



CITY OF MERRILL
REDEVELOPMENT AUTHORITY
AGENDA • WEDNESDAY OCTOBER 2, 2019

Regular Meeting

City Hall Council Chambers

8:00 AM

- I. Call to Order
- II. Minutes of previous meeting(s)
 - 1. RDA meeting minutes from September 18th
- III. Public Comment
- IV. Agenda items for consideration
 - 1. Request from Bryan Hoffman to consider potential creating of new Tax increment District (TID) to facilitate construction of storage buildings on S. Center Ave. (Lincoln County Highway K)
 - 2. Review and discuss proposed 2020 Tax Increment District (TID) budget requests
 - 3. Impact Seven accepted Purchase Option for 1905 E 14th St. (former Fox Point - TID No. 10)
 - 4. Review and discuss why RDA has Closed Sessions and need to maintain confidentiality during negotiations
- V. Next RDA meeting
- VI. 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:
 - 1. Consider approval of closed session RDA meeting minutes from September 4th
 - 2. 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)
- VII. The RDA may reconvene in open session to consider action(s) on closed session development items
- VIII. Adjournment

City of Merrill
Meeting of Redevelopment Authority (RDA)

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

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

RDA Excused: Sheila Polak

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

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

Consider approval of RDA meeting minutes from September 4th:

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

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

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

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

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

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

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

Attachment: 2019-09-18 RDA Minutes (4526 : RDA meeting minutes from September 18th)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Minutes prepared by RDA Secretary Kathy Unertl

TAX INCREMENT DISTRICT (TID) – Proposed New

Key development background:

- Property location is outside the ½ mile buffer area of Tax Increment District No. 9.
- Storage Unit development site (potentially about five acres) is located on Lincoln County Highway K frontage.
- Property is part of 32 acre site south of the Nicholaus subdivision - (total 2018 real estate taxes for this parcel were \$296).

Phased Development:

Phase 1 – There are currently two storage units under construction.

Since these new buildings will have 1/1/2020 improved valuation, this new assessment would be the new TID Base (i.e. not potential new Tax Increment).

Phase 2 – Two additional storage units area included in the June 11th, 2019 Conditional Use Permit (CUP).

Byran Hoffman stated that without TIF assistance for paving hard surface areas, these two (and potentially more) storage units would be built on land he owns outside the City of Merrill.

Conceptual TID and Development Fiscal:

TID creation cost would be about \$12,000.

Preliminary fiscal projection for two new storage units is provided for review.

Attachment: TID Hoffman Storage (4520 : Request from Bryan Hoffman to consider to TID)

City of Merrill - Requested New Tax Increment District (TID)

Mixed Use TID with 20-year lifespan

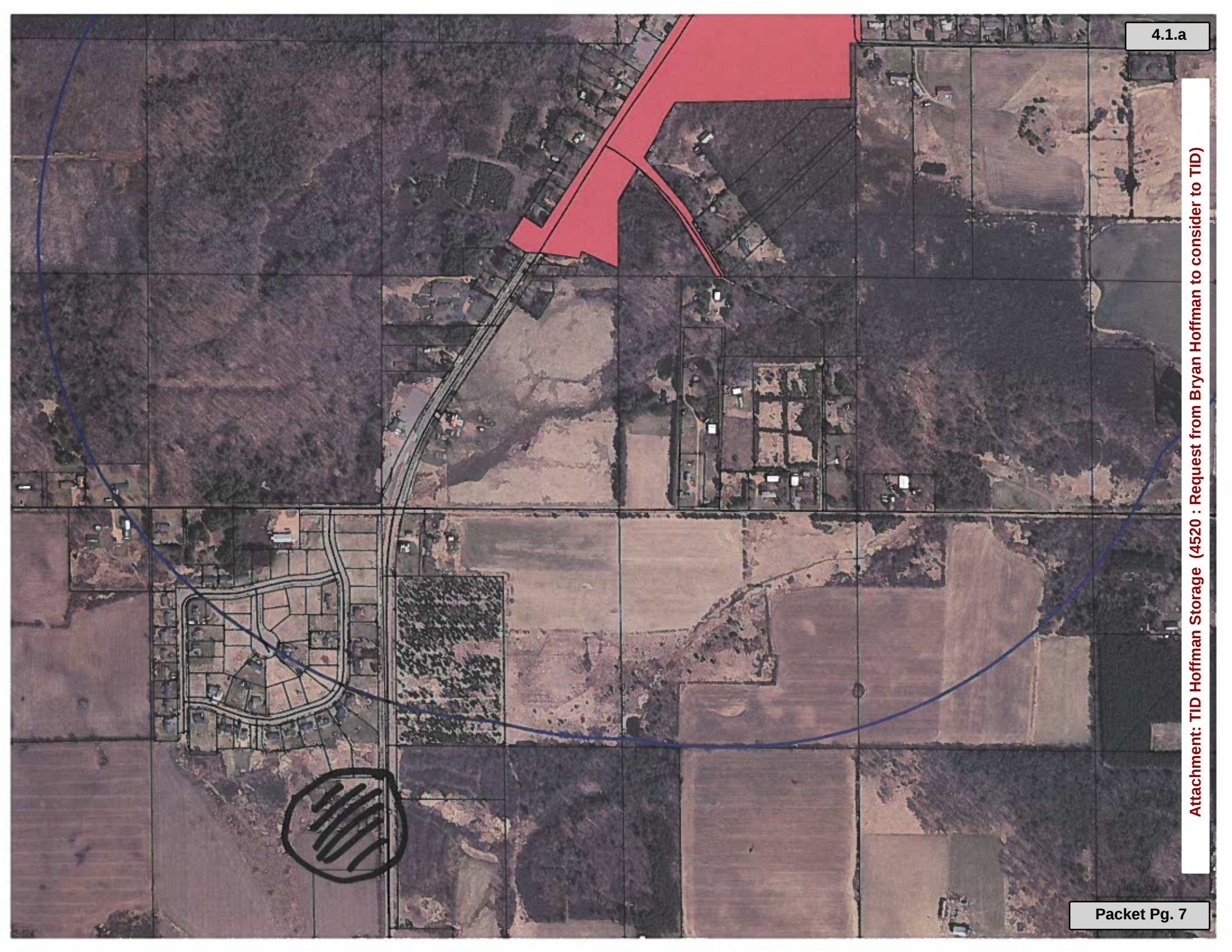
Projected Tax Increment for new storage units PIN 251-3106-231-0081 (Bryan Hoffman)

Projected assessments for two storage units:

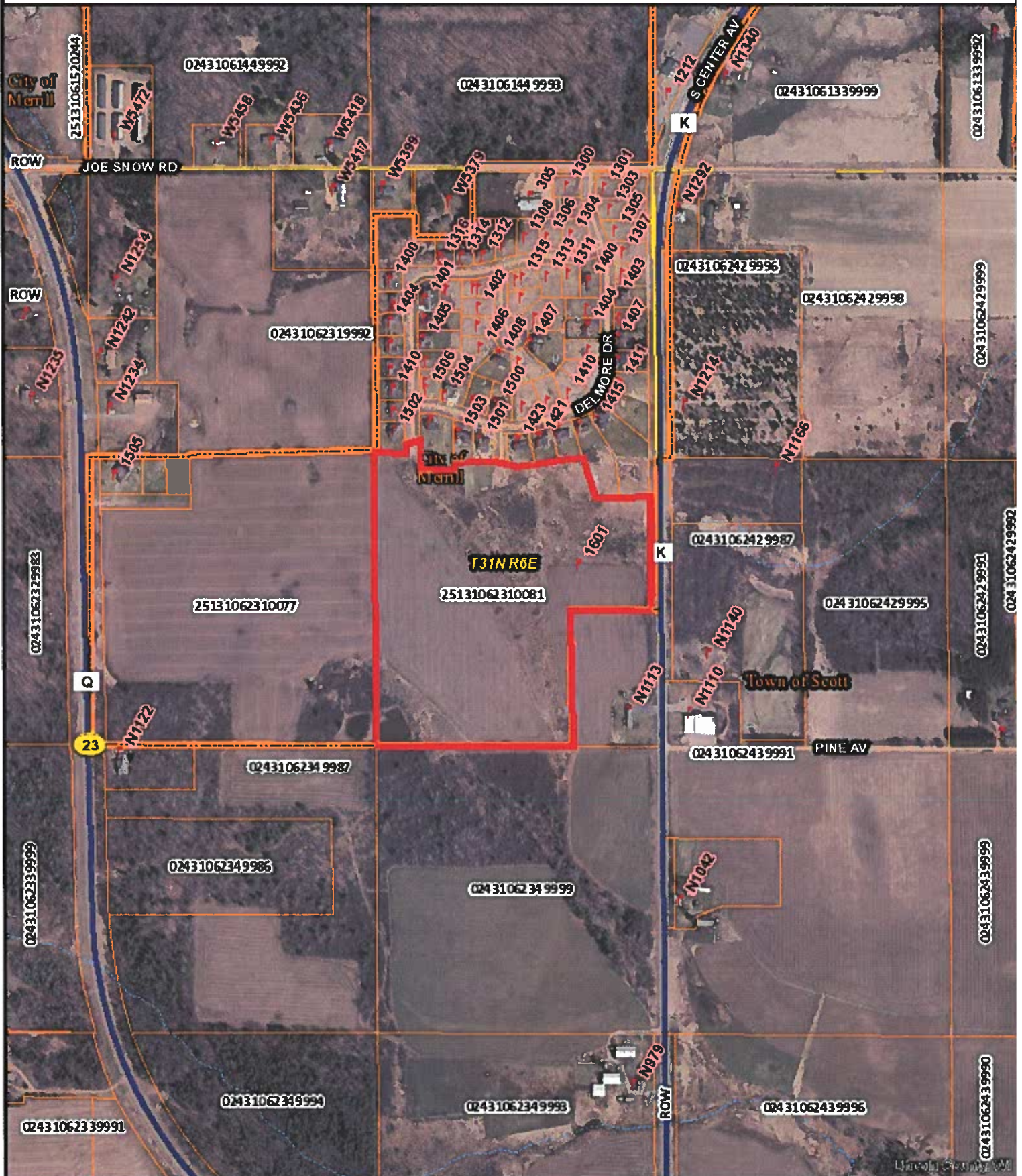
Assessment as of	Land Valuation	Improved Valuation	Total RE Valuation		2018 Taxes
01/01/2019	\$9,500	\$0	\$9,500	32.01 Acres	\$296
Two Units	\$17,500	\$180,000	\$197,500	Land increase on five acres	
	\$8,000	\$150,000	\$158,000		

Projected Tax Increment (if new TID Created):

Const. Year	Value Year	Revenue Year	TID Value Increment	Tax Rate	Projected Tax Increment
2020	2021	2022	\$158,000	\$31.08	\$4,911
2021	2022	2023	\$158,000	\$31.08	\$4,911
2022	2023	2024	\$158,000	\$31.08	\$4,911
2023	2024	2025	\$158,000	\$31.08	\$4,911
2024	2025	2026	\$158,000	\$31.08	\$4,911
2025	2026	2027	\$158,000	\$31.08	\$4,911
2026	2027	2028	\$158,000	\$31.08	\$4,911
2027	2028	2029	\$158,000	\$31.08	\$4,911
2028	2029	2030	\$158,000	\$31.08	\$4,911
2029	2030	2031	\$158,000	\$31.08	\$4,911
2030	2031	2032	\$158,000	\$31.08	\$4,911
2031	2032	2033	\$158,000	\$31.08	\$4,911
2032	2033	2034	\$158,000	\$31.08	\$4,911
2033	2034	2035	\$158,000	\$31.08	\$4,911
2034	2035	2036	\$158,000	\$31.08	\$4,911
2035	2036	2037	\$158,000	\$31.08	\$4,911
2036	2037	2038	\$158,000	\$31.08	\$4,911
2037	2038	2039	\$158,000	\$31.08	\$4,911
2038	2039	2040	\$158,000	\$31.08	\$4,911
2039	2040	2041	\$158,000	\$31.08	\$4,911
Total					\$98,213



Lincoln County Public Access Land Records Viewer



Author: Public
Date Printed: 9/23/2019



The information depicted on this map is a compilation of public record information including aerial photography and other base maps. No warranty is made, express or implied, as to the accuracy of the information used. The data layers are a representation of current data to the best of our knowledge and may contain errors. It is not a legally recorded map and cannot be substituted for field-verified information. Map may be reproduced with permission of the Lincoln County Land Services Department. Errors should be reported to Land Services Department, 801 North Sales St. Merrill, WI. 54452. Copyright © 2015 Phone (715) 438-3300

Attachment: TID Hoffman Storage (4520 : Request from Bryan Hoffman to consider to TID)

RESOLUTION NO. 2595

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR
STORAGE BUILDINGS TO BE LOCATED ON SOUTH CENTER AVENUE
(COUNTY Hwy K) IN MERRILL, WISCONSIN**

WHEREAS, Bryan Hoffman has requested a Conditional Use permit pursuant to the Merrill Zoning Code Chapter 113-97 for the purpose of the development of storage buildings on the following described property:

(See Attached Legal Description); and,

WHEREAS, the City Plan Commission scheduled a hearing on the application on June 4, 2019, due public notice having been given, and opportunity given to those interested to speak on the application; and,

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

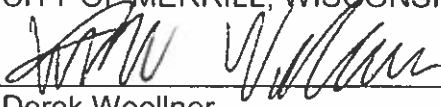
NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 11th day of June, 2019, that a Conditional Use permit shall be issued to Bryan Hoffman for the purpose of developing storage buildings on the aforesaid described property.

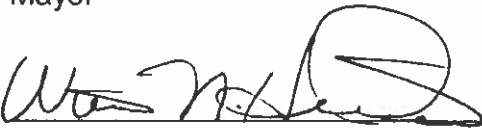
Recommended by: City Plan
Commission

Moved: Alderman Hass

Passed: June 11, 2019

CITY OF MERRILL, WISCONSIN


Derek Woellner
Mayor


William N. Heideman
City Clerk

Note: Plan Commission allowing one-year deadline to complete hard-surfacing.

Attachment: TID Hoffman Storage (4520 : Request from Bryan Hoffman to consider to TID)

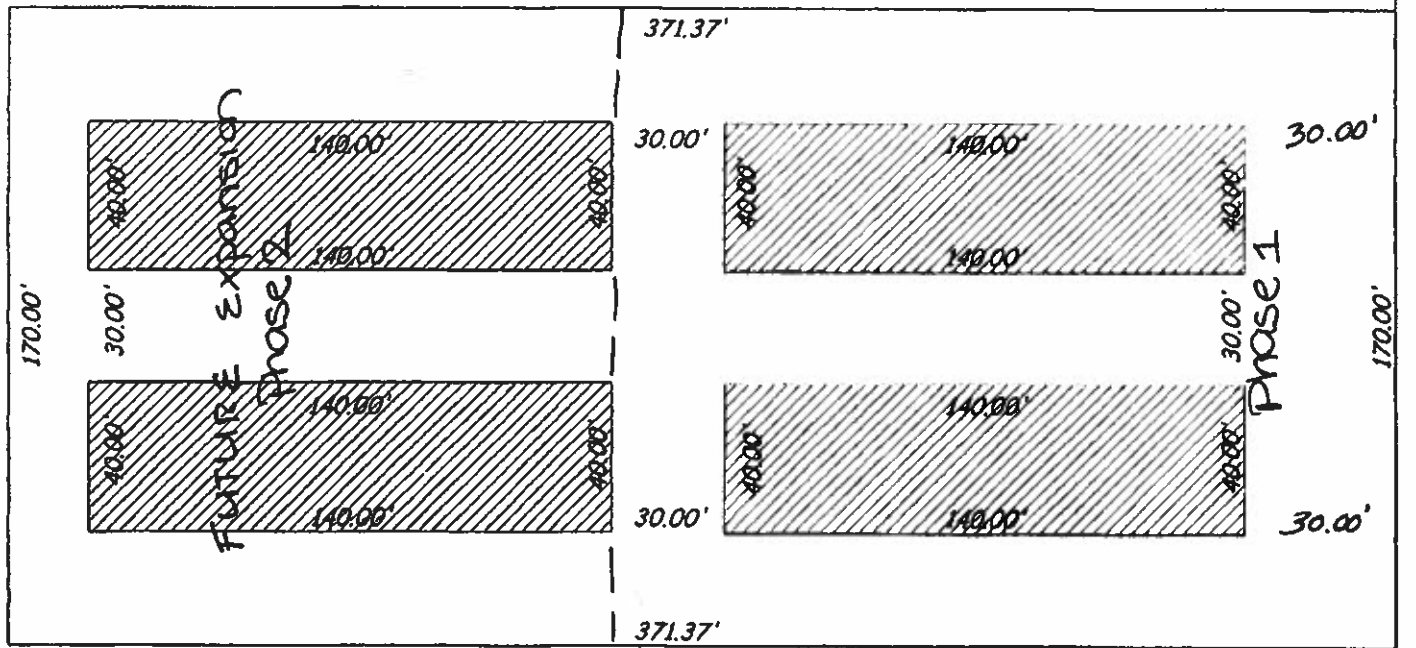
PROPOSED STORAGE BUILDING SITE PLAN

Located in the

SE 1/4 of the NE 1/4
SECTION 23, T31N, R6E,
City of Merrill, Lincoln County, Wisconsin.

LANDS OWNED BY DEVELOPER

LANDS OWNED
By
DEVELOPER



LANDS OWNED BY OTHERS
DOC. No. 491664

PROPOSED BUILDING

NORTH

SCALE: 1" = 50'



Attachment: Conditional Use - Bryan Hoffman (4213 : Conditional Use Permit application from Bryan Hoffman to consider to TID)
Attachment: TID Hoffman Storage (4520 : Request from Bryan Hoffman to consider to TID)



CITY OF MERRILL

TAX INCREMENT DISTRICTS (TIDs)

2020 PRELIMINARY BUDGET REQUESTS

Tax Increment Revenue Projections

Cash Development Incentives

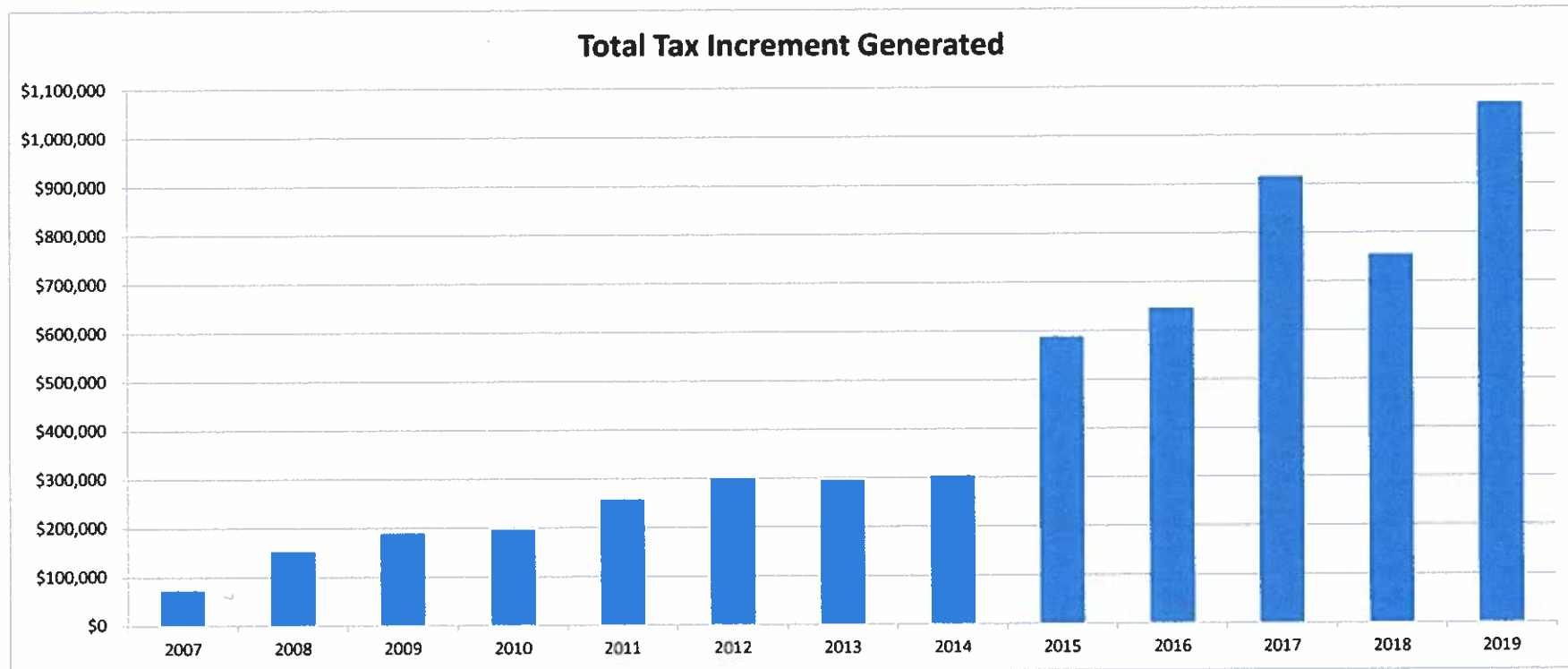
TID Debt Service Payments

Proposed Infrastructure Investments

Revised: 9/25/2019

City of Merrill - Tax Increment by Tax Year

Preliminary 2020 Budget Projections



Assessment Year	Budget Year	TID Total Increment	TID No. 3 East Side	TID No. 4 Pine Ridge	TID No. 5 Hwy 107	TID No. 6 Downtown	TID No. 7 N. Center	TID No. 8 West Side	TID No. 9 River/S. Center	TID No. 10 Fox Point	TID No. 11 Rock Ridge	TID No. 12 Weinbrenner
2005	2006	\$0										
2006	2007	\$71,932	\$71,932									
2007	2008	\$152,359	\$152,359									
2008	2009	\$189,122	\$182,486	\$135	\$6,501							
2009	2010	\$195,262	\$194,001	\$646	\$615							
2010	2011	\$257,181	\$199,557	\$34,477	\$17,704	\$5,443						
2011	2012	\$298,127	\$207,673	\$56,173	\$9,605	\$12,976	\$11,701					
2012	2013	\$294,107	\$231,124	\$53,859	\$8,884		\$241					
2013	2014	\$302,926	\$236,263	\$53,531	\$13,132							
2014	2015	\$587,297	\$525,217	\$49,087	\$12,993							
2015	2016	\$645,649	\$604,329	\$25,917	\$15,403							
2016	2017	\$915,335 *	\$666,257	\$218,752	\$17,301		\$12,922			\$103		
2017	2018	\$754,901	\$506,389	\$219,256	\$16,645						\$12,611	
2018	2019	\$1,065,721	\$681,175	\$221,852	\$17,645	\$32,863		\$20,221			\$69,961	\$22,005
2019 Est	2020	\$1,320,000	\$870,250	\$203,500	\$16,750	\$41,000	\$18,000	\$39,500			\$110,500	\$20,500

* Based upon City Assessor June 2016 estimates prior to completion of 1/1/2016 revaluation process. There were adjustments made for 1/1/2017.

City of Merrill - Tax Increment Districts (TIDs)

TID Cash Development Incentives - 2020

EXPENDITURES		TID No. 3	TID No. 6	TID No. 11	2019 Total	Final Year	Total TID Dev. Inc.
43 57100-04-50211	Gateway North - AmericInn	\$40,000			\$40,000	2021	\$200,000
43 57100-04-50215	Cobblestone Inn & Suites	\$30,000			\$30,000	2021	\$150,000
43 57100-04-55558	Zelich - 2213 E. Main St.				\$0	Completion?	\$4,500
43 57100-04-55562	Nelson's Power House (Lot 1)	\$25,000			\$25,000	2023	\$125,000
43 57100-04-55565	One Way/Park City (Lot 2)	\$25,000			\$25,000	2020	\$75,000
43 57100-04-55567	Golden Harvest (Lot 3)	\$50,000			\$50,000	2020	\$200,000
43 57100-04-55577	United Dev. - 3201 E. Main St.	\$30,000			\$30,000	2022	\$90,000
46 57100-04-52114	DJC, LLC (Dave Cooper Ins.)		\$10,000		\$10,000	2024	\$60,000
48 57100-04-59400	1504 W. Main St. Facade				\$0	Pending?	\$43,000
41 57100-04-52577	Premier Apartments - Phase II			\$100,000	\$100,000	2024	\$500,000
41 57100-04-52588	Ryan Ott Homes - Phase I			\$30,000	\$30,000	Completion	\$30,000
TOTAL EXPENDITURES		\$200,000	\$10,000	\$130,000	\$340,000		\$1,477,500

Pending? - clarification of proposed development project and development agreement.

Attachment: TID-Infrastructure 2020 (4521 : Discuss proposed 2020 TID budget requests)

City of Merrill - Tax Increment District (TID) Debt Service - 2020
Note: 2019 borrowing is pending - so, preliminary repayment projections.

General Obligation = Series XXXX

NAN = Note Anticipation Notes

TID = Tax Increment District Revenue Bonds

Principal	TID No.3	TID No.4	TID No.5	TID No.6	TID No.7	TID No.8	TID No.9	TID No.10	TID No.11	TID No.12	Total
Series 2013A			\$1,489	\$8,511							\$10,000
Series 2016B	\$54,025			\$9,151		\$5,000					\$68,176
NAN 2016C					\$0			\$0	\$0		\$0
TID 2017A	\$163,000										\$163,000
TID 2017B		\$48,000									\$48,000
Series 2017C		\$25,000			\$5,000	\$5,000	\$10,000		\$25,000		\$70,000
Series 2018B				\$5,000		\$20,000					\$25,000
TID 2018C	\$197,000										\$197,000
TID 2019	\$252,000										\$252,000
GO 2019 Bonds										\$5,500	\$5,500
Total	\$666,025	\$73,000	\$1,489	\$22,662	\$5,000	\$30,000	\$10,000	\$0	\$25,000	\$5,500	\$838,676

Interest	TID No.3	TID No.4	TID No.5	TID No.6	TID No.7	TID No.8	TID No.9	TID No.10	TID No.11	TID No.12	Total
Series 2013A			\$959	\$5,474							\$6,434
Series 2016B	\$7,579			\$2,809		\$1,825					\$12,212
NAN 2016C					\$3,236			\$20,025	\$20,429		\$43,691
TID 2017A	\$36,412										\$36,412
TID 2017B		\$14,902									\$14,902
Series 2017C		\$6,000			\$5,025	\$3,925	\$8,650		\$17,750		\$41,350
Series 2018B				\$3,040		\$14,113					\$17,153
TID 2018C	\$53,585										\$53,585
TID 2019	\$62,135										\$62,135
GO 2019 Bonds										\$2,110	\$2,110
Total	\$159,711	\$20,902	\$959	\$11,323	\$8,261	\$19,863	\$8,650	\$20,025	\$38,179	\$2,110	\$289,983

Total DS	TID No.3	TID No.4	TID No.5	TID No.6	TID No.7	TID No.8	TID No.9	TID No.10	TID No.11	TID No.12	Total
Series 2013A			\$2,448	\$13,985							\$16,434
Series 2016B	\$61,604			\$11,960		\$6,825					\$80,388
NAN 2016C					\$3,236			\$20,025	\$20,429		\$43,691
TID 2017A	\$199,412										\$199,412
TID 2017B		\$62,902									\$62,902
Series 2017C		\$31,000			\$10,025	\$8,925	\$18,650		\$42,750		\$111,350
Series 2018B				\$8,040		\$34,113					\$42,153
TID 2018C	\$250,585										\$250,585
TID 2019	\$314,135										\$314,135
GO 2019 Bonds										\$7,610	\$7,610
Total	\$825,736	\$93,902	\$2,448	\$33,985	\$13,261	\$49,863	\$18,650	\$20,025	\$63,179	\$7,610	\$1,128,659

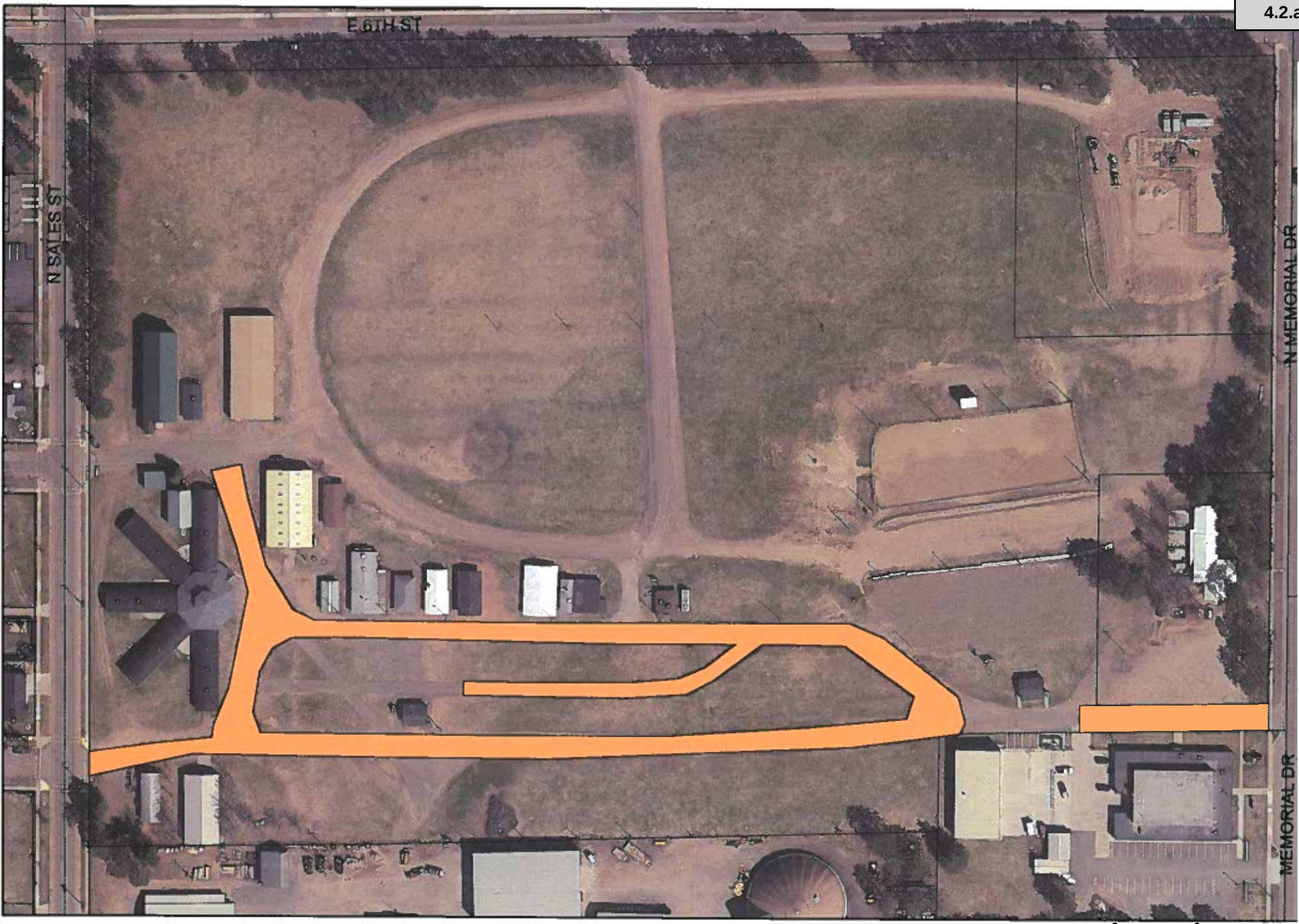
City of Merrill - Tax Increment District (TID)

Preliminary Infrastructure Investments - 2020 Budget

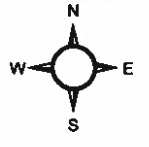
	Street:	From:	To:	Project Type:	Additional Info.:	Water:	Sewer:	City:	Total:
TID No. 3	Merrill Festival Grounds			Pavement Replacement	Final TID No.3 expenditures			\$150,000	\$150,000
TID No. 3	Mill St.	E. Main St.	E. 1st St.	Replacement concrete street	Last downtown concrete street			\$60,000	\$60,000
TID No. 8	Grand Ave.	W. Main St.	N. State St.	Street reconstruction	Water Mains	\$150,000	\$150,000	\$350,000	\$650,000
TID No. 8	N. Prospect St.	W. Main St.	Grand Ave.	Street reconstruction	Water Mains	\$30,000	\$30,000	\$70,000	\$130,000
TID No. 8	S. Genessee St.	W. Main St.	Stange St.	Replacement concrete street	Water Mains	\$50,000	\$50,000	\$120,000	\$220,000
TID No. 5	Marc Dr.	State Rd. 107	Entire Street	New LED streetlights	TID5 Tax Increment			\$35,000	\$35,000
TID No. 7	N. Mill St.	FreMarq - northern building		Extend water & sanitary sewer service		\$15,000	\$15,000		\$30,000
TID No. 11	W. St. Paul St.	Champagne St.	N. State St.	Currently gravel	If Ott houses constructed			\$150,000	\$150,000
TID No. 11	Superior St.	W. 10th St.	W. St. Paul St.	Extension of utilities and street	If Ott houses constructed	\$35,000	\$35,000	\$175,000	\$245,000
Total Proposed:						\$280,000	\$280,000	\$1,110,000	\$1,670,000
Total Water & Sewer Funds:						\$230,000	\$230,000		\$460,000
Total TIDs:						\$50,000	\$50,000	\$1,110,000	\$1,210,000

The proposed new utility extensions (TID No. 7 and TID No. 11) would be TID contributions.

Attachment: TID-Infrastructure 2020 (4521 : Discuss proposed 2020 TID budget requests)



Attachment: TID-Infrastructure 2020 (4521 : Discuss proposed 2020 TID budget requests)



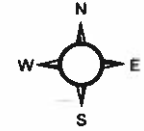
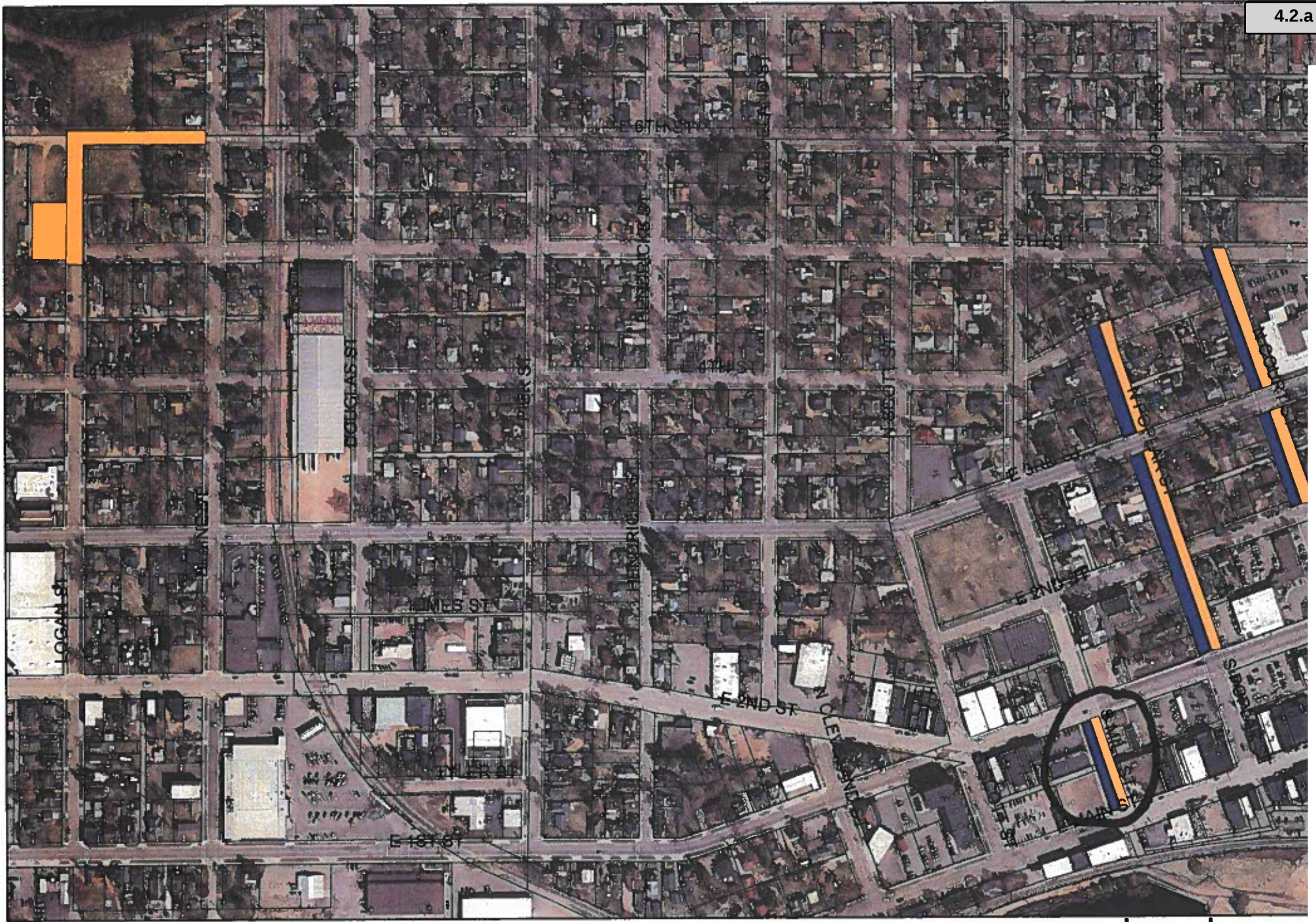
2020 Projects

I-2

Legend

	Water and Sewer
	Pavement

Packet Pg. 17



2020 Projects

I-3

Legend

-  Water and Sewer
-  Packet Pg. 18



Attachment: TID-Infrastructure 2020 (4521 : Discuss proposed 2020 TID budget requests)

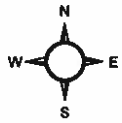
2020 Projects

I-4

Legend

Pavement

Packet Pg. 19

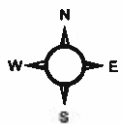


2020 Projects

I-5

Legend

Packet Pg. 20



2020 Projects

I-6

Legend



Packet Pg. 21

City of Merrill - Tax Increment District (TID)

Preliminary Infrastructure Investments - 2020 Budget (Carryover from 2019)

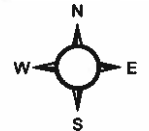
	Street:	From:	To:	Project Type:	Additional Info.:	Water:	Sewer:	City:	Total:
TID No. 12	Logan St.	E. 5th St.	E. 6th St.	Currently gravel	2019 Carryover			\$30,000	\$30,000
TID No. 12	E. 6th St.	Logan St.	N. Blaine St.	Currently gravel	2019 Carryover			\$45,000	\$45,000
Total:						Completed in 2019	None	\$75,000	\$75,000

City of Merrill pending 2019 borrowing for this TID No. 12 investment.

Preliminary Infrastructure Investments - 2020 General Obligation (GO) - Tax Levy

	Street:	From:	To:	Project Type:	Additional Info.:	Water:	Sewer:	City:	Total:
Capital GO	N. Court St.	E. 2nd St.	E. 5th St.	Utility/Street Replacement	Deferred from 2019	\$50,000	\$40,000	\$60,000	\$150,000
Capital GO	N. Poplar St.	E. 1st St.	E. 4th St.	Utility/Street Replacement	Deferred from 2019		\$20,000	\$90,000	\$110,000
Total Proposed:						\$50,000	\$60,000	\$150,000	\$260,000

Project was deferred due to emergency replacement of Jackson Street after major deterioration during 2018-2019 winter.



2020 Projects

I-8

Legend

Water and Sewer

Packet Pg. 23

City of Merrill - Tax Increment District (TID)

Preliminary Infrastructure Investments - 2020 Budget

Wisconsin Multimodal Local Supplement (MLS) Grant Request:

	Street:	From:	To:	Project Type:	Additional Info.:	Water:	Sewer:	City:	Total:
TID No. 4	N. Pine Ridge Ave.	Zastrow's Beer Man	County Hwy G	Extension of utilities and new street	90% MLS Grant - Streets	\$200,000	\$200,000	\$800,000	\$1,200,000
TID No. 4	County Hwy G	City Industrial/Business Park	Johnson St.	Extension of utilities & turning lanes	90% MLS Grant - Streets	\$140,000	\$140,000	\$100,000	\$380,000
Total Proposed:						\$340,000	\$340,000	\$900,000	\$1,580,000
						90% MLS Grant - Streets		\$810,000	
						Balance - TID No. 4 - Streets		\$90,000	

The proposed new Water and Sewer extensions would be TID No. 4 contributions.

Total TID No. 4 Revenue Bonds	\$770,000
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Attachment: TID-Infrastructure 2020 (4521 : Discuss proposed 2020 TID budget requests)



1 inch = 299 feet

Potential 2020 Project

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Legend

-  Turning Lanes
-  Pavement
-  Water & Sewer



Wisconsin Department of Transportation 2020-2021 Multimodal Local Supplement (MLS) Guidelines

September 2019

Purpose and Description

The Wisconsin 2019-21 budget provides \$75 million in one-time general purpose revenue funding (GPR) for multimodal transportation projects on the local system through the Multimodal Local Supplement (MLS). The MLS program mirrors aspects of the Local Roads Improvement Program (LRIP) but is not subject to the same restrictions and is available to an expanded range of project improvement types. The program pays up to 90% of total eligible costs with local governments providing a minimum of 10% cost share.

MLS funding is available for new projects statewide related to:

- Roads
- Bridges
- Transit vehicle purchase and facility projects
- Bicycle and pedestrian accommodations
- Railroads
- Harbors

Local and tribal governments are eligible for MLS funding. A six-year project completion, i.e., project sunset, is required for approved projects, similar to the completion timeframe for other Local Programs (e.g., Local Bridge, LRIP). Each approved project will be issued a State Municipal Agreement (SMA) prior to project commencement.

The MLS program is focused on local project delivery. Local units of government can apply for design and construction or construction only; design only funding is not eligible through this program. Projects on the National Highway System (NHS) or complex projects with a federal interest may require departmental oversight to assist with environmental documents. Additional departmental oversight is available upon local sponsor request. A local project sponsor may contract with a county for administrative oversight. Local staff resource time is not eligible for funding through this program.

MLS projects can be locally let, must be advertised for bid for a minimum of 15 days, and contracts awarded to the lowest responsible bid. Low bid procurement of asphaltic hot-mix only is eligible for funding as part of an eligible MLS project, but project total costs must meet the MLS minimum threshold for funding consideration.

Funding and Project Selection

MLS funding is split between the following local government types:

Allocation	County	City/Village	Town	Total
Multimodal Local Supplement (MLS)	\$26,669,333	\$19,039,500	\$29,291,167	\$75,000,000
After Kaukauna Bridge Set Aside ¹	\$26,082,667	\$18,452,832	\$28,704,501	\$73,240,000

MLS is a reimbursement program, allowing for partial reimbursement as the local sponsor incurs costs throughout the project. Local sponsors are responsible for any project cost overage beyond the award amount.

¹ Consistent with biennial budgetary discussions, \$1.76M of MLS funding is reserved for the Kaukauna Veterans Memorial Lift Bridge (\$2.2M project cost reimbursed with 80% state funding). This reserved amount is split between the three funding categories (\$586,666 from each category).

The project selection process is competitive, with an emphasis on measurable economic benefits, and involves stakeholder input. Equitable geographic distribution² is a consideration in the formation of project selection committees and for the final project selections.

The following table illustrates the MLS committee structure:

MLS Proposed Committees ³		
Counties	Towns	Cities/Villages
Statewide committee comprised of 8 County Highway Commissioners, one from each of the 8 established WCHA districts.	Statewide committee comprised of up to 12 town officials, 2 from each WTA district. The committee will also include industry representatives from timber, dairy and agriculture.	Statewide committee comprised of up to 12 city/village local officials.

If a tribal government application is received for the MLS program, a tribal government representative will be appointed by the WisDOT Secretary's office to sit on the committee that reviews the application.

MLS application materials are posted to the WisDOT website: <https://wisconsin.dot.gov/Pages/doing-bus/local-gov/astnce-pgms/default.aspx>. MLS project applications are submitted to WisDOT DTIM using the e-mail address provided in the application instructions: DOTLocalPrograms@dot.wi.gov.

The MLS project application deadline is 5:00 pm on Friday, December 6, 2019. Submitting applications prior to the deadline allows WisDOT additional time to review applications and communicate with local sponsors regarding outstanding questions. Late applications will not be accepted.

MLS has a minimum project total cost of \$250,000 for counties, cities and villages and a minimum project total cost of \$50,000 for towns. The maximum MLS project award amount is \$3,500,000.

The committees will use a scoring rubric as follows:

A. Project Type Scoring Evaluation – All Projects Scores Under One Criteria		
Project Type	Score	Evaluation Criteria (would be fully developed by appropriate section)
Road/Bridge	0-25	Safety, serviceability, project type, e.g., reconstruction, traffic
Transit	0-25	Increases ridership, asset management
Railroad	0-25	Asset management, increase capacity, safety
Bicycle Pedestrian	0-25	Safety, modal shift, accessibility
Harbor	0-25	Increases capacity, infrastructure improvements
Multiple*	0-25	Equalized score based on multiple project types
B. Universal Evaluation - All Projects Scored Under Each Criteria		
Category	Score	Evaluation Criteria
Economic Impact	0-10	Transportation importance to community
Connectivity	0-5	Connections to or accommodations for other modes
Cost Effectiveness	0-5	Viability of proposed solution compared to other treatment alternatives
Other	0-5	Additional considerations, such as regional significance
Total Score = Project Type Score (A) + Universal Evaluation Score (B)		

*Projects with more than one mode are limited to a total of 25 points.

² Each committee will be comprised of local officials from geographic areas that ensure statewide representation. Final project award selections from each committee will represent a distribution of funding to urban and rural areas across the state.

³ MLS Committee members are recommended by the Wisconsin County Highway Association (WCHA), Wisconsin Towns Association (WTA) and League of Wisconsin Municipalities (LWM), respectively, and approved by the WisDOT Secretary. WisDOT staff or other designees may serve on each committee.

Final project selections are forwarded by the statewide MLS committees to the WisDOT Secretary for final award. Project awards will be announced in early 2020.

Local Sponsor Eligibility

All project applications must be submitted by an eligible sponsor. Local units of government with the taxing authority to guarantee the availability of local match funds are eligible project sponsors.

Wisconsin's eleven federally recognized tribal governments are eligible to apply for project funding. Tribal governments may apply to any MLS category. If a tribal government application is related to a specific county or municipal facility, the application will be forwarded to that selection committee.

If a project is sponsored on behalf of a private organization, the public sponsor retains responsibility for the project. However, the public sponsor will enter into a legal agreement with the private organization to ensure that the private party complies with all applicable requirements of the program.

Project Eligibility

Project funding is available for new projects. MLS funding cannot be added to existing WisDOT state or federally funded projects. MLS project applications are not subject to the eligibility rules of other WisDOT local improvement programs.

- Project funding is available for road and bridge replacement, reconstruction, rehabilitation or widening. Construction of new roads or bridges are eligible for funding. Equipment purchases are not eligible for funding through this program. Connecting highways are not eligible. Road or bridge projects located on the National Highway System (NHS) or complex projects may require departmental oversight.
- Project funding is available for transit vehicle purchase, transit equipment and transit facility construction projects. Operations costs are not eligible for funding through this program.
- Project funding is available for bicycle and pedestrian on-road and off-road trail facilities, rails to trails and historic transportation facilities. Outdoor advertising and vegetation management practices are not eligible through this program.
- Project funding is available for rail line rehabilitation, passenger rail and intermodal freight facilities. Railcar acquisitions are not eligible for funding through this program.
- Project funding is available for harbor dredging, port infrastructure expansion and repair of dock walls. Operations costs are not eligible for funding through this program.

Real Estate and Utilities

Real estate project costs under \$100,000 must be entirely locally funded. Local project sponsors should be aware of federal Uniform Act guidelines when purchasing real estate for an MLS project. Utility costs related to relocation, removal or new utilities are ineligible for funding through this program.

Historical, Natural and Archeological Resources

All state and federal environmental regulations need to be coordinated through the appropriate regulatory agency. The acquisition of Department of Natural Resources (DNR) and Wisconsin Historical Society (WHS) permits are the responsibility of the project sponsor.

Post-Approval Process

Sponsors are responsible for all project costs incurred prior to notification that project authorization has occurred. Sponsors must not begin work on any phase of the project for which they will seek reimbursement until receipt of notification from WisDOT that this work can begin to incur costs.

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Project Changes

Sponsors must contact WisDOT if a project cannot be implemented as outlined in an original application. MLS funding is both limited and competitive, and initial award levels cannot be increased.

Project Completion/Reimbursement

Project reimbursement documents may be submitted to WisDOT before completion of the project for partial project reimbursement. MLS reimbursement request forms will be provided with the signed SMA and the authorization to incur costs form. Expenditures incurred prior to authorization are not eligible for reimbursement. Project reimbursement documents may also be submitted to WisDOT at time of project completion for one-time reimbursement. Total project reimbursement amounts cannot exceed initial program award amounts.

Project reimbursements will be issued to the primary sponsor. The following required documentation must be submitted to WisDOT upon request of reimbursement:

- A copy of the advertisement to bid – ideally an Affidavit of Publication – identifying the text of the ad, the name of the publication in which it was placed and the dates it was advertised. MLS projects can be locally let, but must be advertised for bid for a minimum of 15 days.
- Lowest responsible bid award and rejection notices or dated board minutes, including action taken.
- An Exception to Standards, if applicable to the project.
- Documentation to confirm contractor(s) payment.

Records Retention

Documentation for each project must be kept for 12 years from date of project completion. WisDOT expects MLS sponsors to keep accurate records and reports, such as payroll documents and material specifications pertaining to construction activities, in the event of an audit. When WisDOT performs project reviews, the sponsor is required to supply copies of all project documentation.

WisDOT Statewide Program Contacts for Multimodal Local Supplement

Merrill Mechler-Hickson
DOT Program Officer
merrill.mechlerhickson@dot.wi.gov
Phone: (608) 261-8977

Ryan Spaight
MLS Program Manager
ryan.spaight@dot.wi.gov
Phone: (608) 266-1322

MLS Informational Webinars:

- Monday, September 30, 2019: 9:00 am to 10:30 am
- Wednesday, October 2, 2019: 1:00 pm to 2:30 pm
- Thursday, October 10, 2019: 2:00 pm to 3:30 pm

MLS informational webinars are optional, and each contains similar information. We recommend potential sponsors sign up for one webinar. If you are interested in participating in a MLS informational webinar, please select one of the dates and send an e-mail to the following WisDOT email address:

DOTLocalPrograms@dot.wi.gov. Specific webinar links will be sent to you prior to the date(s).



September 23, 2019

Mr. Tom Hayden
Merrill City Hall
1004 E 1st Street
Merrill, WI 54462

Re: Purchase Option for 1905 E. 14th Street

Dear Attorney Hayden:

Please accept this purchase option proposal for the parcel at 1905 E. 14th Street. The proposal describes our preliminary intent to develop the property for multi-family housing. We expect that our plans for the development may change and improve as we investigate and explore the possibilities and opportunities for the site with our design and construction team.

Impact Seven is committed to practice transparency and to engage the community as a partner in our work. As a condition of this offer, we commit to communicate regularly and openly with City staff and other identified stakeholders as we develop plans for the property, as information and knowledge may affect the terms and intentions described in this offer.

For purposes of this Option, "Impact Seven" and "Developer" and "Buyer" shall refer to the same party, and "Seller" and "City" and "City of Merrill" shall refer to the same counterparty.

Property address: 1905 E. 14th Street, Merrill, Wisconsin

Option price: One dollar (\$1.00)

Earnest money payment: \$25,000 due within seven (7) days of binding acceptance

Option expiration date: 180 days after binding acceptance

Property size: Approx. 5.43 acres (per survey provided by City)

Proposed use: Multi-family housing

Unit count: No fewer than 60 units

Attachment: Impact Seven - Signed Purchase Option (4522 : Purchase Option for 1905 E 14th St)



"This institution is an equal opportunity provider and employer"



2961 Decker Drive, Rice Lake WI 54868 >>> 800-685-9353 >>> impact@impactseven.org >>> connect:

Developer's due diligence: During the investigation period, Developer shall conduct such tests and enlist the counsel and advice of competent professionals so to:

- Conduct a thorough ALTA-compliant survey of the lot;
- Conduct a bona fide market study of the property with a service provider acceptable to Buyer's lender, and such market study shall support the rent and income levels projected in Developer's pro forma;
- Secure permanent financing on Buyer's preferred terms and in sufficient volume to pay fully for the cost of the development;
- Conduct soil borings and test digs on the site and to return site to good condition;
- Conduct a Phase I environmental analysis and other environmental analyses as recommended by Buyer's environmental service provider;
- Secure rezoning consistent with Buyer's proposed use for the property;
- Secure purchase approval of the Impact Seven Board of Directors as a precondition of sale.

Due diligence period: Buyer requests 180 days from the date of acceptance of this proposal to perform the tasks and due diligence investigation described above. Buyer commits to working deliberately and in earnest to investigate and to design the site within the 180-day due diligence period. Buyer may request extensions to the due diligence period in good faith and with sufficient and reasonable notice to the City.

Brokerage fees: None.

If the terms of this proposal are acceptable to the City, please sign below and return to me by any convenient means. Alternatively, please reply in writing or by phone with any proposed changes to the offer.

Thank you for your time and consideration. Please contact me with any question or concerns. I can be reached by phone at 608-405-9064 and by email at michael.carlson@impactseven.org.

Sincerely,



Michael Carlson
Vice President, Real Estate Development
Impact Seven, Inc.

ACCEPTANCE

The proposal set forth in this Purchase Option is acceptable to the City of Merrill. I further certify that I have the full authority to execute this purchase offer on behalf of the City.

For: The City of Merrill, Wisconsin

By: _____

Date: _____

Its: _____

Mayor

Attachment: Impact Seven - Signed Purchase Option (4522 : Purchase Option for 1905 E 14th St)