

**City of Merrill
Joint Review Board
Thursday, October 6th, 2011 at 1:00 P.M.
Basement Conference Room, City Hall, 1004 East First Street**

Members Present: Mayor Bill Bialecki (City of Merrill representative), Jane Kittel (North Central Technical District representative), Bruce Anderson (Merrill Area Public Schools representative), Bob Weaver (Lincoln County representative), and Ralph Sturm (public member)

Others Present: Finance Director/RDA Secretary Kathy Unertl, Brian Reilly from Ehlers & Associates, Engineer Assistant George Schau, and Dewey Pfister

Call to order Chair Bialecki called the meeting to order at 1:00 P.M.

Review and consideration of September 13th, 2011 meeting minutes:

Motion (Weaver/Sturm) to approve the Joint Review Board meeting minutes from September 13th, 2011. Carried.

Review of public record, planning documents, Redevelopment Authority resolution adopting the project plan, and Common Council resolutions approving the creation of Tax Increment District No. 8 (West Side Area) and plan:

Reilly and Unertl highlighted the various Redevelopment Authority and Common Council resolutions. Reilly distributed the final TID No. 8 Plan which included a legal option from Quarles & Brady. Reilly also provided an overview power point of TID No. 8 creation.

Kittel asked about any changes in the TID No. 8 Plan since the first Joint Review Board meeting. Reilly reported that there were some minor changes in percentages, as well as additional maps. Unertl advised that she had incorrectly included a parcel with vacant land twice in the preliminary parcel list.

The Joint Review Board agenda packet included Merrill Common Council Resolution No. 2212 which authorizes a development agreement with HWD Acquisition, Inc. for the Superseal vinyl window manufacturing operation, as well as a copy of the development agreement. Upon creation of 75 new full-time jobs, the \$200,000 TID loan would become forgivable (i.e. cash development incentive).

There was also a copy of the legal notice with the Joint Review Board meeting agenda that was published September 30th, 2011 in the Merrill Courier to meet the new WI Statute requirement.

Consideration of Joint Review Board Resolution 2011-01 – A Resolution Approving Tax Incremental District No. 8 of City of Merrill, Wisconsin

Bialecki and Unertl read the Joint Review Board Resolution.

Motion (Kittel/Weaver) to adopt Joint Review Board Resolution 2011-01 – A Resolution Approving Tax Increment District No. 8 of the City of Merrill. Carried 5-0.

Potential continuation of Joint Review Board representation due to planned 2012 TID boundary and plan amendments

Unertl advised that the City of Merrill would be amending the boundaries and TID plans for several tax increment districts. In addition, Unertl will be requesting that TID No. 3 (Wisconsin Riverfront from Walgreens to Hwy 51) become a donor TID.

The downtown area TID (TID No. 6) had taken on significant “blighted” property acquisition and Demolition projects during 2011, including former bakery at 818 E. 1st St. and former Courtview Apartments at 1111 E. Main St. In addition, the RDA/City now own and are managing Lincoln House which has five residential and two commercial tenants. If WHEDA affordable housing tax credits and historical tax credits are successfully obtained, a projected \$2.8 million rehabilitation of Lincoln House would occur upon City/RDA sale to a private developer.

Kittel asked whether TID No. 6 was a distressed TID. Reilly advised that TID No. 6 was created in 2009 and would not meet the State criteria for distressed TIDs. As a blighted TID, Reilly emphasized that it was anticipated that negative fiscal status might occur initially.

Joint Review Board member consensus not to disband due to continuity in discussing Merrill’s tax increment districts and plan.

Public comment: None

Adjournment

Motion (Anderson/Kittel) to adjourn. Carried. Adjourned at 1:15 P.M.

Minutes prepared and submitted by:

Kathy Unertl, Finance Director/RDA Secretary