



# CITY OF MERRILL

## COMMON COUNCIL

AGENDA • TUESDAY OCTOBER 9, 2018

Regular Meeting

City Hall Council Chambers

7:00 PM

1. Call to Order
2. Silent Prayer
3. Pledge of Allegiance
4. Roll Call
5. Public Comment Period
6. Agenda items related to vacant District 2 & District 3 aldermanic positions:
  1. Consider recommendations from October 9, 2018 Committee of the Whole meeting related to candidate and duration of term to fill vacant Aldermanic District #2 seat. The candidates who have applied for the position (listed alphabetically by last name) are Steve Hass and Mike Willman.
  2. Consider recommendations from October 9, 2018 Committee of the Whole meeting related to candidate and duration of term to fill vacant Aldermanic District #3 seat. The candidates who have applied for the position (listed alphabetically by last name) are Rick Blake and Eric Ott.
  3. Oath of Office for Alderpersons in the Second and Thrid Aldermanic Districts.
7. Minutes of previous Common Council meeting(s):
  1. Minutes of September 11, 2018 meeting
8. Revenue & Expense Reports(s):
  1. Revenue & Expense Report for Period Ending September 30, 2018
9. General agenda items:
  1. Employee Years of Service Recognition:

Diane M. Wais, 20 years (City Attorney's office)
10. Board of Public Works:
  1. Consider award of fiber-optic infrastructure construction bid. The Board of Public Works recommends approving the bid of \$489,358.80 from Underground Systems.
  2. Consider recommendation and potential amendment of proposal for Pneumatic Control (DDC) project for the Police Wing of City Hall. The Board of Public Works recommends approving the original bid of \$120,266 from Complete Control.

11. City Plan Commission:
  1. Consider recommendation(s) from October 8, 2018 City Plan Commission meeting related to Site Plan for a sign at Bible Presbyterian Church, 1605 Highway G.
12. Health and Safety Committee:
  1. Consider application from the Merrill Historical Society, 100 East Third Street, for a temporary Class "B" (picnic) license to sell fermented malt beverages and wine at 100 East Third Street on Saturday, November 3, 2018, as part of a trivia night. The Health and Safety Committee recommends approval.
  2. Consider application from St. Francis Xavier Catholic Church, 1708 East Tenth Street, for a temporary Class "B" license to sell fermented malt beverages at 1708 East Tenth Street (inside and on grounds) on Sunday, October 14, 2018, as part of a fall festival. Alderman Sukow is bringing this application directly to the Common Council.
13. Personnel and Finance Committee:
  1. Consider 2018-2022 auditing service contract renewal with Schenck. The Personnel and Finance Committee recommends approval.
  2. Consider amendment to citizen feedback form policy to stipulate that all forms should be submitted to the City Administrator, unless the form relates to the City Administrator. All forms related to the City Administrator should be submitted to the City Attorney. The Personnel and Finance Committee recommends approval.
14. Placing Committee Reports on File:
  1. Consider placing the following committee reports on file: Board of Public Works, Festival Grounds Committee, Health and Safety Committee, Library Board, Merrill Enrichment Center Committee, Personnel and Finance Committee, Redevelopment Authority, Skate Park Special Committee, Transit Commission and Water and Sewage Disposal Committee.
15. Election(s):
  1. Elect Alderperson member of the City Plan Commission, replacing Pete Lokemoen, who has resigned from the Common Council.
16. Ordinances:
  1. An Ordinance Amending Chapter 38, Article III, Division 4, Section 38-214, related to Sand and Grease Traps (Interceptors). The Water and Sewage Disposal Committee recommends approval.
  2. An Ordinance Amending Chapter 111, Article II, Section 111-116, related to procedures for approving a Certified Survey Map. This ordinance is to be considered at the October 8<sup>th</sup>, 2018 City Plan Commission meeting.

3. An Ordinance Amending Chapter 113, Article II, Section 113-44, related to principal permitted uses and requirements for Public Use/Park and Recreation districts. This ordinance is to be considered at the October 8<sup>th</sup>, 2018 City Plan Commission meeting.
  4. An Ordinance Annexing territory from the Town of Merrill on a petition for direct annexation by unanimous approval pursuant to Wis. Stat. Sec. 66.0217(2); assigning aldermanic district and establishing temporary zoning. The Board of Public Works recommends approval, and the annexation is to be considered by the City Plan Commission at a meeting on October 8<sup>th</sup>, 2018.
17. Resolutions:
1. A Resolution authorizing a Development Agreement by and between the City and United Development Group LLC. The Redevelopment Authority recommends approval.
  2. A Resolution authorizing the issuance and sale of a \$1,728,000 Tax Increment Revenue Bond (TID NO. 3), Series 2018C and amending Resolution No. 2533 which authorized the issuance and sale of a Tax Increment Bond (TID NO. 3), Series 2017A. The Redevelopment Authority recommends approval.
  3. A Resolution approving a Certified Survey Map on County Road "G" and U.S. Highway "51" in the City, requested by the City. The Certified Survey Map (CSM) will be considered by the City Plan Commission at a meeting on October 8<sup>th</sup>, 2018.
18. Mayor's Communications
19. 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 SEPTEMBER 11, 2018**

**Regular Meeting**

**City Hall Council Chambers**

**7:00 PM**

1. Call to Order

Mayor Woellner called the meeting to order at 7:00 P.M. He announced that he would be voting if an election for Common Council President is held later in the meeting.

Attendee Name	Title	Status	Arrived
Paul Russell	Aldersperson - First District	Present	
Pete Lokemoen	Aldersperson - Second District	Present	
Steve Osness	Aldersperson - Fourth District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Excused	
Dave Sukow	Aldersperson - Sixth District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
Derek Woellner	Mayor	Present	

2. Silent Prayer

3. Pledge of Allegiance

4. Roll Call

5. Public Comment Period

Steve Hass stated that he hoped all the appointments on the agenda would be approved.

6. Agenda items related to vacant District 3 aldermanic position:

1. Consider the appointment of Eric Ott to fill the vacant Third District aldermanic seat, for a term expiring after the 2019 election. Mayor Woellner is bringing this agenda item to the Common Council.

No action was taken.

2. Establish policies and timetable for filling the vacant Third District aldermanic seat. Mayor Woellner is bringing this agenda item to the Common Council. This agenda item will only be considered if Eric Ott is not approved to fill the Third District aldermanic seat (previous agenda item).

Motion (Meehean/Norton) to use the "Letter of Intent" form provided by Finance Director Unertl and the procedures/timetable as follows:

Notice of this vacant seat will be published in local paper(s), on the City website and on social media. Interested candidates residing in Aldermanic District 3 would then be required to submit a letter of intent to the City Clerk by September 28<sup>th</sup>. A Committee of the Whole meeting would be held October 9<sup>th</sup> (prior to the Common Council meeting) in order to consider candidate(s) and make a recommendation for consideration at the Common Council meeting that same evening.

**RESULT: APPROVED**

7. Minutes of previous Common Council meeting(s):

1. Minutes of August 7, 2018 meeting

Motion (Meehean/Norton) to approve.

**RESULT: APPROVED**

8. Revenue & Expense Reports(s):

1. Revenue & Expense Report for Period Ending August 31, 2018

Motion (Norton/Sukow) to approve.

**RESULT: APPROVED**

9. 2018 Borrowing Presentation & Resolutions:

1. Sales Report presentation on Notes and Bonds and status update on TID No. 3 Revenue Bonds.

Representing Ehlers, Brian Reilly provided information on potential upcoming Tax Increment District (TID) Revenue Bonds. He also provided details related to the two borrowing resolutions to be considered during the meeting.

2. A Resolution authorizing the issuance and sale of \$1,310,000 General Obligation Promissory Notes, Series 2018A (Resolution #2580).

Note: This resolution is being published by title only. The entire resolution and any related exhibits are available for inspection in the Clerk/Treasurer at City Hall, 1004 East First Street.

**RESULT: APPROVED BY ROLL CALL VOTE [6 TO 0]**  
**MOVER:** Tim Meehean, Alderperson - Eighth District  
**SECONDER:** Rob Norton, Alderperson - Seventh District  
**AYES:** Russell, Lokemoen, Osness, Sukow, Norton, Meehean  
**EXCUSED:** Van Lieshout

3. A Resolution awarding the sale of \$1,575,000 General Obligation Corporate Purpose Bonds, Series 2018B (Resolution #2581).

Note: This resolution is being published by title only. The entire resolution and any related exhibits are available for inspection in the Clerk/Treasurer at City Hall, 1004 East First Street.

**RESULT:** APPROVED BY ROLL CALL VOTE [6 TO 0]  
**MOVER:** Rob Norton, Alderperson - Seventh District  
**SECONDER:** Tim Meehean, Alderperson - Eighth District  
**AYES:** Russell, Lokemoen, Osness, Sukow, Norton, Meehean  
**EXCUSED:** Van Lieshout

10. General agenda items:

1. Employee Years of Service Recognition:

Kay E. Andrews, 15 years (Library)

City Clerk Heideman read a certificate of recognition for Kay Andrews.

David A. Graveen, 15 years (Fire Department)

City Clerk Heideman read a certificate of recognition for Dave Graveen. Mayor Woellner presented the certificate to Dave Graveen.

Andrea M. Bennett, 10 years (Library)

City Clerk Heideman read a certificate of recognition for Andrea Bennett.

11. Board of Public Works:

1. Street Use Permit from The Haunted Sawmill to close the street in the area in front of the Haunted Sawmill (Hendricks Street from East Seventh Street to East Eighth Street) from 5:00 P.M. to 1 A.M. on the following dates in 2018: October 5, October 6, October 12, October 13, October 19, October 20, October 26, October 27 and October 31, in conjunction with a haunted house event. The Board of Public Works recommends approval.

Motion (Norton/Russell) to approve.

**RESULT:** APPROVED

2. Consider request from Parks and Recreation Commission to add 511 Logan Street as part of Athletic Park property. The Board of Public Works recommends approval.

Motion (Norton/Russell) to approve.

**RESULT:** APPROVED

3. Consider contract award to Complete Control Inc. for \$120,266 for DDC Conversion for Police Wing of City Hall. Mayor Woellner is bringing this bid directly to the Common Council.

Motion (Meehean/Lokemoen) to approve.

Alderman Meehean requested that his motion be withdrawn. Without objection, it was so ordered.

Motion (Osness/Norton) to reject the bid and begin the bid process again. Motion to reject carried.

4. Consider bid of \$62,044.50 from American Asphalt of Wisconsin for project involving paving at Stange Park and Normal Park. Mayor Woellner is bringing this bid directly to the Common Council.

Motion (Norton/Russell) to approve.

**RESULT: APPROVED**

12. Health and Safety Committee:

1. Application from Merrill Youth Hockey Association for a temporary Class "B" (picnic) license to sell fermented malt beverages at the Merrill Festival Grounds on Saturday, September 15th, 2018, in conjunction with the annual "Pork in the Park" event. The Health and Safety Committee recommends approval.

Motion (Sukow/Osness) to approve.

**RESULT: APPROVED**

2. Application from Westside Market LLC, Mark Raymer, Agent, for a Class "A" (beer) and a "Class A" (liquor) license for Westside Market, 1504 W. Main Street, effective September 12th, 2018. The Health and Safety Committee recommends approval.

Motion (Meehean/Sukow) to approve.

**RESULT: APPROVED**

3. Application from Craig Erickson for a Class "B" (beer) and a "Class B" (liquor) license for Erickson's Westside Tap, 116 N. Prospect Street, effective September 12th, 2018. The Health and Safety Committee recommends approval.

Motion (Sukow/Russell) to approve.

**RESULT: APPROVED**

4. Application from Brent Scantlin for a Class "B" (beer) and a "Class B" liquor license for DAT Bar, 1404 W. Main Street, effective October 1st, 2018. The Health and Safety Committee recommends approval.

Motion (Sukow/Russell) to approve.

**RESULT: APPROVED**

## 13. Personnel and Finance Committee:

1. Consider authorization to dispose of two Fire Department vehicles (1999 Ford F-250 flatbed truck, estimated value \$6,250 and 2006 Chevy Suburban, estimated value \$4,750) as part of new crew cab pick-up truck purchase for Fire Department. The Personnel and Finance Committee recommends approval.

Motion (Meehean/Russell) to approve.

**RESULT: APPROVED**

2. Consider citizen feedback form and policies/procedures related to use of the form. Alderman Meehean is bringing this agenda item directly to the Common Council.

Motion (Russell/Norton) to approve the format of the form included in the meeting packet. The form could be submitted to the Mayor, the City Clerk, the City Attorney or any Alderperson.

**RESULT: APPROVED**

## 14. Placing Committee Reports on File:

1. Consider placing the following committee reports on file: Airport Commission, Board of Public Works, City Plan Commission, Festival Grounds Committee, Health and Safety Committee, Historic Preservation Committee, Housing Authority, Library Board, Merrill Enrichment Center Committee, Parks and Recreation Commission, Personnel and Finance Committee, Skate Park Special Committee and Water and Sewage Disposal Committee.

Motion (Sukow/Norton) to place on file.

**RESULT: PLACED ON FILE**

## 15. Elections:

1. Elect President of the Common Council. replacing Ryan Schwartzman, who has resigned from the Common Council.

Motion (Lokemoen/Osness) to nominate Alderman Russell.

Motion (Meehean/Sukow) to nominate Alderman Norton.

Motion (Norton/Sukow) to close nominations. Carried.

The results of a secret (paper) ballot were four votes for Alderman Norton and three votes for Alderman Russell. Therefore, Alderman Norton was elected as Common Council President.

2. Elect Alderperson member of the City Plan Commission, replacing Ryan Schwartzman.

Motion (Russell/Meehean) to nominate Alderman Lokemoen.

Motion (Osness/Lokemoen) to close nominations. Carried.

On a voice vote, Alderman Lokemoen was elected as the Alderperson member of the City Plan Commission.

16. Mayor's Appointments:

Alderman Russell as Chairperson of the Personnel and Finance Committee, replacing Ryan Schwartzman as Chairperson.

Approved by one motion at the end of all appointments.

Alderman Sukow as Chairperson of Health and Safety Committee, replacing Alderman Russell, who would continue as a member of the Health and Safety Committee.

Approved by one motion at the end of all appointments.

Alderman Osness to the Personnel and Finance Committee, replacing Ryan Schwartzman.

Approved by one motion at the end of all appointments.

Alderman Van Lieshout to the Board of Public Works, replacing Ryan Schwartzman.

Approved by one motion at the end of all appointments.

Alderman Sukow to the Tourism Commission, replacing Alderman Osness, who has resigned as a member of the Tourism Commission.

Approved by one motion at the end of all appointments.

Darcy Dalsky to the Library Board, term to expire June 30, 2020.

Motion (Meehean/Russell) to approve all the appointments.

**RESULT: APPROVED**

17. Ordinances:

1. An Ordinance amending Code of Ordinances Chapter 105, Article II, Division 3, Section 105-83, related to fees and procedure for razing of buildings (Ordinance 2018-05).

City Attorney Hayden gave the ordinance a first reading.

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

City Attorney Hayden gave the ordinance a second reading and a third reading by title only.

**RESULT:** APPROVED [6 TO 0]  
**MOVER:** Rob Norton, Alderperson - Seventh District  
**SECONDER:** Pete Lokemoen, Alderperson - Second District  
**AYES:** Russell, Lokemoen, Osness, Sukow, Norton, Meehean  
**EXCUSED:** Van Lieshout

2. An Ordinance amending Code of Ordinances Chapter 30, Article II, Section 30-33, related to recycling (Ordinance #2018-06).

City Attorney Hayden gave the ordinance a first reading.

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

City Attorney Hayden gave the ordinance a second reading and a third reading by title only.

**RESULT:** APPROVED [6 TO 0]  
**MOVER:** Rob Norton, Alderperson - Seventh District  
**SECONDER:** Steve Osness, Alderperson - Fourth District  
**AYES:** Russell, Lokemoen, Osness, Sukow, Norton, Meehean  
**EXCUSED:** Van Lieshout

3. An Ordinance amending Code of Ordinances Chapter 16, related to solid waste and recycling fees (Ordinance #2018-07).

City Attorney Hayden gave the ordinance a first reading.

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

City Attorney Hayden gave the ordinance a second reading and a third reading by title only.

**RESULT:** APPROVED [6 TO 0]  
**MOVER:** Rob Norton, Alderperson - Seventh District  
**SECONDER:** Steve Osness, Alderperson - Fourth District  
**AYES:** Russell, Lokemoen, Osness, Sukow, Norton, Meehean  
**EXCUSED:** Van Lieshout

4. An Ordinance Amending Code of Ordinances Chapter 16, Section 16-1 related to Parks and Recreation Fees, Rates, and Deposits Customarily Used (Ordinance #2018-08).

City Attorney Hayden gave the ordinance a first reading.

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

City Attorney Hayden gave the ordinance a second reading and a third reading by title only.

**RESULT:** APPROVED [6 TO 0]  
**MOVER:** Rob Norton, Alderperson - Seventh District  
**SECONDER:** Tim Meehean, Alderperson - Eighth District  
**AYES:** Russell, Lokemoen, Osness, Sukow, Norton, Meehean  
**EXCUSED:** Van Lieshout

18. Resolutions (continued):

1. A Resolution approving North Central Wisconsin Stormwater Coalition Cooperative Agreement (Resolution #2582).

Motion (Norton/Meehean) to approve.

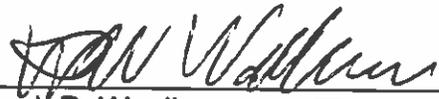
**RESULT:** APPROVED

19. Mayor's Communications

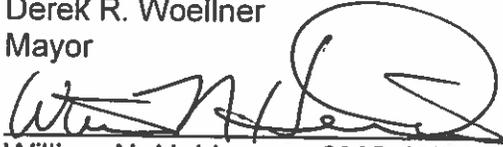
Mayor Woellner asked everyone to pause, remember and reflect on the terrorist attacks on the United States 17 years ago today.

20. Adjournment

Motion (Norton/Osness) to adjourn. Carried. Adjourned at 8:25 P.M.

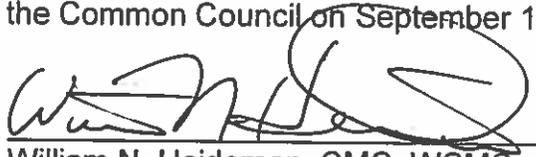


Derek R. Woellner  
Mayor



William N. Heideman, CMC, WCMC  
City Clerk

I, William N. Heideman, City Clerk of the City of Merrill, Wisconsin, do hereby certify that the Mayor approved the above action of the Common Council on September 13<sup>th</sup>, 2018.



William N. Heideman, CMC, WCMC  
City Clerk

Attachment: Council Minutes 2018-09-11 (3625 : Minutes of September 11, 2018 meeting)



## City of Merrill

Kathy Unertl, Finance Director

1004 East 1st Street • Merrill, Wisconsin • 54452

Phone: 715.536.5594 • Fax: 715.539.2668

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

Date: October 2<sup>nd</sup>, 2018

To: Mayor Derek Woellner  
Alderpersons

From: Kathy Unertl, Finance Director

RE: September 2018 Revenue & Expense Reports

### Revenues – General Fund:

Consistent with budgeted amounts.

### Expenses – General Fund:

Expenditures are consistent with budgeted amounts. Any overages will be offset by health insurance savings (due to employee shifts to Health Incentive Program instead of City coverage).

### Fund 30 – Debt Service:

All non-Utility debt service is paid through Fund 30. City of Merrill paid almost \$1 million in Principal and Interest in September.

As shown by "Transfer from TID" revenue, almost 1/3<sup>rd</sup> was for Tax Increment Revenue Bonds for TID No. 3 and TID No. 4.

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

30 -Debt Service  
 Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>Taxes (or Utility Rev.)</b>					
40000-41027 Transfer from Airport	1,625.00	0.00	0.00	0.00	1,625.00
40000-41041 Transfer from TID	430,859.00	306,406.64	309,872.89	71.92	120,986.11
40000-41110 Tax Levy - Debt Service	1,401,207.00	0.00	1,401,207.00	100.00	0.00
<b>TOTAL Taxes (or Utility Rev.)</b>	<b>1,833,691.00</b>	<b>306,406.64</b>	<b>1,711,079.89</b>	<b>93.31</b>	<b>122,611.11</b>
<b>Miscellaneous Revenues</b>					
40000-48110 Interest - Debt Service Fund	0.00	0.00	0.00	0.00	0.00
40000-48250 Fed Stimulus - BAB	3,708.94	0.00	2,657.77	71.66	1,051.17
<b>TOTAL Miscellaneous Revenues</b>	<b>3,708.94</b>	<b>0.00</b>	<b>2,657.77</b>	<b>71.66</b>	<b>1,051.17</b>
<b>Other Financing Sources</b>					
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	11,500.00	0.00	13,098.00	113.90	( 1,598.00)
<b>TOTAL Other Financing Sources</b>	<b>11,500.00</b>	<b>0.00</b>	<b>13,098.00</b>	<b>113.90</b>	<b>( 1,598.00)</b>
<b>TOTAL REVENUES</b>	<b>1,848,899.94</b>	<b>306,406.64</b>	<b>1,726,835.66</b>	<b>93.40</b>	<b>122,064.28</b>

**EXPENDITURES**

**Debt Service**

50000-06-11755 STL 2009-2 Equip	14,064.39	0.00	14,064.39	100.00	0.00
50000-06-11800 STL 2010-1 Prin BAB	39,000.00	0.00	39,000.00	100.00	0.00
50000-06-11900 GO 2013A - Fire Primarily	170,000.00	0.00	0.00	0.00	170,000.00
50000-06-11905 GO 2013B - Various	375,000.00	0.00	0.00	0.00	375,000.00
50000-06-11913 Series GO2016A-Various	75,000.00	75,000.00	75,000.00	100.00	0.00
50000-06-11916 Series GO2016B-Various	140,049.00	140,049.00	140,049.00	100.00	0.00
50000-06-11923 GO 2017C - Various	85,000.00	85,000.00	85,000.00	100.00	0.00
50000-06-11925 GO 2017D - Various	70,000.00	70,000.00	70,000.00	100.00	0.00
50000-06-12043 STL 2009-1 -Prin Faciliti	14,077.03	0.00	14,077.03	100.00	0.00
50000-06-12045 SIB Prin.-W. Main St.	9,788.39	0.00	7,322.96	74.81	2,465.43
50000-06-12050 STL 2005 Prin.-Streets	15,830.93	0.00	15,830.93	100.00	0.00
50000-06-12065 STF 2011-1 BAB-10 Year	40,352.20	0.00	40,352.20	100.00	0.00
50000-06-14080 GO 2017C-TID #4 Prin.	20,000.00	20,000.00	20,000.00	100.00	0.00
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
50000-06-14821 GO2017C-TID 11	25,000.00	25,000.00	25,000.00	100.00	0.00
50000-06-14827 GO2017C-TID 7	5,000.00	5,000.00	5,000.00	100.00	0.00
50000-06-14828 GO2017C-TID 8	5,000.00	5,000.00	5,000.00	100.00	0.00
50000-06-14829 GO2017C-TID 9	10,000.00	10,000.00	10,000.00	100.00	0.00
50000-06-14916 GO 2016B-TID3	57,350.00	57,350.00	57,350.00	100.00	0.00
50000-06-14917 GO 2016B-TID6	9,151.00	9,151.00	9,151.00	100.00	0.00
50000-06-14918 GO 2016B-TID8	0.00	0.00	0.00	0.00	0.00
50000-06-14973 TID Rev Bond-TID3 Princ	155,000.00	155,000.00	155,000.00	100.00	0.00

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

30 -Debt Service  
 Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
50000-06-14974 TID Rev Bond-TID4 Princ	46,000.00	46,000.00	46,000.00	100.00	0.00
50000-06-18075 STL 2004 Prin.- Pension	24,352.42	0.00	24,352.42	100.00	0.00
50000-06-21755 STL 2009-2 Int Equip	1,294.27	0.00	1,294.27	100.00	0.00
50000-06-21800 STL 2010-1 BAB Int.	3,465.00	0.00	3,465.00	100.00	0.00
50000-06-21900 GO2013 A - Fire Interest	120,205.00	0.00	60,102.50	50.00	60,102.50
50000-06-21905 GO 2013B - Various Int.	41,825.00	0.00	20,912.50	50.00	20,912.50
50000-06-21913 GO 2016A Int - Various	30,848.00	15,423.75	30,847.50	100.00	0.50
50000-06-21914 GO 2016B Int-Airport	1,625.00	812.50	1,625.00	100.00	0.00
50000-06-21916 GO 2016B Int-Variou	64,222.58	32,111.29	64,222.58	100.00	0.00
50000-06-21923 GO 2017C - Int	46,062.50	46,062.50	46,062.50	100.00	0.00
50000-06-21925 GO 2017D - Int	13,849.00	13,849.01	13,849.01	100.00	( 0.01)
50000-06-22043 STL 2009-1-Int Facilities	633.47	0.00	633.47	100.00	0.00
50000-06-22045 SIB Int.-W. Main St.	526.11	0.00	412.92	78.49	113.19
50000-06-22050 STL 2005 Int.-Streets	7,557.23	0.00	7,557.23	100.00	0.00
50000-06-22065 STF 2011-1 Int BAB-10 YR	4,665.22	0.00	4,665.22	100.00	0.00
50000-06-24080 GO 2017C Int. -TID #4	6,700.00	6,700.00	6,700.00	100.00	0.00
50000-06-24085 GO 2013A Int. -TID #5	1,032.50	0.00	516.25	50.00	516.25
50000-06-24090 GO 2013A Int. -TID #6	5,900.00	0.00	2,950.00	50.00	2,950.00
50000-06-24821 GO2017C Int - TID 11	17,913.19	17,913.19	17,913.19	100.00	0.00
50000-06-24827 GO2017C Int - TID 7	4,955.21	4,955.21	4,955.21	100.00	0.00
50000-06-24828 GO2017C Int - TID 8	3,931.60	3,931.60	3,931.60	100.00	0.00
50000-06-24829 GO2017C Int - TID 9	8,607.64	8,607.64	8,607.64	100.00	0.00
50000-06-24916 GO 2016B Int-TID 3	9,815.50	4,907.75	9,815.50	100.00	0.00
50000-06-24917 GO 2016B Int-TID 6	3,174.68	1,587.34	3,174.68	100.00	0.00
50000-06-24918 GO 2016B Int-TID 8	1,925.00	962.50	1,925.00	100.00	0.00
50000-06-24927 NAN Series 2016C-TID 7	3,192.00	3,236.33	3,236.33	101.39	( 44.33)
50000-06-24940 NAN Series 2016C-TID 10	19,750.50	20,024.81	20,024.81	101.39	( 274.31)
50000-06-24941 NAN Series 2016C-TID 11	20,149.51	20,429.36	20,429.36	101.39	( 279.85)
50000-06-24973 TID Rev Bond-TID3 Int	44,441.67	44,441.67	44,441.67	100.00	0.00
50000-06-24974 TID Rev Bond-TID4 Int	17,274.47	17,274.47	17,274.47	100.00	0.00
50000-06-28075 STL 2004 Int.- Pension	8,750.12	0.00	8,750.12	100.00	0.00
50000-06-38087 GO 2013A	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)
50000-06-38091 GO 2016A	0.00	0.00	350.00	0.00	( 350.00)
50000-06-38092 GO 2016B	0.00	0.00	350.00	0.00	( 350.00)
50000-06-38093 GO 2017C	0.00	400.00	400.00	0.00	( 400.00)
50000-06-38094 GO 2017D	0.00	400.00	400.00	0.00	( 400.00)
50000-06-38100 BAB Fed Paperwork	0.00	0.00	300.00	0.00	( 300.00)
<b>TOTAL Debt Service</b>	<b>1,929,307.33</b>	<b>966,580.92</b>	<b>1,290,345.46</b>	<b>66.88</b>	<b>638,961.87</b>
<b>TOTAL EXPENDITURES</b>	<b>1,929,307.33</b>	<b>966,580.92</b>	<b>1,290,345.46</b>	<b>66.88</b>	<b>638,961.87</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 80,407.39)</b>	<b>( 660,174.28)</b>	<b>436,490.20</b>	<b>0.00</b>	<b>( 516,897.59)</b>
<b>FUND TOTAL REVENUES</b>	<b>1,848,899.94</b>	<b>306,406.64</b>	<b>1,726,835.66</b>	<b>93.40</b>	<b>122,064.28</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>1,929,307.33</b>	<b>966,580.92</b>	<b>1,290,345.46</b>	<b>66.88</b>	<b>638,961.87</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 80,407.39)</b>	<b>( 660,174.28)</b>	<b>436,490.20</b>	<b>0.00</b>	<b>( 516,897.59)</b>

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,395,210.00	1,220.23	4,396,410.69	100.03	( 1,200.69)
Intergovernmental	4,153,782.00	0.00	1,329,669.70	32.01	2,824,112.30
Licenses and Permits	41,246.00	765.00	31,428.02	76.20	9,817.98
Fines, Forfeits, & Pen.	118,500.00	2,583.35	73,082.59	61.67	45,417.41
Public Charges-Services	7,375.00	956.50	6,290.85	85.30	1,084.15
Miscellaneous Revenues	96,350.00	7,364.82	81,862.36	84.96	14,487.64
<b>TOTAL Non-Departmental</b>	<b>8,812,463.00</b>	<b>12,889.90</b>	<b>5,918,744.21</b>	<b>67.16</b>	<b>2,893,718.79</b>
<u>Municipal Court</u>					
Intergov Charges (Misc.)	6,286.00	797.50	5,527.00	87.93	759.00
<b>TOTAL Municipal Court</b>	<b>6,286.00</b>	<b>797.50</b>	<b>5,527.00</b>	<b>87.93</b>	<b>759.00</b>
<u>City Attorney</u>					
Intergov Charges (Misc.)	10,000.00	2,583.75	8,208.00	82.08	1,792.00
Miscellaneous Revenues	12,750.00	0.00	0.00	0.00	12,750.00
<b>TOTAL City Attorney</b>	<b>22,750.00</b>	<b>2,583.75</b>	<b>8,208.00</b>	<b>36.08</b>	<b>14,542.00</b>
<u>Mayor</u>					
Miscellaneous Revenues	1,355.00	0.00	0.00	0.00	1,355.00
<b>TOTAL Mayor</b>	<b>1,355.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,355.00</b>
<u>City Administrator</u>					
Miscellaneous Revenues	23,000.00	0.00	0.00	0.00	23,000.00
<b>TOTAL City Administrator</b>	<b>23,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23,000.00</b>
<u>Clerk/Treasurer Staff</u>					
Miscellaneous Revenues	2,500.00	0.00	0.00	0.00	2,500.00
<b>TOTAL Clerk/Treasurer Staff</b>	<b>2,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,500.00</b>
<u>Treasurer/Finance Dir.</u>					
Licenses and Permits	750.00	210.66	2,097.50	279.67	( 1,347.50)
Miscellaneous Revenues	25,000.00	0.00	0.00	0.00	25,000.00
<b>TOTAL Treasurer/Finance Dir.</b>	<b>25,750.00</b>	<b>210.66</b>	<b>2,097.50</b>	<b>8.15</b>	<b>23,652.50</b>
<u>Over-Collected Taxes</u>					
Miscellaneous Revenues	1,500.00	0.00	478.64	31.91	1,021.36
<b>TOTAL Over-Collected Taxes</b>	<b>1,500.00</b>	<b>0.00</b>	<b>478.64</b>	<b>31.91</b>	<b>1,021.36</b>
<u>Police</u>					
Intergovernmental	17,500.00	2,000.00	2,494.23	14.25	15,005.77
Public Charges-Services	10,500.00	425.50	4,692.27	44.69	5,807.73
Intergov Charges (Misc.)	8,300.00	0.00	5,826.78	70.20	2,473.22
Miscellaneous Revenues	200.00	0.00	1,192.44	596.22	( 992.44)
<b>TOTAL Police</b>	<b>36,500.00</b>	<b>2,425.50</b>	<b>14,205.72</b>	<b>38.92</b>	<b>22,294.28</b>

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Traffic Control</b>					
Miscellaneous Revenues	0.00	0.00	721.22	0.00	( 721.22)
TOTAL Traffic Control	0.00	0.00	721.22	0.00	( 721.22)
<b>Fire Protection</b>					
Public Charges-Services	7,050.00	0.00	4,336.79	61.51	2,713.21
Intergov Charges (Misc.)	217,547.64	0.00	217,547.64	100.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection	224,597.64	0.00	221,884.43	98.79	2,713.21
<b>Ambulance/EMS</b>					
Intergovernmental	1,043,593.00	79,275.41	653,989.41	62.67	389,603.59
TOTAL Ambulance/EMS	1,043,593.00	79,275.41	653,989.41	62.67	389,603.59
<b>Bldg. Inspection/Zoning</b>					
Licenses and Permits	30,000.00	2,575.00	33,238.10	110.79	( 3,238.10)
Miscellaneous Revenues	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL Bldg. Inspection/Zoning	40,000.00	2,575.00	33,238.10	83.10	6,761.90
<b>Public Works/Engineer</b>					
Miscellaneous Revenues	44,912.55	0.00	0.00	0.00	44,912.55
TOTAL Public Works/Engineer	44,912.55	0.00	0.00	0.00	44,912.55
<b>Street Superintendent</b>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Street Superintendent	0.00	0.00	0.00	0.00	0.00
<b>Garage Maintenance</b>					
Miscellaneous Revenues	0.00	0.00	1,210.00	0.00	( 1,210.00)
TOTAL Garage Maintenance	0.00	0.00	1,210.00	0.00	( 1,210.00)
<b>Operations Support (M&amp;E)</b>					
Intergovernmental	320,500.00	21,363.86	189,899.45	59.25	130,600.55
TOTAL Operations Support (M&E)	320,500.00	21,363.86	189,899.45	59.25	130,600.55
<b>Roads</b>					
Intergovernmental	70,559.00	0.00	14,492.20	20.54	56,066.80
Public Charges-Services	2,500.00	0.00	4,114.00	164.56	( 1,614.00)
Miscellaneous Revenues	0.00	0.00	9,063.09	0.00	( 9,063.09)
TOTAL Roads	73,059.00	0.00	27,669.29	37.87	45,389.71
<b>Snow and Ice</b>					
Public Charges-Services	12,500.00	0.00	6,602.60	52.82	5,897.40
TOTAL Snow and Ice	12,500.00	0.00	6,602.60	52.82	5,897.40

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CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Stormwater Maintenance</b>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Stormwater Maintenance	0.00	0.00	0.00	0.00	0.00
<b>Street Painting-Marking</b>					
Intergovernmental	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Street Painting-Marking	1,500.00	0.00	0.00	0.00	1,500.00
<b>Street Lighting</b>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Street Lighting	0.00	0.00	0.00	0.00	0.00
<b>Stormwater Plan/Const.</b>					
Licenses and Permits	750.00	0.00	0.00	0.00	750.00
TOTAL Stormwater Plan/Const.	750.00	0.00	0.00	0.00	750.00
<b>Airport</b>					
Public Charges-Services	25,000.00	900.00	22,896.09	91.58	2,103.91
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Airport	25,000.00	900.00	22,896.09	91.58	2,103.91
<b>Transit</b>					
Specials (Utility Rev.)	232,500.00	0.00	53,271.35	22.91	179,228.65
Intergovernmental	90,000.00	0.00	80,154.00	89.06	9,846.00
Public Charges-Services	150,750.00	9,929.65	100,597.15	66.73	50,152.85
Miscellaneous Revenues	20,000.00	0.00	5,161.00	25.81	14,839.00
TOTAL Transit	493,250.00	9,929.65	239,183.50	48.49	254,066.50
<b>Garbage Collection</b>					
Miscellaneous Revenues	6,000.00	520.00	4,788.00	79.80	1,212.00
TOTAL Garbage Collection	6,000.00	520.00	4,788.00	79.80	1,212.00
<b>Recycling</b>					
Intergovernmental	32,500.00	0.00	32,523.65	100.07	( 23.65)
Miscellaneous Revenues	7,500.00	643.00	8,733.34	116.44	( 1,233.34)
TOTAL Recycling	40,000.00	643.00	41,256.99	103.14	( 1,256.99)
<b>Weed &amp; Nuisance Control</b>					
Public Charges-Services	5,000.00	0.00	300.00	6.00	4,700.00
Miscellaneous Revenues	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Weed & Nuisance Control	6,000.00	0.00	300.00	5.00	5,700.00
<b>MEC - Enrichment</b>					
Public Charges-Services	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL MEC - Enrichment	10,000.00	0.00	0.00	0.00	10,000.00

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Library</b>					
Intergovernmental	448,400.00	224,200.00	448,400.00	100.00	0.00
Public Charges-Services	16,000.00	1,135.96	10,436.48	65.23	5,563.52
Miscellaneous Revenues	0.00	0.00	7,635.05	0.00	( 7,635.05)
<b>TOTAL Library</b>	<b>464,400.00</b>	<b>225,335.96</b>	<b>466,471.53</b>	<b>100.45</b>	<b>( 2,071.53)</b>
<b>Parks</b>					
Public Charges-Services	13,942.00	2,022.13	9,644.54	69.18	4,297.46
Miscellaneous Revenues	0.00	0.00	250.00	0.00	( 250.00)
<b>TOTAL Parks</b>	<b>13,942.00</b>	<b>2,022.13</b>	<b>9,894.54</b>	<b>70.97</b>	<b>4,047.46</b>
<b>River Bend Trail</b>					
Miscellaneous Revenues	0.00	0.00	303.75	0.00	( 303.75)
<b>TOTAL River Bend Trail</b>	<b>0.00</b>	<b>0.00</b>	<b>303.75</b>	<b>0.00</b>	<b>( 303.75)</b>
<b>Recreation Programs</b>					
Public Charges-Services	96,000.00	1,339.38	64,775.90	67.47	31,224.10
<b>TOTAL Recreation Programs</b>	<b>96,000.00</b>	<b>1,339.38</b>	<b>64,775.90</b>	<b>67.47</b>	<b>31,224.10</b>
<b>Decorations &amp; Banners</b>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Decorations &amp; Banners</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Outside Agencies</b>					
Miscellaneous Revenues	0.00	0.00	253.80	0.00	( 253.80)
<b>TOTAL Outside Agencies</b>	<b>0.00</b>	<b>0.00</b>	<b>253.80</b>	<b>0.00</b>	<b>( 253.80)</b>
<b>Cable Franchise Adm</b>					
Licenses and Permits	5,750.00	0.00	0.00	0.00	5,750.00
<b>TOTAL Cable Franchise Adm</b>	<b>5,750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,750.00</b>
<b>MARC - Smith Center</b>					
Public Charges-Services	72,400.00	3,450.25	34,475.29	47.62	37,924.71
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
<b>TOTAL MARC - Smith Center</b>	<b>72,400.00</b>	<b>3,450.25</b>	<b>34,475.29</b>	<b>47.62</b>	<b>37,924.71</b>
<b>Aquatic Center</b>					
Public Charges-Services	105,000.00	634.08	79,899.56	76.09	25,100.44
<b>TOTAL Aquatic Center</b>	<b>105,000.00</b>	<b>634.08</b>	<b>79,899.56</b>	<b>76.09</b>	<b>25,100.44</b>
<b>TOTAL REVENUE</b>	<b>12,031,258.19</b>	<b>366,896.03</b>	<b>8,048,974.52</b>	<b>66.90</b>	<b>3,982,283.67</b>

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CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>EXPENDITURES</b>					
<u>Common Council</u>					
Personnel Services	34,202.00	2,194.60	20,449.10	59.79	13,752.90
Contractual Services	6,635.00	0.00	4,165.05	62.77	2,469.95
Supplies & Expenses	11,163.00	370.42	6,559.27	58.76	4,603.73
<b>TOTAL Common Council</b>	<b>52,000.00</b>	<b>2,565.02</b>	<b>31,173.42</b>	<b>59.95</b>	<b>20,826.58</b>
<u>Municipal Court</u>					
Personnel Services	82,526.00	6,486.37	60,206.03	72.95	22,319.97
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	6,350.00	458.53	3,363.83	52.97	2,986.17
Capital Outlay	0.00	988.00	988.00	0.00	( 988.00)
Technology	5,550.00	0.00	5,076.00	91.46	474.00
<b>TOTAL Municipal Court</b>	<b>94,926.00</b>	<b>7,932.90</b>	<b>69,633.86</b>	<b>73.36</b>	<b>25,292.14</b>
<u>City Attorney</u>					
Personnel Services	214,088.00	16,868.60	155,652.65	72.70	58,435.35
Contractual Services	3,700.00	0.00	3,119.00	84.30	581.00
Supplies & Expenses	7,375.00	1,138.70	5,556.88	75.35	1,818.12
<b>TOTAL City Attorney</b>	<b>225,163.00</b>	<b>18,007.30</b>	<b>164,328.53</b>	<b>72.98</b>	<b>60,834.47</b>
<u>Mayor</u>					
Personnel Services	13,780.00	1,043.40	9,912.30	71.93	3,867.70
Supplies & Expenses	1,575.00	0.00	436.55	27.72	1,138.45
<b>TOTAL Mayor</b>	<b>15,355.00</b>	<b>1,043.40</b>	<b>10,348.85</b>	<b>67.40</b>	<b>5,006.15</b>
<u>City Administrator</u>					
Personnel Services	113,927.00	8,934.49	82,721.60	72.61	31,205.40
Contractual Services	1,000.00	56.53	509.40	50.94	490.60
Supplies & Expenses	850.00	18.90	41.66	4.90	808.34
<b>TOTAL City Administrator</b>	<b>115,777.00</b>	<b>9,009.92</b>	<b>83,272.66</b>	<b>71.93</b>	<b>32,504.34</b>
<u>Personnel - HR</u>					
Contractual Services	5,250.00	373.85	2,491.00	47.45	2,759.00
Supplies & Expenses	500.00	0.00	0.00	0.00	500.00
<b>TOTAL Personnel - HR</b>	<b>5,750.00</b>	<b>373.85</b>	<b>2,491.00</b>	<b>43.32</b>	<b>3,259.00</b>
<u>City Clerk</u>					
Personnel Services	76,120.00	5,915.69	55,465.72	72.87	20,654.28
Supplies & Expenses	4,650.00	402.36	2,261.58	48.64	2,388.42
Technology	5,400.00	0.00	5,953.50	110.25	( 553.50)
<b>TOTAL City Clerk</b>	<b>86,170.00</b>	<b>6,318.05</b>	<b>63,680.80</b>	<b>73.90</b>	<b>22,489.20</b>

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CITY OF MERRILL  
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 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Clerk/Treasurer Staff</b>					
Personnel Services	162,789.00	6,692.06	129,072.56	79.29	33,716.44
Supplies & Expenses	1,100.00	220.19	516.33	46.94	583.67
<b>TOTAL Clerk/Treasurer Staff</b>	<b>163,889.00</b>	<b>6,912.25</b>	<b>129,588.89</b>	<b>79.07</b>	<b>34,300.11</b>
<b>Elections - AVERAGED</b>					
Personnel Services	24,950.00	6,770.16	28,281.88	113.35	( 3,331.88)
Contractual Services	12,000.00	0.00	0.00	0.00	12,000.00
Supplies & Expenses	1,550.00	378.23	899.25	58.02	650.75
<b>TOTAL Elections - AVERAGED</b>	<b>38,500.00</b>	<b>7,148.39</b>	<b>29,181.13</b>	<b>75.80</b>	<b>9,318.87</b>
<b>Treasurer/Finance Dir.</b>					
Personnel Services	103,570.00	8,080.13	75,250.60	72.66	28,319.40
Contractual Services	5,850.00	156.47	4,431.47	75.75	1,418.53
Supplies & Expenses	25,150.00	( 227.04)	15,803.38	62.84	9,346.62
<b>TOTAL Treasurer/Finance Dir.</b>	<b>134,570.00</b>	<b>8,009.56</b>	<b>95,485.45</b>	<b>70.96</b>	<b>39,084.55</b>
<b>Information Technology</b>					
Personnel Services	88,475.00	4,016.27	48,720.11	55.07	39,754.89
Technology	116,775.00	3,901.15	120,831.38	103.47	( 4,056.38)
<b>TOTAL Information Technology</b>	<b>205,250.00</b>	<b>7,917.42</b>	<b>169,551.49</b>	<b>82.61</b>	<b>35,698.51</b>
<b>Assessment of Property</b>					
Contractual Services	28,200.00	0.00	19,350.00	68.62	8,850.00
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
<b>TOTAL Assessment of Property</b>	<b>28,300.00</b>	<b>0.00</b>	<b>19,350.00</b>	<b>68.37</b>	<b>8,950.00</b>
<b>Independent Auditing</b>					
Contractual Services	15,000.00	0.00	12,600.00	84.00	2,400.00
Technology	1,850.00	0.00	1,054.00	56.97	796.00
<b>TOTAL Independent Auditing</b>	<b>16,850.00</b>	<b>0.00</b>	<b>13,654.00</b>	<b>81.03</b>	<b>3,196.00</b>
<b>City Maintenance</b>					
Personnel Services	133,597.00	7,857.39	76,756.96	57.45	56,840.04
Contractual Services	67,500.00	5,068.09	51,037.26	75.61	16,462.74
Supplies & Expenses	14,750.00	1,340.37	12,347.02	83.71	2,402.98
Capital Outlay	7,000.00	0.00	941.40	13.45	6,058.60
Technology	0.00	0.00	190.44	0.00	( 190.44)
<b>TOTAL City Maintenance</b>	<b>222,847.00</b>	<b>14,265.85</b>	<b>141,273.08</b>	<b>63.39</b>	<b>81,573.92</b>
<b>City Maint-Library</b>					
Personnel Services	0.00	219.93	713.98	0.00	( 713.98)
<b>TOTAL City Maint-Library</b>	<b>0.00</b>	<b>219.93</b>	<b>713.98</b>	<b>0.00</b>	<b>( 713.98)</b>

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>City Maint-Fire Station</b>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
TOTAL City Maint-Fire Station	0.00	0.00	0.00	0.00	0.00
<b>Over-Collected Taxes</b>					
Supplies & Expenses	350.00	0.00	4,275.63	221.61	( 3,925.63)
TOTAL Over-Collected Taxes	350.00	0.00	4,275.63	221.61	( 3,925.63)
<b>Insurance/Employee</b>					
Personnel Services	56,194.00	0.00	1,796.04	3.20	54,397.96
Fixed Charges	321,725.00	2,622.54	255,922.58	79.55	65,802.42
TOTAL Insurance/Employee	377,919.00	2,622.54	257,718.62	68.19	120,200.38
<b>Police</b>					
Personnel Services	2,287,590.00	173,682.03	1,572,185.02	68.73	715,404.98
Contractual Services	52,900.00	28,903.04	40,099.62	75.80	12,800.38
Supplies & Expenses	58,100.00	5,983.90	41,122.00	70.78	16,978.00
Capital Outlay	11,000.00	0.00	0.00	0.00	11,000.00
Technology	12,500.00	0.00	11,835.31	94.68	664.69
TOTAL Police	2,422,090.00	208,568.97	1,665,241.95	68.75	756,848.05
<b>Traffic Control</b>					
Personnel Services	7,525.00	1,768.81	8,539.30	113.48	( 1,014.30)
Supplies & Expenses	18,500.00	518.04	13,543.83	73.21	4,956.17
TOTAL Traffic Control	26,025.00	2,286.85	22,083.13	84.85	3,941.87
<b>Fire Protection</b>					
Personnel Services	1,427,613.00	96,011.14	965,847.26	67.65	461,765.74
Contractual Services	26,250.00	1,793.60	22,988.63	87.58	3,261.37
Supplies & Expenses	51,500.00	2,655.87	40,341.37	78.33	11,158.63
Capital Outlay	0.00	614.96	614.96	0.00	( 614.96)
Technology	6,500.00	335.96	3,013.86	46.37	3,486.14
TOTAL Fire Protection	1,511,863.00	101,411.53	1,032,806.08	68.31	479,056.92
<b>Fire Protection-Hydrants</b>					
Contractual Services	125,160.00	0.00	93,870.00	75.00	31,290.00
TOTAL Fire Protection-Hydrants	125,160.00	0.00	93,870.00	75.00	31,290.00
<b>Ambulance/EMS</b>					
Personnel Services	936,693.00	60,752.58	629,050.34	67.16	307,642.66
Contractual Services	27,750.00	1,793.61	19,004.07	68.48	8,745.93
Supplies & Expenses	73,650.00	2,761.15	68,564.45	93.09	5,085.55
Technology	5,500.00	335.96	3,013.85	54.80	2,486.15
TOTAL Ambulance/EMS	1,043,593.00	65,643.30	719,632.71	68.96	323,960.29

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CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Bldg. Inspection/Zoning</b>					
Personnel Services	136,581.00	10,595.61	98,326.82	71.99	38,254.18
Contractual Services	1,725.00	8.78	170.48	9.88	1,554.52
Supplies & Expenses	5,030.00	283.13	2,139.08	42.53	2,890.92
<b>TOTAL Bldg. Inspection/Zoning</b>	<b>143,336.00</b>	<b>10,887.52</b>	<b>100,636.38</b>	<b>70.21</b>	<b>42,699.62</b>
<b>City Sealer</b>					
Contractual Services	4,800.00	0.00	4,800.00	100.00	0.00
<b>TOTAL City Sealer</b>	<b>4,800.00</b>	<b>0.00</b>	<b>4,800.00</b>	<b>100.00</b>	<b>0.00</b>
<b>Public Works/Engineer</b>					
Personnel Services	85,410.54	5,359.41	32,519.31	38.07	52,891.23
Contractual Services	1,500.00	50.00	50.00	3.33	1,450.00
Supplies & Expenses	2,250.00	193.59	1,370.99	60.93	879.01
Technology	1,000.00	0.00	542.36	54.24	457.64
<b>TOTAL Public Works/Engineer</b>	<b>90,160.54</b>	<b>5,603.00</b>	<b>34,482.66</b>	<b>38.25</b>	<b>55,677.88</b>
<b>Street Commissioner</b>					
Personnel Services	1,794.00	207.02	1,035.10	57.70	758.90
Contractual Services	0.00	367.42	367.42	0.00	( 367.42)
Supplies & Expenses	431.00	153.42	294.58	68.35	136.42
<b>TOTAL Street Commissioner</b>	<b>2,225.00</b>	<b>727.86</b>	<b>1,697.10</b>	<b>76.27</b>	<b>527.90</b>
<b>Street Superintendent</b>					
Personnel Services	82,834.00	6,220.84	58,006.24	70.03	24,827.76
Supplies & Expenses	1,600.00	39.80	1,146.08	71.63	453.92
Technology	0.00	0.00	2,165.42	0.00	( 2,165.42)
<b>TOTAL Street Superintendent</b>	<b>84,434.00</b>	<b>6,260.64</b>	<b>61,317.74</b>	<b>72.62</b>	<b>23,116.26</b>
<b>Garage Maintenance</b>					
Personnel Services	820.00	0.00	608.29	74.18	211.71
Contractual Services	41,250.00	1,265.91	21,639.67	52.46	19,610.33
Supplies & Expenses	11,500.00	3,416.60	14,737.51	128.15	( 3,237.51)
Capital Outlay	0.00	0.00	9,169.07	0.00	( 9,169.07)
<b>TOTAL Garage Maintenance</b>	<b>53,570.00</b>	<b>4,682.51</b>	<b>46,154.54</b>	<b>86.16</b>	<b>7,415.46</b>
<b>Operations Support (M&amp;E)</b>					
Personnel Services	193,050.00	14,907.62	139,359.72	72.19	53,690.28
Contractual Services	3,000.00	0.00	3,108.00	103.60	( 108.00)
Supplies & Expenses	351,700.00	35,692.37	293,766.33	83.53	57,933.67
Technology	1,750.00	0.00	550.00	31.43	1,200.00
<b>TOTAL Operations Support (M&amp;E)</b>	<b>549,500.00</b>	<b>50,599.99</b>	<b>436,784.05</b>	<b>79.49</b>	<b>112,715.95</b>
<b>Roads</b>					
Personnel Services	223,025.00	19,613.51	164,030.38	73.55	58,994.62
Supplies & Expenses	98,500.00	6,002.69	36,524.00	37.08	61,976.00
<b>TOTAL Roads</b>	<b>321,525.00</b>	<b>25,616.20</b>	<b>200,554.38</b>	<b>62.38</b>	<b>120,970.62</b>

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2018

## 10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Street Cleaning</b>					
Personnel Services	46,850.00	5,568.24	29,360.24	62.67	17,489.76
Supplies & Expenses	1,000.00	11.00	968.25	96.83	31.75
<b>TOTAL Street Cleaning</b>	<b>47,850.00</b>	<b>5,579.24</b>	<b>30,328.49</b>	<b>63.38</b>	<b>17,521.51</b>
<b>Snow and Ice</b>					
Personnel Services	181,525.00	0.00	141,944.61	78.20	39,580.39
Contractual Services	1,350.00	0.00	1,485.00	110.00	( 135.00)
Supplies & Expenses	60,000.00	0.00	52,086.65	86.81	7,913.35
<b>TOTAL Snow and Ice</b>	<b>242,875.00</b>	<b>0.00</b>	<b>195,516.26</b>	<b>80.50</b>	<b>47,358.74</b>
<b>Stormwater Maintenance</b>					
Personnel Services	28,835.00	4,931.50	31,304.49	108.56	( 2,469.49)
Contractual Services	2,500.00	0.00	0.00	0.00	2,500.00
Supplies & Expenses	17,500.00	2,512.58	28,069.27	160.40	( 10,569.27)
<b>TOTAL Stormwater Maintenance</b>	<b>48,835.00</b>	<b>7,444.08</b>	<b>59,373.76</b>	<b>121.58</b>	<b>( 10,538.76)</b>
<b>Street Painting-Marking</b>					
Personnel Services	20,450.00	0.00	18,255.20	89.27	2,194.80
Supplies & Expenses	23,500.00	6,771.22	34,013.69	144.74	( 10,513.69)
<b>TOTAL Street Painting-Marking</b>	<b>43,950.00</b>	<b>6,771.22</b>	<b>52,268.89</b>	<b>118.93</b>	<b>( 8,318.89)</b>
<b>Street Leave Expenses</b>					
Personnel Services	71,300.00	3,876.81	43,259.13	60.67	28,040.87
<b>TOTAL Street Leave Expenses</b>	<b>71,300.00</b>	<b>3,876.81</b>	<b>43,259.13</b>	<b>60.67</b>	<b>28,040.87</b>
<b>Street Lighting</b>					
Contractual Services	165,250.00	15,447.06	107,555.21	65.09	57,694.79
Capital Outlay	2,250.00	0.00	0.00	0.00	2,250.00
<b>TOTAL Street Lighting</b>	<b>167,500.00</b>	<b>15,447.06</b>	<b>107,555.21</b>	<b>64.21</b>	<b>59,944.79</b>
<b>Stormwater Plan/Const.</b>					
Contractual Services	7,250.00	0.00	3,209.00	44.26	4,041.00
<b>TOTAL Stormwater Plan/Const.</b>	<b>7,250.00</b>	<b>0.00</b>	<b>3,209.00</b>	<b>44.26</b>	<b>4,041.00</b>
<b>Airport</b>					
Personnel Services	1,250.00	78.77	808.02	64.64	441.98
Contractual Services	114,736.00	6,964.39	91,879.77	80.08	22,856.23
Supplies & Expenses	32,014.00	3,481.68	25,428.37	79.43	6,585.63
<b>TOTAL Airport</b>	<b>148,000.00</b>	<b>10,524.84</b>	<b>118,116.16</b>	<b>79.81</b>	<b>29,883.84</b>
<b>Transit</b>					
Personnel Services	388,700.00	25,849.29	241,806.96	62.21	146,893.04
Contractual Services	3,500.00	99.08	2,010.65	57.45	1,489.35
Supplies & Expenses	130,950.00	8,848.14	55,228.20	42.18	75,721.80
Fixed Charges	30,500.00	0.00	32,303.48	105.91	( 1,803.48)
Technology	1,500.00	122.85	692.08	46.14	807.92
<b>TOTAL Transit</b>	<b>555,150.00</b>	<b>34,919.36</b>	<b>332,041.37</b>	<b>59.81</b>	<b>223,108.63</b>

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue &amp; Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Garbage Collection</b>					
Personnel Services	128,578.00	9,002.02	77,266.01	60.09	51,311.99
Supplies & Expenses	97,000.00	8,431.50	60,671.78	62.55	36,328.22
Capital Outlay	23,500.00	1,748.74	17,614.03	74.95	5,885.97
<b>TOTAL Garbage Collection</b>	<b>249,078.00</b>	<b>19,182.26</b>	<b>155,551.82</b>	<b>62.45</b>	<b>93,526.18</b>
<b>Recycling</b>					
Personnel Services	144,350.00	11,045.09	100,261.59	69.46	44,088.41
Supplies & Expenses	56,300.00	4,224.98	42,297.70	75.13	14,002.30
<b>TOTAL Recycling</b>	<b>200,650.00</b>	<b>15,270.07</b>	<b>142,559.29</b>	<b>71.05</b>	<b>58,090.71</b>
<b>Weed &amp; Nuisance Control</b>					
Personnel Services	17,275.00	1,735.44	10,171.30	58.88	7,103.70
Contractual Services	250.00	50.00	200.00	80.00	50.00
Supplies & Expenses	1,250.00	148.95	847.19	67.78	402.81
<b>TOTAL Weed &amp; Nuisance Control</b>	<b>18,775.00</b>	<b>1,934.39</b>	<b>11,218.49</b>	<b>59.75</b>	<b>7,556.51</b>
<b>Health Officer</b>					
Personnel Services	3,660.00	1,830.06	3,660.12	100.00	( 0.12)
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
<b>TOTAL Health Officer</b>	<b>3,760.00</b>	<b>1,830.06</b>	<b>3,660.12</b>	<b>97.34</b>	<b>99.88</b>
<b>MEC - Enrichment</b>					
Personnel Services	126,815.00	9,589.80	88,545.62	69.82	38,269.38
Contractual Services	200.00	39.37	356.61	178.31	( 156.61)
Supplies & Expenses	4,735.00	232.35	3,225.63	68.12	1,509.37
Capital Outlay	0.00	0.00	0.00	0.00	0.00
<b>TOTAL MEC - Enrichment</b>	<b>131,750.00</b>	<b>9,861.52</b>	<b>92,127.86</b>	<b>69.93</b>	<b>39,622.14</b>
<b>Library</b>					
Personnel Services	733,260.00	56,557.21	525,981.90	71.73	207,278.10
Contractual Services	52,500.00	3,635.54	36,587.93	69.69	15,912.07
Supplies & Expenses	40,555.00	6,243.87	50,933.86	125.59	( 10,378.86)
Fixed Charges	9,400.00	0.00	9,460.00	100.64	( 60.00)
Capital Outlay	0.00	0.00	7,000.00	0.00	( 7,000.00)
Print Media - Library	55,450.00	5,249.10	35,820.53	64.60	19,629.47
Non-Print Media-Library	24,327.00	814.05	16,158.34	66.42	8,168.66
Technology	60,715.00	767.94	42,001.98	69.18	18,713.02
<b>TOTAL Library</b>	<b>976,207.00</b>	<b>73,267.71</b>	<b>723,944.54</b>	<b>74.16</b>	<b>252,262.46</b>
<b>Parks</b>					
Personnel Services	213,563.00	19,121.12	164,981.98	77.25	48,581.02
Contractual Services	31,500.00	2,441.83	18,955.08	60.17	12,544.92
Supplies & Expenses	39,350.00	4,995.22	29,037.90	73.79	10,312.10
Capital Outlay	24,000.00	950.37	11,786.94	49.11	12,213.06
<b>TOTAL Parks</b>	<b>308,413.00</b>	<b>27,508.54</b>	<b>224,761.90</b>	<b>72.88</b>	<b>83,651.10</b>

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>River Bend Trail</u>					
Contractual Services	1,450.00	136.63	2,278.40	157.13	( 828.40)
TOTAL River Bend Trail	1,450.00	136.63	2,278.40	157.13	( 828.40)
<u>Athletic Park Lights</u>					
Contractual Services	1,800.00	133.92	992.01	55.11	807.99
Supplies & Expenses	200.00	0.00	0.00	0.00	200.00
TOTAL Athletic Park Lights	2,000.00	133.92	992.01	49.60	1,007.99
<u>Ott's Park Lights</u>					
Contractual Services	1,400.00	123.59	1,599.52	114.25	( 199.52)
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Ott's Park Lights	1,500.00	123.59	1,599.52	106.63	( 99.52)
<u>Recreation Programs</u>					
Personnel Services	211,347.00	17,045.31	180,146.81	85.24	31,200.19
Contractual Services	2,775.00	296.25	5,314.95	191.53	( 2,539.95)
Supplies & Expenses	40,450.00	4,006.26	24,977.77	61.75	15,472.23
TOTAL Recreation Programs	254,572.00	21,347.82	210,439.53	82.66	44,132.47
<u>Marketing - PR</u>					
Personnel Services	2,875.00	0.00	3,000.66	104.37	( 125.66)
Supplies & Expenses	20,625.00	5,069.22	17,937.37	86.97	2,687.63
TOTAL Marketing - PR	23,500.00	5,069.22	20,938.03	89.10	2,561.97
<u>Decorations &amp; Banners</u>					
Personnel Services	2,775.00	0.00	771.33	27.80	2,003.67
Contractual Services	300.00	0.00	0.00	0.00	300.00
Supplies & Expenses	1,000.00	0.00	2,000.62	200.06	( 1,000.62)
Capital Outlay	3,000.00	0.00	0.00	0.00	3,000.00
TOTAL Decorations & Banners	7,075.00	0.00	2,771.95	39.18	4,303.05
<u>Outside Agencies</u>					
Supplies & Expenses	44,500.00	6,000.00	44,753.80	100.57	( 253.80)
TOTAL Outside Agencies	44,500.00	6,000.00	44,753.80	100.57	( 253.80)
<u>MARC - Smith Center</u>					
Personnel Services	41,700.00	1,561.48	22,566.99	54.12	19,133.01
Contractual Services	59,750.00	2,903.20	32,943.89	55.14	26,806.11
Supplies & Expenses	20,950.00	4,521.86	14,188.95	67.73	6,761.05
Capital Outlay	6,500.00	0.00	3,243.75	49.90	3,256.25
TOTAL MARC - Smith Center	128,900.00	8,986.54	72,943.58	56.59	55,956.42
<u>Aquatic Center</u>					
Personnel Services	88,325.00	6,420.93	87,910.10	99.53	414.90
Contractual Services	24,500.00	5,959.20	20,627.92	84.20	3,872.08
Supplies & Expenses	41,175.00	3,602.20	38,444.65	93.37	2,730.35
Technology	3,500.00	0.00	1,292.70	36.93	2,207.30
TOTAL Aquatic Center	157,500.00	15,982.33	148,275.37	94.14	9,224.63

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b><u>Economic Development</u></b>					
Contractual Services	20,200.00	0.00	20,200.00	100.00	0.00
TOTAL Economic Development	20,200.00	0.00	20,200.00	100.00	0.00
<b><u>Transfers</u></b>					
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	12,024,437.54	865,831.96	8,526,466.59	70.91	3,497,970.95
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	6,820.65	( 498,935.93)	( 477,492.07)	0.00	484,312.72
<hr/>					

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

20 -Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>EXPENDITURES</b>					
<b>Remediation Action</b>					
Personnel Services	8,250.00	141.49	3,678.61	44.59	4,571.39
Contractual Services	19,000.00	120.24	11,074.00	58.28	7,926.00
Supplies & Expenses	250.00	0.00	0.00	0.00	250.00
<b>TOTAL Remediation Action</b>	<b>27,500.00</b>	<b>261.73</b>	<b>14,752.61</b>	<b>53.65</b>	<b>12,747.39</b>
<b>TOTAL EXPENDITURES</b>	<b>27,500.00</b>	<b>261.73</b>	<b>14,752.61</b>	<b>53.65</b>	<b>12,747.39</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 27,500.00)</b>	<b>( 261.73)</b>	<b>( 14,752.61)</b>	<b>0.00</b>	<b>( 12,747.39)</b>

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

21 -Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
=====					
<u>Police-SRO</u>					
Taxes (or Utility Rev.)	55,236.00	0.00	55,236.00	100.00	0.00
Intergovernmental	58,736.00	0.00	26,656.98	45.38	32,079.02
TOTAL Police-SRO	113,972.00	0.00	81,892.98	71.85	32,079.02
<hr/>					
TOTAL REVENUE	113,972.00	0.00	81,892.98	71.85	32,079.02
<hr/>					
<b>EXPENDITURES</b>					
=====					
<u>Police-SRO</u>					
Personnel Services	111,522.00	9,294.38	76,566.51	68.66	34,955.49
Supplies & Expenses	450.00	0.00	389.00	86.44	61.00
Fixed Charges	2,000.00	0.00	1,614.00	80.70	386.00
TOTAL Police-SRO	113,972.00	9,294.38	78,569.51	68.94	35,402.49
<hr/>					
TOTAL EXPENDITURES	113,972.00	9,294.38	78,569.51	68.94	35,402.49
<hr/>					
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	( 9,294.38)	3,323.47	0.00	( 3,323.47)
<hr/>					

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>Tractor Pull</u>					
Public Charges-Services	6,955.00	0.00	6,955.00	100.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Tractor Pull</b>	<b>6,955.00</b>	<b>0.00</b>	<b>6,955.00</b>	<b>100.00</b>	<b>0.00</b>
<u>Merrill Festival Grounds</u>					
Taxes (or Utility Rev.)	81,000.00	0.00	26,000.00	32.10	55,000.00
Public Charges-Services	11,000.00	325.00	11,636.25	105.78	( 636.25)
Miscellaneous Revenues	243,000.00	3,582.78	244,393.27	100.57	( 1,393.27)
<b>TOTAL Merrill Festival Grounds</b>	<b>335,000.00</b>	<b>3,907.78</b>	<b>282,029.52</b>	<b>84.19</b>	<b>52,970.48</b>
<u>Room Tax</u>					
Taxes (or Utility Rev.)	95,000.00	18,902.04	61,402.96	64.63	33,597.04
<b>TOTAL Room Tax</b>	<b>95,000.00</b>	<b>18,902.04</b>	<b>61,402.96</b>	<b>64.63</b>	<b>33,597.04</b>
<u>Bierman Building</u>					
Public Charges-Services	10,000.00	2,200.00	9,800.00	98.00	200.00
<b>TOTAL Bierman Building</b>	<b>10,000.00</b>	<b>2,200.00</b>	<b>9,800.00</b>	<b>98.00</b>	<b>200.00</b>
<b>TOTAL REVENUE</b>	<b>446,955.00</b>	<b>25,009.82</b>	<b>360,187.48</b>	<b>80.59</b>	<b>86,767.52</b>
<b>EXPENDITURES</b>					
<u>Tractor Pull</u>					
Personnel Services	0.00	0.00	5,631.43	0.00	( 5,631.43)
Contractual Services	0.00	0.00	0.00	0.00	0.00
Supplies & Expenses	0.00	0.00	99.45	0.00	( 99.45)
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	3,000.00	0.00	1,224.00	40.80	1,776.00
<b>TOTAL Tractor Pull</b>	<b>3,000.00</b>	<b>0.00</b>	<b>6,954.88</b>	<b>231.83</b>	<b>( 3,954.88)</b>
<u>Merrill Festival Grounds</u>					
Personnel Services	6,200.00	1,755.83	15,431.67	248.90	( 9,231.67)
Contractual Services	27,675.00	6,598.86	22,278.53	80.50	5,396.47
Supplies & Expenses	3,000.00	1,253.34	4,689.35	156.31	( 1,689.35)
Capital Outlay	297,700.00	1,859.70	302,736.21	101.69	( 5,036.21)
<b>TOTAL Merrill Festival Grounds</b>	<b>334,575.00</b>	<b>11,467.73</b>	<b>345,135.76</b>	<b>103.16</b>	<b>( 10,560.76)</b>

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Room Tax</b>					
Supplies & Expenses	74,550.00	16,097.82	43,030.85	57.72	31,519.15
TOTAL Room Tax	74,550.00	16,097.82	43,030.85	57.72	31,519.15
<b>Bierman Building</b>					
Personnel Services	21,775.00	1,140.85	7,578.94	34.81	14,196.06
Contractual Services	31,250.00	1,399.77	13,588.38	43.48	17,661.62
Supplies & Expenses	2,675.00	141.13	2,941.98	109.98	( 266.98)
Capital Outlay	5,500.00	0.00	3,399.00	61.80	2,101.00
TOTAL Bierman Building	61,200.00	2,681.75	27,508.30	44.95	33,691.70
<b>TOTAL EXPENDITURES</b>	<b>473,325.00</b>	<b>30,247.30</b>	<b>422,629.79</b>	<b>89.29</b>	<b>50,695.21</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 26,370.00)</b>	<b>( 5,237.48)</b>	<b>( 62,442.31)</b>	<b>0.00</b>	<b>36,072.31</b>

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

25 -Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>===== CDBG Grants/Loans</b>					
Miscellaneous Revenues	86,850.00	59,815.87	192,316.81	221.44	( 105,466.81)
TOTAL CDBG Grants/Loans	86,850.00	59,815.87	192,316.81	221.44	( 105,466.81)
<b>===== Community Development</b>					
Taxes (or Utility Rev.)	14,683.00	0.00	14,683.00	100.00	0.00
Intergov Charges (Misc.)	11,000.00	325.00	1,625.00	14.77	9,375.00
TOTAL Community Development	25,683.00	325.00	16,308.00	63.50	9,375.00
<b>===== TOTAL REVENUE</b>					
	112,533.00	60,140.87	208,624.81	185.39	( 96,091.81)
<b>===== EXPENDITURES</b>					
<b>===== CDBG Grants/Loans</b>					
Special Services	100,500.00	50,202.34	108,418.34	107.88	( 7,918.34)
TOTAL CDBG Grants/Loans	100,500.00	50,202.34	108,418.34	107.88	( 7,918.34)
<b>===== Community Development</b>					
Personnel Services	22,858.00	1,769.73	16,247.04	71.08	6,610.96
Contractual Services	700.00	8.78	314.08	44.87	385.92
Supplies & Expenses	2,125.00	127.76	1,000.50	47.08	1,124.50
TOTAL Community Development	25,683.00	1,906.27	17,561.62	68.38	8,121.38
<b>===== TOTAL EXPENDITURES</b>					
	126,183.00	52,108.61	125,979.96	99.84	203.04
<b>===== REVENUES OVER/(UNDER) EXPENDITURES</b>					
	( 13,650.00)	8,032.26	82,644.85	0.00	( 96,294.85)

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

Attachment: Revenue-Expense - 2018-09 (3680) : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

27 -Merrill Airport Fuel

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>Aviation Fuel</u>					
Public Charges-Services	107,550.00	5,001.01	69,326.33	64.46	38,223.67
Miscellaneous Revenues	0.00	0.00	900.00	0.00	( 900.00)
Other Financing Sources	100.00	0.00	931.05	931.05	( 831.05)
<b>TOTAL Aviation Fuel</b>	<b>107,650.00</b>	<b>5,001.01</b>	<b>71,157.38</b>	<b>66.10</b>	<b>36,492.62</b>
<b>TOTAL REVENUE</b>	<b>107,650.00</b>	<b>5,001.01</b>	<b>71,157.38</b>	<b>66.10</b>	<b>36,492.62</b>
<b>EXPENDITURES</b>					
<u>Aviation Fuel</u>					
Contractual Services	6,050.00	176.35	3,111.63	51.43	2,938.37
Special Services	84,025.00	160.54	61,012.13	72.61	23,012.87
Fixed Charges	1,625.00	0.00	0.00	0.00	1,625.00
Capital Outlay	0.00	0.00	931.05	0.00	( 931.05)
<b>TOTAL Aviation Fuel</b>	<b>91,700.00</b>	<b>336.89</b>	<b>65,054.81</b>	<b>70.94</b>	<b>26,645.19</b>
<b>TOTAL EXPENDITURES</b>	<b>91,700.00</b>	<b>336.89</b>	<b>65,054.81</b>	<b>70.94</b>	<b>26,645.19</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>15,950.00</b>	<b>4,664.12</b>	<b>6,102.57</b>	<b>0.00</b>	<b>9,847.43</b>

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

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>TID #3 - East Side</b>					
Taxes (or Utility Rev.)	1,881,388.62	0.00	507,726.34	26.99	1,373,662.28
Intergovernmental	12,500.00	0.00	12,373.46	98.99	126.54
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
<b>TOTAL TID #3 - East Side</b>	<b>1,893,888.62</b>	<b>0.00</b>	<b>520,099.80</b>	<b>27.46</b>	<b>1,373,788.82</b>
<b>TID #3 -Festival Grounds</b>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
<b>TOTAL TID #3 -Festival Grounds</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TID #3 - Idle Sites Grant</b>					
Taxes (or Utility Rev.)	120,000.00	0.00	0.00	0.00	120,000.00
Miscellaneous Revenues	50,000.00	0.00	0.00	0.00	50,000.00
<b>TOTAL TID #3 - Idle Sites Grant</b>	<b>170,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>170,000.00</b>
<b>TOTAL REVENUE</b>	<b>2,063,888.62</b>	<b>0.00</b>	<b>520,099.80</b>	<b>25.20</b>	<b>1,543,788.82</b>
<b>EXPENDITURES</b>					
<b>TID #3 - East Side</b>					
Personnel Services	9,225.00	8,233.73	20,170.84	218.65	( 10,945.84)
Contractual Services	15,650.00	0.00	3,062.54	19.57	12,587.46
Special Services	195,000.00	125,000.00	150,030.00	76.94	44,970.00
Fixed Charges	217,500.00	199,441.67	199,441.67	91.70	18,058.33
Capital Outlay	1,395,000.00	213,092.43	431,332.30	30.92	963,667.70
Transfers	146,300.00	0.00	0.00	0.00	146,300.00
<b>TOTAL TID #3 - East Side</b>	<b>1,978,675.00</b>	<b>545,767.83</b>	<b>804,037.35</b>	<b>40.64</b>	<b>1,174,637.65</b>
<b>TID #3 -Festival Grounds</b>					
Personnel Services	8,325.00	0.00	0.00	0.00	8,325.00
Contractual Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	48,500.00	0.00	3,843.57	7.92	44,656.43
<b>TOTAL TID #3 -Festival Grounds</b>	<b>56,825.00</b>	<b>0.00</b>	<b>3,843.57</b>	<b>6.76</b>	<b>52,981.43</b>
<b>TID #3 - Idle Sites Grant</b>					
Capital Outlay	170,000.00	0.00	0.00	0.00	170,000.00
<b>TOTAL TID #3 - Idle Sites Grant</b>	<b>170,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>170,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b>2,205,500.00</b>	<b>545,767.83</b>	<b>807,880.92</b>	<b>36.63</b>	<b>1,397,619.08</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 141,611.38)</b>	<b>( 545,767.83)</b>	<b>( 287,781.12)</b>	<b>0.00</b>	<b>146,169.74</b>

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

44 -TID #4 - Thielman/P Ridge

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>TID #4 -Thielman/P Ridge</u>					
Taxes (or Utility Rev.)	219,255.91	0.00	219,225.91	99.99	30.00
Intergovernmental	12,500.00	0.00	12,850.49	102.80	( 350.49)
<b>TOTAL TID #4 -Thielman/P Ridge</b>	<b>231,755.91</b>	<b>0.00</b>	<b>232,076.40</b>	<b>100.14</b>	<b>( 320.49)</b>
<b>TOTAL REVENUE</b>	<b>231,755.91</b>	<b>0.00</b>	<b>232,076.40</b>	<b>100.14</b>	<b>( 320.49)</b>
<b>EXPENDITURES</b>					
<u>TID #4 -Thielman/P Ridge</u>					
Personnel Services	7,480.00	0.00	45.91	0.61	7,434.09
Contractual Services	17,150.00	0.00	2,405.00	14.02	14,745.00
Special Services	500.00	0.00	0.00	0.00	500.00
Fixed Charges	93,215.00	63,274.47	63,274.47	67.88	29,940.53
Capital Outlay	2,500.00	0.00	0.00	0.00	2,500.00
Transfers	63,057.00	0.00	0.00	0.00	63,057.00
<b>TOTAL TID #4 -Thielman/P Ridge</b>	<b>183,902.00</b>	<b>63,274.47</b>	<b>65,725.38</b>	<b>35.74</b>	<b>118,176.62</b>
<b>TOTAL EXPENDITURES</b>	<b>183,902.00</b>	<b>63,274.47</b>	<b>65,725.38</b>	<b>35.74</b>	<b>118,176.62</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>47,853.91</b>	<b>( 63,274.47)</b>	<b>166,351.02</b>	<b>0.00</b>	<b>( 118,497.11)</b>

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

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CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
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45 -TID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>TID #5 - Hwy 107/Taylor</u>					
Taxes (or Utility Rev.)	16,644.40	0.00	16,644.40	100.00	0.00
Intergovernmental	130.00	0.00	133.97	103.05	( 3.97)
<b>TOTAL TID #5 - Hwy 107/Taylor</b>	<b>16,774.40</b>	<b>0.00</b>	<b>16,778.37</b>	<b>100.02</b>	<b>( 3.97)</b>
<b>TOTAL REVENUE</b>	<b>16,774.40</b>	<b>0.00</b>	<b>16,778.37</b>	<b>100.02</b>	<b>( 3.97)</b>
<b>EXPENDITURES</b>					
<u>TID #5 - Hwy 107/Taylor</u>					
Personnel Services	1,645.00	0.00	0.00	0.00	1,645.00
Contractual Services	400.00	0.00	650.00	162.50	( 250.00)
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	2,521.86	0.00	516.25	20.47	2,005.61
Capital Outlay	5,000.00	0.00	3,295.23	65.90	1,704.77
<b>TOTAL TID #5 - Hwy 107/Taylor</b>	<b>9,566.86</b>	<b>0.00</b>	<b>4,461.48</b>	<b>46.63</b>	<b>5,105.38</b>
<b>TOTAL EXPENDITURES</b>	<b>9,566.86</b>	<b>0.00</b>	<b>4,461.48</b>	<b>46.63</b>	<b>5,105.38</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>7,207.54</b>	<b>0.00</b>	<b>12,316.89</b>	<b>0.00</b>	<b>( 5,109.35)</b>

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

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CITY OF MERRILL  
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46 -TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>TID #6 - Downtown</b>					
Taxes (or Utility Rev.)	0.00	101,633.07	101,633.07	0.00	( 101,633.07)
Intergovernmental	2,500.00	0.00	2,777.24	111.09	( 277.24)
Miscellaneous Revenues	88,635.00	0.00	3,138.00	3.54	85,497.00
<b>TOTAL TID #6 - Downtown</b>	<b>91,135.00</b>	<b>101,633.07</b>	<b>107,548.31</b>	<b>118.01</b>	<b>( 16,413.31)</b>
<b>TOTAL REVENUE</b>	<b>91,135.00</b>	<b>101,633.07</b>	<b>107,548.31</b>	<b>118.01</b>	<b>( 16,413.31)</b>
<b>EXPENDITURES</b>					
<b>TID #6 - Downtown</b>					
Personnel Services	2,985.00	6,126.21	24,815.92	831.35	( 21,830.92)
Contractual Services	6,150.00	0.00	1,200.00	19.51	4,950.00
Special Services	59,000.00	25,145.76	31,234.82	52.94	27,765.18
Fixed Charges	20,500.00	0.00	2,950.00	14.39	17,550.00
Capital Outlay	77,500.00	3,358.03	33,178.15	42.81	44,321.85
<b>TOTAL TID #6 - Downtown</b>	<b>166,135.00</b>	<b>34,630.00</b>	<b>93,378.89</b>	<b>56.21</b>	<b>72,756.11</b>
<b>TOTAL EXPENDITURES</b>	<b>166,135.00</b>	<b>34,630.00</b>	<b>93,378.89</b>	<b>56.21</b>	<b>72,756.11</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 75,000.00)</b>	<b>67,003.07</b>	<b>14,169.42</b>	<b>0.00</b>	<b>( 89,169.42)</b>

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

47 -TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>TID #7 - N Center Ave</b>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	1,250.00	0.00	1,440.90	115.27	( 190.90)
Miscellaneous Revenues	46,617.00	0.00	8,013.00	17.19	38,604.00
<b>TOTAL TID #7 - N Center Ave</b>	<b>47,867.00</b>	<b>0.00</b>	<b>9,453.90</b>	<b>19.75</b>	<b>38,413.10</b>
<b>TOTAL REVENUE</b>	<b>47,867.00</b>	<b>0.00</b>	<b>9,453.90</b>	<b>19.75</b>	<b>38,413.10</b>
<b>EXPENDITURES</b>					
<b>TID #7 - N Center Ave</b>					
Personnel Services	2,110.00	0.00	0.00	0.00	2,110.00
Contractual Services	900.00	0.00	1,500.00	166.67	( 600.00)
Special Services	20,000.00	0.00	1,018.77	5.09	18,981.23
Fixed Charges	12,357.00	3,236.33	3,236.33	26.19	9,120.67
Capital Outlay	12,500.00	0.00	55.00	0.44	12,445.00
<b>TOTAL TID #7 - N Center Ave</b>	<b>47,867.00</b>	<b>3,236.33</b>	<b>5,810.10</b>	<b>12.14</b>	<b>42,056.90</b>
<b>TOTAL EXPENDITURES</b>	<b>47,867.00</b>	<b>3,236.33</b>	<b>5,810.10</b>	<b>12.14</b>	<b>42,056.90</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>0.00</b>	<b>( 3,236.33)</b>	<b>3,643.80</b>	<b>0.00</b>	<b>( 3,643.80)</b>

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

Attachment: Revenue-Expense - 2018-09 (3680 - Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

48 -TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>TID #8 - West Side</b>					
Taxes (or Utility Rev.)	450,000.00	459,768.63	459,768.63	102.17	( 9,768.63)
Intergovernmental	3,250.00	0.00	3,581.02	110.19	( 331.02)
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	77,105.00	0.00	600.00	0.78	76,505.00
<b>TOTAL TID #8 - West Side</b>	<b>530,355.00</b>	<b>459,768.63</b>	<b>463,949.65</b>	<b>87.48</b>	<b>66,405.35</b>
<b>TOTAL REVENUE</b>	<b>530,355.00</b>	<b>459,768.63</b>	<b>463,949.65</b>	<b>87.48</b>	<b>66,405.35</b>
<b>EXPENDITURES</b>					
<b>TID #8 - West Side</b>					
Personnel Services	44,128.85	0.00	40,405.98	91.56	3,722.87
Contractual Services	6,900.00	0.00	1,700.00	24.64	5,200.00
Special Services	63,000.00	0.00	37,286.59	59.19	25,713.41
Fixed Charges	3,750.00	0.00	0.00	0.00	3,750.00
Capital Outlay	607,500.00	0.00	505,778.08	83.26	101,721.92
<b>TOTAL TID #8 - West Side</b>	<b>725,278.85</b>	<b>0.00</b>	<b>585,170.65</b>	<b>80.68</b>	<b>140,108.20</b>
<b>TOTAL EXPENDITURES</b>	<b>725,278.85</b>	<b>0.00</b>	<b>585,170.65</b>	<b>80.68</b>	<b>140,108.20</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 194,923.85)</b>	<b>459,768.63</b>	<b>( 121,221.00)</b>	<b>0.00</b>	<b>( 73,702.85)</b>

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

49 -TID#9 -WI River/S Center

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>TID #9-WI River/S Center</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	4,750.00	0.00	4,780.14	100.63	( 30.14)
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
<b>TOTAL TID #9-WI River/S Center</b>	<b>4,750.00</b>	<b>0.00</b>	<b>4,780.14</b>	<b>100.63</b>	<b>( 30.14)</b>
<u>TID #9-Idle Sites (Page)</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	208,249.00	0.00	0.00	0.00	208,249.00
<b>TOTAL TID #9-Idle Sites (Page)</b>	<b>208,249.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>208,249.00</b>
<b>TOTAL REVENUE</b>	<b>212,999.00</b>	<b>0.00</b>	<b>4,780.14</b>	<b>2.24</b>	<b>208,218.86</b>
<b>EXPENDITURES</b>					
<u>TID #9-WI River/S Center</u>					
Personnel Services	5,575.00	0.00	0.00	0.00	5,575.00
Contractual Services	9,450.00	0.00	2,025.00	21.43	7,425.00
Special Services	25,000.00	15,000.00	15,000.00	60.00	10,000.00
Fixed Charges	22,558.00	0.00	0.00	0.00	22,558.00
Capital Outlay	2,500.00	17,400.00	35,825.00	433.00	( 33,325.00)
<b>TOTAL TID #9-WI River/S Center</b>	<b>65,083.00</b>	<b>32,400.00</b>	<b>52,850.00</b>	<b>81.20</b>	<b>12,233.00</b>
<u>TID #9-Idle Sites (Page)</u>					
Capital Outlay	141,500.00	0.00	486.34	0.34	141,013.66
<b>TOTAL TID #9-Idle Sites (Page)</b>	<b>141,500.00</b>	<b>0.00</b>	<b>486.34</b>	<b>0.34</b>	<b>141,013.66</b>
<b>TOTAL EXPENDITURES</b>	<b>206,583.00</b>	<b>32,400.00</b>	<b>53,336.34</b>	<b>25.82</b>	<b>153,246.66</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>6,416.00</b>	<b>( 32,400.00)</b>	<b>( 48,556.20)</b>	<b>0.00</b>	<b>54,972.20</b>

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

40 -TID No. 10 - Fox Point

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>TID #10-Fox Point</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
TOTAL TID #10-Fox Point	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUE	0.00	0.00	0.00	0.00	0.00
<hr/>					
<b>EXPENDITURES</b>					
<u>TID #10-Fox Point</u>					
Personnel Services	1,282.00	0.00	0.00	0.00	1,282.00
Contractual Services	400.00	0.00	592.80	148.20	( 192.80)
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	19,201.88	20,024.81	20,024.81	104.29	( 822.93)
Capital Outlay	0.00	0.00	425.00	0.00	( 425.00)
TOTAL TID #10-Fox Point	20,883.88	20,024.81	21,042.61	100.76	( 158.73)
<hr/>					
TOTAL EXPENDITURES	20,883.88	20,024.81	21,042.61	100.76	( 158.73)
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 20,883.88)	( 20,024.81)	( 21,042.61)	0.00	158.73

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

41 -TID No. 11- Apartments

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>TID #11 - Apartments</b>					
Taxes (or Utility Rev.)	12,611.31	0.00	12,611.31	100.00	0.00
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	640.00	0.00	( 640.00)
<b>TOTAL TID #11 - Apartments</b>	<b>12,611.31</b>	<b>0.00</b>	<b>13,251.31</b>	<b>105.07</b>	<b>( 640.00)</b>
<b>TOTAL REVENUE</b>	<b>12,611.31</b>	<b>0.00</b>	<b>13,251.31</b>	<b>105.07</b>	<b>( 640.00)</b>
<b>EXPENDITURES</b>					
<b>TID #11 - Apartments</b>					
Personnel Services	2,230.00	0.00	0.00	0.00	2,230.00
Contractual Services	2,150.00	0.00	2,790.00	129.77	( 640.00)
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	60,409.00	20,429.36	20,429.36	33.82	39,979.64
Capital Outlay	20,000.00	0.00	0.00	0.00	20,000.00
<b>TOTAL TID #11 - Apartments</b>	<b>84,789.00</b>	<b>20,429.36</b>	<b>23,219.36</b>	<b>27.38</b>	<b>61,569.64</b>
<b>TOTAL EXPENDITURES</b>	<b>84,789.00</b>	<b>20,429.36</b>	<b>23,219.36</b>	<b>27.38</b>	<b>61,569.64</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 72,177.69)</b>	<b>( 20,429.36)</b>	<b>( 9,968.05)</b>	<b>0.00</b>	<b>( 62,209.64)</b>

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

42 -TID # 12 - Weinbrenner

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>TID #12 - Weinbrenner</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
TOTAL TID #12 - Weinbrenner	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL REVENUE	0.00	0.00	0.00	0.00	0.00
<b>EXPENDITURES</b>					
<u>TID #12 - Weinbrenner</u>					
Personnel Services	4,755.00	0.00	0.00	0.00	4,755.00
Contractual Services	400.00	0.00	400.00	100.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #12 - Weinbrenner	5,155.00	0.00	400.00	7.76	4,755.00
<hr/>					
TOTAL EXPENDITURES	5,155.00	0.00	400.00	7.76	4,755.00
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REVENUES OVER/(UNDER) EXPENDITURES	( 5,155.00)	0.00	( 400.00)	0.00	( 4,755.00)

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

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CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	181,000.00	2,230,095.30	2,396,460.78	324.01	( 2,215,460.78)
Specials (Utility Rev.)	30,000.00	10,777.63	13,279.22	44.26	16,720.78
Intergovernmental	256,000.00	0.00	38,012.00	14.85	217,988.00
Public Charges-Services	0.00	0.00	1,707.50	0.00	( 1,707.50)
Miscellaneous Revenues	12,500.00	0.00	9,602.00	76.82	2,898.00
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Non-Departmental</b>	<b>479,500.00</b>	<b>2,240,872.93</b>	<b>2,459,061.50</b>	<b>512.84</b>	<b>( 1,979,561.50)</b>
<u>Streets - Sealcoat</u>					
Taxes (or Utility Rev.)	56,892.00	0.00	0.00	0.00	56,892.00
<b>TOTAL Streets - Sealcoat</b>	<b>56,892.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>56,892.00</b>
<b>TOTAL REVENUE</b>	<b>536,392.00</b>	<b>2,240,872.93</b>	<b>2,459,061.50</b>	<b>458.44</b>	<b>( 1,922,669.50)</b>
<b>EXPENDITURES</b>					
<u>Streets - Sealcoat</u>					
Personnel Services	16,575.00	0.00	9,566.21	57.71	7,008.79
Supplies & Expenses	49,000.00	5,517.26	25,613.93	52.27	23,386.07
<b>TOTAL Streets - Sealcoat</b>	<b>65,575.00</b>	<b>5,517.26</b>	<b>35,180.14</b>	<b>53.65</b>	<b>30,394.86</b>
<u>Capital Outlay/Projects</u>					
Personnel Services	0.00	1,078.21	10,902.15	0.00	( 10,902.15)
Capital Outlay	2,632,200.00	60,358.78	1,124,492.09	42.72	1,507,707.91
<b>TOTAL Capital Outlay/Projects</b>	<b>2,632,200.00</b>	<b>61,436.99</b>	<b>1,135,394.24</b>	<b>43.13</b>	<b>1,496,805.76</b>
<b>TOTAL EXPENDITURES</b>	<b>2,697,775.00</b>	<b>66,954.25</b>	<b>1,170,574.38</b>	<b>43.39</b>	<b>1,527,200.62</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 2,161,383.00)</b>	<b>2,173,918.68</b>	<b>1,288,487.12</b>	<b>0.00</b>	<b>( 3,449,870.12)</b>

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	100,106.00	7,222.86	84,422.69	84.33	15,683.31
Specials (Utility Rev.)	( 1,438.00)	0.00	0.00	0.00	( 1,438.00)
Public Charges-Services	1,444,160.00	137,138.13	1,120,447.57	77.58	323,712.43
Intergov Charges (Misc.)	19,800.00	909.85	13,675.11	69.07	6,124.89
Miscellaneous Revenues	2,500.00	0.00	4,171.27	166.85	( 1,671.27)
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Non-Departmental</b>	<b>1,565,128.00</b>	<b>145,270.84</b>	<b>1,222,716.64</b>	<b>78.12</b>	<b>342,411.36</b>
<b>TOTAL REVENUE</b>	<b>1,565,128.00</b>	<b>145,270.84</b>	<b>1,222,716.64</b>	<b>78.12</b>	<b>342,411.36</b>
<b>EXPENDITURES</b>					
<u>Non-Departmental</u>					
Work Orders - Utility	440,000.00	0.00	166,316.66	37.80	273,683.34
<b>TOTAL Non-Departmental</b>	<b>440,000.00</b>	<b>0.00</b>	<b>166,316.66</b>	<b>37.80</b>	<b>273,683.34</b>
<u>Pumping Expenses</u>					
<b>TOTAL Pumping Expenses</b>	<b>78,250.00</b>	<b>1,036.71</b>	<b>78,654.29</b>	<b>100.52</b>	<b>( 404.29)</b>
<u>Water Treatment Expenses</u>					
<b>TOTAL Water Treatment Expenses</b>	<b>72,000.00</b>	<b>2,136.45</b>	<b>32,272.97</b>	<b>44.82</b>	<b>39,727.03</b>
<u>Trans &amp; Distribution Exp</u>					
<b>TOTAL Trans &amp; Distribution Exp</b>	<b>253,250.00</b>	<b>12,868.26</b>	<b>207,454.28</b>	<b>81.92</b>	<b>45,795.72</b>
<u>Customer Accts Expenses</u>					
<b>TOTAL Customer Accts Expenses</b>	<b>69,500.00</b>	<b>7,311.56</b>	<b>59,355.95</b>	<b>85.40</b>	<b>10,144.05</b>
<u>Admin &amp; General Expenses</u>					
<b>TOTAL Admin &amp; General Expenses</b>	<b>688,131.00</b>	<b>20,432.56</b>	<b>258,777.37</b>	<b>37.61</b>	<b>429,353.63</b>
<u>Contract Work</u>					
<b>TOTAL Contract Work</b>	<b>3,500.00</b>	<b>46.11</b>	<b>2,917.76</b>	<b>83.36</b>	<b>582.24</b>

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b><u>Taxes</u></b>					
TOTAL Taxes	<u>381,500.00</u>	<u>2,000.37</u>	<u>382,249.97</u>	<u>100.20</u>	<u>( 749.97)</u>
	381,500.00	2,000.37	382,249.97	100.20	( 749.97)
<b><u>Debt Service</u></b>					
TOTAL Debt Service	<u>27,108.82</u>	<u>0.00</u>	<u>14,346.76</u>	<u>52.92</u>	<u>12,762.06</u>
	27,108.82	0.00	14,346.76	52.92	12,762.06
<hr/>					
TOTAL EXPENDITURES	<u>2,013,239.82</u>	<u>45,832.02</u>	<u>1,202,346.01</u>	<u>59.72</u>	<u>810,893.81</u>
	2,013,239.82	45,832.02	1,202,346.01	59.72	810,893.81
REVENUES OVER/(UNDER) EXPENDITURES	<u>( 448,111.82)</u>	<u>99,438.82</u>	<u>20,370.63</u>	<u>0.00</u>	<u>( 468,482.45)</u>
	( 448,111.82)	99,438.82	20,370.63	0.00	( 468,482.45)

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CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,750.00	0.00	8,219.63	173.04	( 3,469.63
Specials (Utility Rev.)	150,000.00	0.00	140,000.00	93.33	10,000.00
Intergov Charges (Misc.)	9,000.00	431.88	3,847.31	42.75	5,152.69
Miscellaneous Revenues	430.00	0.00	1,755.05	408.15	( 1,325.05
Other Financing Sources	20,000.00	0.00	0.00	0.00	20,000.00
Public Charges-Services	1,490,000.00	150,602.40	1,118,714.49	75.08	371,285.51
Other Charges-Services	90,000.00	5,515.68	70,233.08	78.04	19,766.92
<b>TOTAL Non-Departmental</b>	<b>1,764,180.00</b>	<b>156,549.96</b>	<b>1,342,769.56</b>	<b>76.11</b>	<b>421,410.44</b>
<b>TOTAL REVENUE</b>	<b>1,764,180.00</b>	<b>156,549.96</b>	<b>1,342,769.56</b>	<b>76.11</b>	<b>421,410.44</b>
<b>EXPENDITURES</b>					
<u>Non-Departmental</u>					
Work Orders - Utility	980,000.00	1,529.93	280,859.29	28.66	699,140.71
<b>TOTAL Non-Departmental</b>	<b>980,000.00</b>	<b>1,529.93</b>	<b>280,859.29</b>	<b>28.66</b>	<b>699,140.71</b>
<u>Contract Work</u>					
	500.00	0.00	0.00	0.00	500.00
<b>TOTAL Contract Work</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
<u>Taxes - SS/Medicare</u>					
	32,500.00	2,707.46	23,012.11	70.81	9,487.89
<b>TOTAL Taxes - SS/Medicare</b>	<b>32,500.00</b>	<b>2,707.46</b>	<b>23,012.11</b>	<b>70.81</b>	<b>9,487.89</b>
<u>Operations</u>					
	283,000.00	10,910.72	184,503.15	65.20	98,496.85
<b>TOTAL Operations</b>	<b>283,000.00</b>	<b>10,910.72</b>	<b>184,503.15</b>	<b>65.20</b>	<b>98,496.85</b>
<u>Maintenance</u>					
	270,072.00	13,643.51	236,691.19	87.64	33,380.81
<b>TOTAL Maintenance</b>	<b>270,072.00</b>	<b>13,643.51</b>	<b>236,691.19</b>	<b>87.64</b>	<b>33,380.81</b>
<u>Customer Accts Expenses</u>					
	93,500.00	7,702.55	67,249.93	71.93	26,250.07
<b>TOTAL Customer Accts Expenses</b>	<b>93,500.00</b>	<b>7,702.55</b>	<b>67,249.93</b>	<b>71.93</b>	<b>26,250.07</b>

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

CITY OF MERRILL  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: SEPTEMBER 30TH, 2018

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Admin &amp; General Expenses</u>					
	440,400.00	23,865.68	303,317.94	68.87	137,082.06
TOTAL Admin & General Expenses	440,400.00	23,865.68	303,317.94	68.87	137,082.06
<u>Taxes &amp; Depreciation</u>					
	285,000.00	0.00	0.00	0.00	285,000.00
TOTAL Taxes & Depreciation	285,000.00	0.00	0.00	0.00	285,000.00
<u>Transfers</u>					
	3,000.00	484.25	2,840.93	94.70	159.07
TOTAL Transfers	3,000.00	484.25	2,840.93	94.70	159.07
<hr/>					
TOTAL EXPENDITURES	2,387,972.00	60,844.10	1,098,474.54	46.00	1,289,497.46
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 623,792.00)	95,705.86	244,295.02	0.00	( 868,087.02)
<hr/>					

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

Attachment: Revenue-Expense - 2018-09 (3680 : Revenue & Expense Report for Period Ending September 30, 2018)

## REQUEST TO INCLUDE ITEM ON AGENDA

Board or Committee: Board of Public Works

Date of Meeting: Wednesday – September 26th, 2018

Request by: IT Manager Dustin Brown, City Administrator  
Dave Johnson, and Finance Director Kathy Unertl

Describe below the item(s) you wish to have put on the agenda:  
(please attach any pertinent information):

**Consider award of fiber-optic infrastructure construction bid:**

Total of six responses to the fiber construction RFP were received. Attached is the responses summary with the unit costs as well as calculated totals.

The low bidder was **Underground Systems** who worked on the 2017 Lincoln County-City of Merrill (Phase 1) fiber build. **Bid of \$489,358.80.**

Frank Livermore and City staff recommend award to Underground Systems.

Signed: 

Date: 9/18/2018

Attachment: Fiber Bid Request (3648 : Fiber optic infrastructure bids)

City of Merrill - Fiber-Optic Infrastructure Construction Bid Summary

Prepared by Frank 9/17/2018

Item Description From RFP	Qty.	Vendor Unit Costs						Vendor Extended Costs					
		CCI Systems Unit Cost	Holtger Bros.	Gabe's Unit Cost	Michels Corp	MasTec	Underground Systems Unit Cost	CCI Systems Extended Cost	Holtger Bros Extended Cost	Gabe's Extended Cost	Michels Systems Extended Cost	MasTec Extended Cost	Underground Systems Extended Cost
Quazite Vault F&I (24X36X36) Tier 15 F&I	28	\$ 1,165.48	\$ 2,301.12	\$ 1,895.00	\$ 1,107.24	\$ 885.00	\$ 1,200.00	\$ 32,633.44	\$ 64,431.36	\$ 53,060.00	\$ 31,002.72	\$ 24,780.00	\$ 33,600.00
Quazite Vault F&I (24X36X36) Tier 22 F&I	9	\$ 1,301.98	\$ 2,400.00	\$ 2,010.00	\$ 1,210.00	\$ 900.00	\$ 1,500.00	\$ 11,717.82	\$ 21,600.00	\$ 18,090.00	\$ 10,890.00	\$ 8,100.00	\$ 13,500.00
Flush-Mount Locate Post, F&I	33	\$ 63.27	\$ 150.00	\$ 220.00	\$ 78.67	\$ 70.00	\$ 150.00	\$ 2,087.91	\$ 4,950.00	\$ 7,260.00	\$ 2,596.11	\$ 2,310.00	\$ 4,950.00
1X1.25" HDPE Conduit, F&I, U.G., D. Bore	10549	\$ 13.55	\$ 13.00	\$ 16.75	\$ 12.50	\$ 10.75	\$ 9.50	\$ 142,938.95	\$ 137,137.00	\$ 176,695.75	\$ 131,862.50	\$ 113,401.75	\$ 100,215.50
2X1.25" HDPE Conduit, F&I, U.G., D. Bore	19125	\$ 17.22	\$ 14.00	\$ 18.65	\$ 14.71	\$ 11.50	\$ 11.00	\$ 329,332.50	\$ 267,750.00	\$ 356,681.25	\$ 281,328.75	\$ 219,937.50	\$ 210,375.00
3X1.25" HDPE Conduit, F&I, U.G., D. Bore	84	\$ 26.34	\$ 20.00	\$ 22.15	\$ 14.30	\$ 14.50	\$ 12.00	\$ 2,212.56	\$ 1,680.00	\$ 1,860.60	\$ 1,201.20	\$ 1,218.00	\$ 1,008.00
Ground Rod (8' X 5/8") F&I	45	\$ 92.59	\$ 60.72	\$ 125.00	\$ 44.00	\$ 30.00	\$ 10.00	\$ 4,166.55	\$ 2,732.40	\$ 5,625.00	\$ 1,980.00	\$ 1,350.00	\$ 450.00
Tracer Wire, 12AWG Solid Copper, Per Ft	29758	\$ 0.55	\$ 0.36	\$ 0.24	\$ 0.19	\$ 0.30	\$ 0.25	\$ 16,366.90	\$ 10,712.88	\$ 7,141.92	\$ 5,654.02	\$ 8,927.40	\$ 7,439.50
144-Count Dielectric FO Cable (Including Loop) Per Ft	23002	\$ 1.25	\$ 1,850.00	\$ 1.35	\$ 1.22	\$ 1.25	\$ 1.15	\$ 28,752.50	\$ 42,553.70	\$ 31,052.70	\$ 28,062.44	\$ 28,752.50	\$ 26,452.30
24-Count Dielectric FO Cable (Including Loop)	11862	\$ 0.41	\$ 1.45	\$ 0.40	\$ 0.32	\$ 0.40	\$ 0.40	\$ 4,863.42	\$ 17,199.90	\$ 4,744.80	\$ 3,795.84	\$ 4,744.80	\$ 4,744.80
24-Count Plenum FO Cable (Including Loop)	243	\$ 9.13	\$ 8.00	\$ 2.95	\$ 2.41	\$ 3.00	\$ 2.50	\$ 2,218.59	\$ 1,944.00	\$ 716.85	\$ 585.63	\$ 729.00	\$ 607.50
Install Cable in Conduit (Including Loop); OSP	34370	\$ 0.80	\$ 0.96	\$ 2.15	\$ 0.69	\$ 0.70	\$ 0.92	\$ 27,496.00	\$ 32,995.20	\$ 73,895.50	\$ 23,715.30	\$ 24,059.00	\$ 31,620.40
Exterior Entrance; Steel Pipe, Pull Box, F&I, Per Ft	130	\$ 99.08	\$ 18.00	\$ 190.00	\$ 22.89	\$ 60.00	\$ 50.00	\$ 12,880.40	\$ 2,340.00	\$ 24,700.00	\$ 2,975.70	\$ 7,800.00	\$ 6,500.00
Interior Entrance; 1" Orange Plenum Duct, F&I, Per Ft	481	\$ 8.55	\$ 23.00	\$ 51.00	\$ 3.43	\$ 20.00	\$ 5.00	\$ 4,112.55	\$ 11,063.00	\$ 24,531.00	\$ 1,649.83	\$ 9,820.00	\$ 2,405.00
Interior Entrance; 1" EMT, F&I, Per Ft	35	\$ 12.78	\$ 20.00	\$ 57.75	\$ 22.89	\$ 20.00	\$ 45.00	\$ 447.30	\$ 700.00	\$ 2,021.25	\$ 801.15	\$ 700.00	\$ 1,575.00
Install Cable in Conduit; Interior, Per Ft	1105	\$ 0.76	\$ 3.00	\$ 4.20	\$ 0.92	\$ 0.80	\$ 2.00	\$ 839.80	\$ 3,315.00	\$ 4,641.00	\$ 1,016.60	\$ 884.00	\$ 2,210.00
300' 144-Count Plenum FO Cable (Including Loop)	1	\$ 2,591.06	\$ 600.00	\$ 4,440.00	\$ 2,746.39	\$ 3,500.00	\$ 3,500.00	\$ 2,591.06	\$ 600.00	\$ 4,440.00	\$ 2,746.39	\$ 3,500.00	\$ 3,500.00
200' 24-Count Dielectric FO Cable (Including Loop)	2	\$ 479.43	\$ 500.00	\$ 970.00	\$ 629.38	\$ 750.00	\$ 750.00	\$ 958.86	\$ 1,000.00	\$ 1,940.00	\$ 1,258.76	\$ 1,500.00	\$ 1,500.00
250' 24-Count Dielectric FO Cable (Including Loop)	1	\$ 525.73	\$ 500.00	\$ 1,070.00	\$ 657.99	\$ 850.00	\$ 750.00	\$ 525.73	\$ 500.00	\$ 1,070.00	\$ 657.99	\$ 850.00	\$ 750.00
144 Count LC Termination Panel	1	\$ 3,449.34	\$ 2,528.25	\$ 1,740.00	\$ 886.86	\$ 1,400.00	\$ 850.00	\$ 3,449.34	\$ 2,528.25	\$ 1,740.00	\$ 886.86	\$ 1,400.00	\$ 850.00
24 Count LC Termination Panel	7	\$ 978.85	\$ 1,432.18	\$ 535.00	\$ 429.12	\$ 350.00	\$ 500.00	\$ 6,851.95	\$ 10,025.26	\$ 3,745.00	\$ 3,003.84	\$ 2,450.00	\$ 3,500.00
24 Count Patch & Splice, Wall-Mount	2	\$ 1,437.80	\$ 1,500.00	\$ 280.00	\$ 429.13	\$ 300.00	\$ 500.00	\$ 2,875.60	\$ 3,000.00	\$ 560.00	\$ 858.26	\$ 600.00	\$ 1,000.00
FO Splicing (Includes Testing) 1-12 count	44	\$ 50.00	\$ 80.00	\$ 74.00	\$ 32.04	\$ 100.00	\$ 45.00	\$ 2,200.00	\$ 3,520.00	\$ 3,256.00	\$ 1,409.76	\$ 4,400.00	\$ 1,980.00
FO Splicing - (Includes Testing) 1-12 connectors	24	\$ 50.00	\$ 80.00	\$ 74.00	\$ 32.04	\$ 100.00	\$ 45.00	\$ 1,200.00	\$ 1,920.00	\$ 1,776.00	\$ 768.96	\$ 2,400.00	\$ 1,080.00
FO Splicing (Includes Testing) 13-48 connectors	16	\$ 44.00	\$ 73.25	\$ 74.00	\$ 32.04	\$ 80.00	\$ 45.00	\$ 704.00	\$ 1,172.00	\$ 1,184.00	\$ 512.64	\$ 1,280.00	\$ 720.00
FO Splicing - Connectors (Includes Testing) 49-144	72	\$ 36.00	\$ 65.25	\$ 74.00	\$ 32.04	\$ 55.00	\$ 40.00	\$ 2,592.00	\$ 4,698.00	\$ 5,328.00	\$ 2,306.88	\$ 3,960.00	\$ 2,880.00
192-Count Outdoor Enclosure F&I	8	\$ 1,084.51	\$ 490.00	\$ 595.00	\$ 629.38	\$ 400.00	\$ 600.00	\$ 8,676.08	\$ 3,920.00	\$ 4,760.00	\$ 5,035.04	\$ 3,200.00	\$ 4,800.00
Paved Surface Restoration, Sq. Ft. - Asphalt	116	\$ 45.00	\$ 90.00	\$ 72.50	\$ 40.05	\$ 10.00	\$ 30.00	\$ 5,220.00	\$ 10,440.00	\$ 8,410.00	\$ 4,645.80	\$ 1,160.00	\$ 3,480.00
Paved Surface Restoration, Sq. Ft. Concrete	126	\$ 49.84	\$ 90.00	\$ 20.25	\$ 45.77	\$ 10.00	\$ 40.00	\$ 6,279.84	\$ 11,340.00	\$ 2,551.50	\$ 5,767.02	\$ 1,260.00	\$ 5,040.00
Engineering (As-Built, Permitting) Per Ft	29758	\$ 0.98	\$ 1.60	\$ 0.20	\$ 0.08	\$ -	\$ 0.10	\$ 29,162.84	\$ 47,612.80	\$ 5,951.60	\$ 2,380.64	\$ -	\$ 2,975.80
Special Costs: River Bore1	1	\$ 14,000.00	\$ 8,500.00	\$ 10,930.00	\$ 13,875.00	\$ 3,000.00	\$ 3,500.00	\$ 14,000.00	\$ 8,500.00	\$ 10,930.00	\$ 13,875.00	\$ 3,000.00	\$ 3,500.00
RR Crossing Permits	2	\$ 2,500.00	\$ 8,500.00	\$ 6,740.00	\$ 3,163.50	\$ 4,800.00	\$ 2,000.00	\$ 5,000.00	\$ 17,000.00	\$ 13,480.00	\$ 6,327.00	\$ 9,600.00	\$ 4,000.00
Marker - Sign F&I	1	\$ 58.26	\$ 117.50	\$ 145.00	\$ 90.43	\$ 50.00	\$ 150.00	\$ 58.26	\$ 117.50	\$ 145.00	\$ 90.43	\$ 50.00	\$ 150.00
								\$ 715,412.75	\$ 750,998.25	\$ 863,984.72	\$ 581,649.06	\$ 497,923.95	\$ 489,358.80
TOTAL BID PROVIDED IN RESPONSE --> BID RESPONSE ADDS UP CORRECTLY? --> CALCULATED TOTAL ERROR DIFFERENCE --> DEVIATION FROM LIVERMORE TECH ESTIMATION -->								\$	\$	\$	\$	\$	\$
								<b>715,412.75</b>	<b>750,998.25</b>	<b>863,984.72</b>	<b>581,649.06</b>	<b>497,923.95</b>	<b>489,358.80</b>
								CORRECT	CORRECT	CORRECT	INCORRECT	CORRECT	CORRECT
								\$ -	\$ -	\$ -	\$ (68.80)	\$ -	\$ -
								\$ 150,458.75	\$ 186,044.25	\$ 299,030.72	\$ 16,626.26	\$ (67,030.05)	\$ (75,595.20)

LIVERMORE ESTIMATE = \$564,954.00

Attachment: Fiber Bid Comparison - City of Merrill (3648 : Fiber optic infrastructure bids)

**REQUEST TO INCLUDE ITEM ON AGENDA**Board or Committee: Common CouncilDate of Meeting: Tuesday, September 11<sup>th</sup>, 2018**Consider contract award to Complete Control, Inc. for \$120,266 for DDC Conversion for Police Wing of Merrill City Hall**

Only one bid was received for the Pneumatic Controls Conversion project which was recommended as priority at the June 27<sup>th</sup>, 2018 Board of Public Works meeting.

Signed:   
Kathy Unertl, Finance Director

Date: 8/31/2018

Attachment: Bid Award-Police Wing Controls (3666 : Amendment to DDC project for Police Department)

Elizabeth Mc Crank, a Merrill Historical Society member, has concerns related to the request. In her opinion, approving the request would set a bad precedent.

City Administrator Johnson stated that the facility does not work well as a storage facility. He stated that the society is planning to eventually build a new storage building at the current Merrill Historical Society site on Third Street.

Sarah Litzer, a Merrill Historical Society member, stated that she does not want to see the request approved at this time.

It was mentioned that all Merrill Historical Society meetings are open to all members.

Katy Baker, a Merrill Historical Society member, agrees that the facility should not be used for storage, but she wants the society to retain ownership of this historic building.

Motion (Lokemoen/Woellner) to reject the request, pending further discussion/action on the future of the facility and surrounding area. Motion carried, with Alderman Schwartzman abstaining.

**5. Consider changing priorities for City Hall improvements - Pneumatic Controls Conversion for Police Department wing.**

Information was included in the meeting packet.

Maintenance Supervisor Wszalek reported that there are problems controlling the temperature in various areas of City Hall, including the Police Department.

Motion (Schwartzman/Lokemoen) to approve taking the necessary budgetary steps to facilitate the modernization of the Pneumatic Controls for the Police Department wing at City Hall.

**RESULT: APPROVED**

*Finance Director Note:  
Borrowing included in 2018A Notes*

**4. Monthly Reports:**

**1. Building Inspector/Zoning Administrator Pagel**

The monthly report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that exterior maintenance and garbage cleanup issues are being addressed.

It is anticipated that 2018 sidewalk maintenance work will begin in early July.

**2. Public Works Director/City Engineer Akey**

The monthly report was in the meeting packet.

Public Works Director/City Engineer Akey gave a verbal update on the status of three projects.

**3. Street Superintendent Bonack**

640 25 <sup>th</sup> Avenue North Wisconsin Rapids, WI 54495 (715) 887.4400 Fax (715) 887.3330	804 North 4 <sup>th</sup> Avenue Edgar, WI 54426 (715) 301.1670 Fax (715) 352.2370	425 Holton Avenue Sparta, WI 54656
---	---	---------------------------------------

**Nick Wszalek**  
City of Merrill

Revision: 2  
Date: 8-16-2018  
Proposal Number: 1839066

Project: **Merrill Police Station DDC Conversion**

Proposal: Thank you for the opportunity to quote the above-mentioned project for you. Our scope is as follows,

- Demo in their entirety all pneumatic controls and control valves serving all AHU's, VAV's, Cabinet Unit heaters, convectors and booster coils that are currently serving the police station.
- Demo (17) existing VAV boxes with the old plunger style damper and install new VAV's with new Siemens DDC controls and tie into existing Siemens building automation system.
- Provide and install new Siemens DDC controls to all remaining equipment such as CUH, Booster Coils, Unit Heaters, Convectors and AHU's and tie into existing Siemens building automation system.
- Provide all piping and ductwork insulation patching as required for new ductwork and fittings at new VAV locations and where new control valves have been installed in piping.

Base Bid: \_\_\_\_\_ \$120,266.00 \*

Remarks 1 Work to be performed during normal business hours Monday - Friday.  
2

This proposal is conditioned on acceptance of the attached Terms and Conditions of Sale, which are incorporated into this agreement by reference in full upon written acceptance by Buyer.

Proposal Accepted:  
Complete Control, Inc. is authorized to proceed.

Proposal Submitted:  
Complete Control, Inc.

Buyer CITY OF MERRILL

Seller Complete Control Inc.

By \_\_\_\_\_

By Rick Riemer

Title \_\_\_\_\_

Title Sales Account Executive

Date \_\_\_\_\_

Date 8-16-2018

Attachment: Bid Award-Police Wing Controls (3666 : Amendment to DDC project for Police Department)

<b>RESULT:</b>	<b>APPROVED BY ROLL CALL VOTE [6 TO 0]</b>
<b>MOVER:</b>	Rob Norton, Alderperson - Seventh District
<b>SECONDER:</b>	Tim Meehean, Alderperson - Eighth District
<b>AYES:</b>	Russell, Lokemoen, Osness, Sukow, Norton, Meehean
<b>EXCUSED:</b>	Van Lieshout

10. General agenda items:

1. Employee Years of Service Recognition:

Kay E. Andrews, 15 years (Library)

City Clerk Heideman read a certificate of recognition for Kay Andrews.

David A. Graveen, 15 years (Fire Department)

City Clerk Heideman read a certificate of recognition for Dave Graveen. Mayor Woellner presented the certificate to Dave Graveen.

Andrea M. Bennett, 10 years (Library)

City Clerk Heideman read a certificate of recognition for Andrea Bennett.

11. Board of Public Works:

1. Street Use Permit from The Haunted Sawmill to close the street in the area in front of the Haunted Sawmill (Hendricks Street from East Seventh Street to East Eighth Street) from 5:00 P.M. to 1 A.M. on the following dates in 2018: October 5, October 6, October 12, October 13, October 19, October 20, October 26, October 27 and October 31, in conjunction with a haunted house event. The Board of Public Works recommends approval.

Motion (Norton/Russell) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
----------------	-----------------

2. Consider request from Parks and Recreation Commission to add 511 Logan Street as part of Athletic Park property. The Board of Public Works recommends approval.

Motion (Norton/Russell) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
----------------	-----------------

3. Consider contract award to Complete Control Inc. for \$120,266 for DDC Conversion for Police Wing of City Hall. Mayor Woellner is bringing this bid directly to the Common Council.

Motion (Meehean/Lokemoen) to approve.

Alderman Meehean requested that his motion be withdrawn. Without objection, it was so ordered.

Motion (Osness/Norton) to reject the bid and begin the bid process again. Motion to reject carried.



**D&L Signs**  
5906 Saxon Avenue, Weston WI  
Online: dlsignsinc.com

Note: This artwork is the sole property of D&L Signs Inc. No use of this design, or part of, is permitted by anyone other than D&L Signs Inc. Anyone using this design, or part of, for any reason including replicating or building will be charged and agrees to pay \$1,000.00 design fee. The below has read this agreement.

**Proof 3**

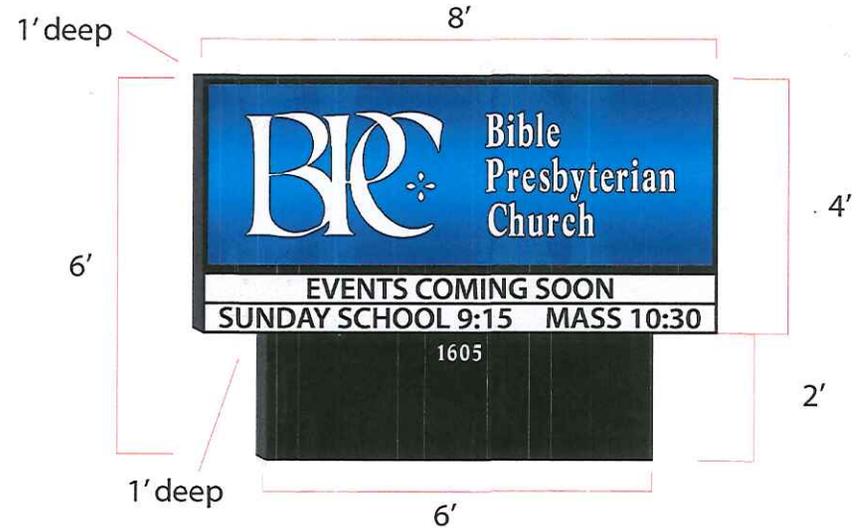
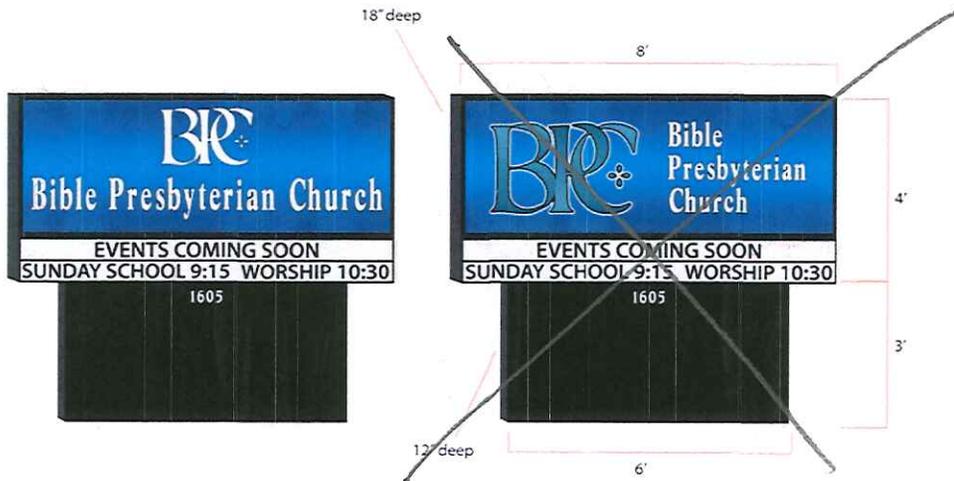
**BPC\_Monument Sign\_Engineer**  
Qty: 1 \_ Double Faced Sign \_ OD Size: 6' x 8' \_  
Black aluminum structure \_ Vinyl: transparent gloss \_  
2 lines of 4" letters manual reader board \_  
top acrylic panel illuminated 3' x 8'  
D & L Signs to build & install

**D&L Signs**  
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**Proof 2**

**BPC\_Monument Sign\_Engineer**  
Qty: 1 \_ Double Faced Sign \_ OD Size: 6' x 8' \_  
Black aluminum structure \_ Vinyl: transparent gloss \_  
2 lines of 4" letters manual reader board \_  
top acrylic panel illuminated 3' x 8'  
D & L Signs to build & install



**D&L Signs**  
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**Proof 4**

**BPC\_Monument Sign\_Engineer**  
Qty: 1 \_ Double Faced Sign \_ OD Size: 7' x 8' \_  
Black aluminum structure \_ Vinyl: transparent gloss \_  
2 lines of 4" letters manual reader board \_  
Top acrylic panel illuminated 3' x 8'  
D & L Signs to build & install

**D&L Signs**  
5906 Saxon Avenue, Weston WI  
Online: dlsignsinc.com

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**Proof 2**

**BPC\_Monument Sign\_Engineer**  
Qty: 1 \_ Double Faced Sign \_ OD Size: 6' x 8' \_  
Painted aluminum structure \_ Vinyl: transparent gloss \_  
2 lines of 4" letters manual reader board \_  
top acrylic panel illuminated 3' x 8'  
D & L Signs to build & install

Attachment: Bible Presbyterian Church Sign Info (3683) : City Plan recommendations related to site plan

### 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 - pd by Ryan S. 9/18/18

Application Date: 9-18-18

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 3<sup>rd</sup>, 2018 and ending Nov 3<sup>rd</sup>, 2018 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

Chamber of Commerce or similar Civic or Trade Organization

Veteran's Organization  Fair Association

(a) Name Merrill Historical Society

(b) Address 100 E. Third St. Merrill, WI 54452  
(Street)  Town  Village  City

(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:

(f) Names and addresses of all officers:

President Bea Lebel

Vice President Michael Weckwerth

Secretary David Johnson

Treasurer Patricia Burg

(g) Name and address of manager or person in charge of affair:  
Ryan Schwartzman 100 E. Third St. Merrill

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 100 E. Third Street Merrill

(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: \_\_\_\_\_

3. Name of Event

(a) List name of the event Trivia Night

(b) Dates of event November 3<sup>rd</sup> 2018

#### 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.

Merrill Historical Society  
(Name of Organization)

Officer [Signature]  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Date Filed with Clerk 9/18/18

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

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 -

Application Date: 9-11-2018

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 10-14-18 9AM and ending 10-14-18 6PM 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

(b) Address 1708 E. 10th St Merrill

(c) Date organized 1883

(d) If corporation, give date of incorporation 1883

(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 Bishop James Powers PO Box 969 Superior WI 548

Vice President Very Rev Chris Kemp 1708 E. 10th St Merrill

Secretary Pat Buckett 1302 A N Center Ave Merrill WI 54452

Treasurer James Brickner N 1343 Meadow Ln Merrill WI

(g) Name and address of manager or person in charge of affair: Very Rev Chris Kemp 1708 E. 10th St Merrill

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

(a) Street number 1708 E. 10th St Merrill

(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: cafeteria, kitchen, grounds

3. NAME OF EVENT

(a) List name of the event Fall Festival

(b) Dates of event October 14, 2018

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.

St Francis Xavier Catholic Church (Name of Organization)

Officer [Signature] (Signature/date)

Officer (Signature/date)

Officer (Signature/date)

Officer (Signature/date)

Date Filed with Clerk 9/20/18

Date Reported to Council or Board Dave S. taking direct to Council 10/9/18

Date Granted by Council

License No.

Kris Leggett 536-2803

Attachment: Picnic License - St Francis Fall Festival 10-14-18 (3681 : Picnic license for St. Francis - Fall Festival)

**REQUEST TO INCLUDE ITEM ON AGENDA**

Board or Committee: Personnel & Finance Committee

Date of Meeting: Tuesday – September 25<sup>th</sup>, 2018

Request by: Finance Director Kathy Unertl

Describe below the item(s) you wish to have put on the agenda:  
(please attach any pertinent information):

**Consider 2018 – 2022 auditing service contract renewal with Schenck:**

Schenck has been providing independent auditing services for City of Merrill for about fifteen years. Previous contract covered audit years 2013 – 2017.

Note: Total All Services contract for 2017 audit year was \$35,550.

Signed: 

Date: 9/19/2018



September 18, 2018

Mrs. Kathy Unertl, Finance Director  
 City of Merrill  
 City Hall  
 1004 East First St.  
 Merrill, WI 54452

Dear Kathy,

In accordance with our discussions, set forth below are proposed fees for an extension of our auditing services contract. This extension will extend to City of Merrill and Schenck SC the same conditions and requirements included in our original proposal for audit services.

Audit Year 2018	Audit Year 2019	Audit Year 2020	Audit Year 2021	Audit Year 2022
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**Annual Services to be Provided:**

Full-scope audit of all individual funds of the City; including additional compliance auditing required by the federal and state governments and additional auditing procedures required by GASB 34. See separate fees for water and sewer utilities below.

\$	18,000	\$	18,300	\$	18,600	\$	18,900	\$	19,200
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Compiling Form C required annually by the Wisconsin Department of Revenue.

	1,375		1,400		1,425		1,450		1,475
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Full-scope audit of the City's water and sewer utility funds.

	9,750		9,900		10,050		10,200		10,350
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Compiling the Wisconsin Public Service Commission Report Required annually for the City's Water Utility.

	1,325		1,350		1,375		1,400		1,425
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Subtotal

	30,450		30,950		31,450		31,950		32,450
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**Additional Services, if Required:**

Special audit of a City TIF District (if required by Wisconsin Law or if requested by the City of Merrill).

	3,150		3,200		3,250		3,300		3,350
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Federal and State Single Audit (if required).

	2,450		2,500		2,550		2,600		2,650
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Subtotal

	5,600		5,700		5,800		5,900		6,000
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**Total All Services - Not to Exceed**

\$	36,050	\$	36,650	\$	37,250	\$	37,850	\$	38,450
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Attachment: Schenck Audit Years 2018-2022 (3650 : Contract extension with Schenck)

Mrs. Kathy Unertl, Finance Director  
City of Merrill  
September 18, 2018  
Page 2

The above fees are all-inclusive in that they include all costs, including travel related expenses and meeting with various City committees and its council. Should unforeseen circumstances come to our attention during the course of the audit which would require supplemental procedures which are in addition to those quoted above, we will consult with you before agreeing to incur additional costs on behalf of the City.

If our proposal is accepted, Schenck SC would submit annual engagement letters to the City to detail the scope of the audit and to outline the responsibilities of each party.

We sincerely appreciate the opportunity to continue our relationship with the City of Merrill. We currently provide auditing services to over 300 Wisconsin municipalities. Because of our experience and extensive background with municipal government, we believe the auditing services we deliver to our municipal clients provide benefits that exceed those provided by other CPA firms.

If you have any questions or desire any additional information, please do not hesitate to contact us.

Sincerely,



Schenck S.C.

The above proposed fees are accepted to extend the auditing services contract to the 2018, 2019, 2020, 2021 and 2022 audits, with the City of Merrill.

City of Merrill, Wisconsin

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Attachment: Schenck Audit Years 2018-2022 (3650 : Contract extension with Schenck)

**Seubert, Kathy**

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**From:** Johnson, David  
**Sent:** Tuesday, September 18, 2018 11:30 AM  
**To:** Heideman, Bill  
**Cc:** Seubert, Kathy; Russell, Paul  
**Subject:** P&F agenda item  
**Attachments:** State Statute.pdf

Bill,

Please place an item on the next P&F Agenda to discuss the recently approved feedback policy in light of a state statute requirement regarding complaints against law enforcement officers (66.0511 & 946.66).

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

Attachment: Agenda Item request on citizen feedback form (3642 : Discuss feedback policy in light of statutes related to law enforcement

**RESULT: APPROVED**

13. Personnel and Finance Committee:

1. Consider authorization to dispose of two Fire Department vehicles (1999 Ford F-250 flatbed truck, estimated value \$6,250 and 2006 Chevy Suburban, estimated value \$4,750) as part of new crew cab pick-up truck purchase for Fire Department. The Personnel and Finance Committee recommends approval.

Motion (Meehean/Russell) to approve.

**RESULT: APPROVED**

2. Consider citizen feedback form and policies/procedures related to use of the form. Alderman Meehean is bringing this agenda item directly to the Common Council.

Motion (Russell/Norton) to approve the format of the form included in the meeting packet. The form could be submitted to the Mayor, the City Clerk, the City Attorney or any Alderperson.

**RESULT: APPROVED**

14. Placing Committee Reports on File:

1. Consider placing the following committee reports on file: Airport Commission, Board of Public Works, City Plan Commission, Festival Grounds Committee, Health and Safety Committee, Historic Preservation Committee, Housing Authority, Library Board, Merrill Enrichment Center Committee, Parks and Recreation Commission, Personnel and Finance Committee, Skate Park Special Committee and Water and Sewage Disposal Committee.

Motion (Sukow/Norton) to place on file.

**RESULT: PLACED ON FILE**

15. Elections:

1. Elect President of the Common Council. replacing Ryan Schwartzman, who has resigned from the Common Council.

Motion (Lokemoen/Osness) to nominate Alderman Russell.

Motion (Meehean/Sukow) to nominate Alderman Norton.

Motion (Norton/Sukow) to close nominations. Carried.

The results of a secret (paper) ballot were four votes for Alderman Norton and three votes for Alderman Russell. Therefore, Alderman Norton was elected as Common Council President.



**CITY OF MERRILL  
BOARD OF PUBLIC WORKS**

**MINUTES • WEDNESDAY SEPTEMBER 26, 2018**

**Regular Meeting**

**City Hall Council Chambers**

**4:00 PM**

**1. Call to Order**

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

Attendee Name	Title	Status	Arrived
Rob Norton	Aldersperson - Seventh District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Derek Woellner	Mayor	Present	

Other attendees included: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Street & Weed Commissioner Ron Liberty, Building Inspector/Zoning Administrator Darin, Pagel, City Attorney Tom Hayden, Facilities Maintenance Nick Wszalek, Alderman Steve Osness, Mike Kunkel, Jeffrey Anderson, Matt Ritchie and City Clerk Bill Heideman. Representatives from Complete Control and Mechanical Incorporated were also in attendance. A student from Merrill Productions was in attendance to record the meeting.

**2. Preliminary items:**

**1. Vouchers**

The vouchers were in the meeting packet.

Motion (Norton/Van Lieshout) to approve.

**RESULT: APPROVED**

**3. Other agenda items for consideration:**

- 1. Consider request from Merrill Social and Sick Benefit Society to purchase a portion of a City parking lot (approximately 20 feet by 60 feet on Grand Avenue) to facilitate expansion of the S & S Bar, 418 Grand Avenue.**

Information was in the meeting packet.

City Administrator Johnson reported on the request. He recommends approval of the request, citing the fact that this is a taxable entity, and a business expansion would result in an increase in tax base.

If an authorization to sell is approved, the next step would be to establish a sale price, which would then be considered by the Board of Public Works at a later meeting. No Common Council action is necessary at this time.

Motion (Norton/Van Lieshout) to authorize the sale and begin the process of establishing a sale price.

Attachment: Committee Reports (3687 : File committee reports)

**RESULT:           APPROVED**

2. Verbal request from a business owner for additional handicap parking downtown.

Alderman Norton had requested that this be placed on the agenda. He reported that St. Vincent de Paul Thrift Store has requested installation of one additional handicap parking stall in the vicinity of their store at 1004 East Main Street.

Public Works Director/City Engineer Akey requested that he be allowed to research the criteria for handicap parking and then report his findings at the next meeting. There was no objection to this request.

This item will be on the October meeting agenda.

3. Consider annexation request from Ritchie Oil for a parcel of land on Hwy G.

Information was in the meeting packet. A map and legal description of the area to be annexed were distributed at the meeting.

Ritchie Oil of Minocqua, WI has submitted a petition to annex a parcel on Highway G. They intend on using this land to install a 30,000 gallon oil tank. If the Board of Public Works approves the annexation, it would then go the City Plan Commission, and ultimately to the Common Council for consideration.

Motion (Norton/Van Lieshout) to recommend approval, and refer the recommendation to the City Plan Commission.

**RESULT:           APPROVED**

4. Consider award of fiber-optic infrastructure construction bid.

Information was in the meeting packet.

City Administrator Johnson explained that this bid is for Phase 2 of the project. Lincoln County is no longer involved, so the City is assuming the entire cost of the project.

Six bids were received. The low bid (\$489,358.80) was from Underground Systems. This firm was involved with Phase 1 of the project and is familiar with the City.

City staff recommends approving the low bid.

Motion (Van Lieshout/Norton) to approve the bid of \$489,358.80 from Underground Systems.

**RESULT:           APPROVED & SENT TO COUNCIL**

**Next: 10/9/2018 7:00 PM**

5. Ordinance amending Chapter 2, Article IV, Section 2-81, related to standing committees, to combine the Board of Public Works and the Water and Sewage Committee.

The proposed ordinance was in the meeting packet.

City Administrator Johnson reported that this ordinance was proposed by an alderperson who has since resigned. City Administrator Johnson stated that, in his opinion, combining is not wise because Public Works funding comes from the tax levy, but Utility funding comes from a user fee.

Motion (Woellner) to approve. Motion failed due to lack of a second.

No further action was taken.

6. Consider recommendation and potential amendment of proposal for Pneumatic Control (DDC) project for the Police Wing of City Hall. This item is part of an amended agenda.

At a meeting on September 11<sup>th</sup>, 2018, the Common Council passed a motion rejecting a bid of \$120,266 from Complete Control for DDC Conversion for the Police Wing at City Hall. This bid was the only bid received. The motion included a provision that the bidding process on this project be restarted.

Facilities Maintenance Manager Wszalek suggested that perhaps bidding over again is not the wise thing to do, based on the facts that there was only one bidder and the bid amount is now a matter of public record.

Alderman Osness stated that he has no opposition to Complete Control, but that he does not appreciate Complete Control contacting his employer. In his opinion, the bidding process should begin anew. Alderman Osness urged that the City always ensure an open and fair bidding process.

The fact that only one bid was received was then discussed. Public Works Director/City Engineer Akey stated that perhaps that the City could improve on ways to obtain bids, but incorporating those changes would not guarantee additional bids.

A representative from Mechanical Incorporated stated that his company would not have bid on the project, due to proprietary restrictions imposed in the Request for Proposal. He speculated that, due to these restrictions, it was no surprise that Complete Control was the only bidder.

Motion (Norton/Van Lieshout) to approve the bid of \$120,266 from Complete Control.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 10/9/2018 7:00 PM</b>
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4. Monthly Reports:

1. Building Inspector/Zoning Administrator Pagel

The monthly report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that miscellaneous 2018 sidewalk work is near completion. Sidewalk marking for 2019 maintenance will begin upon completion of 2018 work.

2. Public Works Director/City Engineer Akey

The monthly report was in the meeting packet.

Public Works Director/City Engineer Akey provided a verbal status report on 2018 projects. Planning for 2019 projects is underway.

### 3. Street Superintendent Bonack

The monthly report was in the meeting packet.

Street Superintendent Bonack reported that streetlight work is ongoing. The City Garage water blasting and painting project is being reevaluated, due to the deteriorating condition of the building. Work on Bankers Square Park is progressing.

### 4. Street & Weed Commissioner Liberty

The monthly report was in the meeting packet.

Street & Weed Commissioner Liberty reviewed his report. All issues are being addressed as necessary.

### 5. Consider placing monthly reports on file

Motion (Norton/Van Lieshout) to place on file.

<b>RESULT:</b>	<b>PLACED ON FILE</b>
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### 5. Establish date, time and location of next regular meeting

Wednesday, October 24<sup>th</sup>, 24<sup>th</sup>, 2018 at 4:00 P.M. in the City Hall Common Council Chambers.

### 6. Public Comment Period

Alderman Osness reiterated his earlier comments regarding a contractor contacting his boss at work. Alderman Osness considers this serious, and stated that it should not and will not be tolerated. He urged that, in the future, measures be in place to prohibit this type of contact.

A representative from Complete Control then acknowledged that he had contacted Alderman Osness's supervisor. He stated that he and Alderman Osness's supervisor are friends and that their phone conversation was strictly "small talk".

### 7. Adjournment

Motion (Norton/Van Lieshout) to adjourn. Carried. Adjourned at 4:45 P.M.



**CITY OF MERRILL**  
**FESTIVAL GROUNDS COMMITTEE**  
**MINUTES • THURSDAY SEPTEMBER 6, 2018**

**Regular Meeting**

**Bierman Building**

**6:00 PM**

**I. Call to Order**

Alderman Norton called the meeting to order at 6:00 P.M.

Attendee Name	Title	Status	Arrived
Michael Caylor	Food Vendor Rep.	Present	
Rob Norton	Alderson - Seventh District	Present	
Tim Meehean	Alderson - Eighth District	Present	
John M. Van Lieshout	Alderson - Fifth District	Present	
Derek Woellner	Mayor	Present	
Bryan Bloch	Rodeo Assn. Rep.	Present	
Brad Becker	Fair Assn. Rep.	Present	

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Facilities Maintenance Manager Nick Wszalek, Festival Grounds Manager Richard Bjorklund, Alderman Paul Russell, Diane Wais, Bill Bialecki, Darryl Barker, Bryan Moodie and City Clerk Bill Heideman. A student was in attendance to tape the meeting for Merrill Productions.

**II. Minutes of previous meeting(s):**

**1. Minutes of August 2, 2018 meeting**

Motion (Meehean/Van Lieshout) to approve.

**RESULT: APPROVED**

**III. Agenda items for consideration:**

**1. Fair - Debriefing/Suggestions from City Staff for future fair events**

Facilities Maintenance Manager Wszalek stated that he was in attendance to get feedback from the committee on possible ways to improve services related to the fair.

Fair Association Rep. Becker noted some minor concerns with the restrooms, but everything else went well. He said that John Kaufman's cleanup crew did high-quality work throughout the fair.

Festival Grounds Manager Bjorklund suggested that the Bierman Building should be open during normal fair hours.

Food Vendor Rep. Caylor reported that there initially was some problems with lights, but those concerns were addressed and rectified.

The possibility of selling cream puffs in the Enrichment Center during the fair was suggested.

Festival Grounds Manager Bjorklund suggested relocating the pie-eating contest and other events to the Bierman Building.

Alderman Russell, a member of the fair board, thanked City staff for their work during the fair.

City Administrator Johnson mentioned that more coordination among the various groups during the fair could be beneficial. Rodeo Association Rep. Bloch agreed and suggested that communications could be improved.

Fair Association Rep. Becker has received feedback from the electricians and plumbers working during the fair. It was noted that dust during the fair was a concern.

Removing the fences around the beer stands during the fair is being considered.

Potential use of the Steckling Building for storage is being researched.

The possibility of additional ATM machines on the grounds is being considered.

Consideration is being given to renewing the contract with Spectrum. That organization provides the carnival for the fair.

Discussion was then held on the possibility of charging an admission fee for the fair. To do so would require fencing, which would then be an issue for future budgets.

## 2. Fair Recycling Report

Food Vendor Rep. Caylor reported that some of the permanent stands recycled to a certain extent. He mentioned that the Lions Club indicated that they would like to see more recycling of fair refuse, which hopefully will happen next year.

## 3. Rodeo Contract

A copy of the contract was in the meeting packet. It has been submitted to the Rodeo Association for their consideration.

Motion (Meehean/Van Lieshout) to approve the contract as presented.

<b>RESULT:</b>	<b>APPROVED</b>
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## 4. Calendar of Events

Diane Wais reported that September has been a busy month.

A gun show and "Pork in the Park" are upcoming.

IV. Review and discuss preliminary 2019 budget requests:

Room Tax

The proposed 2019 Room Tax budget was in the meeting packet.

Paving of various sections of the Festival Grounds was discussed.

Further discussion on the 2019 Room Tax budget will occur at the October meeting. At that time, more information will be available.

Fencing of the Festival Grounds was discussed.

No action was taken.

Merrill Festival Grounds

The proposed 2019 Merrill Festival Grounds budget was in the meeting packet. No action was taken.

Bierman Building

The proposed 2019 Bierman Building budget was in the meeting packet. No action was taken.

Tractor Pull

The proposed 2019 Tractor Pull budget was in the meeting packet. No action was taken.

Bill Bialecki provided a verbal review of the 2018 tractor pull. Expansion of the event to span two days is being considered.

V. Monthly Reports:

1. Festival Grounds Manager Bjorklund

The monthly report was in the meeting packet.

Festival Grounds Manager Bjorklund shared verbal information on "Return on Investment".

2. Food Vendor Rep. Caylor

The monthly report was in the meeting packet.

Food Vendor Rep. Caylor noted that the Parks and Recreation Department currently charges \$25 for one-day (temporary) vendors on Labor Day. City Administrator Johnson suggested that those types of vendors should be changed something around \$100. Alderman Norton suggested that the Festival Grounds Committee and the Parks and Recreation Commission could meet to discuss this issue.

Food Vendor Rep. Caylor stated that the permanent stand are working together more and more on purchasing and other issues common to all the permanent stands.

**VI. Public Comment Period**

Bill Bialecki noted that the temporary vendors are subject to regulations, and that perhaps "Vending by Permit Only" signs could be used to help ensure that temporary vendors are compliant.

It was noted that the some of the wood from the trees removed from the Festival Grounds is being used for various projects.

**VII. Establish date, time & location of next meeting**

Thursday, October 4<sup>th</sup>, 2018 at 6:00 P.M. at the Bierman Building.

**VIII. Adjournment**

Motion (Meehean/Caylor) to adjourn. Carried. Adjourned at 7:29 P.M.

A handwritten signature in blue ink, appearing to be "W. Meehean", is written over a faint, light blue circular stamp or watermark.



**CITY OF MERRILL**  
**HEALTH AND SAFETY COMMITTEE**  
**MINUTES • MONDAY SEPTEMBER 24, 2018**

**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
Dave Sukow	Aldersperson - Sixth District	Present	
Paul Russell	Aldersperson - First District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	

Also in attendance: City Administrator Dave Johnson, Fire Chief Josh Klug, Police Chief Corey Bennett, Deputy Health Officer Norbert Ashbeck, Alderman Rob Norton (arr. 5:05), Steve Hass, Ryan Schwartzman and City Clerk Bill Heideman. A student was in attendance to tape the meeting for Merrill Productions.

**II. Nuisance Complaints and Vouchers:**

**1. Nuisance Complaints**

The report was in the meeting packet.

Deputy Health Officer Ashbeck reported that court dates have been scheduled for the first two cases on the report. Orders have been written on the other two cases.

Two cases related to rodents have been reported and will be researched.

**2. Vouchers**

The vouchers were in the meeting packet.

Motion (Russell/Van Lieshout) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
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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" (picnic) license to sell fermented malt beverages and wine at 100 East Third Street on Saturday, November 3, 2018, as part of a trivia night.

Police Chief Bennett has no concerns with the application.

Motion (Van Lieshout/Russell) to approve.

Attachment: Committee Reports (3687 : File committee reports)

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>
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<b>Next: 10/9/2018 7:00 PM</b>
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IV. Other agenda items to consider:

1. Review current snowmobile and ATV/UTV routes and consider additional signage.

Information on updates to state statutes was in the meeting packet. Police Chief Bennett provided verbal details on the updates.

Based on these updates, it is possible that the City could install signs at City entrances to list, in detail, the snowmobile/ATV/UTV routes. Finance Director Unertl has indicated that funding for such signs is available.

At this time, Chief Bennett still has questions for City Attorney Hayden on this issue. Discussion on this will continue at the October meeting. At that meeting, Police Chief Bennett will provide a status report as well as any recommendation(s) for action.

V. Minutes & Monthly Reports:

1. Minutes of August 27, 2018 meeting

The minutes were in the meeting packet.

Motion (Russell/Van Lieshout) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
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2. Monthly Report - Fire Chief Klug

The monthly report was in the meeting packet.

Fire Chief Klug provided highlights of the statistical portion of the monthly report. He then reviewed the Fire Department public education and community activities.

Fire Chief Klug then shared verbal information on the Community Care Paramedic program. Discussion was held on emergency and non-emergency transfer protocols.

3. Monthly Report - Police Chief Bennett

The monthly report was in the meeting packet.

Police Chief Bennett reviewed the Police Department special assignments and activities for the last month.

The Community Night Out event was well-attended.

Extra patrol was implemented during the Fall Ride.

Police Chief Bennett reported on two grants received recently. One was for \$2,000 and the other was for \$4,000.

4. Monthly Report - Lincoln County Humane Society

The monthly report was in the meeting packet.

Alderman Sukow requested that, if possible, monthly reports, agenda item requests and meeting packet materials should be submitted by no later than noon on the Tuesday before the meeting date.

5. Consider placing monthly reports on file

Motion (Van Lieshout/Russell) to place on file.

<b>RESULT:</b> <b>PLACED ON FILE</b>
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VI. Establish date, time and location of next regular meeting

Monday, October 22<sup>nd</sup>, 2018 at 5:00 P.M. in the City Hall Common Council Chambers.

VII. Public Comment Period

None.

VIII. Adjournment

Motion (Van Lieshout/Russell) to adjourn. Carried. Adjourned at 5:23 P.M.



**T. B. Scott Free Library Board of Trustees**  
**REGULAR MEETING**  
**September 19<sup>th</sup>, 2018**  
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, Katie Breitenmoser, Paul Gilk, Audrey Huftel, Richard Mamer (4:15-), Tim Meehan and Jim Wedemeyer. Excused: Darcy Dalsky. Also present: Laurie Ollhoff and Brendon M. from MP3.

A thank you letter to the Endowment Fund was received from the Northwoods Veterans Post for approving funding to their project (for the establishment of a resource center). Ms. Stevens shared an email she received from Kurt Kiefer, Assistant State Superintendent of DPI, thanking Laurie Ollhoff for her participation in the 2018 Inclusive Services Institute.

There was no public comment.

**2. Consent Items**

M Meehan/S Huftel/C to approve the minutes of the August meeting as printed.  
M Breitenmoser/S Wedemeyer/C to accept the Monthly Revenue and Expense Report for August as printed.

**3. Reports/Discussion Items/Action Items**

A. After the Bell Request: In consideration of the library's continued interest in the success of community afterschool youth activities, M Meehan/S Bebel/C to approve the same amount as was given in 2017 (\$3,000) from Endowment Funds for the After the Bell Program.

B. Inclusive Services Report: Ms. Ollhoff gave a summary of her work on this committee. Four teams researched and developed Guidelines & Checklists related to the services that libraries provide through Facilities and Access; Collections and Resources; Community Relations/Self Care; and Governance. Final beta version of the product will be available online in PDF format at the end of October. A report to the library community will be given at the Wisconsin Library Association Conference in La Crosse in October.

C. Long Range Plan: Ms. Stevens presented a Library Demographics Review and discussion followed. A document summarizing the Site Visits conducted as part of the plan was distributed. A community meeting has been scheduled for October 15<sup>th</sup> at 6:30 led by Art Lersch from the UW-Extension, soliciting public feedback as part of our plan. Ms. Forde will be attending an upcoming workshop designed to assist the library in evaluating our future space needs.

D. Update on Lincoln County Library Board Representation: Ms. Stevens discussed her meeting with Lincoln County and City of Merrill legal counsel which further explained the Wisconsin State Statute regarding county representation on library boards. Ms. Stevens will be discussing this issue at the October A&L Committee meeting in addition to presenting a resolution for consideration by the full County Board on the matter of opposing the appointment of additional members to both T.B. Scott and Tomahawk Library Boards. Ms. Stevens has been in contact with the library director in Tomahawk and the Tomahawk Library Board has approved the advancement of the resolution to the full County Board.

E. Status of Church Property: Board members expressed concern related to potential uses of the building as it relates to the shared parking lot. Merrill city staff are aware of these concerns and Ms. Stevens requested that the library board be kept apprised of any discussions on this matter.

F. Strategic Plan Progress-Goals #3: Ms. Stevens presented staff progress on goals and objectives.

G. Trustee Essential #2-Who Runs the Library: Ms. Stevens provided copies of Trustee Essential #2.

H. Reports from Friends/WVLS Representative: The Friends of the Library had a successful booksale with books selling for \$.25 per book. The Friends will be having their regularly scheduled book sale at the end of October. A copy of the WVLS Directors report for August was provided.

**4. Forthcoming Events & Library Director Report**

- August Monthly Statistical Report was provided.
- Fall youth storytimes have been well attended.
- Youth Services is proactively targeting pre-K youth by: increasing the number of group storytime programs, providing library card sign-up opportunities and improved marketing of 1000 Books Before Kindergarten.
- Youth Services continues to schedule class visits and provide programs to public & private school youth as requested.
- Ms. Stevens provided information that Washington and Kate Goodrich schools are not offering an afterschool program this school year. Ott's Garage has started with Wednesday afterschool activities with hopes to expand their offerings as the school year progresses.
- Program recently presented by Chad Lewis had over 120 attendees.
- Ms. Stevens discussed a proposed resolution before the Wisconsin Counties Association regarding library systems. A brief review of the actions of the Public Library System Redesign project was given.
- 2018 Year to Date Statistics from the Wisconsin Digital Library were provided.
- Information on Gale Courses, a new service provided by Wisconsin Valley Library Service was given.
- Ms. Stevens discussed the plans for the library's upcoming Solar Project one-year anniversary event.
- Collaborative project initiated by the League of Women Voters has provided the library with voter education & voter registration assistance materials.
- August Task Log for John Greenwood was provided.

**5. Adjournment:**

M Meehan/S Mamer/C to adjourn the meeting at 5:15 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on October 17<sup>th</sup> at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary

SEPTEMBER '18 MEETING MINUTES**Merrill Enrichment Center Committee**

Meeting was held on September 20th, 2018 at 3:15pm  
Merrill Enrichment Center Conference Room – 303 N. Sales Street

*Present:* Rev. Kyle Carnes (Chair), Gene Bebel, Rose Akey, Sharon Harvey, Mollie Stencil,  
*Absent:* Paul Russell (Alderpersion), Emily Weix, Jennifer Clark (ADRC Representatives)

1. **Opening**
  - a. Carnes called the meeting to order.
2. **Consent Items**
  - a. Motion made by Bebel, second by Harvey to approve August '18 meeting minutes. Motion carried.
  - b. Motion made by Akey, second by Harvey to approve monthly vouchers. Motion carried.
3. **Public Comment**
  - a. None
4. **ADRC** – not present
5. **Budget**
  - a. Our personnel requests for 2019 will be presented in the October budget meeting.
6. **Outreach efforts**
  - a. Director discussed the amount of collaboration requests coming into the Center. Recent requests have been from the ADRC, Bell Tower, MHA, and Riverside Athletic Club. The Director discussed the desire to work with as many organizations that make sense for us to collaborate with but has concerns about who will manage and or assist with all of the programs/activities. Carnes wanted to ensure we, the MEC, didn't feel pressured to accommodate all of these requests and manage them at the same time. We will continue to focus on working together with those organizations whose mission aligns well with ours.
7. **Discussion**
  - a. Director spoke with Tom Hayden regarding setting up an Endowment Fund for the MEC. Hayden advised that when the endowment gift is offered we will take the necessary steps to begin such a fund. Bebel recommended asking if there are any restrictions or a standard set of guidelines in place.
  - b. Items for next meeting will be our Craft show, Thanksgiving meal and Christmas. The previous committee came up with the name 'Sharing Christmas Joy'. We will revisit this and decide on a new name as the old name became confused with other community offerings.
8. **Adjournment**
  - a. Motion to adjourn made by Carnes second by Akey.

Next meeting date is **October 18<sup>th</sup> at 3:15pm in the MEC Conference room.**  
*Vouchers will be available for review 15 minutes prior to meeting time.*

*Respectfully submitted,*

*TMrachek*

Tammie Mrachek  
MEC Director

*Enrichment Center Mission Statement: Dedicated to Enhancing Lives and Bringing Generations Together*



**CITY OF MERRILL**  
**PERSONNEL AND FINANCE COMMITTEE**  
**MINUTES • TUESDAY SEPTEMBER 25, 2018**

**Regular Meeting**

**City Hall Council Chambers**

**5:00 PM**

**I. Call to Order**

Alderman Russell called the meeting to order at 4:59 P.M.

Attendee Name	Title	Status	Arrived
Tim Meehean	Aldersperson - Eighth District	Present	
Paul Russell	Aldersperson - First District	Present	
Steve Osness	Aldersperson - Fourth District	Present	

Also in attendance: City Administrator Dave Johnson, Finance Director Kathy Unertl, City Attorney Tom Hayden, Fire Chief Josh Klug, Police Chief Corey Bennett, Alderman Rob Norton (arr. 5:07), Kandy Peterson, Deb Brunett and City Clerk Bill Heideman.

**II. Vouchers:**

**1. Vouchers**

The vouchers were in the meeting packet.

Motion (Meehean/Osness) to place on file.

**RESULT: PLACED ON FILE**

**III. Agenda items for consideration:**

**1. Review of Merrill Area Local Cable Access Channel Agreement.**

The agreement was in the meeting packet.

City Attorney Hayden reported that Merrill Area Public Schools (MAPS) has requested that consideration of this item be delayed until the October meeting. There was no objection to this request.

This item will be on the October meeting agenda.

**2. Review of 2019 Merrill Productions Budget request.**

The proposed budget was in the meeting packet.

Motion (Meehean/Osness) to approve.

**RESULT: APPROVED**

**3. Consider 2018-2022 auditing service contract renewal with Schenck.**

Information on the proposed contract extension was in the meeting packet.

Finance Director Unertl provided verbal details on the contract renewal.

Attachment: Committee Reports (3687 : File committee reports)

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 10/9/2018 7:00 PM</b>
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4. Discuss the recently approved feedback policy in light of state statutes requirement regarding complaints against law enforcement officers (Wis. State Statute 66.0511 & Wis. State Statute 946.66).

Information was in the meeting packet.

On September 11<sup>th</sup>, 2018, the Common Council passed a motion approving a citizen feedback form, which could be submitted to the Mayor, the City Clerk, the City Attorney or any Alderperson.

City Administrator Johnson is requesting that this action be reconsidered because of two concerns. The first concern is that the citizen feedback form and/or policies/procedures could conflict with state statutes as they apply to law enforcement personnel. It was suggested that the new form could be used for law enforcement personnel as well as all other employees, but that the policy that has been used in the past for law enforcement personnel continue in place.

The second concern is related to confidentiality related to the submission of the forms. Based on that concern, City Administrator Johnson recommends that all forms be submitted to one person only.

Motion (Meehean/Osness) to amend the citizen feedback form policies/procedures to state that all forms should be submitted to the City Administrator, unless the form relates to the City Administrator. All forms related to the City Administrator should be submitted to the City Attorney.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 10/9/2018 7:00 PM</b>
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#### IV. Monthly Reports:

1. Municipal Court

The monthly report was in the meeting packet.

2. Finance Director Unertl

The monthly report was in the meeting packet.

Alderman Osness suggested that all employee health insurance options should be researched before decisions are made.

3. City Attorney Hayden

The monthly report was in the meeting packet.

4. City Clerk Heideman

The monthly report was in the meeting packet.

5. City Administrator Johnson

The monthly report was in the meeting packet.

A meeting with downtown business owners was held recently to discuss Bankers Square Park.

Alderman Russell and Alderman Meehean stated that they are in favor of further discussion of a program to recognize employees after a certain number of years-of-service, including the possibility of monetary gifts.

Work on the paved parking lot at Normal Park has begun.

**6. Consider placing monthly reports on file**

Motion (Meehean/Osness) to place on file.

<b>RESULT:</b>	<b>PLACED ON FILE</b>
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**V. Establish date, time and location of next regular meeting**

Tuesday, October 23<sup>rd</sup>, 2018 at 5:00 P.M. in the City Hall Common Council Chambers.

**VI. Public Comment Period**

Alderman Norton issued a reminder that the committee had authorized "public education" on the "dark store" referendum question appearing on the November 6<sup>th</sup> ballot. He was told that those efforts are underway.

Alderman Russell thanked Ryan Schwartzman and Pete Lokemoen for their service as Common Council members.

**VII. Adjournment**

Motion (Meehean/Osness) to adjourn. Carried. Adjourned at 5:28 P.M.

City of Merrill  
Meeting of Redevelopment Authority (RDA)

Tuesday, August 7<sup>th</sup>, 2018 at 8:00 a.m.  
City Hall Common Council Chambers

**RDA Present:** Derek Woellner, Tim Meehean, Clyde Nelson, Tony Kusserow, Tim Haight, and Jill Laufenberg, and Sheila Polak

**Others:** City Clerk Bill Heideman, Alderperson Ryan Schwartzman, City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, Ken Maule and Bill Bialecki from Lincoln County Economic Development Corp. (LCEDC), and Merrill Productions camera operator

**Call to Order:** RDA Chairperson Meehean called the meeting to order at 8:00 a.m.

**Consider approval of RDA meeting minutes from June 27<sup>th</sup>:**

**Motion (Laufenberg/Kusserow) to approve the meeting minutes from June 27<sup>th</sup>. Carried.**

**Public Comment:** None.

**Update on 2018 TID equalized valuations and review/discussion of 2017 Annual TID Reports:**

Unertl highlighted the 1/1/2018 equalized assessment valuations. Total TID equalized valuation is almost \$34.3 million dollars with the vast majority in TID No. 3 (East Side) and TID No. 4 (Thielman St./ N. Pine Ridge Ave.). TID No. 11 (Rock Ridge Apartments) is just over \$2 ¼ million. Only "Blighted" area TIDs No. 7 (N. Center Ave.), No. 9 (Wisconsin River/S. Center Ave.), and No. 10 (Fox Point) have no tax increment being generated.

As to 2017 TID Annual Reports, Unertl provided overview of revenues and expenses. Investments of over \$5 million were made in 2017 including for utility and street infrastructure, real estate assembly, and cash development incentives. TID No. 3 transferred \$485,000 in tax increment to reimburse General Fund Advances to TID No. 6, No. 7, and No. 8.

**Status updates on various redevelopment projects:**

**TID No. 3:** Construction is underway on various east side street improvements.

The One Way Collision building is almost complete and another building is being constructed fronting on Thielman St. There remains potential interest in new development on Lot 3 between Pearl St. and Gem St.

**TID No. 4:** City Public Works Director Rod Akey continues to work on North Pine Ridge Ave. right-of-way (ROW) property acquisitions and engineering design.

**Chairperson Meehean read the following:**

The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) – deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider:

- a. Consider potential sale of one-acre site in new Highway G Industrial/Business Park for propane distribution operation; and
- b. Update/discussion on potential manufacturing development in new Highway G Industrial/Business Park (Proposed TID No. 13).

Motion (Laufenberg/Kusserow) to move into Closed Session. Carried 6 – 1 on roll call vote at 8:20 a.m.

Public Works Director/City Engineer Akey provided overview of the proposed propane distribution business. One option is within the Highway G Industrial/Business Park; however, the first preference for the business is a vacant site for sale by Krueger Plumbing. Upon potential purchase of the Highway G frontage, there would be petition for annexation and request to zone Industrial.

Akey and Johnson provided update on potential manufacturing development. Additional design and cost estimates are being prepared by the potential developer whom would then lease to the manufacturer. Training needs/resources were also discussed.

**Adjournment:** Motion (Laufenberg/Kusserow) to adjourn at 9:05 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

City of Merrill  
Meeting of Redevelopment Authority (RDA)

Tuesday, September 4<sup>th</sup>, 2018 at 8:00 a.m.  
City Hall Common Council Chambers

RDA Present: Tim Meehean, Clyde Nelson, Sheila Polak, and Jill Laufenberg

Absent/Excused: Derek Woellner, Tony Kusserow, and Tim Haight

Others: City Clerk Bill Heideman, City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, Bill Bialecki from Lincoln County Economic Development Corp. (LCEDC), and Merrill Productions camera operator

**Call to Order:** RDA Chairperson Meehean called the meeting to order at 8:00 a.m.

**Consider approval of RDA meeting minutes from August 7<sup>th</sup>, 2018:**

Unertl will provide minutes with the next RDA agenda packet.

**Public Comment:** None.

**Status updates on various redevelopment projects:**

Unertl and Johnson highlighted status of various TID No. 3 projects. East side street infrastructure projects are underway through Melvin Companies (Abbotsford). Unclear when utility and street projects in eastern downtown area would be underway.

One Way Collision has occupied their new building. An additional 3,600 sq. ft. building is being construction on the Thielman Street frontage. Nelson's Power House development should be underway during September.

Banker's Square (Pocket Park) development is underway downtown (TID No. 6). Business and property owners will be invited to meeting on final design features.

In TID No. 8, finish landscaping is still pending along Heldt Street. Premier Companies are now using their new City water and sanitary sewer services. Former bank "bubble" building site (401 – 403 W. Main St.) has had gravel hauled in since the property is being leased to Merrill Area Housing Authority (MAHA) for staging and parking during their Park Place renovation project.

For Sale signs are now on Lot 3 (2600 block of East Main St. in TID No. 3), the former Fox Point site (TID No. 10), and the new Highway G Industrial/Business Park (proposed TID No. 13).

Construction of additional Rock Ridge apartment buildings (Phase 2) is underway (TID No. 11).

**Update on propane distribution development site and petition for direct annexation:**

Akey advised that the business would be purchasing a 4.6 acre site along Lincoln County Highway G between the City-owned industrial/business park and US Highway 51. A petition for direct annexation of this property will be submitted to the Merrill Common Council with request for Industrial zoning. This site was the first preference for the propane distribution business.

**Remaining expenditure period for TID No. 3 (East Side) and review/discussion of infrastructure improvement priorities:**

Unertl reported that new expenditure obligations were only possible through September 13<sup>th</sup>, 2020, including additional infrastructure projects and any development agreements. There was consensus by RDA Commissioners to recommend removal of concrete pavement on East Main Street (State Highway 64) from about Sturdevant St. to Pine Ridge Ave. and replacement with bituminous paving. Any potential bituminous paving replacement at the Merrill Festival Grounds should also be completed in 2019.

For the October 2<sup>nd</sup> RDA meeting, Unertl will provide future TID No. 3 revenue projections through 2026; current and future debt service obligations; cash development incentive obligations; and available amounts for other projects and/or transfers to “blighted” area TIDs.

**Next RDA meetings:** RDA will meet on regular first Tuesday of the month morning - Tuesday, October 2<sup>nd</sup> at 8:00 a.m. and tentatively on Tuesday, October 30<sup>th</sup> at 6:00 p.m. for public hearing on potential TID No. 13 (Highway G Industrial/Business Park).

**Closed Session:**

Chair Meehean read the following notice: The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) – deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider:

- a. Update/discussion on potential manufacturing development in new Highway G Industrial/Business Park (Proposed TID No. 13)
- b. Consider potential purchase(s) of properties within various TIDs or within ½ mile of TID boundaries to facilitate future redevelopment

Motion (Laufenberg/Polak) to move into closed session. Carried 4-0 on roll call vote at 8:20 a.m.

City staff provided update on potential manufacturing development. Unertl is coordinating with Ehlers & Associates in preparing proposed TID No.13 Plan.

Unertl distributed GIS maps showing potential redevelopment sites within TID No. 3. Johnson provided information on potential additional industrial/business park properties. Staff will continue review and obtain potential property owner interest in selling.

**Adjournment:** Motion (Laufenberg/Nelson) to adjourn at 9:05 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

City of Merrill  
Meeting of Redevelopment Authority (RDA)

Tuesday, October 2<sup>nd</sup>, 2018 at 8:00 a.m.  
City Hall Common Council Chambers

**RDA Present:** Tim Meehean, Derek Woellner, Clyde Nelson, Sheila Polak, Jill Laufenberg, Tony Kusserow, and Tim Haight

**Others:** City Clerk Bill Heideman, City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, Ken Maule and Bill Bialecki from Lincoln County Economic Development Corp. (LCEDC), and Merrill Productions camera operator

**Call to Order:** RDA Chairperson Meehean called the meeting to order at 8:00 a.m.

**Consider approval of RDA meeting minutes from August 7<sup>th</sup> and September 4<sup>th</sup>:**

**Motion (Nelson/Laufenberg) to approve the meeting minutes from August 7<sup>th</sup> and September 4<sup>th</sup>.** Carried.

**Public Comment:** None.

**Status updates on various redevelopment projects:**

Unertl and Johnson highlighted status of various TID No. 3 projects. East side street infrastructure projects are moving toward completion through Melvin Companies (Abbotsford). Most downtown utility and street infrastructure projects have been deferred to Spring 2019 due to contractor availability.

One Way Collision has occupied their new building. An additional 3,600 sq. ft. building is being constructed on the Thielman Street frontage. City staff will be following up on timeframes for the Nelson's Power House development.

RDA Commissioners expressed concerns with status of Nelson's Power House and Cooper Insurance (TID No. 6 – 900 E. 1<sup>st</sup> St.) projects. Unertl reported that modifications of development agreements would be needed for both developments. The RDA also needs to review the property title revision provision (i.e. property title back to the City) in the Cooper development agreement. RDA Commissioners emphasized there should be potential reductions in TID cash development incentives for projects that failed timely completion given the fiscal impacts on projected TID tax increment.

Banker's Square (Pocket Park) development is underway downtown (TID No. 6). Business and property owners met with City Administrator Johnson and Public Works Director/City Engineer Akey on final design features. Laufenberg asked about ADA access with the steps off the alley side? Akey/Johnson advised that ADA requirements were met with the E. Main St. access.

In TID No. 8, finish landscaping is still pending along Heldt Street.

Construction of additional Rock Ridge apartment buildings (Phase 2) continues (TID No. 11).

**Consider resolution authorizing a development agreement by and between the City of Merrill, Wisconsin and United Development Group LLC for new commercial building at 3201 East Main Street (TID No. 3 – former 3's Company site):**

There was extensive discussion as to the proposed TID No. 3 cash development incentive being recommended by City staff and whether really needed. The 9,000 sq. ft. retail development proposal includes estimated \$27,000 for demolition of existing building and \$783,000 for new building construction. RDA Commissioner Nelson calculated the TID incentive at about 11.25% which is comparable to previous City of Merrill TID cash development incentives. City staff use tax base generation and potential jobs in their evaluation process.

Unertl advised that based upon City environmental and demolition experience, it likely could be closer to \$40,000+ range. That is why higher \$30,000 TID cash development incentive upon completion/occupancy of the new development. No site plan has yet been provided; however, the developer would continue to lease street right-of-way for parking (as has been the situation for former 3's Company). In addition, there are site challenges due to grade off the south side.

Bialecki from LCEDC emphasized that many development proposals need to be handled confidentially. Johnson commented that sometimes the RDA consideration of potential TID assistance is after the fact due to time to negotiate site acquisition. Unertl noted that the site/business has been for sale for an extended period of time.

Johnson reported that any TID cash development incentive is not paid until the development is complete and occupied. Unertl added that future year TID incentives were only paid after verifying that the property taxes were paid. There would be increase of about \$500,000 in real estate property valuation with the new development and existing Merrill jobs would be retained.

City Building Inspector/Zoning Administrator Pagel advised that the only zoning review needed was for building setbacks. RDA Commissioner Laufenberg requested that there be further RDA review of site plan and aesthetic appearance.

**Motion (Nelson/Laufenberg) to recommend the resolution authorizing a development agreement by and between the City of Merrill, Wisconsin and United Development Group LLC for new commercial building at 3201 East Main Street (TID No. 3 – former 3's Company site).** Carried. City staff will include specific timeframe provisions within the development agreement in order to receive the proposed \$90,000 TID No. 3 amount.

**Review and discussion of 2019 Tax Increment District budget requests:**

Unertl highlighted proposed 2019 TID expenditures and revenues. Potential infrastructure projects would be financed through TID Revenue Bonds for TIDs No. 3, No. 4, No. 11, and No. 12. Specific projects include Logan Ave. and E. 6<sup>th</sup> St. utility and street improvements by Athletic Park (in TID No. 12). There is a \$100,000 TID No. 11 cash development incentive (i.e. first of five years) due after completion/occupancy of Phase 2 of Rock Ridge Apartments. Various east side utility and street infrastructure projects are proposed for TID No. 3 (including Merrill Festival Grounds) and No. 4.

In the agenda packet, Unertl provided a spreadsheet with TID cash development incentives for 2019, as well as new summary showing TID debt service. TIDs will pay over \$800,000 in Principal and Interest on previous borrowing.

RDA Commissioner Laufenberg asked about Marketing line items. Unertl reported that this is in addition to the City tax levy amount for potential street signage, banners, and website improvements. Johnson and Unertl emphasized desire for City staff to maintain any web-based marketing systems.

**Next RDA meetings:** RDA will meet on Tuesday, October 30<sup>th</sup> at 6:00 p.m. and then regular monthly meeting on Tuesday, December 4<sup>th</sup> at 8:00 a.m.

**Closed Session:**

Chair Meehean read the following notice: The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) – deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider:

- a. Consider approval of closed session RDA meeting minutes from August 7<sup>th</sup> and September 4<sup>th</sup>
- b. Update/discussion on potential manufacturing development in new Highway G Industrial/Business Park (Proposed TID No. 13)
- c. Update/discussion on potential new restaurant development (TID No. 3)

**Motion (Laufenberg/Kusserow) to move into closed session.** Carried 6-1 on roll call vote at 8:43 a.m.

**Motion (Laufenberg/Polak) to approve the Closed Session meeting minutes from August 7<sup>th</sup> and September 4<sup>th</sup>.** Carried.

City staff provided update on potential manufacturing development and alternative relocation options. City will be deferring potential creation of TID No. 13 (for Highway G Industrial/Business Park) into the future.

Bialecki from LCEDC provided status update on potential new restaurant development options. He will continue discussions on potential site(s), developer(s), and operator(s).

**Adjournment:** Motion (Laufenberg/Kusserow) to adjourn at 9:08 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

## SKATE PARK SPECIAL MAYOR'S COMMITTEE

September 10<sup>th</sup>, 2018

The Merrill Skate Park Special Mayor's Committee met on Monday, September 10<sup>th</sup>, 2018, at 4:00 p.m. in the Council Chambers at the Merrill City Hall.

Members Present: Dan Wendorf, Kyle Gulke, Kate Baker, Dakoda Branski, Ryan Bartz

Members Absent: Shawn Molley, Justin Novitski

Visitors Present: Mayor Woellner, Anthony Kromrie (MP3)

Wendorf called the meeting to order at 4:00 p.m.

\*\*\*Motion Baker, seconded by Branski to approve the minutes from the previous meeting.

\*\*\*Carried unanimously.

There was no public comment to begin the meeting.

The next item on the agenda was to begin discussion on future skate park design. Wendorf began the discussion by summarizing the action that was taken at the 9/5/18 Parks & Recreation Commission meeting regarding location. Wendorf stated that after a lengthy, and very positive, discussion the Commission ultimately felt more comfortable with placing the new skate park at the MARC. He stated that with the location out of the way it is time to begin discussing what we want the new skate park to look like. Wendorf said this is the part where we really need to lean on our skater members of the Special Committee, along with all other skaters in the community. Wendorf stated that at this meeting he would like to collect a list of the "must have" features of the skate park first, followed by the "dream list" of items that would be nice but if we could not afford them in the end we could do without.

Discussion amongst the committee yielded the following list of "must have" items in the new skate park:

- \*double set      \*4 stair with handrails on each side      \*A frame in middle with hip
- \*down rails      \*stair sets (4-6 stairs)      \*manual pads      \*random flat rails (round & square)
- \*flowing design with ample open space      \*1/4 pipe on other side of stairs
- \*small bowl like Weston

Discussion continued amongst the committee yielding the following list of "dream list" items:

- \*Euro gaps like St. Point      \*wall ride area      \*graffiti area(s)      \*seating area (or use bleachers  
For potential competitions)      \*fire hydrant for tricks      \*mock street curb area
- \*skateable picnic tables      \*as many unique features as possible to set our park apart from  
others and draw people to our community from outside to showcase our new facility

After design discussion Wendorf was asked how the process would proceed. He stated that he sees it moving forward similar to the Aquatic Center process. Wendorf said that he has requested money in the 2019 budget to allow for design consulting fees and we might have to wait until funding is approved in order to devise a final design. He said there might be some companies that will agree to do design work for free that can help get things started. Wendorf stated that for the Aquatic Center, ideas and sketches were gathered and shared with the designer electronically, and via virtual meetings, to allow for

efficient revisions that led to a final design. The committee agreed to take extra time at this point in the project to ensure that we design the best possible skate park we can. Wendorf asked the committee to keep brain storming and continue to pass ideas along so that we capture them all to see if we can incorporate as much as possible into the overall design. It is always easier to dream big and revise what we don't need or cannot afford to do than it is to try and add something later in the process.

There was no public comment at the end of the meeting.

The next regularly scheduled meeting will be October 8<sup>th</sup>, 2018 at 4:00 p.m. in the Council Chambers at the Merrill City Hall.

\*\*\*Motion Baker, seconded by Branski to adjourn the meeting at 4:47 p.m.

\*\*\*Carried unanimously.

Dan Wendorf  
Recording Secretary

Transit Meeting  
March 19, 2018  
Minutes

Present; Mr. Rick Blake – Chairman Mr. Steve Willis. Mr. Gordon Geiger. Sue Kunkel and Brad Brummond – Transit Administrator.

Absent; Mr. Tony Kusserow.

- 1) Call to order 4:00pm
- 2) Public Comment - None
- 3) Approval of November minutes

A motion to approve minutes of the November, 2017 meeting was made Sue Kunkel and seconded by Mr. Gordon Geiger. All ayes, motion approved unanimously.

4) Administrator's Report:

- A) Discussed cell phone policy issues pros and cons. Was determined to rewrite the policy to become more modern. Must be approved by the City Personal Director and the board will vote to adopt policy revisions.
- B) Discussion of Our Way Agency rate. This will remain the same for the current negotiated period. Our Way was informed that if they need a change it must be submitted to Merrill Transit prior to September 1 for the following year.
- C) Demonstration of Ecolane dispatch software was presented by Tom Emmerson of Ecolane. Explained how things will work for the drivers and for the office. Going live on March 23, 2018.

5) Next meeting date will be April 16, 2018

6) A motion to adjourn the meeting was made by Sue Kunkel seconded by Mr. Steve Willis. All ayes, motion approved unanimously

Respectfully submitted by:

Brad Brummond  
Transit Administrator

Transit Meeting  
April 16, 2018  
Minutes

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

Absent; Mr. Tony Kusserow,

- 1) Call to order 4:00pm
- 2) Public Comment - None
- 3) Approval of March minutes

A motion to approve minutes of the November, 2017 meeting was made Mr. Gordon Geiger and seconded by Mr. Steve Willis. All ayes, motion approved unanimously.

4) Administrator's Report:

- A) Reviewed the revised cell phone (electronics) policy. Changes were approved with City Administrator in agreement.
  - a. A motion to approve and adopt the new policy was made by Sue Kunkel and seconded by Gordy Gieger. All ayes, motion approved unanimously.
  
- B) Ecolane dispatch software update:
  - a. Go Live date of March 23, 2018 was met.
  - b. All drivers are fully using and have taken to it very well
  - c. Ecolane working on export report for our use
  - d. Diminishing balance still coming from Ecolane in near future.

5) Next meeting date will be May 21, 2018

6) A motion to adjourn the meeting was made by Sue Kunkel seconded by Gordy Gieger. All ayes, motion approved unanimously

Respectfully submitted by:

Brad Brummond  
Transit Administrator

Transit Meeting  
May 21, 2018  
Minutes

Present; Mr. Rick Blake – Chairman Mr. Steve Willis, Mr. Gordon Geiger, Sue Kunkel and Brad Brummond – Transit Administrator, Mr. Tony Kusserow, Mayor Derek Woellner

- 1) Call to order 4:00pm
- 2) Public Comment - None
- 3) Approval of April minutes

A motion to approve minutes of the November, 2017 meeting was made Mr. Gordon Geiger and seconded by Mr. Steve Willis. All ayes, motion approved unanimously.

4) Administrator's Report:

A) Reviewed 2018 first quarter report:

- a. A motion to approve the report was made by Sue Kunkel and seconded by Steve Willis. All ayes, motion approved unanimously.

B) Ecolane dispatch software update:

- a. Diminishing balance still coming from Ecolane in near future scheduled for June.
- b. A motion to approve the report was made by Sue Kunkel and seconded by Gordy Gieger. All ayes, motion approved unanimously.

5) Next meeting date will be June 18, 2018

6) A motion to adjourn the meeting was made by Sue Kunkel seconded by Tony Kusserow. All ayes, motion approved unanimously

Respectfully submitted by:

Brad Brummond  
Transit Administrator

Attachment: Committee Reports (3687 : File committee reports)

Transit Meeting  
July 16, 2018  
Minutes

Present; Mr. Rick Blake – Chairman Mr. Steve Willis, Mr. Gordon Geiger, Ms. Sue Kunkel, Mr. Tony Kusserow, and Brad Brummond – Transit Administrator

- 1) Call to order 4:00pm
- 2) Public Comment - None
- 3) Approval of May minutes

A motion to approve minutes of the May, 2017 meeting was made by Sue Kunkel and seconded by Tony Kusserow. All ayes, motion approved unanimously.

4) Administrator's Report:

A) TSI Training

- a. Brad went to TSI Train the Trainer training the week of June 11. He received his certificate to train TSI programs. This will meet the requirements for all training beginning in 2020 to be done for new hires.

B) Ecolane dispatch software update:

- a. Diminishing balance is now installed. No requirement to hold a hearing per Tom Hayden just need to publish 3 times. Will verify what is meant by 3 times and will meet that requirement by September 1, 2018. All rides will have to be paid at the time of service or prepaid.
- b. A motion to approve the publishing of the policy change and to publish to meet requirement was made by Sue Kunkel and seconded by Steve Willis. All ayes, motion approved unanimously.

C) Discussion of July 31, 2018 Housing Authority

- a. Donating bus to shuttle residents to and from the event at River Bend Trail Atrium.
- b. Atrium on other side of the RR Tracks ok to cross to service the event as well as add as a regular stop to get residents there to use the River Bend Trail.

D) Driver Uniform Shorts

- a. Drivers requesting to wear shorts in the warm weather.
- b. Dress policy to be modified to include shorts May 1 to September 30 with restrictions on type and length of shorts.
- c. Brad to write policy change for approval.

E) Bus Grant Possibilities

- a. We have applied for the low/no grant which would get us electric buses. Researching the electric bus option. Will be going August 1 to electric vehicle seminar to learn more about them.
- b. Also applied for another grant which would get us new diesel buses if we get that approval. And choose not to go electric if we get that approval.
- c. Will be applying for the VW grant as well when that becomes available.

5) Next meeting date will be August 20, 2018

6) A motion to adjourn the meeting was made by Sue Kunkel seconded by Tony Kusserow. All ayes, motion approved unanimously

Respectfully submitted by:

Brad Brummond  
Transit Administrator

Transit Meeting  
August 20, 2018  
Minutes

Present; Mr. Steve Willis, Mr. Gordon Geiger, Ms. Sue Kunkel, Mr. and Brad Brummond – Transit Administrator

- 1) Call to order 4:00pm
- 2) Public Comment - None
- 3) Approval of May minutes

A motion to approve minutes of the July, 2018 meeting was made by Gordon Geiger and seconded by Steve Willis. All ayes, motion approved unanimously.

4) Administrator's Report:

- A) Ecolane dispatch software update:
  - a. Diminishing balance is now working for the students. Have had a positive response. No students riding without payment.
- B) July Housing Authority Picnic
  - a. Went off very well
  - b. Have picked up a couple new riders as a result
- C) Driver Uniform Shorts
  - a. Review new dress code policy

Motion to approve was made by Gordon Geiger and seconded by Steve Willis. All ayes, motion approved unanimously.
- D) Electric vehicle report
  - a. Disappointing there were not any buses there or were buses discussed
  - b. Did learn that batteries not last in the cold as was believed
  - c. May not go with electric buses
- E) Second quarter report
  - a. Ridership still on a small decline 6%
  - b. Revenue is up 8% due to increased adult ridership

5) Next meeting date will be September 17, 2018

6) Motion to approve was made by Steve Willis and Gordon Geiger seconded by. All ayes, motion approved unanimously

Respectfully submitted by:

Brad Brummond  
Transit Administrator

Transit Meeting  
September 17, 2018  
Minutes

Present; Mr. Steve Willis, Mr. Gordon Geiger, Ms. Sue Kunkel, Mr. Tony Kusserow and Brad Brummond – Transit Administrator

- 1) Call to order 4:00pm
- 2) Public Comment - None
- 3) Approval of May minutes

A motion to approve minutes of the July, 2018 meeting was made by Steve Willis and seconded by Gordon Geiger. All ayes, motion approved unanimously.

4) Administrator's Report:

- A) Driver report:
  - a. Adam Berreth is no longer part of the team He was terminated August 22, 2018 for violation of policy
- B) Ecolane dispatch software update:
  - a. Diminishing balance is now working for the students. Have had a positive response. No students riding without payment.
- C) New bus grants update:
  - a. Approved for 3 Electric buses
    - i. Not sure gong to utilize and get electric buses
    - ii. Meeting with vendor in October – set up through WisDOT

5) Next meeting date will be October 15, 2018

6) Motion to adjourn was made by Sue Kunkel and Tony Kusserow seconded by. All ayes, motion approved unanimously

Respectfully submitted by:

Brad Brummond  
Transit Administrator



**CITY OF MERRILL**  
**WATER & SEWAGE DISPOSAL COMMITTEE**  
**MINUTES • WEDNESDAY SEPTEMBER 26, 2018**

**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.

Attendee Name	Title	Status	Arrived
Rob Norton	Aldersperson - Seventh District	Present	
Steve Osness	Aldersperson - Fourth District	Present	

Also in attendance: City Administrator Dave Johnson, Mayor Derek Woellner, Utility Operations Manager Gabe Steinagel, Public Works Director/City Engineer Rod Akey and City Clerk Bill Heideman.

**II. Preliminary Items**

**1. August Vouchers**

The vouchers were in the meeting packet.

Motion (Osness/Norton) to approve.

**RESULT: APPROVED**

**III. Agenda Items for Consideration**

**1. Discussion & recommendation on revising Ordinance Sec 38-214, to address Sand & Grease Trap Installation requirements**

Language for a proposed ordinance was in the meeting packet.

Utility Operations Manager Steinagel explained that the proposed ordinance would included granting the Water Utility the authority to conduct their own inspections at facilities that require sand and/or grease traps.

Motion (Osness/Van Lieshout) to approve.

**RESULT: APPROVED & SENT TO COUNCIL** **Next: 10/9/2018 7:00 PM**

**2. Discussion & recommendation on revising Ordinance Chapter 2, Article IV, Sec 2-81, Standing Committees, to address combining Board of Public Works and Water & Sewer Committee**

The proposed ordinance was in the meeting packet.

This item was initially discussed at the September 26<sup>th</sup>, 2018 Board of Public Works meeting. At that meeting, the Board of Public Works took no action.

No action was taken.

Attachment: Committee Reports (3687 : File committee reports)

3. Discussion & recommendation on request from Pecha Septic Service to be allowed to dispose of septic/holding tank wastes at the Merrill Wastewater Treatment Plant

A copy of the permit application was in the meeting packet.

Utility Operations Manager Steinagel reported that this is an Antigo firm and that he has no concerns with the application.

If approved, no Common Council action is necessary.

Motion (Norton/Osness) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
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IV. Monthly Report

1. Operations Report

The report was in the meeting packet.

Utility Operations Manager Steinagel reviewed the report.

The possibility of changing to monthly utility billing was discussed. It was noted that monthly billing would result in additional costs. However, some customers might prefer monthly billing, because they would receive smaller monthly bills rather than a bigger quarterly bill.

Alderman Norton suggested using a questionnaire and/or survey to get feedback on whether customers would prefer the current quarterly billing policy or would rather be billed on a monthly basis.

V. Public Comment Period

None.

VI. Establish date, time and location of next meeting

Wednesday, October 24<sup>th</sup>, 2018 at 5:00 P.M. in the City Hall Common Council Chambers.

VII. Adjournment

Motion (Osness/Norton) to adjourn. Carried. Adjourned at 5:09 P.M.

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

AN ORDINANCE: By Water and Sewage Committee  
Re: Amending Chapter 38, Article III, Division 4,  
Section 38-214 – Interceptors

ORDINANCE NO. 2018-  
Introduced: October 9, 2018  
1st Reading: \_\_\_\_\_  
2nd Reading: \_\_\_\_\_  
3rd Reading: \_\_\_\_\_  
Committee/Commission Action:  
**RECOMMENDED FOR PASSAGE**

Attachment: Ordinance on sand and grease traps (3690 : Ordinance on Sand and Grease Traps)

**AN ORDINANCE**

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

**Section 1.** Chapter 38, Article III, Division 4, Section 38-214 of the Code of Ordinances for the City of Merrill is amended as follows:

Sec. 38-214. - Interceptors.

Grease, oil, and sand interceptors shall be provided as required by the state plumbing code for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand, or other harmful ingredients, except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the supervisor of building construction and shall be located as to be readily and easily accessible for cleaning and inspection.

**SAND & GREASE TRAP INSTALLATIONS**

(1) **REQUIRED.** Sand and grease traps shall be provided at restaurants, bars, bowling alleys, schools, nursing homes, grocery stores, and hospitals, repair garages, gasoline stations, car washes and other industrial or commercial establishments for the proper handling of liquid wastes containing grease in excessive amounts. Individual exemptions from this requirement may be granted upon review by the Merrill Utility Operations Manager and Building Inspector. All sand and grease traps shall be constructed in accordance with the Wisconsin Plumbing Code and shall be located as to be readily and easily accessible for easy cleaning and inspection. A description of the sand/grease trap system and the manufacturer, dimensions and location thereof shall be submitted to the Wastewater Utility with the first maintenance report following installation.

- (2) **MAINTENANCE.** All sand and grease traps shall be maintained by the owner at his or her expense in continuing, efficient operation at all times.
- (a) The interceptor shall be readily accessible for cleaning and inspection at all times.
  - (b) After maintenance or inspection is completed all parts must be restored to normal operations including fastening screw and bolts. Tampering or removal of parts is prohibited except for normal maintenance or inspection.
  - (c) In maintaining the interceptor the owner shall be responsible for the proper removal and disposal by appropriate means of the captured material and shall maintain records of the dates and means of disposal for review by the Utility Manager. Any removal and hauling of the collected materials not performed by the owner's personnel must be performed by currently licensed waste disposal firms.
- (3) **MAINTENANCE REPORTS.** Maintenance reports detailing all maintenance performed as well as emptying and cleaning records during the previous year shall be submitted to the Utility Manager annually, by March 1.
- (4) **PENALTY FOR FAILING TO FILE REPORTS.** Any user delinquent in filing a maintenance report shall be notified of the delinquency and the penalty for failure to report. Any user who has not submitted the required annual maintenance report by March 1, shall be assessed a penalty not exceeding \$200.00 per day, with each day constituting a separate violation. The penalty shall be assessed from March 1 until the maintenance report has been received by the Utility Operations Manager.
- (5) **INSPECTIONS.** Routine inspections will be done at facilities. If anything is found during the inspections to be noncompliant, customers would be given 90 days to make the necessary corrections and have re-inspections done. If after 90 days corrections have not been made, disconnection procedures may be initiated, penalties may be imposed or both.

**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.

Moved by: \_\_\_\_\_

Adopted: \_\_\_\_\_

Approved: \_\_\_\_\_

Published: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Derek Woellner, Mayor

Attest:

\_\_\_\_\_  
William N. Heideman, City Clerk

Attachment: Ordinance on sand and grease traps (3690 : Ordinance on Sand and Grease Traps)

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

AN ORDINANCE: By City Plan Commission  
Re: Amending Chapter 111, Article II, Section 111-116 Land Divisions and Consolidations by Certified Survey Map

ORDINANCE NO. 2018-  
Introduced: October 9, 2018  
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 111, Article II, Section 111-116 of the Code of Ordinances for the City of Merrill is amended as follows:

~~(d) *Review and approval.* The plan commission shall, within 30 days from the date of the filing of the certified survey map, recommend approval, conditional approval or rejection of the map and shall transmit the map along with its recommendations to the common council. The common council shall approve, approve conditionally and thereby require resubmission of a corrected certified survey map or reject such certified survey map within 60 days from the date of filing of the map, unless the time is extended by agreement with the applicant. If the map is rejected, the reason shall be stated in the minutes of the meeting and a written statement forwarded to the subdivider. If the map is approved, the common council shall cause the city clerk to so certify on the face of the original map and return the map to the applicant. In the event that the proposed land division involves two acres or less, the proposed division may be approved by the building inspector without further review by the plan commission or common council. The building inspector shall report any such approval to the plan commission at its next regularly scheduled meeting. All Certified Survey Maps must be approved by the Engineering and Zoning Departments. A report of the maps approved or disapproved shall be made to the City Plan Commission at its regularly scheduled meeting.~~

**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.

Attachment: Ordinance on procedures to approve Certified Survey Maps (3691 : Ordinance on CSM approval procedures)

**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.

Moved by: \_\_\_\_\_

Approved: \_\_\_\_\_

Adopted: \_\_\_\_\_

Derek Woellner, Mayor

Approved: \_\_\_\_\_

Attest: \_\_\_\_\_

Published: \_\_\_\_\_

William N. Heideman, City Clerk

Attachment: Ordinance on procedures to approve Certified Survey Maps (3691 : Ordinance on CSM approval procedures)

# CITY OF MERRILL

1004 EAST FIRST STREET  
MERRILL, WI 54452-2586

AN ORDINANCE: By City Plan Commission  
Re: Amending Chapter 113, Article II, Section 113-44 Public Use/Park and Recreation District

ORDINANCE NO. 2018-  
Introduced: October 9, 2018  
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 113, Article II, Section 113-44 of the Code of Ordinances for the City of Merrill is amended as follows:

(b) *Principal permitted uses.* Principal permitted uses are:

- (1) Schools, private or public.
- (2) Churches, rectories, cemeteries.
- (3) Municipal buildings such as city hall, garages, courthouse, fire station, water and wastewater treatment plant, pump houses.

~~(4) Such accessory buildings as pertinent to the above-mentioned uses and recommended by the plan commission with approval of the common council.~~

~~(c) *Conditional uses.* Conditional uses are:~~

- ~~(1)(4) Public parks.~~
- ~~(2)(5) Public recreation facilities.~~

(d) *Requirements.*

~~(1) All plans and developments under this chapter shall be approved by the plan commission and common council.~~

(2)(1) Recreational facilities shall be permitted only when they are pertinent to the public use of such building, such as an athletic field to the public high school.

(3)(2) Minimum side, front and rear yards, lot coverage and lot area and placement of accessory buildings, uses, and signage shall be established consistent with sound planning and zoning principals and may be those of the

Attachment: Ordinance on public use and Park and Rec. Districts (3692 : Ordinance on public use/Park and Rec uses)

adjoining zoning district that abuts the public use. Greater set-backs may be required due to size and bulk of improvements and lot coverage.

(4) Off-street parking and loading spaces shall be requirements of Article VI

**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.

Moved by: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Published: \_\_\_\_\_

Approved: \_\_\_\_\_  
Derek Woellner, Mayor  
Attest: \_\_\_\_\_  
William N. Heideman, City Clerk

Attachment: Ordinance on public use and Park and Rec. Districts (3692 : Ordinance on public use/Park and Rec uses)

# CITY OF MERRILL

1004 EAST FIRST STREET  
MERRILL, WI 54452-2586

AN ORDINANCE: By City Plan Commission  
Re: Annexing Territory from the Town of Merrill on a petition for direct annexation by unanimous approval pursuant to Wis. Stat. Sec. 66.0217(2); assigning aldermanic district and establishing temporary zoning.

ORDINANCE NO. \_\_\_\_\_  
Introduced: October 9, 2018  
1st Reading: \_\_\_\_\_  
2nd Reading: \_\_\_\_\_  
3rd Reading: \_\_\_\_\_  
Committee/Commission Action:  
**RECOMMENDED BY BPW**

## AN ORDINANCE

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

**Section 1. Territory Annexed.** The following described parcels from the Town of Merrill, Lincoln County, Wisconsin are annexed to the City of Merrill:

Lot 1 of Certified Survey Map 2257, D048248, located in the Southwest ¼ of the Southwest ¼ of Section 5, Township 31 North, Range 7 East, Town of Merrill, Lincoln County, Wisconsin.

**Section 2 Condition and Effect of Annexation.** From and after the date of publication of this ordinance, the territory described in Section 1 above shall be part of the City of Merrill for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to the ordinances, rules and regulations of the City.

**Section 3 Aldermanic Designation.** The territory described in Section 1 of this ordinance is hereby made a part of the First Aldermanic District of the City of Merrill subject to the ordinances, rules and regulations of the City Aldermanic Districts.

**Section 4 Schools.** The territory described in Section 1 is annexed for school purposes and for school legalization to the Merrill Area Common Public School District and subject to all laws governing the same.

**Section 5 Zoning.** The territory described in Section 1 is hereby zoned Industrial.

Attachment: Ordinance on Annexation (3693 : Ordinance on Annexation)

**Section 6 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 7 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.

Moved by: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Published: \_\_\_\_\_

\_\_\_\_\_  
Derek Woellner,  
Mayor

Attest:

\_\_\_\_\_  
William N. Heideman,  
City Clerk

Attachment: Ordinance on Annexation (3693 : Ordinance on Annexation)



PETITION OF ELECTORS AND REAL PROPERTY OWNERS FOR DIRECT ANNEXATION

FEE: 175.00

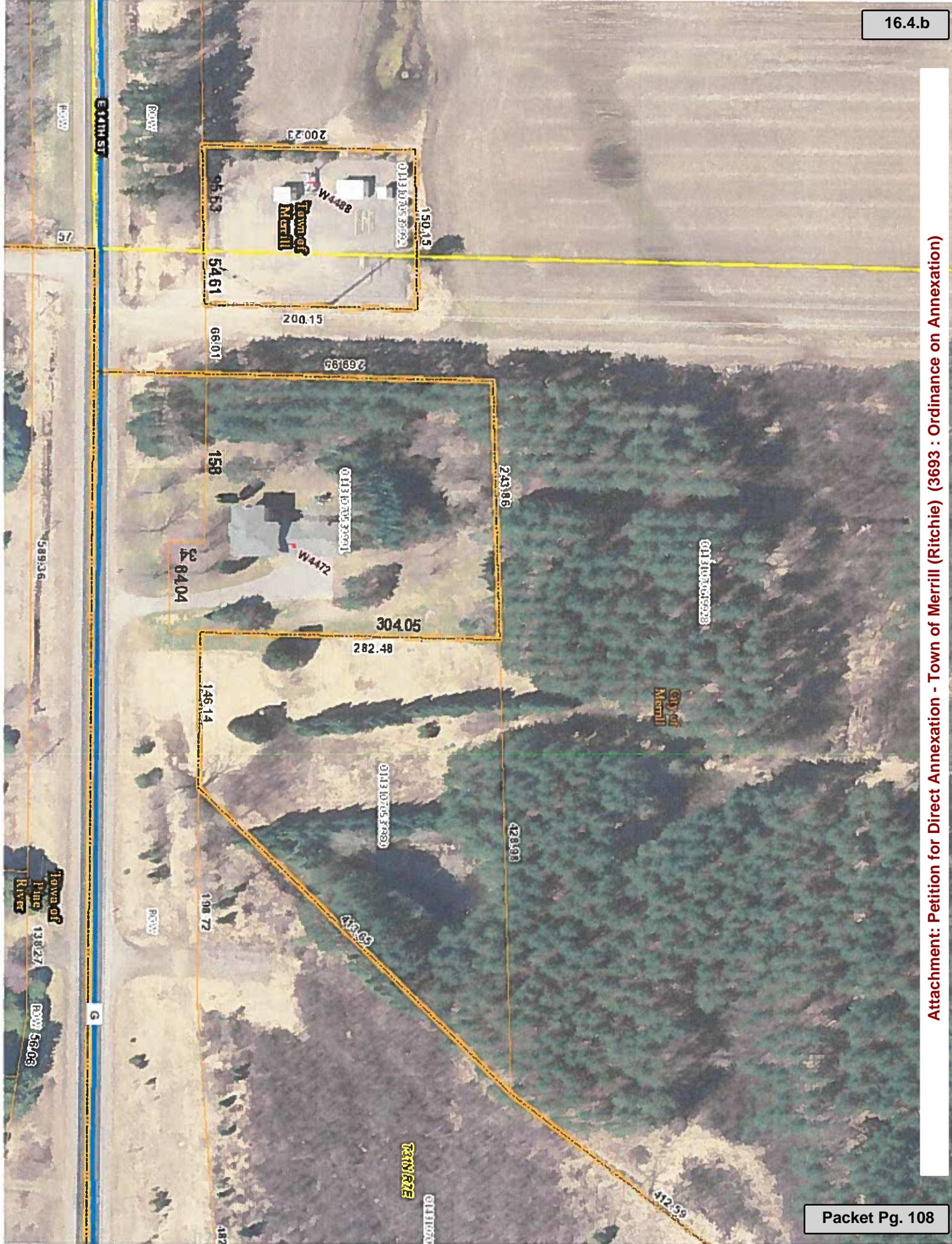
We, the undersigned, constituting all of the resident electors and all of the owners of the real property in the following territory of the Town of Merrill, Lincoln County, Wisconsin, lying contiguous to the City of Merrill, petition the Honorable Mayor and Common Council of the said City to annex to the City of Merrill, Lincoln County, Wisconsin, the territory described below, and shown on the attached scale map pursuant to Wisconsin Statutes, Section 66.021(12):

Legal Description of Property to be Annexed:

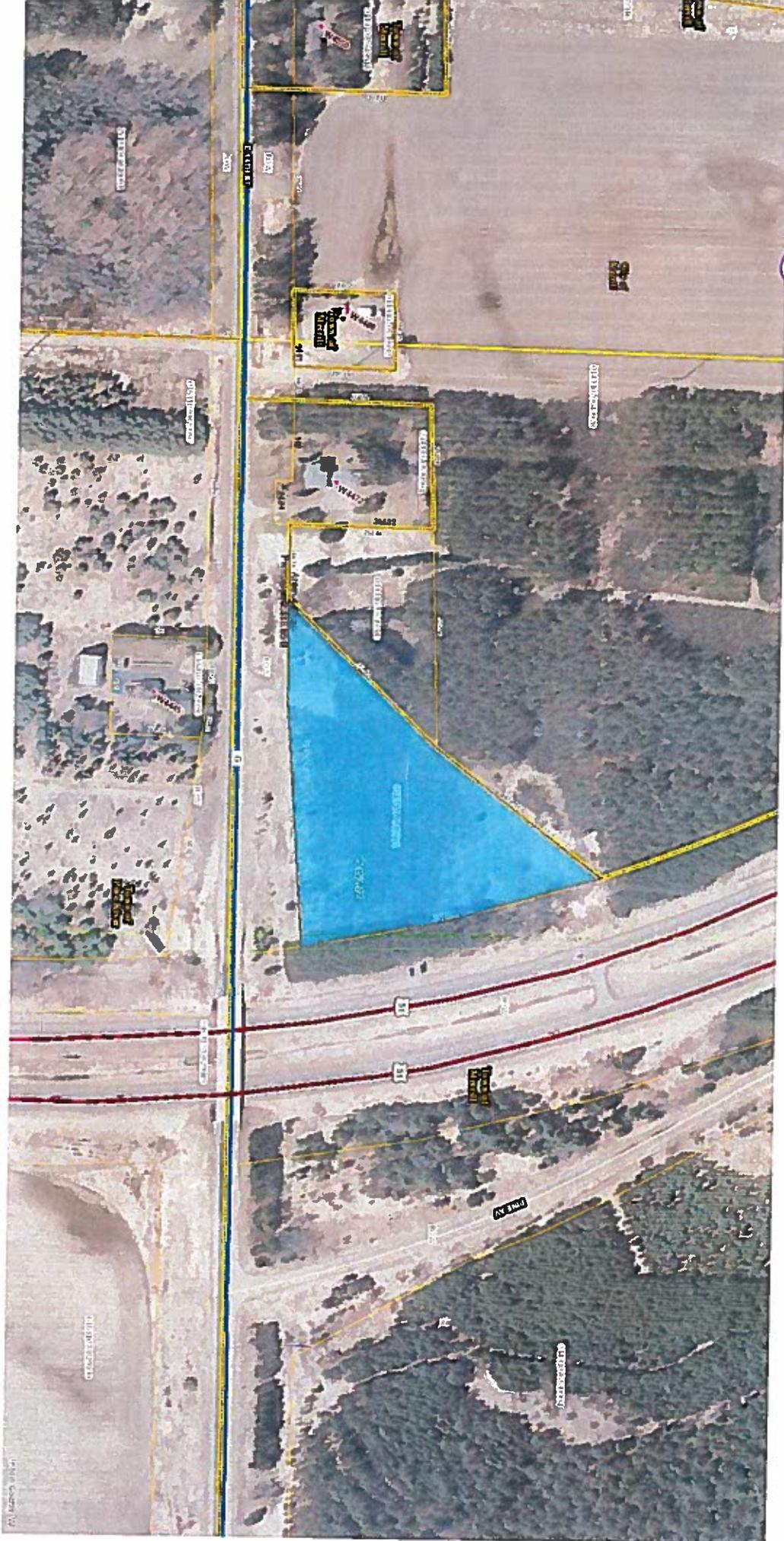
Attach Map of Property to be Annexed.

<u>Signature of Petitioner</u>	<u>Date of Signing</u>	<u>Owner Elector</u> (Mark with X)
<i>Matt Ritchie</i>	9-19-18	
<i>Nancy Ritchie</i>	9-19-18	X
<i>be Ritchie</i>	9-19-18	X

Attachment: Petition for Direct Annexation - Town of Merrill (Ritchie) (3693 : Ordinance on Annexation)



Attachment: Petition for Direct Annexation - Town of Merrill (Ritchie) (3693 : Ordinance on Annexation)



Red  
at  
Meeting  
9/26/10  
BIB

Lot 1 of Certified Survey Map 2257, D048248, located in the Southwest ¼ of the Southwest ¼ of Section 5, Township 31 North, Range 7 East, Town of Merrill, Lincoln County, Wisconsin.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MERRILL, WISCONSIN AND UNITED DEVELOPMENT GROUP LLC**

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 3 on September 13, 2005 and the redevelopment site is within TID No. 3; and,

WHEREAS, United Development Group LLC has proposed acquisition of the site, demolition of existing building, and construction of new retail building; and,

WHEREAS, the City of Merrill finds that the proposed development and the fulfillment of the items and conditions of the attached Development Agreement are in the vital and best interest of the City of Merrill, the Merrill Redevelopment Authority and City residents and serves a public purpose in accordance with State law; and,

WHEREAS, additional property tax will be generated from this redevelopment project and existing jobs retained; and,

WHEREAS, United Development Group LLC has negotiated the development agreement to provide an incentive payment not to exceed \$90,000 to facilitate the commercial redevelopment project.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9<sup>th</sup> day of October, 2017, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and United Development Group LLC and to facilitate the implementation thereof.

Recommended by:  
Redevelopment Authority (RDA)

CITY OF MERRILL, WISCONSIN

Moved: \_\_\_\_\_

\_\_\_\_\_  
Derek Woellner  
Mayor

Passed: \_\_\_\_\_

\_\_\_\_\_  
William N. Heideman  
City Clerk

Attachment: Resolution on Development Agreement with United Development (3695 : Resolution on Development Agreement with United

## City of Merrill – TIF Development Incentive Overview

### TID No. 3 (East Side)

Property Owner:	United Development Group, LLC (Green Bay, WI) will be purchasing the development site from 3's Company
Location:	3201 E. Main St. (Triangle-shaped .76 acre site)
Development:	About 9,000 sq. ft. new retail building
Jobs:	Retention of east-side existing jobs that will relocate to new building (3 to 4 full-time and 6 to 8 part-time)
Investment:	In addition to site acquisition, developer estimating \$27,000 for demolition of existing building and about \$783,000 for new building construction.
Infrastructure:	N/A for public. Developer would continue to lease East Main Street right-of-way (\$722 for 2018).

### TID Development Incentive:

City staff evaluation: Demolition is the only option for existing building.

RDA recommendation:

Total of \$90,000 with the following payment schedule:

Upon completion (2019)	\$30,000
Annually (2020-2022)	\$20,000 – three years

TID Lifespan Tax Increment:

Spreadsheet provided – projected at \$92,790 and likely to be higher than conservative estimates.

**City of Merrill - Projected Tax Increment  
3201 E. Main St. - New retail 9,000 sq. ft. building**

**PIN 251-3106-132-0222**

**East Side - TID No. 3**

**Proposed developer: United Development Group, LLC. (Green Bay, WI)**

**Acquisition of current 3's Company site; demolition of existing building;  
and construction of new 9,000 sq. ft. retail building.**

**Development site is triangle-shaped totaling .76 acre. Much of existing paved  
area is in East Main Street right-of-way and leased from City of Merrill.**

<u>Real Estate</u>	<u>Existing Valuation</u>	<u>Projected Valuation</u>
Land	\$65,500	\$65,500
Improved	\$138,000	\$638,000
<b>Total</b>	<b>\$203,500</b>	<b>\$703,500</b>

**Projected RE Tax Increment \$500,000**

**Projected Tax Increment (TID No. 3 - East Side)**

Const. Year	Value Year	Revenue Year	Real Estate Increment	Tax Rate	Real Estate Tax Increment
<b>2019</b>	2020	2021	\$500,000	\$30.93	\$15,465
	2021	2022	\$500,000	\$30.93	\$15,465
	2022	2023	\$500,000	\$30.93	\$15,465
	2023	2024	\$500,000	\$30.93	\$15,465
	2024	2025	\$500,000	\$30.93	\$15,465
	2025	<b>2026</b>	\$500,000	\$30.93	\$15,465
<b>Projected Tax Increment</b>					<b>\$92,790</b>
					<b>TID Increment</b>

Attachment: Info on Development Agreement (3695 : Resolution on Development Agreement with United Development Group)

# Lincoln County Public Access Land Records Viewer



Author: Public  
 Date Printed: 9/17/2018



The information depicted on this map is a compilation of public record information including aerial photography and other base maps. No warranty is made, express or implied, as to the accuracy of the information used. The data layers are a representation of current data to the best of our knowledge and may contain errors. It is not a legally recorded map and cannot be substituted for field-verified information. Map may be reproduced with permission of the Lincoln County Land Services Department. Errors should be reported to Land Services Department, 801 North Sales St, Merrill, WI, 54452. Copyright © 2015 Phone (715) 539-1049.

Attachment: Info on Development Agreement (3695 : Resolution on Development Agreement with United

RESOLUTION NO. \_\_\_\_

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A \$1,728,000  
TAX INCREMENT REVENUE BOND (TID NO. 3), SERIES 2018C  
AND AMENDING RESOLUTION NO. 2533 WHICH AUTHORIZED  
THE ISSUANCE AND SALE OF A TAX INCREMENT REVENUE BOND (TID NO. 3),  
SERIES 2017A**

WHEREAS, the City of Merrill, Lincoln County, Wisconsin (the "City") has determined that it is necessary and desirable to raise funds for the public purpose of paying project costs in the project plan for the City's Tax Incremental District No. 3 ("TID No. 3") including financing street improvement projects (the "Project");

WHEREAS, the community development and redevelopment projects in TID No. 3 constitute a revenue-producing enterprise of the City which is operated for a public purpose and constitutes a "public utility" within the meaning of Section 66.0621, Wis. Stats., (the "Public Utility");

WHEREAS, it is desirable to borrow the funds needed to finance the Project through the issuance of a revenue bond pursuant to Section 66.0621, Wis. Stats., which bond is to be payable only from (a) the annual gross tax increment revenue actually received and retained by the City which is generated by the increment value of the property in TID No. 3 ("Available Tax Increment") appropriated by the Common Council of the City to pay such bond and (b) any other funds of the City appropriated by the Common Council to pay such bond (collectively, the "Revenues");

WHEREAS, pursuant to Resolution No. 2533 adopted on September 27, 2017 (the "Prior Resolution") the City issued its Tax Increment Revenue Bond (TID No. 3), Series 2017A, dated October 10, 2017 (the "Prior Bonds") which Prior Bonds are payable from the Revenues;

WHEREAS, the Prior Resolution does not permit the issuance of additional bonds on a parity with the Prior Bonds;

WHEREAS, the City finds it to be necessary and desirable to amend the Prior Resolution to allow for additional bonds on a parity with the Prior Bonds;

WHEREAS, pursuant to Section 9 of the Prior Resolution, the Prior Resolution may be amended to allow additional bonds on a parity with the Prior Bonds only with the written consent of the owners of 100% of the Prior Bonds outstanding;

WHEREAS, the City has requested, and will receive prior to the issuance of any additional bonds, written consent from River Valley Bank, in the form attached as Exhibit A hereto and incorporated herein by this reference (the "Bank Consent"), as owner of 100% of the outstanding Prior Bonds, to amend the Prior Resolution for the purpose of allowing additional bonds to be issued on a parity with the Prior Bonds;

Attachment: Resolution on TID Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))

WHEREAS, after such amendment to the Prior Resolution, the Prior Resolution will permit the issuance of additional bonds to be payable out of Available Tax Increment on a parity with the Prior Bonds upon certain conditions, and those conditions have been met;

WHEREAS, other than the Prior Bonds, no bonds or obligations payable from the Revenues are now outstanding;

WHEREAS, Ehlers & Associates, Inc. ("Ehlers"), in consultation with the officials of the City, prepared a Term Sheet (a copy of which is attached hereto as Exhibit B and incorporated herein by this reference) (the "Proposal") setting forth the details of a Tax Increment Revenue Bond (TID No. 3), Series 2018C (the "Bond") and indicating that the Bond would be offered for sale on October 9, 2018; and

WHEREAS, it is the finding of the Common Council that it is necessary, desirable and in the best interest of the City to sell the Bond to River Valley Bank (the "Purchaser") pursuant to the terms and conditions set forth in the Proposal.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Merrill, Lincoln County, Wisconsin, as follows:

Section 1. Amendment to the Prior Resolution for Additional Bonds. Pursuant to Section 9 of the Prior Resolution and the Bank Consent, the Prior Resolution is hereby amended to allow additional bonds to be payable out of Revenues on a parity with the Prior Bonds. In particular, Section 7 of the Prior Resolution is amended to read as follows, with the underlined portion below representing the portion of the Prior Resolution which is being modified by such amendment:

Section 7. City Covenants. It is covenanted and agreed by the City with the owner or owners of the Bond, and each of them, that:

(a) If the City's proposed annual budget does not in any year provide for the appropriation of Available Tax Increment in an amount sufficient to make the principal and interest payments coming due on the Bond in that year, the City will notify the owner or owners of the Bond of that fact within 10 days of the Common Council vote on the budget;

(b) The City will take no action, other than action required under Wisconsin Statutes, to dissolve TID No. 3 prior to the payment in full of the Bond; and

(c) Subject to future annual appropriation of Available Tax Increment by the Common Council to the payment of the Bond, in each year the City shall not apply Available Tax Increment to any purpose other than for payment of principal and interest on the Bond until the earlier of (1) the Bond Payment Date of that year or (2) the City deposits funds into the Special Redemption Fund in an amount sufficient to pay the principal and interest coming due that same year on the Bond and any Parity Bonds (as defined below).

(d) No bonds or obligations payable from the Revenues may be issued in such manner as to enjoy priority over the Bond. Additional obligations may be issued if their lien and pledge of the Revenues is junior and subordinate to that of the Bond. Additional obligations may be issued on a parity with the Bond as to the pledge of the Revenues ("Parity Bonds" and collectively with the Bond shall be referred to herein as the "Outstanding Bonds") only if both of the following conditions are met:

(i) the Expected Available Tax Increment for any fiscal year is expected to be equal to at least 1.10 times the combined principal and interest requirements on all Outstanding Bonds (other than Outstanding Bonds being refunded) in each Fiscal Year there is a payment due on any Outstanding Bonds, and

(ii) the Parity Bonds must have installments of principal of and interest payable on October 1 of each year in which a payment is due.

"Expected Available Tax Increment" means the product of (i) the most recent value increment for TID No. 3 (as defined by Section 66.1105, Wis. Stats.) as determined by the State of Wisconsin Department of Revenue, times (ii) the most recent tax rate charged by the City.

Except as expressly amended herein, the Prior Resolution shall remain in full force and effect.

Section 2. Authorization and Sale of the Bond. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 66.0621, Wisconsin Statutes, the principal sum of ONE MILLION SEVEN HUNDRED TWENTY-EIGHT THOUSAND DOLLARS (\$1,728,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and the Mayor and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. To evidence the obligation of the City, the Mayor and City Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the City, the Bond in the principal amount of ONE MILLION SEVEN HUNDRED TWENTY-EIGHT THOUSAND DOLLARS (\$1,728,000) for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 3. Terms of the Bond. The Bond shall be issued in the aggregate principal amount of \$1,728,000; shall be dated its date of issuance; shall be in the denomination of \$100,000 or more; shall be numbered R-1; and shall bear interest at the rate of [3.50]% per annum and shall be payable in installments of principal due on October 1 of each year, in the years and principal amounts as set forth on the schedule attached hereto as Exhibit C and incorporated herein by this reference (the "Schedule"). Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board.

Interest shall be payable annually on October 1 of each year commencing on October 1, [2019] and continuing through and including October 1, [2026] (each, a "Bond Payment

Date"). The schedule of principal and interest payments due on the Bond on each Bond Payment Date is set forth on the Schedule. The City's obligation to pay all or any portion of the Bond shall terminate with the final payment made on October 1, [2026].

The Bond is subject to prepayment prior to maturity, at the option of the City, in whole or from time to time in part on any date at the principal amount thereof, plus accrued interest to the date of prepayment. The amount and the installments of the Bond to be prepaid shall be selected by the City.

The schedule of maturities is found to be such that the amount of annual debt service payments is reasonable in accordance with prudent municipal utility practices.

Section 4. Form of Bond. The Bond shall be in substantially the form set forth on Exhibit D hereto.

Section 5. Payable Solely From Revenues; Security of the Bond. The Bond, together with interest thereon, shall not constitute an indebtedness of the City nor a charge against its general credit or taxing power. The Bond is a limited obligation of the City and shall be payable only out of the Special Redemption Fund as hereinafter provided, and shall be a valid claim of the owner thereof only against the Special Redemption Fund and from the Revenues pledged to such fund on a parity with the Prior Bonds.

The Common Council hereby declares that it fully expects and anticipates that each year a payment of principal of and interest is due on the Bond, it shall appropriate Available Tax Increment in an amount sufficient to pay such payment in full. As stated above, the application of the Available Tax Increment to payment of the Bond and the Prior Bonds is subject to future annual appropriation by the Common Council. Any Available Tax Increment received and appropriated by the Common Council is hereby pledged to the Special Redemption Fund, and shall be used for no other purpose than to pay the principal of and interest on the Bond and the Prior Bond as the same becomes due.

Subject to the covenant in Section 8(c), any Available Tax Increment which is in excess of the amount of principal and interest due on the Bond and the Prior Bonds in any calendar year may be applied by the City to pay other project costs of TID No. 3.

If TID No. 3 is terminated earlier than the final Bond Payment Date on the Bond as a result of the repeal or amendment of Section 66.1105, Wisconsin Statutes, or for any other reason beyond the control of the City, and the Bond remains outstanding and unpaid, then the remaining outstanding Bond shall be deemed paid in full, it being understood that upon such termination of TID No. 3, the obligation of the City to make any further payments on the Bond shall also terminate. The City shall have no obligation to pay any amount of the Bond which remains unpaid upon termination of TID No. 3 and the owner or owners of the Bond shall have no right to receive payment of such amounts.

Section 6. Statement of Intent to Appropriate. The Common Council hereby declares that it fully expects and anticipates that each year a payment of principal of and interest is due on the

Bond, it shall appropriate Available Tax Increment in an amount sufficient to pay such payment in full.

While the Common Council expects Available Tax Increment to be the primary source of funds to pay the Bond, the Common Council acknowledges that the projected Available Tax Increment may not be realized and that, as a result, the Available Tax Increment may therefore be insufficient to pay the full amount of the payment due in any year. The City makes no representation or covenant, express or implied, that Available Tax Increment will be generated or that it will be sufficient to pay, in whole or in part, the Bond or the Prior Bonds. The City hereby declares that it fully expects and anticipates that, if such a shortfall occurs, it will appropriate funds from other available revenues of the City sufficient to fund any such shortfall, provided however, that such payment shall be subject to annual appropriation by the Common Council. Any such shortfall appropriated by the Common Council is hereby pledged to the Special Redemption Fund

Section 7A. Special Redemption Fund. For the purpose of the application and proper allocation of the Revenues, and to secure the payment of the principal and interest on the Bond and the Prior Bonds, the Special Redemption Fund created by the Prior Resolution is hereby continued and shall be used solely for the purpose of paying principal and interest on the Bond and the Prior Bonds.

The Special Redemption Fund shall be used for no purpose other than the payment of interest upon and principal of the Bond and the Prior Bonds promptly as the same become due and payable or to pay redemption premiums. All money in the Special Redemption Fund shall be deposited in a special account and invested in legal investments subject to Section 66.0603(1m), Wisconsin Statutes, and the monthly payments required to be made to the Special Redemption Fund shall be made directly to such account.

Section 7B. Application of Revenues to Payment of the Bond. On or before each Bond Payment Date, the City shall deposit the Revenues which have been appropriated by the Common Council for the payment of the principal of and interest on the Bond and the Prior Bonds in the Special Redemption Fund. On each Bond Payment Date, the City shall apply the Revenues on deposit in the Special Redemption Fund to the payment of the Bond, the Prior Bonds and any Parity Bonds.

If on any Bond Payment Date there shall be insufficient Revenues on deposit in the Special Redemption Fund to pay the principal of and interest due on the Bond or the Prior Bonds, the amount due but not paid shall accumulate, with interest at the rate payable on the Bond, and be payable on the next Bond Payment Date until the final Bond Payment Date.

If after making the payment due on the final Bond Payment Date, there remain amounts outstanding and unpaid on the Bond, then the remaining balance of principal of and interest on the Bond shall be deemed paid in full, it being understood that upon making the payment due on the final Bond Payment Date, the obligation of the City to make any further payments on the Bond shall terminate. The City shall have no obligation to pay any amount of principal or interest on the Bond which remains unpaid after the final Bond Payment Date and the owner of the Bond shall have no right to receive payment of such amounts.

Section 8. City Covenants. It is covenanted and agreed by the City with the owner or owners of the Bond, and each of them, that:

(a) If the City's proposed annual budget does not in any year provide for the appropriation of Available Tax Increment in an amount sufficient to make the principal and interest payments coming due on the Bond and the Prior Bonds in that year, the City will notify the owner or owners of the Bond of that fact within 10 days of the Common Council vote on the budget;

(b) The City will take no action, other than action required under Wisconsin Statutes, to dissolve TID No. 3 prior to the payment in full of the Bond;

(c) Subject to future annual appropriation of Available Tax Increment by the Common Council to the payment of the Bond, in each year the City shall not apply Available Tax Increment to any purpose other than for payment of principal and interest on the Bond and the Prior Bonds until the earlier of (1) the Bond Payment Date of that year or (2) the date the City deposits funds into the Special Redemption Fund in an amount sufficient to pay the principal and interest coming due that same year on the Bond, the Prior Bonds and any Parity Bonds (defined below); and

(d) The Bond is issued on a parity with the Prior Bonds. No bonds or obligations payable from the Revenues may be issued in such manner as to enjoy priority over the Bond. Additional obligations may be issued if their lien and pledge of the Revenues is junior and subordinate to that of the Bond. Additional obligations may be issued on a parity with the Bond as to the pledge of the Revenues ("Parity Bonds" and collectively with the Bond and Prior Bonds shall be referred to herein as the "Outstanding Bonds") only if both of the following conditions are met:

(i) the Expected Available Tax Increment for any fiscal year is expected to be equal to at least 1.10 times the combined principal and interest requirements on all Outstanding Bonds (other than Outstanding Bonds being refunded) in each Fiscal Year there is a payment due on any Outstanding Bonds, and

(ii) the Parity Bonds must have installments of principal of and interest payable on October 1 of each year in which a payment is due.

"Expected Available Tax Increment" means the product of (i) the most recent value increment for TID No. 3 (as defined by Section 66.1105, Wis. Stats.) as determined by the State of Wisconsin Department of Revenue, times (ii) the most recent tax rate charged by the City.

Section 9. Application of Bond Proceeds. All accrued interest received from the sale of the Bond shall be deposited into the Special Redemption Fund. The balance of the proceeds, less the expenses incurred in authorizing, issuing and delivering the Bond, shall be deposited in a special fund designated as "TID No. 3 Improvement Fund." Said special fund shall be adequately secured and used solely for the purpose of paying the costs of the Project. The balance remaining in said Improvement Fund after paying said costs shall be transferred to the Special Redemption Fund for use in payment of principal of and interest on the Bond.

Section 10. Amendment to Resolution. After the issuance of the Bond, no change or alteration of any kind in the provisions of this Resolution may be made until the Bond has been paid in full as to both principal and interest, or discharged as herein provided, except:

(1) The City may, from time to time, amend this Resolution without the consent of any of the owners of the Bond, but only to cure any ambiguity, administrative conflict, formal defect, or omission or procedural inconsistency of this Resolution; and

(2) This Resolution may be amended, in any respect, with the written consent of the owners of not less than two-thirds of the principal amount of the Bond then outstanding, exclusive of Bond held by the City; provided, however, that no amendment shall permit any change in the pledge of Available Tax Increment, or in the maturity of any Bond issued hereunder, or a reduction in the rate of interest on any Bond, or in the amount of the principal obligation thereof, or in the amount of the redemption premium payable in the case of redemption thereof, or change the terms upon which the Bond may be redeemed or make any other modification in the terms of the payment of such principal or interest without the written consent of the owner of each such Bond to which the change is applicable.

Section 11. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the City and the owner or owners of the Bond, and after issuance of any of the Bond no change or alteration of any kind in the provisions of this Resolution may be made, except as provided in Section 10, until the Bond has been paid in full as to both principal and interest. The owner or owners of any of the Bond shall have the right in addition to all other rights, by mandamus or other suit or action in any court of competent jurisdiction, to enforce such owner's or owners' rights against the City, the governing body thereof, and any and all officers and agents thereof including, but without limitation, the right to require the City, its governing body and any other authorized body, to fix and collect rates and charges fully adequate to carry out all of the provisions and agreements contained in this Resolution.

Section 12. Payment of the Bond; Fiscal Agent. The principal of and interest on the Bond shall be paid by the City Clerk or City Treasurer (the "Fiscal Agent").

Section 13. Persons Treated as Owners; Transfer of Bond. The City shall cause books for the registration and for the transfer of the Bond to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 14. Record Date. The fifteenth day of each calendar month next preceding each Bond Payment Date shall be the record date for the Bond (the "Record Date"). Payment of interest on the Bond on any interest payment date shall be made to the registered owners of the Bond as they appear on the registration book of the City at the close of business on the Record Date.

Section 15. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of the proceeds of the Bond allocable to the payment of issuance expenses to KleinBank, Chaska, Minnesota at Closing for further distribution as directed by Ehlers.

Section 16. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Bond to be an "arbitrage bond" within the meaning of Section 148 of the Code or the Regulations and an officer of the City, charged with the responsibility for issuing the Bond, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Bond to the Purchaser which will permit the conclusion that the Bond is not an "arbitrage bond," within the meaning of the Code or Regulations.

Section 17. Compliance with Federal Tax Laws. (a) The City represents and covenants that the projects financed by the Bond and their ownership, management and use will not cause the Bond to be a "private activity bond" within the meaning of Section 141 of the Code. The City further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bond including, if applicable, the rebate requirements of Section 148(f) of the Code. The City further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bond) if taking, permitting or omitting to take such action would cause the Bond to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Bond to be included in the gross income of the recipients thereof for federal income tax purposes. The City Clerk or other officer of the City charged with the responsibility of issuing the Bond shall provide an appropriate certificate of the City certifying that the City can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The City also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bond provided that in meeting such requirements the City will do so only to the extent consistent with the proceedings authorizing the Bond and the laws of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

The foregoing covenants shall remain in full force and effect, notwithstanding the defeasance of the Bond, until the date on which all of the Bond has been paid in full.

Section 18. Qualified Tax-Exempt Obligations. The Bond is hereby designated as a "qualified tax-exempt obligation" pursuant to Section 265 of the Code relating to the ability of

financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 19. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bond in the Record Book.

Section 20. Execution of the Bond; Closing; Professional Services. The Bond shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the Mayor and City Clerk, authenticated, if required, by the Fiscal Agent, sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bond may be imprinted on the Bond in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Bond, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bond shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bond and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Bond, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bond is hereby ratified and approved in all respects.

Section 21. Severability of Invalid Provisions. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining sections, paragraphs and provisions of this Resolution.

Section 22. Conflicting Ordinances or Resolutions. All prior ordinances, resolutions, rules, or orders, or parts thereof heretofore enacted, adopted or entered, in conflict with the provisions of this Resolution, are hereby repealed and this Resolution shall be in effect from and after its passage.

Adopted, approved and recorded October 9, 2018.

Recommended by:  
Redevelopment Authority

CITY OF MERRILL, WISCONSIN

\_\_\_\_\_  
Derek Woellner, Mayor

Moved:\_\_\_\_\_

\_\_\_\_\_  
William N. Heideman, City Clerk

Passed:\_\_\_\_\_

Attachment: Resolution on TID Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))

EXHIBIT A

CONSENT TO THE AMENDMENT OF A RESOLUTION

The undersigned representative of River Valley Bank (the "Bank"), being duly authorized, hereby certifies and agrees as follows:

1) The Bank is presently the owner of 100% of the outstanding principal amount of certain bonds issued by the City of Merrill, Wisconsin (the "City"), to wit: "Tax Increment Revenue Bond (TID No. 3), Series 2017A, dated October 10, 2017" (the "Bond") which Bond was issued pursuant to a resolution adopted by the Common Council of the City on September 27, 2017 (the "Resolution");

2) The Resolution does not allow additional bonds to be issued on a parity with the Bond;

3) The Bank hereby consents, as the sole registered owner of 100% of the outstanding Bond, to the City amending the Resolution to allow for additional bonds to be issued on a parity with the Bond subject to the satisfaction of certain conditions set forth in a resolution adopted by the City on October 9, 2018.

Dated October \_\_\_, 2018.

RIVER VALLEY BANK

By \_\_\_\_\_

Title \_\_\_\_\_

Attachment: Resolution on TID Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))

EXHIBIT B  
TERM SHEET  
(SEE ATTACHED)

Attachment: Resolution on TID Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))

QB\54224464.2

EXHIBIT C  
DEBT SERVICE SCHEDULE  
(SEE ATTACHED)

Attachment: Resolution on TID Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))

QB\54224464.2

EXHIBIT D

(Form of Bond)

UNITED STATES OF AMERICA  
STATE OF WISCONSIN  
LINCOLN COUNTY  
CITY OF MERRILL  
TAX INCREMENT REVENUE BOND (TID NO. 3), SERIES 2018C

<u>Number</u>	<u>Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>Amount</u>
R-1	[3.50]%	October 1, [2026]	[_____]	\$1,728,000

FOR VALUE RECEIVED, the City of Merrill, Lincoln County, Wisconsin (the "City"), promises to pay to River Valley Bank or registered assigns, but only in the manner, at the times, from the source of revenue and to the extent hereinafter provided, the principal amount and interest hereon at the rate of interest per annum identified above in installments as described below.

This Bond is issued pursuant to Article XI, Section 3 of the Wisconsin Constitution and Section 66.0621, Wisconsin Statutes and acts supplementary thereto, and is payable only from the Revenues herein described, which Revenues have been set aside as a special fund for that purpose and identified as the "Special Redemption Fund" which fund was created by a resolution adopted by the Common Council of the City on September 27, 2017. This Bond is issued pursuant to a resolution adopted on October 9, 2018 by the Common Council of the City (the "Resolution") for the purpose of paying project costs in the project plan for the City's Tax Incremental District No. 3 ("TID No. 3") including financing street improvement projects. The Bond is issued on a parity with the City's Tax Increment Revenue Bond (TID No. 3), Series 2017A, dated October 10, 2017.

The principal of and interest on this Bond shall be payable solely from Available Tax Increments (as defined below) received by the City which are appropriated by the Common Council to the payment of this Bond or other funds appropriated by the Common Council to payment of this Bond (the "Revenues"). Reference is hereby made to a Resolution for a more complete statement of the Revenues from which and conditions under which this Bond is payable, and the general covenants and provisions pursuant to which this Bond has been issued.

Attachment: Resolution on TID Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))

"Available Tax Increment" means an amount equal to the annual gross tax increment revenue actually received and retained by the City which is generated by the increment value of the property in TID No. 3.

Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board and be payable annually on October 1 of each year commencing on October 1, [2019] and continuing through and including October 1, [2026] (each, a "Bond Payment Date"). The amount of principal and interest payments due on the Bond on each Bond Payment Date is set forth on the schedule attached hereto (the "Schedule"). The City's obligation to pay all or any portion of the Bond shall terminate with the final payment made on October 1, [2026].

If on any Bond Payment Date there shall be insufficient Revenues to pay the principal of and interest due on this Bond, the amount due but not paid shall accumulate, with interest at the rate payable on the Bond, and be payable on the next Bond Payment Date until the final Bond Payment Date.

If after making the payment due on the final Bond Payment Date, there remain amounts outstanding and unpaid on the Bond, then the remaining balance of principal of and interest on the Bond shall be deemed paid in full, it being understood that upon making the payment due on the final Bond Payment Date, the obligation of the City to make any further payments on the Bond shall terminate. The City shall have no obligation to pay any amount of principal or interest on this Bond which remains unpaid after the final Bond Payment Date and the owner or owners of this Bond shall have no right to receive payment of such amounts.

If for any reason (other than voluntary dissolution of the Common Council) the TID No. 3 terminates prior to the final Bond Payment Date, and there remain amounts outstanding and unpaid on the Bond, then the remaining balance of principal of and interest on the Bond shall be deemed paid in full, it being understood that upon such termination of TID No. 3, the obligation of the City to make any further payments on the Bond shall also terminate. The City shall have no obligation to pay any amount of principal or interest on the Bond which remains unpaid upon termination of TID No. 3 and the owner or owners of the Bond shall have no right to receive payment of such amounts.

**THE CITY MAKES NO REPRESENTATION OR COVENANT, EXPRESS OR IMPLIED, THAT THE AVAILABLE TAX INCREMENT OR REVENUES WILL BE SUFFICIENT TO PAY, IN WHOLE OR IN PART, THE AMOUNTS WHICH ARE OR MAY BECOME DUE AND PAYABLE HEREUNDER.**

**THE CITY'S PAYMENT OBLIGATIONS HEREUNDER ARE SUBJECT TO FUTURE ANNUAL APPROPRIATION BY THE COMMON COUNCIL OF THE AVAILABLE TAX INCREMENT OR OTHER AMOUNTS TO MAKE PAYMENTS DUE ON THIS BOND.**

**THIS BOND IS A SPECIAL, LIMITED REVENUE OBLIGATION AND NOT A GENERAL OBLIGATION OF THE CITY, AND IS PAYABLE BY THE CITY ONLY FROM THE SOURCES, TO THE EXTENT, AND SUBJECT TO THE QUALIFICATIONS STATED OR REFERENCED HEREIN. THIS BOND IS NOT A GENERAL OBLIGATION OF THE CITY, AND NEITHER THE FULL FAITH AND CREDIT NOR THE TAXING POWERS OF THE CITY ARE PLEDGED TO THE PAYMENT OF THE PRINCIPAL OF OR INTEREST ON THIS BOND.**

The Bond is subject to prepayment prior to maturity, at the option of the City, in whole or from time to time in part on any date at the principal amount thereof, plus accrued interest to the date of prepayment. The amount and the installments of the Bond to be prepaid shall be selected by the City.

Notice of prepayment of the Bond for redemption shall be given by the sending of a notice thereof by registered or certified mail, facsimile transmission, electronic transmission or overnight express delivery at least five (5) days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed at the address shown on the registration books.

Both the principal of and interest on this Bond are payable in lawful money of the United States by the City Clerk or City Treasurer.

Payment of each installment of principal and interest hereon (except the last) shall be made to the registered owner hereof who shall appear on the registration books of the City maintained by the City Clerk or City Treasurer at the close of business on the 15<sup>th</sup> day of the calendar month next preceding the annual interest payment date (the "Record Date") and shall be paid by check or draft of the City mailed to such registered owner at his address as it appears on such registration books or at such other address as may be furnished in writing by such registered owner to the City Clerk or City Treasurer. The final installment of principal and interest on this Bond shall be payable only upon presentation and surrender hereof at the office of the City Clerk or City Treasurer.

This Bond has been designated by the City as a "qualified tax-exempt obligation" for purposes of Section 265 of the Internal Revenue Code of 1986, as amended.

The Bond is issued in registered form in the denomination of \$100,000 or more. This Bond may be exchanged at the office of the City Clerk or City Treasurer for a like aggregate principal amount of Bonds or Bonds of the same maturity in other authorized denominations.

This Bond is transferable by a written assignment duly executed by the registered owner hereof or by such owner's duly authorized legal representative. Upon such transfer a new registered Bond, in authorized denomination or denominations and in the same aggregate principal amount, shall be issued to the transferee in exchange hereof.

The City may deem and treat the registered owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof, premium, if any, hereon and interest due hereon and for all other purposes, and the City shall not be affected by notice to the contrary.

Attachment: Resolution on TID Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen, and be performed precedent to and in the issuance of this Bond have existed, have happened and have been performed in due time, form and manner as required by law.

IN WITNESS WHEREOF, the City of Merrill, Lincoln County, Wisconsin, has caused this Bond to be signed by its Mayor and City Clerk, and its corporate seal to be impressed hereon, all as of the date of original issue specified above.

CITY OF MERRILL,  
LINCOLN COUNTY,  
WISCONSIN

(SEAL)

By \_\_\_\_\_  
William N. Heideman  
City Clerk

By \_\_\_\_\_  
Derek R. Woellner  
Mayor

Attachment: Resolution on TID Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Please print or typewrite name and address, including zip code, of Assignee)

Please insert Social Security or other identifying number of Assignee

\_\_\_\_\_

the within Bond, and all rights thereunder, hereby irrevocably constituting and appointing

\_\_\_\_\_

Attorney to transfer said Bond on the books kept for the registration thereof with full power of substitution in the premises.

Dated:

\_\_\_\_\_  
NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

Signature(s) guaranteed by:

\_\_\_\_\_

Attachment: Resolution on TID Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))



October 5, 2018

## Pre-Sale Report for

City of Merrill, Wisconsin

\$1,724,000 Tax Increment Revenue Bond, Series 2018C



**Prepared by:**

Brian Reilly, CIPMA  
Senior Municipal Advisor

And

Sean Lentz, CIPMA  
Senior Municipal Advisor

And

Chris Hetland  
Financial Specialist



## Executive Summary of Proposed Debt

Proposed Issue:	\$1,724,000 Tax Increment Revenue Bond, Series 2018C (the “Bond”)
Purposes:	The proposed issue includes financing for the following purposes: Finance capital projects in TID No. 3 <ul style="list-style-type: none"> <li>Debt service will be paid from tax increment revenues.</li> </ul>
Authority:	The Bonds are being issued pursuant to Wisconsin Statute: <ul style="list-style-type: none"> <li>66.0621</li> </ul> The Bond is not a general obligation of the City but is payable only from and secured by a pledge of income and revenue to be derived from Tax Increment District No. 3.
Term/Call Feature:	The Bond is being issued for an 8-year term. Principal on the Bond will be due on October 1 in the years 2019 through 2026. Interest is payable annually beginning October 1, 2019.  The Bond will be subject to prepayment at the discretion of the City on any date after settlement date.
Bank Qualification:	Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bond as a “bank qualified” obligation. Bank qualified status broadens the market for the Bond, which can result in lower interest rates.
Rating:	The Bond will not be rated.



Basis for Recommendation:	<p>Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of the Bond as a suitable option based on:</p> <ul style="list-style-type: none"> <li>• Limited debt capacity to finance the projects on a General Obligation basis.</li> <li>• TID No. 3 tax increment revenues available for debt service that provide sufficient coverage for the estimated principal and interest payments of the proposed Bond and existing parity debt.</li> <li>• The City's past practice of using revenue bonds to finance capital projects located in Tax Increment Districts.</li> </ul>
Method of Sale/Placement:	The Bond is being placed directly with River Valley Bank in Merrill, WI.
Review of Existing Debt:	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.</p>
Continuing Disclosure:	The City will provide its audited financial statements to the purchaser on an annual basis.
Arbitrage Monitoring:	<p>Because the Bond is a tax-exempt obligation, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Tax Exemption Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.</p> <p>We also recommend that you establish written procedures regarding compliance with IRS rules.</p>
Risk Factors:	<p><b>Revenue Secured:</b> The City expects to pay the Bond debt service with:</p> <ul style="list-style-type: none"> <li>• Tax Increment Revenues of TID No. 3</li> </ul> <p>In the event Tax Increment Revenues of TID No. 3 are insufficient to pay debt service, the Common Council is committing to consider appropriating funds from any other available sources in an amount sufficient to cover the shortfall. If it chooses to do so, the City may levy a tax to make up a shortfall. Any amount levied for this purpose is</p>



	<p>exempted from levy limits. While the City is not required to appropriate the funds necessary to remedy any shortfall in revenues needed to pay debt service, failure to do so could result in a rating downgrade and either a lack of access to capital markets in the future, or access at a substantially higher cost.</p>
<p>Other Service Providers:</p>	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p><b>Bond Counsel:</b> Quarles &amp; Brady LLP <b>Paying Agent:</b> Issuer <b>Rating Agency:</b> This issue will not be rated.</p>

Attachment: Pre-Sale Report - TID No. 3 Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))



### Proposed Debt Issuance Schedule

Pre-Sale Review by Common Council:	Completed
Common Council Meeting to Award Sale of the Bonds:	October 9, 2018
Estimated Closing Date:	October 23, 2018

### Attachments

Estimated Sources and Uses of Funds & Proposed Debt Service Schedule  
 TID 3 Projections

### Ehlers Contacts

Municipal Advisors:	Brian Reilly	(651) 697-8541
	Sean Lentz	(651) 697-8509
	Chris Hetland	(651) 697-8582
Disclosure Coordinator:	Emily Wilkie	(651) 697-8588
Financial Analyst:	Beth Mueller	(651) 697-8553

The Preliminary Official Statement for this financing will be sent to the Common Council at their home or email address for review prior to the sale date.

Attachment: Pre-Sale Report - TID No. 3 Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))



**City of Merrill, WI**

Estimated Debt Service and Capitalization Schedule

\$1,724,000 Tax Increment Revenue Bonds, Series 2018 (TID 3)

Year	Principal	Rate	Interest	Total P&I
2018				
2019	193,000	3.50%	56,653	<b>249,653</b>
2020	197,000	3.50%	53,585	<b>250,585</b>
2021	203,000	3.50%	46,690	<b>249,690</b>
2022	211,000	3.50%	39,585	<b>250,585</b>
2023	218,000	3.50%	32,200	<b>250,200</b>
2024	226,000	3.50%	24,570	<b>250,570</b>
2025	234,000	3.50%	16,660	<b>250,660</b>
2026	242,000	3.50%	8,470	<b>250,470</b>
<b>Totals</b>	<b>1,724,000</b>		<b>278,413</b>	<b>2,002,413</b>
<b>Issue Summary</b>				
<b>Key Dates</b>				
Dated Date:			10/23/2018	
First Interest Payment:			10/1/2019	
First Principal Payment:			10/1/2019	
<b>Estimated Costs of Funds Calculations</b>				
			<u>Pre-sale</u>	
True Interest Cost (TIC):			3.47%	
All Inclusive Cost (AIC):			3.81%	
Total Net P & I			\$2,002,413	
<b>Sources and Uses</b>				
Par Amount of Notes				1,724,000
<b>Total Sources</b>				<b>\$1,724,000</b>
Cost of Issuance				24,000
Deposit to Project Construction Fund				1,700,000
<b>Total Uses</b>				<b>\$1,724,000</b>

Attachment: Pre-Sale Report - TID No. 3 Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue Bonds))

City of Merrill, WI

Tax Increment Forecast

TID No. 3

District Classification Mixed-Use  
 Creation Year 2005  
 Creation Date 9/13/2005  
 End of Expenditure Period 9/13/2020  
 Maximum Life of District (Final Year) 9/13/2025  
 Final Revenue Year 2026

**2017 Audited Financial Statement**  
 Cash Balance: 65,262

YEAR			REVENUES					EXPENSES							BALANCE			
Construction Year	Valuation Year	Revenue Year	New Valuation	TID Value Increment	Tax Rate	Projected Tax Revenue	Other Revenues	Total Projected Revenue	2017A	Projected 2018	Total First Lien Debt Svc.	Debt Svc. Coverage (x)	Remaining Revenues	2016B	Admin. Expenses	Other Expenses	Annual Balance	Cumulative Balance
									\$1,561,000 Tax Incr. Rev. Bonds	\$1,724,000 Tax Inc. Rev. Bonds				\$4,095,000 G.O. Bonds				
2016	2017	2018	-	16,346,500	30.93	505,641		505,641	199,442		199,442	2.54	306,200	62,258	5,000		238,942	304,204
2017	2018	2019	-	21,919,900	30.93	678,042		678,042	200,055	249,653	449,708	1.51	228,334	58,834	5,000		164,500	468,704
2018	2019	2020	-	21,919,900	30.93	678,042		678,042	199,412	250,585	449,997	1.51	228,044	57,814	5,000		165,230	633,934
2019	2020	2021	-	21,919,900	30.93	678,042		678,042	199,653	249,690	449,343	1.51	228,699	54,899	5,000		168,800	802,734
2020	2021	2022	-	21,919,900	30.93	678,042		678,042	199,747	250,585	450,332	1.51	227,710	54,383	5,000		168,327	971,061
2021	2022	2023	-	21,919,900	30.93	678,042		678,042	199,696	250,200	449,896	1.51	228,146	53,866	5,000		169,280	1,140,341
2022	2023	2024	-	21,919,900	30.93	678,042		678,042	199,498	250,570	450,068	1.51	227,974	58,825	5,000		164,149	1,304,490
2023	2024	2025	-	21,919,900	30.93	678,042		678,042	199,154	250,660	449,814	1.51	228,227	57,778	5,000		165,449	1,469,939
2024	2025	2026	-	21,919,900	30.93	678,042		678,042	199,665	250,470	450,135	1.51	227,907	56,737	5,000		166,170	1,636,110

Attachment: Pre-Sale Report - TID No. 3 Revenue Bonds (3694 : Resolution on Borrowing (TID Revenue

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION APPROVING A CERTIFIED SURVEY MAP ON HIGHWAY COUNTY ROAD "G" AND US HIGHWAY "51" IN THE CITY OF MERRILL REQUESTED BY THE CITY OF MERRILL**

WHEREAS, the City of Merrill has applied for approval of a division of land by certified survey map pursuant to Code of Ordinances Sections 111-116 for part of Lot 1 of Certified Survey Map #2621 recorded in Volume 15 of Certified Survey Maps on Page 114 located in part of the Northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  and part of the Southwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of Section 5, part of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  and part of the Southeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 6, Township 31 North Range 7 East, City of Merrill, Lincoln County, Wisconsin; and,

WHEREAS, the application was referred to the City Plan Commission which considered the proposed division at a meeting on October 8, 2018; and,

WHEREAS, the City Plan Commission has recommended approval of the land division by certified survey map;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9<sup>th</sup> day of October, 2018, that the proposed certified survey map presented by the City of Merrill and prepared by Nathan J. Wincentsen of Riverside Land Surveying, LLC, involving part of Lot 1 of Certified Survey Map #2621 recorded in Volume 15 of Certified Survey Maps on Page 114 located in part of the Northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  and part of the Southwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of Section 5, part of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  and part of the Southeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 6, Township 31 North Range 7 East, City of Merrill, Lincoln County, Wisconsin is hereby approved.

BE IT FURTHER RESOLVED, that the City Clerk is directed to so certify the approval of this certified survey map and return the original to the applicant together with a certified copy of this resolution.

Recommended by:

Moved: \_\_\_\_\_

CITY OF MERRILL, WISCONSIN

Passed: \_\_\_\_\_

\_\_\_\_\_  
Derek Woellner  
Mayor

\_\_\_\_\_  
William N. Heideman  
City Clerk

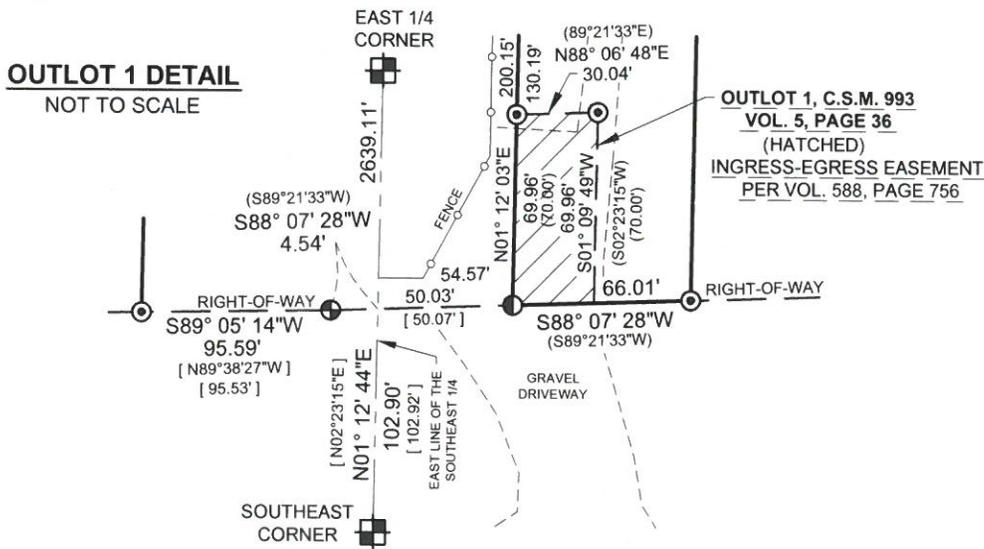
Attachment: Resolution on CSM in industrial park (3696 : Resolution on Industrial Park CSM)



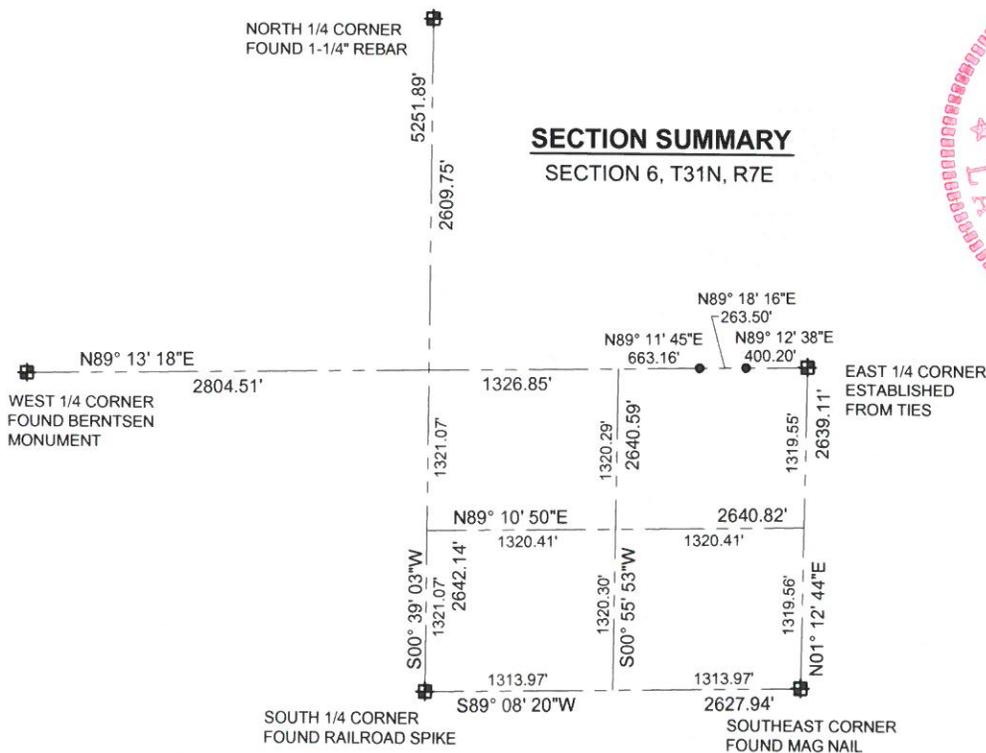


# LINCOLN COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Of Lot 1 of Certified Survey Map Number 2621 recorded in Volume 15 of Certified Survey Maps on Page 114 located in part of the Northwest 1/4 of the Southwest 1/4 and part of the Southwest 1/4 of the Southwest 1/4 of Section 5, part of the Northeast 1/4 of the Southeast 1/4 and part of the Southeast 1/4 of the Southeast 1/4 of Section 6, Township 31 North, Range 7 East, City of Merrill, Lincoln County, Wisconsin.



CURVE TABLE							
CURVE	ARC LENGTH	RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD LENGTH	TANGENT BEARING IN	TANGENT BEARING OUT
1 - 3	1703.67'	3567.81'	27°21'34"	S32°09'42"E	1687.53'	S45°50'29"E	S18°28'55"E
1 - 2	57.40'	3567.81'	00°55'18"	S45°22'50"E	57.40'	S45°50'29"E	S44°55'11"E
2 - 3	1646.27'	3567.81'	26°26'16"	S31°42'03"E	1631.71'	S44°55'11"E	S18°28'55"E
4 - 5	238.96'	60.00'	228°11'23"	S64°51'08"E	109.54'	N01°03'10"E	S49°14'33"W
4 - 2	140.35'	60.00'	134°01'39"	N68°04'00"E	110.47'	N01°03'10"E	S44°55'11"E
2 - 5	98.61'	60.00'	94°09'44"	S02°09'41"W	87.88'	S44°55'11"E	S49°14'33"W



SHEET 3 OF 5



**RIVERSIDE LAND SURVEYING LLC**  
 6304 KELLY PLACE WESTON, WI 54476 PH 715-241-7500 - FAX 715-355-6894  
 email - mail@riversidelandsurveying.com

<b>DRAWN BY</b> M.F.L.	<b>DATE</b> SEPTEMBER 18, 2018
<b>CHECKED BY</b> N.J.W.	<b>PROJECT NO.</b> 2664
<b>PREPARED FOR:</b> CITY OF MERRILL	

# LINCOLN COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Of Lot 1 of Certified Survey Map Number 2621 recorded in Volume 15 of Certified Survey Maps on Page 114 located in part of the Northwest 1/4 of the Southwest 1/4 and part of the Southwest 1/4 of the Southwest 1/4 of Section 5, part of the Northeast 1/4 of the Southeast 1/4 and part of the Southeast 1/4 of the Southeast 1/4 of Section 6, Township 31 North, Range 7 East, City of Merrill, Lincoln County, Wisconsin.

I, Nathan J. Wincentsen, Professional Land Surveyor S-2539, hereby certify to the best of my knowledge and belief: That I have surveyed, mapped and divided Lot 1 of Certified Survey Map Number 2621 recorded in Volume 15 of Certified Survey Maps on Page 114 located in part of the Northwest 1/4 of the Southwest 1/4 and part of the Southwest 1/4 of the Southwest 1/4 of Section 5, part of the Northeast 1/4 of the Southeast 1/4 and part of the Southeast 1/4 of the Southeast 1/4 of Section 6, Township 31 North, Range 7 East, City of Merrill, Lincoln County, Wisconsin, described as follows:

Commencing at the Southeast corner of said Section 6; Thence North 01°12'44" East along the East line of said Southeast 1/4, 102.90 feet to the North right-of-way line of County Road "G"; Thence South 88°07'28" West along said North right-of-way, 4.54 feet; Thence South 89°05'14" West along said North right-of-way line of County Road "G", 95.59 feet to the point of beginning; Thence continuing South 89°05'14" West along said North right-of-way line, 394.40 feet to the East line of Lot 3 of said Certified Survey Map Number 1864; Thence North 00°55'24" East along said East line, 300.11 feet to the North line of said Lot 3 of said Certified Survey Map Number 1864; Thence South 89°00'57" West along said North line, 219.86 feet to the East line of Lot 2 of said Certified Survey Map Number 1864; Thence North 00°55'24" East along said East line, 391.19 feet to the Northeast corner of said Lot 2; Thence North 07°27'25" East, 531.96 feet to the Southeast corner of the West 1/2 of said Northeast 1/4 of the Southeast 1/4; Thence North 01°02'51" East along the monumented East line of said West 1/2 of the Northeast 1/4 of the Southeast 1/4, 1320.20 feet to the North line of said Southeast 1/4 as monumented; Thence North 89°18'16" East along said North line as monumented, 263.50 feet to the West right-of-way line of U.S.H. "51"; Thence South 45°50'39" East along said West right-of-way line, 685.04 feet to the beginning of a non-tangential curve to the right; Thence along said West right-of-way line, 1703.67 feet along the arc of said curve, said curve having a radius of 3567.81 feet, a central angle of 27°21'34" and a chord that bears South 32°09'42" East for a distance of 1687.53 feet to the North line of Lot 1 of Certified Survey Map Number 2257 recorded in Volume 12 of Certified Survey Maps on Page 190; Thence South 37°10'37" West along said North line, 412.59 feet to the North line of Lot 2 of said Certified Survey Map Number 2257; Thence South 88°08'02" West along said North line, 428.98 feet to the Northeast corner of Lot 1 of Certified Survey Map Number 992 recorded in Volume 5 of Certified Survey Maps on Page 34; Thence South 88°08'04" West along the North line of said Lot 1, 243.86 feet to the West line of said Lot 1 of Certified Survey Map Number 992; Thence South 01°09'49" West along said West line, 269.95 feet to said North right-of-way line of County Road "G"; Thence South 88°07'28" West along said North right-of-way line, 66.01 feet to the East line of Lot 1 of Certified Survey Map Number 993 recorded in Volume 5 of Certified Survey Maps on Page 36; Thence North 01°12'03" East along said East line, 200.15 feet to the North line of of said Lot 1 of Certified Survey Map Number 993; Thence South 88°46'07" West along said North line, 150.15 feet to the West line of said Certified Survey Map Number 993; Thence South 01°11'58" West along said West line, 200.23 feet to the point of beginning.

That the above described parcel of land contains 2,824,060 square feet or 64.831 acres, more or less;

That said parcel is subject to all easements, restrictions and right-of-ways of record including an existing 80' wide power line easement described in Document Number 333249, an existing ANR gas line easement per Document Number 192342 and an Ingress-Egress easement described in Volume 588, Page 756;

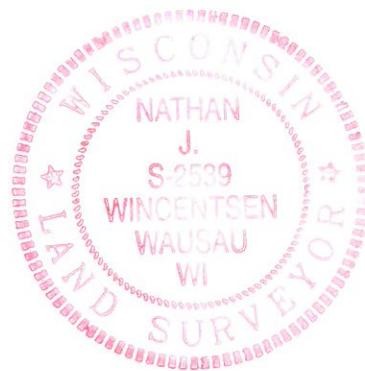
That I have made this survey, division and map thereof at the direction of the City of Merrill, Owner of said parcel;

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes, Chapter A-E7 of the Wisconsin Administrative Code and the subdivision regulations of the City of Merrill in Surveying, Mapping and Dividing the same.

That said map is a correct and accurate representation of the exterior boundaries of said parcel and the division thereof.

Dated this 24<sup>th</sup> day of SEPTEMBER 2018

Nathan J. Wincentsen  
Riverside Land Surveying LLC  
Nathan J. Wincentsen  
P.L.S. No. 2539

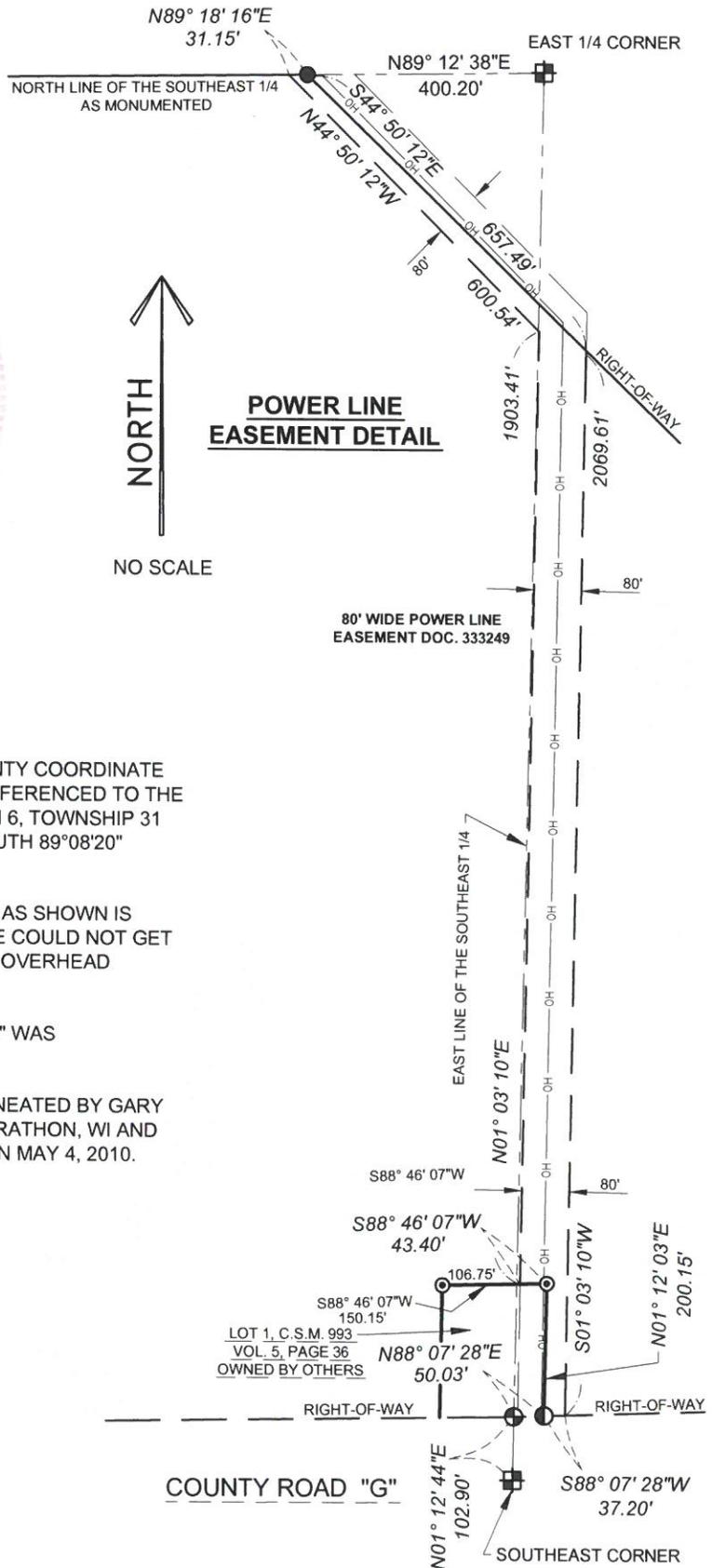


Attachment: CSM for Industrial Park Road (3696 : Resolution on Industrial Park CSM)

 <b>RIVERSIDE LAND SURVEYING LLC</b> 6304 KELLY PLACE WESTON, WI 54476    PH 715-241-7500 - FAX 715-355-6894 email - mail@riversidelandsurveying.com	<b>DRAWN BY</b> M.F.L.	<b>DATE</b> SEPTEMBER 18, 2018
	<b>CHECKED BY</b> N.J.W.	<b>PROJECT NO.</b> 2664
	<b>PREPARED FOR:</b> CITY OF MERRILL	

# LINCOLN COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Of Lot 1 of Certified Survey Map Number 2621 recorded in Volume 15 of Certified Survey Maps on Page 114 located in part of the Northwest 1/4 of the Southwest 1/4 and part of the Southwest 1/4 of the Southwest 1/4 of Section 5, part of the Northeast 1/4 of the Southeast 1/4 and part of the Southeast 1/4 of the Southeast 1/4 of Section 6, Township 31 North, Range 7 East, City of Merrill, Lincoln County, Wisconsin.



**NOTES:**

1. BEARINGS ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM, LINCOLN COUNTY NAD83 (2011) AND REFERENCED TO THE SOUTH LINE OF THE SOUTHEAST 1/4 OF SECTION 6, TOWNSHIP 31 NORTH, RANGE 7 EAST, MEASURED TO BEAR SOUTH 89°08'20" WEST.
2. THIS PORTION OF THE ANR GAS LINE EASEMENT AS SHOWN IS APPROXIMATE. THE ANR FIELD REPRESENTATIVE COULD NOT GET AN ACCURATE SIGNAL ON THE PIPE DUE TO THE OVERHEAD ELECTRIC LINES.
3. THE NORTH RIGHT-OF-WAY OF COUNTY ROAD "G" WAS DETERMINED FROM C.S.M. 2621,1864, 992 & 993.
4. THE WETLANDS AS SHOWN HEREON WERE DELINEATED BY GARY STARZINSKI OF STAR ENVIRONMENTAL, INC. MARATHON, WI AND LOCATED BY RIVERSIDE LAND SURVEYING LLC ON MAY 4, 2010.

SHEET 5 OF 5



**RIVERSIDE LAND SURVEYING LLC**  
 6304 KELLY PLACE WESTON, WI 54476 PH 715-241-7500 - FAX 715-355-6894  
 email - mail@riversidelandsurveying.com

<b>DRAWN BY</b> M.F.L.	<b>DATE</b> SEPTEMBER 18, 2018
<b>CHECKED BY</b> N.J.W.	<b>PROJECT NO.</b> 2664
<b>PREPARED FOR:</b> CITY OF MERRILL	

Attachment: CSM for Industrial Park Road (3696 : Resolution on Industrial Park CSM)