



CITY OF MERRILL

COMMON COUNCIL

AGENDA • TUESDAY OCTOBER 8, 2019

Regular Meeting

City Hall Council Chambers

7:00 PM

1. Call to Order
2. Invocation by Pastor Andy Perry, Bible Presbyterian Church
3. Pledge of Allegiance
4. Roll Call
5. Public Comment Period
6. Minutes of previous Common Council meeting(s):
 1. Minutes of September 9, 2019 Common Council meeting
7. Revenue & Expense Reports(s):
 1. Revenue & Expense Report for Period Ending September 30, 2019
8. General agenda items:
 1. Employee Years of Service Recognition:
Dawn M. Smith, 15 years (Parks & Recreation)
9. Board of Public Works:
 1. Consider request from Merrill Area Housing Authority to approve a transfer, from the City to the Merrill Area Housing Authority, the lot at 402 North Mill Street, in order to place a "Bluejay House" on that lot. Mayor Woellner is bringing this request directly to the Common Council.
10. Health and Safety Committee:
 1. Change of agent application from Krist Oil Company, appointing Luann Krahn agent for Krist Food Mart #98, 105 South Center Avenue. The Health and Safety Committee recommends approval.
11. Personnel and Finance Committee:
 1. Consider writing off 2016 & 2017 over-collected Personal Property tax bills (total of \$1,178.14) for S&I Excavating, LLC (formerly in business at 200 S. State St.). The Personnel and Finance Committee recommends approval.
12. Placing Committee Reports on File:
 1. Consider placing the following committee reports on file: Airport Commission, Board of Public Works, City Plan Commission, Committee of the Whole, Health & Safety Committee, Library Board, Parks & Recreation Commission, Personnel & Finance Committee, Redevelopment Authority and Transit Commission.

13. Mayor's Appointments:

Alderman Van Lieshout to the Parks and Recreation Commission, replacing former Alderman Sukow

Alderman Van Lieshout to the Tourism Commission, replacing former Alderman Sukow

Alderman Rick to the Water and Sewage Disposal Committee, replacing Alderman Hass

Alderman Rick to the Airport Commission, replacing Alderman Osness

Alderman Rick to the Zoning Board of Appeals, replacing former Alderman Sukow

Rebecca Roberts to the Tourism Commission, term to expire May 1, 2020

14. Ordinances:

None.

15. Resolutions:

1. A Resolution approving a Conditional Use Permit to establish a church at 805 East Main Street. The City Plan Commission recommends approval.

2. A Resolution authorizing the issuance and sale of a \$1,925,000 Tax Increment Revenue Bond (TID No. 3), Series 2019B.

3. A Resolution authorizing the issuance and sale of a \$257,000 General Obligation Promissory Note. This resolution will be available Monday, October 7th.

4. A Resolution designating the Merrill Foto News as the official City newspaper.

16. Mayor's Communications

17. 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 • MONDAY SEPTEMBER 9, 2019

Special Meeting

City Hall Council Chambers

7:00 PM

1. Call to Order

Mayor Woellner called the meeting to order at 7:00 P.M.

Attendee Name	Title	Status	Arrived
Paul Russell	Aldersperson - First District	Present	
Steve Hass	Aldersperson - Second District	Present	
Rick Blake	Aldersperson - Third District	Present	
Steve Osness	Aldersperson - Fourth District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Steve Sabatke	Aldersperson - Eighth District	Present	
Derek Woellner	Mayor	Present	

2. Invocation by Pastor William Hohman, New Testament Church

3. Pledge of Allegiance

4. Roll Call

5. Public Comment Period

Ken Maule spoke in favor of the Pine Ridge Development Agreement Resolution.

Ryan Schwartzman spoke in favor of both Development Agreement Resolutions. He also stated that he would answer any questions related to the two "picnic" license applications from the Merrill Historical Society.

6. Agenda item related to vacant District 6 aldermanic position:

1. Consider recommendations from September 9, 2019 Committee of the Whole meeting related to candidate and duration of term to fill vacant Aldermanic District #6 seat. The candidates who have applied for the position (listed alphabetically by last name) are Landis Holdorf, Chad Krueger, Ronald Liberty, Todd Nofsinger, Robert Oemig and Michael Rick, Jr. Note: Todd Nofsinger has requested that his name be withdrawn from consideration.

At the September 9th, 2019 Committee of the Whole meeting, the final vote to fill the vacant Sixth District Aldermanic seat resulted in six votes for Mike Rick Jr. and two votes for Ron Liberty.

Motion (Norton/Osness) to appoint Mike Rick Jr. to the vacant position of Sixth District Aldersperson until the April, 2020 election.

RESULT: APPROVED

2. Oath of Office for Aldersperson in the Sixth Aldermanic District.

City Clerk Heideman administered the oath of office to Mike Rick Jr. Alderman Rick then participated in the remainder of the meeting.

7. Minutes of previous Common Council meeting(s):
1. Minutes of August 13, 2019 Common Council meeting
Motion (Norton/Russell) to approve.

RESULT: APPROVED

8. Revenue & Expense Reports(s):
1. Revenue & Expense Report for Period Ending August 31, 2019
Motion (Norton/Blake) to approve.

RESULT: APPROVED

9. General agenda items:
1. Employee Years of Service Recognition:
Jason R. Hendricks, 10 years (Fire Department)
City Clerk Heideman read a certificate of recognition for Jason Hendricks.
 2. Due to discontinuation of the Merrill Courier (current official City newspaper), and recognizing that publication of City ordinances, notices, and other legal matters is of vital concern to the City of Merrill, City staff recommends that, pending further action, any newspaper publications and/or internet postings of notices shall be done at the direction of the City Clerk in accordance with appropriate statutes and regulations. Mayor Woellner is bringing this directly to the Common Council.

Motion (Hass/Osness) to approve the recommendation.

RESULT: APPROVED

10. Board of Public Works:
1. Street Use Permit application 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 2019: October 4, October 5, October 11, October 12, October 18, October 19, October 24, October 25, October 26 and October 31, in conjunction with a haunted house event. The Board of Public Works recommends approval.

Motion (Norton/Hass) to approve.

RESULT: APPROVED

11. Health and Safety Committee:
1. Application from Dolgencorp, LLC, Ronnie Borgerding, Agent, for a Class "A" (beer) and a "Class A" (liquor) license for Dollar General Store #21051, 710 East Second Street, effective September 11, 2019. The Health and Safety Committee recommends approval.

Motion (Hass/Rick) to approve.

RESULT: APPROVED

2. Application from the Merrill Historical Society, 100 East Third Street, for a temporary Class "B" (picnic) license to sell fermented malt beverages in the Expo Center (Merrill Festival Grounds) on Friday, September 27, 2019, in conjunction with a "Fall Brawl: The Clawman Cometh" wrestling event. The Health and Safety Committee recommends approval.

Motion (Hass/Sabatke) to approve.

RESULT: APPROVED

3. 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 2, 2019, as part of a trivia night. The Health and Safety Committee recommends approval.

Motion (Hass/Blake) to approve.

RESULT: APPROVED

12. Placing Committee Reports on File:

1. Consider placing the following committee reports on file: Airport Commission, Board of Public Works, Health & Safety Committee, Library Board, Merrill Enrichment Center Committee, Parks & Recreation Commission, Redevelopment Authority and Water & Sewage Disposal Committee.

Motion (Norton/Hass) to place on file.

RESULT: PLACED ON FILE

13. Ordinances:

1. None.

14. Resolutions:

1. An Initial Resolution Authorizing \$730,000 General Obligation Bonds for Street Improvement Projects (Resolution #2606).

BE IT RESOLVED by the Common Council of the City of Merrill, Lincoln County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$730,000 for the public purpose of paying the cost of street improvement projects.

Motion (Norton/Van Lieshout) to approve.

A roll call vote resulted in a 4 to 4 tie. Voting Yes - Alderman Russell, Alderman Blake, Alderman Van Lieshout and Alderman Norton.

Mayor Woellner broke the tie by voting Yes. Therefore the motion carried and the resolution was adopted.

2. An Initial Resolution Authorizing \$190,000 General Obligation Bonds for Park and Public Grounds Projects (Resolution #2607).

BE IT RESOLVED by the Common Council of the City of Merrill, Lincoln County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$190,000 for the public purpose of paying the cost of parks and public grounds projects.

Motion (Norton/Blake) to approve.

A roll call vote resulted in a 4 to 4 tie. Voting Yes - Alderman Russell, Alderman Blake, Alderman Van Lieshout and Alderman Norton.

Mayor Woellner broke the tie by voting Yes. Therefore the motion carried and the resolution was adopted.

3. An Initial Resolution Authorizing \$25,000 General Obligation Bonds for a Parking Lot (Resolution #2608).

BE IT RESOLVED by the Common Council of the City of Merrill, Lincoln County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$25,000 for the public purpose of paying the cost of a parking lot.

Motion (Norton/Blake) to approve.

A roll call vote resulted in a 4 to 4 tie. Voting Yes - Alderman Russell, Alderman Blake, Alderman Van Lieshout and Alderman Norton.

Mayor Woellner broke the tie by voting Yes. Therefore the motion carried and the resolution was adopted.

4. An Initial Resolution Authorizing \$125,000 General Obligation Bonds for Community Development Projects in Tax Increment Districts (Resolution #2609).

BE IT RESOLVED by the Common Council of the City of Merrill, Lincoln County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$125,000 for the public purpose of providing financial assistance to community development projects under Section 66.1105, Wisconsin Statutes, by paying projects costs included in the project plan for the City's Tax Incremental Districts.

Motion (Norton/Van Lieshout) to approve.

A roll call vote resulted in a 4 to 4 tie. Voting Yes - Alderman Russell, Alderman Blake, Alderman Van Lieshout and Alderman Norton.

Mayor Woellner broke the tie by voting Yes. Therefore the motion carried and the resolution was adopted.

5. An Initial Resolution Authorizing \$235,000 General Obligation Bonds for Sewerage Projects (Resolution #2610).

BE IT RESOLVED by the Common Council of the City of Merrill, Lincoln County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$235,000 for the public purpose of paying the cost of sewerage projects.

Motion (Norton/Blake) to approve.

A roll call vote resulted in a 4 to 4 tie. Voting Yes - Alderman Russell, Alderman Blake, Alderman Van Lieshout and Alderman Norton.

Mayor Woellner broke the tie by voting Yes. Therefore the motion carried and the resolution was adopted.

6. An Initial Resolution Authorizing \$175,000 General Obligation Bonds for Libraries (Resolution #2611).

BE IT RESOLVED by the Common Council of the City of Merrill, Lincoln County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$175,000 for the public purpose of paying the cost of libraries.

Motion (Norton/Van Lieshout) to approve.

Motion carried 6 to 2 on roll call vote. Voting No - Alderman Rick and Alderman Sabatke.

7. An Initial Resolution Authorizing \$335,000 General Obligation Bonds for Water System Projects (Resolution #2612).

BE IT RESOLVED by the Common Council of the City of Merrill, Lincoln County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$335,000 for the public purpose of paying the cost of water system projects.

Motion (Norton/Blake) to approve.

Motion carried 7 to 1 on roll call vote. Voting No - Alderman Rick.

8. An Initial Resolution Authorizing \$225,000 General Obligation Bonds for Constructing a Building for the Housing of Machinery and Equipment (Resolution #2613).

BE IT RESOLVED by the Common Council of the City of Merrill, Lincoln County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$225,000 for the public purpose of paying the cost of constructing a building for the housing of machinery and equipment.

Motion (Norton/Blake) to approve.

Motion carried 5 to 3 on roll call vote. Voting No - Alderman Russell, Alderman Rick and Alderman Sabatke.

9. A Resolution Directing Publication of Notice to Electors Relating to Bond Issues (Resolution #2614).

WHEREAS, initial resolutions authorizing general obligation bonds have been adopted by the Common Council of the City of Merrill, Lincoln County, Wisconsin (the "City") and it is now necessary that said initial resolutions be published to afford notice to the residents of the City of their adoption;

NOW, THEREFORE, BE IT RESOLVED that the City Clerk shall, within 15 days, publish a notice to the electors in substantially the form attached hereto in the official City newspaper as a class 1 notice under ch. 985, Wis. Stats.

Motion (Norton/Blake) to approve.

RESULT:	APPROVED
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10.A Resolution Providing for the Sale of Not to Exceed \$2,040,000 General Obligation Corporate Purpose Bonds (Resolution #2615).

WHEREAS, the City of Merrill, Lincoln County, Wisconsin (the "City") has adopted initial resolutions (the "Initial Resolutions") authorizing the issuance of general obligation bonds for the following public purposes and in the following amounts:

- (a) \$730,000 for street improvement projects;
- (b) \$25,000 for a parking lot;
- (c) \$190,000 for parks and public grounds projects;
- (d) \$125,000 for providing financial assistance to community development projects;
- (e) \$235,000 for sewerage projects;
- (f) \$175,000 for library projects;
- (g) \$335,000 for water system projects; and
- (h) \$225,000 for constructing a building for the housing of machinery and equipment.

WHEREAS, the Common Council hereby finds and determines that the projects described in the Initial Resolutions are within the City's power to undertake and therefore serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Combination of Issues. The issues referred to above are hereby combined into one issue of bonds designated "General Obligation Corporate Purpose Bonds" (the "Bonds") in an amount not to exceed \$2,040,000 for the purposes above specified.

Section 2. Sale of the Bonds. The Common Council hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) is hereby authorized and directed to cause the sale of the Bonds to be publicized at such times and in such manner as the City Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Ehlers) shall also cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Motion (Norton/Russell) to approve.

Motion carried 8 to 0 on roll call vote.

11. A Resolution authorizing a Development Agreement by and between the City and Ryan Ott Development and Construction LLC (Resolution #2616).

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 11 on May 10, 2016 and the development site is within TID No. 11; and,

WHEREAS, Ryan Ott Development and Construction LLC has proposed construction of up to twelve new single-family homes through a phased construction timeframe; 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 and new residential homes created from this development project; and,

WHEREAS, Ryan Ott Development and Construction LLC has negotiated the development agreement to provide for transfer of property ownership of three lots on West St. Paul Street and an incentive payment not to exceed \$30,000 to facilitate Phase 1 of the single-family home development project;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of September, 2019, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and Ryan Ott Development and Construction LLC and to facilitate the implementation thereof.

Motion (Norton/Russell) to approve.

Motion carried 7 to 1 on roll call vote. Voting No - Alderman Hass.

12. A Resolution authorizing a Development Agreement by and between the City and Merrill Pine Ridge LLC (Resolution #2617).

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, Merrill Pine Ridge LLC has proposed construction of a new restaurant; 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 and new jobs created from this redevelopment project; and,

WHEREAS, Merrill Pine Ridge LLC has negotiated the development agreement to provide for transfer of property ownership for \$150,000 to facilitate the commercial development project;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of September, 2019, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and Merrill Pine Ridge LLC and to facilitate the implementation thereof.

Motion (Norton/Van Lieshout) to approve.

Motion carried 7 to 1 on roll call vote. Voting No - Alderman Sabatke.

13.A Resolution honoring Dave Sukow for his extended service and great contribution to the City of Merrill.

WHEREAS, Dave Sukow completed his term as Sixth District Alderperson of the City of Merrill on August 2, 2019; and,

WHEREAS, Dave Sukow has served multiple terms as an alderperson for the City of Merrill from April 18, 2006 to April 17, 2012, and September 11, 2012 to April 19, 2016, and April 17, 2018 to August 2, 2019; and,

WHEREAS, the personal commitment and unselfish dedication and effort Dave Sukow has put forth has contributed greatly to the new development, progress and stability of the City of Merrill; and,

WHEREAS, the City of Merrill offers a solid and stable community environment for all of its citizens in part because of Dave Sukow's dedicated service; and,

WHEREAS Dave Sukow's knowledge, experience, and hard work will be missed at the Merrill City Hall;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 9th day of September, 2019, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Dave Sukow has given to the City of Merrill and commend him for those years of service.

Motion (Common Council/Common Council) to approve.

RESULT:	APPROVED
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15. Mayor's Communications

Mayor Woellner issued a reminder related to an upcoming Local Government Seminar on September 30th.

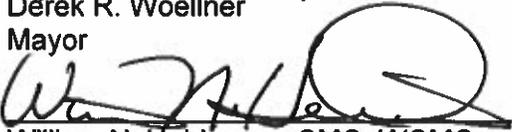
The annual Tomahawk Fall Ride is September 12-15.

16. Adjournment

Motion (Russell/Hass) to adjourn. Carried. Adjourned at 8:05 P.M.

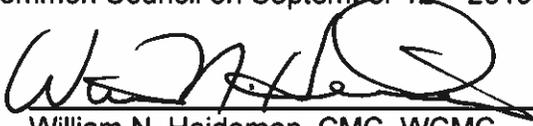


Derek R. Woellner
Mayor



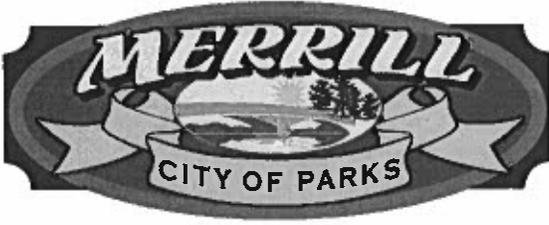
William N. Heideman, CMC, WCMC
City Clerk

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 12th 2019.



William N. Heideman, CMC, WCMC
City Clerk

Attachment: 2019-09-09 Council Minutes (4480 : Minutes of September 9, 2019 Common Council 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 3rd, 2019

To: Mayor Derek Woellner
Alderspersons

From: Kathy Unertl, Finance Director

RE: September 2019 Revenue & Expense Reports

Revenues – General Fund:

Consistent with budgeted amounts with significant Interest Income above budgeted level.

Personal Property 2018 taxes collected except for \$402.81 amount for property that formerly had a City liquor license.

Expenses – General Fund:

Expenditures are consistent with budgeted amounts except for Snow & Ice Control and Sick Leave Retirement Payouts.

There are personnel services savings (due to employee retirements or resignations) to offset any expenditure overages. Several new hires are participating in Health Incentive Program rather than City's Group Health Insurance coverage.

10-03-2019 12:14 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

PAGE: 1

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Non-Departmental					
Taxes (or Utility Rev.)	4,445,648.00	1,319.14	4,450,614.63	100.11	(4,966.63)
Intergovernmental	4,191,700.65	0.00	1,380,154.80	32.93	2,811,545.85
Licenses and Permits	39,021.00	635.00	43,893.68	112.49	(4,872.68)
Fines, Forfeits, & Pen.	117,500.00	9,315.02	77,611.74	66.05	39,888.26
Public Charges-Services	7,625.00	634.50	4,775.01	62.62	2,849.99
Miscellaneous Revenues	109,150.00	16,671.65	129,573.46	118.71	(20,423.46)
TOTAL Non-Departmental	8,910,644.65	28,575.31	6,086,623.32	68.31	2,824,021.33
Municipal Court					
Intergov Charges (Misc.)	7,950.00	247.50	4,507.50	56.70	3,442.50
TOTAL Municipal Court	7,950.00	247.50	4,507.50	56.70	3,442.50
City Attorney					
Intergov Charges (Misc.)	10,500.00	0.00	4,447.50	42.36	6,052.50
Miscellaneous Revenues	15,000.00	0.00	0.00	0.00	15,000.00
TOTAL City Attorney	25,500.00	0.00	4,447.50	17.44	21,052.50
City Administrator					
Miscellaneous Revenues	27,500.00	0.00	0.00	0.00	27,500.00
TOTAL City Administrator	27,500.00	0.00	0.00	0.00	27,500.00
Clerk/Treasurer Staff					
Miscellaneous Revenues	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL Clerk/Treasurer Staff	2,500.00	0.00	0.00	0.00	2,500.00
Elections - AVERAGED					
Miscellaneous Revenues	0.00	0.00	1,600.00	0.00	(1,600.00)
TOTAL Elections - AVERAGED	0.00	0.00	1,600.00	0.00	(1,600.00)
Treasurer/Finance Dir.					
Licenses and Permits	500.00	413.96	287.47	57.49	212.53
Miscellaneous Revenues	27,500.00	0.00	0.00	0.00	27,500.00
TOTAL Treasurer/Finance Dir.	28,000.00	413.96	287.47	1.03	27,712.53
Over-Collected Taxes					
Miscellaneous Revenues	1,500.00	0.00	898.01	59.87	601.99
TOTAL Over-Collected Taxes	1,500.00	0.00	898.01	59.87	601.99
Police					
Intergovernmental	15,700.00	754.79	754.79	4.81	14,945.21
Public Charges-Services	8,025.00	340.72	3,711.91	46.25	4,313.09
Intergov Charges (Misc.)	8,500.00	0.00	7,294.76	85.82	1,205.24
Miscellaneous Revenues	0.00	0.00	35.00	0.00	(35.00)
TOTAL Police	32,225.00	1,095.51	11,796.46	36.61	20,428.54

Attachment: Revenue & Expense - September - September (4481 : Revenue & Expense Report for Period Ending September 30, 2019)

10-03-2019 12:14 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Traffic Control</u>					
Miscellaneous Revenues	0.00	0.00	8,481.29	0.00	(8,481.29)
TOTAL Traffic Control	0.00	0.00	8,481.29	0.00	(8,481.29)
<u>Fire Protection</u>					
Public Charges-Services	7,025.00	1,102.36	8,477.67	120.68	(1,452.67)
Intergov Charges (Misc.)	217,548.00	0.00	217,547.64	100.00	0.36
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection	224,573.00	1,102.36	226,025.31	100.65	(1,452.31)
<u>Ambulance/EMS</u>					
Intergovernmental	1,059,247.00	74,181.32	647,125.87	61.09	412,121.13
TOTAL Ambulance/EMS	1,059,247.00	74,181.32	647,125.87	61.09	412,121.13
<u>Bldg. Inspection/Zoning</u>					
Licenses and Permits	32,500.00	1,910.00	16,979.30	52.24	15,520.70
Miscellaneous Revenues	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL Bldg. Inspection/Zoning	42,500.00	1,910.00	16,979.30	39.95	25,520.70
<u>Public Works/Engineer</u>					
Miscellaneous Revenues	67,500.00	0.00	0.00	0.00	67,500.00
TOTAL Public Works/Engineer	67,500.00	0.00	0.00	0.00	67,500.00
<u>Garage Maintenance</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Operations Support (M&E)</u>					
Intergovernmental	320,500.00	21,925.59	206,156.79	64.32	114,343.21
TOTAL Operations Support (M&E)	320,500.00	21,925.59	206,156.79	64.32	114,343.21
<u>Roads</u>					
Intergovernmental	78,000.00	(1,867.80)	44,758.17	57.38	33,241.83
Public Charges-Services	2,500.00	0.00	0.00	0.00	2,500.00
Miscellaneous Revenues	0.00	0.00	2,883.98	0.00	(2,883.98)
TOTAL Roads	80,500.00	(1,867.80)	47,642.15	59.18	32,857.85
<u>Snow and Ice</u>					
Public Charges-Services	10,000.00	0.00	2,908.40	29.08	7,091.60
TOTAL Snow and Ice	10,000.00	0.00	2,908.40	29.08	7,091.60
<u>Stormwater Maintenance</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Stormwater Maintenance	0.00	0.00	0.00	0.00	0.00

Attachment: Revenue & Expense - September - September (4481 : Revenue & Expense Report for Period Ending September 30, 2019)

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CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Street Painting-Marking					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Street Painting-Marking	0.00	0.00	0.00	0.00	0.00
Street Lighting					
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
Stormwater Plan/Const.					
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
Airport					
Public Charges-Services	25,000.00	2,060.00	22,320.86	89.28	2,679.14
Miscellaneous Revenues	0.00	0.00	3,705.00	0.00	(3,705.00)
TOTAL Airport	25,000.00	2,060.00	26,025.86	104.10	(1,025.86)
Transit					
Specials (Utility Rev.)	242,500.00	0.00	170,993.96	70.51	71,506.04
Intergovernmental	82,500.00	0.00	78,627.00	95.31	3,873.00
Public Charges-Services	143,250.00	11,622.70	93,369.95	65.18	49,880.05
Miscellaneous Revenues	24,000.00	0.00	3,514.00	14.64	20,486.00
TOTAL Transit	492,250.00	11,622.70	346,504.91	70.39	145,745.09
Garbage Collection					
Miscellaneous Revenues	6,000.00	1,380.59	13,035.18	217.25	(7,035.18)
TOTAL Garbage Collection	6,000.00	1,380.59	13,035.18	217.25	(7,035.18)
Recycling					
Intergovernmental	32,500.00	0.00	32,580.11	100.25	(80.11)
Miscellaneous Revenues	8,000.00	510.00	2,992.40	37.41	5,007.60
TOTAL Recycling	40,500.00	510.00	35,572.51	87.83	4,927.49
Weed & Nuisance Control					
Public Charges-Services	5,000.00	1,300.00	1,300.00	26.00	3,700.00
Miscellaneous Revenues	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Weed & Nuisance Control	6,000.00	1,300.00	1,300.00	21.67	4,700.00
MEC - Enrichment					
Public Charges-Services	7,500.00	0.00	0.00	0.00	7,500.00
TOTAL MEC - Enrichment	7,500.00	0.00	0.00	0.00	7,500.00
Library					
Intergovernmental	449,305.00	226,125.61	451,131.61	100.41	(1,826.61)
Public Charges-Services	16,000.00	1,056.29	9,976.04	62.35	6,023.96
Miscellaneous Revenues	0.00	7.00	26,393.92	0.00	(26,393.92)
TOTAL Library	465,305.00	227,188.90	487,501.57	104.77	(22,196.57)

Attachment: Revenue & Expense - September - September (4481 : Revenue & Expense Report for Period Ending September 30, 2019)

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Parks					
Public Charges-Services	12,500.00	443.05	18,066.55	144.53	(5,566.55)
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Parks	12,500.00	443.05	18,066.55	144.53	(5,566.55)
Recreation Programs					
Public Charges-Services	96,000.00	338.37	45,471.96	47.37	50,528.04
TOTAL Recreation Programs	96,000.00	338.37	45,471.96	47.37	50,528.04
Decorations & Banners					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Decorations & Banners	0.00	0.00	0.00	0.00	0.00
Outside Agencies					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Outside Agencies	0.00	0.00	0.00	0.00	0.00
Cable Franchise Adm					
Licenses and Permits	6,000.00	0.00	0.00	0.00	6,000.00
TOTAL Cable Franchise Adm	6,000.00	0.00	0.00	0.00	6,000.00
MARC - Smith Center					
Public Charges-Services	65,900.00	793.00	31,187.06	47.32	34,712.94
TOTAL MARC - Smith Center	65,900.00	793.00	31,187.06	47.32	34,712.94
Aquatic Center					
Public Charges-Services	105,000.00	961.59	75,049.12	71.48	29,950.88
TOTAL Aquatic Center	105,000.00	961.59	75,049.12	71.48	29,950.88
TOTAL REVENUE	12,169,344.65	374,181.95	8,345,194.09	68.58	3,824,150.56
EXPENDITURES					
Common Council					
Personnel Services	34,200.00	2,331.87	21,165.17	61.89	13,034.83
Contractual Services	4,890.00	354.70	1,397.60	28.58	3,492.40
Supplies & Expenses	11,185.00	630.02	5,387.23	48.16	5,797.77
TOTAL Common Council	50,275.00	3,316.59	27,950.00	55.59	22,325.00
Municipal Court					
Personnel Services	85,944.00	6,745.02	62,824.79	73.10	23,119.21
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	5,000.00	475.24	2,952.18	59.04	2,047.82
Capital Outlay	500.00	0.00	0.00	0.00	500.00
Technology	5,550.00	0.00	5,856.55	105.52	(306.55)
TOTAL Municipal Court	97,494.00	7,220.26	71,633.52	73.47	25,860.48

Attachment: Revenue & Expense - September - September (4481 : Revenue & Expense Report for Period Ending September 30, 2019)

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CITY OF MERRILL
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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
City Attorney					
Personnel Services	225,326.00	16,308.46	165,250.20	73.34	60,075.80
Contractual Services	3,700.00	926.40	14,329.60	387.29	(10,629.60)
Supplies & Expenses	7,075.00	673.76	4,974.20	70.31	2,100.80
Technology	0.00	0.00	1,099.30	0.00	(1,099.30)
TOTAL City Attorney	236,101.00	17,908.62	185,653.30	78.63	50,447.70
Mayor					
Personnel Services	13,780.00	1,043.40	9,912.30	71.93	3,867.70
Supplies & Expenses	825.00	85.00	554.26	67.18	270.74
TOTAL Mayor	14,605.00	1,128.40	10,466.56	71.66	4,138.44
City Administrator					
Personnel Services	119,907.00	9,366.26	86,885.87	72.46	33,021.13
Contractual Services	675.00	57.08	511.35	75.76	163.65
Supplies & Expenses	850.00	0.00	137.86	16.22	712.14
TOTAL City Administrator	121,432.00	9,423.34	87,535.08	72.09	33,896.92
Personnel - HR					
Contractual Services	4,350.00	369.65	2,802.72	64.43	1,547.28
Supplies & Expenses	500.00	0.00	9.44	1.89	490.56
TOTAL Personnel - HR	4,850.00	369.65	2,812.16	57.98	2,037.84
City Clerk					
Personnel Services	77,986.00	6,067.86	56,866.19	72.92	21,119.81
Supplies & Expenses	4,550.00	338.60	4,360.50	95.84	189.50
Technology	4,500.00	0.00	4,495.35	99.90	4.65
TOTAL City Clerk	87,036.00	6,406.46	65,722.04	75.51	21,313.96
Clerk/Treasurer Staff					
Personnel Services	172,383.00	13,799.32	127,219.40	73.80	45,163.60
Supplies & Expenses	1,100.00	63.04	476.48	43.32	623.52
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Clerk/Treasurer Staff	173,483.00	13,862.36	127,695.88	73.61	45,787.12
Elections - AVERAGED					
Personnel Services	25,250.00	0.00	13,073.98	51.78	12,176.02
Contractual Services	13,000.00	0.00	0.00	0.00	13,000.00
Supplies & Expenses	1,525.00	378.23	1,503.01	98.56	21.99
TOTAL Elections - AVERAGED	39,775.00	378.23	14,576.99	36.65	25,198.01
Treasurer/Finance Dir.					
Personnel Services	107,041.00	8,462.95	78,812.16	73.63	28,228.84
Contractual Services	6,000.00	159.17	4,733.91	78.90	1,266.09
Supplies & Expenses	25,150.00	517.36	19,849.30	78.92	5,300.70
TOTAL Treasurer/Finance Dir.	138,191.00	9,139.48	103,395.37	74.82	34,795.63

Attachment: Revenue & Expense - September (4481 : Revenue & Expense Report for Period Ending September 30, 2019)

CITY OF MERRILL
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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Information Technology</u>					
Personnel Services	72,000.00	4,434.69	49,021.86	68.09	22,978.14
Technology	<u>132,250.00</u>	<u>3,832.63</u>	<u>69,944.54</u>	<u>52.89</u>	<u>62,305.46</u>
TOTAL Information Technology	204,250.00	8,267.32	118,966.40	58.25	85,283.60
<u>Assessment of Property</u>					
Contractual Services	28,425.00	0.00	19,650.00	69.13	8,775.00
Supplies & Expenses	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL Assessment of Property	28,525.00	0.00	19,650.00	68.89	8,875.00
<u>Independent Auditing</u>					
Contractual Services	15,500.00	0.00	12,325.30	79.52	3,174.70
Technology	<u>1,250.00</u>	<u>0.00</u>	<u>1,107.00</u>	<u>88.56</u>	<u>143.00</u>
TOTAL Independent Auditing	16,750.00	0.00	13,432.30	80.19	3,317.70
<u>City Maintenance</u>					
Personnel Services	128,910.00	7,625.69	82,045.57	63.65	46,864.43
Contractual Services	68,900.00	6,121.51	46,894.86	68.06	22,005.14
Supplies & Expenses	16,900.00	1,182.47	10,708.55	63.36	6,191.45
Capital Outlay	7,000.00	893.82	6,106.52	87.24	893.48
Technology	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL City Maintenance	221,710.00	15,823.49	145,755.50	65.74	75,954.50
<u>City Maint-Library</u>					
Personnel Services	0.00	56.26	1,177.16	0.00	(1,177.16)
Supplies & Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL City Maint-Library	0.00	56.26	1,177.16	0.00	(1,177.16)
<u>City Maint-Fire Station</u>					
Personnel Services	<u>0.00</u>	<u>0.00</u>	<u>72.95</u>	<u>0.00</u>	<u>(72.95)</u>
TOTAL City Maint-Fire Station	0.00	0.00	72.95	0.00	(72.95)
<u>Over-Collected Taxes</u>					
Supplies & Expenses	<u>350.00</u>	<u>0.00</u>	<u>140.36</u>	<u>40.10</u>	<u>209.64</u>
TOTAL Over-Collected Taxes	350.00	0.00	140.36	40.10	209.64
<u>Insurance/Employee</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	<u>321,000.00</u>	<u>3,721.56</u>	<u>371,941.86</u>	<u>115.87</u>	<u>(50,941.86)</u>
TOTAL Insurance/Employee	321,000.00	3,721.56	371,941.86	115.87	(50,941.86)
<u>Police</u>					
Personnel Services	2,352,263.00	179,415.01	1,646,708.20	70.01	705,554.80
Contractual Services	49,900.00	1,008.17	41,700.51	83.57	8,199.49
Supplies & Expenses	63,100.00	4,256.35	35,827.21	56.78	27,272.79
Capital Outlay	11,000.00	0.00	0.00	0.00	11,000.00
Technology	<u>13,000.00</u>	<u>83.99</u>	<u>3,399.13</u>	<u>26.15</u>	<u>9,600.87</u>
TOTAL Police	2,489,263.00	184,763.52	1,727,635.05	69.40	761,627.95

Attachment: Revenue & Expense - September - September (4481 : Revenue & Expense Report for Period Ending September 30, 2019)

CITY OF MERRILL
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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Traffic Control</u>					
Personnel Services	12,095.00	1,245.68	9,204.50	76.10	2,890.50
Supplies & Expenses	18,750.00	4,411.54	17,334.52	92.45	1,415.48
TOTAL Traffic Control	30,845.00	5,657.22	26,539.02	86.04	4,305.98
<u>Fire Protection</u>					
Personnel Services	1,449,451.00	100,861.99	1,030,750.98	71.11	418,700.02
Contractual Services	27,250.00	1,831.55	19,459.17	71.41	7,790.83
Supplies & Expenses	54,000.00	4,733.12	48,802.67	90.38	5,197.33
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	6,500.00	346.06	5,099.28	78.45	1,400.72
TOTAL Fire Protection	1,537,201.00	107,772.72	1,104,112.10	71.83	433,088.90
<u>Fire Protection-Hydrants</u>					
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
<u>Ambulance/EMS</u>					
Personnel Services	947,497.00	65,320.35	647,941.07	68.38	299,555.93
Contractual Services	27,250.00	1,831.53	19,306.79	70.85	7,943.21
Supplies & Expenses	79,500.00	12,203.26	54,460.45	68.50	25,039.55
Technology	5,000.00	346.02	4,881.04	97.62	118.96
TOTAL Ambulance/EMS	1,059,247.00	79,701.16	726,589.35	68.59	332,657.65
<u>Bldg. Inspection/Zoning</u>					
Personnel Services	142,181.00	11,065.23	102,800.21	72.30	39,380.79
Contractual Services	1,650.00	8.69	110.61	6.70	1,539.39
Supplies & Expenses	4,830.00	139.72	2,486.04	51.47	2,343.96
Technology	0.00	53.06	2,247.97	0.00	(2,247.97)
TOTAL Bldg. Inspection/Zoning	148,661.00	11,266.70	107,644.83	72.41	41,016.17
<u>City Sealer</u>					
Contractual Services	4,800.00	0.00	4,800.00	100.00	0.00
TOTAL City Sealer	4,800.00	0.00	4,800.00	100.00	0.00
<u>Public Works/Engineer</u>					
Personnel Services	108,087.00	5,635.06	52,646.80	48.71	55,440.20
Contractual Services	1,500.00	325.00	325.00	21.67	1,175.00
Supplies & Expenses	2,250.00	112.56	648.89	28.84	1,601.11
Technology	1,000.00	0.00	1,494.50	149.45	(494.50)
TOTAL Public Works/Engineer	112,837.00	6,072.62	55,115.19	48.84	57,721.81
<u>Street Commissioner</u>					
Personnel Services	2,690.00	207.02	1,966.69	73.11	723.31
Contractual Services	250.00	17.39	159.09	63.64	90.91
Supplies & Expenses	810.00	255.98	565.70	69.84	244.30
TOTAL Street Commissioner	3,750.00	480.39	2,691.48	71.77	1,058.52

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Street Superintendent					
Personnel Services	85,500.00	6,499.96	60,741.93	71.04	24,758.07
Supplies & Expenses	1,600.00	0.00	813.76	50.86	786.24
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Street Superintendent	87,100.00	6,499.96	61,555.69	70.67	25,544.31
Garage Maintenance					
Personnel Services	820.00	0.00	278.63	33.98	541.37
Contractual Services	34,000.00	1,235.30	20,730.54	60.97	13,269.46
Supplies & Expenses	12,500.00	436.28	6,543.84	52.35	5,956.16
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	47,320.00	1,671.58	27,553.01	58.23	19,766.99
Operations Support (M&E)					
Personnel Services	197,375.00	14,618.59	130,047.02	65.89	67,327.98
Contractual Services	3,250.00	0.00	3,024.00	93.05	226.00
Supplies & Expenses	376,850.00	43,425.96	252,123.57	66.90	124,726.43
Technology	575.00	0.00	0.00	0.00	575.00
TOTAL Operations Support (M&E)	578,050.00	58,044.55	385,194.59	66.64	192,855.41
Roads					
Personnel Services	241,877.00	22,746.91	155,436.33	64.26	86,440.67
Supplies & Expenses	91,000.00	3,783.97	35,335.01	38.83	55,664.99
TOTAL Roads	332,877.00	26,530.88	190,771.34	57.31	142,105.66
Street Cleaning					
Personnel Services	40,872.00	5,290.76	32,595.30	79.75	8,276.70
Supplies & Expenses	1,250.00	8.91	314.94	25.20	935.06
TOTAL Street Cleaning	42,122.00	5,299.67	32,910.24	78.13	9,211.76
Snow and Ice					
Personnel Services	202,808.00	0.00	175,618.19	86.59	27,189.81
Contractual Services	1,350.00	0.00	1,260.00	93.33	90.00
Supplies & Expenses	60,250.00	0.00	20,188.67	33.51	40,061.33
TOTAL Snow and Ice	264,408.00	0.00	197,066.86	74.53	67,341.14
Stormwater Maintenance					
Personnel Services	34,533.00	1,051.41	13,012.92	37.68	21,520.08
Contractual Services	2,000.00	0.00	0.00	0.00	2,000.00
Supplies & Expenses	20,500.00	0.00	13,761.53	67.13	6,738.47
TOTAL Stormwater Maintenance	57,033.00	1,051.41	26,774.45	46.95	30,258.55
Street Painting-Marking					
Personnel Services	20,574.00	922.24	14,365.41	69.82	6,208.59
Supplies & Expenses	20,000.00	272.92	15,353.43	76.77	4,646.57
TOTAL Street Painting-Marking	40,574.00	1,195.16	29,718.84	73.25	10,855.16

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Street Leave Expenses					
Personnel Services	72,506.00	2,402.61	43,948.22	60.61	28,557.78
TOTAL Street Leave Expenses	72,506.00	2,402.61	43,948.22	60.61	28,557.78
Street Lighting					
Contractual Services	165,275.00	12,538.67	101,830.01	61.61	63,444.99
Capital Outlay	2,225.00	0.00	0.00	0.00	2,225.00
TOTAL Street Lighting	167,500.00	12,538.67	101,830.01	60.79	65,669.99
Stormwater Plan/Const.					
Contractual Services	7,250.00	0.00	6,959.00	95.99	291.00
TOTAL Stormwater Plan/Const.	7,250.00	0.00	6,959.00	95.99	291.00
Airport					
Personnel Services	1,250.00	67.02	733.02	58.64	516.98
Contractual Services	115,675.00	10,055.10	81,080.03	70.09	34,594.97
Supplies & Expenses	31,075.00	3,121.71	21,636.34	69.63	9,438.66
TOTAL Airport	148,000.00	13,243.83	103,449.39	69.90	44,550.61
Transit					
Personnel Services	376,998.00	29,243.42	255,147.25	67.32	123,850.75
Contractual Services	3,250.00	37.13	1,922.09	59.14	1,327.91
Supplies & Expenses	137,425.00	6,243.91	49,668.78	36.14	87,756.22
Fixed Charges	32,600.00	0.00	31,765.12	97.44	834.88
Technology	1,750.00	189.38	5,015.42	286.60	(3,265.42)
TOTAL Transit	554,023.00	35,713.84	343,518.66	62.00	210,504.34
Garbage Collection					
Personnel Services	124,508.00	7,384.40	77,568.23	62.30	46,939.77
Supplies & Expenses	96,800.00	8,081.13	63,577.07	65.68	33,222.93
Capital Outlay	23,500.00	1,678.54	17,700.14	75.32	5,799.86
TOTAL Garbage Collection	244,808.00	17,144.07	158,845.44	64.89	85,962.56
Recycling					
Personnel Services	151,239.00	11,228.59	107,449.48	71.05	43,789.52
Supplies & Expenses	56,300.00	7,870.94	68,571.96	121.80	(12,271.96)
TOTAL Recycling	207,539.00	19,099.53	176,021.44	84.81	31,517.56
Weed & Nuisance Control					
Personnel Services	15,830.00	1,264.43	7,588.33	47.94	8,241.67
Contractual Services	250.00	75.00	275.00	110.00	(25.00)
Supplies & Expenses	1,250.00	258.04	771.08	61.69	478.92
TOTAL Weed & Nuisance Control	17,330.00	1,597.47	8,634.41	49.82	8,695.59

Attachment: Revenue & Expense - September - September (4481 : Revenue & Expense Report for Period Ending September 30, 2019)

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Health Officer					
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
TOTAL Health Officer	3,760.00	1,830.06	3,660.12	97.34	99.88
MEC - Enrichment					
Personnel Services	129,919.00	9,568.47	96,461.51	74.25	33,457.49
Contractual Services	500.00	48.49	422.86	84.57	77.14
Supplies & Expenses	3,707.00	328.14	2,207.56	59.55	1,499.44
Technology	0.00	0.00	1,099.30	0.00	(1,099.30)
TOTAL MEC - Enrichment	134,126.00	9,945.10	100,191.23	74.70	33,934.77
Library					
Personnel Services	735,780.00	55,129.12	535,207.52	72.74	200,572.48
Contractual Services	48,200.00	2,351.62	28,490.35	59.11	19,709.65
Supplies & Expenses	53,805.00	6,467.41	42,829.84	79.60	10,975.16
Fixed Charges	9,400.00	0.00	9,781.00	104.05	(381.00)
Capital Outlay	0.00	19,718.23	49,169.83	0.00	(49,169.83)
Print Media - Library	51,950.00	4,088.13	35,174.54	67.71	16,775.46
Non-Print Media-Library	20,327.00	1,111.73	12,405.03	61.03	7,921.97
Technology	56,797.45	662.98	41,576.40	73.20	15,221.05
TOTAL Library	976,259.45	89,529.22	754,634.51	77.30	221,624.94
Parks					
Personnel Services	215,940.00	20,928.71	183,798.57	85.12	32,141.43
Contractual Services	34,800.00	3,286.60	17,374.15	49.93	17,425.85
Supplies & Expenses	40,350.00	4,460.24	32,077.84	79.50	8,272.16
Capital Outlay	24,000.00	0.00	17,759.03	74.00	6,240.97
TOTAL Parks	315,090.00	28,675.55	251,009.59	79.66	64,080.41
Athletic Park Lights					
Contractual Services	1,800.00	130.28	1,432.65	79.59	367.35
Supplies & Expenses	200.00	0.00	0.00	0.00	200.00
TOTAL Athletic Park Lights	2,000.00	130.28	1,432.65	71.63	567.35
Ott's Park Lights					
Contractual Services	1,400.00	96.60	933.11	66.65	466.89
Supplies & Expenses	100.00	0.00	376.08	376.08	(276.08)
TOTAL Ott's Park Lights	1,500.00	96.60	1,309.19	87.28	190.81
Recreation Programs					
Personnel Services	221,912.00	16,634.77	165,460.91	74.56	56,451.09
Contractual Services	4,025.00	196.18	4,069.50	101.11	(44.50)
Supplies & Expenses	41,800.00	3,624.15	23,532.78	56.30	18,267.22
TOTAL Recreation Programs	267,737.00	20,455.10	193,063.19	72.11	74,673.81

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Marketing - PR					
Personnel Services	2,875.00	1,112.65	2,672.12	92.94	202.88
Supplies & Expenses	<u>18,625.00</u>	<u>4,288.40</u>	<u>17,745.84</u>	<u>95.28</u>	<u>879.16</u>
TOTAL Marketing - PR	21,500.00	5,401.05	20,417.96	94.97	1,082.04
Decorations & Banners					
Personnel Services	2,775.00	0.00	1,079.85	38.91	1,695.15
Contractual Services	300.00	0.00	0.00	0.00	300.00
Supplies & Expenses	1,000.00	0.00	0.00	0.00	1,000.00
Capital Outlay	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>
TOTAL Decorations & Banners	5,575.00	0.00	1,079.85	19.37	4,495.15
Outside Agencies					
Supplies & Expenses	<u>46,500.00</u>	<u>6,000.00</u>	<u>46,500.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL Outside Agencies	46,500.00	6,000.00	46,500.00	100.00	0.00
MARC - Smith Center					
Personnel Services	36,550.00	1,894.89	27,346.12	74.82	9,203.88
Contractual Services	55,250.00	2,973.70	32,569.85	58.95	22,680.15
Supplies & Expenses	19,950.00	1,409.50	11,380.75	57.05	8,569.25
Capital Outlay	<u>6,500.00</u>	<u>0.00</u>	<u>805.64</u>	<u>12.39</u>	<u>5,694.36</u>
TOTAL MARC - Smith Center	118,250.00	6,278.09	72,102.36	60.97	46,147.64
Aquatic Center					
Personnel Services	88,325.00	5,765.40	76,144.16	86.21	12,180.84
Contractual Services	24,300.00	6,241.33	22,548.18	92.79	1,751.82
Supplies & Expenses	41,250.00	1,590.98	41,290.76	100.10	(40.76)
Technology	<u>2,500.00</u>	<u>0.00</u>	<u>1,176.00</u>	<u>47.04</u>	<u>1,324.00</u>
TOTAL Aquatic Center	156,375.00	13,597.71	141,159.10	90.27	15,215.90
Economic Development					
Contractual Services	<u>20,200.00</u>	<u>0.00</u>	<u>20,200.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL Economic Development	20,200.00	0.00	20,200.00	100.00	0.00
Transfers					
Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Transfers	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES					
	<u>12,204,903.45</u>	<u>876,708.34</u>	<u>8,719,085.79</u>	<u>71.44</u>	<u>3,485,817.66</u>
REVENUES OVER/(UNDER) EXPENDITURES					
	<u>(35,558.80)</u>	<u>(502,526.39)</u>	<u>(373,891.70)</u>	<u>0.00</u>	<u>338,332.90</u>

*** END OF REPORT ***

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20 -Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
EXPENDITURES					
Remediation Action					
Personnel Services	8,260.00	248.59	4,257.03	51.54	4,002.97
Contractual Services	19,990.00	309.44	14,581.70	72.94	5,408.30
Supplies & Expenses	250.00	0.00	0.00	0.00	250.00
TOTAL Remediation Action	28,500.00	558.03	18,838.73	66.10	9,661.27
TOTAL EXPENDITURES	28,500.00	558.03	18,838.73	66.10	9,661.27
REVENUES OVER/ (UNDER) EXPENDITURES	(28,500.00)	(558.03)	(18,838.73)	0.00	(9,661.27)

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21 -Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Police-SRO					
Taxes (or Utility Rev.)	57,144.00	0.00	57,144.00	100.00	0.00
Intergovernmental	60,715.00	0.00	28,155.89	46.37	32,559.11
TOTAL Police-SRO	117,859.00	0.00	85,299.89	72.37	32,559.11
TOTAL REVENUE	117,859.00	0.00	85,299.89	72.37	32,559.11
EXPENDITURES					
Police-SRO					
Personnel Services	115,455.00	9,334.28	77,669.16	67.27	37,785.84
Supplies & Expenses	475.00	0.00	0.00	0.00	475.00
Fixed Charges	2,000.00	0.00	2,016.00	100.80	(16.00)
TOTAL Police-SRO	117,930.00	9,334.28	79,685.16	67.57	38,244.84
TOTAL EXPENDITURES	117,930.00	9,334.28	79,685.16	67.57	38,244.84
REVENUES OVER/(UNDER) EXPENDITURES	(71.00)	(9,334.28)	5,614.73	0.00	(5,685.73)

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24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Tractor Pull					
Public Charges-Services	7,000.00	0.00	0.00	0.00	7,000.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Tractor Pull	7,000.00	0.00	0.00	0.00	7,000.00
Merrill Festival Grounds					
Taxes (or Utility Rev.)	36,000.00	0.00	36,000.00	100.00	0.00
Public Charges-Services	11,750.00	425.00	11,836.25	100.73	(86.25)
Miscellaneous Revenues	104,400.00	2,550.00	5,090.49	4.88	99,309.51
TOTAL Merrill Festival Grounds	152,150.00	2,975.00	52,926.74	34.79	99,223.26
Room Tax					
Taxes (or Utility Rev.)	95,000.00	17,735.51	80,988.21	85.25	14,011.79
TOTAL Room Tax	95,000.00	17,735.51	80,988.21	85.25	14,011.79
Bierman Building					
Public Charges-Services	12,500.00	2,050.00	6,000.00	48.00	6,500.00
TOTAL Bierman Building	12,500.00	2,050.00	6,000.00	48.00	6,500.00
TOTAL REVENUE	266,650.00	22,760.51	139,914.95	52.47	126,735.05
EXPENDITURES					
Tractor Pull					
Personnel Services	5,750.00	0.00	3,427.66	59.61	2,322.34
Contractual Services	0.00	0.00	0.00	0.00	0.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Capital Outlay	1,250.00	0.00	0.00	0.00	1,250.00
TOTAL Tractor Pull	7,000.00	0.00	3,427.66	48.97	3,572.34
Merrill Festival Grounds					
Personnel Services	6,400.00	3,398.69	11,398.38	178.10	(4,998.38)
Contractual Services	31,880.00	3,225.28	19,247.54	60.37	12,632.46
Supplies & Expenses	6,000.00	2,323.05	2,571.06	42.85	3,428.94
Capital Outlay	102,200.00	1,495.64	17,668.96	17.29	84,531.04
TOTAL Merrill Festival Grounds	146,480.00	10,442.66	50,885.94	34.74	95,594.06
Room Tax					
Supplies & Expenses	74,550.00	16,974.00	52,386.37	70.27	22,163.63
TOTAL Room Tax	74,550.00	16,974.00	52,386.37	70.27	22,163.63

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24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Bierman Building</u>					
Personnel Services	18,200.00	1,186.00	11,490.58	63.14	6,709.42
Contractual Services	24,500.00	1,295.95	13,603.36	55.52	10,896.64
Supplies & Expenses	4,675.00	1,354.65	3,648.47	78.04	1,026.53
Capital Outlay	0.00	0.00	4,289.68	0.00	(4,289.68)
TOTAL Bierman Building	47,375.00	3,836.60	33,032.09	69.72	14,342.91
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TOTAL EXPENDITURES	275,405.00	31,253.26	139,732.06	50.74	135,672.94
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	(8,755.00)	(8,492.75)	182.89	0.00	(8,937.89)
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*** END OF REPORT ***

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25 -Community Development

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

<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	139,635.00	6,677.69	133,020.03	95.26	6,614.97
TOTAL CDBG Grants/Loans	139,635.00	6,677.69	133,020.03	95.26	6,614.97
<u>Community Development</u>					
Taxes (or Utility Rev.)	14,993.00	0.00	14,993.00	100.00	0.00
Intergov Charges (Misc.)	11,500.00	0.00	1,300.00	11.30	10,200.00
TOTAL Community Development	26,493.00	0.00	16,293.00	61.50	10,200.00
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TOTAL REVENUE	166,128.00	6,677.69	149,313.03	89.88	16,814.97
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EXPENDITURES					

<u>CDBG Grants/Loans</u>					
Special Services	100,500.00	7,965.60	253,435.60	252.17	(152,935.60)
TOTAL CDBG Grants/Loans	100,500.00	7,965.60	253,435.60	252.17	(152,935.60)
<u>Community Development</u>					
Personnel Services	23,668.00	1,861.29	17,114.77	72.31	6,553.23
Contractual Services	700.00	8.70	80.62	11.52	619.38
Supplies & Expenses	2,125.00	44.42	977.74	46.01	1,147.26
TOTAL Community Development	26,493.00	1,914.41	18,173.13	68.60	8,319.87
<hr/>					
TOTAL EXPENDITURES	126,993.00	9,880.01	271,608.73	213.88	(144,615.73)
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	39,135.00	(3,202.32)	(122,295.70)	0.00	161,430.70
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*** END OF REPORT ***

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27 -Merrill Airport Fuel

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Aviation Fuel					
Public Charges-Services	88,550.00	4,444.23	55,170.62	62.30	33,379.38
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
Other Financing Sources	100.00	0.00	140.00	140.00	(40.00)
TOTAL Aviation Fuel	88,650.00	4,444.23	55,310.62	62.39	33,339.38
TOTAL REVENUE	88,650.00	4,444.23	55,310.62	62.39	33,339.38
EXPENDITURES					
Aviation Fuel					
Contractual Services	4,800.00	327.97	4,087.40	85.15	712.60
Special Services	83,350.00	146.57	28,500.72	34.19	54,849.28
Fixed Charges	1,625.00	0.00	812.50	50.00	812.50
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Aviation Fuel	89,775.00	474.54	33,400.62	37.20	56,374.38
TOTAL EXPENDITURES	89,775.00	474.54	33,400.62	37.20	56,374.38
REVENUES OVER/(UNDER) EXPENDITURES	(1,125.00)	3,969.69	21,910.00	0.00	(23,035.00)

*** END OF REPORT ***

*** END OF REPORT ***

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30 -Debt Service

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Debt Service					
Taxes (or Utility Rev.)	2,407,917.00	43,690.50	1,676,802.83	69.64	731,114.17
Miscellaneous Revenues	1,589.00	0.00	1,596.20	100.45	(7.20)
Other Financing Sources	11,500.00	0.00	13,067.00	113.63	(1,567.00)
TOTAL Debt Service	2,421,006.00	43,690.50	1,691,466.03	69.87	729,539.97
TOTAL REVENUE	2,421,006.00	43,690.50	1,691,466.03	69.87	729,539.97
EXPENDITURES					
Debt Service					
Debt Service	1,718,244.38	859,010.76	1,291,905.21	75.19	426,339.17
TOTAL Debt Service	1,718,244.38	859,010.76	1,291,905.21	75.19	426,339.17
TID - Debt Service					
Debt Service	805,775.36	555,708.06	587,491.89	72.91	218,283.47
TOTAL TID - Debt Service	805,775.36	555,708.06	587,491.89	72.91	218,283.47
TOTAL EXPENDITURES	2,524,019.74	1,414,718.82	1,879,397.10	74.46	644,622.64
REVENUES OVER/(UNDER) EXPENDITURES	(103,013.74)	(1,371,028.32)	(187,931.07)	0.00	84,917.33

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43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #3 - East Side					
Taxes (or Utility Rev.)	2,382,170.48	37.36	689,488.96	28.94	1,692,681.52
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	44,870.73	0.00	44,925.39	100.12	(54.66)
TOTAL TID #3 - East Side	2,427,041.21	37.36	734,414.35	30.26	1,692,626.86
TID #3 -Festival Grounds					
Taxes (or Utility Rev.)	300,000.00	0.00	0.00	0.00	300,000.00
TOTAL TID #3 -Festival Grounds	300,000.00	0.00	0.00	0.00	300,000.00
TID #3 - Idle Sites Grant					
Taxes (or Utility Rev.)	500,000.00	0.00	0.00	0.00	500,000.00
Miscellaneous Revenues	248,500.00	0.00	0.00	0.00	248,500.00
TOTAL TID #3 - Idle Sites Grant	748,500.00	0.00	0.00	0.00	748,500.00
TOTAL REVENUE	3,475,541.21	37.36	734,414.35	21.13	2,741,126.86
EXPENDITURES					
TID #3 - East Side					
Personnel Services	24,975.00	2,611.04	13,061.45	52.30	11,913.55
Contractual Services	21,150.00	0.00	3,665.00	17.33	17,485.00
Special Services	194,500.00	0.00	145,974.00	75.05	48,526.00
Fixed Charges	537,877.00	0.00	4,334.25	0.81	533,542.75
Capital Outlay	1,467,500.00	62,527.54	498,621.85	33.98	968,878.15
Transfers	204,364.00	0.00	0.00	0.00	204,364.00
TOTAL TID #3 - East Side	2,450,366.00	65,138.58	665,656.55	27.17	1,784,709.45
TID #3 -Festival Grounds					
Personnel Services	11,000.00	51.28	2,981.41	27.10	8,018.59
Contractual Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	66,632.88	1,812.30	75,427.50	113.20	(8,794.62)
TOTAL TID #3 -Festival Grounds	77,632.88	1,863.58	78,408.91	101.00	(776.03)
TID #3 - Idle Sites Grant					
Capital Outlay	748,500.00	0.00	282,936.48	37.80	465,563.52
TOTAL TID #3 - Idle Sites Grant	748,500.00	0.00	282,936.48	37.80	465,563.52
TOTAL EXPENDITURES	3,276,498.88	67,002.16	1,027,001.94	31.34	2,249,496.94
REVENUES OVER/ (UNDER) EXPENDITURES	199,042.33	(66,964.80)	(292,587.59)	0.00	491,629.92

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44 -TID #4 - Thielman/P Ridge

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #4 -Thielman/P Ridge					
Taxes (or Utility Rev.)	221,852.29	0.00	221,852.29	100.00	0.00
Intergovernmental	23,535.33	0.00	23,885.21	101.49	(349.88)
TOTAL TID #4 -Thielman/P Ridge	245,387.62	0.00	245,737.50	100.14	(349.88)
TOTAL REVENUE	245,387.62	0.00	245,737.50	100.14	(349.88)
EXPENDITURES					
TID #4 -Thielman/P Ridge					
Personnel Services	10,975.00	0.00	0.00	0.00	10,975.00
Contractual Services	9,900.00	0.00	2,400.00	24.24	7,500.00
Special Services	25,350.00	0.00	0.00	0.00	25,350.00
Fixed Charges	101,409.80	0.00	3,300.00	3.25	98,109.80
Capital Outlay	37,500.00	0.00	0.00	0.00	37,500.00
Transfers	0.00	0.00	0.00	0.00	0.00
TOTAL TID #4 -Thielman/P Ridge	185,134.80	0.00	5,700.00	3.08	179,434.80
TOTAL EXPENDITURES	185,134.80	0.00	5,700.00	3.08	179,434.80
REVENUES OVER/(UNDER) EXPENDITURES	60,252.82	0.00	240,037.50	0.00	(179,784.68)

*** END OF REPORT ***

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45 -TID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #5 - Hwy 107/Taylor</u>					
Taxes (or Utility Rev.)	17,644.76	0.00	17,644.76	100.00	0.00
Intergovernmental	<u>345.51</u>	<u>0.00</u>	<u>558.23</u>	<u>161.57</u>	(<u>212.72</u>)
TOTAL TID #5 - Hwy 107/Taylor	17,990.27	0.00	18,202.99	101.18	(<u>212.72</u>)
<hr/>					
TOTAL REVENUE	<u>17,990.27</u>	<u>0.00</u>	<u>18,202.99</u>	<u>101.18</u>	(<u>212.72</u>)
EXPENDITURES					
=====					
<u>TID #5 - Hwy 107/Taylor</u>					
Personnel Services	1,645.00	0.00	0.00	0.00	1,645.00
Contractual Services	650.00	0.00	650.00	100.00	0.00
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	2,484.63	0.00	497.64	20.03	1,986.99
Capital Outlay	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>
TOTAL TID #5 - Hwy 107/Taylor	9,779.63	0.00	1,147.64	11.74	8,631.99
<hr/>					
TOTAL EXPENDITURES	<u>9,779.63</u>	<u>0.00</u>	<u>1,147.64</u>	<u>11.74</u>	<u>8,631.99</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>8,210.64</u>	<u>0.00</u>	<u>17,055.35</u>	<u>0.00</u>	(<u>8,844.71</u>)

*** END OF REPORT ***

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46 -TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #6 - Downtown					
Taxes (or Utility Rev.)	32,862.52	0.00	32,862.52	100.00	0.00
Intergovernmental	2,775.00	0.00	2,844.45	102.50	(69.45)
Miscellaneous Revenues	64,461.00	0.00	0.00	0.00	64,461.00
TOTAL TID #6 - Downtown	100,098.52	0.00	35,706.97	35.67	64,391.55
TOTAL REVENUE	100,098.52	0.00	35,706.97	35.67	64,391.55
EXPENDITURES					
TID #6 - Downtown					
Personnel Services	2,985.00	0.00	2,824.19	94.61	160.81
Contractual Services	6,150.00	0.00	1,150.00	18.70	5,000.00
Special Services	55,000.00	0.00	25,000.00	45.45	30,000.00
Fixed Charges	33,601.40	0.00	4,339.44	12.91	29,261.96
Capital Outlay	32,500.00	0.00	26,776.33	82.39	5,723.67
TOTAL TID #6 - Downtown	130,236.40	0.00	60,089.96	46.14	70,146.44
TOTAL EXPENDITURES	130,236.40	0.00	60,089.96	46.14	70,146.44
REVENUES OVER/(UNDER) EXPENDITURES	(30,137.88)	0.00	(24,382.99)	0.00	(5,754.89)

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47 -TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #7 - N Center Ave					
Taxes (or Utility Rev.)	0.00	0.00	100,000.00	0.00	(100,000.00)
Intergovernmental	1,450.00	0.00	1,475.77	101.78	(25.77)
Miscellaneous Revenues	37,471.00	0.00	0.00	0.00	37,471.00
TOTAL TID #7 - N Center Ave	38,921.00	0.00	101,475.77	260.72	(62,554.77)
TOTAL REVENUE	38,921.00	0.00	101,475.77	260.72	(62,554.77)
EXPENDITURES					
TID #7 - N Center Ave					
Personnel Services	2,110.00	0.00	4,006.17	189.87	(1,896.17)
Contractual Services	900.00	0.00	1,400.00	155.56	(500.00)
Special Services	120,000.00	75.00	103,236.23	86.03	16,763.77
Fixed Charges	13,411.33	3,236.33	5,823.83	43.42	7,587.50
Capital Outlay	2,500.00	0.00	(6,507.18)	260.29-	9,007.18
TOTAL TID #7 - N Center Ave	136,921.33	3,311.33	107,959.05	77.71	30,962.28
TOTAL EXPENDITURES	136,921.33	3,311.33	107,959.05	77.71	30,962.28
REVENUES OVER/(UNDER) EXPENDITURES	(100,000.33)	(3,311.33)	(6,483.28)	0.00	(93,517.05)

*** END OF REPORT ***

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CITY OF MERRILL
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48 -TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #8 - West Side					
Taxes (or Utility Rev.)	20,220.94	0.00	20,220.94	100.00	0.00
Intergovernmental	3,500.00	0.00	3,667.68	104.79	(167.68)
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	102,452.00	0.00	0.00	0.00	102,452.00
TOTAL TID #8 - West Side	126,172.94	0.00	23,888.62	18.93	102,284.32
TOTAL REVENUE	126,172.94	0.00	23,888.62	18.93	102,284.32
EXPENDITURES					
TID #8 - West Side					
Personnel Services	4,205.00	0.00	0.00	0.00	4,205.00
Contractual Services	7,400.00	0.00	1,900.00	25.68	5,500.00
Special Services	63,000.00	140.00	61,571.75	97.73	1,428.25
Fixed Charges	48,846.78	0.00	3,000.00	6.14	45,846.78
Capital Outlay	2,500.00	0.00	3,757.83	150.31	(1,257.83)
TOTAL TID #8 - West Side	125,951.78	140.00	70,229.58	55.76	55,722.20
TOTAL EXPENDITURES	125,951.78	140.00	70,229.58	55.76	55,722.20
REVENUES OVER/(UNDER) EXPENDITURES	221.16	(140.00)	(46,340.96)	0.00	46,562.12

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49 -TID#9 -WI River/S Center

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #9-WI River/S Center					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	4,750.00	0.00	4,895.82	103.07	(145.82)
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	234.96	2,114.64	0.00	(2,114.64)
TOTAL TID #9-WI River/S Center	4,750.00	234.96	7,010.46	147.59	(2,260.46)
TID #9-Idle Sites (Page)					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-Idle Sites (Page)	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	4,750.00	234.96	7,010.46	147.59	(2,260.46)
EXPENDITURES					
TID #9-WI River/S Center					
Personnel Services	5,575.00	0.00	0.00	0.00	5,575.00
Contractual Services	9,700.00	0.00	1,650.00	17.01	8,050.00
Special Services	10,000.00	0.00	6,834.77	68.35	3,165.23
Fixed Charges	18,950.00	0.00	4,475.00	23.61	14,475.00
Capital Outlay	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL TID #9-WI River/S Center	46,725.00	0.00	12,959.77	27.74	33,765.23
TID #9-Idle Sites (Page)					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-Idle Sites (Page)	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	46,725.00	0.00	12,959.77	27.74	33,765.23
REVENUES OVER/(UNDER) EXPENDITURES	(41,975.00)	234.96	(5,949.31)	0.00	(36,025.69)

*** END OF REPORT ***

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40 -TID No. 10 - Fox Point

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #10-Fox Point					
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
TOTAL REVENUE					
	0.00	0.00	0.00	0.00	0.00
EXPENDITURES					
TID #10-Fox Point					
Personnel Services	1,282.00	0.00	0.00	0.00	1,282.00
Contractual Services	400.00	0.00	400.00	100.00	0.00
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	20,024.81	20,024.81	20,024.81	100.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #10-Fox Point	21,706.81	20,024.81	20,424.81	94.09	1,282.00
TOTAL EXPENDITURES					
	21,706.81	20,024.81	20,424.81	94.09	1,282.00
REVENUES OVER/(UNDER) EXPENDITURES					
	(21,706.81)	(20,024.81)	(20,424.81)	0.00	(1,282.00)

*** END OF REPORT ***

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41 -TID No. 11- Apartments

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #11 - Apartments					
Taxes (or Utility Rev.)	199,960.65	0.00	69,960.65	34.99	130,000.00
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	12,567.76	0.00	12,512.08	99.56	55.68
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #11 - Apartments	212,528.41	0.00	82,472.73	38.81	130,055.68
TOTAL REVENUE	212,528.41	0.00	82,472.73	38.81	130,055.68
EXPENDITURES					
TID #11 - Apartments					
Personnel Services	2,255.00	0.00	0.00	0.00	2,255.00
Contractual Services	2,650.00	6,250.00	8,900.00	335.85	(6,250.00)
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	93,929.36	20,429.36	29,679.36	31.60	64,250.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #11 - Apartments	98,834.36	26,679.36	38,579.36	39.03	60,255.00
TOTAL EXPENDITURES	98,834.36	26,679.36	38,579.36	39.03	60,255.00
REVENUES OVER/ (UNDER) EXPENDITURES	113,694.05	(26,679.36)	43,893.37	0.00	69,800.68

*** END OF REPORT ***

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CITY OF MERRILL
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42 -TID # 12 - Weinbrenner

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #12 - Weinbrenner					
Taxes (or Utility Rev.)	157,004.68	0.00	22,004.68	14.02	135,000.00
TOTAL TID #12 - Weinbrenner	157,004.68	0.00	22,004.68	14.02	135,000.00
TOTAL REVENUE	157,004.68	0.00	22,004.68	14.02	135,000.00
EXPENDITURES					
TID #12 - Weinbrenner					
Personnel Services	6,625.00	1,656.66	5,473.48	82.62	1,151.52
Contractual Services	400.00	0.00	400.00	100.00	0.00
Capital Outlay	135,000.00	315.85	4,434.85	3.29	130,565.15
TOTAL TID #12 - Weinbrenner	142,025.00	1,972.51	10,308.33	7.26	131,716.67
TOTAL EXPENDITURES	142,025.00	1,972.51	10,308.33	7.26	131,716.67
REVENUES OVER/(UNDER) EXPENDITURES	14,979.68	(1,972.51)	11,696.35	0.00	3,283.33

*** END OF REPORT ***

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CITY OF MERRILL
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52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	1,757,750.00	77.06	153,711.59	8.74	1,604,038.41
Specials (Utility Rev.)	30,000.00	0.00	8,018.95	26.73	21,981.05
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	0.00	0.00	490.00	0.00	(490.00)
Miscellaneous Revenues	0.00	0.00	7,508.32	0.00	(7,508.32)
Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Non-Departmental	1,787,750.00	77.06	169,728.86	9.49	1,618,021.14
<u>Streets - Sealcoat</u>					
Taxes (or Utility Rev.)	<u>37,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>37,500.00</u>
TOTAL Streets - Sealcoat	37,500.00	0.00	0.00	0.00	37,500.00
<hr/>					
TOTAL REVENUE	<u>1,825,250.00</u>	<u>77.06</u>	<u>169,728.86</u>	<u>9.30</u>	<u>1,655,521.14</u>
EXPENDITURES					
<u>Streets - Sealcoat</u>					
Personnel Services	9,950.00	12.80	17,243.60	173.30	(7,293.60)
Supplies & Expenses	<u>27,550.00</u>	<u>0.00</u>	<u>36,562.13</u>	<u>132.71</u>	<u>(9,012.13)</u>
TOTAL Streets - Sealcoat	37,500.00	12.80	53,805.73	143.48	(16,305.73)
<u>Capital Outlay/Projects</u>					
Personnel Services	0.00	6,153.12	21,013.06	0.00	(21,013.06)
Capital Outlay	<u>1,895,750.00</u>	<u>123,019.32</u>	<u>1,364,656.81</u>	<u>71.99</u>	<u>531,093.19</u>
TOTAL Capital Outlay/Projects	1,895,750.00	129,172.44	1,385,669.87	73.09	510,080.13
<u>Financing Costs</u>					
Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Financing Costs	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL EXPENDITURES	<u>1,933,250.00</u>	<u>129,185.24</u>	<u>1,439,475.60</u>	<u>74.46</u>	<u>493,774.40</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>(108,000.00)</u>	<u>(129,108.18)</u>	<u>(1,269,746.74)</u>	<u>0.00</u>	<u>1,161,746.74</u>

*** END OF REPORT ***

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CITY OF MERRILL
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62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Non-Departmental					
Taxes (or Utility Rev.)	105,301.00	10,479.28	84,685.72	80.42	20,615.28
Specials (Utility Rev.)	(1,438.00)	0.00	0.00	0.00	(1,438.00)
Public Charges-Services	1,453,410.00	131,798.09	1,091,020.79	75.07	362,389.21
Intergov Charges (Misc.)	20,775.00	715.09	12,225.92	58.85	8,549.08
Miscellaneous Revenues	339,000.00	242.22	8,259.10	2.44	330,740.90
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	1,917,048.00	143,234.68	1,196,191.53	62.40	720,856.47
TOTAL REVENUE	1,917,048.00	143,234.68	1,196,191.53	62.40	720,856.47
EXPENDITURES					
Non-Departmental					
Work Orders - Utility	597,750.00	106,756.55	380,461.85	63.65	217,288.15
TOTAL Non-Departmental	597,750.00	106,756.55	380,461.85	63.65	217,288.15
Pumping Expenses					
	79,750.00	998.24	56,837.78	71.27	22,912.22
TOTAL Pumping Expenses	79,750.00	998.24	56,837.78	71.27	22,912.22
Water Treatment Expenses					
	62,000.00	1,008.33	34,763.23	56.07	27,236.77
TOTAL Water Treatment Expenses	62,000.00	1,008.33	34,763.23	56.07	27,236.77
Trans & Distribution Exp					
	257,250.00	11,583.22	223,487.71	86.88	33,762.29
TOTAL Trans & Distribution Exp	257,250.00	11,583.22	223,487.71	86.88	33,762.29
Customer Accts Expenses					
	84,000.00	6,889.82	60,732.43	72.30	23,267.57
TOTAL Customer Accts Expenses	84,000.00	6,889.82	60,732.43	72.30	23,267.57
Admin & General Expenses					
	741,706.00	23,057.78	261,973.02	35.32	479,732.98
TOTAL Admin & General Expenses	741,706.00	23,057.78	261,973.02	35.32	479,732.98
Contract Work					
	3,500.00	0.00	1,006.52	28.76	2,493.48
TOTAL Contract Work	3,500.00	0.00	1,006.52	28.76	2,493.48

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62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Taxes					
	<u>391,500.00</u>	<u>2,056.93</u>	<u>394,729.21</u>	<u>100.82</u>	<u>(3,229.21)</u>
TOTAL Taxes	391,500.00	2,056.93	394,729.21	100.82	(3,229.21)
Debt Service					
	<u>25,019.00</u>	<u>0.00</u>	<u>13,176.30</u>	<u>52.67</u>	<u>11,842.70</u>
TOTAL Debt Service	25,019.00	0.00	13,176.30	52.67	11,842.70
TOTAL EXPENDITURES					
	<u>2,242,475.00</u>	<u>152,350.87</u>	<u>1,427,168.05</u>	<u>63.64</u>	<u>815,306.95</u>
TOTAL EXPENDITURES	2,242,475.00	152,350.87	1,427,168.05	63.64	815,306.95
REVENUES OVER/(UNDER) EXPENDITURES					
	<u>(325,427.00)</u>	<u>(9,116.19)</u>	<u>(230,976.52)</u>	<u>0.00</u>	<u>(94,450.48)</u>
REVENUES OVER/(UNDER) EXPENDITURES	(325,427.00)	(9,116.19)	(230,976.52)	0.00	(94,450.48)

*** END OF REPORT ***

Attachment: Revenue & Expense - September - September (4481 : Revenue & Expense Report for Period Ending September 30, 2019)

CITY OF MERRILL
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	10,000.00	1,953.09	21,806.36	218.06	(11,806.36)
Intergov Charges (Misc.)	9,000.00	405.65	4,745.41	52.73	4,254.59
Miscellaneous Revenues	237,775.00	200.00	2,596.83	1.09	235,178.17
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	1,484,000.00	149,871.12	1,128,483.25	76.04	355,516.75
Other Charges-Services	<u>110,000.00</u>	<u>8,967.91</u>	<u>93,021.05</u>	<u>84.56</u>	<u>16,978.95</u>
TOTAL Non-Departmental	1,850,775.00	161,397.77	1,250,652.90	67.57	600,122.10
TOTAL REVENUE	<u>1,850,775.00</u>	<u>161,397.77</u>	<u>1,250,652.90</u>	<u>67.57</u>	<u>600,122.10</u>
EXPENDITURES					
<u>Non-Departmental</u>					
Work Orders - Utility	<u>725,500.00</u>	<u>56,005.89</u>	<u>442,033.03</u>	<u>60.93</u>	<u>283,466.97</u>
TOTAL Non-Departmental	725,500.00	56,005.89	442,033.03	60.93	283,466.97
<u>Contract Work</u>					
	<u>500.00</u>	<u>0.00</u>	<u>1,697.76</u>	<u>339.55</u>	<u>(1,197.76)</u>
TOTAL Contract Work	500.00	0.00	1,697.76	339.55	(1,197.76)
<u>Taxes - SS/Medicare</u>					
	<u>33,500.00</u>	<u>2,960.85</u>	<u>25,558.00</u>	<u>76.29</u>	<u>7,942.00</u>
TOTAL Taxes - SS/Medicare	33,500.00	2,960.85	25,558.00	76.29	7,942.00
<u>Operations</u>					
	<u>276,250.00</u>	<u>8,266.68</u>	<u>174,312.47</u>	<u>63.10</u>	<u>101,937.53</u>
TOTAL Operations	276,250.00	8,266.68	174,312.47	63.10	101,937.53
<u>Maintenance</u>					
	<u>273,072.00</u>	<u>12,809.21</u>	<u>187,709.29</u>	<u>68.74</u>	<u>85,362.71</u>
TOTAL Maintenance	273,072.00	12,809.21	187,709.29	68.74	85,362.71
<u>Customer Accts Expenses</u>					
	<u>100,500.00</u>	<u>7,226.01</u>	<u>69,959.53</u>	<u>69.61</u>	<u>30,540.47</u>
TOTAL Customer Accts Expenses	100,500.00	7,226.01	69,959.53	69.61	30,540.47
<u>Admin & General Expenses</u>					
	<u>451,150.00</u>	<u>20,908.87</u>	<u>301,700.75</u>	<u>66.87</u>	<u>149,449.25</u>
TOTAL Admin & General Expenses	451,150.00	20,908.87	301,700.75	66.87	149,449.25

Attachment: Revenue & Expense - September - September (4481 : Revenue & Expense Report for Period Ending September 30, 2019)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Taxes & Depreciation					
	<u>286,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>286,000.00</u>
TOTAL Taxes & Depreciation	286,000.00	0.00	0.00	0.00	286,000.00
Transfers					
	<u>2,750.00</u>	<u>0.00</u>	<u>1,639.86</u>	<u>59.63</u>	<u>1,110.14</u>
TOTAL Transfers	2,750.00	0.00	1,639.86	59.63	1,110.14
TOTAL EXPENDITURES					
	<u>2,149,222.00</u>	<u>108,177.51</u>	<u>1,204,610.69</u>	<u>56.05</u>	<u>944,611.31</u>
REVENUES OVER/(UNDER) EXPENDITURES	(298,447.00)	53,220.26	46,042.21	0.00	(344,489.21)

*** END OF REPORT ***

Attachment: Revenue & Expense - September - September (4481 : Revenue & Expense Report for Period Ending September 30, 2019)



CITY OF MERRILL

Office of the City Attorney

Thomas N. Hayden, City Attorney

1004 East First Street • Merrill, Wisconsin • 54452

Phone (715) 539-3510 • FAX (715) 536-0514

e-mail: tom.hayden@ci.merrill.wi.us

M E M O R A N D U M

DATE: September 30, 2019
TO: Members of the Common Council
FROM: City Attorney Thomas N. Hayden
RE: Transfer of 402 N. Mill St. to Merrill Area Housing Authority

The City of Merrill owns, via the tax foreclosure process, the lot at 402 N Mill Street. Merrill Area Housing Authority would like to acquire that lot for placement of a "Bluejay House" and ask the Council's approval for the transfer. My office will draft the appropriate paperwork. I am asking City Clerk Heideman to place this on the October 8, 2019 Common Council agenda.

"Focusing on the Future"

An equal opportunity/affirmative action employer.

Attachment: Info on transfer of 402 North Mill to MAHA (4565 : Request to transfer 402 N Mill Street to Housing Authority)

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquors must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

Township governing body of: [] Town [] Village of MERRILL County of LINCOLN [X] City

The undersigned duly authorized officer(s)/members/managers of KRIST OIL COMPANY (registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as KRIST FOOD MART #88 (trade name)

located at 105 S CENTER AVE MERRILL WI 54452

appoints LUANN KRAHN (name of appointed agent)

1908 1/2 RIVER ST. MERRILL, WI 54452 (home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

[] Yes [X] No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? [] Yes [X] No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin?

Place of residence last year 1908 1/2 RIVER ST. MERRILL, WI 54452

For: KRIST OIL COMPANY (name of corporation/organization/limited liability company)

By: [Signature] Krist Atanasoff (signature of Officer/Member/Manager)

And: [Signature] Cecelia Atanasoff (signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, LUANN KRAHN (print type agent's name), hereby accept this appointment as agent for the

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature] (signature of agent) Sept 04, 19 (date) Agent's age 42

1908 1/2 RIVER ST. MERRILL, WI 54452 (home address of agent) Date of birth 02/01/1977

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on (date) by (signature of proper local official) Title (town chair, village president, police chief)



Attachment: Change of Agent - Krist Food Mart #88 (4485 : Change of agent applicaiton from Krist Food Mart)

88

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
KRAHN		LUANN			
Home Address (street/road)		Post Office	City	State	Zip Code
1908 1/2 RIVER ST.			MERRILL	WI	54452
Home Phone Number		Age	Date of Birth	Place of Birth	
715-612-4434		42	02/01/1977	TOMAHAWK, WI	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license
- STATION AGENT** of **KRIST OIL COMPANY**
(Officer / Director / Member / Manager / Agent) (Name of Corporation / Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license

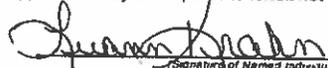
The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 42 years
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify. (Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. (Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
<u>Angela Schrock</u>	<u>507 N. Prespecter, Merrill, WI 54452</u>	<u>8-2-19</u>	<u>Still working</u>
<u>Vanessa Degner</u>	<u>113 Madison St. #3 Merrill WI 54452</u>	<u>4-24-19</u>	<u>05-09-19</u>

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application, that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


Luann Krahn
(Signature of Named Individual)

Attachment: Change of Agent - Krist Food Mart #88 (4485 : Change of agent applicaiton from Krist Food Mart)

REQUEST TO INCLUDE ITEM ON AGENDA

Board or Committee: Personnel & Finance Committee

Date of Meeting: Tuesday – September 24th, 2019

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 writing off 2016 & 2017 over-collected Personal Property tax bills of \$1,178.14 for S&I Excavating, LLC (formerly in business at 200 S. State St.)

Although the City Attorney’s Office pursued collection efforts and some partial payments were made, these 2016 and 2017 personal property tax bills are uncollectable. There current business at the property paid the \$280.75 Personal Property Tax Bill for 2018.

2016	\$458.93
2017	\$719.21
Total	<u>\$1,178.14</u>

Will be charged to 10-51910-03-40000 **Over-Collected Taxes account.**

City of Merrill will file necessary State paperwork to recover funds from other local units of government.

Date: 9/19/2019

Attachment: PP Write-Offs 2016 & 2017 S&I 200 S State (4512 : Write off PP taxes for S & I Excavating)

**City of Merrill
Commission Meeting Minutes
Wednesday, September 18, 2019
Merrill Airport Terminal**

Members Present: Gary Schwartz (Chairman), Lyle Banser, Joe Malsack, Steve Osness (Alderman), Gary Schulz, Rich McCullough (Airport Manager)

Public Present: Steve Krueger, Anthony Kromire (Cameraman)

1. Call to Order – Meeting called to order by Chairman Schwartz at 18:00.
2. Approval of Meeting Minutes from August 21, 2019 – Minutes read. Motion for approval by Osness; second by Malsack. All ayes. Motion carried.
3. Approval of Vouchers – Vouchers reviewed and initialed. Motion by Osness to pay vouchers; second by Banser. All ayes. Motion carried.
4. Runway 16/34 Project Status – No new news. Still waiting for AWOS wind direction check.
5. Airport Day 2019 Debrief – Malsack reported a little lighter turnout; but it went well. Vendors reported they did well and would come back.
6. Discussion/Decision Potential New Hangar – No news.
7. Manager's Report – Manager McCullough reported that he is waiting on word back from Engineer Karl Kemper on allowing a culvert on proposed hangar but should be able to report at October's meeting.

Discussed crack filling in 2019 or 2020. Discussion was agreed upon to get approval for use of Entitlement Grant and do a total sealing of all asphalt by the Gee Coating process in Spring/Summer 2020.

8. Airport General Maintenance – Waiting on contractor for old FBO roof repairs. Power bill was back to normal this month.

Sent letter to AT&T to notify them that we don't have a conflict with the new tower on their proposed site.

Tie down hardware did not arrive yet.

McCullough reported on REIL light. It is still being built and will be on site in early October.

McCullough is working on animal issues on airport grounds.

PerMar said the equipment for gates and doors are no longer supported (used). Will need to update to continue with maintenance. Will talk with City for upgrade costs.

Discussed front door on FBO. It is worn out. Schulz made a motion to replace front door; second by Malsack. All ayes. Motion carried.

9. Chairman's Report – Chairman Schwartz reported the east fire escape door in the new Terminal leaks in heavy rain. We will repair by installing flashing or a small awning style cover over the door.

Discussed damage to REIL light cords by animals chewing on them. Will try a deterrent.

Schwartz asked City Engineer to look at T-Hangar area to solve ice/water problems in the winter. Suggests a trench drain along the edge of the hangar to drain the area. Project cannot be done this year so will consider this and other options because we have some time before 2020 construction season.

Showed pictures of a flying Corvaair from 1970.

10. Aviation Happenings – Schulz reported an airbus had problems with the pilot's audio console when he accidentally spilled coffee. It started smoking minutes later. They turned to return and then the co-pilot's audio/radio also started smoking. They stayed on oxygen masks and safely returned to base. They will use coffee cups with tops on them as a fix for this problem.
11. Public Comment – None
12. Agenda Items for Next Meeting -
 - Signage for Airport
 - Foliage (trees) on 34 Approach
13. Adjournment – Motion to adjourn by Osness; second by Schulz. All ayes. Motion carried.

Minutes prepared by Lyle Banser



CITY OF MERRILL
BOARD OF PUBLIC WORKS

MINUTES • WEDNESDAY SEPTEMBER 25, 2019

Regular Meeting

City Hall Council Chambers

5:30 PM

1. Call to Order

Mayor Woellner called the meeting to order at 5:00 P.M.

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

Also in attendance: City Administrator Dave Johnson, Public Works Director/City Engineer Rod Akey, Street Superintendent Dustin Bonack, Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden, Brenda Mueller, Tom Mueller and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting.

2. Preliminary items:

1. Vouchers

The vouchers were in the meeting packet.

Motion (Norton/Woellner) to approve.

RESULT: APPROVED

3. Other agenda items for consideration:

1. Address safety concerns for pedestrian crossing on River Bend Trail and West Main Street (west of State Street).

Representing the River District Development Foundation of Merrill, Brenda Mueller expressed safety concerns related to the area on the City's west side where State Highway 64 intersects with the River Bend Trail. She noted that, at this time, there is no type of signage or warnings that this is a trail crossing. As the trail expands, she explained that even more hikers will be using the trail, which makes safety even more critical.

Alderman Norton suggested that a small stop sign could be installed. Brenda Mueller responded that a sign would be an option, but she is not sure how effective that would be for children, especially smaller children.

Public Works Director/City Engineer Akey reported that sign installation will certainly be a part of the trail expansion project, and that consideration will be given to making that area as safe as possible for all.

No action was taken at this time.

2. Discuss City property located between Glen Drive and Crescent Drive. Property (0.3 acres) was dedicated to the City when the area was developed.

A map of the site being discussed was in the meeting packet.

City Attorney Hayden explained that when the subdivision was created, an area was dedicated to be used as "greenspace". This area has now become problematic, from both a legal and a maintenance perspective.

One option suggested was to give the land away to the adjoining property owners. The person who donated this area to the City is now deceased, so it would be necessary to contact his heirs to see if they would agree to such a transfer.

Alderman Sabatke stated that he has contacted several adjoining property owners, and they stated that they would be interested in a land transfer.

City Attorney Hayden requested that he be allowed to continue conducting research on this issue, and then report back at the next meeting. Without objection, it was so ordered. No action was taken at this time.

4. Monthly Reports:

1. Public Works Director/City Engineer Akey

The report was in the meeting packet.

Public Works Director/City Engineer Akey provided a verbal status report on current projects.

2. Building Inspector/Zoning Administrator Pagel

The report was in the meeting packet.

Building Inspector/Zoning Administrator Pagel reported that he is wrapping up painting and garbage issues for this year. He is also working on 2020 budget preparation.

3. Street Superintendent Bonack

The report was in the meeting packet.

Street Superintendent Bonack reviewed the report.

4. Street & Weed Commissioner Liberty

The report was in the meeting packet.

5. Consider placing monthly reports on file

Motion (Norton/Woellner) to place on file.

RESULT: PLACED ON FILE

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

Wednesday, October 23rd, 2019 at 5:30 P.M. in the City Hall Common Council Chambers.

Alderman Norton announced that a Water and Sewage Disposal Committee meeting has also been scheduled for October 23rd. That meeting will also be in the City Hall Common Council Chambers and will begin at 5:00 P.M.

6. Public Comment Period

Alderman Sabatke stated that he had contacted several downtown businesses to discuss the possibility of "blending in" the backs of their buildings with the River Bend Trail. He was told that this has been attempted in the past.

Alderman Sabatke stated that, without objection, he would continue work on this project.

7. Adjournment

Motion (Norton/Woellner) to adjourn. Carried. Adjourned at 5:46 P.M.





CITY OF MERRILL
CITY PLAN COMMISSION
MINUTES • TUESDAY OCTOBER 1, 2019

Regular Meeting

City Hall Basement Conference Room

6:00 PM

I. Call to Order

Mayor Woellner called the meeting to order at 6:03 P.M.

Attendee Name	Title	Status	Arrived
Ralph Sturm		Present	
Melissa Schroeder		Present	
Ken Maule		Present	
Robert Reimann		Absent	
Derek Woellner	Mayor	Present	
Steve Hass	Aldersperson - Second District	Present	
Kyle Gulke		Present	

Others in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting.

II. Minutes of previous meeting(s):

1. Minutes of July 2, 2019 meeting

Motion (Hass/Schroeder) to approve.

RESULT: APPROVED

III. Public Comment Period

None.

IV. Agenda items for consideration:

1. Oral report from Building Inspector/Zoning Administrator Pagel on Certified Survey Maps

Building Inspector/Zoning Administrator Pagel reported that, since the last City Plan Commission meeting, he has approved one Certified Survey Map.

V. Public Hearing:

1. Conditional Use Permit application from Downtown Mission Church Inc., to establish a church at 805 East Main Street.

City Attorney Hayden read the public hearing notice.

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

No one spoke for or against the permit application.

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

Motion (Hass/Schroeder) to approve the application.

Kyle Gulke raised concerns with the lack of information that was submitted with the permit application.

The question arose as to whether and conditions should be added to the permit if it is approved. After discussion, no conditions were added.

If approved by the City Plan Commission, the permit application will be considered by resolution at the October 8th, 2019 Common Council meeting.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 10/8/2019 7:00 PM
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VI. Establish date, time and location of next meeting

The next meeting will be held at the call of the Chairperson.

VII. Adjournment

Motion (Hass/Maule) to adjourn. Carried. Adjourned at 6:13 P.M.





CITY OF MERRILL
COMMITTEE OF THE WHOLE
MINUTES • TUESDAY SEPTEMBER 3, 2019

Budget Session**City Hall Council Chambers****5:00 PM****I. Call to Order**

Mayor Woellner called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Paul Russell	Aldersperson - First District	Present	
Steve Hass	Aldersperson - Second District	Present	
Rick Blake	Aldersperson - Third District	Present	
Steve Osness	Aldersperson - Fourth District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Steve Sabatke	Aldersperson - Eighth District	Present	
Derek Woellner	Mayor	Present	

Also in attendance: Public Works Director/City Engineer Rod Akey, Police Chief Corey Bennett, Street Superintendent Dustin Bonack, Transit Director Brad Brummond, City Attorney Tom Hayden, City Administrator Dave Johnson, Fire Chief Josh Klug, Enrichment Center Director Tammie Mrachek, Utility Operations Manager Gabe Steinagel, Library Director Stacy Stevens, Finance Director Kathy Unertl, Park and Recreation Director Dan Wendorf, Facilities Maintenance Nick Wszalek, Brian Reilly, LaDonna Fermanich, Val Mindak, David Graveen, Ryan Schwartzman, Al Wix (arr. 5:40) and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting.

II. Agenda Items:**1. Schedule for 2020 Budget Meetings**

The proposed schedule was in the meeting packet. Finance Director Unertl provided additional verbal information.

No action was necessary, requested or taken.

2. Overview of City Budgets and Ordinance Adoption Process

Finance Director Unertl reported on the information in the meeting packet, including:

1. Budget Overview
2. Budget Ordinance adopted last year
3. Revenue and Expenses Summary Reports, including reports for utilities

No action was necessary, requested or taken.

3. Review 2019 Equalized Valuations Information (Wisconsin Department of Revenue)

Attachment: Committee Reports (4484 : File committee reports)

Finance Director Unertl reviewed the information in the meeting packet, including information on net new construction.

No action was necessary, requested or taken.

4. Revenue Overview and 2020 Projections

Finance Director Unertl reviewed the information in the meeting packet. She then provided verbal information on the assessment process and assessment responsibilities.

No action was necessary, requested or taken.

5. Planned \$76,050 Debt Service reduction for 2020 Tax Levy

Information was in the meeting packet.

Finance Director Unertl explained the error made last year related to debt service.

No action was necessary, requested or taken.

6. Review of 2019 Borrowing process and impact on future debt service tax levies

Information was in the meeting packet.

Finance Director Unertl then provided additional verbal background information, including information on Tax Incremental Districts.

Representing Ehlers Associates, Brian Reilly distributed a handout and provided information on the potential upcoming borrowing.

Topics included:

1. General Obligation Borrowing Capacity
2. Levy for Debt Service
3. Projects
4. Preliminary Debt Issues and Sizing
5. Impact Scenarios (two scenarios were presented)
6. Calendar for Borrowing

It appeared that a majority of the Common Council was in favor of scenario #1. This scenario will be discussed in more detail at future meeting(s).

III. Public Comment

Val Mindak and LaDonna Fermanich asked questions related to the pending borrowing. Brian Reilly responded to those questions.

IV. Adjournment

Motion (Woellner/Van Lieshout) to adjourn. Carried. Adjourned at 6:57 P.M.

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

Attachment: Committee Reports (4484 : File committee reports)



CITY OF MERRILL
COMMITTEE OF THE WHOLE
MINUTES • MONDAY SEPTEMBER 9, 2019

Regular Meeting

City Hall Council Chambers

5:30 PM

I. Call to Order

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

Attendee Name	Title	Status	Arrived
Paul Russell	Aldersperson - First District	Present	
Steve Hass	Aldersperson - Second District	Present	
Rick Blake	Aldersperson - Third District	Present	
Steve Osness	Aldersperson - Fourth District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Steve Sabatke	Alderman - Eighth District	Present	
Derek Woellner	Mayor	Present	

Other attendees included: Public Works Director/City Engineer Rod Akey, Police Chief Corey Bennett, Street Superintendent Dustin Bonack, Transit Director Brad Brummond, City Attorney Tom Hayden, City Administrator Dave Johnson, Fire Chief Josh Klug (arr. 5:38), Street Commissioner Ron Liberty, Enrichment Center Director Tammie Mrachek (arr. 5:52), Building Inspector/Zoning Administrator Darin Pagel, Utility Operations Manager Gabe Steinagel, Library Director Stacy Stevens, Finance Director Kathy Unertl, Park & Recreation Director Dan Wendorf, Facilities Maintenance Manager Nick Wzalek, Landis Holdorf, Chad Krueger, Robert Oemig, Mike Rick Jr., Gary Schwartz, Lori Anderson-Malm, LaDonna Fermanich, Tom Curren, Gail Curren, Val Mindak, Lee Opsahl, Ryan Schwartzman (arr. 6:05), Al Wix and City Clerk Bill Heideman.

II. Public Commnet Period

None.

III. Agenda Item:

1. Conduct interviews and make recommendations on candidate and term duration for vacant position in Aldermanic District #6. The candidate and term duration recommendations will be forwarded for consideration at the September 10th, 2019 Common Council meeting. The candidates who have applied for the position (listed alphabetically by last name) are Landis Holdorf, Chad Krueger, Ronald Liberty, Todd Nofsinger, Robert Oemig and Michael Rick, Jr.

Landis Holdorf gave a presentation and answered questions.

Chad Krueger gave a presentation and answered questions.

Ron Liberty gave a presentation and answered questions.

Robert Oemig gave a presentation and answered questions.

Mike Rick Jr. gave a presentation and answered questions.

It was decided that voting done by the Common Council would be done by paper ballot. It was also decided that a "primary" vote be taken. The top two vote-getters from this voting (including ties, if necessary) would then advance to a second round of voting.

Note: Per the Wisconsin State Statutes (19.88), the paper ballot will indicate that name of the person voting as well as the actual vote. The state statutes prohibit filling a vacancy of this type by secret ballot. A secret ballot may only be used when electing the officers of the governing body, such as the council president.

The first vote resulted in four votes for Mike Rick Jr., two votes for Ron Liberty, one vote for Landis Holdorf and one vote for Chad Krueger. Voting for Mike Rick Jr.: Alderman Russell, Alderman Hass, Alderman Osness and Alderman Sabatke. Voting for Ron Liberty: Alderman Blake and Alderman Norton. Voting for Landis Holdorf: Mayor Woellner. Voting for Chad Krueger: Alderman Van Lieshout.

Based on the first vote, Mike Rick Jr. and Ron Liberty advanced to the second round of voting.

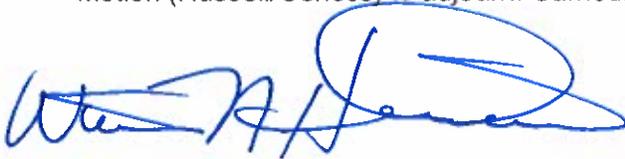
The second vote resulted in six votes for Mike Rick Jr. and two votes for Ron Liberty. Voting for Mike Rick Jr.: Alderman Russell, Alderman Hass, Alderman Osness, Alderman Van Lieshout, Alderman Sabatke and Mayor Woellner. Voting for Ron Liberty: Alderman Blake and Alderman Norton.

The second vote results will be forwarded to the September 9th Common Council meeting.

Mayor Woellner thanked all applicants for the position.

IV. Adjournment

Motion (Russell/Osness) to adjourn. Carried. Adjourned at 6:30 P.M.





CITY OF MERRILL
HEALTH AND SAFETY COMMITTEE
MINUTES • WEDNESDAY SEPTEMBER 18, 2019

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

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

Attendee Name	Title	Status	Arrived
Rick Blake	Aldersperson - Third District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Steve Hass	Aldersperson - Second 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 and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting.

II. Nuisance Complaints and Vouchers:

1. Nuisance Complaints

The summary report was in the meeting packet.

Deputy Health Officer Ashbeck had nothing new to report.

2. Vouchers

The vouchers were in the meeting packet.

Motion (Van Lieshout/Blake) to approve.

RESULT: APPROVED

III. Picnic and/or Liquor License Applications:

1. Change of agent application from Krist Oil Company, appointing Luann Krahn agent for Krist Food Mart #98, 105 South Center Avenue.

A copy of the application was in the meeting packet.

Chief Bennett reported that he has conducted a background check and that he has no concerns with the application as submitted.

Motion (Van Lieshout/Blake) to approve.

RESULT: APPROVED & SENT TO COUNCIL **Next: 10/8/2019 7:00 PM**

IV. Other agenda items to consider:

1. None.

V. Minutes & Monthly Reports:

1. Minutes of August 26, 2019 meeting

The minutes were in the meeting packet.

Motion (Blake/Van Lieshout) to approve.

RESULT:	APPROVED
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2. Monthly Report - Fire Chief Klug

The report was in the meeting packet.

Fire Chief Klug reviewed the report and provided additional verbal information related to calls for service, training, meetings and events.

3. Monthly Report - Police Chief Bennett

The report was in the meeting packet.

Police Chief Bennett reported that there seemed to be no problems as a result of removing the fencing requirement for the beer stands at the fair.

The Police Department provided assistance at the annual Tomahawk Fall Ride.

4. Monthly Report - Lincoln County Humane Society (Not submitted yet, because Health & Safety meeting was earlier in month).

No report was submitted yet this month.

5. Consider placing monthly reports on file

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

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

Monday, October 28th, 2019 at 5:00 P.M. in the City Hall Common Council Chambers.

VII. Public Comment Period

None.

VIII. Adjournment

Motion (Van Lieshout/Blake) to adjourn. Carried. Adjourned at 5:11 P.M.

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
September 18th, 2019
Minutes

1. Opening

Vice-President Gene Bebel called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Darcy Dalsky, Paul Gilk, Audrey Huftel, Richard Mamer, Tim Meehean and Jim Wedemeyer. Excused: Katie Breitenmoser and Mike Geisler. Also present: Laurie Ollhoff and Nathan M. from MP3.

There was no correspondence.

There was no public comment.

2. Consent Items

M Meehean/S Huftel/C to approve the minutes of the August 21st meeting as presented. M Meehean/S Mamer/C to accept the Monthly Revenue and Expense Report for August as printed.

3. Reports/Discussion Items/Action Items

A. Space Needs Assessment Proposal: Discussion regarding space needs study and need for architectural/engineering input and expertise. Board members reviewed the provided proposal and requested that we obtain an updated proposal which features a staged approach rather than all-inclusive. Board members directed staff to also obtain proposals from other firms that include staged pricing models.

B. After the Bell Request: In consideration of the library's continued interest in the success of community afterschool youth activities, M Meehean/S Wedemeyer/C to approve the same amount as was given in 2018 (\$3,000) from Endowment Funds for the After the Bell Program.

C. Building and Grounds Update: HVAC/Air Handling units that were approved as a 2019 City Capital Project are scheduled to be installed in early October. Window and EFIS cleaning is on schedule for this fall.

D. Community Room Status Update: The concrete floor must now cure until sufficiently dry to place carpeting. Finished carpentry work is being done to walls and ceiling.

E. Status of Church Property: Board members remain concerned about potential uses of the building as it relates to the shared parking lot. Ms. Stevens is not aware of any developments regarding the property. City staff are aware of the opportunity the site provides in regards to parking for both the library and school.

F. Strategic Plan Progress Goal #1: Goal #1 was presented with objectives and measurable outcomes.

G. Trustee Essential #13-Library Advocacy: Ms. Stevens provided copies of Trustee Essential #13.

H. Reports from Friends/WVLS Representative: The Friends are awaiting the completion of the Community Room repairs in order to have their Fall booksale. Lincoln County resident Dr. Diane Peterson was appointed to the WVLS Board of Trustees.

4. Forthcoming Events & Library Director Report

- August Monthly Statistical Report was provided.
- Solar Celebration will take place on Monday September 30th. Board members were given information regarding the calculation of our monetary savings to date since the solar panels were installed.
- Program summary report for the Summer Adult Read-In was provided.

T.B. Scott Free Library

Board of Trustees

September 18th, 2019

- Family Fun Night-Down on the Farm featuring Grandpa's Farm and Mary Ament with songs and stories is scheduled for tomorrow night.
- First program in the Art & Story Time collaboration with Leigh Yawkey Woodson Art Museum was successful and planned monthly through the end of the year.

5. Adjournment:

M Meehan/S Mamer/C to adjourn the meeting at 5:05 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on October 16th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary

PARKS AND RECREATION COMMISSION

October 2, 2019

The Merrill Parks and Recreation Commission met on Wednesday, October 2, 2019 at 4:15 p.m. at the Merrill City Hall.

Members Present: Kyle Gulke, Kate Baker (come in late), Jean Ravn, Joan Tabor and Dan Novitch.

Members Excused Absent: Brian Artac

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: City Administrator Hunter Lane from MP3, Mayor Derek Woellner

***Motion by Ravn, seconded by Tabor to approve the minutes from the September meeting.

***Carried unanimously.

***Motion by Gulke, seconded by Ravn, to approve the claims from September.

Novitch questioned what the bill was from American Welding. Wendorf stated that is where the chemicals for the pool are ordered from.

***Carried unanimously.

Public Comment: None

The next item on the agenda was monthly reports. Wendorf stated that we are getting ready for ice install at the Smith Center. Fall events went very good and Barleyfest is coming up this weekend, Saturday, October 5 from 2:00 – 6:00. Wendorf stated he has heard back from Vince Onel from Spohn Ranch Skate Park in regards to the first draft of the skate park. We should be receiving the first draft shortly. Novitch questioned if the plan was still to build it at the MARC. Wendorf stated that the plan is to build at the MARC. Wendorf stated that the River Rat is ready to be erected by the Library. Wendorf stated the concrete is poured and there will be an encasement around the River Rat so it should last a long time. It is 13 feet tall and made out of White Pine. Wendorf stated that this is the third one Harry Wallace has carved and hopefully the last one for a while. Wendorf stated that Normal Park playground surfacing is over ¾ of the way done and looks really good.

The next regular meeting is scheduled for Wednesday, November 6, 2019 at 4:15 p.m. at the Merrill City Hall.

***Motion by Ravn, seconded by Baker to adjourn at 4:35 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY SEPTEMBER 24, 2019

Regular Meeting

City Hall Council Chambers

5:00 PM

I. Call to Order

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

Attendee Name	Title	Status	Arrived
Rick Blake	Aldersperson - Third District	Present	
Paul Russell	Aldersperson - First District	Present	
Steve Osness	Aldersperson - Fourth District	Present	

Also in attendance: Mayor Derek Woellner, City Administrator Dave Johnson, Finance Director Kathy Unertl, City Attorney Tom Hayden, Library Director Stacy Stevens, Police Chief Corey Bennett, Fire Chief Josh Klug, Alderman Steve Hass, Alderman Steve Sabatke, Alderman Rob Norton, Jill Bostrom, Brenda Grefe, Kathy Seubert, Cheryl Plautz, Al Wix, Ryan Schwartzman, LaDonna Fermanich and City Clerk Bill Heideman. A representative from Merrill Productions was present to videotape the meeting.

II. Vouchers:

1. Vouchers

City staff answered questions related to the vouchers.

Motion (Osness/Blake) to approve.

RESULT: APPROVED

III. Agenda items for consideration:

1. Consider writing off 2016 & 2017 over-collected Personal Property tax bills for S&I Excavating, LLC (formerly in business at 200 S. State St.).

Information was in the meeting packet.

Motion (Osness/Blake) to approve.

RESULT: APPROVED & SENT TO COUNCIL **Next: 10/8/2019 7:00 PM**

2. Consider request from Police Chief Bennett to dispose of surplus property (2014 Ford Taurus Police Interceptor).

Information was in the meeting packet.

Police Chief Bennett is requesting that he be allowed to dispose of surplus City property, specifically a squad car that has been removed from service and replaced. He is requesting that he be allowed to dispose of the vehicle via the Wisconsin Surplus Auctions service, coupled with local advertising (if necessary).

Motion (Osness/Blake) to approve the request as submitted.

RESULT:	APPROVED
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3. Consider request from Alderman Osness to establish a hiring freeze (for both current and new positions) to be in effect until passage of the 2020 City Budget.

Motion (Osness/Russell) to approve.

Alderman Osness explained that he was asking for a freeze at this time because he is not in favor of hiring employees and then potentially laying them off later due to budget restraints. He is aware that the Police Department is currently in a hiring process, and would not be opposed to allowing that particular hiring process to continue.

After discussion, Alderman Russell requested that his second to the motion be withdrawn.

No vote or formal action was taken at this time. This issue will be placed on a future meeting agenda.

4. Consider policy change(s) related to submission of Citizen Feedback Forms

Alderman Russell placed this item on the agenda. He is requesting that all Citizen Feedback Form be returned to him, regardless of the submitter's aldermanic district.

Alderman Russell acknowledged the receipt of four more Citizen Feedback Forms.

No formal action was taken.

5. Continue consideration of employee survey (draft)

Work on this form has encompassed several meetings. The last "version" of the form was in the meeting packet.

Alderman Osness stated his opinion that the form now "looks good" and is ready for distribution to the employees.

After employees complete the forms, the forms will be accepted in a "drop box" at City Hall. Completed forms will then be reviewed by the Personnel and Finance Committee.

City Attorney Hayden stated that form distribution to employees can begin if the form is approved by the Personnel and Finance Committee, as no Common Council would be necessary.

Motion (Blake/Osness) to approve the form and begin the steps necessary to distribute forms to the employees.

RESULT:	APPROVED
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6. Update and discussion on 2020 City Budget

Finance Director Unertl reported that the City will be receiving additional funding via the Expenditure Restraint Program. We are still waiting to receive other budget-related data.

The three-ring budget binder and budget information will be available on Friday, September 27th.

IV. **Monthly Reports:**

1. **Municipal Court**

Two reports were in the meeting packet.

2. **Finance Director Unertl**

Two reports were in the meeting packet.

It was noted that the dates for the Comprehensive Plan update meetings have been suggested, but have not yet been officially announced.

3. **City Attorney Hayden**

Two reports were in the meeting packet.

4. **City Clerk Heideman**

Two reports were in the meeting packet.

City Clerk Heideman reported that Governor Evers has announced the dates for the special election(s) to fill the vacant seat in the Seventh Congressional District created by the resignation of Sean Duffy. The Primary Election (if necessary) will be held on December 30th, 2019 and the General Election is scheduled for January 27th, 2020.

Clerk's Note: It now appears likely that the two election dates announced will be changed.

5. **City Administrator Johnson**

The report was in the meeting packet.

City Administrator Johnson answered questions from the committee.

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

Motion (Osness/Blake) to place on file.

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

Tuesday, October 29th, 2019 at 5:00 P.M. in the City Hall Common Council Chambers.

VI. **Public Comment Period**

None.

VII. Closed Session(s):

Motion (Osness/Blake) to convene in closed session. Carried 3-0 on roll call vote. Convened in closed session at 5:42 P.M.

1. The Committee may convene in closed session pursuant to Wisconsin State Statutes 19.85(1)(e) & (g) for 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 and to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved in, to confer with legal counsel regarding advice on strategy for ongoing Police and Fire union negotiations.

To date, the minutes of this closed session have not been submitted to the City Clerk.

2. The Committee may convene in closed session pursuant to Wisconsin State Statutes Section 19.85(1)(f) to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon any person referred to in such histories or data, or involved in such problems or investigations, to review submitted Citizen Feedback Forms related to City employee(s).

To date, the minutes of this closed session have not been submitted to the City Clerk.

VIII. The Committee may reconvene in open session for potential action(s) on closed session issue(s).

To date, the minutes of this portion of the meeting have not been submitted to the City Clerk.

IX. Adjournment

To date, the minutes of this portion of the meeting have not been submitted to the City Clerk.



City of Merrill
Meeting of Redevelopment Authority (RDA)

Wednesday, September 18th, 2019 at 8:00 a.m.
City Hall Common Council Chambers

RDA Present: Ken Maule, Clyde Nelson, Tony Kusserow, Steve Sabatke,
Dan Koblitz, and Derek Woellner

RDA Excused: Sheila Polak

Others: City Clerk Bill Heideman, City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Building Inspector/Zoning Administrator Darin Pagel, Paul Russell from Merrill Area Housing Authority (MAHA), Bill Bialecki from Lincoln County Economic Development Corp., Ryan Schwartzman, and Merrill Productions Student

Call to Order: Chair Nelson called the meeting to order at 8:00 a.m.

Consider approval of RDA meeting minutes from September 4th:

Motion (Maule/Kusserow) to approve the meeting minutes from September 4th. Carried.

Public Comment: RDA Chair Nelson read a written statement from LaDonna Fermanich regarding the employment certification for FreMarq Innovations.

Consider request from Merrill Area Housing Authority (MAHA) for City-provided property:

Paul Russell highlighted Merrill Area Housing Authority (MAHA) and Merrill Area Public Schools (MAPS) plans for Blue Jay affordable rental houses. MAHA Commissioners are concerned with the three-year potential redemption period for lots obtained through Lincoln County delinquent tax foreclosure process.

For 2019, there is a City-owned lot at 402 N. Mill St. where the former owner died in a fire. The City razed the abandoned structure in 2017. The representative of the former owner's estate went to Lincoln County Circuit Court since there was a negative estate value. Lincoln County processed the delinquent tax foreclosure in 2019 and City of Merrill purchased.

Building Inspector/Zoning Administrator advised that two Blue Jay houses (i.e. duplex) could be moved to the 402 N. Mill St. site if a common deck connected the buildings. The Zoning Board of Appeals could consider zoning split for the large Van Buren St. site which would also allow site for another house.

Unertl distributed information on 122 S. Prospect St. vacant lot which was formerly owned by a LLC from Houston, Texas. City of Merrill razed the former house in 2015. Lincoln County processed delinquent tax foreclosure in 2019. Tax Increment District No. 8 has almost \$20,000 invested in demolition, delinquent taxes, and payoff of mowing special charges. City Street Department continues to mow. Unertl suggested that modernization of Wisconsin Statutes related to delinquent tax foreclosures is something that City of Merrill should discuss with our State of Wisconsin Representative and Senator.

Consider response to Impact Seven Offer to Purchase former Fox Point site (TID No. 10):

Johnson clarified that Impact Seven is requesting control of the property during the 180-day due diligence period. Property ownership will remain with the City of Merrill. City Attorney Hayden described as option to purchase.

Nelson recommended obtaining equivalent of earnest money for the City to take the property off the market. Johnson and Hayden will follow-up with Impact Seven. RDA Commissioners requested monthly status reports.

The proposed development will be fully taxable. A formal development agreement will need to be drafted after there is additional information from Impact Seven.

Review and discuss information on City of Marshfield housing incentive program:

Information was provided on the number of new residential units built annually in Marshfield before their new housing incentive program began – ten to eleven new units. During 2018, there were twenty-four new units constructed.

Commissioners emphasized the need for all types of housing and potential funding sources. After extensive discussion, RDA Commissioners recommended that Mayor Woellner form an Ad Hoc Housing Committee to involve interested Community Development Committee members, Aldermen, and RDA members.

Review and discuss proposed 2020 Tax Increment District (TID) budget requests:

Unertl distributed preliminary 2020 TID budget information. Unertl is projecting over \$1.3 million in Tax Increment revenue to support 2020 expenditures.

About \$340,000 in cash development incentive payments are committed. There will be follow-up by Maule seeking clarification of façade and improvement plans for 1504 West Main Street.

TID-funded debt service (Principal and Interest payments) will be about \$1.1 million. There are two 2019 borrowing bids pending. TID No. 3 will be issuing TID Revenue Bonds for the major East Main Street (Memorial Dr. to Pine Ridge Ave.) and downtown East Main St. infrastructure improvements.

Significant TID-funded infrastructure investments are proposed for 2020 construction. A list and maps were highlighted. Engineer estimates of probable costs are being updated. The extension of Pine Ridge Ave. from Thielman St. to Lincoln County Highway G will be submitted for the 90% Wisconsin Multimodal Supplemental (MLS) transportation grant funding.

There will be additional review and discussion of the 2020 budget requests at the next RDA meeting.

Review and discuss why RDA has Closed Sessions and need to maintain confidentiality during negotiations:

City Attorney Hayden emphasized that an LLC are now being recognized as "people" potentially entitled to privacy and protection of their business plans/trade secrets. This discussion item will continued at the next RDA meeting.

Next RDA meetings: Wednesday, October 2nd at 8:00 a.m.

Closed Session: No closed session was held due to meeting length.

Adjournment: Motion (Kusserow/Koblitz) to adjourn at 9:26 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

Transit Meeting
September 9, 2019
Minutes

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

1) Call to order 4:00pm

2) Public Comment: Brad -Tony Kusserow has resigned from the Transit Commission and will forward his letter of resignation to the Mayor.

Sue – It was nice to see the bus at Community Night Out event there was a good turn out there. Brad - The bus was used for testing of Service dogs for their AKC Urban testing all dogs passed the testing.

3) Approval of August 19, 2019 minutes

A motion to approve minutes of the August 19, 2019 meeting was made by Sue Kunkel and seconded by Steve Willis. All ayes, motion approved unanimously.

4) Administrator's Report:

A) New Bus Progress

- a. Purchase Order was placed for the new buses
- b. Viewed picture of seat options that would fit both the comfort and maintenance issue – Cost to be determined
- c. Painting will cost less and last longer than a wrap
- d. No insurance discount if the bus has a fire suppression system
- e. Discussion of Budget items - challenges and options
 - i. Attracting new riders
 - ii. Lose of current riders
 - iii. Rebranding
 - iv. Adding cell phone charges and internet to the buses
- f. Final decisions and changes to quote to be made during the pre-production meeting to be held 8-10 months before production.

B) Part Time Driver Position

- a. Cliff Baker training will be complete and he will be driving alone starting September 12. He seems to be doing very good at this point..

C) Merrill – Go – Round Facebook page

- a. Discussion of Creating a Facebook page
 - i. Would be only for informational purposes – Good Idea
 - ii. Maintained by staff of the Merrill Transit System
 - iii. Check with Dustin to see if way to block comments

5) Next meeting date will be October 21, 2019

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

Respectfully submitted by:

Brad Brummond
Transit Administrator

RESOLUTION NO. _____

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ESTABLISH A CHURCH AT 805 E. MAIN STREET, MERRILL

WHEREAS, Josiah Winterhoff d/b/a Downtown Mission Church, has requested a conditional use permit pursuant to the Merrill Zoning Code Chapter 113, Section 113-97 through 113-106, 113-111 for the purpose of establishing a Church at the following described property:

TB Scott Lumber company's 3rd Addition Lots 9-16, Block 2, City of Merrill, Lincoln County, Wisconsin, Pin # 251-3106-123-0307,

Commonly known as 805 E. Main Street herein referred to as the "Premises"; and,

WHEREAS, the City Plan Commission scheduled a hearing on the application on October 1, 2019, due public notice having been given and opportunity given to those interested to speak on the application; and,

WHEREAS, the City Plan Commission has reviewed the Application, found that it does meet the requirements of Merrill Zoning Code, Chapter 113, Section 113-97 through 113-106, 113-111, and has recommended approval of said application;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of October, 2019, that a conditional use permit shall be issued to Josiah Winterhoff d/b/a Downtown Mission Church for the purpose of establishing a Church on the aforesaid described premises.

Recommended by: City Plan Commission

CITY OF MERRILL, WISCONSIN

Moved: _____

Derek Woellner
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution on Conditional Use Permit for Downtown Mission Church (4575 : Resolution on Conditional Use Permit for Downtown

CITY OF MERRILL
 1004 EAST FIRST STREET
 MERRILL, WI 54452

NOTICE OF PUBLIC HEARING

All persons interested will be given an opportunity to be heard at a public hearing to be held by and before the City Plan Commission of the City of Merrill, Wisconsin, commencing at **6:00 p.m., on Tuesday, October 1, 2019**, in the **City Hall Basement Conference Room**, 1004 East First Street, Merrill, Wisconsin, on the following proposed matter, to wit;

- 1.) Downtown Mission Church Inc., requesting a Conditional Use per M.M.C. Sec. 113-97 through 113-106, 113-111 for the purpose of establishing a Church at 805 E Main Street within the City of Merrill. Legally Described as: TB Scott Lumber Company's 3rd Addition Lots 9-16, Block 2, City of Merrill, Lincoln County, Wisconsin. Pin# 251-3106-123-0307.

Anyone having any questions regarding the hearing should contact Zoning Administrator, Darin Pagel at 536-4880.

Dated: September 9, 2019

CITY OF MERRILL, WISCONSIN

By: _____
 William N. Heideman
 City Clerk

APPLICATION FOR CONDITIONAL USE PERMIT CITY OF MERRILL

DATE August 30, 2019

APPLICANT'S NAME: Josiah Winterhoff
 BUSINESS NAME: Downtown Mission Church - Merrill
 PHONE #: (715) 600-1203 EMAIL: downtownmissionchurch@gmail.com
 PROPERTY ADDRESS: 805 E Main St, Merrill, WI 54452
 PROPERTY OWNER'S NAME: Downtown Mission Church Inc.
 TAX ROLL#: 34- PIN #: 251-
 EXISTING USE: Business
 PROPOSED USE: Church
 REASON FOR REQUESTING A USE PERMIT CHANGE: We plan on beginning church services at this location.

**PLEASE PROVIDE A SEPARATE ATTACHMENT WITH A RESPONSE
TO EACH OF THE FOLLOWING ITEMS**

(Required per Section 113-100 of the Zoning Code)

1. A statement, in writing by applicant, that describes how the proposed conditional use(s) shall conform to the standards set forth in Section 113-103 hereinafter.
 - a) The establishment, maintenance or operation of the conditional use will not be detrimental or endanger public health, safety, morals, comfort or general welfare.
 - b) That the uses, values, and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with use of adjacent land (describe mitigating features to be part of the operations of the proposed use).
 - c) Describe how the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the Zoning District.
 - d) Describe if adequate utilities, access roads, drainage, and other required site improvements have been or will be provided.
 - e) Describe what adequate measures have been taken to provide ingress and egress and how designed as to minimize traffic congestion in public streets.

- f) Explain how the conditional use shall conform to all applicable regulations of the district in which it is located.
- g) Explain how the conditional use will not violate flood plain regulations governing the site.
- h) That when applying the above standards to any new construction or placing an addition on an existing building, the Plan Commission and Common Council shall bear in mind the statement of purposes for the zoning district such that the proposed building or addition at the proposed location, does not defeat the purpose and objective of the Zoning District.
- i) In addition to passing the Conditional use Permit, the Plan Commission and Common Council shall also evaluate the effect of the proposed use upon:
 - I) The maintenance of safe and healthful conditions;
 - II) The prevention of water pollution including sedimentation;
 - III) Existing topography, drainage features and vegetative cover on the site;
 - IV) The location of the site with respect to floodplains and floodways of rivers and streams;
 - V) The erosion potential of the site based upon the degree and direction of slope, soil type, and vegetative cover;
 - VI) The location of the site with respect to existing or future access roads;
 - VII) The need of the proposed use for a shoreline location;
 - VIII) The compatibility with uses on adjacent land;
 - IX) The amount of liquid waste to be generated and the adequacy of the proposed disposal system.
- 2. Include the Names and Addresses of the architect, professional engineer, and contractor (if appropriate), and all property owners of record within 100 feet of the applicant. Note: Zoning Administrator will provide list of property owners to be included in the submittal.
- 3. Description of the subject site by lot, block, and recorded subdivision or by metes and bounds description address of the subject site; type of structure; proposed operation or use of the structure of site; number of employees and the Zoning District within which the subject site lies.
- 4. Plat of Survey prepared by a registered land surveyor showing property lines, buildings, improvements, landscaping, and all of the information required for a building permit.
- 5. Additional information as may be required by the Plan Commission of Common Council, or Officers of the City.
- 6. A fee of \$175.00 must accompany the application.

The information submitted with this application is true and accurate to the best of my knowledge and belief.

Josiah Winterhoff
Signature of Applicant

Josiah Winterhoff
Signature of Applicant

**Resolution authorizing the issuance and sale of a \$1,925,000
Tax Increment Revenue Bond (TID No. 3), Series 2019B**

The Request for Bid issued by Ehlers & Associates follows. The bids from local financial institutions are due by Noon on Monday, October 7th.

The draft Resolution is provided for your review. The final Resolution version will be provided by Bond Counsel from Quarles & Brady.

The TID No. 3 Revenue Bonds funding for 2019 capital expenditures including:

M2019-01 E. Main St. (Hwy 64), Sidewalk, & River Bend Trail	\$1,100,000
Thielman Street Streetlighting	\$55,000
Merrill Festival Grounds (Grandstand area paving)	\$75,000
M2019-04 E. Main St. (Downtown)/Logan Ave./Sturdevant St.	\$520,000
Land Purchase - Restaurant site (East of PCCU)	\$150,000
Total	<u>\$1,900,000</u>

Kathy Unertl, Finance Director
City of Merrill - 10/3/2019

Attachment: Resolution - TID No. 3 Revenue Bonds (4572 : Resolution for Tax Increment Revenue Bond for TID 3)



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: September 26, 2019

RE: Request for Bid for \$1,925,000 Tax Increment Revenue Bonds, Series 2019B

The City has determined the need to finance various capital projects and the attached Preliminary Term Sheet has been prepared for your consideration. Please review the request, and if you are interested in responding, complete the attached Bid Form and transmit the Bid Form to Ehlers and Associates, Inc. (Ehlers) as described.

The City has retained Ehlers as our Municipal Advisor to advise us on the structure, timing and terms of this request. If you have questions, please contact Ehlers. Their contact information is also described in the Preliminary Term Sheet. Ehlers will not provide advice to you. If you require independent representation for this transaction, you should seek out your own advisor or counsel.

Thank you for considering our request and we are hopeful that you will respond.

A handwritten signature in black ink that reads "Kathy Unertl".

Kathy Unertl, Finance Director
City of Merrill

cc: Brian Reilly, CIPMA
Ehlers

PRELIMINARY TERM SHEET DATED SEPTEMBER 26, 2019

**CITY OF MERRILL, WISCONSIN (THE "CITY")
(Lincoln County)**

**\$1,925,000* TAX INCREMENT REVENUE BOND (TID NO.3), SERIES 2019B
(THE "BOND")**

- PROPOSAL OPENING:** Proposals must be received by e-mail to Keith Schmitz at bondsale@ehlers-inc.com no later than 12:00 P.M.(Noon) on October 7, 2019 at the offices of Ehlers and Associates, Inc., 3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105.
- PROPOSAL CONSIDERATION:** Proposals will be considered by the Common Council, at a meeting to be held on October 8, 2019 at 7:00 P.M.
- PURPOSE:** The Bond is being issued for the public purpose of paying project costs in the project plan for the City's Tax Increment District No. 3 ("TID No. 3") including financing capital projects.
- AUTHORITY:** Wisconsin Statutes, Section 66.0621.
- SECURITY:** 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, 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 Tax Increment Revenue Bond (TID No. 3) Series 2017A, dated October 10, 2017 and the Tax Increment Revenue Bond (TID No. 3) Series 2018C, dated October 23, 2018 (collectively, the "Prior Bonds"). The Common Council will declare that it fully expects and anticipates that each year a payment is due on the Bond it will appropriate. "Available Tax Increment" which has been received and retained by the City in accordance with the provisions of Section 66.1105 of the Wisconsin Statutes, or if necessary, other funds of the City for payment of the Bond.
- "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.
- "Revenues" means the Available Tax Increment plus any other funds appropriated by the Common Council to pay the Bond.

*Preliminary, subject to change.

Attachment: Resolution - TID No. 3 Revenue Bonds (4572 : Resolution for Tax Increment Revenue Bond for TID 3)

As stated above, the application of the Available Tax Increment to payment of the Bond is subject to future annual appropriation by the Common Council. Any Available Tax Increment or other funds appropriated by the Common Council for payment of the Bond will be deposited in the Special Redemption Fund.

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 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 payments of such amounts.

The Common Council acknowledges that the Available Tax Increment to be derived from TID No. 3 may not be sufficient to pay all debt service on the Bond as it becomes due and 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. In the Resolution, the City will declare 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.

In the Resolution, the City will covenant and agree, 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) October 1 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) No bond or obligations payable from 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.

DATE OF BOND: October 29, 2019
DELIVERY DATE: October 29, 2019
PRINCIPAL INSTALLMENTS*: October 1 as follows:

<u>Year</u>	<u>Amount**</u>	<u>Year</u>	<u>Amount**</u>
2020	\$252,000	2024	\$283,000
2021	256,000	2025	293,000
2022	264,000	2026	303,000
2023	274,000		

*Preliminary, subject to change.

** The City reserves the right to increase or decrease the principal amount of the Bond, in increments of \$1,000.

ESTIMATED SOURCES AND USES*

Sources		
Par Amount of Bond	<u>\$1,925,000</u>	
Total Sources		\$1,925,000
Uses		
Project Costs	\$1,900,000	
Finance Related Expenses	<u>25,000</u>	
Total Uses		\$1,925,000

*Preliminary, subject to change.

INTEREST: Interest will be payable on October 1 of each year, commencing October 1, 2020, to the registered owner of the Bond. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

OPTIONAL REDEMPTION: The Bond will be subject to call and prior payment on any date at a price of par plus accrued interest.

MINIMUM PROPOSAL: \$1,925,000

FORM OF BOND: The Bond will be in typewritten form, registrable as to principal and interest.

QUALIFIED TAX-EXEMPT OBLIGATIONS: The Bond will be designated as a qualified tax-exempt obligation.

CONTINUING DISCLOSURE: The City will offer to provide its financial data annually to the Lender upon request.

RATING: The City has not requested a rating for the Bond. *A rating may not be requested without contacting Ehlers and receiving the permission of the City.*

OFFERING DOCUMENTS: Offering documents shall take the form of this Term Sheet and the attached Proposal Form.

COSTS OF ISSUANCE: Financing and legal costs will be paid for out of the proceeds of the Bond. No additional costs proposed by the Lender will be considered.

LEGAL OPINION: An opinion as to the validity of the Bond and the exemption from taxation of the interest thereon will be furnished by Quarles & Brady LLP, Milwaukee, Wisconsin, bond counsel to the City, and will accompany the Bond.

Attachment: Resolution - TID No. 3 Revenue Bonds (4572 : Resolution for Tax Increment Revenue Bond for TID 3)

RESALE OF BOND:

The Lender shall agree to purchase the debt instrument for investment and not with a present view to the distribution, transfer or resale thereof. The Lender intends to hold and book the Bond as a loan in its loan portfolio. The Lender shall be required to hold such Bond for its own account and for an indefinite period of time and does not intend to dispose of all or any portion of such Bond and understands that transfer of such Bond is restricted pursuant to the terms of the financing agreement.

LENDER:

To be determined.

**REGISTRAR/
PAYING AGENT:**

The Issuer shall be designated as the registrar/paying agent.

BOND COUNSEL:

Bridgette Keating; Quarles & Brady LLP, Milwaukee, Wisconsin

MUNICIPAL ADVISOR:

Ehlers and Associates, Inc.
3060 Centre Pointe Drive
Roseville, MN 55113
(651) 697-8500
(651) 697-8555 (FAX)

Brian Reilly: (651) 697-8541, breilly@ehlers-inc.com
Sean Lentz: (651) 697-8509, slentz@ehlers-inc.com
Josh Low: (651) 697-8596, jlow@ehlers-inc.com

DISCLAIMER:

No proposing firm representative or third-party solicitor shall contact the City's elected officials regarding this request for proposal while it remains open. Violation of this provision will be deemed grounds for immediate disqualification of a proposal and may be considered in future requests for proposal.

The City reserves the right to reject any and all proposals, and may waive any defect, irregularity, or informality contained in a proposal. The City reserves the right to select the proposal deemed most advantageous to the City, in its sole discretion, and to negotiate directly with any respondents. Preparation and submission of a response to this request for proposals is at the sole expense and risk of the responding firms, and it is understood by the selected firm that no fees or other compensation will be paid if the proposed financing is abandoned or does not close. If deadlines are modified or addenda to this request for proposal are prepared, all parties shall be notified contemporaneously.

PROPOSAL FORM

Common Council
City of Merrill, Wisconsin (the "City")

October 8, 2019

RE: \$1,925,000* Tax Increment Revenue Bond, Series 2019B (the "Bond")
DATED: October 29, 2019

For all or none of the above Bond, we will pay you \$ _____ (not less than \$1,925,000) plus accrued interest to date of delivery for such Bond bearing interest as follows: _____ %

* The City reserves the right to increase or decrease the principal amount of the Bond on the day of sale, in increments of \$1,000.

Interest on the Bond will be payable on October 1, 2020 and annually thereafter.

The Bond will be subject to call and prior payment on any date at a price of par plus accrued interest.

The Lender shall agree to purchase the debt instrument for investment and not with a present view to the distribution, transfer or resale thereof. The Lender intends to hold and book the Bond as a loan in its loan portfolio. The Lender shall be required to hold such Bond for its own account and for an indefinite period of time and does not intend to dispose of all or any portion of such Bond and understands that transfer of such Bond is restricted pursuant to the terms of the financing agreement.

The City has not requested a rating on this issue. *A rating may not be requested without contacting Ehlers and receiving the permission of the City.*

This proposal is for consideration and acceptance by the Common Council on October 8, 2019, and is conditional upon delivery of said Bond to us within 40 days of award. Delivery is anticipated on or about October 29, 2019. The Bonds will be in typewritten form, registrable as to principal and interest. The City shall be designated as the bond registrar/paying agent. The Bond will be "bank qualified" and tax exempt, as evidenced by a legal opinion of Quarles & Brady LLP, Milwaukee, Wisconsin, as bond counsel.

Submitted by:

Name of Institution: _____
Submitted By: _____
Title: _____
Signature: _____

The City reserves the right to waive any informalities in any proposal and select the proposal deemed most advantageous, in its sole discretion.

The foregoing offer is hereby accepted by and on behalf of the Common Council of the City of Merrill, Wisconsin this _____ day of _____, 2019.

By: _____
Title: _____

By: _____
Title: _____

Attachment: Resolution - TID No. 3 Revenue Bonds (4572 : Resolution for Tax Increment Revenue Bond for TID 3)

RESOLUTION NO. _____**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A \$1,925,000
TAX INCREMENT REVENUE BOND (TID NO. 3), SERIES 2019B**

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, trail improvements and the acquisition of land for future development (collectively, 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 (the "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, the City has not yet acquired the land, however, the City expects the purchase price of \$300,000 to be paid with \$150,000 of proceeds of the Bond and \$150,000 with equity of the City on hand (the "City Funds");

WHEREAS, within 18 months of acquiring the land, the City expects to enter into an agreement to sell the land to a private party for future development and will allocate the proceeds of such sale first to the City Funds;

WHEREAS, pursuant to Resolution No. 2533 adopted on September 27, 2017, as amended by the 2018 Resolution (defined below), (collectively, the "2017 Resolution") the City issued its Tax Increment Revenue Bond (TID No. 3), Series 2017A, dated October 10, 2017 (the "2017 Bonds") which 2017 Bonds are payable from the Revenues;

WHEREAS, pursuant to Resolution No. 2584 adopted on October 9, 2018 (the "2018 Resolution") the City issued its Tax Increment Revenue Bond (TID No. 3), Series 2018C, dated October 23, 2018 (the "2018 Bonds") which 2018 Bonds are payable from the Revenues on a parity with the 2017 Bonds (collectively, the 2017 Bonds and the 2018 Bonds shall be referred to herein as the "Prior Bonds");

WHEREAS, the 2017 Resolution and the 2018 Resolution (collectively, the "Prior Resolutions") permit the issuance of additional bonds on a parity with the Prior Bonds upon the satisfaction of certain conditions and those conditions have been satisfied;

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 A and incorporated herein by this reference) (the "Proposal") setting forth the details of the Bond and indicating that the Bond would be offered for sale on October 8, 2019; 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 [_____] (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. Declaration of Official Intent. The City hereby officially declares its intent under Treasury Regulation Section 1.141-4(c)(3)(v) to allocate any sale proceeds received from the sale of the land first to the City Funds.

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 NINE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$1,925,000) 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 NINE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$1,925,000) 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 \$1,925,000; shall be dated its date of issuance; shall be in the denomination of \$100,000 or more; shall be numbered R-1; shall bear interest at the rate of [_____] % 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 B 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, 2020 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 C 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 Bonds 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, any Parity Bonds 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 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 Old National Bank 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 8, 2019.

Derek Woellner
Mayor

ATTEST:

William N. Heideman
City Clerk

Attachment: Resolution - TID No. 3 Revenue Bonds (4572 : Resolution for Tax Increment Revenue Bond for TID 3)

EXHIBIT A
TERM SHEET
(SEE ATTACHED)

Attachment: Resolution - TID No. 3 Revenue Bonds (4572 : Resolution for Tax Increment Revenue Bond for TID 3)

QB\59339394.1

EXHIBIT B
DEBT SERVICE SCHEDULE
(SEE ATTACHED)

Attachment: Resolution - TID No. 3 Revenue Bonds (4572 : Resolution for Tax Increment Revenue Bond for TID 3)

QB\59339394.1

EXHIBIT C

(Form of Bond)

UNITED STATES OF AMERICA
STATE OF WISCONSIN
LINCOLN COUNTY
CITY OF MERRILL
TAX INCREMENT REVENUE BOND (TID NO. 3), SERIES 2019B

<u>Number</u>	<u>Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>Amount</u>
R-1	[_____]%	October 1, 2026	October 29, 2019	\$1,925,000

FOR VALUE RECEIVED, the City of Merrill, Lincoln County, Wisconsin (the "City"), promises to pay to [_____] 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 80, 2019 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, trail improvements, festival grounds and the acquisition of land. The Bond is issued on a parity with the City's Tax Increment Revenue Bond (TID No. 3), Series 2017A, dated October 10, 2017 and the City's Tax Increment Revenue Bond (TID No. 3), Series 2018C, dated October 23, 2018.

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 - TID No. 3 Revenue Bonds (4572 : Resolution for Tax Increment Revenue Bond for TID 3)

"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, 2020 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.

**Resolution authorizing the issuance and sale of a \$257,000
General Obligation Promissory Note**

The Request for Bid issued by Ehlers & Associates follows. The bids from local financial institutions are due by Noon on Monday, October 7th. Ehlers & Associates will be providing resolution awarding the Promissory Notes later on Monday. The award resolution will be e-mailed for review in advance of the Common Council meeting.

These Notes provide the funding for completed 2019 capital expenditures including:

IT	Fiber Network	City - Phase 2	\$150,000
Police	Radio Repeater	Replacement (1994 Unit)	\$16,200
City Hall	Chillers	Replacements (1993 Units)	\$85,000
			<hr/>
			\$251,200
			<hr/>

Kathy Unertl, Finance Director
City of Merrill - 10/3/2019

Attachment: Resolution - GO Notes (4574 : Resolution authorizing issuance and sale of GO Promissory Note)



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: September 26, 2019

RE: Request for Bid for \$257,000 General Obligation Promissory Note, Series 2019A

The City has determined the need to finance various capital projects and the attached Preliminary Term Sheet has been prepared for your consideration. Please review the request, and if you are interested in responding, complete the attached Bid Form and transmit the Bid Form to Ehlers and Associates, Inc. (Ehlers) as described.

The City has retained Ehlers as our Municipal Advisor to advise us on the structure, timing and terms of this request. If you have questions, please contact Ehlers. Their contact information is also described in the Preliminary Term Sheet. Ehlers will not provide advice to you. If you require independent representation for this transaction, you should seek out your own advisor or counsel.

Thank you for considering our request and we are hopeful that you will respond.

Kathy Unertl, Finance Director
City of Merrill

cc: Brian Reilly, CIPMA
Ehlers

Attachment: Resolution - GO Notes (4574 : Resolution authorizing issuance and sale of GO Promissory Note)

PRELIMINARY TERM SHEET DATED SEPTEMBER 26, 2019

**CITY OF MERRILL, WISCONSIN (THE "CITY")
(Lincoln County)**

**\$257,000* GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2019A
(THE "NOTE")**

- PROPOSAL OPENING:** Proposals must be received by e-mail to Keith Schmitz at bondsale@ehlers-inc.com no later than 12:00 P.M. (Noon) on October 7, 2019 at the offices of Ehlers and Associates, Inc., 3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105.
- PROPOSAL CONSIDERATION:** Proposals will be considered by the Common Council, at a meeting to be held on October 8, 2019 at 7:00 P.M.
- PURPOSE:** The Note is being issued to finance the costs of capital equipment and projects within the City.
- AUTHORITY:** Wisconsin Statutes, Section 67.12(12).
- SECURITY:** The Note is a general obligation of the City, backed by its full faith, credit, and unlimited taxing authority.
- DATE OF NOTE:** October 22, 2019
- DELIVERY DATE:** October 22, 2019
- PRINCIPAL INSTALLMENTS:** October 1 as follows:

<u>Year</u>	<u>Amount**</u>	<u>Year</u>	<u>Amount**</u>
2020	\$23,000	2025	\$26,000
2021	23,000	2026	27,000
2022	24,000	2027	28,000
2023	24,000	2028	28,000
2024	25,000	2029	29,000

*Preliminary, subject to change.

** The City reserves the right to increase or decrease the principal amount of the Note, in increments of \$1,000.

Attachment: Resolution - GO Notes (4574 : Resolution authorizing issuance and sale of GO Promissory Note)

ESTIMATED SOURCES AND USES*

Sources		
Par Amount of Note	<u>\$257,000</u>	
Total Sources		\$257,000
Uses		
Project Costs	\$251,200	
Finance Related Expenses	5,000	
Contingency	<u>800</u>	
Total Uses		\$257,000

*Preliminary, subject to change.

INTEREST:	Interest will be payable on April 1 and October 1 of each year, commencing April 1, 2020, to the registered owner of the Note. Interest will be computed on the basis of a 360-day year of twelve 30-day months.
OPTIONAL REDEMPTION:	The Note will be subject to call and prior payment on any date at a price of par plus accrued interest.
MINIMUM PROPOSAL:	\$257,000
FORM OF NOTE:	The Note will be executed through Wisconsin Bankers Association Forms.
QUALIFIED TAX-EXEMPT OBLIGATIONS:	The Note will be designated as a qualified tax-exempt obligation.
CONTINUING DISCLOSURE:	The City will offer to provide its financial data annually to the Lender upon request.
RATING:	The City has not requested a rating for the Note. <i>A rating may not be requested without contacting Ehlers and receiving the permission of the City.</i>
OFFERING DOCUMENTS:	Offering documents shall take the form of this Term Sheet and the attached Proposal Form.
COSTS OF ISSUANCE:	Financing and legal costs will be paid for out of the proceeds of the Note. No additional costs proposed by the Lender will be considered.

RESALE OF NOTE:

The Lender shall agree to purchase the debt instrument for investment and not with a present view to the distribution, transfer or resale thereof. The Lender intends to hold and book the Note as a loan in its loan portfolio; the Lender acknowledges that the use of the word "Note" in the name of the debt instrument is for convenience only and is not intended to indicate that the instrument is a security within the meaning of the Securities Act of 1933. The Lender shall be required to hold such Note for its own account and for an indefinite period of time and does not intend to dispose of all or any portion of such Note and understands that transfer of such Note is restricted pursuant to the terms of the financing agreement.

LENDER:

To be determined.

**REGISTRAR/
PAYING AGENT:**

The Issuer shall be designated as the registrar/paying agent.

MUNICIPAL ADVISOR:

Ehlers and Associates, Inc.
3060 Centre Pointe Drive
Roseville, MN 55113
(651) 697-8500
(651) 697-8555 (FAX)

Brian Reilly: (651) 697-8541, breilly@ehlers-inc.com
Sean Lentz: (651) 697-8509, slentz@ehlers-inc.com
Josh Low: (651) 697-8596, jlow@ehlers-inc.com

DISCLAIMER:

No proposing firm representative or third-party solicitor shall contact the City's elected officials regarding this request for proposal while it remains open. Violation of this provision will be deemed grounds for immediate disqualification of a proposal and may be considered in future requests for proposal.

The City reserves the right to reject any and all proposals, and may waive any defect, irregularity, or informality contained in a proposal. The City reserves the right to select the proposal deemed most advantageous to the City, in its sole discretion, and to negotiate directly with any respondents. Preparation and submission of a response to this request for proposals is at the sole expense and risk of the responding firms, and it is understood by the selected firm that no fees or other compensation will be paid if the proposed financing is abandoned or does not close. If deadlines are modified or addenda to this request for proposal are prepared, all parties shall be notified contemporaneously.

PROPOSAL FORM

Common Council
City of Merrill, Wisconsin (the "City")

October 8, 2019

RE: \$257,000* General Obligation Promissory Note, Series 2019A (the "Note")
DATED: October 22, 2019

For all or none of the above Note, we will pay you \$ _____ (not less than \$257,000) plus accrued interest to date of delivery for such Note bearing interest as follows:
_____ %

* The City reserves the right to increase or decrease the principal amount of the Note on the day of sale, in increments of \$1,000.

Interest on the Note will be payable on April 1, 2020 and semi-annually thereafter.

The Note will be subject to call and prior payment on any date at a price of par plus accrued interest.

The Lender shall agree to purchase the debt instrument for investment and not with a present view to the distribution, transfer or resale thereof. The Lender intends to hold and book the Note as a loan in its loan portfolio; the Lender acknowledges that the use of the word "Note" in the name of the debt instrument is for convenience only and is not intended to indicate that the instrument is a security within the meaning of the Securities Act of 1933. The Lender shall be required to hold such Note for its own account and for an indefinite period of time and does not intend to dispose of all or any portion of such Note and understands that transfer of such Note is restricted pursuant to the terms of the financing agreement.

The City has not requested a rating on this issue. *A rating may not be requested without contacting Ehlers and receiving the permission of the City.*

This proposal is for consideration and acceptance by the City on October 8, 2019, and is conditional upon delivery of said Note to us within 40 days of award. Delivery is anticipated on or about October 22, 2019. The Note will be in typewritten form, registrable as to principal and interest. The City shall be designated as the bond registrar/paying agent. The Note will be "bank qualified" and tax exempt.

Submitted by:
Name of Institution: _____
Submitted By: _____
Title: _____
Signature: _____

The City reserves the right to waive any informalities in any proposal and select the proposal deemed most advantageous, in its sole discretion.

The foregoing offer is hereby accepted by and on behalf of the Common Council of the City of Merrill, Wisconsin this _____ day of _____, 2019.

By: _____ By: _____
Title: _____ Title: _____

Attachment: Resolution - GO Notes (4574 : Resolution authorizing issuance and sale of GO Promissory Note)

RESOLUTION NO. _____

A RESOLUTION DESIGNATING OFFICIAL NEWSPAPER FOR THE CITY OF MERRILL

WHEREAS, Section 985.03 of the Wisconsin Statutes requires the designation of an official newspaper for the printing of all the City's Official Business; and

WHEREAS, the Merrill Foto News has qualified for such designation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of October, 2019, that the Merrill Foto News of Merrill, Lincoln County, Wisconsin, shall be and is hereby designated, until further action, as the official newspaper for the City of Merrill.

Recommended by:

CITY OF MERRILL, WISCONSIN

Moved: _____

Derek Woellner
Mayor

Passed: _____

William N. Heideman
City Clerk

Attachment: Resolution designating Foto News as Official City Newspaper (4571 : Resolution designating Merrill Foto News as official City



STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor
Joel Brennan, Secretary
James M. Langdon, Administrator

October 2, 2019

KEEP THIS DOCUMENT FOR YOUR RECORDS

Foto News

Beth Patterson
921 E Main Street
PO Box
Merrill, WI 54452

2019 Certification of Legal Notice Rates for Newspapers

This letter certifies that the newspaper listed above may collect a fee for publishing legal notices required by Wisconsin law. Certification requirements are reviewed and legal are updated annually pursuant Chapter 10 ELECTION DATES AND NOTICES and 985 PUBLICATION OF LEGAL NOTICES; PUBLIC NEWSPAPERS; FEES of the Wisconsin Statutes.

- Part One lists information currently on file about this newspaper
- Part Two addresses general legal/public notices
- Part Three covers election facsimile ballots
- Part Four contains general information about the certification process

Effective Dates

Unless otherwise updated and amended, this certification letter governs notices published on:
October 2, 2019 through December 31, 2019.

Part 1 -- Newspaper Information

The information below will determine the rates/fee for this newspaper and is published on the Internet. Contact the Department of Administration IMMEDIATELY with changes to any of the information listed in this document:

Paid Circulation:	15,963	Telephone:	(715) 536-7121
Circulation Adjust:	30%	Fax:	(715) 539-3686
Day(s) Published:	W	E-Mail:	bpatterson@mmclocal.com
County:	Lincoln	Parent Co.:	Multi Media Channels, LLC (Brown County Publishing)

Part 2 -- General Legal Notices

Section 985.08 of the Wisconsin Statutes provides for publishing legal notices calculated on a per line basis:

Fees for publishing. (1) "The fee for publishing a legal notice shall be not more than the rate issued by the department of administration for the first and subsequent insertions per standard line. The charge for the publication of a facsimile ballot shall be computed as if the area occupied by the ballot were set in standard lines. If a legal notice contains tabulated matter, then the fees allowable for the area containing such matter shall be increased 50 percent of the standard line base rate without adjustment for circulation premium. Composed matter shall be interpreted as being tabular when it contains 2 or more justifications per line."

Your newspaper is certified for the fonts and column widths in the following list. Use the corresponding adjusted line rates to calculate fees.

Font(s)	Point Size	Alphabet Length	Column Width	Font Base	ADJUSTED RATES	
					First Insert	Subsqt Insert
Arial	6	76	9.00	0.6617	0.8602	0.6795
Arial	6	76	18.90	1.3896	1.8064	1.4269
Arial	6	76	28.80	2.1174	2.7526	2.1744
Arial	6	76	38.70	2.8453	3.6989	2.9218
Arial	6	76	48.60	3.5731	4.6451	3.6693
Arial	6	76	58.50	4.3010	5.5913	4.4167
Arial Bold	6	84	9.00	0.5987	0.7783	0.6148
Arial Bold	6	84	18.90	1.2572	1.6344	1.2910
Arial Bold	6	84	28.80	1.9158	2.4905	1.9673
Arial Bold	6	84	38.70	2.5743	3.3466	2.6436
Arial Bold	6	84	48.60	3.2328	4.2027	3.3198
Arial Bold	6	84	58.50	3.8914	5.0588	3.9961
Arial Bold Italic	6	84	9.00	0.5987	0.7783	0.6148
Arial Bold Italic	6	84	18.90	1.2572	1.6344	1.2910
Arial Bold Italic	6	84	28.80	1.9158	2.4905	1.9673
Arial Bold Italic	6	84	38.70	2.5743	3.3466	2.6436
Arial Bold Italic	6	84	48.60	3.2328	4.2027	3.3198
Arial Bold Italic	6	84	58.50	3.8914	5.0588	3.9961
Arial Italic	6	76	9.00	0.6617	0.8602	0.6795
Arial Italic	6	76	18.90	1.3896	1.8064	1.4269
Arial Italic	6	76	28.80	2.1174	2.7526	2.1744
Arial Italic	6	76	38.70	2.8453	3.6989	2.9218
Arial Italic	6	76	48.60	3.5731	4.6451	3.6693
Arial Italic	6	76	58.50	4.3010	5.5913	4.4167

State law allows state agencies, municipalities, and any other units of government may place an order for public notices in a display or classified manner. Section 985.08(7), Wis. Stats., provides as follows:

“The discretion of utilizing the display method of publishing official materials shall be vested solely in the public authority ordering such publication and the rate charged for publication in this instance shall not exceed the regular commercial display advertising rate of the publisher.”

Part 3 -- Ballots

Fees for publishing ballots are calculated by area. The fee is charged as if the area occupied by the ballot were set in the standard line described in s. 985.08 (2)(a), Wis. Stats.

“All legal notices shall be in Arial type face. A standard line shall be 6-point Arial on a 6-point leading without spacing between the lines, and 11 picas in length. One inch equals 6 postscript pica and 72 postscript points. Nonstandard line lengths shall be allowed with adjustments in fees according to variations in line length.”

To calculate ballot rates use the current statute standard line rate of **\$0.7863** first insert and **\$0.6069** subsequent insertion, multiplying by 12 lines per inch, then dividing by 11 picas per column and applying the newspaper’s circulation adjustment.

Use the following worksheet to calculate fees for ballots:

- a) Measure the width of the ballot in picas (1 inch = 6 picas = 72 points): (a) _____
- b) Measure the height (single column) of the ballot in inches: (b) _____
- c) Multiply line (a) times line (b) equals: (c) _____
- d) Enter the appropriate adjusted facsimile ballot rate from the table below: (d) \$ _____

Range	Circulation Adjustment	Ballot Rate per line
First Insert:	\$0.7863	
8,000 or less	0%	\$0.7863
8,001-12,000	15%	\$0.9150
12,001-16,000	30%	\$1.0436
16,001-20,000	45%	\$1.1723
20,001-24,000	60%	\$1.3010
24,001 and up	75%	\$1.4296
Subsequent Insert:	\$0.6069	
8,000 or less	0%	\$0.6069
8,001-12,000	15%	\$0.7062
12,001-16,000	30%	\$0.8055
16,001-20,000	45%	\$0.9048
20,001-24,000	60%	\$1.0041
24,001 and up	75%	\$1.1035

e) Multiply line (c) times line (d) = TOTAL \$ _____

Sample Ballots shall be published per the copy furnished by the county and municipal clerks. Introductory and descriptive text includes material which accompanies the ballot but which in itself is not part of the actual ballot. Fees for such are not calculated as facsimile ballots. Unless directed otherwise by the election official, this material should be published using the appropriate legal notice font and line rate from this certification.

s. 5.94 "Sample ballots; publication. When an electronic voting system employing a ballot that is distributed to electors is used, the county and municipal clerk of the county and municipality in which the polling place designated for use of the system is located shall cause to be published, in the type B notices, a true actual-size copy of the ballot containing the names of offices and candidates and statements of measures to be voted on, as nearly as possible, in the form in which they will appear on the official ballot on election day. The notice may be published as a newspaper insert. Municipal clerks may post the notice if the remainder of the type B notice is posted."

SIZE: Election ballots may **not** be enlarged. If appropriate to provide a proper fit for a newspaper's standard column width, ballots may be reduced in size photographically. If reduced, the fee calculations are based on the area covered by the ballot as published, i.e., after it is reduced.

Chapter 10 of the Wisconsin Statutes provides the information necessary to publish election ballots in newspapers.

OPTICAL SCAN BALLOTS: These were developed after the requirements of Chapter 985 Wisconsin Statutes were established. Responsibility for readability lies with the county or municipality placing the notice.

Part 4 -- General Information

QUALIFICATIONS: Section 985.03, Wis. Stats., establishes the minimum requirements for a newspaper to be eligible to publish legal notices. See 985.03(1) for clarification of the following:

- (1) (a) Except as provided in par. (am), no publisher of any newspaper in this state shall be awarded or be entitled to any compensation or fee for the publishing of any legal notice unless the newspaper has had a bona fide paid circulation and one of the following applies:
 - 1m. For at least 2 of the 5 years immediately before the date of the publication of the notice, the newspaper has been published regularly and continuously in the city, village, or town where published.
 - 2m. The newspaper is a successor to a newspaper described in subd. 1m. and the successor newspaper has resumed publication following succession within 30 days.
 - 3. The newspaper has merged or consolidated with one or more newspapers and one of the newspapers subject to the consolidation or merger has been continuously published at regular intervals of at least once each week for at least 50 issues each year for at least one year prior to the first publication of the notice.

(am) If there is not a newspaper in a city, village, or town that satisfies the requirements under par. (a), the publisher of a newspaper that satisfies all of the following may be awarded or be entitled to compensation or a fee for the publishing of a legal notice:

1. The newspaper is published regularly and continuously in the city, village, or town and publishing in the newspaper is likely to give notice in the area or to the affected person.
2. The newspaper is otherwise qualified under this section.

(b) Suspension of publication resulting from the mobilization of troops being called to active duty with the armed forces, strike, lockout or damage, or destruction due to war, fire or act of God, shall not count as an interval in publication.

(bm) A period of disqualification not to exceed 2 years due only to the place of publication shall not count as an interval in publication.

(cm) A newspaper in order to be eligible under this section shall also file a certificate with the county clerk stating that it qualifies under this section and stating its place of publication.

- (2) Any person charged with the duty of causing legal notices to be published, and who causes any legal notice to be published in any newspaper not eligible to so publish under the requirements of sub. (1), or who fails to cause such legal notice to be published in any newspaper eligible under this section, may be fined not to exceed \$100 for each offense. Each day in which a legal notice should have been but was not published as required by law shall constitute a separate offense hereunder.

MEASUREMENTS: For purposes of this certification, 1 inch = 6 picas = 72 points.

RATES: Wisconsin Statutes establish the standard line rate for publication of legal notices and the annual adjustment procedure. The rates for each newspaper are calculated by adjusting for the font alphabet length, the newspaper's column width(s) and total paid circulation. (Please refer to s. 985.08(2)(a), Wis. Stats.)

INSERTION: Use first insert rates to calculate fees for the first date a notice or ballot is published. First insert rates include an allowance for preparatory work by the publisher. Use subsequent insert rates for repeat publications of the same notice or ballot, i.e., when no additional preparation is needed.

COPY: When electronic copy for the entire legal notice or substantial areas thereof is provided, eliminating typesetting, enlargements or reductions, or other changes by the newspaper, the maximum rate is the same as the maximum rate established under sub.(1) for subsequent insertions. (Please refer to s. 985.08 (2)(b), Wis. Stats.)

TEAR SHEETS: Upon request, a tear sheet proof of a multiple insertion notice shall be mailed to the advertiser or the advertiser's attorney within 72 hours after the first insertion, and an additional charge of \$1 for such tear sheet proof may be made. (Please refer to s. 985.08 (8), Wis. Stats.)

AFFIDAVITS: The fee for an affidavit of publication shall be \$1.00. (Please refer to s. 985.12(4), Wis. Stats.)

RENEWALS: Annually updated legal notice rate certification to newspapers who meet the statutory requirements. Newspapers need to contact the State Bureau of Procurement for any changes in address, font size, column width or any of the items listed in this certification. (Please refer to s. 985.08(1), Wis. Stats.)

Newspapers must contact the Department of Administration for any changes in public notice contact personnel, address, font sizes, column width and/or any of the items listed in this certification.

If you have any questions about this certification, please email me at: william2.goff@wisconsin.gov or you can call me at (608) 266-1002.

Sincerely,
Bill Goff
Newspaper Certification Program