



CITY OF MERRILL
COMMON COUNCIL
AGENDA • TUESDAY AUGUST 8, 2023

Regular Meeting	City Hall Council Chambers	7:00 PM
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To attend remotely call 315-992-6233 PIN 335 501 142 #

- I. Call to Order
- II. Invocation - Pastor Mike Southcomb - St Stephens United Church of Christ
- III. Pledge of Allegiance
- IV. Roll Call
- V. Public Comment
- VI. Minutes from previous meeting:
 1. Place the minutes from the July 11th Common Council meeting on file.
- VII. Revenue and Expense Reports:
 1. Discusson and approval of July Revenue and Expense Reports
- VIII. General Agenda Items:
 1. Employee Years of Service Recognition:
 - Christine Brahos - 25 years - Police Department
 - Andrea Bennett - 15 years - Library
 - Corey Nowak - 15 years - Fire Department
- IX. City Plan Commission:
 1. Consider the rezoning request from R-1 to Thoroughfare Commercial for a vacant property behind 1003 S Center Avenue in the City of Merrill including a 30 foot buffer on Pine Bluff Avenue (Plant Garden Center). The City Plan Commission recommends approval.
- X. Health and Safety Committee:
 1. Consider temporary Class "B" picnic licenses for the Lincoln County Fair Association for the dates of August 16, 17, 18, 19 and 20, 2023 at the Merrill Festival Grounds in conjunction with the 2023 Lincoln County Fair. The Health and Safety Committee recommends approval.
 2. Consideration from earlier Health & Safety special meeting concerning an Amusement Arcade Permit for Funtime Action Center, 1307 E Main Street, Merrill.
- XI. Board of Public Works:
 1. Consider allowing Geiss Meats/Little Florida Trailer Court to connect and dispose of sanitary waste to our system. The Board of Public Works recommends approval.

2. Consider the delinquent property bid of \$5,500.00 for 503 Wisconsin Street. The Board of Public Works recommends approval.
 3. Consider the delinquent property bid of \$25,695.00 for 1704 E Second Street. The Board of Public Works recommends approval.
- XII. Redevelopment Authority:
1. Consider listing the Lincoln County Highway G Industrial/Business Park (TID 13) with real estate broker, Tony "T.J." Morice from NAIPfefferle. The Redevelopment Authority recommends approval.
- XIII. Place Committee Reports on File:
1. Consider placing the following committee reports on file: City Plan, Transit Commission, TB Scott Library Board, Board of Public Works, Merrill Enrichment Center, Personnel and Finance, Health and Safety, Housing Authority, Committee of the Whole, Festival Grounds, Historic Preservation, Marketing and Communications, Airport Commission, Redevelopment Authority and Park and Recreation Commission.
- XIV. Resolutions:
1. A Resolution granting the Haunted Sawmill a street use permit in October for a period of 10 years at Hendricks Street, Merrill. This was recommended by the Board of Public Works Committee.
- XV. Mayor's Communications
- XVI. Adjournment

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
Tuesday, July 11, 2023 MINUTES
Regular Meeting City Hall Council Chambers 7:00 p.m.**

- I. Call to Order:** Mayor Hass called the meeting to order at 7:02 p.m. The meeting had a delayed start due to the Committee of the Whole meeting held previously in the evening. The following elected officials, department heads and residents were in attendance:

Elected Officials and Department Heads present: Mayor Hass, City Attorney Hayden, City Clerk Anderson-Malm, Finance Director Unertl, Public Works Director/City Engineer Akey, Library Director Ollhoff, Police Chief Bennett, Building Inspector/Zoning Administrator Pagel, Fire Chief Klug (remote), Enrichment Center Director Mrachek, Facilities Maintenance Manager Wszalek, and Library Director Ollhoff.

Excused: Park & Recreation Director Wendorf

Others in attendance: Hallie Savall, Nathan Meyer, Melissa and Joe Hoffman (Sunset Hollow) and Merrill Productions.

- II. Invocation** – Pastor Gustafson from Trinity Lutheran Church could not make it so a silent prayer was observed.

- III. Pledge of Allegiance** was recited.

- IV. Roll Call** was taken and the following alderperson's were in attendance:

Paul Russell – First District	Present
Michael "Gus" Caylor – Second District	Present
Vacant – Third District	Vacant
LaDonna Fermanich – Fourth District	Present
Dick Lupton – Fifth District	Present
Mike Rick - Sixth District	Present
Mark Weix – Seventh District	Present
Steve Sabatke – Eighth District	Present

- V. Public Comment** – There was no public comment.

- VI. Agenda item related to vacant District 3 Aldermanic position:**

Aldersperson Caylor made a motion to approve the recommendation from the Committee of Whole regarding Nathan Meyer to fill the vacant Aldermanic District 3 position. Aldersperson Russell seconded and the motion carried. The term will be until April 2024.

City Clerk Anderson-Malm gave the Oath of Office for Aldersperson in District 3 to Nathan Meyer and he took his seat for the duration of the meeting.

- VII. Minutes from previous meeting:**

Aldersperson Russell made a motion to approve the June 13th Common Council meeting minutes. Aldersperson Rick seconded and the motion carried.

- VIII. Revenue & Expense Reports:**

Aldersperson Caylor made a motion to approve the June 2023 revenue and expense reports. Aldersperson Lupton seconded and the motion carried.

IX. General Agenda Items:**1. Employee Years of Service Recognition:**

Dale Bacher – 35 years – Police Department

Angela Holz – 25 years – Merrill Utility

Mayor Hass congratulated both employees and thanked them for serving the Citizens of Merrill.

2. Consider the sale of the Knights of Columbus building at the Festival Grounds to the 4-H Leaders Association:

Aldersperson Rick made a motion to approve the sale of the Knights of Columbus building to the 4-H Leaders Association. Aldersperson Weix seconded and the motion carried. Aldersperson Weix pointed out the Knights representative should be Pete McConnell instead of Jim Finucan. City Attorney Hayden said the change would be made.

X. Committee of the Whole:

1. Consider recommendation from the July 11th Committee of the Whole relating to Election machines for 2024 - Aldersperson Weix made a motion to approve the Election machines for 2024. Aldersperson Lupton seconded and the motion carried.

XI. Health & Safety Committee:

1. Consider the change of applicant from Krist Oil Company naming Christina Jaeger the Agent for Krist Oil Company (Krist Food Mart #88) – Aldersperson Rick made a motion to approve the change of agent for Krist Oil Company to Christina Jaeger. Aldersperson Weix seconded and the motion carried.

2. Consider a Class B Combo license application for Sunset Hollow Ranch to operate Sunset Hollow Wine Bistro & Gifts at 813 E 1st Street – Aldersperson Caylor motioned to approve the Class B Combo license for Sunset Hollow Ranch. Aldersperson Russell seconded and the motion carried.

XII. Place Committee Reports on File:

Aldersperson Lupton made a motion to place the committee reports on file. Aldersperson Rick seconded and the motion carried.

XIII. Resolutions:

1. A Resolution honoring Rick Blake for his extended service and great contribution to the City of Merrill.

WHEREAS, Rick Blake is retiring as Third District Aldersperson of the City of Merrill; and,

WHEREAS, Rick Blake has served as an aldersperson for the City of Merrill since October 9, 2018; and,

WHEREAS, Rick Blake serves on the Merrill Transit Commission and played a vital part in the creation, execution and success of the City of Merrill's marketing and publicity efforts;

WHEREAS, the personal commitment and unselfish dedication Rick Blake has put forth has contributed greatly to the growth, 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 of Rick Blake's dedicated service; and,

WHEREAS, Rick Blake's cheerful manner 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 11th day of July, 2023, that the Common Council, and the people of Merrill officially acknowledge with deep appreciation the dedicated and faithful service Rick Blake has given to the City of Merrill and commend him for those years of service.

City Attorney Hayden read the Resolution. Alderperson Meyer made a motion to approve the Resolution. Alderperson Rick seconded and the motion carried.

2. The Resolution regarding Frank Romano, Best Share Mining LLC was withdrawn on July 10th. No further action was taken.

XIV. Mayor's Appointments:

LaDonna Fermanich to Chairperson of Marketing & Communications committee

Michael Caylor to Library Board

Nathan Meyer to the Enrichment Center Committee

Nathan Meyer to the Marketing & Communications committee

Alderperson Russell made a motion to approve the Mayor's Appointments. Alderperson Lupton seconded and the motion carried.

XV. Mayor's Communications:

Mayor Hass read the following communications:

City Band concerts are at Normal Park on Wednesday nights

Gazebo Nights starts Thursday, July 13th at Normal Park

Youth Softball Tournament is July 21 – 23

Quad racing at the Festival Grounds is July 29th

Black Squirrel Scurry is July 29th

Community Night Out is August 1st at the Festival Grounds

Lincoln County Fair is August 16th – 20th

Road projects have started

XVI. Adjournment:

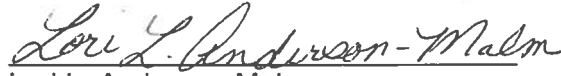
Alderperson Rick made a motion to adjourn. Alderperson Lupton seconded and the motion carried. The meeting was adjourned at 7:15 PM.

Minutes respectfully submitted by Lori L Anderson-Malm – City Clerk

Attachment: 2023-07-11 Council Minutes (10248 : Place the minutes from the July 11th Common Council meeting on file.)



Steve Hass
Mayor



Lori L. Anderson-Malm
City Clerk

I, Lori L. Anderson-Malm, City Clerk of the City of Merrill, Wisconsin, do hereby certify that the Mayor approved the above action of the Common Council on July 14th, 2023.



Lori L. Anderson-Malm
City Clerk

Attachment: 2023-07-11 Council Minutes (10248 : Place the minutes from the July 11th Common Council meeting on file.)



City of Merrill

Treasurer

Kathy Unertl, Finance Director
 1004 E 1st St, Merrill, WI 54452
 Phone: (715) 536-5594 | Fax: (715) 539-2668
 kathy.unertl@ci.merrill.wi.us

Date: August 2, 2023

To: Mayor Steve Hass
 Alderpersons

From: Kathy Unertl, Finance Director

RE: July 2023 - Revenue & Expense Reports

2022 Taxes – Settlement for June 2023 collections:

Attached is the July Tax Settlement summary for June 2023 tax payments. Delinquent real estate parcels have been transferred to Lincoln County Treasurer.

Revenues – General Fund:

Consistent with budgeted amounts except:

- Interest Income is already at \$152,807 which is \$123,201 more than the \$29,606 budgeted level for 2023. This significantly increased monthly amount will continue with the later start on infrastructure projects and will entirely offset the Water PILOT difference.
- Utility Payment in Lieu of Taxes (PILOT) is likely going to be about \$75,000 lower than 2023 budget based upon City Auditor 2022 calculation.

With 1/1/2024 revaluation, the Water PILOT will be about \$125,000 higher than 2022 and 2023 amounts.

Note: City received \$1,634,588.27 in State of Wisconsin funding (see following listing).

Expenses – General Fund:

Consistent with budgeted amounts. Key items to monitor:

- Diesel and Unleaded Fuel expenses.
- Wisconsin Public Service electric and natural gas expenses. Personnel & Finance Committee has requested updated review of the main City facilities every-other-month.

State of WI ACH Payments
Received Monday, 7/24/2023

State Shared Revenue - Part 1	\$758,860.41
Exempt Computer Aid - General	\$51,081.49
Exempt Computer Aid - TIDs	\$38,855.29
Video Services Provider Aid	\$24,324.37
Total	<u>\$873,121.56</u>

State Aids - 2022 Taxes (City retains until 8/11/2023)

School Levy Tax Credit	\$607,401.10
First Dollar Credit	\$154,065.61
Total	<u>\$761,466.71</u>
Total	<u>\$1,634,588.27</u>

**July Settlement of 2022 Tax Roll
General Property Tax Only**

Tax District: City of Merrill

County: Lincoln

Community Code: 35251

PART I	Taxes Levied	Percent	Allocated Share
A. 1.State Taxes	-	0.000000000	-
B. 1. Portion of State Special Charges Upon County	-		
2. Portion of County Tax Levied Over Entire Tax District	2,194,156.56		
3. Special Purpose			
4. Special Purpose			
5. Special Purpose			
Total County Taxes - Sum of B1 thru B5	2,194,156.56	0.169781690	90,290.68
C. Special District Codes and Names			
1.			
2.			
3.			
D. Other Special Purpose District Taxes			
1. Total Tax Increment (TIF)	1,900,980.80	0.147096036	78,226.34
2.			
3.			
4. Other State Special Charges			
5. County Special Charges			
6. All Other Town, Village or City Taxes	5,853,781.00	0.452959852	240,886.12
7. Surplus Funds Applied to Tax Roll			
8. Overrun - Underrun	(0.52)	-0.000000040	(0.02)
Total Tax District Taxes	7,754,761.28	0.600055848	319,112.44
E. School District Codes and Names			
1. Number 3500 School District of Merrill Area	2,423,069.65	0.187494761	99,710.57
2.			
3.			
4.			
5.			
1. Number 1500 North Central Technical College	551,411.73	0.042667701	22,690.88
2.			
3.			
G - 1. Total General Property Taxes - Real and Personal	12,923,399.22	1.000000000	531,804.57

Column 1.

Column 2.

Column 3.

Column 4.

* Must agree with Line 5 Part II.

PART II

Total Collections on Hand	\$513,708.44	(1)	
Less: Collections of Special Charges	\$0.00	(2)	
Less: Collections of Special Assessments	\$0.00	(3)	
Less: Collections of Delinquent Utilities	(\$1,516.16)	(4)	
Add: Delinquent Personal Property	\$19,395.33	Del PP	
Add: Prior Month RE Adjustment	\$216.96	RE FVZ	
Collections of General Property Taxes (Line 1 minus Lines 2, 3 and 4)	<u>\$531,804.57</u>	(5)	
Percentage (Line 5 Divided by Line 6)			<u>0.041150518</u>
Total General Property Taxes (Line G-1 From Part I)	<u>12,923,399.22</u>	(6)	

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,363,956.00	277,259.08	3,821,671.33	87.57	542,284.67
Intergovernmental	4,457,013.25	1,047,829.08	1,582,461.97	35.50	2,874,551.28
Licenses and Permits	40,120.00	1,600.00	38,126.00	95.03	1,994.00
Fines, Forfeits, & Pen.	117,500.00	12,375.26	85,413.16	72.69	32,086.84
Public Charges-Services	8,600.00	423.11	4,428.36	51.49	4,171.64
Miscellaneous Revenues	129,031.00	38,631.04	229,486.59	177.85	(100,455.59)
TOTAL Non-Departmental	9,116,220.25	1,378,117.57	5,761,587.41	63.20	3,354,632.84
<u>Municipal Court</u>					
Intergov Charges (Misc.)	8,175.00	210.00	3,122.00	38.19	5,053.00
TOTAL Municipal Court	8,175.00	210.00	3,122.00	38.19	5,053.00
<u>City Attorney</u>					
Intergov Charges (Misc.)	9,000.00	0.00	2,223.25	24.70	6,776.75
Miscellaneous Revenues	35,000.00	0.00	0.00	0.00	35,000.00
TOTAL City Attorney	44,000.00	0.00	2,223.25	5.05	41,776.75
<u>Mayor</u>					
Miscellaneous Revenues	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL Mayor	2,500.00	0.00	0.00	0.00	2,500.00
<u>City Administrator</u>					
Intergovernmental	45,000.00	0.00	0.00	0.00	45,000.00
Miscellaneous Revenues	17,667.00	0.00	0.00	0.00	17,667.00
TOTAL City Administrator	62,667.00	0.00	0.00	0.00	62,667.00
<u>Clerk/Treasurer Staff</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Clerk/Treasurer Staff	0.00	0.00	0.00	0.00	0.00
<u>Elections - AVERAGED</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Elections - AVERAGED	0.00	0.00	0.00	0.00	0.00
<u>Treasurer/Finance Dir.</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Licenses and Permits	400.00	1,875.04	4,036.33	9.08	(3,636.33)
Miscellaneous Revenues	43,826.00	0.00	0.00	0.00	43,826.00
TOTAL Treasurer/Finance Dir.	44,226.00	1,875.04	4,036.33	9.13	40,189.67

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Information Technology</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Information Technology	0.00	0.00	0.00	0.00	0.00
<u>City 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 City Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Over-Collected Taxes</u>					
Miscellaneous Revenues	750.00	0.00	45.21	6.03	704.79
TOTAL Over-Collected Taxes	750.00	0.00	45.21	6.03	704.79
<u>Police</u>					
Intergovernmental	184,774.00	0.00	18,555.78	10.04	166,218.22
Public Charges-Services	14,000.00	867.05	7,322.19	52.30	6,677.81
Intergov Charges (Misc.)	11,336.00	0.00	8,221.97	72.53	3,114.03
Miscellaneous Revenues	0.00	0.00	100.00	0.00	(100.00)
TOTAL Police	210,110.00	867.05	34,199.94	16.28	175,910.06
<u>Traffic Control</u>					
Miscellaneous Revenues	0.00	11,352.08	19,055.04	0.00	(19,055.04)
TOTAL Traffic Control	0.00	11,352.08	19,055.04	0.00	(19,055.04)
<u>Fire Protection</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	13,050.00	1,250.00	2,705.00	20.73	10,345.00
Intergov Charges (Misc.)	221,899.00	0.00	221,898.60	100.00	0.40
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection	234,949.00	1,250.00	224,603.60	95.60	10,345.40
<u>Ambulance/EMS</u>					
Intergovernmental	1,198,137.00	85,940.45	544,344.77	45.43	653,792.23
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Ambulance/EMS	1,198,137.00	85,940.45	544,344.77	45.43	653,792.23
<u>Bldg. Inspection/Zoning</u>					
Licenses and Permits	43,500.00	5,409.40	23,174.40	53.27	20,325.60
Miscellaneous Revenues	5,258.00	0.00	0.00	0.00	5,258.00
TOTAL Bldg. Inspection/Zoning	48,758.00	5,409.40	23,174.40	47.53	25,583.60
<u>Public Works/Engineer</u>					
Miscellaneous Revenues	123,733.00	0.00	0.00	0.00	123,733.00
TOTAL Public Works/Engineer	123,733.00	0.00	0.00	0.00	123,733.00

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Superintendent</u>					
Miscellaneous Revenues	22,427.00	0.00	0.00	0.00	22,427.00
TOTAL Street Superintendent	22,427.00	0.00	0.00	0.00	22,427.00
<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	368,500.00	31,722.79	190,179.50	51.61	178,320.50
Miscellaneous Revenues	0.00	348.75	438.75	0.00	(438.75)
TOTAL Operations Support (M&E)	368,500.00	32,071.54	190,618.25	51.73	177,881.75
<u>Roads</u>					
Intergovernmental	84,000.00	0.00	30,435.23	36.23	53,564.77
Licenses and Permits	0.00	0.00	800.00	0.00	(800.00)
Public Charges-Services	2,500.00	0.00	0.00	0.00	2,500.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Roads	86,500.00	0.00	31,235.23	36.11	55,264.77
<u>Snow and Ice</u>					
Intergovernmental	0.00	0.00	865.70	0.00	(865.70)
Public Charges-Services	10,000.00	0.00	2,200.00	22.00	7,800.00
TOTAL Snow and Ice	10,000.00	0.00	3,065.70	30.66	6,934.30
<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
<u>Street Painting-Marking</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Street Painting-Marking	0.00	0.00	0.00	0.00	0.00
<u>Street Leave Expenses</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Street Leave Expenses	0.00	0.00	0.00	0.00	0.00
<u>Street Lighting</u>					
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
<u>Stormwater Plan/Const.</u>					
Licenses and Permits	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	17,414.03	0.00	(17,414.03)
TOTAL Stormwater Plan/Const.	0.00	0.00	17,414.03	0.00	(17,414.03)

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Airport</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	26,000.00	5,070.00	21,115.66	81.21	4,884.34
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Airport	26,000.00	5,070.00	21,115.66	81.21	4,884.34
<u>Transit</u>					
Specials (Utility Rev.)	257,500.00	0.00	141,505.87	54.95	115,994.13
Intergovernmental	77,500.00	0.00	16,003.00	20.65	61,497.00
Public Charges-Services	122,000.00	5,396.90	56,719.83	46.49	65,280.17
Miscellaneous Revenues	2,500.00	3,505.56	5,098.56	203.94	(2,598.56)
TOTAL Transit	459,500.00	8,902.46	219,327.26	47.73	240,172.74
<u>Garbage Collection</u>					
Miscellaneous Revenues	1,000.00	230.60	629.19	62.92	370.81
TOTAL Garbage Collection	1,000.00	230.60	629.19	62.92	370.81
<u>Recycling</u>					
Intergovernmental	32,750.00	0.00	32,628.59	99.63	121.41
Miscellaneous Revenues	1,500.00	100.00	470.00	31.33	1,030.00
TOTAL Recycling	34,250.00	100.00	33,098.59	96.64	1,151.41
<u>Weed & Nuisance Control</u>					
Public Charges-Services	7,500.00	0.00	0.00	0.00	7,500.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Weed & Nuisance Control	7,500.00	0.00	0.00	0.00	7,500.00
<u>MEC - Enrichment</u>					
Intergovernmental	12,500.00	0.00	0.00	0.00	12,500.00
Public Charges-Services	15,649.00	0.00	0.00	0.00	15,649.00
TOTAL MEC - Enrichment	28,149.00	0.00	0.00	0.00	28,149.00
<u>Library</u>					
Intergovernmental	484,602.00	0.00	221,647.00	45.74	262,955.00
Public Charges-Services	2,600.00	63.30	3,164.82	121.72	(564.82)
Miscellaneous Revenues	0.00	1,832.42	7,832.42	0.00	(7,832.42)
TOTAL Library	487,202.00	1,895.72	232,644.24	47.75	254,557.76
<u>Parks</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	28,000.00	(66.35)	10,680.26	38.14	17,319.74
Miscellaneous Revenues	0.00	0.00	5,925.79	0.00	(5,925.79)
TOTAL Parks	28,000.00	(66.35)	16,606.05	59.31	11,393.95

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Recreation Programs</u>					
Public Charges-Services	50,500.00	(577.00)	29,704.36	58.82	20,795.64
TOTAL Recreation Programs	50,500.00	(577.00)	29,704.36	58.82	20,795.64
<u>Cable Franchise Adm</u>					
Licenses and Permits	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL Cable Franchise Adm	5,000.00	0.00	0.00	0.00	5,000.00
<u>MARC - Smith Center</u>					
Public Charges-Services	68,750.00	200.00	42,559.61	61.90	26,190.39
Miscellaneous Revenues	0.00	0.00	1,209.25	0.00	(1,209.25)
TOTAL MARC - Smith Center	68,750.00	200.00	43,768.86	63.66	24,981.14
<u>Aquatic Center</u>					
Intergovernmental	50,000.00	0.00	0.00	0.00	50,000.00
Public Charges-Services	90,000.00	19,773.32	40,826.49	45.36	49,173.51
TOTAL Aquatic Center	140,000.00	19,773.32	40,826.49	29.16	99,173.51
TOTAL REVENUE	12,917,503.25	1,552,621.88	7,496,445.86	58.03	5,421,057.39
EXPENDITURES					
<u>Common Council</u>					
Personnel Services	37,140.00	2,062.26	15,842.88	42.66	21,297.12
Contractual Services	3,500.00	0.00	458.33	13.10	3,041.67
Supplies & Expenses	9,635.00	662.14	5,144.92	53.40	4,490.08
TOTAL Common Council	50,275.00	2,724.40	21,446.13	42.66	28,828.87
<u>Municipal Court</u>					
Personnel Services	96,944.00	7,560.70	52,974.66	54.64	43,969.34
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	3,800.00	429.33	1,930.56	50.80	1,869.44
Capital Outlay	500.00	0.00	0.00	0.00	500.00
Technology	6,025.00	0.00	6,103.00	101.29	(78.00)
TOTAL Municipal Court	107,769.00	7,990.03	61,008.22	56.61	46,760.78
<u>City Attorney</u>					
Personnel Services	222,490.00	17,055.93	120,797.19	54.29	101,692.81
Contractual Services	16,500.00	2,441.03	11,057.21	67.01	5,442.79
Supplies & Expenses	6,250.00	614.25	3,235.52	51.77	3,014.48
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL City Attorney	245,240.00	20,111.21	135,089.92	55.08	110,150.08

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Mayor</u>					
Personnel Services	26,915.00	2,070.20	14,634.19	54.37	12,280.81
Supplies & Expenses	950.00	0.00	35.02	3.69	914.98
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Mayor	27,865.00	2,070.20	14,669.21	52.64	13,195.79
<u>City Administrator</u>					
Personnel Services	88,917.00	0.00	0.00	0.00	88,917.00
Contractual Services	650.00	0.00	0.00	0.00	650.00
Supplies & Expenses	12,100.00	0.00	0.00	0.00	12,100.00
Technology	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL City Administrator	102,667.00	0.00	0.00	0.00	102,667.00
<u>Personnel - HR</u>					
Contractual Services	9,750.00	255.05	3,488.80	35.78	6,261.20
Supplies & Expenses	250.00	0.00	0.00	0.00	250.00
TOTAL Personnel - HR	10,000.00	255.05	3,488.80	34.89	6,511.20
<u>City Clerk</u>					
Personnel Services	84,067.00	6,527.01	46,248.94	55.01	37,818.06
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	4,500.00	210.00	1,021.72	22.70	3,478.28
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	4,750.00	0.00	5,030.49	105.91	(280.49)
TOTAL City Clerk	93,817.00	6,737.01	52,301.15	55.75	41,515.85
<u>Clerk/Treasurer Staff</u>					
Personnel Services	166,740.00	11,098.43	93,562.10	56.11	73,177.90
Supplies & Expenses	2,550.00	218.98	889.40	34.88	1,660.60
TOTAL Clerk/Treasurer Staff	169,290.00	11,317.41	94,451.50	55.79	74,838.50
<u>Elections - AVERAGED</u>					
Personnel Services	27,975.00	0.00	14,524.88	51.92	13,450.12
Contractual Services	11,500.00	0.00	227.50	1.98	11,272.50
Supplies & Expenses	6,025.00	0.00	1,787.11	29.66	4,237.89
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Technology	0.00	0.00	600.00	0.00	(600.00)
TOTAL Elections - AVERAGED	45,500.00	0.00	17,139.49	37.67	28,360.51
<u>Treasurer/Finance Dir.</u>					
Personnel Services	126,952.00	9,867.28	69,886.76	55.05	57,065.24
Contractual Services	6,350.00	98.53	1,322.94	20.83	5,027.06
Supplies & Expenses	26,150.00	3,180.05	21,449.57	82.03	4,700.43
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Treasurer/Finance Dir.	159,452.00	13,145.86	92,659.27	58.11	66,792.73

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CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Information Technology</u>					
Personnel Services	72,605.00	4,326.54	36,585.63	50.39	36,019.37
Technology	107,395.00	4,582.42	43,426.38	40.44	63,968.62
TOTAL Information Technology	180,000.00	8,908.96	80,012.01	44.45	99,987.99
<u>Assessment of Property</u>					
Contractual Services	32,000.00	7,125.00	21,375.00	66.80	10,625.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Assessment of Property	32,000.00	7,125.00	21,375.00	66.80	10,625.00
<u>Independent Auditing</u>					
Contractual Services	17,250.00	0.00	19,691.21	114.15	(2,441.21
Technology	1,540.00	0.00	1,548.00	100.52	(8.00
TOTAL Independent Auditing	18,790.00	0.00	21,239.21	113.03	(2,449.21
<u>City Maintenance</u>					
Personnel Services	130,740.00	10,397.74	72,543.02	55.49	58,196.98
Contractual Services	79,160.00	4,000.09	58,759.20	74.23	20,400.80
Supplies & Expenses	15,800.00	1,154.62	10,227.24	64.73	5,572.76
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	7,000.00	317.25	3,445.17	49.22	3,554.83
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL City Maintenance	232,700.00	15,869.70	144,974.63	62.30	87,725.37
<u>City Maint-Library</u>					
Personnel Services	0.00	0.00	1,120.14	0.00	(1,120.14
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL City Maint-Library	0.00	0.00	1,120.14	0.00	(1,120.14
<u>City Maint-Fire Station</u>					
Personnel Services	0.00	0.00	31.27	0.00	(31.27
TOTAL City Maint-Fire Station	0.00	0.00	31.27	0.00	(31.27
<u>Livingston Building</u>					
Contractual Services	2,500.00	133.27	1,555.61	62.22	944.39
TOTAL Livingston Building	2,500.00	133.27	1,555.61	62.22	944.39
<u>Over-Collected Taxes</u>					
Supplies & Expenses	600.00	203.70	556.28	92.71	43.72
TOTAL Over-Collected Taxes	600.00	203.70	556.28	92.71	43.72
<u>Insurance/Employee</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	358,250.00	942.73	283,641.64	79.17	74,608.36
TOTAL Insurance/Employee	358,250.00	942.73	283,641.64	79.17	74,608.36

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Police</u>					
Personnel Services	2,696,139.00	186,338.46	1,396,906.23	51.81	1,299,232.77
Contractual Services	47,600.00	1,757.77	36,928.79	77.58	10,671.21
Supplies & Expenses	79,250.00	5,911.19	29,252.37	36.91	49,997.63
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	11,000.00	0.00	0.00	0.00	11,000.00
Technology	29,000.00	62.00	2,655.80	9.16	26,344.20
TOTAL Police	2,862,989.00	194,069.42	1,465,743.19	51.20	1,397,245.81
<u>Traffic Control</u>					
Personnel Services	10,192.00	2,417.71	4,754.42	46.65	5,437.58
Supplies & Expenses	15,758.00	685.10	7,141.70	45.32	8,616.30
TOTAL Traffic Control	25,950.00	3,102.81	11,896.12	45.84	14,053.88
<u>Fire Protection</u>					
Personnel Services	1,580,299.00	108,860.53	842,230.59	53.30	738,068.41
Contractual Services	24,125.00	1,828.65	15,455.29	64.06	8,669.71
Supplies & Expenses	71,000.00	4,421.50	25,512.46	35.93	45,487.54
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Technology	6,000.00	389.47	4,075.66	67.93	1,924.34
TOTAL Fire Protection	1,681,424.00	115,500.15	887,274.00	52.77	794,150.00
<u>Fire Protection-Hydrants</u>					
Contractual Services	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection-Hydrants	0.00	0.00	0.00	0.00	0.00
<u>Ambulance/EMS</u>					
Personnel Services	1,064,820.00	75,643.11	561,659.02	52.75	503,160.98
Contractual Services	24,850.00	1,828.67	15,452.27	62.18	9,397.73
Supplies & Expenses	101,967.00	4,558.73	45,578.75	44.70	56,388.25
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Technology	6,500.00	389.48	4,074.72	62.69	2,425.28
TOTAL Ambulance/EMS	1,198,137.00	82,419.99	626,764.76	52.31	571,372.24
<u>Bldg. Inspection/Zoning</u>					
Personnel Services	158,525.00	12,596.66	89,159.86	56.24	69,365.14
Contractual Services	450.00	11.22	67.31	14.96	382.69
Supplies & Expenses	3,975.00	88.83	1,672.21	42.07	2,302.79
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Bldg. Inspection/Zoning	162,950.00	12,696.71	90,899.38	55.78	72,050.62
<u>City Sealer</u>					
Contractual Services	4,800.00	0.00	2,000.00	41.67	2,800.00
TOTAL City Sealer	4,800.00	0.00	2,000.00	41.67	2,800.00

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Public Works/Engineer					
Personnel Services	123,233.00	6,345.80	44,931.25	36.46	78,301.75
Contractual Services	1,500.00	0.00	2,863.75	190.92	(1,363.75)
Supplies & Expenses	2,000.00	84.77	596.75	29.84	1,403.25
Technology	2,000.00	0.00	154.57	7.73	1,845.43
TOTAL Public Works/Engineer	128,733.00	6,430.57	48,546.32	37.71	80,186.68
Street Commissioner					
Personnel Services	4,305.00	331.24	2,341.53	54.39	1,963.47
Contractual Services	250.00	22.42	134.57	53.83	115.43
Supplies & Expenses	800.00	148.69	225.76	28.22	574.24
TOTAL Street Commissioner	5,355.00	502.35	2,701.86	50.45	2,653.14
Street Superintendent					
Personnel Services	104,677.00	7,845.50	54,995.13	52.54	49,681.87
Supplies & Expenses	1,200.00	0.00	673.91	56.16	526.09
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Street Superintendent	105,877.00	7,845.50	55,669.04	52.58	50,207.96
Garage Maintenance					
Personnel Services	200.00	268.37	268.37	134.19	(68.37)
Contractual Services	29,850.00	886.75	25,123.56	84.17	4,726.44
Supplies & Expenses	18,500.00	554.65	7,527.45	40.69	10,972.55
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	48,550.00	1,709.77	32,919.38	67.81	15,630.62
Operations Support (M&E)					
Personnel Services	217,924.00	16,977.46	128,387.92	58.91	89,536.08
Contractual Services	3,024.00	0.00	2,736.00	90.48	288.00
Supplies & Expenses	381,850.00	40,316.40	279,637.28	73.23	102,212.72
Technology	575.00	0.00	0.00	0.00	575.00
TOTAL Operations Support (M&E)	603,373.00	57,293.86	410,761.20	68.08	192,611.80
Roads					
Personnel Services	237,959.00	8,030.27	112,066.22	47.09	125,892.78
Supplies & Expenses	95,250.00	8,760.69	63,275.22	66.43	31,974.78
TOTAL Roads	333,209.00	16,790.96	175,341.44	52.62	157,867.56
Street Cleaning					
Personnel Services	48,495.00	3,761.47	20,137.19	41.52	28,357.81
Supplies & Expenses	2,900.00	19.25	1,141.48	39.36	1,758.52
TOTAL Street Cleaning	51,395.00	3,780.72	21,278.67	41.40	30,116.33
Snow and Ice					
Personnel Services	199,474.00	0.00	165,164.07	82.80	34,309.93
Contractual Services	1,600.00	0.00	1,575.00	98.44	25.00
Supplies & Expenses	69,500.00	0.00	47,364.06	68.15	22,135.94
TOTAL Snow and Ice	270,574.00	0.00	214,103.13	79.13	56,470.87

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Stormwater Maintenance</u>					
Personnel Services	37,900.00	1,836.08	13,080.41	34.51	24,819.59
Contractual Services	2,000.00	0.00	0.00	0.00	2,000.00
Supplies & Expenses	22,500.00	6,798.98	21,876.57	97.23	623.43
TOTAL Stormwater Maintenance	62,400.00	8,635.06	34,956.98	56.02	27,443.02
<u>Street Painting-Marking</u>					
Personnel Services	19,800.00	5,526.25	12,583.02	63.55	7,216.98
Supplies & Expenses	20,000.00	0.00	8,280.25	41.40	11,719.75
TOTAL Street Painting-Marking	39,800.00	5,526.25	20,863.27	52.42	18,936.73
<u>Street Leave Expenses</u>					
Personnel Services	69,452.00	5,200.92	25,975.10	37.40	43,476.90
TOTAL Street Leave Expenses	69,452.00	5,200.92	25,975.10	37.40	43,476.90
<u>Street Lighting</u>					
Personnel Services	0.00	0.00	403.43	0.00	(403.43
Contractual Services	159,500.00	13,075.35	83,550.09	52.38	75,949.91
Capital Outlay	2,000.00	0.00	0.00	0.00	2,000.00
TOTAL Street Lighting	161,500.00	13,075.35	83,953.52	51.98	77,546.48
<u>Stormwater Plan/Const.</u>					
Contractual Services	4,000.00	0.00	2,500.00	62.50	1,500.00
TOTAL Stormwater Plan/Const.	4,000.00	0.00	2,500.00	62.50	1,500.00
<u>Airport</u>					
Personnel Services	981.00	66.92	563.25	57.42	417.75
Contractual Services	118,669.00	7,413.30	73,413.83	61.86	45,255.17
Supplies & Expenses	22,825.00	4,175.39	12,717.64	55.72	10,107.36
TOTAL Airport	142,475.00	11,655.61	86,694.72	60.85	55,780.28
<u>Transit</u>					
Personnel Services	409,161.00	28,630.77	209,314.35	51.16	199,846.65
Contractual Services	4,000.00	120.81	3,141.25	78.53	858.75
Supplies & Expenses	93,350.00	4,328.36	34,668.30	37.14	58,681.70
Fixed Charges	32,325.00	0.00	31,111.40	96.25	1,213.60
Technology	4,995.00	157.01	3,651.06	73.09	1,343.94
TOTAL Transit	543,831.00	33,236.95	281,886.36	51.83	261,944.64
<u>Garbage Collection</u>					
Personnel Services	98,488.00	5,672.53	37,925.26	38.51	60,562.74
Supplies & Expenses	112,900.00	11,947.39	65,348.24	57.88	47,551.76
Capital Outlay	50,000.00	3,291.24	26,855.45	53.71	23,144.55
TOTAL Garbage Collection	261,388.00	20,911.16	130,128.95	49.78	131,259.05

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SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Recycling</u>					
Personnel Services	125,779.00	6,820.06	41,125.33	32.70	84,653.67
Supplies & Expenses	107,950.00	11,279.10	69,161.13	64.07	38,788.87
TOTAL Recycling	233,729.00	18,099.16	110,286.46	47.19	123,442.54
<u>Weed & Nuisance Control</u>					
Personnel Services	10,765.00	2,115.73	3,329.87	30.93	7,435.13
Contractual Services	250.00	0.00	0.00	0.00	250.00
Supplies & Expenses	1,500.00	0.00	528.00	35.20	972.00
TOTAL Weed & Nuisance Control	12,515.00	2,115.73	3,857.87	30.83	8,657.13
<u>Health Officer</u>					
Personnel Services	5,813.00	0.00	2,906.56	50.00	2,906.44
Supplies & Expenses	75.00	0.00	0.00	0.00	75.00
TOTAL Health Officer	5,888.00	0.00	2,906.56	49.36	2,981.44
<u>MEC - Enrichment</u>					
Personnel Services	164,485.00	12,358.25	87,297.68	53.07	77,187.32
Contractual Services	600.00	66.29	399.62	66.60	200.38
Supplies & Expenses	1,975.00	90.99	209.98	10.63	1,765.02
Technology	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL MEC - Enrichment	168,060.00	12,515.53	87,907.28	52.31	80,152.72
<u>Library</u>					
Personnel Services	794,981.00	59,567.00	410,228.21	51.60	384,752.79
Contractual Services	47,400.00	7,042.53	36,456.51	76.91	10,943.49
Supplies & Expenses	47,500.00	3,957.57	36,932.12	77.75	10,567.88
Fixed Charges	9,400.00	0.00	2,507.00	26.67	6,893.00
Capital Outlay	0.00	0.00	2,534.56	0.00	2,534.56
Print Media - Library	51,000.00	2,554.07	23,174.45	45.44	27,825.55
Non-Print Media-Library	16,001.00	1,139.12	9,393.70	58.71	6,607.30
Technology	45,363.00	2,103.28	24,061.22	53.04	21,301.78
TOTAL Library	1,011,645.00	76,363.57	545,287.77	53.90	466,357.23
<u>Parks</u>					
Personnel Services	309,796.00	31,041.27	163,266.45	52.70	146,529.55
Contractual Services	34,000.00	4,056.30	14,971.83	44.03	19,028.17
Supplies & Expenses	46,950.00	7,086.26	31,527.10	67.15	15,422.90
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	18,500.00	166.63	6,097.35	32.96	12,402.65
TOTAL Parks	409,246.00	42,350.46	215,862.73	52.75	193,383.27
<u>Athletic Park Lights</u>					
Contractual Services	1,750.00	0.00	472.13	26.98	1,277.87
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Athletic Park Lights	1,750.00	0.00	472.13	26.98	1,277.87

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Ott's Park Lights					
Contractual Services	1,450.00	193.15	501.74	34.60	948.26
Supplies & Expenses	50.00	0.00	0.00	0.00	50.00
TOTAL Ott's Park Lights	1,500.00	193.15	501.74	33.45	998.26
Recreation Programs					
Personnel Services	217,738.00	27,395.26	111,702.86	51.30	106,035.14
Contractual Services	5,450.00	229.66	5,516.69	101.22	(66.69
Supplies & Expenses	23,325.00	554.68	13,417.34	57.52	9,907.66
TOTAL Recreation Programs	246,513.00	28,179.60	130,636.89	52.99	115,876.11
Community/Events					
Personnel Services	3,300.00	217.55	1,739.69	52.72	1,560.31
Supplies & Expenses	20,200.00	0.00	14,590.00	72.23	5,610.00
TOTAL Community/Events	23,500.00	217.55	16,329.69	69.49	7,170.31
Decorations & Banners					
Personnel Services	2,775.00	0.00	881.57	31.77	1,893.43
Contractual Services	300.00	0.00	325.61	108.54	(25.61
Supplies & Expenses	5,000.00	0.00	0.00	0.00	5,000.00
Capital Outlay	1,500.00	0.00	1,094.00	72.93	406.00
TOTAL Decorations & Banners	9,575.00	0.00	2,301.18	24.03	7,273.82
Outside Agencies					
Supplies & Expenses	40,889.00	1,000.00	34,388.65	84.10	6,500.35
TOTAL Outside Agencies	40,889.00	1,000.00	34,388.65	84.10	6,500.35
MARC - Smith Center					
Personnel Services	40,850.00	4,627.39	25,436.68	62.27	15,413.31
Contractual Services	52,450.00	3,144.10	31,038.02	59.18	21,411.98
Supplies & Expenses	13,150.00	1,325.23	5,861.66	44.58	7,288.34
Capital Outlay	5,000.00	253.00	3,338.63	66.77	1,661.37
TOTAL MARC - Smith Center	111,450.00	9,349.72	65,674.99	58.93	45,775.01
Aquatic Center					
Personnel Services	94,430.00	38,243.71	50,032.15	52.98	44,397.89
Contractual Services	52,170.00	7,209.16	11,188.37	21.45	40,981.63
Supplies & Expenses	50,900.00	8,668.03	24,217.11	47.58	26,682.89
Technology	2,500.00	0.00	1,176.00	47.04	1,324.00
TOTAL Aquatic Center	200,000.00	54,120.90	86,613.63	43.31	113,386.31
Economic Development					
Contractual Services	20,200.00	0.00	20,200.00	100.00	0.00
TOTAL Economic Development	20,200.00	0.00	20,200.00	100.00	0.00

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Transfers</u>					
Transfers	26,945.00	0.00	26,945.00	100.00	0.00
TOTAL Transfers	26,945.00	0.00	26,945.00	100.00	0.00
TOTAL EXPENDITURES	13,128,282.00	942,424.01	7,109,789.44	54.16	6,018,492.56
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(210,778.75)	610,197.87	386,656.42	0.00	(597,435.17)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

20 -Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Remediation Action</u>					
Taxes (or Utility Rev.)	26,945.00	0.00	26,945.00	100.00	0.00
TOTAL Remediation Action	26,945.00	0.00	26,945.00	100.00	0.00
TOTAL REVENUE	26,945.00	0.00	26,945.00	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>Remediation Action</u>					
Personnel Services	11,280.00	1,641.99	6,790.18	60.20	4,489.82
Contractual Services	19,767.00	1,346.04	15,041.65	76.09	4,725.35
Capital Outlay	0.00	0.00	4,826.18	0.00	(4,826.18)
TOTAL Remediation Action	31,047.00	2,988.03	26,658.01	85.86	4,388.99
TOTAL EXPENDITURES	31,047.00	2,988.03	26,658.01	85.86	4,388.99
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(4,102.00)	(2,988.03)	286.99	0.00	(4,388.99)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

21 -Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Police-SRO</u>					
Taxes (or Utility Rev.)	62,661.00	0.00	62,661.00	100.00	0.00
Intergovernmental	65,161.00	31,039.08	31,039.08	47.63	34,121.92
TOTAL Police-SRO	127,822.00	31,039.08	93,700.08	73.31	34,121.92
 <u>Police-23rd Officer</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Police-23rd Officer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	127,822.00	31,039.08	93,700.08	73.31	34,121.92
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>Police-SRO</u>					
Personnel Services	124,922.00	8,897.11	62,905.95	50.36	62,016.05
Supplies & Expenses	500.00	0.00	279.00	55.80	221.00
Fixed Charges	2,400.00	0.00	1,968.00	82.00	432.00
TOTAL Police-SRO	127,822.00	8,897.11	65,152.95	50.97	62,669.05
 <u>Police-23rd Officer</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
TOTAL Police-23rd Officer	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	127,822.00	8,897.11	65,152.95	50.97	62,669.05
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	22,141.97	28,547.13	0.00	(28,547.13
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Merrill Festival Grounds</u>					
Taxes (or Utility Rev.)	46,000.00	0.00	46,000.00	100.00	0.00
Public Charges-Services	12,500.00	0.00	11,511.25	92.09	988.75
Miscellaneous Revenues	4,750.00	0.00	1,162.97	24.48	3,587.03
TOTAL Merrill Festival Grounds	63,250.00	0.00	58,674.22	92.77	4,575.78
<u>Room Tax</u>					
Taxes (or Utility Rev.)	125,000.00	8,255.06	59,740.18	47.79	65,259.82
TOTAL Room Tax	125,000.00	8,255.06	59,740.18	47.79	65,259.82
<u>Bierman Building</u>					
Public Charges-Services	9,500.00	800.00	9,200.00	96.84	300.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Bierman Building	9,500.00	800.00	9,200.00	96.84	300.00
TOTAL REVENUE	197,750.00	9,055.06	127,614.40	64.53	70,135.60
=====					
EXPENDITURES					
=====					
<u>Merrill Festival Grounds</u>					
Personnel Services	10,965.00	58.88	2,753.96	25.12	8,211.04
Contractual Services	35,964.00	1,773.56	10,323.82	28.71	25,640.18
Supplies & Expenses	6,500.00	23.97	1,452.06	22.34	5,047.94
Capital Outlay	15,700.00	0.00	2,590.40	16.50	13,109.60
TOTAL Merrill Festival Grounds	69,129.00	1,856.41	17,120.24	24.77	52,008.76
<u>Room Tax</u>					
Supplies & Expenses	98,000.00	0.00	40,327.64	41.15	57,672.36
TOTAL Room Tax	98,000.00	0.00	40,327.64	41.15	57,672.36
<u>Bierman Building</u>					
Personnel Services	11,052.00	497.36	7,529.79	68.13	3,522.21
Contractual Services	18,750.00	2,684.45	13,088.90	69.81	5,661.10
Supplies & Expenses	4,125.00	229.10	2,840.15	68.85	1,284.85
Capital Outlay	0.00	96.00	3,203.00	0.00	(3,203.00)
TOTAL Bierman Building	33,927.00	3,506.91	26,661.84	78.59	7,265.16
TOTAL EXPENDITURES	201,056.00	5,363.32	84,109.72	41.83	116,946.28
=====					
REVENUES OVER/ (UNDER) EXPENDITURES	(3,306.00)	3,691.74	43,504.68	0.00	(46,810.68)
=====					

*** END OF REPORT ***

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

25 -Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	229,525.00	24,046.48	125,169.53	54.53	104,355.47
TOTAL CDBG Grants/Loans	229,525.00	24,046.48	125,169.53	54.53	104,355.47
<u>Community Development</u>					
Taxes (or Utility Rev.)	10,000.00	0.00	10,000.00	100.00	0.00
Intergov Charges (Misc.)	34,500.00	0.00	0.00	0.00	34,500.00
TOTAL Community Development	44,500.00	0.00	10,000.00	22.47	34,500.00
TOTAL REVENUE	274,025.00	24,046.48	135,169.53	49.33	138,855.47
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>CDBG Grants/Loans</u>					
Special Services	150,500.00	16,556.36	179,623.78	119.35	(29,123.78
TOTAL CDBG Grants/Loans	150,500.00	16,556.36	179,623.78	119.35	(29,123.78
<u>Community Development</u>					
Personnel Services	48,737.00	3,803.09	26,892.13	55.18	21,844.87
Contractual Services	400.00	11.21	67.26	16.82	332.74
Supplies & Expenses	1,975.00	0.00	522.46	26.45	1,452.54
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Community Development	51,112.00	3,814.30	27,481.85	53.77	23,630.15
TOTAL EXPENDITURES	201,612.00	20,370.66	207,105.63	102.72	(5,493.63
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	72,413.00	3,675.82	(71,936.10)	0.00	144,349.10
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

27 -Merrill Airport Fuel

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
Aviation Fuel					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	76,000.00	15,444.73	32,207.01	42.38	43,792.99
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Aviation Fuel	76,000.00	15,444.73	32,207.01	42.38	43,792.99
TOTAL REVENUE	76,000.00	15,444.73	32,207.01	42.38	43,792.99
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
Aviation Fuel					
Contractual Services	4,925.00	268.96	1,806.06	36.67	3,118.94
Special Services	78,000.00	38,949.26	39,501.46	50.64	38,498.54
Fixed Charges	5,625.00	0.00	762.50	13.56	4,862.50
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Aviation Fuel	88,550.00	39,218.22	42,070.02	47.51	46,479.98
TOTAL EXPENDITURES	88,550.00	39,218.22	42,070.02	47.51	46,479.98
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(12,550.00)	(23,773.49)	(9,863.01)	0.00	(2,686.99)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

30 -Debt Service

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Debt Service</u>					
Taxes (or Utility Rev.)	3,095,643.48	1,661.02	1,890,214.85	61.06	1,205,428.63
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
Other Financing Sources	37,870.00	0.00	14,722.00	38.88	23,148.00
TOTAL Debt Service	3,133,513.48	1,661.02	1,904,936.85	60.79	1,228,576.63
TOTAL REVENUE	3,133,513.48	1,661.02	1,904,936.85	60.79	1,228,576.63
=====					
EXPENDITURES					
=====					
<u>Debt Service</u>					
Debt Service	1,791,352.36	0.00	377,181.82	21.06	1,414,170.54
TOTAL Debt Service	1,791,352.36	0.00	377,181.82	21.06	1,414,170.54
<u>TID - Debt Service</u>					
Debt Service	1,336,604.48	0.00	134,064.53	10.03	1,202,539.95
TOTAL TID - Debt Service	1,336,604.48	0.00	134,064.53	10.03	1,202,539.95
TOTAL EXPENDITURES	3,127,956.84	0.00	511,246.35	16.34	2,616,710.49
=====					
REVENUES OVER/ (UNDER) EXPENDITURES	5,556.64	1,661.02	1,393,690.50	0.00	(1,388,133.86)
=====					

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discusson and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #3 - East Side</u>					
Taxes (or Utility Rev.)	991,440.08	78,226.34	844,731.41	85.20	146,708.67
Intergovernmental	<u>47,294.52</u>	<u>12,672.90</u>	<u>47,294.42</u>	<u>100.00</u>	<u>0.10</u>
TOTAL TID #3 - East Side	1,038,734.60	90,899.24	892,025.83	85.88	146,708.77
 <u>TID #3 -Festival Grounds</u>					
Taxes (or Utility Rev.)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #3 -Festival Grounds	0.00	0.00	0.00	0.00	0.00
 <u>TID #3 - Idle Sites Grant</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #3 - Idle Sites Grant	0.00	0.00	0.00	0.00	0.00
 <u>TID #3 - Wal-Mart Dev.</u>					
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #3 - Wal-Mart Dev.	0.00	0.00	0.00	0.00	0.00
 TOTAL REVENUE					
	<u>1,038,734.60</u>	<u>90,899.24</u>	<u>892,025.83</u>	<u>85.88</u>	<u>146,708.77</u>
 EXPENDITURES					
=====					
<u>TID #3 - East Side</u>					
Personnel Services	3,800.00	0.00	0.00	0.00	3,800.00
Contractual Services	2,650.00	0.00	2,400.00	90.57	250.00
Special Services	25,000.00	0.00	0.00	0.00	25,000.00
Fixed Charges	792,982.00	0.00	33,166.00	4.18	759,816.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Transfers	<u>237,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>237,500.00</u>
TOTAL TID #3 - East Side	1,061,932.00	0.00	35,566.00	3.35	1,026,366.00
 <u>TID #3 -Festival Grounds</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #3 -Festival Grounds	0.00	0.00	0.00	0.00	0.00
 <u>TID #3 - Idle Sites Grant</u>					
Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #3 - Idle Sites Grant	0.00	0.00	0.00	0.00	0.00

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
TID #3 - Wal-Mart Dev.					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 - Wal-Mart Dev.	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,061,932.00	0.00	35,566.00	3.35	1,026,366.00
REVENUES OVER/ (UNDER) EXPENDITURES	(23,197.40)	90,899.24	856,459.83	0.00	(879,657.23)

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

44 -TID #4 - Thielman/P Ridge

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #4 -Thielman/P Ridge</u>					
Taxes (or Utility Rev.)	167,685.32	0.00	167,685.32	100.00	0.00
Intergovernmental	23,877.64	13,161.47	23,877.64	100.00	0.00
TOTAL TID #4 -Thielman/P Ridge	191,562.96	13,161.47	191,562.96	100.00	0.00
TOTAL REVENUE	191,562.96	13,161.47	191,562.96	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #4 -Thielman/P Ridge</u>					
Personnel Services	6,325.00	0.00	0.00	0.00	6,325.00
Contractual Services	2,400.00	0.00	1,984.00	82.67	416.00
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	96,559.00	0.00	1,875.00	1.94	94,684.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Transfers	115,000.00	0.00	0.00	0.00	115,000.00
TOTAL TID #4 -Thielman/P Ridge	220,284.00	0.00	3,859.00	1.75	216,425.00
TOTAL EXPENDITURES	220,284.00	0.00	3,859.00	1.75	216,425.00
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(28,721.04)	13,161.47	187,703.96	0.00	(216,425.00)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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.)	14,131.63	0.00	14,131.63	100.00	0.00
Intergovernmental	<u>137.00</u>	<u>137.21</u>	<u>137.21</u>	<u>100.15</u>	(<u>0.21</u>
TOTAL TID #5 - Hwy 107/Taylor	14,268.63	137.21	14,268.84	100.00	(0.21
 TOTAL REVENUE	 <u>14,268.63</u>	 <u>137.21</u>	 <u>14,268.84</u>	 <u>100.00</u>	 (<u>0.21</u>
EXPENDITURES =====					
<u>TID #5 - Hwy 107/Taylor</u>					
Personnel Services	376.00	0.00	0.00	0.00	376.00
Contractual Services	400.00	0.00	650.00	162.50	(250.00
Fixed Charges	2,317.00	0.00	413.86	17.86	1,903.14
Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #5 - Hwy 107/Taylor	3,093.00	0.00	1,063.86	34.40	2,029.14
 TOTAL EXPENDITURES	 <u>3,093.00</u>	 <u>0.00</u>	 <u>1,063.86</u>	 <u>34.40</u>	 <u>2,029.14</u>
 REVENUES OVER/(UNDER) EXPENDITURES	 <u>11,175.63</u>	 <u>137.21</u>	 <u>13,204.98</u>	 <u>0.00</u>	 (<u>2,029.35</u>

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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.)	113,251.78	0.00	113,251.78	100.00	0.00
Intergovernmental	2,844.00	2,844.45	2,844.45	100.02	(0.45
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #6 - Downtown	116,095.78	2,844.45	116,096.23	100.00	(0.45
TOTAL REVENUE	116,095.78	2,844.45	116,096.23	100.00	(0.45
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
TID #6 - Downtown					
Personnel Services	2,985.00	0.00	0.00	0.00	2,985.00
Contractual Services	2,400.00	0.00	2,650.00	110.42	(250.00
Special Services	10,000.00	0.00	2,044.62	20.45	7,955.38
Fixed Charges	32,271.00	0.00	4,854.68	15.04	27,416.32
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #6 - Downtown	47,656.00	0.00	9,549.30	20.04	38,106.70
TOTAL EXPENDITURES	47,656.00	0.00	9,549.30	20.04	38,106.70
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	68,439.78	2,844.45	106,546.93	0.00	(38,107.15
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

47 -TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #7 - N Center Ave</u>					
Taxes (or Utility Rev.)	552,655.70	0.00	152,655.70	27.62	400,000.00
Intergovernmental	1,476.00	1,475.77	1,475.77	99.98	0.23
Miscellaneous Revenues	60,000.00	0.00	0.00	0.00	60,000.00
TOTAL TID #7 - N Center Ave	614,131.70	1,475.77	154,131.47	25.10	460,000.23
TOTAL REVENUE	614,131.70	1,475.77	154,131.47	25.10	460,000.23
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #7 - N Center Ave</u>					
Personnel Services	9,575.00	0.00	804.73	8.40	8,770.27
Contractual Services	12,900.00	0.00	2,650.00	20.54	10,250.00
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	164,425.00	0.00	2,212.50	1.35	162,212.50
Capital Outlay	390,000.00	0.00	996.80	0.26	389,003.20
TOTAL TID #7 - N Center Ave	576,900.00	0.00	6,664.03	1.16	570,235.97
TOTAL EXPENDITURES	576,900.00	0.00	6,664.03	1.16	570,235.97
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	37,231.70	1,475.77	147,467.44	0.00	(110,235.74
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

48 -TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #8 - West Side</u>					
Taxes (or Utility Rev.)	628,440.41	0.00	128,440.41	20.44	500,000.00
Intergovernmental	3,668.00	3,667.68	3,667.68	99.99	0.32
Public Charges-Services	200.00	0.00	175.00	87.50	25.00
Miscellaneous Revenues	50,000.00	0.00	0.00	0.00	50,000.00
TOTAL TID #8 - West Side	682,308.41	3,667.68	132,283.09	19.39	550,025.32
<u>TID #8 - 201 S Prospect</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL TID #8 - 201 S Prospect	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	682,308.41	3,667.68	132,283.09	19.39	550,025.32
=====					
EXPENDITURES					
=====					
<u>TID #8 - West Side</u>					
Personnel Services	29,030.00	13,399.24	49,807.36	171.57	(20,777.36)
Contractual Services	9,650.00	0.00	2,258.00	23.40	7,392.00
Special Services	212,500.00	100,135.23	111,730.83	52.58	100,769.17
Fixed Charges	310,595.00	0.00	55,297.50	17.80	255,297.50
Capital Outlay	275,000.00	45,434.70	118,842.47	43.22	156,157.53
TOTAL TID #8 - West Side	836,775.00	158,969.17	337,936.16	40.39	498,838.84
<u>TID #8 - 201 S Prospect</u>					
Special Services	0.00	0.00	0.00	0.00	0.00
TOTAL TID #8 - 201 S Prospect	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	836,775.00	158,969.17	337,936.16	40.39	498,838.84
=====					
REVENUES OVER/ (UNDER) EXPENDITURES	(154,466.59)	(155,301.49)	(205,653.07)	0.00	51,186.48
=====					

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

49 -TID#9 -WI River/S Center

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #9-WI River/S Center</u>					
Taxes (or Utility Rev.)	400,000.00	0.00	0.00	0.00	400,000.00
Intergovernmental	4,896.00	4,895.81	4,895.81	100.00	0.19
Public Charges-Services	0.00	0.00	375.00	0.00	(375.00
Miscellaneous Revenues	37,500.00	0.00	0.00	0.00	37,500.00
TOTAL TID #9-WI River/S Center	442,396.00	4,895.81	5,270.81	1.19	437,125.19
<u>TID #9-Idle Sites (Page)</u>					
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	442,396.00	4,895.81	5,270.81	1.19	437,125.19
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #9-WI River/S Center</u>					
Personnel Services	22,506.00	0.00	0.00	0.00	22,506.00
Contractual Services	6,400.00	0.00	3,493.35	54.58	2,906.65
Special Services	10,000.00	0.00	2,503.83	25.04	7,496.17
Fixed Charges	32,450.00	0.00	3,725.00	11.48	28,725.00
Capital Outlay	370,000.00	0.00	61.11	0.02	369,938.89
TOTAL TID #9-WI River/S Center	441,356.00	0.00	9,783.29	2.22	431,572.71
<u>TID #9-Idle Sites (Page)</u>					
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	441,356.00	0.00	9,783.29	2.22	431,572.71
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	1,040.00	4,895.81	(4,512.48)	0.00	5,552.48
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

40 -TID No. 10 - Fox Point

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #10-Fox Point</u>					
Taxes (or Utility Rev.)	733,335.22	0.00	58,355.22	7.96	674,980.00
Public Charges-Services	0.00	0.00	425.00	0.00	(425.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #10-Fox Point	733,335.22	0.00	58,780.22	8.02	674,555.00
TOTAL REVENUE	733,335.22	0.00	58,780.22	8.02	674,555.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #10-Fox Point</u>					
Personnel Services	4,575.00	50.24	50.24	1.10	4,524.76
Contractual Services	7,400.00	0.00	900.00	12.16	6,500.00
Special Services	0.00	0.00	10,000.00	0.00	(10,000.00
Fixed Charges	29,125.00	0.00	0.00	0.00	29,125.00
Capital Outlay	665,000.00	0.00	261.11	0.04	664,738.89
TOTAL TID #10-Fox Point	706,100.00	50.24	11,211.35	1.59	694,888.65
TOTAL EXPENDITURES	706,100.00	50.24	11,211.35	1.59	694,888.65
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	27,235.22	(50.24)	47,568.87	0.00	(20,333.65
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

41 -TID No. 11- Apartments

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #11 - Apartments</u>					
Taxes (or Utility Rev.)	636,061.06	0.00	236,061.06	37.11	400,000.00
Intergovernmental	16,304.81	0.00	16,304.81	100.00	0.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
TOTAL TID #11 - Apartments	652,365.87	0.00	252,365.87	38.68	400,000.00
TOTAL REVENUE	652,365.87	0.00	252,365.87	38.68	400,000.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #11 - Apartments</u>					
Personnel Services	15,406.00	1,481.72	2,100.15	13.63	13,305.85
Contractual Services	2,900.00	0.00	2,565.00	88.45	335.00
Special Services	150,000.00	10,000.00	20,000.00	13.33	130,000.00
Fixed Charges	119,115.00	0.00	20,237.50	16.99	98,877.50
Capital Outlay	287,500.00	195,467.09	199,681.30	69.45	87,818.70
TOTAL TID #11 - Apartments	574,921.00	206,948.81	244,583.95	42.54	330,337.05
TOTAL EXPENDITURES	574,921.00	206,948.81	244,583.95	42.54	330,337.05
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	77,444.87	(206,948.81)	7,781.92	0.00	69,662.95
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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.)	25,393.90	0.00	25,393.90	100.00	0.00
TOTAL TID #12 - Weinbrenner	25,393.90	0.00	25,393.90	100.00	0.00
TOTAL REVENUE	25,393.90	0.00	25,393.90	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
TID #12 - Weinbrenner					
Personnel Services	2,575.00	106.19	106.19	4.12	2,468.81
Contractual Services	900.00	0.00	975.00	108.33	(75.00)
Fixed Charges	7,775.00	0.00	1,387.50	17.85	6,387.50
Capital Outlay	30,000.00	0.00	0.00	0.00	30,000.00
TOTAL TID #12 - Weinbrenner	41,250.00	106.19	2,468.69	5.98	38,781.31
TOTAL EXPENDITURES	41,250.00	106.19	2,468.69	5.98	38,781.31
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(15,856.10)	(106.19)	22,925.21	0.00	(38,781.31)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

53 -TID No. 13 - Industrial

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #13 - Industrial</u>					
Taxes (or Utility Rev.)	208.13	0.00	208.13	100.00	0.00
TOTAL TID #13 - Industrial	208.13	0.00	208.13	100.00	0.00
TOTAL REVENUE	208.13	0.00	208.13	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #13 - Industrial</u>					
Personnel Services	1,650.00	0.00	0.00	0.00	1,650.00
Contractual Services	900.00	0.00	650.00	72.22	250.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #13 - Industrial	2,550.00	0.00	650.00	25.49	1,900.00
TOTAL EXPENDITURES	2,550.00	0.00	650.00	25.49	1,900.00
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(2,341.87)	0.00	(441.87)	0.00	(1,900.00)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

54 -TID #14 - Car Wash

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
TID #14 - Car Wash					
Taxes (or Utility Rev.)	13,357.58	0.00	13,357.58	100.00	0.00
TOTAL TID #14 - Car Wash	13,357.58	0.00	13,357.58	100.00	0.00
TOTAL REVENUE	13,357.58	0.00	13,357.58	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
TID #14 - Car Wash					
Personnel Services	1,850.00	0.00	0.00	0.00	1,850.00
Contractual Services	650.00	0.00	400.00	61.54	250.00
Special Services	40,000.00	0.00	40,000.00	100.00	0.00
TOTAL TID #14 - Car Wash	42,500.00	0.00	40,400.00	95.06	2,100.00
TOTAL EXPENDITURES	42,500.00	0.00	40,400.00	95.06	2,100.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(29,142.42)	0.00	(27,042.42)	0.00	(2,100.00)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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.)	503,000.00	177.99	114,137.97	22.69	388,862.03
Specials (Utility Rev.)	10,000.00	0.00	4,910.75	49.11	5,089.25
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	210,000.00	219,478.75	0.00	(219,478.75
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	513,000.00	210,177.99	338,527.47	65.99	174,472.53
<u>Streets - Sealcoat</u>					
Taxes (or Utility Rev.)	60,000.00	0.00	0.00	0.00	60,000.00
TOTAL Streets - Sealcoat	60,000.00	0.00	0.00	0.00	60,000.00
<u>Streets - Concrete</u>					
Taxes (or Utility Rev.)	85,000.00	0.00	0.00	0.00	85,000.00
Specials (Utility Rev.)	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL Streets - Concrete	95,000.00	0.00	0.00	0.00	95,000.00
<u>Streets - Resurfacing</u>					
Taxes (or Utility Rev.)	100,000.00	0.00	0.00	0.00	100,000.00
TOTAL Streets - Resurfacing	100,000.00	0.00	0.00	0.00	100,000.00
TOTAL REVENUE	768,000.00	210,177.99	338,527.47	44.08	429,472.53
=====					
EXPENDITURES					
=====					
<u>Streets - Sealcoat</u>					
Personnel Services	0.00	0.00	1,544.96	0.00	(1,544.96
Supplies & Expenses	60,000.00	0.00	54,957.70	91.60	5,042.30
TOTAL Streets - Sealcoat	60,000.00	0.00	56,502.66	94.17	3,497.34
<u>Streets - Concrete</u>					
Personnel Services	41,300.00	3,301.28	6,699.34	16.22	34,600.66
Supplies & Expenses	53,700.00	2,638.91	4,867.53	9.06	48,832.47
TOTAL Streets - Concrete	95,000.00	5,940.19	11,566.87	12.18	83,433.13
<u>Streets - Resurfacing</u>					
Personnel Services	23,000.00	2,317.49	3,349.84	14.56	19,650.16
Supplies & Expenses	77,000.00	0.00	0.00	0.00	77,000.00
TOTAL Streets - Resurfacing	100,000.00	2,317.49	3,349.84	3.35	96,650.16

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Capital Outlay/Projects</u>					
Personnel Services	0.00	4,950.65	4,950.65	0.00	(4,950.65
Capital Outlay	<u>463,000.00</u>	<u>63,542.25</u>	<u>138,885.34</u>	<u>30.00</u>	<u>324,114.66</u>
TOTAL Capital Outlay/Projects	463,000.00	68,492.90	143,835.99	31.07	319,164.01
<u>Financing Costs</u>					
Debt Service	<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
TOTAL EXPENDITURES	718,000.00	76,750.58	215,255.36	29.98	502,744.64
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	50,000.00	133,427.41	123,272.11	0.00	(73,272.11
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	124,885.00	13,033.17	76,569.55	61.31	48,315.45
Specials (Utility Rev.)	(1,438.00)	0.00	0.00	0.00	(1,438.00)
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	1,830,470.00	193,082.62	1,073,979.03	58.67	756,490.97
Intergov Charges (Misc.)	26,250.00	1,480.49	15,114.17	57.58	11,135.83
Miscellaneous Revenues	500.00	1,606.76	10,168.75	33.75	(9,668.75)
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	1,980,667.00	209,203.04	1,175,831.50	59.37	804,835.50
TOTAL REVENUE	1,980,667.00	209,203.04	1,175,831.50	59.37	804,835.50
=====					
EXPENDITURES					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	122,500.00	25,483.42	25,483.42	20.80	97,016.58
TOTAL Non-Departmental	122,500.00	25,483.42	25,483.42	20.80	97,016.58
<u>Pumping Expenses</u>					
	92,500.00	4,801.81	44,704.88	48.33	47,795.12
TOTAL Pumping Expenses	92,500.00	4,801.81	44,704.88	48.33	47,795.12
<u>Water Treatment Expenses</u>					
	73,250.00	2,609.43	36,799.47	50.24	36,450.53
TOTAL Water Treatment Expenses	73,250.00	2,609.43	36,799.47	50.24	36,450.53
<u>Trans & Distribution Exp</u>					
	280,500.00	32,182.86	148,569.67	52.97	131,930.33
TOTAL Trans & Distribution Exp	280,500.00	32,182.86	148,569.67	52.97	131,930.33
<u>Customer Accts Expenses</u>					
	97,750.00	8,232.71	59,446.97	60.82	38,303.03
TOTAL Customer Accts Expenses	97,750.00	8,232.71	59,446.97	60.82	38,303.03
<u>Admin & General Expenses</u>					
	828,250.00	25,258.24	205,015.02	24.75	623,234.98
TOTAL Admin & General Expenses	828,250.00	25,258.24	205,015.02	24.75	623,234.98

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Contract Work</u>					
	2,000.00	0.00	500.90	25.05	1,499.10
TOTAL Contract Work	2,000.00	0.00	500.90	25.05	1,499.10
<u>Taxes</u>					
	415,000.00	2,640.42	330,577.83	79.66	84,422.17
TOTAL Taxes	415,000.00	2,640.42	330,577.83	79.66	84,422.17
<u>Debt Service</u>					
	36,179.00	0.00	18,662.21	51.58	17,516.79
TOTAL Debt Service	36,179.00	0.00	18,662.21	51.58	17,516.79
TOTAL EXPENDITURES	1,947,929.00	101,208.89	869,760.37	44.65	1,078,168.63
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	32,738.00	107,994.15	306,071.13	0.00	(273,333.13
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

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.)	8,500.00	7,100.37	45,630.44	536.83	(37,130.44
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Intergov Charges (Misc.)	7,500.00	1,266.29	3,787.03	50.49	3,712.97
Miscellaneous Revenues	1,500.00	1,606.76	10,168.78	677.92	(8,668.78
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	1,648,775.00	163,486.25	957,384.21	58.07	691,390.79
Other Charges-Services	170,000.00	16,915.36	148,293.04	87.23	21,706.96
TOTAL Non-Departmental	1,836,275.00	190,375.03	1,165,263.50	63.46	671,011.50
TOTAL REVENUE	1,836,275.00	190,375.03	1,165,263.50	63.46	671,011.50
=====					
EXPENDITURES					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	287,500.00	66,926.79	102,284.86	35.58	185,215.14
TOTAL Non-Departmental	287,500.00	66,926.79	102,284.86	35.58	185,215.14
<u>Contract Work</u>					
	500.00	0.00	110.48	22.10	389.52
TOTAL Contract Work	500.00	0.00	110.48	22.10	389.52
<u>Taxes - SS/Medicare</u>					
	39,500.00	2,882.71	21,622.62	54.74	17,877.38
TOTAL Taxes - SS/Medicare	39,500.00	2,882.71	21,622.62	54.74	17,877.38
<u>Operations</u>					
	295,250.00	27,685.24	184,863.79	62.61	110,386.21
TOTAL Operations	295,250.00	27,685.24	184,863.79	62.61	110,386.21
<u>Maintenance</u>					
	322,500.00	16,952.82	137,901.94	42.76	184,598.06
TOTAL Maintenance	322,500.00	16,952.82	137,901.94	42.76	184,598.06
<u>Customer Accts Expenses</u>					
	123,500.00	8,450.11	72,047.43	58.34	51,452.57
TOTAL Customer Accts Expenses	123,500.00	8,450.11	72,047.43	58.34	51,452.57

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Admin & General Expenses</u>					
	485,500.00	23,681.37	209,721.48	43.20	275,778.52
TOTAL Admin & General Expenses	485,500.00	23,681.37	209,721.48	43.20	275,778.52
<u>Taxes & Depreciation</u>					
	362,000.00	0.00	0.00	0.00	362,000.00
TOTAL Taxes & Depreciation	362,000.00	0.00	0.00	0.00	362,000.00
<u>Transfers</u>					
	10,200.00	0.00	5,382.00	52.76	4,818.00
TOTAL Transfers	10,200.00	0.00	5,382.00	52.76	4,818.00
TOTAL EXPENDITURES	1,926,450.00	146,579.04	733,934.60	38.10	1,192,515.40
REVENUES OVER/ (UNDER) EXPENDITURES	(90,175.00)	43,795.99	431,328.90	0.00	(521,503.90)

*** END OF REPORT ***

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*** END OF REPORT ***

Attachment: Revenue & Expense Report 2023-07 (10249 : Discussion and approval of July Revenue and Expense Reports)

APPLICATION FOR ZONING AMENDMENT

CITY OF MERRILL

NAME: Hollie Staerzer STREET ADDRESS: W4486 Birch Hill Ln. Merrill

PROPERTY ADDRESS: _____ TAX ROLL#: _____

LEGAL DESCRIPTION: (MUST PROVIDE DEED) Parcel # 25131061320232

EXISTING USE: residential PROPOSED USE: commercial

REASONS FOR REQUESTING A ZONE CHANGE: I recently purchased the property to the east of this parcel and built a greenhouse. The land to the west of me was

Additional Requirements

1. Names and addresses of all abutting and opposite property owners within 300 feet of the property to be altered.
2. Principal use of all properties within 300 feet of the property to be altered.
3. A plot plan or survey plat, drawn to scale, showing the property to be rezoned, location of structures, and property lines within 300 feet of the parcel.
4. Any further information with at may be pertinent in considering the application.
5. FAILURE TO SUPPLY SUCH INFORMATION SHALL BE GROUNDS FOR DISMISSAL OF PETITION.
6. A fee of \$175.00 shall be paid to the Clerk-Treasurer at time of application.

All information submitted is accurate to the best of my knowledge.

Hollie Staerzer

7 / 11 / 23

Signature of Applicant

Date

offered for sale. This additional land would allow me possible build another green house & a storage building as to not crowd my existing property. By no means do I have intentions to clear the entire property. I have indicated on the map highlighted the area for proposed development. Also would need access to the storage shed so propose a ~~dr~~ driveway to the backside of property. There would be no public draw to this backside of property as to not affect the neighbors.



Lincoln County WI

GIS Map Viewer



greenhouse

Storage shed

Driveway

100ft

-89.688 45.169 Degrees

pd 7/17/23

Application for Temporary Class "B" / "Class B" Retailer's License

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

FEE \$ 50.00

Application Date: 6-13-23
County of Lincoln

☐ Town ☐ Village ☒ City of Merrill

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

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

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 8-16-23 and ending 8-20-23 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☐ Bona fide Club ☐ Church ☐ Lodge/Society
☐ Veteran's Organization ☒ Fair Association or Agricultural Society
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Lincoln Co Fair Assoc.

(b) Address 2001 E 2nd St Merrill, WI 54402
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized 1885

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Dave Buck

Vice President Clyde Nelson

Secretary Sue Kunkel

Treasurer Sue Kunkel

(g) Name and address of manager or person in charge of affair: Dave Buck
2001 E 2nd St Merrill

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

(a) Street number 2001 E 2nd St

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event Lincoln Co Fair

(b) Dates of event August 16th - 20th 2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer 1885 (Signature / Date)

(Name of Organization)

Date Filed with Clerk 7/17/23

Date Reported to Council or Board _____

Date Granted by Council _____

License No. 09744 - 09748

APPLICATION - AMUSEMENT ARCADE PERMIT

TITLE 7, CHAPTER 10

FEE: \$25.00

715 216-3246

Name: DeHart Cecil John
(Last) (First) (Middle)
Address: 1307 E. Main St, Merrill, WI W9570 North Ave Antigo
54409

1. Have you ever been convicted of any FELONY? Yes _____ No X
If Yes, Please Explain.

2. Have you even been convicted of violating any laws of ordinances of this State,
any other State or State of Federal Laws including traffic violations?
Yes _____ No X
If Yes, Please Explain.

3. Driver's License No. D630-1108-4350-07
(REQUIRED)

4. Date of Birth: 9/30/1984

5. Name of Business Funtime Action Center

6. Address of Business 1307 E. Main St. Merrill, WI

7. Number of Devices located on above Premise 8

I understand that any intentional misrepresentation, falsification, or withholding of information or incomplete statements and answers to questions on the application form will result in rejection of the application. I also understand that should these factors become known after the license has been issued, it is grounds for revocation of the permit and possible prosecution for making a false statement.

Cait Mint
Signature of Applicant

7/28/23
Date

Corey A. Ben 7/30/23
Approve: Chief of Police

7/28/23
Receipt #

**CITY OF MERRILL
CITY PLAN COMMISSION
Tuesday, July 10, 2023**

Regular Meeting

City Hall Council Chambers

6:00 p.m.

- I. **The meeting was called to order** by Mayor Hass at 6:00 PM.
Members Present: Mayor Steve Hass, Alderperson Steve Sabatke, Kyle Gulke, Ralph Sturm, Melissa Schroeder, Alli Henkelman and Robert Reimann.

Others Present: City Attorney Hayden, City Clerk Anderson-Malm, Building Inspector/Zoning Administrator Pagel, Police Chief Bennett, Alderperson Fermanich, Alderperson Lupton, Alderperson Weix, Laurie Berg, Pete Bruch and Merrill Productions video operator.
- II. **Minutes of previous meeting** – Ralph Sturm made a motion to approve the minutes from the June 6th meeting. Melissa Schroeder seconded and the motion carried.
- III. **Agenda Items(s) for Consideration:**
 1. Continued discussion regarding Frank Romano, Best Share Mining LLC, requesting a Conditional Use for Data Mining Center at 400 S Kyes Street per M.M.C. Sec. 113-100 located in the City of Merrill, Lincoln County, Wisconsin.

BIZA Pagel provided additional information to Commission members. He stated the information was gained when he, Police Chief Bennett and City Attorney Hayden inspected the premises. BIZA Pagel informed the Commission an email was received from Frank Romano at approx. 5:00 pm July 10th. The email stated he was withdrawing the application for a conditional use permit. The email was given to Clerk Anderson-Malm as part of the permanent record.

BIZA Pagel stated he will give Mr. Romano a date to remove the equipment and will inspect the premises after the equipment is removed.

No further action took place.
- IV. **Public Comment:**
There was no public comment
- V. **Adjournment:**
Bob Reimann made a motion to adjourn. Melissa Schroeder seconded and the motion carried. The meeting was adjourned at 6:04 PM.

Minutes prepared by Lori L. Anderson-Malm City Clerk

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

**CITY OF MERRILL
CITY PLAN COMMISSION
Tuesday, August 1, 2023**

Regular Meeting

City Hall Council Chambers

6:00 p.m.

- I. **The meeting was called to order** by Mayor Hass at 6:00 PM.
Members Present: Mayor Steve Hass, Alderperson Steve Sabatke, Melissa Schroeder and Alli Henkelman. Robert Reimann, Kyle Gulke were excused. Ralph Sturm was absent.

Others Present: City Attorney Hayden, City Clerk Anderson-Malm, Building Inspector/Zoning Administrator Pagel, Alderperson Weix, Debra Weix, Brian & Mandi Schmidt, Bob & Peggy Johnson, Eric Dayton, Holly Stoerzer and Merrill Community Media video operator.

- II. **Minutes of previous meeting** – Melissa Schroeder made a motion to approve the minutes from the July 10th meeting. Alli Henkelman seconded and the motion carried.

III. **Public Hearing at 6:00 PM:**

City Attorney Hayden read the public hearing notice. Melissa Schroeder made a motion to open the public hearing. Alli Henkelman seconded and the motion carried. Building Inspector/Zoning Administrator Pagel explained the Plant Garden Center request for rezoning.

Mark Weix – 1007 Pine Bluff Avenue – spoke about all neighbors receiving the public notice. He stated one property owner did not receive the notice. BIZA Pagel stated the notices are only sent to citizens of the City of Merrill per the Ordinance. The neighbor who did not receive the notice lives in the Town of Scott.

Debra Weix – 1007 Pine Bluff Avenue – spoke regarding concerns of the property is sold and future growth.

Holly Stoerzer – owner of Plant Garden Center – spoke the Commission and residents regarding her intentions regarding the rezoning request. She stated she will leave a gracious amount of frontage to protect the homeowners concerns.

Following discussion, Melissa Schroeder made a motion to close the public hearing. Alli Henkelman seconded and the motion carried.

The Commission discussed the items that were addressed during the public hearing. Melissa Schroeder made a motion to approve the rezoning request and send to Council on August 9th. Alderperson Sabatke seconded for discussion. Following further discussion, the original motion was amended to approve the rezoning request to include a 30 foot buffer on Pine Bluff Avenue. Melissa Schroeder amended the original motion, Alderperson Sabatke seconded the amended motion and the motion carried. The request will be forwarded to the August 8th Common Council meeting.

IV. **Public Comment:**

There was no public comment

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

V.

Adjournment:

Aldersperson Sabatke motioned to adjourn the meeting. Melissa Schroeder seconded and the motion carried. The meeting was adjourned at 6:16 PM.

Minutes prepared by Lori L. Anderson-Malm City Clerk

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

Transit Commission Meeting June 19, 2023 Minutes

Present: Mr. Rick Blake – Chairperson, Ms. Sue Kunkel, Ms. Katie Swope, Ms. Denise Ziech, Ms. Sara Doerr and Brad Brummond – Transit Administrator

1) Call to order: 4:00pm

2) Public Comment – Mayor Haas regarding 107 Bait stop for groups

3) Approval of May, 2023 minutes

A motion to approve minutes of the May 2023 meeting was made by Ms. Sue Kunkel and seconded by, Ms. Sara Doerr. All ayes, motion approved unanimously.

4) Administrator's Report:

A. Ridership – holding steady

B. Employee Status - still short 2 p/t. looking for ideas to restructure employees to maintain coverage

A motion to approve Administrators report was made by Ms. Sue Kunkel and seconded by Ms. Katie Swope. All ayes, motion approved unanimously.

5) Parent signature form for students – Can't do FTA and Public Transit Rules

6) Consider service to 107 Bait Shop – Discussions – A Motion to service 107 Bait Shop for Groups was made by Ms. Sue Kunkel and seconded by Ms. Denise Ziech. All ayes, motion approved unanimously.

7) Future Agenda Items: Admin Report, Restructure Employees

8) Next meeting date will be July 17, 2023 at 4:00pm. Meeting will be held at the Council Chambers in City Hall, 1004 E 1st St, Merrill, WI 54452.

9) Adjournment - A motion to adjourn was made by Ms. Sara Doerr and seconded by Ms. Sue Kunkel. All ayes, motion approved unanimously.

Respectfully submitted by:

Brad Brummond
Transit Administrator

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

Transit Commission Meeting July 17, 2023 Minutes

Present: Mr. Rick Blake – Chairperson, Ms. Sue Kunkel, Ms. Katie Swope, Ms. Denise Ziech, Ms. Sara Doerr and Brad Brummond – Transit Administrator

1) Call to order: 4:00pm

2 Public Comment – None

3) Approval of June, 2023 minutes

A motion to approve minutes of the June 2023 meeting was made by Ms. Sue Kunkel and seconded by, Ms. Katie Swope. All ayes, motion approved unanimously.

4) Administrator's Report:

- A. Ridership – holding steady
- B. Employee Status - still short 2 p/t. Discussions on options
- C. Second Quarter Report

A motion to approve Administrators report was made by Ms. Sue Kunkel and seconded by Ms. Sara Doerr. All ayes, motion approved unanimously.

5) Restructure Employee to maintain coverage- Discussions on options.

7) Future Agenda Items: Admin Report, Restructure Employees

8) Next meeting date will be August 21, 2023 at 4:00pm. Meeting will be held at the Council Chambers in City Hall, 1004 E 1st St, Merrill, WI 54452.

9) Adjournment - A motion to adjourn was made by Ms. Sue Kunkel and seconded by Ms. Sara Doerr. All ayes, motion approved unanimously.

Respectfully submitted by:

Brad Brummond
Transit Administrator

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

T. B. Scott Free Library · Board of Trustees
Minutes of the Regular Meeting May 17, 2023

Opening

Vice President Audrey Huftel called the regular meeting of the Board of Trustees to order at 4:00 p.m. in the Library Community Room. Present: Rick Blake via BlueJeans Virtual Meeting Room Portal, Katie Breitenmoser (4:06pm), Darcy Dalsky, Audrey Huftel, Ryan Martinovici, Elizabeth McCrank. Excused: Michael Geisler, Richard Mamer, and Jim Wedemeyer. Also present: Laurie Ollhoff, Andrea Bennett, and camera operator.

Correspondence received from The Community Food Pantry of Merrill and the Lincoln County Humane Society thanking library staff for the donation received from Blue Jean Friday collections. Also received a congratulatory note from TeachingBooks.net for books awarded at WAPL Conference. No public comment was made.

Consent items

E. McCrank/D. Dalsky/C to approve the minutes of the regular meeting of April 19, 2023.

D. Dalsky/R. Martinovici/C to accept the monthly Unaudited Revenue and Expense Report for April 2023.

Reports/discussion items/action items

- A. L. Ollhoff** reported that there were no policy reviews or updates for the month of April.
- B. E. McCrank/D. Dalsky/C** to approve Action Item: Endowment Fund Request from Youth Services. L. Ollhoff presented the request for new furnishings for the Youth Services Department. The purchases will complete the interactive literacy center for our young patrons to enjoy. Furniture pieces to be purchased to replace dated and soiled items. R. Blake asked for clarification related to the cost of the furniture pieces. It was explained by L. Ollhoff and A. Bennett that library furnishings are more expensive than your everyday pieces bought at a local furniture store. They are constructed to withstand heavy use and ease for cleaning purposes.
- C. Discussion Item:** L. Ollhoff presented a preliminary outline for the Long-Range Planning Process for 2024-2028 that included a timeline that would ensure that necessary steps were taken to gather information from staff and community members. The process will begin with the Library administration team visiting like-sized libraries in the state to evaluate and make comparisons. Followed by a review of existing documentation and additional input provided by the community and staff through surveys. Updates will be presented to the Board throughout the process and a Preliminary Services Response and Goals Report will be made to the Board in January 2024. A draft of the 2024-2028 Long Range Strategic Plan will be presented in February 2024 with a final version of the 2024-2028 Long Range Strategic Plan to be presented in April 2024.
- D. Discussion Item:** L. Ollhoff shared an update on the adjacent church property and its sale to Brian Lee. A rezoning request has been made by the new owner and is pending approval by the City Common Council. L. Ollhoff and M. Geisler attended the Zoning Committee meeting to gather information. Specific plans from the new owner were not available and were being requested by the Common Council. The decision for rezone from Public to Business use was tabled to the June 2023 Common Council meeting. Discussion by various board members in attendance related to the parking lot agreement that was made by past owners of the property. The new owner as of the date of the board meeting had not made contact with representatives of the Library or the city to the best knowledge of L. Ollhoff.
- E. Strategic Plan Goals and Objectives #4.** L. Ollhoff provided updates on Strategic Plan Goals and Objective #4.
- F. Wisconsin Trustee Essential #1: The Trustee Job Description.** L. Ollhoff provided copies of Trustee Essential #1 for review and questions. No further discussion.

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

T.B. Scott Free Library

Board of Trustees

May 17, 2023

Library Director's Report

- Library program highlights for upcoming events were provided.
- Nothing to report from Diane Peterson, Wisconsin Valley Library Service (WVLS) representative.
- Youth Services and Adult Services are set to go with the 2023 Collaborative Summer Literacy Program themed "All Together Now."
- Plans for the June 19 Staff Development Day are set to include safety training with the Merrill Fire Department, team building activities, diversity and equity discussions, a review of library resources made available through the Wisconsin Valley Library Services and the state of Wisconsin.
- Attendance at the Wisconsin Association of Public Libraries Conference was productive. Various sessions related to strategic planning and the creation and maintenance of a healthy work environment proved to be extremely useful. Networking with librarians throughout the state provided opportunities to share stories and learn from one another.

Vice President's remarks

- Nothing to report.

R. Martinovici /A. Huftel/C moved to adjourn the meeting at 4:29 p.m. The next regular business meeting of the Board of Trustees is scheduled for June 21, 2023, at 4:00 p.m. in the Library Community Room.

Respectfully submitted,
Laurie Ollhoff, Secretary

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

T. B. Scott Free Library · Board of Trustees
Minutes of the Regular Meeting June 21, 2023

Opening

President Michael Geisler called the regular meeting of the Board of Trustees to order at 4:00 p.m. in the Library Community Room. Present: Katie Breitenmoser (4:02pm), Darcy Dalsky, Audrey Huftel, Richard Mamer, Elizabeth McCrank, Jim Wedemeyer. Excused: Ryan Martinovici. Unexcused: Rick Blake. Also present: Laurie Ollhoff, Andrea Bennett, Chris Grunenburg (incoming Board member) and camera operator.

No correspondence.

No public comment was made.

Consent items

E. McCrank/D. Dalsky/C to approve the minutes of the regular meeting of May 17, 2023.

A. Huftel/D. Dalsky/C to accept the monthly Unaudited Revenue and Expense Report for May 2023.

Reports/discussion items/action items

A. E. McCrank/K. Breitenmoser/C to approve **Protection of Library Patron Privacy Policy**.

Minor grammar-related changes noted by L. Ollhoff.

B. A. Huftel/D. Dalsky/C to approve **Gift Policy**.

C. Minor grammar-related changes noted by L. Ollhoff.

D. E. McCrank/A. Huftel/C to approve **Collection Development Policy**.

L. Ollhoff reviewed changes to the process of reviewing materials based upon discussions with the library association. A Statement of Concern will now be the communication piece patrons will be asked to complete when expressing concerns about library materials.

E. D. Dalsky/E. McCrank/C to approve the **Programming Policy**.

L. Ollhoff presented the new Programming Policy designed to inform the public on the process followed for library program development and other events held on library property.

F. E. McCrank/J. Wedemeyer/C to approve **Room Addition Recommendation Request to Proceed**.

Discussion included clarification of the request for the addition of a Youth Services Department Activity/Meeting Room and funding. The library will move forward to request project management estimates from MSR Design, Inc. to include various project options for subsequent approval by the Library Board of Trustees. Next steps will include securing local contractor, obtaining project cost estimates, funding, and final approval by the Library Board of Trustees.

G. Church Property Status.

The new property owner's request to rezone from public to business was dismissed as a result of lack of communication. New property owner will be required to refile request.

H. Strategic Plan Goals and Objectives #4. L. Ollhoff provided updates on Strategic Plan Goals and Objective #4.

I. Wisconsin Trustee Essential #1: The Trustee Job Description. L. Ollhoff provided copies of Trustee Essential #1 for review and questions. No further discussion.

Library Director's Report

- Library program highlights announced.
- Nothing to report from the Wisconsin Valley Library System representative Diane Peterson.
- Friends of the Library will not meet during the summer months and reconvene in September just in time to discuss the Fall Book Sale.
- We are busting at the seams as a result of the Summer Reading Challenge "All Together Now." Lots of great things going on at the library and participation is at record-breaking levels. This is all made possible because of the amazing library staff. They are "Rock Stars!"

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

T.B. Scott Free Library

Board of Trustees

May 17, 2023

- The library administration team toured five Wisconsin public libraries as part of the library's next 5-year Long Range Plan process. Libraries visited: Chippewa Falls Public Library, Rice Lake Public Library, Mukwonago Community Library, Monona Public Library, and De Forest Public Library. A report of findings based upon discussions and observations will be made to the Board of Trustees at the July 19, 2023, meeting.
- The Library's first official Staff Development Day took place on Monday, June 19, and was a great success. City of Merrill Fire Department crew members were on site to provide emergency service training to library staff. The remainder of the day allowed departments to program plan and organize and maintain library materials.
- Reminder to Board of Trustees to mark their calendars for the scheduled tour at the Fromm Estate on Saturday, August 26, 2023.
- Recognized Jim Wedemeyer, Library Board of Trustees for over 25 years as he steps down and retires from his service to the community as a distinguished representative of the Library. Jim was presented with a parting gift and wished well on this new chapter in his life.
- Recognized Chris Grunenwald as the new appointment by Mayor Steve Hass to become Jim Wedemeyer's successor. C. Grunenwald's role on the Library's Board of Trustees will begin at the next Board meeting on July 19, 2023.

President's remarks

- Thank you to Jim Wedemeyer of his many years of service to the Board.

J. Wedemeyer/R. Mamer/C moved to adjourn the meeting at 4:33 p.m. The next regular business meeting of the Board of Trustees is scheduled for July 19, 2023, at 4:00 p.m. in the Library Community Room.

Respectfully submitted,
Laurie Ollhoff, Secretary

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, July 26, 2023 - MINUTES
City Hall Council Chambers 5:15 p.m.**

Regular Meeting

Members Present: Mayor Hass, Alderperson Sabatke, Alderperson Lupton and Alderperson Rick.

Others Present: Public Works Director/City Engineer Akey, City Attorney Hayden, Street Superintendent Bonack, Street & Weed Commissioner Liberty, City Clerk Anderson-Malm, Building and Inspector/Zoning Administrator Pagel, Utility Superintendent Steinagel and Merrill Community Media.

- I. **Call to Order** - Mayor Hass called the meeting to order at 5:15 p.m.
- II. **Consider approval of meeting minutes from June 28, 2023**
A motion to approve the June 28 minutes was made by Alderperson Lupton. Alderperson Rick seconded and the motion carried.
- III. **Water and Sewer Agenda Items:**
 1. **Water and Sewer Vouchers**
Alderperson Rick motioned to approve the vouchers. Alderperson Lupton seconded and the motion carried.
 2. **Water and Sewer Operation Monthly Report – Steinagel**
Some item were highlighted from the monthly report. There were no additional questions.
 3. **Discuss and consider allowing Geiss Meats/Little Florida Trailer Court to connect to and dispose of sanitary waste to our system -**
PWDCE Akey started the discussion by mentioning there are no restrictions in the Ordinance. City Attorney Hayden concurred. The proposal involves Geiss Meats to pay for four connections and waste on a quarterly basis. Utility Superintendent Steinagel mentioned this would be approximately an additional \$28,000/year without including additional testing. He said there were no concerns.

Andy from Geiss Meats was granted floor privileges and spoke on this item. He stated the potential for water would be considered.

Following additional discussion, Mayor Hass motioned to allow Geiss Meats/Little Florida Trailer Court to connect to our system with the potential of water. Alderperson Sabatke seconded and the motion carried on a 3/1 voice vote. Alderperson Rick voted no.
 4. **Discuss Capital Projects** – The capital items were included in the agenda packet. Utility Superintendent Steinagel answered questions from the committee. Alderperson Rick motioned to forward the capital requests to the budget. Alderperson Lupton seconded and the motion carried.

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

IV. **Street Department Agenda Items:**

1. Street Department Vouchers

Aldersperson Rick made a motion to approve the Street Department vouchers. Aldersperson Lupton seconded and the motion carried.

2. Consider a Street Use Permit application for The Haunted Sawmill – Aldersperson

Lupton motioned to approve the street use permit. Aldersperson Sabatke seconded for discussion. Aldersperson Rick asked if this could be grandfathered so there is not an application every year for this event. City Attorney Hayden said he could create a Resolution to include a grandfather clause. The original motion was revised.

Aldersperson Rick motioned to consider a grandfather clause in a Resolution for The Haunted Saw Mill's request for a street use permit for 10 years. Aldersperson Lupton seconded and the motion carried. This Resolution will be created and forwarded to the August Common Council meeting.

3. Street Department capital equipment requests – Street Superintendent Bonack discussed the capital equipment requests. Mayor Hass motioned to forward the capital equipment requests to the budget with favorable replacement. Aldersperson Lupton seconded and the motion carried.

4. Six-month Street Department budget update – Street Superintendent Bonack brought this update back to the committee after the initial quarterly update.

5. One-year garbage and recycle collection update – Street Superintendent Bonack gave the update and stated the 4-day work week is easier to schedule with workers. He also mentioned more carts are needed (this was in the budget requests). More businesses are requesting additional carts as well as multi-family buildings. Initially, they ordered 6% more carts and they are down to their last few from the original order.

6. Consider delinquent property bids received on July 20, 2023 – PWDCE Akey stated the property on 503 Wisconsin Street received a bid of \$5,500. The high bidders would like to create a duplex. BIZA Pagel stated this is already zoned for multi-family. Following discussion, Aldersperson Sabatke motioned to approve the 503 Wisconsin Street bid with the recommendations by the Building Inspector for conditions and timeline with the property reverting back to the City if nothing is done to the property in one year. Aldersperson Rick seconded and the motion carried.

1704 E 2nd Street received a high bid of \$25,695.00. Aldersperson Sabatke motioned to approve the bid for 1704 E 2nd St with the recommendations by the Building Inspector for conditions and timeline with the property reverting back to the City if nothing is done to the property in one year. Aldersperson Lupton seconded and the motion carried.

7. Consider removing existing sidewalk from 1309 and 1311 E 10th St – PWDCE Akey stated the carriage walk would be extended to the curb and the existing sidewalk would be removed. BIZA Pagel stated this has been done for other properties. Aldersperson

Rick motioned to remove the existing sidewalk from 1309 and 1311 E 10th St.
Alderson Lupton seconded and the motion carried.

V. Monthly Reports:

All monthly reports were included in the packet. There were no questions. Alderson Lupton motioned to place the reports on file. Alderson Rick seconded and the motion carried.

VI. Determine date and time of next meeting:

Following discussion, the next meeting was changed to Wednesday, August 30th at 5:00 PM.

VII. Public Comment

There was no public comment

VIII. Adjournment

Alderson Rick made a motion to adjourn. Alderson Sabatke seconded and the motion carried. The meeting was adjourned at 5:58 PM.

Prepared by: Lori L Anderson-Malm - City Clerk

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

JULY '23 MEETING MINUTES**Merrill Enrichment Center Committee**

Meeting was held on July 20th, 2023 at 2:15pm

Merrill Enrichment Center Conference Room – 303 N. Sales Street

Present: Gene Bebel, Sharon Anderson, Sharon Harvey, Jay Tlusty, Nathan Meyer (Aldersperson), Jennifer Clark (ADRC representative), Hallie Savall (Social Media Specialist)

Absent: Teresa Baker, Laura Bertagnoli (Chair)

1. Opening

- a. Mrachek called the meeting to order.

2. Consent Items

- a. Motion by Bebel second by Meyer to approve June '23 minutes. Motion carried.
- b. Motion by Bebel second by Anderson to approve June/July '23 vouchers. Motion carried.
 - i. Director shared expense of our new book house in our vestibule made by a local crafter.

3. Public Comment

- a. None

4. Operations

- a. Director shared the most recent Endowment flyer, printed by VIP. The quality paper, suggested by VIP, was liked by all. Bebel asked for clarification on who is managing the endowment. Director will manage the donations and deposit into our Memorial/Endowment Fund and keep two separate spreadsheets for tracking these funds. Bebel further stated consulting with someone in town who has experience in this area. Director shared that she had met with Dee Olsen months back and received guidance and she also extended her assistance in the future. Bebel stated that the library had 3 month reporting out. Director will take this into account. Meyer asked how much the printing cost was. He also suggested a single sheet printed on both sides if cost was a factor. Also suggested was a thank you letter along with our MEC information. Tlusty suggested stating donations are tax deductible, and writing out Merrill Enrichment Center vs. MEC for tax purposes. Additional committee suggestions included larger print, adding wording for anonymous donations, and charitable contributions to governmental units are tax-deductible under section 170(c) (1) of the Internal Revenue Code if made for a public purpose. Anderson suggested adding 401(k) donations may also be exempt. Director consulted with tax advisor. The IRS rule is as follows; people 70.5 years old and up may distribute up to 100k, tax-free from trustee directly to an organization. Individuals cannot make a qualified charitable donation *directly* from their 401(k), but can roll over funds to an IRA and then make a donation.
 - i. Suggested placements for flyer were the Chamber, City Hall, and other willing organizations. Savall recommended adding a link online, on our City page, for people to print and send in.
- b. August calendar offerings will be affected by the fair. We will hold classes that normally meet in the expo in our classrooms if possible as our space is limited. Director shared her thanks to Lincoln County for allowing us to utilize the Land Services conference room the week of the 21st for our exercise classes.
- c. MEC's open house will be held toward the end of September or mid-October from 2-6pm. Director shared what the MEC staff had brainstormed including intro to our fitness classes, make & take projects, demonstrations, displays, tours and food. Committee discussion centered around whom we are trying to target to attend and how to draw them here. Kids and men were the first focus of discussion. Why would they come? Anderson recommended a dad/mom/child project, similar to what ACE hardware has done in the past. Savall suggested painting and wine nights which we have done in the past. Clark mentioned Dr. Zorba Paster from NPR for us to recruit as a speaker at the Center, or possibly a local doctor that people are familiar with. Director will check into this. Tlusty discussed promoting our evening offerings at the open house to draw in those who are still working during the daytime hours. Director would like to have a board that allows people to list what would draw them to attend the Center. Bebel suggested MEC promotional goods for people to leave here with.

5. ADRC

- a. Jennifer Clark shared information on the Prevent Falls Resource Fair. Sadly, Wisconsin has one of the highest rates of death from unintentional falls in the nation. In fact, the death rate due to unintentional falls in Wisconsin is twice the national average. This event is free and will be held at NTC on September 20th from 1-4pm. NTC medical students will be assisting with the free screenings. There will be numerous community organizations participating such as eye doctors, chiropractors, footwear companies, occupational therapists, etc.

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

6. Discussion

- a. Committee discussed the date and time of the next meeting. Meyer is still busy with the fair the week after. Director will look at other dates and times and provide them to the committee for a decision.

7. Adjournment

- a. Motion to adjourn by Meyer second by Bebel.

The next meeting date is **August 24th, 2023 at 2:15pm at the MEC.** *Vouchers will be available for review 10 minutes prior to meeting time.*

Respectfully submitted

TMrachek

Tammie Mrachek, MEC Director

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

**CITY OF MERRILL
PERSONNEL & FINANCE COMMITTEE
TUESDAY, July 25, 2023 - MINUTES**

Regular Meeting

City Hall Council Chambers

6:00 p.m.

Members Present: Chairperson Russell, Alderperson Fermanich, Alderperson Caylor

Others Present: Mayor Hass, City Attorney Hayden, City Clerk Anderson-Malm, Finance Director Unertl, Public Works Director/City Engineer Akey, Police Chief Bennett, Library Director Ollhoff, Fire Chief Klug, Dale Bacher, Alderperson Weix, Alderperson Lupton, Alderperson Sabatke, Alderperson Meyer and Merrill Community Media.

- I. **Call to Order** – Chairperson Russell called the meeting to order at 6:00 PM.
- II. **Vouchers** – Alderperson Fermanich made a motion to approve the June vouchers. Alderperson Caylor seconded and the motion carried.
- III. **Minutes from previous meeting** – Alderperson Caylor made a motion to approve the June 27th meeting minutes. Alderperson Fermanich seconded and the motion carried.
- IV. **Agenda Items for Consideration -**
 1. Consider writing off the 2022 personal property tax bill for JW Perry, Inc. for \$186.88. Alderperson Caylor made a motion to write off the 2022 personal property tax bill for JW Perry for \$186.88. Alderperson Fermanich seconded and the motion carried.
 2. 60-day review/update of the City of Merrill WPS Electric & Natural gas charges – Finance Director Unertl provided information in the packet. There was brief discussion and not further action was taken.
 3. Status review of 2022 Tax Settlement Overview – Finance Director Unertl provided information in the packet. No further action was taken.
 4. Continued discussion regarding accumulated sick leave payable at retirement – Alderperson Fermanich requested to take a look at what other communities are doing and would like this to be part of the budget discussions. Possible recommendations would be cap the hours or payout amount. Alderperson Caylor suggested this apply to new employees. It was decided this would be on the September agenda for continued discussion.
 5. Consider 2024 budgets before submission to Lincoln County for Ambulance – EMS and T.B. Scott Library – Alderperson Caylor made a motion to approve both budgets as submitted to forward to Lincoln County. Alderperson Fermanich seconded and the motion carried.
 6. Continued review and discuss draft of 2024 budget Timeframes & Budget Criteria – Finance Director Unertl provided updated information in the packet from the June

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

meeting. She met with the insurance broker and is hoping for a 0% increase in health insurance. No further action was taken.

7. Update on recommendations from the July 20th Marketing & Communications meeting regarding the job description for a Communications Specialist contractor – Alderperson Fermanich gave a brief recap of the July 20th meeting. Interim Admin's Akey and Bennet along with Mayor Hass would like a more task oriented contract instead of a specified number of hours per week. It was also stated the Social Media Specialist's agreement should be reviewed and updated.

8. Discuss the job description for a Finance Director – Additional information was provided in the packet regarding recommendations for the job description by Finance Director Unertl. It was suggested the Redevelopment Authority secretary duties be moved to the City Clerk. Mayor Hass spoke about the Treasurer's staff's suggestions as to revisions for the job description. After further discussion, it was decided, City Attorney Hayden would look at the Ordinance and update wording. City Clerk Anderson-Malm will look at Deputy Clerk responsibilities. Mayor Hass will have all suggestions incorporated into a job description that will be discussed further at the August meeting.

V. Monthly Reports – Alderperson Caylor made a motion to place the monthly reports on file. Alderperson Fermanich seconded and the motion carried.

VI. Public Comment – There was no public comment

VII. Date and time of next meeting – It was decided the next meeting would be Wednesday, August 30 at 6:00 in the Council Chambers.

VIII. Closed Session -

City Attorney Hayden read the following closed session statement from the agenda. Alderperson Caylor made a motion to go into closed session. Alderperson Fermanich seconded and the motion carried on a 3/0 roll call vote. The committee entered into closed session at 6:59 PM with the following additional persons present: Interim Administrators Akey and Bennett, Mayor Hass, Alderperson Sabatke, Alderperson Weix, Alderperson Lupton and Alderperson Meyer.

City Clerk Anderson-Malm recorded the minutes without objection.

The Committee discussed items regarding employee compensation and status of a city employee. It was recommended in closed session to give the Interim Administrator's Akey and Bennett additional two-weeks of vacation (Russell/Fermanich).

The Committee also approved the previous closed meeting minutes (Caylor/Russell).

No further action was taken in closed session.

Aldersperson Fermanich made a motion to reconvene in open session. Aldersperson Caylor seconded and the motion carried.

IX. Reconvene in open session – The Committee reconvened in open session at 7:33 PM.

Aldersperson Caylor recommended the motion from closed session to give the Interim Administrator's Akey and Bennett additional two-weeks of vacation for 2023. Aldersperson Fermanich seconded and the motion carried.

X. Adjournment:

Aldersperson Caylor made a motion to adjourn. Chair Russell seconded and the motion carried. The meeting was adjourned at 7:35 PM.

Minutes prepared by: Lori Anderson-Malm – City Clerk

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

**CITY OF MERRILL
HEALTH & SAFETY COMMITTEE
MONDAY, July 24, 2023 - MINUTES
Regular Meeting City Hall Council Chambers 5:15 p.m.**

Members Present: Alderpersons Mark Weix, Michael Caylor and Mike Rick

Others present in person or remote: City Clerk Anderson-Malm, Fire Chief Klug, Police Chief Bennett, Deputy Health Officer Ashbeck and Merrill Productions.

- I. Chair Weix called the meeting to order at 5:15 p.m.
- II. **Minutes from the June 26, 2023 meeting:**
Alderpersion Rick motioned to place the minutes from June 26, 2023 meeting on file.
Alderpersion Caylor seconded and the motion carried.
- III. **Nuisance Complaints & Vouchers:**
 1. **Nuisance Complaints** – Deputy Health Officer Ashbeck reported on the nuisance complaints that were in the agenda packet.
 2. **Vouchers** – Alderpersion Caylor motioned to approve the vouchers. Alderpersion Rick seconded and the motion carried.
- IV. **General Agenda Items:**
 1. **Consider a temporary Class “B” picnic license for the Lincoln County Fair Association.**
Alderpersion Rick made a motion to approve the temporary picnic license for the Lincoln County Fair Association. Alderpersion Caylor seconded and the motion carried.
 2. **Discussion on deer population within the city and possible solutions.**
Chair Weix gave an overview of the March meeting discussion. Chief Bennett discussed some possible solutions. No further action was taken.
- V. **Monthly Reports:**
 1. Monthly Report – Fire Chief Klug – He highlighted some items in his report and answered questions from the committee. Alderpersion Rick motioned to place the report on file. Alderpersion Caylor seconded and the motion carried.
 2. Monthly Report – Police Chief Bennett – He highlighted some items on his report and brought up a few community announcements including: Cops at Culvers on July 25; Community Night Out on August 1 and Honorary Street sign dedications on August 3. Alderpersion Caylor motioned to place the report on file. Alderpersion Rick seconded and the motion carried.
- VI. **Establish date and time of next regular meeting:**
The next meeting will be Monday, August 28 at 5:15
- VII. **Public Comment**
There was no public comment

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

VIII. Adjournment

Aldersperson Rick motioned to adjourn the meeting. Aldersperson Caylor seconded and the motion carried. The meeting was adjourned at 5:29 PM.

Minutes prepared by: Lori L Anderson-Malm City Clerk

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

**HOUSING AUTHORITY OF MERRILL WISCONSIN
SECTION 8 HOUSING
PARK PLACE & JENNY TOWERS
BOARD OF COMMISSIONERS
MEETING MINUTES**

Regular Meeting @ 7:30am

June 20, 2023

Main Office 701 E 1st Street

1. Call to Order: Chair Nancy Kwiesielewicz called the meeting to order at 7:27am.
2. Roll Call: Chair Nancy Kwiesielewicz, Jeff Schneider, Andrew Polzin, Executive Director Lynn Ross, Assistant Director Jeremy Wunningham, Park Place Tenant Advisor Randy Ellis, Jenny Tower Tenant Advisor Jan Frederickson, Recording Secretary Jamie Schmeltzer

Absent: Vice Chair Jeremy Cordova, Nicole Johnson, and Ex-Officio Dick Lupton
3. Public Comment: None
4. Tenant Advisor Updates:
 - a. Jenny Towers: Jan reported that exercise class continues. There are a few groups that get together for dice and card games. Questioned if the elevator issue has been addressed and cleaned.
 - b. Park Place & Westgate LLC: Randy reported that tenants are finally out and about with the warmer weather. Inquired when the crosswalk signs would be placed between the buildings. Discussion went on to tenants spitting outside on sidewalks and in the smoking area.
5. Approval of Meeting Minutes: Motion to approve April minutes (Schneider/Polzin) 3 Ayes/ 0 Nays motion carried.
6. Approval of Financials: Executive Director Ross briefed by exception. Motion to approve April and May Income and Expenses Report (Schneider/Polzin) 3 Ayes/ 0 Nays motion carried.
7. Old/Unfinished Business: None
8. New Business:
 - a. Annual Review of By-Laws Revision 6: Motion to approve Annual By-Laws (Polzin/Schneider) 3 Ayes/ 0 Nays motion carried.
 - b. Election of Chair and Vice Chair: Postponed until to July board meeting.
9. Assistant Director Update:
 - a. Jenny Towers: Replacing of concrete sidewalks and steps is scheduled for Monday, June 19, 2023 pending weather.

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

- b. Window Washers: Scheduled to clean windows on Monday, June 19, 2023.
- c. Bluejay Home #4 (808 E 4th St): Installation of flooring and door trim is almost complete. Concrete work is placed on hold until work is completed at Jenny Towers.
- d. Bluejay Home #5 (Duplexes): Installation of flooring has begun with the plan to stay ahead of the subcontractor's schedule.
- e. Bluejay Home #6 (Duplexes): Groundbreaking work is scheduled to begin the week of June 19th for the installation of utilities and concrete work.
- f. General Maintenance: The staff attended a seminar sponsored by NASCO on June 15, 2023. It was very beneficial and we learned some new flooring preparation techniques and options for replacement equipment. The plan is to have staff begin the process of shampooing carpet at all the apartment buildings to remove the residue from winter.

10. Executive Director Update:

a. Occupancy Update:

- Park Place & Westgate LLC 96% Occupancy (4 vacant units)
- Jenny Towers 96% Occupancy (4 vacant units)

b. Fire Drills: The Merrill Fire Department will be performing live fire drills at the high-rise buildings. Jenny Towers will take place June 21, 2023 and Park Place & Stonebridge will take place on June 29, 2023.

c. JT REAC Inspection: Received notification that the inspection is scheduled for Wednesday, July 19, 2023 and is a requirement from HUD. The prior score was 82 and if we score above 80 the next inspection won't be for 2 years.

d. HUD HOTMA (Housing Opportunity through Modernization Act of 2016) Training: Administrative Staff will be attending week long webinar training sessions on the changes to income calculations and tenant reviews.

e. JT/Mgmt 2022 Audit: There is a posting issue with an entry made by a prior employee that is incorrect so researching with Realpage on how to fix before SVA can complete the audit.

f. CD Specials: 7-month CD at 5.25% considering investing the funds from JT MM 8902 \$250,000 as current rate is 1.51% & Park Place MM 7937 \$148,000 as current rate is 0.50%. The funds invested in the ICS program have a current rate of 4.30% and include the reserve and security deposit accounts which are all considered fluid and not recommended to tie these up for months.

11. Closed Session Meeting: Motion to move to closed session at 8:23am (Schneider/Polzin)

12. Open Session: Motion to move to open session at 8:58am (Polzin/Schneider)

13. Next Monthly Meeting: Tuesday, July 18, 2023 at 7:30am (701 E 1st St Main Office)

14. Adjournment: Meeting adjourned at 9:00am (Polzin/Johnson). Roll call 3 Ayes/0 Nays

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

COMMITTEE OF THE WHOLE
Tuesday, July 11, 2023
5:30 PM
Common Council Chambers

I. Call to order

The meeting was called to order at 5:30 PM by Mayor Steve Hass with the following attending:

Paul Russell – District 1
 Michael “Gus” Caylor – District 2
 Vacant – District 3
 LaDonna Fermanich – District 4
 Dick Lupton – District 5
 Mike Rick – District 6
 Mark Weix – District 7
 Steve Sabatke – District 8

Other’s present: Mayor Hass, City Clerk Anderson-Malm, Finance Director Unertl, City Attorney Hayden, Police Chief Bennett, Public Works/City Engineer Akey, Facilities Maintenance Manager Wszalek, Fire Chief Klug (remote), Library Director Ollhoff, Gary Hartwig, Alan Wix, Hallie Savall, Nathan Meyer, Brian Reilly from Ehlers and Merrill Productions. Park & Recreation Director Wendorf was excused.

II. Roll Call was taken.

III. Public Comment: There was no public comment

IV. Minutes from previous meeting:

Aldersperson Russell made a motion to approve the minutes from June 13th.
 Aldersperson Weix seconded and the motion carried.

V. General Agenda Items:

1. 2023 City of Merrill borrowing process – Brian Reilly from Ehlers
 Additional information was provided at the meeting regarding TIF and 2023 borrowing. Brian Reilly gave an extensive overview of TID’s and TIF’s and borrowing. He answered questions from the Council.

2. Discussion and consideration on Election Machines for 2024
 City Clerk Anderson-Malm gave a very brief presentation due to time constraints. Finance Director Unertl stated there is \$28,380 in the election budget to cover the majority of this purchase. Mayor Hass made a motion to approve the Election machines for 2024. Aldersperson Caylor seconded and the motion carried.

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

3. Candidate Interviews for District 3

Mayor Hass asked the Council if they had any questions for Nathan Meyer. Due to time constraints, there were no questions. Alderperson Rick made a motion to approve Nathan Meyer for District 3 Alderperson to finish the current term. Alderperson Russell seconded and the motion carried.

VI. Adjournment

Alderperson Rick made a motion to adjourn. Alderperson Lupton seconded and the meeting adjourned at 6:58 PM.

Minutes prepared by: Lori Anderson-Malm – City Clerk

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

**CITY OF MERRILL
FESTIVAL GROUNDS COMMITTEE
THURSDAY, July 6, 2023 MINUTES**

Regular Meeting City Hall Council Chambers 6:00 p.m.

Members Present: Mayor Steve Hass, Alderpersons Michael "Gus" Caylor (left at 6:30) and Steve Sabatke. Alderperson Mike Rick was absent. Other committee members present – Bryan Bloch, Brad Becker and Festival Grounds Manager Richard Bjorklund. Becky Meyer was excused.

Others Present: City Clerk Anderson-Malm, City Attorney Hayden, City Engineer Akey, Social Media Specialist Savall and Merrill Productions video operator.

- I. **Call to Order** - Chair Hass called the meeting to order at 6:00 p.m.
- II. **Minutes from previous meeting** – Alderperson Caylor made a motion to approve the minutes from the June 1st meeting. Bryan Bloch seconded and the motion carried.
- III. **Agenda Items for Consideration:**
 1. **Fair Update** – Fair Association Rep Becker gave an update. They have an abundance of animals for the fair this year and are working through solutions for handling that amount. All else seems to be running as expected.
 2. **Rodeo Update** – Rodeo Association Rep Bloch gave an update. He thanked the Mayor, Rod, Council and City staff for all the help given for the rodeo. Approximately 8,000 people attended the event and tickets were sold across the United States. The majority of tickets were sold in the northern 2/3 of Wisconsin. No total dollar amount at this time but it was a success.
 3. **Permanent Vendor Update** – Permanent Vendor Rep Meyer was excused.
 4. **Calendar of Events** – This was handed out at the meeting. There were no questions.
 5. **Continued discussion on promoting Festival Grounds:**
 - a. **2024 Fireworks update** – Mayor Hass and Alderperson Caylor met with the Humane Society board. They are willing to work with the city regarding fireworks. Information was presented at the meeting regarding the radius needed for fireworks. Following discussion, it was decided this would be on the August agenda for further discussion.
 - b. **Campgrounds update** – Mayor Hass stated the city is waiting for a fence quote from the Amory to Sales Street. The committee discussed defining the campsites. No additional action was taken.

IV. Monthly Reports:

Monthly Report – Festival Grounds Manager Bjorklund – The report was provided at the meeting. Festival Grounds Manager Bjorklund highlighted some of the items on his report.

Aldersperson Sabatke made a motion to place his report on file. Mayor Hass seconded and the motion carried.

V. Public Comment – There was no public comment.**VI. Establish date and time of next meeting** – The next meeting will be Thursday, August 3rd at 6:00 PM.**VII. Adjournment** – Bryan Block made a motion to adjourn. Aldersperson Sabatke seconded and the motion carried. The meeting was adjourned at 6:58 PM.

Minutes prepared by: Lori Anderson-Malm City Clerk

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

**City of Merrill
Historic Preservation Committee
Wednesday, July 19, 2023
City Hall Common Council Chambers**

Historic Preservation Voting Members Present: Chair Caylor, Alderperson Sabatke, Elizabeth McCrank, and Bea Lebel. Bill Heideman was absent

Other's present: City Clerk Anderson-Malm, Social Media Specialist Savall and Merrill Productions

I. Call to order – Chair Caylor called the meeting to order at 6:02 PM

II. Approval of Previous Meeting Minutes from June 21, 2023

Alderperson Sabatke made a motion to approve the June 21 minutes. Elizabeth McCrank seconded. Elizabeth asked to revise the minutes to change “college” to “trade school”. City Clerk Anderson-Malm will revise the minutes to reflect that change. Following discussion the motion carried.

III. General Agenda Items:

1. Update and continued discussion on Legion Building:

a. Legion Building story board – Elizabeth spoke with John Van Lieshout regarding the Legion Building storyboard. She is hoping to have the storyboard updated and will present the final version at the August meeting.

b. Information from Park and Recreation regarding the building – Chair Caylor emailed Park & Recreation Director Wendorf regarding the use of the building. Any further information received will be presented at the August meeting.

2. Continued discussion on possible list of contractors for Historic homes and buildings: Elizabeth McCrank researched the graduates from the trade school and most have stayed in the East Coast area. The Minnesota Historical Society as well as the Wisconsin Historical Society does have contractors who specialize in historic buildings. However they are located in larger metro areas.

Alderperson Sabatke requested a link be placed on the city website under the History tab.

a. Discuss media coverage regarding Historic homes and buildings – Discussion occurred between committee members and Social Media Specialist Savall. Items discussed included compiling a list of property owners who would agree to have footage taken of their historic home or building along with interviews of the owners regarding the home/building.

Elizabeth asked about an interactive game that would draw people’s attention to the historic aspect of Merrill. “Where am I in Merrill” was the topic. This will be on the August agenda for further discussion/collaboration.

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

3. Continued discussion on sign placement schedule and media coverage:
Chair Caylor updated the committee on the sign placement schedule. This will be a recurring item on the proceeding agendas.

IV. Next meeting date and time:

The next meeting would fall on Fair week. City Clerk Anderson-Malm will email the committee members regarding alternate dates for the August meeting.

V. Public Comment

There was no public comment.

VI. Adjournment

Aldersperson Sabatke made a motion to adjourn. Bea Lebel seconded and the motion carried. The meeting was adjourned at 6:32 PM.

Minutes prepared and submitted by: Lori Anderson-Malm, City Clerk

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

CITY OF MERRILL
MARKETING & COMMUNICATIONS COMMITTEE
THURSDAY, July 20, 2023 - MINUTES
Regular Meeting City Hall Council Chambers 5:15 p.m.

Present: Chair Fermanich, Alderperson's Weix and Meyer, Sarah Sturm, Laurie Ollhoff, Renea Frederick, Scott Steele. Dan Wendorf, Tammie Mrachek and John Greenwood were excused.

Also Present: Mayor Hass, City Clerk Anderson-Malm (left at 5:50), Interim City Administrator's Akey and Bennett, Social Media Specialist Savall and Merrill Community Media.

- I. Chair Fermanich called the meeting to order at 5:15 PM.
- II. **New Board Member – Nathan Meyer –**
Chair Fermanich introduced Nathan Meyer to the Committee.
- III. **Approval of previous meeting minutes:**
Alderperson Weix made a motion to approve the May 18th meeting minutes. Alderperson Meyer seconded and the motion carried.
- IV. **General Agenda Items:**
 1. Discussion of hiring new Marketing Communications Specialist – Chair Fermanich reassured the City and Committee the Council is behind hiring a new specialist. Interim CA Akey started the discussion by asking if it should be a Marketing Consultant versus a Communication Specialist. Discussion occurred between all committee members.

After discussion, it was decided Interim CA's Akey and Bennet along with Mayor Hass would bring back a recommendation to the next meeting.
 2. Discussion and consideration of Midwest Marketing on-line advertising proposal – Chair Fermanich briefly discussed the proposal. Alderperson Weix made a motion to accept the Midwest Marketing on-line proposal. Alderperson Meyer seconded and the motion carried.
 3. Discussion and consideration of a Wedding Planner ad for the Expo Center rentals – This item was brought forward by Enrichment Director Mrachek. This would be 2 editions of a full page ad for \$1,260 and would be for the Fall of 2023 and Spring of 2024. This would come out of the Marketing Account. Alderperson Weix made a motion to approve the Wedding Planner ad for the Expo Center rentals. Alderperson Meyer seconded and the motion carried.
 4. Discuss and consider promotion of Community Night Out – Chair Fermanich suggested asking Alderperson Caylor to mention this event at Gazebo Nights. SMS Savall said she would like a table with survey's asking people how they are following the City of Merrill and what they would like to see in the future. It was decided Premier would be contacted for a tablecloth with the City of Merrill's logo.
 5. Discussion of street banners – This was put on hold until early 2024 however, following discussion it was decided Church Mutual would re-do their banner but the other banners would wait until 2024. A motion was made to this effect by Alderperson Weix. Alderperson Meyer seconded and the motion carried. The actual motion was not clear on the audio.

Marketing & Communications – July 20, 2023

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

V. **Monthly Reports and Updates:**

Social Media Specialist Savall highlighted items from the reports that were included in the packet. Alderperson Meyer made a motion to place the reports on file. Alderperson Weix seconded the motion carried.

VI. **Public Comment:**

Sarah Sturm made a public comment regarding the Chamber's Visitors Guide

VII. **Establish date and time of next meeting:**

Chair Fermanich mentioned the August meeting would be on the week of the Lincoln County Fair. Following discussion, the next regular meeting will be August 24 at 5:15PM. City Clerk Anderson-Malm will be absent from that meeting due to a conference.

VII. **Adjournment** – Alderperson Meyer made a motion to adjourn. Alderperson Weix seconded and the motion carried. The meeting was adjourned at 6:13 PM.

Minutes respectfully submitted by City Clerk - Lori Anderson-Malm from notes taken at the meeting as well as the live stream from the city website.

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

City of Merrill
 Airport Commission Meeting Minutes
 Wednesday, June 21, 2023
 Merrill Airport Terminal

Members Present: Gary Schwartz (Chairman), Gary Schulz, Joe Malsack, Mark Weix Jr. (Alderman), Lyle Baner, Rich McCullough (Airport Manager) FBO

Public Present: Luke Lazar, Steve Krueger

1. Call to Order – Meeting called to order at 19:00 hours by Chairman Schwartz.
2. Approval of Meeting Minutes from May 24, 2023. Motion by Baner; second by Malsack. All ayes. Motion carried.
3. Approval of Vouchers – Vouchers presented, received and initialed. Motion to pay vouchers by Baner; second by Malsack. All ayes. Motion carried.
4. Runway 16/34 Project Status – Schwartz reported on the re-authorization bill going through Congress; and for the first time in the history of the Federal Aviation Administration (FAA), General Aviation (GA) had a separate funding source which was increased from \$650,000,000 to \$1,000,000,000 to be dedicated to GA. Things that the FAA is looking at doing with the increase in funding is hangar space and that FAA address current issues with runway projects, which is encouraging. Both are issues that Merrill Airport is facing. Schwartz sent an email to Andy Trimble at Bureau of Aeronautics (BOA), asking if he has any information on Merrill's project regarding the 16/34 runway, which will also give the FAA a notice that Merrill Airport is still working toward the restoration of our 16/34 runway and we aren't going away.
5. Update Entitlement Projects 2022/2023 – The T-hangar drainage/blacktop project is blacktopped on both side if the City T Hangars, and will be finished this week.
6. Discussion/Decision RFP Current FBO Hanger – Nothing new.
7. Update Airport Signage – Malsack is applying for permits for new signs.
8. Update F-84 Monument – Nothing new.
9. Airport General Maintenance – No lights have arrived yet. Nothing new on Airport house sewer improvement. Will be lowering 100 LL fuel price to \$4.99 to draw aircraft planning their trip to Oshkosh. Schulz asked how long should we wait to operate on the new blacktop; a couple days is preferred with no tires turning or stopping on the new blacktop. Pulling straight across it shouldn't be a problem.

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

10. Chairman's Report – Schwartz reported he contacted Bureau of Aeronautics on Merrill's AWOS System that has been putting out a weak signal. They will be looking into the problem
11. Aviation Happenings – Schulz reported that Congress is supporting hangars up to 5,000 square feet and, also, expanded basic medical parameters, allowing heavier airplanes and more passengers. No word yet on action taken on light sport. Also, some U.S. Senators have stated they would like to see a program to support future airline pilots.
12. Discussion EAA Cup Race – Merrill Municipal Airport is the finish line on July 23, 2023. It should be publicized in Foto News so public is aware and can watch the finish.
13. Public Comment – None.
14. Agenda Items for Next Meeting – T-Hangar policies and lease agreement.
15. Adjournment – Motion by Schulz to adjourn; second by Weix. All ayes. Motion carried.

Minutes prepared by Lyle Banser

City of Merrill
Meeting of Redevelopment Authority (RDA)

Wednesday, June 7, 2023 at 8:00 a.m.
City Hall Common Council Chambers

RDA Present: Steve Hass, Tony Kusserow, Clyde Nelson, Mark Bares, Steve Sabatke, Rebecca Rutkowski, and Jim Koppelman

Others: Alderperson LaDonna Fermanich, City Clerk Lori Anderson-Malm, Finance Director Kathy Unertl, City Attorney Tom Hayden, City Public Works Director/City Engineer Rod Akey, City Building Inspector/Zoning Administrator Darin Pagel, Police Chief Corey Bennett, Bill Bialecki from Lincoln County Economic Development Corp. (LCEDC), Ryan Ott from Ott Development & Construction LLC, T.J. Morice from NAIPfellerle, City Marketing Contractor Chantel Kuczmarski, and video operator from Merrill Productions

Call to Order: Chair Hass called the meeting to order at 8:00 a.m. Hass advised that there would not be a Closed Session.

Consider approval of RDA meeting minutes from May 3, 2023:

Motion (Bares/Kusserow) to approve the meeting minutes from May 3. Carried.

Public Comments: None.

Update from Ryan Ott Development & Construction:

Ott reported that the first two Johnson St. new homes have been completed and sold. Construction has started on two additional single-family homes that have purchase agreements. Potentially all eight Johnson St. lots could be developed during 2023.

In response to RDA Commissioner questions, Ott indicated that building material costs vary with increased concrete expenses.

Ott and Akey emphasized interest in continued residential development within the City of Merrill. Akey advised that there will be discussion of other potential vacant lots at the next RDA meeting. Unertl noted that there are only two vacant lots remaining on Parkview Dr. with three new homes under construction.

New Homes – 602 Eugene St., 1509 Nicklaus Dr., and 1605 Nicklaus Dr.:

Completed residential incentive program application forms were included for the three properties were included in the agenda packet.

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

Real Estate broker presentation and discussion on potential marketing of City-owned vacant land at Pine Ridge Plaza (TID No. 4):

T.J. Morice from NAIPfellerle highlighted his firm's success in marketing properties, including at City of Abbotsford. Morice reported that commercial construction costs are up 20% to 30%,

Motion (Sabatke/Bares) to authorized Mayor and Co-Interim City Administrators to list the City-owned property. Motion carried.

Review of 2022 Tax Increment District (TID) Annual Reports:

Unertl advised that the City's independent financial advisor from Ehlers would be attending Joint Review Board and Redevelopment Authority meetings in August to update on TID fiscal status and future options.

Total 2022 expenditures were about \$5 million which included \$1,016,802 in Debt Service Principal repayments, There were major utility and street infrastructure investments in TID No. 7 and No. 8 totaling over \$2 million.

Next RDA Meeting: Wednesday, July 5th at 8:00 a.m.

Adjournment: (Nelson/Rutkowski) to adjourn at 8:43 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

Attachment: Committee Reports (10259 : Consider placing the following committee reports on file:)

PARKS AND RECREATION COMMISSION

August 2, 2023

The Merrill Parks and Recreation Commission met on Wednesday, August 2, 2023 at 4:15 p.m., at Merrill City Hall.

Members Present: Kyle Gulke, Chad Krueger, Dan Novitch (arrived at 5:10), Rebecca Rutkowski, Jean Ravn, and Mark Weix

Members Excused Absent: Joan Tabor

Department Staff Present: Dan Wendorf and Dawn Smith

***Motion by Weix, seconded by Ravn to approve the minutes from the June meeting.

***Carried unanimously.

***Motion by Weix, seconded by Gulke, to approve the claims from June 2023.

Ravn questioned why we had to get new gazebo railing. Wendorf stated due to vandalism. Weix questioned on how garbage pickup was. Wendorf stated it was going good.

***Carried unanimously.

***Motion by Weix, seconded by Ravn to approve the claims from July 2023.

Gulke questioned if there was a warranty on the pool. Wendorf stated there was not. Weix questioned the top soil. Wendorf stated it was something that was done every year to fix turf areas.

Public Comment: none

Chad Krueger requested to move agenda number 1 to a little later in the meeting.

The next item on the agenda was request for discussion regarding potential camping at Riverside Park. Weix stated that Greg Hartwig had come to him to have this item placed on the agenda. Weix stated that the County has ARPA money and would be willing to use it for camping. Wendorf stated that he has reviewed some of the sites of interest and he does not feel Riverside Park would be a good location due to flooding at least once or twice a year. After a lengthy discussion the commission requested that Wendorf check into what the cost would be, if we would need to do a property audit to see where the best location for camping would be and to report back to the commission next month.

The next item on the agenda was to discuss potential Lincoln County funding for kayak lift/dock at Ott's Park and or Riverside Park. Lincoln County Administrator Renee Krueger stated that the County does an 85/21 grant. It is a DOA specialized grant for transportation for elderly and disabled. Krueger stated that putting in a kayak lift/dock would qualify for this grant. Krueger stated that the lift would be on the opposite side as where the boats are put in.

***Motion by Weix, seconded by Rutkowski to approve putting in the kayak lift/dock at Ott's Park from Lincoln County as part of a 85/21 grant.

***Motion carried.

Attachment: 2023-08-02 Park and Rec Meeting Minutes (10259 : Consider placing the following committee reports on file:)

The next item on the agenda was discussion on the 2024 Capital Improvements & Equipment. Wendorf stated that there is an enclosed list of Capital Improvements and Equipment enclosed in the packet. Wendorf discussed the items listed and stated that this would be on next month's agenda for more discussion. Wendorf asked that if anyone has other ideas, please share before the next meeting.

The next item on the agenda was continued discussion on park shelter refund policy. Wendorf stated that he has seen an increase on cancellations within the park and feels like there needs to be a better policy in place for cancellations. Wendorf included a list of what other cities do for cancellations. Wendorf stated that he likes what Verona does. They offer a 3 tier cancellation policy.

***Motion by Weix, seconded by Rutkowski to implement a new cancellation policy for park rentals. Cancellation policy will be: Cancel 30 or more days' in advance full refund, 14-29 days in advance equals 50% refund, inside of 14 days is no refund.

***Motion carried.

The next item on the agenda was to discuss Summer Playground Program. Wendorf stated that there have been some behavioral problems at summer playground this year and has been a pretty difficult summer for our leaders. We had one leader who quit and most leaders may not be returning next year. We have been dealing with language, fighting, stealing, name calling and disrespect to our leaders. This year we have asked 15 kids to leave the program. Wendorf stated that he feels like we are in need of making some changes to the program before next summer. This item will be discussed more at a future meeting.

The next regular meeting is scheduled for Wednesday, Sept. 6, 2023 at 4:15 p.m. at the Merrill City Hall.

Public Comment: Steve Sabatke: Steve stated that he is in favor of a campground within the city limits. He stated that Tomahawk loves the idea of Merrill putting in a campground. Steve also stated that there should be some more kayak launches. Some ideas for launches would include: Prairie River/Prairie Dells, Little Florida and over by Hwy. C.

Kyle Gulke: Kyle stated that he has done some research on National Park website. He stated that in 2021 1.3 million people visited Marathon County spending approximately \$408.00 per trip. Kyle stated he wanted to bring this to the commission to show that tourism does bring in money to the community.

Chad Krueger: Chad wanted to thank Dan and his crew for doing an amazing job on getting the fields ready for the fastpitch tournament and how nice the grounds looked. He stated that people love coming to this tournament.

***Motion by Ravn, seconded by Krueger to adjourn at 6:10 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

Attachment: 2023-08-02 Park and Rec Meeting Minutes (10259 : Consider placing the following committee reports on file:)

City of Merrill
Meeting of Redevelopment Authority (RDA)

Wednesday, August 2, 2023 at 8:00 a.m.
City Hall Common Council Chambers

RDA Present: Steve Hass, Tony Kusserow, Clyde Nelson, Mark Bares, Steve Sabatke, Rebecca Rutkowski, and Jim Koppelman

Others: Alderpersons LaDonna Fermanich and Nathan Meyer, City Clerk Lori Anderson-Malm, Finance Director Kathy Unertl, City Attorney Tom Hayden, City Public Works Director/City Engineer Rod Akey. City Building Inspector/Zoning Administrator Darin Pagel, Police Chief Corey Bennett, Bill Bialecki from Lincoln County Economic Development Corp. (LCEDC), T.J. Morice from NAIPfefferle, and video operators from Merrill Productions

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

Consider approval of RDA meeting minutes from July 5, 2023:

Motion (Bares/Nelson) to approve the meeting minutes from June 5. Carried.

Public Comments: None.

Update on real estate marketing brochure (TID No. 4 vacant site):

The NAIPfefferle marketing brochure was included in the agenda background packet. Morice advised that one Letter of Interest has been received. Morice will continue coordinating with City Public Works Director/City Engineer Akey.

Follow-up consideration of potential real estate broker listing for Lincoln County Highway G Industrial/Business Park (TID No. 13):

Akey suggested that hiring a real estate broker would assist in facilitating new development in the City-owned 66-acre site. Sabatke commented that the land is not shovel ready (i.e. without municipal utility and street infrastructure). Morice reported that would not hamper marketing efforts as long as City had potential infrastructure cost estimates and timeframes for future construction if there were firm development interest.

Motion (Hass/Rutkowski) to approve listing agreement with NAIPfefferle. Carried.

Discuss future redevelopment of 403 W Main St (corner with S Prospect St.) – TID No. 8:

Discussion focused upon issuing Request for Proposal seeking potential redevelopment or development of municipal-owned parking lot. Besides the former building site (which is gravel), the parking lot south of the City alley would likely need to be improved with new pavement.

Motion (Sabatke/Koppelman) to prepare cost estimate for potential municipal parking lot for 2024 budget consideration. Carried.

Attachment: 2023-08-02 RDA Minutes (10259 : Consider placing the following committee reports on file:)

Discuss potential extension of Spruce St north of E 10th St (TID No. 7):

Akey advised that the property owners have requested confirmation that City would proceed with improvement of Spruce St (between E 10th St and 14th St). Mayor Hass reported that City grubbed trees in 2022 s from where the Spruce St right-of-way could be development. The potential Certified Survey Map (CSM) to split off three E 10th St lots and Plat were not finalized. The previous concept layout was included in the RDA agenda packet.

Potential timeframe for utility and street improvements could be utilities and gravel base in 2024 and then curb, gutter, and paving in 2025. Akey will continue discussions with the property owners.

Review Housing Residential Incentive Applications:

Two applications were reviewed including: 811 N State St and 1002 Cotey Dr.

Review of preliminary WI Department of Revenue 2023 Equalized Valuations:

Unertl reported that WI DOR released the preliminary valuations on August 1st. Unertl distributed historical graphs showing valuation trends. City 1/1/2023 Equalized Valuation increased \$102,359,000 which included \$67,364,200 in Tax Incremental Districts.

Next RDA Meeting: Tentatively scheduled for Wednesday, September 6 at 8:00 a.m.

Adjournment: (Koppelman/Kusserow) to adjourn at 8:40 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

**CITY OF MERRILL
FESTIVAL GROUNDS COMMITTEE
THURSDAY, August 3, 2023 MINUTES**

Regular Meeting City Hall Council Chambers 6:00 p.m.

Members Present: Mayor Steve Hass, Alderperson Steve Sabatke, Alderperson Mike Rick, Bryan Bloch, Brad Becker and Becky Meyer. Alderperson Michael Caylor was excused.

Others Present: City Clerk Anderson-Malm, City Attorney Hayden, City Engineer Akey, Festival Grounds Manager Bjorklund and Merrill Community Productions video operator.

- I. **Call to Order** - Chair Hass called the meeting to order at 6:00 p.m.
- II. **Minutes from previous meeting** – Alderperson Rick made a motion to approve the minutes from the July 6th meeting. Bryan Bloch seconded and the motion carried.
- III. **Agenda Items for Consideration:**
 1. **Fair Update** – Fair Association Rep Becker gave an update. He stated all should be ready for the fair. The prices for soda increased a bit; the other prices remained the same. There will also be added security this year. Following discussion regarding the bathrooms and lighting, Mayor Hass asked to come up with a list of Capital improvements for the Festival Grounds to be provided at the September meeting. This list would then be forwarded to the budget meetings.
 2. **Rodeo Update** – Rodeo Association Rep Bloch gave an update. He stated the rodeo was a success and thanked the city and employees for their help.
 3. **Permanent Vendor Update** – Permanent Vendor Rep Meyer gave an update and stated the stands are anticipating another big year.
 4. **Calendar of Events** – This was handed out at the meeting. There were no questions.
 5. **Discussion on promoting the Festival Grounds** – Social Media Specialist Savall provided a list of possible events which was provided at the meeting. This item will be included on the September agenda for further discussion.
- IV. **Monthly Reports:**

Monthly Report – Festival Grounds Manager Bjorklund – The report was provided at the meeting. Festival Grounds Manager Bjorklund highlighted some of the items on his report.

Alderperson Rick made a motion to place his report on file. Alderperson Sabatke seconded and the motion carried.
- V. **Public Comment** – There was no public comment.

- VI. Establish date and time of next meeting** – The next meeting will be Thursday, September 7th at 6:00 PM.
- VII. Adjournment** – Alderperson Rick made a motion to adjourn. Bryan Bloch seconded and the motion carried. The meeting was adjourned at 6:24 PM.

Minutes prepared by: Lori Anderson-Malm City Clerk

Attachment: 2023-08-03 FGC Minutes (10259 : Consider placing the following committee reports on file:)

RESOLUTION NO. _____

**A RESOLUTION GRANTING THE HAUNTED SAWMILL A STREET USE
PERMIT IN OCTOBER FOR A PERIOD OF 10 YEARS AT
HENDRICKS STREET, MERRILL**

WHEREAS, The Haunted Sawmill has requested a street use permit to close the street in the area in front of The Haunted Sawmill (Hendricks Street from E 7th Street to E 8th Street) from 5:00 pm to 1:00 am on the following dates in 2023: October 6, 7, 13, 14, 20, 21, 27, 28 and 29th, 2023, in conjunction with a haunted house event; and,

WHEREAS, a similar permit would be applied for during approximately the same dates for the next 10 years; and,

WHEREAS, the Board of Public Works has reviewed the Application, has recommended approval of said application; and,

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8th day of August, 2023, that a street use permit shall be issued to The Haunted Sawmill to close the street area in front of the Haunted Sawmill on the above stated dates and times in 2024 and on similar dates through 2033; and The Haunted Sawmill shall notify the Public Works Director by July 1st of each year of the exact dates the permit shall be used; and,

BE IT FURTHER RESOLVED, that commencing in 2024, a street use permit shall be granted to The Haunted Sawmill through 2033 for their haunted house event on approximately the same dates and times as the previous year.

This street use permit may be revoked by the City of Merrill upon 90 days notice to The Haunted Sawmill.

Recommended by: Board of Public
Works

CITY OF MERRILL, WISCONSIN

Moved: _____

Steve J. Hass
Mayor

Passed: _____

Lori Anderson-Malm
City Clerk