

City of Merrill - Joint Review Board

Tuesday, May 25, 2021 at 5:00 P.M.

Merrill City Hall – Council Chambers & Remote

Members Present: Mayor Derek Woellner (City of Merrill representative), John Sample (Merrill Area Public Schools representative), Roxane Lutgen (Northcentral Technical District representative - Remote), Bob Weaver (Lincoln County representative), and Ryan Schwartzman (public member)

Others Present: Alderpersons Rick Blake and Steve Sabatke, City Administrator Dave Johnson, Finance Director/RDA Secretary Kathy Unertl, City Attorney Tom Hayden, Brian Reilly from Ehlers & Associates, City IT Manager Dustin Brown, and Merrill Productions video operator

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

Unertl reported that the Public Meeting Notice for the Joint Review Board had been published in the Merrill FotoNews on May 6th and May 13th.

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

Election of Chairperson: Motion (Schwartzman/Weaver) to reconfirm Woellner as Chairperson. Carried.

Review and consideration of Joint Review Board meeting minutes of February 23, 2021:

Motion (Schwartzman/Sample) to approve the minutes of February 23, 2021 meeting, Carried.

Discuss responsibilities of the Joint Review Board: Unertl highlighted the key criteria that should be used in when considering creation of new Tax Incremental District (TID). Brian Reilly from Ehlers & Associates provided brief overview of the process. There were no questions regarding JRB responsibilities.

TID No. 14 creation:

Brian Reilly from Ehlers & Associates highlighted the TID No. 14 Plan. Reilly covered Equalized Value Test (i.e. under 12.0%), proposed project costs, development assumptions, revenue projections, and cash flow projections.

TID No. 14 creation (Continued):

- The proposed TID includes two parcels in need of redevelopment.
- There are limited infrastructure improvements (such as larger water and sanitary sewer mains)
- The Rain Car Wash development is proposed for one of the parcels.

There were no questions on the draft TID No. 14 Plan.

Review TID No. 14 Rain Auto Wash development agreement:

Unertl highlighted the proposed \$1.5 million redevelopment project, which includes demolition of existing building, new three-phase electrical service, and vapor barrier to cap an area with petroleum contamination. A project overview, TID fiscal projections, and the draft development agreement were included with the Joint Review Board agenda packet,

Over the lifespan of proposed TID, over \$560,000 in tax increment will be generated. There is a total \$130,000 TID No. 14 cash development incentive which will be paid over three years to the developer.

There were no questions regarding the Rain Auto Wash information.

Next Joint Review Board meeting date:

The Merrill Redevelopment Authority has a scheduled public hearing on the TID Plan at 6:00 p.m. on Tuesday, May 25th. Merrill Common Council action on Redevelopment Authority (RDA) recommendations are scheduled for Tuesday, June 8th.

Joint Review Board member consensus to meet on Tuesday, June 29th at 5:00 p.m. The agenda for this meeting will include review of 2020 TID Annual Report information.

Adjournment:

Motion (Schwartzman/Sample) to adjourn. Carried at 5:18 p.m.

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