Akey led the discussion. Mayor Bialecki suggested the East Tenth Street project (Sales Street to Memorial Drive), to replace the East Sixth Street project. Various other projects were suggested and discussed.

Research and staff discussion on the projects will continue. The projects will be discussed as part of the Committee of the Whole 2017 Budget meeting on October 21st.

No action was taken at this time.

4. Monthly Reports:

1. Building Inspector/Zoning Administrator Pagel

There was no written report this month.

Building Inspector/Zoning Administrator Pagel reported that fiscal issues related to the 2016 sidewalk maintenance project are being addressed.

Several demolitions are proceeding.

2. Public Works Director/City Engineer Akey

Public Works Director/City Engineer Akey reported on several current projects. Parking lot paving and chip sealing are ongoing.

3. Consider placing monthly reports on file

Motion (Schwartzman/Lokemoen) to place on file.

RESULT: PLACED ON FILE

5. Establish date, time and location of next regular meeting

Wednesday, October 26th, 2016 in the City Hall Common Council Chambers.

6. Public Comment Period

Alderwoman Ball remarked that she thought the new brush pickup policy would be beneficial.

7. Adjournment

Motion (Schwartzman/Lokemoen) to adjourn. Carried. Adjourned at 4:41 P.M.



CITY OF MERRILL
CITY PLAN COMMISSION
MINUTES • TUESDAY OCTOBER 4, 2016

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

Mayor Bialecki called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Tim Meehean	Aldersperson - Eighth District	Present	
Bill Bialecki	Mayor	Present	
Mike Willman	Chairman - Park & Rec	Present	
Ralph Sturm		Present	
Melissa Schroeder		Present	
Ken Maule		Present	
Robert Reimann		Absent	

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Alderman Paul Russell, Alderwoman Kandy Peterson, Dennis Lawrence, Dave Sukow, Jeremy Ratliff and City Clerk Bill Heideman. A representative from the Cable Access Channel was present to videotape the meeting.

Public Hearing attendees included: Public Works Director/City Engineer Rod Akey, Alderman John Burgener, Dawn Pilecky, Jolene Weix, Ryan Martinovici, Steve Schenck, Tom Krembs DDS, Carol Michalowski, Ellen Marlowe, Robert Marlowe, Vickie Yelle, Joseph Yelle, Beatrice Lebal, Patricia Burg, Karleen Bebel, Gene Bebel, Gail Abegglen, Marv Anderson, Noreen Salzman, Evelyn Lee, Kay Landolt, Mark Weix Sr. and Betty Weix.

II. Minutes of previous meeting(s):

1. Minutes of July 5, 2016 meeting

Motion (Schwartzman/Meehean) to approve.

RESULT: APPROVED

III. Agenda items for consideration:

1. Certified Survey Map (CSM) prepared for Church Mutual Insurance Company for land that it owns at the corner of East Sixth Street and Johnson Street.

Building Inspector/Zoning Administrator Pagel reported that he has no issues with the map.

Motion (Meehean/Schroeder) to approve.

RESULT: APPROVED & SENT TO COUNTY	Next: 10/11/2016 7:00 PM
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2. Review draft version of City Comprehensive Plan.

Representing North Central Wisconsin Regional Planning Commission, Dennis Lawrence provided a review of the draft document. He noted that there were a few minor edits to be made.

3. Consider resolution to recommend adoption of City Comprehensive Plan.

Motion (Meehean/Maule) to approve.

RESULT: APPROVED AND SENT TO COUNCIL Next: 10/11/2016 7:00 PM

IV. Public Hearings (will begin at 6:00 P.M.)

1. Public hearing on a request from the Merrill Historical Society to rezone a parcel of land at 103 East Fourth Street, from R-3 Residential to Public Zone.

At 5:17 P.M., Mayor Bialecki announced that a recess would be held until 6:00 P.M., the time scheduled for the public hearings. At 6:00 P.M., Mayor Bialecki called the meeting back to order.

City Attorney Hayden read the public notice for the first public hearing.

Motion (Willman/Schroeder) to open the public hearing. Carried.

Dawn Pilecky, 106 East Fourth Street, expressed concerns related to increased traffic and noise if the rezoning is approved.

Motion (Willman/Sturm) to close the public hearing. Carried.

Motion (Meehean/Schroeder) to approve the rezoning and authorize drafting of a related ordinance, to be considered at the October 11th, 2016 Common Council meeting.

RESULT: APPROVED & SENT TO COUNCIL Next: 10/11/2016 7:00 PM

2. Public hearing on Home Occupation Conditional Use Permit application from Noreen Salzman, for a counseling office at 607 Cedar Street.

City Attorney Hayden read the hearing notice for the second public hearing.

Motion (Meehean/Willman) to open the public hearing. Carried.

Steve Schenck has concerns with the possibility of a drug/alcohol abuse center in his neighborhood. In his opinion, this may reduce the selling value of his property. He is opposed to the Conditional Use Permit.

Noreen Salzman the applicant, spoke in favor. She stated that she intends to live at the house. Most necessary renovations to the home are already completed. In the neighborhoods in which she already has centers, there has been no increase in crime or violence.

Thomas Krembs, DDS, spoke in opposition. He stated that this a well-established, historic area of the City. He would not like to see such a facility alter this area. He also appealed to Alderman Paul Russell, a member of the Historic Preservation Committee, to vote "No" on the application.

Ryan Martinovici said that the neighbors have been discussing the application. He questioned why a business would be considered in the middle of a residential area. He understands their needs for counseling facilities, but suggested there are better locations for this business. He is opposed, and added that approval would force him to reconsider his plans to stay in the community.

Evelyn Lee, who works at another location for Noreen Salzman, spoke in favor. She stated that she has seen no problems at other locations or this type of center, and added that the home will retain the appearance of a home.

Carol Michaelowski admires the work that this type of facility does, but does not want this type of facility in a historic residential district when there are commercial sites available. In her opinion, this facility would be detrimental to the neighborhood.

Ellen Marlowe spoke in opposition. She has concerns that the driveway will resemble a parking lot. She also expressed concerns related to lower property values and safety.

John Burgener spoke in favor. He stated that there is a similar facility in his neighborhood, and there have been no problems.

Joseph Yelle stated that, even though the Bebels have been good neighbors, he and his wife Vickie are opposed. He noted that this is a historic, residential neighborhood.

Jolene Weix spoke against putting a business in historic residential area.

Robert Marlowe stated that this is a difficult hearing. He stated that the Bebels have been good neighbors, but he is opposed.

Noreen Salzman stated that the driveway would not look like a parking lot. Her home in Wausau is going on the market, and she will be moving to Merrill. She cited the percentage of people that have drug/alcohol issues. She shared the concerns of the neighbors, but recognizes the need for this type of counseling service.

Ryan Martinovici stated that appears all the neighbors are against the Conditional Use Permit. He again suggested there are better commercial locations.

Kay Landolt stated that, while she enjoys the friendship of the Bebels, she walks frequently and therefore has safety concerns. She is opposed.

Carol Michaelowski also enjoys the Bebels, but does not want a commercial business in this neighborhood.

Gene Bebel, the current property owner, stated that the neighbors have been aware that he has been trying to sell his property. Selling to a counseling center may not have been their first choice either, but they find it necessary to relocate to a residence with only one floor. He is in favor of the Conditional Use Permit.

Mark Weix Sr. expressed safety concerns. He considers the Bebels as friends, but is opposed.

Thomas Krembs DDS mentioned changes occurring, including Housing and Urban Development regulations.

Motion (Willman/Meehean) to close the public hearing. Carried.

Building Inspector/Zoning Administrator Pagel explained the concept of a Home Occupation Conditional Use Permit. He added that this does involves only a Conditional Use Permit, not a rezoning.

Mayor Bialecki stated that he appreciated all who spoke during the public hearing. He can understand the concerns of the neighbors to the site, given the fact that the area is a historic neighborhood. He also understands the fact that the Bebel family wants to sell the property.

Motion (Meehean/Schroeder) to refer to the Common Council with a recommendation to consider approval. Motion was defeated.

Motion (Sturm) to disapprove. Motion failed due to lack of a second.

Motion (Willman/Meehean) to approve the Conditional Use Permit and authorize drafting of a related resolution, to be considered at the October 11th, 2016 Common Council meeting.

Willman requested a roll call vote. Roll call vote was as follows: Ayes - Meehean, Schroder, Willman. No - Sturm.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 10/11/2016 7:00 PM
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V. Public Comment Period

None.

VI. Establish date, time and location of next meeting

Tuesday, November 1st, 2016 at 5:00 P.M. in the City Hall Common Council Chambers. At least one public hearing (6:00 P.M.) will be on that meeting agenda.

VII. Adjournment

Motion (Meehean/Schroder) to adjourn. Carried. Adjourned at 7:08 P.M.



CITY OF MERRILL
COMMITTEE OF THE WHOLE
MINUTES • FRIDAY OCTOBER 16, 2015

Budget Session

City Hall Council Chambers

8:00 AM

I. Call to Order

Mayor Bialecki called the meeting to order at 8:00 A.M.

Attendee Name	Title	Status	Arrived
Chris Malm	Aldersperson - First District	Present	
Pete Lokemoen	Aldersperson - Second District	Present	
Ryan Schwartzman	Aldersperson - Third District	Present	
Kandy Peterson	Aldersperson - Fourth District	Present	
John Burgener	Aldersperson - Fifth District & President	Present	
Dave Sukow	Aldersperson - Sixth District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
Bill Bialecki	Mayor	Present	

Also in attendance: City Administrator Dave Johnson, Transit Director Rich Grenfell, City Attorney Tom Hayden, Utility Superintendent Kim Kriewald, Street Commissioner Richard Lupton, Enrichment Center Director Tammie Mrachek, Police Chief Ken Neff, Building Inspector/Zoning Administrator Darin Pagel, Fire Chief Dave Savone, Library Director Stacy Stevens, Information Technology Manager Ron, Turner, Finance Director Kathy Unertl, Parks and Recreation Director Dan Wendorf, Maintenance Supervisor Nick Wszalek, Greg Hartwig, Mike Drury, Tadd Wegner, Patrick Glynn, Duane Pfister and City Clerk Bill Heideman

II. Public Comment Period

There was no public comment.

III. Presentation & consideration of Carlson-Dettmann Compensation Study

Representing Carlson Dettmann Consulting, Patrick Glynn gave a presentation on the compensation study that Carlson Dettmann conducted for the City.

Motion (Meehean/Schwartzman) to approve the compensation study, ass presented, including the appeal process, and forward it to the Common Council. Carried.

IV. Update on 2015 fiscal status and future challenges/recommendations

Mayor Bialecki announced a recess at 9:14 A.M. At 9:25 A.M., he called the meeting back to order.

Finance Director Unertl gave a presentation on the City's current fiscal status, future challenges and pending recommendations.

V. Consideration of 2016 Budget Requests:

1. General Fund/Tax Levy Supported

City Administrator Johnson stated that the compensation amount for alderpersons should be increased. He suggested a minimum of \$200 more per month.

Alderman Lokemoen and Alderman Sukow responded that they see no need for an increase at this time. Alderman Norton remarked that he would prefer that the money for a pay increase be put into the General Fund. Alderman Schwartzman stated that an increase in pay might attract more candidates.

City Administrator Johnson will conduct research on surrounding municipalities to determine compensation levels for alderpersons in those municipalities.

Motion (Sukow/Norton) to increase the hourly wages for all election officials by \$1. Poll workers hourly wages would go from \$9 to \$10, chief inspector assistant's hourly wages would go from \$9.50 to \$10.50 and chief inspector's hourly wages would go from \$10 to \$11. Carried.

Motion (Lokemoen/Schwartzman) to include a maximum of \$25,000 in the 2016 Budget for the purchase of a vehicle for the Building Inspection department. Carried.

Motion (Meehean/Norman) to delete the "City Hall - Stucco Painting funding (\$25,000) from the 2016 Capital Budget. As an alternative, pressure washing will be handled as a 2016 building maintenance expense. Carried.

Motion (Schwartzman/Meehean) to move the Fire - Utility Vehicle (\$60,000) and the Fire Radio Replacements (\$180,000) from the 2016 Capital Budget to the 2017 Capital Budget, and approve the remainder of the Fire Department 2016 Capital Budget. Carried.

At 11:30 A.M., Mayor Bialecki announced a one-hour lunch recess. He called the meeting back to order at 12:30 P.M.

Alderman Lokemoen stated that he was not in favor of including the creation of a Fire Department Administrative Assistant position in the 2016 budget. He is not in favor of creating positions, based on the fact that Street Department has lost several positions. Alderman Norton replied by stated that the Fire Department should be given a minimum of one half-time Administrative Assistant at this time.

Motion (Lokemoen/Meehean) to remove the funding for a part-time Fire Department Administrative Assistant. Motion failed.

Motion (Meehean/Norton) to establish the position of Public Works Director. Carried.

Motion (Meehean/Norton) to delete the Stange's Park - Restroom (\$175,000) from the 2016 Capital Budget. Carried.

Motion (Lokemoen/Schwartzman) to delete the Stange's Park - Tennis Court Rehab (\$25,000) from the 2016 Capital Budget. Carried.

Motion (Meehean/Norton) to delete the Flower Watering Pickup Truck (\$5,000) and the Broom - Lawn Tractor (\$5,000) from the 2016 Capital Budget and instead fund them from the timber sales reserve fund. Carried.

Motion (Sukow/Burgener) delete the Tandem Alex Trailer (\$8,000) from the 2016 Capital Budget and instead fund it from the timber sales reserve fund. Carried.

Motion (Schwartzman/Peterson) to increase the allocation for the Merrill City Band in the 2016 Budget from \$13,000 to \$13,875. Carried.

Motion (Lokemoen/Peterson) to delete the Sidewalk/Path - 10' Wide (\$75,000) from the TID #3 - East Side section of the 2016 Capital Budget. Carried.

Motion (Lokemoen/Malm) to delete the "Pocket" Park Project (\$100,000) from the 2016 Capital Budget. Roll call vote resulted in a 4 to 4 tie. Voting No - Schwartzman, Peterson, Sukow and Meehean. Mayor Bialecki broke the tie by voting No. Therefore, the motion failed.

Motion (Meehean/Sukow) to reduce the funding for the "Pocket" Park Project from \$100,000 to \$90,000. Roll call vote resulted in a 4 to 4 tie. Voting Yes - Schwartzman, Peterson, Sukow and Meehean. Mayor Bialecki broke the tie by voting Yes. Therefore, the motion carried.

Motion (Lokemoen/Meehean) to eliminate all instances of "Waterfront Planning" funding in the 2016 budget. Carried.

Alderman Meehean requested that the record indicate that there is no funding for the River Bend Trail in the 2016 budget.

2. Utility - Landfill, Water and Sanitary Sewer

See General Fund/Tax Levy Supported section.

3. Tax Increment Districts (TIDs)

See General Fund/Tax Levy Supported section.

4. Infrastructure

See General Fund/Tax Levy Supported section.

5. Future Capital Plan Items

See General Fund/Tax Levy Supported section.

VI. Next steps/meetings on 2016 Budget and Proposed Borrowing

The next Committee of the Whole meeting was tentatively scheduled for November 10th, the same evening as the next regular Common Council meeting.

VII. Adjournment

Motion (Burgener/Schwartzman) to adjourn. Carried. Adjourned at 3:34 P.M.



CITY OF MERRILL
COMMITTEE OF THE WHOLE

MINUTES • TUESDAY SEPTEMBER 13, 2016

Regular Meeting

City Hall Council Chambers

5:30 PM

I. Call to Order

Mayor Bialecki called the meeting to order at 5:30 P.M.

Attendee Name	Title	Status	Arrived
Paul Russell	Aldersperson - First District	Present	
Pete Lokemoen	Aldersperson - Second District	Present	
Ryan Schwartzman	Aldersperson - Third District	Present	
Kandy Peterson	Aldersperson - Fourth District	Present	
John Burgener	Aldersperson - Fifth District & President	Present	
Mary Ball	Aldersperson - Sixth District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
Bill Bialecki	Mayor	Present	

Also in attendance: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Fire Chief Dave Savone, Library Director Stacy Stevens, Finance Director Kathy Unetl, Park and Recreation Director Dan Wendorf and City Clerk Bill Heideman.

II. Public Comment Period

Bill Dinges stated that he had several questions related to the mobile food vendor ordinances. He asked whether non-profit vendors and carnival stands would need to obtain a permit. He also asked if a mobile food vendor would need to get another permit if they relocate their stand. In his opinion, these and other questions related to the ordinances remain unanswered. Mr. Dinges recommended that the mobile food vendor ordinances be referred back to the Health and Safety Committee.

Scott Zastrow stated that, although there had been prior discussion to limit mobile food vendors from selling within 500 feet of an existing business, the ordinance still lists 100 feet. He also has some concerns related to mobile food vendor signage on sidewalks. Finally, he asked if mobile food vendors would be required to possess a Commercial Kitchen License. City Attorney Hayden informed him that requirement was not currently included in the ordinance.

III. Agenda items for consideration:

1. Ordinance amending Chapter 113, Article VI, Section 113-168, related to Off-Street Parking Restrictions in Residential Areas.

Mayor Bialecki questioned whether the ordinance is enforceable. He added that, if the ordinance is not enforceable, it should not be adopted.

Building Inspector/Zoning Administrator Pagel reported that his department does not have the time to ensure 100% enforcement.

Alderman Meehean suggested that the possibility of an exception should be included in the ordinance.

Motion (Meehean/Norton) to approve.

RESULT: APPROVED & SENT TO COUNCIL **Next: 9/13/2016 7:00 PM**

2. Ordinance amending Chapter 8, Article XII, Section 8-330, to add Mobile Food Vendors.

Motion (Burgener/Schwartzman) to table all three ordinances related to mobile food vendors. Roll call vote resulted in a 4-4 tie. Mayor Bialecki broke the tie by voting Yes.

RESULT: TABLED [4 TO 4]
AYES: Schwartzman, Peterson, Burgener, Ball
NAYS: Russell, Lokemoen, Norton, Meehean

3. Ordinance amending Chapter 16, Section 1, to add licensing fees for Mobile Food Vendors.

This ordinance was tabled by a previous motion.

4. Ordinance related to Mobile Food Vendors in Parks (commercial enterprise approval required).

This ordinance was tabled by a previous motion.

5. Mobile Food Vendor Permit Application form.

Because a previous motion tabled all three ordinances related to mobile food vendors, consideration of this item is not necessary.

6. Ordinance creating the Festival Grounds Committee.

Motion (Meehean/Norton) to approve.

Alderman Schwartzman stated that he was not comfortable with City employees on this committee. He was told that, when compared to other City committees, this committee is different.

Finance Director Unertl stated that the November 1st date in the ordinance is too late in the City budget process. She suggested an alternative date of October 15th.

Motion (Schwartzman/Burgener) to refer to the Personnel and Finance Committee.

RESULT: REFERRED TO P & F **Next: 9/27/2016 5:15 PM**

7. Schedule Committee of the Whole 2017 budget (all-day) meeting.

Options were Friday, October 21st and Friday, October 28th.

Motion (Burgener/Russell) to schedule the Committee of the Whole meeting to consider the 2017 Budget for Friday, October 21st.

RESULT: APPROVED

IV. Adjournment

Motion (Burgener/Schwartzman) to adjourn. Carried. Adjourned at 6:16 P.M.

A handwritten signature in black ink, appearing to be "W. A. H.", is written over the text of the motion. The signature is stylized and somewhat illegible.



CITY OF MERRILL
HEALTH AND SAFETY COMMITTEE
MINUTES • MONDAY SEPTEMBER 26, 2016

Regular Meeting**City Hall Council Chambers****5:00 PM****I. Call to Order**

Alderman Peterson called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Kandy Peterson	Alderman - Fourth District	Present	
Mary Ball	Alderman - Sixth District	Present	
Paul Russell	Alderman - First District	Present	

Also in attendance: Fire Chief Dave Savone, Police Chief Ken Neff, Deputy Health Officer Robert Ashbeck, Michael Caylor Jr., Jeff Voigt and City Clerk Bill Heideman. A representative from the Cable Access Channel was also present to videotape the meeting.

II. Nuisance Complaints and Vouchers:**1. Nuisance Complaints**

Deputy Health Officer Ashbeck reported that there were no new cases this month. All current cases have court dates. There were questions on three cases. Deputy Health Officer Ashbeck responded that he would discuss these cases with Building Inspector/Zoning Administrator Pagel, and then report on these cases at the next meeting.

2. Vouchers

Fire Chief Savone and Police Chief Neff answered questions related to the vouchers.

Motion (Ball/Russell) to place on file.

RESULT:	PLACED ON FILE
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III. Picnic and/or Liquor License Applications:

- "Class A" (cider only) license application from CAP Operations Inc., Mary Hofele, Agent, for Holiday #49, 1312 West Main Street. The Health and Safety Committee recommends approval.

City Clerk Heideman explained that this is the first time an application has been received for a "Class A" (cider only) license. Class "A" licensees applying for a "Class A" (cider only) license shall be issued the "Class A" (cider only) license. The municipality may not charge an initial issuance fee or annual fee for the "Class A" (cider only) license, but may charge a fee for newspaper publication of the alcohol beverage license application.

Motion (Russell/Ball) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 10/11/2016 7:00 PM
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- Any other license application(s).

None.

IV. Other agenda items to consider:

- 1. Request from Jeff Voigt for the installation of crossing lights at crosswalks near the apartments at the old City Hall, 713 East Second Street.

Jeff Voigt had requested that this item be placed on the agenda. He has concerns that vehicular traffic is not yielding to pedestrians in the crosswalks at the old City Hall apartments.

Police Chief Neff responded that the Police Department will be increasing both public awareness efforts and enforcement related to this. A discussion on potential sites for crossing lights is also on the September 29th, 2016 Board of Public Works meeting agenda. Police Chief Neff reported that he would include Mr. Voigt's concerns in the discussion at that meeting.

No action was taken at this time.

- 2. An Ordinance amending Chapter 20, Article II, Section 20-21 Fire Prevention Code Inspections, to update with the correct Wisconsin Administrative Code reference. The Health and Safety Committee recommends approval.

Fire Chief Savone reported that this ordinance is necessary to update to the current Wisconsin Administrative Code reference. No other language in the ordinance is being changed.

Motion (Russell/Ball) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 10/11/2016 7:00 PM
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- 3. An Ordinance amending Chapter 26, Article II, Section 26-22, to include knives with a 3-inch or larger blade in the definition of dangerous weapons. The Health and Safety Committee recommends approval.

Motion (Russell/Ball) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 10/11/2016 7:00 PM
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V. Monthly Reports:

- 1. Fire Chief Savone

The report was in the meeting packet.

Fire Chief Savone reported that the Fire Department received an award recently. Inclement weather forced the cancellation of the 2016 Community Night Out.

- 2. Police Chief Neff

The report was in the meeting packet.

Police Chief reported that two part-time crossing guard applications have been submitted. It is expected that one full-time crossing guard application will be submitted soon.

3. Lincoln County Humane Society

The report was in the meeting packet.

Alderwoman Peterson reported that the annual Humane Society banquet is upcoming. Tickets (\$40) are going fast, but are still available at the Humane Society.

4. Place monthly reports on file

Motion (Peterson/Ball) to place on file.

RESULT: PLACED ON FILE

VI. Establish date, time and location of next regular meeting

Monday, October 24th, 2016 at 5:00 P.M. in the City Hall Common Council Chambers.

VII. Public Comment Period

None.

VIII. Adjournment

Motion (Ball/Russell) to adjourn. Carried. Adjourned at 5:29 P.M.



T. B. Scott Free Library Board of Trustees
REGULAR MEETING
September 21st, 2016

Minutes

1. Opening

Vice-President Gene Bebel called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Katie Breitenmoser, Paul Gilk, D'Lacey Haight, Tim Meehean (-5:17), and Jim Wedemeyer (-5:25). Excused: Mike Geisler, Richard Mamer and Vickie Yelle. Also present: Don Litzer, Rob Peck (-5:00), Doug Stingle (-5:00), Nick Wszalek and Tyler H. & Carl D. from MP3.

The board received a thank you letter from UW-Extension for previous support from the Endowment Fund for the "After the Bell" program. The letter also included a request for funding/support for the current year; this item will be placed on the next agenda for consideration. A thank you was received from HAVEN to library staff for their donation of "Casual Friday" funds. The director keeps a record of all donations.

There was no public comment.

2. Consent Items

M Gilk/S Breitenmoser/C to approve the minutes of the August meeting as printed. M Meehean/S Haight/C to accept the Monthly Revenue & Expense Report for August as printed.

3. Reports/Discussion Items/Action Items

A. Solar Project-Timeline for Project Completion-Discussion: Mr. Peck and Mr. Stingle were introduced. A packet of information reviewing previous discussions and providing information on potential funding alternatives for the library's solar project was distributed to board members. Discussion points included: proposed bonding structure, impact to roof from the construction process, educating the public on the library project, and insurance. M Meehean/S Breitenmoser/C to proceed with Option #1 as soon as practical for the project cost up to \$79,480 as presented, and to explore an additional warrantee for inverters. Ms. Stevens will work with board members to identify one or more tax sponsors in our community. Once potential tax sponsor(s) have been identified, Northwinds Renewable Energy staff will assist library representatives in working out financial aspects, necessary agreements, and project plans with them. After tax sponsor(s) agreements and roles are in place, Ms. Stevens and Northwinds staff will then work on recruiting bond holders, and finally, to implement the solar project. Board members were in agreement that the educational benefit to our community of the library's solar project was very important, and in light of that sentiment, Northwinds will work closely with library staff to ensure the community is offered opportunities to learn from our project.

B. Strategic Plan Progress-Goals #3: Ms. Stevens presented staff progress on goals and objectives.

C. Trustee Essential #8-Developing the Library Budget: Ms. Stevens provided copies of Trustee Essential #8.

D. Reports from Friends/WVLS Representative: The Friends are providing funds for staff to attend the Wisconsin Library Association Conference in October. A copy of the WVLS Directors report for September was provided.

4. Forthcoming Events & Library Director Report

- August Statistical Report was presented.
- Board members received a document from Mr. Litzer regarding use of donated funeral home records, as discussed at the September board meeting.
- Ms. Stevens attended the September Lincoln County Finance and Insurance Committee meeting, where it was determined that a discussion with the library directors, Lincoln County Administrative Coordinator, and Lincoln County Finance Director should occur regarding the county levy calculation. Ms. Stevens will keep board members apprised.

T.B. Scott Free Library

Board of Trustees

September 21st, 2016

- Ms. Stevens updated the board on the significant health insurance rate increase the City anticipates for 2017, and pending Personnel & Finance discussion regarding options.
- As mentioned at the last board meeting, the library continues to address issues involving youth on library property. Recent incidents and concerns have resulted in the Merrill Police Department being present on library grounds after school. PRMS administration has also been cooperative in assisting staff with managing student behavior at the library. Several letters have been sent to parents of youth violating library policy, prohibiting their use of the library for one year. In addition, phone calls have been made to parents of youth with lesser infractions. Ms. Stevens remains available to any parent who wishes to discuss their child's behavior on library property.

5. Adjournment:

The meeting adjourned at 5:30 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on October 19th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary

PARKS AND RECREATION COMMISSION

October 5, 2016

The Merrill Parks and Recreation Commission met on Wednesday, October 5, 2016 at 4:15 p.m. at the Merrill City Hall.

Members Present: Mike Willman, Dave Sukow, Jean Ravn, Ben Debroux and John Burgener

Members Excused Absent: Brian Artac, Melissa Schroeder

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Erik Pfantz, Derek Woellner, City Administrator Dave Johnson, Cade Heideman MP3, Heather O'Neill, Justin Novitshi, Steven Reed, Kyle Gulke, Ethan Ravn, Stacy Stevenson

***Motion by Sukow, seconded by Burgener to approve the minutes from the March meeting minutes.

***Carried unanimously.

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

***Carried Unanimously.

Public Comment: None

The next item on the agenda was to discuss potential "Early Bird" season pass rates for Bierman Family Aquatic Center. Wendorf stated that he has been checking with other communities and having the passes available would make great Christmas gifts or stocking stuffers. Wendorf would like to go with a flat fee instead of a percentage like some other communities do. Wendorf recommends that from December 1 through December 30th save \$15 on the purchase of a family season pass and save \$10.00 on the purchase of an individual season pass, and from the first business day of the New Year through April 14th save \$10.00 on the purchase of a family season pass, and save \$5.00 on the purchase of an individual season pass.

***Motion by Sukow, seconded by Ravn to approve recommendations from Wendorf regarding the "Early Bird" season passes for the Bierman Family Aquatic Center.

***Carried Unanimously.

The next item on the agenda was to review/approve 2017 Parks & Recreation Department Operating budget. Wendorf stated that the finance director Kathy Unertl provided a copy of the 2017 operating budget. Wendorf stated that there is no room for any wiggle – 0 % increase. Wendorf stated that we have to have \$3,026.00 decrease in the operating budget. Wendorf recommended to subtract a \$1,000.00 from Self & Non-support – expenses, increase Marc revenue from \$72,400 to \$73,400, and Wendorf stated he has talked with the County and the license fees for the Aquatic Center will not be as much as this year so that would be a savings of \$1,218. Sukow asked if Normal Park restoration cost was figured in on the budget. Wendorf stated that would be in capital improvements. Wendorf also said that the aquatic centers expenses would not be as much for next year since all the supplies and equipment have been purchased in the first year. Sukow questioned if there will be any timber sales this year. Wendorf

stated there will be, stated that Rich LaVally will be taking care of laying out the sale and bidding.

***Motion by Sukow, seconded by Burgener to approve the 2017 Parks and Recreation Department Operating budget.

***Carried Unanimously.

The next item on the agenda was a continued discussion on potential skate park locations. After going through the list of parks with pros and cons Wendorf stated that he has been looking into the best possible place for the skateboard park and his suggestion would be the Merrill Festival Grounds. Wendorf stated that there is more than enough room, parking would work great and room for expansion. Wendorf provided an aerial photo of the Festival Grounds and mapped out a location for the skate park. City Administrator Johnson did not think the skate park would work at the Festival Grounds, that there would be conflict with other events. City Administrator Johnson stated that in the near future the city may have an opportunity to purchase the old Legion building across from the Library and feels that would be a good location for the skate park. Burgener stated he feels a location needs to be chosen and then recommends a public hearing regarding location in January of 2017. After some discussion parks that the commission would recommend for the skate park are Streeter Square, Old Legion area, and Memorial ice rink, with permission from the county. A Public meeting will be held in January regarding location.

The next item on the agenda was monthly board reports. Wendorf asked if anyone had any questions. City Administrator Johnson asked if bench was being replaced at Normal Park. Wendorf stated that it will be covered under insurance and is on order. Wendorf went over Aquatic Center numbers. Wendorf stated that he received a Stewardship Grant.

***Motion by Sukow, seconded by Burgener to approve the monthly board report given by Wendorf.

***Carried unanimously.

The next regular meeting is scheduled for November 2, 2016 at 4:15 p.m. at the Smith Center.

Public comment: Eric Pfantz asked what happened with the River Rat. Wendorf stated that it rotted out and will be replaced. Heather O'Neill questioned if any of the commission looked at the information she gave them in regards to the skate park. Heather stated that she does not agree with any of the locations. Heather stated that she put a lot of time and effort into working on skate park information. Heather stated that if this is built in the right location a lot of people would be at the skate park on a daily basis. Derek Woellner said he thought a good location would be down by the Weinbrenner parking lot by River Bend Trail. Gulke questioned when the Totem Pole at Normal will be moved. Derek Woellner asked why Stange Park would be a better location than Kitchenette for green space for picnics for families.

***Motion by Sukow, seconded by Burgener to adjourn at 5:30 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY SEPTEMBER 27, 2016

Regular Meeting

City Hall Council Chambers

5:15 PM

I. Call to Order

Alderman Schwartzman called the meeting to order at 5:15 P.M.

Attendee Name	Title	Status	Arrived
Ryan Schwartzman	Aldersperson - Third District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
Paul Russell		Present	

Also in attendance: City Administrator Dave Johnson, Mayor Bill Bialecki, Finance Director Kathy Unertl, City Attorney Tom Hayden, Fire Chief Dave Savone, Street Superintendent Dustin Bonack, Alderwoman Kandy Peterson, Alderwoman Mary Ball, Kortney Pike, Chris Graap, Roger Drewek, Matt Waid, Matt Kucirek, Bob Krueger, Craig Berndt, Derek Woellner, Michael Caylor Jr., Jeremy Ratliff, Duane Pfister and City Clerk Bill Heideman. A representative from the Cable Access Channel was present to videotape the meeting.

II. Vouchers:

1. Vouchers for August, 2016

City Administrator Johnson and Finance Director Unertl answered questions related to the vouchers.

Motion (Meehean/Russell) to place on file.

RESULT:	PLACED ON FILE
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III. Agenda items for consideration:

1. Consider potential lease terms for parking lot lease behind 401 West Main Street. Lease would be with Merrill Area Housing Authority. The Personnel and Finance Committee recommends approval.

Motion (Meehean/Russell) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 10/11/2016 7:00 PM
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2. Review and discuss 2017 group health insurance options.

Finance Director Unertl reported on the various options included in the meeting packet.

Kortney Pike asked why options from only one company (Security Health Plan, the current City provider) were being considered. Finance Director Unertl replied that was not possible at this time.

Roger Drewek also stated that he would like to see other plans and options, including one in which the employee would pay more into the plan in exchange for a lower deductible.

Finance Director Unertl stated that a decision does not have to be made at this meeting. Further research on this will be conducted. It was suggested that group health insurance could be an item for discussion at a future Committee of the Whole meeting.

No action was taken at this time.

3. An Ordinance creating the Merrill Festival Grounds Committee. The Personnel and Finance Committee recommends approval.

Alderman Schwartzman questioned the inclusion of any City officials on the committee: He suggested a committee comprised of three (3) City of Merrill Common Council members and four (4) members at-large.

City Administrator Johnson suggested the following composition: Two (2) City of Merrill Common Council members, City Administrator, a Rodeo Association representative, a Fair Association representative and a Food Vendor representative.

Alderman Meehean suggested the following composition: Three (3) City of Merrill Common Council members, City Administrator, a Rodeo Association representative, a Fair Association representative and a Food Vendor representative.

Mayor Bialecki suggested that, rather than have the committee elect a committee chair and a vice-chair, those two position should be appointed by the Mayor.

Motion (Meehean/Russell) to recommend approving the ordinance with the following changes to the draft ordinance in the meeting packet: The committee would consist of the following voting members: Three (3) City of Merrill Common Council members, City Administrator, a Rodeo Association representative, a Fair Association representative and a Food Vendor representative. A Committee Chair and Vice-Chair would be appointed by the Mayor.

RESULT: APPROVED & SENT TO COUNCIL Next: 10/11/2016 7:00 PM

4. Consider creating a Public Works I position and deleting a Public Works II position in the Street Department. The Personnel and Finance Committee recommends approval.

Street Superintendent Bonack has submitted this agenda item request. In the summer, the City initiated an enhanced storm water collection system maintenance program. The person currently responsible for this program is a Public Works II position, but this program should be overseen by a Public Works I employee. Therefore, the request is to create another Public Works I position and delete a Public Works II position. City Administrator Johnson recommends approval.

If the position creation is approved, it would initially be posted only in-house, thereby allowing all current Public Works II employees the opportunity to apply for the new Public Works I position. The additional cost of the new position is estimated to be \$2,600 annually.

Motion (Meehean/Russell) to approve.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 10/11/2016 7:00 PM
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5. Ordinance amending Chapter 2, Article VII, Section 2-191, to eliminate the requirement of Common Council approval when hiring relatives.

City Attorney Hayden distributed an alternate draft ordinance to replace the one that was in the meeting packet.

Motion (Meehean/Russell) to retain the ordinance currently in place, but to retroactively approve all previous cases in which relatives were hired.

Alderman Meehean requested that his motion be withdrawn. Without objection, it was so ordered.

After discussion, it was announced that this item would be delayed until the next regular meeting.

Alderman Meehean suggested that the next agenda include an item addressing the hiring of employees in violation of the ordinance, if indeed there was an ordinance violation.

Derek Woellner spoke to this issue. He stated that he has researched this issue, but has been unable to get answers from the Finance Director on his questions related to this issue.

No action was taken at this time.

6. Resolution amending Sections 1, 2 and 3 of the Employee Handbook for non-union City of Merrill employees.

City Administrator Johnson began leading discussion on the proposed handbook changes. After discussing a portion of the changes, Alderman Russell suggested that it might be advantageous to reserve any discussion on changes until the entire handbook and has been reviewed and all suggested updates prepared. There was no objection to his suggestion.

Work will continue on handbook updates, and optimistically all updates will be ready for consideration at the next meeting.

No action was taken at this time.

IV. Monthly Reports:

1. Municipal Court

The report was in the meeting packet.

City Attorney Hayden reported that things are going well in both the Merrill and Tomahawk courts.

2. Finance Director Unertl

The report was in the meeting packet.

Alderman Russell inquired on the hours for the upcoming budget session on Friday, October 21st. Finance Director Unertl responded that the session will begin at 8:15 P.M., and that the session usually adjourns at approximately 3:00 P.M.

3. City Attorney Hayden

The report was in the meeting packet.

4. City Clerk Heideman

The report was in the meeting packet.

City Clerk Heideman reported that in-house absentee voting will begin at City Hall on Monday, October 3rd.

5. City Administrator Johnson

The report was in the meeting packet.

City Administrator Johnson reported that Ron Nicklaus is working on purchasing a property near the Merrill Historical Society. He would then demolish the property and build a new building to house and display his tractor collection and house an agriculture-themed annex to the present museum. The Merrill Historical Society could also use a portion of the building for storage. This could affect the future of the former American Legion building, which the Merrill Historical Society currently uses for storage.

It was noted that the Bierman Family Aquatic Center had a financially favorable outcome in the first year of operations.

6. Consider placing monthly reports on file

Motion (Meehean/Russell) to place on file.

RESULT: PLACED ON FILE

V. Establish date, time and location of next regular meeting

Tuesday, October 25th, 2016 at 5:15 P.M. in the City Hall Common Council Chambers.

VI. Public Comment Period

Alderman Ryan Schwartzman proudly announced the birth of his third child, a son named Wyatt, born on September 26th. He thanked all those who had extended best wishes to him in person or on social media. Ryan's wife Stephanie and Wyatt are both doing well.

VII. Adjournment

Motion (Meehean/Russell) to adjourn. Carried. Adjourned at 6:15 P.M.



CITY OF MERRILL
POLICE AND FIRE COMMISSION
MINUTES • MONDAY OCTOBER 3, 2016

Regular Meeting

City Hall Basement Conference Room

6:00 PM

I. Call to Order

Alderman Helmstadter called the meeting to order at 6:00 P.M.

Attendee Name	Title	Status	Arrived
Kurt Helmstadter	President	Present	
Mike Ravn		Present	
David Hayes		Absent	
Carol Holz		Present	
Don Heyel		Present	

Also in attendance: City Administrator Dave Johnson, Police Chief Ken Neff, Fire Chief Dave Savone, Police Captain Corey Bennett and City Clerk Bill Heideman. A representative from the Cable Access Channel was present to videotape the meeting.

II. Minutes of Previous Meeting(s):

1. Minutes of December 21, 2015 meeting

Motion (Ravn/Heyel) to approve.

RESULT:	APPROVED
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III. Status/Update Reports:

1. Police Chief Neff

The last two officers hired are working out well.

All promotions are going well.

An additional officer will be considered in the 2017 budget process.

Training is ongoing, with cooperative training with the Fire Department upcoming.

Community relations programs are ongoing.

The next Citizens Academy is scheduled to begin in November. Eventually, the City Hall Basement Conference room will be used as a Citizens Academy training room.

A grant of approximately \$14,000 has been received to purchase new defibrillators. Ballistic vests have been updated. Replacement of computers and radios in the squad cars is ongoing.

It is anticipated that, besides Police Chief Neff, there will be no retirements in the next two or three years.

Police Captain Bennett will be working with Police Chief Neff on the 2017 Police Department budget.

The current Police Department eligibility list will be reviewed.

There have been no recent noise complaints at the NTC training facility.

Police Chief Neff answered questions.

2. Fire Chief Savone

The Fire Department was one of 160 Fire Departments nationally to receive a safety award recently.

There were no recent hires, and there are no pending retirements. However, there are no eligible candidates on the current eligibility list.

The title of Captain has been changed to Battalion Chief.

The inaugural Student Fire Academy is scheduled to begin October 5th.

Training is aggressive and ongoing. All firefighters are state-certified Firefighter II, state-certified driver operators and state-certified fire inspectors.

A Mass Casualty training event was held in May.

A Firefighter/Paramedic that was on sick leave has now returned to work.

Two firefighters are currently off under the Family Leave Act.

Work has begun on a Rescue Task Force.

A \$20,000 DNR grant has been received.

Fire Chief Savone answered questions.

IV. Agenda items for consideration:

1. Establish selection procedure for new Police Chief (Police Chief Neff retirement is upcoming).

Police Chief Neff has submitted a letter indicating that he intends to retire, effective March 12th, 2017.

Alderman Helmstadter explained the options for hiring a successor to fill the Police Chief position. He stated that the search could be done within the current department, a regional search could be conducted, or a nationwide search could be conducted. Alderman Helmstadter suggested that the search could begin within the current department.

Mike Ravn is in favor of a search within the State of Wisconsin.

Carol Holz suggested that a search outside the current department could lead to lower morale with the current officers.

Don Heyel stated that he has mixed feelings, but does not think there are problems in the current department.

It was noted that, if the hiring begins within the current department, the position would be posted for five days.

Police Chief Neff and City Administrator Johnson speculated that there are probably three individuals currently on the Merrill Police Department that would be qualified to be Police Chief.

Motion (Heyel/Holz) to begin the search for a new Police Chief within the department. If necessary, the search could be expanded later. Motion carried.

The next steps in the hiring process were discussed. The possibility of doing psychological testing was considered. Both Mike Ravn and Carol Holz are in favor of conducting this testing. City Administrator Johnson will conduct research to determine what types of tests are available. It was agreed that a decision can be made later in the process on whether psychological testing should be conducted.

Discussion was held on general testing, and which applicants should be tested. City Administrator Johnson suggested testing only those applicants that will be invited for an interview. The commission members had no objection to that suggestion. City Administrator Johnson will conduct research to determine what types of tests are available.

The degree of input from the current chief on the hiring process was then discussed. City Administrator Johnson suggested that input from Police Chief Neff would be valuable. Police Chief Neff responded that, he does not mind providing input, but does not want to sit on an interview panel.

V. Establish date, time and location of next meeting(s)

Thursday, October 27th, 2016 at 3:00 P.M. in the City Hall Basement Conference Room. At that meeting, interviews for the Police Chief position will be conducted.

VI. Public Comment Period

None.

VII. Adjournment

Motion (Holz/Ravn) to adjourn. Carried. Adjourned at 7:00 P.M.

City of Merrill
Redevelopment Authority (RDA)

Monday, September 19th, 2016 at 6:00 P.M.
City Hall Common Council Chambers

RDA Present: Bill Bialecki, Amanda Kostman, Tim Haight, Jill Laufenberg,
Karen Karow, Tony Kusserow, and Ryan Schwartzman

Others: Alderpersons John Burgener, Mary Ball, Rod Norton, and Tim Meehean, City Administrator Dave Johnson, Finance Director Kathy Unertl, City Attorney Tom Hayden, Public Works Director Rod Akey, Mary Rajek from Redevelopment Resources, Ken Maule from Lincoln County Economic Development Corp. (LCEDC), John Donovan from S.C. Swiderski, LLC, Scott Kwiecinski from Horizon and Paul Russel from Merrill Area Housing Authority (MAHA), Jeremy Ratliff from Merrill Courier, IT Manager Ron Turner livestreaming the meeting, a student from MAPS taping the meeting, and about fifteen interested individuals

Call to Order: Chair Bialecki called the meeting to order at 6:00 p.m.

Consider approval of meeting minutes:

Motion (Schwartzman/Karow) to approve the RDA meeting minutes from September 9th, 2016. Carried.

Presentations and Questions/Answers from housing developers for 1905 14th St. (former Fox Point site):

S. C. Swiderski, LLC: John Donovan highlighted the S.C. Swiderski, LLC experience in residential apartment development. In Merrill, the firm already has 160 rental units on Jackson Street and 12 larger rental units with attached garages on Semling Drive. In response to the fall-out of the 2008 economic collapse, S.C. Swiderski identified the gap for rental housing in the region. The firm has about 1,200 rental units with another 400 under construction, and another 600 – 800 in design.

The Swiderski housing proposal is for four buildings (i.e. two 12 units and two 16 units – for total of 56 apartments) with market rate rents ranging from \$720 for one bedroom to \$995 for three bedroom. Construction could begin in spring 2017 with occupancy potentially by the end of 2017. In response to questions, Donovan advised that firm is reviewing installation of air exchange units in planning new developments.

Unertl asked about the Semling Drive rental pace. Donovan responded that they were a bit surprised by the demand for the larger units with attached garages. Rents range from \$995 to \$1,100. All 12 units are rented.

Horizon/MAHA: Scott Kwiecinski from Horizon highlighted on the proposed residential development involving three buildings with twenty-units in each building. There would be 51 affordable units and 9 market-rate apartments. All units would have 1st floor private entries. Nine of the twenty units in each building would have attached garages. No other covered parking is proposed. Greenspace and stormwater drainage are included in their plan, as well as leasing office and small-scale social area.

Development timeframe is dependent upon WHEDA (Wisconsin Housing and Economic Development Authority) tax credit financing. Applications are due in January 2017 with tax credit awards announced in late April/early May. Construction could start in late 2017 with occupancy in summer of 2018.

MAHA would control and manage the housing development. Waiting lists were noted for all types of MAHA housing.

Dean Hass: Asked about WHEDA tax credits. Swiecinski advised that investors provide financing for the development in return for Federal tax credits that support affordable housing options. Hass opposes tax credit use.

Warren Ament: Works for subcontractor building S.C. Swiderski developments. Both developers responded that there would be competitive bidding for construction work.

Paul Wagner: As employee of Church Mutual Insurance and member of MAHA, Wagner emphasized having quality housing product that was affordable.

Mary Rajek: Based upon her work with Redevelopment Resources, Rajek commented on the link between community development, business, and housing. There is need for affordable housing in communities. The low vacancy rate for rental housing in Merrill was also noted.

Karen Karow: She reported that someone contacted her concerned with Washington School enrollment and capacity.

MAHA Executive Director Paul Russell commented that not all potential tenants would have children. Russell noted about 40 to 50 families on MAHA housing waiting list.

Gene Bebel emphasized that having new kids could be positive development for Merrill Area Public Schools (MAPS). Although elementary school space is bit tighter, there is lots of vacant space at the middle school and the high school. Middle school has capacity for 1,000 students with enrollment trend heading toward 500 and high school has capacity for 1,100 with enrollment trend heading toward 800.

Bill Bialecki: Bialecki asked about long-term ownership of the proposed Horizon/MAHA development. There is 10-year tax credit period, followed by 5-year compliance period. Merrill Area Housing Authority (MAHA) could potentially purchase the housing development after Year 15 is complete.

In response to question about development of the Premier Apartments (by Merrill Area Recreational Complex), City Administrator Dave Johnson reported Phase 1 involves 36 units with potential for two additional phases based upon rental experience.

Public Comment: There was no additional public comment.

RDA meeting: Next RDA meeting is scheduled for Tuesday, October 4th at 8:00 a.m.

Bialecki read the following notice:

The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) - deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider:

Request for Proposal housing responses for 1905 E. 14th St. (former Fox Point site); possible recommendation for developer; and potential TID No. 10 development incentives.

Motion (Schwartzman/Kostman) to move to closed session. Motion carried 7-0 on roll call vote at 7:50 p.m.

There was discussion on above item.

Adjournment: Motion (Karow/Laufenberg) to adjourn at 8:17 p.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

City of Merrill
Redevelopment Authority (RDA)

Tuesday, October 4th, 2016 at 8:00 A.M.
City Hall Common Council Chambers

RDA Present: Bill Bialecki, Ryan Schwartzman Amanda Kostman, Tim Haight,
Jill Laufenberg, Karen Karow, and Tony Kusserow

Others: City Administrator Dave Johnson, Finance Director Kathy Unertl,
City Attorney Tom Hayden, Public Works Director Rod Akey,
Merrill Area Housing Authority Executive Director Paul Russell,
Mary Rajek from Redevelopment Resources, Dave Sukow,
Kevin Blake, and Delmer Polak

Call to Order: Chair Bialecki called the meeting to order at 8:00 a.m.

Consider approval of meeting minutes:

Motion (Schwartzman/Karow) to approve the RDA meeting minutes from September 19th, 2016. Carried. RDA Commissioner Laufenberg requested that the closed session minutes from the September 19th, 2016 RDA meeting include discussion of tax increment projections.

Consider not to exceed \$37,500 TID No. 9 environmental and demolition loan for 1003 and 1005 S. Center Ave. (former Club Modern):

This is the first TIF loan since new environmental and demolition loan program was adopted by the RDA and Common Council in July 2016. The two tax parcels total 2.68 acres and have two existing buildings. The TIF mortgage lien will be on both tax parcels. The TIF loan is based upon fifteen (15) year amortization schedule at 2.0% interest. Repayments are deferred for two (2) years with all remaining principal and interest due and payable at the end of year five (5). City of Merrill may purchase the vacant property at the assessed fair market land value if not sold or redeveloped by the property owner within five (5) years.

Motion (Schwartzman/Haight) to recommend the not to exceed \$37,500 TID No. 9 environmental and demolition loan for 1003 and 1005 S. Center Ave. secured by mortgage by Stephen and Linda Blake. Carried.

Review and discuss 2017 Tax Increment District (TID) budget requests:

Unertl advised that her memo in the agenda packet highlighted plans for TID plan amendments, as well as potential future additional Tax Increment Districts. A TID No. 3 Plan amendment will be proposed to partially fund the construction of the new Expo Center at the Merrill Festival Grounds.

Review and discuss 2017 TID budget requests (Continued):

Unertl distributed summary information from the 2017 TID budget requests. TID development incentive payments of almost \$200,000 are planned. The timing of potential 504 W. Main St. façade redevelopment and the new Nelson’s Power House development is unclear at this time. The 2017 TID development incentive will be the final payment on the Walgreen’s development.

There will be numerous TIF-funded infrastructure projects requested. In response to proposed S. Park St. improvements and River Bend Trail extension planned for 2017, Laufenberg reported that she had heard some frustration expressed about marketing and potential sale of former Anson-Gilkey property.

Unertl will distribute the detailed TID budgets once prepared for the Committee of Whole October 21st budget meeting.

Update and discussion of Chapter 3 – Housing from the draft City of Merrill Comprehensive Plan - 2016:

The RDA agenda packet was amended to include this document being reviewed by the Merrill Plan Commission. The Comprehensive Plan draft was prepared by staff of the North Central Regional Planning Commission.

Unertl emphasized that the Housing Issues section identify the affordability of housing both to rent and to own as a key component for the community. The Plan reports that 19.1% of Merrill households had incomes below \$15,000 per year and about 31.5% of the households had incomes below \$25,000 in 2013. Many households are paying more than thirty percent of their income for housing costs.

Kostman advised that there were no longer age of 62 and older restrictions on applicants for Park Place and Jenny Towers. RDA Commissioners noted that Goal 1 of the Housing section is to supply an affordable mixture of housing options that meet the needs of all community members.

Update and discussion on follow-up information on proposed 1905 E. 14th St, (former Fox Point site) housing development proposals:

Unertl highlighted the updated information provided in the RDA agenda packet. Horizon/Merrill Area Housing Authority (MAHA) has submitted a modified proposal, including withdrawing request for additional TIF cash development assistance beyond the site. There are preliminary plans for adding additional garages. Kostman commented that the upcoming Park Place and Jenny Tower improvement plans include some covered parking in response to tenant requests.

It was clarified that MAHA intends to purchase the housing development after fifteen-year tax credit timeframe and would be paying a PILOT (Payment-in-lieu-of-property-taxes) just like MAHA does for Park Place and Jenny Towers. Unertl reported that Wisconsin Department of Revenue representatives concurred that Federal Section 42 housing developments are income-based assessments.

Update and discussion on follow-up information on proposed 1905 E. 14th St. (former Fox Point site) housing development proposals (Continue):

After City staff discussions with City Assessor Kit Koski from Bowmar Appraisal, a revised methodology was used for potential tax increment projections related to the S.C. Swiderski proposal. The new projection is based upon estimated square footage and estimated improved assessment range. The previous tax increment project used the existing Jackson Street improved assessments which appear to be low. New 1/1/2016 land and improved valuations are still pending as part of Merrill's first complete revaluation process since 2000.

RDA meeting: Next RDA meeting is scheduled for Tuesday, November 1st at 8:00 a.m.

Chair Bialecki verified that this meeting date would allow RDA Commissioners to review the 2017 TID budget requests prior to Wednesday, November 9th Council consideration.

Public Comment: Merrill Area Housing Authority Executive Director Paul Russell emphasized that MAHA has waiting lists for all types of affordable housing. Most critical are multi-family and disabled housing options. The Horizon/MAHA proposal for Fox Point site redevelopment would begin to address community housing needs.

The last affordable housing developments in Merrill were the Jenny Towers construction in 1979 and some scattered-site duplexes built in the early 1980s.

The Horizon/MAHA proposed development is in response to Federal and State affordable housing plans. A housing analysis of needs and marketability has been completed. MAHA would bring experienced management to the development. Further, there would be future development buyout and ownership transfer to the Merrill Area Housing Authority.

Bialecki read the following notice:

The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) - deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider:

- a. Housing development proposals for 1905 E. 14th St. (former Fox Point site); possible recommendation for developer; and potential TID No. 10 development incentives
- b. Potential purchase of properties and potential TIF development incentives in TID No. 4 and TID No. 9

Motion (Schwartzman/Karow) to move to closed session. Motion carried 7-0 on roll call vote at 8:40 a.m.

The discussion in closed session included Unertl emphasizing that there are fewer than twenty-five properties in Merrill with real estate assessed value of over \$1 million and that pay the level of property taxes or payment-in-lieu-of-property taxes that Horizon/MAHA would be paying on their proposed housing development. The site fronts on Lincoln County Highway G/Prairie River to the North, Merrill High School is across Sales Street to the East, and there are churches to the South and to the West.

Commissioners noted the community need for quality and affordable housing. Haight and Schwartzman reported that MAHA buys locally. Kostman noted that if additional MAHA employees were needed, these individuals would likely be Merrill area residents.

There was also Commissioner discussion of the longer-term investment for this proposed housing development. Where do you want to be in thirty or fifty years? With the planned Merrill Area Housing Authority (MAHA) future ownership, there would be commitment and potential funding options for future reinvestment and improvements.

It was noted that there are other potential sites that could be developed for housing including sites included within TID No. 4 and TID No. 9. It was also mentioned that there is a large wooded site that fronts on the Prairie River within TID No. 7.

Motion (Karow/Laufenberg) to reconvene in open session at 8:50 a.m. Carried.

Motion (Bialecki/Laufenberg) to recommend selection of Horizon/Merrill Area Housing Authority (MAHA) for housing redevelopment on the 1905 E. 14th St. property. Carried.

Adjournment: Motion (Kostman/Kusserow) to adjourn at 8:52 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

Tourism Commission Meeting Minutes September 9, 2016

Members Present: Dan Wendorf, Jim Arndt, Kandy Peterson, Ernie Stender, Bill Bialecki, Lauree O'Day
Members Excused Absent: Steve Wendland, Debbe Kinsey
Others Present: Mayor Bill Bialecki
Public: no public in attendance

Meeting was called to order at 11:03pm by Dan Wendorf.

Public Comment: none at this time

Review of April's meeting minute: A motion to approve the minutes as written from the April 29, 2016 meeting was made by Lauree O'Day, seconded by Kandy Peterson, voted and carried.

2017 Budget: The Budget for 2017 was brought forth with an amount of \$57,240 including the grant applications with the funds requested. That number is very high, and we will need to get it under \$50,000. Review of the Budget presented from the Chamber is as follows:

- **Other Promotions:** Grand total of \$500
 - Other Promotions \$0
 - Tradeshows \$0
 - Visitor's Literature Display \$500
 - Discover Wisconsin \$0
- Contingency \$500
- Conferences \$2,500
- Additional Advertising \$15,000
- Administration & Rent \$10,000
- Marketing Support \$3,780
 - Telephone \$600
 - Postage \$1,500
 - Website/Computers \$1,680

Grand total of \$32,280.00. A motion to approve the Annual Budget report from Debbe was made by Lauree O'Day, seconded by Kandy Peterson, voted and carried. With the Administration & Rent, the commission is asking that they are provided with line items that shows the support they received from the Chamber. Any past money that is owed to the Chamber will be caught up by December 2016.

Review of Grant Applications:

Merrill Ice Drags – asking for \$3,000 commission granting them \$2,000

Lincoln County Fair – asking for \$3,000. Commission had discussion in regards that advertising needs to go outside the Merrill Area. Suggest to have grant money used for outside of Lincoln County. Bring in Feature events – Horse Pull – Free events in grandstand. Commission granting them \$2,000.

Merrill Airport Days – asking for \$1,000 commission granting them \$500.

Gazebo Nights – asking for \$350 commission granting them \$350 with the suggestion of advertising outside of Merrill.

Lincoln County Rodeo – asking \$5,000 commission granting them \$5,000

Bull Fighting – asking for \$4,000 commission granting them \$1,500 This is a new event.

Gleason Heritage Day – asking for \$400 commission granting them \$200

Sled Dog Races – asking for \$800 commission granting them \$600

Merrill Lion's Labor Day Car Show – asking for \$1,000 commission granting them \$1,000

Central Wisconsin Concertina Festival – asking for \$410 commission granting them \$410

Lincoln Lager Barleyfest – asking for 2,500 commission granting them \$1,500

Park in the Park – asking for \$2,000 commission granting them \$1,000

Applications that were submitted late were disregarded. Each event was reviewed. Commission would like to see a note on all letters that go out for each application noting "Funding needs to be outside of the Merrill Area."

This gives a total of \$16,060 for the Grant Applications. Including the above listed number of \$32,280 and the grant applications of \$16,060 a grand total of \$48,340 for the Tourism Budget for 2017. Lauree O'Day made a motion to accept the grand total of \$48,340 for the budget for 2017, Kandy Peterson seconded, voted and carried.

No Public Comment

A motion was made to change the back of the grant applications to include what their Present Advertising Plan is, show where the money is going, and list the name of the advertising business, publication, date and dollar amount (make it more itemized.) was made by Lauree O'Day, seconded by Kandy Peterson, voted and carried.

Would also like to supply a list of contacts for Outside advertising to each grantee.

Next meeting will be schedule via email at a later date.

A motion to adjourn at 12:29pm was made by Kandy Peterson, seconded by Lauree O'Day, voted and carried.

Cheryl Skoug
Recording Secretary



CITY OF MERRILL
WATER & SEWAGE DISPOSAL COMMITTEE
MINUTES • THURSDAY SEPTEMBER 29, 2016

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

Alderman Norton called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Kandy Peterson	Aldersperson - Fourth District	Present	
John Burgener	Aldersperson - Fifth District & President	Present	
Rob Norton	Aldersperson - Seventh District	Present	

Also in attendance: City Administrator Dave Johnson, Utility Superintendent Kim Kriewald, Public Works Director/City Engineer Rod Akey, Finance Director Kathy Unertl, Tonia Speener, Diane Thoun and City Clerk Bill Heideman.

II. Preliminary Items:

1. Vouchers

Motion (Burgener/Peterson) to approve.

RESULT:	APPROVED
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III. Agenda items for consideration:

1. Consider request to change the part-time Water Utility Administrative Assistant position to a full-time position. The Water and Sewage Committee recommends approval, effective immediately.

Utility Superintendent Kriewald is requesting that the part-time Water Utility Administrative Assistant be changed to a full-time position.

It was reported that this part-time position turns over frequently, as those people accept full-time positions elsewhere. This leads to excessive training time.

Utility Superintendent Kriewald mentioned that, at some point, the current quarterly billing cycle will be changed to a monthly billing system. Although this will help with cash flow, it will also require additional labor hours to process the billing.

Finance Director Unertl stated that it was not practical for one person to have all the financial responsibility at the utility.

Motion (Burgener/Norton) to change the part-time Water Utility Administrative Assistant position to a full-time position, effective immediately.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 10/11/2016 7:00 PM
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2. Review and consider 2017 budget requests:
 Landfill Remediation Fund

Finance Director Unertl reported. The Contractor-Sampling account was discussed.

Water Fund

Finance Director Unertl and Utility Superintendent Kriewald reported.

In five or six years, well #6 will need to be replaced. The location of the new well has not yet been determined.

Extra funding has been included in the 2017 budget for both hydrant replacement and cross-connection inspections. The tower on Taylor Street is due for inspection in 2017.

The purchase of a backhoe is being considered.

Infrastructure projects were mentioned.

Sewer Fund

Finance Director Unertl and Utility Superintendent Kriewald reported.

Utility Capital Projects/Equipment

Finance Director Unertl and Utility Superintendent Kriewald reported.

Potential sewer rate increases were then discussed. Alderman Burgener recommended a 2% annual increase.

Motion (Peterson/Norton) to increase sewer rates by 4%.

Alderman Peterson requested that her motion be withdrawn. Without objection, it was so ordered.

3. Operations Report

The report was in the meeting packet.

Discussion was held on the ongoing process of hiring the successor to Utility Superintendent Kriewald.

IV. Public Comment Period

Bill Heideman expressed his opinion that he thinks the earlier discussion and potential action on sewer rate increases were not proper, since the subject of sewer rate increases was not on the meeting agenda.

V. Establish date, time and location of next meeting

Wednesday, October 26th, 2016 at 5:00 P.M. in the City Hall Common Council Chambers.

VI. Adjournment

Motion (Burgener/Peterson) to adjourn. Carried. Adjourned at 5:40 P.M.

ZONING BOARD OF APPEALS MINUTES
October 4, 2016, 6:00 p.m.

PRESENT: Bill Schneider, Chairman, Ron Burrows, Dave Sukow, Alderman John Burgener, Zoning Administrator Darin Pagel.

Absent: Adam Rekau, Jim Koebe, Dean Haas

Motion to approve June 7, 2016 minutes Mr. Sukow, second Mr. Burrows, carried.

ZA Pagel read the meeting notice and explained procedure.

Motion to open hearing Mr. Burgener, second Mr. Sukow, carried.

ZA Pagel briefed the Board on the request stating the reason for the variance request. TLC Sign Company was available by telephone if the Board had questions. No one to speak in opposition.

Motion to close hearing Mr. Sukow, second Mr. Burrows, carried.

Motion to approve the variance Mr. Burgener, second Mr. Burrows, carried.

With no other business or public comment

Motion to adjourn Mr. Sukow, second Mr. Burgener, carried.

Meeting adjourned 6:15pm

Darin Pagel, Recording Secretary.

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Board of Public Works
Re: Amending Chapter 113, Article VI, Section 113-168 Off –Street Parking Restrictions in Residential Areas

ORDINANCE NO. 2016-
Introduced: September 13, 2016
1st Reading: September 13, 2016
2nd Reading: _____
3rd Reading: _____
Committee/Commission Action:
RECOMMENDED FOR PASSAGE

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 113, Article VI, Section 113-168 of the Code of Ordinances for the City of Merrill is amended as follows:

• **Sec. 113-168 – Off-street Parking Restrictions in Residential Areas.**

(a) *Where permitted.* Unless the district regulations provide otherwise, off-street vehicle parking is permitted in a residential district or any district where residential is the primary use in the following location:

- (1) Parking shall be allowed on any improved yard area(s). Improved yard areas is defined as covered with rotten granite, asphalt, cement or other similar material approved by the Building Inspector.
- (2) Notwithstanding the above, no parking shall be allowed on any unimproved yard area, which is adjacent to a public street.
- (3) Complaints will be initiated by a written nuisance complaint received from adjacent property owners(s), district Alderperson, and/or Building, Zoning and Property Inspector.

- ~~(1) An improved driveway of asphalt, concrete, gravel, or rotten granite not to exceed 30 feet in width extending from the right-of-way to an attached or detached accessory building with vehicles parked not nearer than five feet to a front property line or three feet to a side lot line.~~
- ~~(2) An improved pad adjacent to an accessory building not to exceed 12 feet in width and a length not to exceed that of the accessory building.~~
- ~~(3) In no case shall the improved parking or driveway area exceed ten percent of the total lot area. Improved parking and driveway areas in existence as of the date of this ordinance are considered existing nonconforming~~

Attachment: Ordinance on off-street parking in residential areas (2010 : Ordinance on off-street parking)

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____

Adopted: _____

Approved: _____

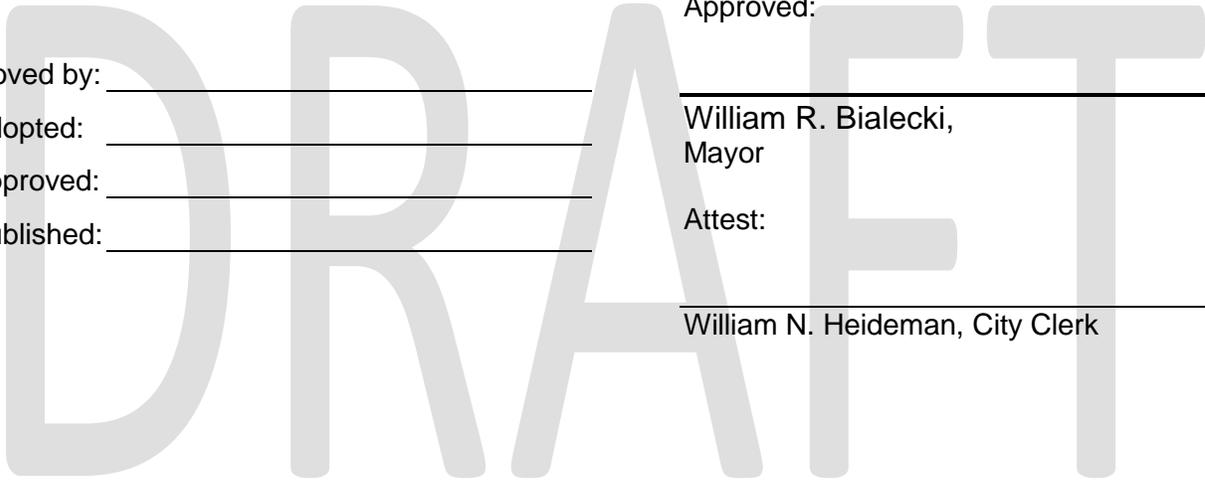
Published: _____

Approved: _____

William R. Bialecki,
Mayor

Attest: _____

William N. Heideman, City Clerk



Attachment: Ordinance on off-street parking in residential areas (2010 : Ordinance on off-street parking)

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Health and Safety Committee
Re: Amending Chapter 20, Article II, Section 20-21
Fire Prevention Code Inspections

ORDINANCE NO. 2016-
Introduced: October 11, 2016
1st Reading: _____
2nd Reading: _____
3rd Reading: _____
Committee/Commission Action:
RECOMMENDED FOR PASSAGE

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 20, Article II, Section 20-21 of the Code of Ordinances for the City of Merrill is amended as follows:

- **Sec. 20-21. - Fire prevention code inspections.**

The Merrill Fire Department shall conduct inspections of all buildings and occupancies which require inspection per the requirements of the Wis. Admin. Code § ~~SPS 3146~~ **SPS 3146COMM14** or its successor codes. Fire prevention code inspections shall be conducted as follows

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____
Adopted: _____
Approved: _____
Published: _____

Approved: _____
William R. Bialecki, Mayor
Attest: _____
William N. Heideman, City Clerk

Attachment: Ordinance on Fire Inspections code designation change only! (1969 : Ordinance on Fire Department code inspections)

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Health and Safety Committee
Re: Amending Chapter 26, Article II, Section 26-22
Firearms Prohibited;

ORDINANCE NO. 2016-
Introduced: October 11, 2016
1st Reading: _____
2nd Reading: _____
3rd Reading: _____
Committee/Commission Action:
RECOMMENDED FOR PASSAGE

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 26, Article II, Section 26-22 of the Code of Ordinances for the City of Merrill is amended as follows:

26-22 Firearms Prohibited; Certain Weapons Prohibited

(a) *Purpose.* To prohibit entry or presence in public buildings while carrying firearms or ~~other dangerous weapons.~~~~electronic weapon~~

(1) Pursuant to Wis. Stats. § 943.13(1m)(c)4., no person shall enter or remain in any part of a building owned or controlled by the state or local governmental unit if the state or local governmental unit has notified the person not to enter or remain in the building while carrying a firearm, ~~other dangerous weapon as defined in Wis.Stats. §939.22(10), or knife with a three inch or larger blade or a specific type of firearm.~~

(2) The mayor shall cause signs to be erected at all entrances to all buildings owned, occupied or under the control of the City of Merrill providing notice that no person is to enter or remain in any such building while carrying a firearm, ~~other dangerous weapon, or knife with a three inch or larger blade.~~ Such signs shall be five inches by seven inches or larger.

(3) Nothing in this subsection shall be construed to apply to prohibit a peace officer or armed forces or military personnel armed in the line of duty or any person duly authorized by the chief of police to possess a firearm, ~~other dangerous weapon, or knife with a three inch or larger blade~~ in any public building.

(4) Nothing in this subsection shall be construed to authorize the carrying of any firearm, ~~other dangerous weapon, or knife with a three inch or larger blade, or dangerous weapon~~ contrary to Wis. Stats. § 941.23 or 941.235.

(b) *Concealed weapon—In public establishments.*

(1) No person shall have in their possession, nor carry ~~or conceal~~ any firearm ~~or dangerous weapon, rifle, spring or air gun, knife with a three inch or larger blade, billy club or similar device, bow and arrow, device or switch blade, as defined in Wis. Stats. § 941.24,~~ within any public or business establishment within the city. Handguns and electronic weapons may be

Attachment: Ordinance on Knives (1968 : Ordinance on knives)

carried or concealed by persons holding a valid permit issued pursuant to Wis. Stats. § 175.60, unless proper signage indicates otherwise. This prohibition does not apply to the following persons:

- a. Any person employed by a law enforcement agency and who is within the scope of his official duties.
- ~~b. Any owner, occupier or employee of a public or business establishment in relation to the use or possession of knives which are used in connection with the public or business purpose of the establishment.~~
- c. Any person in connection with the trade, sale or purchase of any firearms or other device from or to a retail business establishment.
- d. Any person who is an owner, occupier or employee of a public or private business establishment where such firearms or other device is maintained on the premises for the protection of life or property.

(2) This subsection shall not apply to peace officers or others duly authorized by law acting - within the scope of their duties. This subsection shall not be construed to prohibit the sale, purchase, repair or trade of firearms by a retail business establishment doing so in the course of its regular business in accordance with state and federal law, nor to hinder a prospective customer from attempting to buy, sell or trade firearms to or from a retailer.

~~(e) Specific concealed weapons prohibited. No person, except a sheriff, constable, police officer or other law enforcement officer acting within the scope of their duties, shall carry or wear concealed about his person any sling shot, crossknuckle of lead, brass or other materials, bowie knife, switchblade, dirk, dagger or any other dangerous or deadly weapon within the~~

Section 2 Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3 Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____
 Adopted: _____
 Approved: _____
 Published: _____

Approved:

William R. Bialecki,
Mayor

Attest:

William N. Heideman, City Clerk

Attachment: Ordinance on Knives (1968 : Ordinance on knives)

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Committee of the Whole
Re: Creating Chapter 2, Article VI, Division 1, Section 2-151
to add Merrill Festival Grounds Committee

ORDINANCE NO. 2016-
Introduced: October 11, 2016
1st Reading: _____
2nd Reading: _____
3rd Reading: _____
Committee/Commission Action:
RECOMMENDED FOR PASSAGE

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 2, Article VI, Division 1, Section 2-151 of the Code of Ordinances for the City of Merrill is created as follows:

Sec. 2-151 – Merrill Festival Grounds Committee.

1. **Purpose.** The Festival Grounds Committee (herein after known as The Committee) is the Merrill governmental entity that manages the Merrill Festival Grounds. The purpose of the Committee is to oversee the marketing, development, and maintenance of the Festival Grounds, and to increase Festival Grounds usage for the good of the community and surrounding area. The Committee shall consist of City of Merrill officials and user group representatives who will work with the City of Merrill and the Common Council for this purpose.

2. **Committee Powers and Responsibilities.**

A. Responsibilities

- (1) The Committee is responsible for the day-to-day management and maintenance of the grounds and its facilities, and may hire a Facility Director for that purpose, providing funds are available, as well as assigning functions to City staff.
- (2) The Committee shall be authorized or empowered to authorize payment of reasonable compensation for services rendered and to make payments and distributions which support the purposes set forth in this ordinance.

Attachment: Ordinance Creating Festival Grounds Committee (1955 : Ordinance Creating Festival Grounds Committee)

- (3) The Committee shall plan and implement Festival Grounds building projects. This includes the construction of new buildings and facilities, major landscaping projects, etc. The Committee will seek approval when required from the Merrill Common Council.

B. Membership

- (1) The Committee will consist of seven (7) voting members. Representatives that sit on the Committee from each of the three user groups shall be elected or appointed by those groups. The breakdown of members shall be:
- a. Merrill Common Council Member (3)
 - b. Merrill City Administrator (1)
 - c. Rodeo Association representative (1)
 - d. Fair Association representative (1)
 - e. Permanent Food Vendor group representative (1)
 - f. Mayor (ex-officio)

C. Terms

Non-Common Council members of the Committee will be appointed to three (3) year terms and may be reappointed.

D. Officers

The Committee Chair and Vice–Chair shall be appointed by the Mayor from among the Common Council members.

E. Replacements

Replacements to the Committee will be made by the Mayor, with confirmation by the Common Council.

F. Resignation

A Committee member may resign at any time by providing written notice to the Mayor. Resignations shall be effective upon the date specified within the written notice.

G. Per Diem and Travel

Members of The Committee shall be paid a per diem for their services rendered to the Organization per City policy. Reimbursement of expenses for travel by a Committee member while on Committee business shall be determined on a case-by-case basis by the entire Committee.

H. Minutes

Minutes of each meeting shall be recorded and distributed by the City Clerk.

3. Committee Meetings

A. Regular Meetings

The Committee shall meet monthly, and at the call of the Committee Chair, if deemed necessary. Meetings may be cancelled by the Committee Chair if no business is to come before the Committee.

B. Quorum

A quorum for regular and special meetings consists of four (4) voting Committee Members being present.

C. Meeting Notifications.

Committee meetings shall be posted and held in accordance with Wisconsin statutes.

4. Staff

Should resources become available, the Committee reserves the right to approve by a majority vote the process of hiring a facility director for the program and any other staff that is deemed necessary and can be funded, with Common Council approval.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____

Approved:

Adopted: _____

William R. Bialecki, Mayor

Approved: _____

Published: _____

Attest:

William N. Heideman, City Clerk

Attachment: Ordinance Creating Festival Grounds Committee (1955 : Ordinance Creating Festival Grounds Committee)

CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By City Plan Commission
Re: Amending the District Zoning Map of the City of Merrill, Wisconsin for Lots 2 and 3, Block 9 of V.R. Willards Addition to the City of Merrill

ORDINANCE NO. 2016-
Introduced: October 11, 2016
1st Reading: _____
2nd Reading: _____
3rd Reading: _____
Committee/Commission Action:
RECOMMENDED FOR PASSAGE

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. The District Zoning Map of the City of Merrill, Wisconsin is hereby amended by changing the zoning of the following described property from R-3 Residential to Public:

Lots Two (2) and Three (3), Block Nine (9) of V.R. Willard's Addition to the City of Merrill, Lincoln County, Wisconsin, Except the West Eight (8) feet of Lot Two (2), Block Nine (9) conveyed in Document No. 489271

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Approved:

Moved by: _____

William R. Bialecki, Mayor

Adopted: _____

Attest:

Approved: _____

William N. Heideman, City Clerk

Published: _____

Attachment: Ordinance on Rezoning for Merrill Historical Society (2011 : Ordinance for rezoning Merrill Historical Society)

APPLICATION FOR ZONING AMENDMENT CITY OF MERRILL

NAME: Merrill Historical Society STREET ADDRESS: 102 E 3rd St. Merrill, WI

PROPERTY ADDRESS: 103 E 4th St. TAX ROLL#: 34.0130.003.895.01.00

LEGAL DESCRIPTION: VR Willard's Add'n Lot 2 & 3 Block 9 EX W
8' of Lot 2 Thrf Des in D0489271

EXISTING USE: Residential PROPOSED USE: Public

REASONS FOR REQUESTING A ZONE CHANGE: Demolition of house and erection
of a new exhibit and artifact storage building

ADDITIONAL REQUIREMENTS

- 1.) Names and addresses of all abutting and opposite property owners within 300 feet of the property to be altered.
- 2.) Principal use of all properties within 300 feet of the property to be altered.
- 3.) A plot plan or survey plat, drawn to scale, showing the property to be rezoned, location of structures, and property lines within 300 feet of the parcel.
- 4.) Any further information that may be pertinent in considering the application.
- 5.) FAILURE TO SUPPLY SUCH INFORMATION SHALL BE GROUNDS FOR DISMISSAL OF PETITION.
- 6.) A fee of \$175.00 shall be paid to the Clerk-Treasurer at time of application.

All information submitted is accurate to the best of my knowledge.

Bastian Lehal 9, 9, 16
Signature of Applicant Date

CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Airport Commission and Housing Authority
Re: Amending Chapter 2, Article VI, Division 2, Section 2-155(a) Residency Required for Service on Boards or Commission, Limitation on Terms

ORDINANCE NO. 2016-
Introduced: October 11, 2016
1st Reading: _____
2nd Reading: _____
3rd Reading: _____
Committee/Commission Action:
RECOMMENDED FOR PASSAGE

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 2, Article VI, Division 2, Section 2-155(a) of the Code of Ordinances for the City of Merrill is amended to read as follows:

Residency. Except for the Library Board, Park and Recreation Commission, Tourism Commission, Historical Preservation Committee, **Housing Authority**, Airport Commission and ADA Compliance Committee, no citizen member not a resident of and not residing in the City of Merrill shall be appointed to any board, commission or committee. Composition of the Library Board shall be governed by Section 2-147. Up to one nonresident citizen may be a member of the Park and Recreation Commission, Tourism Commission, Historical Preservation Committee, **Housing Authority**~~Airport Commission~~ and ADA Compliance Committee.

Notwithstanding the above, the Airport Commission may include up to two non-resident members. One of those two members must own or be a principal in a Company or Enterprise which owns or maintains a hangar at the Merrill Municipal Airport or maintains an aircraft based at the Merrill Municipal Airport.

Any board, committee or commission citizen member who moves from the City shall immediately be removed from such board or commission, unless the board, commission or committee is allowed by this Section to have non-resident citizen members and the board commission or committee has not exceeded the number of nonresident members permitted.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Attachment: Ordinance on Housing Authority and Airport Commission makeups (2009 : Ordinance on Housing Authority and Airport

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____
Adopted: _____
Approved: _____
Published: _____

Approved:

William R. Bialecki
Mayor

Attest:

William N. Heideman,
City Clerk

Attachment: Ordinance on Housing Authority and Airport Commission makeups (2009 : Ordinance on Housing Authority and Airport

RESOLUTION NO. _____

A RESOLUTION APPROVING A CERTIFIED SURVEY MAP ON JOHNSON AND EAST SIXTH STREETS REQUESTED BY CHURCH MUTUAL INSURANCE COMPANY

WHEREAS, Church mutual Insurance Company has applied for approval of a division of land by certified survey map pursuant to Code of Ordinances Section 111-116 for land located in part of Lot 1 of Certified Survey Map No. 1755, recorded in Volume 9, on Page 10, as Document Number 430764, filed in the Lincoln County Register of Deeds Office, located in the Southwest ¼ of the Northeast ¼ of Section 7, Township 31 North, Range 7 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 October 4, 2016; and,

WHEREAS, the City Plan Commission has recommended approval of the land division by certified survey map, subject to a restriction that any public improvements be completed by the developers before any future development occur on the Premises;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of October 2016, that the proposed certified survey map presented by Church Mutual Insurance Company and prepared by Joshua W. Prentice, Surveyor, located in part of Lot 1 of Certified Survey Map No. 1755, recorded in Volume 9, on Page 10, as Document Number 430764, filed in the Lincoln County Register of Deeds Office, located in the Southwest ¼ of the Northeast ¼ of Section 7, Township 31 North, Range 7 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.

Recommended by: City Plan Commission

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman, City Clerk

Attachment: Resolution on CSM for Church Mutual (2007 : Resolution on CSM for Church Mutual)

R.E.I. 4080 N. 20th AVE WAUSAU, WI 54401 (715)675-9784

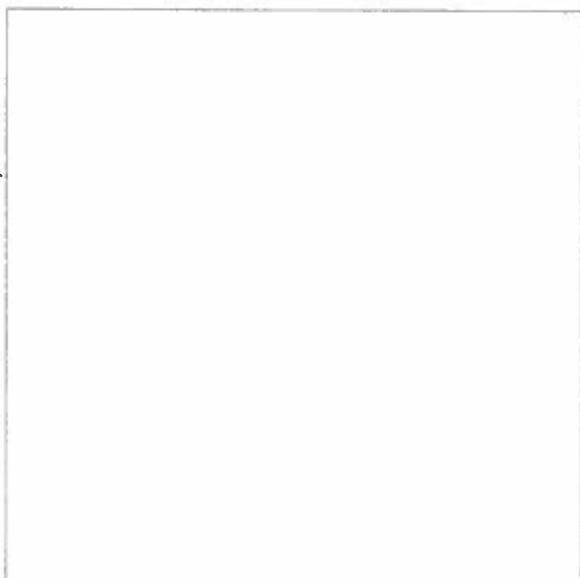
LINCOLN CO. CERTIFIED SURVEY MAP

MAP NO. _____ VOLUME _____ PAGE _____

PREPARED FOR: CHURCH MUTUAL INSURANCE COMPANY

LAND OWNER: CHURCH MUTUAL INSURANCE COMPANY

OF PART LOT 1 OF CERTIFIED SURVEY MAP NUMBER 1755, RECORDED IN VOLUME 9, ON PAGE 10, AS DOCUMENT NUMBER 430764, FILED IN THE LINCOLN COUNTY REGISTER OF DEEDS OFFICE, LOCATED IN THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 31 NORTH, RANGE 7 EAST, CITY OF MERRILL, LINCOLN COUNTY, WISCONSIN.



RESERVED FOR REGISTER OF DEEDS

SURVEYOR'S CERTIFICATE

I, JOSHUA W. PRENTICE, WISCONSIN PROFESSIONAL LAND SURVEYOR S-2852, DO HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF: THAT I HAVE SURVEYED, MAPPED AND DIVIDED PART LOT 1 OF CERTIFIED SURVEY MAP NUMBER 1755, RECORDED IN VOLUME 9, ON PAGE 10, AS DOCUMENT NUMBER 430764, FILED IN THE LINCOLN COUNTY REGISTER OF DEEDS OFFICE, LOCATED IN THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 31 NORTH, RANGE 7 EAST, CITY OF MERRILL, LINCOLN COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 7; THENCE SOUTH 00°25'37" WEST, COINCIDENT WITH THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 7, 2195.41 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88°55'08" EAST, 544.08 FEET; THENCE SOUTH 00°00'19" EAST, 375.00 FEET; THENCE SOUTH 88°55'08" WEST, 546.91 FEET TO SAID NORTH-SOUTH 1/4 LINE; THENCE NORTH 00°25'37" EAST, 375.06 FEET TO THE POINT OF BEGINNING.

THAT THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 204,525 SQUARE FEET, OR 4.695 ACRES, MORE OR LESS.

THAT I HAVE MADE THIS SURVEY, DIVISION AND MAP THEREOF AT THE DIRECTION OF CHURCH MUTUAL INSURANCE COMPANY, OWNER OF SAID PARCEL.

THAT SAID PARCEL IS SUBJECT TO EASEMENTS, RESTRICTIONS, AND RIGHT-OF-WAYS OF RECORD.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF SECTION 236.34 OF THE WISCONSIN STATUTES, WISCONSIN ADMINISTRATIVE CODE A-E7 AND THE SUBDIVISION REGULATIONS OF THE CITY OF MERRILL.

THAT THIS MAP IS A CORRECT AND ACCURATE REPRESENTATION OF THE EXTERIOR BOUNDARIES OF SAID PARCEL, AND OF THE DIVISION THEREOF MADE.

DATED THIS 15TH DAY OF SEPTEMBER 2016

REI
JOSHUA W. PRENTICE
WI P.L.S. S-2852



I, _____ (CITY CLERK) BEING DULY APPOINTED BY THE CITY OF MERRILL, HEREBY CERTIFY THAT THE ABOVE CERTIFIED SURVEY WAS APPROVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN AT ITS REGULAR MEETING ON _____ BY RESOLUTION NO. _____

CITY CLERK DATE

I, _____ (CITY CLERK) CERTIFY THERE ARE NO DELINQUENT TAXES OR UNPAID SPECIAL ASSESSMENTS ON THE LANDS INCLUDED ON THIS CERTIFIED SURVEY MAP.

CITY CLERK DATE

Attachment: CSM - Church Mutual (2007 : Resolution on CSM for Church Mutual)

R.E.I. 4080 N. 20th AVE WAUSAU, WI 54401 (715)675-9784

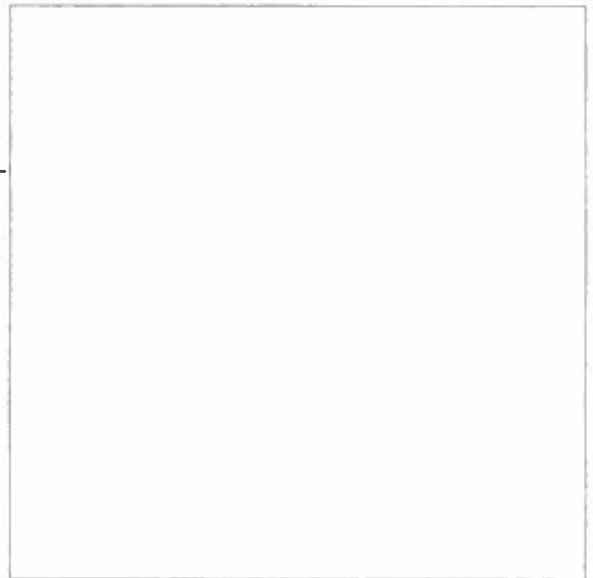
LINCOLN CO. CERTIFIED SURVEY MAP

MAP NO. _____ VOLUME _____ PAGE _____

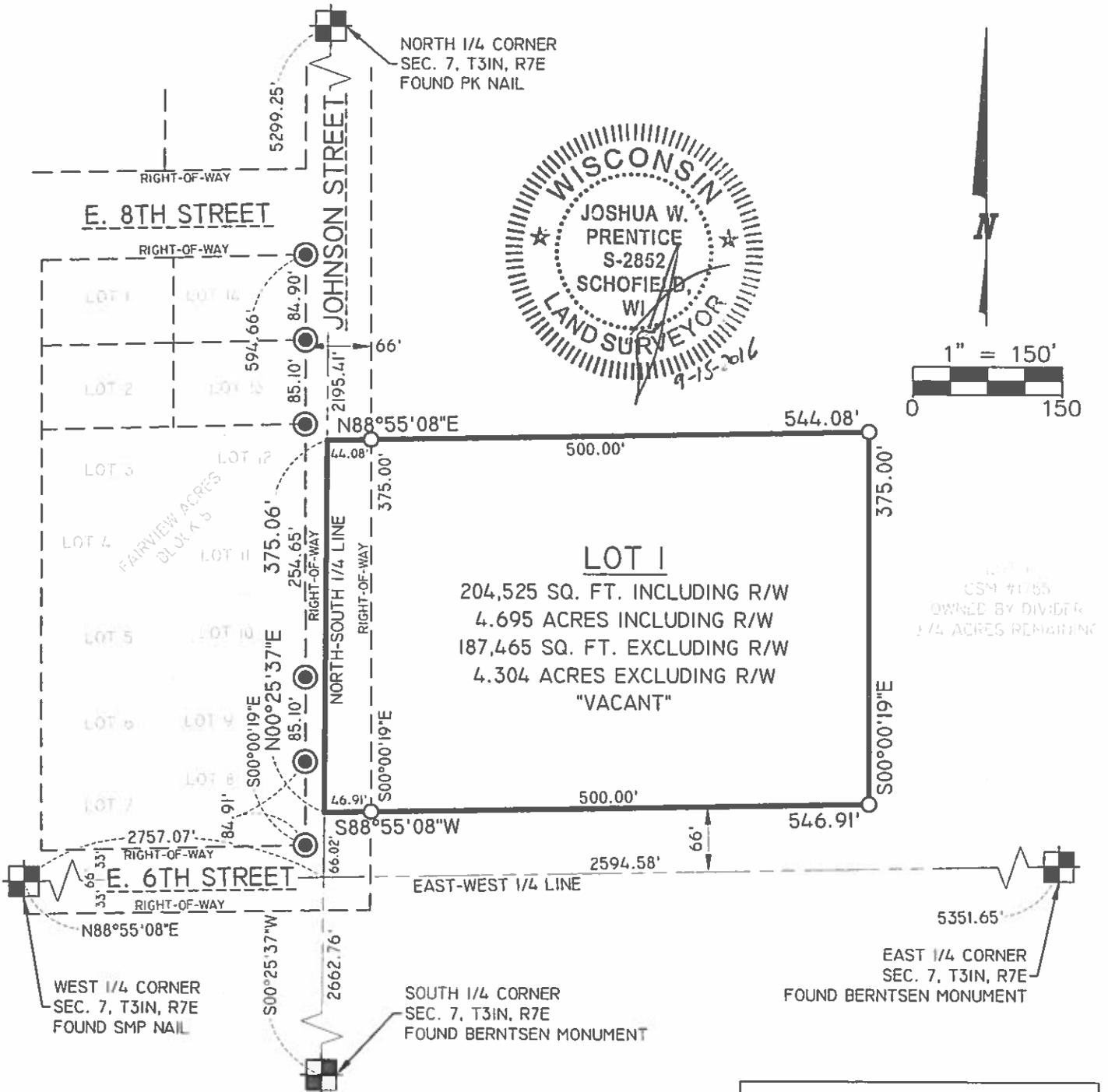
PREPARED FOR: CHURCH MUTUAL INSURANCE COMPANY

LAND OWNER: CHURCH MUTUAL INSURANCE COMPANY

OF PART LOT 1 OF CERTIFIED SURVEY MAP NUMBER 1755, RECORDED IN VOLUME 9, ON PAGE 10, AS DOCUMENT NUMBER 430764, FILED IN THE LINCOLN COUNTY REGISTER OF DEEDS OFFICE, LOCATED IN THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 31 NORTH, RANGE 7 EAST, CITY OF MERRILL, LINCOLN COUNTY, WISCONSIN.



RESERVED FOR REGISTER OF DEEDS



NOTES:

1. BEARINGS ARE BASED ON THE LINCOLN COUNTY COORDINATE SYSTEM, NAD 83(2011) DATUM AND REFERENCED TO THE NORTH-SOUTH 1/4 LINE OF SECTION 7, TOWNSHIP 31 NORTH, RANGE 7 EAST, MEASURED TO BEAR SOUTH 00°25'37" WEST.
2. FIELD WORK WAS COMPLETED ON 9-15-2016.
3. RIGHT-OF-WAY IS BASED ON MONUMENTS FOUND IN FIELD.
4. THE CURRENT PIN FOR THE PARCEL IS 25131070710003.
5. THE PARCEL IS CURRENTLY VACANT AND DOES NOT HAVE AN ADDRESS.

LEGEND	
●	- 5/8 IN. REBAR FOUND UNLESS NOTED
○	- 1-1/4 IN. O.D. X 18 IN. IRON PIPE WEIGHING 1.68 LBS/LIN. FT. SET
(126')	- RECORDED BEARING/LENGTH
126.00'	- MEASURED BEARING/LENGTH

Attachment: CSM - Church Mutual (2007 : Resolution on CSM for Church Mutual)

RESOLUTION NO. _____

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR COUNSELING OFFICE TO BE LOCATED AT 607 CEDAR STREET IN MERRILL, WISCONSIN

WHEREAS, Noreen Salzman has requested a condition use permit pursuant to the Merrill Zoning Code Chapter 113, Article IV for the purpose of opening a counseling office on the following described property:

Lots Ten (10), Eleven (11) and Twelve (12) in Block Five (5) of Mathew and Mc Cords Addition to the City of Merrill, Lincoln County, Wisconsin.

WHEREAS, the City Plan Commission scheduled a hearing on the application on October 4, 2016 due public notice having been given and opportunity given to those interested to speak on the application; and,

WHEREAS, the City Plan Commission has reviewed the Application, found that it does meet the requirements of Merrill Zoning Code Chapter 113, Article IV and has recommended approval of said application, with appropriate signage;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of October, 2016, that a condition use permit shall be issued to Noreen Salzman for the purpose of opening a counseling office on the aforesaid described property with appropriate signage.

Recommended by: City Plan Commission

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution on C.U.P. for Salzman (2008 : Resolution on C.U.P. for Salzman)

APPLICATION FOR CONDITIONAL USE PERMIT CITY OF MERRILL

DATE 9/10/16

APPLICANT'S NAME: Noreen Salzman
 BUSINESS NAME: The Centre for Well-Being, Inc
 PHONE #: 715-573-6789 EMAIL: noreen.salzman@hotmail.com
 PROPERTY ADDRESS: 607 Cedar St. Merrill, WI 54452
 PROPERTY OWNER'S NAME: Gene + Karleen Bebel (they are selling this property + Noreen Salzman would like to buy)
 TAX ROLL#: 34- PIN #: 251-
 EXISTING USE: residential
 PROPOSED USE: residential + small counseling satellite office
 REASON FOR REQUESTING A USE PERMIT CHANGE: change of use

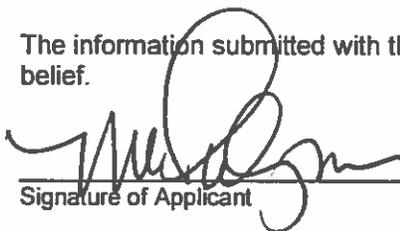
PLEASE PROVIDE A SEPARATE ATTACHMENT WITH A RESPONSE TO EACH OF THE FOLLOWING ITEMS

(Required per Section 113-100 of the Zoning Code)

1. A statement, in writing by applicant, that describes how the proposed conditional use(s) shall conform to the standards set forth in Section 113-103 hereinafter.
 - a) The establishment, maintenance or operation of the conditional use will not be detrimental or endanger public health, safety, morals, comfort or general welfare.
 - b) That the uses, values, and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with use of adjacent land (describe mitigating features to be part of the operations of the proposed use).
 - c) Describe how the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the Zoning District.
 - d) Describe if adequate utilities, access roads, drainage, and other required site improvements have been or will be provided.
 - e) Describe what adequate measures have been taken to provide ingress and egress and how designed as to minimize traffic congestion in public streets.

- f) Explain how the conditional use shall conform to all applicable regulations of the district in which it is located.
- g) Explain how the conditional use will not violate flood plain regulations governing the site.
- h) That when applying the above standards to any new construction or placing an addition on an existing building, the Plan Commission and Common Council shall bear in mind the statement of purposes for the zoning district such that the proposed building or addition at the proposed location, does not defeat the purpose and objective of the Zoning District.
- i) In addition to passing the Conditional use Permit, the Plan Commission and Common Council shall also evaluate the effect of the proposed use upon:
- I) The maintenance of safe and healthful conditions;
 - II) The prevention of water pollution including sedimentation;
 - III) Existing topography, drainage features and vegetative cover on the site;
 - IV) The location of the site with respect to floodplains and floodways of rivers and streams;
 - V) The erosion potential of the site based upon the degree and direction of slope, soil type, and vegetative cover;
 - VI) The location of the site with respect to existing or future access roads;
 - VII) The need of the proposed use for a shoreline location;
 - VIII) The compatibility with uses on adjacent land;
 - IX) The amount of liquid waste to be generated and the adequacy of the proposed disposal system.
2. Include the Names and Addresses of the architect, professional engineer, and contractor (if appropriate), and all property owners of record within 100 feet of the applicant. Note: Zoning Administrator will provide list of property owners to be included in the submittal.
3. Description of the subject site by lot, block, and recorded subdivision or by metes and bounds description address of the subject site; type of structure; proposed operation or use of the structure of site; number of employees and the Zoning District within which the subject site lies.
4. Plat of Survey prepared by a registered land surveyor showing property lines, buildings, improvements, landscaping, and all of the information required for a building permit.
5. Additional information as may be required by the Plan Commission of Common Council, or Officers of the City.
6. A fee of \$175.00 must accompany the application.

The information submitted with this application is true and accurate to the best of my knowledge and belief.



Signature of Applicant

Signature of Applicant

To: Merrill City Planning Commission

From: Noreen Salzman, as part of the Application for Conditional Use Permit

September 9, 2016

I am hoping to purchase a home located at 607 Cedar Street, Merrill WI. This home is currently for sale by Gene and Karleen Bebel. In addition to using this home as my primary residence, I am asking for a conditional use for it to also be used as a satellite counseling agency – The Centre for Well-Being. The Centre for Well-Being currently has a home base in Wausau, and 3 satellites, one of which is in Merrill. Our Merrill satellite office is currently housed in the same building as Dr. Soweja at 201 N. Center Avenue. I would like to move this office to 607 Cedar Street at the end of December, 2016. The satellite clinic in Merrill would continue to operate in the same manner as we currently do, seeing 6-8 clients a day Monday to Friday from the hours of 9:00 am to about 5:00 pm. Fridays tend to be light days, so we may only see a few clients in the morning hours. Clients are rarely if ever seen on weekends.

We have operated a safe, quiet business thus far, serving individuals and families with counseling needs. All of our agency locations are in residential areas, and we have strived to not only be very good neighbors, but also part of our small communities. At the Wausau branch, I know the neighbors of our agency by name and routinely visit back and forth. With a vision of being able to see our clients in a home-like, safe and comfortable environment, we have well-tended gardens and spend a great deal of time caring for both the inside and outside of the buildings. My fiance, who is a building contractor, does both maintenance and upkeep on our buildings.

As we would be seeing a fairly small amount of people on any given day, the utilities, land and building will be more than adequate to manage our small business in addition to providing adequate space for my single-person residence. We do not spend any time during business outside, thus there would be no noise disturbance. As well, given I am a professional, my life tends to be fairly routine and sedate during times we are not seeing clients.

There will be few modifications to the building and grounds in order to accommodate my personal and business needs. I am proposing to eventually add a small driveway next to the existing driveway in order to allow a small camper or accommodate a person with a disability to park there and use an entrance into the home which is in the back yard. There would be a small walkway created from this secondary, one car driveway on the side of the house so that a walker or wheelchair could be used to get from the car to a gently sloping brick pathway to the house.

As well, we would want to hang a sign somewhere at the main entrance of the home so people would know where our business is located.

As our business does not attract any type of use which would involve many people on any given day, there would be no cooking or laundry or any bathing beyond my personal use, there would be no excessive or unusually “heavy” use of the building, grounds, or even streets.

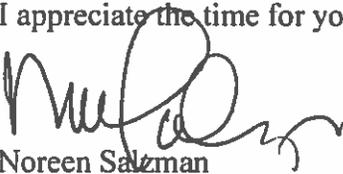
Given therapists would be using the driveway and garage, there would likely be 1-2 cars (and on occasion 3 cars) at any given time parked on the streets. As 607 Cedar is on a corner lot, I would not expect this to be a problem.

I will be taking a letter to neighbors in the area in order to introduce myself, as well as bring along a

brochure of our existing agency. In this way, any questions neighbors have will be answered. As well, I want this to work out for everyone, and if there is considerable concern about using this home in this manner, I want to understand it up front and reconsider if necessary.

Finally, I will be asking 2 of the neighbors with whom I interact with on a regular basis in Wausau to share their observations of our business, how we conduct ourselves both during and off hours relative to our responsiveness in our neighborhood and thoughtfulness in caring for the grounds and building. The Wausau building is NOT a residence at this time, and we generally serve 4-5 times the amount of people the Merrill location would serve. Never-the-less, the commission and our potential Merrill neighborhood deserves to know who we are and what our neighbors think of our business in their residential neighborhood.

I appreciate the time for you considering my conditional use request.



Noreen Salzman

Our Philosophy

The Centre for Well-Being was created in 1992 by Carolyn Muir and Sharon Muttonen. In 2014 a new partnership was created by Noreen Salzman and Sandra Krueger, with a move to the current location on Sixth Street. It remains one of the oldest private mental health clinics in our area.

The cornerstone of our work at The Centre is a commitment to client well-being. We will welcome you to a safe place where you can experience compassion and acceptance. Our therapists bring a wealth of life experience and skill to facilitate healing.



MENTAL HEALTH & ADDICTION

Counseling

The World Health Organization defines mental health as "a state of well-being in which every individual realizes his or her own potential, can cope with the normal stresses of life, can work productively and fruitfully, and is able to make a contribution to his or her community.

Centre for Well-being offers a variety of mental health counseling services for children through older adults including individual, couples and family counseling.

Since 1987, the American Medical Association has recognized addiction as a chronic disease. The treatment is the same whether the addiction is to substances or behaviors. The goal of addiction treatment is to stop the addictive behaviors and allow people to lead active lives within the family, workplace, and community

Areas We Serve

Anxiety/Depression
Grief and Loss
Trauma/PTSD/Abuse
Attachment Issues
Adjustment Disorders
ADD/ADHD
Stress
Relationship/Sexual Issues
Communication/Conflict
Spiritual/Christian
Eating Disorders
Parenting
Psychological Evaluations

Treatment Modalities

Cognitive Behavioral Therapy
Person-Centered/Talk therapy
Solution Focused
Rational Emotive Behavior Therapy
EMDR
Trust Based Relational Intervention



Staff

The Centre consists of licensed professional counselors, licensed clinical social workers and licensed psychologists.

Confidentiality

The privacy of all communication between a client and counselor is protected by law. Exceptions will be discussed at the time of service.

Fees

The Centre for Well-Being accepts most private insurance, Badger Care, Medicare and self pay. Mastercard and Visa are accepted. Please call the business office with any questions about payment.

In case of a mental health emergency on nights, weekends or holidays, please call 911.

The Centre is open from 8am to 6pm Monday through Friday. Later evening and weekend appointments are available by appointment.

Location

The Centre for Well-Being is located on the corner of N. 6th Street and McIndoe, with free parking behind the building.



Wausau Centre - 901 N 6th Street
Merrill Centre - 201 N Center Ave
Rhineland Center - 1415 Eagle Street

Business: 715-848-5022



THE CENTRE FOR WELL-BEING



901 N. 6th Street
Wausau, WI 54403
715-848-5022

October 6, 2016

Merrill City Council

RE: 607 Cedar St: conditional use permit

Mr. Mayor and City Alderpersons,

My name is Evelyn T. Lee and I am a therapist for The Centre For Well-Being. My husband, Dr. Christian Lee and I have been Merrill residents for almost 20 years and are active members of this community.

I have served Lincoln County residents in my practice as a counselor for close to 15 years and have progressively strived to advocate for better access to quality and compassionate mental health counseling services together with a shared mission to decrease the stigma of mental health and substance use problems and trauma, that is still quite pervasive.

I practice in locations that are safe for myself as well as the clients I serve. Our vision for our Centre/s is to help our clients in an environment, that is open and welcoming, warm, home-like and safe. Their lives are not judged and it is confidential. I see clients in Merrill only by appointment so people come in on their appointment times and leave after 45 minutes-60 minutes. Clients respect our centre, it's surroundings, the therapists and people they may encounter inside.

The historic value of the house will be honored and preserved because we recognized the importance of valuing the history, of this house and of the community. The grounds will be groomed and maintained and like all of you our safety and that of our clients is of utmost importance.

We see individuals on an outpatient basis. Anyone who may be assessed as needing more intensive care will be referred to services that provide them. We see children from 5 years old to elderly adults, couples to families. I sit with individuals in session who could be your niece, your student, your son's friend, your uncle, your co-worker, your boss or your mother who are in pain, who struggle, who want help to heal. This house will be a place where with our help, they can heal because they feel safe and valued and would love to keep coming back to make positive changes for themselves and their families.

It is our hope that this conditional use permit is approved. Thank you for your thoughtful consideration.

October 6, 2016

Honorable City Council Members,

As I will be away at a work conference during the City Council meeting on October 12th, I wished to address you regarding the request I made regarding the conditional use of a home I have wished to purchase in Merrill. Given many questions about this (as well as concerns and some significant misperceptions), please allow me to clearly state my intentions for myself and the satellite clinic of The Centre for Well-Being:

I intend to purchase the home as my ONLY residence. While I own a home in Wausau, I have already begun preparations to sell this to move permanently – to this location in Merrill.

The Centre for Well-Being, one of the OLDEST private counseling centers in Wausau, has historically included as their clientele – physicians, professionals, teachers, lawyers – and others who have wanted, and NEEDED, a private setting to address their own issues. Our history is to choose locations, and settings, which offer this kind of privacy.

We currently have a satellite location in Merrill – we are housed within Dr. Soweja's building, across from CHIPS. This has been undesirable to remain in, for a number of reasons owing to the dark space of the offices to the lack of privacy as our clients share an entrance with Dr. Soweja's.

We have only 1-2 therapists at any given time at our Merrill satellite, meaning only 1 or 2 clients are being seen at any given time.

The home-like environment, which we have routinely sought, is very intentional. A large portion of our clients – including children – have been traumatized, and coming into a home-like environment (something VERY different from a “clinic” feel) gives them a warmth that helps them feel more at ease. We have intentionally chosen homes – LOVELY homes – to help this.

We do NOT serve people who are sexual offenders or who have opiate and heroin addictions – this requires specialized treatment and we do not have that specialized training. We DO serve people referred by their physicians who have been assaulted, for depression and anxiety, for marital issues, for family issues. These are often the clientele who feel very uncomfortable going to The Health Care Center owing to their professions, their need for more privacy and confidentiality.

We would NOT also serve anyone we would have concerns about in terms of safety: we see clients by appointment, and therefore, I (or my colleagues who are both women) we need to be assured of OUR safety. I see clients routinely when I am alone, and I would have not thought of wanting to use my home as a satellite unless I could be assured of this given I live alone.

There would not be loitering. We have not had this in any of our offices – parents wait for their children in the waiting room. Most people do NOT want to be seen by passersby – counseling is a very private matter for most everyone we see, and 'hanging out' in front of our counseling center is not something we have encountered.

Smoking outside: not an issue, EXCEPT for my fiance. Yes – neighbors would see him outside at times, as I don't want smoking in my home. And given he is a building contractor, there are days he looks a 'little worse for wear' as he is on very dirty building sites. I think the fear is that our agency is similar to The Health Care Center, and therefore clients congregate. Clients come, then leave, after appointments.

I AM concerned about neighbor perceptions, and will do everything I can to listen, address, and take full accountability, just as I do currently at both our locations in residential neighborhoods, and my current home. Holding neighborhood meetings, meeting with individuals for coffee, would be something I would certainly desire. I am on a first-name basis with ALL of the neighbors at our Wausau location, and we have a supportive neighborhood feel. I would expect no less here.

You may have questions about WHY I would continue to pursue this after what we heard from neighbors at the Planning Committee. Here is my reasoning: I have been committed to serving people in the capacity as a counselor/therapist/administrator of health care, for over 30 years. This is not only my career, this is something I have been called to do...spiritually. I have been in the position of having to address fear about people with mental health issues, misinformation about sexual predators (they are NOT the strangers in the bushes, but approximately

people KNOWN to children, usually in their own families), and domestic violence since I entered this profession. I have had cruel comments, fear-based and angry sentiments all along the way – including times I have been speaking about issues, or trying to set up a group home or safe house....OR changing the location of this small satellite clinic in Merrill.

I need to see this through because that is what I believe – in my soul – that the Merrill community needs and deserves – and because this is simply what I have been spiritually called to do.

You have this opportunity as well. I believe you ALSO will vote with your conscience and what YOU believe is the best thing.

I will honor your decision.

Thank you,
Noreen Salzman MSW LCSW
Therapist, Owner of The Centre for Well-Being

City Council Members
Merrill, Wisconsin
Re: Personal Message regarding the use of 607 Cedar

October 7, 2016

Honorable City Council Members,

This is an addendum to my previous letter regarding my desire to own Mr. and Mrs. Bebel's home in Merrill, Wisconsin.

I wish to address my PERSONAL use of the home, realizing this is a historic district and homes here have strong historic value to the neighborhood and community.

In the home I own currently (for 14 years) as well as the Centre for Well-Being in Wausau (which I also own), I have taken immense pride and responsibility to caring for these spaces. My fiance is a building contractor; any work done on the inside or outside of either of these spaces has been with high quality workmanship to maintain not only the integrity, and at times to improve the quality of the spaces.

The SAME care I have had in my home and The Centre for Well-Being in Wausau would be afforded to my home in Merrill. Maintaining the integrity of the home inside and out is taken very seriously. This will not only be a counseling space, but my HOME. I have been a good neighbor in the place I live, adding small flower gardens (through professional landscapers), have replaced the roof with high quality shingles, and have taken care to do the same at The Centre for Well-Being in Wausau.

If you drives by our location in Wausau (901 N. 6th Street), you would notice lush flower gardens outside the Centre (which I maintain and have help with as some of our therapists are also landscapers), beautifully (and professionally) painted woodwork on the outside of the building, and a maintenance of high quality workmanship on the inside to allow the integrity of the inside remain. I LOVE my home, and The Centre for Well-Being, and I believe one can see that if you choose to walk around either of them....inside or out. The Centre for Well-Being in Wausau is in the historic district; I know my neighbors have found our caretaking to be top notch as they have told me so.

This hopefully will give a picture of what I will be doing with my home in Merrill as well.

Sincerely
Noreen Salzman

Attachment: Salzman letter to Common Council #2 (2008 : Resolution on C.U.P. for Salzman)