



CITY OF MERRILL

COMMON COUNCIL

AGENDA • TUESDAY SEPTEMBER 8, 2015

Regular Meeting

City Hall Council Chambers

7:00 PM

1. Call to Order
2. Invocation by Pastor William Hohman, New Testament Church
3. Pledge of Allegiance
4. Roll Call
5. Public Comment Period
6. Minutes of previous Common Council meeting(s):
 1. Minutes of August 11, 2015 meeting
7. Revenue & Expense Reports(s):
 1. Revenue & Expense Report as of August 31, 2015
8. General agenda items:
 1. Employee Years of Service Recognition:
 - Terence L. Vanden Heuvel, 35 years (Wastewater Treatment Plant)
 - Vincent L. Conrad, 25 years (Street Department)
9. Board of Public Works:
 1. Consider Bicycle and Pedestrian Plan. At a meeting on August 11, 2015, the Common Council referred the plan to the Health and Safety Committee and the Board of Public Works. The Board of Public Works recommends approving the plan, with the stipulation that any physical infrastructure changes as a result of the plan would be subject to prior approval by the appropriate committee.
 2. Bid for project to replace heating, ventilating and air conditioning (HVAC) in portions of City Hall. Alderman Lokemoen is bringing the bid directly to the Common Council.
10. Committee of the Whole:
 1. Request for Proposal (RFP) submissions for fairgrounds grandstand. The Committee of the Whole recommends approving the bid of \$1,149,000 from Dant Clayton for a 3,000 seat facility.
11. Health and Safety Committee:
 1. Consider application from the Merrill Historical Society, 100 East Third Street, for a temporary Class "B" license to sell fermented malt beverages and wine at 100 East Third Street on Saturday, November 7, 2015, as part of a trivia contest. The Health and Safety Committee recommends approving the application.

2. Consider application from St. Francis Xavier Catholic Church, 1708 East Tenth Street, for a temporary Class "B" license to sell fermented malt beverages and wine at 1708 East Tenth Street (inside and on grounds) on Sunday, October 4, 2015, as part of a fall festival. Alderman Sukow is bringing this application directly to the Common Council.
12. Water and Sewage Disposal Committee:
 1. Bid for Prairie River Watermain Crossing project. Alderman Norton is bringing the bid directly to the Common Council.
13. Mayor's Appointments:
 1. Tony Kusserow to the Redevelopment Authority, term to expire September, 2020.
 2. Joseph Malsack to the Airport Commission, term to expire October 1, 2021.
14. Placing Committee Reports on File:
 1. Consider placing the following minutes on file: Board of Public Works, City Plan Commission, Committee of the Whole, Community Development Committee, Health and Safety Committee, Housing Authority, Library Board, Merrill Enrichment Center Committee, Parks and Recreation Commission, Personnel and Finance Committee, Redevelopment Authority, Tourism Commission, Transit Commission and Water and Sewage Disposal Committee.
15. Ordinances:
 1. Ordinance stipulating allowable dimensions for commercial use fire pits. The Health and Safety Committee recommends approving the ordinance.
 2. Ordinance to increase room tax from 4% to 6%. The Committee of the Whole recommends approving the ordinance.
16. Resolutions:
 1. Resolution to amend Tourism Promotion Agreement between the City, the Tourism Commission and the Merrill Area Chamber of Commerce. The Committee of the Whole recommends approving the resolution.
 2. A Resolution approving a Conditional Use Permit for a Group Child Care Facility located at 122 N. State Street in Merrill. Based on a tie-vote (3 to 3), the City Plan Commission made no recommendation on the Conditional Use Permit application and associated resolution.
 3. A Resolution authorizing the filing of an Urban Forestry Grant application. The Parks and Recreation Commission recommends approving the resolution.
 4. A Resolution authorizing a Development Agreement by and between the City of Merrill, Wisconsin and RD Properties LLC. The Redevelopment Authority recommends approving the resolution.
 5. A Resolution honoring Cheri L. Reinhardt for her long-term service to the City of Merrill (from the Common Council).

6. A Resolution honoring Michael J. Schroeder for his long-term service to the City of Merrill (from the Common Council).
7. A Resolution honoring James A. Rehwinkel for his long-term service to the City of Merrill (from the Common Council)
17. Mayor's Communications
18. Adjournment

William N. Heideman, CMC, WCMC
City Clerk

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



CITY OF MERRILL
COMMON COUNCIL
MINUTES • TUESDAY AUGUST 11, 2015

Regular Meeting

City Hall Council Chambers

7:00 PM

1. Silent Prayer
2. Pledge of Allegiance
3. Roll Call:

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

The following were also in attendance: Police Captain Corey Bennett, City Attorney Tom Hayden, City Clerk Bill Heideman, City Administrator Dave Johnson, Street Commissioner Richard Lupton, Enrichment Center Director Tammie Mrachek, Building Inspector/Zoning Administrator Darin Pagel, Fire Chief Dave Savone, Library Director Stacy Stevens, Finance Director Kathy Unertl and Parks and Recreation Director Dan Wendorf. Transit Director Rich Grenfell, Utility Superintendent Kim Kriewald and Police Chief Neff had excused absences.

4. **Public Comment Period**

Stephanie Springborn addressed the Common Council.

She stated that the Common Council and City staff, with the exception of one person, has been supportive of her project to rehabilitate the building at 413-419 West Main Street. She stated that the new roof portion of the project was completed on August 11th.

She then thanked the Common Council for their approval of her taking ownership of the property in 2014, with the intent to rehabilitate the building. She invited the Common Council and City staff to tour the facility.

She requested a refund of the \$50,000 provided as a bond to the City when she took ownership of the property.

Mayor Bialecki suggested that Stephanie Springborn submit her refund request to the Personnel and Finance Committee.

5. **Minutes of previous Common Council meeting(s):**

1. Minutes of June 5, 2015 and July 14, 2015 Common Council meetings
 Motion (Burgener/Sukow) to approve.

Attachment: 2015-08-11 Council Minutes Address Corrected (1238 : Minutes of August 11, 2015 meeting)

City Clerk Heideman requested that the amended minutes for the July 14, 2015 meeting be approved, rather than the original minutes of that meeting.

Motion (Lokemoen/Burgener) to approve the June 5, 2015 minutes as presented and the July 14, 2015 minutes as amended. Motion to amend approved.

RESULT:	APPROVED
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6. Revenue & Expense Reports:

1. Revenue & Expense Report as of July 31, 2015

Motion (Burgener/Schwartzman) to approve.

RESULT:	APPROVED
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7. General agenda items:

1. Employee Years of Service Recognition:

Jamie A. Jaeger, 20 years (Police Department)

Gabriel S. Steinagel, 15 years (Water Utility)

Christopher P. Clabots, 15 years (Fire Department)

Nicole M. Cimino, 10 years (Police Department)

City Clerk Heideman read certificates of recognition for the four employees.

8. Board of Public Works:

1. Discussion and recommendation for possible street repair project on Hendricks Street (East Sixth Street to East Eighth Street), including curb repair and repaving.

Motion (Lokemoen/Schwartzman) to approve.

Motion (Malm/Norton) to refer to the Board of Public Works.

RESULT:	REFERRED TO BPW
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Next: 8/26/2015 4:00 PM

9. City Plan Commission:

1. Park City Credit Union appeal of a restriction placed on a Conditional Use Permit amendment approved by the Common Council on June 9, 2015 (Resolution #2412). The appeal relates to the requirement that the south and west face of the structure planned for the vacant lot adjacent to 3404 East Main Street be of masonry or masonry type construction.

Representing Park City Credit Union, Val Mindak distributed information and gave a presentation related to the appeal. She explained that, after the planned structure is no longer needed, plans are to disassemble and sell it. She estimates that the structure will probably be used for approximately two years.

Motion (Lokemoen/Peterson) to approve the appeal.

RESULT: APPROVED

2. Consider site plan for former fairgrounds property.

Motion (Schwartzman/Lokemoen) to approve the City Plan's Commission recommendation.

RESULT: APPROVED

10. Health and Safety Committee:

1. Consider application from the Fraternal Order of Eagles for a temporary Class "B" (picnic) license to sell fermented malt beverages at the Eagles Fair Stand (Lincoln County Fairgrounds) during Labor Day festivities, September 7, 2015.

Motion (Sukow/Schwartzman) to approve.

RESULT: APPROVED

2. Consider "Class B" (Liquor) license application from Flori A. Jesperson for Salvo's Restaurant, 201 East Second Street, effective August 12, 2015.

Motion (Schwartzman/Norton) to approve.

RESULT: APPROVED

3. Consider Class "B" (Beer) and "Class B" (Liquor) license applications from Sawmill Brewing Co. Inc., for Sawmill Brewing Co., 1110 East Tenth Street, effective November 1, 2015.

Motion (Sukow/Peterson) to approve.

RESULT: APPROVED

4. Consider change of agent application from Walmart Stores East, LP, appointing Lindsey J. Roberts as Agent for license at Walmart #1366, 505 South Pine Ridge Avenue.

Motion (Schwartzman/Burgener) to approve.

RESULT: APPROVED

5. Clarify that the 2015-2016 licenses for Kwik Trip, 2311 East Main Street, are both Class "A" (beer) and "Class A" (liquor).

City Clerk Heideman reported that he wanted to clarify that the 2015-2016 license for Kwik Trip, 2311 East Main Street, was for both a Class "A" (beer) and "Class A" (liquor). When licenses were renewed for 2015-2016, the licensee list indicated a Class "A" only. However, Kwik Trip had applied and paid for both licenses. City Clerk Heideman explained that no Common Council action is necessary as this item was on the agenda for information only.

No action was taken.

11. Parks and Recreation Commission:

1. Consider Bicycle and Pedestrian Plan

Motion (Norton/Sukow) to approve.

Motion (Lokemoen/Peterson) to refer to applicable committees, included the Health and Safety Committee and the Board of Public Works.

RESULT: REFER TO COMMITTEE(S)

12. Mayor's Appointments:

1. D'Lacy Haight to the Library Board, term to expire June 30, 2017

2. Amanda Kostman to the Joint Review Board

Motion (Burgener/Malm) to approve the two appointments.

RESULT: APPROVED

13. Placing Committee Reports on File:

1. Consider placing the following minutes on file: Board of Public Works, City Plan Commission, Committee on Aging, Community Development Committee, Fairgrounds Ad-Hoc Committee, Health and Safety Committee, Housing Authority, Library Board, Parks and Recreation Commission, Personnel and Finance Committee and Redevelopment Authority.

Motion (Sukow/Burgener) to place the minutes on file.

RESULT: CARRIED

14. Ordinances:

1. An Ordinance amending Code of Ordinances Chapter 18, Article V, Section 169, to revise publication requirements for City sales of property (from July 27, 2015 Personnel and Finance Committee meeting).

ORDINANCE 2015-12

City Attorney Hayden gave the ordinance a first reading by summary only.

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

The ordinance was given a second reading and a third reading.

RESULT:	APPROVED [7 TO 0]
MOVER:	Ryan Schwartzman, Alderperson - Third District
SECONDER:	Rob Norton, Alderperson - Seventh District
AYES:	Malm, Lokemoen, Schwartzman, Peterson, Burgener, Sukow, Norton
EXCUSED:	Meehean

2. Ordinance amending Code of Ordinances Chapter 6, Article IV, Section 6-96(c), to add and amend conditions related to the keeping of chickens (from July 28, 2015 Health and Safety Committee meeting).

ORDINANCE 2015-13

City Attorney Hayden gave the ordinance a first reading by summary only.

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

The ordinance was given a second reading and a third reading.

RESULT:	APPROVED [6 TO 1]
MOVER:	Rob Norton, Alderperson - Seventh District
SECONDER:	John Burgener, Alderperson - Fifth District & President
AYES:	Malm, Lokemoen, Peterson, Burgener, Sukow, Norton
NAYS:	Schwartzman
EXCUSED:	Meehean

3. An Ordinance amending the District Zoning Map of the City of Merrill, Wisconsin for the North 70 feet of Lots 6 and 7, Block 9 of VR Willards Addition, requested by Our Saviour's Lutheran Church (from July 29, 2015 City Plan Commission meeting).

ORDINANCE 2015-14

City Attorney Hayden gave the ordinance a first reading.

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

The ordinance was given a second reading and a third reading.

RESULT: APPROVED [7 TO 0]
MOVER: Ryan Schwartzman, Alderperson - Third District
SECONDER: John Burgener, Alderperson - Fifth District & President
AYES: Malm, Lokemoen, Schwartzman, Peterson, Burgener, Sukow, Norton
EXCUSED: Meehean

4. An Ordinance amending Code of Ordinances Chapter 2, Article VI, Section 2-152, to change the name of the Committee on Aging to the Merrill Enrichment Center Committee and add staggered terms (from the Committee on Aging).

ORDINANCE 2015-15

City Attorney Hayden gave the ordinance a first reading.

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

The ordinance was given a second reading and a third reading.

RESULT: APPROVED [7 TO 0]
MOVER: Ryan Schwartzman, Alderperson - Third District
SECONDER: Kandy Peterson, Alderperson - Fourth District
AYES: Malm, Lokemoen, Schwartzman, Peterson, Burgener, Sukow, Norton
EXCUSED: Meehean

15. Resolutions:

1. A Resolution approving a Conditional Use Permit to allow TowerCo 2013 LLC and AT&T Mobility to construct a mobile service support structure and mobile service facility (telecommunications tower and facility) at 401 South Kyes Street (Resolution #2416).

WHEREAS, TowerCo 2013 LLC and AT&T Mobility have requested a Conditional Use Permit pursuant to the Merrill Zoning Code Section 113, Article IV for the purpose of constructing a new Mobile Service Support Structure and Mobile Service Facility (Telecommunications Tower and Facility) at 401 Kyes Street, the legal description to be incorporated in a signed lease agreement between the City of Merrill and TowerCo 2013 LLC and AT&T Mobility; and,

WHEREAS, TowerCo 2013 LLC and AT&T Mobility currently operates and maintains a tower from and in the City of Merrill and intends to replace the existing tower with a new structure; and,

WHEREAS, the City Plan Commission scheduled a hearing on the application August 4, 2015, due public notice having been given and opportunity given to those interested to speak on the application; and,

WHEREAS, the City Plan Commission has reviewed the application, has found that it does meet the requirements of Merrill Zoning Code Section 113, Article IV and has recommended approval of said application;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of August, 2015, that a Conditional Use Permit shall be issued to TowerCo 2013 LLC and AT&T Mobility for the purpose of constructing a new Mobile Service Support Structure and Mobile Service Facility (Telecommunications Tower and Facility) at the above described premises.

Motion (Sukow/Burgener) to approve.

RESULT:	APPROVED
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16. Mayor's Communications

Mayor Bialecki thanked the fire department for their hard work and dedication.

The annual Community Night Out was a huge success.

Crazy Daze will be Thursday, August 13th.

Summer Stride will be held at the MARC on August 15th.

Labor Day festivities are scheduled for Monday, September 7th.

Request for Proposal documents for the new grandstand at the fairgrounds are pending.

The Merrill Fire Department has received a \$1,500 grand for gas detection equipment.

Amendments to TIF districts will be considered in the near future. Letters will be sent to affected property owners.

17. Adjournment

Motion (Burgener/Schwartzman) to adjourn. Carried. Adjourned at 7:48 P.M.

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: AUGUST 31ST, 2015

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,196,006.00	573,757.84	4,220,788.56	100.59	(24,782.56)
Intergovernmental	3,946,163.00	0.00	1,203,461.54	30.50	2,742,701.46
Licenses and Permits	41,471.00	2,555.00	44,078.05	106.29	(2,607.05)
Fines, Forfeits, & Pen.	133,500.00	3,412.12	72,828.10	54.55	60,671.90
Public Charges-Services	6,450.00	373.33	4,408.96	68.36	2,041.04
Miscellaneous Revenues	88,900.00	6,176.34	66,343.35	74.63	22,556.65
TOTAL Non-Departmental	8,412,490.00	586,274.63	5,611,908.56	66.71	2,800,581.44
<u>Municipal Court</u>					
Intergov Charges (Misc.)	6,225.00	750.00	3,375.00	54.22	2,850.00
TOTAL Municipal Court	6,225.00	750.00	3,375.00	54.22	2,850.00
<u>City Attorney</u>					
Intergov Charges (Misc.)	8,500.00	0.00	4,506.87	53.02	3,993.13
Miscellaneous Revenues	8,757.00	0.00	0.00	0.00	8,757.00
TOTAL City Attorney	17,257.00	0.00	4,506.87	26.12	12,750.13
<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	0.00	184.32	0.00	(184.32)
TOTAL City Clerk	0.00	0.00	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

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: AUGUST 31ST, 2015

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	7,641.46	40.22	11,358.54
Public Charges-Services	14,000.00	729.25	7,890.92	56.36	6,109.08
Intergov Charges (Misc.)	8,000.00	0.00	7,943.43	99.29	56.57
Miscellaneous Revenues	250.00	2,051.00	2,088.00	835.20	(1,838.00)
TOTAL Police	41,250.00	2,780.25	25,563.81	61.97	15,686.19
<u>Traffic Control</u>					
Miscellaneous Revenues	0.00	409.96	572.39	0.00	(572.39)
TOTAL Traffic Control	0.00	409.96	572.39	0.00	(572.39)
<u>Fire Protection</u>					
Public Charges-Services	4,550.00	150.00	5,766.43	126.73	(1,216.43)
Intergov Charges (Misc.)	205,000.00	0.00	205,000.00	100.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection	209,550.00	150.00	210,766.43	100.58	(1,216.43)
<u>Ambulance/EMS</u>					
Intergovernmental	994,500.00	96,681.04	544,236.86	54.72	450,263.14
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Ambulance/EMS	994,500.00	96,681.04	544,236.86	54.72	450,263.14
<u>Bldg. Inspection/Zoning</u>					
Licenses and Permits	25,000.00	2,590.00	12,620.00	50.48	12,380.00
Miscellaneous Revenues	20,262.00	0.00	0.00	0.00	20,262.00
TOTAL Bldg. Inspection/Zoning	45,262.00	2,590.00	12,620.00	27.88	32,642.00
<u>Operations Support (M&E)</u>					
Intergovernmental	315,000.00	16,913.03	165,732.86	52.61	149,267.14
TOTAL Operations Support (M&E)	315,000.00	16,913.03	165,732.86	52.61	149,267.14
<u>Roads</u>					
Intergovernmental	7,500.00	21,089.87	43,236.25	576.48	(35,736.25)
Public Charges-Services	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL Roads	10,000.00	21,089.87	43,236.25	432.36	(33,236.25)

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	600.00	6,600.00	65.35	3,500.00
TOTAL Snow and Ice	10,100.00	600.00	6,600.00	65.35	3,500.00
<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	(2,755.94)	(2,755.94)	0.00	2,755.94
TOTAL Street Lighting	0.00	(2,755.94)	(2,755.94)	0.00	2,755.94
<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	1,050.00	16,313.58	49.81	16,436.42
Miscellaneous Revenues	0.00	750.02	750.02	0.00	(750.02)
TOTAL Airport	32,750.00	1,800.02	17,063.60	52.10	15,686.40
<u>Aviation Fuel</u>					
Public Charges-Services	0.00	10,523.23	66,231.17	0.00	(66,231.17)
TOTAL Aviation Fuel	0.00	10,523.23	66,231.17	0.00	(66,231.17)
<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	46,748.00	47.95	50,752.00
Public Charges-Services	154,000.00	9,366.00	82,567.50	53.62	71,432.50
Miscellaneous Revenues	20,000.00	0.00	1,790.00	8.95	18,210.00
TOTAL Transit	509,750.00	9,366.00	184,147.50	36.13	325,602.50
<u>Garbage Collection</u>					
Miscellaneous Revenues	1,000.00	452.00	3,930.00	393.00	(2,930.00)
TOTAL Garbage Collection	1,000.00	452.00	3,930.00	393.00	(2,930.00)
<u>Recycling</u>					
Intergovernmental	32,650.00	0.00	32,646.43	99.99	3.57
Miscellaneous Revenues	10,500.00	1,106.67	9,456.14	90.06	1,043.86
TOTAL Recycling	43,150.00	1,106.67	42,102.57	97.57	1,047.43

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

7.1.a

Packet Pg. 14

1 General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Weed & Nuisance Control</u>					
Public Charges-Services	2,500.00	120.00	120.00	4.80	2,380.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Weed & Nuisance Control	2,500.00	120.00	120.00	4.80	2,380.00
<u>MACEC - Enrichment</u>					
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
TOTAL MACEC - Enrichment	0.00	0.00	0.00	0.00	0.00
<u>Library</u>					
Intergovernmental	424,775.00	0.00	212,387.50	50.00	212,387.50
Public Charges-Services	20,500.00	991.62	11,166.31	54.47	9,333.69
Miscellaneous Revenues	0.00	0.00	5,387.82	0.00	(5,387.82)
TOTAL Library	445,275.00	991.62	228,941.63	51.42	216,333.37
<u>Parks</u>					
Public Charges-Services	14,500.00	520.48	7,864.46	54.24	6,635.54
Miscellaneous Revenues	1,000.00	(883.60)	2,978.92	297.89	(1,978.92)
TOTAL Parks	15,500.00	(363.12)	10,843.38	69.96	4,656.62
<u>River Bend Trail</u>					
Taxes (or Utility Rev.)	0.00	0.00	4,891.06	0.00	(4,891.06)
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL River Bend Trail	0.00	0.00	4,891.06	0.00	(4,891.06)
<u>Lion's Park Lights</u>					
Miscellaneous Revenues	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Lion's Park Lights	1,500.00	0.00	0.00	0.00	1,500.00
<u>Recreation Programs</u>					
Public Charges-Services	75,700.00	14,122.06	69,418.92	91.70	6,281.08
TOTAL Recreation Programs	75,700.00	14,122.06	69,418.92	91.70	6,281.08
<u>CATV - MP3</u>					
Licenses and Permits	100,000.00	27,197.09	54,235.72	54.24	45,764.28
TOTAL CATV - MP3	100,000.00	27,197.09	54,235.72	54.24	45,764.28
<u>MARC - Smith Center</u>					
Taxes (or Utility Rev.)	6,500.00	0.00	3,049.68	46.92	3,450.32
Public Charges-Services	87,400.00	485.00	39,754.15	45.49	47,645.85
TOTAL MARC - Smith Center	93,900.00	485.00	42,803.83	45.58	51,096.17
<u>Pool</u>					
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
TOTAL Pool	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	11,425,761.00	791,283.41	7,351,276.79	64.34	4,074,484.21

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

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
EXPENDITURES					
Common Council					
Personnel Services	34,100.00	2,093.26	18,900.22	55.43	15,199.78
Contractual Services	6,805.00	1,584.00	5,036.88	74.02	1,768.12
Supplies & Expenses	12,150.00	748.89	7,631.95	62.81	4,518.05
TOTAL Common Council	53,055.00	4,426.15	31,569.05	59.50	21,485.95
Municipal Court					
Personnel Services	65,840.00	3,926.85	38,529.22	58.52	27,310.78
Contractual Services	1,585.00	0.00	1,474.54	93.03	110.46
Supplies & Expenses	6,500.00	293.03	4,061.36	62.48	2,438.64
Technology	5,750.00	300.00	4,808.58	83.63	941.42
TOTAL Municipal Court	79,675.00	4,519.88	48,873.70	61.34	30,801.30
City Attorney					
Personnel Services	191,080.00	14,661.42	123,945.27	64.87	67,134.73
Contractual Services	3,950.00	2,820.52	17,429.26	441.25	(13,479.26)
Supplies & Expenses	8,925.00	400.96	3,709.62	41.56	5,215.38
TOTAL City Attorney	203,955.00	17,882.90	145,084.15	71.14	58,870.85
Mayor					
Personnel Services	13,780.00	1,043.40	8,905.98	64.63	4,874.02
Supplies & Expenses	2,275.00	42.36	625.18	27.48	1,649.82
TOTAL Mayor	16,055.00	1,085.76	9,531.16	59.37	6,523.84
City Administrator					
Personnel Services	98,752.00	7,779.10	65,362.42	66.19	33,389.58
Contractual Services	650.00	56.42	451.45	69.45	198.55
Supplies & Expenses	1,300.00	80.10	158.58	12.20	1,141.42
TOTAL City Administrator	100,702.00	7,915.62	65,972.45	65.51	34,729.55
Personnel - HR					
Contractual Services	21,000.00	2,528.85	9,315.15	44.36	11,684.85
Supplies & Expenses	250.00	0.00	97.64	39.06	152.36
TOTAL Personnel - HR	21,250.00	2,528.85	9,412.79	44.30	11,837.21
City Clerk					
Personnel Services	72,070.00	5,583.83	47,296.44	65.63	24,773.56
Supplies & Expenses	5,422.00	44.51	1,964.64	36.23	3,457.36
TOTAL City Clerk	77,492.00	5,628.34	49,261.08	63.57	28,230.92

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

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Clerk/Treasurer Staff</u>					
Personnel Services	138,671.00	10,554.18	91,216.78	65.78	47,454.22
Supplies & Expenses	1,250.00	122.90	595.32	47.63	654.68
TOTAL Clerk/Treasurer Staff	139,921.00	10,677.08	91,812.10	65.62	48,108.90
<u>Elections - AVERAGED</u>					
Personnel Services	21,650.00	0.00	5,511.98	25.46	16,138.02
Contractual Services	11,500.00	5,367.85	5,367.85	46.68	6,132.15
Supplies & Expenses	1,850.00	100.00	133.57	7.22	1,716.43
TOTAL Elections - AVERAGED	35,000.00	5,467.85	11,013.40	31.47	23,986.60
<u>Treasurer/Finance Dir.</u>					
Personnel Services	90,815.00	7,023.42	59,439.08	65.45	31,375.92
Contractual Services	3,250.00	1,173.81	2,609.82	80.30	640.18
Supplies & Expenses	25,650.00	2,838.05	19,718.42	76.87	5,931.58
TOTAL Treasurer/Finance Dir.	119,715.00	11,035.28	81,767.32	68.30	37,947.68
<u>Information Technology</u>					
Personnel Services	59,799.00	7,096.12	46,519.45	77.79	13,279.55
Technology	127,201.00	11,354.05	111,014.65	87.27	16,186.35
TOTAL Information Technology	187,000.00	18,450.17	157,534.10	84.24	29,465.90
<u>Assessment of Property</u>					
Contractual Services	32,025.00	0.00	29,800.00	93.05	2,225.00
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Assessment of Property	32,125.00	0.00	29,800.00	92.76	2,325.00
<u>Independent Auditing</u>					
Contractual Services	15,000.00	0.00	15,625.00	104.17	(625.00)
TOTAL Independent Auditing	15,000.00	0.00	15,625.00	104.17	(625.00)
<u>City Hall Maintenance</u>					
Personnel Services	117,072.00	7,332.92	69,102.45	59.03	47,969.55
Contractual Services	61,719.00	4,381.47	44,195.40	71.61	17,523.60
Supplies & Expenses	13,775.00	639.15	6,019.22	43.70	7,755.78
Capital Outlay	4,500.00	1,405.50	5,375.13	119.45	(875.13)
TOTAL City Hall Maintenance	197,066.00	13,759.04	124,692.20	63.27	72,373.80
<u>Former Fire Station</u>					
Personnel Services	550.00	0.00	0.00	0.00	550.00
Contractual Services	5,225.00	0.00	4,496.11	86.05	728.89
TOTAL Former Fire Station	5,775.00	0.00	4,496.11	77.85	1,278.89
<u>Over-Collected Taxes</u>					
Supplies & Expenses	1,150.00	0.00	288.47	25.08	861.53
TOTAL Over-Collected Taxes	1,150.00	0.00	288.47	25.08	861.53

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: AUGUST 31ST, 2015

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Insurance/Employee</u>					
Personnel Services	6,754.00	0.00	0.00	0.00	6,754.00
Fixed Charges	285,000.00	(44,651.60)	195,254.30	68.51	89,745.70
TOTAL Insurance/Employee	291,754.00	(44,651.60)	195,254.30	66.92	96,499.70
<u>Police</u>					
Personnel Services	2,174,205.00	151,819.04	1,346,822.49	61.95	827,382.51
Contractual Services	53,150.00	1,867.61	13,915.27	26.18	39,234.73
Supplies & Expenses	71,600.00	2,637.12	33,042.65	46.15	38,557.35
Capital Outlay	11,000.00	0.00	9,498.00	86.35	1,502.00
Technology	13,000.00	66.45	2,391.40	18.40	10,608.60
TOTAL Police	2,322,955.00	156,390.22	1,405,669.81	60.51	917,285.19
<u>Traffic Control</u>					
Personnel Services	6,197.00	409.79	1,312.92	21.19	4,884.08
Supplies & Expenses	26,903.00	2,321.47	9,106.31	33.85	17,796.69
TOTAL Traffic Control	33,100.00	2,731.26	10,419.23	31.48	22,680.77
<u>Fire Protection</u>					
Personnel Services	1,305,162.00	85,340.51	815,790.69	62.50	489,371.31
Contractual Services	27,625.00	2,076.20	17,306.32	62.65	10,318.68
Supplies & Expenses	58,500.00	7,884.45	34,682.91	59.29	23,817.09
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	5,000.00	316.67	4,043.82	80.88	956.18
TOTAL Fire Protection	1,396,287.00	95,617.83	871,823.74	62.44	524,463.26
<u>Fire Protection-Hydrants</u>					
Contractual Services	114,540.00	0.00	85,905.00	75.00	28,635.00
TOTAL Fire Protection-Hydrants	114,540.00	0.00	85,905.00	75.00	28,635.00
<u>Ambulance/EMS</u>					
Personnel Services	889,975.00	62,221.23	547,087.15	61.47	342,887.85
Contractual Services	25,875.00	2,076.24	17,284.21	66.80	8,590.79
Supplies & Expenses	76,150.00	13,444.09	55,216.60	72.51	20,933.40
Technology	2,500.00	316.67	2,707.13	108.29	(207.13)
TOTAL Ambulance/EMS	994,500.00	78,058.23	622,295.09	62.57	372,204.91
<u>Bldg. Inspection/Zoning</u>					
Personnel Services	96,113.00	7,155.63	60,112.76	62.54	36,000.24
Contractual Services	1,879.00	108.86	1,003.19	53.39	875.81
Supplies & Expenses	4,200.00	391.20	2,688.18	64.00	1,511.82
TOTAL Bldg. Inspection/Zoning	102,192.00	7,655.69	63,804.13	62.44	38,387.87
<u>City Sealer</u>					
Contractual Services	4,000.00	0.00	4,000.00	100.00	0.00
TOTAL City Sealer	4,000.00	0.00	4,000.00	100.00	0.00

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

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Engineering</u>					
Contractual Services	12,000.00	720.00	960.00	8.00	11,040.00
Technology	500.00	0.00	0.00	0.00	500.00
TOTAL Engineering	12,500.00	720.00	960.00	7.68	11,540.00
<u>Street Commissioner</u>					
Personnel Services	86,641.00	6,471.92	54,982.23	63.46	31,658.77
Supplies & Expenses	1,500.00	231.83	1,201.64	80.11	298.36
TOTAL Street Commissioner	88,141.00	6,703.75	56,183.87	63.74	31,957.13
<u>Garage Maintenance</u>					
Personnel Services	1,283.00	0.00	0.00	0.00	1,283.00
Contractual Services	43,250.00	1,832.82	24,645.70	56.98	18,604.30
Supplies & Expenses	10,000.00	373.95	14,070.18	140.70	(4,070.18)
TOTAL Garage Maintenance	54,533.00	2,206.77	38,715.88	71.00	15,817.12
<u>Operations Support (M&E)</u>					
Personnel Services	225,679.00	18,242.37	140,186.17	62.12	85,492.83
Contractual Services	2,750.00	0.00	3,817.00	138.80	(1,067.00)
Supplies & Expenses	356,700.00	28,580.15	207,844.48	58.27	148,855.52
TOTAL Operations Support (M&E)	585,129.00	46,822.52	351,847.65	60.13	233,281.35
<u>Roads</u>					
Personnel Services	199,148.00	18,583.28	172,015.50	86.38	27,132.50
Supplies & Expenses	99,000.00	8,576.10	21,762.22	21.98	77,237.78
TOTAL Roads	298,148.00	27,159.38	193,777.72	64.99	104,370.28
<u>Street Cleaning</u>					
Personnel Services	46,461.00	4,581.12	28,933.27	62.27	17,527.73
Supplies & Expenses	1,500.00	12.30	262.88	17.53	1,237.12
TOTAL Street Cleaning	47,961.00	4,593.42	29,196.15	60.87	18,764.85
<u>Snow and Ice</u>					
Personnel Services	174,960.00	0.00	97,448.93	55.70	77,511.07
Contractual Services	1,500.00	0.00	810.00	54.00	690.00
Supplies & Expenses	57,500.00	643.52	24,845.06	43.21	32,654.94
TOTAL Snow and Ice	233,960.00	643.52	123,103.99	52.62	110,856.01
<u>Stormwater Maintenance</u>					
Personnel Services	13,330.00	1,256.57	17,386.42	130.43	(4,056.42)
Contractual Services	2,500.00	0.00	2,239.27	89.57	260.73
Supplies & Expenses	15,000.00	306.77	2,217.11	14.78	12,782.89
TOTAL Stormwater Maintenance	30,830.00	1,563.34	21,842.80	70.85	8,987.20

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

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Painting-Marking</u>					
Personnel Services	12,417.00	4,901.75	6,792.75	54.71	5,624.25
Supplies & Expenses	10,000.00	0.00	6,011.50	60.12	3,988.50
TOTAL Street Painting-Marking	22,417.00	4,901.75	12,804.25	57.12	9,612.75
<u>Street Leave Expenses</u>					
Personnel Services	60,090.00	7,329.45	49,853.92	82.97	10,236.08
TOTAL Street Leave Expenses	60,090.00	7,329.45	49,853.92	82.97	10,236.08
<u>Street Lighting</u>					
Contractual Services	182,500.00	16,484.21	112,692.41	61.75	69,807.59
Capital Outlay	8,000.00	0.00	7,122.00	89.03	878.00
TOTAL Street Lighting	190,500.00	16,484.21	119,814.41	62.89	70,685.59
<u>Stormwater Plan/Const.</u>					
Contractual Services	7,000.00	0.00	6,125.00	87.50	875.00
Supplies & Expenses	500.00	0.00	0.00	0.00	500.00
TOTAL Stormwater Plan/Const.	7,500.00	0.00	6,125.00	81.67	1,375.00
<u>Airport</u>					
Personnel Services	0.00	72.29	270.71	0.00	(270.71)
Contractual Services	112,571.00	14,847.79	76,944.73	68.35	35,626.27
Supplies & Expenses	25,929.00	1,631.56	17,338.12	66.87	8,590.88
Special Services	1,000.00	208.65	1,529.71	152.97	(529.71)
TOTAL Airport	139,500.00	16,760.29	96,083.27	68.88	43,416.73
<u>Aviation Fuel</u>					
Special Services	0.00	15,462.77	48,134.40	0.00	(48,134.40)
TOTAL Aviation Fuel	0.00	15,462.77	48,134.40	0.00	(48,134.40)
<u>Transit</u>					
Personnel Services	401,162.00	28,225.13	245,628.16	61.23	155,533.84
Contractual Services	5,500.00	219.83	2,650.95	48.20	2,849.05
Supplies & Expenses	164,200.00	6,667.00	82,251.72	50.09	81,948.28
Fixed Charges	27,340.00	161.00	23,610.78	86.36	3,729.22
Technology	1,500.00	0.00	211.48	14.10	1,288.52
TOTAL Transit	599,702.00	35,272.96	354,353.09	59.09	245,348.91
<u>Garbage Collection</u>					
Personnel Services	146,443.00	10,609.59	93,444.87	63.81	52,998.13
Supplies & Expenses	98,600.00	8,449.82	54,177.78	54.95	44,422.22
Capital Outlay	31,500.00	1,843.46	16,040.86	50.92	15,459.14
TOTAL Garbage Collection	276,543.00	20,902.87	163,663.51	59.18	112,879.49

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

1 General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Recycling</u>					
Personnel Services	151,916.00	10,209.88	82,411.95	54.25	69,504.05
Supplies & Expenses	44,775.00	4,516.06	35,958.65	80.31	8,816.35
TOTAL Recycling	196,691.00	14,725.94	118,370.60	60.18	78,320.40
<u>Weed & Nuisance Control</u>					
Personnel Services	5,867.00	1,735.76	9,695.54	165.26	(3,828.54)
Supplies & Expenses	250.00	0.00	140.35	56.14	109.65
TOTAL Weed & Nuisance Control	6,117.00	1,735.76	9,835.89	160.80	(3,718.89)
<u>Health Officer</u>					
Personnel Services	3,660.00	0.00	1,830.06	50.00	1,829.94
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Health Officer	3,760.00	0.00	1,830.06	48.67	1,929.94
<u>MACEC - Enrichment</u>					
Personnel Services	92,573.00	7,831.81	62,549.23	67.57	30,023.77
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	6,432.00	0.00	1,211.97	18.84	5,220.03
TOTAL MACEC - Enrichment	99,505.00	7,831.81	63,761.20	64.08	35,743.80
<u>Library</u>					
Personnel Services	759,420.00	56,622.38	481,780.02	63.44	277,639.98
Contractual Services	54,900.00	3,236.30	33,438.54	60.91	21,461.46
Supplies & Expenses	33,425.00	3,430.46	30,144.04	90.18	3,280.96
Fixed Charges	7,400.00	5,945.00	7,715.00	104.26	(315.00)
Capital Outlay	0.00	0.00	1,420.80	0.00	(1,420.80)
Print Media - Library	55,050.00	3,724.75	28,059.91	50.97	26,990.09
Non-Print Media-Library	22,665.00	1,272.10	13,870.55	61.20	8,794.45
Technology	41,433.00	970.35	34,503.87	83.28	6,929.13
TOTAL Library	974,293.00	75,201.34	630,932.73	64.76	343,360.27
<u>Parks</u>					
Personnel Services	213,041.00	24,540.84	143,193.29	67.21	69,847.71
Contractual Services	32,500.00	6,235.62	15,004.53	46.17	17,495.47
Supplies & Expenses	36,638.00	6,169.75	26,660.35	72.77	9,977.65
Capital Outlay	25,500.00	3,091.62	12,045.65	47.24	13,454.35
TOTAL Parks	307,679.00	40,037.83	196,903.82	64.00	110,775.18
<u>River Bend Trail</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	0.00	0.00	0.00	0.00	0.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL River Bend Trail	0.00	0.00	0.00	0.00	0.00

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Athletic Park Lights</u>					
Contractual Services	1,800.00	281.87	1,201.49	66.75	598.51
Supplies & Expenses	200.00	0.00	0.00	0.00	200.00
TOTAL Athletic Park Lights	2,000.00	281.87	1,201.49	60.07	798.51
<u>Ott's Park Lights</u>					
Contractual Services	1,400.00	288.22	931.93	66.57	468.07
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Ott's Park Lights	1,500.00	288.22	931.93	62.13	568.07
<u>Lion's Park Lights</u>					
Contractual Services	1,400.00	0.00	0.00	0.00	1,400.00
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Lion's Park Lights	1,500.00	0.00	0.00	0.00	1,500.00
<u>Recreation Programs</u>					
Personnel Services	189,646.00	28,706.63	133,487.78	70.39	56,158.22
Contractual Services	2,450.00	288.36	2,074.18	84.66	375.82
Supplies & Expenses	41,500.00	7,399.04	26,611.73	64.12	14,888.27
TOTAL Recreation Programs	233,596.00	36,394.03	162,173.69	69.42	71,422.31
<u>Marketing - PR</u>					
Personnel Services	2,875.00	12.70	225.82	7.85	2,649.18
Supplies & Expenses	20,625.00	1,513.00	11,892.00	57.66	8,733.00
TOTAL Marketing - PR	23,500.00	1,525.70	12,117.82	51.57	11,382.18
<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	3,000.00	0.00	0.00	0.00	3,000.00
TOTAL Christmas Decorations	7,148.00	0.00	708.04	9.91	6,439.96
<u>Outside Agencies</u>					
Supplies & Expenses	32,500.00	0.00	26,500.00	81.54	6,000.00
TOTAL Outside Agencies	32,500.00	0.00	26,500.00	81.54	6,000.00
<u>CATV - MP3</u>					
Supplies & Expenses	95,000.00	49,830.29	55,097.33	58.00	39,902.67
TOTAL CATV - MP3	95,000.00	49,830.29	55,097.33	58.00	39,902.67
<u>MARC - Smith Center</u>					
Personnel Services	45,935.00	3,506.71	32,499.34	70.75	13,435.66
Contractual Services	61,069.00	2,325.59	37,341.70	61.15	23,727.30
Supplies & Expenses	36,050.00	2,726.43	16,038.79	44.49	20,011.21
Capital Outlay	6,500.00	0.00	2,285.06	35.15	4,214.94
TOTAL MARC - Smith Center	149,554.00	8,558.73	88,164.89	58.95	61,389.11

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

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Pool</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	45,000.00	0.00	0.00	0.00	45,000.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Pool	45,000.00	0.00	0.00	0.00	45,000.00
<u>Economic Development</u>					
Contractual Services	19,700.00	0.00	19,700.00	100.00	0.00
TOTAL Economic Development	19,700.00	0.00	19,700.00	100.00	0.00
<u>Transfers</u>					
Transfers	0.00	0.00	0.00	0.00	0.00
TOTAL Transfers	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL EXPENDITURES	11,390,761.00	843,117.07	7,190,593.78	63.13	4,200,167.22
=====					
REVENUES OVER/(UNDER) EXPENDITURES	35,000.00	(51,833.66)	160,683.01	0.00	(125,683.01)
=====					

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: AUGUST 31ST, 2015

Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					

<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
=====					
EXPENDITURES					

<u>Remediation Action</u>					
Personnel Services	1,650.00	288.52	609.82	36.96	1,040.18
Contractual Services	20,600.00	492.25	6,092.69	29.58	14,507.31
Supplies & Expenses	250.00	0.00	0.00	0.00	250.00
TOTAL Remediation Action	22,500.00	780.77	6,702.51	29.79	15,797.49
<hr/>					
TOTAL EXPENDITURES	22,500.00	780.77	6,702.51	29.79	15,797.49
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(22,500.00)	(780.77)	(6,702.51)	0.00	(15,797.49)
=====					

*** END OF REPORT ***

Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<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>25,217.76</u>	<u>45.63</u>	<u>30,049.24</u>
TOTAL Police-SRO	105,217.00	0.00	75,167.76	71.44	30,049.24
<hr/>					
TOTAL REVENUE	105,217.00	0.00	75,167.76	71.44	30,049.24
=====					
EXPENDITURES					
=====					
<u>Police-SRO</u>					
Personnel Services	102,717.00	7,660.00	63,220.90	61.55	39,496.10
Supplies & Expenses	500.00	0.00	442.50	88.50	57.50
Fixed Charges	<u>2,000.00</u>	<u>0.00</u>	<u>1,998.00</u>	<u>99.90</u>	<u>2.00</u>
TOTAL Police-SRO	105,217.00	7,660.00	65,661.40	62.41	39,555.60
<hr/>					
TOTAL EXPENDITURES	105,217.00	7,660.00	65,661.40	62.41	39,555.60
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(7,660.00)	9,506.36	0.00	(9,506.36)
=====					

*** END OF REPORT ***

Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	83,975.00	8,789.71	63,125.46	75.17	20,849.54
TOTAL CDBG Grants/Loans	83,975.00	8,789.71	63,125.46	75.17	20,849.54
<u>Community Development</u>					
Taxes (or Utility Rev.)	38,744.00	0.00	38,744.00	100.00	0.00
Intergov Charges (Misc.)	11,206.00	325.00	975.00	8.70	10,231.00
TOTAL Community Development	49,950.00	325.00	39,719.00	79.52	10,231.00
<hr/>					
TOTAL REVENUE	133,925.00	9,114.71	102,844.46	76.79	31,080.54
=====					
EXPENDITURES					
=====					
<u>CDBG Grants/Loans</u>					
Special Services	101,500.00	355.00	28,323.30	27.90	73,176.70
TOTAL CDBG Grants/Loans	101,500.00	355.00	28,323.30	27.90	73,176.70
<u>Community Development</u>					
Personnel Services	46,233.00	3,565.51	30,083.02	65.07	16,149.98
Contractual Services	850.00	28.85	259.66	30.55	590.34
Supplies & Expenses	2,867.00	121.19	1,056.22	36.84	1,810.78
TOTAL Community Development	49,950.00	3,715.55	31,398.90	62.86	18,551.10
<hr/>					
TOTAL EXPENDITURES	151,450.00	4,070.55	59,722.20	39.43	91,727.80
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(17,525.00)	5,044.16	43,122.26	0.00	(60,647.26)
=====					

*** END OF REPORT ***

AS OF: AUGUST 31ST, 2015

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Debt Service
Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Taxes (or Utility Rev.)					
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	19,116.01	26.66	52,595.19
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	1,241,350.01	95.94	52,595.19
Miscellaneous Revenues					
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
Other Financing Sources					
40000-49110 Proceeds from LT Debt	0.00	0.00	0.00	0.00	0.00
40000-49120 Premium on Debt Insurance	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
TOTAL REVENUES	1,320,333.20	0.00	1,267,549.23	96.00	52,783.97

EXPENDITURES

Debt Service

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	0.00	12,324.85	100.00	0.00
50000-06-11800 STL 2010-1 Prin BAB	44,000.00	0.00	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	0.00	12,335.88	100.00	0.00
50000-06-12045 SIB Prin.-W. Main St.	9,219.74	0.00	6,897.53	74.81	2,322.21
50000-06-12050 STL 2005 Prin.-Streets	13,676.48	0.00	13,676.48	100.00	0.00
50000-06-12065 STF 2011-1 BAB-10 Year	37,931.07	0.00	37,931.07	100.00	0.00
50000-06-12067 STF 2011-2 BAB-20 Year	23,797.28	0.00	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	0.00	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	0.00	20,888.43	100.00	0.00
50000-06-21750 GO 2006A - Int. Equipment	1,234.00	0.00	617.00	50.00	617.00
50000-06-21755 STL 2009-2 Int Equip	3,033.81	0.00	3,033.81	100.00	0.00
50000-06-21800 STL 2010-1 BAB Int.	9,022.50	0.00	9,022.50	100.00	0.00
50000-06-21900 GO2013 A - Fire Interest	131,455.00	0.00	65,727.50	50.00	65,727.50

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: AUGUST 31ST, 2015

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Debt Service
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	33,287.50	50.00	33,287.50
50000-06-22040 GO 2004 Int.- St./Park	18,940.00	0.00	9,470.00	50.00	9,470.00
50000-06-22043 STL 2009-1 - Int Faciliti	2,374.64	0.00	2,374.64	100.00	0.00
50000-06-22045 SIB Int.-W. Main St.	1,094.76	0.00	838.35	76.58	256.41
50000-06-22050 STL 2005 Int.-Streets	9,711.68	0.00	9,711.68	100.00	0.00
50000-06-22065 STF 2011-1 Int BAB-10 YR	9,023.26	0.00	9,023.26	100.00	0.00
50000-06-22067 STF 2011-2 Int BAB-20 YR	24,646.71	0.00	24,646.71	100.00	0.00
50000-06-22075 GO 2006B Int.-Streets	37,127.50	0.00	18,563.74	50.00	18,563.76
50000-06-22080 GO 2008B Int.-Streets	17,995.00	0.00	8,997.50	50.00	8,997.50
50000-06-24067 STF 2011-2 Int -TIF #6	3,317.04	0.00	3,317.04	100.00	0.00
50000-06-24075 GO 2006B Int.-TIF #3	4,445.00	0.00	2,222.50	50.00	2,222.50
50000-06-24080 GO 2008B Int.-TID #4	13,140.00	0.00	6,570.00	50.00	6,570.00
50000-06-24085 GO2013A Int, -TID #5	1,183.72	0.00	591.86	50.00	591.86
50000-06-24090 GO2013A Int. - TID #6	6,423.78	0.00	3,211.89	50.00	3,211.89
50000-06-28075 STL 2004 Int.- Pension	12,214.11	0.00	12,214.11	100.00	0.00
50000-06-32040 GO 2004 PA- St./Park	0.00	0.00	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	350.00	0.00	(350.00)
50000-06-38085 GO 2008B PA -St./TIF	0.00	0.00	350.00	0.00	(350.00)
50000-06-38087 GO2013A	0.00	0.00	350.00	0.00	(350.00)
50000-06-38090 GO 2013B	0.00	0.00	350.00	0.00	(350.00)
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
TOTAL Debt Service	1,320,333.96	0.00	400,245.83	30.31	920,088.13
TOTAL EXPENDITURES	1,320,333.96	0.00	400,245.83	30.31	920,088.13
REVENUES OVER/(UNDER) EXPENDITURES	(0.76)	0.00	867,303.40	0.00	(867,304.16)
FUND TOTAL REVENUES	1,320,333.20	0.00	1,267,549.23	96.00	52,783.97
FUND TOTAL EXPENDITURES	1,320,333.96	0.00	400,245.83	30.31	920,088.13
REVENUES OVER/(UNDER) EXPENDITURES	(0.76)	0.00	867,303.40	0.00	(867,304.16)

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

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

TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #3 - East Side</u>					
Taxes (or Utility Rev.)	815,217.00	63,249.22	525,217.57	64.43	289,999.43
Intergovernmental	10,000.00	0.00	2,590.00	25.90	7,410.00
Miscellaneous Revenues	0.00	0.00	(9,000.00)	0.00	9,000.00
TOTAL TID #3 - East Side	825,217.00	63,249.22	518,807.57	62.87	306,409.43
<u>TID #3 - Wal-Mart Dev.</u>					
Miscellaneous Revenues	0.00	0.00	1,040.00	0.00	(1,040.00)
TOTAL TID #3 - Wal-Mart Dev.	0.00	0.00	1,040.00	0.00	(1,040.00)
<hr/>					
TOTAL REVENUE	825,217.00	63,249.22	519,847.57	63.00	305,369.43
=====					
EXPENDITURES					
=====					
<u>TID #3 - East Side</u>					
Personnel Services	8,728.00	22.00	22.00	0.25	8,706.00
Contractual Services	53,150.00	60.00	19,129.94	35.99	34,020.06
Supplies & Expenses	300.00	0.00	0.00	0.00	300.00
Special Services	420,625.83	50,625.83	80,625.83	19.17	340,000.00
Fixed Charges	14,445.00	0.00	2,222.50	15.39	12,222.50
Capital Outlay	330,000.00	0.00	13,600.00	4.12	316,400.00
TOTAL TID #3 - East Side	827,248.83	50,707.83	115,600.27	13.97	711,648.56
<u>TID #3 - Wal-Mart Dev.</u>					
Capital Outlay	0.00	309.55	1,181.05	0.00	(1,181.05)
TOTAL TID #3 - Wal-Mart Dev.	0.00	309.55	1,181.05	0.00	(1,181.05)
<hr/>					
TOTAL EXPENDITURES	827,248.83	51,017.38	116,781.32	14.12	710,467.51
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(2,031.83)	12,231.84	403,066.25	0.00	(405,098.08)
=====					

*** END OF REPORT ***

TID #4 - Thielman/P Ridge

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #4 -Thielman/P Ridge</u>					
Taxes (or Utility Rev.)	124,087.00	95.86	49,837.89	40.16	74,249.11
Intergovernmental	1,000.00	0.00	7,133.00	713.30	(6,133.00)
Miscellaneous Revenues	0.00	0.00	(9,000.00)	0.00	9,000.00
TOTAL TID #4 -Thielman/P Ridge	125,087.00	95.86	47,970.89	38.35	77,116.11
<hr/>					
TOTAL REVENUE	125,087.00	95.86	47,970.89	38.35	77,116.11
=====					
EXPENDITURES					
=====					
<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	1,250.00	3.09	39,150.00
Special Services	100,000.00	0.00	0.00	0.00	100,000.00
Fixed Charges	33,500.00	0.00	6,570.00	19.61	26,930.00
Capital Outlay	88,500.00	0.00	1,000.00	1.13	87,500.00
TOTAL TID #4 -Thielman/P Ridge	270,628.00	0.00	8,820.00	3.26	261,808.00
<hr/>					
TOTAL EXPENDITURES	270,628.00	0.00	8,820.00	3.26	261,808.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(145,541.00)	95.86	39,150.89	0.00	(184,691.89)
=====					

*** END OF REPORT ***

TID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<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	338.00	676.00	(288.00)
TOTAL TID #5 - Hwy 107/Taylor	113,043.00	0.00	13,331.00	11.79	99,712.00
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TOTAL REVENUE	113,043.00	0.00	13,331.00	11.79	99,712.00
=====					
EXPENDITURES					
=====					
<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	900.00	9.00	9,100.00
Special Services	25,000.00	0.00	0.00	0.00	25,000.00
Fixed Charges	2,622.00	0.00	591.86	22.57	2,030.14
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	1,491.86	1.00	147,787.14
<hr/>					
TOTAL EXPENDITURES	149,279.00	0.00	1,491.86	1.00	147,787.14
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(36,236.00)	0.00	11,839.14	0.00	(48,075.14)
=====					

*** END OF REPORT ***

TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #6 - Downtown					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	3,500.00	0.00	3,148.00	89.94	352.00
Miscellaneous Revenues	750.00	0.00	1,270.98	169.46	(520.98)
TOTAL TID #6 - Downtown	4,250.00	0.00	4,418.98	103.98	(168.98)
TID #6 - Lincoln House					
Miscellaneous Revenues	1.00	0.00	0.00	0.00	1.00
TOTAL TID #6 - Lincoln House	1.00	0.00	0.00	0.00	1.00
TOTAL REVENUE	4,251.00	0.00	4,418.98	103.95	(167.98)
EXPENDITURES					
TID #6 - Downtown					
Personnel Services	17,112.00	110.00	320.37	1.87	16,791.63
Contractual Services	57,900.00	2,621.69	43,652.62	75.39	14,247.38
Special Services	301,000.00	29,375.00	84,316.10	28.01	216,683.90
Fixed Charges	21,554.00	0.00	9,731.65	45.15	11,822.35
Capital Outlay	20,000.00	137,897.66	152,577.66	762.89	(132,577.66)
TOTAL TID #6 - Downtown	417,566.00	170,004.35	290,598.40	69.59	126,967.60
TID #6 - Lincoln House					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	1,500.00	0.00	0.00	0.00	1,500.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Special Services	5,000.00	0.00	3,500.00	70.00	1,500.00
TOTAL TID #6 - Lincoln House	6,500.00	0.00	3,500.00	53.85	3,000.00
TOTAL EXPENDITURES	424,066.00	170,004.35	294,098.40	69.35	129,967.60
REVENUES OVER/(UNDER) EXPENDITURES	(419,815.00)	(170,004.35)	(289,679.42)	0.00	(130,135.58)

*** END OF REPORT ***

TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<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	1,763.00	4.22	39,987.00
Miscellaneous Revenues	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL TID #7 - N Center Ave	46,750.00	0.00	1,763.00	3.77	44,987.00
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TOTAL REVENUE	46,750.00	0.00	1,763.00	3.77	44,987.00
=====					
EXPENDITURES					
=====					
<u>TID #7 - N Center Ave</u>					
Personnel Services	6,893.00	132.00	132.00	1.91	6,761.00
Contractual Services	26,150.00	2,205.98	6,920.28	26.46	19,229.72
Special Services	250,000.00	0.00	116.33	0.05	249,883.67
Capital Outlay	51,000.00	0.00	28,237.50	55.37	22,762.50
TOTAL TID #7 - N Center Ave	334,043.00	2,337.98	35,406.11	10.60	298,636.89
<hr/>					
TOTAL EXPENDITURES	334,043.00	2,337.98	35,406.11	10.60	298,636.89
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(287,293.00)	(2,337.98)	(33,643.11)	0.00	(253,649.89)
=====					

*** END OF REPORT ***

AS OF: AUGUST 31ST, 2015

TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #8 - West Side</u>					
Taxes (or Utility Rev.)	350,000.00	0.00	0.00	0.00	350,000.00
Intergovernmental	1,250.00	0.00	2,419.00	193.52	(1,169.00)
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	2,419.00	0.69	348,831.00
<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>17,994.22</u>	<u>0.00</u>	<u>(17,994.22)</u>
TOTAL TID #8 -River Bend Trail	40,000.00	0.00	17,994.22	44.99	22,005.78
<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	391,250.00	0.00	20,413.22	5.22	370,836.78
=====					
EXPENDITURES					
=====					
<u>TID #8 - West Side</u>					
Personnel Services	14,271.00	22.00	91.04	0.64	14,179.96
Contractual Services	39,250.00	9,569.56	28,212.44	71.88	11,037.56
Special Services	257,000.00	10,000.00	32,368.03	12.59	224,631.97
Capital Outlay	<u>20,000.00</u>	<u>0.00</u>	<u>13,200.00</u>	<u>66.00</u>	<u>6,800.00</u>
TOTAL TID #8 - West Side	330,521.00	19,591.56	73,871.51	22.35	256,649.49
<u>TID #8 -River Bend Trail</u>					
Capital Outlay	<u>40,000.00</u>	<u>8,877.36</u>	<u>35,837.23</u>	<u>89.59</u>	<u>4,162.77</u>
TOTAL TID #8 -River Bend Trail	40,000.00	8,877.36	35,837.23	89.59	4,162.77
<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	370,521.00	28,468.92	109,708.74	29.61	260,812.26
=====					
REVENUES OVER/(UNDER) EXPENDITURES	20,729.00	(28,468.92)	(89,295.52)	0.00	110,024.52
=====					

*** END OF REPORT ***

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

TID#9 -WI River/S Center

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #9-WI River/S Center					
Intergovernmental	4,500.00	0.00	3,861.00	85.80	639.00
TOTAL TID #9-WI River/S Center	4,500.00	0.00	3,861.00	85.80	639.00
TID #9-Former D&L					
Miscellaneous Revenues	0.00	0.00	6,655.00	0.00	(6,655.00)
TOTAL TID #9-Former D&L	0.00	0.00	6,655.00	0.00	(6,655.00)
TID #9-Idle Sites (Page)					
Miscellaneous Revenues	0.00	0.00	29,560.00	0.00	(29,560.00)
TOTAL TID #9-Idle Sites (Page)	0.00	0.00	29,560.00	0.00	(29,560.00)
TOTAL REVENUE	4,500.00	0.00	40,076.00	890.58	(35,576.00)
EXPENDITURES					
TID #9-WI River/S Center					
Personnel Services	6,511.00	0.00	0.00	0.00	6,511.00
Contractual Services	20,550.00	0.00	3,820.05	18.59	16,729.95
Special Services	65,000.00	0.00	15,000.00	23.08	50,000.00
Capital Outlay	20,000.00	0.00	13,200.00	66.00	6,800.00
TOTAL TID #9-WI River/S Center	112,061.00	0.00	32,020.05	28.57	80,040.95
TID #9-Former D&L					
Personnel Services	7,800.00	0.00	0.00	0.00	7,800.00
Contractual Services	2,500.00	0.00	6,655.00	266.20	(4,155.00)
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	6,655.00	43.50	8,645.00
TID #9-Idle Sites (Page)					
Contractual Services	50,000.00	25.40	78.00	0.16	49,922.00
Special Services	150,000.00	0.00	35.00	0.02	149,965.00
Capital Outlay	0.00	0.00	29,530.00	0.00	(29,530.00)
TOTAL TID #9-Idle Sites (Page)	200,000.00	25.40	29,643.00	14.82	170,357.00
TOTAL EXPENDITURES	327,361.00	25.40	68,318.05	20.87	259,042.95
REVENUES OVER/(UNDER) EXPENDITURES	(322,861.00)	(25.40)	(28,242.05)	0.00	(294,618.95)

Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Non-Departmental					
Taxes (or Utility Rev.)	211,200.00	667.19	214,186.32	101.41	(2,986.32)
Specials (Utility Rev.)	95,000.00	471.81	471.81	0.50	94,528.19
Intergovernmental	216,000.00	0.00	0.00	0.00	216,000.00
Public Charges-Services	0.00	0.00	180.00	0.00	(180.00)
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
TOTAL Non-Departmental	522,200.00	1,139.00	214,838.13	41.14	307,361.87
Fire Station					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	350,000.00	0.00	348,720.00	99.63	1,280.00
TOTAL Fire Station	350,000.00	0.00	348,720.00	99.63	1,280.00
TOTAL REVENUE	872,200.00	1,139.00	563,558.13	64.61	308,641.87
EXPENDITURES					
Fire Station					
Capital Outlay	0.00	1,432.30	6,618.25	0.00	(6,618.25)
TOTAL Fire Station	0.00	1,432.30	6,618.25	0.00	(6,618.25)
Streets - Sealcoat					
Personnel Services	25,276.00	7,094.58	7,094.58	28.07	18,181.42
Supplies & Expenses	105,375.00	0.00	0.00	0.00	105,375.00
TOTAL Streets - Sealcoat	130,651.00	7,094.58	7,094.58	5.43	123,556.42
Capital Outlay/Projects					
Personnel Services	0.00	8.97	75.65	0.00	(75.65)
Capital Outlay	2,179,200.00	78,914.48	616,156.67	28.27	1,563,043.33
TOTAL Capital Outlay/Projects	2,179,200.00	78,923.45	616,232.32	28.28	1,562,967.68
Financing Costs					
Debt Service	0.00	0.00	0.00	0.00	0.00
TOTAL Financing Costs	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	2,309,851.00	87,450.33	629,945.15	27.27	1,679,905.85
REVENUES OVER/(UNDER) EXPENDITURES	(1,437,651.00)	(86,311.33)	(66,387.02)	0.00	(1,371,263.98)

AS OF: AUGUST 31ST, 2015

Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	87,306.00	7,487.46	57,978.81	66.41	29,327.19
Specials (Utility Rev.)	(438.00)	0.00	0.00	0.00	(438.00)
Public Charges-Services	1,367,169.00	66,604.51	891,935.55	65.24	475,233.45
Intergov Charges (Misc.)	22,125.00	921.75	7,950.72	35.94	14,174.28
Miscellaneous Revenues	<u>2,750.00</u>	<u>147.25</u>	<u>1,129.58</u>	<u>41.08</u>	<u>1,620.42</u>
TOTAL Non-Departmental	1,478,912.00	75,160.97	958,994.66	64.84	519,917.34
<hr/>					
TOTAL REVENUE	1,478,912.00	75,160.97	958,994.66	64.84	519,917.34
=====					
EXPENDITURES					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	<u>335,000.00</u>	<u>2,743.72</u>	<u>103,473.17</u>	<u>30.89</u>	<u>231,526.83</u>
TOTAL Non-Departmental	335,000.00	2,743.72	103,473.17	30.89	231,526.83
<u>Pumping Expenses</u>					
	<u>76,250.00</u>	<u>5,317.61</u>	<u>46,822.28</u>	<u>61.41</u>	<u>29,427.72</u>
TOTAL Pumping Expenses	76,250.00	5,317.61	46,822.28	61.41	29,427.72
<u>Water Treatment Expenses</u>					
	<u>107,500.00</u>	<u>4,057.42</u>	<u>33,838.29</u>	<u>31.48</u>	<u>73,661.71</u>
TOTAL Water Treatment Expenses	107,500.00	4,057.42	33,838.29	31.48	73,661.71
<u>Trans & Distribution Exp</u>					
	<u>208,500.00</u>	<u>37,578.58</u>	<u>185,800.84</u>	<u>89.11</u>	<u>22,699.16</u>
TOTAL Trans & Distribution Exp	208,500.00	37,578.58	185,800.84	89.11	22,699.16
<u>Customer Accts Expenses</u>					
	<u>55,500.00</u>	<u>4,963.78</u>	<u>41,605.80</u>	<u>74.97</u>	<u>13,894.20</u>
TOTAL Customer Accts Expenses	55,500.00	4,963.78	41,605.80	74.97	13,894.20
<u>Admin & General Expenses</u>					
	<u>274,542.00</u>	<u>28,881.03</u>	<u>182,495.27</u>	<u>66.47</u>	<u>92,046.73</u>
TOTAL Admin & General Expenses	274,542.00	28,881.03	182,495.27	66.47	92,046.73
<u>Contract Work</u>					
	<u>3,500.00</u>	<u>203.60</u>	<u>1,353.77</u>	<u>38.68</u>	<u>2,146.23</u>
TOTAL Contract Work	3,500.00	203.60	1,353.77	38.68	2,146.23

AS OF: AUGUST 31ST, 2015

Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Depreciation</u>					
TOTAL Depreciation	370,500.00	0.00	0.00	0.00	370,500.00
	370,500.00	0.00	0.00	0.00	370,500.00
<u>Taxes</u>					
TOTAL Taxes	347,379.00	1,687.60	370,479.46	106.65	(23,100.46)
	347,379.00	1,687.60	370,479.46	106.65	(23,100.46)
<u>Debt Service</u>					
TOTAL Debt Service	34,050.00	0.00	17,725.11	52.06	16,324.89
	34,050.00	0.00	17,725.11	52.06	16,324.89
<hr/>					
TOTAL EXPENDITURES	1,812,721.00	85,433.34	983,593.99	54.26	829,127.01
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(333,809.00)	(10,272.37)	(24,599.33)	0.00	(309,209.67)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

AS OF: AUGUST 31ST, 2015

Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Non-Departmental					
Taxes (or Utility Rev.)	3,250.00	340.66	2,139.93	65.84	1,110.07
Specials (Utility Rev.)	125.00	0.00	0.00	0.00	125.00
Intergov Charges (Misc.)	7,500.00	558.82	4,350.79	58.01	3,149.21
Miscellaneous Revenues	750.00	0.00	985.54	131.41	(235.54)
Public Charges-Services	1,440,000.00	78,686.16	937,720.47	65.12	502,279.53
Other Charges-Services	<u>122,500.00</u>	<u>3,997.61</u>	<u>69,401.69</u>	<u>56.65</u>	<u>53,098.31</u>
TOTAL Non-Departmental	1,574,125.00	83,583.25	1,014,598.42	64.45	559,526.58
TOTAL REVENUE	<u>1,574,125.00</u>	<u>83,583.25</u>	<u>1,014,598.42</u>	<u>64.45</u>	<u>559,526.58</u>
EXPENDITURES					
Non-Departmental					
Work Orders - Utility	<u>592,500.00</u>	<u>4,589.88</u>	<u>108,584.85</u>	<u>18.33</u>	<u>483,915.15</u>
TOTAL Non-Departmental	592,500.00	4,589.88	108,584.85	18.33	483,915.15
Contract Work					
	<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
Taxes - SS/Medicare					
	<u>27,129.00</u>	<u>2,165.19</u>	<u>18,492.23</u>	<u>68.16</u>	<u>8,636.77</u>
TOTAL Taxes - SS/Medicare	27,129.00	2,165.19	18,492.23	68.16	8,636.77
Operations					
	<u>254,000.00</u>	<u>19,410.79</u>	<u>166,719.80</u>	<u>65.64</u>	<u>87,280.20</u>
TOTAL Operations	254,000.00	19,410.79	166,719.80	65.64	87,280.20
Maintenance					
	<u>234,250.00</u>	<u>38,154.65</u>	<u>165,545.36</u>	<u>70.67</u>	<u>68,704.64</u>
TOTAL Maintenance	234,250.00	38,154.65	165,545.36	70.67	68,704.64
Customer Accts Expenses					
	<u>65,000.00</u>	<u>5,772.85</u>	<u>51,273.57</u>	<u>78.88</u>	<u>13,726.43</u>
TOTAL Customer Accts Expenses	65,000.00	5,772.85	51,273.57	78.88	13,726.43
Admin & General Expenses					
	<u>370,236.00</u>	<u>51,326.33</u>	<u>218,016.46</u>	<u>58.89</u>	<u>152,219.54</u>
TOTAL Admin & General Expenses	370,236.00	51,326.33	218,016.46	58.89	152,219.54

AS OF: AUGUST 31ST, 2015

Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes & Depreciation</u>					
TOTAL Taxes & Depreciation	235,500.00	0.00	0.00	0.00	235,500.00
	235,500.00	0.00	0.00	0.00	235,500.00
<u>Transfers</u>					
TOTAL Transfers	6,117.00	0.00	5,020.59	82.08	1,096.41
	6,117.00	0.00	5,020.59	82.08	1,096.41
TOTAL EXPENDITURES	1,785,232.00	121,419.69	733,652.86	41.10	1,051,579.14
REVENUES OVER/(UNDER) EXPENDITURES	(211,107.00)	(37,836.44)	280,945.56	0.00	(492,052.56)

*** END OF REPORT ***



City of Merrill Bicycle and Pedestrian Plan 2015

Prepared by North Central Wisconsin Regional Planning Commission



July 1, 2015
Draft

Merrill Bicycle & Pedestrian Plan Acknowledgements

Merrill Park & Recreation Commission

Mike Willman, Chairperson
Brian Artac
Ben Debroux
Troy Peiper
Jean Raven
Melissa Schroeder
Dave Sukow

Advisory Group participants

Sharon Anderson
Noel Bushor
Anthony Gerlach
Brenda Mamer
Chris Schotz
Sue Weith

Principal staff who assisted in the development of this plan

Chief Ken Neff, Police Department
Dick Lupton, Streets Commissioner
Dan Wendorf, Director, Merrill Parks & Recreation Department
Fred Heider, AICP, Principal Author, North Central Wisconsin Regional Planning Commission

Cover photo sources: NCWRPC

DRAFT: July 1, 2015

This plan was developed by NCWRPC with guidance from the Advisory Group of citizens and oversight provided by the Merrill Park & Recreation Commission. Funding provided by a grant from the U.S. Department of Transportation, with additional funding from WisDOT, NCWRPC, and Merrill.

For more information contact:

North Central Wisconsin Regional Planning Commission
210 McClellan Street, Suite 210
Wausau, WI 54403
715-849-5510
www.ncwrpc.org



July 1 DRAFT

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- Map 3 Truck Routes
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- Map 5 Major Trip Generators
- Map 6 Proposed Regional Trails
- Map 7 Walking and Biking Facilities
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- Map 10 Proposed Bike Routes
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ATTACHMENTS

- A. Merrill, Bicycle & Pedestrian Crashes, 2005-2012
- B. Bicycle Crash Analysis for Wisconsin
- C. Bicycle Tune-Up Bill Summary Sheet
- D. Bike Route Signs & Road Markings for Merrill
- E. River Bend Trail Map
- F. Bicycle Parking Guidelines
- G. School Success Story: Omro WI
- H. Recommended STH 64 & 107 Area Improvement Panels
- I. Recommended Downtown Bike Route Loop Improvements
- J. Recommended 6th Ward STH 64 Improvements
- K. Recommended MARC & Stange Park Additions
- L. River Bend Trail crossing signs

CHAPTER 1

INTRODUCTION

PURPOSE

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

Merrill's motto is "the city of parks." With such a statement comes a feeling that there are easily accessible parks for all residents. Many positive attributes make Merrill a great place to walk or bike for daily trips and for recreation. Historic downtown buildings and houses in some neighborhoods, surrounded by rivers and towering white pines provide scenic beauty to travel through. Distances are short to walk or bike. Many destinations are within a 3.5- mile, 20-minute, bicycling distance of most residents. Topography in Merrill is generally flat with gradual hills that are convenient to climb on a bike or to walk. With all the reasons that make Merrill a good place to walk and bike, 6.7% of commuter trips in 2010 (U.S. Census 2006-2010 ACS) occurred by walking and biking, and 13% of school trips in 2015 (SRTS tally) were made by walking or biking.

This is a citywide plan developed by the Merrill Bike & Pedestrian Advisory Group (see back of plan cover) with oversight provided by the Merrill Parks and Recreation Commission, and technical assistance provided by NCWRPC. Efforts were made to include additional local citizens, schools and businesses to make all of Merrill bicycle and pedestrian friendly. Adoption of this plan does not commit Merrill to funding projects listed in this plan, however, success in obtaining possible grant money may require that a project be listed in this plan.

Funding for this effort was provided in part by a grant from the Wisconsin Department of Transportation. Staff support was provided by the North Central Wisconsin Regional Planning Commission. This Plan outlines recommendations to improve conditions for bicycling and walking in Merrill.

Some of the main components of this plan include:

- A review of existing conditions (e.g. sidewalk locations, crash data, pinch points, education, and existing plans & laws);
- Bike route planning;
- Vision, mission, goals, and objectives; and
- Recommendations that are policy based, in addition to education, enforcement, engineering, and evaluation.

There are recommendations for many City departments and Merrill area groups, along with the Highway Dept. and WisDOT based upon jurisdiction.

BICYCLING AND WALKING AS TRANSPORTATION

Bicycling and walking are two of the most efficient ways to get around. Walking is ubiquitous; nearly everyone depends on walking for at least part of every trip, if only from the parking lot to the nearest building. Although some lament that “people just can’t seem to walk anywhere anymore,” the reality is that, given the opportunity, many people choose to walk from one place to another, particularly if they can do so safely and conveniently. During the past fifty years, however, there is no question that we Americans have become increasingly auto-dependent. This is partially by choice, and partly as the result of a development pattern where individual land uses (e.g. retail, fast food, and schools) exist on the periphery of communities. Not only are edge of town land uses a long walk from where people live, but they may be a half-mile or more from the nearest sidewalk. Conditions such as these not only discourage able-bodied pedestrians, they literally prevent access for pedestrians with special needs, a group that includes elderly, children, and people with disabilities.

DEFINING WHO RIDES BICYCLES

Not everyone who walks or bikes has the same ability or confidence riding. Age, experience, and bicycling ability dictate where and when individuals (or parents, in the case of children) feel comfortable to safely bicycle on roads.

Age Differences

In general, young bicyclists are found in places where a park is within a mile from their home, and where development is clustered, like in a city’s downtown. Some kids learn the basics of balance and control with their first bicycle by the age of four. By the time they turn 10 years old many children are allowed to ride to school if the route is safe, or to the store, or to visit friends. By the time kids reach their junior high years (7-9th grades), they often have good traffic safety skills. Bicycles are their primary means of independent mobility beyond walking.

Many high school students stop riding their bikes as infatuation with the car takes hold. But after high school, some people come back to bicycling, especially if they attend college. Beyond school, many people limit their bicycling to family outings, recreational trail riding, and within a few miles of their homes for low-impact exercise.

Some adults bicycle to work. The latest trend is that young adults are choosing where to live based upon how walkable or bikeable their commute is. Other adults may use bicycles for touring long distances. Bicycle clubs which tend to cater to people in the 25 to 50 age group often sponsor rides through rural areas (e.g. GRABAAWR, which passes through Merrill).

By retirement age, many people who have not ridden for years take up bicycling again as a way to keep limber and fit. For some older adults, the bicycle or adult tricycle may be their only means of independent travel. In many cases, these bicyclists will ride close to home or on local trails.

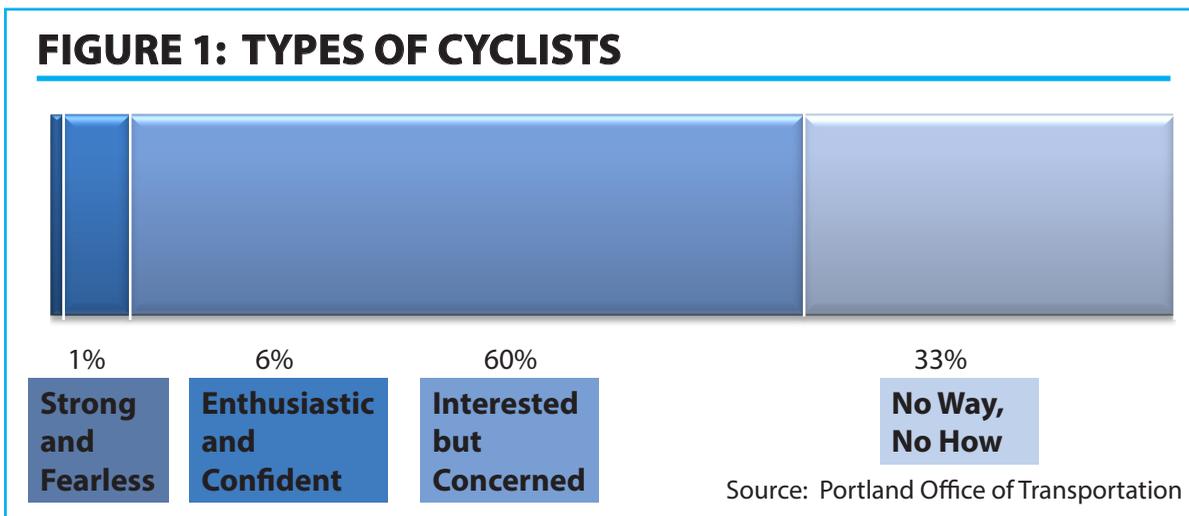
The challenge to increasing bicycling among the general population is making biking appeal to the big “interested but concerned” contingent.

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

Types of Cyclists

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

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



TYPES OF PEDESTRIANS

Everyone is a pedestrian at some point in their trip, whether it is from home to car, or walking to the bus stop. There are essentially two groups of pedestrians: 1) general pedestrians who walk, and 2) pedestrians with limitations that make walking difficult or impossible. The general pedestrian is anyone who can walk along and across streets without being limited by physical, sensory, or cognitive impairments. Other pedestrians, such as the elderly, children, people with physical or mental disabilities, and the blind may have limitations that make walking more challenging.

Since there are people with different abilities, then understanding how they need to interact with pedestrian facilities is the first step for policy makers in creating accessible facilities. The needs of disabled people and other pedestrians should determine what is accessible design that everyone can use. WisDOT’s Pedestrian Policy Plan 2020 was used in this section to identify the types of pedestrians and their limitations for navigating the built environment.

Children

Facilities designed to separate and protect children will be welcomed by everyone else. General limitations of children include:

- One-third less peripheral vision than adults, making it difficult to see turning vehicles or those down the road;
- Less cognitive ability and experience to judge speed and distance, making safe crossings more difficult;
- Lower auditory development makes it difficult to localize the direction of vehicle sounds;
- Overconfidence in their judgments may result in poor decisions on crossing timing;
- Inability to read or comprehend warning signs, traffic signals, and directional aids;
- Inexperience dealing with complex traffic situations results in poor decisions; and
- No sense of fear.

Nearly one-fourth of Wisconsinites are younger than 15 years of age. Children do not develop adequate sight, thinking, and hearing abilities necessary to cross streets safely until age 10 or later.
- WisDOT, Ped. Policy Plan

In Merrill, 53% of bike or pedestrian crashes with vehicles involved people 16 years old and under.

Mobility Impairments

People with mobility impairments include those who use wheelchairs, crutches, canes, walkers, orthotics, and prosthetic limbs.

Characteristics common to mobility impaired individuals include:

- Space requirements to accommodate their assistive device (for example, manual wheelchairs have an average turning radius of 5 feet and require a minimum width of 3 feet of sidewalk); and
- Difficulty negotiating soft surfaces (e.g. grass, sand, or loose gravel).

Sensory Impairments

Sensory impairments include problems with depth perception, deafness, tunnel vision, blindness, or color blindness. Assistive technologies may include hearing aids, corrective lenses, white canes, or guide dogs. For visually impaired users, intersections are easiest to negotiate when the line of travel from the edge of the sidewalk to the opposite curb is straight and unimpeded by obstacles rather than skewed as at some irregularly shaped intersections. Designing curb ramps to face the line of travel across a road, as shown in Figure 2, will greatly assist visually impaired users. Pedestrians with hearing problems cannot hear vehicles approaching. Driveways pose a challenge because the hearing impaired pedestrian is unable to hear the vehicle especially when shrubs or fences block the sound and view.

For visually impaired users, intersections are easiest to negotiate when the line of travel from the edge of the sidewalk to the opposite curb is straight and unimpeded by obstacles.
- WisDOT, Ped. Policy Plan

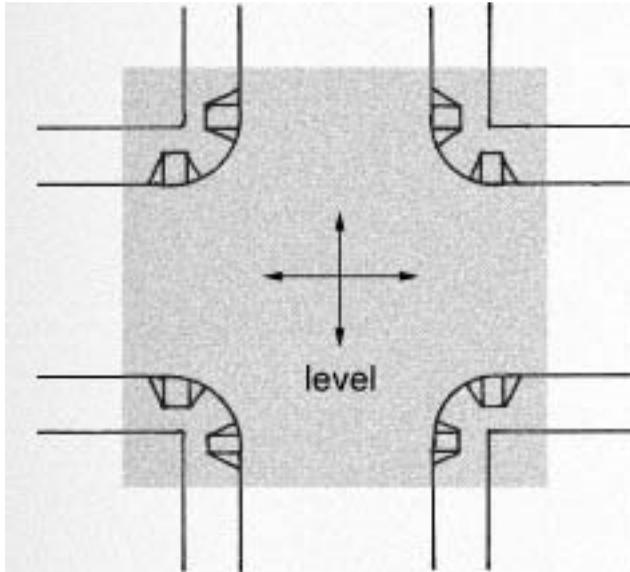
Cognitive Impairments

People with cognitive impairments have difficulty perceiving, recognizing, understanding, interpreting, and responding to information. Cognitive disabilities can hinder a person’s ability to think, learn, and reason. Facility designers might consider that such a reduced capacity for sensory processing and problem solving may cause such people to experience more difficulties negotiating unfamiliar environments.

Overall, level sidewalks and well designed ramps and crossings complement people with disabilities.
- WisDOT, Ped. Policy Plan

FIGURE 2: CURB RAMP PLACEMENT AT INTERSECTION

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



The shaded area represents the portion of the intersection that should be level for pedestrian travel.
Source: FHWA, Designing Sidewalks and Trails for Access.

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

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

CHAPTER 2

EXISTING CONDITIONS

Knowing what currently exists provides a baseline for monitoring changes in facility use. An inventory of roadway conditions, bicycling and walking facilities, and crash locations will build this baseline.

ROADWAY CONDITIONS

Generally, the wider the road, the more vehicle and bicycle traffic it can accommodate, because fewer **triple pass occurrences** would restrict traffic speed. It is the law in Wisconsin that a motor vehicle must provide at least 3 feet between it and a bicycle when passing.

Triple Pass Occurrence

A *triple pass occurrence* is when a bicycle, and oncoming motor vehicle, and an overtaking motor vehicle arrive at the same lateral section at the same time.

 Buses are wider than cars, and buses are about 8.5 feet wide; so a car (less than 8.5 feet wide) + 3 feet + a bike + an on-coming car can fit on a road that is 24 feet wide without any of the three vehicles leaving the pavement. The car passing the bike would probably cross the centerline slightly to make room for the bike, while still maintaining room for the on-coming vehicle.

Functional Classification

Functional classification groups highways and streets according to the character of service they are intended to provide, ranging from a high degree of travel mobility to land access functions. Merrill's Functional Classification for roads is Map 2.

Roads rated on Map 1 are the higher traffic volume roads that are functionally classified by WisDOT as: Collector, Minor Arterial, or Principal Arterial. Most road recommendations will focus on these types of roads.

Bikeability of Roads

All roads in Merrill that are classified as *collector, minor arterial, or principal arterial* were rated for their level of bicycle friendliness by WisDOT in 2014 (Map 1 – Bikeability of Roads). Low traffic volumes and paved surfaces often make neighborhood roads in Merrill ideal for bicycling, so most neighborhood streets are considered as having the “best conditions” for bicycling, and therefore are not rated on Map 1.

Traffic Volumes

Traffic counts identify how many motor vehicles pass a point during the count period. Some counters are calibrated to also identify bicycles, but neither WisDOT nor Lincoln County are using such counters at this time.

Historically, Center Avenue was USH 51 before the current USH 51 freeway was constructed. Most of Center Avenue was constructed as a 4-lane road, but the Wisconsin River Bridge was only constructed to support 2-wide lanes of traffic, and was therefore a bottleneck at busy tourism times of the year.

When WisDOT constructed the roundabout on Center Avenue at STH 64, they determined that only 2-lanes of the former USH 51 (now Center Ave) were needed, thus proving that excess road capacity now exists on Center Avenue. The roundabout construction coincided with reconstruction of STH 64, west to Mill Street. This STH 64 reconstruction modified the 2-lane road with 2-parking lanes, to retain 2 wide travel lanes and now have a center turn lane instead of any on-street parking in these 3 blocks, all within the same road right-of-way.

The 2013 Access Safety Study of STH 64 at Pine Ridge Avenue identified what the projected peak traffic needs would be in this area. Currently, STH 64 between Stuyvesant Street and Eagle Drive has traffic levels around 8,900 AADT, and projected AADT of 14,500 to 15,550 by 2043.

See Map 2 (Functional Classification of Roads) for 2010 traffic volumes. 

Truck Routes

Several state highways in Merrill are *Designated Long Truck Routes*, which means that the heaviest, longest, and oversized trucks that can legally operate in Wisconsin can use these roads. See Map 3 – Truck Routes. WisDOT requires a 12-foot wide lane to accommodate these trucks.

The City of Merrill also has designated a few additional roads for through truck traffic.

National research indicates that bicycles and trucks can exist successfully in the same city by separating bicycle traffic from truck traffic and by developing context sensitive solutions where the two modes of travel need to use the same roads.

No truck & bike or truck & pedestrian crashes occurred from 2005-2012 in Merrill.

CRASH DATA

Safety is often cited as the primary reason people do not bike or walk more. Creating a safer environment for these activities is an important focus that requires an understanding of safety issues and proven actions that can be taken to improve safety. Crashes involving motor vehicles that result in injuries or fatalities to bicyclists and pedestrians have been recorded at the state and federal levels for many years.

Over the past decades, traffic safety experts have been moving away from the term **accident** in favor of the term **crash** to describe a collision. An accident is defined as an unforeseen and unplanned event or circumstance. WisDOT made this change in 1990 because traffic crashes are not accidents, but avoidable events caused by a single variable or chain of variables.

Crash data are reported universally for Wisconsin on Form MV400. However, it is important to highlight some shortcomings:

- 1. Some studies indicate that as few as 10% of all bicycle crashes are reported;
- 2. Some roads with a higher frequency of bicycle crashes may have higher bicycle use;
- 3. Very likely that there will be no detectable pattern of bicycle crashes because of the small number reported in rural areas and small cities.

Merrill Crash Data

In Merrill, it appears that many crashes occur along the downtown loop of STH 64 and other main roads. Some known difficult crossings throughout the City also have additional crashes.

Here are some statistics about crashes that involved a bike or a pedestrian in Merrill:

- There were 30 bike and pedestrian crashes between 2005-2012;
- 63% of these crashes involved a bike, and 36% involved a pedestrian;
- Half are male and half are female [nationally, most crashes are male];
- 53% of these crashes involved people ages 16 and under;
- 27% of these crashes involved people ages 17-64;
- 17% of these crashes involved people ages 65 and over, with 1 person's age not listed in the data.

A summary of Merrill crash data collected between 2005-2012 is in Attachment A, and shown on Map 4.

Wisconsin Bike Crash Analysis

A bicycle crash analysis that was performed for Wisconsin in 2006 (Attachment B) has some major findings that directly affect bicycle planning in Merrill:

“Four out of the top five crash types indicate that the motorist made the critical error. This may indicate that motorists are not fully aware of bicyclists on the roadway and that increased education is necessary.”

“For local rural roads [like county highways near Merrill], the greater the width, the lower the bicycle-vehicle crash rate. Twenty foot roadways had a crash rate that was double the crash rate of 22 foot roadways, but the 22 foot roadways had a rate that was over 40% higher than 24' roadways. Overtaking-type crashes were significantly lower for 24' roadways.”

“Rural state highways had much lower bicycle-vehicle crash rates than local roads. Similar to local roads, 24-foot roadways had significantly lower crash rates than 22-foot roadways. Interestingly, having three foot paved shoulders did not improve the crash rate among these widths of roadways. However, the crash rate did significantly lessen when five [foot] paved shoulders were added [compared to three foot paved shoulders].”

Since crash typing provides an indicator of critical errors or actions that likely led to the crash rather than on assigning fault, then potential options for reducing specific types of crashes can be identified. These options include better engineering and design, increased education, stronger enforcement, or a combination. As an example, the most frequent crash type involving children is mid-block ride out. Eliminating on-street parking would be one way (engineering/design) to reduce the incidence of this type of crash; however, educating parents and children to this danger may be more effective and less controversial. Similarly, while there are a number of engineering and design techniques that would be effective in reducing the number of bike crashes involving turning motor vehicles, using educational and enforcement techniques to alert both bicyclists and motorists of this concern should be a complementary strategy. These are but two of a litany of common causes for bike crashes and are cited because they demonstrate that there are multiple techniques that are available for improving safety for both bicyclists and pedestrians. At the same time, they show that having a clear understanding of how, where, and why crashes occur can be a crucial determinant in effectively targeting dollars for safety related improvements.

Types of Bike Crashes

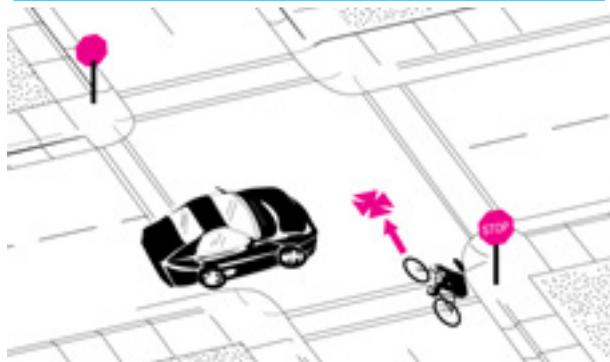
Studies have shown that it is possible to "type" crashes into distinct categories. A study undertaken by the FHWA of crashes involving bicycles and moving motor vehicles in six states has identified 38 different crash types. With a database of nearly 3,000 incidents, there are enough incidents in each crash type to provide a relatively good indicator of where, why, and how most crashes occur.

The FHWA study found that the most common crash types were: (Figure 3)

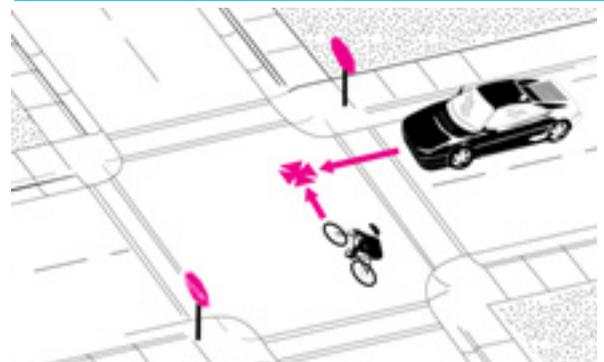
- 1.) ride out at stop sign (9.7%)
- 2.) drive out at stop sign (9.3%)
- 3.) ride out at intersection – other (7.1%)
- 4.) drive out at mid-block (6.9%)

FIGURE 3: TOP CRASH TYPES

1. Ride out at stop sign



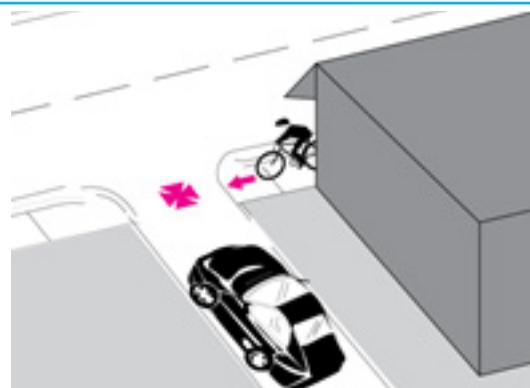
2. Drive out at stop sign



3. Ride out at intersection-other



4. Drive out at mid-block

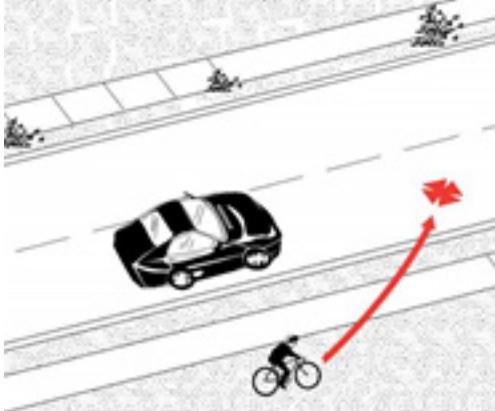


Source: FHWA, Crash-Type Manual for Bicyclists

FIGURE 4: TOP CRASH TYPES INVOLVING CHILDREN

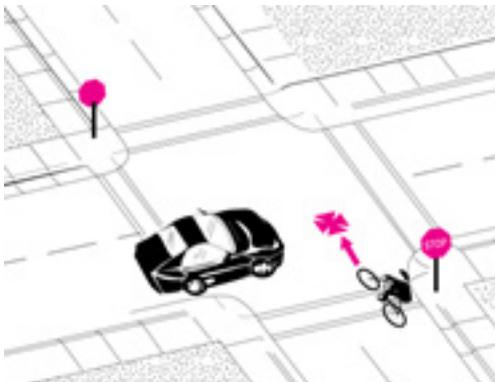
1. *Bicyclist mid-block ride-out*

1. Rides of the curb;
2. Rides out at a driveway;
3. Rides into the road from a gravel shoulder or parking lane.



2. *Bicyclist ride-out at controlled intersection*

Rides through a stop sign.



3. *Bicyclist makes unexpected turn or swerves into traffic*

Four common possibilities:

- Left turn: parallel paths, same direction
- Left turn: parallel paths, facing approach
- Swerve left: parallel paths, same direction
- Right turn: bicyclist riding wrong way

Source: FHWA, Crash-Type Manual for Bicyclists

The three most common crash types involving children: (Figure 4)

- 1.) bicyclist mid-block ride-out
- 2.) bicyclist ride-out at controlled intersection
- 3.) bicyclist makes unexpected turn or swerves into traffic

WALKING AND BICYCLING FACILITIES

Pedestrian Infrastructure

Sidewalks are the primary piece of infrastructure that everyone thinks of when asked where walking is allowed, but the road itself is a walking surface. In Merrill all roads except Highway 51 are legal to walk and bike on. It is not safe to walk in a travel lane of a 4-lane highway, and it would slow down traffic flow, so sidewalks or a 5-foot paved shoulder are usually provided for people to walk on. Walking is only acceptable on low volume streets and streets that are wide enough to allow for parked vehicles. If there are too many parked vehicles taking advantage of this space, then sidewalks should be installed.



Crosswalks are the other piece of infrastructure for people to use when crossing streets. In Wisconsin, every street intersecting another street has crosswalks regardless if they are marked or not.

Difficult walking areas and crosswalks within Merrill are shown on Map 8, Bike & Pedestrian Pinch Points.

The challenge for road designers is to balance competing user types (cars, trucks, bikes, pedestrians) in the limited amount of right-of-way, and to develop a transportation infrastructure that provides equal access and safety for all user types.

Determining if a 4-lane highway or other road should have sidewalks or paved shoulders, directly relates to how many people are projected to walk along that road in a given day. For example, all state highways now have 3-foot wide paved shoulders to reinforce the lane pavement, but also to provide a minimal amount of pavement for bicyclists. Rural state highways only have at least 5-foot wide paved shoulders because someone has determined that a higher amount of walkers and bikers would impede traffic (cause too many triple pass occurrences), so the extra pavement (wide paved shoulder) is warranted.

This plan takes into account where people are walking now or where they could be walking if the right facilities or circumstances were in place for them to walk confidently.

In Merrill, sidewalks exist on both sides of many roads, but there are significant gaps or missing altogether in various residential neighborhoods.

Map 7, Walking and Biking Facilities, shows where sidewalks are in Merrill, along with other bike and pedestrian facilities.

Bicyclist Infrastructure

Paved roads are the main bicycling infrastructure. In Merrill all roads except Highway 51 are legal to walk and bike on. Pavement width, road geometry, traffic volume (both bicyclist and motor vehicles), and speed limit determine if a road is bicycle friendly or not.

Map 1, Bikeability of Roads, shows what roads in Merrill are listed as bicycle friendly by WisDOT. Another way to view this map is that bicyclists who are confident enough in their riding ability (“fearless” & “enthusiastic and confident”) will use this map to plan what roads are safe to use right now for their daily commute.

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

Attachment: Bicycle and Pedestrian Plan (1215 : Consider Bicycle and Pedestrian Plan)

Bicycle parking is a key piece of infrastructure that is necessary when people decide to bike to destinations. Schools are traditionally the only places that have enough bike parking for their users. When bicycling becomes a transportation choice vs. a recreational use, then more bike parking will show up at other employers, commercial and civic locations. Locking a bike to any number of objects is not adequate bike parking, although it will show where the immediate need for bike parking exists. A bike owner needs a convenient safe place to secure their bike, which is a similar need to a motor vehicle owner. Basically, well designed bike parking allows a bike to be secured using a U-lock, supports the locked bike so it does not fall down, and is located on a paved surface near the main entrance. See Attachment F for summarized bike parking guidance.

Bicycle wayfinding is also bike route development. Some roads are just too busy for most users to feel comfortable riding on, so alternate routes are needed. Other parallel roads and the River Bend Trail both provide this alternative. While riders are on streets or paths that are not the main roads in Merrill, then they may need some guidance that directs them to common civic, commercial district, and park destinations. There are two common sources for constructing and locating proper wayfinding signage: The Manual for Uniform Traffic Control Devices, and the NACTO Urban Bikeway Design Guide.

 Map 8, Bike & Pedestrian Pinch Points, shows where there are roads that are difficult to bike on and intersections that are difficult to cross. Walking and biking facility improvements should be a higher priority at these places before addressing other areas in the City.

On-street bicycle facilities in Merrill:

- **Taylor Street bike lanes** (Figure 5) were added with the recent road resurfacing.
- **East 1st Street**, between Polk St. and Scott St. (Figure 5), has no bicycle markings on it. What makes this road bike friendly now are: 1) the City removed parking from both sides, which created two 18-foot wide travel lanes (only 12-foot travel lanes are needed for truck routes), and 2) the 25 mph speed limit was retained, which is a safe speed for sharing the lane (up to 35 mph). The “interested but concerned” bike riders may still not feel confident enough without the white line identifying a “bike lane.”

Off-street bicycle and pedestrian facilities in Merrill:

- **Lions Park staircase** (Figure 5) is in fair condition, is lit at night, and connects to the neighborhood above. A sign could be installed on East Street that directs people to this publicly available staircase.
- **Lions Park dirt ramp path** (Figure 6) is an informal path with very steep drop off ramp that was made through many bicycle users riding down the hill. See recommendation about how to improve Lions Park Dirt Path.
- **River Bend Trail** (Figures 9 & 10) is the newly developing bikeway along a former railroad right-of-way. See Attachment E for the planned route, Map 10 for the existing route, and Map 7 which shows completed sections.
- **Stange Park** (Figures 11, 12, & 13) has 5 bridges, all of which are in great condition, but all of the pathways to them are in poor condition.
- **Trails at the MARC**  (Figure 14) are for recreation and also connect with trails and roads inside of Council Grounds State Park. Some curb ramps and path connections are needed at the MARC to make the trails bicycle friendly.

Figure 5: Lions Park Stairs



Figure 6: Lions Park Dirt Path



Figure 7: Taylor Street Bike Lanes



Figure 8: East 1st Street

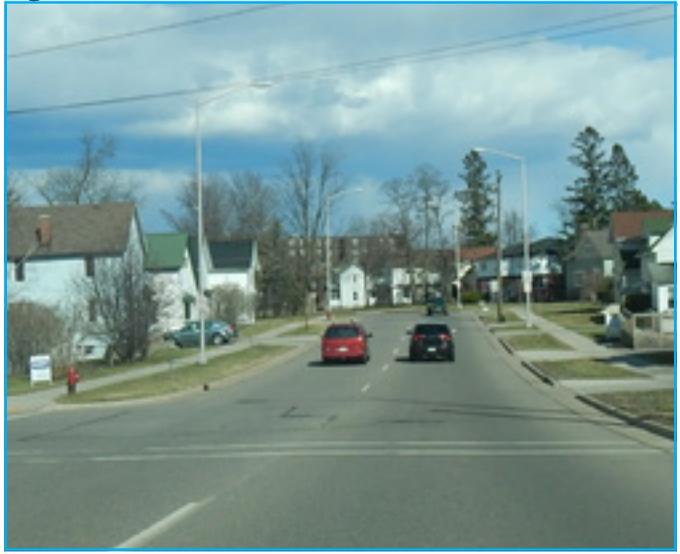


Figure 9: River Bend Trail



Figure 10: River Bend Trail - Bridge



Attachment: Bicycle and Pedestrian Plan (1215 : Consider Bicycle and Pedestrian Plan)

Figure 11: Trails and Bridges in Stange Park



Figure 12: Prairie River Pedestrian Bridge



Figure 13: Stange Park Paths



Figure 14: Trails at the MARC



BICYCLING EDUCATION

Bike Rodeos are safety clinics aimed at teaching children under 15 years old the basics of riding a bike in a neighborhood. Clinics usually include bike safety inspections, a safety lecture about the rules of the road (10 to 15 minutes), followed by a ride on a miniature “chalk street” course set up in a parking lot where young cyclists are shown where and how to apply the rules. Optional activities include helmet fittings and prizes. 

In Merrill, the police department has been providing bicycle education in 3rd and 4th grades. The Merrill Optimist Club along with Merrill Park and Recreation Department and the Merrill Police Department provides bicycle safety training at the annual Children’s Festival, which targets toddlers up to 5th grade.

Attachment: Bicycle and Pedestrian Plan (1215 : Consider Bicycle and Pedestrian Plan)

REFERENCE PLANS AND LAWS

Each plan and law listed below affects bicycling facilities in Merrill.

Merrill's Municipal Code

Various municipal codes in Merrill relate to where sidewalks are required, size and strength requirements, who may bicycle on them, and maintenance responsibility. The codes also state where bikeways are required, along with their design, maintenance, and use.

Merrill's Comprehensive Plan

Merrill was in the process of updating their Comprehensive Plan while the Bicycle and Pedestrian Plan was being completed. The Transportation chapter of the Comprehensive Plan will reference this Bicycle and Pedestrian Plan.

Complete Streets Law

Wisconsin's Pedestrian and Bicycle Accommodations law addressing Complete Streets was codified in 2009. It was incorporated as State statute §84.01(35) and later into administrative rule as Transportation 75.

Complete Streets are roadways designed and operated to enable safe, convenient, and comfortable access and travel for all users. Pedestrians, bicyclists, motorists and public transport users of all ages and abilities are able to safely and comfortably move along and across a complete street.

All roads receiving state or federal funding through the Wisconsin Department of Transportation must also accommodate bicycles and pedestrians per this law. Local governments may pass their own Complete Streets ordinances to cover their own road networks. Specific guidelines related to traffic counts, and if the road is urban or rural, are used in these ordinances to determine whether a sidewalk, path, or lane is needed to accommodate bicycles and pedestrians.

State Trails Network Plan

This 2001 document clarifies the Wisconsin Department of Natural Resources (WDNR) role and strategy in the provision of all types of trails. The plan identifies a series of potential trail corridors that would link existing trails, public lands, natural features, and communities. This statewide network of interconnected trails would be owned and maintained by municipalities, private entities, and partnerships of the two. Preserving transportation corridors, such as old rail lines, is specifically discussed as a very important strategy in the creation of recreational and alternative transportation corridors.

One Segment affects Merrill (see Map 6):

Segment 18 – Tomahawk to Wisconsin Dells

From the end of the Bearskin/Hiawatha Trail in Tomahawk, this corridor would go south to Merrill, and then into the West Central Region terminating in Wisconsin Dells. Part of State Highway 107 has wide shoulders to accommodate bicycles and was identified in the Wisconsin Bicycle Transportation Plan 2020. When the remaining section of highway is reconstructed, wide shoulders will be included. Going south, this corridor links to Wausau, where it could link up to Mountain Bay Trail from there by road corridors.

North Central Wisconsin Regional Bicycle Facilities Network Plan, 2004

North Central Wisconsin Regional Planning Commission created this document to guide the development of an interconnected bikeway system for the North Central Wisconsin Region at the county level.

One route is listed: "Scenic Bike Auto Tour" on Map 6. The following improvement description from this plans was created to facilitate implementation:

"Lincoln also has a scenic bike and auto tour, which is incorporated into the Regional trail network and linked to the Hiawatha. This tour route includes STH 107, long suggested as a designated bike route due to good bicycle suitability and its scenic track along the Wisconsin River. The tour also includes STH 17, which is not so well suited to bicycling and should be a candidate for bicycling improvements such as an expanded paved shoulder."



STH 64 / Pine Ridge Avenue, Access Safety Study, 2013

This study was requested by WisDOT due to their desire to transfer the right-of-way property along STH 64 between Eagle Drive and Pine Ridge Avenue to the City.

Bicycle and pedestrian facilities were considered as part of the study, and recommendations were made for the whole study area.

River Bend Trail

This is a venture by citizens and businesses to develop a recreational trail on specific vacant railroad right-of-ways in Merrill. See Attachment E. Completed segments appear on Map 7.



CHAPTER 3

ROUTE PLANNING

TRAVEL DEMAND

Motorists can expect to encounter bicyclists and pedestrians nearly anywhere on roadways in and near Merrill. As you can see on Map 5, Major Trip Generators, there are schools, parks, and major employers in every corner of Merrill. Travel distances are short enough for residents to walk and bike to many destinations.

The national average bicycle trip length is 2.31 miles. The national average pedestrian trip length is less than 2 miles. WisDOT through the Safe Routes To School program considers a 2-mile radius around each school as the focus area where walking and bicycling facilities need scrutiny.

Map 9, Latent Walking and Biking Demand, shows the potential for more walking and biking to occur when conditions become favorable for the “interested but concerned” bicyclist and similar minded pedestrians. Housing density, school enrollments, and employer interviews were used to map where potential demand for walking and biking facilities may increase those activities.

PUBLIC PARTICIPATION

To create bicycle and pedestrian facilities that local residents want, several methods of public participation were used.

August 22, 2013 – the whole Merrill community was notified about this planning process in a presentation that piggy-backed on a well attended public meeting regarding a temporary alternate route for the River Bend Trail. NCWRPC had a poster and provided a brief introduction about the citywide bicycle and pedestrian plan that would kick-off soon.

January 14, 2014 – Advisory Group Meeting #1 – At this meeting most group members were able to share where the problem areas are. Additional information was provided to them after the meeting about how to start a fun ride and what bike racks are best to install.

May 29, 2014 – The Advisory Group performed a Walk Audit at several problem areas throughout the City. The Parks and Recreation Commission identified the Walk Audit areas with NCWRPC guidance.

June 19, 2014 – A second Walk Audit was performed with staff from Merrill’s Streets Dept., Merrill’s Parks & Recreation Dept., NCWRPC, and WisDOT. Through performing this exercise we noticed additional problem areas and strategies to fix the problems.

January 27, 2015 – Advisory Group Meeting #2 – At this meeting a transportation study was reviewed along with various plan maps. Bike routes were identified to serve all of Merrill, and direction was given for staff to identify where transportation use of the bicycle is occurring in Merrill, since the Advisory Group identified themselves mainly as recreational users.

April 13, 2015 – A third Walk Audit was performed with staff from Merrill’s Streets Dept., Merrill’s Parks & Recreation Dept. and NCWRPC, regarding creating a bicycle boulevard, and reviewing how to best mark the downtown bike route loop.

April 2015 – NCWRPC staff took a two day tour of Merrill where they:

1. Performed Walk Audits and took pictures of various locations that were identified as problematic for walking or biking;
2. Interviewed seniors at two events in the Merrill Community Enrichment Center about how they get around Merrill;
3. Conducted interviews with facility managers at Church Mutual, Ministry Good Samaritan, Weinbrenner Shoe Company, and Semco Windows and Doors to get a feel for how many employees may be walking and biking.

May 20, 2015 – Advisory Group Meeting #3 – An initial plan draft, a series of maps, and a set of goals were reviewed. Feedback received related to....

June 3, 2015 – Park & Recreation Committee – The initial plan draft, revised from Advisory Group Meeting #3, was reviewed and released for public review.

Public Review Period – The Plan was available for public review at the T.B. Scott Library and online.

July 1, 2015 – Public Hearing

CHAPTER 4

VISION, MISSION, GOALS, & OBJECTIVES

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

VISION:

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

MISSION:

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

GOAL 1. MAKE ALL ROADS SAFE TO WALK OR BIKE

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

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

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

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

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

GOAL 2. PROVIDE BICYCLE PARKING

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

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

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

Objective 2.3 – Create a bicycle parking ordinance.

GOAL 3. PROVIDE SAFE ROUTES TO SCHOOLS

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

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



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

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

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

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

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

GOAL 5. DESIGN WALKING FACILITIES FOR IMPAIRED INDIVIDUALS

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

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

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

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

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

CHAPTER 5

RECOMMENDATIONS

Plan support and endorsement both by public officials and residents alike will greatly enhance the potential that key policy based recommendations related to bicycle and pedestrian issues will be implemented. These recommendations are seen as an important first step in promoting uniform bicycle and pedestrian facility decisions throughout the city.

In addition to policy-based recommendations, NCWRPC created education, enforcement, engineering and evaluation recommendations. Where possible, the recommendations have been developed to establish priorities for undertaking specific actions. This will help decision-makers understand the value of their actions within the broader context of Merrill's overall bicycle and pedestrian network.

The cost-effectiveness of physical improvements often can be influenced by when, where, and how specific projects are undertaken. For example, adding paved shoulders to a larger road project is less costly than paving the shoulders as a "stand-alone" project. Similarly, since roadways with traffic volumes under 400 vehicles per day are generally considered acceptably safe for bicycling, expenditures for marking bike lanes to such a low volume road would be difficult to justify.

IMPLEMENTATION

The recommendations on the following pages will identify an implementation schedule for each one. The following guidance for how soon a recommendation could occur is listed by each specific recommendation:

- Short-range (less than 5 years)
- Intermediate (5 to 10 years)
- Long-range (more than 10 years)

It is important to note that implementation is heavily reliant on the availability of sufficient funding. Specific infrastructure recommendations need to be further developed at the time a project is undertaken. Routing will also be dependent on the physical characteristics of the location to be developed.

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POLICY RECOMMENDATIONS

Advertise Infrastructure Changes

Determine how individual or grouped infrastructure projects will be introduced, or advertised, to residents.

Time frame: Short term after an infrastructure project is completed.

Responsible party: Parks & Recreation Commission, Street Department.

Investments in infrastructure should be supported by promotional programs, such as bike-to-work days and bicycle training, Safe Routes to School programs, and other programs that facilitate bicycling, including bike sharing systems and those that accommodate bicycles on buses.

Create Sidewalk Plan

A citywide sidewalk inventory does not exist, but the annual ward inspection program does exist. Many neighborhoods throughout Merrill have partial sidewalks, either missing in mid-block, or whole blocks are missing sidewalks in neighborhoods that have sidewalks around most other blocks. This recommendation is to digitize the locations of existing sidewalks, and then to determine where the high priority sidewalks are needed. City codes may need to change too.

Time frame: Short term to create inventory, and Intermediate to implement sidewalk plan.

Responsible party: Street Department.

This recommendation includes:

1. Create a citywide GIS layer that identifies where every sidewalk is.
2. Upon GIS layer creation, review what neighborhoods should have sidewalks:
 - Roads To Have Sidewalks
 - a. All roads designated as truck routes (Map 3) should have sidewalks on both sides (unless one side of a block has no uses between intersections, or no reason for through pedestrian access.);
 - b. Other streets that serve as major pedestrian access routes to and from pedestrian traffic generators, see Map 5 (e.g. businesses, restaurants, schools, parks, & high density multifamily housing) [per Merrill Code Sec. 111-173];
 - c. All streets that have sidewalk along only a portion of a block between two intersections [per Merrill Code Sec. 111-173];
 - d. All streets that are functionally classified as Collector or Arterial that are also shown on Map 8 as having pinch points. This recommendation is only to place sidewalks (or 5-foot paved shoulders on rural roads) on both sides of each road section that is a pinch point on Map 8; and
 - e. Perform Safe Routes To School analysis at each elementary school to determine high priority roads to add sidewalks to.
3. Create a 5-year plan to install and remove sidewalk citywide, and to install ADA approved curb ramps that point in the direction of travel across roads, to bring the whole city up to an acceptable level of pedestrian friendliness.

Attachment: Bicycle and Pedestrian Plan (1215 : Consider Bicycle and Pedestrian Plan)

Change New Sidewalk Width in Code

Change minimum sidewalk width from 4-feet to 5-feet in new residential areas.

Time frame: Short term.

Responsible party: City Council.

Merrill Municipal Code Sec. 32-54, Sidewalks (4), states that sidewalks in residential areas shall be 4-foot wide. The minimum width that Safe Routes To School money will cover is a 5-foot wide sidewalk.  any block of a street has a sidewalk that is less than 4-feet wide in 50 percent or more of that block, then change the code to upgrade the sidewalk to 5-feet wide.

Allow Bikeway To Replace Sidewalk

Change Merrill Code to allow bikeway to also serve as a sidewalk.

Time frame: Short term.

Responsible party: City Council.

Merrill Municipal Code Sec. 111-173 states that bikeway construction does not replace the requirement to also have a sidewalk.

Remove Snow and Ice from Stange St Segment of River Bend Trail

Remove snow and ice from the River Bend Trail bikeway segment parallel to Stange Street.

Time frame: Short term.

Responsible party: River District Development Foundation, Streets Department.

The Stange Street segment of the River Bend Trail is projected to have high neighborhood pedestrian use to get to work. The River District Development Foundation owns the whole road right-of-way, because they purchased the railroad right-of-way, and Stange Street was built within it. Instead of having the City construct a sidewalk on Stange Street, the 10-foot width of the River Bend Trail will suffice as a bikeway and sidewalk within this area. The trail will be a convenient well used path for those who work nearby.

EDUCATION AND ENCOURAGEMENT RECOMMENDATIONS

Every road in Merrill except USH 51 is available for bicyclists to ride on. The bicycle is defined as a vehicle [340.01(5)]. The bicyclist is granted the same rights and is subject to the same duties as the driver of any other vehicle [346.02(4)(a)]. Figure 1 on page 3 shows that generally 60% of residents are “interested but concerned” about their vulnerability riding with traffic, and generally 30% of residents have no desire to bike, which means that 90% of the population probably drives or gets a ride most of the time. Teaching motorists to share the road and teaching bicyclists to ride safely will go a long way to helping ~~everyone share the road.~~

Paint Bike Lanes and Sharrows As Part Of Public Education

Time frame: Short term.

Official bicycle routes are new in Merrill, so a refresher course on motorists sharing the road with bicyclists, and bicyclists understanding where to ride on the road are needed.

Painting bike lanes and sharrows on Collectors, Minor Arterials, and Major Arterials:

- Provide a continuous reminder to motorists that bikes are always allowed on the road; and
- Tell bicyclists the best place to be in the lane for safety and predictability.



Citywide Biking and Walking Encouragement Activities

Time frame: Short term.

One way to inform is through doing. A group of volunteers that wants to promote bicycling in Merrill could coordinate a variety of activities in Merrill.

1. Setting up bike rides creates excitement about bicycling, and improves a person’s confidence when riding with traffic. Group rides are more visible to a motorist than a single bicyclist, which makes riding safer. This could be regular weekly or monthly occurrence, or a few large events with “waysides” every few miles. All of these rides would be set up by a volunteer group of individuals working with the City or private property owners to get all the necessary approvals.



Source: Spokehaven.com

2. National Bike To Work, and Bike & Walk To School days are annual events that could be used to promote the opening of a new bike path or route, and bike education could occur within a week before the event.

Bike To Work Week – League of American Bicyclists has online resources for any group or agency to coordinate a successful event: <http://bikeleague.org/bikemonth>.

Bike & Walk To School Day – National Center for Safe Routes To School has online resources for any group or agency to coordinate a successful event: <http://www.walkbiketoschool.org/>.

The Wisconsin Bike Fed will also assist communities with either event.

School Biking and Walking Encouragement Activities

Time frame: Intermediate.

School districts are asked to do more with less resources. The Omro School District in Wisconsin was faced with reduced staffing for bicycling programs, so they decided to incorporate bicycling into their Physical Education classes. Over a decade they have built up various bicycle education opportunities. 

See success story in Attachment G.

Print Bike Routes on Tourism Map

Time frame: Short term.

Many visitors are coming to Merrill and asking for bike maps. Printing a bike map will show residents and visitors the best ways to bike to common destinations. Print bike route map with only approved and marked bike routes and trails.

Bicycle Education Classes

Time frame: Short term.

Share & Be Aware includes a variety of pedestrian, bicyclist, and driver education classes that are taught by The Wisconsin Bike Fed. These Share & Be Aware classes are paid for by a grant from WisDOT, so no local money is needed, but advanced registration with the Wisconsin Bike Fed is needed, as their classes are very popular.

Class descriptions and advanced registration available online:
<http://wisconsinbikefed.org/for-your-community/share-be-aware/classes/>

The lead party to complete or initiate the tasks is **bolded**.

Share & Be Aware Class	Responsible Parties
<u>Skills for Pedestrians</u> This class can be tailored for a senior citizen audience as they are at a higher crash risk, but is appropriate for all adults.	Community Enrichment Center, Merrill Housing Authority , Bike Fed.
<u>Go by Bike.</u> The course focuses on getting people to try biking for journeys less than 3 miles long.	Library , Bike Fed.
<u>Driver's Ed & Driver's Ed Refresher Course.</u>	Course providers , Bike Fed.
<u>Law Enforcement's Role in Promoting Bicyclist and Pedestrian Safety.</u>	Police , Bike Fed.

Update existing bicycle safety training for children by replacing bike rodeo with bike camp and family bike class, or Safety City.

A sampling of safety issues covered in Safety City classes are:

- **Traffic Safety:** Traffic lights, stop signs, pedestrian rules, cross walks, safety patrols
- **Stranger Safety:** Various situations involving strangers and what to do
- **Poison Safety:** Learn about dangers of poison and medicines
- **Water Safety:** Discuss safety around water
- **Fire Safety:** Meet a firefighter, learn about fire safety in your home
- **School Bus Safety:** Learn about bus safety, and how to follow driver's rules
- **Bicycle Safety:** We will be riding bikes and learning all about helmets

Class	Responsible Parties
Bicycle education in 3rd and 4th grades.	Police
Bicycle education at annual Children's Festival.	Optimist Club, Police, Park & Rec.

Education In Lieu of Punishment

Time frame: Short term.

Responsible party: Merrill Police, Municipal Court.

Some communities have found success with offering a bicycle and pedestrian education course as an alternative for bicyclists, pedestrians, and motorists who are first-time offenders of bicycle and pedestrian related rules of the road.

Bicycle Education Website

Time frame: Short term.

Responsible party: Merrill Parks & Recreation, Streets Department, Merrill IT, NCWRPC.

Each department in Merrill has their own set of web pages within the City’s website. Adding bike and pedestrian information to the website under both the Parks & Recreation Department, and the Streets Department web pages (both would link to the same pages) would provide general safety and informational materials and videos to increase the level of biking and walking savvy among Merrill residents.

ENFORCEMENT RECOMMENDATIONS

Many laws are in the municipal code to keep people safe. A lack of strict compliance with those laws is often a reason why residents do not walk or bike to local destinations. 

Roadway Design – Vision Zero Deaths

Where there is a history of traffic crashes (Map 4) or where there are pinch points (Map 8), consider what traffic measures to use to reduce perceived or actual danger with walking or biking on problem roads.

Time frame: Short term to Long term depending upon what traffic measure is chosen.

Responsible party: Streets Department, Merrill Police, WisDOT, Highway Department.

Research shows that lowering a speed limit without other improvements like road design changes or improved police enforcement does not work to slow traffic. Roadway design affects people’s speeds.

Traffic Measures to slow speeds, deter distracted driving, and help make walking and biking more comfortable:

- Reduce the number of travel lanes (road diets);
- Reduce the width of travel lanes;
- Make crosswalks more visible;
- Paint bike lanes where roads are already wide enough;
- Shorten crosswalks;
- Add raised median islands in the middle of busy streets as a refuge for pedestrians at crosswalks;
- Reduce turning radius at intersections, without restricting truck turns;
- Install traffic circles – usually done where residential street speeds are high;



Crosswalk Enforcement

Consider adding crosswalk enforcement into the annual rotation of police duties.

Time frame: Short term.

Responsible party: Merrill Police.

Crosswalk enforcement campaigns are an effective way to remind motorists of their duty to yield to pedestrians in crosswalks. A press release is usually associated with such campaigns to make the broader public aware of how to operate in the crosswalk areas in Merrill.

School Zone Speed Enforcement

Consider adding school zone speed limit enforcement into the annual rotation of police duties.

Time frame: Short term.

Responsible party: Merrill Police, local school, Streets Department.

Work with the Streets Department to make sure crosswalks are properly signed and marked, and then work with the school chosen for that year’s speed limit enforcement campaign to provide additional education in the local school newsletter.



Sidewalk Snow and Ice Removal Enforcement

Enforce the Merrill sidewalk snow & ice clearing ordinance.

Time frame: Short term.

Responsible party: Every business and resident, Streets Department, Police Department.

Sidewalks are not useful in winter if they are covered with impassible amounts of snow and ice. Every business or resident on a corner lot should be reminded to keep their corner sidewalk ramps clear. If the sidewalk ramp is not cleared, then people in wheelchairs cannot access the sidewalk, and may need to use the nearest driveway to get off the road. 



ENGINEERING RECOMMENDATIONS

Use the Wisconsin Bicycle Facility Design Handbook (WisDOT), the WisDOT Facilities Development Manual, the Manual for Uniform Traffic Control Devices (MUTCD), the National Association of City Transportation Officials' (NACTO) Urban Bikeway Design Guide, and other guides and regulations when designing any bike or pedestrian accommodations mentioned in this plan.



Sidewalk Maintenance

Inspect sidewalks in Merrill for impassible cracks, tripping hazards, and overgrown vegetation, and then create a multi-year improvement plan as part of the annual ward inspection program.

Time frame: Intermediate.

Responsible party: Streets Department.

Roads are inspected and slated for annual improvements. Sidewalks as a ~~mode of~~ transportation also deserve inspection and improvements listed in a multi-year improvement plan.

See "Create Sidewalk Plan" under Policy Recommendations.

Pedestrian Signals

Reprogram the pedestrian signal phase to be automatic during every traffic light cycle, and to provide a Leading Pedestrian Interval.

Time frame: Short term.

Pedestrian pushbuttons are detectors intended to provide pedestrians with the ability to activate a pedestrian signal and reassure pedestrians that they will receive a crossing indication. However, only approximately 50 percent of pedestrians at intersections activate pushbuttons to cross at the intersection. To improve potential use of the pushbuttons and compliance with pedestrian signals, pushbuttons should be designed and installed to maximize convenience, conspicuity, and communication for pedestrians. Section 4E.08 of the MUTD provides specific guidance on the location of pushbuttons at traffic signals.

Leading Pedestrian Interval (LPI) - An LPI gives pedestrians an advance walk signal before motorists get a green signal, giving the pedestrian several seconds to start walking in the crosswalk before a concurrent signal is provided to vehicles. This makes pedestrians more visible to motorists and motorists more likely to yield to them. Typical LPI settings provide 3 to 6 seconds of advance walk time. LPI has been used successfully in several places, such as New York City, for two decades and studies have demonstrated LPI reduces conflicts and crashes for pedestrians.

LPIs enhance pedestrian visibility and reinforce their right-of-way over turning vehicles.

Attachment: Bicycle and Pedestrian Plan (1215 : Consider Bicycle and Pedestrian Plan)

Bicycle Parking

Create a bicycle parking ordinance to require certain amounts of bike parking and the location of bike parking at every employer within a given time. 

Time frame: Short term to create a bike parking ordinance.

Time frame: Intermediate to implement bike parking ordinance.

Installing bike racks by each employer, both public and private, or conveniently located in a commercial district, would provide secure parking for residents and visitors.

A set of bicycle parking recommendations from the Association of Pedestrian and Bicycle Professionals (APBP) is summarized in Attachment F. The amount of space needed for a bike rack, and how to determine good bike rack designs are included in those guidelines.

Warehouses, and other employers, may choose to use a closet or create a fenced in bicycle parking area within their building for employees to store their bikes, in addition to providing some public bike parking.

Some considerations:

- Will the bicycle be secure in the storage area?
- Will anyone with a bicycle in the storage area be able to get their bike out without tipping over the remaining bicycles in the area?
- Is there a shower facility and gym lockers available for bicyclists to clean up in? A shower and lockers are not required, but some riders may need them to maintain their professional appearance to customers.

Bike Racks on Buses

Add exterior bike racks to buses. 

Time frame: Intermediate.

Many public transportation agencies are providing bicycle racks on buses, enabling what might be a long bicycling trip to be shortened by using transit for part of the journey. In 2001, only 32 percent of buses in the U.S. had exterior racks for bicycles, but that figure rose to 72 percent by 2010. Bike parking is another key aspect for integrating bicycling with public transit.



Safe Routes To School

Create Safe Routes To School plans for each elementary school to increase the number of kids walking and biking to school. 

Time frame: Short term.

School districts to work with WisDOT and NCWRPC to perform a Safe Routes To School analysis at each school to determine what engineering, encouragement, education, enforcement, and evaluation tasks need to be completed to encourage more students to walk and bike to school.

Route Wayfinding Signs

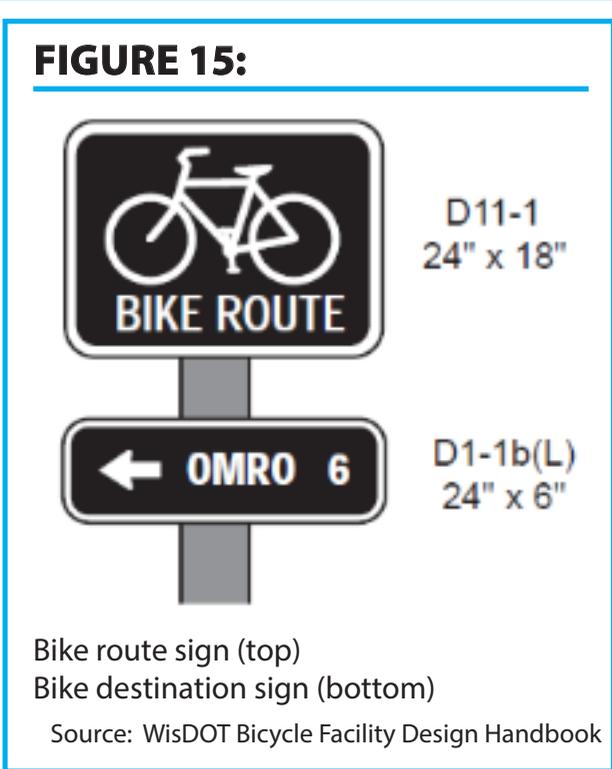
Assemble an advisory group to work with the Streets Department or Parks & Recreation Commission on choosing wayfinding sign types, colors, and what the routes should be called, or what locations should be listed on wayfinding signs.

Time frame: Short term.

Review if a designated bicycle route needs upgrades, or has "favorable conditions." Once the upgrades are done, or favorable conditions exist, then install signs. "Favorable conditions" is defined for Merrill as having "good" or "moderate" conditions on Map 1; so a bike route with favorable conditions may be signed (see Map 1 Conditions Described box). If a road is not rated on Map 1 for bicycling conditions, then its rating is "good."

There are two parts to bike route wayfinding:

1. The route name itself, shown on a map, will tell users where they are; and
2. Places with or without mileages may be placed on additional signs.



Always follow MUTCD standards for mounting height and lateral placement from edge of path or roadway. Additional guidance and standards clarification are provided by the NACTO Urban Bikeway Design Guide. Use the WisDOT regional bike and pedestrian coordinator as a resource for planning and designing bike and pedestrian facilities on state and federally funded projects.

Lions Park Dirt Path

Create a secondary path down this hill that is manageable for more abilities, including wheelchairs.

Time Frame: Intermediate.

The key to an enjoyable average tread grade is to keep it as low as reasonable while fulfilling the objectives of the trail. Designing the average grade to 4-6% may necessitate creating a switchback or serpentine path and adding some near level sections for wheelchairs to pause before continuing down or up the path. Review Trail Design and Construction on AmericanTrails.org for additional guidance.

Mark the original dirt path and the secondary path per a nationally recognized standard like the IMBA Trail Difficulty Rating System (e.g. white circle to double black diamond), other useful standards also exist.



Source: ICORR

Grass Paths for Wheelchairs

Pave grass paths for wheelchair accessibility (Attachment K).

Time Frame: Short term.

Grass paths are often too soft to allow wheelchairs to travel on them without getting stuck. These paths should be paved, so wheelchairs may pass when the ground is saturated. If asphalt or concrete are not used, then pave the path with crushed rock to a minimum of 5-feet, and design the path so water does not sit on it.

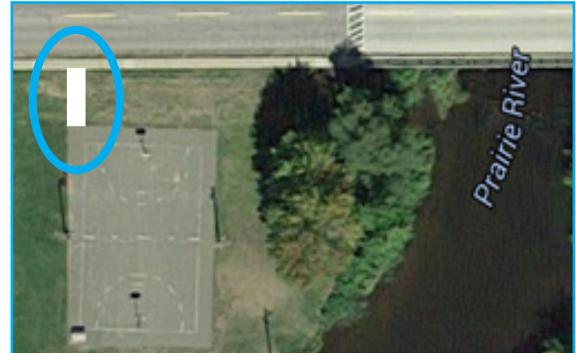
Make Recreation Facilities ADA Accessible

Create a plan for how and when each recreational facility citywide will become ADA accessible.

Time Frame: Short term.

For example, add a sidewalk to connect the Thrid Street sidewalk to the basketball court along the Prairie River.

This recommendation is also in the Merrill Outdoor Recreation Plan.



Solid line is proposed sidewalk.

Source: Google

Sidewalk Ramps

Install sidewalk ramps on both sides of each crosswalk, and line up the ramps to direct people straight across the street.

Time frame: Long term to replace ramps throughout the City.



Crosswalk may not have ramps on both sides, because a driveway is nearby. Additionally, visually impaired individuals have a difficult time identifying where the crosswalk is. Ramps are useful for visually impaired, wheelchair users, and parents with strollers.



Add a sidewalk ramp that is separated from the driveway.

Double sidewalk ramps.

Source: NCWRPC

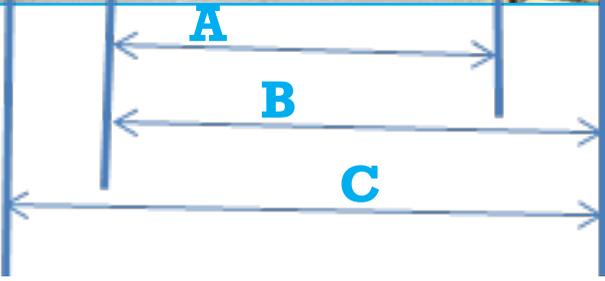
Third Street Bridge Over Prairie River

Make the sidewalk along the Third Street Bridge over the Prairie River wheelchair accessible and add bike lanes to the bridge. 

Time Frame: Short term to install sidewalk ramps and bike lanes.

Time Frame: Intermediate to widen the sidewalk on the bridge.

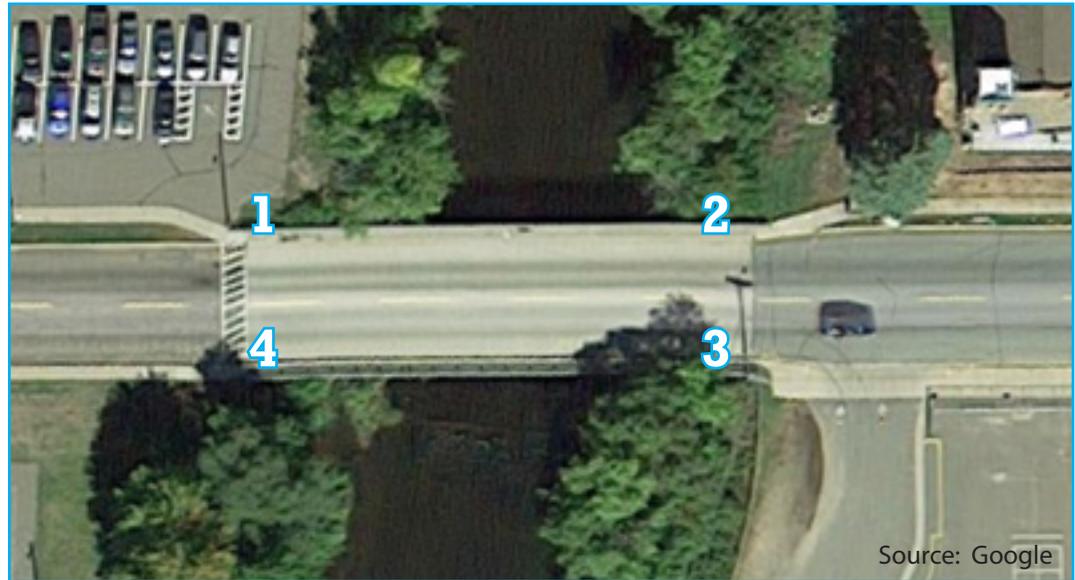
The Third Street Bridge over the Prairie River is not wheelchair accessible, and ramps at crosswalks on both sides of the bridge are missing.



A = Distance between car brace cement and crease between sidewalk and curb.
B = Distance between car brace cement and curb face.
C = Distance 1-inch away from car brace cement and curb face.

Attachment: Bicycle and Pedestrian Plan (1215 : Consider Bicycle and Pedestrian Plan)

The minimum width for an ADA-compliant sidewalk is **36 inches**; and 32 inches at any one point.



Using the A, B, and C distances from the opposite page, the table below shows the current widths of the sidewalks at the four marked corners of the Third Street Bridge.

	1	2	3	4
A	34"	25"	23"	33"
B	40"	31"	29"	40"
C	47"	39"	36"	47"

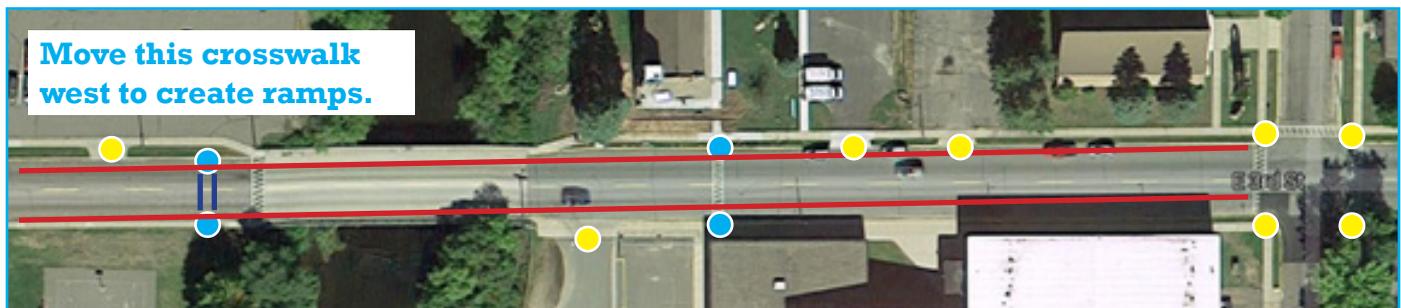
Short Term Recommendation: Install ADA crosswalk ramps, and paint bike lanes. Wheelchairs will need to use these bike lanes to cross the Prairie River, because points #2 and #3 on the bridge sidewalk are wide enough for a wheelchair.

Long Term Recommendation: Repair the pitted sidewalk surface on the bridge, and widen the bridge sidewalk to at least 5-feet on both sides of the bridge.

Street Improvements

Add ramps and bike lanes (Logan St west to Stange Park driveway) as per below:

- = Proposed Sidewalk Ramp
- = Existing Sidewalk Ramp or Driveway
- = Potential Bike Lane
- || = Potential New Crosswalk



Source: Google

Remove Sidewalk Trip Hazards

Use saw cutting or grinding to eliminate sidewalk tripping hazards when the concrete slab is still in good condition.

Time Frame: Short term.

Sidewalks are reviewed for tripping hazards in Merrill as part of the *annual ward inspection program*. Managing ADA compliance, risk, and budget is the balancing act necessary to provide safe sidewalks in any community.

Four common methods to remove trip hazards include:

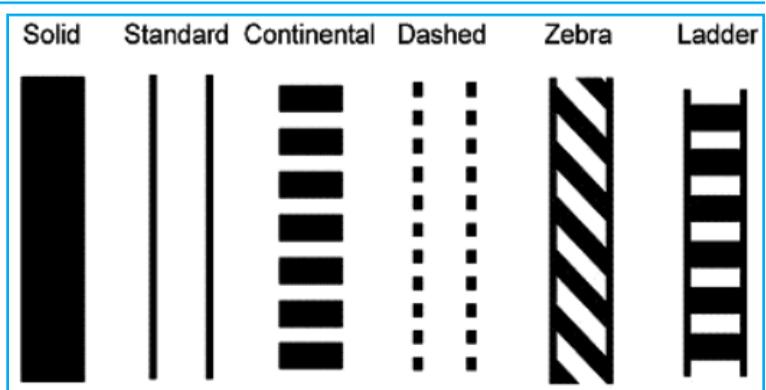
1. Saw cutting (permanent fix);
2. Grinding (permanent fix);
3. Patching and ramping (temporary fix); and
4. Removing and replacing concrete slabs (permanent fix).

Crosswalk Improvements

Increase visibility with new crosswalk marking patterns.

Time Frame: Short term.

Where either the Streets or Police Departments determine that extra visibility is needed for a crosswalk, paint a more visible crosswalk style (e.g. Continental, Zebra, or Ladder) as seen at right:



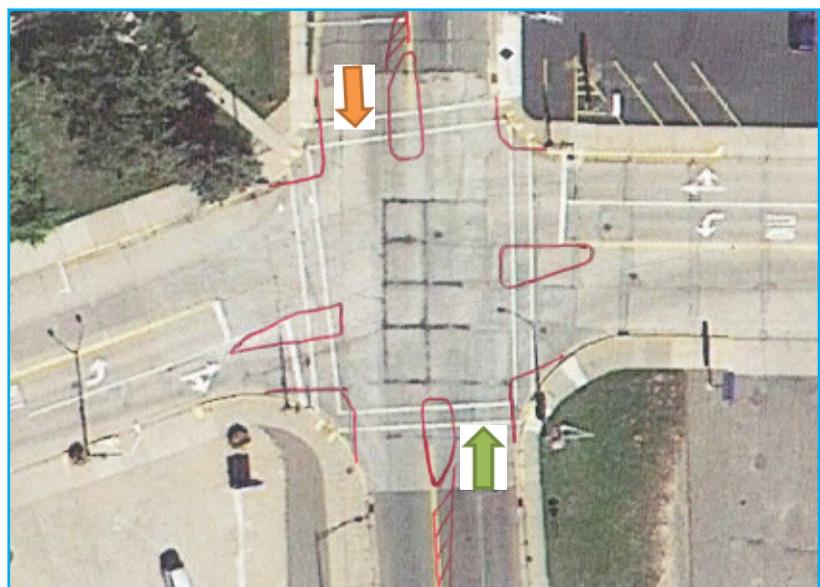
Center Avenue and Main Street

Revise the Center Ave and Main St intersection to improve pedestrian crossings.

Time Frame: Intermediate.

 Add medians for pedestrians to rest while crossing each street. Design medians so that trucks can turn onto each street.

Red lines in drawing at right represent new medians and curb extensions with new ADA approved sidewalk ramps pointing in the direction of travel.



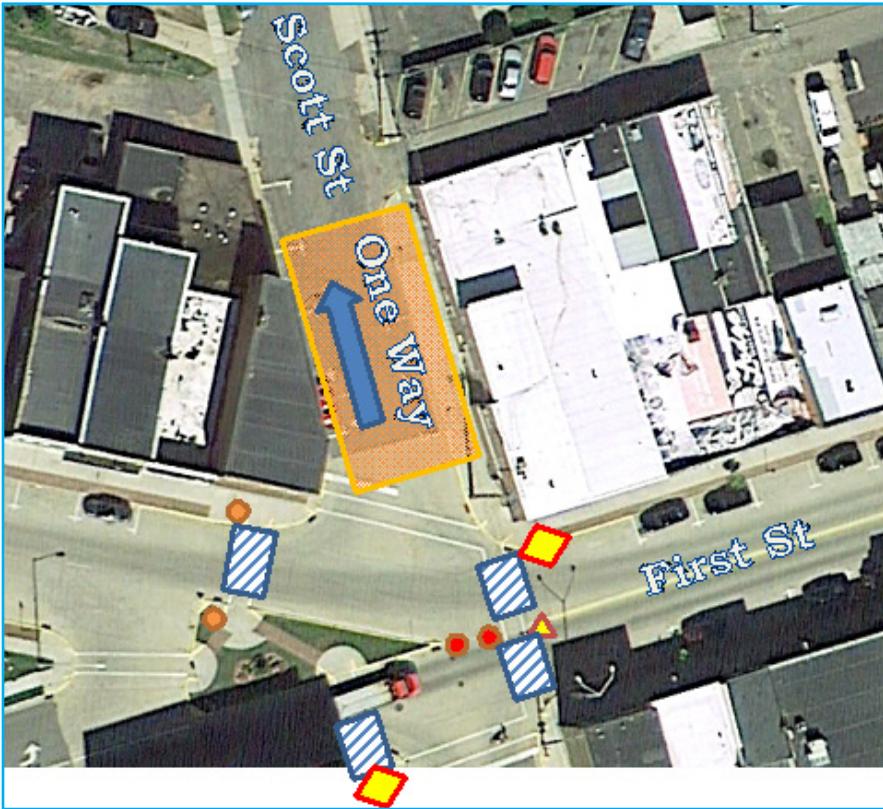
-  = Replace 2 travel lanes with 1 travel lane and a bike lane.
-  = Replace 1 travel lane and a turn lane with 1 travel lane and a bike lane.

First Street and Scott Street

Revise the First St and Scott St intersection to improve pedestrian crossings.

Time Frame: Short Term

Make part of Scott St one way (see graphic) and allow diagonal parking on that section of the road.



-  = Flashing LED beacon pedestrian crosswalk (Figure A)
-  = Flexible delineator with reflective band (Figure B)
-  = Double-sided YIELD Crossing panel with portable base (Figure C)
-  = Paint high visibility crosswalk (such as Continental, Zebra, or Ladder from Crosswalk Improvements recommendation)
-  = Replace "No Left Turn" signs with pedestrian crosswalk and arrow signs (W11-2 & W16-7P). May place a double-sided "No Left Turn" sign in the median.

Figure A: Crosswalk Beacon Assembly

Install a Double Light Rapid Flash Beacon assembly on both sides of crosswalk, on west side so pedestrians can see when lights are flashing.

Make sure that beacons automatically adjust their brightness with daylight conditions, or day and night.

Includes:

- 2 amber LED beacons;
- 1 microwave pedestrian detector to automatically actuate signal;
- 1 pedestrian sign (W11-2);
- 1 arrow sign (W16-7P); and
- wiring to connect two of these assemblies to electricity and to each other on both sides of the crosswalk.



Do not install a Rectangular Rapid Flash Beacon (RRFB). Due to the brief time that drivers will have to view this assembly, the brightest RRFBs are too small and dim to adequately warn drivers of pedestrians in the crosswalk.



Figure B: Flexible Delineator

Install 3 of these flexible delineators with reflective bands in the middle of Scott St to reinforce that through traffic is not allowed.

Flexible delineators will still allow emergency vehicles to run over the posts.



Figure C: YIELD Crossing Panel

Install a double-sided YIELD Crossing panel with portable base on the double yellow line, just east of the crosswalk. This location will reinforce that left turns are not allowed.



Review Crosswalk Lighting Citywide.

Most crosswalks are colocated with intersections. Lighting levels should allow detection of pedestrians in enough time to yield to pedestrians at crosswalks.

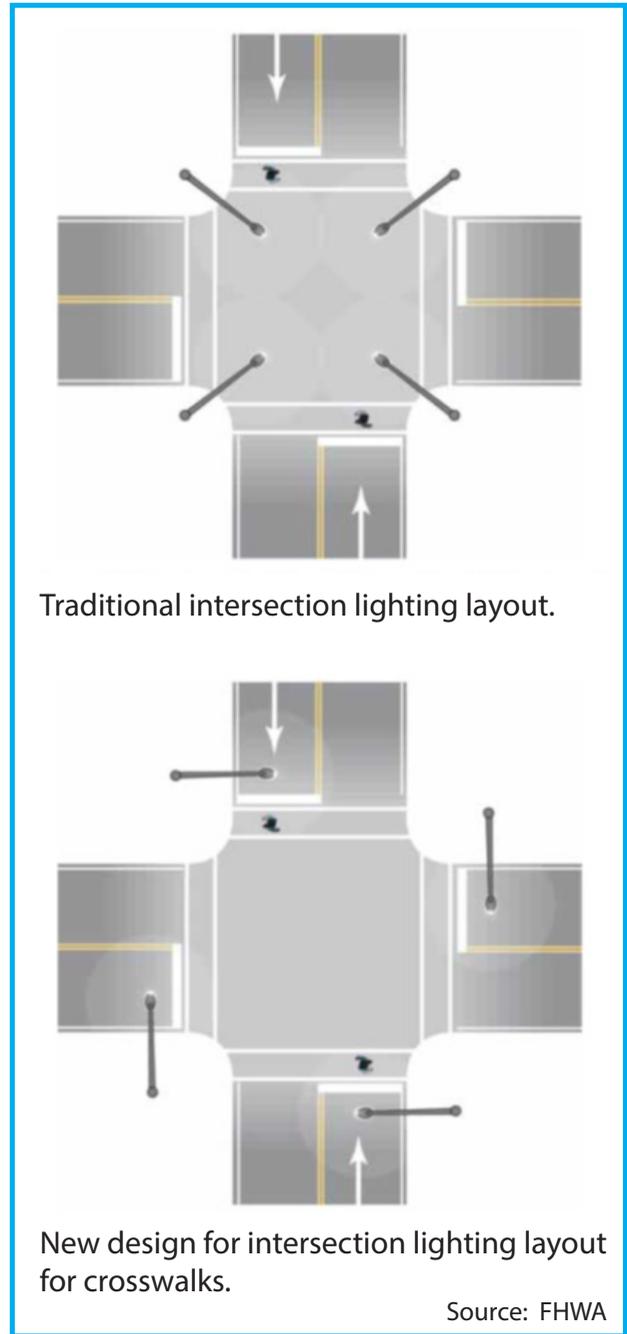
Time frame: Long term.

Begin with intersections:

- Identified as pinch points on Map 8;
- Identified by Safe Routes To School;
- Downtown intersections; and
- River Bend Trail crossings.

FHWA Research Findings [FHWA-HRT-08-053]

- A vertical illuminance level of 20 lx measured at 1.5 m (5 ft) from the road surface allowed drivers to detect pedestrians in midblock crosswalks at adequate distances under rural conditions.
- A higher level of vertical illuminance may be required for crosswalks when:
 - » There is a possibility of continuous glare from opposing vehicles.
 - » The crosswalk is located in an area with high ambient light levels.
 - » The crosswalk is located at a lighted intersection.
 - » The luminaire selected will influence the best mounting location and height of the luminaire with respect to the crosswalk.
- The vertical illuminance level that allowed drivers to detect pedestrians at adequate distances was the same for high pressure sodium and metal halide sources; however, MH or other white light sources may provide better facial recognition and comfort for pedestrians.



Traditional intersection lighting layout.

New design for intersection lighting layout for crosswalks.

Source: FHWA

Bike Routes

Recommendation: Designate bike routes to cover the whole city.

Time frame: Intermediate to implement bike routes.

All of the proposed bike routes on Map 10 and recommended improvements on Map 11, and Attachments H & I, will need City Council approval and Streets Department implementation.

When scheduling a repaving project, check to see if it is a designated segment on Map 10 or 11, then check for the recommended improvement under that segment’s description on pages 42-48.

Each proposed bike route becomes a bike route when the City:

1. Officially designates by ordinance one of the segments or part of a segment named below (e.g. Segment 1) per WI State Statute 349.23; and
2. Installs bike route signs (see recommendation: “Route Wayfinding Signs”), and marks the pavement if necessary to make “favorable conditions” for bicycling.

A bike route may be officially designated when there are “favorable conditions” for bicycling. If a route is inherently dangerous, then it should not be officially designated until it becomes acceptable to bicycle on. “Favorable conditions” is defined for Merrill as having “good” or “moderate” conditions on Map 1; so a bike route with favorable conditions may be signed. If a road is not rated on Map 1 for bicycling conditions, then its rating is “best.”

Map 1 Condition Descriptions

“Best” conditions for bicycling include roads with light volumes of traffic and may have many other favorable factors such as good sight distance and minimal truck traffic. This classification also includes highways approaching a moderate level of traffic but with paved shoulders.

“Moderate” conditions for bicycling are roads that have moderate traffic volumes for the amount of pavement width present. This classification may also include county and state highways with paved shoulders, but slightly more traffic. Due to moderate traffic volumes, less experienced cyclists should use care on these segments.

“Undesirable” conditions for bicycling include roads with moderately high traffic volumes with no paved shoulders, or high traffic volumes with narrow paved shoulders, and may have moderate to high truck traffic. This classification could also include some moderate volume roadways, but with an assortment of negative factors for bicycling. Bicyclists should try to plan around these roads and or use considerable caution when using them. Bicyclists should have appropriate amounts of expertise with these types of riding conditions if choosing these roads.

Bike Route Descriptions:

RIVER BEND TRAIL

The River District Development Foundation is coordinating bikeway development along with the City. WisDOT and DNR both have trail building standards to follow for the enjoyment of all users. This recommendation is for trail builders to follow WisDOT and DNR trail standards when constructing any section of the trail, regardless of whether WisDOT or DNR money is used or not.

SEGMENT 1 – FOSTER STREET AND EMMERICH STREET

Time frame: Short term.

This on-street route connects Otts Park to other routes. No improvements are necessary beyond posting bike route signs.

SEGMENT 2 – COTTAGE STREET

Time frame: Short term.

Cottage Street is the north-south alternative to using State Street, which is a truck route. Parking was recently removed from one side of Cottage Street. Since this road will have bicycle traffic from the River Bend Trail, then in addition to installing Trail and bike route signs, paint shared lane markings (sharrows) per MUTCD standards, in the curb lane where there is no on-street parking, and paint sharrows outside of the curb parking lane on the other side of the road.

SEGMENT 3 – PROSPECT STREET AND 10TH STREET

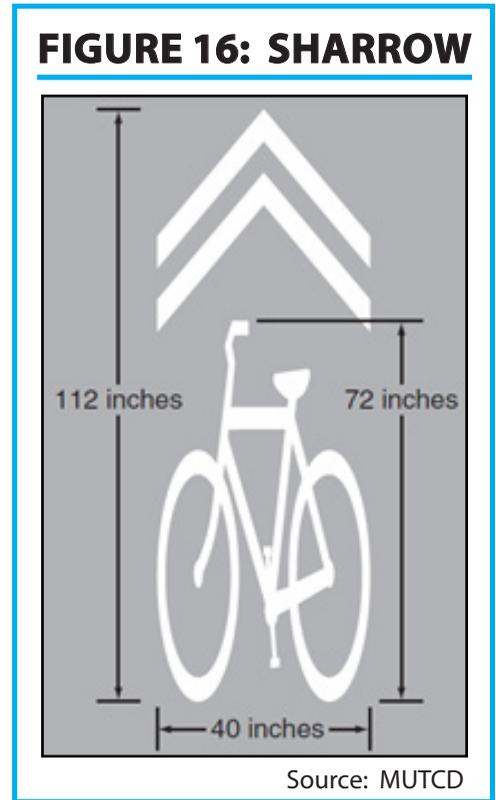
Time frame: Short term.

Prospect Street connects Kate Goodrich Elementary School, and Third Street, south to the River Bend Trail. The only improvement needed is to improve how Prospect, north of STH 107, intersects with STH 107. Part of this intersection creates blind corners and high speed turns. See the #2 diagram  Attachment H for the intersection improvement.

SEGMENT 4 – MILL STREET AND DUNGINSKI ROAD

Time frame: Short term.

Mill Street connects downtown with a local scenic route out of the City to connect with CTH K. No improvements necessary beyond posting bike route signs.



SEGMENT 5 – PIER STREET AND MERRILL MEMORIAL FOREST

Time frame: Intermediate.

Pier Street is a main north-south street that becomes CTH JJ out of the City, which leads to the Merrill Memorial Forest. The only improvement is to add 5-foot asphalt paved shoulders to Pier Street from the north end of the Prairie River bridge, north to Taylor Street. See Figure __ to pave an extra space for bicyclists to cross the railroad tracks.

When the County repaves CTH JJ, this recommendation is to add 5-foot asphalt paved shoulders from Taylor Street north to the end of the double yellow center line (no passing zone), and then to widen the remaining pavement to at least 24-feet wide, if paved shoulders are not added.

SEGMENT 6 – CENTER AVENUE / CTH K

Time frame: Short term.

Center Avenue was USH 51 before the current freeway was constructed. This recommendation is to add a bike lane on both sides of Center Ave from Joe Snow Rd north across the Wisconsin River Bridge up to the Main Street turn lane. Add a sharrow at the end of the northbound bike lane. Begin bike lane again on both sides of Center Ave, from Main St to bike ramp onto/off of sidewalk in roundabout. Add a “bicycles may use sidewalk” sign on a post just before the bike ramp on all four sides leading into the roundabout. Also, change Merrill’s Municipal Code to allow all bicyclists to use the sidewalk within the roundabout.

North of the roundabout on Center Ave to Lake Street, perform a road diet by reducing the 4 travel lanes, to 2 travel lanes, a two-way center turn lane, and curb bike lanes on both sides. Keep the current lane configuration from Lake St to 14th Street. Paint sharrows per MUTCD in the curb area on both sides.

On CTH K, from CTH G north to Pope Road, paint bike lanes on both sides. Adding the bike lanes on both sides of CTH K will reinforce to motorists that bicyclists may be in the area. This will provide a safe space to bike within the existing road pavement.



Attachment: Bicycle and Pedestrian Plan (1215 : Consider Bicycle and Pedestrian Plan)

SEGMENT 7 – SALES STREET

Time frame: Short term.

Sales Street, north of STH 64, is wide enough to accommodate two travel lanes and two parking lanes. The parking lane is not heavily used on this street, so no improvements are necessary beyond installing bike route signs. If speeding becomes a problem on this road, then painting an “urban shoulder,” which is a white line to create 10-foot travel lanes, may slow traffic down due to drivers perceiving the road to be narrower. This urban shoulder would automatically allow parking (unless a no parking zone is created) and bikes to operate in this area without additional signage.

Sales Street south of STH 64 is wide enough for one travel lane if cars are parked on both sides. Add bike route signs high enough to be seen over parked cars, and choose posts just after driveways or roads where parked cars would not obstruct the sign visibility.

SEGMENT 8 – MEMORIAL DRIVE

Time frame: Short term.

Memorial Drive, north of STH 64, is wide enough to accommodate two travel lanes and two parking lanes. The parking lane is not heavily used on this street, so no improvements are necessary beyond installing bike route signs. If speeding becomes a problem on this road, then painting an urban shoulder, which is a white line to create 10-foot travel lanes, may slow traffic down due to drivers perceiving the road to be narrower. This urban shoulder would automatically allow parking (unless a no parking zone is created) and bikes to operate in this area without additional signage.

Memorial Drive south of STH 64 is wide enough for one travel lane if cars are parked on both sides. Add bike route signs high enough to be seen over parked cars, and choose posts just after driveways or roads where parked cars would not obstruct the sign visibility.

SEGMENT 9 – RIVERSIDE AVENUE TO JEFFERSON ELEMENTARY

Time frame: Intermediate.

This is a low traffic volume bike route, south of the Wisconsin River, that connects Center Ave with Jefferson Elementary and continues west to STH 64 out of the City.

Map 8 shows a couple of pinch points on both ends of Riverside Avenue. To make these pinch points **bicycle friendly**, paint sharrows in travel lanes of Riverside Ave, between State St and just east of Schultz Street due to parked cars often using the parking lane, and then also paint sharrows on the road in front of the athletic center – paint westbound sharrows in curb zone per MUTCD, and paint eastbound sharrows in curb zone per MUTCD until on-street handicapped parking is allowed where sharrows should then be painted in the travel lane per MUTCD.

To make these pinch points **pedestrian friendly**, install sidewalk on at least one side of Riverside Ave (both sides would be best), between State St and Schultz Street due to parked cars often using the parking lane, and then also install sidewalks on both sides of Riverside Ave from Center Ave west to the last driveway of the athletic center parking lots on either side of the road, allowing each driveway to act as the pedestrian ramp to the road.

Attachment: Bicycle and Pedestrian Plan (1215 : Consider Bicycle and Pedestrian Plan)

SEGMENT 10 – SIXTH STREET/STH 64 ALTERNATIVE

Time frame: Short term.

This route was chosen as an alternative to riding on STH 64 from Park Ridge Avenue to STH 107 (Grand Ave).

Map 8 shows that 3rd St, between Center Ave and Grand Ave, is a pinch point for bicyclists due to high traffic volumes (but not as high as STH 64) and the allowance for parking on both sides. If parking was removed from one side, and bike lanes were added to both sides, then 3rd Street would provide bicyclists more confidence with using this road.

Due to half of Third Street identified as a bicycle pinch point on Map 8, then the STH 64 Alternative route was moved to Sixth Street.

For most of this bike route, only posting bike route signs is needed.



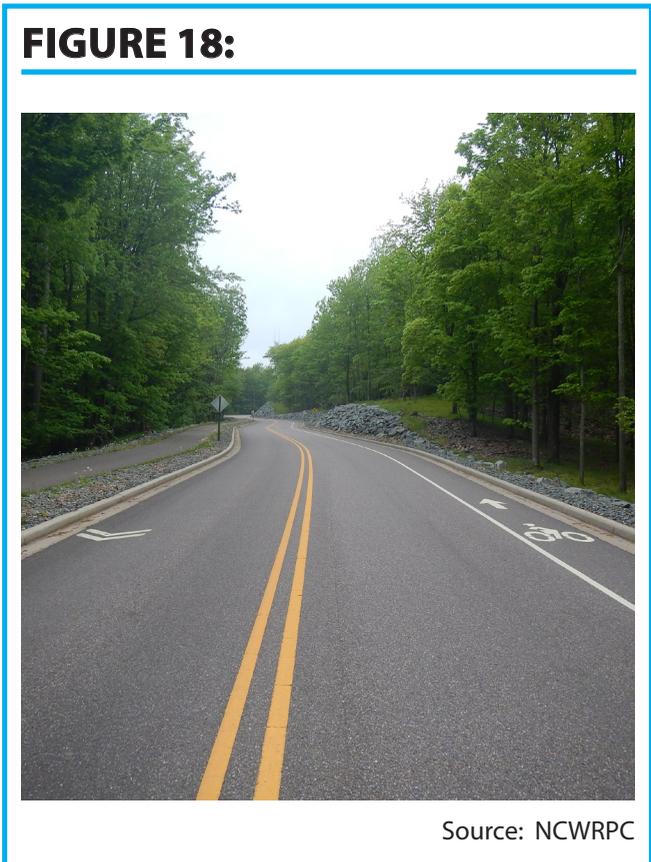
On Sixth Street, parking is allowed on both sides, but the traffic volume is low. Due to expecting a high amount of bike traffic on Sixth Street this road’s recommendation includes:

- Paint the center line of sharrows 11 feet away from the curb in each direction;
- Review where stop signs are necessary, and which stop signs may be replaced with yield signs to reduce the amount of complete stops that bicyclist would be required to make;
- If traffic on Sixth St and cross traffic streets are moving faster than the posted speed limits, then consider replacing stop signs with yield signs and adding traffic circles to the middle of the intersection. Neighborhood traffic circles can include a paved apron or mountable curb to accommodate the turning radii of larger vehicles like fire trucks or school buses. Larger circles should include splitter islands (painted on the pavement) at the approaches.

Since one block of Sixth St and one block of Logan St, by Athletic Park, are gravel roads, then until they are paved, re-route this bike route south a block onto Fifth St, and then back to Logan St, and then down to Third Street. Re-inforce where the route is by painting the center line of sharrows 11 feet away from the curb in each direction on Blaine St, Fifth St, and Logan Street.

The Third St bridge over the Prairie River is not ADA accessible for wheelchairs. To provide immediate space for wheelchairs to cross the Prairie River, paint bike lanes on Third Street, from Logan St west to the old pool’s parking lot driveway. Paint a bike lane going up Parkway Dr and paint sharrows coming down Parkway Dr (see #2, Attachment H). Bikes move closer to traffic speed going down hills. (Figure 18)

On Merrill St, make changes per Panel #2 in Attachment H, and paint sharrows on both sides.



SEGMENT 11 – NORTH ROUTE, CTH G AND TAYLOR STREET

Time frame: Intermediate

This route crosses on the north side of Merrill from STH 17, west to the MARC. In addition to installing bike route signs, pave 5-foot shoulders onto both sides of CTH G, from Memorial Drive east to STH 17 – but do not mark these shoulders as bike lanes. This is an ATV route, and ATVs must remain on the paved surface, so these paved shoulders will benefit bicyclists and ATVers. For CTH G west of Memorial Drive, request an exception from WisDOT to modify the two-way center turn lane from 14-feet wide to 11-feet wide.  This extra lane width may be used, in addition to extra pavement, to provide bike lanes on both sides.

Center Avenue’s recommendations are under Segment 6’s description.

Pier Street’s recommendations are under Segment 5’s description.

On Taylor Street, bike lanes exist from Pier St to Jefferson Street. This recommendation is to extend those bike lanes west until Taylor Street intersects with STH 107.



SEGMENT 12 – MAIN STREET/STH 64

Time frame: Short term.

Bikeability of Roads, Map 1, shows most of STH 64 in Merrill is either rated “moderate” or “undesirable” for bicycling. These recommendations are designed to make STH 64 safer for bicyclists and possibly change the rating to “moderate” for the whole length within the existing roadway surface. Map 3 shows that STH 64 is a designated long truck route, meaning that the largest trucks that can operate in Wisconsin can operate on this road. WisDOT requires that a travel lane in each direction on STH 64 must remain 12-foot wide. Due to truck traffic, this road may not become the “best” conditions for bicycling. Proper bicyclist education along with engineering changes will still make STH 64 an acceptable road to bicycle on.

Main Street east of Stuyvesant St is a 4-lane road out to just past Eagle Drive, then Main St becomes a 4-lane divided highway into the USH 51 interchange.

The 2013 STH 64 / Pine Ridge Avenue, Access Safety Study, analyzed the potential future safety and operational capacity of traffic leading into this intersection. Bicycle and pedestrian needs were taken into account as part of the study too. WisDOT indicates that road diets from four lanes down to three lanes have been very successful on roads with AADT less than 17,500, and even up to 25,000 AADT with an engineering study. Due to an actual AADT of 8,900 and projected AADT of 14,500-15,000 in 2043, Main St is a good candidate roadway for a road diet.

Recommendation is to perform a road diet on Main Street east of Stuyvesant St out to just past Eagle Drive. A road diet for this roadway would convert the undivided 4-lane roadway into two travel lanes, a center turn lane, and two outside bike lanes. 

Recommendation for STH 64 as it winds through Stuyvesant St and 1st St:

- Allow bicyclists to use the sidewalks through these intersections; and
- Paint sharrows in these intersections per Attachment 

Recommendation for STH 64, west of Center Avenue to Polk Street:

- Paint bike lanes or sharrows, and install signs per Attachment I diagrams.

Recommendation for STH 64, between Polk St and STH 107 intersection:

- Paint bike lanes or sharrows, and install signs per Panels #1, 3, & 4 in Attachment H.

Recommendation for STH 64, between Polk St and STH 107 intersection:

- Paint bike lanes or sharrows, and install signs per Panels #1, 3, & 4 in Attachment H.

Recommendation for STH 64, between the Prairie River Bridge and the Wisconsin River Bridge:

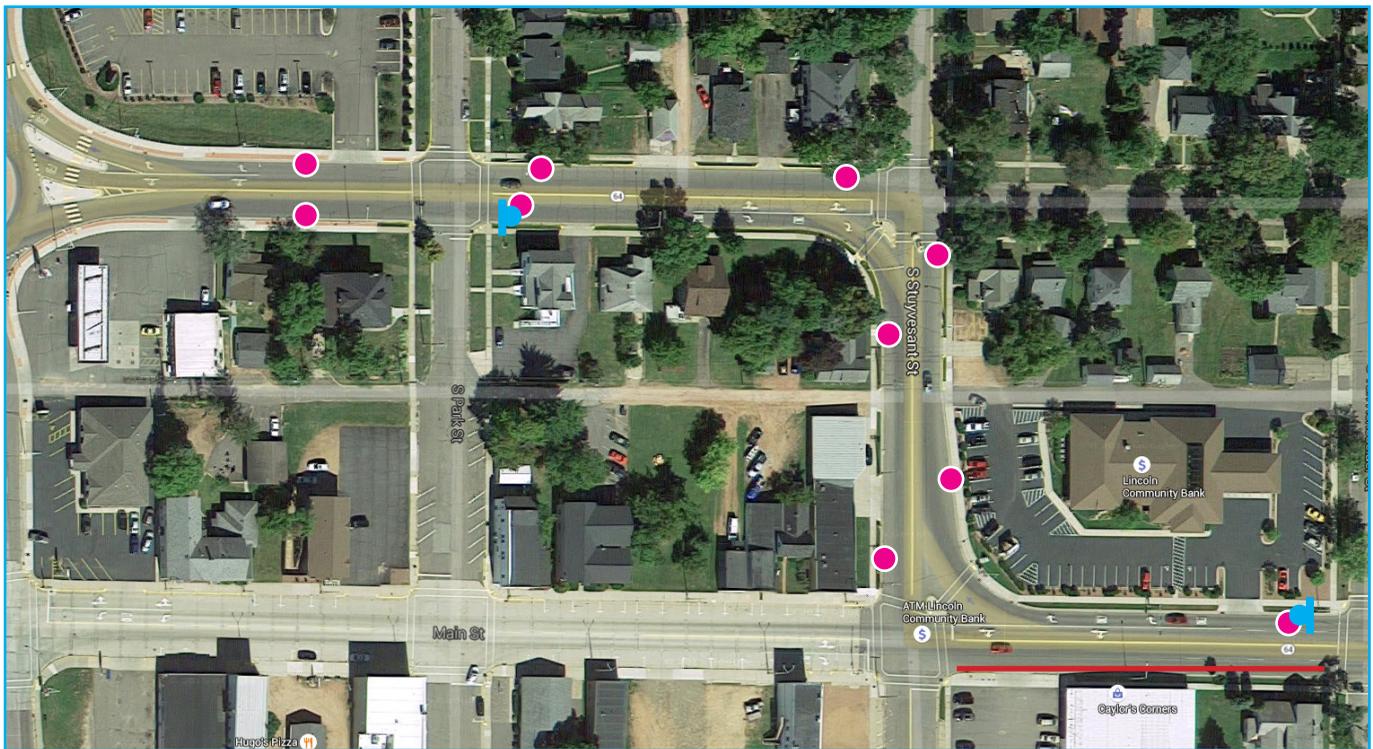
- Replace on-street parking, except between Prospect St and Genesee St, with bike lanes, and paint sharrows per "Recommendation for Hwy 64 between Rivers" in Attachment J.

Recommendation for STH 64, from Cottage St west to Glen Dr:

- Replace on-street parking with bike lanes.
- Where on-street parking will remain, paint an urban shoulder, which is a solid white line painted 12-feet away from the roadway center line. Urban shoulders provide space for parking, and when cars are not there it may be used by bicyclists.



FIGURE 19: STH 64 CURVE BIKE MARKINGS



-  = Sharrows
-  = Potential Bike Lane
-  = "Bicyclists May Use Sidewalk" Sign (Figure 17)

Source: NCWRPC

ROAD DIET

Road Diets are a safety-focused alternative to a four-lane, undivided roadway. The most common type of Road Diet involves converting an existing four-lane, undivided roadway segment that serves both through and turning traffic into a three-lane segment with two through lanes and a center, two-way left-turn lane (TWLTL). The reclaimed space can be allocated for other uses such as bike lanes, pedestrian refuge islands, bus lanes and parking. The benefits of Road Diets include:

- **Safety.** Road Diets can make the roadway environment safer for all users. Studies indicate a 19 to 47 percent reduction in overall crashes when a Road Diet is installed on a previously four-lane undivided facility. For pedestrians, Road Diets result in fewer lanes to cross and provide an opportunity to install refuge islands that slow vehicles in the midblock crossing area, which is where 70 percent of pedestrian fatalities occur.
- **Low Cost.** Road Diets make efficient use of the roadway cross-section. The majority are installed on existing pavement within the right-of-way. When planned in conjunction with reconstruction or simple overlay projects, the safety and operational benefits of Road Diets are achieved essentially for the cost of restriping pavement lanes. Striping can also be ground of and the whole road repainted.
- **Quality of Life.** Road Diets can make shared spaces more livable and contribute to a community-focused, Complete Streets environment. On-street parking and bike lanes can also bring increased foot traffic to business districts.



SEGMENT 13 – GRAND AVE/STH 107

Time frame: Short term for repainting crosswalks.

Time frame: Long term for reconfiguring intersections.

Grand Avenue/STH 107 was laid out in a 45 degree angle from the north-south and east-west road grid. With such a layout comes acute and obtuse angled intersections that are much longer to cross than perpendicular intersections. Longer crosswalks increase the safety risk for pedestrians because they are in the road longer, and curb ramps need to be specially designed to face the line of travel for visually impaired individuals to accurately cross the street. Several of the pinch point intersections, shown on Map 8, may be inexpensively redesigned by repainting crosswalks and adding new curb ramps to increase pedestrian safety with crossing STH 107. Other recommendations suggest realigning whole intersections, which will take a long time to implement with reconstruction road projects.

Recommendation for STH 107 is:

- Paint two 12-foot travel lanes, then paint an urban shoulder, which is a white line painted 12-feet away from the roadway centerline. Parking or bike riding could occur in the curb lane.
- Make crosswalk improvements per Panels #3, and 5 through 10 in Attachment H.



EVALUATION RECOMMENDATIONS

Reviewing how programs are working and how people are interacting on a regular basis determine if changes are needed to get the desired effect.

Program Counts

Always count how many people are participating in a bicycle education class, or fun ride, or Walk & Bike To School day event.

Time frame: Short term.

Responsible party: Same entity that is organizing event.

If few people are coming to an event in proportion to all the potential residents in Merrill, then changes are needed to make the program useful.

Bike and Pedestrian Counts

Annually count how many people are biking and walking.

Time frame: Short term.

Responsible party: Volunteers in coordination with Park & Recreation Commission.

One of the greatest challenges facing the bicycle and pedestrian field is the lack of documentation on usage and demand. Without accurate and consistent demand and usage figures, it is difficult to measure the positive benefits of investments in these modes, especially when compared to the other transportation modes such as the private automobile. Annual bicycle and pedestrian counts provide a direct way to track usage trends over time. The National Bicycle & Pedestrian Documentation Project provides a recommended methodology and timing, survey and count forms free online. Local trainers Volunteers conduct the counts under a local government committee, so little financial burden exists. Don't forget to provide a thank you token of appreciation to the volunteers.



CITY OF MERRILL
City Administrator

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

To: City Council
Subject: City Hall heating replacement bid
Date: 9/3/15

As a result of recurring problems with the old boiler/heating system in portions of City Hall, it was decided to replace this system with baseboard electric heat and this project was included in the 2015 budget as a capital project. Subsequently a contract was let to Somerville Engineering for design of the system. Bids were then sought for installation of the new baseboard heating system.

Only one contractor responded to the advertisement and did an inspection of City Hall. This one contractor, Pieper Electric, submitted a bid, on 9/2/15, for the electrical portion of the project in the amount of \$115,185, which was lower than the amount budgeted. This amount did not include general contracting work to include demolition before, and restoration after, installation. It has been determined that city staff possesses the ability to self-perform this work at a savings to the city. Delays in getting the design from Somerville, so that we could bid the project, is what has pushed this heating project so close to the winter season.

Therefore, it is recommended that the Common Council approve the bid from Pieper Electric in the amount of \$115,185.

Attachment: City Hall HVAC bid info (1272 : City Hall HVAC project bid)



CITY OF MERRILL
City Administrator

David Johnson, City Administrator

1004 East First Street
Merrill, Wisconsin 54452
Phone (715) 536-5594
FAX (715) 539-2668

e-mail: David.Johnson@ci.merrill.wi.us

To: Committee of the Whole
Subject: Grandstand bids
Date: 8/25/15

It was determined by the Mayor's Ad Hoc Committee that we would bid the grandstand without a roof with the provision that the grandstand be constructed with the ability to add a roof in the future without altering the footings and steel support structure. It was decided to bid both 2500 and 3000 seat options. Both the Fair Association and Rodeo Association favor the 3000 seat option, as has virtually everyone else I have asked about their preference.

On 8/3 we posted on our website and sent RFP packages to six manufacturers of grandstands. An additional RFP package was sent to a seventh manufacturer at their request. Of these seven five manufacturers responded with questions pertaining to the RFP. Two callers asked if they could submit their materials after the prescribed bid date and I said they could not. Two bids were subsequently received. The two Bidders were Dant Clayton and Southern Bleacher, both well-known reputable firms. The bids are outlined below.

GRANDSTAND BID RESULTS

<u>Bidder</u>	<u>2500 Seats</u>	<u>3000 Seats</u>	<u>Exceptions</u>
Dant Clayton	\$996,000 1329 stadium, 1202 backed bench Total seats 2531	\$1,149,000 1809 Stadium, 1212 backed bench Total seats 3021	None
Southern Bleacher	\$1,047,535 1270 stadium, 1194 backed bench Total seats 2464	\$1,324,155 1819 stadium, 1278 backed bench Total seats 3097	None

The RFP required the inclusion of a seating sample from each bidder. These samples were to be delivered 3 days prior to the bid opening. I have had individuals try the seating from both bidders and the opinions from more than 25 individuals have been unanimous. Dant Clayton's seating samples are more comfortable than those from Southern Bleacher according to everyone who tried them.

Neither bidder took any exceptions to the specifications. In meeting our specifications Dant Clayton clearly provided a lower bid for both the 2500 and 3000 seat options. It is my recommendation that the Committee of the Whole accept the bid from Dant Clayton for the 3000 seat option in the amount of \$1,149,000 and forward to the Common Council for action.

Attachment: Grandstand recommendation from City Administrator (1245 : RFP for new grandstand)

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00 pd 8/18/15 Application Date: August 17, 2015

Town Village City of Merrill County of Lincoln

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning Nov 7, 2015 and ending Nov 7, 2015 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

(a) Name Merrill Historical Society

(b) Address 100 E. Third St., Merrill, WI 54452

(c) Date organized 1978

(d) If corporation, give date of incorporation 1978

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: [X]

(f) Names and addresses of all officers:

- President: Ben Lebal, 100 E. Third St, Merrill, WI 54452
Vice President: Michael Wackewitz, 100 E. Third St Merrill, WI 54452
Secretary: David Johnson, 100 E. Third St., Merrill, WI 54452
Treasurer: Patricia Burg, 100 E. Third St, Merrill, WI 54452

(g) Name and address of manager or person in charge of affair: Jane Francoeur, 100 E. Third St., Merrill, WI 54452

mail to Lec 2.

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number 100 E. Third St.

(b) Lot Block

(c) Do premises occupy all or part of building? yes

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: All premises

3. NAME OF EVENT

(a) List name of the event Trivia Contest

(b) Dates of event Saturday, November 7, 2015

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer [Signature] 8-17-15

Officer [Signature] Merrill Historical Soc, Inc

Officer [Signature]

Officer Michael Wackewitz Vice President

Date Filed with Clerk 8/18/15

Date Reported to Council or Board

Date Granted by Council

License No.

cc: [unclear]

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10 - pt Application Date: 9-1-15
 Town Village City of Memill County of Lincoln

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning Oct 4, 2015 and ending Oct 4, 2015 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association
- (a) Name St Francis Xavier Catholic Church
- (b) Address 1708 E. 10th St Memill WI 54452
(Street) Town Village City
- (c) Date organized 1885
- (d) If corporation, give date of incorporation 1885
- (e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats.. check this box:
- (f) Names and addresses of all officers:
 President Fr. Jim Powers
 Vice President Fr. Chris Kemp
 Secretary Dat Buckett
 Treasurer Jim Bricker
- (g) Name and address of manager or person in charge of affair: Fr. Chris Kemp 8-4
1708 E. 10th St Memill WI 54452 6-2-803

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:
- (a) Street number 1708 E. 10th St Memill - outside also
- (b) Lot _____ Block _____
- (c) Do premises occupy all or part of building? _____
- (d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover. and grounds

3. NAME OF EVENT
- (a) List name of the event Fall Festival
- (b) Dates of event Oct 4, 2015

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer _____ (Signature/date) St. Francis Xavier Church (Name of Organization)

Officer [Signature] 9-1-15 (Signature/date)

Officer [Signature] 9-1-15 (Signature/date)

Date Filed with Clerk 9/1/15 Date Reported to Council or Board _____

Date Granted by Council _____ License No. _____

Heideman, Bill

From: Unertl, Kathy
Sent: Friday, August 28, 2015 10:10 AM
To: Johnson, David; Bialecki, Bill; Hayden, Tom; Heideman, Bill; Kriewald, Kim; Norton, Rob
Subject: 9/8/2015 Council - Reject Bid (Prairie River Water Crossing)
Attachments: Prairie River-Water.pdf

Utility Superintendent Kim Kriewald advised this morning that Rod Akey will be preparing write-up. There was only one bid \$284,900 – which was way over \$200,000 budgeted level. Plan is to rebid the project about February 2016.

Item for 9/8/2015 Common Council to reject the bid.

Kathy Unertl, Finance Director
City of Merrill
1004 E. 1st St.
Merrill WI 54452
Phone: (715) 536-5594

Contract AES 15-010

City of Merrill
Prairie River Watermain Crossing 2015

- Note A. Bid prices shall include all applicable taxes and fees.
B. Bidders must state price in writing and figures, make extensions for each item and sign proposal. Any total cost found inconsistent with the unit costs when the proposals are examined will be deemed in error and corrected to agree with the unit costs, which shall be considered correct. The unit price given in words will have precedence over the figure when they are different.

Item No.	Item/Unit Price in Writing	Estimated Quantity	Unit	Unit Price in Figures	Total Amount of Bid
1.	Directional Bore Watermain 12" DR 11 DIPS Blue Stripe	681	LF	\$ <u>316.⁰⁰</u> per L.F.	\$ <u>215196.⁰⁰</u>
	Dollars & Cents per L.F.				
2.	10 inch DI Watermain	32	LF	\$ <u>202.⁰⁰</u> per LF	\$ <u>6464.⁰⁰</u>
	Dollars & Cents per Each				
3.	10 inch Valve with Box	2	Each	\$ <u>2548.⁰⁰</u> per Each	\$ <u>5096.⁰⁰</u>
	Dollars & Cents per Each				
4.	10 inch DI to 6 Inch DI Coupler	1	Each	\$ <u>3315.⁰⁰</u> per Each	\$ <u>3315.⁰⁰</u>
	Dollars & Cents per Each				
5.	6 inch Valve with Box	1	Each	\$ <u>1210.⁰⁰</u> per Each	\$ <u>1210.⁰⁰</u>
	Dollars & Cents per Each				
6.	Hydrant	1	Each	\$ <u>4000.⁰⁰</u> per Each	\$ <u>4000.⁰⁰</u>
	Dollars & Cents per Each				
7.	Remove Existing Fire Hydrant	1	Each	\$ <u>1000.⁰⁰</u> per Each	\$ <u>1000.⁰⁰</u>
	Dollars & Cents per Each				
8.	Abandon old Watermain	1	L.S.	\$ <u>1000.⁰⁰</u> per L.S.	\$ <u>1000.⁰⁰</u>
	Dollars & Cents per L.S.				

Item No.	Item/Unit Price in Writing	Estimated Quantity	Unit	Unit Price in Figures	Total Amount of Bid
9.	1 inch Corporation	1	Each	\$ <u>230.⁰⁰</u> per Each	\$ <u>230.⁰⁰</u>
	<u>Dollars & Cents per Each</u>				
10.	1" Curb Stop with Box	1	Each	\$ <u>350.⁰⁰</u> per Each	\$ <u>350.⁰⁰</u>
	<u>Dollars & Cents per Each</u>				
11.	1 inch Water Service	10	L.F.	\$ <u>120.⁰⁰</u> per L.F.	\$ <u>1200.⁰⁰</u>
	<u>Dollars & Cents per L.F.</u>				
12.	Insulation (4 foot x 8 foot x 2")	20	Each	\$ <u>100.⁰⁰</u> per Each	\$ <u>2000.⁰⁰</u>
	<u>Dollars & Cents per Each</u>				
13.	Asphalt Binder Type E-1	128	Ton	\$ <u>132.⁰⁰</u> per Ton	\$ <u>16896.⁰⁰</u>
	<u>Dollars & Cents per Ton</u>				
14.	Asphalt Surface Type E-1	42	Ton	\$ <u>132.⁰⁰</u> per Ton	\$ <u>5544.⁰⁰</u>
	<u>Dollars & Cents per Ton</u>				
15.	Crushed Aggregate Base Course 1 1/4 " Desnse	140	C.Y.	\$ <u>30.⁰⁰</u> per C.Y.	\$ <u>4200.⁰⁰</u>
	<u>Dollars & Cents per C.Y.</u>				
16.	Adjust Manhole Frame	1	Each	\$ <u>450.⁰⁰</u> per Each	\$ <u>450.⁰⁰</u>
	<u>Dollars & Cents per Each</u>				
17.	4 inch Sidewalk	510	S.F.	\$ <u>6.⁵⁰</u> per S.F.	\$ <u>3315.⁰⁰</u>
	<u>Dollars & Cents per S.F.</u>				
18.	Remove Pavement, Asphalt and Concrete	4370	S.F.	\$ <u>1.⁰⁰</u> per S.F.	\$ <u>4370.⁰⁰</u>
	<u>Dollars & Cents per S.F.</u>				

Item No.	Item/Unit Price in Writing	Estimated Quantity	Unit	Unit Price in Figures	Total Amount of Bid
19.	Curb and Gutter Removal	45	L.F.	\$ <u>20.⁰⁰</u> per L.F.	\$ <u>900.⁰⁰</u>
	Dollars & Cents per L.F.				
20.	30 inch Curb and Gutter	45	L.F.	\$ <u>42.⁰⁰</u> per L.F.	\$ <u>1890.⁰⁰</u>
	Dollars & Cents per L.F.				
21.	Saw Cutting Pavement	92	L.F.	\$ <u>5.⁰⁰</u> per L.F.	\$ <u>460.⁰⁰</u>
	Dollars & Cents per L.F.				
22.	Topsoil, Seed and Emat	356	S.Y.	\$ <u>6.⁵⁰</u> per S.Y.	\$ <u>2314.⁰⁰</u>
	Dollars & Cents per S.Y.				
23.	Inlet Erosion Protection Type D	2	Each	\$ <u>150.⁰⁰</u> per Each	\$ <u>300.⁰⁰</u>
	Dollars & Cents per Each				
24.	Traffic Control/Detour	1	L.S.	\$ <u>2600.⁰⁰</u> per L.S.	\$ <u>2600.⁰⁰</u>
	Dollars & Cents per L.S.				
25.	Silt Fence	200	L.F.	\$ <u>3.⁰⁰</u> per L.F.	\$ <u>600.⁰⁰</u>
	Dollars & Cents per L.F.				

TOTAL (Items 1 - 25)

TWO HUNDRED EIGHTY FOUR THOUSAND NINE HUNDRED AND ²⁴/₁₀₀
(words)

\$ 284900.⁰⁰
(numbers)

All applicable taxes, patent fees and other fees are to be included in the price set forth above. The price given in words will have precedence over the figure when they are different.

All unit price items shall be filled out even if zero quantity is indicated.

The Contractor shall fill out the following Schedule of Equipment and Materials which designates the vendor, and model number of the equipment and/or materials which would be furnished and installed in the construction of the project.

The Contractor shall execute, sign and seal the page following these forms for the City of Merrill, AES 15-010Project.

Engineer Rod Akey and Utility Superintendent Kim Kriewald both recommend that the bid be rejected and the project be rebid in February of 2016.



Rod Akey

SEPT COUNCIL
MAYORS APPOINTMENTS

RDA TONY KUSEROW 5YR 9/2020

AIRPORT COMMISSION

JOSEPH MALSACK 6YR 10/1/21



CITY OF MERRILL
BOARD OF PUBLIC WORKS
MINUTES • WEDNESDAY AUGUST 26, 2015

Regular Meeting**City Hall Council Chambers****4:00 PM****1. Call to Order**

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

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

Also in attendance: City Administrator Dave Johnson, Finance Director Kathy Unertl, City Attorney Tom Hayden, Alderman Dave Sukow, Rod Akey, Fred Heider (North Central Wisconsin Regional Planning Commission) and City Clerk Heideman.

2. Preliminary items:**1. Vouchers**

The vouchers were in the meeting packet.

Motion (Schwartzman/Lokemoen) to approve the vouchers.

RESULT:	APPROVED
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3. Other agenda items for consideration:**1. Receive waivers and consider bids on Hendricks Street (between East Sixth Street and East Eighth Street) project.**

Information was in the meeting packet. Two bids were received.

Alderman Lokemoen stated that, in both bids, the amount for curb and gutter was excessive. Therefore, he suggested referring this project to the 2016 Capital Improvements Hearings.

Motion (Lokemoen/Schwartzman) to refer to the 2016 Capital Improvements Hearings.

RESULT:	CARRIED
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2. Consider bid for culvert pipe liner on Thielman Street.

Information was in the meeting packet. One bid was received.

Street Commissioner Lupton reported that, if the bid is approved, the Lincoln County Highway Department would install the liner in mid-September.

Motion (Lokemoen/Schwartzman) to approve the bid of \$39,960 from Contech Engineered Services.

RESULT: APPROVED

- 3. **Consider Bicycle and Pedestrian Plan.** At a meeting on August 11, 2015, the Common Council referred the plan to the Health and Safety Committee and the Board of Public Works.

Fried Heider distributed summary information related to the plan.

Alderman Lokemoen stated that he could accept the document as a plan only, with the stipulation that any physical infrastructure changes as a result of the plan would be subject to prior approval by the appropriate committee.

Motion (Lokemoen/Schwartzman) to approve the plan, with the stipulation that any physical infrastructure changes as a result of the plan would be subject to prior approval by the appropriate committee.

RESULT: APPROVED & SENT TO COUNCIL

Next: 9/8/2015 7:00 PM

- 4. **Monthly Reports:**

- 1. **Street Commissioner Lupton**

The report was in the meeting packet.

Street Commissioner Lupton reported that work is currently being done on the City Garage roof.

Rod Akey gave a verbal update and status report on the Superior Street project.

- 2. **Building Inspector/Zoning Administrator Pagel**

The report was in the meeting packet.

- 3. **Consider placing monthly reports on file**

Motion (Schwartzman/Lupton) to place the monthly reports on file.

RESULT: CARRIED

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

Wednesday, September 23rd, 2015 at 4:00 P.M., in the City Hall Common Council Chambers.

- 6. **Public Comment Period**

Finance Director Unertl distributed information related to special assessment analysis. This topic will be on the next meeting agenda.

- 7. **Adjournment**

Motion (Schwartzman/Lupton) to adjourn. Carried. Adjourned at 4:14 P.M.



CITY OF MERRILL
CITY PLAN COMMISSION
MINUTES • TUESDAY SEPTEMBER 1, 2015

Regular Meeting**City Hall Council Chambers****6:00 PM****I. Call to Order**

In the absence of Mayor Bialecki, Alderman Burgener called the meeting to order at 6:00 P.M.

Attendee Name	Title	Status	Arrived
Pete Lokemoen	Aldersperson - Second District	Present	
Bill Bialecki	Mayor	Excused	
Mike Willman	Chairman - Park & Rec	Present	
Ralph Sturm		Present	
Melissa Schroeder		Present	
Ken Maule		Present	
Robert Reimann		Present	

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Alderman Dave Sukow, Alderman Ryan Schwartzman, Renee Hertzfeldt, Michael Hertzfeldt, Brittany Williams, Sarah Hulce, June Kunze, Kay Schenzel, Marion Martell (arr. 6:07) and City Clerk Bill Heideman.

II. Minutes of previous meeting(s):**1. Minutes of August 4, 2015 meeting**

The minutes were in the meeting packet.

Motion (Maule/Willman) to approve the minutes of the August 4th, 2015 meeting.

RESULT:	APPROVED
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III. Public Hearing(s):**1. Conditional Use Permit application from Building Block (Renee Hertzfeldt) for a Group Child Care facility at 122 North State Street.**

City Attorney Hayden read the public hearing notice.

Building Inspector/Zoning Administrator Pagel reported that the property is currently zoned R-3 Residential. The application does not meet the qualifications for a Home Occupation, because the applicants do not plan on living at the property. Therefore, a Conditional Use Permit is necessary.

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

Renee Hertzfeldt stated that she would be willing to answer any questions. Alderman Lokemoen responded that the public portion of the meeting was for the public to make comments, and that, if the commission has questions for her, she could answer them after the public hearing was closed.

Nobody spoke in favor of or against the application.

Motion (Schroeder/Reimann) to close the public hearing. Carried.

Alderman Lokemoen noted that he cannot recall another instance in which a residential-zoned property was used 100% for business. He has some concerns with the precedence that would be set if the application is approved.

Renee Hertzfeldt answered questions posed by Building Inspector/Zoning Administrator Pagel. She plans on employing four people at the facility. The hours would be from 5:00 A.M. to 5:00 P.M. Minimal remodeling is planned for the facility at this time. Building Inspector/Zoning Administrator Pagel suggested that Renee Hertzfeldt contact the State of Wisconsin to discuss handicapped accessibility issues.

Motion (Maule/Willman) to approve the Conditional Use Permit application as presented. Roll call vote resulted in a 3-3 tie. Voting Yes - Willman, Schroeder and Maule.

At a result of the tie vote, the application and an associated resolution will be referred to the Common Council with no recommendation.

IV. Public Comment Period

There was no public comment.

V. Establish date, time and location of next meeting

Tuesday, October 6th, 2015 in the City Hall Common Council Chambers. The time of the meeting is to be announced.

VI. Adjournment

Motion (Schroeder/Lokemoen) to adjourn. Carried. Adjourned at 6:14 P.M.





CITY OF MERRILL
COMMITTEE OF THE WHOLE
MINUTES • THURSDAY AUGUST 27, 2015

Regular Meeting**City Hall Council Chambers****5:30 PM****I. Call to Order**

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

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

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Finnace Director Kathy Unertl, Debbie Kinsey (Merrill Area Chamber of Commerce), Jeremy Ratliff (Foto News) and City Clerk Bill Heideman. An MP3 student was present to videotape the meeting.

II. Agenda items for consideration:

1. Request for Proposal (RFP) submissions for fairgrounds grandstand. Note: Submissions will be presented at the meeting.

Information on the bids was distributed at the meeting. This information had previously been sent via e-mail to Common Council members.

City Administrator Johnson reported that bids were accepted for both a 2,500 seat facility and a 3,000 seat facility. Bids were received from two companies. City Administrator Johnson recommends approving the bid of \$1,149,000 from Dant Clayton for a 3,000 seat facility.

Alderman Meehean suggested the possibility of approving the bid for a 2,500 seat facility. Approving this bid instead of the 3,000 seat facility would save approximately \$150,000. Alderman Meehean suggested that these funds could then be used for restrooms and various other improvement projects on the grounds.

Motion (Schwartzman/Lokemoen) to recommend approving the bid of \$1,149,000 from Dant Clayton for a 3,000 seat facility.

RESULT:**APPROVED & SENT TO COUNCIL****Next: 9/8/2015 7:00 PM**

2. Ordinance to increase room tax from 4% to 6%.

The ordinance and related information were in the meeting packet.

It was reported that the Merrill Area Chamber of Commerce and the local lodging owners have no concerns with this increase.

Motion (Lokemoen/Malm) to recommend approval of the ordinance.

RESULT: APPROVED & SENT TO COUNCIL Next: 9/8/2015 7:00 PM

3. Resolution to amend Tourism Promotion Agreement between the City, the Tourism Commission and the Merrill Area Chamber of Commerce.

Information was in the meeting packet.

City Attorney Hayden provided verbal information on the resolution. It makes minor changes to the room tax collection/disbursement policy.

Motion (Schwartzman/Burgener) to recommend approval of the resolution.

RESULT: APPROVED AND SENT TO COUNCIL Next: 9/8/2015 7:00 PM

III. Public Comment Period

There was no public comment.

IV. Adjournment

Motion (Burgener/Schwartzman) to adjourn. Carried. Adjourned at 5:48 P.M.

**COMMUNITY DEVELOPMENT COMMITTEE MINUTES
Tuesday, August 25, 2015, City Hall, Merrill, WI**

Present: Ron Peterson, Daniel Schneider, Pete Koblitz, Ryan Schwartzman and Betsy Wiesneski.

Present: Ken Maule, Lincoln County Economic Development Director and Shari Wicke, Community Development Program Administrator

No Public comment.

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

Motion by Mr. Schwartzman to convene in closed session pursuant to Wis. Statutes Section 19.85(i) (f) for consideration of personal financial related to Economic Development loan application; seconded by Ms. Wiesneski the motion carried 5-0 on roll vote.

Motion to reconvene in open session was made by Ms. Wiesneski; seconded by Mr. Schwartzman, motion carried. The meeting reconvened in open session.

Motion made by Mr. Schwartzman to approve a loan up to \$15,000 to Mike's Barber Shop File#15001, a loan term of 8 years at 3% interest. The loan will be secured by 2nd on business real estate and personal guarantees; seconded by Mr. Schneider, Mr. Koblitz abstained and motion carried.

There being no further business to discuss, Mr. Schwartzman made a motion to adjourn; seconded by Mr. Schneider. The motion carried. Adjournment was at 8:15a.m.

Respectfully submitted,
Shari Wicke



CITY OF MERRILL
HEALTH AND SAFETY COMMITTEE
MINUTES • MONDAY AUGUST 24, 2015

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

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

Attendee Name	Title	Status	Arrived
Chris Malm	Aldersperson - First District	Present	
Kandy Peterson	Aldersperson - Fourth District	Excused	
Dave Sukow	Aldersperson - Sixth District	Present	

Also in attendance: City Administrator Dave Johnson, Fire Chief Dave Savone, Police Chief Ken Neff, Deputy Health Officer Norbert Ashbeck, Justin Novitski and City Clerk Heideman.

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

The nuisance complaint report was in the meeting packet.

Deputy Health Officer Ashbeck reported that there are no current health-related cases. Many of the building-related cases have orders due in September. It was suggested that some of the long-term cases should be removed from the report. Deputy Health Officer Ashbeck will suggest this to Building Inspector/Zoning Administrator Pagel.

Alderman Malm suggested that someone from the Building/Zoning Department should attend Health and Safety meetings, in order to provide information and answer questions related to building-related cases. City Administrator Johnson will contact Building Inspector/Zoning Administrator Pagel to discuss this suggestion.

No action was taken.

2. Vouchers

The vouchers were in the meeting packet.

Motion (Malm/Sukow) to approve the vouchers.

RESULT:	APPROVED
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III. Picnic and/or Liquor License Applications:

1. Consider application from the Merrill Historical Society, 100 East Third Street, for a temporary Class "B" license to sell fermented malt beverages and wine at 100 East Third Street on Saturday, November 7, 2015, as part of a trivia contest.

Police Chief Neff has no concerns with the application.

Motion (Malm/Sukow) to approve the application

RESULT:	APPROVED & SENT TO COUNCIL	Next: 9/8/2015 7:00 PM
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2. Any other license application(s)

None.

IV. Other agenda items to consider:

1. Consider street use permit from Ott's Garage Teen Center, 805 East Main Street, to close East Main Street (past Trophy Bar west to Scott Street, in front of Ott's Garage) from 5:00 P.M. to 10:00 P.M. on Wednesday, September 2, 2015, for concert and skateboarding competition.

Information was in the meeting packet.

Representing Ott's Garage Teen Center, Justin Novitski appeared at the meeting. He reported that a similar event was held in July, and that it was successful. Mr. Novitski then gave a synopsis on plans for the upcoming event.

It was noted that, if the Health and Safety Committee approves the application, it would be considered a final approval, since the event will take place prior to the next Common Council meeting.

Motion (Malm/Sukow) to approve the application.

RESULT:	APPROVED
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2. Ordinance stipulating allowable dimensions for commercial use fire pits.

The proposed ordinance was in the meeting packet.

The current ordinance specifies that fire rings can have a maximum diameter of 42 inches. The proposed ordinance would continue to specify that the maximum diameter allowed on residential properties as 42 inches, but fire rings with a maximum diameter of 60 inches would be allowed on commercial properties.

Fire Chief Savone has no concerns with the proposed ordinance.

Motion (Malm/Sukow) to recommend approving the ordinance.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 9/8/2015 7:00 PM
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3. Consider Bicycle and Pedestrian Plan. At a meeting on August 11, 2015, the Common Council referred the plan to the Health and Safety Committee and the Board of Public Works.

Alderman Sukow reported that the Parks and Recreation Commission has been working on the plan for several months. He is not sure of what concerns Alderman Lokemoen and Street Commissioner Lupton have with the plan. Alderman Sukow stated that he was taken aback that no concerns were expressed until the plan reached the Common Council level.

The plan will also be discussed at the August 26th Board of Public Works meeting.

The Health and Safety Committee took no action.

V. Monthly Reports:

1. Fire Chief Savone

The report was in the meeting packet.

The Fire Department has been notified that their rating from the Insurance Services Office, Inc. (ISO) has been upgraded. Alderman Sukow congratulated Fire Chief Savone and the Fire Department on this accomplishment.

The Fire Department has been notified that they will be receiving a \$1,500 grant to be used for funding Hazmat equipment.

A firefighter recently was awarded a training grant.

The ladder truck has mechanical problems, with the cost of repairs in the \$15,000 to \$20,000 range. It was determined that the truck would need to be transported elsewhere for repairs. During that transportation, the truck was involved in a mishap. This resulted in additional damage, which is estimated at \$20,000. At this time, the truck is not available for use. Until the truck is repaired and returned, ladder truck coverage will be through mutual aid with neighboring departments.

Alderman Sukow requested that Fire Chief Savone include dates on his list of activities in the monthly report. Alderman Malm suggested that perhaps it is not necessary to include "regular" job-related items on the monthly reports.

2. Police Chief Neff

The report was in the meeting packet.

Police Neff reported that Rich Dabbert has retired as a crossing guard. He was sharing the duties with another crossing guard. That person has agreed to be a "full-time" crossing guard.

In anticipation of a pending retirement at the end of the year, a new eligibility list is being established.

3. Lincoln County Humane Society

The report was in the meeting packet.

4. Consider placing monthly reports on file

Motion (Malm/Sukow) to place on the monthly reports on file.

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

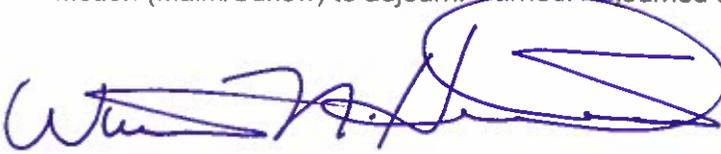
Monday, September 28th, 2015 at 5:00 P.M., in the City Hall Common Council Chambers.

VII. Public Comment Period

There was no public comment.

VIII. Adjournment

Motion (Malm/Sukow) to adjourn. Carried. Adjourned at 5:40 P.M.

A handwritten signature in blue ink, appearing to be "W. Malm", is written over the text of the adjournment motion.

**REGULAR MONTHLY MEETING OF THE HOUSING AUTHORITY
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN**

Wednesday, August 12, 2015, 4:00 P.M., Jenny Towers Library 711 E First Street, Merrill, WI

PRESENT: Chairman Kathy Colclasure, Paul Wagner, Amanda Kostman, Denise Humphrey, LaDonna Fermanich and Kay Tautges.

ABSENT: Mike Wilson, Rob Norton (Ex-Officio)

GUESTS: Several Jenny Tower residents

SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING called to order by Chairman Kathy Colclasure. Motion to excuse Mike Wilson. Kostman/Humphrey. Motion passed unanimously. Motion to excuse Rob Norton. Wagner/Kostman. Motion passed unanimously.

Public Comment Period: None.

Motion to approve minutes of July 8, 2015 meeting and today's agenda. Wagner/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #17527 thru #17573 and Billings to date for July 2015: Wagner/Kostman. Motion passed unanimously by roll call vote: Wagner- aye, Kostman-aye, Humphrey-aye and Colclasure-aye.

Discussion and Approval of Move-ins and Move-outs for July 2015: Motion to accept report and place on file. Wagner/Humphrey. Motion passed unanimously.

Report on Jenny Tower Investments: LaDonna reported an overall decrease in the balance due to capital improvement draws and less interest being earned due to a smaller balance in that account. Motion to accept report and place on file. Wagner/Kostman. Motion passed unanimously.

Discuss and Approve 2nd Quarter Financial Statements for June 2015: LaDonna reported on a change in net position due to the purchase of the Fire Station property and the cost for the wiring project plans. We are under budget for expenses and are under where we had hoped to be in revenue due to some lower than expected assistance payments. Overall, we are operating at a profit before the depreciation is subtracted from the bottom line. Motion to accept and place on file the 2nd Quarter Financial Statement report for June 2015. Wagner/Kostman. Motion passed unanimously.

Report on California Street Remodel: LaDonna reported that Precision Builders was awarded the contract for this project. They have begun to work and plan on completing the project by the end of October. The project cost has been revised to reflect the change order to solid core doors and the direct purchase of windows from Hurd.

Report on Capital Improvement Scheduling: LaDonna reported on the status of each capital funds project. She asked approval to accept low bids for canopy awnings over the smoking areas at Park Place and Jenny Towers and the low bid for Seal Coat and Striping at Jenny Towers. Motion to give LaDonna the approval to accept the low bid for canopy awnings over the smoking areas at Park Place and Jenny Towers and the low bid for Seal Coat and Striping at Jenny Towers.

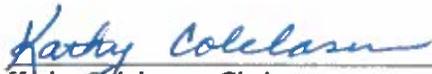
For the Good and Betterment of the Section-8 Housing Program:

1. Commissioner Items/Comments – None.

2. Executive Director’s Report – LaDonna reported that the lateral to the main city sewer hook-up at St. Paul has collapsed. Krueger Plumbing will be repairing this on Friday. LaDonna made Commissioners aware of the fact that the unpredictability of a problem of this type can occur at any time. We’ve been experiencing several plumbing issues at Jenny Towers over the past year and if anything significant were to develop pertaining to plumbing those costs could be extensive and would need to come from our Capital Investment Reserves.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, September 9th, 2015, 4:00 p.m. at Jenny Towers Library, 711 E. First Street, Merrill, WI.**

Motion to adjourn meeting at 4:42 p.m. Kostman/Humphrey. Motion passed unanimously.



 Kathy Colclasure, Chairman



 Kay Tautges, Recording Secretary



 LaDonna Fermanich, Executive Director

**REGULAR MONTHLY MEETING OF THE HOUSING AUTHORITY
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN**

Wednesday, August 12, 2015 4:42 P.M. Jenny Towers Library, Merrill, WI

PRESENT: Chairman Kathy Colclasure, Paul Wagner, Amanda Kostman, Denise Humphrey
LaDonna Fermanich and Kay Tautges.

ABSENT: Mike Wilson, Rob Norton (Ex-Officio)

GUESTS: Several Jenny Towers tenants.

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman
Kathy Colclasure. Motion to excuse Mike Wilson and Rob Norton (Ex-Officio). Kostman/Humphrey. Motion
passed unanimously.

Public Comment Period: None.

Motion to approve the minutes of July 8, 2015 meeting and today's agenda. Wagner/Humphrey. Motion passed
unanimously.

Discussion and motion to approve Checks #22291 thru #22338 and Billings to date for July 2015:
Wagner/Kostman. Motion passed unanimously by roll call vote: Kostman-aye, Wagner-aye, Colclasure-aye and
Humphrey-aye.

Move-ins and Move-outs for July 2015: LaDonna reported 3 Move-outs and 1 Move-in for July, and another
Move-In for August 1st leaving 18 combined vacancies at Park Place and Jenny Towers. Motion to accept report
and place on file. Wagner/Kostman. Motion passed unanimously.

Report on Park Place Investments: LaDonna reported that the investment continues to demonstrate consistency
with small gains. Motion to accept and place on file the Park Place Investment report. Wagner/Humphrey.
Motion passed unanimously.

Discuss and Approve 2nd Quarter Financial Statements for June 2015: LaDonna reported an increase in the net
total net position due to the purchase of the Fire Department property. We are operating under budget for
expenses and over budget for operating revenue; however that is a direct result of pulling 2013 Capital Funds into
operating as allowed by HUD. Motion to accept and place on file the 2nd Quarter Financial Statement for June
2015. Wagener/Humphrey. Motion passed unanimously.

Report on Horizon Development (Proposed Park Place Redevelopment): LaDonna reported that the AHP Loan
application is currently under review. LaDonna was able to discuss the project with several prominent WHEDA
contacts at the Conference she attended in Wausau last month. She also attended a RAD (Rental Assistance
Demonstration) conference while there and was pleased to find several of our current team members serving on
the leadership panel.

Update on RAD (Rental Assistance Demonstration) Application: LaDonna reported that the MHA RAD
application has advanced and we have tentatively been approved to move forward. It will mean completing
a great deal of paper work for now and additional training and education will be needed. Overall though, it
should be a very good thing for MHA providing a steadier stream of HUD funding similar to our current
HAP contract on the Jenny Towers property. The RAD will also impact the next WHEDA application.
Fortunately, we will have a solid network of people who have already been involved with and even completed a
RAD conversion available to contact should questions arise regarding the conversion process.

Status Report on Fire Station: The locks have been changed and the property has been endorsed onto our current insurance policy. Additional possible usage and the feasibility of keeping the 1968 addition were discussed. Motion made and seconded by Wagner/Kostman to Approve MartinRiley proposal to complete comprehensive plans of the current station, prepare and advance through to construction the roof repairs and the fees associated with designing through construction of the remainder of the facility improvements with the following modifications:

- Provide cost differentials/payback of metal shingle tiles instead of fiberglass tiles
- Provide cost estimates of required repairs to the 1968 addition vs. demolition of the 1968 addition

Motion carried unanimously.

Motion to go into closed session pursuant to WI State Statutes 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to conduct annual performance evaluation of Executive Director Fermanich at 5:04p.m. Wagner/Humphrey. Motion passed unanimously by roll call vote 4-0: Those attending closed session: Wagner, Kostman, Colclasure, Humphrey and Executive Director LaDonna Fermanich.

The minutes from this closed session will be filed separately and confidentially.

Motion to reconvene in open session at 5:38 p.m. Kostman/Wagner. Motion passed unanimously.

Motion to approve a 2.5% salary increase to Executive Director Fermanich. Humphrey/Wagner. Motion carried unanimously. (Commissioner Humphrey left after this item).

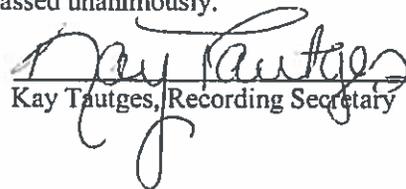
For the Good and Betterment of the Public Housing Program:

- A. Commissioner Items/Comments - Commissioner Wagner requested to be included in the Martin Riley walk-through of the fire station.
- B. Executive Director's Report – Park Place resident asked why all Board meetings are held at Jenny Towers. LaDonna will review the bi-laws then report back to the Commissioners for the next meeting as to whether or not the bi-laws should be amended to allow meeting at both facilities on a rotational basis. She also reported on HUD's huge push on Community Service Requirements and thanked Amanda for the list of volunteer opportunities already in the community. She reported that Lynn & Diane have attended training geared to this subject this past month. LaDonna also reported attending the "Home for Everyone" conference in Wausau and the Westside Redevelopment Renewal meeting at City Hall during July. She and Lynn will be attending the Fall WAHA conference in Wausau Sept. 16th & 17th.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, September 9, 2015, 4:00 p.m. at Jenny Towers Library, 711 E. First Street, Merrill, WI.**

Motion to adjourn at 5:43 P.M. Wagner/Kostman. Motion passed unanimously.


Kathy Colclasure, Chairman


Kay Tautges, Recording Secretary


LaDonna Fermanich, Executive Director

**T. B. Scott Free Library Board of Trustees
REGULAR MEETING
August 19th, 2015**

Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Gene Bebel (4:10-), Katie Breitenmoser, Paul Gilk, Richard Mamer, Tim Meehean, Jim Wedemeyer and Vicki Yelle. Excused: D'Lacey Haight. Also present: Don Litzer (4:15-), Mike Schroeder (-4:30) and Nick Wszalek.

There was no correspondence or public comment.

2. Consent Items

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

3. Reports/Discussion Items/Action Items

A. 2015 Mid-Year Endowment Fund Report: Mr. Mamer presented the report. M Breitenmoser/S Yelle/C to approve the report as presented.

B. Building & Grounds-Introduce New Maintenance Supervisor: Nick Wszalek was introduced as new Maintenance Supervisor. A review of outstanding projects included the replacement of the lawn mower/tractor. Mr. Wszalek has been test driving several models. M Meehean/S Mamer/C to authorize purchasing a replacement lawn mower/tractor that staff deem appropriate from Endowment Fund monies.

Mr. Schroeder was thanked for his years of service to the library.

C. Strategic Plan Progress Goal #2: Ms. Stevens presented staff progress on goals and objectives. Discussion included the possibility of videotaping upcoming library programs. Options including MP3, staff and/or WIPPS were considered.

D. Trustee Essential #23-Dealing with Challenges to Materials & Policies: Ms. Stevens provided copies of Trustee Essential #23.

E. Reports from Friends/WVLS Representative: The Friends had a successful Crazy Daze Booksale. Directors Report from the WVLS Board of Trustees Meeting August 15, 2015 was presented. Board members thanked WVLS for providing that information.

4. Forthcoming Events & Library Director Report

- July Statistical Report was presented.
- Updated Board Roster distributed.
- Winter hours, including Sunday hours, begin after Labor Day.
- 3rd Annual Community Night Out was successful. 3D printer, Outreach Services and Youth Services were featured.
- Fall Storytimes begin September 10th. List of dates were provided.
- Ms. Schuster and Ms. Maerz attended New Teacher Orientation today. Handout given during New Teacher Orientation was provided.

5. Adjournment:

The meeting adjourned at 4:45 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on September 16th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary

August Meeting Minutes

MACEC Committee on Aging

Meeting was held on Wednesday August 12th, 2015 at 8:00 a.m.

Lower level of Merrill City Hall

Members Present: Art Lersch, Eugene Simon (Chairperson), Mary Ball, S. Peggy Jackelen, Diane Goetsch, Chris Malm (Alderpersion), Gene Bebel, Erin Wells (ADRC Representative)

Agenda

1. **Opening**
 - a. Simon called the meeting to order
2. **Consent Items**
 - a. Motion made by Jackelen, second by Malm to approve minutes from previous meeting as presented. Motion carried.
 - b. Motion made by Lersch to approve vouchers, second by Ball. Motion carried.
3. **Discussion**
 - a. Community Education ideas presented were as follows; Social Security vs Medicare, Power of Attorney for health care and finances, investment strategies, stocks – change of ownership, wills, if person is single and goes into the hospital who handles household – bills, etc., who provides what in our community.
 - b. Director will be attending September Interagency meeting to promote ideas and see who would be willing to form a group to educate the community on what is available to them and to help them plan for the future.
4. **Capital Project Plan for New Center**
 - a. Director shared information on meeting with Bierman as well as potential site location for new Center
 - b. Committee provided feedback on overcoming potential community resistance of new Center.
 - c. Committee suggested letter be sent to Mary Czaja as well as to Tom Tiffany regarding potential use of the Armory for our new Center. Bebel suggested asking Tiffany to attend our next Committee Meeting.
 - d. Director will continue Grant research to help fund new Center.
5. **Financials**
 - a. Budget 2016 draft review will be carried to September meeting
 - b. Center financials will be carried to September meeting
6. **Correspondence**
 - a. Jackelen asked what the Center's volunteer needs are. She also asked what we would use donations of money for at this time.
 - b. Committee provided ideas on how to further educate the community on what we do at the Center. One suggestion was to participate in Community Scan.
 - c. Simon, Jackelen, and Ball recommended adding discussion on our meeting *time* to the next agenda so as to improve attendance.
7. **ADRC Representative update - none**
8. **Public Comment - none**
9. **Adjournment**

The next Committee meeting will be held on Sept. 9th at 8am. Vouchers will be available for review 15 minutes prior to meeting time.

Respectfully submitted,

TMrachek

Tammie Mrachek

MACEC Director

Merrill City Hall is handicapped accessible. Take the elevator to the basement level.

PARKS AND RECREATION COMMISSION

September 2, 2015

The Merrill Parks and Recreation Commission met on Wednesday, September 2, 2015 at 4:15 p.m. at the Smith Center.

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

Members Excused Absent: None

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors:

***Motion by Sukow, seconded by Artac to approve the minutes from the August 5, 2015 meeting.

***Carried unanimously.

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

***Carried Unanimously.

Public Comment: None

The next item on the agenda was to visit the new Aquatic Center construction site.

The next item on the agenda was to review/approve fees for 2016. Wendorf stated that he has provided information from other communities and what he recommends to begin discussion is:

- Day Pass: \$4.00 Resident
 - \$5.00 Non-Resident
 - Under 2 free
 - \$2.00 after 5:00 p.m.
 - Seniors: \$2.00
 - Non swimmers: \$2.00
 - Military: \$2.00
 - Season Pass: \$100.00 Family (up to 4 members, \$15.00 additional members)
 - Resident
 - \$130.00 Family (up to 4 member, \$15.00 additional members)
 - Non-Resident
 - \$50.00 Single – Resident
 - \$80.00 Single – Non-Resident
 - Group Rates: \$2.00 per person on groups more than 50 people and scheduled either before or after normal pool hours.
 - Private Parties Pool Rentals:
 - 1 – 50 people - \$125.00 per hour
 - 51 – 75 people - \$150.00 per hour
 - 75 – 100 people - \$175.00 per hour
 - 101 + people - \$1.00 per person per hour
- All of the private parties/pool rental rates only apply before/after regular operating hours. Must schedule in advance.

Wendorf stated the operational hours for old pool were Monday thru Saturday from 12:00 noon – 7:00 p.m. Pieper questioned if the pool would be operational during Sundays. Wendorf stated that it would not and they would use that day for reservations if Commission wishes to keep same operating schedule as old pool. DeBroux questioned if we would be running specials during tournaments. Wendorf stated that we would. Schroeder questioned the prices for lower income families stating that if a child has to pay \$4.00 and \$3.00 for bussing round trip it would cost that one person \$7.00. Sukow stated that the city is not responsible for getting people to and from the pool. There is a lot of different ways to get there. Sukow also stated that the bus is federally funded and they have to charge according to funding. Ravn stated that she is not in favor of the resident non-resident fees for a daily pass, she recommends keeping that the same price for everyone. Schroeder and Pieper agreed that daily passes should all be the same price. Wendorf stated that he will put a summary together on pricing after discussion and mail it to all commission members to review and to make any changes and approve fees at the October meeting.

The next item on the agenda was to review/approve 2016 operational budget. The only change for the 2016 will be allowing for additional watering for up to 29 hours per week. Willman questioned where the funding was coming for that. Wendorf stated that he has been working with Kathy Unertl and she stated that there was enough money in the budget to absorb the cost of additional flower watering. Sukow was wondering how many lifeguards would be hired. Wendorf stated they will probably need 8 – 10 lifeguards to cover rotation and some additional people for concessions and tickets.

***Motion by Sukow, seconded by Artac to approve the budget as presented.

The next item on the agenda was monthly reports. Wendorf asked if anyone had any questions. Willman stated that another county had Emerald Ash. Schroeder questioned if we started cutting any of our Ash trees down yet. Wendorf stated that he started marking them but was waiting on the Street Department to cut them down. Wendorf stated he will have all the trees marked by fall. Wendorf thanked all staff members for their great work over the summer months.

***Motion by Schroeder, seconded by Ravn to approve the monthly reports.

***Carried unanimously.

The next regular meeting is scheduled for October 7, 2015 at 4:15 p.m. at the Smith Center

No public comment

***Motion by Artac, seconded by Pieper to adjourn at 6:00 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY SEPTEMBER 1, 2015

Regular Meeting**City Hall Basement Conference Room****5:15 PM****I. Call to Order**

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

Attendee Name	Title	Status	Arrived
Ryan Schwartzman	Aldersperson - Third District	Present	
John Burgener	Aldersperson - Fifth District & President	Present	
Tim Meehean	Aldersperson - Eighth District	Present	

Also in attendance: City Administrator Dave Johnson, Finance Director Kathy Unertl, City Attorney Tom Hayden, Alderman Dave Sukow, Police Chief Ken Neff, Library Director Stacy Stevens, Stephanie Monka Springborn and City Clerk Bill Heideman.

II. Vouchers:**1. Vouchers for July, 2015**

Motion (Burgener/Meehean) to place the vouchers on file.

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

1. Request from Stephanie Monka Springborn for refund of the \$50,000 bond she provided to the City at the time she assumed ownership of the property at 413-419 West Main Street.

Information was in the meeting packet.

Stephanie Monka Springborn stated that, for several reasons, she is requesting a refund at this time. As a businesswoman, it is in her best interests to obtain the refund and use that money as the building rehabilitation project continues.

Alderman Meehean responded that the conditions of the agreement have not yet been met to facilitate the refund. Alderman Meehan is not in favor of a refund at this time.

Alderman Schwartzman suggested the possibility of a partial refund, such as \$25,000.

Alderman Burgener stated that he agrees with Alderman Meehean.

City Administrator Johnson stated that, if the project falls through, City taxpayers will bear the cost of demolishing the building. To protect the interests of the taxpayers, City Administrator Johnson is not in favor of any refund at this time.

City Attorney Hayden suggested the possibility of a bond. Committee members indicated that they would be comfortable with a bond.

Motion (Meehean/Burgener) to deny the refund request.

RESULT: CARRIED

2. Request from Police Chief Neff to dispose of Kustom Signals Radar trailer via sale or auction.

Information was in the meeting packet.

The trailer was purchased through a grant from Church Mutual in May, 1997, at a purchase price of \$8,800.

Motion (Meehean/Schwartzman) to approve the request to dispose of the trailer.

RESULT: APPROVED

3. Request from Police Chief Neff to dispose of 1998 Kawaski Mule ATV via sale or auction.

Information was in the meeting packet.

The ATV was purchased through the Federal 10-33 program in February of 2009, at a purchase price of \$450.

Motion (Meehean/Burgener) to approve the request to dispose of the ATV.

RESULT: APPROVED

4. Continue review and discussion of 2016 budget parameters.

Information was in the meeting packet.

Finance Director Unertl provided 2016 budget-related information on State Levy Limits, State Aids, Wages, Wisconsin Retirement System and Health Insurance.

Finance Director Unertl sought input on preferences for the 2016 budget meetings format. Committee members indicated that they preferred the format used last year.

It appears unlikely that the City will be able to provide any Health Savings Account (HSA) "seeding" in 2016.

No action was taken at this time.

IV. Monthly Reports:

1. Municipal Court

The report was in the meeting packet.

2. Finance Director Unertl

The report was in the meeting packet.

Finance Director Unertl remarked that Lincoln County is the entity responsible for addressing long-term delinquent tax parcels.

3. City Attorney Hayden

The report was in the meeting packet.

4. City Clerk Heideman

The report was in the meeting packet.

5. City Administrator Johnson

The report was in the meeting packet.

City Administrator was asked to provide a status report on the Nortrax facility situation. He said that they are still planning on building but that construction would not start this fall.

6. Consider placing monthly reports on file

Motion (Meehean/Burgener) to place the monthly reports on file.

RESULT: PLACED ON FILE

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

Tuesday, September 29th, 2015 at 5:15 P.M. in the City Hall Common Council Chambers.

VI. Public Comment Period

There was no public comment.

VII. Closed session(s):

- 1. The Committee may convene in closed session pursuant to Wisconsin State Statutes Section 19.85(1)(g) - conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, regarding City Employment Handbook related to eligibility for sick leave retirement payout.**

Motion (Meehean/Burgener) to convene in closed session. Carried 3-0 on roll call vote.

Convened in closed session at 5:48 P.M.

Attending: Meehean, Schwartzman, Burgener, Sukow, Hayden, Johnson, Unertl and Heideman.

The closed session minutes will be filed separately and confidentially.

VIII. Open session (potential):

The Committee opted not to reconvene in open session.

IX. Adjournment

Motion (Burgener/Schwartzman) to adjourn. Carried. Adjourned (from closed session) at 5:55 P.M.

City of Merrill
Redevelopment Authority (RDA)

Wednesday, September 2nd, 2015 at 5:30 P.M.
City Hall Council Chambers

RDA Present: Bill Bialecki, Ryan Schwartzman, Wally Smith,
Jill Laufenberg, Amanda Kostman, and Tony Kusserow

RDA Absent: Karen Karow

Others: City Administrator Dave Johnson, City Attorney Tom Hayden, Finance
Director Kathy Unertl, Ken Maule from Lincoln County Economic
Development Corp., Kristen Fish and Mike Morrissey from Redevelopment
Resources, City Building Inspector/Zoning Administrator Darin Pagel, and
about 75 interested property and business owners

Call to Order: Chair Bialecki called the meeting to order at 5:30 p.m.

Public Comment: None.

Approval of meeting minute from August 4th, 2015:

Motion (Smith/Kostman) to approve the meeting minutes. Carried.

Presentation of Westside Renewal Plan:

Kristen Fish and Mike Morrissey from Redevelopment Resources distributed the plan and provided a brief presentation. There are currently 73 jobs in the Westside business district generating over \$1.3 million in wages. Property tax valuation is about \$3.1 million dollars. However, there is almost 40% vacancy rate and there are numerous properties in need of rehabilitation. Availability of parking is an issue.

Key renewal sites mentioned for this area include: Wire Products, St. Vincent's bubble-wrap former bank building), 1892 Building at corner of Grand Ave./N. Prospect St.) and former armory at 419 W. Main St. Future directions for Merrill Housing Authority will also have a major impact on area redevelopment. Several conceptual drawings were highlighted, as well as potential investment features and preliminary costs.

There will be expanded presentation and discussion with Westside property owners and businesses in mid-September.

Consider a resolution authorizing a development agreement by and between the City of Merrill, Wisconsin and RD Properties LLC – Phase I (500-Block of West Main Street and 100-Block of North Genesee Street):

This is Phase I of acquisition, demolition, and redevelopment of this former manufacturing site. The proposed TIF development incentive for Phase I is \$40,000.

A separate TIF development agreement amendment will be negotiated after demolition and evaluation of the site. It is anticipated that part of the site will be transferred to City of Merrill ownership for a new municipal parking lot. This has been the redevelopment concept since the 1998 planning process and conceptual drawings.

Unertl highlighted her conservative future tax increment projections of over \$250,000 after the site is redeveloped. Smith asked about the future redevelopment plans. City staff advised that preliminary concepts have involved a restaurant with drive-thru. Key first step is demolition by RD Properties LLC after acquisition and asbestos abatement.

Motion (Schwartzman/Kostman) to recommend the resolution and development agreement with RD Properties LLC. Motion carried.

[Minutes from RDA public hearings/resolutions on various TIDs pending]

Next RDA meetings: Wednesday, September 16th, 2015 at 6:00 p.m. on the Westside Renewal Plan with property and business owners and Tuesday, October 6th, 2015 at 8:00 a.m.

Adjournment: Motion (Schwartzman/Laufenberg) to adjourn. Carried at 6:50 p.m.

Minutes prepared by RDA Secretary Kathy Unertl

Tourism Commission Meeting Minutes June 26, 2015

Attendance: Dan Wendorf, Debbe Kinsey, Chris Malm, Russ Grefe, Dave Johnson, Lauree O'Day
Missing: Jim Arndt, Steve Wendland
Public: Gary Schwartz, Jim Kreger

Meeting was called to order at 12:04pm by Dan Wendorf.

Public Comment: none at this time

Review of April's meeting minute: A motion to approve the minutes as written from the April 24, 2015 meeting was made by Russ Grefe, seconded by Lauree O'Day, voted and carried.

Discussion of Room Tax increase: At the last City Council meeting it was brought up to increase the room tax from 4% to 8%. The mayor brought it forward to the agenda. A comparison of the current room tax in the surrounding areas was provided in the commission packet. Discussed/reviewed how the room tax money is used by the Chamber/Commission. Does the City use their portion to help bring people to Merrill? It was brought up that many of the local Merrill businesses bring people to Merrill to stay, and cover the cost of the hotel rooms. Would an increase of 4% hurt our businesses? Would they cut back on the number of rooms that they book? Many of the businesses that use the hotels also supported the city taking over the grounds, so paying slightly more per room would likely be seen as another way to support the fairgrounds. Another item that was brought to the table was keeping the total price under \$100 per night. People have a harder time spending over the \$100 for a room but are ok to spend \$95 a night. Plus, a room under \$100 would help keep the people here in Merrill. An 8% increase would put the total price over the \$100 mark. To increase the room tax, could help make the grounds a destination location with the correct venue that would be built. The City would need to establish a dedicated user group that would manage the grounds. Is there a long range plan? Things would be a lot better if the County would have maintained the grounds. The City listened to the public and now will need to get a plan of action together. How would our prices with an increase compare to Wausau? Having a hotel room at \$109 in Merrill is comparing it to the Hampton Inn in Wausau or many of the other middle priced hotels. Howard Johnson's, Super 8, and other budget hotels are under that price. Some counties have a higher than 8% rate. These counties have a special tax added, such as Brown County is at 10% room tax, where 2% goes to the Green Bay Packers. Why would people stay in Merrill, when 20 miles down the road they can stay in Wausau that has a lot more to offer? The goal is to be able to offer more here in Merrill with the new amenities like the Aquatic Center, the River Bend Trail, downtown redevelopment and a fairground venue that is utilized for many more events. No one was opposed to raising the room tax, just concern about how much it could or should be raised initially.

Motion: Chris Malm made the motion to recommend raising the room tax from the current 4% to 6% and establishing a reporting mechanism for reporting to the city council and community at large. The reporting mechanism shall be reviewed in 12 months to see if it is working to everyone's satisfaction. And as part of the transparency, the city shall also report on how tourism dollars are being spent on their portion." Chris volunteered to work with Tom Hayden to work out what the reporting mechanism shall be. The motion was seconded by Lauree O'Day. Motion carried.

Discussion: Why isn't tourism on a calendar year? Currently Tourism calendar year is from May 1 to April 30. So, when reporting on Tourism, it is hard to calculate correct numbers due to having to combine quarters and portions from different years due to the overlap. It is done accurately, but it is cumbersome to calculate. Grants are paid out in when we receive the room tax from the quarter in which the event took place. This means that most times the funds are reimbursed 6 months after the event. It's important that the grantees understand that the grant is 'reimbursed' due to the delay. The current cycle also has two heavy marketing cycles which means that the chamber must pay some contracted bills and then waits for the next room tax check to be reimbursed on the current tourism cycle from May 1 to Apr 30. A calendar year cycle may ease this a bit. The commission will look into switching the calendar year to January 1 to December 31.

Public Comment: Gary Schwartz would like to see the Commission get on the same calendar year as the City. The comparisons tools do not match up to the actual period. Why doesn't the city report the full room tax collected to the state like other communities?

Next date and time for meeting will be done with an email at a later date.

A motion to adjourn at 1:12pm was made by Chris Malm, seconded by Lauree O'Day, voted and carried.

Transit Meeting August 24, 2015

Present; Mr. Rick Blake – Chairman, Mr. Steve Willis, Mr. Gordon Geiger, Sue Kunkel, and Rich Grenfell – Transit Administrator.

Excused Absence – Mr. Tony Kusserow

No Public Comment

A motion to approve the minutes of the July 20, 2015 meeting was made by Mr. Willis and seconded by Mr. Geiger. C.U.

The Commission was informed that all bids, (3) total, received for the BSF 2015 bus storage facility renovation project were deemed non-responsive and over budget. The bid opening was held at 2:00 p.m. on Friday August 21, 2015. A motion to create and submit an alternative plan to exclude the perimeter wall masonry work and propose the project bidding for Spring of 2016 was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

Administrator's Report:

Stevens Point Transit had to rescind their offer to provide their Trolley Bus for the 125th Anniversary "Nickel Tour" Celebration on Saturday September 19, 2015. We will provide (2) Merrill buses for the tour. This will not be a revenue service day for Transit.

The Transit Coordinator interview Committee is pleased to announce the selection and hiring of Mr. Brad Brummond for the retiring /vacant Transit Coordinator position. Mr. Brummond brings eight years of professional transit supervision and training skills to his new position at Merrill Transit System. Brad will start on Tuesday September 8, 2015. Ms. Cheri Reinhardt will retire on Friday September 4, 2015.

Next Transit Meeting: Monday September 21, 2015 @ 4:00 p.m.

A motion to adjourn was made by Ms. Kunkel and seconded by Mr. Willis. C.U.



CITY OF MERRILL
WATER & SEWAGE DISPOSAL COMMITTEE
MINUTES • WEDNESDAY AUGUST 19, 2015

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

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

Committee members present: Alderman Rob Norton (Chairperson), Alderwoman Kandy Peterson and Alderman John Burgener.

Also in attendance: City Administrator Dave Johnson, Utility Superintendent Kim Kriewald, Alderman Dave Sukow and City Clerk Bill Heideman.

II. Vouchers:

The vouchers were in the meeting packet.

Motion (Burgener/Peterson) to approve. Carried.

III. Operations Report:

The report was in the meeting packet.

Utility Superintendent Kriewald reported that two of three return activated sludge (RAS) pumps have been replaced at the Wastewater Treatment Plant. The previous pumps were in operation for 25 years.

Utility Superintendent Kriewald answered several questions from Alderwoman Peterson related to equipment problems.

Concerns related to the operations needs review are being addressed. Several blowers at the Wastewater Treatment Plant need replacing. Concerns with clarifiers will be addressed as necessary.

IV. Public Comment Period

Alderman Sukow raised the issue of water leaks. In response, Utility Superintendent Kriewald gave a status report on recent leak detection and repair.

V. Establish date, time and location of next meeting

Wednesday, September 23rd, 2015 at 5:00 P.M., in the City Hall Common Council Chambers.

VI. Adjournment

Motion (Peterson/Burgener) to adjourn. Carried. Adjourned at 5:09 P.M.

CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Health and Safety Committee
Re: Amending Chapter 20, Article III, Section 20-52(a)(5) to add dimensions for commercial use fire pits

ORDINANCE NO. 2015-
Introduced: _____
1st Reading: _____
2nd Reading: _____
3rd Reading: _____
Committee/Commission Action: _____

AN ORDINANCE

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

Section 1. Chapter 20, Article III, Section 20-52(a)(5) of the Code of Ordinances for the City of Merrill is amended to add the following:

- (5) Fire in pits, encircled with nonflammable materials, fire rings or commercially built fire containers with a maximum diameter of 42 inches **on residential property and a maximum of 60 inches on commercial property**, located at least ten feet from any lot line and any structure. Fires shall be extinguished by 10:00 p.m. Sunday through Thursday and 12:00 a.m. on Fridays and Saturdays or if fires are left unattended or creating a nuisance

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

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

Attachment: Ordinance on Fire Pit sizes (1223 : Ordinance on commercial fire pit dimensions)

Moved by: _____
Adopted: _____
Approved: _____
Published: _____

Approved:

William R. Bialecki,
Mayor

Attest:

William N. Heideman, City Clerk

Attachment: Ordinance on Fire Pit sizes (1223 : Ordinance on commercial fire pit dimensions)

<<ENTER YR>><<ENTER MONTH>><<ENTER AGENDA NO.>>

CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Mayor
Re: Amending Chapter 18, Article II, Section 18-36(b)(1) to amend room tax

ORDINANCE NO. 2015-
Introduced: _____
1st Reading: _____
2nd Reading: _____
3rd Reading: _____
Committee/Commission Action: _____

Attachment: Ordinance amending room tax (1246 : Ordinance to increase room tax from 4% to 6%)

AN ORDINANCE

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

Section 1. Chapter 18, Article II, Section 18-36 of the Code of Ordinances for the City of Merrill is amended as follows

(b) *Imposition of room tax.*

(1)

Pursuant to Wis. Stats. § 66.0615, a tax is hereby imposed on the privilege and service of furnishing, at retail, rooms or lodgings to transients by hotel keepers, motel operators, bed and breakfast operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for use of the accommodations. Such tax shall be capped at the rate of ~~four-six~~ percent of the gross receipts from such retail furnishing of rooms or lodging. Such tax shall not be subject to the selective sales tax imposed by Wis. Stats. § 77.52(2)(a)1. In order to defray the cost of collection, one-tenth percentage point of the room tax rate under this section may be retained by the hotel, motel or other authorized person filing a return and the balance shall be paid to the city as herein provided

(2)

The tourism commission established by [section 2-153](#), is the principal organization for the purpose of promotion of convention and tourist business and shall distribute ~~three~~ **four point thirteen (4.13)** percentage points of the total room tax rate. The funds distributed by the tourism commission shall be used on tourism promotion and development. The city will retain one-half percentage point of the room tax rate for promotion of the city area recreation complex and ~~one-fourth~~ **one point twenty-seven (1.27)** percentage points of the room tax rate for the cost of administration **and community amenities as allowed by law.**

(3)

The tourism commission shall require **lodging** entities receiving monies generated by room tax collections to submit an ~~an annual~~ **quarterly** report to the ~~City Treasurer~~ **tourism**

~~commission and the common council, on or before April 1, following December 31 of the previous year for monies received in the previous year.~~

(c)

Schedule of payment. The city treasurer shall administer this section. The tax imposed by subsection (b) of this section, shall be payable quarterly and shall be due on the last day of the month next succeeding the calendar quarter for which imposed. A return shall be filed with the city treasurer, by those furnishing at retail, such rooms and lodging on or before the same date on which such tax is due and payable. Such return shall show the gross room receipts of the preceding calendar quarter from retail furnishing of rooms or lodging, the amount of taxes imposed for such period and such other information as the city treasurer deems necessary. ~~Every person required to file such quarterly return shall, with his first return, elect to file on an annual calendar year or fiscal year basis. Such annual return shall be filed within 90 days of the close of each such calendar or fiscal year. The annual return shall summarize the quarterly returns, reconcile and adjust for errors in the quarterly returns, and shall contain certain such additional information as the city treasurer requires. Such annual returns shall be signed by the person required to file a return or his duly authorized agent, but need not be verified by oath. The city treasurer may, for good cause, extend the time of filing any return, but in no event longer than one month from the filing date.~~

(d)

Enforcement. In the event that a hotel or motel fails to file the returns required under subsection (c) of this section, or the city has information which indicates that a hotel or motel has misstated or otherwise violated the terms of this section, the city may take all actions permitted under Wis. Stats. § 66.0615, to enforce this section, including, but not limited to:

(1)

Inspect and audit the books of any person, hotel or motel subject to the room tax.

(2)

Exchange audit and other information with the state department of revenue.

(3)

Determine the amount of room tax due under subsection (a) of this section, in the event that the person, hotel or motel subject to the tax fails, neglects or refuses to file a quarterly ~~or annual~~ return under subsection (b) of this section, and set a payment due date for the amount so determined.

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

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect October 1, 2015, from and after its passage and publication.

Moved by: _____
Adopted: _____
Approved: _____
Published: _____

Approved:

William R. Bialecki,
Mayor

Attest:

William N. Heideman, City Clerk

Attachment: Ordinance amending room tax (1246 : Ordinance to increase room tax from 4% to 6%)

Tourism Commission Meeting Minutes June 26, 2015

Attendance: Dan Wendorf, Debbe Kinsey, Chris Malm, Russ Grefe, Dave Johnson, Lauree O'Day

Missing: Jim Arndt, Steve Wendland

Public: Gary Schwartz, Jim Kreger

Meeting was called to order at 12:04pm by Dan Wendorf.

Public Comment: none at this time

Review of April's meeting minute: A motion to approve the minutes as written from the April 24, 2015 meeting was made by Russ Grefe, seconded by Lauree O'Day, voted and carried.

Discussion of Room Tax increase: At the last City Council meeting it was brought up to increase the room tax from 4% to 8%. The mayor brought it forward to the agenda. A comparison of the current room tax in the surrounding areas was provided in the commission packet. Discussed/reviewed how the room tax money is used by the Chamber/Commission. Does the City use their portion to help bring people to Merrill? It was brought up that many of the local Merrill businesses bring people to Merrill to stay, and cover the cost of the hotel rooms. Would an increase of 4% hurt our businesses? Would they cut back on the number of rooms that they book? Many of the businesses that use the hotels also supported the city taking over the grounds, so paying slightly more per room would likely be seen as another way to support the fairgrounds. Another item that was brought to the table was keeping the total price under \$100 per night. People have a harder time spending over the \$100 for a room but are ok to spend \$95 a night. Plus, a room under \$100 would help keep the people here in Merrill. An 8% increase would put the total price over the \$100 mark. To increase the room tax, could help make the grounds a destination location with the correct venue that would be built. The City would need to establish a dedicated user group that would manage the grounds. Is there a long range plan? Things would be a lot better if the County would have maintained the grounds. The City listened to the public and now will need to get a plan of action together. How would our prices with an increase compare to Wausau? Having a hotel room at \$109 in Merrill is comparing it to the Hampton Inn in Wausau or many of the other middle priced hotels. Howard Johnson's, Super 8, and other budget hotels are under that price. Some counties have a higher than 8% rate. These counties have a special tax added, such as Brown County is at 10% room tax, where 2% goes to the Green Bay Packers. Why would people stay in Merrill, when 20 miles down the road they can stay in Wausau that has a lot more to offer? The goal is to be able to offer more here in Merrill with the new amenities like the Aquatic Center, the River Bend Trail, downtown redevelopment and a fairground venue that is utilized for many more events. No one was opposed to raising the room tax, just concern about how much it could or should be raised initially.

Motion: Chris Malm made the motion to recommend raising the room tax from the current 4% to 6% and establishing a reporting mechanism for reporting to the city council and community at large. The reporting mechanism shall be reviewed in 12 months to see if it is working to everyone's satisfaction. And as part of the transparency, the city shall also report on how tourism dollars are being spent on their portion." Chris volunteered to work with Tom Hayden to work out what the reporting mechanism shall be. The motion was seconded by Lauree O'Day. Motion carried.

Discussion: Why isn't tourism on a calendar year? Currently Tourism calendar year is from May 1 to April 30. So, when reporting on Tourism, it is hard to calculate correct numbers due to having to combine quarters and portions from different years due to the overlap. It is done accurately, but it is cumbersome to calculate. Grants are paid out in when we receive the room tax from the quarter in which the event took place. This means that most times the funds are reimbursed 6 months after the event. It's important that the grantees understand that the grant is 'reimbursed' due to the delay. The current cycle also has two heavy marketing cycles which means that the chamber must pay some contracted bills and then waits for the next room tax check to be reimbursed on the current tourism cycle from May 1 to Apr 30. A calendar year cycle may ease this a bit. The commission will look into switching the calendar year to January 1 to December 31.

Public Comment: Gary Schwartz would like to see the Commission get on the same calendar year as the City. The comparisons tools do not match up to the actual period. Why doesn't the city report the full room tax collected to the state like other communities?

Next date and time for meeting will be done with an email at a later date.

A motion to adjourn at 1:12pm was made by Chris Malm, seconded by Lauree O'Day, voted and carried.

Attachment: 2015-06-26 Tourism Commission Minutes (1246 : Ordinance to increase room tax from 4% to 6%)

Wisconsin Room Tax Summary Information Wisconsin Legislative Fiscal Bureau

from Informational Paper 15 - Table 4*
Local Government Revenue Options (January 2015)

Room Tax Rate	Number	% Total
1.0%	1	0.4%
2.0%	2	0.7%
2.5%	1	0.4%
3.0%	17	6.2%
3.5%	1	0.4%
4.0%	32	11.7% City of Merrill
4.5%	25	9.2%
5.0%	50	18.3%
5.5%	26	9.5%
6.0%	37	13.6%
6.5%	8	2.9%
7.0%	22	8.1%
7.5%	3	1.1%
8.0%	39	14.3%
9.0%	1	0.4%
10.0%	8	2.9%
	273	100.0%

4.0% or
Lower 54 19.8%

4.5% to
6.0% 138 50.5%

> 6.0% 81 29.7%

*% and groupings added by City of Merrill
Finance Director Kathy Unertl

APPENDIX

2014 Room Tax Rates and 2013 Reported Revenues

Municipality ⁽¹⁾	2014 Room Tax Rate ⁽²⁾	2013 Reported Tax Revenues ⁽³⁾	Municipality ⁽¹⁾	2014 Room Tax Rate ⁽²⁾	2013 Reported Tax Revenues ⁽³⁾
Adams			Columbia		
Adams (C)	5.5%	\$2,042	Caledonia (T)	4.0%	\$60,578
Adams (T)	5.5	27,872	Columbus (C)	3.0	22,816
Dell Prairie (T)	5.0	19,742	Portage (C)	6.0	147,268
Rome (T)	5.5	14,781	Wisconsin Dells (C)	5.0	1,469,090
Strongs Prairie (T)	5.5	62,435			
Ashland			Crawford		
Ashland (C)	6.5	110,183	Bridgeport (T)	5.5	11,583
La Pointe (T)	6.5	130,574	Clayton (T)	5.0	4,566
			Prairie du Chien (C)	6.0	262,497
Barron			Soldiers Grove (V)	5.0	10,409
Rice Lake (C)	5.5	179,413			
Turtle Lake (V)	4.0	67,203	Dane		
Bayfield			Blooming Grove (T)	6.0	83,099
Bayfield (C)	6.5	253,175	Burke (T)	3.0	23,297
Bayfield (T)	6.5	82,118	Fitchburg (C)	6.0	24,059
Bayview (T)	6.5	11,442	Madison (C)	9.0	10,898,415
Cable (T)	4.0	16,554	Madison (T)	8.0	139,873
Drummond (T)	4.0	7,926	Middleton (C)	7.0	1,631,539
Eileen (T)	6.5	35,707	Middleton (T)	5.0	31,481
Grand View (T)	4.0	11,380	Monona (C)	8.0	224,928
Hughes (T)	4.0	4,538	Stoughton (C)	6.0	42,417
Iron River (T)	3.0	683	Sun Prairie (C)	4.0	64,429
Namakagon (T)	4.0	96,037	Verona (C)	7.0	194,667
Washburn (C)	6.5	28,882	Vienna (T)	3.0	72,600
			Waunakee (V)	5.0	16,836
Brown			Windsor (T)	3.0	8,209
Allouez (V)	10.0	5,305	Dodge		
Ashwaubenon (V)	10.0	305,681	Beaver Dam (C)	5.0	125,851
Bellevue (V)	10.0	10,124	Lomira (V)	4.0	10,226
De Pere (C)	10.0	6,667	Waupun (C)	5.0	32,594
Green Bay (C)	10.0	293,161			
Howard (V)	10.0	10,871	Door		
Suamico (V)	10.0	105,469	Baileys Harbor (T)	5.5	76,451
Buffalo			Clay Banks (T)	5.5	860
Alma (C)	5.0	2,894	Egg Harbor (T)	5.5	90,535
			Egg Harbor (V)	5.5	101,341
Burnett			Ephraim (V)	5.5	137,538
Siren (V)	5.0	61,849	Gardner (T)	5.5	6,845
			Gibraltar (T)	5.5	172,850
Chippewa			Jacksonport (T)	5.5	21,108
Chippewa Falls (C)	6.0	179,703	Liberty Grove (T)	5.5	75,074
Lake Hallie (V)	6.0	173,052	Nasewaupee (T)	5.5	22,073
Wheaton (T)	7.0	69,569	Sevastopol (T)	5.5	77,269
			Sister Bay (V)	5.5	129,547
Clark			Sturgeon Bay (T)	5.5	6,485
Abbotsford (C)	3.0	21,336	Sturgeon Bay (C)	5.5	137,702
Neillsville (C)	6.0	24,863	Washington (T)	5.5	18,582
Thorp (C)	5.0	31,024			

Municipality ⁽¹⁾	2014 Room Tax Rate ⁽²⁾	2013 Reported Tax Revenues ⁽³⁾	Municipality ⁽¹⁾	2014 Room Tax Rate ⁽²⁾	2013 Reported Tax Revenues ⁽³⁾
Douglas			Juneau		
Solon Springs (V)	2.0%	\$2,272	Lemonweir (T)	5.0%	\$4,772
Superior (C)	7.5	651,480	Mauston (C)	5.0	126,784
			New Lisbon (C)	5.0	19,782
Dunn			Union Center (V)	5.0	1,561
Menomonie (C)	7.0	298,900			
			Kenosha		
Eau Claire			Kenosha (C)	8.0	527,961
Altoona (C)	7.0	9,845	Pleasant Prairie (V)	8.0	58,101
Eau Claire (C)	8.0	1,555,285	Wheatland (T)	8.0	6,475
Union (T)	8.0	117,484			
			Kewaunee		
Fond du Lac			Algoma (C)	6.0	56,248
Fond du Lac (C)	8.0	770,003	Kewaunee (C)	4.0	16,617
Ripon (C)	6.0	97,352			
			La Crosse		
Forest			Campbell (T)	5.0	41,031
Hiles (T)	4.5	4,495	Holmen (V)	5.0	17,321
Crandon (C)	4.5	5,508	La Crosse (C)	8.0	1,435,307
Laona (T)	4.5	2,669	Onalaska (C)	8.0	844,463
Lincoln (T)	4.5	229	West Salem (V)	1.0	6,972
Grant			Lafayette		
Boscobel (C)	5.0	27,652	Belmont (V)	4.0	6,342
Lancaster (C)	5.0	13,422	Darlington (C)	4.0	3,146
Platteville (C)	4.0	80,625			
			Langlade		
Green			Antigo (C)	6.0	96,317
Monroe (C)	4.0	67,203			
New Glarus (V)	5.0	58,837	Lincoln		
			Merrill (C)	4.0	4,461
Green Lake			Tomahawk (C)	4.0	40,151
Berlin (C)	4.0	8,916			
Brooklyn (T)	5.0	32,158	Manitowoc		
Green Lake (C)	7.0	212,837	Manitowoc (C)	8.0	536,051
			Mishicot (V)	6.0	53,798
Iowa			Two Rivers (C)	8.0	85,613
Dodgeville (C)	5.5	66,742			
Mineral Point (C)	5.0	31,405	Marathon		
			Mosinee (C)	5.5	20,247
Iron			Rib Mountain (T)	7.5	179,055
Anderson (T)	5.0	41,388	Rothschild (V)	7.5	514,889
Hurley (C)	5.0	19,656	Schofield (C)	6.5	29,262
Kimball (T)	5.0	37,289	Wausau (C)	8.0	770,774
Mercer (T)	4.5	11,401	Weston (V)	7.0	241,800
Jackson			Marinette		
Black River Falls (C)	7.0	2,607	Marinette (C)	6.0	266,987
Brockway (T)	7.0	222,637			
			Marquette		
Jefferson			Mecan (T)	4.5	12,792
Fort Atkinson (C)	5.0	33,488	Montello (C)	4.5	2,159
Jefferson (C)	5.0	3,260	Montello (T)	4.5	10,225
Johnson Creek (V)	8.0	81,148	Neshkoro (V)	4.5	232
Watertown (C)	3.0	75,785	Packwaukee (T)	4.5	4,555
			Westfield (V)	4.5	14,749

Municipality ⁽¹⁾	2014 Room Tax Rate ⁽²⁾	2013 Reported Tax Revenues ⁽³⁾	Municipality ⁽¹⁾	2014 Room Tax Rate ⁽²⁾	2013 Reported Tax Revenues ⁽³⁾
Milwaukee			Portage		
Brown Deer (V)	7.0%	\$580,404	Plover (T)	8.0%	\$57,125
Cudahy (C)	7.0	5,654	Plover (V)	8.0	211,878
Franklin (C)	6.0	191,597	Stevens Point (C)	8.0	687,137
Glendale (C)	7.0	863,418			
Greenfield (C)	7.0	15,708	Price		
Milwaukee (C)	7.0	11,116,000	Lake (T)	4.5	3,562
Oak Creek (C)	6.0	621,940	Park Falls (C)	4.5	15,737
Wauwatosa (C)	7.0	935,615	Phillips (C)	3.0	19,252
West Allis (C)	6.0	55,817			
West Milwaukee (V)	8.0	78,820	Racine		
			Burlington (C)	6.0	51,829
Monroe			Caledonia (V)	8.0	3,515
Sparta (C)	6.0	159,918	Mount Pleasant (V)	8.0	225,713
Tomah (C)	8.0	404,700	Racine (C)	8.0	213,157
			Waterford (V)	7.0	37,620
Oconto			Yorkville (T)	8.0	2,871
Gillett (C)	6.0	2,264			
			Richland		
Oneida			Richland Center (C)	5.0	33,615
Lake Tomahawk (T)	4.0	3,824			
Minocqua (T)	4.0	86,526	Rock		
Pelican (T)	3.5	54,800	Beloit (C)	8.0	67,408
Rhineland (C)	5.5	176,112	Evansville (C)	7.0	20,325
Three Lakes (T)	4.5	57,658	Janesville (C)	8.0	737,686
Woodruff (T)	4.0	8,226			
			Rusk		
Outagamie			Ladysmith (C)	4.0	23,384
Appleton (C)	8.0	388,778			
Grand Chute (T)	6.0	1,048,227	St. Croix		
Kaukauna (C)	5.0	1,487	Baldwin (V)	5.0	72,669
Kimberly (V)	3.0	8,329	Hudson (C)	3.0	191,762
Little Chute (V)	4.0	16,520	New Richmond (C)	5.0	51,329
Ozaukee			Sauk		
Belgium (V)	7.0	4,761	Baraboo (C)	6.0	6,426
Cedarburg (C)	5.0	69,138	Delton (T)	5.0	121,260
Grafton (V)	6.0	221,488	Lake Delton (V)	5.0	8,199,960
Meqon (C)	5.0	125,185	Merrimac (T)	7.0	49,206
Port Washington (C)	8.0	253,361	Reedsburg (C)	6.0	73,228
Saukville (V)	7.0	30,071	Sauk City (V)	3.0	21,148
			West Baraboo (V)	6.0	139,759
Pepin					
Pepin (V)	5.0	7,975	Sawyer		
			Hayward (C)	4.0	112,471
Pierce			Hayward (T)	4.0	79,873
River Falls (C)	5.0	79,204	Lenroot (T)	2.0	18,143
Polk			Shawano		
Amery (C)	5.0	10,906	Belle Plaine (T)	3.0	28,372
Luck (V)	4.0	12,399	Cecil (V)	3.0	790
St. Croix Falls (C)	4.0	16,222	Shawano (C)	4.5	2,231
			Washington (T)	3.0	809
			Wescott (T)	4.5	19,475
			Wittenberg (T)	3.0	47,521

Municipality ⁽¹⁾	2014 Room Tax Rate ⁽²⁾	2013 Reported Tax Revenues ⁽³⁾	Municipality ⁽¹⁾	2014 Room Tax Rate ⁽²⁾	2013 Reported Tax Revenues ⁽³⁾
Sheboygan			Washington		
Elkhart Lake (V)	6.0%	\$478,471	Germantown (V)	6.0%	\$255,788
Kohler (V)	5.0	956,104	Hartford (C)	7.0	48,670
Plymouth (C)	7.0	126,222	Jackson (V)	5.0	39,979
Sheboygan (C)	8.0	1,195,326	West Bend (C)	8.0	301,559
Sheboygan (T)	6.0	40,829			
Sheboygan Falls (C)	5.0	24,263	Waukesha		
			Brookfield (C)	8.0	2,463,777
Taylor			Brookfield (T)	8.0	593,714
Medford (C)	4.0	43,700	Delafield (C)	8.0	364,101
Rib Lake (V)	5.0	1,752	Menomonee Falls (V)	8.0	161,753
			Mukwonago (V)	6.0	6,029
Trempealeau			New Berlin (C)	8.0	300,257
Trempealeau (V)	2.5	9,436	Oconomowoc (C)	6.0	385,647
			Pewaukee (C)	6.0	723,963
Vernon			Waukesha (C)	8.0	599,504
Hillsboro (C)	5.0	22,096			
Viroqua (C)	3.0	18,789	Waupaca		
			Clintonville (C)	5.0	22,227
Vilas			Fremont (V)	4.5	9,074
Arbor Vitae (T)	4.0	60,132	Fremont (T)	4.5	3,504
Boulder Junction (T)	4.5	101,437	New London (C)	6.0	7,367
Eagle River (C)	4.5	59,051	Waupaca (C)	8.0	255,900
Lincoln (T)	4.5	9,715			
Manitowish Waters (T)	4.5	59,030	Waushara		
Presque Isle (T)	4.5	10,281	Dakota (T)	4.0	27,848
Saint Germain (T)	4.5	250,751	Marion (T)	4.0	22,642
			Mount Morris (T)	4.0	2,733
Walworth			Plainfield (T) ⁽⁴⁾	N.A	33
Delavan (C)	8.0	582,525	Wautoma (T)	6.0	43,761
Delavan (T)	8.0	78,041	Wild Rose (V)	4.0	1,886
East Troy (V)	5.0	9,266			
Elkhorn (C)	6.0	120,486	Winnebago		
Fontana (V)	5.0	382,868	Neenah (C)	5.0	144,289
Geneva (T)	6.0	208,776	Oshkosh (C)	10.0	1,393,597
La Fayette (T)	6.0	36,283	Wolf River (T)	4.5	5,626
Lake Geneva (C)	5.0	470,680	Menasha (T)	6.0	781
Lyons (T)	3.0	700,049			
Whitewater (C)	5.0	57,130	Wood		
Williams Bay (V)	5.5	8,395	Marshfield (C)	6.0	307,411
			Wisconsin Rapids (C)	8.0	<u>300,161</u>
Washburn			Total		\$74,141,099
Beaver Brook (T)	5.0	6,570			
Spoooner (C)	5.5	4,946			

⁽¹⁾ T=Town, V=Village, C=City

⁽²⁾ Rate effective on January 1, 2014, for those municipalities that, according to DOR reports, reported room tax revenues for 2013.

⁽³⁾ Amounts reported on municipal financial report forms submitted to DOR. DOR does not audit these figures as they are not used for state aid purposes. Some municipalities do not show the share of room taxes going to their tourism entities on the financial report form. Figures include the City of Milwaukee 7% room tax collections for the Wisconsin Center District.

⁽⁴⁾ Tax no longer collected in 2014.

Sources: Department of Revenue and Legislative Fiscal Bureau

CITY OF MERRILL										
ROOM TAX - COMPARISON OF CURRENT 4.0% VS. RECOMMENDED 6.0%										
EXISTING ALLOCATION										
Name	Gross Room Receipts	Non-transient Room Receipts	Taxable Receipts	Room Tax owed (3.9%)	3.0% TO TOURISM		.5% TO MARC	.4% KEPT BY CITY*	.1% KEPT HOTEL	4.0% - ROOM TAX
2014 - 4.0%	\$ 1,585,040.63	\$ 157,427.94	\$ 1,427,612.69	\$ 55,676.89	\$ 42,828.38		\$ 7,138.06	\$ 5,710.45	\$ 1,427.61	\$ 57,104.51
			30% Max City	\$ 16,703.07			Total City =	\$ 12,848.51		
* City .4% currently going into Non-Lapsing Account (Community)										
PROPOSED ALLOCATION										
Concept - 6.0%	Gross Room Receipts	Non-transient Room Receipts	Taxable Receipts	Room Tax owed (5.9%)	70% TO* TOURISM	For Fairgrounds	.5% TO MARC	.4% KEPT BY CITY	.1% KEPT HOTEL	6.0% - ROOM TAX
Concept - 6.0%	\$ 1,585,040.63	\$ 157,427.94	\$ 1,427,612.69	\$ 84,229.15	\$ 58,960.40	\$ 12,420.23	\$ 7,138.06	\$ 5,710.45	\$ 1,427.61	\$ 85,656.76
			30% Max City	\$ 25,268.74			Total City =	\$ 25,268.74		
DIFFERENCE	\$ -	\$ -	\$ -	\$ 28,552.25	\$ 16,132.02	\$ 12,420.23	\$ -	\$ -	\$ -	\$ 28,552.25
										\$ 18,130.68 Fairgrounds plus City .4%
**WI Stats require 70% to Tourism Promotion										
					\$ 58,960.40					
					4.13%	1.2700%	0.50%		0.10%	6.00%

Attachment: Room Tax Fiscal Information (1246 : Ordinance to increase room tax from 4% to 6%)

RESOLUTION NO. _____

A RESOLUTION AMENDING THE TOURISM PROMOTION AGREEMENT BETWEEN THE CITY OF MERRILL, MERRILL TOURISM COMMISSION AND MERRILL AREA CHAMBER OF COMMERCE

WHEREAS, the City of Merrill adopted an amended Ordinance No. 98-25 (the "Room Tax Ordinance") which created the City's Room Tax and the Merrill Tourism Commission; and,

WHEREAS, Wisconsin Statutes and the City of Merrill Room Tax Ordinance requires that seventy percent (70%) of the Room Tax be devoted to tourism promotion and development under the direction of the Merrill Tourism Commission; and,

WHEREAS, the Merrill Tourism Commission is authorized to contract with a tourism entity to accomplish its tasks of tourism development and tourism promotion and the only organization in the City of Merrill that qualifies as a tourism entity under state law is the Merrill Area Chamber of Commerce; and,

WHEREAS the City of Merrill Tourism Commission and the Merrill Area Chamber of Commerce have negotiated a new agreement for the Chamber to provide staff and services for tourism development and promotion in the City of Merrill; and,

WHEREAS the Agreement provides that the Merrill Area Chamber of Commerce will be paid for its services only out of the proceeds of the Room Tax devoted to tourism development and promotion and also provides that the City of Merrill Chamber of Commerce will report the results of its activities on a regular basis to the Tourism Commission and annually to the Tourism Commission and the City of Merrill Common Council;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of September, 2015, that the Tourism Promotion Agreement between the City of Merrill, Merrill Tourism Commission and the Merrill Area Chamber of Commerce is hereby amended and approved.

BE IT FURTHER RESOLVED, that the appropriate city officials are hereby authorized to execute the Agreement on behalf of the City of Merrill and the Merrill Tourism Commission.

Recommended by: Tourism Commission

Attachment: Resolution amending tourism agreement (1247 : Resolution to amend Tourism Promotion Agreement)

Moved: _____

CITY OF MERRILL, WISCONSIN

Passed: _____

William R. Bialecki
Mayor

William N. Heideman
City Clerk

Attachment: Resolution amending tourism agreement (1247 : Resolution to amend Tourism Promotion Agreement)

Tourism Promotion Agreement
by and between the
City of Merrill, Merrill Tourism Commission
and the
Merrill Area Chamber of Commerce

This agreement is entered in this ____ day of _____, 20____, by the City of Merrill, Wisconsin, (the "City"), the Merrill Tourism Commission (the "Commission") and the Merrill Area Chamber of Commerce, a Wisconsin non-profit corporation (the "Chamber")

WHEREAS, the City is authorized by the laws of Wisconsin to impose, collect and distribute the proceeds of the hotel/motel room taxes to promote visitor attractions of the area and for the purpose of improving its economic well being; and

WHEREAS, ~~in 1999~~ the City adopted ~~an~~ Ordinance ~~98-25~~ which created code of Ordinances Section ~~2-4-152-153, 18-36-3-1-18~~ and ~~8-244 - 2457-15-1~~ (~~the 'Room Tax Ordinance'~~) and ~~established~~~~authorizes~~ the Commission, and

WHEREAS, the Chamber, the Commission and the City desire to establish a program to continually encourage and promote the expansion of tourism in the area, and

WHEREAS, the Chamber desires to continue its commitment to the promotion of tourism and expand employment in the visitor industry, and is capable of providing the City with professional services to carry out such programs;

NOW THEREFORE it is agreed by the parties hereto as follows:

1. Room Tax Ordinance. This contract is subject to the terms, conditions and requirements of the City's Room Tax Ordinance as amended from time to time.
2. Terms of Agreement. This agreement ~~shall be for an initial term of two years commencing on the date first above written and ending on December 31st, 2001, with a review at the end of six months, and~~ shall be automatically renewed from year to year ~~thereafter~~, unless terminated.
3. Tourism Commission. The Tourism Commission of the City is empowered by the City under the Room Tax Ordinance to adopt, direct and monitor annual tourism promotion programs within a budget approved by the Commission, subject to the limits of the Room Tax Ordinance.
4. Professional Services of the Chamber. ~~Neither~~ ~~the~~ City nor the Commission are ~~not~~ the legal employers of staff members hired or utilized to provide services under this agreement. The Chamber shall act as the

legal employer of the staff members employed at the discretion of the Chamber and within the funding authorized by the Tourism Commission under the Room Tax Ordinance.

5. Chamber Tourism. Specific services to be performed by the Chamber shall include:
 - a.) Attracting visitors, conferences, conventions and meetings.
 - b.) The development and the dissemination of promotional materials designed to publicize the services, facilities and attractions available to visitors to the Merrill area.
 - c.) Perform such other services related to visitor attraction as the City shall authorize under this agreement.
6. Annual Tourism Action Plan and Budget. The Chamber shall provide the Commission with a proposed action plan and budget for the succeeding calendar year detailing how services anticipated by this agreement will be accomplished for the next calendar year. Said action plan and budget shall be presented to the City of Merrill Tourism Commission each year by September 1st.
7. The Finance Director shall report the status of and funds established to facilitate this agreement to the Tourism Commission annually beginning January 1, 2017.
8. Funding. During the term of this agreement, the City, through the Commission, shall fund the Chamber's tourism promotion activities, not to exceed the amount established under Sec. ~~18-363-1-18(b)(2)~~ of the Code of Ordinances for convention and tourist business promotion. In consideration for the services provided under this agreement by the Chamber, the City shall pay to the Chamber the payments collected under the Room Tax Ordinance for convention and tourist business promotion within thirty (30) days of receipt by the City. Under no circumstances shall the City be obligated to pay anything more than is collected by the City under the Room Tax Ordinance for convention and tourist business promotion.
9. Reporting Requirements. The Chamber shall keep and maintain adequate records of the revenues and expenses incurred in carrying out the program and submit that report annually to the City's ~~auditor~~ Finance Director. The Commission and the City shall have the right to examine such records at all reasonable times. Program progress and reviews by the City may be called for on an annual basis. In addition, the Chamber shall provide a written annual report to the Common Council of the City by the ~~May~~ July

meeting each year. Said report shall include a summary of the financial information provided to the City's auditors as well as a summary of the Chamber's Tourism and Visitor Promotion activities for the previous calendar year. Said annual reports shall be presented to the Tourism Commission prior to presentment to the Common Council

10. Independent Contractor. The Chamber is deemed an independent contractor and any and all officers and employees of the Chamber, including the staff associated with the Commission hired under this contract, while engaged in the performance of any work or services required by this agreement, shall be considered officers and employees of the Chamber only and not of the City or Commission. Any and all claims that may arise under Wisconsin Workers compensation made by or on behalf of said officers and employees while so engaged, and all claims made by any third party as a consequence of any act or omission on the part of the Chamber and its officers, employees and agents, while so engaged in any work or services under this agreement, shall be the sole obligation and responsibility of the Chamber. The Chamber shall take out and maintain, during the full term of this agreement and any renewal thereof, Workers Compensation Insurance for all of its employees performing work of services under this agreement and shall provide the City with written evidence of such insurance upon request.

11. Indemnification and Hold Harmless. The chamber shall indemnify, save and hold harmless the City and all of its officers, agents and employees of and from any and all claims, demand, actions, or causes of actions of whatever nature and character, arising out of or by reason of the execution or performance of work of services provided herein, and further agrees to defend, at its sole cost and expense, any action on proceeding commenced for the purpose of asserting any claim of whatever character arising hereunder. The Chamber shall not indemnify, save and hold harmless the City as a result of the negligence or misconduct of the City and its officers, agents and employees, from any and all claims, demands, actions or causes of actions of whatever nature of character, arising out of or by reason of the execution or performance of work or services provided herein.

12. Termination. Any or all parties to this agreement may cancel their participation in this agreement at any time, with or without cause, upon giving ninety (90) days written notice of such cancellation to the Chamber, who shall distribute it to the other parties. If this agreement is cancelled under this provision, the Commission shall reimburse the Chamber according to the terms hereof to the date of such cancellation.

In the event that cancellation results in the abolishment of the Tourism Commission, the City shall further reimburse the Chamber for any and all

costs to which the Chamber may be obligated in the faithful performance of this agreement and the annual work program.

In witness whereof, the parties hereto have caused this agreement to be executed on the day and the year first above written.

Merrill Area Chamber of Commerce

By: _____

Attest: _____

City of Merrill

By: _____

Attest: _____

Merrill Tourism Commission

By: _____

Attest: _____

Attachment: Tourism Promotional Agreement (1247 : Resolution to amend Tourism Promotion Agreement)

RESOLUTION NO. _____

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A GROUP CHILD CARE FACILITY LOCATED AT 122 N. STATE STREET IN MERRILL

WHEREAS, Renee-Hertzfeldt f/k/a Renee Williams, d/b/a Building Block, has requested a conditional use permit pursuant to the Merrill Zoning Code Chapter 113, Article IV for the purpose of operating a Group Child Care facility on the following described property:

Lot Ten (10), Block Five (5) of McCord and Wright Addition to the City of Merrill, Lincoln County, Wisconsin; and,

WHEREAS, the City Plan Commission scheduled a hearing on the application on September 1, 2015, due public notice having been given and opportunity given to those interested to speak on the application; and,

WHEREAS, the City Plan Commission has reviewed the Application, but has no recommendation of said application;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of September, 2015, that a conditional use permit shall be issued to Renee Hertzfeldt, d/b/a Building Block for the purpose of operating a Group Child Care facility on the above described property.

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution Conditional Use Permit (1271 : Resolution C.U.P. for Building Block)

CITY OF MERRILL
1004 EAST FIRST STREET
MERRILL, WI 54452

NOTICE OF PUBLIC HEARING

All persons interested will be given an opportunity to be heard at a public hearing to be held by and before the City Plan Commission of the City of Merrill, Wisconsin, commencing at **6:00 P.M., on Tuesday, September 1, 2015**, in the City Hall Council Chambers, 1004 East First Street, Merrill, Wisconsin, on the following proposed matter, to wit;

Consider Conditional Use Permit application from Building Block (Renee Hertzfeldt) for a Group Child Care facility at 122 North State Street. The parcel number is 34.0060.001.941.00.00.

Anyone having any questions regarding the hearing should contact Zoning Administrator, Darin Pagel at 715-536-4880.

Dated: August 14, 2015

CITY OF MERRILL, WISCONSIN

By: 

William N. Heideman, CMC, WCMC
City Clerk

APPLICATION FOR CONDITIONAL USE PERMIT CITY OF MERRILL

DATE 7-27-15

APPLICANT'S NAME: Renee Hertzfeldt
 BUSINESS NAME: Building Block
 PHONE #: 715-432-7030 EMAIL: jbccj12345@yahoo.com
 PROPERTY ADDRESS: 122 N State St. Merrill
 PROPERTY OWNER'S NAME: Renee Hertzfeldt
 TAX ROLL#: 34- PIN #: 251-
 EXISTING USE: Home and Family Child Care
 PROPOSED USE: Group Child Care
 REASON FOR REQUESTING A USE PERMIT CHANGE: I would like to
 move out of my home and turn my house into
 a group child care.

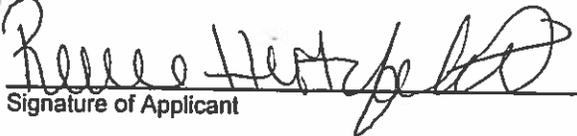
**PLEASE PROVIDE A SEPARATE ATTACHMENT WITH A RESPONSE
TO EACH OF THE FOLLOWING ITEMS**

(Required per Section 113-100 of the Zoning Code)

1. A statement, in writing by applicant, that describes how the proposed conditional use(s) shall conform to the standards set forth in Section 113-103 hereinafter.
 - a) The establishment, maintenance or operation of the conditional use will not be detrimental or endanger public health, safety, morals, comfort or general welfare.
 - b) That the uses, values, and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with use of adjacent land (describe mitigating features to be part of the operations of the proposed use).
 - c) Describe how the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the Zoning District.
 - d) Describe if adequate utilities, access roads, drainage, and other required site improvements have been or will be provided.
 - e) Describe what adequate measures have been taken to provide ingress and egress and how designed as to minimize traffic congestion in public streets.

- f) Explain how the conditional use shall conform to all applicable regulations of the district in which it is located.
- g) Explain how the conditional use will not violate flood plain regulations governing the site.
- h) That when applying the above standards to any new construction or placing an addition on an existing building, the Plan Commission and Common Council shall bear in mind the statement of purposes for the zoning district such that the proposed building or addition at the proposed location, does not defeat the purpose and objective of the Zoning District.
- i) In addition to passing the Conditional use Permit, the Plan Commission and Common Council shall also evaluate the effect of the proposed use upon:
 - I) The maintenance of safe and healthful conditions;
 - II) The prevention of water pollution including sedimentation;
 - III) Existing topography, drainage features and vegetative cover on the site;
 - IV) The location of the site with respect to floodplains and floodways of rivers and streams;
 - V) The erosion potential of the site based upon the degree and direction of slope, soil type, and vegetative cover;
 - VI) The location of the site with respect to existing or future access roads;
 - VII) The need of the proposed use for a shoreline location;
 - VIII) The compatibility with uses on adjacent land;
 - IX) The amount of liquid waste to be generated and the adequacy of the proposed disposal system.
- 2. Include the Names and Addresses of the architect, professional engineer, and contractor (if appropriate), and all property owners of record within 100 feet of the applicant. Note: Zoning Administrator will provide list of property owners to be included in the submittal.
- 3. Description of the subject site by lot, block, and recorded subdivision or by metes and bounds description address of the subject site; type of structure; proposed operation or use of the structure of site; number of employees and the Zoning District within which the subject site lies.
- 4. Plat of Survey prepared by a registered land surveyor showing property lines, buildings, improvements, landscaping, and all of the information required for a building permit.
- 5. Additional information as may be required by the Plan Commission of Common Council, or Officers of the City.
- 6. A fee of \$175.00 must accompany the application.

The information submitted with this application is true and accurate to the best of my knowledge and belief.



 Signature of Applicant

 Signature of Applicant

Renee Hertzfeldt
July 27, 2015

Conditional Use Permit Explanation

1a. This business will be licensed by the State of Wisconsin and will follow all state regulations. I will be providing quality child care to the community, which will include keeping the property safe and free of anything harmful to my neighbors, the community, my staff and the children we will provide care for.

1b. My future business/group child care will be properly maintained, cleaned and the proper family environment will be provided. I will be providing a respectable service for my neighbors and community. The noise level will be kept down to a minimum from 5am to 5pm. After 5pm there will be no noise.

1c. My neighbors can develop, build, and improve the properties and neighborhood without affecting my business.

1d. Two fenced in areas are already installed. The two parking spaces in front of the garage and Second Street will be used for staff and parents dropping off children. Heat, electricity and water/sewage are in working order. Nothing more is needed.

1e. The two parking spaces in front of garage and Second Street will be used for staff and customers. If extra parking is needed, the driveway can be extended into the backyard.

1f. All garbage, parking, noise, snow removal, and lawn mowing regulations will be followed. Liability and property insurance will be obtained as needed.

1g. My business will be following all flood plain regulations. The property will not be altered to violate any regulations.

1h. In the future when making changes and improvements, I will only use this property as a child care and continue to follow the conditions I stated in this statement.

2. I will not be using an architect, professional engineer or contractor.

3. Description-122 N State St
MC CORD & WRIGHT ADD'N
LT 10 BLK 5
*1941
D0490914
Type of structure- single family
Proposed use- Group Child Care Center
Number of employees- 4
Zoning District- Residential 3

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE FILING OF AN URBAN FORESTRY GRANT APPLICATION

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

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

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

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of September, 2015, that the applicant, City of Merrill, will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers City of Merrill, by its City Forester, its official or employee to act on its behalf to:

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

BE IT FURTHER RESOLVED, the incumbent's name and contact information is Dan Wendorf, City Forester, Telephone No. 715-536-7313, email address is Dan.Wendorf@ci.merrill.wi.us.

Recommended by: Parks and
Recreation Commission

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution Urban Forestry Grant Application (1270 : Resolution for Urban Forestry Grant application)

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MERRILL, WISCONSIN AND RD PROPERTIES LLC

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 8 on September 13, 2011 and amended the boundary and TIF Plan on September 24, 2013; and,

WHEREAS, RD Properties LLC proposes acquisition, demolition, and then future construction of new commercial building in the 500-block of West Main Street, which is located within TID No. 8; and,

WHEREAS, the City of Merrill finds that the proposed redevelopment and the fulfillment of the items and conditions of the attached Agreement are in the vital and best interest of the City of Merrill, Redevelopment Authority and City residents and serves a public purpose in accordance with State law; and,

WHEREAS, the City and RD Properties LLC have negotiated Phase I of the development agreement to provide for acquisition and demolition of former manufacturing building on North Genesee Street.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of September, 2015, that the Mayor and City Clerk are authorized to sign the Phase I development agreement by and between the City of Merrill and RD Properties LLC and to facilitate the implementation thereof.

Recommended by: Redevelopment Authority (RDA)

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution on Development Agreement with RD Properties (1274 : Resolution on Development Agreement with RD Properties)

City of Merrill – TIF Development Incentive Overview

TID No. 8 (West Side)

Property Owner:	New owner will be RD Properties, LLC (Dan Kolehouse of C& D Excavating, Inc.)
Location:	500-Block W. Main St. (West of Humphrey's Bar)
Development:	Acquisition and demolition of manufacturing building followed by construction of new commercial building
Equipment:	New development will have Personal Property
Jobs:	New development will have new jobs
Investment:	Site acquisition, demolition and disposal, and then future construction of new commercial building
Infrastructure:	After evaluation of the cleared site, ownership of the northern portion of the property will be transferred to the City of Merrill. The City will be responsible for construction and maintenance of new municipal parking lot to serve the west side.

TID Development Incentive:

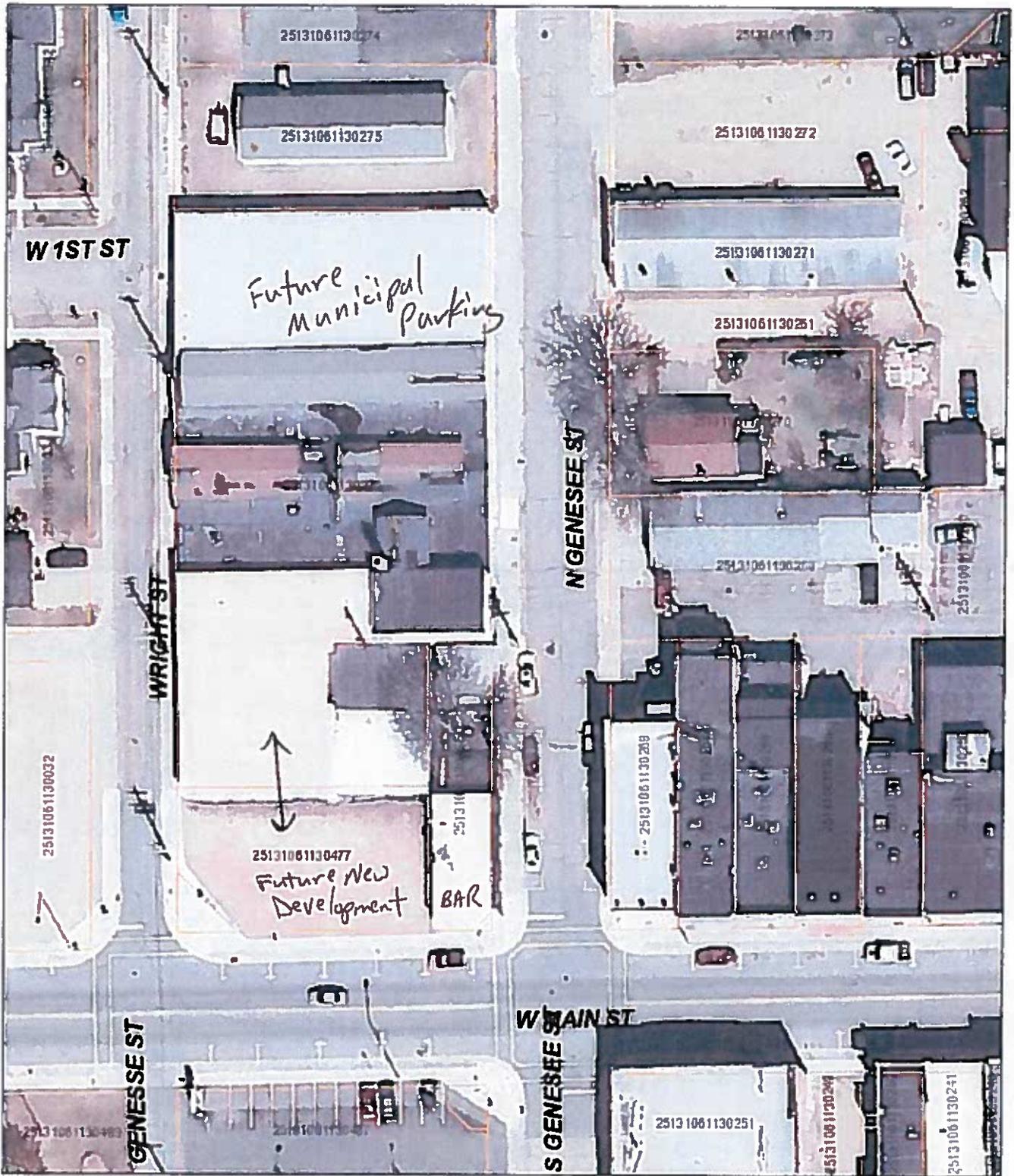
Staff recommendation:

Total of \$40,000 for Phase I – site acquisition closing.

Once plans for new commercial development are finalized, a Phase II development agreement will be negotiated. Additional TID development incentive payments are anticipated to facilitate the future new development.

TID Lifespan Tax Increment:

Spreadsheet provided – projected at over \$250,000 and likely to be higher than conservative estimate.



City of Merrill GIS



SCALE: 1" = 56'



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: 7/12/2013

City of Merrill - Projected Tax Increment (TID No. 8 - West Side)						
500-Block West Main St. - Conceptual New Development						
Real Estate						
	Current	Current	Total	Projected	Projected	
	Valuation	Valuation	Valuation	Future	TID Increment	
Land	\$16,700	\$28,600	\$45,300	\$47,700	\$2,400	
Improved	\$0	\$162,400	\$162,400	\$450,000	\$287,600	
Total	\$16,700	\$191,000	\$207,700	\$497,700	\$290,000	
Acres	0.136	0.956	1.092			
106 N. Genesee St.						
Projected Tax Increment (TID No. 8 - West Side)						
Const. Year	Value Year	Revenue Year	Personal Property	Total Value Increment	Tax Rate	Projected TID Increment
			10% Depreciation			
2016	2017	2018	Partial Valuation	\$100,000	\$32.83	\$3,283
2017	2018	2019	\$150,000	\$440,000	\$32.83	\$14,445
2018	2019	2020	\$135,000	\$425,000	\$32.83	\$13,953
2019	2020	2021	\$121,500	\$411,500	\$32.83	\$13,510
2020	2021	2022	\$109,350	\$399,350	\$32.83	\$13,111
2021	2022	2023	\$98,415	\$388,415	\$32.83	\$12,752
2022	2023	2024	\$88,574	\$378,574	\$32.83	\$12,429
2023	2024	2025	\$79,716	\$369,716	\$32.83	\$12,138
2024	2025	2026	\$71,745	\$361,745	\$32.83	\$11,876
2025	2026	2027	\$64,570	\$354,570	\$32.83	\$11,641
2026	2027	2028	\$58,113	\$348,113	\$32.83	\$11,429
2027	2028	2029	\$120,000	\$410,000	\$32.83	\$13,460
2028	2029	2030	\$108,000	\$398,000	\$32.83	\$13,066
2029	2030	2031	\$97,200	\$387,200	\$32.83	\$12,712
2030	2031	2032	\$87,480	\$377,480	\$32.83	\$12,393
2031	2032	2033	\$78,732	\$368,732	\$32.83	\$12,105
2032	2033	2034	\$70,859	\$360,859	\$32.83	\$11,847
2033	2034	2035	\$63,773	\$353,773	\$32.83	\$11,614
2034	2035	2036	\$57,396	\$347,396	\$32.83	\$11,405
2035	2036	2037	\$51,656	\$341,656	\$32.83	\$11,217
2036	2037	2038	\$46,490	\$336,490	\$32.83	\$11,047
Projected Tax Increment						\$251,431

RESOLUTION NO.

A RESOLUTION HONORING CHERI L. REINHARDT FOR HER LONG-TIME SERVICE TO THE CITY OF MERRILL

WHEREAS, Cheri L. Reinhardt has served the City of Merrill Transit Department for 19 years, from September 4, 1996 to September 4, 2015; and,

WHEREAS, these years of service have been marked by dedication to the best interests of our community, and the safety and well-being of our employees and citizens; and

WHEREAS, Cheri L. Reinhardt has earned the admiration and respect of her fellow employees by the way in which she has carried out her duties; and

WHEREAS, Cheri L. Reinhardt's skills and experience will be missed at the City of Merrill Transit Department;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of September, 2015, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Cheri L. Reinhardt has given the City of Merrill Transit Department and commends her for those 19 years of service; and

BE IT FURTHER RESOLVED, that we hereby commend the meritorious and dedicated service of Cheri L. Reinhardt, congratulate her upon the occasion of her retirement from the City of Merrill Transit Department, and extend our warmest wishes for her enjoyment of continued prosperity in the years that lie ahead.

Recommended: Common Council

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution honoring Reinhardt (1267 : Resolution honoring Cheri Reinhardt)

RESOLUTION NO.

A RESOLUTION HONORING MICHAEL J. SCHROEDER FOR HIS LONG-TIME SERVICE TO THE CITY OF MERRILL

WHEREAS, Michael J. Schroeder has served the City of Merrill Library for 27 years, from January 11, 1988 to September 3, 2015; and,

WHEREAS, these years of service have been marked by dedication to the best interests of our community, and the safety and well-being of our employees and citizens; and

WHEREAS, Michael J. Schroeder has earned the admiration and respect of his fellow employees by the way in which he has carried out his duties; and

WHEREAS, Michael J. Schroeder's skills and experience will be missed at the City of Merrill Library;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of September, 2015, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Michael J. Schroeder has given the City of Merrill Library and commends him for those 27 years of service; and

BE IT FURTHER RESOLVED, that we hereby commend the meritorious and dedicated service of Michael J. Schroeder, congratulate him upon the occasion of his retirement from the City of Merrill Library, and extend our warmest wishes for his enjoyment of continued prosperity in the years that lie ahead.

Recommended: Common Council

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution honoring Schroeder (1268 : Resolution honoring Mike Schroeder)

RESOLUTION NO.

A RESOLUTION HONORING JAMES A. REHWINKEL FOR HIS LONG-TIME SERVICE TO THE CITY OF MERRILL

WHEREAS, James A. Rehwinkel has served the City of Merrill for 23 years, from March 30, 1992 to September 4, 2015; and,

WHEREAS, these years of service have been marked by dedication to the best interests of our community, and the safety and well-being of our employees and citizens; and

WHEREAS, James A. Rehwinkel has earned the admiration and respect of his fellow employees by the way in which he has carried out his duties; and

WHEREAS, James A. Rehwinkel's skills and experience will be missed at the City of Merrill Janitorial Department;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of September, 2015, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service James A. Rehwinkel has given the City of Merrill Janitorial Department and commends him for those 23 years of service; and

BE IT FURTHER RESOLVED, that we hereby commend the meritorious and dedicated service of James A. Rehwinkel, congratulate him upon the occasion of his retirement from the City of Merrill Janitorial Department, and extend our warmest wishes for his enjoyment of continued prosperity in the years that lie ahead.

Recommended: Common Council

CITY OF MERRILL, WISCONSIN

Moved: _____

William R. Bialecki
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution honoring Rehwinkel (1269 : Resolution honoring Jim Rehwinkel)