



CITY OF MERRILL
COMMON COUNCIL
AGENDA • WEDNESDAY MAY 13, 2020

Regular Meeting

City Hall Council Chambers

6:00 PM

To attend the meeting virtually, call 857-309-5486 and meeting PIN 909 576 747

1. Call to Order
2. Silent Prayer
3. Pledge of Allegiance
4. Roll Call
5. Public Comment Period
6. Minutes of previous Common Council meeting(s):
 1. Minutes of April 14, 2020 meeting and April 21, 2020 meeting
7. Revenue & Expense Reports(s):
 1. Revenue and Expense for the period ending April 30, 2020
8. Committee of the Whole:
 1. The Committee of the Whole recommends deferring the following 2020 capital items: Dock-Riverside (\$15,000), Streets Garage Parking Lot (\$100,000), Concrete - Sidewalk (\$75,000), Black Dirt Screening (\$12,500), Poplar & Court Streets project (\$150,000), Mill St. (East Main Street to East First Street) project (\$60,000) and West St. Paul Street (curb, gutter & paving) project (\$150,000).
 2. The Committee of the Whole recommends removing \$40,000 from Festival Grounds Cattle Barn repair/renovation fund.
 3. Consider budget amendment to approve \$70,000 for street lighting for the M2020-01 Grand Ave. project. At the April 14th Common Council meeting, this item was referred to the Committee of the Whole. At a meeting on April 22nd, the Committee of the Whole recommended approval.
9. Personnel and Finance Committee:
 1. The Personnel and Finance Committee has directed City Administrator Johnson, Community Development Program Coordinator Shari Wicke and City staff to prepare revisions to the Small Business Emergency Support Program policy and submit those revisions to the May Common Council meeting.
 2. The Personnel and Finance Committee recommends implementing a hiring freeze for all hires, and to review the freeze at the November, 2020 Personnel and Finance Committee meeting. The Police Department, Fire Department and the T. B. Scott Free Library would be exempt from the hiring freeze.

3. Consider furloughing of Festival Grounds Manager position, in light of the COVID-19 pandemic. The Personnel and Finance Committee has directed City Attorney Hayden to research the legal ramifications of a furlough for a contracted position. City Attorney Hayden is to report his findings at the May Common Council meeting.
4. Consider implementing policy that unused capital project funds be returned to the Debt Service Fund. The Personnel and Finance Committee recommends approval.
10. Placing Committee Reports on File:
 1. Consider placing the following committee reports on file: Airport Commission, Committee of the Whole, Community Development Committee, Health & Safety Committee, Library Board, Parks & Recreation Commission, Personnel & Finance Committee, Redevelopment Authority and Tourism Commission.
11. Ordinances:
 1. An Ordinance amending Chapter 16, Section 16-1 Schedules of licenses and fees, Chapter 4 Alcohol Beverages for the license year of July 1, 2020 to June 30, 2021. The Health and Safety Committee recommends approval.
 2. An Ordinance amending Chapter 2, Article IV, Section 2-84 Meetings of the Common Council, related to allowable start time for Common Council meetings. Mayor Woellner is bringing this ordinance directly to the Common Council.
12. Resolutions:

None.
13. Mayor's Communications
14. Adjournment

William N. Heideman, CMC, WCMC
City Clerk

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at (715) 536-5594.



CITY OF MERRILL
COMMON COUNCIL
MINUTES • TUESDAY APRIL 14, 2020

Regular Meeting**City Hall Council Chambers****7:00 PM**

1. **Call to Order**

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

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

Note: This was a "virtual" meeting, with the majority of attendees, including all eight alderspersons, participating "remotely".

2. **Silent Prayer**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Public Comment Period**

Mayor Woellner announced that the public comment for this meeting would be held "open" until 4:30 P.M. on Friday, April 17th. People can submit comments to their aldersperson, Mayor Woellner or City Administrator Johnson.

There was no public comment at the meeting.

Note: The following written public comments were received. LaDonna Fermanich commended the Common Council for being proactive in addressing potential financial aspects related to the COVID-19 pandemic. Paula Osness thanked Alderman Hass and other Common Council members for their support of Merrill citizens. She urged the Mayor and City Administrator to contact state officials to request that small businesses be allowed to open.

6. **Minutes of previous Common Council meeting(s):**
 1. **Minutes of March 10, 2020 meeting**
Motion (Norton/Osness) to approve.

RESULT: APPROVED

7. Financial Reports:

1. Revenue & Expense Report for the period ending March 31, 2020

Motion (Norton/Rick) to approve.

RESULT: APPROVED

2. Review and discuss 2019 Room Tax Reports

Motion (Norton/Russell) to approve.

RESULT: APPROVED

3. Fiscal Status Report - 2020 Capital. At the April 14th Common Council meeting, this item was referred to the Committee of the Whole.

Scheduling of upcoming meetings was discussed.

Mayor Woellner announced that the start time for the Tuesday, April 21st Common Council Reorganizational meeting is changed from 7:00 P.M. to 6:00 P.M. He also announced that a Committee of the Whole meeting will be held at 6:00 P.M. on Wednesday, April 22nd.

Motion (Hass/Osness) to refer the Fiscal Status Report on 2020 Capital to the April 22nd Committee of the Whole meeting.

RESULT: REFERRED TO COMM. OF THE WHOLE Next: 4/22/2020 6:00 PM

8. General Agenda Items:

1. Employee Years of Service Recognition:

Gregory D. Hartwig, 30 years (Police Department)

City Clerk Heideman read a certificate of recognition for Gregory Hartwig.

9. Mayor's Proclamations:

1. Declaration of a State of Emergency for the City of Merrill.

Whereas, a novel strain of the coronavirus, named COVID-19 has spread throughout numerous countries including the United States; and

Whereas, the World Health Organization has declared a Public Health Emergency of International Concern; and

Whereas the United States Department of Health and Human Services has declared a Public Health Emergency; and

Whereas, the State of Wisconsin has declared a Public Health Emergency; and

Whereas, the conditions created by the proclamation of these public health emergencies pose a continuing and substantial threat to the public order, life, health and safety of the citizens of the City of Merrill; and

Whereas, the City of Merrill in cooperation with the local, state and federal governmental entities desires to take action to prevent exposure to and spread of the COVID-19 coronavirus; and;

Whereas, during periods of emergency, the City Administrator and Mayor, shall have the authority to issue all such orders as they deem necessary to protect public life, health and safety including, but not limited to, carrying out the following duties:

- (1) The power to direct emergency response activities by City departments.
- (2) The power to execute contracts for the emergency construction or repair of public improvements, when the delay of advertising and public bidding might cause serious loss or injury to the City.
- (3) The power to purchase or lease goods and services deemed necessary to the City's emergency response or for the repair of City facilities, or both.
- (4) The power to lease real property, or structures, or both, that are deemed necessary for the continued operation of City government.
- (5) The power to promulgate rules and orders to implement and clarify the proclamation exercising emergency power.
- (6) The power to delegate any or all of these duties to appropriate City personnel.

Now, therefore, pursuant to the directive made by Governor Tony Evers on March 17, 2020, I direct as follows:

That the initial period for this emergency shall be sixty (60) days from the date of this Declaration.

That those City Officials/Department Heads who have charge and control of city facilities are hereby authorized and directed to take such actions, including but not limited to, the rescheduling and cancelling of events and limiting public access to portions of their facilities, as they deem reasonable and necessary to prevent exposure to and/or spread of the COVID-19 coronavirus.

That actions taken pursuant to the grant of authority contained in this ordinance shall be subject to ratification, alteration, modification or repeal by the Common Council as soon as that body can meet, but the subsequent action taken by the Common Council shall not affect the prior validity of the action taken.

THIS DECLARATION OF A STATE OF EMERGENCY is effective this 20th day of March 2020.

Motion (Norton/Russell) to approve.

RESULT: APPROVED

2. Executive Declaration relating to City of Merrill Policy for employees with symptoms of or exposure of Novel Covid-19 Flu (Coronavirus).

WHEREAS, on the 20th day of March, 2020, the undersigned Mayor of Merrill proclaimed a State of Emergency pursuant to Wis. Stat. §§323.11 and 323.14(4)(b) ("Proclamation"); and

WHEREAS, such Proclamation, among other things provides that it is necessary and expedient for the health, safety, and protection of the City to temporarily suspend or modify applicable ordinances or resolutions to allow immediate response to meet the needs of the extraordinary existing conditions for as long as the emergency public health emergency remains in effect in this state; and

WHEREAS, the State of Wisconsin, Department of Health Services, under the authority of Wis. Stat. §252.02(3) and (6) and powers vested pursuant to Executive Order #72, and at the direction of Governor Tony Evers has issued Emergency Order #12 Safer at Home Order ("Safer at Home Order") on March 24, 2020; and,

WHEREAS, on March 18, 2020, Congress passed, and President Trump signed, the Families First Coronavirus Response Act ("FFCRA"); and,

WHEREAS, the passage of the FFCRA and issuance of the Safer at Home Order, as well as other considerations important to the maintenance of municipal services to citizens and protection of City employees, require modifications to be made to the Original Policy, the undersigned hereby declares that the Original Policy is modified and superseded by the attached revised Policy for Employees with Symptoms or Exposure of Novel COVID-19 (Coronavirus).

Mayor Woellner reported that, after the meeting packet had been distributed, the policy language has undergone several changes. City Administrator Johnson then provided verbal information on all the changes.

Note: The entire policy is not included in these minutes, but is available for inspection in the Clerk/Treasurer office at City Hall.

Motion (Norton/Hass) to approve, including the amendments presented at the meeting by City Administrator Johnson.

RESULT: APPROVED AS AMENDED

10. Board of Public Works:

1. Lease agreement with Wisconsin Department of Administration for Wisconsin Department of Corrections (Probation and Parole) to lease space at City Hall. Mayor Woellner is bringing this amended agreement directly to the Common Council.

Motion (Hass/Norton) to approve.

RESULT: APPROVED

11. Personnel and Finance Committee:

1. Consider budget amendment to approve \$70,000 for street lighting for the M2020-01 Grand Ave. project. At the April 14th Common Council meeting, this item was referred to the Committee of the Whole.

Motion (Osness/Rick) to refer to the April 22nd Committee of the Whole meeting.

RESULT: REFERRED TO COMM. OF THE WHOLE **Next: 4/22/2020 6:00 PM**

12. Placing Committee Reports on File:

1. Place the following committee report(s) on file: Airport Commission, Committee of the Whole, Festival Grounds Committee, Library Board, Parks & Recreation Commission and Personnel & Finance Committee.

Motion (Norton/Rick) to place on file.

RESULT: PLACED ON FILE

13. Ordinances:

None.

14. Resolutions:

None.

15. Mayor's Communications

Mayor Woellner thanked everyone who helped with the April 7th election.

16. Adjournment

Motion (Norton/Russell) to adjourn. Carried. Adjourned at 7:35 P.M.



CITY OF MERRILL
COMMON COUNCIL
MINUTES • TUESDAY APRIL 21, 2020

Reorganizational Meeting

Virtual Meeting

6:00 PM

I. Call to Order

Mayor Woellner called the meeting to order at 6:00 P.M.

Note: This was a virtual meeting, with the majority of attendees participating remotely.

II. Silent Prayer

III. Pledge of Allegiance

IV. Roll Call for current Common Council

Roll call showed all Common Council members present with the exception of Alderman Norton, who was absent.

V. Public Comment Period

Mayor Woellner announced that public comment for this meeting would be held "open" until 4:30 P.M. on Friday, April 24th. People can submit comments to their alderperson, Mayor Woellner or City Administrator Johnson. There was no other public comment.

VI. Introduction of Common Council members

The Common Council members all introduced themselves.

VII. Roll Call for newly-elected Common Council

Roll call showed all Common Council members present.

VIII. Elections and Mayor's Appointments:

1. Elect President of the Common Council

Alderman Van Lieshout nominated Alderman Russell.

Alderman Sabatke nominated Alderman Hass, who then declined the nomination.

There were no other nominations.

On a voice vote, Alderman Russell was elected President of the Common Council.

2. Elect Alderperson member of the City Plan Commission

Alderman Osness nominated Alderman Hass.

There were no other nominations.

On a voice vote, Alderman Hass was elected to be the Alderperson member of the City Plan Commission.

3. Mayor's Appointments of Alderpersons to City sub-committees

Attachment: 2020-04-21 Council Minutes (Reorganizational) (4971 : Minutes of April 14, 2020 meeting and April 21, 2020 meeting)

Mayor Woellner announced one amendment to the appointments, as follows: Alderman Weix to the Health and Safety Committee, rather than Alderman Hass.

Motion (Osness/Van Lieshout) to approve the appointments, including the amendment requested by Mayor Woellner.

RESULT: APPROVED

4. Consider 60-day extension for citizen members serving on City sub-committees

Motion (Hass/Van Lieshout) to approve the 60-day extension.

RESULT: APPROVED

IX. Other Agenda Item(s):

1. Consider Small Business Emergency Support Program.

Information was in the meeting packet.

City Administrator Johnson provided additional verbal details on the program.

Motion (Hass/Van Lieshout) to approve the program as presented. Carried.

Community Development Program Coordinator Shari Wicke, City Administrator Johnson and Mayor Woellner were authorized to review and make decisions on all applications.

X. Resolutions:

1. A Resolution designating official newspaper for the City of Merrill.

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

WHEREAS, the Merrill FotoNews has qualified for such designation.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 21st day of April, 2020, that the Merrill FotoNews of Merrill, Lincoln County, Wisconsin, shall be and is hereby designated, until further action, as the official newspaper for the City of Merrill.

Motion (Hass/Rick) to approve.

RESULT: APPROVED

2. A Resolution designating official depositories for the City of Merrill.

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 21st day of April, 2020, that the following financial institutions shall be qualified as public depositories under Chapter 34 of the Wisconsin Statutes, and shall be and hereby are designated until further action as public depositories for all public monies coming into the hands of the Treasurer for the City of Merrill, Lincoln County, Wisconsin:

BMO Harris Bank, Merrill, Lincoln County, Wisconsin
 mBank, Merrill, Lincoln County, Wisconsin
 incrediblebank, Merrill, Lincoln County, Wisconsin
 Local Government Investment Pool, State of Wisconsin Treasurer
 Merrill Community Bank - Branch of Tomahawk Community Bank, Merrill, Lincoln
 County, Wisconsin
 Park City Credit Union, Merrill, Lincoln County, Wisconsin
 Associated Bank, N.A., Merrill, Lincoln County, Wisconsin
 Edward Jones, Merrill, Lincoln County, Wisconsin

Motion (Russell/Rick) to approve.

RESULT:	APPROVED
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XI. Mayor's Address

Mayor Woellner reminded everyone that, due to the May 12th election, the next regular Common Council meeting has been postponed until Wednesday, May 13th.

In light of the COVID-19 virus, Mayor Woellner urged everyone to vote absentee.

XII. Adjournment

Motion (Osness/Van Lieshout) to adjourn. Carried. Adjourned at 6:39 P.M.



City of Merrill

Kathy Unertl, Finance Director

1004 East 1st Street • Merrill, Wisconsin • 54452

Phone: 715.536.5594 • Fax: 715.539.2668

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

Date: May 5th, 2020

To: Mayor Derek Woellner
Alderpersons

From: Kathy Unertl, Finance Director

RE: April 2020 - Revenue & Expense Reports

Revenues – General Fund:

Consistent with budgeted amounts. There will be additional Federal CARES grant funding for Transit and Airport – effective 1/20/2020.

Still too premature (i.e. "Safer at Home") to determine fiscal impacts on Parks & Recreation programs and aquatic center.

Property tax installment payments continue to be processed. At Tax Settlement in mid-August, Lincoln County will cover any delinquent real estate taxes.

Expenses – General Fund:

Consistent with budgeted amounts.

Due to COVID-19 State of Emergency, there could be reduced Personnel Services expenses (i.e. related to summer seasonal employees in Parks & Recreation Department).

There could also be reduced City operational expense at some facilities (such as Merrill Festival Grounds and Bierman Building).

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

10 -General Fund

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

Non-Departmental					
Taxes (or Utility Rev.)	4,472,229.00	520,466.42	3,166,181.25	70.80	1,306,047.75
Intergovernmental	4,335,605.78	216,283.44	445,038.26	10.26	3,890,567.52
Licenses and Permits	40,018.00	1,808.00	4,698.00	11.74	35,320.00
Fines, Forfeits, & Pen.	116,500.00	10,038.24	54,402.48	46.70	62,097.52
Public Charges-Services	7,650.00	443.33	2,140.66	27.98	5,509.34
Miscellaneous Revenues	129,650.00	11,139.89	68,440.46	52.79	61,209.54
TOTAL Non-Departmental	9,101,652.78	760,179.32	3,740,901.11	41.10	5,360,751.67
Municipal Court					
Intergov Charges (Misc.)	7,990.00	577.50	1,292.50	16.18	6,697.50
TOTAL Municipal Court	7,990.00	577.50	1,292.50	16.18	6,697.50
City Attorney					
Intergov Charges (Misc.)	11,000.00	0.00	1,919.00	17.45	9,081.00
Miscellaneous Revenues	15,329.00	0.00	0.00	0.00	15,329.00
TOTAL City Attorney	26,329.00	0.00	1,919.00	7.29	24,410.00
City Administrator					
Miscellaneous Revenues	30,318.00	0.00	0.00	0.00	30,318.00
TOTAL City Administrator	30,318.00	0.00	0.00	0.00	30,318.00
Personnel - HR					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Personnel - HR	0.00	0.00	0.00	0.00	0.00
Clerk/Treasurer Staff					
Miscellaneous Revenues	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Clerk/Treasurer Staff	1,000.00	0.00	0.00	0.00	1,000.00
Elections - AVERAGED					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Elections - AVERAGED	0.00	0.00	0.00	0.00	0.00
Treasurer/Finance Dir.					
Licenses and Permits	400.00	0.00	1,753.36	438.34	(1,353.36)
Miscellaneous Revenues	28,750.00	0.00	0.00	0.00	28,750.00
TOTAL Treasurer/Finance Dir.	29,150.00	0.00	1,753.36	6.01	27,396.64
Over-Collected Taxes					
Miscellaneous Revenues	75.00	158.69	158.69	211.59	(83.69)
TOTAL Over-Collected Taxes	75.00	158.69	158.69	211.59	(83.69)

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 2

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Police</u>					
Intergovernmental	15,700.00	0.00	0.00	0.00	15,700.00
Public Charges-Services	7,525.00	142.12	1,151.77	15.31	6,373.23
Intergov Charges (Misc.)	10,000.00	0.00	7,466.49	74.66	2,533.51
Miscellaneous Revenues	0.00	0.00	2,242.73	0.00	(2,242.73)
TOTAL Police	33,225.00	142.12	10,860.99	32.69	22,364.01
<u>Traffic Control</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Traffic Control	0.00	0.00	0.00	0.00	0.00
<u>Fire Protection</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	8,275.00	0.00	3,010.00	36.37	5,265.00
Intergov Charges (Misc.)	221,898.59	0.00	0.00	0.00	221,898.59
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection	230,173.59	0.00	3,010.00	1.31	227,163.59
<u>Ambulance/EMS</u>					
Intergovernmental	1,091,000.00	82,042.58	258,974.66	23.74	832,025.34
TOTAL Ambulance/EMS	1,091,000.00	82,042.58	258,974.66	23.74	832,025.34
<u>Bldg. Inspection/Zoning</u>					
Licenses and Permits	32,500.00	3,267.50	5,957.50	18.33	26,542.50
Miscellaneous Revenues	12,500.00	0.00	0.00	0.00	12,500.00
TOTAL Bldg. Inspection/Zoning	45,000.00	3,267.50	5,957.50	13.24	39,042.50
<u>Public Works/Engineer</u>					
Miscellaneous Revenues	83,204.00	0.00	0.00	0.00	83,204.00
TOTAL Public Works/Engineer	83,204.00	0.00	0.00	0.00	83,204.00
<u>Street Superintendent</u>					
Miscellaneous Revenues	7,500.00	0.00	0.00	0.00	7,500.00
TOTAL Street Superintendent	7,500.00	0.00	0.00	0.00	7,500.00
<u>Garage Maintenance</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Operations Support (M&E)</u>					
Intergovernmental	353,500.00	17,102.41	95,373.84	26.98	258,126.16
Miscellaneous Revenues	0.00	323.20	714.50	0.00	(714.50)
TOTAL Operations Support (M&E)	353,500.00	17,425.61	96,088.34	27.18	257,411.66

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 3

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Roads</u>					
Intergovernmental	78,000.00	0.00	0.00	0.00	78,000.00
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	80,500.00	0.00	0.00	0.00	80,500.00
<u>Snow and Ice</u>					
Public Charges-Services	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL Snow and Ice	10,000.00	0.00	0.00	0.00	10,000.00
<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 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	750.00	0.00	0.00	0.00	750.00
TOTAL Stormwater Plan/Const.	750.00	0.00	0.00	0.00	750.00
<u>Airport</u>					
Public Charges-Services	25,500.00	775.00	13,660.86	53.57	11,839.14
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Airport	25,500.00	775.00	13,660.86	53.57	11,839.14
<u>Transit</u>					
Specials (Utility Rev.)	242,500.00	0.00	48,072.76	19.82	194,427.24
Intergovernmental	82,500.00	0.00	0.00	0.00	82,500.00
Public Charges-Services	126,000.00	2,858.45	29,711.55	23.58	96,288.45
Miscellaneous Revenues	24,000.00	0.00	3,019.00	12.58	20,981.00
TOTAL Transit	475,000.00	2,858.45	80,803.31	17.01	394,196.69
<u>Garbage Collection</u>					
Miscellaneous Revenues	6,000.00	60.00	1,246.00	20.77	4,754.00
TOTAL Garbage Collection	6,000.00	60.00	1,246.00	20.77	4,754.00
<u>Recycling</u>					
Intergovernmental	32,500.00	0.00	0.00	0.00	32,500.00
Miscellaneous Revenues	5,000.00	35.00	600.00	12.00	4,400.00
TOTAL Recycling	37,500.00	35.00	600.00	1.60	36,900.00

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 4

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Weed & Nuisance Control</u>					
Public Charges-Services	5,000.00	0.00	0.00	0.00	5,000.00
Miscellaneous Revenues	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Weed & Nuisance Control	6,000.00	0.00	0.00	0.00	6,000.00
<u>MEC - Enrichment</u>					
Public Charges-Services	11,766.00	0.00	0.00	0.00	11,766.00
TOTAL MEC - Enrichment	11,766.00	0.00	0.00	0.00	11,766.00
<u>Library</u>					
Intergovernmental	449,305.00	0.00	227,652.50	50.67	221,652.50
Public Charges-Services	13,500.00	282.34	3,015.98	22.34	10,484.02
Miscellaneous Revenues	0.00	1,400.00	3,106.00	0.00	(3,106.00)
TOTAL Library	462,805.00	1,682.34	233,774.48	50.51	229,030.52
<u>Parks</u>					
Public Charges-Services	19,500.00	(1,270.00)	3,467.43	17.78	16,032.57
Miscellaneous Revenues	0.00	0.00	50.00	0.00	(50.00)
TOTAL Parks	19,500.00	(1,270.00)	3,517.43	18.04	15,982.57
<u>Recreation Programs</u>					
Public Charges-Services	81,000.00	128.00	1,419.00	1.75	79,581.00
TOTAL Recreation Programs	81,000.00	128.00	1,419.00	1.75	79,581.00
<u>Decorations & Banners</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Decorations & Banners	0.00	0.00	0.00	0.00	0.00
<u>Outside Agencies</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Outside Agencies	0.00	0.00	0.00	0.00	0.00
<u>Cable Franchise Adm</u>					
Licenses and Permits	6,000.00	0.00	0.00	0.00	6,000.00
TOTAL Cable Franchise Adm	6,000.00	0.00	0.00	0.00	6,000.00
<u>MARC - Smith Center</u>					
Public Charges-Services	70,500.00	11,252.00	20,162.50	28.60	50,337.50
TOTAL MARC - Smith Center	70,500.00	11,252.00	20,162.50	28.60	50,337.50
<u>Aquatic Center</u>					
Public Charges-Services	105,000.00	98.00	1,856.89	1.77	103,143.11
TOTAL Aquatic Center	105,000.00	98.00	1,856.89	1.77	103,143.11
TOTAL REVENUE	12,437,938.37	879,412.11	4,477,956.62	36.00	7,959,981.75

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 5

10 -General Fund

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

<u>Common Council</u>					
Personnel Services	32,900.00	2,093.26	8,778.30	26.68	24,121.70
Contractual Services	4,876.00	0.00	387.97	7.96	4,488.03
Supplies & Expenses	7,149.00	46.50	2,783.64	38.94	4,365.36
TOTAL Common Council	44,925.00	2,139.76	11,949.91	26.60	32,975.09
<u>Municipal Court</u>					
Personnel Services	89,284.00	6,867.67	27,478.33	30.78	61,805.67
Contractual Services	500.00	0.00	114.08	22.82	385.92
Supplies & Expenses	4,750.00	26.45	1,239.15	26.09	3,510.85
Capital Outlay	500.00	0.00	0.00	0.00	500.00
Technology	6,000.00	0.00	5,754.00	95.90	246.00
TOTAL Municipal Court	101,034.00	6,894.12	34,585.56	34.23	66,448.44
<u>City Attorney</u>					
Personnel Services	215,230.00	15,659.36	65,454.14	30.41	149,775.86
Contractual Services	3,700.00	1,262.80	3,300.47	89.20	399.53
Supplies & Expenses	7,000.00	279.59	818.45	11.69	6,181.55
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL City Attorney	225,930.00	17,201.75	69,573.06	30.79	156,356.94
<u>Mayor</u>					
Personnel Services	13,780.00	1,043.38	4,173.58	30.29	9,606.42
Supplies & Expenses	825.00	40.00	40.00	4.85	785.00
TOTAL Mayor	14,605.00	1,083.38	4,213.58	28.85	10,391.42
<u>City Administrator</u>					
Personnel Services	123,525.00	9,524.28	38,097.10	30.84	85,427.90
Contractual Services	675.00	42.26	127.02	18.82	547.98
Supplies & Expenses	550.00	0.00	67.20	12.22	482.80
Technology	0.00	0.00	285.00	0.00	(285.00)
TOTAL City Administrator	124,750.00	9,566.54	38,576.32	30.92	86,173.68
<u>Personnel - HR</u>					
Contractual Services	4,500.00	260.45	1,096.35	24.36	3,403.65
Supplies & Expenses	250.00	0.00	0.00	0.00	250.00
TOTAL Personnel - HR	4,750.00	260.45	1,096.35	23.08	3,653.65
<u>City Clerk</u>					
Personnel Services	79,565.00	6,169.50	24,678.00	31.02	54,887.00
Supplies & Expenses	4,550.00	49.98	1,551.33	34.10	2,998.67
Technology	4,500.00	0.00	0.00	0.00	4,500.00
TOTAL City Clerk	88,615.00	6,219.48	26,229.33	29.60	62,385.67

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 6

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Clerk/Treasurer Staff</u>					
Personnel Services	170,900.00	9,955.02	48,710.73	28.50	122,189.27
Supplies & Expenses	1,100.00	414.33	1,107.18	100.65	(7.18)
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Clerk/Treasurer Staff	172,000.00	10,369.35	49,817.91	28.96	122,182.09
<u>Elections - AVERAGED</u>					
Personnel Services	25,250.00	15,852.39	22,103.93	87.54	3,146.07
Contractual Services	13,000.00	0.00	0.00	0.00	13,000.00
Supplies & Expenses	1,525.00	223.92	1,808.76	118.61	(283.76)
Fixed Charges	0.00	207.58	207.58	0.00	(207.58)
TOTAL Elections - AVERAGED	39,775.00	16,283.89	24,120.27	60.64	15,654.73
<u>Treasurer/Finance Dir.</u>					
Personnel Services	112,435.00	8,678.29	34,441.49	30.63	77,993.51
Contractual Services	6,250.00	158.48	790.56	12.65	5,459.44
Supplies & Expenses	25,300.00	6,685.13	15,619.21	61.74	9,680.79
Technology	0.00	0.00	310.93	0.00	(310.93)
TOTAL Treasurer/Finance Dir.	143,985.00	15,521.90	51,162.19	35.53	92,822.81
<u>Information Technology</u>					
Personnel Services	72,150.00	5,198.77	21,159.42	29.33	50,990.58
Technology	122,100.00	2,838.66	36,028.94	29.51	86,071.06
TOTAL Information Technology	194,250.00	8,037.43	57,188.36	29.44	137,061.64
<u>Assessment of Property</u>					
Contractual Services	28,825.00	6,650.00	13,300.00	46.14	15,525.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Assessment of Property	28,825.00	6,650.00	13,300.00	46.14	15,525.00
<u>Independent Auditing</u>					
Contractual Services	15,500.00	9,672.88	13,390.69	86.39	2,109.31
Technology	1,250.00	1,218.00	1,218.00	97.44	32.00
TOTAL Independent Auditing	16,750.00	10,890.88	14,608.69	87.22	2,141.31
<u>City Maintenance</u>					
Personnel Services	133,607.00	10,190.44	40,369.18	30.21	93,237.82
Contractual Services	69,400.00	4,703.48	23,409.50	33.73	45,990.50
Supplies & Expenses	17,050.00	2,517.79	5,971.04	35.02	11,078.96
Fixed Charges	0.00	1,142.19	1,142.19	0.00	(1,142.19)
Capital Outlay	7,000.00	42.91	3,022.60	43.18	3,977.40
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL City Maintenance	227,057.00	18,596.81	73,914.51	32.55	153,142.49

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 7

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>City Maint-Library</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL City Maint-Library	0.00	0.00	0.00	0.00	0.00
<u>City Maint-Fire Station</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
TOTAL City Maint-Fire Station	0.00	0.00	0.00	0.00	0.00
<u>Over-Collected Taxes</u>					
Supplies & Expenses	350.00	1,439.35	1,439.35	411.24	(1,089.35)
TOTAL Over-Collected Taxes	350.00	1,439.35	1,439.35	411.24	(1,089.35)
<u>Insurance/Employee</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	343,750.00	89,213.05	187,158.33	54.45	156,591.67
TOTAL Insurance/Employee	343,750.00	89,213.05	187,158.33	54.45	156,591.67
<u>Police</u>					
Personnel Services	2,452,928.00	177,750.02	731,559.88	29.82	1,721,368.12
Contractual Services	47,900.00	1,200.90	33,486.45	69.91	14,413.55
Supplies & Expenses	67,100.00	2,001.71	19,930.03	29.70	47,169.97
Fixed Charges	0.00	1,224.46	1,224.46	0.00	(1,224.46)
Capital Outlay	11,000.00	0.00	0.00	0.00	11,000.00
Technology	13,000.00	0.00	11,498.89	88.45	1,501.11
TOTAL Police	2,591,928.00	182,177.09	797,699.71	30.78	1,794,228.29
<u>Traffic Control</u>					
Personnel Services	13,345.00	244.73	873.60	6.55	12,471.40
Supplies & Expenses	17,500.00	230.87	8,473.59	48.42	9,026.41
TOTAL Traffic Control	30,845.00	475.60	9,347.19	30.30	21,497.81
<u>Fire Protection</u>					
Personnel Services	1,509,328.00	102,155.90	438,946.54	29.08	1,070,381.46
Contractual Services	21,800.00	2,468.01	9,617.01	44.11	12,182.99
Supplies & Expenses	54,500.00	2,637.67	17,673.29	32.43	36,826.71
Fixed Charges	0.00	2,259.41	2,798.02	0.00	(2,798.02)
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	5,000.00	356.42	1,415.30	28.31	3,584.70
TOTAL Fire Protection	1,590,628.00	109,877.41	470,450.16	29.58	1,120,177.84
<u>Fire Protection-Hydrants</u>					
Contractual Services	125,160.00	0.00	31,290.00	25.00	93,870.00
TOTAL Fire Protection-Hydrants	125,160.00	0.00	31,290.00	25.00	93,870.00

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 8

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Ambulance/EMS</u>					
Personnel Services	971,548.00	65,469.41	298,202.76	30.69	673,345.24
Contractual Services	27,700.00	2,468.00	9,616.96	34.72	18,083.04
Supplies & Expenses	86,752.00	8,185.70	26,219.17	30.22	60,532.83
Fixed Charges	0.00	2,369.54	2,369.54	0.00	(2,369.54)
Technology	5,000.00	356.42	1,415.30	28.31	3,584.70
TOTAL Ambulance/EMS	1,091,000.00	78,849.07	337,823.73	30.96	753,176.27
<u>Bldg. Inspection/Zoning</u>					
Personnel Services	149,135.00	11,526.42	47,851.83	32.09	101,283.17
Contractual Services	450.00	8.77	26.31	5.85	423.69
Supplies & Expenses	4,280.00	93.21	1,180.78	27.59	3,099.22
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Bldg. Inspection/Zoning	153,865.00	11,628.40	49,058.92	31.88	104,806.08
<u>City Sealer</u>					
Contractual Services	4,800.00	0.00	0.00	0.00	4,800.00
TOTAL City Sealer	4,800.00	0.00	0.00	0.00	4,800.00
<u>Public Works/Engineer</u>					
Personnel Services	113,541.00	5,396.69	22,875.71	20.15	90,665.29
Contractual Services	1,500.00	0.00	0.00	0.00	1,500.00
Supplies & Expenses	2,000.00	40.57	120.33	6.02	1,879.67
Technology	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Public Works/Engineer	118,541.00	5,437.26	22,996.04	19.40	95,544.96
<u>Street Commissioner</u>					
Personnel Services	2,690.00	207.02	828.08	30.78	1,861.92
Contractual Services	250.00	17.55	52.65	21.06	197.35
Supplies & Expenses	810.00	0.00	0.00	0.00	810.00
TOTAL Street Commissioner	3,750.00	224.57	880.73	23.49	2,869.27
<u>Street Superintendent</u>					
Personnel Services	89,460.00	6,618.87	26,350.59	29.46	63,109.41
Supplies & Expenses	1,490.00	61.33	460.86	30.93	1,029.14
Technology	0.00	245.92	245.92	0.00	(245.92)
TOTAL Street Superintendent	90,950.00	6,926.12	27,057.37	29.75	63,892.63
<u>Garage Maintenance</u>					
Personnel Services	976.00	0.00	0.00	0.00	976.00
Contractual Services	34,000.00	2,526.37	12,691.93	37.33	21,308.07
Supplies & Expenses	12,500.00	808.08	9,731.28	77.85	2,768.72
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	47,476.00	3,334.45	22,423.21	47.23	25,052.79

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 9

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Operations Support (M&E)					
Personnel Services	207,139.00	15,026.18	56,433.13	27.24	150,705.87
Contractual Services	3,250.00	0.00	3,024.00	93.05	226.00
Supplies & Expenses	376,850.00	33,875.56	120,207.18	31.90	256,642.82
Technology	575.00	0.00	0.00	0.00	575.00
TOTAL Operations Support (M&E)	587,814.00	48,901.74	179,664.31	30.56	408,149.69
Roads					
Personnel Services	206,338.00	29,680.04	55,228.09	26.77	151,109.91
Supplies & Expenses	91,000.00	(6,630.90)	21,699.71	23.85	69,300.29
TOTAL Roads	297,338.00	23,049.14	76,927.80	25.87	220,410.20
Street Cleaning					
Personnel Services	45,542.00	6,707.57	9,180.83	20.16	36,361.17
Supplies & Expenses	1,250.00	45.92	260.21	20.82	989.79
TOTAL Street Cleaning	46,792.00	6,753.49	9,441.04	20.18	37,350.96
Snow and Ice					
Personnel Services	225,954.00	802.42	120,733.83	53.43	105,220.17
Contractual Services	1,350.00	0.00	1,142.52	84.63	207.48
Supplies & Expenses	60,250.00	0.00	33,456.79	55.53	26,793.21
TOTAL Snow and Ice	287,554.00	802.42	155,333.14	54.02	132,220.86
Stormwater Maintenance					
Personnel Services	37,930.00	12,129.50	15,096.99	39.80	22,833.01
Contractual Services	2,000.00	0.00	0.00	0.00	2,000.00
Supplies & Expenses	20,500.00	3,037.94	3,037.94	14.82	17,462.06
TOTAL Stormwater Maintenance	60,430.00	15,167.44	18,134.93	30.01	42,295.07
Street Painting-Marking					
Personnel Services	23,000.00	0.00	0.00	0.00	23,000.00
Supplies & Expenses	20,000.00	0.00	0.00	0.00	20,000.00
TOTAL Street Painting-Marking	43,000.00	0.00	0.00	0.00	43,000.00
Street Leave Expenses					
Personnel Services	73,313.00	961.47	8,182.58	11.16	65,130.42
TOTAL Street Leave Expenses	73,313.00	961.47	8,182.58	11.16	65,130.42
Street Lighting					
Contractual Services	158,775.00	12,254.25	40,155.80	25.29	118,619.20
Capital Outlay	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL Street Lighting	163,775.00	12,254.25	40,155.80	24.52	123,619.20
Stormwater Plan/Const.					
Contractual Services	7,250.00	0.00	1,500.00	20.69	5,750.00
TOTAL Stormwater Plan/Const.	7,250.00	0.00	1,500.00	20.69	5,750.00

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 10

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Airport</u>					
Personnel Services	1,250.00	1.38	159.06	12.72	1,090.94
Contractual Services	116,419.00	5,936.99	29,158.86	25.05	87,260.14
Supplies & Expenses	27,325.00	1,712.81	6,473.96	23.69	20,851.04
TOTAL Airport	144,994.00	7,651.18	35,791.88	24.69	109,202.12
<u>Transit</u>					
Personnel Services	382,575.00	26,206.46	109,725.95	28.68	272,849.05
Contractual Services	3,000.00	204.15	1,130.60	37.69	1,869.40
Supplies & Expenses	127,775.00	2,349.86	15,867.97	12.42	111,907.03
Fixed Charges	33,350.00	0.00	16,944.75	50.81	16,405.25
Technology	4,795.00	2,642.85	2,888.55	60.24	1,906.45
TOTAL Transit	551,495.00	31,403.32	146,557.82	26.57	404,937.18
<u>Garbage Collection</u>					
Personnel Services	122,065.00	9,230.88	36,763.74	30.12	85,301.26
Supplies & Expenses	97,150.00	7,912.28	24,300.29	25.01	72,849.71
Capital Outlay	24,000.00	2,102.38	11,236.45	46.82	12,763.55
TOTAL Garbage Collection	243,215.00	19,245.54	72,300.48	29.73	170,914.52
<u>Recycling</u>					
Personnel Services	144,495.00	10,851.84	50,548.53	34.98	93,946.47
Supplies & Expenses	95,050.00	8,293.95	35,344.82	37.19	59,705.18
TOTAL Recycling	239,545.00	19,145.79	85,893.35	35.86	153,651.65
<u>Weed & Nuisance Control</u>					
Personnel Services	16,859.00	0.00	0.00	0.00	16,859.00
Contractual Services	250.00	0.00	0.00	0.00	250.00
Supplies & Expenses	1,250.00	0.00	74.00	5.92	1,176.00
TOTAL Weed & Nuisance Control	18,359.00	0.00	74.00	0.40	18,285.00
<u>Health Officer</u>					
Personnel Services	3,660.00	1,830.06	1,830.06	50.00	1,829.94
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Health Officer	3,760.00	1,830.06	1,830.06	48.67	1,929.94
<u>MEC - Enrichment</u>					
Personnel Services	134,617.00	9,273.41	38,372.88	28.51	96,244.12
Contractual Services	500.00	47.36	190.61	38.12	309.39
Supplies & Expenses	3,275.00	31.44	452.36	13.81	2,822.64
Technology	0.00	0.00	534.85	0.00	(534.85)
TOTAL MEC - Enrichment	138,392.00	9,352.21	39,550.70	28.58	98,841.30
<u>Library</u>					
Personnel Services	755,995.00	54,522.55	231,621.86	30.64	524,373.14
Contractual Services	49,000.00	2,863.85	12,678.92	25.88	36,321.08
Supplies & Expenses	47,885.00	3,001.02	16,305.41	34.05	31,579.59
Fixed Charges	9,400.00	0.00	1,882.00	20.02	7,518.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 11

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Print Media - Library	51,000.00	2,475.83	11,034.44	21.64	39,965.56
Non-Print Media-Library	17,855.00	902.99	3,097.12	17.35	14,757.88
Technology	46,315.00	565.98	3,216.83	6.95	43,098.17
TOTAL Library	977,450.00	64,332.22	279,836.58	28.63	697,613.42
Parks					
Personnel Services	238,828.00	14,766.93	63,746.88	26.69	175,081.12
Contractual Services	34,250.00	1,017.85	4,869.61	14.22	29,380.39
Supplies & Expenses	37,150.00	1,327.02	8,059.71	21.70	29,090.29
Capital Outlay	24,000.00	801.29	2,692.82	11.22	21,307.18
TOTAL Parks	334,228.00	17,913.09	79,369.02	23.75	254,858.98
Athletic Park Lights					
Contractual Services	1,800.00	78.90	333.19	18.51	1,466.81
Supplies & Expenses	200.00	0.00	0.00	0.00	200.00
TOTAL Athletic Park Lights	2,000.00	78.90	333.19	16.66	1,666.81
Ott's Park Lights					
Contractual Services	1,400.00	83.84	353.32	25.24	1,046.68
Supplies & Expenses	100.00	0.00	0.00	0.00	100.00
TOTAL Ott's Park Lights	1,500.00	83.84	353.32	23.55	1,146.68
Recreation Programs					
Personnel Services	217,311.00	10,669.47	44,916.25	20.67	172,394.75
Contractual Services	5,650.00	573.13	2,993.69	52.99	2,656.31
Supplies & Expenses	38,900.00	312.73	4,979.68	12.80	33,920.32
TOTAL Recreation Programs	261,861.00	11,555.33	52,889.62	20.20	208,971.38
Marketing - PR					
Personnel Services	2,905.00	0.00	0.00	0.00	2,905.00
Supplies & Expenses	18,345.00	0.00	319.00	1.74	18,026.00
TOTAL Marketing - PR	21,250.00	0.00	319.00	1.50	20,931.00
Decorations & Banners					
Personnel Services	2,775.00	0.00	548.31	19.76	2,226.69
Contractual Services	300.00	0.00	0.00	0.00	300.00
Supplies & Expenses	1,000.00	0.00	0.00	0.00	1,000.00
Capital Outlay	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Decorations & Banners	5,575.00	0.00	548.31	9.84	5,026.69
Outside Agencies					
Supplies & Expenses	46,500.00	0.00	39,500.00	84.95	7,000.00
TOTAL Outside Agencies	46,500.00	0.00	39,500.00	84.95	7,000.00
MARC - Smith Center					
Personnel Services	36,550.00	1,675.80	13,141.27	35.95	23,408.73
Contractual Services	54,250.00	6,155.83	23,159.30	42.69	31,090.70
Supplies & Expenses	17,700.00	1,837.28	5,360.73	30.29	12,339.27
Capital Outlay	5,000.00	1,424.04	2,133.04	42.66	2,866.96
TOTAL MARC - Smith Center	113,500.00	11,092.95	43,794.34	38.59	69,705.66

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:42 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 12

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Aquatic Center</u>					
Personnel Services	88,325.00	0.00	181.32	0.21	88,143.68
Contractual Services	24,300.00	0.00	755.35	3.11	23,544.65
Supplies & Expenses	41,250.00	0.00	143.46	0.35	41,106.54
Technology	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL Aquatic Center	156,375.00	0.00	1,080.13	0.69	155,294.87
<u>Economic Development</u>					
Contractual Services	20,200.00	0.00	17,000.00	84.16	3,200.00
TOTAL Economic Development	20,200.00	0.00	17,000.00	84.16	3,200.00
<u>Transfers</u>					
Transfers	0.00	0.00	0.00	0.00	0.00
TOTAL Transfers	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES					
	12,467,759.00	920,872.49	3,814,322.18	30.59	8,653,436.82
REVENUES OVER/(UNDER) EXPENDITURES					
	(29,820.63)	(41,460.38)	663,634.44	0.00	(693,455.07)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:50 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

20 -Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
EXPENDITURES					
Remediation Action					
Personnel Services	7,825.00	1,333.46	2,993.82	38.26	4,831.18
Contractual Services	19,750.00	159.52	5,915.55	29.95	13,834.45
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Remediation Action	27,575.00	1,492.98	8,909.37	32.31	18,665.63
TOTAL EXPENDITURES	27,575.00	1,492.98	8,909.37	32.31	18,665.63
REVENUES OVER/(UNDER) EXPENDITURES	(27,575.00)	(1,492.98)	(8,909.37)	0.00	(18,665.63)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:50 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

21 -Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Police-SRO					
Taxes (or Utility Rev.)	59,572.00	0.00	59,572.00	100.00	0.00
Intergovernmental	63,071.00	0.00	0.00	0.00	63,071.00
TOTAL Police-SRO	122,643.00	0.00	59,572.00	48.57	63,071.00
TOTAL REVENUE	122,643.00	0.00	59,572.00	48.57	63,071.00
EXPENDITURES					
Police-SRO					
Personnel Services	119,768.00	8,004.42	35,272.90	29.45	84,495.10
Supplies & Expenses	725.00	0.00	0.00	0.00	725.00
Fixed Charges	2,150.00	0.00	0.00	0.00	2,150.00
TOTAL Police-SRO	122,643.00	8,004.42	35,272.90	28.76	87,370.10
TOTAL EXPENDITURES	122,643.00	8,004.42	35,272.90	28.76	87,370.10
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(8,004.42)	24,299.10	0.00	(24,299.10)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:50 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Tractor Pull</u>					
Public Charges-Services	4,835.00	0.00	0.00	0.00	4,835.00
Miscellaneous Revenues	0.00	0.00	8,392.95	0.00	(8,392.95)
TOTAL Tractor Pull	4,835.00	0.00	8,392.95	173.59	(3,557.95)
<u>Merrill Festival Grounds</u>					
Taxes (or Utility Rev.)	76,000.00	0.00	36,000.00	47.37	40,000.00
Public Charges-Services	11,750.00	(250.00)	13,711.25	116.69	(1,961.25)
Miscellaneous Revenues	4,400.00	0.00	0.00	0.00	4,400.00
TOTAL Merrill Festival Grounds	92,150.00	(250.00)	49,711.25	53.95	42,438.75
<u>Room Tax</u>					
Taxes (or Utility Rev.)	97,500.00	2,634.25	23,296.93	23.89	74,203.07
TOTAL Room Tax	97,500.00	2,634.25	23,296.93	23.89	74,203.07
<u>Bierman Building</u>					
Public Charges-Services	12,500.00	(450.00)	2,300.00	18.40	10,200.00
Miscellaneous Revenues	20,000.00	0.00	0.00	0.00	20,000.00
TOTAL Bierman Building	32,500.00	(450.00)	2,300.00	7.08	30,200.00
TOTAL REVENUE	226,985.00	1,934.25	83,701.13	36.88	143,283.87
=====					
EXPENDITURES					
=====					
<u>Tractor Pull</u>					
Personnel Services	3,585.00	0.00	0.00	0.00	3,585.00
Contractual Services	0.00	0.00	0.00	0.00	0.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Capital Outlay	1,250.00	0.00	0.00	0.00	1,250.00
TOTAL Tractor Pull	4,835.00	0.00	0.00	0.00	4,835.00
<u>Merrill Festival Grounds</u>					
Personnel Services	6,445.00	0.00	0.00	0.00	6,445.00
Contractual Services	35,669.00	1,342.07	5,331.55	14.95	30,337.45
Supplies & Expenses	6,000.00	0.00	0.00	0.00	6,000.00
Capital Outlay	41,700.00	0.00	0.00	0.00	41,700.00
TOTAL Merrill Festival Grounds	89,814.00	1,342.07	5,331.55	5.94	84,482.45

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:50 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 2

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Room Tax</u>					
Supplies & Expenses	76,525.00	0.00	16,214.95	21.19	60,310.05
TOTAL Room Tax	76,525.00	0.00	16,214.95	21.19	60,310.05
<u>Bierman Building</u>					
Personnel Services	18,305.00	341.87	4,474.89	24.45	13,830.11
Contractual Services	22,500.00	1,649.07	5,508.19	24.48	16,991.81
Supplies & Expenses	4,875.00	150.60	940.98	19.30	3,934.02
Capital Outlay	20,000.00	0.00	300.00	1.50	19,700.00
TOTAL Bierman Building	65,680.00	2,141.54	11,224.06	17.09	54,455.94
 TOTAL EXPENDITURES	 236,854.00	 3,483.61	 32,770.56	 13.84	 204,083.44
 REVENUES OVER/(UNDER) EXPENDITURES	 (9,869.00)	 (1,549.36)	 50,930.57	 0.00	 (60,799.57)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:51 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

25 -Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	165,300.00	1,411.21	262,822.77	159.00	(97,522.77)
TOTAL CDBG Grants/Loans	165,300.00	1,411.21	262,822.77	159.00	(97,522.77)
<u>Community Development</u>					
Taxes (or Utility Rev.)	14,000.00	0.00	14,000.00	100.00	0.00
Intergov Charges (Misc.)	13,185.00	0.00	0.00	0.00	13,185.00
TOTAL Community Development	27,185.00	0.00	14,000.00	51.50	13,185.00
TOTAL REVENUE	192,485.00	1,411.21	276,822.77	143.82	(84,337.77)
=====					
EXPENDITURES					
=====					
<u>CDBG Grants/Loans</u>					
Special Services	150,500.00	72,376.64	74,211.64	49.31	76,288.36
TOTAL CDBG Grants/Loans	150,500.00	72,376.64	74,211.64	49.31	76,288.36
<u>Community Development</u>					
Personnel Services	24,810.00	1,902.07	7,608.13	30.67	17,201.87
Contractual Services	400.00	8.77	26.31	6.58	373.69
Supplies & Expenses	1,975.00	45.00	217.24	11.00	1,757.76
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Community Development	27,185.00	1,955.84	7,851.68	28.88	19,333.32
TOTAL EXPENDITURES	177,685.00	74,332.48	82,063.32	46.18	95,621.68
=====					
REVENUES OVER/(UNDER) EXPENDITURES	14,800.00	(72,921.27)	194,759.45	0.00	(179,959.45)
=====					

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:54 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

27 -Merrill Airport Fuel

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Aviation Fuel					
Public Charges-Services	88,900.00	2,486.39	12,901.12	14.51	75,998.88
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
Other Financing Sources	100.00	0.00	150.00	150.00	(50.00)
TOTAL Aviation Fuel	89,000.00	2,486.39	13,051.12	14.66	75,948.88
TOTAL REVENUE	89,000.00	2,486.39	13,051.12	14.66	75,948.88
EXPENDITURES					
Aviation Fuel					
Contractual Services	3,425.00	252.13	1,711.31	49.97	1,713.69
Special Services	83,250.00	79.89	18,526.04	22.25	64,723.96
Fixed Charges	1,625.00	0.00	0.00	0.00	1,625.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Aviation Fuel	88,300.00	332.02	20,237.35	22.92	68,062.65
TOTAL EXPENDITURES	88,300.00	332.02	20,237.35	22.92	68,062.65
REVENUES OVER/(UNDER) EXPENDITURES	700.00	2,154.37	(7,186.23)	0.00	7,886.23

*** END OF REPORT ***

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:54 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

30 -Debt Service

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Debt Service					
Taxes (or Utility Rev.)	2,333,005.44	0.00	1,552,201.00	66.53	780,804.44
Miscellaneous Revenues	519.00	0.00	0.00	0.00	519.00
Other Financing Sources	11,500.00	0.00	13,668.00	118.85	(2,168.00)
TOTAL Debt Service	2,345,024.44	0.00	1,565,869.00	66.77	779,155.44
TOTAL REVENUE	2,345,024.44	0.00	1,565,869.00	66.77	779,155.44
EXPENDITURES					
Debt Service					
Debt Service	1,628,123.68	70,518.63	258,679.69	15.89	1,369,443.99
TOTAL Debt Service	1,628,123.68	70,518.63	258,679.69	15.89	1,369,443.99
TID - Debt Service					
Debt Service	806,914.44	3,216.24	39,881.91	4.94	767,032.53
TOTAL TID - Debt Service	806,914.44	3,216.24	39,881.91	4.94	767,032.53
TOTAL EXPENDITURES	2,435,038.12	73,734.87	298,561.60	12.26	2,136,476.52
REVENUES OVER/(UNDER) EXPENDITURES	(90,013.68)	(73,734.87)	1,267,307.40	0.00	(1,357,321.08)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:55 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

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.)	949,641.37	109,217.20	803,574.17	84.62	146,067.20
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	47,397.00	40,414.08	40,414.08	85.27	6,982.92
TOTAL TID #3 - East Side	997,038.37	149,631.28	843,988.25	84.65	153,050.12
<u>TID #3 -Festival Grounds</u>					
Taxes (or Utility Rev.)	150,000.00	0.00	0.00	0.00	150,000.00
TOTAL TID #3 -Festival Grounds	150,000.00	0.00	0.00	0.00	150,000.00
<u>TID #3 - Idle Sites Grant</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 - Idle Sites Grant	0.00	0.00	0.00	0.00	0.00
<u>TID #3 - Wal-Mart Dev.</u>					
Miscellaneous Revenues	0.00	0.00	89,409.13	0.00	(89,409.13)
TOTAL TID #3 - Wal-Mart Dev.	0.00	0.00	89,409.13	0.00	(89,409.13)
TOTAL REVENUE	1,147,038.37	149,631.28	933,397.38	81.37	213,640.99
=====					
EXPENDITURES					
=====					
<u>TID #3 - East Side</u>					
Personnel Services	24,975.00	0.00	0.00	0.00	24,975.00
Contractual Services	18,400.00	0.00	1,650.00	8.97	16,750.00
Special Services	254,500.00	0.00	0.00	0.00	254,500.00
Fixed Charges	542,555.00	0.00	0.00	0.00	542,555.00
Capital Outlay	60,000.00	0.00	0.00	0.00	60,000.00
Transfers	110,000.00	0.00	0.00	0.00	110,000.00
TOTAL TID #3 - East Side	1,010,430.00	0.00	1,650.00	0.16	1,008,780.00
<u>TID #3 -Festival Grounds</u>					
Personnel Services	7,225.00	0.00	48.56	0.67	7,176.44
Contractual Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	150,000.00	0.00	0.00	0.00	150,000.00
TOTAL TID #3 -Festival Grounds	157,225.00	0.00	48.56	0.03	157,176.44

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:55 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 2

43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TID #3 - Idle Sites Grant</u>					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 - Idle Sites Grant	0.00	0.00	0.00	0.00	0.00
<u>TID #3 - Wal-Mart Dev.</u>					
Capital Outlay	0.00	0.00	89,409.13	0.00	(89,409.13)
TOTAL TID #3 - Wal-Mart Dev.	0.00	0.00	89,409.13	0.00	(89,409.13)
TOTAL EXPENDITURES	1,167,655.00	0.00	91,107.69	7.80	1,076,547.31
REVENUES OVER/(UNDER) EXPENDITURES	(20,616.63)	149,631.28	842,289.69	0.00	(862,906.32)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:56 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

44 -TID #4 - Thielman/P Ridge

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #4 -Thielman/P Ridge					
Taxes (or Utility Rev.)	208,266.60	0.00	0.00	0.00	208,266.60
Intergovernmental	23,916.00	0.00	0.00	0.00	23,916.00
TOTAL TID #4 -Thielman/P Ridge	232,182.60	0.00	0.00	0.00	232,182.60
TOTAL REVENUE	232,182.60	0.00	0.00	0.00	232,182.60
EXPENDITURES					
TID #4 -Thielman/P Ridge					
Personnel Services	10,973.00	0.00	0.00	0.00	10,973.00
Contractual Services	9,900.00	0.00	1,650.00	16.67	8,250.00
Special Services	25,000.00	0.00	0.00	0.00	25,000.00
Fixed Charges	93,902.00	0.00	0.00	0.00	93,902.00
Capital Outlay	30,000.00	0.00	0.00	0.00	30,000.00
Transfers	50,000.00	0.00	0.00	0.00	50,000.00
TOTAL TID #4 -Thielman/P Ridge	219,775.00	0.00	1,650.00	0.75	218,125.00
TOTAL EXPENDITURES	219,775.00	0.00	1,650.00	0.75	218,125.00
REVENUES OVER/(UNDER) EXPENDITURES	12,407.60	0.00	(1,650.00)	0.00	14,057.60

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:56 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

45 -TID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #5 - Hwy 107/Taylor					
Taxes (or Utility Rev.)	17,322.30	0.00	17,322.30	100.00	0.00
Intergovernmental	560.00	0.00	0.00	0.00	560.00
TOTAL TID #5 - Hwy 107/Taylor	17,882.30	0.00	17,322.30	96.87	560.00
TOTAL REVENUE	17,882.30	0.00	17,322.30	96.87	560.00
EXPENDITURES					
TID #5 - Hwy 107/Taylor					
Personnel Services	1,645.00	0.00	0.00	0.00	1,645.00
Contractual Services	650.00	0.00	150.00	23.08	500.00
Fixed Charges	2,448.00	0.00	0.00	0.00	2,448.00
Capital Outlay	35,000.00	0.00	0.00	0.00	35,000.00
TOTAL TID #5 - Hwy 107/Taylor	39,743.00	0.00	150.00	0.38	39,593.00
TOTAL EXPENDITURES	39,743.00	0.00	150.00	0.38	39,593.00
REVENUES OVER/(UNDER) EXPENDITURES	(21,860.70)	0.00	17,172.30	0.00	(39,033.00)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:57 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

46 -TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #6 - Downtown</u>					
Taxes (or Utility Rev.)	41,796.72	0.00	41,796.72	100.00	0.00
Intergovernmental	2,845.00	0.00	0.00	0.00	2,845.00
Miscellaneous Revenues	36,895.00	0.00	0.00	0.00	36,895.00
TOTAL TID #6 - Downtown	81,536.72	0.00	41,796.72	51.26	39,740.00
TOTAL REVENUE	81,536.72	0.00	41,796.72	51.26	39,740.00
=====					
EXPENDITURES					
=====					
<u>TID #6 - Downtown</u>					
Personnel Services	2,985.00	0.00	0.00	0.00	2,985.00
Contractual Services	6,150.00	0.00	650.00	10.57	5,500.00
Special Services	45,000.00	0.00	10,000.00	22.22	35,000.00
Fixed Charges	33,985.00	0.00	0.00	0.00	33,985.00
Capital Outlay	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL TID #6 - Downtown	90,620.00	0.00	10,650.00	11.75	79,970.00
TOTAL EXPENDITURES	90,620.00	0.00	10,650.00	11.75	79,970.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(9,083.28)	0.00	31,146.72	0.00	(40,230.00)
=====					

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:57 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

47 -TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #7 - N Center Ave					
Taxes (or Utility Rev.)	18,501.32	0.00	18,501.32	100.00	0.00
Intergovernmental	36,712.00	0.00	0.00	0.00	36,712.00
Miscellaneous Revenues	2,028.00	0.00	0.00	0.00	2,028.00
TOTAL TID #7 - N Center Ave	57,241.32	0.00	18,501.32	32.32	38,740.00
TOTAL REVENUE	57,241.32	0.00	18,501.32	32.32	38,740.00
EXPENDITURES					
TID #7 - N Center Ave					
Personnel Services	2,674.00	0.00	0.00	0.00	2,674.00
Contractual Services	900.00	0.00	650.00	72.22	250.00
Special Services	28,946.07	0.00	28,946.07	100.00	0.00
Fixed Charges	13,261.00	0.00	0.00	0.00	13,261.00
Capital Outlay	40,000.00	0.00	0.00	0.00	40,000.00
TOTAL TID #7 - N Center Ave	85,781.07	0.00	29,596.07	34.50	56,185.00
TOTAL EXPENDITURES	85,781.07	0.00	29,596.07	34.50	56,185.00
REVENUES OVER/(UNDER) EXPENDITURES	(28,539.75)	0.00	(11,094.75)	0.00	(17,445.00)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

48 -TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #8 - West Side					
Taxes (or Utility Rev.)	615,347.70	0.00	40,347.70	6.56	575,000.00
Intergovernmental	3,675.00	0.00	0.00	0.00	3,675.00
Miscellaneous Revenues	36,688.00	0.00	0.00	0.00	36,688.00
TOTAL TID #8 - West Side	655,710.70	0.00	40,347.70	6.15	615,363.00
TOTAL REVENUE	655,710.70	0.00	40,347.70	6.15	615,363.00
EXPENDITURES					
TID #8 - West Side					
Personnel Services	19,562.00	0.00	0.00	0.00	19,562.00
Contractual Services	2,400.00	0.00	650.00	27.08	1,750.00
Special Services	43,000.00	0.00	0.00	0.00	43,000.00
Fixed Charges	49,863.00	0.00	0.00	0.00	49,863.00
Capital Outlay	540,000.00	0.00	0.00	0.00	540,000.00
TOTAL TID #8 - West Side	654,825.00	0.00	650.00	0.10	654,175.00
TOTAL EXPENDITURES	654,825.00	0.00	650.00	0.10	654,175.00
REVENUES OVER/(UNDER) EXPENDITURES	885.70	0.00	39,697.70	0.00	(38,812.00)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:58 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

49 -TID#9 -WI River/S Center

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #9-WI River/S Center					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	4,775.00	0.00	0.00	0.00	4,775.00
Miscellaneous Revenues	47,840.00	234.96	939.84	1.96	46,900.16
TOTAL TID #9-WI River/S Center	52,615.00	234.96	939.84	1.79	51,675.16
TID #9-Idle Sites (Page)					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-Idle Sites (Page)	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	52,615.00	234.96	939.84	1.79	51,675.16
EXPENDITURES					
TID #9-WI River/S Center					
Personnel Services	2,315.00	0.00	0.00	0.00	2,315.00
Contractual Services	31,650.00	0.00	1,650.00	5.21	30,000.00
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	18,650.00	0.00	0.00	0.00	18,650.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-WI River/S Center	52,615.00	0.00	1,650.00	3.14	50,965.00
TID #9-Idle Sites (Page)					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-Idle Sites (Page)	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	52,615.00	0.00	1,650.00	3.14	50,965.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	234.96	(710.16)	0.00	710.16

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

40 -TID No. 10 - Fox Point

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #10-Fox Point					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	1.00	0.00	0.00	0.00	1.00
TOTAL TID #10-Fox Point	1.00	0.00	0.00	0.00	1.00
TOTAL REVENUE	1.00	0.00	0.00	0.00	1.00
EXPENDITURES					
TID #10-Fox Point					
Personnel Services	4,575.00	0.00	0.00	0.00	4,575.00
Contractual Services	10,400.00	336.00	486.00	4.67	9,914.00
Fixed Charges	20,024.81	0.00	0.00	0.00	20,024.81
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #10-Fox Point	34,999.81	336.00	486.00	1.39	34,513.81
TOTAL EXPENDITURES	34,999.81	336.00	486.00	1.39	34,513.81
REVENUES OVER/(UNDER) EXPENDITURES	(34,998.81)	(336.00)	(486.00)	0.00	(34,512.81)

*** END OF REPORT ***

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

41 -TID No. 11- Apartments

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
TID #11 - Apartments					
Taxes (or Utility Rev.)	363,059.95	0.00	113,059.95	31.14	250,000.00
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	16,305.00	0.00	0.00	0.00	16,305.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #11 - Apartments	379,364.95	0.00	113,059.95	29.80	266,305.00
TOTAL REVENUE	379,364.95	0.00	113,059.95	29.80	266,305.00
EXPENDITURES					
TID #11 - Apartments					
Personnel Services	3,435.00	0.00	0.00	0.00	3,435.00
Contractual Services	8,150.00	0.00	1,400.00	17.18	6,750.00
Special Services	130,000.00	0.00	0.00	0.00	130,000.00
Fixed Charges	63,179.00	0.00	0.00	0.00	63,179.00
Capital Outlay	158,500.00	0.00	0.00	0.00	158,500.00
TOTAL TID #11 - Apartments	363,264.00	0.00	1,400.00	0.39	361,864.00
TOTAL EXPENDITURES	363,264.00	0.00	1,400.00	0.39	361,864.00
REVENUES OVER/(UNDER) EXPENDITURES	16,100.95	0.00	111,659.95	0.00	(95,559.00)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

42 -TID # 12 - Weinbrenner

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
<u>TID #12 - Weinbrenner</u>					
Taxes (or Utility Rev.)	20,970.36	0.00	20,970.36	100.00	0.00
TOTAL TID #12 - Weinbrenner	20,970.36	0.00	20,970.36	100.00	0.00
TOTAL REVENUE					
	20,970.36	0.00	20,970.36	100.00	0.00
EXPENDITURES					
<u>TID #12 - Weinbrenner</u>					
Personnel Services	6,625.00	0.00	0.00	0.00	6,625.00
Contractual Services	400.00	0.00	650.00	162.50	(250.00)
Fixed Charges	7,920.00	0.00	0.00	0.00	7,920.00
Capital Outlay	125,000.00	0.00	0.00	0.00	125,000.00
TOTAL TID #12 - Weinbrenner	139,945.00	0.00	650.00	0.46	139,295.00
TOTAL EXPENDITURES					
	139,945.00	0.00	650.00	0.46	139,295.00
REVENUES OVER/(UNDER) EXPENDITURES					
	(118,974.64)	0.00	20,320.36	0.00	(139,295.00)

*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 01:58 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 1

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	1,231,000.00	45.62	153,194.54	12.44	1,077,805.46
Specials (Utility Rev.)	30,000.00	207.90	950.40	3.17	29,049.60
Intergovernmental	1,220,855.00	0.00	0.00	0.00	1,220,855.00
Public Charges-Services	0.00	0.00	540.00	0.00	(540.00)
Miscellaneous Revenues	0.00	0.00	1,000.00	0.00	(1,000.00)
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	2,481,855.00	253.52	155,684.94	6.27	2,326,170.06
<u>Streets - Sealcoat</u>					
Taxes (or Utility Rev.)	52,385.00	0.00	0.00	0.00	52,385.00
TOTAL Streets - Sealcoat	52,385.00	0.00	0.00	0.00	52,385.00
<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	2,634,240.00	253.52	155,684.94	5.91	2,478,555.06
=====					
EXPENDITURES					
=====					
<u>Streets - Sealcoat</u>					
Personnel Services	18,135.00	0.00	0.00	0.00	18,135.00
Supplies & Expenses	34,250.00	0.00	0.00	0.00	34,250.00
TOTAL Streets - Sealcoat	52,385.00	0.00	0.00	0.00	52,385.00
<u>Streets - Resurfacing</u>					
Personnel Services	23,000.00	0.00	0.00	0.00	23,000.00
Supplies & Expenses	77,000.00	0.00	0.00	0.00	77,000.00
TOTAL Streets - Resurfacing	100,000.00	0.00	0.00	0.00	100,000.00
<u>Capital Outlay/Projects</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	2,605,464.60	108,345.05	279,640.53	10.73	2,325,824.07
TOTAL Capital Outlay/Projects	2,605,464.60	108,345.05	279,640.53	10.73	2,325,824.07
<u>Financing Costs</u>					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Financing Costs	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	2,757,849.60	108,345.05	279,640.53	10.14	2,478,209.07
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(123,609.60)	(108,091.53)	(123,955.59)	0.00	345.00

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

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.)	111,276.00	8,670.54	28,154.22	25.30	83,121.78
Specials (Utility Rev.)	(1,438.00)	0.00	0.00	0.00	(1,438.00)
Public Charges-Services	1,509,660.00	162,872.65	522,819.80	34.63	986,840.20
Intergov Charges (Misc.)	23,775.00	436.67	7,072.53	29.75	16,702.47
Miscellaneous Revenues	7,500.00	163.22	677.68	9.04	6,822.32
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	1,650,773.00	172,143.08	558,724.23	33.85	1,092,048.77
TOTAL REVENUE	1,650,773.00	172,143.08	558,724.23	33.85	1,092,048.77
EXPENDITURES					
<u>Non-Departmental</u>					
Work Orders - Utility	280,000.00	260.64	260.64	0.09	279,739.36
TOTAL Non-Departmental	280,000.00	260.64	260.64	0.09	279,739.36
<u>Pumping Expenses</u>					
	79,750.00	1,008.45	17,917.64	22.47	61,832.36
TOTAL Pumping Expenses	79,750.00	1,008.45	17,917.64	22.47	61,832.36
<u>Water Treatment Expenses</u>					
	67,750.00	1,485.62	16,385.69	24.19	51,364.31
TOTAL Water Treatment Expenses	67,750.00	1,485.62	16,385.69	24.19	51,364.31
<u>Trans & Distribution Exp</u>					
	286,250.00	12,201.58	72,126.50	25.20	214,123.50
TOTAL Trans & Distribution Exp	286,250.00	12,201.58	72,126.50	25.20	214,123.50
<u>Customer Accts Expenses</u>					
	85,250.00	7,996.18	29,849.38	35.01	55,400.62
TOTAL Customer Accts Expenses	85,250.00	7,996.18	29,849.38	35.01	55,400.62
<u>Admin & General Expenses</u>					
	759,206.00	24,317.79	107,102.86	14.11	652,103.14
TOTAL Admin & General Expenses	759,206.00	24,317.79	107,102.86	14.11	652,103.14
<u>Contract Work</u>					
	3,500.00	35.25	110.96	3.17	3,389.04
TOTAL Contract Work	3,500.00	35.25	110.96	3.17	3,389.04

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes</u>					
	<u>409,000.00</u>	<u>2,155.21</u>	<u>382,905.07</u>	<u>93.62</u>	<u>26,094.93</u>
TOTAL Taxes	409,000.00	2,155.21	382,905.07	93.62	26,094.93
<u>Debt Service</u>					
	<u>25,019.00</u>	<u>104.25</u>	<u>3,829.54</u>	<u>15.31</u>	<u>21,189.46</u>
TOTAL Debt Service	25,019.00	104.25	3,829.54	15.31	21,189.46
 TOTAL EXPENDITURES	 <u>1,995,725.00</u>	 <u>49,564.97</u>	 <u>630,488.28</u>	 <u>31.59</u>	 <u>1,365,236.72</u>
 REVENUES OVER/(UNDER) EXPENDITURES	 <u>(344,952.00)</u>	 <u>122,578.11</u>	 <u>(71,764.05)</u>	 <u>0.00</u>	 <u>(273,187.95)</u>

*** END OF REPORT ***

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

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.)	20,000.00	1,265.66	5,401.56	27.01	14,598.44
Intergov Charges (Misc.)	8,000.00	0.00	1,172.72	14.66	6,827.28
Miscellaneous Revenues	2,650.00	150.00	530.37	20.01	2,119.63
Other Financing Sources	8,500.00	0.00	0.00	0.00	8,500.00
Public Charges-Services	1,523,000.00	147,717.00	523,390.64	34.37	999,609.36
Other Charges-Services	<u>125,000.00</u>	<u>17,275.02</u>	<u>40,770.17</u>	<u>32.62</u>	<u>84,229.83</u>
TOTAL Non-Departmental	1,687,150.00	166,407.68	571,265.46	33.86	1,115,884.54
TOTAL REVENUE	<u>1,687,150.00</u>	<u>166,407.68</u>	<u>571,265.46</u>	<u>33.86</u>	<u>1,115,884.54</u>
EXPENDITURES					

<u>Non-Departmental</u>					
Work Orders - Utility	<u>420,000.00</u>	<u>610.68</u>	<u>32,457.42</u>	<u>7.73</u>	<u>387,542.58</u>
TOTAL Non-Departmental	420,000.00	610.68	32,457.42	7.73	387,542.58
<u>Contract Work</u>					
	<u>500.00</u>	<u>0.00</u>	<u>40.08</u>	<u>8.02</u>	<u>459.92</u>
TOTAL Contract Work	500.00	0.00	40.08	8.02	459.92
<u>Taxes - SS/Medicare</u>					
	<u>33,500.00</u>	<u>2,451.08</u>	<u>10,708.75</u>	<u>31.97</u>	<u>22,791.25</u>
TOTAL Taxes - SS/Medicare	33,500.00	2,451.08	10,708.75	31.97	22,791.25
<u>Operations</u>					
	<u>278,750.00</u>	<u>9,977.65</u>	<u>95,077.05</u>	<u>34.11</u>	<u>183,672.95</u>
TOTAL Operations	278,750.00	9,977.65	95,077.05	34.11	183,672.95
<u>Maintenance</u>					
	<u>286,072.00</u>	<u>10,230.35</u>	<u>89,597.10</u>	<u>31.32</u>	<u>196,474.90</u>
TOTAL Maintenance	286,072.00	10,230.35	89,597.10	31.32	196,474.90
<u>Customer Accts Expenses</u>					
	<u>103,500.00</u>	<u>7,981.06</u>	<u>37,230.98</u>	<u>35.97</u>	<u>66,269.02</u>
TOTAL Customer Accts Expenses	103,500.00	7,981.06	37,230.98	35.97	66,269.02
<u>Admin & General Expenses</u>					
	<u>451,650.00</u>	<u>24,702.57</u>	<u>111,843.63</u>	<u>24.76</u>	<u>339,806.37</u>
TOTAL Admin & General Expenses	451,650.00	24,702.57	111,843.63	24.76	339,806.37

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

5-05-2020 02:00 PM

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2020

PAGE: 2

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Taxes & Depreciation</u>					
	<u>325,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>325,500.00</u>
TOTAL Taxes & Depreciation	325,500.00	0.00	0.00	0.00	325,500.00
<u>Transfers</u>					
	<u>2,750.00</u>	<u>70.21</u>	<u>3,005.98</u>	<u>109.31</u>	<u>(255.98)</u>
TOTAL Transfers	2,750.00	70.21	3,005.98	109.31	(255.98)
 TOTAL EXPENDITURES	 <u>1,902,222.00</u>	 <u>56,023.60</u>	 <u>379,960.99</u>	 <u>19.97</u>	 <u>1,522,261.01</u>
 REVENUES OVER/(UNDER) EXPENDITURES	 <u>(215,072.00)</u>	 <u>110,384.08</u>	 <u>191,304.47</u>	 <u>0.00</u>	 <u>(406,376.47)</u>

*** END OF REPORT ***

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*** END OF REPORT ***

Attachment: April 2020-Revenue & Expense Reports (4984 : Revenue and Expense Report)

Fiscal Status – Capital Equipment and Investments

E-Mail Sent on Friday, April 3rd, 2020 – to Mayor Derek Woellner:

Mayor Woellner – The 2019 tax bills (which the City will be collecting through the first week of July) are based upon 1/1/2019 assessments. Lincoln County will settle the 2019 tax roll and make the City of Merrill 100% whole on real estate taxes. In addition to the 4/7th election, City staff continue collection efforts on Personal Property taxes. The City is under State Levy Limits and needs the Expenditure Restraint Aid – so there isn't going to be a 10% tax increase for 2021.

Without City investments, the surviving/open businesses will be even more fiscally impacted. Attached are overviews of 2019 borrowed funds and planned 2020 capital. My recommendations for deferring some items are listed. Even buying a new police squad locally in 2020 will help Merrill's economic recovery.

Unfortunately, some City functions will probably need to continue to shut down most of 2020 (including recreation programs/aquatic center). This will result in tax levy savings this year.

"Safer at Home"!

Kathy Unertl, Finance Director
City of Merrill

From: Woellner, Derek
Sent: Thursday, April 2, 2020 10:20 PM
To: Unertl, Kathy
Cc: Johnson, David; Hayden, Tom
Subject: Fwd: spending halt

Kathy,

Can I get your opinion on what impact we'll see on our taxes this year? Please read Alderman Sabatke's concerns below.

Thank you

Begin forwarded message:

From: "Sabatke, Steve" <Steve.Sabatke@ci.merrill.wi.us>
Date: April 2, 2020 at 8:02:38 PM CDT
To: Aldermen <Aldermen@ci.merrill.wi.us>
Subject: Fwd: spending halt

Sent from my iPad

Begin forwarded message:

Attachment: Fiscal Status - 2020 Capital (4974 : Defer several capital budget items)

From: steve sabatke <stevesabatke@hotmail.com>
Date: April 2, 2020 at 7:55:42 PM CDT
To: "Sabatke, Steve" <Steve.Sabatke@ci.merrill.wi.us>
Subject: spending halt

"Dark stores" or closed business are entitled to a lower tax rate. Just a matter of time before Merrill businesses figure this out. Other city tax revenues will be reduced as well like room taxes and non-payment of private property taxes.er

Looking ahead, I propose all spending (even budgeted) come to a halt. We should cancel all planned projects and capital expenditures. There may be some exemptions depending on contracts and loan commitments.

We would hate to get to the end of the year and find out we have to jack taxes 10% on top of all the other hardships our citizens will have to endure.

City of Merrill - 2019 Capital Carryover & 2020 Capital Budget

PRELIMINARY

		Budget	Expended	3/27/2020 Balance		2020 New Borrowing
Parks - 2019	Athletic Park - Tuck-pointing	\$20,000.00	\$0.00	\$20,000.00	Defer	
Parks - 2019	Dock - Riverside	\$15,000.00	\$0.00	\$15,000.00	Defer	
Engineering	MS-4 Stormwater (City 50% Match)	\$68,855.00	\$750.00	\$68,105.00	Contract Awarded	\$68,855.00
City Hall	Roof Sections (STF 2020 Loan)	\$80,000.00	\$0.00	\$80,000.00	Contract Awarded	
Library	Roof Sections	\$75,000.00	\$0.00	\$75,000.00	Contract Awarded	\$75,000.00
City Hall	Police Flooring	\$23,500.00	\$0.00	\$23,500.00	End of lifespan	
Police	Squad Replacement	\$30,000.00	\$0.00	\$30,000.00	End of lifespan	
Transit	Buses (City 20% Match)	\$268,000.00	\$0.00	\$268,000.00	Contract - 2019	\$268,000.00
Parks	Mower & Infield Dragger Motor	\$32,000.00	\$0.00	\$32,000.00	End of lifespan	
Parks	Parks Parking Lot - Crack Sealing	\$10,000.00	\$0.00	\$10,000.00	Investment - extending lifespan	
Parks	Dump Truck	\$50,000.00	\$0.00	\$50,000.00	Ordered - Delivered	\$50,000.00
Streets	Dump Truck & Paint Truck	\$100,000.00	\$31,827.50	\$68,172.50	Ordered - Delivered	\$100,000.00
Streets	Streets Loader Tractor	\$95,000.00	\$0.00	\$95,000.00	Ordered	\$95,000.00
Streets	Streets Garage Parking Lot	\$100,000.00	\$0.00	\$100,000.00	Defer	
Streets	Seal Coating	\$52,385.00	\$0.00	\$52,385.00	Investment - extending lifespan	\$52,385.00
Streets	Streets Resurfacing	\$100,000.00	\$0.00	\$100,000.00	Investment - extending lifespan	\$100,000.00
Streets	Concrete - Sidewalk	\$75,000.00	\$0.00	\$75,000.00	Defer	
Streets	Black Dirt Screening	\$12,500.00	\$0.00	\$12,500.00	Defer	
Streets	Crushing	\$50,000.00	\$0.00	\$50,000.00	Contract Awarded	\$50,000
Streets	Popular & Court Streets	\$150,000.00	\$0.00	\$150,000.00	Defer	
Streets	Grand Ave/N Prospect/S Genesse	\$1,361,454.00	\$0.00	\$1,361,454.00	Contract Awarded	\$1,361,454.00
This is total project - need Water & Sewer breakdown						

Streets	Streetlighting - Grand Ave Major Project	\$70,000.00	\$0.00	\$70,000.00	TID No. 8	\$70,000.00
TID No. 5	MARC Dr. LED Streetlight	\$35,000.00	\$0.00	\$35,000.00	TID No. 5 Cash	
TID No. 7	Water/Sewer - Mill St. (FreMarq)	\$30,000.00	\$0.00	\$30,000.00	Need to verify need	
TID No. 3	MFG - Paving	\$150,000.00	\$0.00	\$150,000.00	by mid-Sept. 2020	TID No. 3
TID No. 3	Mill St. (E. Main St. - E. 1st St.)	\$60,000.00	\$0.00	\$60,000.00	Defer	\$150,000.00
TID No. 11	W. St. Paul St. (Curb, gutter, & paving)	\$150,000.00	\$0.00	\$150,000.00	Defer	

Total \$3,263,694.00 \$32,577.50 \$3,231,116.50

\$2,440,694

\$582,500.00 Proposed Defer

City of Merrill - Borrowed Proceeds (As of 12/31/2019)

Fund 52 & TID No. 12

	Borrowed	2019 Expended	12/31/2019 Balance	2020 Expended	3/31/2020 Balance	
Series 2019A TID No. 12 - Logan Ave./E. 6th St. Project deferred into 2020 - weather	\$125,000.00	\$10,000.00	\$115,000.00	\$0.00	\$115,000.00	Funding-this project
Series 2019A Parks - Athletic Park Parking Lot Project deferred into 2020 - weather	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00	Funding-this project
Series 2019A Library - HVAC Improvements	\$160,000.00	\$158,610.60	\$1,389.40	\$0.00	\$1,389.40	- Library Bldg Only
Series 2018A City Hall - Improvements STF 2019	\$260,000.00	\$255,166.10	\$4,833.90	\$4,833.90	\$0.00	
Series 2018A Fire - Parking Lot Series 2019A Paving deferred - weather	\$73,236.37	\$53,968.12	\$19,268.25	\$0.00	\$19,268.25	Funding-this project
Series 2018A Street Garage Rehab Series 2019A	\$235,000.00	\$84,495.40	\$150,504.60	\$124,261.86	\$26,242.74	Pending Final Work - Streets Bldg Only
Series 2018A City Facility Fiber Project STF 2019	\$467,001.00	\$381,744.70	\$85,256.30	\$1,142.50	\$84,113.80	Pending Final Work
Total	\$1,370,237.37	\$943,984.92	\$426,252.45	\$130,238.26	\$296,014.19	

Attachment: Fiscal Status - 2020 Capital (4974 : Defer several capital budget items)

Grand Ave Lighting Estimate

Replacing all 15 poles

• Poles, arms, bases, heads --	\$36,028.75
• Bases, rebar, concrete, etc. --	\$2,414.00
• Conduit, wire, etc. --	\$9,500.00
• Contractor labor --	\$10,000
• City labor --	\$12,000
Total	\$69,942.75

Installing conduit, wire, bases and setting up 4 poles

• Poles, arms, bases, heads --	\$10,330.00
• Bases, rebar, concrete, etc. --	\$2,414.00
• Conduit, wire, etc. --	\$9,500.00
• Contractor labor --	\$9,000.00
• City labor --	\$11,000.00
Total	\$42,244.00

8.3.b

Attachment: Pic 1 (4892 : Consider budget

Packet Pg. 52

8.3.c

Attachment: Pic 2 (4892 : Consider budget

Packet Pg. 53

8.3.d

Attachment: Pic 3 (4892 : Consider budget

Packet Pg. 54





Attachment: Pic 5 (4892 : Consider budget amendment to approve \$70,000 for street lighting)



WPSC SERVICE MANUAL

Revised 03/2020

Section 7 CLEARANCES

Page 2 of 10

7-1 Basic Electric Clearances - Services

Clearances for Electric Overhead Services

(Not for primary or secondary clearances.)

(Per NESC Table 232-1 and Table 234-1 and WI PSC 114)

Note that the following are the minimum clearances needed. Additional clearances must be added to account for thermal loading, ice loading, and snow depth when looking at vertical clearances. All clearances are for services under 750 volts unless otherwise indicated.

Triplex & Quadruplex Cables (most common)
Open Wire Poly Insulated Cables

Type A
Type B

Rule 230C3

Vertical Clearances	A	B
Roads, Streets, Driveways, Parking Lots, Alleys, Cultivated Land, Grazing Forest, Orchards, etc.	16.0'	16.5'
If the height of the building to which the service is attached does not permit and there is only a residential driveway (no chance of trucks), under 150 volts to ground, and insulated.	12.0'	12.5'
Drip Loop	10.0'	10.5'
Spaces & ways subject to pedestrian or restricted traffic only (no horse riding or vehicles over eight feet).	12.0'	12.5'
Spaces & ways subject to pedestrian or restricted traffic only (no horse riding or vehicles over eight feet), the building height does not permit, under 150 volts to ground, and insulated.	10.0'	10.5'
Drip Loop	10.0'	10.5'
If along roads in rural districts where it is unlikely that vehicles will be crossing under the line (must consider blow out to embankments, etc.)	14.0'	14.5'
If along rural roads and located relative to fences, ditches, embankments, etc., so that ground under the line would not be expected to be traveled except by pedestrians, may be reduced to the following: The service must be under 150 volts to ground and insulated.	9.5'	12.5'

Attachment: WPS Manual (4892 : Consider budget amendment to approve \$70,000 for street lighting)

WPSC SERVICE MANUAL

Revised 03/2020

Section 7 CLEARANCES

Page 3 of 10

7-1 Basic Electric Clearances – Services (Cont'd)

Vertical Clearances	A	B
DOT minimum clearances over roadway (only State and Federal Highways) (use NESC if greater than this) (under worst case conditions) (WI DOT Maintenance Manual 96.95) (MI DOT Annual Permit Form).	WI: 17.0' MI: 18.0'	WI: 17.0' MI: 18.0'
Over or under roofs or projections <u>not readily accessible</u> (no permanent stairs, ladders, doorways, ramps, windows, etc. to the roof; no vehicles) and the <u>service is NOT ATTACHED to that structure</u> . (This clearance also applies above railings, walls, or parapets around balconies or roofs.) WI: Less than 4 / 12 pitch. WI: 4 / 12 pitch or greater (WI PSC Table 114.234-1) MI	8.0' 3.0' 3.5'	10.5' 10.5' 10.5'
Over or under balconies & roofs <u>readily accessible</u> to pedestrians (as part of structure to which <u>service is NOT ATTACHED to that structure</u> (casually accessed through a doorway, ramp, window, stairway, or permanently mounted ladder etc.) (NESC Table 234-1 row 1(b)(2) columns 3 & 5.)	11.0'	11.5'
Over roofs, balconies, porches, or attached decks over which they pass and the <u>service is ATTACHED to that structure</u> (NESC 234C(3)(d)). <u>Accessible</u> <u>Not Readily Accessible</u> to pedestrians (including drip loops) (PSC114.234(3)) WI: Less than 4/12 pitch, 120/240V or 120/208V service WI: Less than 4/12 pitch, 277/480V service WI: 4/12 pitch or greater, 120/240V or 120/208V service WI: 4/12 pitch or greater, 277/480V service MI: Under 300 volts phase to phase MI: Under 750 volts phase to phase	10.0'^ 8.0'^* 8.0'^* 3.0' 3.0' 3.0' 3.0'	10.0'^ 8.0'^* 10.0'^^ 3.0' 10.0'^^ 3.0' 10.0'^^
Over or under catwalks & other surfaces upon which personnel walk	11.0'	11.5'
Other vertical clearances to signs, chimneys, billboards, radio & TV antennas, tanks, and other installations not classified as buildings or bridges.	3.5'	6.0'

* Was 10.0' from Feb 1, 2008 – June 30, 2014.

^ Was 8.0' prior to Jan 30, 2008.

Attachment: WPS Manual (4892 : Consider budget amendment to approve \$70,000 for street lighting)

DATE	GRANT	LOAN	BUSINESS NAME	ADDRESS	OWNERS NAME	PURPOSE	APPROVE/DISAPPRO.	GRANT \$100,000	LOAN \$100,000	TOTAL AMOUNT	DISTRIBUTED	NOTES
4/22/2020	1	1	Ziesermer Photography LTD	1200 E. 7th Street	Phillip Ziesemer	Mortgage/ Utilities	Approved	\$ 1,100.00	\$ 1,100.00	\$ 2,200.00	4/24/2020	
4/22/2020	1		M&C Entertainment LLC	124 N. Prospect Street	Cheryl Fick	Mortgage/Utilities	Approved	\$ 1,500.00		\$ 1,500.00	4/24/2020	
4/22/2020	1		Blue Jay Taxi	124 N. Prospect Street	Mike Fick	Mortgage/Utilities	Denied					BUSINESS OPEN 100%
4/22/2020	1	1	D's Dogs	722 E. 2nd Street	Mike Dee	Rent/Utilities	Approved	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	4/24/2020	
4/23/2020	1		Emerald Studio LLC	412 W. Main Street	Hollie Lokemoen	Rent/Utilities	Approved	\$ 1,500.00		\$ 1,500.00	4/24/2020	
4/23/2020	1		Brooke's School of Dance	1009 E. Main Street	Brooke Burton	Rent/Utilities	Approved	\$ 1,500.00		\$ 1,500.00		
4/23/2020	1		Lincoln Lanes Inc.	1208 N. Center Ave.	Mark Bares	Utilities	Approved	\$ 1,500.00		\$ 1,500.00	4/24/2020	
4/23/2020	1		MNC Enterprises, Inc.	704 N. Center Ave.	Cheryl Porath	Mortgage/Utilities	Denied			\$ -		BUSINESS OPEN 100%
4/23/2020	1	1	Die Cast Game and Hobby LLC	416 W. Main Street	Regan Cnite	Rent/Utilities	Approved	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00		
4/23/2020	1		Merrill Eagle's Aerie 584	1205 Lake Street	Scott Doerr	Mortgage/Utilities	Denied	\$ 1,500.00		\$ 1,500.00		Non-Profit
4/23/2020	1	1	Susan Taylor-Hoff	305 W. Taylor Street	Susan Taylor-Hoff	Mortgage/Utilities	Approved	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00		
4/23/2020	1	1	Salon 64 Hair & Tanning LLC	2308 E. Main Street	Sherry Barnett	Mortgage/Utilities	Approved	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00		
4/23/2020	1	1	Johnson's of Merrill, LLC	1023 E. Main Street	Trina Johnson	Utilities	On Hold	\$ 1,434.90	\$ 1,434.90	\$ 2,869.80		Need W-9 Form
4/23/2020	1	1	Ana Blairs Boutique	820 E. st Street	Vanessa Lazarz	Mortgage/Utilities	Approved	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00		
4/23/2020	1	1	Park City Pedorthics, LLC	902 E. 1st Street	Tasha Gleason	Rent/Utilities	Denied			\$ -		BUSINESS OPEN 100%
4/23/2020	1		Murray and Associates	1401 E. Main Street	Linda Murray	Rent	Approved	\$ 850.00		\$ 850.00		
4/23/2020	1		Avenue Bar	405 Grand Ave.	Shirley Eggers	Rent/Utilities	Approved	\$ 400.00		\$ 400.00		
4/24/2020	1		Inked Horizons	1319 E. Main Street	Deamon Boettcher	Rent/Utilities	Approved	\$ 1,203.00		\$ 1,203.00		
4/24/2020	1	1	Iron Angel Arts	1106A W. Main Street	Nicole Knapp	Rent/Utilities	Approved	\$ 640.00	\$ 640.00	\$ 1,280.00		
4/24/2020	1	1	Divine Digits/Much kneaded Massage	2011 E. Main Street	Cammie Schielke	Rent	Approved	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00		
4/24/2020	1		Waves Full Service Salon & Spa	803 E. 1st Street	Aimee Knospe	Utilities	On Hold	\$ 1,500.00		\$ 1,500.00		Need Utility Bills
4/24/2020	1	1	Wild Badger Sports Bar	100 N. Foster Street	Brent Scantlin	Mort/Utilities		\$ 1,500.00	\$ 1,500.00	\$ 3,000.00		
4/24/2020	1	1	The Cosmo Theatre, Inc.	813 E. Main Street	Trevor Dzwonkowsky	Mortgage		\$ 1,500.00	\$ 1,500.00	\$ 3,000.00		
4/24/2020	1	1	Serce-2-Sisu	325 E. 2nd Street	Eric Filipiak	Rent/Utilities		\$ 1,500.00	\$ 1,500.00	\$ 3,000.00		
4/24/2020	1	1	Studio 808 LLC	808 E. 1st Street	Shelby Dewonkowski	Mortg./Utilities		\$ 1,017.31	\$ 1,017.31	\$ 2,034.62		
4/24/2020	1		Aspire Hair Design	803 E. 1st Street	Jodi Turner	Rent		\$ 844.00		\$ 844.00		
4/24/2020	1		Looks Unlimited	2402 E. Main Street	Rebecca Kleinschmidt	Rent		\$ 1,071.00		\$ 1,071.00		
4/24/2020	1		All Aboard	315 E. 2nd Street	Marion Clark	Utilities		\$ 1,040.00		\$ 1,040.00		
4/24/2020	1	1	Kindhearted Home Care	120 S. Mill Street	Diane Goetsch	Mortg./Utilities		\$ 1,500.00	\$ 1,500.00	\$ 3,000.00		

Attachment: Update report on small business loan program (4951 : Update on current status of Small

Attachment: Update report on small business loan program (4951 : Update on current status of Small

Heideman, Bill

From: Johnson, David
Sent: Monday, April 27, 2020 7:34 AM
To: Hass, Steve
Cc: Heideman, Bill; Wicke, Shari; Woellner, Derek
Subject: RE: Loan amounts

The criteria are spelled out on our website, Facebook and on the form. There is no formula, it is a maximum of \$1500 grant and/or \$1500 loan for rent, mortgage, and/or utilities. Per the adopted rules, businesses are to provide verification of their expenses for these purposes. We accept cancelled checks, receipts and contracts as verification. Some businesses have asked for less than the \$1500 based upon their verifiable expenses. Some businesses that applied, such as Blue Jay Taxi do not qualify because their business was not shut down, or a major facet of their business was not shut down by the Governor's order. Their revenue was reduced by fewer people using their services but no facet of their business was shut down by the Governor's order.

Bill, please put this on the P&F agenda per Alderman Hass' request below.

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

-----Original Message-----

From: Hass, Steve
Sent: Friday, April 24, 2020 6:57 PM
To: Johnson, David; Wicke, Shari; Woellner, Derek
Cc: Heideman, Bill
Subject: Loan amounts

Can someone explain the formula used to decide the amounts of the money given and the criteria to qualify or not, this will be added to the P&F agenda, so please send it Clerk Heideman too. I am confused I thought the amount was \$1500.00 and \$1500.00 not a variation of amounts.

Thank you
 Steve Hass

Sent from my iPad

Attachment: Emails related to small business loan program (4951 : Update on current status of Small Business Emergency Support Program)



CITY OF MERRILL

Office of the City Attorney

Thomas N. Hayden, City Attorney

1004 East First Street • Merrill, Wisconsin • 54452

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

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

M E M O R A N D U M

DATE: April 29, 2020
TO: Council Members
FROM: City Attorney Thomas N. Hayden
RE: Festival Grounds Manager Contract (attached)

The contract is either “enforced” or “cancelled”. I call your attention to the 60 day notice provision. There was discussion regarding a furlough. The contract has no provisions for a “furlough”. I also suggest that this matter be put on the Festival Grounds Committee meeting agenda.

“Focusing on the Future”

An equal opportunity/affirmative action employer.

Attachment: FGM Contract Memo (4952 : Consider furloughing of Festival Grounds Manager position)

CITY OF MERRILL FESTIVAL GROUNDS MANAGER AGREEMENT

THIS AGREEMENT, made and entered into by and between the City of Merrill, a municipal corporation ("City") and Richard Bjorklund ("Festival Grounds Manager"), is subject to the terms and conditions set forth herein:

I. DUTIES AND RESPONSIBILITIES

The FESTIVAL GROUNDS MANAGER, is generally being contracted to plan, organize, lead and administer all activities for the City of Merrill Festival Grounds in accordance with State Laws and City Ordinances. He shall positively promote and coordinate events utilizing the City of Merrill Festival Grounds facilities, and ensure the effective and efficient use of labor, funds, material and time.

EXAMPLES OF DUTIES: Plans, organizes, directs, coordinates, and administers the City of Merrill Festival Grounds; develops and recommends goals, objectives and policies; prepares and administers the budget recommended by the City of Merrill Common Council; controls fiscal expenditures and revenues; formulates rules and regulations for lessees and the public; rents commercial exhibit space; prepares and administers bid processes for carnivals, vendors, and other contract services; negotiates contracts and agreements; arranges for special attractions and events; plans and carries out the Festival Grounds programs; selects and contracts for judges, when necessary; makes arrangements for adequate police, fire, first aid, and sanitary facilities; promotes and advertises for City of Merrill Festival Grounds activities through a variety of media, including the press and radio; participates in community activities or civic groups; encourages and arranges for the use of the City of Merrill Festival Grounds and buildings on a year-round basis; ensures proper maintenance of fiscal and other records in accordance with applicable regulations; cooperates with a variety of State, County, and local agencies.

II HOURS OF WORK

The parties understand and agree that this contract is for part time services. It occasionally requires the Festival Grounds Manager to work before and beyond scheduled business hours, and on weekends and holidays.

III COMPENSATION

For the services rendered pursuant to this agreement the City will provide the Festival Grounds Manager with a monthly compensation of One Thousand Dollars (\$1,000.00) which will be paid bi-monthly about the 15th of and the end of the month.

IV TERM/TERMINIATION

This agreement is effective March 1, 2016, and will continue in full force and effect until either party gives the other party at least two (2) months prior written notice of termination.

IN WITNESS WHEREOF, the parties hereto have hereunder set their hands and seals the day and year so noted.

CITY OF MERRILL

Dated: April 8, 2016

BY: William R. Bialecki
William R. Bialecki, Mayor

BY: William N. Heideman
William N. Heideman, City Clerk

Dated: April 8, 2016

By: Richard Bjorklund
Richard Bjorklund

City of Merrill
Commission Meeting Minutes
Wednesday, April 15, 2020
Merrill Airport Terminal

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

Public Present: Larry Wenning, Steve Krueger

1. Call to Order – Meeting called to order by Chairman Schwartz at 19:00.
2. Approval of Meeting Minutes from February and March, 2020 – Minutes read. Motion by Baner for approval of both February and March Minutes; second by Rick. All ayes. Motion carried.
3. Approval of Vouchers – Vouchers reviewed and initialed. Motion to pay vouchers by Malsack; second by Schulz. All ayes. Motion carried.
4. Runway 16/34 Project Status – No progress. Not getting any action from Bureau of Aeronautics (BOA).
5. Discussion Entitlement Projects – Commission has held entitlements for Airport projects but have not received approval for any grant projects. We will continue to advance projects by contacting BOA Management more aggressively.
6. Discussion/Decision Electrical Infrastructure New Hangar/Sites – Service to new hangars. After discussion of Airport infrastructure, Baner made a motion to approve the extension of power to our new hangar, with a cap of \$3,000. The informal estimate was approximately \$1,500. Second by Malsack. 4 ayes, 1 nay. Motion carried.
7. Young Eagles Day Update – Malsack explained Young Eagle Day has not been canceled yet. Everyone is hoping the COVID-19 Virus threat will disappear and we continue with Young Eagles as planned. We are waiting to see if things return to normal or else we will cancel for the year.
8. Manager's Report – Airport Manager McCullough reported runway maintenance is needed ASAP. Discussed the procedure of putting down the product GEE. 88 and friction testing. We need to get on the contractor's schedule very soon for the 2020 season. McCullough reported on the Care Act which would include airports of Merrill's size. Discussion followed for possible use of the \$30,000 grant money. Schulz commented that tree trimming will need to happen on Runway 34 approach.

9. Airport General Maintenance – McCullough reported we have a deer on the field. He contacted DNR agent who will take care of the deer.
 Airport Lighting Outside – Exterior lighting is waiting for warranty response.

 Airport Lighting Inside – Lights for FBO great room are to be replaced when they come in.

 Airport Signage – Nothing new to report.

 Fiber Optic Project – Fiber optic is complete except for last segment which should be done soon. We are trying to get it completed before spring storm season so we have some additional lightning protection.
10. Chairman's Report – Schwartz reported having trouble with BOA answering his phone calls. Will continue to try to establish contact up the chain of management at the BOA so we can move runway maintenance project forward. The Commission is worried about the inaction of the BOA. Some entitlements intended for use on maintenance projects are going to be past the time limit for use and lost if we don't get action.
11. Aviation Happenings – No report.
12. Public Comment – Larry Wenning reported the rotating beacon is not effective in its current location during dusk/evening operations. Asked when the beacon will be moved to a more central location; it will be a future project.
12. Agenda Items for Next Meeting – Discussion for \$30,000 grant money. Move beacon.
13. Adjournment – Motion by Malsack to adjourn; second by Rick. All ayes. Motion carried.

Minutes prepared by Lyle Banser



CITY OF MERRILL
COMMITTEE OF THE WHOLE
MINUTES • WEDNESDAY APRIL 22, 2020

Regular Meeting**Virtual Meeting****6:00 PM****I. Call to Order**

Mayor Woellner called the meeting to order at 6:00 P.M.

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

Note: This was a "virtual" meeting, with the majority of attendees, including all eight alderspersons, participating remotely.

II. Silent Prayer**III. Pledge of Allegiance****IV. Public Comment Period**

Mayor Woellner announced that the public comment for this meeting would be held "open" until 4:30 P.M. on Friday, April 24th. People can submit comments to their aldersperson, Mayor Woellner or City Administrator Johnson.

There was no public comment at the meeting.

V. Agenda items for consideration:

- 1. Fiscal Status Report - 2020 Capital.** At the April 14th Common Council meeting, this item was referred to the Committee of the Whole.

Information was in the meeting packet.

Finance Director Unertl stated that, at this time, the City is in "good shape" fiscally. The two main sources of revenue are property taxes and state aid. To date, the state has met their obligations to the City.

Discussion was then held on whether to open the aquatic center in 2020. At this time, many other municipalities have not yet made a decision opening their aquatic centers this year. Parks and Recreation Director Wendorf stated that the aquatic center would not open unless it was economically feasible. Alderman Russell stated that it was premature to make a decision now.

The Athletic Park tuck-pointing project (\$20,000) was discussed.

Attachment: Committee Reports (4973 : File committee reports)

Finance Director Unertl reminded everyone that all 2020 capital projects have already been discussed at previous meetings.

Motion (Osness/Sabatke) to refer the Fire Department parking lot paving project to the Board of Public Works. Motion failed 4-5 on roll call vote. Voting Yes - Alderman Russell, Alderman Osness, Alderman Rick and Alderman Sabatke.

Motion (Hass/Russell) to defer the following 2020 capital items: Dock-Riverside (\$15,000), Streets Garage Parking Lot (\$100,000), Concrete - Sidewalk (\$75,000), Black Dirt Screening (\$12,500), Poplar & Court Streets project (\$150,000), Mill St. (East Main Street to East First Street) project (\$60,000) and West St. Paul Street (curb, gutter & paving) project (\$150,000). Motion carried 6-3 on roll call vote. Voting No - Alderman Osness, Alderman Van Lieshout and Mayor Woellner.

Motion (Hass/Sabatke) to remove \$40,000 from the Festival Grounds Cattle Barn repair/renovation fund. Motion carried 7-2 on roll call vote. Voting No - Alderman Russell and Alderman Van Lieshout.

Motion (Osness/Hass) to remove the Festival Grounds paving project (\$150,000) from the 2020 capital budget. Motion was defeated 3-6 on roll call vote. Voting Yes - Alderman Hass, Alderman Osness and Alderman Sabatke.

2. Consider budget amendment to approve \$70,000 for street lighting for the M2020-01 Grand Ave. project. At the April 14th Common Council meeting, this item was referred to the Committee of the Whole.

Information was in the meeting packet.

Motion (Hass/Van Lieshout) to approve the budget amendment. Motion carried 9-0 on roll call vote.

RESULT: APPROVED & SENT TO COUNCIL

Next: 5/13/2020 7:00 PM

3. Review input from alderpersons on financial response to COVID-19

Information was in the meeting packet, including suggestions from Alderman Hass, Alderman Osness and Alderman Sabatke.

Alderman Hass stated that, at this time, he has no additional comments or suggestions.

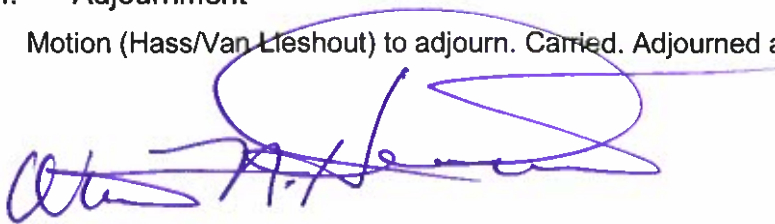
Alderman Osness remarked that in favor of minimizing employee overtime as much as possible. He added that one way to do this would be to utilize the City employees not currently working.

Alderman Sabatke noted that the COVID-19 pandemic has put the future of small businesses at risk. He urged the Common Council to help the local merchants as much as possible.

The Small Business Emergency Support Program (approved by the Common Council on April 21st) was discussed.

VI. Adjournment

Motion (Hass/Van Lieshout) to adjourn. Carried. Adjourned at 7:40 P.M.



COMMUNITY DEVELOPMENT COMMITTEE MINUTES
Thursday, April 23, 2020, City Hall, Merrill, WI

Present: Ron Peterson, Dan Schneider, Pete Koblitz, Betsy Wiesneski, Paul Russell.

Present: William Bialecki, Lincoln County Economic Development, Dave Johnson, City Administrator and Shari Wicke, Community Development Program Coordinator

The meeting was called to order at 8:05 a.m. Mr. Koblitz made a motion to approve the minutes of the previous meeting; seconded by Ms. Wiesneski. The motion carried.

No public comment.

Shari Wicke presented how she has been in contact with all active economic development & rental loans with the City to discuss their monthly payments during COVID-19 pandemic.

Motion made by Ms. Wiesneski to continue offering monthly payment options if needed, as long as the COVID-19 pandemic stay home orders are active; seconded by Mr. and motion carried.

Dave Johnson presented the Small Business Emergency Support Program. Proposing granting up to \$1,500.00 per business and making a loan up to \$1,500.00 per business at 0% interest with a three year term. Mr. Johnson proposed a total of \$200,000 be delegated to these two programs. If the need is greater in the Grant Program than the Loan Program that we are able to transfer up to \$50,000 from Loan Program to Grant Program.

Motion made by Mr. Russell to administer the Small Business Emergency Support Programs as presented; seconded by Ms. Wiesneski and motion carried.

There being no further business to discuss, Mr. Koblitz made a motion to adjourn; seconded by Ms. Wiesneski. The motion carried. Adjournment was at 8:15a.m.

Respectfully submitted,
Shari Wicke



CITY OF MERRILL
HEALTH AND SAFETY COMMITTEE
MINUTES • MONDAY APRIL 27, 2020

Regular Meeting

City Hall Council Chambers

5:15 PM

I. Call to Order

Alderman Russell called the meeting to order at 5:15 P.M.

Attendee Name	Title	Status	Arrived
Rick Blake	Aldersperson - Third District	Present	
Paul Russell	Aldersperson - First District	Present	
Mark Weix	Aldersperson - Seventh District	Present	

Also in attendance: City Administrator Dave Johnson, Fire Chief Josh Klug, Police Chief Corey Bennett, Deputy Health Officer Norbert Ashbeck (Remote), City Attorney Tom Hayden, Alderman Steve Sabatke, Alderman Mike Rick, Alderman Steve Hass, Information Technology Manager Dustin Brown, Lincoln County Health Department Director Shelly Hersil (Remote), Lincoln County Emergency Management Director September Murphy (Remote), Bob Kort, Mike Caylor and City Clerk Bill Heideman.

II. Nuisance Complaints and Vouchers:

1. Nuisance Complaints

The nuisance complaints summary report was in the meeting packet.

Deputy Health Officer Ashbeck stated that he has nothing new to report at this time.

2. Vouchers

The vouchers were in the meeting packet.

Fire Chief Klug answered questions on the vouchers.

Motion (Blake/Weix) to approve.

RESULT: APPROVED

III. Picnic and/or Liquor License Applications:

- Application from the Lincoln County Rodeo Association Inc. for three temporary Class "B" (picnic) licenses to sell fermented malt beverages at the Merrill Festival Grounds during the Wisconsin River Pro Rodeo, June 12-14, 2020.

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

It was noted that the 2020 rodeo has been cancelled, so there is no need to consider the license application.

City Clerk Heideman has authorized a refund of \$30 to the Lincoln County Rodeo Association Inc.

Attachment: Committee Reports (4973 : File committee reports)

Alderman Russell reported that the Lincoln County Fair Board will be meeting soon to discuss the status of the 2020 fair.

IV. Other agenda items to consider:

1. COVID-19 Updates:

Lincoln County Health Director Shelley Hersil

Lincoln County Health Department Director Hersil gave a verbal update.

To date, approximately 200 people in the county have been tested. All have been negative to date, but some are still pending. The amount of testing has increased recently.

The "reopening" of the county will be a gradual process.

Lincoln County Emergency Planning Manager September Murphy

Lincoln County Emergency Management Director Murphy reported that various agencies have been cooperating with each other and meeting weekly to discuss and address COVID-19 concerns.

Lincoln County Health Department Director Hersil and Lincoln County Emergency Management Director Murphy then answered questions related to the COVID-19 pandemic. Until further notice, they will both be invited to attend Health and Safety Committee meetings to provide COVID-19 update reports.

2. Consider reducing alcohol beverages licensing fees in response to COVID-19 pandemic.

Information was in the meeting packet.

Alderman Russell remarked that the bars, particularly those that are not continuing to serve food, have been adversely affected the most by the COVID-19 pandemic.

Bob Kort added that the bars lost their revenue source, but they still have bills to pay. Mike Caylor surmised that the "lockdown" of bars could last six months, and suggested that the fee could be decreased by half.

It was noted that there is no minimum fee for a Class "B" license and the minimum fee for a "Class B" license is \$50.

Any fee adjustment would need to be considered in the form of an ordinance by the Common Council.

Motion (Blake/Russell) to decrease for the 2020-2021 license year only, the fee for a Class "B" license from \$100 to zero and the fee for a "Class B" license from \$500 to \$50.

RESULT: APPROVED & SENT TO COUNCIL

Next: 5/13/2020 7:00 PM

3. Review 2020-2021 Liquor License Renewal Schedule

A copy of the renewal schedule was in the meeting packet.

City Clerk Heideman stated that this schedule is reviewed annually at the April Health and Safety meeting. He added that this is for information only, and then provided additional verbal information related to the license renewal process.

City Clerk Heideman also suggested that, in light of the of the COVID-19 pandemic, the deadline to pay for liquor licenses could be extended from June 15th to July 1st. This would be an internal policy decision and, if approved, no Common Council action would be necessary.

Motion (Blake/Weix) to extend, for 2020 only, the deadline to pay for liquor licenses from June 15th to July 1st.

RESULT: APPROVED

V. Monthly Reports:

1. Minutes of February 24, 2020 meeting

The minutes were in the meeting packet.

2. Monthly Reports - Fire Chief Klug

The monthly reports were in the meeting packet. Fire Chief Klug reported on the following:

- Call-back report
- Training opportunities
- Meetings
- COVID-19 issues
- Inspections
- Availability of Personnel Protective Equipment

3. Monthly Reports - Police Chief Bennett

The monthly reports were in the meeting packet.

Police Chief Bennett reported that, at the present time, the Police Department has an adequate supply of Personal Protective Equipment.

Auto crash data is being analyzed in an effort to identify potential hazardous "hot spots".

The officer vacancy in the department has been filled. The new officer is doing well in his position.

4. Monthly Reports - Lincoln County Humane Society

The monthly reports were in the meeting packet.

5. Consider placing monthly reports on file

Motion (Blake/Russell) to place on file.

RESULT: PLACED ON FILE

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

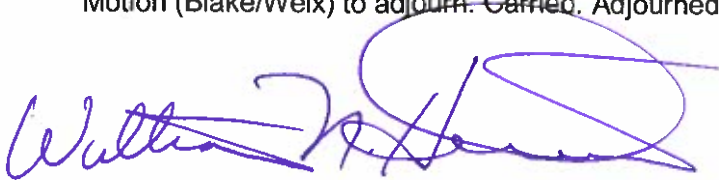
Monday, May 18th, 2020 at 5:15 P.M. in the City Hall Common Council Chambers.

VII. Public Comment Period

None.

VIII. Adjournment

Motion (Blake/Weix) to adjourn. Carried. Adjourned at 6:11 P.M.



T. B. Scott Free Library Board of Trustees
REGULAR MEETING
April 15th 2020
Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. virtually facilitated through BlueJeans. Present: Katie Breitenmoser, Darcy Dalsky, Paul Gilk, Audrey Huftel, Richard Mamer, Tim Meehean and Jim Wedemeyer. Excused: Gene Bebel. Also present: Laurie Ollhoff.

There was no correspondence. There was no public comment.

2. Consent Items

M Meehean/S Wedemeyer/C to approve the minutes of the March meeting as printed.

M Meehean/S Huftel/C to accept the Monthly Revenue and Expense Report for March.

3. Reports/Discussion Items/Action Items

A. COVID-19 Building Closure and Update: Ms. Stevens gave an update on staff assignments and activity during this period. At this time, staff continue to get paid per the revised City Policy for Employees with Symptoms or Exposure of Novel COVID-19 (Coronavirus) approved at the April 14th Merrill City Council meeting. Mr. Wszalek is working on making/acquiring physical plexiglass barriers for each public service desk. Board members instructed Ms. Stevens to keep the public informed via various means-newspaper, radio, social media regarding library closure, status, and current services.

B. Strategic Plan Progress: Goal #2: Updates to Goal #2 were provided.

C. Status of Church Property: Ms. Stevens believes there may be developments regarding the property but there are no details at this time. Ms. Stevens will keep board members apprised.

D. Wisconsin Trustee Essential #20-the Library Board and Building Accessibility: Ms. Stevens provided copies of Trustee Essential #20.

I. Reports from Friends and WVLS Representative: A copy of the WVLS Director's Report for March was included in the board packet.

4. Forthcoming Events & Library Director Report

- March Monthly Statistical Report was provided.
- Window cleaners are expected the first week of May.
- Ms. Stevens has reached out to 2 groups that utilize the library meeting rooms to assess the ability of library staff to assist with hosting virtual meetings.
- Ms. Forde was successful in being awarded a Walmart Grant & a generous donation from Sierra Pacific for summer youth programming expenses.
- Ms. Forde has been approved to provide USDA Summer Meals and we are now awaiting further instructions/guidelines.

5. Adjournment

M Wedemeyer/S Meehean/C to adjourn the meeting at 4:30 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on May 20th at 4:00 p.m. in the Library Board room.

Stacy D. Stevens, Secretary

PARKS AND RECREATION COMMISSION

May 6, 2020

The Merrill Parks and Recreation Commission met virtual on Wednesday, May 6, 2020 at 4:15 p.m.

Members Present: Kyle Gulke, Jean Ravn, Joan Tabor, Brian Artac, Dan Novitch and John Vanlieshout.

Members Excused Absent:

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: City Administrator Dave Johnson

***Motion by Vanlieshout, seconded by Ravn to approve the minutes from the March meeting.

***Carried unanimously.

***Motion by Artac, seconded by Tabor, to approve the claims from March.

***Carried unanimously.

Public Comment: None

The next item on the agenda was to review and approve City forest timber sale. Wendorf stated that there is approximately 43 acres that need to be cut. Wendorf stated that they are working with DNR on getting the sale set up again. Wendorf stated that they would be looking for a minimum bid and anything under that bid they would not accept.

***Motion by Artac, seconded by Vanlieshout to approve the City Forest timber sale.

The next item on the agenda was to begin discussion COVID-19 potential impacts on Aquatic Center. Novitch stated that because agenda number 5 and 6 were closely related that both items would be discussed at the same time. Novitch asked Wendorf to talk about what has been going on with the programs at this point. Wendorf stated that he has been on daily Zoom meeting with WPRC regarding the aquatic center and programs. Wendorf stated that at this time it is the earliest for opening the aquatic center would be end of June beginning of July. Wendorf also stated that staffing may be an issue. Wendorf stated that he has a meeting with surrounding communities on Friday in regards to the aquatic center and how they will be moving forward. Novitch suggested that the Park and Recreation Commission should set up a special meeting next week after Wendorf meets with surrounding communities to discuss the potential impact on the aquatic center and summer recreation programs. A special virtual meeting date has been set for Wednesday, May 13, 2020 at 4:15.

The next item on the agenda was monthly reports. Wendorf asked if anyone had any questions. Wendorf stated that he has and will keep working on upcoming programs for the summer. Wendorf stated that at this time there has been a lot of cancellations of reservations.

The next regular meeting is scheduled for Wednesday, June 3, 2020 at 4:15 p.m. at the Merrill City Hall.



CITY OF MERRILL
PERSONNEL AND FINANCE COMMITTEE
MINUTES • TUESDAY APRIL 28, 2020

Regular Meeting

City Hall Council Chambers

5:15 PM

I. Call to Order

Alderman Hass called the meeting to order at 5:15 P.M.

Attendee Name	Title	Status	Arrived
Rick Blake	Aldersperson - Third District	Present	
Steve Osness	Aldersperson - Fourth District	Present	
Steve Hass	Aldersperson - Second District	Present	

Also in attendance: City Administrator Dave Johnson, Finance Director Kathy Unertl (Remote), City Attorney Tom Hayden, Alderman Steve Sabatke, Alderman Mike Rick, Alderman Mark Weix, Information Technology Manager Dustin Brown, Fire Chief Josh Klug, Cheryl Plautz, Jill Bostrom, Brenda Greffe, Al Wix, Tasha Gleason (arr. 5:17) and City Clerk Bill Heideman.

II. Vouchers:

1. Vouchers

The vouchers were in the meeting packet.

City staff answered questions related to the vouchers.

Motion (Osness/Blake) to approve.

RESULT: APPROVED

III. Agenda items for consideration:

1. Consider potential extension of City property tax payment deadline in light of the COVID-19 pandemic.

Information was in the meeting packet.

It was reported that, before the City could even consider an extension, the Lincoln County Board would have to adopt a resolution. Therefore, no action was taken at this time.

2. Update on current status of Small Business Emergency Support Program

Information was in the meeting packet.

City Administrator Johnson reported that, to date, 45 applications have been received seeking grants and 23 have been received seeking loans. To date, 41 grants have been approved. City Administrator Johnson provided details on the four applications that were not approved.

Attachment: Committee Reports (4973 : File committee reports)

Tasha Gleason provided details on the current status of her business.

Alderman Osness raised the possibility of "tweaking" the program policy to make it easier for applicants to qualify for grants and/or loans.

Alderman Hass suggested that possible revisions could be considered at a future Committee of the Whole meeting.

Motion (Osness/Hass) to direct City Administrator Johnson, Community Development Program Coordinator Shari Wicke and City staff to prepare revisions to the program policy and submit these revisions to the May Common Council meeting.

RESULT:	REFERRED TO COUNCIL	Next: 5/13/2020 7:00 PM
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3. Review results of Carrlson-Dettmann study on Clerk/Treasurer staff wages.

Information was in the meeting packet.

Alderman Hass explained that this item was on the agenda because he was not sure the previous Personnel and Finance Committee was informed of the results/recommendations of the Carlson-Dettmann study on various positions in the Clerk/Treasurer office.

No action was necessary, requested or taken.

4. Consider request from Alderman Osness to implement a hiring freeze and a policy that all hires are subject to Personnel and Finance Committee approval (except for Police and Fire hires).

Alderman Osness had requested that this item be on the agenda. In light of potential fiscal ramifications of the COVID-19 pandemic, he is in favor of more Personnel and Finance Committee oversight of hiring.

Alderman Blake responded that the Personnel and Finance Committee is to be a legislative body and not an operational body.

It was mentioned that, if a hiring freeze is implemented, it would be necessary to exempt certain departments.

Motion (Osness/Hass to implement a hiring freeze for all hires, and to review the freeze at the November, 2020 Personnel and Finance Committee meeting. The Police Department, Fire Department and the T. B. Scott Free Library would be exempt from the hiring freeze.

RESULT: APPROVED & SENT TO COUNCIL**Next: 5/13/2020 7:00 PM**

5. Consider furloughing of Festival Grounds Manager position, in light of the COVID-19 pandemic.

City Administrator Johnson stated that this item should go the Festival Grounds Committee, not the Personnel and Finance Committee.

Alderman Blake said he does not want to see this position eliminated entirely. He said the Festival Grounds Manager seeks events well into the future, and it may be premature to even consider a furlough at this time.

The Festival Grounds Manager position is currently a contracted position, so he is not a City employee. The question arose as to whether it is legal to furlough a contracted position.

Motion (Osness/Blake) to direct City Attorney Hayden to research the legal ramifications of furloughing a contracted position. City Attorney Hayden is to report his findings at the May Common Council meeting.

RESULT: REFERRED TO COUNCIL**Next: 5/13/2020 7:00 PM**

6. Discussion on summer help being hired on an as-needed basis

Alderman Hass stated that he included this on the agenda because the Parks and Recreation Department will be hiring summer help soon. It was noted that such hiring will be done only on an "as needed" basis.

No formal action was necessary, requested or taken.

7. Consider implementing policy that unused capital project funds be returned to the General Fund.

Alderman Osness suggested that, upon the completion of capital projects, any unused funds should be returned to the General Fund. Finance Director Unertl responded that borrowed funds cannot be returned to the General Fund.

To this, Alderman Hass suggested that these unused funds be returned to the Debt Service Fund.

Motion (Blake/Osness) to implement a policy that any unused funds from capital projects be returned to the Debt Service Fund.

RESULT: APPROVED & SENT TO COUNCIL**Next: 5/13/2020 7:00 PM**

8. Consider amending policy on who can schedule a Committee of the Whole meeting.

City Attorney Hayden referred to the portion of the City Code of Ordinances that relates to "special meetings" of the Common Council, which would include Committee of the Whole (COW) meetings. Currently only the Mayor is authorized to schedule COW meetings.

It was suggested that the ordinance be amended to allow the Common Council President to schedule COW meetings. Another suggestion was to amend the ordinance to allow a certain number of alderpersons to schedule COW meetings.

City Attorney Hayden was authorized to draft an ordinance for consideration at the May meeting. No formal action was taken at this time.

RESULT:	REFERRED TO NEXT MEETING	Next: 5/26/2020 5:15 PM
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IV. Monthly Reports:

1. Municipal Court

The report was in the meeting packet.

2. Finance Director Unertl

The report was in the meeting packet.

3. City Attorney Hayden

The report was in the meeting packet.

4. City Clerk Heideman

The report was in the meeting packet.

5. City Administrator Johnson

The report was in the meeting packet.

City Administrator Johnson reported that recently he has noticed an increase in phone calls and e-mails from citizens who have questions or concerns.

6. Consider placing monthly reports on file

Motion (Osness/Blake) to place on file.

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

Tuesday, May 26th, 2020 at 5:15 P.M. in the City Hall Common Council Chambers.

VI. Public Comment Period

None.

VII. Adjournment

Motion (Osness/Blake) to adjourn. Carried. Adjourned at 6:00 P.M.

City of Merrill
Meeting of Redevelopment Authority (RDA)

Wednesday, October 2nd, 2019 at 8:00 a.m. – **Closed Session**
City Hall Common Council Chambers

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

RDA Excused: Sheila Polak

Others: Alderperson Rick Blake, City Clerk Bill Heideman, City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Building Inspector/Zoning Administrator Darin Pagel, Public Works Director/City Engineer Rod Akey, and Bill Bialecki from Lincoln County Economic Development Corp.

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

- a. Consider approval of closed session RDA meeting minutes from September 4th
- b. Consider potential City purchase of properties to facilitate redevelopment in TID No. 3 (East Side), TID No 4 (Pine Ridge Ave. area), TID No. 8 & 12 (Weinbrenner Factory area), and TID No. 9 (Wisconsin River area)

Motion (Maule/Kusserow) to move into closed session. Carried 6-0 on roll call vote at 8:50 a.m.

- **Motion (Kusserow/Koblitz) to approve the Closed Session meeting minutes from September 4th.** Carried.
- RDA Commissioners reviewed information on potential property purchases to facilitate redevelopment adjacent to TID No. 12 (Weinbrenner area), as well as TID No. 9 (Wisconsin River area).

Potential property purchases adjacent to TID No. 12 were discussed. These properties will also be discussed with the Common Council.

The potential TID No. 9 redevelopment opportunity would be dependent upon successful State of Wisconsin grant writing along with potential Federal EPA Brownfield's grant funding.

Due to length of the meeting, there were no discussion related to potential purchase of properties located within TID No. 3 and TID No. 4.

Adjournment: Motion (Kusserow/Woellner) to adjourn at 9:30 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

City of Merrill
Meeting of Redevelopment Authority (RDA)

Thursday, February 20th, 2020 at 8:00 a.m. – **Closed Session**
City Hall Common Council Chambers

RDA Present: Ken Maule, Clyde Nelson, Tony Kusserow, Steve Sabatke, Sheila Polak, Lori Anderson-Malm, and Derek Woellner

Others: City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl via phone conference, Public Works Director/City Engineer Rod Akey, and Bill Bialecki from Lincoln County Economic Development Corp

Closed Session: Chair Nelson read the following: The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) – deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider: Negotiation for proposed new restaurant site acquisition(s) in TID No. 3 and TID No. 4 (East Side)

Motion (Maule/Kusserow) to move into closed session. Carried 7-0 on roll call vote at 8:45 a.m.

Bill Bialecki from Lincoln County Economic Development Corp. provided an update on both potential new restaurant sites. There will be additional negotiation and further information at the March 4th, 2020 RDA meeting.

Adjournment: (Kusserow/Maule) to adjourn at 9:16 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

City of Merrill
Meeting of Redevelopment Authority (RDA)

Wednesday, March 4th, 2020 at 8:00 a.m.
City Hall Common Council Chambers

RDA Present: Ken Maule, Clyde Nelson, Tony Kusserow, Steve Sabatke, Sheila Polak, Lori Anderson-Malm, and Derek Woellner

Others: City Clerk Bill Heideman, Alderperson Rick Blake, City Administrator Dave Johnson, City Attorney Tom Hayden, Finance Director Kathy Unertl, Bill Bialecki from Lincoln County Economic Development Corp., and representative from Merrill Productions

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

Consider approval of RDA meeting minutes from February 20th, 2020:

Motion (Maule/Kusserow) to approve the meeting minutes from February 20th. Carried.

Public Comment: Bill Bialecki from Lincoln County Economic Development Corp. reported on Wisconsin legislative proposals related to potential extending Tax Increment District (TID) lifespan three-years for affordable housing instead of current one-year option; potential inclusion of 60% residential property in mixed use TID instead of current 50%; and potential limit of 20% on maximum TID development incentive.

Next RDA meeting: Tentatively scheduled for Wednesday, April 1st at 8:00 a.m. [Note: This meeting was cancelled due to COVID-19 and lack of agenda items requiring consideration.]

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

- a. Consider approval of closed session RDA meeting minutes from October 2nd, 2019 and February 20th, 2020
- b. Consider negotiation of City purchase of property/properties for proposed new restaurant site in Tax Increment District (TID) No. 3 (East Side) and negotiation of potential TID cash development incentive to facilitate proposed restaurant development

Motion (Maule/Sabatke) to move into closed session. Carried 7-0 on roll call vote at 8:05 a.m.

Motion (Woellner/Kusserow) to approve the closed session meeting minutes from October 2nd, 2019. Carried.

Motion (Kusserow/Polak) to approve the closed session meeting minutes from February 20th, 2020. Carried.

Bill Bialecki from Lincoln County Economic Development Corp. provided an update on two potential new restaurant sites. RDA Commissioners provided negotiation direction on the development site options, including potential additional \$10,000 for TID No. 3 cash development incentive for potential site acquisition.

RDA Commissioner Kusserow left at 8:25 a.m.

Adjournment: (Polak/Anderson-Malm) to adjourn at 8:35 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

Tourism Commission Meeting Minutes August 31, 2017

Members Present: Dan Wendorf, Kandy Peterson, Ernie Stender, Lauree O'Day, Debbe Kinsey

Members Excused Absent: Steve Wendland, Jim Arndt

Others Present:

Public: no public in attendance

Meeting was called to order at 12.00pm by Dan Wendorf.

Public Comment: none at this time

Review of September's meeting minute: A motion to approve the minutes as written from the September 9, 2016 meeting was made by Kandy Peterson, seconded by Lauree O'Day, voted and carried.

2018 Budget: Review of the Budget presented from the Chamber is as follows:

- Other Promotions: Grand total of \$500
 - Other Promotions \$0
 - Tradeshows \$0
 - Visitor's Literature Display \$500
 - Discover Wisconsin \$0
- Contingency \$500- 250
- Conferences \$2,500
- Additional Advertising \$15,000
- Administration & Rent \$10,000
- Marketing Support \$4,780
 - Telephone \$600
 - Postage \$2,500
 - Website/Computers \$1,680

Grand total of \$33,030.00. We will need to keep in mind that the Badger Hotel was purchased by Cobblestone Hotels, and will be going under construction. At this time, we do not know if they will be closed for any time. Wyndham Hotel Group has acquired AmericInn. Gary is still the owner of the property; this will just make the hotel a world-wide hotel. With taking a break from funding grants in 2016, has given us a chance to get caught up with outstanding bills.

Review of Grant Applications:

Sled Dogs Races – They use this grant to fund advertising in other Shoppers through the FotoNews. Asking for \$600, Commission granted \$550.

Merrill Airport Days – Discussion of the event. This event gets "Fly-Ins" and people to Merrill. Asking for \$950, Commission granted \$600.

Lion's Car Show – Changing their marketing ways to different avenues. Asking for \$1,500, Commission granted \$900.

Lincoln County Fair – Marketing plan must be pre-approved by the Tourism Commission/Merrill Chamber well in advanced to received reimbursement. Asking for \$4,000, Commission granted \$2,000.

Gleason Heritage Days – Asking for \$400, Commission granted \$350.

Wis. River Pro Rodeo – Asking for \$6,000, Commission granted \$4,500

Gazebo Night – Great event and does bring in people. However, application was received at the Chamber office on August 11th, and the due date for applications was August 1st. This application was disregarded.

Concertina Festival – Asking for \$420, Commission granted \$400.

Merrill Ice Drags – Asking for \$3,000, Commission granted \$1,750.

Lincoln Lager Barleyfest – Asking for \$2,500, Commission granted \$1,750.

Pork in the Park Ribfest – Asking for \$2,000, Commission granted \$2,000. This money should be used in conjunction with the Bullfighting event to help with both advertising.

Bull Fighting – Asking for \$4,000, Commission granted \$1,500. This money should be used in conjunction with the Pork in the Park Ribfest to help with both advertising.

Lobsterfest – AmericInn would like to offer packages with this event like what they do for Barleyfest. Asking for \$1,500, Commission granted \$750.

Applications that were submitted late were disregarded. Each event was reviewed. Commission would like to see a note on all letters that go out for each application noting "Funding needs to be outside of the Merrill Area." Debbe indicated that it already does.

Attachment: Committee Reports (4973 : File committee reports)

This gives a total of \$17,050 for the Grant Applications. Including the above listed number of \$33,030 and the grant applications of \$17,050 a grand total of \$50,080 for the Tourism Budget for 2018. Lauree O'Day made a motion to accept the grand total of \$50,080 for the budget for 2018, Dan Wendorf seconded, voted and carried.

No Public Comment

Next meeting will be schedule via email at a later date.

A motion to adjourn at 1:25pm was made by Kandy Peterson, seconded by Lauree O'Day, voted and carried.

Cheryl Skoug
Recording Secretary

Attachment: Committee Reports (4973 : File committee reports)

Tourism Commission Meeting Minutes September 18, 2018

Members Present: Dan Wendorf, Ernie Stender, Jim Arndt, Dave Sukow, Debbe Kinsey

Members Excused Absent: Steve Wendland

Others Present:

Public: no public in attendance

Meeting was called to order at 12.00pm by Dan Wendorf.

Public Comment: none at this time

Welcome: The Commission welcomed Dave Sukow to the commission. Debbe gave a recap of the Tourism Commission.

Review of August's meeting minute: A motion to approve the minutes as written from the August 31, 2017 meeting was made by Ernie Stender, seconded by Jim Arndt, voted and carried.

Review of Grant Applications:

Sled Dogs Races – Confusion on who was to fill out the application. Question was asked why they are asking less than the previous years. Asking for \$300, Commission granted \$300.

Merrill Airport Days – Discussion of the event. Great kid event right in between two adult event weekends. Asking for \$1,500 Commission granted \$1000.

Lion's Car Show – Discussion on the event. Asking for \$1,000, Commission granted \$1,000.

Lincoln County Fair – For the past three years they have not added Merrill Chamber info to printed ads. Once it was caught, it was added to a few things. Asking for \$4,000, Commission granted \$1,500, however will receive additional \$1,500 once they have proven that Merrill Chamber information is on their print ads. They could receive a total of \$3,000.

Gleason Heritage Days & Mud Bogs – Asking for \$400, Commission granted \$400.

Wis. River Pro Rodeo – Big weather driving event. Asking for \$7,000, Commission granted \$5,000

Gazebo Night – Great event and does bring in people. Asking for \$350.00, Commission granted \$350.00.

Concertina Festival – Brings people from all over. Asking for \$400, Commission granted \$400.

Merrill Ice Drags – Brought in Roadkill in 2018. Asking for \$4,000, Commission granted \$2,500.

Lincoln Lager Barleyfest – Asking for \$2,500, Commission granted \$2,500.

Pork in the Park Ribfest – Get maps to local businesses to help get Bikers to the Festival Grounds. Adding events to the day's activities has helped. Maybe add a "Burn-out" Contest. Asking for \$2,000, Commission granted \$2,000.

Love Me Tender – bringing in different acts. Asking for \$500, Commission granted \$500.

Lobsterfest – Asking for \$1,500, Commission granted \$1,000.

Merrill Tractor Pull – Bad weekend to have event following the 4th of July. Need to get information out sooner. Asking for \$2,500, Commission granted \$500.

Black Squirrel Scurry – Park & Rec works with this event. They used several parks in Merrill. Great event added to Lobsterfest. Asking for \$3,600, Commission granted \$1,000.

Each event was reviewed. Commission would like to see a note on all letters that go out for each application noting "Funding needs to be outside of the Merrill Area." Debbe indicated that it already does.

2018 Budget: Review of the Budget presented from the Chamber is as follows:

- Other Promotions: Grand total of \$500
 - Other Promotions \$0
 - Tradeshows \$0
 - Visitor's Literature Display \$500
 - Discover Wisconsin \$0
- Contingency \$250
- Conferences \$2,500
- Additional Advertising \$15,000
- Administration & Rent \$10,000
- Marketing Support \$4,520
 - Telephone \$840
 - Postage \$2,000
 - Website/Computers \$1,680

Grand total of \$32,770.00 This gives a total of \$19,950/\$21,450 (if Fair completes request) for the Grant Applications. Including the above listed number of \$32,770 and the grant applications of \$19,950/\$21,450 a grand total of \$52,720/\$54,220 for the Tourism Budget for 2019. Jim Arndt made a motion to accept the grand total of \$52,720/\$54,220 for the budget for 2019, Ernie Stender seconded, voted and carried.

No Public Comment

Next meeting will be schedule via email at a later date.

A motion to adjourn at 1:28pm was made by Dave Sukow, seconded by Dan Wendorf, voted and carried.

Cheryl Skoug
Recording Secretary

Attachment: Committee Reports (4973 : File committee reports)

Tourism Commission Meeting Minutes October 22, 2019

Members Present: Dan Wendorf, Ernie Stender, Becky Roberts, John Van Lieshout, Debbie Kinsey

Members Excused Absent: Eric Ott

Others Present:

Public: Christine Vorpapel

Meeting was called to order at 12.24pm by Dan Wendorf.

Public Comment: none at this time

A copy of the Report from ending budget from 2018 was provided. Last year was the largest budget set. This year will probably be the same. Over \$59 million was spent by visitors in Lincoln County.

Review of Grant Applications: Dan would like to change the wording on the application to get more information about where the funds were spent from the previous year, and what they plan on doing with the award funds.

Sled Dogs Races – Would like to know where they are advertising, not just a general grouping. Asking for \$400, Commission granted \$400.

Merrill Airport Days – Would like to see this event get bigger and create more overnight stays. AmericInn does give pilots a discount. Asking for \$900 Commission granted \$900.

Lion's Car Show – Event is getting bigger. Brings a lot of people to Merrill. Asking for \$1,160, Commission granted \$1,160.

Lincoln County Fair – Did put Merrill Chamber into their advertising. Hoping they continue to do so. Fair is not what it used to be. Needs to have more things for teenagers. Asking for \$4,000, Commission granted \$3,000

Gleason Heritage Days & Mud Bogs – Would like to see them advertise outside of the Merrill Area. Would also like to know where the proceeds go to. Asking for \$400, Commission granted \$400.

Wis. River Pro Rodeo – Big event for Merrill. Asking for \$6,500, Commission granted \$5,000

Gazebo Night – Get posters out to the hotels. Asking for \$500.00, Commission granted \$350.00.

Concertina Festival – Brings people from all over. Asking for \$380, Commission granted \$380.

Merrill Ice Drags – Good detail report. Longest event (6 weeks) ran in Merrill throughout the year. Some hotel stays. Asking for \$5,000, Commission granted \$4,500.

Lincoln Lager Barleyfest – A good event that attracts people that are coming up to close up cabins. Asking for \$2,500, Commission granted \$2,500.

Pork in the Park Ribfest – Adding other options to do while there (craft fair, gun show) has been great. Put up small display at hotels let people know what is going on. Asking for \$2,500, Commission granted \$2,500.

HAVEN 2nd Golf Outing – Replacing Love Me Tender. Asking for \$500, Commission granted \$250.

Lobsterfest – On a very busy weekend. Asking for \$2,250, Commission granted \$1,500.

Merrill Tractor Pull – More detail on how funding is used. Asking for \$500, Commission granted \$500.

Black Squirrel Scurry – If event was going to get bigger, would need to move to a different weekend. Asking for \$1,000, Commission granted \$1,000.

Each event was reviewed. Commission would like to see a note on all letters that go out for each application noting "Funding needs to be outside of the Merrill Area." Debbie indicated that it already does. Also, would like to see on next year application that they provide more information about how the funds are spent for advertising.

2018 Budget: Review of the Budget presented from the Chamber is as follows:

- Other Promotions: Grand total of \$5,500
 - Other Promotions \$0
 - Tradeshows \$0
 - Visitor's Literature Display \$500
 - Saving Account \$5,000 **
 - Discover Wisconsin \$0
- Contingency \$1,500
- Conferences \$2,500
- Additional Advertising \$15,000
- Administration & Rent \$10,000
- Marketing Support \$4,640
 - Telephone \$960

Attachment: Committee Reports (4973 : File committee reports)

- Postage \$2,000
- Website/Computers \$1,680

**** Savings Account** would be a place to keep money for the next time Discover Wisconsin would like to do a commercial with us. It would not be a big of hit to the budget with the saving account set up.

It has been a fantastic year for Merrill. A lot of growth can be seen this year. We need to give people a reason to move to Merrill. New businesses coming to Merrill along with the nice new streets are helping pave the way into Merrill.

Grand total of \$39,140 This gives a total of \$24,340 for the Grant Applications. Including the above listed number of \$39,140 and the grant applications of \$24,340 grand total of \$63,480 for the Tourism Budget for 2020. A motion to accept the grand total but of \$63,480 was made by Ernie, second by John, voted and carried.

No Public Comment

Next meeting will be schedule via email at a later date.

A motion to adjourn at 2:15pm was made by John, seconded by Ernie, voted and carried.

Cheryl Skoug
Recording Secretary

Attachment: Committee Reports (4973 : File committee reports)

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: Health & Safety Committee

Re: Amending Chapter 16, Section 16-1 Schedules of licenses and fees, Chapter 4 Alcohol Beverages for the license year of July 1, 2020 to June 30, 2021.

ORDINANCE NO. 2020-

Introduced: May 13, 2020

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

Committee/Commission Action:

RECOMMENDED FOR PASSAGE

AN ORDINANCE

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

Section 1. Chapter 16, Section 16-1, Chapter 4 of the Code of Ordinances for the City of Merrill is amended to read as follows:

The fees, rates, or security deposits for the service, license, or permit provided for anywhere in this Code shall be in the amount shown in the schedules set out in this section. The presence of a fee, rate, or security deposit in this chapter without a requirement elsewhere in this Code that the fee, rate, or security deposit be paid, shall be construed as a requirement that the fee, rate, or security deposit be paid.

Code section	Description	Amount (in dollars)
CHAPTER 4 ALCOHOL BEVERAGES		
4-27(a)	Application investigation fee	\$5.00
4-27(a)(1)	Class "A" fermented malt beverages retailer's annual license fee	\$100.00
4-27(a)(2)	Class "B" fermented malt beverage annual license fee For the July 1 st , 2020 to June 30 th , 2021 license year, the fee shall be \$0.00 (zero).	\$100.00
4-27(a)(3)	Temporary Class "B" fermented malt beverage license fee	\$10.00 per day
4-27(a)(4)	Temporary "Class B" wine license fee	\$10.00 per day

4-27(a)(5)	Fermented malt beverage wholesalers' annual license fee	\$25.00
4-27(a)(6)	"Class A" intoxicating liquor initial and annual license renewal fee	\$500.00
4-27(a)(7)a	"Class B" intoxicating liquor initial and annual license renewal fee For the July 1 st , 2020 to June 30 th , 2021 license year, the fee for this license shall be \$50.00.	\$500.00
4-27(a)(7)b	Reserve "Class B" intoxicating liquor license—initial fee (except for bona fide club or lodge situated and incorporated in the state for at least six years)	\$10,000.00
4-27(a)(8)	"Class C" wine annual license fee	\$100.00
4-27(c)(2)	Provisional retail license fee	\$15.00
4-33(a) and (b)	Transfer fee—license from one premises to another or replacement of agent for a corporate or limited liability company license holder	\$10.00
4-41(d)	Application for licensee to conduct or sponsor any outdoor sports activity or event on the licensee's property	\$10.00
4-74(a)(1)	Operator's license fee—for full two year term	\$40.00
	Including an investigation fee	\$10.00
4-74(a)(1)	Provisional operator's license fee	\$25.00
	Including an investigation fee	\$10.00
4-74(a)(2)a	Partial year operator's license fee—granted between July 2 and December 31 of odd-numbered years	\$40.00
	Including an investigation fee	\$10.00
4-74(a)(2)b	Partial year operator's license fee—granted between January 1 and December 31 of even-numbered years	\$30.00
	Including an investigation fee	\$10.00
4-74(a)(2)c	Partial year operator's license fee—granted between January 1 and June 30 of odd-numbered years	\$20.00
	Including an investigation fee	\$10.00

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of

competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Approved:

Derek Woellner, Mayor

Attest:

William N. Heideman, City Clerk

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: Common Council

Re: Amending Chapter 2, Article IV, Section 2-84
Meetings of the Common Council.

ORDINANCE NO. 2020-

Introduced: May 13, 2020

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

Committee/Commission Action:

RECOMMENDED FOR PASSAGE

AN ORDINANCE

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

Section 1. Chapter 2, Article IV, Section 2-84 of the Code of Ordinances for the City of Merrill is amended to read as follows:

- (a) *Annual organization meeting.* Following a regular city election, the common council shall meet on the third Tuesday in April for the purpose of organization.
- (b) *Date and time of regular meetings.* Regular meetings of the common council shall be held at the council chambers in the city hall on the second Tuesday of each month ~~no earlier than 6:00 p.m., at 7:00 p.m.,~~ except:
 - (1) When the day for holding any regular meeting is a legal holiday or election day, the regular meeting shall be held at the time and place on the following day; or
 - (2) Alternatively, when at the previous meeting, the mayor or an alderperson shall make a request for a change due to a valid public or private reason, any regular meeting date or time may be changed if any such change does not unreasonably conflict with the public or private schedule of the mayor or any other alderperson.
- (c) *Public hearings, time of day.* Any public hearing, notice of which is required by ordinance, regulation or statute to be published in the official newspaper, shall commence not earlier than 6:00 p.m. on the date thereof.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Approved:

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Derek Woellner, Mayor

Attest:

William N. Heideman, City Clerk

Attachment: Ordinance related to allowable start time for Common Council meetings (4985 : Ordinance on start time for Common Council