

City of Merrill - Joint Review Board

Tuesday, August 8th, 2017 at 4:30 P.M.
City Hall Council Chambers, 1004 East First Street

Members Present: Mayor Bill Bialecki (City of Merrill representative), Brian Dasher (Merrill Area Public Schools representative), Ryan Schwartzman (public member), Roxane Lutgen (Northcentral Technical District representative – arriving at 4:35 p.m.), and Bob Weaver (Lincoln County representative – arriving at 4:42 p.m.)

Others Present: City Clerk Bill Heideman, Finance Director/RDA Secretary Kathy Unertl, City Administrator Dave Johnson, City Attorney Tom Hayden, and Dewey Pfister

Call to order: Bialecki called the meeting to order at 4:30 P.M.

Reconfirm Public Member: Motion (Bialecki/Dasher) to reconfirm Ryan Schwartzman as the Public Member. Carried.

Reconfirm Chairperson: Motion (Schwartzman/Dasher) for Bialecki to continue as Chairperson. Carried.

Discuss responsibilities of the Joint Review Board: No questions regarding JRB responsibilities.

Review and consideration of minutes from May 18th, 2017 meeting:

Motion (Schwartzman/Bialecki to approve the meeting minutes. Carried.

Review Annual PE-300 Reports and the performance and status of TIDs No. 3 through No. 11:

Unertl highlighted the Tax Increment District equalized valuation and tax increment being generated. For 2017, the TID tax increment totals \$915,335.

The annual report included 12/31/2016 fiscal status information, as well subsequent TID borrowing in March 2017. Based upon 2017 TID revenues and planned expenditures, Unertl also provided projected 12/31/2017 fiscal status.

Unertl summarized the PE-300 information in a spreadsheet and included information on TID No. 11 given the amount of TID borrowing and TID expenditures for that TID. No PE-300 report was required since TID No. 11 was first created in May 2016 and no tax increment could have been certified.

Review Annual PE-300 Reports (Continued):

As far as expenditures, the major categories included developer grants and loans; Blight – Demo (with \$177,894 for Page Milk in TID No. 9); capital infrastructure improvements; and real property assembly costs. Merrill TID expenditures totaled \$2,871,438 in 2016.

As to TID revenues, the City of Merrill borrowed just over \$1.3 million dollars; there was \$645,649 in Tax Increment; other miscellaneous amounts; and additional City General Fund Advances. A total of \$300,000 in Tax Increment from TID No. 3 was transferred into “blighted area” TIDs. Unertl reported that additional future tax increment transfers from TID No. 3 to “blighted area” TIDs are anticipated.

Unertl distributed an update on TIDs with major 2016 land purchases. TID No. 11 has three new twelve-unit apartment buildings being completed and beginning to be occupied. Assessed valuation for the property has more than doubled:

		Land	Improved	Total
2015	Entire 17.8 acre site	\$ 94,000	\$ 7,500	\$101,500
2017	Phase 1 – 6.9 acres Footings only	\$125,400	\$125,000	\$250,400

Unertl reported that she is projecting total valuation of about \$2,225,400 as of 1/1/2018.

As to TID No. 10 (the former Fox Point site), the City of Merrill is selling the vacant land to Merrill Area Housing Authority (MAHA). Two phases of multi-family housing construction is being planned with Phase I beginning in spring 2018. There will be a Payment in Lieu of Taxes (PILOT) to cover any TID No. 10 deficits. No tax increment transfers from other TIDs into TID No. 10 are planned.

Review and discuss draft project plans for proposed TID No. 12 and proposed TID No. 8 boundary and plan amendment:

RDA Secretary Kathy Unertl provided the following TID Plan overviews:

TID No. 8 changes:

- Three parcels being deleted
 - two owned by Trinity Lutheran Church (Laundromat & parking lot)
 - vacant land parcel along the Wisconsin River (Merrill Area Development Corp/Merrill Renewal Properties) - to TID No. 12
- Project expenses include water and sewer utility infrastructure for Mitchell Metal Products (within ½ mile of TID No. 8 boundary) – manufacturing addition

TID No. 12 creation:

- Mixed-Use TID including Weinbrenner Shoe Outlet, factory/parking lot, two houses, River Bend Trail, and the vacant land along Wisconsin River (parcel from TID No. 8)
- Instead of two tax parcels related to Weinbrenner factory and parking lot, there are actually five tax parcels. Final TID Plan will include all these parcels as identified by Lincoln County Tax Lister and Lincoln County Abstract.
- Potential TID expenditures include:
 - separation of Polk St. streetlights from Weinbrenner parking lot lighting;
 - potential future TID cash development incentive for Weinbrenner parking lot improvements;
 - various potential street infrastructure improvements (including street lighting) within ½ mile of the TID boundary; and
 - potential TID cash development incentives or infrastructure improvements if the Wisconsin River parcel is developed in the future.

Unertl reported that if there were future expansion(s) of the Weinbrenner factory, potential TID cash development incentive(s) would need to be included within an amended TID No. 12 plan.

Next Joint Review Board meeting date:

Merrill Common Council action on Redevelopment Authority (RDA) recommendations is scheduled for Wednesday, August 23rd, 2017.

Consensus for Joint Review Board to meet on Tuesday, September 12th, 2017 at 4:30 p.m.

Public Comment: None.

Adjournment:

Motion (Schwartzman/Lutgen) to adjourn. Carried at 4:55 p.m..

Minutes prepared and submitted by:
Kathy Unertl, Finance Director/RDA Secretary