

CITY OF MERRILL
COMMUNITY DEVELOPMENT COMMITTEE
Thursday, April 23, 2020 at 8:00 A.M.
City Hall Council Chambers
1004 E. First Street

Voting members: Ronald Peterson, Chairman, Alderman Paul Russell, Pete Koblitz,
Nancy Kwiesielewicz, Adam Rekau, Daniel Schneider and Betsy Wiesneski.

AGENDA

1. Call to order
2. Public Comment
3. May 30, 2019 meeting minutes
4. Current Economic Development loan deferred monthly payments option
5. Consider Small Business Emergency Support Program.
6. Adjourn

Ronald Peterson, Chairman

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact Merrill City Hall at (715) 536-4880.



MERRILL SMALL BUSINESS EMERGENCY SUPPORT PROGRAM

PURPOSE

This financial program is intended to provide short-term financial assistance to the local small businesses located in the City that have been impacted by the unanticipated March 17, 2020 and subsequent state-mandated shutdown orders in response to the COVID-19 outbreak.

CRITERIA

1. The applicant must be a local, non-franchise business with 25 or fewer employees as of March 17, 2020.
2. The applicant must be located within the City limits of Merrill and must have been operating and open to the general public as of March 17, 2020, with the exception of strictly seasonal businesses that otherwise reasonably anticipated opening by April 24, 2020.
3. The applicant must be presently in a state of total closure or be unable to operate one or more of the main facets of its business, such as dine-in food and drink sales, as a result of any state-mandated closure order related to COVID-19 on or after March 17, 2020. Businesses able to continue operations remotely or while in compliance with social distancing guidelines are not eligible.
4. Applications will be processed in the order received.
5. **The maximum award for the one-time only grant is \$1,500. An additional \$1,500 no interest loan is available with a three year maximum payback period.**
6. All grant and loan proceeds must be used for the following documented business expenses that became due after March 17, 2020:
 - A. Monthly building loan mortgage or rent payment.
 - B. Monthly gas, electric and water utility bills.
7. Payroll expenses will not be eligible for grant or loan funds.
8. The grant funds are not available to those businesses that have received other forms of city financial assistance in the 2020 calendar year.
9. The grant funds will not be available after COVID-19 related state orders resulting in the subject business interruptions have been officially lifted.

INFORMATION

Applications and/or further information pertaining to the Emergency Business Assistance Grant Program can be obtained by contacting the Merrill City Administrator at 715-536-5594 or by email at: david.johnson@ci.merrill.wi.us.



MERRILL SMALL BUSINESS EMERGENCY SUPPORT PROGRAM GRANT APPLICATION

1. APPLICANT INFORMATION

Name _____

Address _____

Phone _____

E-Mail _____

2. BUSINESS INFORMATION

Business Name _____

Business Address _____

3. GRANT ELIGIBILITY CONFIRMATION

Is this a non-franchise business? YES / NO (circle one)

Was the business in operation and open to the general public as of March 17, 2020?
YES / NO (circle one); or

Is the business a strictly seasonal business that reasonably anticipated opening by April 24, 2020?
YES / NO (circle one)

How many employees did your business have as of March 17, 2020? _____

Is the business presently in a state of total closure or unable to operate one or more of the main facets of the business, as a result of any state-mandated closure order related to COVID-19 on or after March 17, 2020? YES / NO (circle one)

(continue to next page)

Please briefly describe how the state-mandated closure or business operation modification requirements are impacting your business (please feel free to add additional pages if necessary):

4. GRANT REQUEST SUMMARY

ELIGIBLE MONTHLY BUSINESS EXPENSES (MUST BECOME DUE AFTER MARCH 17, 2020)	EXPENSE AMOUNT
Building Loan Mortgage or Rent Payment	\$
Monthly Gas, Electric & Water/Sewer Utility Bills	\$
TOTAL GRANT REQUEST AMOUNT	\$

LOAN REQUEST SUMMARY

ELIGIBLE MONTHLY BUSINESS EXPENSES (MUST BECOME DUE AFTER MARCH 17, 2020)	EXPENSE AMOUNT
Building Loan Mortgage or Rent Payment	\$
Monthly Gas, Electric & Water/Sewer Utility Bills	\$
TOTAL LOAN REQUEST AMOUNT	\$

5. REQUIRED APPLICATION ATTACHMENTS

To receive full consideration, copies (PDF is acceptable) of all the statements/invoices for the above referenced eligible expenses that apply to the grant request must be included with the application.

6. CERTIFICATION

I, the undersigned, certify that I have received and read the criteria for receiving a City of Merrill Small Business Emergency Support Grant. I certify that all information provided herein is true and accurate to the best of my knowledge. I further certify that I have completed this application and have provided the required documented expenses in accordance with the grant guidelines.

Applicant Signature _____

Applicant Name (print or type) _____

Date _____

COMMUNITY DEVELOPMENT COMMITTEE MINUTES
Wednesday, March 6, 2019, City Hall, Merrill, WI

Present: Dan Schneider, Pete Koblitz, Adam Rekau, Tim Meehan, and Betsy Wiesneski.

Present: Kathy Unertl, City Finance Director, Dave Johnson, City Administrator and Shari Wicke, Community Development Program Coordinator

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

No public comment.

Agenda Item#4:

Shari Wicke presented the Community Development Growth 2018 report. No action at this time

Agenda Item #5:

Dave Johnson, City Administrator explained the request of \$100,000 for TID #7 is for interim financing would allow Redevelopment Authority (RDA) and Common Council to evaluate future borrowing options for TID. #7. Dave explained, with this loan the Redevelopment Authority (RDA) would loan to FreMarq manufacturing for the relocation of their curtain wall manufacturing business to 1101 N. Mill Street. RDA's agreement with FreMarq would require if less than 50 jobs, loan repayment to the City would be required vs. a grant.

Kathy Unertl, City Finance Director explained their request not to exceed three (3) year term with a 3% annual interest rate.

Motion made by Mr. Meehan to approve \$100,000. loan to City of Merrill at 3% annual interest rate and not to exceed a 3 year term; seconded by Mr. Rekau and motion carried.

There being no further business to discuss, Mr. Rekau made a motion to adjourn; seconded by Mr. Koblitz. The motion carried. Adjournment was at 8:20a.m.

Respectfully submitted,
Shari Wicke