

# 150430

March 10<sup>th</sup>, 2015

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

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

- 150310** Invocation by Pastor Angie Steinhauer, Christ United Methodist Church
- 150315** Pledge of Allegiance
- 150320** Roll Call showed the following Common Council members present (6 of 8): Alderman Peter Lokemoen (Second District), Alderman Ryan Schwartzman (Third District), Alderwoman Kandy Peterson (Fourth District), Alderman Dave Sukow (Sixth District), Alderman Rob Norton (Seventh District) and Alderman Tim Meehean (Eighth District). Alderman Chris Malm (First District) was absent and Alderman John Burgener (Fifth District) had an excused absence.
- The following were also in attendance: Fire Captain Mike Drury, Transit Director Rich Grenfell, City Attorney Tom Hayden, City Clerk Bill Heideman, City Administrator Dave Johnson, Utility Superintendent Kim Kriewald, Street Commissioner Richard Lupton, Enrichment Center Director Tammie Mrachek, Police Chief Ken Neff, Building Inspector/Zoning Administrator Darin Pagel, Library Director Stacy Stevens, Finance Director Kathy Unertl and Park and Recreation Director Dan Wendorf.
- 150325** Public Comment Period
- None.
- 150330** Minutes of February Meeting
- Motion (Schwartzman/Peterson) to dispense with the reading of the minutes of the February 10<sup>th</sup>, 2015 Common Council meeting and approve them as published. Carried.
- 150340** Revenue and Expense Report – February 2015
- Motion (Schwartzman/Peterson) to approve, as submitted, the February 2015 Revenue and Expense report. Carried.

- 150360**      Communications and Petitions
- 150361**      Petition for Direct Annexation from Nortrax Inc., for property owned by Nortrax Inc., described as follows: Approximately 31 acres in size and located in Sections 17 and 18, Township 31 North, Range 7 East, Township of Pine River, Lincoln County Wisconsin. Specifically, the area is located between Big Eddy Road and U.S. Highway 51, approximately ¼ mile south of State Truck Highway 64. This petition is to be referred to the City Plan Commission and the Board of Public Works.
- Motion (Meehean/Norton) to refer to the City Plan Commission and to the Board of Public Works. Carried.
- 1503120**      Board of Public Works
- 1503121**      Consider bids for demolition of structure at 900 East First Street. Mayor Bialecki is bringing this item directly to the Common Council.
- Motion (Meehean/Norton) to approve the bid of \$32,680 from C & D Excavating. Carried.
- 1503130**      Health and Safety Committee
- 1503131**      The Committee recommends approving the application from Kwik Trip Inc. for a Class "A" (liquor) license for Kwik Trip #386, 2311 East Main Street, effective March 11<sup>th</sup>, 2015.
- Motion (Sukow/Peterson) to adopt. Carried.
- 1503132**      The Committee recommends approving the applications from the Lincoln County Rodeo Association Inc. for three temporary Class "B" (picnic) licenses to sell fermented beverages at the Lincoln County Fairgrounds during a Wisconsin River Pro Rodeo event on June 12-14, 2015.
- Motion (Sukow/Peterson) to adopt. Carried.
- 1503133**      The Committee recommends approving the change of agent application from Walgreens Co., appointing Jane L. Zipperer as agent at Walgreens (#10574), 101 North Center Avenue.
- Motion (Sukow/Peterson) to adopt. Carried.

**1503140** Personnel and Finance Committee

**1503141** The Committee recommends approving, as presented, the request from Transit Director Grenfell and Parks and Recreation Director Wendorf to authorize a new full-time shared Transit Driver/Park Laborer position with City benefits.

Motion (Schwartzman/Meehean) to adopt. Carried.

**1503142** The Committee recommends approving, as presented, the interim replacement plan for City Hall Maintenance (including Temporary Classification), and also recommends approving the long-term plan of combining the City Hall Maintenance Supervisor position and Library Maintenance Supervisor position into one full-time shared position.

Motion (Schwartzman/Meehean) to adopt. Carried.

**1503150** Water and Sewage Disposal Committee

**1503151** The Committee recommends approving, as presented, the second amendment to the water tower attachment communications site agreement with Alltel Communications Wireless of Louisiana, Inc., a Louisiana corporation d/b/a Verizon Wireless. The agreement allows Verizon Wireless to house telecommunications equipment on the Taylor Street Water Tower, and the second amendment would allow them to replace and upgrade certain equipment.

Motion (Norton/Meehean) to adopt. Carried.

**1503152** The Committee recommends approving the quote of \$59,915 from Envirotech for the City purchase of an Aries Pathfinder camera with supporting equipment and software, to be used for sewer inspections.

Motion (Norton/Schwartzman) to adopt. Carried.

**1503153** The Committee recommends approving the quote of \$25,000 from Strand Associates for an Operations and Needs Review at the Wastewater Treatment Plant.

Motion (Norton/Lokemoen) to adopt. Carried.

**1503185** Redevelopment Authority

**1503186** The Authority recommends pursuing acquisition of 900 East First Street through Lincoln County delinquent tax foreclosure process, with the City/Redevelopment Authority assuming financial responsibility for razing the existing structure.

Motion (Schwartzman/Meehean) to adopt. Carried 6-0 on roll call vote.

**1503230** Placing Committee Reports on file

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

**1503240** Mayor's Appointments

Ben Debroux, to the Parks and Recreation Commission, term to expire May 1<sup>st</sup>, 2017

Troy Pieper, to the Parks and Recreation Commission, term to expire May 1<sup>st</sup>, 2017

Gary Schulz, to the Airport Commission, term to expire October 1<sup>st</sup>, 2020

Motion (Schwartzman/Norton) to approve the appointments. Carried.

**1503250** **ORDINANCE NO. 2015-04**

City Attorney Hayden requested that he be allowed to give the ordinance a first reading by title and summary only. Without objection, it was so ordered.

**AN ORDINANCE AMENDING CHAPTER 36, ARTICLE IV, SECTION 36-211 TO 217 TO ADD PROVISIONS FOR SNOWMOBILE OPERATION**

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

**SECOND READING OF AN ORDINANCE AMENDING CHAPTER 36, ARTICLE IV, SECTION 36-211 TO 217 TO ADD PROVISIONS FOR SNOWMOBILE OPERATION**

THIRD READING OF AN ORDINANCE AMENDING CHAPTER 36,  
ARTICLE IV, SECTION 36-211 TO 217 TO ADD PROVISIONS FOR  
SNOWMOBILE OPERATION

Motion (Sukow/Schwartzman) to adopt. Carried 6-0 on roll call vote.

**1503251      ORDINANCE NO. 2015-05**

City Attorney Hayden requested that he be allowed to give the ordinance a first reading by title and summary only. Without objection, it was so ordered.

AN ORDINANCE AMENDING CHAPTER 36, ARTICLE V, SECTION 36-249 TO 255 TO ADD PROVISIONS FOR ALL-TERRAIN VEHICLE AND UTILITY-TERRAIN VEHICLE OPERATION

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

SECOND READING OF AN ORDINANCE AMENDING CHAPTER 36,  
ARTICLE V, SECTION 36-249 TO 255 TO ADD PROVISIONS FOR ALL-  
TERRAIN VEHICLE AND UTILITY-TERRAIN VEHICLE OPERATION

THIRD READING OF AN ORDINANCE AMENDING CHAPTER 36,  
ARTICLE V, SECTION 36-249 TO 255 TO ADD PROVISIONS FOR ALL-  
TERRAIN VEHICLE AND UTILITY-TERRAIN VEHICLE OPERATION

Motion (Sukow/Schwartzman) to adopt. Carried 6-0 on roll call vote.

**1503252      ORDINANCE NO. 2015-06**

AN ORDINANCE AMENDING CHAPTER 32, ARTICLE III, SECTION 32-54(B)(9) TO ADD LANGUAGE RELATING TO ASSESSMENT OF SIDEWALK COSTS

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

SECOND READING OF AN ORDINANCE AMENDING CHAPTER 32,  
ARTICLE III, SECTION 32-54(B)(9) TO ADD LANGUAGE RELATING TO  
ASSESSMENT OF SIDEWALK COSTS

THIRD READING OF AN ORDINANCE AMENDING CHAPTER 32,  
ARTICLE III, SECTION 32-54(B)(9) TO ADD LANGUAGE RELATING TO  
ASSESSMENT OF SIDEWALK COSTS

Motion (Schwartzman/Peterson) to adopt. Carried 5-1 on roll call vote.  
Voting No – Alderman Norton.

**1503253      ORDINANCE NO. 2015-07**

**AN ORDINANCE AMENDING CHAPTER 32, ARTICLE III, SECTION 32-58(A) TO ADD LANGUAGE RELATING TO ASSESSMENT OF SIDEWALK COSTS**

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

**SECOND READING OF AN ORDINANCE AMENDING CHAPTER 32, ARTICLE III, SECTION 32-58(A) TO ADD LANGUAGE RELATING TO ASSESSMENT OF SIDEWALK COSTS**

**THIRD READING OF AN ORDINANCE AMENDING CHAPTER 32, ARTICLE III, SECTION 32-58(A) TO ADD LANGUAGE RELATING TO ASSESSMENT OF SIDEWALK COSTS**

Motion (Schwartzman/Peterson) to adopt. Carried 5-1 on roll call vote.  
Voting No – Alderman Norton.

**1503260      RESOLUTION NO. 2403**

**A FINAL RESOLUTION OF INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS BY POLICE POWER UNDER SECTION 66.0703 OF THE WISCONSIN STATUTES**

WHEREAS, the Board of Public Works of the City of Merrill, Wisconsin held a Public Hearing in the City Hall, Merrill, Wisconsin, for the purpose of hearing all persons interested in the matters contained in the preliminary resolution of the City of Merrill, of its intent to exercise special assessment powers pursuant to Police Power under Sec. 66.07 Wis. Stats., all as set forth below, and the reports of the Engineering Department mentioned therein on the following proposed projects and other matters, to-wit:

Preliminary Resolution of January 13, 2015, a copy of which is attached hereto, on which a hearing was held on the 28<sup>th</sup> day of January, 2015;

**NOW THEREFORE BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 10<sup>th</sup> day of March, 2015, to complete the following public works projects in the City of Merrill:**

1. Sidewalk maintenance pursuant to sidewalk inspection program. Sidewalk maintenance area is generally confined to the Second District, west of Center Avenue.
  - a) Isolated sidewalk requested or needed.
  - b) Driveway approaches requested or needed.
  - c) Curb and gutter requested or needed.
  - d) Memorial Drive sidewalk extension on the west side of that street from East 6<sup>th</sup> Street to north of East 10<sup>th</sup> Street.

NOW THEREFORE, BE IT FURTHER RESOLVED, by the Common Council of the City of Merrill, Wisconsin,

1. That the reports of the City Building Inspector/Zoning Department pertaining to construction of said improvements, including the plans and specifications are hereby adopted and approved.
2. That the Board of Public Works shall cause the improvements to be made by City employees or it may advertise and let any part or all of the same out on bids.
3. That payment for said improvements be made by assessing the costs to the property benefited as indicated in said report, as an exercise of the Police Power.
4. Those benefits shown on the reports are true and correct, having been determined on a reasonable basis and are hereby confirmed.
5. That the assessments for all projects included in said reports are hereby combined as a single assessment but any interested property owner shall be entitled to object to each assessment separately or any assessment jointly for any purpose or purposes.
6. The assessment against any parcel may be paid in cash not later than November 1 of the year such improvements are made, or in installments as provided by City Ordinance, and if not so paid, shall be extended upon the tax roll as a delinquent tax against said parcel and all proceedings in relation to the collection, return and sale of property for the delinquent real estate taxes shall apply to such assessment except otherwise provided by Statute.
7. The City Clerk is directed to publish this resolution as a Class 1 notice in the official newspaper.

8. The Clerk is further directed to mail a copy of this resolution and a statement of the final assessment against the property to every property owner whose name appears on the assessment roll whose post office address is known or who can with reasonable diligence be ascertained.

Motion (Schwartzman/Meehean) to adopt. Carried.

**1503270** Mayor's Communications

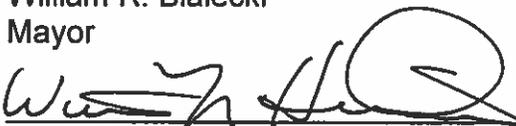
Mayor Bialecki thanked Alderman Sukow, City staff, Willie Schult and anyone else that helped with preparing the ordinances related to snowmobile, ATV and UTV operations.

Mayor Bialecki congratulated Mason Reinhardt for winning a state championship at the WIAA State Wrestling Tournament. He also extended best wishes to the Merrill High School Boys Basketball Team as they enter sectional play on March 12<sup>th</sup>.

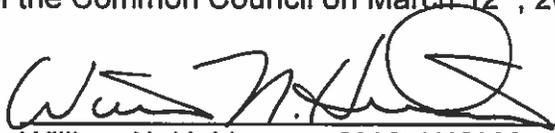
The Girl's Sixth Grade State Basketball Tournament will be held in Merrill on March 28-29.

**1503999** Motion (Sukow/Schwartzman) to adjourn. Carried. Adjourned at 7:45 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 March 12<sup>th</sup>, 2015.

  
 William N. Heideman, CMC, WCMC  
 City Clerk

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2015

10 -General Fund

#150440

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>-----</b>					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,196,006.00	611,415.10	2,569,010.80	61.23	1,626,995.20
Intergovernmental	3,946,163.00	0.00	172,869.28	4.38	3,773,293.72
Licenses and Permits	41,471.00	1,720.00	5,666.68	13.66	35,804.32
Fines, Forfeits, & Pen.	133,500.00	14,575.06	47,716.18	35.74	85,783.82
Public Charges-Services	6,450.00	427.87	1,814.76	28.14	4,635.24
Miscellaneous Revenues	88,900.00	11,893.61	34,721.57	39.06	54,178.43
TOTAL Non-Departmental	8,412,490.00	640,031.64	2,831,799.27	33.66	5,580,690.73
<u>Municipal Court</u>					
Intergov Charges (Misc.)	6,225.00	375.00	775.00	12.45	5,450.00
TOTAL Municipal Court	6,225.00	375.00	775.00	12.45	5,450.00
<u>City Attorney</u>					
Intergov Charges (Misc.)	8,500.00	2,269.90	2,269.90	26.70	6,230.10
Miscellaneous Revenues	8,757.00	0.00	0.00	0.00	8,757.00
TOTAL City Attorney	17,257.00	2,269.90	2,269.90	13.15	14,987.10
<u>Mayor</u>					
Miscellaneous Revenues	1,722.00	0.00	0.00	0.00	1,722.00
TOTAL Mayor	1,722.00	0.00	0.00	0.00	1,722.00
<u>City Administrator</u>					
Miscellaneous Revenues	19,676.00	0.00	0.00	0.00	19,676.00
TOTAL City Administrator	19,676.00	0.00	0.00	0.00	19,676.00
<u>City Clerk</u>					
Miscellaneous Revenues	0.00	92.68	184.32	0.00	( 184.32)
TOTAL City Clerk	0.00	92.68	184.32	0.00	( 184.32)
<u>Clerk/Treasurer Staff</u>					
Miscellaneous Revenues	2,339.00	0.00	0.00	0.00	2,339.00
TOTAL Clerk/Treasurer Staff	2,339.00	0.00	0.00	0.00	2,339.00
<u>Elections - AVERAGED</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Elections - AVERAGED	0.00	0.00	0.00	0.00	0.00
<u>Treasurer/Finance Dir.</u>					
Miscellaneous Revenues	18,115.00	0.00	0.00	0.00	18,115.00
TOTAL Treasurer/Finance Dir.	18,115.00	0.00	0.00	0.00	18,115.00

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>City Hall Maintenance</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL City Hall Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Over-Collected Taxes</u>					
Miscellaneous Revenues	250.00	0.00	0.00	0.00	250.00
TOTAL Over-Collected Taxes	250.00	0.00	0.00	0.00	250.00
<u>Police</u>					
Intergovernmental	19,000.00	0.00	0.00	0.00	19,000.00
Public Charges-Services	14,000.00	1,291.25	3,473.23	24.81	10,526.77
Intergov Charges (Misc.)	8,000.00	0.00	7,943.43	99.29	56.57
Miscellaneous Revenues	250.00	0.00	0.00	0.00	250.00
TOTAL Police	41,250.00	1,291.25	11,416.66	27.68	29,833.34
<u>Traffic Control</u>					
Miscellaneous Revenues	0.00	0.00	72.43	0.00	( 72.43)
TOTAL Traffic Control	0.00	0.00	72.43	0.00	( 72.43)
<u>Fire Protection</u>					
Public Charges-Services	4,550.00	1,651.43	3,541.43	77.83	1,008.57
Intergov Charges (Misc.)	205,000.00	0.00	102,500.00	50.00	102,500.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection	209,550.00	1,651.43	106,041.43	50.60	103,508.57
<u>Ambulance/EMS</u>					
Intergovernmental	994,500.00	85,162.60	175,015.58	17.60	819,484.42
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Ambulance/EMS	994,500.00	85,162.60	175,015.58	17.60	819,484.42
<u>Bldg. Inspection/Zoning</u>					
Licenses and Permits	25,000.00	1,765.00	2,870.00	11.48	22,130.00
Miscellaneous Revenues	20,262.00	0.00	0.00	0.00	20,262.00
TOTAL Bldg. Inspection/Zoning	45,262.00	1,765.00	2,870.00	6.34	42,392.00
<u>Operations Support (M&amp;E)</u>					
Intergovernmental	315,000.00	23,696.09	52,862.41	16.78	262,137.59
TOTAL Operations Support (M&E)	315,000.00	23,696.09	52,862.41	16.78	262,137.59
<u>Roads</u>					
Intergovernmental	7,500.00	528.12	4,159.90	55.47	3,340.10
Public Charges-Services	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL Roads	10,000.00	528.12	4,159.90	41.60	5,840.10

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Snow and Ice</u>					
Public Charges-Services	10,100.00	1,300.00	3,600.00	35.64	6,500.00
TOTAL Snow and Ice	10,100.00	1,300.00	3,600.00	35.64	6,500.00
<u>Stormwater Maintenance</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Stormwater Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Street Painting-Marking</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Street Painting-Marking	0.00	0.00	0.00	0.00	0.00
<u>Street Lighting</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Street Lighting	0.00	0.00	0.00	0.00	0.00
<u>Stormwater Plan/Const.</u>					
Licenses and Permits	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Stormwater Plan/Const.	1,000.00	0.00	0.00	0.00	1,000.00
<u>Airport</u>					
Public Charges-Services	32,750.00	1,769.20	11,193.06	34.18	21,556.94
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Airport	32,750.00	1,769.20	11,193.06	34.18	21,556.94
<u>Aviation Fuel</u>					
Public Charges-Services	0.00	8,993.97	13,916.37	0.00	( 13,916.37)
TOTAL Aviation Fuel	0.00	8,993.97	13,916.37	0.00	( 13,916.37)
<u>Transit</u>					
Specials (Utility Rev.)	238,250.00	0.00	53,042.00	22.26	185,208.00
Intergovernmental	97,500.00	0.00	0.00	0.00	97,500.00
Public Charges-Services	154,000.00	12,749.00	29,653.50	19.26	124,346.50
Miscellaneous Revenues	20,000.00	0.00	0.00	0.00	20,000.00
TOTAL Transit	509,750.00	12,749.00	82,695.50	16.22	427,054.50
<u>Garbage Collection</u>					
Miscellaneous Revenues	1,000.00	660.00	1,772.50	177.25	( 772.50)
TOTAL Garbage Collection	1,000.00	660.00	1,772.50	177.25	( 772.50)
<u>Recycling</u>					
Intergovernmental	32,650.00	0.00	0.00	0.00	32,650.00
Miscellaneous Revenues	10,500.00	293.65	2,857.46	27.21	7,642.54
TOTAL Recycling	43,150.00	293.65	2,857.46	6.62	40,292.54

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Weed &amp; Nuisance Control</u>					
Public Charges-Services	2,500.00	0.00	0.00	0.00	2,500.00
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Weed & Nuisance Control	2,500.00	0.00	0.00	0.00	2,500.00
<u>MACEC - Enrichment</u>					
Public Charges-Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL MACEC - Enrichment	0.00	0.00	0.00	0.00	0.00
<u>Library</u>					
Intergovernmental	424,775.00	212,387.50	212,387.50	50.00	212,387.50
Public Charges-Services	20,500.00	1,417.09	4,969.52	24.24	15,530.48
Miscellaneous Revenues	<u>0.00</u>	<u>1,648.00</u>	<u>1,648.00</u>	<u>0.00</u>	<u>( 1,648.00)</u>
TOTAL Library	445,275.00	215,452.59	219,005.02	49.18	226,269.98
<u>Parks</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	14,500.00	1,184.27	3,895.38	26.86	10,604.62
Miscellaneous Revenues	<u>1,000.00</u>	<u>0.00</u>	<u>125.00</u>	<u>12.50</u>	<u>875.00</u>
TOTAL Parks	15,500.00	1,184.27	4,020.38	25.94	11,479.62
<u>Lion's Park Lights</u>					
Miscellaneous Revenues	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>
TOTAL Lion's Park Lights	1,500.00	0.00	0.00	0.00	1,500.00
<u>Recreation Programs</u>					
Public Charges-Services	75,700.00	0.00	695.00	0.92	75,005.00
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Recreation Programs	75,700.00	0.00	695.00	0.92	75,005.00
<u>CATV - MP3</u>					
Licenses and Permits	<u>100,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u>
TOTAL CATV - MP3	100,000.00	0.00	0.00	0.00	100,000.00
<u>MARC - Smith Center</u>					
Taxes (or Utility Rev.)	6,500.00	1,252.01	1,252.01	19.26	5,247.99
Public Charges-Services	<u>87,400.00</u>	<u>4,189.40</u>	<u>11,021.65</u>	<u>12.61</u>	<u>76,378.35</u>
TOTAL MARC - Smith Center	93,900.00	5,441.41	12,273.66	13.07	81,626.34
<u>Pool</u>					
Public Charges-Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Pool	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	<u>11,425,761.00</u>	<u>1,004,707.80</u>	<u>3,539,495.85</u>	<u>30.98</u>	<u>7,886,265.15</u>

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>EXPENDITURES</b>					
=====					
<u>Common Council</u>					
Personnel Services	34,100.00	2,288.36	6,744.36	19.78	27,355.64
Contractual Services	6,805.00	0.00	1,093.61	16.07	5,711.39
Supplies & Expenses	<u>12,150.00</u>	<u>265.54</u>	<u>2,658.49</u>	<u>21.88</u>	<u>9,491.51</u>
TOTAL Common Council	53,055.00	2,553.90	10,496.46	19.78	42,558.54
<u>Municipal Court</u>					
Personnel Services	65,840.00	4,933.47	13,643.44	20.72	52,196.56
Contractual Services	1,585.00	74.26	248.52	15.68	1,336.48
Supplies & Expenses	6,500.00	1,577.05	2,036.88	31.34	4,463.12
Technology	<u>5,750.00</u>	<u>0.00</u>	<u>4,508.58</u>	<u>78.41</u>	<u>1,241.42</u>
TOTAL Municipal Court	79,675.00	6,584.78	20,437.42	25.65	59,237.58
<u>City Attorney</u>					
Personnel Services	191,080.00	14,541.27	45,343.38	23.73	145,736.62
Contractual Services	3,950.00	2,956.00	3,536.00	89.52	414.00
Supplies & Expenses	<u>8,925.00</u>	<u>886.33</u>	<u>906.33</u>	<u>10.15</u>	<u>8,018.67</u>
TOTAL City Attorney	203,955.00	18,383.60	49,785.71	24.41	154,169.29
<u>Mayor</u>					
Personnel Services	13,780.00	1,043.40	3,167.28	22.98	10,612.72
Supplies & Expenses	<u>2,275.00</u>	<u>181.81</u>	<u>181.81</u>	<u>7.99</u>	<u>2,093.19</u>
TOTAL Mayor	16,055.00	1,225.21	3,349.09	20.86	12,705.91
<u>City Administrator</u>					
Personnel Services	98,752.00	7,546.45	23,534.72	23.83	75,217.28
Contractual Services	650.00	56.42	169.26	26.04	480.74
Supplies & Expenses	<u>1,300.00</u>	<u>28.00</u>	<u>56.15</u>	<u>4.32</u>	<u>1,243.85</u>
TOTAL City Administrator	100,702.00	7,630.87	23,760.13	23.59	76,941.87
<u>Personnel - HR</u>					
Contractual Services	6,000.00	465.05	833.10	13.89	5,166.90
Supplies & Expenses	<u>250.00</u>	<u>0.00</u>	<u>97.64</u>	<u>39.06</u>	<u>152.36</u>
TOTAL Personnel - HR	6,250.00	465.05	930.74	14.89	5,319.26
<u>City Clerk</u>					
Personnel Services	72,070.00	5,522.63	17,131.40	23.77	54,938.60
Supplies & Expenses	<u>5,422.00</u>	<u>248.77</u>	<u>924.29</u>	<u>17.05</u>	<u>4,497.71</u>
TOTAL City Clerk	77,492.00	5,771.40	18,055.69	23.30	59,436.31
<u>Clerk/Treasurer Staff</u>					
Personnel Services	138,671.00	10,626.81	33,750.02	24.34	104,920.98
Supplies & Expenses	<u>1,250.00</u>	<u>24.16</u>	<u>226.02</u>	<u>18.08</u>	<u>1,023.98</u>
TOTAL Clerk/Treasurer Staff	139,921.00	10,650.97	33,976.04	24.28	105,944.96

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Elections - AVERAGED</u>					
Personnel Services	21,650.00	0.00	0.00	0.00	21,650.00
Contractual Services	11,500.00	0.00	0.00	0.00	11,500.00
Supplies & Expenses	<u>1,850.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,850.00</u>
TOTAL Elections - AVERAGED	35,000.00	0.00	0.00	0.00	35,000.00
<u>Treasurer/Finance Dir.</u>					
Personnel Services	90,815.00	6,933.28	21,428.98	23.60	69,386.02
Contractual Services	3,250.00	155.04	855.72	26.33	2,394.28
Supplies & Expenses	<u>25,650.00</u>	<u>735.88</u>	<u>7,839.06</u>	<u>30.56</u>	<u>17,810.94</u>
TOTAL Treasurer/Finance Dir.	119,715.00	7,824.20	30,123.76	25.16	89,591.24
<u>Information Technology</u>					
Personnel Services	59,799.00	6,796.12	15,134.82	25.31	44,664.18
Technology	<u>127,201.00</u>	<u>7,204.27</u>	<u>41,926.23</u>	<u>32.96</u>	<u>85,274.77</u>
TOTAL Information Technology	187,000.00	14,000.39	57,061.05	30.51	129,938.95
<u>Assessment of Property</u>					
Contractual Services	32,025.00	0.00	23,450.00	73.22	8,575.00
Supplies & Expenses	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL Assessment of Property	32,125.00	0.00	23,450.00	73.00	8,675.00
<u>Independent Auditing</u>					
Contractual Services	<u>15,000.00</u>	<u>0.00</u>	<u>3,081.57</u>	<u>20.54</u>	<u>11,918.43</u>
TOTAL Independent Auditing	15,000.00	0.00	3,081.57	20.54	11,918.43
<u>City Hall Maintenance</u>					
Personnel Services	117,072.00	14,806.60	35,767.45	30.55	81,304.55
Contractual Services	61,719.00	7,554.63	21,783.18	35.29	39,935.82
Supplies & Expenses	13,775.00	1,012.40	1,706.43	12.39	12,068.57
Capital Outlay	<u>4,500.00</u>	<u>0.00</u>	<u>3,608.50</u>	<u>80.19</u>	<u>891.50</u>
TOTAL City Hall Maintenance	197,066.00	23,373.63	62,865.56	31.90	134,200.44
<u>Former Fire Station</u>					
Personnel Services	550.00	0.00	0.00	0.00	550.00
Contractual Services	<u>5,225.00</u>	<u>1,211.58</u>	<u>3,676.40</u>	<u>70.36</u>	<u>1,548.60</u>
TOTAL Former Fire Station	5,775.00	1,211.58	3,676.40	63.66	2,098.60
<u>Over-Collected Taxes</u>					
Supplies & Expenses	<u>1,150.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,150.00</u>
TOTAL Over-Collected Taxes	1,150.00	0.00	0.00	0.00	1,150.00
<u>Insurance/Employee</u>					
Personnel Services	21,754.00	0.00	0.00	0.00	21,754.00
Fixed Charges	<u>285,000.00</u>	<u>105,924.36</u>	<u>261,855.84</u>	<u>91.88</u>	<u>23,144.16</u>
TOTAL Insurance/Employee	306,754.00	105,924.36	261,855.84	85.36	44,898.16

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Police</u>					
Personnel Services	2,174,205.00	151,088.48	501,750.58	23.08	1,672,454.42
Contractual Services	53,150.00	1,934.42	6,744.80	12.69	46,405.20
Supplies & Expenses	71,600.00	5,854.70	10,949.27	15.29	60,650.73
Capital Outlay	11,000.00	0.00	0.00	0.00	11,000.00
Technology	<u>13,000.00</u>	<u>27.00</u>	<u>2,189.31</u>	<u>16.84</u>	<u>10,810.69</u>
TOTAL Police	2,322,955.00	158,904.60	521,633.96	22.46	1,801,321.04
<u>Traffic Control</u>					
Personnel Services	6,197.00	0.00	62.29	1.01	6,134.71
Supplies & Expenses	<u>26,903.00</u>	<u>717.88</u>	<u>2,719.03</u>	<u>10.11</u>	<u>24,183.97</u>
TOTAL Traffic Control	33,100.00	717.88	2,781.32	8.40	30,318.68
<u>Fire Protection</u>					
Personnel Services	1,305,162.00	89,117.24	303,130.78	23.23	1,002,031.22
Contractual Services	27,625.00	2,135.55	7,735.43	28.00	19,889.57
Supplies & Expenses	58,500.00	5,895.07	10,129.09	17.31	48,370.91
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	<u>5,000.00</u>	<u>675.42</u>	<u>1,942.10</u>	<u>38.84</u>	<u>3,057.90</u>
TOTAL Fire Protection	1,396,287.00	97,823.28	322,937.40	23.13	1,073,349.60
<u>Fire Protection-Hydrants</u>					
Contractual Services	<u>114,540.00</u>	<u>0.00</u>	<u>28,635.00</u>	<u>25.00</u>	<u>85,905.00</u>
TOTAL Fire Protection-Hydrants	114,540.00	0.00	28,635.00	25.00	85,905.00
<u>Ambulance/EMS</u>					
Personnel Services	889,975.00	61,122.03	217,908.44	24.48	672,066.56
Contractual Services	25,875.00	2,135.57	6,704.19	25.91	19,170.81
Supplies & Expenses	76,150.00	6,666.99	20,327.54	26.69	55,822.46
Technology	<u>2,500.00</u>	<u>675.42</u>	<u>675.42</u>	<u>27.02</u>	<u>1,824.58</u>
TOTAL Ambulance/EMS	994,500.00	70,600.01	245,615.59	24.70	748,884.41
<u>Bldg. Inspection/Zoning</u>					
Personnel Services	96,113.00	6,954.26	21,524.14	22.39	74,588.86
Contractual Services	1,879.00	108.86	297.75	15.85	1,581.25
Supplies & Expenses	<u>4,200.00</u>	<u>633.00</u>	<u>1,279.13</u>	<u>30.46</u>	<u>2,920.87</u>
TOTAL Bldg. Inspection/Zoning	102,192.00	7,696.12	23,101.02	22.61	79,090.98
<u>City Sealer</u>					
Contractual Services	<u>4,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,000.00</u>
TOTAL City Sealer	4,000.00	0.00	0.00	0.00	4,000.00
<u>Engineering</u>					
Contractual Services	12,000.00	0.00	0.00	0.00	12,000.00
Technology	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
TOTAL Engineering	12,500.00	0.00	0.00	0.00	12,500.00

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Commissioner</u>					
Personnel Services	86,641.00	6,407.60	19,640.96	22.67	67,000.04
Supplies & Expenses	<u>1,500.00</u>	<u>58.88</u>	<u>58.88</u>	<u>3.93</u>	<u>1,441.12</u>
TOTAL Street Commissioner	88,141.00	6,466.48	19,699.84	22.35	68,441.16
<u>Garage Maintenance</u>					
Personnel Services	1,283.00	0.00	0.00	0.00	1,283.00
Contractual Services	43,250.00	4,560.68	14,339.30	33.15	28,910.70
Supplies & Expenses	<u>10,000.00</u>	<u>4,374.02</u>	<u>8,127.78</u>	<u>81.28</u>	<u>1,872.22</u>
TOTAL Garage Maintenance	54,533.00	8,934.70	22,467.08	41.20	32,065.92
<u>Operations Support (M&amp;E)</u>					
Personnel Services	225,679.00	16,310.07	50,154.31	22.22	175,524.69
Contractual Services	2,750.00	2,916.00	2,916.00	106.04	( 166.00)
Supplies & Expenses	<u>356,700.00</u>	<u>34,094.36</u>	<u>55,176.37</u>	<u>15.47</u>	<u>301,523.63</u>
TOTAL Operations Support (M&E)	585,129.00	53,320.43	108,246.68	18.50	476,882.32
<u>Roads</u>					
Personnel Services	199,148.00	11,137.98	24,882.07	12.49	174,265.93
Supplies & Expenses	<u>99,000.00</u>	<u>1,093.41</u>	<u>2,498.60</u>	<u>2.52</u>	<u>96,501.40</u>
TOTAL Roads	298,148.00	12,231.39	27,380.67	9.18	270,767.33
<u>Street Cleaning</u>					
Personnel Services	46,461.00	4,490.02	4,490.02	9.66	41,970.98
Supplies & Expenses	<u>1,500.00</u>	<u>177.39</u>	<u>177.39</u>	<u>11.83</u>	<u>1,322.61</u>
TOTAL Street Cleaning	47,961.00	4,667.41	4,667.41	9.73	43,293.59
<u>Snow and Ice</u>					
Personnel Services	174,960.00	23,123.99	91,058.57	52.05	83,901.43
Contractual Services	1,500.00	315.00	540.00	36.00	960.00
Supplies & Expenses	<u>57,500.00</u>	<u>152.83</u>	<u>12,752.98</u>	<u>22.18</u>	<u>44,747.02</u>
TOTAL Snow and Ice	233,960.00	23,591.82	104,351.55	44.60	129,608.45
<u>Stormwater Maintenance</u>					
Personnel Services	13,330.00	182.85	1,048.50	7.87	12,281.50
Contractual Services	2,500.00	0.00	0.00	0.00	2,500.00
Supplies & Expenses	<u>15,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15,000.00</u>
TOTAL Stormwater Maintenance	30,830.00	182.85	1,048.50	3.40	29,781.50
<u>Street Painting-Marking</u>					
Personnel Services	12,417.00	0.00	0.00	0.00	12,417.00
Supplies & Expenses	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>
TOTAL Street Painting-Marking	22,417.00	0.00	0.00	0.00	22,417.00

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Leave Expenses</u>					
Personnel Services	60,090.00	5,871.42	19,274.24	32.08	40,815.76
TOTAL Street Leave Expenses	60,090.00	5,871.42	19,274.24	32.08	40,815.76
<u>Street Lighting</u>					
Contractual Services	182,500.00	15,137.92	35,488.29	19.45	147,011.71
Capital Outlay	8,000.00	0.00	0.00	0.00	8,000.00
TOTAL Street Lighting	190,500.00	15,137.92	35,488.29	18.63	155,011.71
<u>Stormwater Plan/Const.</u>					
Contractual Services	7,000.00	0.00	1,500.00	21.43	5,500.00
Supplies & Expenses	500.00	0.00	0.00	0.00	500.00
TOTAL Stormwater Plan/Const.	7,500.00	0.00	1,500.00	20.00	6,000.00
<u>Airport</u>					
Personnel Services	0.00	11.02	90.19	0.00	( 90.19)
Contractual Services	112,571.00	7,575.29	21,647.60	19.23	90,923.40
Supplies & Expenses	25,929.00	1,460.82	4,867.66	18.77	21,061.34
Special Services	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Airport	139,500.00	9,047.13	26,605.45	19.07	112,894.55
<u>Aviation Fuel</u>					
Special Services	0.00	198.67	370.22	0.00	( 370.22)
TOTAL Aviation Fuel	0.00	198.67	370.22	0.00	( 370.22)
<u>Transit</u>					
Personnel Services	401,162.00	28,350.00	91,202.56	22.73	309,959.44
Contractual Services	5,500.00	496.36	1,679.74	30.54	3,820.26
Supplies & Expenses	164,200.00	13,464.36	26,422.90	16.09	137,777.10
Fixed Charges	27,340.00	15,338.78	15,338.78	56.10	12,001.22
Technology	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Transit	599,702.00	57,649.50	134,643.98	22.45	465,058.02
<u>Garbage Collection</u>					
Personnel Services	146,443.00	9,757.35	34,429.73	23.51	112,013.27
Supplies & Expenses	98,600.00	5,913.60	13,210.05	13.40	85,389.95
Capital Outlay	31,500.00	1,666.81	5,595.53	17.76	25,904.47
TOTAL Garbage Collection	276,543.00	17,337.76	53,235.31	19.25	223,307.69
<u>Recycling</u>					
Personnel Services	151,916.00	9,372.42	29,601.14	19.49	122,314.86
Supplies & Expenses	44,775.00	4,871.33	12,548.72	28.03	32,226.28
TOTAL Recycling	196,691.00	14,243.75	42,149.86	21.43	154,541.14

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REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Weed &amp; Nuisance Control</u>					
Personnel Services	5,867.00	0.00	0.00	0.00	5,867.00
Supplies & Expenses	<u>250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00</u>
TOTAL Weed & Nuisance Control	6,117.00	0.00	0.00	0.00	6,117.00
<u>Health Officer</u>					
Personnel Services	3,660.00	0.00	0.00	0.00	3,660.00
Supplies & Expenses	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL Health Officer	3,760.00	0.00	0.00	0.00	3,760.00
<u>MACEC - Enrichment</u>					
Personnel Services	92,573.00	7,172.30	22,420.61	24.22	70,152.39
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	<u>6,432.00</u>	<u>285.34</u>	<u>428.33</u>	<u>6.66</u>	<u>6,003.67</u>
TOTAL MACEC - Enrichment	99,505.00	7,457.64	22,848.94	22.96	76,656.06
<u>Library</u>					
Personnel Services	759,420.00	57,766.75	183,471.58	24.16	575,948.42
Contractual Services	54,900.00	5,507.96	11,142.42	20.30	43,757.58
Supplies & Expenses	33,425.00	2,332.70	9,050.68	27.08	24,374.32
Fixed Charges	7,400.00	1,644.00	1,770.00	23.92	5,630.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Print Media - Library	55,050.00	3,057.09	8,645.60	15.70	46,404.40
Non-Print Media-Library	22,665.00	2,648.79	7,878.78	34.76	14,786.22
Technology	<u>41,433.00</u>	<u>1,335.69</u>	<u>16,722.46</u>	<u>40.36</u>	<u>24,710.54</u>
TOTAL Library	974,293.00	74,292.98	238,681.52	24.50	735,611.48
<u>Parks</u>					
Personnel Services	213,041.00	12,900.84	40,551.41	19.03	172,489.59
Contractual Services	32,500.00	1,378.69	2,431.00	7.48	30,069.00
Supplies & Expenses	36,638.00	2,780.99	5,746.11	15.68	30,891.89
Capital Outlay	<u>25,500.00</u>	<u>123.71</u>	<u>3,027.25</u>	<u>11.87</u>	<u>22,472.75</u>
TOTAL Parks	307,679.00	17,184.23	51,755.77	16.82	255,923.23
<u>Athletic Park Lights</u>					
Contractual Services	1,800.00	69.03	192.42	10.69	1,607.58
Supplies & Expenses	<u>200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>
TOTAL Athletic Park Lights	2,000.00	69.03	192.42	9.62	1,807.58
<u>Ott's Park Lights</u>					
Contractual Services	1,400.00	78.56	214.80	15.34	1,185.20
Supplies & Expenses	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL Ott's Park Lights	1,500.00	78.56	214.80	14.32	1,285.20

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Lion's Park Lights</u>					
Contractual Services	1,400.00	0.00	0.00	0.00	1,400.00
Supplies & Expenses	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL Lion's Park Lights	1,500.00	0.00	0.00	0.00	1,500.00
<u>Recreation Programs</u>					
Personnel Services	189,646.00	9,416.80	30,452.86	16.06	159,193.14
Contractual Services	2,450.00	387.57	968.77	39.54	1,481.23
Supplies & Expenses	<u>41,500.00</u>	<u>2,721.44</u>	<u>6,076.13</u>	<u>14.64</u>	<u>35,423.87</u>
TOTAL Recreation Programs	233,596.00	12,525.81	37,497.76	16.05	196,098.24
<u>Marketing - PR</u>					
Personnel Services	2,875.00	0.00	0.00	0.00	2,875.00
Supplies & Expenses	<u>20,625.00</u>	<u>35.00</u>	<u>304.00</u>	<u>1.47</u>	<u>20,321.00</u>
TOTAL Marketing - PR	23,500.00	35.00	304.00	1.29	23,196.00
<u>Christmas Decorations</u>					
Personnel Services	2,848.00	0.00	708.04	24.86	2,139.96
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	<u>3,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>
TOTAL Christmas Decorations	7,148.00	0.00	708.04	9.91	6,439.96
<u>Outside Agencies</u>					
Supplies & Expenses	<u>32,500.00</u>	<u>10,000.00</u>	<u>26,500.00</u>	<u>81.54</u>	<u>6,000.00</u>
TOTAL Outside Agencies	32,500.00	10,000.00	26,500.00	81.54	6,000.00
<u>CATV - MP3</u>					
Supplies & Expenses	<u>95,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>95,000.00</u>
TOTAL CATV - MP3	95,000.00	0.00	0.00	0.00	95,000.00
<u>MARC - Smith Center</u>					
Personnel Services	45,935.00	5,103.48	16,904.02	36.80	29,030.98
Contractual Services	61,069.00	7,629.52	21,398.75	35.04	39,670.25
Supplies & Expenses	36,050.00	896.77	5,442.20	15.10	30,607.80
Capital Outlay	<u>6,500.00</u>	<u>2,285.06</u>	<u>2,285.06</u>	<u>35.15</u>	<u>4,214.94</u>
TOTAL MARC - Smith Center	149,554.00	15,914.83	46,030.03	30.78	103,523.97
<u>Pool</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	45,000.00	40.17	110.68	0.25	44,889.32
Supplies & Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Pool	45,000.00	40.17	110.68	0.25	44,889.32

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>Economic Development</u>					
Contractual Services	<u>19,700.00</u>	<u>0.00</u>	<u>19,700.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL Economic Development	19,700.00	0.00	19,700.00	100.00	0.00
<hr/>					
<u>Transfers</u>					
Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Transfers	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL EXPENDITURES	11,390,761.00	907,821.31	2,793,282.79	24.52	8,597,478.21
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	35,000.00	96,886.49	746,213.06	0.00	( 711,213.06)
	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2015

20 -Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b> =====					
<u>Remediation Action</u>					
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Remediation Action	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUE	0.00	0.00	0.00	0.00	0.00
<hr/>					
<b>EXPENDITURES</b> =====					
<u>Remediation Action</u>					
Personnel Services	1,650.00	0.00	321.30	19.47	1,328.70
Contractual Services	20,600.00	357.93	943.31	4.58	19,656.69
Supplies & Expenses	250.00	0.00	0.00	0.00	250.00
TOTAL Remediation Action	22,500.00	357.93	1,264.61	5.62	21,235.39
<hr/>					
TOTAL EXPENDITURES	22,500.00	357.93	1,264.61	5.62	21,235.39
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 22,500.00)	( 357.93)	( 1,264.61)	0.00	( 21,235.39)
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\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

21 -Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b> =====					
<u>Police-SRO</u>					
Taxes (or Utility Rev.)	49,950.00	0.00	49,950.00	100.00	0.00
Intergovernmental	<u>55,267.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>55,267.00</u>
TOTAL Police-SRO	105,217.00	0.00	49,950.00	47.47	55,267.00
<hr/>					
TOTAL REVENUE	<u>105,217.00</u>	<u>0.00</u>	<u>49,950.00</u>	<u>47.47</u>	<u>55,267.00</u>
<hr/>					
<b>EXPENDITURES</b> =====					
<u>Police-SRO</u>					
Personnel Services	102,717.00	7,336.28	24,674.16	24.02	78,042.84
Supplies & Expenses	500.00	0.00	0.00	0.00	500.00
Fixed Charges	<u>2,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>
TOTAL Police-SRO	105,217.00	7,336.28	24,674.16	23.45	80,542.84
<hr/>					
TOTAL EXPENDITURES	<u>105,217.00</u>	<u>7,336.28</u>	<u>24,674.16</u>	<u>23.45</u>	<u>80,542.84</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>0.00</u>	<u>( 7,336.28)</u>	<u>25,275.84</u>	<u>0.00</u>	<u>( 25,275.84)</u>
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\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 25 -Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
=====					
<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	<u>83,975.00</u>	<u>774.76</u>	<u>41,670.07</u>	<u>49.62</u>	<u>42,304.93</u>
TOTAL CDBG Grants/Loans	83,975.00	774.76	41,670.07	49.62	42,304.93
<u>Community Development</u>					
Taxes (or Utility Rev.)	38,744.00	0.00	38,744.00	100.00	0.00
Intergov Charges (Misc.)	<u>11,206.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>11,206.00</u>
TOTAL Community Development	49,950.00	0.00	38,744.00	77.57	11,206.00
<hr/>					
TOTAL REVENUE	<u>133,925.00</u>	<u>774.76</u>	<u>80,414.07</u>	<u>60.04</u>	<u>53,510.93</u>
<hr/>					
<b>EXPENDITURES</b>					
=====					
<u>CDBG Grants/Loans</u>					
Special Services	<u>101,500.00</u>	<u>460.00</u>	<u>560.00</u>	<u>0.55</u>	<u>100,940.00</u>
TOTAL CDBG Grants/Loans	101,500.00	460.00	560.00	0.55	100,940.00
<u>Community Development</u>					
Personnel Services	46,233.00	3,539.18	11,027.83	23.85	35,205.17
Contractual Services	850.00	28.85	115.38	13.57	734.62
Supplies & Expenses	<u>2,867.00</u>	<u>103.09</u>	<u>385.30</u>	<u>13.44</u>	<u>2,481.70</u>
TOTAL Community Development	49,950.00	3,671.12	11,528.51	23.08	38,421.49
<hr/>					
TOTAL EXPENDITURES	<u>151,450.00</u>	<u>4,131.12</u>	<u>12,088.51</u>	<u>7.98</u>	<u>139,361.49</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 17,525.00)	( 3,356.36)	68,325.56	0.00	( 85,850.56)
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\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 30 -Debt Sevice

## Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
=====					
<u>Taxes (or Utility Rev.)</u>					
40000-41010 Transfer from General	0.00	0.00	0.00	0.00	0.00
40000-41041 Transfer from TID	71,711.20	0.00	0.00	0.00	71,711.20
40000-41110 Tax Levy - Debt Service	1,222,234.00	0.00	1,222,234.00	100.00	0.00
TOTAL Taxes (or Utility Rev.)	1,293,945.20	0.00	1,222,234.00	94.46	71,711.20
<u>Miscellaneous Revenues</u>					
40000-48110 Interest - Debt Service Fund	0.00	0.00	0.00	0.00	0.00
40000-48250 Fed Stimulus - BAB	13,388.00	0.00	13,371.22	99.87	16.78
TOTAL Miscellaneous Revenues	13,388.00	0.00	13,371.22	99.87	16.78
<u>Other Financing Sources</u>					
40000-49110 Proceeds from LT Debt	0.00	0.00	0.00	0.00	0.00
40000-49120 Premium on Debt Inssuance	0.00	0.00	0.00	0.00	0.00
40000-49200 Transfer-Prior Service DS	13,000.00	0.00	12,828.00	98.68	172.00
TOTAL Other Financing Sources	13,000.00	0.00	12,828.00	98.68	172.00
<hr/>					
TOTAL REVENUES	1,320,333.20	0.00	1,248,433.22	94.55	71,899.98
<b>EXPENDITURES</b>					
=====					
<u>Debt Service</u>					
50000-06-11750 GO 2006A - Prin. Equip	15,000.00	0.00	0.00	0.00	15,000.00
50000-06-11755 STL 2009-2 Equip	12,324.85	12,324.85	12,324.85	100.00	0.00
50000-06-11800 STL 2010-1 Prin BAB	44,000.00	44,000.00	44,000.00	100.00	0.00
50000-06-11900 GO 2013A - Fire Primarily	160,000.00	0.00	0.00	0.00	160,000.00
50000-06-11905 GO 2013B - Various	360,000.00	0.00	0.00	0.00	360,000.00
50000-06-12040 GO 2004 Prin- St./Park	70,000.00	0.00	0.00	0.00	70,000.00
50000-06-12043 STL 2009-1 -Prin Faciliti	12,335.88	12,335.88	12,335.88	100.00	0.00
50000-06-12045 SIB Prin.-W. Main St.	9,219.74	0.00	2,287.72	24.81	6,932.02
50000-06-12050 STL 2005 Prin.-Streets	13,676.48	13,676.48	13,676.48	100.00	0.00
50000-06-12065 STF 2011-1 BAB-10 Year	37,931.07	37,931.07	37,931.07	100.00	0.00
50000-06-12067 STF 2011-2 BAB-20 Year	23,797.28	23,797.28	23,797.28	100.00	0.00
50000-06-12075 GO 2006B Prin.-Streets	90,000.00	0.00	0.00	0.00	90,000.00
50000-06-12080 GO 2008B Prin.-Streets	35,000.00	0.00	0.00	0.00	35,000.00
50000-06-14067 STF 2011-2-TID #6 Princ	3,202.72	3,202.72	3,202.72	100.00	0.00
50000-06-14075 GO 2006B-TID #3-Prin.	10,000.00	0.00	0.00	0.00	10,000.00
50000-06-14080 GO 2008B-TID #4 Prin.	20,000.00	0.00	0.00	0.00	20,000.00
50000-06-14085 GO2013A - TID #5 Prin	1,489.36	0.00	0.00	0.00	1,489.36
50000-06-14090 GO2013A - TID #6 Prin	8,510.64	0.00	0.00	0.00	8,510.64
50000-06-18075 STL 2004 Prin.- Pension	20,888.43	20,888.43	20,888.43	100.00	0.00
50000-06-21750 GO 2006A - Int. Equipment	1,234.00	0.00	0.00	0.00	1,234.00
50000-06-21755 STL 2009-2 Int Equip	3,033.81	3,033.81	3,033.81	100.00	0.00
50000-06-21800 STL 2010-1 BAB Int.	9,022.50	9,022.50	9,022.50	100.00	0.00
50000-06-21900 GO2013 A - Fire Interest	131,455.00	0.00	0.00	0.00	131,455.00

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
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30 -Debt Sevice  
 Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
50000-06-21905 GO 2013B - Various Int.	66,575.00	0.00	0.00	0.00	66,575.00
50000-06-22040 GO 2004 Int.- St./Park	18,940.00	0.00	0.00	0.00	18,940.00
50000-06-22043 STL 2009-1 - Int Faciliti	2,374.64	2,374.64	2,374.64	100.00	0.00
50000-06-22045 SIB Int.-W. Main St.	1,094.76	0.00	290.91	26.57	803.85
50000-06-22050 STL 2005 Int.-Streets	9,711.68	9,711.68	9,711.68	100.00	0.00
50000-06-22065 STF 2011-1 Int BAB-10 YR	9,023.26	9,023.26	9,023.26	100.00	0.00
50000-06-22067 STF 2011-2 Int BAB-20 YR	24,646.71	24,646.71	24,646.71	100.00	0.00
50000-06-22075 GO 2006B Int.-Streets	37,127.50	0.00	0.00	0.00	37,127.50
50000-06-22080 GO 2008B Int.-Streets	17,995.00	0.00	0.00	0.00	17,995.00
50000-06-24067 STF 2011-2 Int. -TF #6	3,317.04	3,317.04	3,317.04	100.00	0.00
50000-06-24075 GO 2006B Int.-TIF #3	4,445.00	0.00	0.00	0.00	4,445.00
50000-06-24080 GO 2008B Int.-TID #4	13,140.00	0.00	0.00	0.00	13,140.00
50000-06-24085 GO2013A Int, -TID #5	1,133.03	0.00	0.00	0.00	1,133.03
50000-06-24090 GO2013A Int. - TID #6	6,474.47	0.00	0.00	0.00	6,474.47
50000-06-28075 STL 2004 Int.- Pension	12,214.11	12,214.11	12,214.11	100.00	0.00
50000-06-32040 GO 2004 PA- St./Park	0.00	350.00	350.00	0.00	( 350.00)
50000-06-38030 GO 2003 PA - Refund/Equip	0.00	0.00	0.00	0.00	0.00
50000-06-38075 GO 2006B PA - St./TIF/Sew	0.00	0.00	0.00	0.00	0.00
50000-06-38085 GO 2008B PA -St./TIF	0.00	0.00	0.00	0.00	0.00
50000-06-38087 GO2013A	0.00	0.00	0.00	0.00	0.00
50000-06-38090 GO 2013B	0.00	0.00	0.00	0.00	0.00
50000-06-38100 BAB Fed Paperwork	0.00	0.00	0.00	0.00	0.00
50000-06-40000 Debt Costs	0.00	0.00	0.00	0.00	0.00
50000-06-41000 Payment to Escrow	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Debt Service</b>	<b>1,320,333.96</b>	<b>241,850.46</b>	<b>244,429.09</b>	<b>18.51</b>	<b>1,075,904.87</b>
<b>TOTAL EXPENDITURES</b>	<b>1,320,333.96</b>	<b>241,850.46</b>	<b>244,429.09</b>	<b>18.51</b>	<b>1,075,904.87</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 0.76)</b>	<b>( 241,850.46)</b>	<b>1,004,004.13</b>	<b>0.00</b>	<b>( 1,004,004.89)</b>
<b>FUND TOTAL REVENUES</b>	<b>1,320,333.20</b>	<b>0.00</b>	<b>1,248,433.22</b>	<b>94.55</b>	<b>71,899.98</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>1,320,333.96</b>	<b>241,850.46</b>	<b>244,429.09</b>	<b>18.51</b>	<b>1,075,904.87</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 0.76)</b>	<b>( 241,850.46)</b>	<b>1,004,004.13</b>	<b>0.00</b>	<b>( 1,004,004.89)</b>

\*\*\* END OF REPORT \*\*\*

\*\*\* END OF REPORT \*\*\*

\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
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43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b> =====					
<u>TID #3 - East Side</u>					
Taxes (or Utility Rev.)	815,217.00	56,623.26	344,128.66	42.21	471,088.34
Intergovernmental	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>
TOTAL TID #3 - East Side	825,217.00	56,623.26	344,128.66	41.70	481,088.34
<u>TID #3 - Wal-Mart Dev.</u>					
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>1,040.00</u>	<u>0.00</u>	( <u>1,040.00</u> )
TOTAL TID #3 - Wal-Mart Dev.	0.00	0.00	1,040.00	0.00	( 1,040.00 )
<hr/>					
TOTAL REVENUE	825,217.00	56,623.26	345,168.66	41.83	480,048.34
<hr/>					
<b>EXPENDITURES</b> =====					
<u>TID #3 - East Side</u>					
Personnel Services	8,728.00	0.00	0.00	0.00	8,728.00
Contractual Services	53,150.00	2,910.00	5,079.94	9.56	48,070.06
Supplies & Expenses	300.00	0.00	0.00	0.00	300.00
Special Services	420,625.83	0.00	0.00	0.00	420,625.83
Fixed Charges	14,445.00	0.00	0.00	0.00	14,445.00
Capital Outlay	<u>330,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>330,000.00</u>
TOTAL TID #3 - East Side	827,248.83	2,910.00	5,079.94	0.61	822,168.89
<u>TID #3 - Wal-Mart Dev.</u>					
Capital Outlay	<u>0.00</u>	<u>625.00</u>	<u>625.00</u>	<u>0.00</u>	( <u>625.00</u> )
TOTAL TID #3 - Wal-Mart Dev.	0.00	625.00	625.00	0.00	( 625.00 )
<hr/>					
TOTAL EXPENDITURES	827,248.83	3,535.00	5,704.94	0.69	821,543.89
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 2,031.83 )	53,088.26	339,463.72	0.00	( 341,495.55 )
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\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
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44 -TID #4 - Thielman/P Ridge

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b> =====					
<u>TID #4 -Thielman/P Ridge</u>					
Taxes (or Utility Rev.)	124,087.00	95.76	49,364.96	39.78	74,722.04
Intergovernmental	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>
TOTAL TID #4 -Thielman/P Ridge	125,087.00	95.76	49,364.96	39.46	75,722.04
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TOTAL REVENUE	125,087.00	95.76	49,364.96	39.46	75,722.04
<hr/>					
<b>EXPENDITURES</b> =====					
<u>TID #4 -Thielman/P Ridge</u>					
Personnel Services	8,228.00	0.00	0.00	0.00	8,228.00
Contractual Services	40,400.00	0.00	750.00	1.86	39,650.00
Special Services	100,000.00	0.00	0.00	0.00	100,000.00
Fixed Charges	33,500.00	0.00	0.00	0.00	33,500.00
Capital Outlay	<u>88,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>88,500.00</u>
TOTAL TID #4 -Thielman/P Ridge	270,628.00	0.00	750.00	0.28	269,878.00
<hr/>					
TOTAL EXPENDITURES	270,628.00	0.00	750.00	0.28	269,878.00
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 145,541.00)	95.76	48,614.96	0.00	( 194,155.96)
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\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

45 -TID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b> =====					
<u>TID #5 - Hwy 107/Taylor</u>					
Taxes (or Utility Rev.)	112,993.00	0.00	12,993.00	11.50	100,000.00
Intergovernmental	50.00	0.00	0.00	0.00	50.00
TOTAL TID #5 - Hwy 107/Taylor	113,043.00	0.00	12,993.00	11.49	100,050.00
<hr/>					
TOTAL REVENUE	113,043.00	0.00	12,993.00	11.49	100,050.00
<hr/>					
<b>EXPENDITURES</b> =====					
<u>TID #5 - Hwy 107/Taylor</u>					
Personnel Services	4,157.00	0.00	0.00	0.00	4,157.00
Contractual Services	10,000.00	0.00	500.00	5.00	9,500.00
Special Services	25,000.00	0.00	0.00	0.00	25,000.00
Fixed Charges	2,622.00	0.00	0.00	0.00	2,622.00
Capital Outlay	107,500.00	0.00	0.00	0.00	107,500.00
TOTAL TID #5 - Hwy 107/Taylor	149,279.00	0.00	500.00	0.33	148,779.00
<hr/>					
TOTAL EXPENDITURES	149,279.00	0.00	500.00	0.33	148,779.00
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 36,236.00)	0.00	12,493.00	0.00	( 48,729.00)
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\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2015

46 -TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
=====					
<u>TID #6 - Downtown</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	3,500.00	0.00	0.00	0.00	3,500.00
Miscellaneous Revenues	<u>750.00</u>	<u>0.00</u>	<u>1,270.98</u>	<u>169.46</u>	<u>( 520.98)</u>
TOTAL TID #6 - Downtown	4,250.00	0.00	1,270.98	29.91	2,979.02
<u>TID #6 - Lincoln House</u>					
Miscellaneous Revenues	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
TOTAL TID #6 - Lincoln House	1.00	0.00	0.00	0.00	1.00
<hr/>					
TOTAL REVENUE	<u>4,251.00</u>	<u>0.00</u>	<u>1,270.98</u>	<u>29.90</u>	<u>2,980.02</u>
<hr/>					
<b>EXPENDITURES</b>					
=====					
<u>TID #6 - Downtown</u>					
Personnel Services	17,112.00	34.51	34.51	0.20	17,077.49
Contractual Services	57,900.00	10,230.50	25,430.31	43.92	32,469.69
Special Services	301,000.00	14,404.96	14,404.96	4.79	286,595.04
Fixed Charges	21,554.00	0.00	0.00	0.00	21,554.00
Capital Outlay	<u>20,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,000.00</u>
TOTAL TID #6 - Downtown	417,566.00	24,669.97	39,869.78	9.55	377,696.22
<u>TID #6 - Lincoln House</u>					
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
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Special Services	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>
TOTAL TID #6 - Lincoln House	6,500.00	0.00	0.00	0.00	6,500.00
<hr/>					
TOTAL EXPENDITURES	<u>424,066.00</u>	<u>24,669.97</u>	<u>39,869.78</u>	<u>9.40</u>	<u>384,196.22</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>( 419,815.00)</u>	<u>( 24,669.97)</u>	<u>( 38,598.80)</u>	<u>0.00</u>	<u>( 381,216.20)</u>
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\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2015

47 -TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b> =====					
<u>TID #7 - N Center Ave</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	41,750.00	0.00	0.00	0.00	41,750.00
Miscellaneous Revenues	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>
TOTAL TID #7 - N Center Ave	46,750.00	0.00	0.00	0.00	46,750.00
<hr/>					
TOTAL REVENUE	<u>46,750.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>46,750.00</u>
<hr/>					
<b>EXPENDITURES</b> =====					
<u>TID #7 - N Center Ave</u>					
Personnel Services	6,893.00	0.00	0.00	0.00	6,893.00
Contractual Services	26,150.00	118.80	618.80	2.37	25,531.20
Special Services	250,000.00	0.00	0.00	0.00	250,000.00
Capital Outlay	<u>51,000.00</u>	<u>1,930.25</u>	<u>11,424.75</u>	<u>22.40</u>	<u>39,575.25</u>
TOTAL TID #7 - N Center Ave	334,043.00	2,049.05	12,043.55	3.61	321,999.45
<hr/>					
TOTAL EXPENDITURES	<u>334,043.00</u>	<u>2,049.05</u>	<u>12,043.55</u>	<u>3.61</u>	<u>321,999.45</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>( 287,293.00)</u>	<u>( 2,049.05)</u>	<u>( 12,043.55)</u>	<u>0.00</u>	<u>( 275,249.45)</u>

\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

48 -TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b> =====					
<u>TID #8 - West Side</u>					
Taxes (or Utility Rev.)	350,000.00	0.00	0.00	0.00	350,000.00
Intergovernmental	1,250.00	0.00	0.00	0.00	1,250.00
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #8 - West Side	351,250.00	0.00	0.00	0.00	351,250.00
<u>TID #8 -River Bend Trail</u>					
Taxes (or Utility Rev.)	40,000.00	0.00	0.00	0.00	40,000.00
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>16,894.22</u>	<u>0.00</u>	<u>( 16,894.22)</u>
TOTAL TID #8 -River Bend Trail	40,000.00	0.00	16,894.22	42.24	23,105.78
<u>TID #8 - 201 S Prospect</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #8 - 201 S Prospect	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUE	<u>391,250.00</u>	<u>0.00</u>	<u>16,894.22</u>	<u>4.32</u>	<u>374,355.78</u>
<hr/>					
<b>EXPENDITURES</b> =====					
<u>TID #8 - West Side</u>					
Personnel Services	14,271.00	0.00	69.04	0.48	14,201.96
Contractual Services	39,250.00	4,566.67	6,011.67	15.32	33,238.33
Special Services	257,000.00	0.00	0.00	0.00	257,000.00
Capital Outlay	<u>20,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,000.00</u>
TOTAL TID #8 - West Side	330,521.00	4,566.67	6,080.71	1.84	324,440.29
<u>TID #8 -River Bend Trail</u>					
Capital Outlay	<u>40,000.00</u>	<u>0.00</u>	<u>17,164.22</u>	<u>42.91</u>	<u>22,835.78</u>
TOTAL TID #8 -River Bend Trail	40,000.00	0.00	17,164.22	42.91	22,835.78
<u>TID #8 - 201 S Prospect</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Special Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #8 - 201 S Prospect	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL EXPENDITURES	<u>370,521.00</u>	<u>4,566.67</u>	<u>23,244.93</u>	<u>6.27</u>	<u>347,276.07</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>20,729.00</u>	<u>( 4,566.67)</u>	<u>( 6,350.71)</u>	<u>0.00</u>	<u>27,079.71</u>
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\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2015

49 -TID#9 -WI River/S Center

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
=====					
<u>TID #9-WI River/S Center</u>					
Intergovernmental	4,500.00	0.00	0.00	0.00	4,500.00
TOTAL TID #9-WI River/S Center	4,500.00	0.00	0.00	0.00	4,500.00
<u>TID #9-Former D&amp;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-DC Motors</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-DC Motors	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUE	4,500.00	0.00	0.00	0.00	4,500.00
	=====	=====	=====	=====	=====
<b>EXPENDITURES</b>					
=====					
<u>TID #9-WI River/S Center</u>					
Personnel Services	6,511.00	0.00	0.00	0.00	6,511.00
Contractual Services	20,550.00	1,080.00	1,875.00	9.12	18,675.00
Special Services	65,000.00	0.00	0.00	0.00	65,000.00
Capital Outlay	20,000.00	0.00	0.00	0.00	20,000.00
TOTAL TID #9-WI River/S Center	112,061.00	1,080.00	1,875.00	1.67	110,186.00
<u>TID #9-Former D&amp;L</u>					
Personnel Services	7,800.00	0.00	0.00	0.00	7,800.00
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	15,300.00	0.00	0.00	0.00	15,300.00
<u>TID #9-DC Motors</u>					
Contractual Services	50,000.00	0.00	0.00	0.00	50,000.00
Special Services	150,000.00	0.00	35.00	0.02	149,965.00
TOTAL TID #9-DC Motors	200,000.00	0.00	35.00	0.02	199,965.00
<hr/>					
TOTAL EXPENDITURES	327,361.00	1,080.00	1,910.00	0.58	325,451.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 322,861.00)	( 1,080.00)	( 1,910.00)	0.00	( 320,951.00)
	=====	=====	=====	=====	=====

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

## 52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	211,200.00	146.55	211,627.16	100.20	( 427.16)
Specials (Utility Rev.)	95,000.00	0.00	0.00	0.00	95,000.00
Intergovernmental	216,000.00	0.00	0.00	0.00	216,000.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Non-Departmental</b>	<b>522,200.00</b>	<b>146.55</b>	<b>211,627.16</b>	<b>40.53</b>	<b>310,572.84</b>
<u>Fire Station</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	350,000.00	0.00	0.00	0.00	350,000.00
<b>TOTAL Fire Station</b>	<b>350,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>350,000.00</b>
<hr/>					
<b>TOTAL REVENUE</b>	<b>872,200.00</b>	<b>146.55</b>	<b>211,627.16</b>	<b>24.26</b>	<b>660,572.84</b>
=====					
<b>EXPENDITURES</b>					
=====					
<u>Fire Station</u>					
Capital Outlay	0.00	655.50	2,428.65	0.00	( 2,428.65)
<b>TOTAL Fire Station</b>	<b>0.00</b>	<b>655.50</b>	<b>2,428.65</b>	<b>0.00</b>	<b>( 2,428.65)</b>
<u>Streets - Sealcoat</u>					
Personnel Services	25,276.00	0.00	0.00	0.00	25,276.00
Supplies & Expenses	105,375.00	0.00	0.00	0.00	105,375.00
<b>TOTAL Streets - Sealcoat</b>	<b>130,651.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>130,651.00</b>
<u>Capital Outlay/Projects</u>					
Personnel Services	0.00	4.33	13.39	0.00	( 13.39)
Capital Outlay	2,179,200.00	44,759.84	165,483.77	7.59	2,013,716.23
<b>TOTAL Capital Outlay/Projects</b>	<b>2,179,200.00</b>	<b>44,764.17</b>	<b>165,497.16</b>	<b>7.59</b>	<b>2,013,702.84</b>
<u>Financing Costs</u>					
Debt Service	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Financing Costs</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<hr/>					
<b>TOTAL EXPENDITURES</b>	<b>2,309,851.00</b>	<b>45,419.67</b>	<b>167,925.81</b>	<b>7.27</b>	<b>2,141,925.19</b>
=====					
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 1,437,651.00)</b>	<b>( 45,273.12)</b>	<b>43,701.35</b>	<b>0.00</b>	<b>( 1,481,352.35)</b>
=====					

\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2015

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	87,306.00	9,486.44	24,105.41	27.61	63,200.59
Specials (Utility Rev.)	( 438.00)	0.00	0.00	0.00	( 438.00)
Public Charges-Services	1,367,169.00	116,096.40	334,211.69	24.45	1,032,957.31
Intergov Charges (Misc.)	22,125.00	621.63	2,360.22	10.67	19,764.78
Miscellaneous Revenues	<u>2,750.00</u>	<u>144.47</u>	<u>408.59</u>	<u>14.86</u>	<u>2,341.41</u>
TOTAL Non-Departmental	1,478,912.00	126,348.94	361,085.91	24.42	1,117,826.09
<hr/>					
TOTAL REVENUE	<u>1,478,912.00</u>	<u>126,348.94</u>	<u>361,085.91</u>	<u>24.42</u>	<u>1,117,826.09</u>
=====					
<b>EXPENDITURES</b>					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	<u>335,000.00</u>	<u>20,165.46</u>	<u>20,165.46</u>	<u>6.02</u>	<u>314,834.54</u>
TOTAL Non-Departmental	335,000.00	20,165.46	20,165.46	6.02	314,834.54
<u>Pumping Expenses</u>					
	<u>76,250.00</u>	<u>6,869.89</u>	<u>17,470.74</u>	<u>22.91</u>	<u>58,779.26</u>
TOTAL Pumping Expenses	76,250.00	6,869.89	17,470.74	22.91	58,779.26
<u>Water Treatment Expenses</u>					
	<u>107,500.00</u>	<u>2,177.65</u>	<u>9,711.33</u>	<u>9.03</u>	<u>97,788.67</u>
TOTAL Water Treatment Expenses	107,500.00	2,177.65	9,711.33	9.03	97,788.67
<u>Trans &amp; Distribution Exp</u>					
	<u>208,500.00</u>	<u>22,333.31</u>	<u>54,385.32</u>	<u>26.08</u>	<u>154,114.68</u>
TOTAL Trans & Distribution Exp	208,500.00	22,333.31	54,385.32	26.08	154,114.68
<u>Customer Accts Expenses</u>					
	<u>55,500.00</u>	<u>6,226.49</u>	<u>15,720.60</u>	<u>28.33</u>	<u>39,779.40</u>
TOTAL Customer Accts Expenses	55,500.00	6,226.49	15,720.60	28.33	39,779.40
<u>Admin &amp; General Expenses</u>					
	<u>274,542.00</u>	<u>15,547.75</u>	<u>66,204.51</u>	<u>24.11</u>	<u>208,337.49</u>
TOTAL Admin & General Expenses	274,542.00	15,547.75	66,204.51	24.11	208,337.49
<u>Contract Work</u>					
	<u>3,500.00</u>	<u>106.53</u>	<u>333.92</u>	<u>9.54</u>	<u>3,166.08</u>
TOTAL Contract Work	3,500.00	106.53	333.92	9.54	3,166.08

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2015

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Depreciation</u>					
	<u>370,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>370,500.00</u>
TOTAL Depreciation	370,500.00	0.00	0.00	0.00	370,500.00
<u>Taxes</u>					
	<u>347,379.00</u>	<u>41,387.96</u>	<u>360,618.27</u>	<u>103.81</u>	<u>( 13,239.27)</u>
TOTAL Taxes	347,379.00	41,387.96	360,618.27	103.81	( 13,239.27)
<u>Debt Service</u>					
	<u>34,050.00</u>	<u>0.00</u>	<u>791.91</u>	<u>2.33</u>	<u>33,258.09</u>
TOTAL Debt Service	34,050.00	0.00	791.91	2.33	33,258.09
<hr/>					
TOTAL EXPENDITURES	1,812,721.00	114,815.04	545,402.06	30.09	1,267,318.94
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REVENUES OVER/(UNDER) EXPENDITURES	( 333,809.00)	11,533.90	( 184,316.15)	0.00	( 149,492.85)
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\*\*\* END OF REPORT \*\*\*

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2015

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	3,250.00	582.07	908.22	27.95	2,341.78
Specials (Utility Rev.)	125.00	0.00	0.00	0.00	125.00
Intergov Charges (Misc.)	7,500.00	375.26	1,565.35	20.87	5,934.65
Miscellaneous Revenues	750.00	0.00	985.54	131.41	( 235.54)
Public Charges-Services	1,440,000.00	138,437.86	356,140.10	24.73	1,083,859.90
Other Charges-Services	<u>122,500.00</u>	<u>10,845.67</u>	<u>22,354.25</u>	<u>18.25</u>	<u>100,145.75</u>
TOTAL Non-Departmental	1,574,125.00	150,240.86	381,953.46	24.26	1,192,171.54
<hr/>					
TOTAL REVENUE	<u>1,574,125.00</u>	<u>150,240.86</u>	<u>381,953.46</u>	<u>24.26</u>	<u>1,192,171.54</u>
=====					
<b>EXPENDITURES</b>					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	<u>592,500.00</u>	<u>3,272.34</u>	<u>4,150.70</u>	<u>0.70</u>	<u>588,349.30</u>
TOTAL Non-Departmental	592,500.00	3,272.34	4,150.70	0.70	588,349.30
<u>Contract Work</u>					
	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
TOTAL Contract Work	500.00	0.00	0.00	0.00	500.00
<u>Taxes - SS/Medicare</u>					
	<u>27,129.00</u>	<u>2,047.67</u>	<u>6,838.79</u>	<u>25.21</u>	<u>20,290.21</u>
TOTAL Taxes - SS/Medicare	27,129.00	2,047.67	6,838.79	25.21	20,290.21
<u>Operations</u>					
	<u>254,000.00</u>	<u>21,524.91</u>	<u>56,455.12</u>	<u>22.23</u>	<u>197,544.88</u>
TOTAL Operations	254,000.00	21,524.91	56,455.12	22.23	197,544.88
<u>Maintenance</u>					
	<u>234,250.00</u>	<u>15,166.81</u>	<u>37,132.96</u>	<u>15.85</u>	<u>197,117.04</u>
TOTAL Maintenance	234,250.00	15,166.81	37,132.96	15.85	197,117.04
<u>Customer Accts Expenses</u>					
	<u>65,000.00</u>	<u>6,767.00</u>	<u>19,071.32</u>	<u>29.34</u>	<u>45,928.68</u>
TOTAL Customer Accts Expenses	65,000.00	6,767.00	19,071.32	29.34	45,928.68
<u>Admin &amp; General Expenses</u>					
	<u>370,236.00</u>	<u>17,735.98</u>	<u>71,319.09</u>	<u>19.26</u>	<u>298,916.91</u>
TOTAL Admin & General Expenses	370,236.00	17,735.98	71,319.09	19.26	298,916.91

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2015

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes &amp; Depreciation</u>					
	235,500.00	0.00	0.00	0.00	235,500.00
TOTAL Taxes & Depreciation	235,500.00	0.00	0.00	0.00	235,500.00
<u>Transfers</u>					
	6,117.00	2,157.37	2,690.70	43.99	3,426.30
TOTAL Transfers	6,117.00	2,157.37	2,690.70	43.99	3,426.30
<hr/>					
TOTAL EXPENDITURES	1,785,232.00	68,672.08	197,658.68	11.07	1,587,573.32
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 211,107.00)	81,568.78	184,294.78	0.00	( 395,401.78)
<hr/>					

\*\*\* END OF REPORT \*\*\*

# 150440



City of Merrill  
Kathy Unertl, Finance Director  
1004 East 1st Street • Merrill, WI 54452  
Phone: 715.536.5594  
Fax: 715.539.2668  
E-mail:Kathy.Unertl@ci.merrill.wi.us

Date: April 6<sup>th</sup>, 2015

To: Mayor Bill Bialecki and Alderpersons

From: Kathy Unertl, Finance Director *Kathy Unertl*

RE: Revenue & Expense Reports – Finance Director Comments

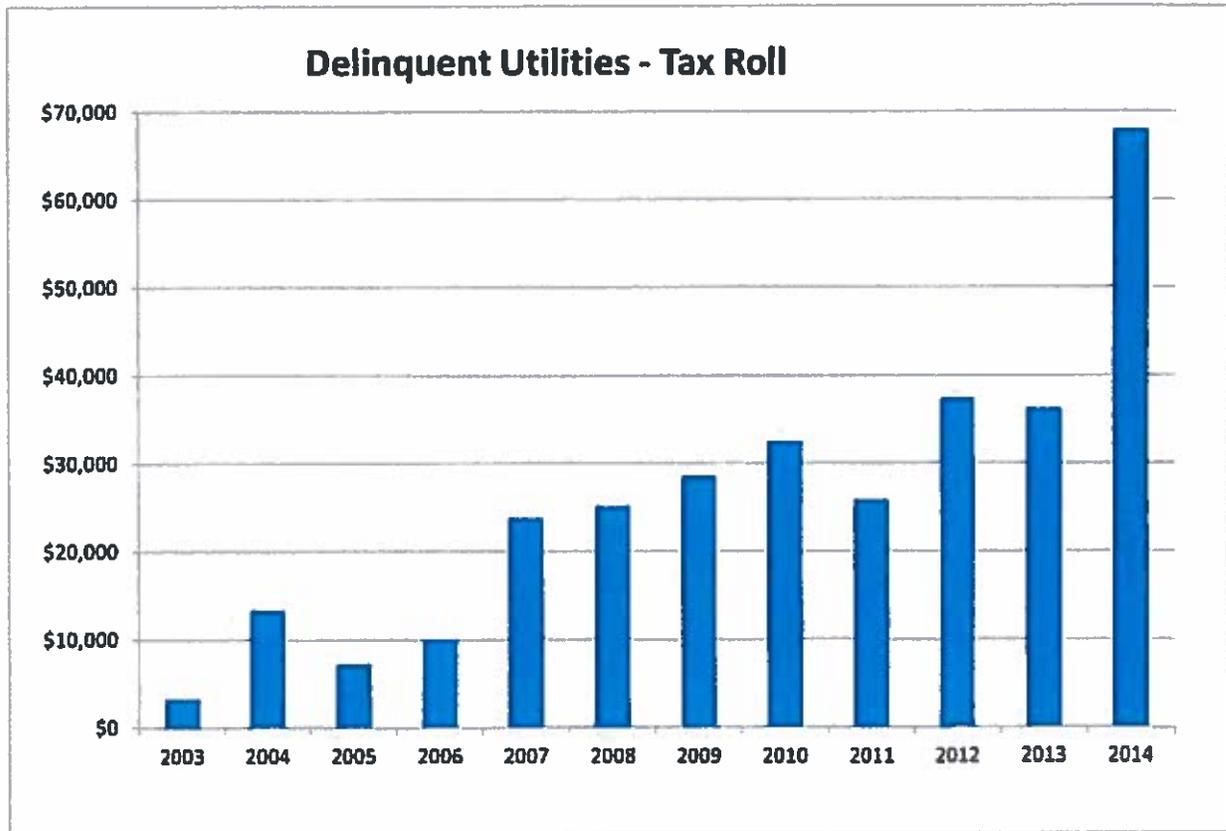
**March 2015** – Typical monthly fiscal for both revenues and expenses.

In addition, first quarter is consistent with budgeted levels – except for lump sum Sick Leave payouts to City employee retirees which I reported on in March 2015 comments.

**Delinquent Utilities – Tax Roll** – See following historical information on delinquent utility accounts that have been transferred to Tax Roll. About \$15,000 of the major 2014 Tax Roll increase is for two customers (i.e. one home with leak and one commercial that went out-of-business). Both amounts might be recovered upon sale of the vacant properties.

Overall, it is **no longer fiscally reasonable** to anticipate all delinquent customer accounts will be collected – especially with current Lincoln County delinquent foreclosure policies/practices.

# City of Merrill



	Amount	Difference
2000 Tax Roll	\$109,920	Lincoln County*
2001 Tax Roll	\$125,357	Lincoln County*
2002 Tax Roll	\$136,669	Lincoln County*
2003 Tax Roll	\$3,301	N/A - New Collection Process
2004 Tax Roll	\$13,311	\$10,010
2005 Tax Roll	\$7,227	(\$6,084)
2006 Tax Roll	\$9,976	\$2,750
2007 Tax Roll	\$23,828	\$13,852
2008 Tax Roll	\$25,164	\$1,336
2009 Tax Roll	\$28,531	\$3,367
2010 Tax Roll	\$32,480	\$3,949
2011 Tax Roll	\$25,872	(\$6,608)
2012 Tax Roll	\$37,355	\$11,483
2013 Tax Roll	\$36,283	(\$1,072)
2014 Tax Roll	\$67,908	\$31,625

\*Lincoln County reimbursed City of Merrill at Tax Settlement. This practice eliminated with the 2003 Tax Roll process.

**Heideman, Bill**

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**From:** Unertl, Kathy  
**Sent:** Thursday, March 26, 2015 10:02 AM  
**To:** Wendorf, Dan; Heideman, Bill  
**Cc:** Johnson, David  
**Subject:** Council 4/14th - ice resurfacer (2015 Borrowing)

**Importance:** High

Dan - Since the electric ice resurfacer bid is higher than the 2015 budget (borrowing), the Parks & Recreation Commission action needs to go to the 4/14<sup>th</sup> Common Council.

On positive, there is savings for Street dump trucks – so that borrowing will be lower than budgeted.

Kathy Unertl, Finance Director  
City of Merrill

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**From:** Wendorf, Dan  
**Sent:** Wednesday, March 25, 2015 3:22 PM  
**To:** Unertl, Kathy  
**Cc:** Johnson, David  
**Subject:** ice resurfacer bids  
**Importance:** High

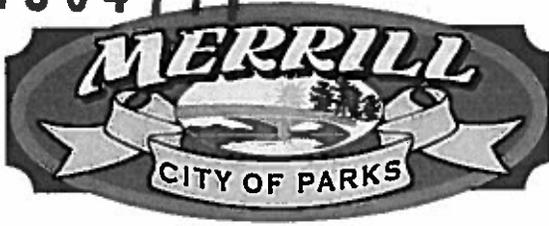
Good afternoon Kathy & Dave, we opened bids for an electric resurfacer and they came in pretty good I thought. As expected Olympia did not submit but I think the final price with delivery under \$140,000 is pretty good.

I have it on the agenda for next week's P&R Commission Meeting and will see what they have to say.

The tricky part is they build a base price of \$114,000 but a lot of the important "stuff" that you need to resurface are your "options"! I guess that is how it works and obviously has worked for them for a long time.

Dan Wendorf  
Parks & Recreation Director  
City of Merrill  
[www.merrillparkandrec.com](http://www.merrillparkandrec.com)  
(715) 536-7313

# 1504111



City of Merrill

Kathy Unertl, Finance Director

1004 East 1st Street • Merrill, Wisconsin • 54452

Phone: 715.536.5594 • Fax: 715.539.2668

e-mail: Kathy.Unertl@ci.merrill.wi.us

Date: April 7<sup>th</sup>, 2015

To: Mayor Bill Bialecki and Alderpersons

From: Kathy Unertl, Finance Director *Kathy Unertl*

RE: Potential New Ice Resurfacer Purchase – Recommend Additional Borrowing

Based upon indoor air quality standards (such as those that already exist in State of Minnesota), it will be far more cost-effective for City of Merrill taxpayers to purchase an electric unit now instead of hiring architect and retrofitting Smith Center air handling systems in the future.

**Additional borrowing funding – for Electric unit:**

The 2015 capital budget includes \$102,000 for new Zamboni, with planned \$100,000 in City borrowing and \$2,000 from Non-Lapsing account. Sale of older unit brought in another \$200.

An electric unit bid (with delivery) is \$137,666. I recommend an additional \$35,500\* in 2015 borrowing.

\*There is just over \$48,000 savings/lower 2015 borrowing needed for Street Department dump truck replacements.



## Bid Tabulations: Smith Center Ice Resurfacers

\*Bids were opened on 3/25/15 at 2:00p.m. in the Council Chambers at the Merrill City Hall. Bids were opened by Kathy Seubert, City Clerk's Office, and recorded by Parks & Recreation Director Wendorf. There was not any public present.

<u>Company Name:</u>	<u>Meets Specs:</u>	<u>Base Price:</u>	<u>Options Price:</u>	<u>Total (w/delivery):</u>
Frank J. Zamboni & Co. Inc. 15714 Colorado Ave. Paramount, CA 90723	Yes	\$114,040.00	\$20,701.00	<b>\$137,666.00</b>

\*Note: delivery cost = \$2,950.00

Respectfully Submitted,

Dan Wendorf  
Parks & Recreation Director  
City of Merrill

#1504121

Rev of Meetg - 3/25/15  
DH

M-2-2015 SIDEWALK MAINTENANCE PROJECT - BID TAB

FIRM	Proof of Responsibility	Certificate of Insurance	Bid Bond	Bid Amount
Chippewa Concrete	NA			n/a
S D Ellenbecker Inc.	NA	yes	yes	\$111,670.00
Pember Companies Inc.	NA	yes	yes	\$115,750.00
Busche Masonary Inc.	NA			n/a
Quality Concrete	NA			n/a
Norcon Corp	N/A	yes	yes	\$128,090.00

# 1504122

Heideman, Bill

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**From:** Johnson, David  
**Sent:** Tuesday, March 31, 2015 12:04 PM  
**To:** Heideman, Bill; Seubert, Kathy  
**Subject:** Council agenda item

We need an agenda item at the next Council meeting for "MS4 Annual permit update for Council"

David Johnson, City Administrator  
City of Merrill  
1004 E. 1<sup>st</sup> St.  
Merrill WI 54452  
715-536-5594



# 150412a

Read at Meeting - 5/20/10 (UB)

State of Wisconsin  
Department of Natural Resources  
dnr.wi.gov

Annual Report under MS4  
General Permit No. WI-S050075-2  
Form 3400-195 (R 10/14) Page 1 of 8

Due by March 31, 2015

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form is being provided by the DNR for the user's convenience. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

This form is for reporting on activities undertaken in calendar year 2014.

Instructions: Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to comply with the general permit. Complete and submit the annual report by March 31, 2015, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information			
Name of Municipality		Facility ID No. (FIN)	
City of Merrill		31427	
Mailing Address	City	State	ZIP Code
1004 East First Street	Merrill	WI	54452
County(s) in which Municipality is located	Municipality Type: (select one)		
Lincoln	<input type="radio"/> County <input checked="" type="radio"/> City <input type="radio"/> Village <input type="radio"/> Town <input type="radio"/> Other (specify)		

SECTION II. Municipal Contact Information			
Name of Municipal Contact Person		Title	
Richard Lupton		Street Commissioner	
Mailing Address (if different from above)	City	State	ZIP Code
315 East First Street	Merrill	WI	54452
Email	Phone Number (include area code)	Fax Number (include area code)	
dick.lupton@ci.merrill.wi.us	(715) 536-4222	(715) 536-3954	

SECTION III. Certification		
<p>I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-2 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.</p>		
Authorized Representative Printed Name	Authorized Representative Title	
Richard Lupton	Street Commissioner	
Signature of Authorized Representative	Date	
Email	Phone Number (include area code)	Fax Number (include area code)
dick.lupton@ci.merrill.wi.us	(715) 536-4222	(715) 536-3954

SECTION IV. General Information		
<p>a. Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.</p> <p>The annual report will be presented to the Board of Public Works and Common Council. These meetings are open to the public and include "public comment" as an item on the agenda. Additionally, these meetings are recorded and broadcast on the local public access channel.</p> <p>A copy of this report will be available for review at the Office of the City Clerk at Merrill City Hall, as well as included on the City's website.</p>		
<p>b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.</p> <p>The Street Commissioner reports to the Board of Public Works at their monthly meeting. The Street Commissioner provides both a written and oral report to the Board. Storm water activities are included in this monthly report.</p>		

**SECTION IV. General Information**

- c. Has the municipality prepared its own municipal-wide storm water management plan?  Yes  No

If yes, title and date of storm water management plan:

"Storm Water Quality Management Plan", August 2010

- d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions as provided under section 2.10 of the general permit?  Yes  No

If yes, describe these cooperative efforts:

The City is a member of the North Central Wisconsin Stormwater Coalition. The resolution approving the "Cooperative Agreement" is attached as Attachment #1 and details the Coalition's role.

The City also contracts with various engineering consultants to fulfill the requirements of the permit on an as-needed basis. These activities may include: ordinance updates; storm water management plan compliance review; illicit discharge inspections; and design of BMPs.

- e. Does the municipality have an internet website?  Yes  No

If yes, provide web address:

www.wi.merrill.wi.us

- If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program?  Yes  No

If yes, provide web address:

\*\*The Board of Public Works is the body that oversees storm water. The link to agendas, including storm water activities, is here:

[http://www.ci.merrill.wi.us/index.asp?SEC=88DFBBD7-3088-43A8-8120-61594DA5AED9&Type=B\\_BASIC](http://www.ci.merrill.wi.us/index.asp?SEC=88DFBBD7-3088-43A8-8120-61594DA5AED9&Type=B_BASIC)

\*\*A link to the North Central Storm Water Coalition is included on the City's website here:

[http://www.ci.merrill.wi.us/index.asp?SEC=AB6FA4A6-600A-4FFA-BB36-BA7C246B18E5&Type=B\\_LIST](http://www.ci.merrill.wi.us/index.asp?SEC=AB6FA4A6-600A-4FFA-BB36-BA7C246B18E5&Type=B_LIST)

The City is in the process of updating the website's storm water section.

**SECTION V. Permit Conditions**

- a. **Minimum Control Measures:** For each of the permit conditions listed below, provide a description of the implementation of each program element, the status of meeting measurable goals, and compliance with permit schedule in section 2.11 of the MS4 general permit. Provide an evaluation of program compliance with the general permit, the appropriateness of identified best management practices, and progress towards achieving identified measurable goals. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

• **Public Education and Outreach**

The City cooperates with the North Central Wisconsin Stormwater Coalition for Public Education and Outreach. Refer to Attachment #2 for a list of activities for 2014.

• **Public Involvement and Participation**

The City cooperates with the North Central Wisconsin Stormwater Coalition for Public Involvement and Participation. Refer to Attachment #2 for a list of activities for 2014.

• **Illicit Discharge Detection and Elimination**

The City's ordinance is located here: [https://www.municode.com/library/wi/merrill/codes/code\\_of\\_ordinances?nodeId=PTICOR\\_CH14EN\\_ARTVIIIILDIDEEL](https://www.municode.com/library/wi/merrill/codes/code_of_ordinances?nodeId=PTICOR_CH14EN_ARTVIIIILDIDEEL)

The City's Ordinance meets the requirements of Section 2.3.1 Illicit Discharge Detection and Elimination and they currently uphold the requirements of the Ordinance. However, the City intends to more formally document and implement their Illicit Discharge Detection and Elimination Program during the next reporting period.

**SECTION V Permit Conditions**

• **Construction Site Pollutant Control**

The City's ordinance is located here: The current ordinance is here: [https://www.municode.com/library/wi/merrill/codes/code\\_of\\_ordinances?nodeId=PTIC00R\\_CH14EN\\_ARTVIIERCOSTMA](https://www.municode.com/library/wi/merrill/codes/code_of_ordinances?nodeId=PTIC00R_CH14EN_ARTVIIERCOSTMA)

During the 2014 Reporting Period, there were three sites subject to the Construction Site Pollutant Control requirements of the General Permit. Refer to Attachment #3 for listing of the DNR permit details.

The City's ordinance meets the requirements of Section 2.4.1 Construction Site Pollutant Control of the "General Permit". The City has measures in place to meet the requirements of Section 2.4.2 Construction Site Pollutant Control of the "General Permit". However, the City expects to make improvements and formalize documentation and process requirements during the next reporting period.

• **Post-Construction Storm Water Management**

The City's ordinance is located here: The current ordinance is here: [https://www.municode.com/library/wi/merrill/codes/code\\_of\\_ordinances?nodeId=PTIC00R\\_CH14EN\\_ARTVIIERCOSTMA](https://www.municode.com/library/wi/merrill/codes/code_of_ordinances?nodeId=PTIC00R_CH14EN_ARTVIIERCOSTMA)

During the 2014 Reporting Period, there were three sites subject to the Post-Construction Storm Water Management requirements of the "General Permit". Refer to Attachment #3 for listing of the DNR permit details.

The City's ordinance meets the requirements of Section 2.5 Post-Construction Storm Water Management requirements of the "General Permit". However, the City expects to make improvements and formalize documentation and process requirements during the next reporting period.

• **Pollution Prevention**

The City has a robust Pollution Prevention program which meets the requirements of Section 2.6 Pollution Prevention of the "General Permit".

The City employs an aggressive street sweeping program (1 pass per week, per street) along with its catch basin and storm sewer cleaning programs. Attachments #4 and #6 provide street sweeping and roadway deicing/sand application logs for the reporting period. The City routinely inspects storm water facilities. Attachment #5 details the City's storm structure and sewer maintenance activities for the reporting period.

The City intends to update the Pollution Prevention program over the reporting period to maintain compliance with the future requirements of "General Permit" related to municipal facilities.

**b. Winter Road Management Activities (Optional reporting for 2014):**

Provide the name, title, and phone number for the individual(s) with overall responsibility for winter roadway maintenance.

Richard Lupton, Street Commissioner, 715-536-4222

Describe the types of products used for winter road management (e.g. deicing, pre-wetting, salting, etc.).

De-icing and sand

Describe the type of equipment used to apply the products.

Report the amount of product used per month.

Refer to attachment #6

**SECTION V. Permit Conditions**

Report the snow disposal locations, if snow is hauled away.

Describe any anti-icing, equipment calibration, and salt reduction strategies considered.

Describe any other additional measurable data or information that the permittee used to evaluate its winter road management activities.

**c. Municipal facility(s) (Optional reporting for 2014):**

Provide an inventory of municipally owned or operated structural storm water management facility(s), include: Location of each facility and contact information for the individual(s) with overall responsibility for each facility.

Describe the housekeeping activities and best management practices installed to reduce or eliminate storm water contamination.

Discuss recommendations for improvements to current storm water management practices at the facility(s) and a timeline for installation and/or implementation of these recommendations.

Describe the municipal facility(s) employee training on storm water pollution prevention provided.

Describe the spill prevention and response procedures in place at the municipal facility(s).

**d. Storm Water Quality Management:** Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard?  Yes  No

If yes, provide the following: Model used WinSlamm Version 9.4.0 Reduction (%) 30.6

If no, include a description of any actions the municipality has undertaken during 2014 to help achieve the 20% standard.

Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal?  Yes  No

If yes, describe:

**e. Best Management Practices Maintenance:** Does the municipality have a maintenance program for installed storm water best management practices?  Yes  No

If yes, describe the maintenance program and any maintenance activities that have occurred for best management practices in 2014. If available, attach any additional information on the maintenance program.

Refer to Attachment #5 for a detailed maintenance log for the City's catch basins and storm sewer.

**SECTION V. Permit Conditions**

f. **Storm Sewer System Map:** Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map if any changes occurred during the reporting year.

One addition and small modification was made to the City's storm sewer system map at STH 64 and Pine Ridge Avenue. This work is still being finalized. The map will be updated in 2015. The City recently created a GIS position. The process for storm system mapping updates will be formalized during the next reporting period.

**SECTION VI. Fiscal Analysis**

a. Provide a fiscal analysis that includes the annual expenditures for 2014, and the budget for 2014 and 2015. A table to document fiscal information is provided on page 7.

Refer to the attached table.

b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?

Storm water utility  General fund  Other

c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements?  Yes  No

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

The City's storm water management program is currently funded under the General Fund (tax levy) and erosion control and storm water permit application fees, as applicable.

**SECTION VII. Inspections and Enforcement Actions**

Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.

a. As of the date of this annual report, has the municipality updated or revised its construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit?  Yes  No If yes, attach copy or provide web link to ordinance:

b. As of the date of this annual report, has the municipality updated or revised its post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit?  Yes  No

If yes, attach copy or provide web link to ordinance:

c. As of the date of this annual report, has the municipality updated or revised its illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit?  Yes  No If yes, attach copy or provide web link to ordinance:

d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)?  Yes  No If yes, attach copy or provide web link to ordinance:

e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.

No inspections were conducted nor enforcement actions taken during the reporting period.

**SECTION VIII. Water Quality Concerns**

a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/topic/surfacewater/orwerw.html>)  Yes  No If yes, list:

Prairie River (ERW). Refer to attached supporting documentation.

**SECTION VII. Water Quality Concerns**

b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/water/impairedsearch.aspx?status=303d>)  Yes  No If yes, complete the following:

- Impaired waterbody to which the MS4 discharges:  
Wisconsin River. Refer to attached supporting documentation.
- Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:  
The City does not allow additional discharge of the pollutants of concern into the Wisconsin River.

c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.  
None known.

d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.  
None known.

**SECTION IX. Proposed Program Changes**

Describe any proposed changes to the storm water management program being contemplated by the municipality for 2015 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

- Website improvements to specifically address storm water.
- More formally document and implement the City's Illicit Discharge Detection & Elimination Program processes.
- Improve and formalize the process requirements for the City's Construction Site Pollution Control and Post-Construction Storm Water Management Program.
- Update the City's Pollution Prevention program to maintain compliance with the future requirements of the General Permit for municipal facilities.
- Develop internal documentation and reporting processes to comply with the new "Winter Road Maintenance and Activities" and "Municipal Facility(s)" reporting requirements.
- Coordinate with the City's new GIS position to develop internal processes for updates to the storm sewer system mapping.

**SECTION X. Other**

Any other additional information the permittee would like to provide in the Annual Report regarding their storm water program?

Fiscal Analysis Table. Complete the fiscal analysis table provided below.

Program Element	Annual Expenditure 2014	Budget		Source of Funds
		2014	2015	
Public Education and Outreach	1,375		1,500	General Fund/Tax Levy
Public Involvement and Participation	1,000		500	General Fund/Tax Levy
Illicit Discharge Detection and Elimination			500	General Fund/Tax Levy
Construction Site Pollutant Control			1,000	General Fund/Tax Levy
Post-Construction Storm Water Management				General Fund/Tax Levy
Pollution Prevention	48,093		30,830	General Fund/Tax Levy
Storm Water Quality Management (including pollutant-loading analysis)	2,612		500	General Fund/Tax Levy
Storm Sewer System Map	2,000		2,000	General Fund/Tax Levy
Other: NCW Storm Coalition	1,500		1,500	General Fund/Tax Levy

**NORTHERN REGION COUNTIES**

Ashland	Langlade	DNR Service Center Attn: Storm Water Program 5301 Rib Mountain Rd. Wausau, WI 54401 Phone: (715) 359-4522
Barron	Lincoln	
Bayfield	Oneida	
Burnett	Polk	
Douglas	Price	
Florence	Rusk	
Forest	Sawyer	
Iron	Taylor	
	Vilas	
	Washburn	

**WEST CENTRAL REGION COUNTIES**

Adams	Marathon	DNR Service Center Attn: Storm Water Program 5301 Rib Mountain Rd. Wausau, WI 54401 Phone: (715) 359-4522
Buffalo	Monroe	
Chippewa	Pepin	
Clark	Pierce	
Crawford	Portage	
Dunn	St. Croix	
Eau Claire	Trempealeau	
Jackson	Vernon	
Juneau	Wood	
La Crosse		

**NORTHEAST REGION COUNTIES**

Brown	Marquette	DNR Northeast Region Attn: Storm Water Program 2984 Shawano Ave. Green Bay, WI 54313 Phone: (920) 862-5100
Calumet	Menominee	
Door	Oconto	
Fond du Lac	Outagamie	
Green Lake	Shawano	
Kewaunee	Waupaca	
Manitowoc	Waushara	
Marinette	Winnebago	

**SOUTH CENTRAL REGION COUNTIES**

Columbia	Jefferson	DNR South Central Region Attn: Storm Water Program 3911 Fish Hatchery Rd. Fitchburg, WI 53711 Phone: (608) 275-3288
Dane	LaFayette	
Dodge	Richland	
Grant	Rock	
Green	Sauk	
Iowa		

**SOUTHEAST REGION COUNTIES**

Kenosha	Sheboygan	DNR Service Center Attn: Storm Water Program 141 NW Barstow Street, Room 180 Waukesha, WI 53188 (262) 574-2100
Milwaukee	Walworth	
Ozaukee	Washington	
Racine	Waukesha	

**# 1504123**

**Heideman, Bill**

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**From:** Johnson, David  
**Sent:** Thursday, April 09, 2015 11:42 AM  
**To:** Heideman, Bill  
**Cc:** Bialecki, Bill; Seubert, Kathy  
**Subject:** Council Agenda Item

Bill,

We need an agenda item to approve the River Bend Trail construction bid from Genessee St. to Highway 64. The bids do not open until tomorrow afternoon so we will have nothing to include in the packet, the results and recommendation will be brought to the meeting or we can email them out Monday. We cannot wait another month for the May meeting to approve this.

David Johnson, City Administrator  
City of Merrill  
1004 E. 1<sup>st</sup> St.  
Merrill WI 54452  
715-536-5594



# 1504141



**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](mailto:David.Johnson@ci.merrill.wi.us)

To: Personnel & Finance Committee  
From: David Johnson  
Subject: Wage and Compensation Study  
Date: 3/19/15

Requests for Proposals for a wage and compensation study for the City of Merrill were sent to four firms and the RFP was placed on the City's website. A single response was received, this coming from Carlson Dettman Consulting of Middleton, Wisconsin., the same firm the City had previously contracted with for a similar study. Carlson Dettman is a well-known and respected firm in their field.

The current RFP calls for a review of all non-union job descriptions (55), interviewing at least one employee in each position title, City Administrator review of all job descriptions for content prior to analysis, proposing the proper number of job classifications, analysis of the existing compensation structure and recommendations on changing that structure, recommend a market salary for each position based upon an internal and external compensation comparison, recommend a system for compensation adjustments, recommend a method, and provide pricing, for future appeals of position ranking, provide an analysis of potential cost/savings from implementing any recommended changes, and meet with the P&F Committee and Council before starting and upon completion of the project (a maximum of 4 meetings).

Carlson Dettman has compensation data from 160 cities and counties in Wisconsin. The City must determine what external markets we want to utilize for which job classifications. We must answer the question of where we want to position the City on the pay range in those markets (low, middle or high end). Lastly, how does the City want to deliver future pay increases (COLA, steps - length of service, performance)?

The project is expected to take 16 weeks to complete. Cost of the project as proposed would be \$19,250, plus mileage at the IRS approved rate for the 55 job classifications currently used, payable in four installments. This proposed cost only includes department head interviews, not interviewing an employee in every classification. While I don't feel it is necessary to interview someone from each classification, I do feel that it is important to interview incumbents in some of the classifications. Each interview would add \$125 to the total project cost.

It is my recommendation that the Personnel & Finance Committee accept the proposal from Carlson Dettman and forward it to the Common Council with a positive recommendation for approval.

**CARLSON**  
**DETTMANN**  
CONSULTING

February 18, 2015

David B. Johnson  
City Administrator  
City of Merrill  
1004 E. First St.  
Merrill, WI 54452

Re: COMPENSATION STUDY

Dear Mr. Johnson:

Carlson Dettmann Consulting, LLC respectfully submits the enclosed proposal to perform a Compensation Study for the City of Merrill. Our firm has decades of experience assisting Wisconsin public and private sector employers design and manage their compensation and human resource systems. If selected to conduct this project for the City, we will deliver the following:

- Expert analysis of organizational structure and job content.
- Accurate, objective job evaluation in order to create internal equity.
- Competitive market analysis of both public and private sector organizations.
- Measurement and evaluation of total compensation.
- Design of a balanced, uniform pay structure that supports recruitment, performance recognition, and retention.
- A process for maintaining the system.

Thank you for the opportunity to present our proposal. I will be the primary contact for this stage of the process, so please contact me with any questions or concerns you may have.

Sincerely,



Charles E. Carlson  
Partner



**CONSULTING PROPOSAL**  
**TO THE**  
**CITY OF MERRILL, WISCONSIN**  
**FOR COMPENSATION STUDY**

**FEBRUARY 18, 2015**

**Contact:**

Charles E. Carlson  
608.239.7991  
[charles.carlson@carlsondettmann.com](mailto:charles.carlson@carlsondettmann.com)

## **I. INTRODUCTION AND BACKGROUND**

The City of Merrill requested a proposal from our firm to conduct a classification and compensation study and analysis covering 84 employees in 55 job classifications. The following is the proposal of Carlson Dettmann Consulting LLC (CDC), to conduct this study for the City.

The City has two compensation schedules that were developed through human resources consulting provided by Wipfli, Ullrich, Bertelson in 1997/1998, as well union contracts for police and fire employees and a schedule for former AFSCME represented employees. These schedules are titled: 1) Administrative, Professional, Supervisory and Technical Personnel and 2) Clerical and Other Support Staff. There are also two full-time and one part-time elected official who manage City departments whose compensation is established by ordinance, these being the Street Commissioner, City Clerk and Municipal Judge, respectively.

These employees are paid according to a variety of pay schedules. During the past decade, there have been changing duties and responsibilities for City employees and re-allocation of functions when positions have been eliminated. There has also been expanded use of regular part-time employees. Many job descriptions have been modified over time and some have evolved into individualized job descriptions rather than being more generic in content. There is the potential for combining some current job descriptions.

## **II. CONTENT OF PROPOSAL**

This study is expected to cover up to 55 job classifications. Some of these classifications have been covered by collective bargaining agreements, and it is now the City's responsibility to develop and manage a pay structure for these employees, as well as employees who historically have been non-represented. The study will not cover represented sworn staff. According to the City's request for proposals, the scope of services required of the consultant in this study are as follows:

1. Review existing non-union job descriptions, interview a minimum of one employee covered by each job description and develop modified job descriptions, as needed. All modified job descriptions to be reviewed/approved by the City Administrator for content.
2. Propose the proper number of job classifications.
3. Provide analysis of appropriateness of compensation plan structure and recommended changes to structure.
4. Recommend a market salary for each position based on internal comparisons, comparables in municipalities of similar size, the local job market, and knowledge of past compensation history, including benefits. Although included in the market analysis, elected officials will not be included within the recommended City compensation plan structure, their salary is set by ordinance.
5. Recommend a system that will serve as the basis for compensation adjustments.

6. Recommend a method and pricing for consultant evaluation of future appealed positions on an ongoing basis
7. Provide an analysis of potential cost/savings from implementation of any changes recommended.
8. Consultant is expected to meet with all appropriate City personnel and make presentations before and discuss recommendations with the Personnel and Finance Committee, and Common Council.

It is our expectation that the City will want to adopt a uniform pay plan for all covered staff that is based on modern compensation principles and practices. The steps proposed for us to complete a consulting study of the job classification systems for the City would be as follows:

Phase One: Project Definition and Orientation

The first step in this project would be refinement of the project plan to meet the specific needs of the parties. An initial meeting with City Administration and the City Council will help ensure mutual understanding concerning the scope and task sequence of the study and everyone's role. Specific items to be addressed would include:

- The timetable for the project — overall and interim steps;
- The system and process our firm utilizes to determine the relative value of each position using our point-factor Job Evaluation System;
- The policy and intentions of the parties with respect to correcting inequities that may be identified;
- The manner of communicating project progress to employees.

The process truly begins when we conduct project orientation session(s) for covered staff to explain the project, identify responsibilities for job documentation, distribute the necessary materials, and answer questions. In terms of project explanation, we outline the reasons for the study, the manner in which it will be conducted, the responsibilities of each party, the approximate time involved, and the results to be expected. The meeting also serves to manage expectations and to minimize feelings of concern or anxiety on the part of the employees.

At the outset of the study, and throughout the process, we would ask the City's decision-makers to provide guidance on three key policy questions:

1. What markets does the City wish to use for which job classifications?
2. Where does the City prefer to position its pay plan(s) in those markets?
3. How does the City want to deliver future pay changes? Based on performance, length of service, changes in living costs, or some combination of two or more of these factors?

We would lead a discussion on potential answers to these three questions, offer our experience and suggestions, and develop the pro's and con's of the various alternatives.

Phase Two: Position Analysis & Data Collection

Position analysis is the formal process we use to gather and assess information about the duties, responsibilities and requirements of each position. In order to evaluate job content objectively and classify jobs, we need proper documentation position responsibilities. This is the first part of the job evaluation portion of the project.

It is our experience that the best way to obtain accurate information is to have employees describe their own jobs in a systematic, complete manner because the person performing the job is the single best source of information about the job. In lieu of employees providing this information, we can work from other forms of job documentation (e.g. job descriptions) provided it is current and complete. The insights and opinions of the supervisor and department head are also important to consider.

Based on the information received thus far, the position analysis can take four forms: (1) review of the up-to-date job descriptions; (2) completion of our Job Description Questionnaire (JDQ); (3) employee interviews; or (4) a combination of these methods. Assuming the job descriptions are indeed up-to-date, we are comfortable utilizing the City's documentation; however, these may need to be supplemented with additional information depending on the circumstances.

If it is determined that JDQ's are a preferred route, we would require that the City designate one employee per classification to complete a JDQ for that classification. For jobs with multiple incumbents, we propose that the City's designee coordinate a joint JDQ, provided the duties among the incumbents are fundamentally the same.

While we typically feel that employee interviews are unnecessary and costly, we are offering a per interview fee that the City can use to select additional staff that it wants CDC to interview. However, please note that we would interview every department head as part of the base fee for this project.

In order to provide the City with the required analyses as it relates to this project, we require a significant amount of data from the City. It is imperative that the data be complete and accurate to ensure that our analysis is also complete and accurate. The data fields required for the wage analysis include the following individual data for the employees subject to the study:

- First Name, Last Name, Job Title, Department, Current Rate of Pay, Current FLSA Status, FTE, Annual Work Year, Gender, Current Grade, Current Minimum, Current Market Rate / Midpoint, Current Maximum, Hire Date, Job Date, Birth Date

The benefits analysis will require end-of-year aggregate data for the following data elements:

- Wages & Salaries Paid, Paid Leave (Vacation, Sick, Holiday, Sick, Personal), Supplemental Pay (Overtime & Premiums, Comp Time Paid, Shift Differentials, Bonuses), Insurance (Life, Health, Medical, Dental Vision, STD, LTD), Retirement (Defined Benefit, Defined Contribution), and Legally Required Benefits (Social Security, Medicare, Unemployment Paid, Worker's Compensation)

Additionally, other sources of information that are relevant to our analysis will be requested during the course of the project. They include, but are not limited to, the following:

- Organizational charts / tables of organization
- Current policies or contracts (if still applicable)
- Current wage schedules
- Budget/revenue forecasts
- Prior year costs of employee compensation
- Past, present & projected future health insurance data
- Other benefit costs tied to payroll
- Special pay issues (e.g. on call pay; out of class pay; overtime rules; FLSA issues)
- Overtime data related to potential wage compression
- Current performance evaluation documentation

#### Phase Three: Job Evaluation

The purpose of job evaluation is to provide an objective means of ranking each position in an organization, independent of individual performance, into a hierarchy. Our job evaluation methodology is based upon determination of discernible differences in job content. Our system measures job content at objective levels in the following dimensions (otherwise known as “compensable factors”):

- Formal Preparation and Experience
- Decision Making (Scope and Impact)
- Thinking Challenges and Problem Solving
- Interactions and Communications
- Work Environment

Each of these factors is broken down into sub-factors with point levels associated with measured levels on each factor. We have used the system in thousands of applications, and it consistently yields valid results. It has been our experience that these factors of internal job worth are consistent with values found in our client organizations. Because of their breadth, they cover all main aspects of a job and are also seen as relevant to employees at all levels in the organization.

We would apply the job evaluation system to all of the documented job content. A summary explanation of the system is attached.

Our recommendations regarding job evaluation outcomes also would include a recommendation on employee exempt/non-exempt status in accordance with the federal Fair Labor Standards Act.

#### Phase Four: Market Analysis

We would collect and analyze relevant labor market information for the City to determine competitiveness of base salaries. As indicated above, the City would have significant input into the selection of markets to be surveyed. We would utilize excellent published data sources, as well as custom survey data as needed, and we maintain an extensive survey library for this

purpose. In 2014, over 160 Wisconsin counties, cities, towns and villages contributed data to our database, and we continue to add to our system. If there are communities of competitive interest to the City that are not in our database, we will collect and add that salary information

In addition, we have contracted with MarketPay ([www.marketpay.com](http://www.marketpay.com)), an online data warehouse, that is loaded with private sector matches, as well our own custom survey. Further, if it is found that one of the selected comparables is not in our database, or if the data is no longer current, we will collect that information as part of this project. We believe that there is sufficient published salary survey information for private sector comparisons in the City's labor market for similar positions.

#### Phase Five: Total Compensation Analysis and Benefits Review

We approach human resource consulting from a total compensation perspective. As part of this phase of the project, we would conduct a review of the City's total compensation program, including development of cost estimates for the major benefit categories: required benefits (social security, Medicare, unemployment and worker's compensation), paid time off, retirement, and medical coverage. All of our research and practical experience indicates that most public employees have benefit programs involving employer cost contributions that are often, but not always, superior to area private sector employers.

It is impossible to obtain accurate local survey measures of benefits costs from private sector employers; however, we can develop reliable anecdotal information to guide the City's decision-makers. We have found that the Kaiser Family Foundation and the Bureau of Labor Statistics provide excellent insights into employer costs from not only a national perspective, but also from a regional level. Using the data collected by these sources, and applying a similar methodology to the local data, we are able to give our clients a starting point from which they can begin their own assessment of their total compensation package. We also can develop reliable estimates of the dollar value of the City programs in determining future hiring salaries.

#### Phase Six: Pay Plan Design

Using the results of the job evaluation process (internal relationships) and market data (external competitiveness), we would design an appropriate salary structure and draft all of the necessary supporting policies. We would develop pay plan(s) that are appropriate for pay-for-performance or step-based increases, as directed by the City decision-making body in our policy discussions.

We also would provide pay plan implementation alternatives should there be costs requiring mitigation by implementation over time. If there are positions deemed to be overpaid, then some version of "red-circling" would be the suggested method of moving forward with those situations.

#### Phase Seven: Public Presentations

We advocate transparency in our consultations, so the City can expect an articulate, detailed discussion of our findings and recommendations. We not only encourage our clients to emphasize communication with employees at all steps of the process, but we would anticipate distinct conversations/presentations with the City leadership (e.g. leadership, committee, Council, etc.) as it relates to market selection and placement, mid-project findings and update, review of policy questions, and a final report and presentation(s).



At Carlson Dettmann Consulting, we are proud of our record of adoption and system continuation. We develop and present solutions that are sound, understood, and stand the test of time. We believe this is largely due to the fact that we actively engage our clients in the decision-making process.

#### Phase Eight: Employee Appeals

We would develop an appeal procedure so that a staff member can request a review of the job evaluation and position classification outcome of this study. This appeal process is critical to the validity and the acceptance of the process. An appeal of the job evaluation result refers to an objection to the pay grade in which the position has been placed.

We would conduct this appeal process after study recommendations are adopted by the City. The reasons why we recommend handling the appeal process in this way is there is nothing to appeal until the recommendations are adopted. The appeal process is keyed toward individual cases, not the system itself.

This appeals approach keeps the process manageable. We believe the standard for an appeal should be that the job has changed substantially during the study so that it could not have been evaluated accurately or there has been a gross error.

### **III. CONSULTING TEAM AND PROFESSIONAL REFERENCES**

Carlson Dettmann Consulting, LLC is a Wisconsin-based firm with extensive experience in public, private, and not-for-profit organizations. All of our staff are experienced, highly educated consultants. For purposes of this project, Charles Carlson will be the Project Director, and Katie McCloskey will be the Project Manager and would serve as the primary working contact for the City. Barbara Petkovsek will assist with analysis. A summary of backgrounds is as follows:

- Charles Carlson – Partner at CDC with over 45 years of human resource experience. Carlson has a BA degree from the University of Illinois-Urbana and a MA from the University of Wisconsin-Madison in public administration and labor relations. He is a Certified Compensation Professional, has taught compensation at the University of Wisconsin-Milwaukee and the University of Wisconsin-Madison School of Business.
- Katie McCloskey – Senior Consultant with CDC. Carlson and McCloskey first worked together as consultants in the early 1990's. McCloskey has a bachelor's degree from UW-Madison and a master's degree in human resources from UW-Milwaukee. She led development of pay plans implemented since Act 10 in the cities of Marshfield, Jefferson, Watertown, Oconomowoc, Fitchburg, and River Falls, as well as Jefferson, Iowa, and Dodge counties. She also is an expert in the development of performance management systems.
- Barbara Petkovsek – Senior Consultant with CDC since 2012, and more than thirty years administrative experience in Wisconsin government. Petkovsek was Administrative Coordinator of Adams County and Director of Administration for Clark County. She has a bachelor's degree from UW-Green Bay in business administration.



We are experts in survey design and analysis. In the mid-1990's, our predecessor firms, Carlson Dettmann Associates and Survey Research Associates (subsequently re-named **enetricx**) pioneered online salary surveys and designed and managed the statewide survey sponsored by Wisconsin public employers. Carlson was CEO of both firms.

We sold the entire **enetricx** firm to Gallup, Inc. in 2008, and the partners supported Gallup's transition of the survey and technology sides of our business for two years. In 2010, Carlson and Dettmann re-acquired their human resource consulting practices and re-established Carlson Dettmann Consulting, LLC.

We tailor the compensation plans that we develop to the specific requirements, culture, and capacity of each client. A complete list of our post-Act 10 Wisconsin public sector projects is included with this proposal. The City is welcome to contact anyone on that list.

In addition to our public sector, CDC has an extensive private and not-for-profit sector practice. We have the broad range of experience in a wide variety of settings that affords us the perspective to serve our clients effectively. We are a Wisconsin firm grounded in the Wisconsin economy.

**IV. PROJECT TIMETABLE AND PROFESSIONAL FEES**

We would complete these tasks by implementing the following detailed work plan. The following timetable is suggested for this project:

<u>Task</u>	<u>Anticipated Completion</u>
Initial meeting with City Leadership/Council .....	Week 1
Project Orientation/Initial On-Site Meeting .....	Week 2
Job Analysis / Review (Possible JDQ's) .....	Week 6
Job Evaluations .....	Week 10
Market Survey and Analysis .....	Week 10
Review of Results & Fringe Benefit Discussions .....	Week 12
Draft Report.....	Week 14
Review/Discussions with City Leadership .....	Week 15
Presentation of Final Report .....	Week 16
Presentation to City Council for Adoption .....	As required by the City
Appeals Process.....	Following adoption

The total professional fee to CDC for this project would be \$19,250 plus mileage reimbursement at the IRS approved rate. This fee would include on-site department head interviews and up to four meetings with the City Council or its committee responsible for human resources. The project fee would be paid in five installments: initial payment of \$3,850 upon execution of a professional services agreement, \$3,850 in months two through four of the project, and \$3,850 upon presentation of CDC's findings and recommendations.

Our proposal is based upon 55 job classifications identified by the City. However, this count may eventually move, up or down. Accordingly, we propose an "over/under" method for

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adjusting the fee appropriately with the City invoiced \$250 for every job evaluation over the 55-job evaluation count and credited \$250 for every job evaluation under the 55 job count.

We also understand that there are times when the City would decide to have employees interviewed. We would conduct employee interviews as determined by the City at the rate of \$125 per interview. Again, department head interviews are included as part of this proposal.

Our final report will include an appeal process for the City to consider, and we would develop a reasonable fee schedule that is appropriate for the appeal process selected.

Any additional work may be requested and agreed upon and would be invoiced at either our standard hourly rates of \$225 for work completed by Mr. Carlson and \$200 for work completed by Ms. McClosky, or for an additional project fee as agreed upon by the City and CDC.

We are prepared to commence work March 1. This proposal will remain in effect until May 15, 2015.

Respectfully submitted on February 18, 2015,



Charles E. Carlson, Partner

Attachments:

- Post Act 10 Project and Contact List
- Resumes

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**Post-Act 10 Public Sector Projects**

Client Name	Description	Contact Info
City of Appleton	Uniform pay plan covering all employees (except sworn represented) adopted. Plan is an open range pay-for-performance system.	Sandy Behnke (920.832.6458)
City of De Pere	Uniform pay plan covering all employees (except sworn represented). Plan is combination step system to control point with pay-for-performance to range maximum.	Shannon Metzler (920.339.4045)
City of Fitchburg	Uniform pay plan covering all employees (except sworn represented). Plan is combination step system to control point with pay-for-performance to range maximum.	Lisa Sigurslid (608.270.4211)
City of Fond du Lac	Uniform pay plan covering all employees (except sworn represented) adopted. Plan is a step system to range maximum.	Deborah Hoffman (920.322.3625)
City of Fort Atkinson	Uniform pay plan covering all employees (except sworn represented). Plan is combination step system to control point with pay-for-performance to range maximum.	Matt Trebatoski MTrebatoski@fortatkinsonwi.net
City of Green Bay [In Process]	Job evaluation and competitive market analysis for the city's engineering staff.	Lynn Boland (920.448.3147)
City of Jefferson	Uniform pay plan covering all employees (except sworn represented). Plan is combination step system to control point with pay-for-performance to range maximum.	Tim Freitag <a href="mailto:TFreitag@Jeffersonwis.com">TFreitag@Jeffersonwis.com</a>
City of Manitowoc	Uniform pay plan covering all employees (except sworn represented). Plan is step system with commitment to convert to combo system.	Rochelle Blindauer (920.686.6995)
City of Marshfield	Uniform pay plan covering all employees (except sworn represented). Plan is step plan to the maximum.	Lara Baehr (715.387.6597)
City of Neenah	Uniform pay plan covering all employees (except sworn represented) adopted. Plan is an open range pay-for-performance system.	Heather Barber (920.886.6103)
City of Oconomowoc	Designed pay plan for bargaining unit employees, as well as maintaining their previously adopted non-represented plan.	Tony Posnik (262.569.3225)
City of Oshkosh	Uniform pay plan covering all employees (except sworn represented) adopted. Plan is combination step system to control point with pay-for-performance to range maximum.	John Fitzpatrick (920.236.5112)
City of River Falls	Uniform pay plan covering all employees. Plan is combination step system to control point with pay-for-performance to range maximum.	Scot Simpson (715.426.3402)

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Client Name	Description	Contact Info
City of Stevens Point	Uniform pay plan with step system to the range maximums.	Lisa Jakusz (715.346.1594)
City of Superior [In Process]	Compensation project is in the data collection and job evaluation phase.	Cammi Koneczny (715.395.7210)
City of Watertown	Uniform pay plan covering all employees (except sworn represented). Plan is a step system, with the intent to move to a combination step system to control point with pay-for-performance to range maximum.	Mayor Ron Krueger (920.262.4000)
City of Wauwatosa	Uniform pay plan covering all employees (except sworn represented). Plan is combination step system to control point with pay-for-performance to range maximum.	Beth Aldana (414.479.8906)
Barron County	Adopted a combination step system to control point with pay-for-performance to range maximum. Appeals currently in process.	Rachel Richie (715.537.6825)
Burnett County	Adopted a combination step system to control point with pay-for-performance to range maximum.	Nathan Ehait (715) 349-2181
Calumet County	Uniform pay plan covering all employees (except sworn represented) adopted. Plan is step system with commitment to convert to pay-for-performance.	Vicki Halbach (920.849.1611)
Columbia County	Uniform pay plan. Plan is step system to the range maximums.	Joe Ruf (608.742.9667)
Dodge County	Uniform pay plan covering all employees (except sworn represented) adopted. Plan is combination step system to control point with pay-for-performance to range maximum. Assisted County in implementing new performance management system.	Joe Rains (920.386.3690)
Douglas County	Uniform pay plan covering all employees (except sworn represented). Plan is combination step system to control point with pay-for-performance to range maximum.	Linda Corbin (715.395.1464)
Iowa County	Committee recommendation for a combination step system to control point with pay-for-performance to range maximum,	Allison Leitzinger (608.935.0374)
Jefferson County	Uniform pay plan covering all employees. Plan is step system to the range maximums.	Terri Palm (920.674.7103)
Jo Daviess County, IL	Uniform pay plan covering all employees. Plan is combination step system to control point with pay-for-performance to range maximum	Dan Reimer (815.777.6557)
Oconto County	Uniform pay plan. Plan is step system to the range maximums.	Kevin Hamann (920.834.6811)

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Client Name	Description	Contact Info
Oneida County	Uniform pay plan covering all employees (except sworn represented). Plan is combination step system to control point with pay-for-performance to range maximum for exempt employees and a step system for nonexempt employees.	Lisa Charbarnau (715.369.6154)
Pierce County	Uniform pay plan. Plan is step system to the range maximums.	Joann Miller <a href="mailto:joann.miller@co.pierce.wi.us">joann.miller@co.pierce.wi.us</a>
Sawyer County	Uniform pay plan. Plan is step system to the range maximums.	Kris Mayberry <a href="mailto:county.clerk@sawyercountygov.org">county.clerk@sawyercountyg ov.org</a>
Shawano County	Uniform pay plan covering all employees (except sworn represented). Plan is step system.	Judy Rank (715.526.4640)
St. Croix County	Two projects: (1) Class/comp system for non-represented staff w/ performance-base pay is adopted; (2) new pay plan for non-exempt jobs.	Tammy Funk (715.377.5816)
Taylor County	Uniform pay plan covering all employees (except sworn represented). Plan is step system.	Marie Koerner (715.748.1403)
Washington County	Uniform pay plan covering all employees (except sworn represented) adopted. Plan is step system with commitment to convert to pay-for-performance.	Michelle Hoey (262.335.4495)
Waupaca County	Uniform pay plan covering all employees (except sworn represented) adopted. Plan is step system to range maximum for most employees; combination steps to control point with pay-for-performance for department heads and nursing home. Now assisting County in implementing new performance management system.	Amanda Welch (715.258.6211)
Wood County	Two pay plans covering all employees (except sworn represented) adopted. Plan for non-supervisory staff is step system. All managers and supervisors have a combination plan with a step system to control point and pay-for-performance to range maximum.	Paula Tracy <a href="mailto:ptracy@co.wood.wi.us">ptracy@co.wood.wi.us</a>
Mid-State Technical College	Uniform pay plan covering all employees (except faculty) adopted. Plan is an open range pay-for-performance system.	Brianne Petruzalek (715.422.5351)
Neenah Joint School District	New pay plan for former bargaining unit support staff employees. Plan is combination step system to control point with pay-for-performance to range maximum.	Vicky Holt (920.751.6800)
Stevens Point School District [In Process]	Designing pay plans for staff, administration, and faculty.	Attila Weninger (715.345.5444)

**CARLSON**  
**DETTMANN**  
CONSULTING

Client Name	Description	Contact Info
Sun Prairie School District	Two projects: Adopted pay plan for administrative staff employees and pay plan for non-exempt employees being developed.	Annette Mikula (608.834.6551)
Village of Weston	Designed uniform pay plan. Plan is combination step system to control point with pay-for-performance to range maximum.	Daniel Guild (715.241.2600)
City of Kenosha [In Process]	Comprehensive pay plan for all City staff, except unionized police, fire, and transit. Covers independent City utility, as well.	Steve Stanczak <a href="mailto:ssstanczak@kenosha.org">sstanczak@kenosha.org</a>
City of Brooklyn Park, MN [In Process]	Two projects: Adopted pay plan for administrative staff employees and pay plan for non-exempt employees being developed.	Annette Mikula (608.834.6551)
Wisconsin Court System	Benchmark base salary study for judicial positions and support staff.	Margaret Brady <a href="mailto:Margaret.Brady@wicourts.gov">Margaret.Brady@wicourts.gov</a>
DC Everest School District [In Process]	Compensation study covering administrators and support staff.	Dr. Kim Hall (715.359.4221) ext. 1225

# 1504161

ADDRESS 1100 Marc Drive

APPLICATION NO. \_\_\_\_\_

TAX NO. \_\_\_\_\_

FEE \_\_\_\_\_

### BUILDING PERMIT APPLICATION - CITY OF MERRILL

The hereby undersigned applies for a permit and is aware of and agrees to comply with all ordinances of the City of Merrill. Failure to comply with ordinances or call for required inspections will result in issuance of citations.

Inspections or Questions call 536-4880

OWNER City of Merrill

SIGNATURE [Signature]

ADDRESS Merrill Area Res. Complex

DATE 3/10/15

1100 Marc Drive

CONTRACTOR \_\_\_\_\_

PHONE NO. 715-536-7313

LICENSE NO. \_\_\_\_\_

Is your property in a Historic District or a Historic Site? No

Description of proposed work Construction of New Aquatic Center

Submit blueprints, plans, elevations, specifications, etc. with this application.

Total square feet of building or addition \_\_\_\_\_ Estimated construction cost N/A

7400 sq ft pool / 22,650 sq ft decking area / 4,490 sq ft total for  
change facility  
• Mechanical  
• Breezeway covered area

BUILDER will release for bid 4/6/15

LICENSE NO. \_\_\_\_\_

DWELLING CONTRACTOR QUALIFER NO. \_\_\_\_\_

ELECTRICIAN \_\_\_\_\_

LICENSE NO. \_\_\_\_\_

HVAC \_\_\_\_\_

LICENSE NO. \_\_\_\_\_

PLUMBER \_\_\_\_\_

LICENSE NO. \_\_\_\_\_

**\*Do Site Plan Drawing (Reverse Side) if Placing New Buildings/Structures on Lot, and Show and List All Property Easements on the Site Plan.**

**\*For all Commercial permits please verify with the Merrill Fire Department for any outstanding fire code violations at 715-536-2233 prior to construction.**

**Do not write below. Follow instructions/conditions listed below when permit is issued.**

#### Zoning

Lot No. \_\_\_\_\_ Block No. \_\_\_\_\_ Subdivision \_\_\_\_\_

Zoning District \_\_\_\_\_ Floodplain Y \_\_\_ N \_\_\_ Fire Zone Y \_\_\_ N \_\_\_

Zoning Permit Approved \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

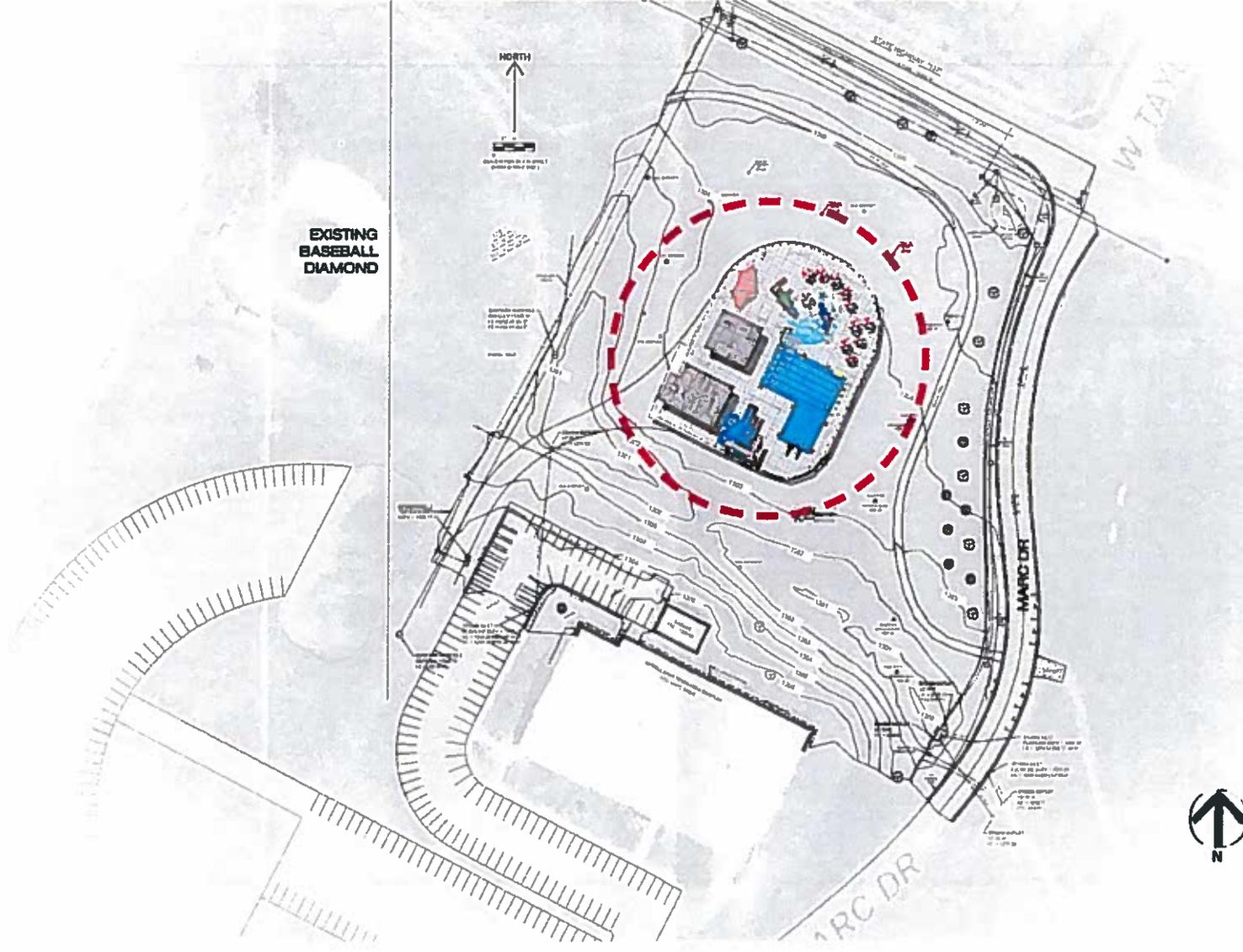
Conditions of Approval \_\_\_\_\_

#### Building Inspection

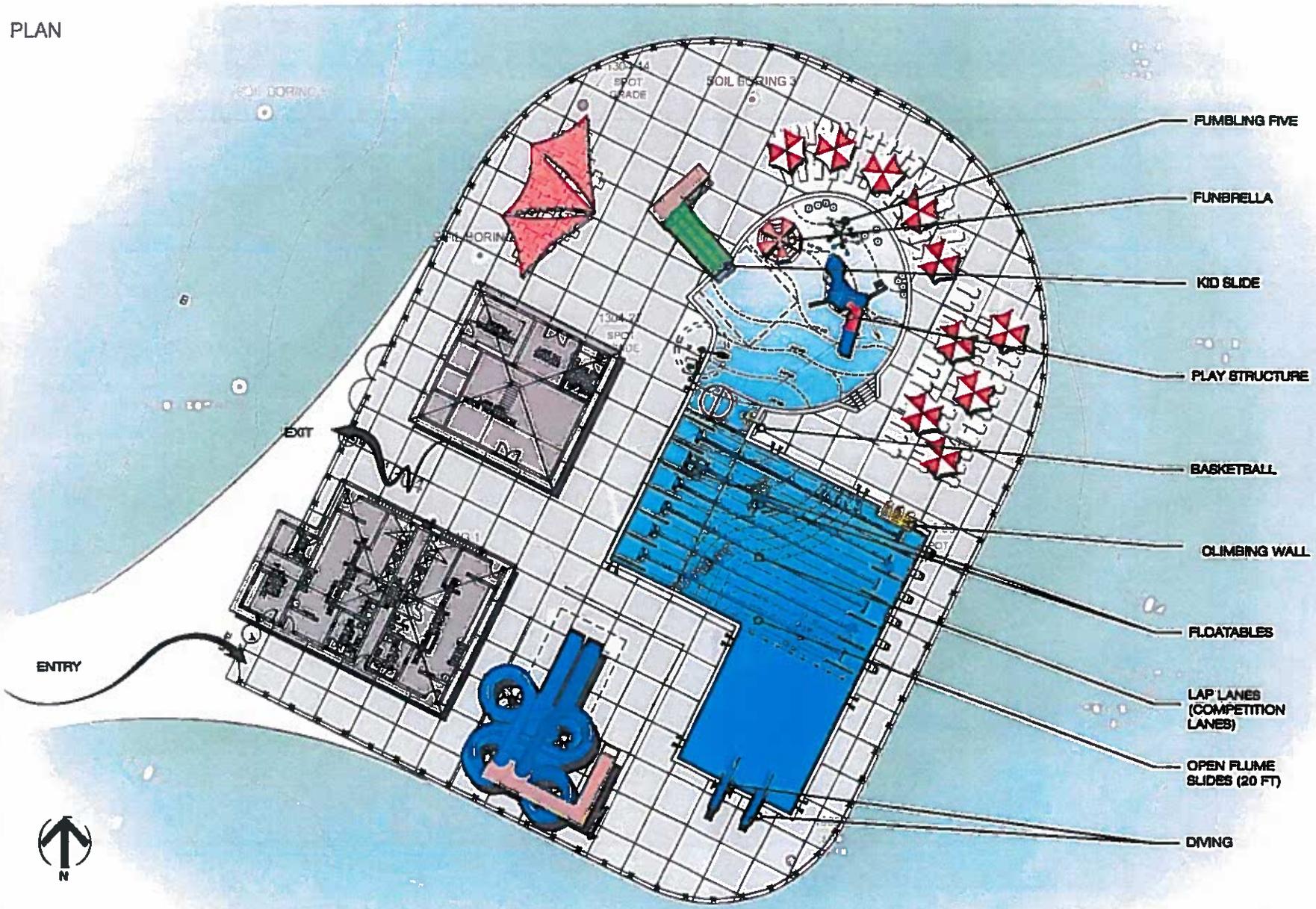
Building Permit Approved \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Conditions of Approval \_\_\_\_\_

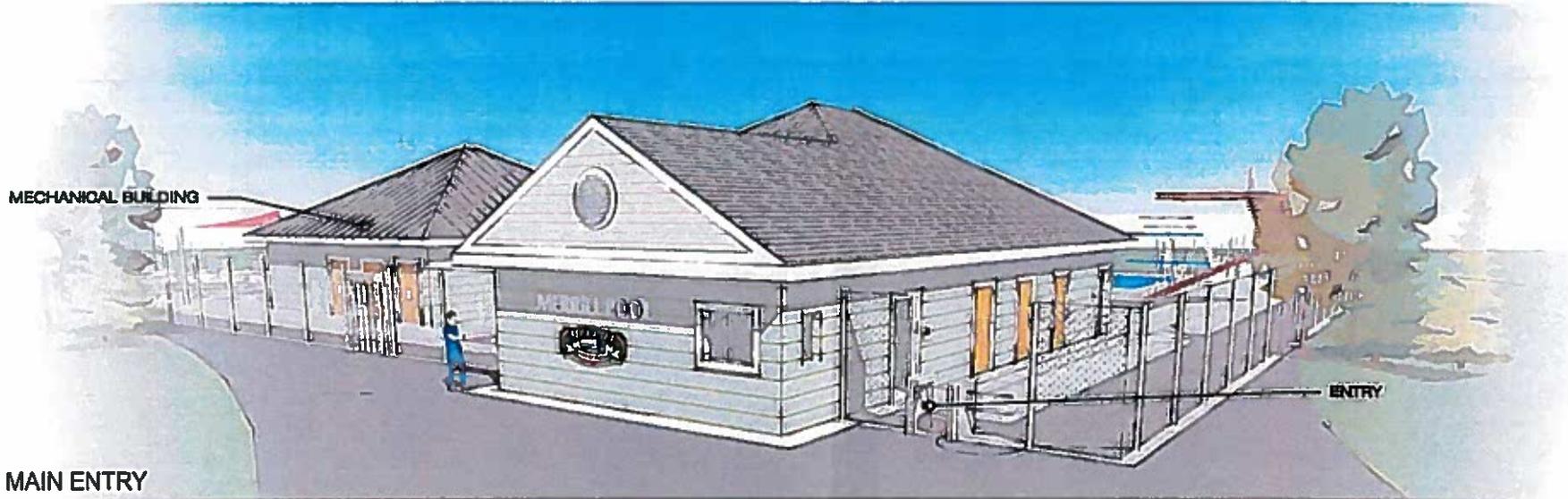
SITE PLAN



PLAN



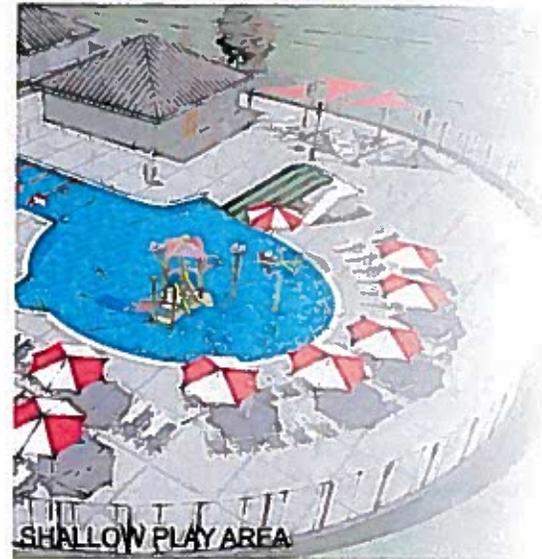
PERSPECTIVE VIEWS



MAIN ENTRY

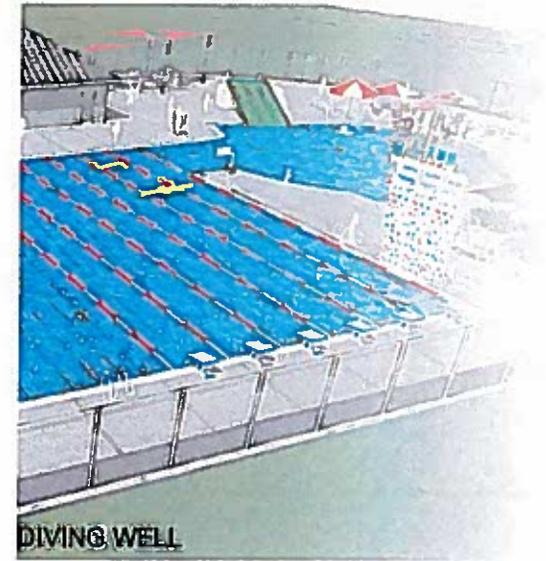


OVERALL

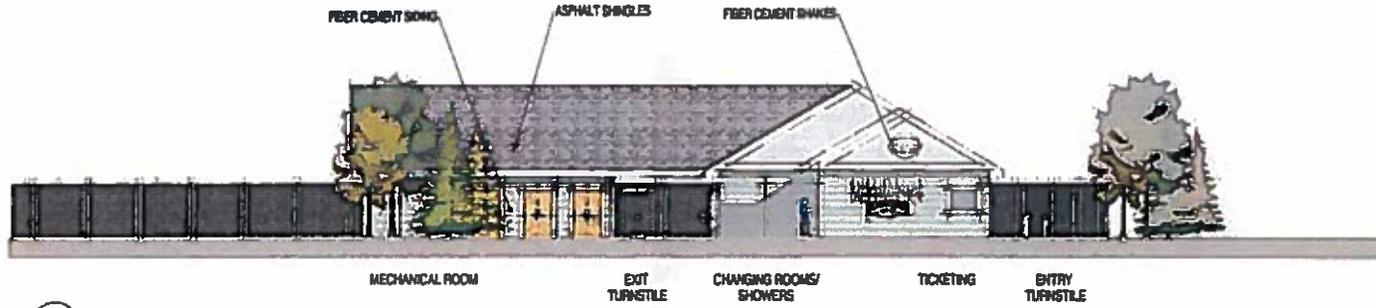


SHALLOW PLAY AREA

PERSPECTIVE VIEWS



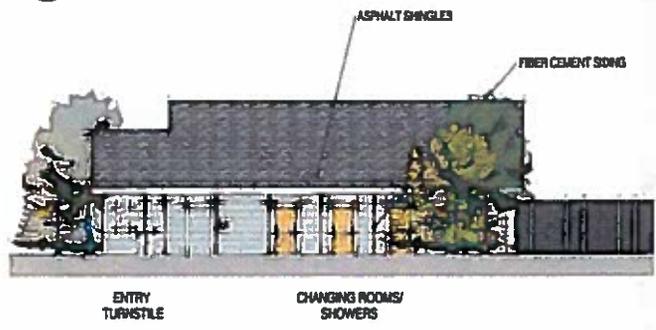
BATHHOUSE ELEVATIONS - VERSION 2



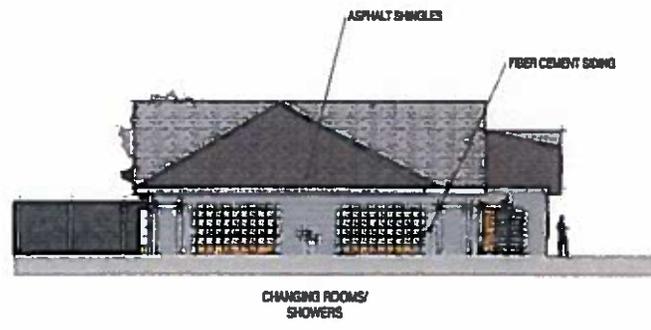
1 WEST ELEVATION  
A1 NA



2 EAST ELEVATION  
A1 NA

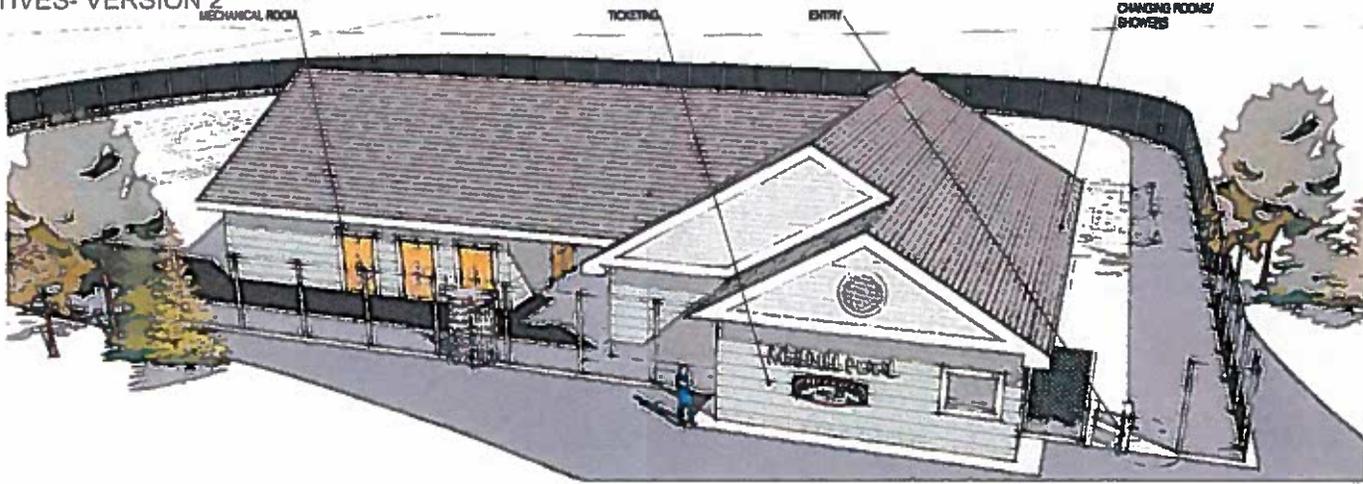


3 SOUTH  
A1 NA

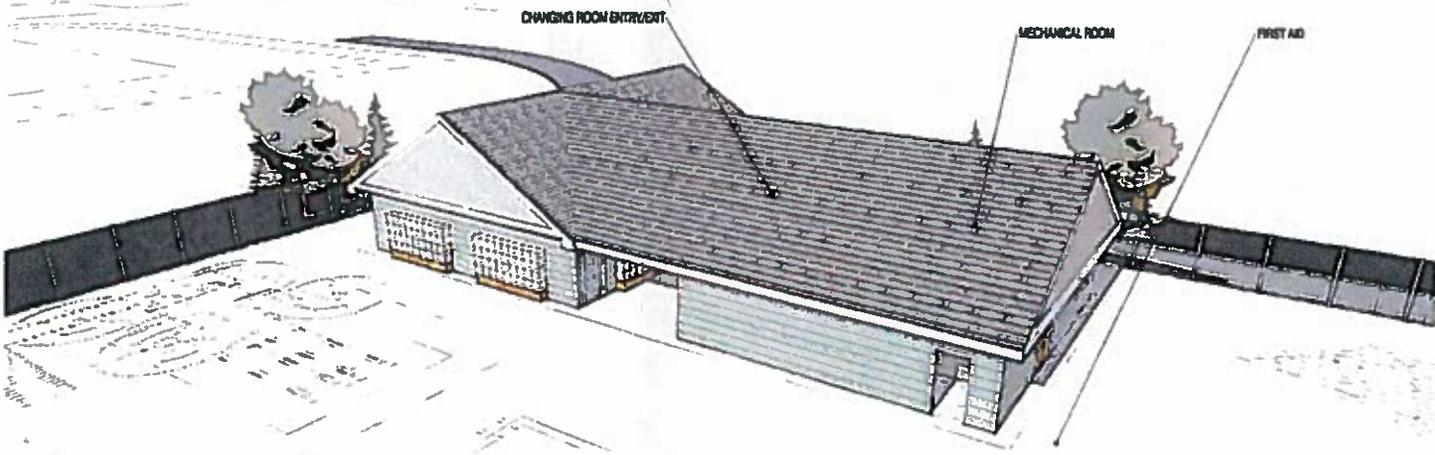


4 NORTH ELEVATION  
A1 NA

BATHHOUSE PERSPECTIVES- VERSION 2



1 ENTRY PERSPECTIVE  
A2 NA



2 POOL SIDE PERSPECTIVE  
A2 NA

**# 1504186**  
**Heideman, Bill**

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**From:** Unertl, Kathy  
**Sent:** Tuesday, April 07, 2015 2:13 PM  
**To:** Heideman, Bill  
**Subject:** Council 4/14th - From RDA 3/31st Meeting

**Importance:** High

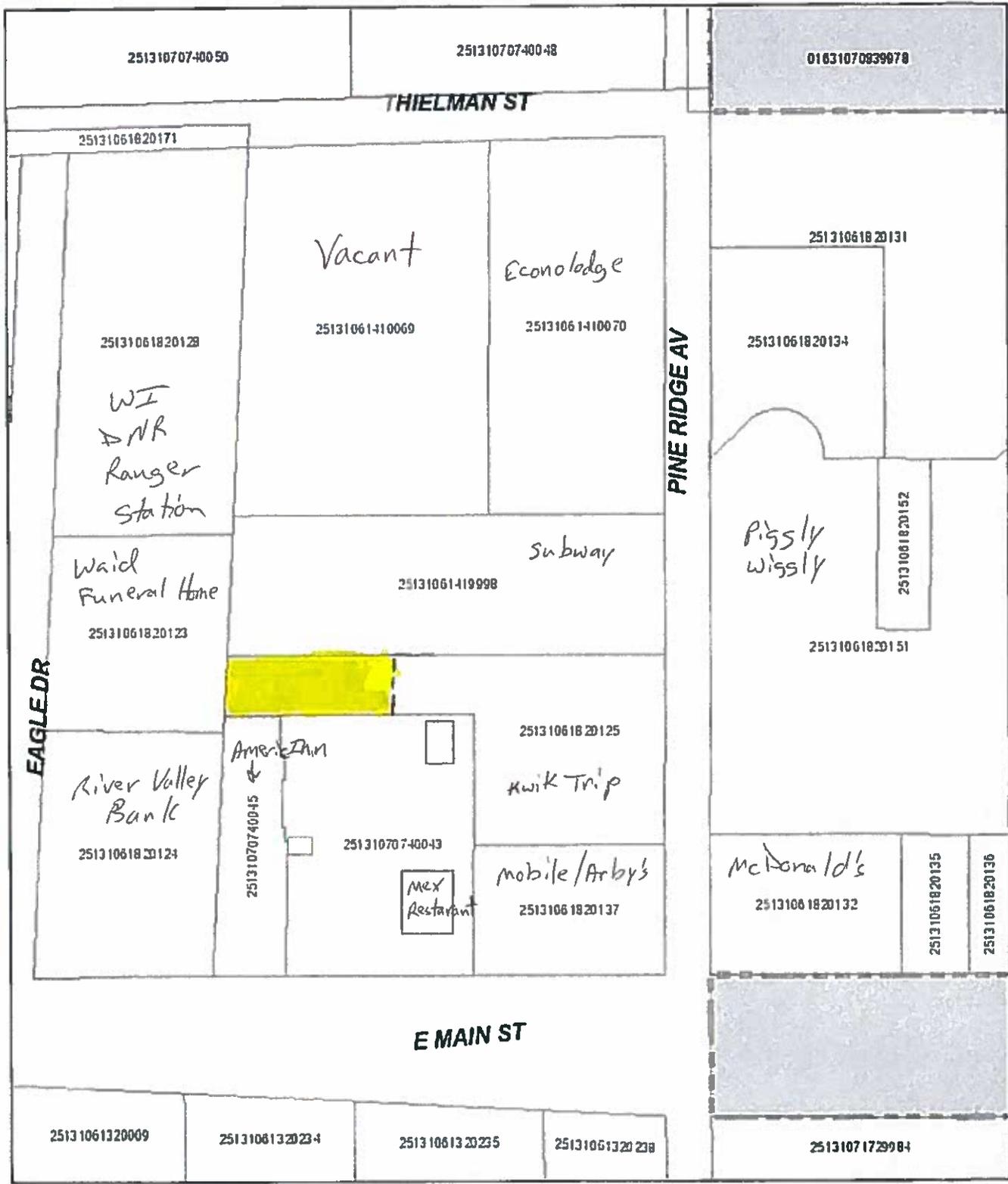
Below is RDA meeting minutes from 3/31/2015. After clarifying with City Administrator Dave Johnson, this is item for 4/14<sup>th</sup> Common Council meeting.

**Consider purchase of vacant property from Kwik Trip to facilitate potential future new development (referred from March 16<sup>th</sup>, 2015 Committee of Whole meeting)**

Johnson advised that Kwik Trip is interested in selling the unneeded vacant land west of their dumpsters and that there is an adjacent property owner interested in purchasing and developing. Rather than leaving the vacant property, the City/RDA would purchase and then issue RFP for sale and potential new development. Entire costs of land acquisition would be offset by future property sale.

**Motion (Schwartzman/Laufenberg) to recommend negotiations with Kwik Trip to acquire the property. Motion carried.**

Kathy Unertl, Finance Director/RDA Secretary  
City of Merrill



**City of Merrill GIS**

**Potential Development Site**



SCALE: 1" = 192'



DISCLAIMER: The City of Merrill Does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

Print Date: 3/17/2015

# 1504250

3  
COPY

**NORTRAX**

Nortrax, Inc.  
4042 Park Oaks Blvd, Suite 200, Tampa, FL 33610  
Phone: 813-835-2375  
Email: Ben.Richmond@Nortrax.com  
Ben Richmond  
Vice President and Chief Financial Officer

February 4, 2015

City Clerk  
City of Merrill  
1004 E. 1<sup>st</sup> St.  
Merrill WI 54452



RE: Petition for City of Merrill, WI to annex property owned by Nortrax, Inc.

Sirs:

Please allow this correspondence to serve as official petition for the City of Merrill, WI to annex certain real property owned by Nortrax, Inc. described as follows:

Approximately 31 acres in size and located in Sections 17 and 18, Township 31 North, Range 7 East, Township of Pine River, Lincoln County, Wisconsin. Specifically, the Area is located between Big Eddy Rd. and U.S. Highway 51 approximately ¼ mile south of State Trunk Highway (STH) 64

Nortrax intends to construct a 20,000+ sf. facility on the site as a John Deere Construction and Forestry retail dealership. The facility will employ functional parts, service and sales employees as well as serve as the dispatch center for field service technicians and territory sales representatives.

Nortrax looks forward to the relationship between the City of Merrill and our organization, which operates fifty-four similar dealerships throughout the U.S. and Canada. [www.nortrax.com](http://www.nortrax.com)

This petition is respectfully submitted by the below writer on behalf of Nortrax, Inc.

Sincerely,

A handwritten signature in blue ink, appearing to be "Ben Richmond".

Ben Richmond

VP and CFO





RECEIVED  
MAR 03 2015  
BY: \_\_\_\_\_

Ben Richmond  
Vice President / CFO  
813-835-2375  
Ben.Richmond@Nortrax.com  
4042 Park Oaks Blvd, Suite 200  
Tampa, FL 33610

March 4, 2015

City of Merrill

**Cost Benefit for New Nortrax Facility in Merrill, Wisconsin**

Nortrax currently operates two facilities in the AOR of the Merrill WI vicinity. The proposed full service facility located in Merrill will replace the full service facility located in Monico, WI, and the full service facility located in Mosinee, WI. Neither the Monico nor the Mosinee facilities currently meet Deere Dealer Standards and will require substantial investment to address. While Mosinee is currently located close to a major highway, replacing both facilities with a facility in Merrill, WI will establish a single new full service facility that will meet Deere Dealer Standards, in a location more ideally positioned to service the northern Wisconsin Area of responsibility.

On the land identified on the annexation request will support the proposed new 22,000 square foot facility will have a visibility to Highway 51 which will provide increased visibility of Deere and Nortrax in the northern Wisconsin market. The main features of the facility project is 12,000 sf 8 bay service area, 5,000 sf for parts storage, and 5,000 sf of administrative area with interior merchandising display.

The facility is expected to produce sales of \$15Million, and employing 15 with a payroll of \$900k. Please see Exhibit A for specific answers to the required Sec 103-1 code.

This facility will be a key enabler for Nortrax to sustain and expand the sales and share growth in northern Wisconsin has achieved and to adequately serve our customers.

**Ben Richmond**  
Vice President/CFO

## EXHIBIT A

- **Sec. 103-1. - Cost benefit analysis—Filed by developer or owner.**
  - (a) The owner or developer of land who seeks to annex a parcel of land of five acres or more to the city shall file with the plan commission and the board of public works a cost benefit analysis, prepared at the expense of such owner or developer. Such analysis must be filed in the city clerk's office no later than seven days prior to the public hearing and the analysis shall be a condition precedent to final approval of the annexation by the city plan commission and the common council. The analysis shall include, based on a five-year projection, the estimate of the capital improvement costs and ongoing maintenance costs of providing the following services to the annexed area:
    - (1) Schools; *As the property will contain no residences there will be no impact on the school district*
    - (2) Water and sewer including any pumping stations; *Water service already runs to the end of Pine Ridge Ave. and sanitary sewer service will need to be extended south to the end of Pine Ridge Ave. from the south west corner behind Culver. The development agreement with Walmart escrowed \$40,000 to extend the sewer line to the end of Pine Ridge. The remainder of water and sewer installation costs will come from Nortrax.*
    - (3) Parks; *There will be no impact on the park system.*
    - (4) Curb, gutter and sidewalks, including any culverts and/or bridges; *Any improvements of this type would be at Nortrax's expense.*
    - (5) Road improvements and new construction; *Pine Ridge Ave. is already completed to the northern edge of the property. Any road necessary to access the property will be installed at Nortrax's expense.*
    - (6) Public transportation; *There will be no impact on public transportation.*
    - (7) Fire and police protection; *Effect on police and fire protection will be minimal and more than covered by property tax revenue to the City.*
    - (8) Cost of any future public improvement easements that may be needed in future developments; *Nortrax will work with the City on any future needs for public improvement easements required for future development.*
    - (9) The estimate of the increased tax revenue that is reasonably expected to accrue to the city if the annexation is approved; *We are looking at a \$3.5 million turn-key project in Merrill.*
    - (10) The estimate of the costs and of the effects of not annexing the land; *Loss of four things: 1)city growth, 2)new development, 3)increased tax base, and 4)potential new jobs.*
    - (11) Such other facts and data as the owner or developer may seek to present; *The annexation and development of this property can lead to additional development to the south as well as development along Big Eddy Road.*

### Five year projection of capital improvements:

All capital improvements are expected to occur in 2015, as the project represents a new \$3.5 million turn-key facility building and grounds, on previously undeveloped land. Additional capital improvements based on a five year projection are expected to be minimal. Routine maintenance over the next five years is expected.

# #1504250

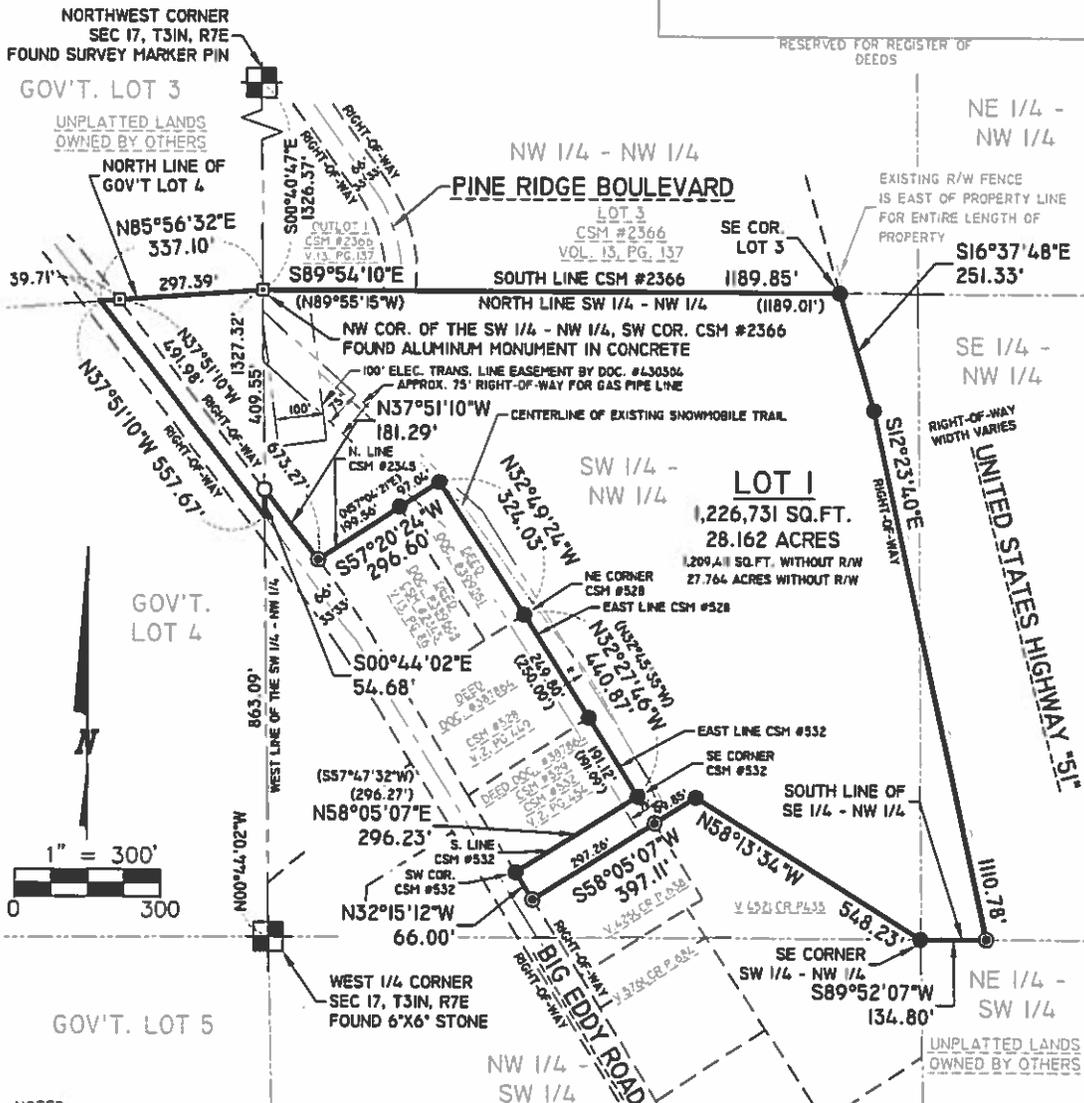
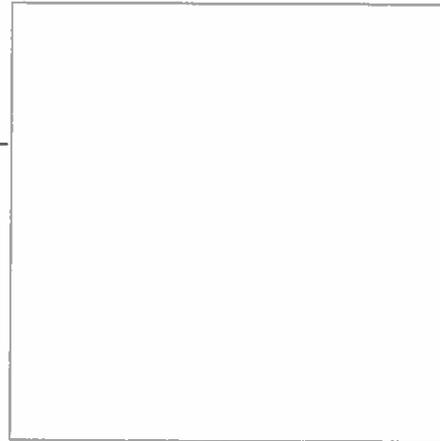
R.E.I. 4080 N. 20th AVE WAUSAU, WI 54401 (715)675-9784  
**LINCOLN CO. CERTIFIED SURVEY MAP**

MAP NO. \_\_\_\_\_ VOLUME \_\_\_\_\_ PAGE \_\_\_\_\_

PREPARED FOR: NORTRAX, INC.

LAND OWNER: NORTRAX, INC.

OF PART OF GOVERNMENT LOT 4 OF SECTION 18, AND PART OF THE  
 SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF THE SOUTHEAST 1/4 OF  
 THE NORTHWEST 1/4 OF SECTION 17, ALL IN TOWNSHIP 31 NORTH, RANGE 7  
 EAST, TOWN OF PINE RIVER, LINCOLN COUNTY, WISCONSIN.



**NOTES:**

1. BEARINGS ARE BASED ON THE LINCOLN COUNTY COORDINATE SYSTEM, NAD 83(2011) DATUM AND REFERENCED TO THE WEST LINE OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 17, TOWNSHIP 31 NORTH, RANGE 7 EAST, MEASURED TO BEAR NORTH 00°44'02" WEST.
2. FIELD WORK WAS COMPLETED ON 3-18-2015
3. RIGHT-OF-WAYS ARE BASED ON MONUMENTS FOUND IN FIELD
4. THE CURRENT PINS FOR THE PARCEL ARE 01631071729982, 01631071819992 AND 01631071729987.
5. THERE ARE NO CURRENT ADDRESSES FOR THE SUBJECT PARCELS
6. ALL PROPERTIES ADJACENT TO THE SUBJECT PARCELS THAT ARE NOT LABELED ARE UNPLATTED AND OWNED BY OTHERS.

LEGEND	
☐	- ALUMINUM MON. IN CONC. FOUND
⊙	- 1 IN. BAR FOUND UNLESS NOTED
●	- 1-1/4 IN. O.D. IRON PIPE 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
	- MEASURED BEARING/LENGTH

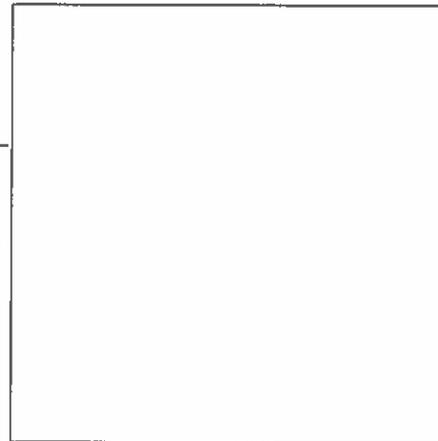
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PREPARED FOR: NORTRAX, INC.

LAND OWNER: NORTRAX, INC.

OF PART OF GOVERNMENT LOT 4 OF SECTION 18, AND PART OF THE  
SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF THE SOUTHEAST 1/4 OF  
THE NORTHWEST 1/4 OF SECTION 17, ALL IN TOWNSHIP 31 NORTH, RANGE 7  
EAST, TOWN OF PINE RIVER, LINCOLN COUNTY, WISCONSIN.



RESERVED FOR REGISTER OF  
DEEDS

**SURVEYOR'S CERTIFICATE**

I, JOSHUA W. PRENTICE, WISCONSIN PROFESSIONAL LAND SURVEYOR S-2652, DO HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT I HAVE SURVEYED, MAPPED AND DIVIDED PART OF GOVERNMENT LOT 4 OF SECTION 18, AND PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 17, ALL IN TOWNSHIP 31 NORTH, RANGE 7 EAST, TOWN OF PINE RIVER, LINCOLN COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 17; THENCE NORTH 00°44'02" WEST, COINCIDENT WITH THE WEST LINE OF SAID SOUTHWEST 1/4 OF THE NORTHWEST 1/4, 1327.32 FEET TO THE NORTHWEST CORNER OF SAID SOUTHWEST 1/4 OF THE NORTHWEST 1/4, THE SOUTHWEST CORNER OF OUTLOT 1 OF CERTIFIED SURVEY MAP NUMBER 2366, RECORDED IN VOLUME 13, ON PAGE 137, AS DOCUMENT NUMBER 496457, IN THE LINCOLN COUNTY REGISTER OF DEEDS OFFICE AND THE POINT OF BEGINNING; THENCE SOUTH 89°54'10" EAST, COINCIDENT WITH THE SOUTH LINE OF SAID OUTLOT 1, THE SOUTH RIGHT-OF-WAY LINE OF PINE RIDGE BOULEVARD, THE SOUTH LINE OF LOT 3 OF SAID CERTIFIED SURVEY MAP NUMBER 2366 AND THE NORTH LINE OF SAID SOUTHWEST 1/4 OF THE NORTHWEST 1/4, 1189.85 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3 AND THE WEST RIGHT-OF-WAY LINE OF UNITED STATES HIGHWAY "51"; THENCE SOUTH 16°37'48" EAST, COINCIDENT WITH SAID WEST RIGHT-OF-WAY LINE OF UNITED STATES HIGHWAY "51", 251.33 FEET; THENCE SOUTH 12°23'40" EAST, COINCIDENT WITH SAID WEST RIGHT-OF-WAY LINE OF UNITED STATES HIGHWAY "51", 1110.78 FEET TO THE SOUTH LINE OF SAID SOUTHEAST 1/4 OF THE NORTHWEST 1/4, THENCE SOUTH 89°52'07" WEST, COINCIDENT WITH SAID SOUTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4, 134.80 FEET TO THE SOUTHEAST CORNER OF SAID SOUTHWEST 1/4 OF THE NORTHWEST 1/4; THENCE NORTH 58°13'34" WEST, 548.23 FEET; THENCE SOUTH 58°05'07" WEST, 397.11 FEET TO THE EAST RIGHT-OF-WAY LINE OF BIG EDDY ROAD; THENCE NORTH 32°15'12" WEST, COINCIDENT WITH SAID EAST RIGHT-OF-WAY LINE OF BIG EDDY ROAD, 66.00 FEET TO THE SOUTHWEST CORNER OF CERTIFIED SURVEY MAP NUMBER 532, RECORDED IN VOLUME 2, ON PAGE 454, AS DOCUMENT NUMBER 303439, IN THE LINCOLN COUNTY REGISTER OF DEEDS OFFICE; THENCE NORTH 58°05'07" EAST, COINCIDENT WITH THE SOUTH LINE OF SAID CERTIFIED SURVEY MAP NUMBER 532, 296.23 FEET TO THE SOUTHEAST CORNER OF SAID CERTIFIED SURVEY MAP NUMBER 532; THENCE NORTH 32°27'46" WEST, COINCIDENT WITH THE EAST LINE OF SAID CERTIFIED SURVEY MAP NUMBER 532 AND THE EAST LINE OF CERTIFIED SURVEY MAP NUMBER 526, RECORDED IN VOLUME 2, ON PAGE 449, AS DOCUMENT NUMBER 303035, IN THE LINCOLN COUNTY REGISTER OF DEEDS OFFICE, 440.87 FEET TO THE NORTHEAST CORNER OF SAID CERTIFIED SURVEY MAP NUMBER 526, THENCE NORTH 32°49'24" WEST, 324.03 FEET, THENCE SOUTH 57°20'24" WEST, COINCIDENT WITH THE NORTH LINE OF CERTIFIED SURVEY MAP NUMBER 2345, RECORDED IN VOL. 13, ON PAGE 86, AS DOCUMENT NUMBER 494496, IN THE LINCOLN COUNTY REGISTER OF DEEDS OFFICE, AND THE NORTHEASTERLY EXTENSION THEREOF, 296.60 FEET TO SAID EAST RIGHT-OF-WAY LINE OF BIG EDDY ROAD; THENCE NORTH 37°51'10" WEST, COINCIDENT WITH SAID EAST RIGHT-OF-WAY LINE OF BIG EDDY ROAD, 181.29 FEET TO SAID WEST LINE OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, THENCE SOUTH 00°44'02" EAST, COINCIDENT WITH SAID WEST LINE OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, 54.68 FEET TO THE CENTERLINE OF BIG EDDY ROAD; THENCE NORTH 37°51'10" WEST, COINCIDENT WITH SAID CENTERLINE OF BIG EDDY ROAD, 557.67 FEET TO THE NORTH LINE OF SAID GOVERNMENT LOT 4; THENCE NORTH 85°56'32" EAST, COINCIDENT WITH SAID NORTH LINE OF GOVERNMENT LOT 4, 337.10 FEET TO SAID NORTHWEST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, SAID SOUTHWEST CORNER OF OUTLOT 1 OF CERTIFIED SURVEY MAP NUMBER 2366 AND THE POINT OF BEGINNING.

THAT THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 1,226.731 SQUARE FEET, 28.162 ACRES, MORE OR LESS

THAT I HAVE MADE THIS SURVEY, DIVISION AND MAP THEREOF AT THE DIRECTION OF NORTRAX INC., 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-17 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 \_\_\_\_\_ DAY OF \_\_\_\_\_

REI  
JOSHUA W. PRENTICE  
WI P. L. S. S 2652

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. \_\_\_\_\_

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

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
DATE