

**CITY OF MERRILL
COMMUNITY DEVELOPMENT COMMITTEE
Friday, February 1, 2013 at 8:00 A.M.
Basement Conference Room at City Hall
1004 E. First Street**

**Voting members: Ronald Peterson, Chairman, Alderman Ryan Schwartzman,
Pete Koblitz, Nancy Kwiesielewicz, Adam Rekau, Daniel Schneider
and Betsy Wiesneski.**

AGENDA

1. Call to order
2. January 16, 2013 meeting minutes
3. Inform committee of 1st Time Homebuyer seminar
4. Discuss Community Development Growth in 2012 report
5. Murphy Insurance request for subordination due a refinance.
6. Custom Design Heating & Cooling LLC request to restructure payments.
7. Legends of Merrill extension of loan term.
8. Sheer Essentials Salon & Spa past due.
9. Action on Johnson Properties request for loan term extension.
10. Public Comment
11. Adjourn

Ronald Peterson, Chairman

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COMMUNITY DEVELOPMENT COMMITTEE MINUTES
January 16, 2013, City Hall, Merrill, WI

Present: Ryan Schwartzman, Adam Rekau, Pete Koblitz, Betsy Wiesneski, Daniel Schneider and Nancy Kwiesielewicz.

Others Present: Shari Wicke, Community Development Program Administrator

The meeting was called to order at 8:00 a.m. Mr. Schneider made a motion to approve the minutes of the previous meeting; seconded by Ms. Wiesneski. The motion carried.

Discussion by the committee if they want to require Community Development Director to obtain a credit report on every applicant. No action came from this discussion.

No discussion on handout of CDBG/RLF Housing Monitoring Report.

Shari Wicke presented the following homeowner application:
File#9750 – (A female head of household with two children with an income of \$14,776.) – The limit is \$44,950. The tax statement shows a Fair Market Value (FMV) of 63,500, free and clear on the title of property. Requesting a new roof, siding, windows, exterior door, electrical and fascia & soffit.

Mr. Schneider made a motion to approve the above homeowner loan applications; seconded by Ms. Kwiesielewicz, motion carried.

No public comment.

There being no further business to discuss, Ms. Wiesneski made a motion to adjourn; seconded by Mr. Koblitz. The motion carried. Adjournment was at 8:20a.m.

Respectfully submitted,
Shari Wicke

COMMUNITY DEVELOPMENT GROWTH IN 2012



Prepared by
Shari P. Wicke, Community Development Program Administrator
January, 2013

Community Development Department:

The purpose of the Community Development Block Grant (CDBG) is to rehabilitate and improve residential property occupied by low and moderate income (LMI) residents in the City of Merrill. CDBG loans are specifically used to improve the home with siding, roof, windows, insulation, doors, drywall repairs, furnace, water heater, and plumbing. This program is a win/win situation for the homeowner and the City. The homeowner gets a 0% deferred loan to make improvements to their home and the City benefits by cleaning up the neighborhoods and a possible increase in tax base. Homeowner applicants must have adequate equity in their property to secure the City's CDBG loan.

2012 Community Development (CDBG) Loans to City Residents:

- 19 Homeowner applicants were contacted by the Community Development Program Administrator in 2012
- 8 were denied for various reasons; no security, homeowner denied loan, delinquent on property taxes, foreclosure or bankruptcy procedures have been filed.
- 7 Homeowners and 1 Homebuyer in the City were granted a loan for rehabilitation in 2012. Homeowners totaling \$59,530.00 and Homebuyer totally \$13,077.00
- Since 1985 the CDBG Program has assisted 588 homeowners in the City of Merrill. We currently have funded \$5,394,031.88 in CDBG Housing mortgages for the community.
- The CDBG Program has assisted 32 Landlords that rent to low to moderate income tenants in the City of Merrill. We currently have funded \$690,627.01 in CDBG Rental mortgages for the community.
- In 2012 Reimbursed \$2,400 to the city for my wages from the Inspection fee charge.
- In 2012 reimbursed \$9,632.14 to the city for my wages from the Community Development Block Grant Administration funds.

2012 Community Development (HCRI FUNDS) loans to City residents:

(New Funding in 2011) The purpose of this program is to provide assistance to low to moderate homeowners or tenants with past due rent or past due utility assistance (WPS or Water Utility). This is a monthly re-payment loan at 0% interest to the client so we then can re-loan to other applicants that need assistance in the future.

- 9 tenant applicants contacted the Community Development Program Administrator in 2012 to assist with assistance.
- The CDBG Program has assisted 60 Homeowners and tenants that are low to moderate income in the City of Merrill. We currently have funded \$20,678.29 in CDBG HCRI Funds that were received in 2011.
- In 2012 reimbursed \$307.19 to the city for wages from the HCRI Program.

**RLF Economic Development Funds –
CWED Central WI Economic Development Funds**

The purpose of this program is to provide a low interest loan to existing or new businesses in the City that create or retain jobs paying competitive wages appropriate to the skills and experience of the local labor force.

**2012 Economic Development RLF Loan money was transferred to
Central Wisconsin Economic Development (CWED) August 31, 2012**

- 3 CWED loans were approved in 2012, totaling \$205,000.00
 - Merrill Ace Hardware \$25,000.00
 - Merrill Tool & Water Jet \$160,000.00
 - Murphy's Ins. Agency \$20,000.00
- Since 1985 this loan program has helped 68 Businesses in the City of Merrill totaling \$4,376,959.00
- On 2012 reimbursed \$54,167.48 to the city for wages from the Economic Development RLF funds.

2012 Economic Development RLF (SBA) Loan Funds

The purpose of this program is to provide a low interest loan to existing or new businesses in the City to create or retain jobs paying competitive wages appropriate to the skills and experience of the local labor force.

- 2 Economic Development loans were approved in 2012, totaling \$40,000.00
Kid's Kingdom Family Daycare \$10,000.00
Dora Gorski (406 W. Main Street Facade Project) \$30,000.00
- Since 2004 this loan program has helped 3 Businesses in the City of Merrill totaling \$536,750.00
- On 2012 reimbursed \$2,000 to the city for wages from the SBA Economic Development loan funds.

Zoning/Building Department:

The purpose of this service is to assure proper regulation of location, construction, reconstruction, alteration and use of buildings, structures and land for residence, business, and manufacturing and other specified uses.

2012 Permits Issued:

- 17 Commercial Permits
- 139 Residential Permits
- Total: 156 Permits were issued in 2012
- \$4,723,150.11 total "Value" of project costs in 2012

Sidewalk Project For 2012:

Sidewalk Inspections are being done from this department. All inspections, data entry, proper notifications and tracking of sidewalk projects to be completed. In 2012 the sidewalk project was held in District 8.

2012 Total dollar of sidewalk Approx. Project costs: \$130,000.00

Cross Connections:

Plumbing cross-connections, which are defined as actual or potential connections between a potable and non-potable water supply, constitute a serious public health hazard.

- The Inspections and reporting will be performed by the Zoning./Building Department in 2013.

2012 Performance for Nuisance Complaints:

- 39 Nuisance Complaints received with violations
- 34 Nuisance Complaints resolved
- 1 Property Owner file currently with the Building Inspector for further action.
- 1 Property Owners orders were extended to 2013 for completion
- 3 Property Owner files currently with the City Attorneys office for court.

Exterior Maintenance Program:

The purpose of program is to investigate the private and business properties that appear to not be safe, sanitary, or need maintenance to their buildings, yards, or vacant areas and enforce proper city ordinance. Attractive and well-maintained properties will enhance the City's neighborhoods and provide a suitable environment for increasing physical and monetary values.

2012 Performance for Exterior Maintenance Program:

- 171 Property Owners were contacted in 2012
- 22 Business Owners were contacted in 2012
- 193 Total Properties needing care:
 - 155 Property Owners completed the orders
 - 3 Property Owner files currently with the Building Inspector for further action.
 - 9 Property Owner files currently with the City Attorneys office for court for 2012/2013.
 - 26 Property Owners orders were extended to 2013 for completion