CITY OF MERRILL

COMMITTEE OF THE WHOLE

AGENDA ● TUESDAY OCTOBER 1, 2019

Budget Session | **City Hall Council Chambers** | **5:15 PM**

I. Call to Order

II. There will be short recess for 6:00 p.m. City Plan Commission meeting

III. Schedule for 2020 Budget Meetings

1. COW Meetings

IV. Review and discussion of Budget Background Information:

1. Budget Overview and Capital Funding Sources
2. Net New Construction and State Levy Limit
3. Expenditure Restraint Program CPI
4. Non-Department Revenues - 2020
5. Fiscal status of Undesignated General Fund

V. Personnel & Employee Benefits

1. 2020 Budget

VI. Review and consideration of 2020 Budget Requests:

1. Proposed Infrastructure Investments
2. Landfill Remediation
3. Water Fund
4. Sewer Fund

VII. Public Comment

VIII. Adjournment

City of Merrill - 2020 Budget Meetings

The following Committee of Whole and Common Council meetings have been scheduled:

Tuesday 10/1st 5:15 p.m.

-Review of budget background information

-Infrastructure investments

-Utility (Landfill, Water, and Sewer)

Note: Tax Increment Districts (TIDs) deferred until Tuesday, 10/29th

Wednesday 10/2nd 5:15 p.m.

-Public Works and Street Department

Tuesday 10/8th 5:00 p.m. Before regular Common Council meeting

-Parks & Recreation, Festival Grounds, Outside Agencies, Police, and Fire/Ambulance

Wednesday 10/16th 5:15 p.m.

-Transit, Airport, Enrichment Center, Library, and General Government Departments

Note: There will also be Special Council meeting to consider award of 2019 Bonds

Tuesday 10/29th 5:30 p.m. After regular Personnel & Finance Committee

-Tax Increment District (TIDs)

-Any budget follow-up issues?

-Potential Closed Session regarding TIDs (Pending Merrill Redevelopment Authority - 10/2nd meeting)

Tuesday 11/12th 7:00 p.m. at regular Common Council meeting

-Public Hearing and consideration of 2020 Budget Adoption and Tax Levy Ordinance

-WI Department of Revenue Assessment & Fair Market Ratio should be available about Friday, 11/1st - Needed to calculate Tax Rate which is the % shown on tax bills.

Attachment: Schedule - COW Meetings (4552 : Cow Meetings)

City of Merrill Budget Index - 2020

Department	Page No.	Department	Page No.	Department	Page No.
Committee of Whole - Wed. 10/2nd @ 5:15 p.m.		Committee of Whole - Tuesday, 10/8th @ 5:00 p.m.		Committee of Whole - Wed. 10/16th @ 5:15 p.m.	
		Parks & Rec Summary		Transit	
Public Works - Organizational Chart		Parks		Transit - Capital	
Street Commissioner		River Bend Trail (Operations)		Airport	
Public Works Director/City Engineer		Athletic Park Lights		Aviation Fuel	
Stormwater Plan/Construction		Ott's Field Lights		Airport - Capital	
Infrastructure - Capital		Recreation Programs			
Street Department Summary		MARC - Smith Center		Health Officer	
Street Superintendent		Aquatic Center		MEC - Enrichment Center	
Garage Maintenance		Parks - Capital		Library	
Operations Support (Formerly M&E)				Library - Capital	
Roads		Merrill Festival Grounds (Fund 24)			
Street Cleaning				Common Council	
Snow and Ice		Marketing - PR		Municipal Court	
Sealcoat (Borrowing - Capital)		CATV - MP3 (Fund 10)		City Attorney	
Stormwater Maintenance		CATV - MP3 (Fund 26)		Mayor	
Street Painting (Marking)		Outside Agencies		City Administrator	
Street Leave Expenses				Personnel - HR	
Garbage Collection		Police		City Clerk	
Recycling		Police - SRO (Fund 21)		Elections (AVERAGED)	
Weed and Nuisance Control		Police - Capital		Clerk/Treasurer Staff	
Decorations & Banners		Traffic Control		Treasurer/Finance Director	
Street Capital		Fire Protection - Hydrants		Information Technology	
Street Lighting		Fire Protection		IT - Capital - Fiber	
		Ambulance/EMS		Assessment of Property	
		Fire - Capital		Independent Auditing	
				Over-Collected Taxes	
				Insurance/Employee	
				City Sealer	
				City Maintenance	
				City Hall - Capital	
				Building Inspection/Zoning	
				Community Development (Fund 25)	
				Economic Development	

Revised: 8/27/2019

Attachment: Schedule - COW Meetings (4552 : Cow Meetings)

City of Merrill - Budget Overview

TAX LEVY SUPPORTED

General
Fund 10

Police - School Resource Officer
Fund 21

Merrill Festival Grounds
Fund 24

Community Development
Fund 25

Capital
Fund 52

TAX LEVY SUPPORTED

Debt Service
Fund 30

Tax Increment Districts (TIDs)

TIDs No. 3 to No. 12
Funds 40 - 49

Utility - Enterprise Funds

Water
Fund 62

Sewer
Fund 63

Part of General Fund

Landfill
Fund 20

Attachment: Background-1 (4535 : Overview Capital Funding Sources)

City of Merrill

CAPITAL BUDGET, BORROWING, AND DEBT SERVICE

Budget - 2020
Adopting - 11/2019

Funding Type during 2020

Tax Levy Capital
$165,000

Non-Lapsing Accounts

New Borrowing

After 8/15th WI DOR*
Equalized Valuations

*WI Department of Revenue

Repayment Source - Beginning in 2021

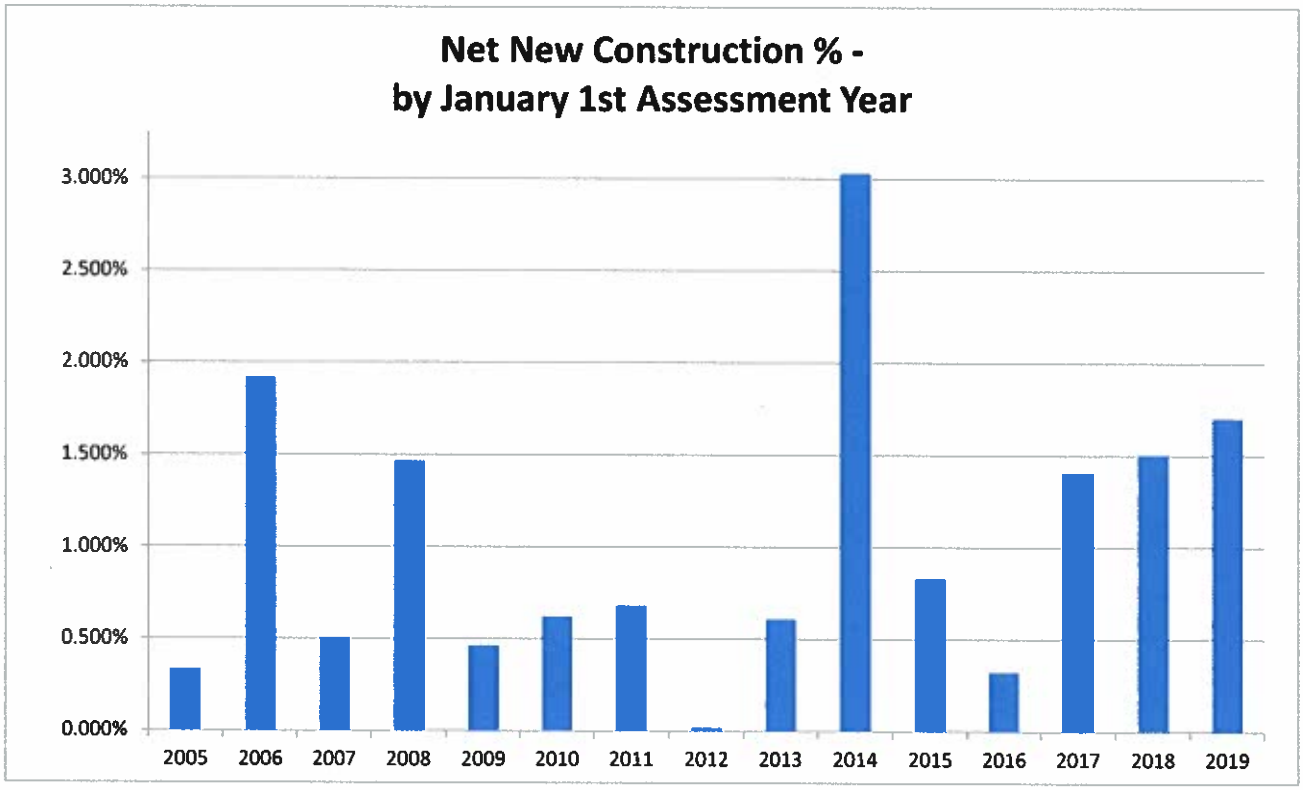
Debt Service Tax Levy
(General Obligation - GO)

Non-Tax Levy Debt Service

Tax Increment Districts (TIDs)
Water Fund
Sewer Fund
Other Revenue-Based

Attachment: Background-1 (4535 : Overview Capital Funding Sources)

City of Merrill **Net New Construction - Historical**



Source: Wisconsin Department of Revenue

Levy Year	City Budget Year	Net New Construction	Developments
2005	2006	0.334%	
2006	2007	1.913%	Church Mutual Addition
2007	2008	0.500%	
2008	2009	1.463%	Lincoln Community Bank, Dave's County Market expansion, etc.*
2009	2010	0.463%	
2010	2011	0.620%	
2011	2012	0.680%	
2012	2013	0.019%	
2013	2014	0.608%	
2014	2015	3.028%	New Wal-Mart - S. Pine Ridge Ave.
2015	2016	0.830%	
2016	2017	0.320%	
2017	2018	**1.404%**	Nortrax & Eastgate Apartments
2018	2019	**1.501%**	Rock Ridge Apartments - Phase 1
2019	2020	**1.700%**	One Way Collision & Rock Ridge - Phase 2

*Additional 2007 construction: Heritage Ct. 4-plex condos, Jackson St. Apartments, and Mitchell Metal expansion

Attachment: Background-2 (4536 : New Construction and State Levy Limit)

City of Merrill - Tax Levy Summary

- This is not the % shown on tax bills.

- This is only the Operations and Capital tax levy (without Debt Service tax levy).

Levy Year	Budget Year	Operations/ Capital	Allowable State Levy*	
2017	2018	$4,216,629		
2018	2019	$4,262,173		
2019	**2020**	$4,299,601	**$37,428**	**0.9%**

*State Tax Levy Limit based upon Net New Construction which has been reduced by State Personal Property Aid amount.

Attachment: Background-2 (4536 : New Construction and State Levy Limit)

Unertl, Kathy

From: Hilda <hilda@lwm-info.org>
Sent: Wednesday, September 18, 2019 4:32 PM
Cc: Curt Witynski
Subject: CPI for ERP estimates

To: Urban Alliance Finance Directors and Administrators
From: Curt Witynski, Deputy Director, League of Wisconsin Municipalities

Several of you have reached out to me in the last week asking if we have any preliminary numbers for the Expenditure Restraint Program CPI. The final CPI number for ERP won't be available from DOR for several weeks. However, Legislative Fiscal Bureau staff kindly shared with me their preliminary estimate of the CPI change from September 2018 to September 2019, which I've pasted below.

The table below assumes the September, 2019 index will be 1.7% higher than last September. (Note: If I substitute 2.5% for 1.7%, the change equals 1.92%, instead of 1.85%. Even though we are 17 days into the month, we should be a bit cautious due to the effect of the Saudi-Iran-Yemen situation on energy prices. It may take a week for prices to reflect the controversy. That said, the calculation does not move much under the two above calculations.)

	2017-18	2018-19
OCT	246.663	252.885
NOV	246.669	252.038
DEC	246.524	251.233
JAN	247.867	251.712
FEB	248.991	252.776
MAR	249.554	254.202
APR	250.546	255.548
MAY	251.588	256.092
JUNE	251.989	256.143
JULY	252.006	256.571
AUG	252.146	256.558
SEPT	252.439	*256.730*
SUM	2,996.982	3,052.488
AVG	249.749	254.374
% CHG		1.85%

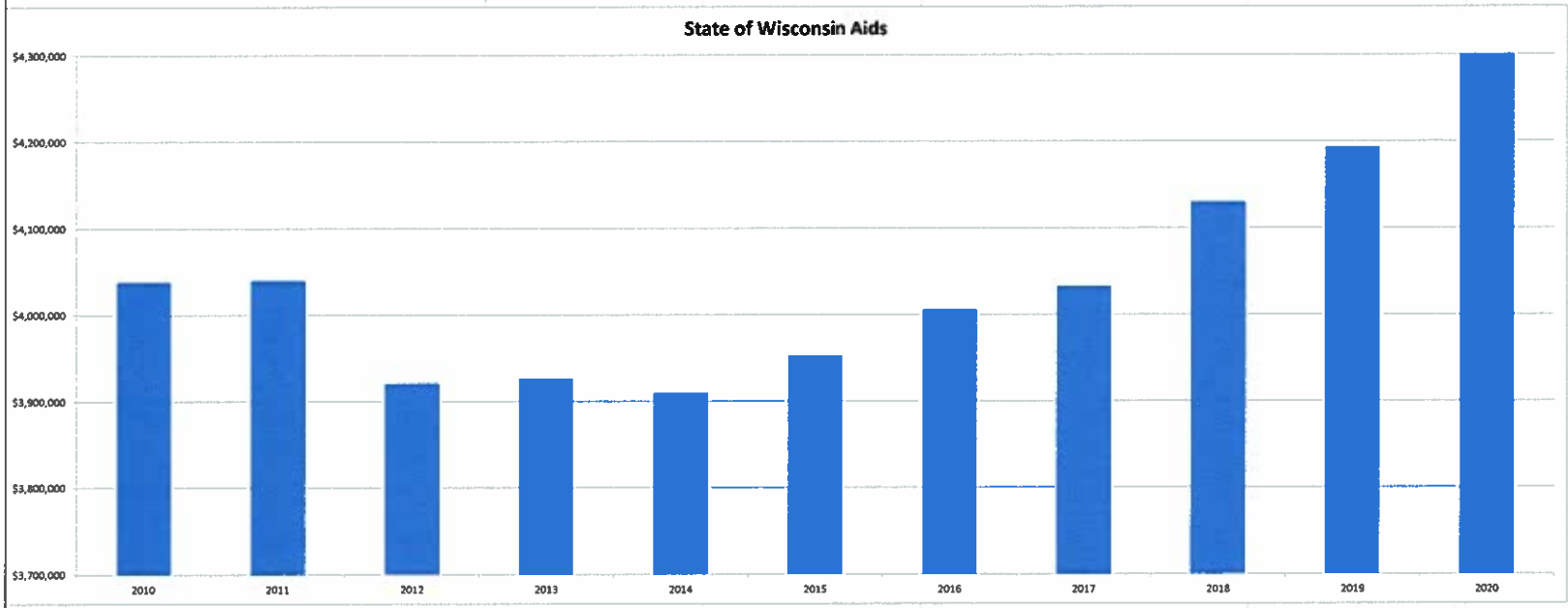
Just a reminder, the statutes provide that CPI for ERP is defined as follows: "Inflation factor" means a percentage equal to the average annual percentage change in the U.S. consumer price index for all urban consumers , U.S. city average, as determined by the U.S. Department of Labor, for the 12 months ending on September 30 of the year before.

Curt Witynski, J.D.
Deputy Director
League of Wisconsin Municipalities
(608) 267-3294

Attachment: Background-2 (4536 : New Construction and State Levy Limit)

City of Merrill — Intergovernmental Revenue From State of Wisconsin

	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Preliminary	Change	
Expenditure Restraint Program	$290,873	$277,814	$262,504	$241,684	$220,081	$218,468	$256,479	$262,733	$266,564	$257,750	$279,697	$21,947	8.5%
State Shared Revenue	3,117,317	3,114,868	3,058,511	3,062,657	3,064,464	3,064,087	3,080,545	3,079,601	3,045,184	3,045,184	3,045,184	$0	
State Utility Aid									39,171	38,211	38,788	$577	
State Computer Exemption Aid	59,835	58,324	55,715	50,833	61,114	59,982	51,878	49,152	49,875	51,081	52,000	$919	
State Personal Property Aid										19,739	41,372	$21,633	109.6%
State Aid - General Transportation	462,238	481,098	432,988	446,513	459,028	486,981	505,697	530,590	610,178	660,576	726,634	$66,058	10.0%
State Aid - Connecting Highway	84,615	85,987	91,588	105,868	86,034	94,879	94,603	95,858	105,062	104,990	115,489	$10,499	10.0%
State Aid - State Facilities	18,412	16,714	14,546	14,102	14,295	22,660	10,876	8,698	9,339	10,464	10,500	$36	
State Aid - Conservation	4,529	4,680	4,660	4,647	4,695	5,166	5,265	5,726	4,639	4,436	4,250	($186)	
Total State of WI Aids	$4,037,820	$4,039,486	$3,920,512	$3,926,304	$3,909,710	$3,952,223	$4,005,343	$4,032,358	$4,130,112	$4,192,431	$4,313,913	$121,482	2.9%
Change From Previous Year	($43,857)	$1,666	($118,974)	$5,792	($16,594)	$42,513	$53,120	$27,015	$97,754	$62,319	$121,482		



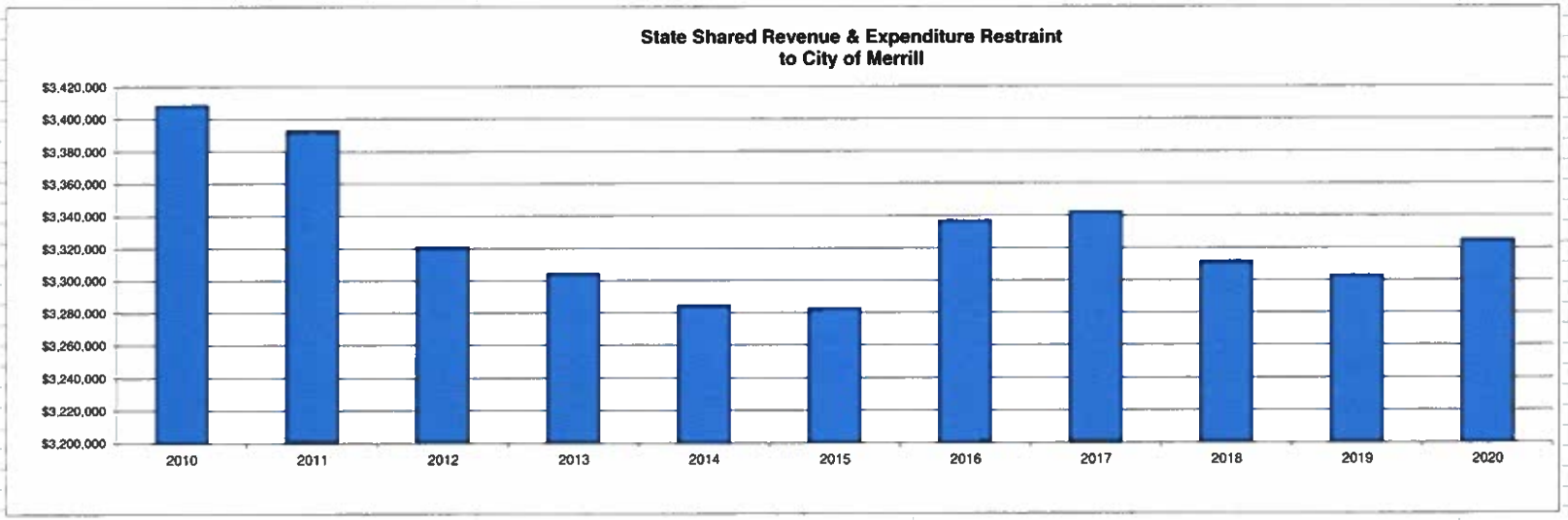
Attachment: Background-2 (4536 : New Construction and State Levy Limit)

State Intergovernmental Aid-2020

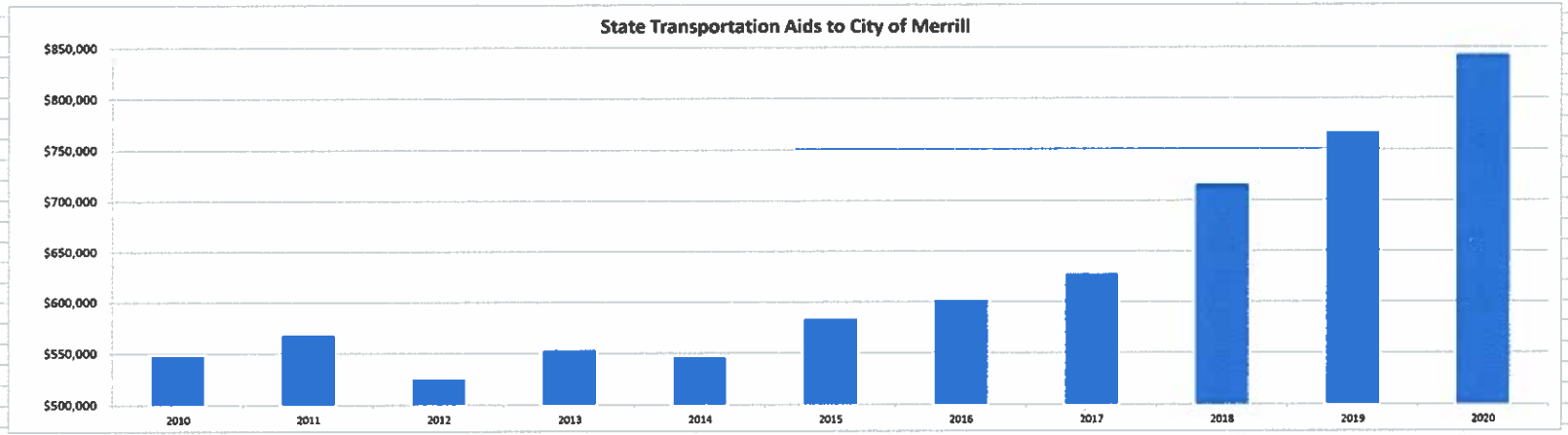
Revised: 9/26/2019

Intergovernmental Revenue From State of Wisconsin - Shared Revenue/Expenditure Restraint

	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Preliminary
Shared Revenue/Expenditure Restraint	$3,408,191	$3,392,682	$3,321,014	$3,304,341	$3,284,546	$3,282,555	$3,337,024	$3,342,334	$3,311,848	$3,302,934	$3,324,881
Change in Shared Revenue/Expenditure	($52,632)	($15,508)	($71,668)	($16,674)	($19,795)	($1,991)	$54,469	$5,310	($30,486)	($8,914)	$21,947



	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Preliminary
State Transportation Aids	$546,853	$567,085	$524,576	$552,381	$545,061	$581,860	$600,301	$626,448	$715,240	$765,566	$842,123
Change in State Transportation Aids	$14,375	$20,232	($42,509)	$27,805	($7,320)	$36,799	$18,441	$26,147	$88,792	$50,326	$76,557



Attachment: Background-2 (4536 : New Construction and State Levy Limit)

10 -General Fund
Non-Departmental

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET	
REVENUES									
Taxes (or Utility Rev.)									
40000-41110 General Property Taxes	3,696,701	3,955,210	4,001,036	4,001,036	4,001,036	4,037,029	35,993		
40000-41140 Mobile Home Parking Fees	14,652	13,528	15,000	13,415	15,000	15,000	0		
40000-41310 PILOT - Utility	363,612	374,442	363,612	374,442	385,000	385,000	21,388		
40000-41320 PILOT-Housing Authority	56,218	53,337	53,500	46,344	46,344	52,000	(1,500)		
40000-41800 Interest on Del. Taxes	22,678	12,360	12,500	15,378	15,378	15,000	2,500		
TOTAL Taxes (or Utility Rev.)	4,153,860	4,408,877	4,445,648	4,450,615	4,462,758	4,504,029	58,381		
Intergovernmental									
40000-43400 Expend. Restraint	262,733	266,664	257,750	0	257,750	279,870	22,119		
40000-43410 Shared Revenue	3,079,601	3,045,184	3,045,184	720,260	3,045,184	3,045,184	0		
40000-43420 Utility Aid - State	0	39,171	38,211	0	38,211	38,788	577		
40000-43430 Exempt. Computer Aid	49,152	49,875	50,000	51,081	51,081	51,000	1,000		
40000-43435 State PP Aid	0	0	19,739	19,739	19,739	41,372	21,634		
40000-43531 Gen. Transportation Aids	530,590	610,178	660,576	495,432	660,576	726,634	66,058		
40000-43533 Connecting Highway Aids	95,858	105,062	104,990	78,743	104,990	115,489	10,499		
40000-43610 Mun. Services Aid	8,698	9,339	10,000	10,464	10,464	10,500	500		
40000-43620 PILOT-ST. Conservation	5,726	4,639	5,250	4,436	4,436	4,500	(750)		
TOTAL Intergovernmental	4,032,358	4,130,112	4,191,701	1,380,155	4,192,431	4,313,337	121,637		
Licenses and Permits									
40000-44100 Liquor & Malt Licenses	23,387	25,730	24,000	24,662	25,000	25,000	1,000		
40000-44110 Bartenders Licenses-AVE.	12,650	2,390	6,500	11,180	12,000	6,500	0		
40000-44120 Cigarette Licenses	1,700	1,800	1,900	2,300	2,300	2,000	100		
40000-44125 Liquor License - Pub. Fees	305	345	325	340	350	350	25		
40000-44150 Misc. Bus./Occ. Licenses	715	765	750	345	750	750	0		
40000-44200 Dog Licenses	66	(375)	250	(731)	250	250	0		
40000-44350 Excavation Permits	3,315	3,445	3,500	3,905	4,250	3,500	0		
40000-44400 Zoning & Plan Fees	1,500	525	1,500	1,625	1,750	1,500	0		
40000-44910 Mobile Home Park License	296	168	296	168	168	168	(128)		
TOTAL Licenses and Permits	43,933	34,793	39,021	43,794	46,818	40,018	997		
Fines, Forfeits, & Pen.									
40000-45100 Municipal Court Revenue	86,797	73,891	98,500	56,160	90,000	98,500	0		
40000-45150 Parking Violations Tickets	18,905	16,665	19,000	8,105	18,000	18,000	(1,000)		
TOTAL Fines, Forfeits, & Pen.	105,702	90,556	117,500	64,265	108,000	116,500	(1,000)		

40000-45100 Municipal Court Revenue

PERMANENT NOTES:
In Fall 2018, transition to new State of WI debt collections instead of of tax intercept. As of 9/30/2019, there is about $452,000 posted to this system.

Attachment: Background-2 (4536 : New Construction and State Levy Limit)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

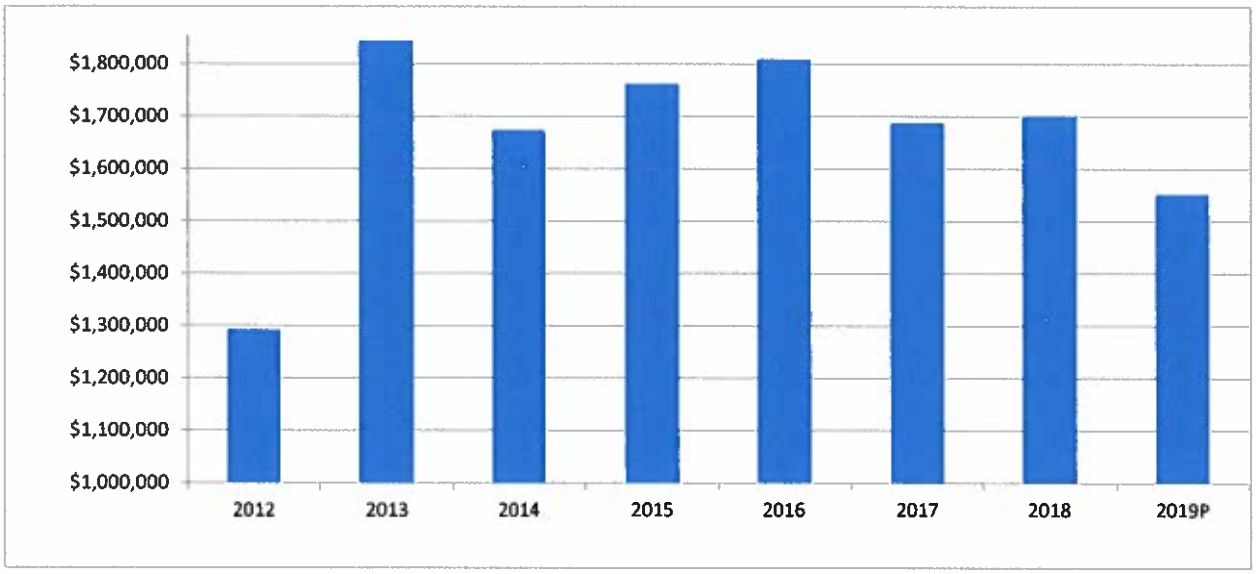
10 -General Fund
Non-Departmental

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
Public Charges-Services								
40000-46100 Copier Revenue	52	40	50	140	175	50	0	
40000-46115 NSF Ck.-Processing Fee	60	30	75	70	100	100	25	
40000-46130 SA Research - Title Co.	4,401	5,040	4,500	3,274	4,500	4,500	0	
40000-46215 Service/Writ Fee-POLICE	90	0	0	30	0	0	0	
40000-46330 Parking Lot Permits	3,901	2,849	3,000	1,226	3,000	3,000	0	
TOTAL Public Charges-Services	8,504	7,959	7,625	4,740	7,775	7,650	25	
Miscellaneous Revenues								
40000-48110 Interest - Investments	3,463	19,921	20,000	50,391	65,000	30,000	10,000	
40000-48120 Int.-Delinquent PP	53	160	50	2,208	2,208	50	0	
40000-48130 Int -Special Assmts/Charges	2,126	2,032	1,000	1,596	1,000	1,000	0	
40000-48200 City Hall Rentals	78,712	79,961	81,500	61,853	85,500	87,000	5,500	
40000-48250 Misc. Rentals	22	10	50	10	50	50	0	
40000-48275 Right of Way Leases	3,776	4,302	4,500	4,517	4,517	4,500	0	
40000-48278 Lamar Billboard Lease	0	1,800	1,800	0	1,800	1,800	0	
40000-48310 Sale of City Land	10	2,375	0	0	0	0	0	
40000-48950 Other Misc. Revenues	58	40	250	20	250	250	0	
TOTAL Miscellaneous Revenues	88,220	110,600	109,150	120,595	160,325	124,650	15,500	
TOTAL REVENUES	8,432,576	8,782,897	8,910,645	6,064,163	8,978,107	9,106,184	195,540	
REVENUE OVER/(UNDER) EXPENDITURES	8,432,576	8,782,897	8,910,645	6,064,163	8,978,107	9,106,184	195,540	

Attachment: Background-2 (4536 : New Construction and State Levy Limit)

City of Merrill - Undesignated General Fund Balance

Preliminary 2019 Projection



City capital project borrowing in 2013, 2016, 2017, & 2018.
City capital project borrowing in process for 2019.

As of 12/31st	Undesignated General Fund	Undesignated Change	
2012	$1,292,555 **	($302,315)	
2013	$1,844,266	$551,711	
2014	$1,673,673	($170,593)	Adjusted for $705,578 reimbursement borrowing in 2016
2015	$1,762,535	$88,862	Adjusted for $1,229,727 reimbursement borrowing in 2016
2016	$1,809,741	$47,206	
2017	$1,687,571	($122,170)	
2018	$1,699,745	$12,174	
2019P	**$1,551,390**	($148,355)	Paid off State Trust Fund 2004 Pension Loan @ 5.25% Int.

		Undesignated Balance is:
2019 Budget	$12,347,395	**13.8% of 2019 Operations Budget**

**Adjusted by $1,185,263 borrowing reimbursements (Series 2013A/2013B) - from $107,292 Schenck balance

Prepared by: Finance Director Kathy Unertl

Attachment: Background-2 (4536 : New Construction and State Levy Limit)

CITY OF MERRILL
2020 Budget Background

Personnel & Employee Benefits

City Organization Chart

Police Union - Wages (In Negotiations for 2020)

Firefighters Union - Wages (In Negotiations for 2020)

Non-Union - Wages (Current Grades/Steps)

	@ Top Step
Full-Time - Total of 61 Employees	32.8%
Part-Time - Total of 21 Employees	9.5%

Library - Wages (Under Library Board)

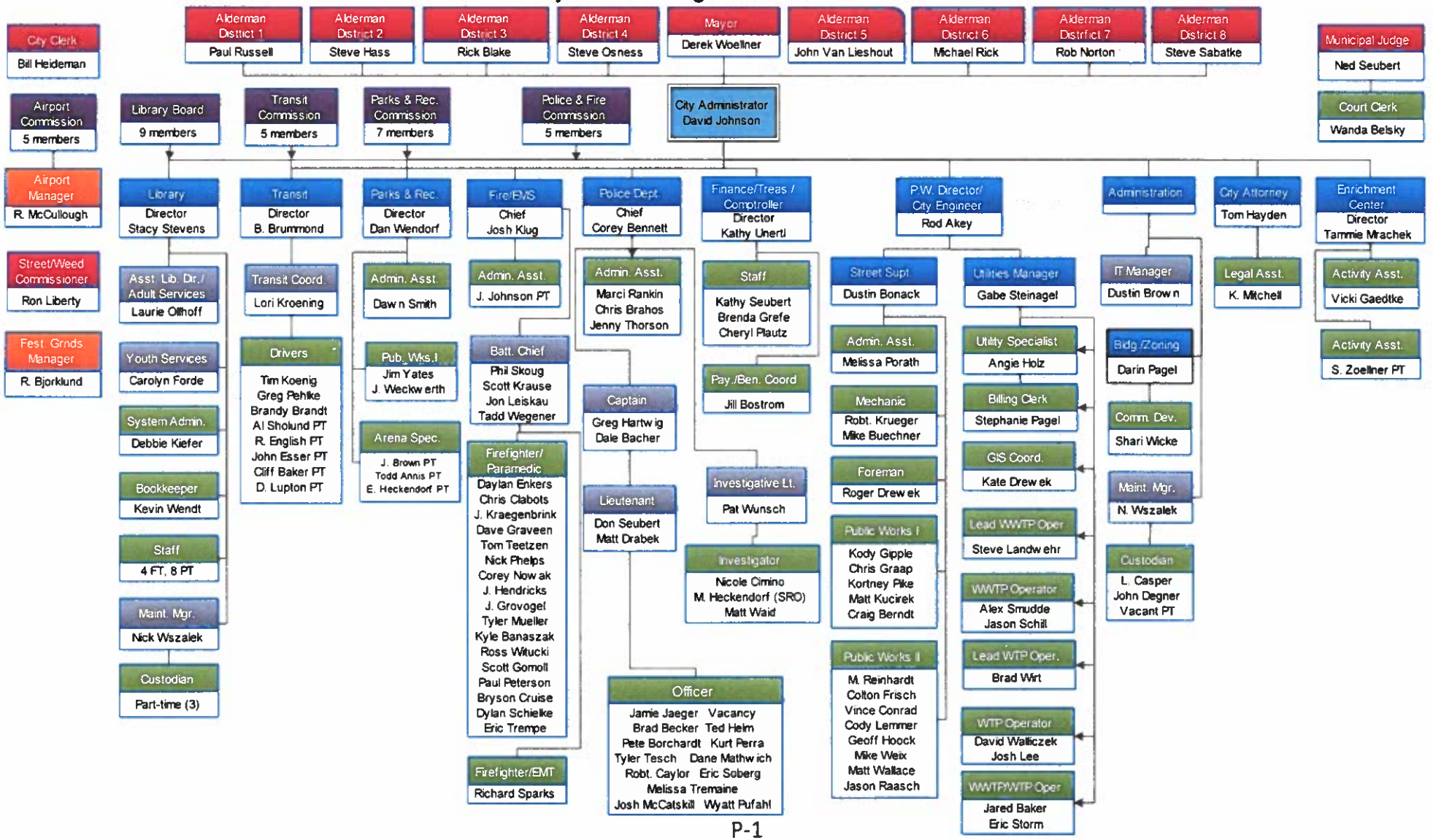
Wisconsin Retirement System (WRS) Rates

City Group Health Insurance

Revised: 9/20/2019

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

City of Merrill Organization Chart 1/1/20



P-1

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

Police Union

Appendix A

Appendix A of the prior Labor Agreement shall be amended to reflect the following increase for Police Officer, Police Officer 1, Police Officer 2, Investigator 1 and SRO/Investigator. The hourly wage is based on 2080 hours

Effective December 25, 2017– 1%

Police Officer	$57,710.49	$27.745
Police Officer 1 – After five (5) years of service	$59,323.32	$28.521
Police Officer 2 – After ten (10) years of service	$61,263.52	$29.454
Investigator 1	$62,479.50	$30.038
SRO/Investigator	$62,479.50	$30.038

Effective June 25, 2018 – 1%

Police Officer	$58,287.59	$28.023
Police Officer 1 – After five (5) years of service	$59,916.55	$28.806
Police Officer 2 – After ten (10) years of service	$61,876.16	$29.748
Investigator 1	$63,104.30	$30.339
SRO/Investigator	$63,104.30	$30.339

Effective December 24, 2018 – 1%

Police Officer	$58,870.47	$28.303
Police Officer 1 – After five (5) years of service	$60,515.72	$29.094
Police Officer 2 – After ten (10) years of service	$62,494.92	$30.046
Investigator 1	$63,735.34	$30.642
SRO/Investigator	$63.735.34	$30.642

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

Effective April 1, 2019 – 1%

Police Officer	$59,459.17	$28.586
Police Officer 1 – After five (5) years of service	$61,120.88	$29.385
Police Officer 2 – After ten (10) years of service	$63,119.87	$30.346
Investigator 1	$64,372.69	$30.948
SRO/Investigator	$64,372.69	$30.948

Effective June 24, 2019 – 1%

Police Officer	$60,053.76	$28.872
Police Officer 1 – After five (5) years of service	$61,732.09	$29.679
Police Officer 2 – After ten (10) years of service	$63,751.07	$30.650
Investigator 1	$65,016.42	$31.258
SRO/Investigator	$65,016.42	$31.258

Effective September 30, 2019 – 1%

Police Officer	$60,654.30	$29.161
Police Officer 1 – After five (5) years of service	$62,349.41	$29.976
Police Officer 2 – After ten (10) years of service	$64,388.58	$30.956
Investigator 1	$65,666.58	$31.570
SRO/Investigator	$65,666.58	$31.570

Investigators - 3
Police Officer 2 - 7
Police Officer 1 - 3
Police Officer - 3

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

Firefighters Union

APPENDIX A

2018 - 2019 SALARY SCHEDULE

WITH OFFSET 6.0% TO 6.7% OF WISCONSIN RETIREMENT SYSTEM (WRS)

	12/25/17	06/25/18	12/24/18	04-01-19	06-24-19	09-30-19
Increase	1.70%	1.00%	1.00%	1.00%	1.00%	1.00%
Paramedic/Firefighter	$61,702.97	$62,320.00	$62,943.20	$63,572.63	64,208.36	64,850.44
EMT/Firefighter	$57,659.97	$58,236.57	$58,818.94	$59,407.13	60,001.20	60,601.21
Special Service Rate	$27.34	$27.61	$27.89	$28.17	28.45	28.73

New Hire Schedule will be as follows:

A New Hire starts at 95% of wages of whichever classification they are assigned.

Upon completion of their probationary period, they shall receive 100% of wages of whichever classification they are assigned.

Paramedics - 16
Paramedics 95% - 1
EMT/Firefighter - 1

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

City of Merrill - Non-Union Compensation **APPENDIX B** **Effective: 6/24/2019**

Annual Equivalent

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Grade
21	$94,972.80	$97,406.40	$99,923.20	$102,460.80	$105,102.40	$107,806.40	$110,572.80	$113,422.40	$116,334.40	$119,308.80	$122,366.40	21
20	$89,211.20	$91,478.40	$93,828.80	$96,220.80	$98,675.20	$101,192.00	$103,771.20	$106,454.40	$109,220.80	$111,987.20	$114,878.40	20
19	$83,699.20	$85,841.60	$88,046.40	$90,292.80	$92,601.60	$94,972.80	$97,406.40	$99,923.20	$102,502.40	$105,123.20	$107,806.40	19
18	$78,249.60	$80,246.40	$82,305.60	$84,406.40	$86,569.60	$88,795.20	$91,062.40	$93,392.00	$95,804.80	$98,259.20	$100,755.20	18
17	$73,216.00	$75,088.00	$77,022.40	$78,977.60	$80,995.20	$83,075.20	$85,196.80	$87,380.80	$89,648.00	$91,936.00	$94,286.40	17
16	$68,515.20	$70,262.40	$72,072.00	$73,923.20	$75,816.00	$77,771.20	$79,768.00	$81,806.40	$83,907.20	$86,049.60	$88,254.40	16
15	$64,209.60	$65,852.80	$67,558.40	$69,284.80	$71,052.80	$72,883.20	$74,755.20	$76,648.00	$78,624.00	$80,641.60	$82,721.60	15
14	$60,320.00	$61,859.20	$63,440.00	$65,062.40	$66,726.40	$68,432.00	$70,179.20	$71,968.00	$73,819.20	$75,712.00	$77,667.20	14
13	$56,555.20	$58,011.20	$59,488.00	$61,006.40	$62,566.40	$64,188.80	$65,832.00	$67,516.80	$69,243.20	$71,011.20	$72,820.80	13
12	$52,998.40	$54,371.20	$55,764.80	$57,183.78	$58,656.00	$60,153.60	$61,692.80	$63,252.80	$64,875.20	$66,539.20	$68,224.00	12
11	$49,816.00	$51,105.60	$52,416.00	$53,768.00	$55,140.80	$56,534.40	$57,990.40	$59,488.00	$61,027.20	$62,587.20	$64,188.80	11
10	$46,779.20	$47,985.60	$49,233.60	$50,502.40	$51,792.00	$53,102.40	$54,475.20	$55,868.80	$57,304.00	$58,780.80	$60,320.00	10
9	$43,992.00	$45,115.20	$46,280.00	$47,465.60	$48,692.80	$49,940.80	$51,230.40	$52,561.60	$53,913.60	$55,286.40	$56,721.60	9
8	$41,371.20	$42,452.80	$43,534.40	$44,636.80	$45,780.80	$46,945.60	$48,152.00	$49,379.20	$50,648.00	$51,937.60	$53,268.80	8
7	$38,896.00	$39,915.20	$40,934.40	$41,995.20	$43,076.80	$44,179.20	$45,323.20	$46,488.00	$47,673.60	$48,880.00	$50,148.80	7
6	$36,712.00	$37,648.00	$38,604.80	$39,603.20	$40,622.40	$41,662.40	$42,723.20	$43,825.60	$44,948.80	$46,113.60	$47,299.20	6
5	$34,652.80	$35,547.20	$36,462.40	$37,398.40	$38,355.20	$39,332.80	$40,331.20	$41,371.20	$42,432.00	$43,513.60	$44,636.80	5
4	$32,801.60	$33,633.60	$34,486.40	$35,380.80	$36,275.20	$37,211.20	$38,168.00	$39,145.60	$40,144.00	$41,163.20	$42,224.00	4
3	$30,368.00	$31,137.60	$31,928.00	$32,739.20	$33,571.20	$34,424.00	$35,318.40	$36,212.80	$37,148.80	$38,105.60	$39,083.20	3
2	$28,100.80	$28,828.80	$29,577.60	$30,326.40	$31,096.00	$31,886.40	$32,697.60	$33,529.60	$34,382.40	$35,256.00	$36,171.20	2
1	$26,000.00	$26,665.60	$27,352.00	$28,059.20	$28,787.20	$29,536.00	$30,284.80	$31,054.40	$31,844.80	$32,656.00	$33,488.00	1
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Grade

Fire Battalion - 2,912 Hrs
Grade 14 - Step 8 One
Grade 14 - Step 9 One
Grade 14 - Step 10 Two

P-5

Full-Time

Non-Union 2019-July Grid

Revised: 6/20/2019

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Grade 21											1
Grade 20									1		1
Grade 19				1	1			1			
Grade 18				1							
Grade 17					1						
Grade 16				1							
Grade 15		1						1			2
Grade 14				1					3		
Grade 13											
Grade 12									1		
Grade 11									1	1	
Grade 10				1						1	
Grade 9		2	1		1		1		1	1	1
Grade 8	1							1		1	1
Grade 7				1	1					1	7
Grade 6			2	1	2	1					6
Grade 5		2	1								1
Grade 4											
Grade 3		1									
Grade 2											
Grade 1											
TOTAL	1	6	4	7	6	1	1	3	7	5	20

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

Full-Time Employees
Number of Employees in each Grade/Step

City of Merrill - Non-Union Compensation **APPENDIX B** **Effective: 6/24/2019**

Hourly Schedule

Grade	87.5% Step 1	90.0% Step 2	92.5% Step 3	95.0% Step 4	97.5% Step 5	100.0% Step 6	102.5% Step 7	105.0% Step 8	107.5% Step 9	110.0% Step 10	112.5% Step 11	Grade
21	$45.66	$46.83	$48.04	$49.26	$50.53	$51.83	$53.16	$54.53	$55.93	$57.36	$58.83	21
20	$42.89	$43.98	$45.11	$46.26	$47.44	$48.65	$49.89	$51.18	$52.51	$53.84	$55.23	20
19	$40.24	$41.27	$42.33	$43.41	$44.52	$45.66	$46.83	$48.04	$49.28	$50.54	$51.83	19
18	$37.62	$38.58	$39.57	$40.58	$41.62	$42.69	$43.78	$44.90	$46.06	$47.24	$48.44	18
17	$35.20	$36.10	$37.03	$37.97	$38.94	$39.94	$40.96	$42.01	$43.10	$44.20	$45.33	17
16	$32.94	$33.78	$34.65	$35.54	$36.45	$37.39	$38.35	$39.33	$40.34	$41.37	$42.43	16
15	$30.87	$31.66	$32.48	$33.31	$34.16	$35.04	$35.94	$36.85	$37.80	$38.77	$39.77	15
14	$29.00	$29.74	$30.50	$31.28	$32.08	$32.90	$33.74	$34.60	$35.49	$36.40	$37.34	14
13	$27.19	$27.89	$28.60	$29.33	$30.08	$30.86	$31.65	$32.46	$33.29	$34.14	$35.01	13
12	$25.48	$26.14	$26.81	$27.49	$28.20	$28.92	$29.66	$30.41	$31.19	$31.99	$32.80	12
11	$23.95	$24.57	$25.20	$25.85	$26.51	$27.18	$27.88	$28.60	$29.34	$30.09	$30.86	11
10	$22.49	$23.07	$23.67	$24.28	$24.90	$25.53	$26.19	$26.86	$27.55	$28.26	$29.00	10
9	$21.15	$21.69	$22.25	$22.82	$23.41	$24.01	$24.63	$25.27	$25.92	$26.58	$27.27	9
8	$19.89	$20.41	$20.93	$21.46	$22.01	$22.57	$23.15	$23.74	$24.35	$24.97	$25.61	8
7	$18.70	$19.19	$19.68	$20.19	$20.71	$21.24	$21.79	$22.35	$22.92	$23.50	$24.11	7
6	$17.65	$18.10	$18.56	$19.04	$19.53	$20.03	$20.54	$21.07	$21.61	$22.17	$22.74	6
5	$16.66	$17.09	$17.53	$17.98	$18.44	$18.91	$19.39	$19.89	$20.40	$20.92	$21.46	5
4	$15.77	$16.17	$16.58	$17.01	$17.44	$17.89	$18.35	$18.82	$19.30	$19.79	$20.30	4
3	$14.6	$14.97	$15.35	$15.74	$16.14	$16.55	$16.98	$17.41	$17.86	$18.32	$18.79	3
2	$13.51	$13.86	$14.22	$14.58	$14.95	$15.33	$15.72	$16.12	$16.53	$16.95	$17.39	2
1	$12.50	$12.82	$13.15	$13.49	$13.84	$14.20	$14.56	$14.93	$15.31	$15.70	$16.10	1
Grade	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**	**Step 6**	**Step 7**	**Step 8**	**Step 9**	**Step 10**	**Step 11**	**Grade**

P-7 Part-Time

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Grade 21											
Grade 20											
Grade 19											
Grade 18											
Grade 17											
Grade 16											
Grade 15											
Grade 14											
Grade 13					1						
Grade 12											
Grade 11											
Grade 10											
Grade 9											
Grade 8											
Grade 7	1										
Grade 6				1							
Grade 5	1		2	1			1				
Grade 4											
Grade 3		4	5								2
Grade 2											
Grade 1	1	1									
TOTAL	3	5	7	2	1	0	1	0	0	0	2

Part-Time Employees
Number of Employees in each Grade/Step

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

City of Merrill

T.B. Scott Free Library Compensation Schedule - 2019

2019 - 1.0% Pay Plan

Effective 6/24/2019

Step / Grade	1	2	3	4	5	6	7	8	9	Step / Grade
Annual - Based upon 2,080 Hours										
1							$16,167.84	$16,352.96	$16,538.08	1
2	$18,930.08	$19,439.68	$19,918.08	$20,398.56	$20,939.36	$21,392.80	$21,981.44	$22,459.84	$23,067.20	2
3	$26,719.68	$27,381.12	$28,092.48	$28,799.68	$29,536.00	$30,224.48	$31,008.64	$31,767.84	$32,554.08	3
4	$29,536.00	$30,222.40	$31,008.64	$31,767.84	$32,585.28	$33,394.40	$34,232.64	$35,120.80	$35,984.00	4
5	$32,554.08	$33,394.40	$34,232.64	$35,120.80	$35,954.88	$36,820.16	$37,758.24	$38,750.40	$39,711.36	5
6	$35,954.88	$36,820.16	$37,758.24	$38,750.40	$39,711.36	$40,703.52	$41,720.64	$42,764.80	$43,792.32	6
7	$39,711.36	$40,703.52	$41,720.64	$42,764.80	$43,821.44	$44,915.52	$46,030.40	$47,176.48	$48,441.12	7
8	$43,821.44	$44,915.52	$46,030.40	$47,176.48	$48,162.40	$49,585.12	$50,851.84	$52,072.80	$53,366.56	8
9	$48,414.08	$49,585.12	$50,851.84	$52,072.80	$53,366.56	$54,466.88	$56,080.96	$57,449.60	$58,897.28	9
10	$53,366.56	$54,733.12	$56,080.96	$57,449.60	$58,897.28	$60,369.92	$61,840.48	$63,390.08	$65,008.32	10
11	$58,897.28	$60,369.92	$61,840.48	$63,390.08	$65,008.32	$66,589.12	$68,259.36	$69,985.76	$71,787.04	11
12	$65,008.32	$66,589.12	$68,259.36	$69,985.76	$71,787.04	$73,461.44	$75,287.68	$77,165.92	$78,734.24	12

Under Library Board

Full-Time
Nine Employees

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

City of Merrill

T.B. Scott Free Library Compensation Schedule - 2019

2019 - 1.0% Pay Plan

Effective 6/24/2019

Step / Grade	1	2	3	4	5	6	7	8	9	Step / Grade
Rate/Per Hour					Federal Minimum Wage $7.25 effective 7/24/2009					
					Grade 1 @ Minimum Wage with 14% steps					
1							$7.773	$7.862	$7.951	1
2	$9.101	$9.346	$9.576	$9.807	$10.067	$10.285	$10.568	$10.798	$11.090	2
3	$12.846	$13.164	$13.506	$13.846	$14.200	$14.531	$14.908	$15.273	$15.651	3
4	$14.200	$14.530	$14.908	$15.273	$15.666	$16.055	$16.458	$16.885	$17.300	4
5	$15.651	$16.055	$16.458	$16.885	$17.286	$17.702	$18.153	$18.630	$19.092	5
6	$17.286	$17.702	$18.153	$18.630	$19.092	$19.569	$20.058	$20.560	$21.054	6
7	$19.092	$19.569	$20.058	$20.560	$21.068	$21.594	$22.130	$22.681	$23.289	7
8	$21.068	$21.594	$22.130	$22.681	$23.155	$23.839	$24.448	$25.035	$25.657	8
9	$23.276	$23.839	$24.448	$25.035	$25.657	$26.186	$26.962	$27.620	$28.316	9
10	$25.657	$26.314	$26.962	$27.620	$28.316	$29.024	$29.731	$30.476	$31.254	10
11	$28.316	$29.024	$29.731	$30.476	$31.254	$32.014	$32.817	$33.647	$34.513	11
12	$31.254	$32.014	$32.817	$33.647	$34.513	$35.318	$36.196	$37.099	$37.853	12

Under Library Board

Part-Time
Grade 2 – Step 5 Two
Grade 3 – Step 1 Two

Revised: 5/21/2019

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

WRS Employer Rates
Current / Future Rates Inquiry

06/27/2019

This page allows you to view current and future employer rates.

Employer Selection: 0997-000 MERRILL, CITY OF

Display | Clear Form | Return to Homepage

Employer Name MERRILL, CITY OF
Employer Number 0997-000

General							
Calendar Year	Employee Required	Benefit Adjust	Employer Required	Prior Service	Duty Disability	Sick Leave	Total
2019	6.55	0.00	6.55	0.00	0.00	0.00	13.10
2020	6.75	0.00	6.75	0.00	0.00	0.00	13.50

Elected Officials, Judges, State Executive Pay Plan							
Calendar Year	Employee Required	Benefit Adjust	Employer Required	Prior Service	Duty Disability	Sick Leave	Total
2019	6.55	0.00	6.55	0.00	0.00	0.00	13.10
2020	6.75	0.00	6.75	0.00	0.00	0.00	13.50

Protective with Social Security							
Calendar Year	Employee Required	Benefit Adjust	Employer Required	Prior Service	Duty Disability	Sick Leave	Total
2019	6.55	0.00	10.55	0.00	0.34	0.00	17.44
2020	6.75	0.00	11.65	0.00	0.17	0.00	18.57

Protective without Social Security							
Calendar Year	Employee Required	Benefit Adjust	Employer Required	Prior Service	Duty Disability	Sick Leave	Total
2019	6.55	0.00	14.95	0.00	0.34	0.00	21.84
2020	6.75	0.00	16.25	0.00	0.17	0.00	23.17

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

City of Merrill - Health Insurance - 2020 With @ 5.0% Increase
HDHP - High Deductible Health Plan - HSA Eligible

The 2019 Aspirus Narrow Network (HMO)

	Monthly Premium		Annual Premium		Employee
Deductible $1,500/$3,000 - then 80%/20%	**Single**	**Family**	**Single**	**Family**	**%**
up to Maximum Out-of-Pocket $3,000/$6,000					
AspirusArise - HMO - **HSA Eligible**	$930.39	$1,860.78	$11,164.66	$22,329.33	
Employee Co-Payment	($102.34)	($204.68)	($1,228.08)	($2,456.16)	**11.000%**
Net City Expense	**$828.05**	**$1,656.10**	**$9,936.58**	**$19,873.17**	

Employee Co-Payment	**($51.17)**	**($102.34)**	**Pay Period**

The 2020 Aspirus Narrow Network (HMO) - With 5.0% Increase

	Monthly Premium		Annual Premium		Employee
Deductible $1,500/$3,000 - then 80%/20%	**Single**	**Family**	**Single**	**Family**	**%**
up to Maximum Out-of-Pocket $3,000/$6,000					
AspirusArise - HMO - **HSA Eligible**	$976.91	$1,953.82	$11,722.91	$23,445.83	
Employee Co-Payment *	($107.46)	($214.92)	($1,289.52)	($2,579.04)	**11.000%**
Net City Expense	**$869.45**	**$1,738.90**	**$10,433.39**	**$20,866.79**	

Employee Co-Payment	**($53.73)**	**($107.46)**	**Pay Period**

*Based upon Police/Fire Union Contracts

Change in Premium	**$46.52**	**$93.04**	**$558.24**	**$1,116.48**
Change in City Expense for 2020	**$41.40**	**$82.80**	**$496.81**	**$993.60**

Employee Co-Pay Difference Monthly Premium	
Single	**Family**
$5.12	**$10.24**

Employee Co-Pay Difference Annual Premium	
Single	**Family**
$61.43	**$122.88**

Attachment: Budget 2020 - Personnel-Benefits (4553 : 2020 Budget)

CITY OF MERRILL

PROPOSED INFRASTRUCTURE PROJECTS

2020 BUDGET REQUESTS

Most of these projects will be funded by
Tax Increment Districts (TIDs) through
TID Revenue Bonds

Revised: 9/25/2019

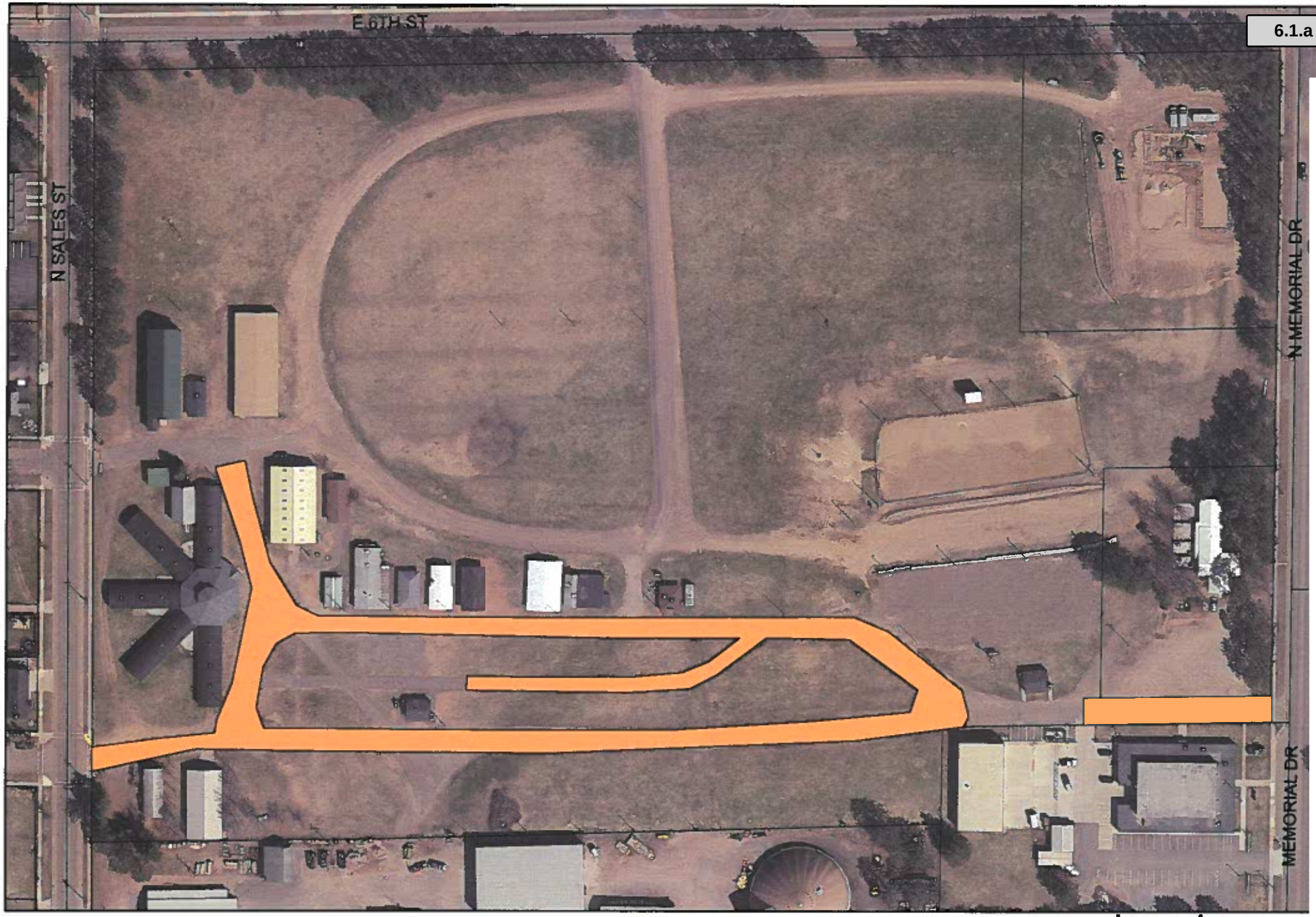
Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

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**
The proposed new utility extensions (TID No. 7 and TID No. 11) would be TID contributions.					**Total TIDs:**	**$50,000**	**$50,000**	**$1,110,000**	**$1,210,000**

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)



Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

N
W E
S

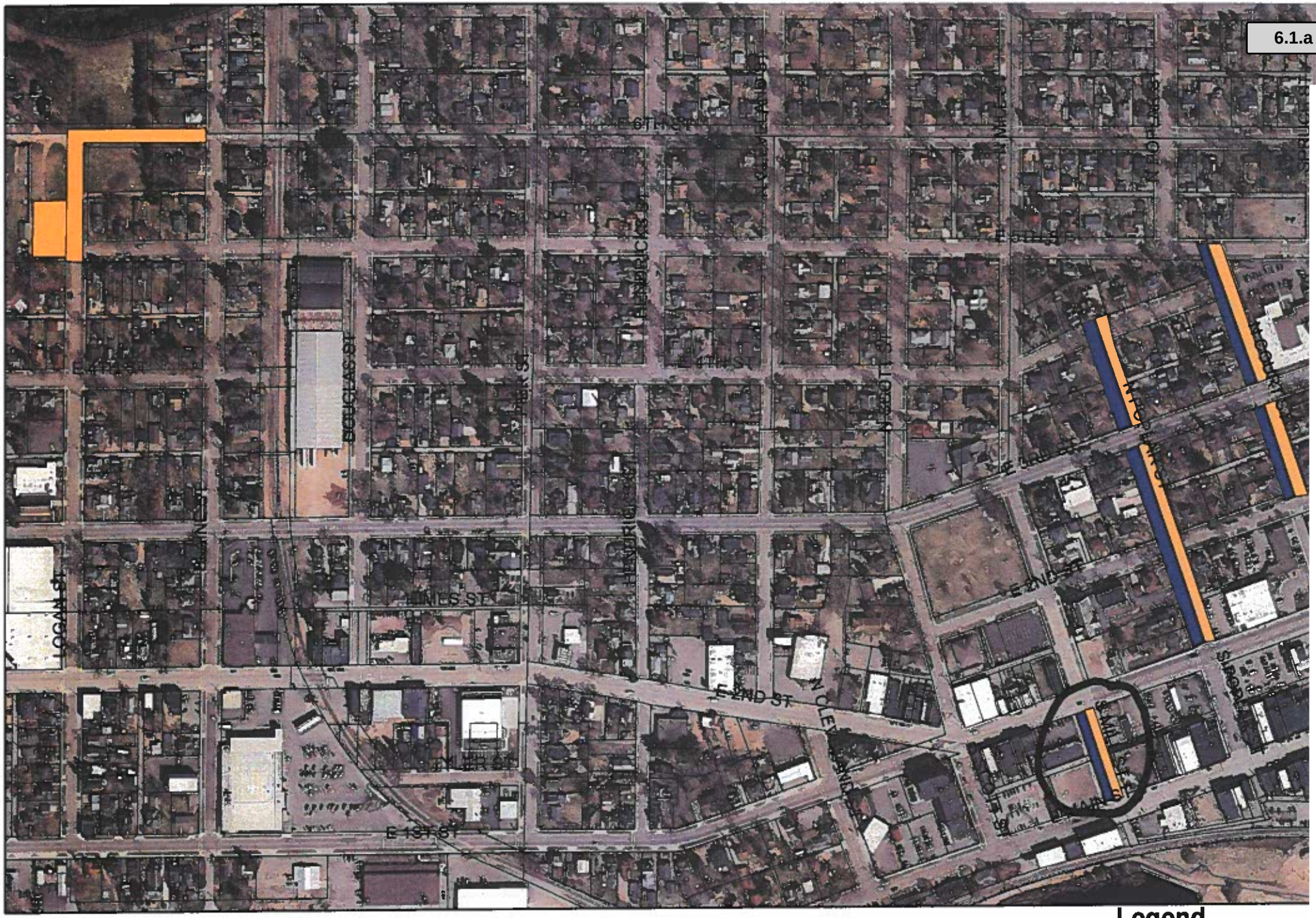
2020 Projects

I-2

Legend

Water and Sewer

P



N
W E
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2020 Projects

I-3

Legend

- Water and Sewe
- Pavement

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

2020 Projects

I-4

Legend

- Pavement
- Water and Sewer

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

2020 Projects

I-5

Legend

Streetlights

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

2020 Projects

I-6

Legend

Water & Sewer

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

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**

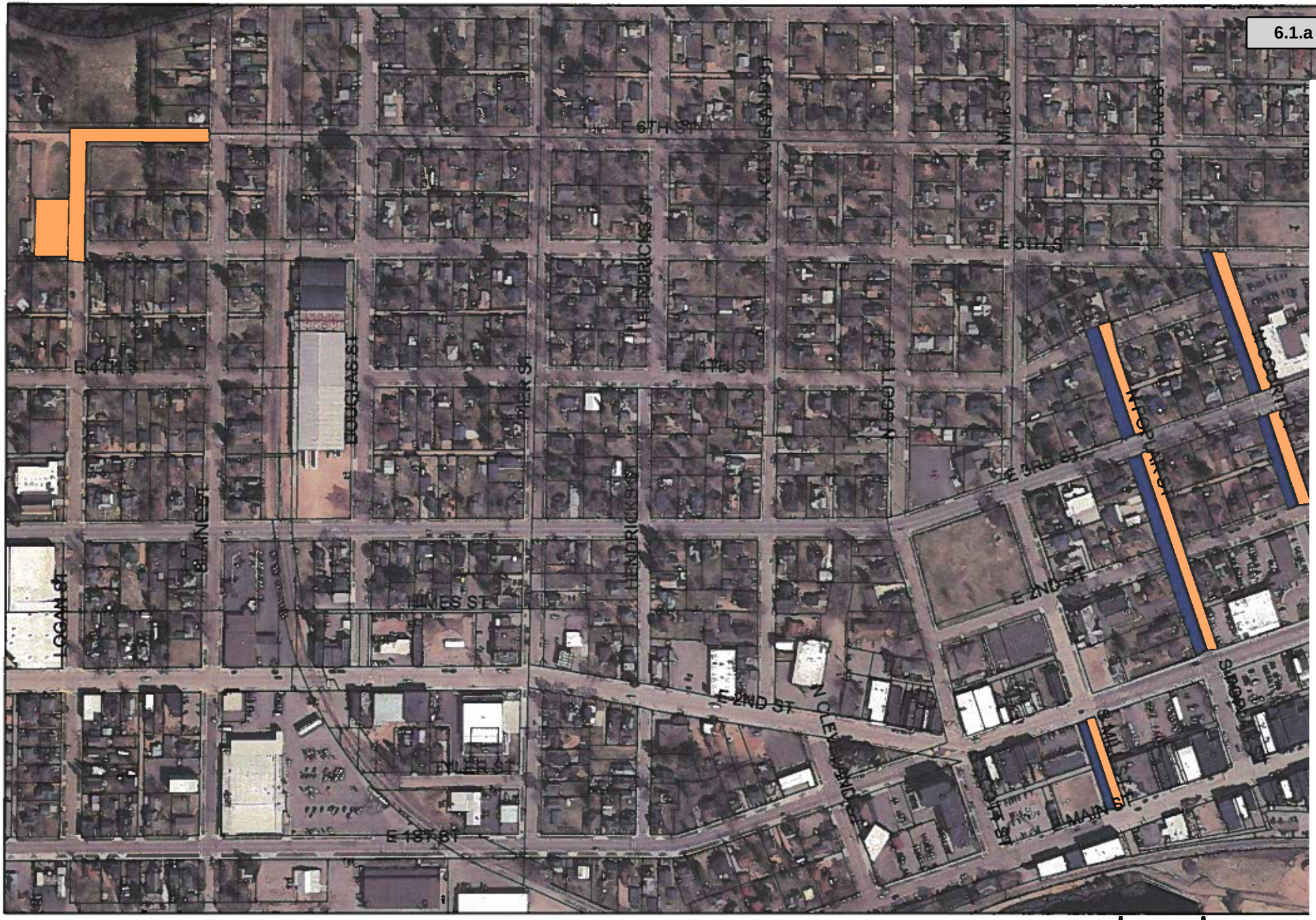
City of Merrill pending 2019 borrowing for this TID No. 12 investment.

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.

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)



Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

N
W E
S

2020 Projects

I-8

Legend

Water and Sewer

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**

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

N
W E
S

1 inch = 299 feet

Potential 2020 Project

I-10

Legend
- TurningLanes
- Pavement
- Water & Sewer

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

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).

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

The project selection process is competitive, with an emphasis on measurable economic benefits, and involves stakeholder input. Equitable geographic distribution[2] 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://wisconsindot.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.

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

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.

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

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).

Attachment: Budget 2020 - Infrastructure (4540 : Proposed Infrastructure Investments)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

20 -Remedial Action-Landfill
Remedial Action

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
Personnel Services								
53622-01-21000 Wages - Street-Perm	0	677	0	0	250	250	250	
53622-01-25000 Wages-Streets LTE	0	0	0	0	0	0	0	
53622-01-41610 Wages - Utility Personnel	5,859	3,781	5,500	3,279	5,000	5,250	(250)	
53622-01-51000 Social Security	408	261	425	275	5,250	425	0	
53622-01-52000 Retirement (WRS)	366	188	370	212	375	390	20	
53622-01-54000 Health Insurance	1,784	364	1,950	489	1,175	1,500	(450)	
53622-01-55000 Life Insurance	11	5	15	3	10	10	(5)	
TOTAL Personnel Services	8,428	5,277	8,260	4,257	12,060	7,825	(435)	
Contractual Services								
53622-02-13250 Engineering Fees	2,992	4,535	2,500	4,090	1,306	2,500	0	
53622-02-15000 WI DNR Review Fee	0	0	0	0	0	0	0	
53622-02-21800 Observation Wells	0	0	2,000	0	2,000	2,000	0	
53622-02-21875 Mowing & Repairs-Landfill	723	34	1,240	681	1,000	1,000	(240)	
53622-02-22000 Gas Monitoring	1,288	1,729	1,500	968	1,500	1,500	0	
53622-02-22500 Contractor - Sampling	12,640	13,281	12,750	8,692	12,750	12,750	0	
TOTAL Contractual Services	17,642	19,580	19,990	14,430	18,556	19,750	(240)	
53622-02-2250Contractor - Sampling	PERMANENT NOTES: Northern Lake Service, Inc.							
Supplies & Expenses								
53622-03-40000 Operating Supplies	0	0	250	0	0	0	(250)	
TOTAL Supplies & Expenses	0	0	250	0	0	0	(250)	
TOTAL EXPENDITURES	26,070	24,857	28,500	18,687	30,616	27,575	(925)	
FUND TOTAL REVENUES	0	0	0	0	0	0	0	
FUND TOTAL EXPENDITURES	26,070	24,857	28,500	18,687	30,616	27,575	(925)	
REVENUE OVER/(UNDER) EXPENDITURES	(26,070)	(24,857)	(28,500)	(18,687)	(30,616)	(27,575)	925	

Attachment: Budget 2020 - Landfill (4541 : Landfill Remediation)

CITY OF MERRILL

WATER UTILITY

2020 BUDGET REQUEST

Preliminary Water Utility 2020 borrowing projected.

Additional fiscal review needed after the 2019 audit completed.

Revised: 9/27/2019

Attachment: Budget 2020 - Water (4542 : Water Fund)

City of Merrill - Water Utility Budget Summary — Enterprise Fund

There have been Simplified Water Rate increases as of 7/1st in 2015 and 2016 and as of 8/1st in 2017 authorized by the Wisconsin Public Service Commission (PSC). Pending potential 2018 rate adjustment.

Finance Director has included Depreciation Adjustment to better reflect Water Utility cash flow.

Revenues	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Budget	Difference
New Borrowing - Pending Series 2019C	$0	$0	$0	**$335,000**	**Pending**	**Pending**
Utility Revenue - Cellular Towers/Jobbing	$93,823	$117,936	$115,936	$105,301	$111,276	$5,975
Utility Revenue - Specials/Amortized	$0	($1,438)	($1,438)	($1,438)	($1,438)	$0
Public Charges - Services	$1,412,106	$1,442,456	$1,505,278	$1,453,410	$1,509,660	$56,250
Miscellaneous Revenues	$18,799	$33,326	$23,880	$20,775	$23,775	$3,000
Miscellaneous Revenues - Interest	$1,123	$2,365	$7,378	$4,000	$7,500	$3,500
Other Financing Sources - Including TIDs	$163,111	$28,931	$154,969	**Pending**	**Pending**	**Pending**
Total Revenues	**$1,688,962**	**$1,623,576**	**$1,806,003**	**$1,917,048**	**$1,650,773**	**$68,725**
Expenditures						
Capital Projects** & Work Orders - Utility	$577,500	$154,756	$221,858	**$597,750**	**Pending**	**Pending**
Pumping	$77,430	$73,210	$75,478	$79,750	$79,750	$0
Water Treatment	$98,726	$54,650	$50,392	$62,000	$67,750	$5,750
Transportation & Distribution (Including Water Towers)	$239,369	$260,075	$289,526	$257,250	$286,250	$29,000
Customer Accounts (Collection)	$66,710	$79,789	$81,026	$84,000	$85,250	$1,250
Administration, General, & Depreciation	$637,142	$757,773	$746,786	$741,706	$759,206	$17,500
Depreciation Adjustment	**($387,006)**	**($412,817)**	**($418,285)**	**($413,000)**	**($420,500)**	**($2,215)**
Contract Work	$2,070	$7,774	$3,403	$3,500	$3,500	$0
Taxes (Including PILOT to City)	$376,007	$385,640	$401,795	$391,500	$409,000	$17,500
Debt Service - Interest	$30,489	$28,465	$27,109	$25,019	**Pending**	**Pending**
Total Expenditures	**$1,718,437**	**$1,389,315**	**$1,479,088**	**$1,829,475**	**$1,270,206**	**$68,785**
Net Revenues minus Expenditures	**($29,475)**	**$234,261**	**$326,915**	**$87,573**	**$380,567**	**($60)**

	2016	2017	2018	2019	2020	Difference
Debt Service - Principal (Balance Sheet)	**$102,487**	**$104,483**	**$106,517**	**$108,592**	**Pending**	**Pending**

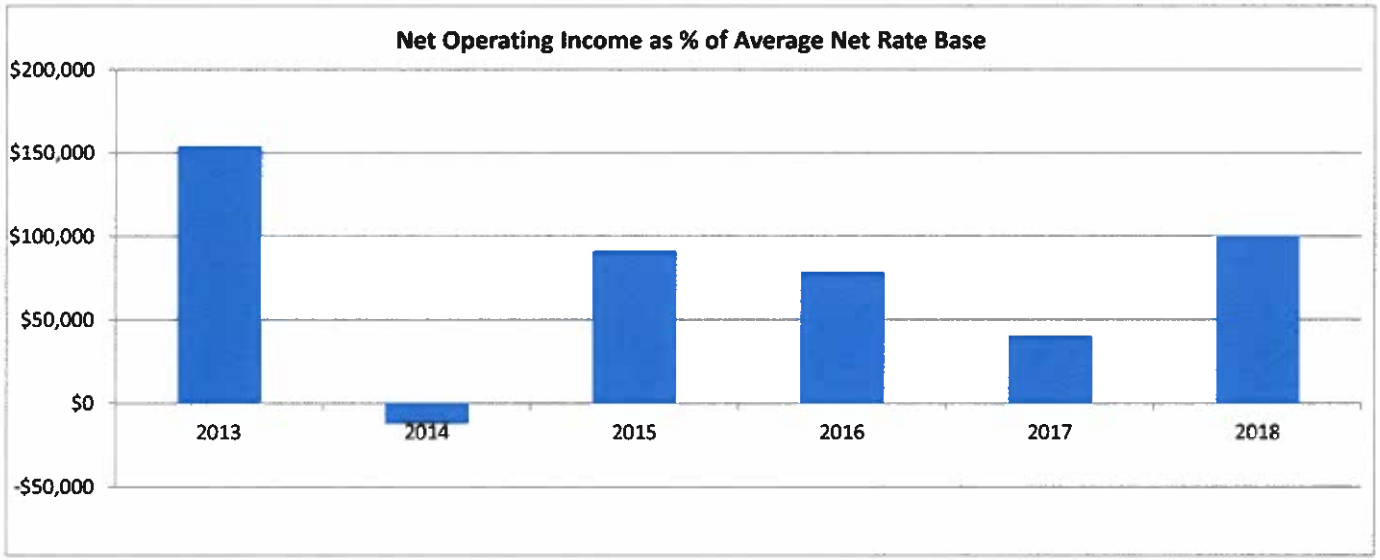
Debt service for Water Treatment Improvements - Safe Drinking Water Loan Program (SDWLP) beginning in 2013.

**Capital projects are reclassified as Assets during the year-end audit process. Shown in this analysis for informational purposes.

Attachment: Budget 2020 - Water (4542 : Water Fund)

City of Merrill Water Utility — Net Operating Income %

	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual
Net Operating Income	$153,994	($12,343)	$91,114	$78,688	$40,252	$99,547
Net Operating Income as % of Ave. Net Rate Base	2.43%	-0.17%	1.27%	1.05%	0.51%	1.26%
% Change From Previous Year	0.15%	-2.60%	1.44%	-0.22%	-0.54%	0.75%

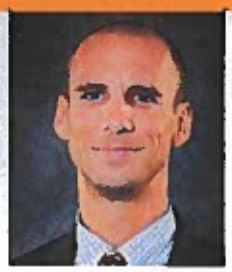


The Wisconsin Public Service Commission (PSC) approved 10% Water Rate increase effective 12/1/2013 related to water treatment improvements. The severe 2013-2014 winter conditions included community-wide running water, overtime to thaw services/mains, and numerous water main repairs.

There were 3.00% Simplified Water Rate adjustments effective July 1st, 2015 and July 1st, 2016, and a 2.5% adjustment effective August 1st, 2017.

Attachment: Budget 2020 - Water (4542 : Water Fund)

Feature



Inadequate Water Rates Now Risk Municipal Finances and Increase Water Rates More Later

Edward F. Maxwell, M.B.A., Ruekert & Mielke, Inc.
Andrew J. Behm, M.P.A.

Nationally, water systems need hundreds of billions of dollars of investment in coming years. Locally, delaying infrastructure investment presents a tempting shortcut compared to raising water rates. However, municipal leaders must recognize that shortcuts now will increase infrastructure costs, debt burdens, and water rates in coming decades. Two metrics, operating margin and cash levels, can warn municipal leaders of financial danger. Simple solutions, such as modest proactive rate increases and sensible cash reserve policies, can maintain financial health. These steps will position municipalities to meet unavoidable water and wastewater infrastructure investment challenges.

Water Infrastructure Needs

The American Water Works Association's *Buried No Longer: Confronting America's Water Infrastructure Challenge* report estimates that Midwestern drinking water systems need to invest $172 billion in water mains from 2011 through 2035. *Buried No Longer* draws the following conclusions:

- Water bills will increase
- Water systems need investment year after year for decades, and delaying investment makes the problem worse
- Investment needs will fall most heavily on small water systems
- Slow or negative population growth complicates investment for some Midwestern water systems

Meeting this need will require thoughtful planning and the willingness and foresight to invest now in our future infrastructure.

Water Systems Are Municipal Enterprise Funds

Although mostly owned by municipalities, Wisconsin water systems operate like businesses.

They provide a service and charge fees to meet expenses. In accounting, they are called enterprise funds.

Enterprise funds don't require tax dollars, and Wisconsin property tax limits don't apply. In Wisconsin, most water systems make payments to the municipality's general fund, lowering property taxes.

How Water Systems Fund Water Infrastructure

Water rates do not provide enough money for infrastructure replacement, even under ideal circumstances. The Wisconsin Public Service Commission (PSC) regulates municipal water systems in Wisconsin. Water systems need careful management and planning to meet infrastructure investment needs within PSC regulatory constraints.

Example: Suppose a water system built a mile of water main in 1943 at a cost of $50,000. The PSC allows the water system to recover the original cost of the main equally over its expected 77-year service life, or $650 per year. The PSC also allows the system a return on its net investment. In the first year, the net investment is $50,000. Halfway through the expected service life, the system has recovered $25,000 and still has $25,000 invested. Assuming the water system keeps raising its rates to maintain a six percent return on investment, it earns a return of $115,500 over the life of the water main.

The water system needs to relay the water main in 2020 at a cost of $490,000, assuming three percent inflation. If the water system charged the maximum allowed rates and set aside all the capital costs the PSC allowed it to recover, it has $165,500, a third of the replacement cost. Many water systems will not have set aside these funds. They'll likely need to borrow for the project, falling further behind on capital cost recovery and infrastructure investment.

The PSC allows water systems to recover costs only after infrastructure is built. Water systems cannot recover the cost to replace water infrastructure, only the cost to originally build it. In many cases, water systems are recovering capital costs based on 1950s prices. Systems must maintain cash reserves and borrowing capacity if they're going to fund infrastructure replacements.

Once water systems replace infrastructure, water rates don't recover costs as quickly as water systems must pay them. The PSC makes water systems wait 30 to 75 years to fully recover

Attachment: Budget 2020 - Water (4542 : Water Fund)

the cost of many types of infrastructure. Municipalities often repay borrowed money within 20 years. Between water rates not reflecting the replacement cost of infrastructure and revenue not matching debt service, water systems can quickly end up with inadequate resources and significant debt.

Water Finances: Operating Margin

In 2017, 22 Wisconsin water systems reported total revenue less than their operation and maintenance expenses. These water systems earned no money in 2017 for debt service or infrastructure replacements. The financial situation for these systems is critical.

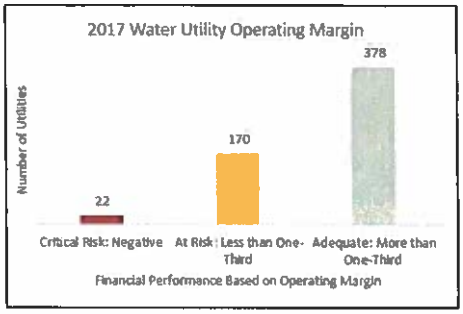
Operating margin is revenue minus operation and maintenance expenses, divided by revenue. Water systems need revenue that exceeds operation and maintenance expenses to pay debt service and build reserves for future capital projects.

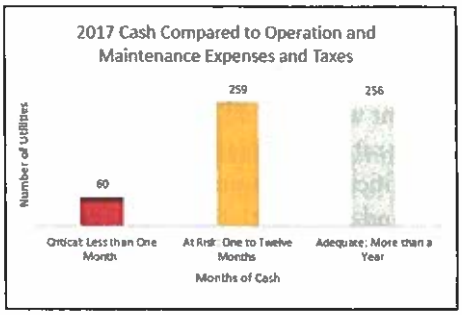
Another 170 water systems had operating margins below one-third. This indicates that operation and maintenance expenses took up more than two-thirds of total revenue. Together with payments in lieu of tax and debt service, the financial ability of these municipalities to maintain adequate drinking water infrastructure is at risk.

Water Finances: Cash Reserves

Water systems can reduce financial risk by maintaining cash reserves to weather temporary revenue shortfalls and meet unexpected costs. However, water systems cannot use cash to keep rates below the cost of providing water for long. Cash reserves will run out without revenue to sustain them. Water systems with inadequate rates and inadequate cash reserves double down on their financial risk.

In Wisconsin, 60 water systems reported end-of-2017 cash reserves of less than one-twelfth of their 2017 operations and maintenance expenses and taxes. These systems would run out of cash after less than a one-month interruption of revenue, representing a critical financial risk.[1]





Another 259 water systems reported end-of-2017 cash of less than their 2017 operation and maintenance expenses and taxes. Without continuous revenue, these systems could not fund their operations for a year, let alone pay debt service. Since PSC approval of water rate increases takes at least six months, water systems with less than a year of reserves are in financial risk. The severity of the risk depends on revenue variability, the level of funds reserved for specific purposes, and other system-specific factors.

Affordability and Inadequate Water Rates

Knee-jerk opposition to water-rate increases harms long-term water affordability. Municipal leaders should focus on long-term affordability over short-term affordability. Water bills mainly burden low-income Wisconsin households. For middle and high-income households, drinking water is affordable and a good value.[2] Opposition to raising water rates creates financial risk and delays crucial infrastructure

In March 2017, the City of Mondovi discovered both that its Waste Water Treatment plant's Wis. Dept. of Natural Resources (WDNR) permit expired in June 2018, and that the utility rates were being kept artificially low. The city was not prepared to create a facility plan, submit for funding opportunities, design the plant, secure the land, construct the plant, and open a new plant by July 1, 2018 as required the WDNR. Therefore, the City's Common Council elected to pursue a Multi-Discharge Variance (MDV) permit application, which eventually was approved by WDNR. In order to obtain the permit, the city had to increase its Waste Water rates 10 percent in 2017 and again 10 percent in 2018 to reach the minimum rate of 1 percent of the Low to Moderate Income (LMI) level according to the United States Department of Agriculture. Through these two rate increases, the 2019 annual increase, and the planned annual increases in the city's 2019 Capital Improvement Plan, the city's Waste Water Utility serving approximately 1,200 customers is on track to financial stability.

- Bradley J. Hanson, City Administrator/Clerk, City of Mondovi

Attachment: Budget 2020 - Water (4542 : Water Fund)

investment. Delaying investment increases costs for maintenance and repairs and the risk of catastrophic failure.

Deferring maintenance and investment to minimize short-term water rates increases water lost to leaks and inaccurate metering, reducing revenue and increasing long-run costs. Water systems that hold the line on rates now will have less money for pay-as-you-go investment, incurring higher costs to borrow for future projects. Water systems end up being penny-wise and pound-foolish.

Opposing higher water rates now increases long-run water rates by promoting inefficient water-use decisions. Customers that expect low future water rates make plans without considering water costs. Artificially low water rates attract water-intensive businesses and residential developments to water-scarce areas.

Municipalities spend money developing water supplies, wasting past water-supply investment in water-rich parts of Wisconsin. Water rates increase for both growing and existing systems, reducing consumption and under-using the expensive water infrastructure.

Water affordability should focus on low-income water users.[3] A two-pronged approach to affordability can improve short-term affordability while reducing long-term rates for everyone. First, raise water rates for high and median-income water users to invest in infrastructure. Second, improve water efficiency and reduce water rates for low-income users to improve affordability. More affordable low-income water bills may increase bill payments, offsetting some or all the cost. Enabling targeted affordability programs may require action from the Wisconsin legislature and the PSC.

Where Are Water Systems at Risk?

The map above shows the share of water systems in each county that are in financial risk, meaning they're at risk for both operating margin and cash reserves or critically at risk for at least one metric. More than 40 percent of water systems in dark blue counties are at risk. Light blue indicates that between 20 and 40 percent of water systems are at risk.

The map suggests that many at-risk water systems are in lower-population parts of the state. If lower-population areas of Wisconsin draw from smaller pools of financial and managerial expertise, water systems may have a tougher time addressing financial risks.

Next Steps

Putting water systems on a sustainable financial path requires action by many stakeholders. Each group can make a positive impact.

Municipal Decision Makers

- First, check if your water system is eligible for a small water rate increase through the simplified rate increase process on the PSC website (http://apps.psc.wi.gov/vs2017/src/default.aspx). The process is quick and painless. If you're eligible, it's a slam dunk of slightly increased revenue.
- Second, support your water system's investment in water infrastructure. Communicate that clean drinking water drives economic development and supports the municipal general fund. Affordability is a significant challenge, but it requires more than knee-jerk opposition to rate increases.
- Third, approve a written cash-reserve goal and policy. In the future, comparing actual cash reserves to the goal will quickly assess a water system's financial health.

Water Systems

Increase revenue by reducing non-revenue water. Set cash-reserve targets to justify and defend cash reserves. Educate elected officials about the importance of adequate water rates and cash reserves to the financial, economic, and physical well-being of the community. Be proud of your vital work!

About the Authors:

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1. This includes cash, working funds, and temporary cash investments.
2. EPA pricing and affordability; water is mostly underpriced https://www.epa.gov/sustainable-water-infrastructure/pricing-and-affordability-water-services
3. ASCE Drinking Water Infrastructure Report Card, https://www.infrastructurereportcard.org/wp-content/uploads/2017/01/Drinking-Water-Final.pdf

Attachment: Budget 2020 - Water (4542 : Water Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

62 -Water Fund
Non-Departmental

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
REVENUES								
Taxes (or Utility Rev.)								
40000-41150 Rev-Merch-Jobbing-Contract	14,499	7,388	3,000	6,831	8,000	8,000	5,000	
40000-41180 Alamosa (Sprint) Rev.	23,726	25,703	23,726	15,817	23,726	23,726	0	
40000-41181 at&t - American Cellular Rev	34,800	35,100	32,400	21,600	32,400	32,400	0	
40000-41182 Nsighting Cellular Rev.	22,800	22,800	22,800	17,100	22,800	22,800	0	
40000-41183 Alltel Cellular (Verizon)	21,449	23,100	23,100	15,400	23,100	23,100	0	
40000-41197 Interest-SDWLP Reserve	662	1,535	275	1,335	1,500	1,250	975	
TOTAL Taxes (or Utility Rev.)	117,936	115,626	105,301	78,084	111,526	111,276	5,975	
Specials (Utility Rev.)								
40000-42800 Amortized Debt Cost	0	0	(1,438)	0	(1,438)	(1,438)	0	
TOTAL Specials (Utility Rev.)	0	0	(1,438)	0	(1,438)	(1,438)	0	
Public Charges-Services								
40000-46020 Unmetered Sales-Commercial	1,784	648	1,750	1,117	1,750	1,750	0	
40000-46110 Metered Sales-Gen Customers	673,409	705,025	676,500	517,100	705,000	705,000	28,500	
40000-46120 Metered Sales-Commercial	178,831	196,844	181,500	122,469	197,000	197,000	15,500	
40000-46130 Metered Sales-Industrial	72,551	70,824	72,500	55,102	71,000	71,000	(1,500)	
40000-46150 Metered - Multi-Family Res	46,152	49,115	50,000	35,091	50,000	52,000	2,000	
40000-46200 Fire Protection-Private	34,657	35,550	35,000	27,132	35,500	35,500	500	
40000-46300 Fire Protection - Public	122,123	125,160	125,160	93,870	125,160	125,160	0	
40000-46350 PFP Fee-Water Bills	240,774	249,602	241,000	189,165	249,750	249,750	8,750	
40000-46400 Other Sales-Public Author.	72,177	72,509	70,000	49,974	72,500	72,500	2,500	
TOTAL Public Charges-Services	1,442,456	1,505,278	1,453,410	1,091,021	1,507,660	1,509,660	56,250	

40000-46110 Metered Sales-Gen Customer PERMANENT NOTES:
Last Water Simplified Rate adjustment authorized by
Wisconsin PSC effective August 1st, 2017.

Intergov Charges (Misc.)								
40000-47100 Misc Service & Revenue	17,633	10,803	10,000	2,001	10,000	10,000	0	
40000-47150 Water Turn on Chg/Delinquent	4,325	3,520	3,000	3,350	3,500	3,500	500	
40000-47400 Other Miscellaneous Revenues	2,280	2,901	500	3,168	3,500	3,000	2,500	
40000-47500 GIS Map-Water Rev.	0	10	25	0	25	25	0	
40000-47700 Interest - Delinquent Water	9,089	6,646	7,250	3,707	7,000	7,250	0	
TOTAL Intergov Charges (Misc.)	33,326	23,880	20,775	12,226	24,025	23,775	3,000	
Miscellaneous Revenues								
40000-48100 Interest - Investments	2,365	7,378	4,000	8,017	10,000	7,500	3,500	
40000-48250 Proceeds-Long Term Debt	0	0	335,000	0	335,000	0	(335,000)	
40000-48300 Insurance Reimb.	0	0	0	0	0	0	0	
TOTAL Miscellaneous Revenues	2,365	7,378	339,000	8,017	345,000	7,500	(331,500)	

Attachment: Budget 2020 - Water (4542 : Water Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

62 -Water Fund
Non-Departmental

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
Other Financing Sources								
40000-49777 TID Capital Contribution	28,931	142,689	0	0	0	0	0	
40000-49785 Donations/Grants-Contributed	0	12,280	0	0	0	0	0	
TOTAL Other Financing Sources	28,931	154,969	0	0	0	0	0	
TOTAL REVENUES	1,625,014	1,807,131	1,917,048	1,189,347	1,986,773	1,650,773	(266,275)	
EXPENDITURES								
Work Orders - Utility								
50000-07-00700 WO - Tap Service	0	0	0	(577)	0	0	0	
50000-07-00703 VFW - Johnson St.	0	0	0	0	0	0	0	
50000-07-01000 East Side Water Study	0	0	30,000	0	0	0	(30,000)	
50000-07-01022 Tower Mixers	0	0	12,750	12,559	12,559	0	(12,750)	
50000-07-55635 Water Garage-Roof Replace	0	0	50,000	20,419	20,419	0	(50,000)	
50000-07-55640 M-1 Project-Water	0	0	155,000	102,576	102,576	0	(155,000)	
50000-07-55645 M-1-2019 -Water	0	0	350,000	243,762	350,000	0	(350,000)	
50000-07-55700 Radio Read Meter System	0	0	0	0	0	0	0	
50000-07-55722 Radios	0	0	0	1,724	1,724	0	0	
50000-07-62533 Truck Box & Plow	0	0	0	0	0	0	0	
TOTAL Work Orders - Utility	0	0	597,750	380,462	487,278	0	(597,750)	
TOTAL EXPENDITURES	0	0	597,750	380,462	487,278	0	(597,750)	
REVENUE OVER/(UNDER) EXPENDITURES	1,625,014	1,807,131	1,319,298	808,885	1,499,495	1,650,773	331,475	

40000-49777 TID Capital Contribution PERMANENT NOTES:
In 2018, Alexander/Heldt Street improvements. There will be both 2019 and 2020 TID-funded utility improvements.

CAPITAL PENDING – SEE REQUESTS

Attachment: Budget 2020 - Water (4542 : Water Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

62 -Water Fund
Pumping Expenses

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
53711-00-62000 Operation Labor - Pumping	8,608	9,944	15,000	8,993	15,000	15,000	0	
53711-00-62200 Operation - Electric Pump	42,758	42,436	42,500	25,168	42,500	42,500	0	
53711-00-62210 Gas for Heat	4,079	4,836	4,750	3,276	4,750	4,750	0	
53711-00-62500 Maint. - Pumping Plant	17,765	18,263	17,500	19,401	22,500	17,500	0	
TOTAL	73,210	75,478	79,750	56,838	84,750	79,750	0	
TOTAL EXPENDITURES	73,210	75,478	79,750	56,838	84,750	79,750	0	

Attachment: Budget 2020 - Water (4542 : Water Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

62 -Water Fund
Water Treatment Expenses

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
53712-00-63000 Operation Labor-Treatment	13,040	11,445	15,500	8,423	13,000	13,250	(2,250)	
53712-00-63100 Chemicals	5,792	10,764	10,000	8,423	10,000	10,000	0	
53712-00-63110 Phosphate Chemicals	5,512	5,110	9,000	0	9,000	9,000	0	
53712-00-63200 Water Treatment Supplies	14,934	5,858	7,500	2,836	7,500	7,500	0	
53712-00-63210 Outside Services-Testing	5,127	3,189	5,000	2,465	5,000	13,000	8,000	
53712-00-63500 Maint - Treatment Plant	10,245	14,026	15,000	12,617	15,000	15,000	0	
TOTAL	54,650	50,392	62,000	34,763	59,500	67,750	5,750	

53712-00-6321Outside Services-Testing PERMANENT NOTES:
In 2020, additional testing (RAD's, Lead, and Cooper).

53712-00-6350Maint - Treatment Plant PERMANENT NOTES:
Layne Christensen Company cleaning of filter media - $27,655 in 2016. This will be reoccuring expense every four to six years.

TOTAL EXPENDITURES	54,650	50,392	62,000	34,763	59,500	67,750	5,750	

Attachment: Budget 2020 - Water (4542 : Water Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

62 -Water Fund
Trans & Distribution Exp

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
53713-00-64000 Operation Labor - Trans &	45,392	61,413	65,250	45,359	63,500	65,250	0	
53713-00-64100 Supplies & Expenses	7,795	8,987	10,000	3,411	10,000	10,000	0	
53713-00-64110 Warehouse Cost of Operati	15,982	19,939	17,500	10,193	17,500	17,500	0	
53713-00-64500 Cross Connection Inspecti	26,283	28,419	23,500	13,096	29,000	29,000	5,500	
53713-00-65000 Maint-Standpipe/Reservior	17,067	10,999	10,000	13,090	10,000	20,000	10,000	
53713-00-65100 Maint - Water Mains	37,559	36,012	32,500	33,603	35,500	32,500	0	
53713-00-65200 Maint - Services	25,686	43,691	25,000	20,161	25,000	25,000	0	
53713-00-65201 Maint - Diggers Hotline	21,047	23,557	20,000	18,879	23,500	23,500	3,500	
53713-00-65300 Maint - Meters	24,056	37,308	25,000	38,929	37,500	30,000	5,000	
53713-00-65400 Maint - Hydrants	24,739	10,351	20,000	18,651	20,000	20,000	0	
53713-00-65500 Maint - Other Plant	14,470	8,850	7,500	8,069	7,500	7,500	0	
53713-00-65510 Maint - S.C.A.D.A.	0	0	1,000	0	1,000	6,000	5,000	
TOTAL	260,075	289,526	257,250	223,440	280,000	286,250	29,000	

53713-00-6450Cross Connection Inspectio PERMANENT NOTES:
HydroDesigns contract for inspection service.

53713-00-6500Maint-Standpipe/Reservior PERMANENT NOTES:
Inspection planned at Well No. 4 in 2020 which may require rehab work.

53713-00-6520Maint - Diggers Hotline PERMANENT NOTES:
There is also City streetlight Digger Hotline locate expense in Streetlights and Fiber locate in Information Technology.

53713-00-6530Maint - Meters PERMANENT NOTES:
Replacing brass meters with new plastic meters.

53713-00-6551Maint - S.C.A.D.A. PERMANENT NOTES:
Beginning in 2020, replacement of cables and antennas at wells and towers.

TOTAL EXPENDITURES	260,075	289,526	257,250	223,440	280,000	286,250	29,000

Attachment: Budget 2020 - Water (4542 : Water Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

62 -Water Fund
Customer Accts Expenses

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
53714-00-90100 Oper. Labor - Meter Read	9,019	4,715	7,500	3,339	7,500	7,500	0	
53714-00-90200 Labor-Accounting/Collect	65,207	71,444	70,250	53,363	72,250	72,250	2,000	
53714-00-90300 Supplies & Expenses	5,563	4,867	6,250	4,031	5,500	5,500	(750)	
TOTAL	79,789	81,026	84,000	60,732	85,250	85,250	1,250	
53714-00-9020Labor-Accounting/Collect	PERMANENT NOTES: Two full-time Utility Billing positions effective in 2017. Split 50% Water and 50% Sewer.							
TOTAL EXPENDITURES	79,789	81,026	84,000	60,732	85,250	85,250	1,250	

Attachment: Budget 2020 - Water (4542 : Water Fund)

62 -Water Fund
Admin & General Expenses

		2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES									
53716-00-85010	Computer & Software	42,486	50,993	32,500	30,483	32,500	32,500	0	
53716-00-85025	Fiber - Internet-PRI	19,800	19,800	20,000	14,850	20,000	20,000	0	
53716-00-85500	GIS - Water Components	2,968	4,053	5,000	3,916	4,500	5,000	0	
53716-00-85550	GIS - Water Design	0	22,932	10,000	18,223	22,500	20,000	10,000	
53716-00-92000	Adm./General Salaries	61,426	50,704	57,500	50,353	55,500	57,500	0	
53716-00-92001	PSC Amortization Expense	3,706	0	3,706	0	3,706	3,706	0	
53716-00-92100	Supplies & Expenses	3,630	2,693	4,500	2,431	4,500	4,500	0	
53716-00-92300	Outside Serv. Employed	16,863	15,659	25,000	13,615	20,000	25,000	0	
53716-00-92400	Property Insurance	11,736	10,924	12,000	11,375	10,924	12,000	0	
53716-00-92600	Workers Comp Insurance	12,357	11,418	12,000	14,131	11,418	12,000	0	
53716-00-92610	Employee Retirement-WRS	46,415	23,072	27,500	18,006	27,500	27,500	0	
53716-00-92620	Employee Health Ins.	89,777	96,849	98,500	74,173	95,000	98,500	0	
53716-00-92630	Employee Life Ins	1,496	1,174	1,500	904	1,250	1,500	0	
53716-00-92635	Sick Leave Lump Sum	14,793	0	0	0	0	0	0	
53716-00-92640	Unemployment Comp.	2,960	0	0	0	0	0	0	
53716-00-92800	Regulatory Com. Expense	509	125	1,000	125	1,000	1,000	0	
53716-00-93000	Miscellaneous Expense	6,664	4,914	5,000	3,889	5,000	5,000	0	
53716-00-93300	Transportation Expense	7,370	10,715	10,000	4,607	10,000	10,000	0	
53716-00-93403	Dep.-Financed Plant	357,469	362,999	357,500	0	365,000	365,000	7,500	
53716-00-93426	Contributed Plant Dep.	55,348	55,286	55,500	0	55,500	55,500	0	
53716-00-93500	Maint.-General Plant	0	2,476	3,000	0	0	3,000	0	
TOTAL		757,773	746,786	741,706	261,081	745,798	759,206	17,500	

53716-00-8555GIS - Water Design

PERMANENT NOTES:
GIS position with 37.5% to Water, 37.5% to Sewer, and 25.0% to General Fund.

53716-00-8555GIS - Water Design

CURRENT YEAR NOTES:
In 2020, City-wide 3-imch pixel resolution ortho photos - $17,850 cost will be split between Water, Sewer, and City.

53716-00-9200Adm./General Salaries

PERMANENT NOTES:
Includes 12.5% of City Administrator, 12.5% of IT Manager, 25% of Public Works Director/City Engineer, and Utility Manager.

53716-00-9261Employee Retirement-WRS

PERMANENT NOTES:
Finance Director Note: An additional $22,500 is being expensed through audit entries (GASB Pension Standard).

TOTAL EXPENDITURES	757,773	746,786	741,706	261,081	745,798	759,206	17,500	

Attachment: Budget 2020 - Water (4542 : Water Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

62 -Water Fund
Contract Work

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
53717-00-41600 Merc,Job.,&Contract Work	7,774	3,403	3,500	1,007	3,500	3,500	0	
TOTAL	7,774	3,403	3,500	1,007	3,500	3,500	0	
TOTAL EXPENDITURES	7,774	3,403	3,500	1,007	3,500	3,500	0	

Attachment: Budget 2020 - Water (4542 : Water Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

62 -Water Fund
Taxes

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
54080-00-08000 PILOT to City-Tax Equiv.	363,612	374,442	367,500	374,442	385,000	385,000	17,500	
54080-00-51000 SS/Medicare	20,586	25,772	22,500	20,287	21,750	22,500	0	
54080-00-92800 PSC Remainder Assmt.	1,441	1,581	1,500	0	1,500	1,500	0	
TOTAL	385,640	401,795	391,500	394,729	408,250	409,000	17,500	
TOTAL EXPENDITURES	385,640	401,795	391,500	394,729	408,250	409,000	17,500	

Attachment: Budget 2020 - Water (4542 : Water Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

62 -Water Fund
Debt Service

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
56172-00-42500 Amortized Debt Cost	0	0	0	0	0	0	0	
56172-00-42700 Interest-GO Debt to City	28,465	27,109	25,019	13,176	26,340	25,019	0	
TOTAL	28,465	27,109	25,019	13,176	26,340	25,019	0	
56172-00-4270Interest-GO Debt to City	PERMANENT NOTES: For 2020, amout will be adjusted after pending Series 2019C bonds finalized.							
TOTAL EXPENDITURES	28,465	27,109	25,019	13,176	26,340	25,019	0	
FUND TOTAL REVENUES	1,625,014	1,807,131	1,917,048	1,189,347	1,986,773	1,650,773	(266,275)	
FUND TOTAL EXPENDITURES	1,647,378	1,675,515	2,242,475	1,426,229	2,180,666	1,715,725	(526,750)	
REVENUE OVER/(UNDER) EXPENDITURES	(22,364)	131,616	(325,427)	(236,882)	(193,893)	(64,952)	260,475	

*** END OF REPORT ***

Attachment: Budget 2020 - Water (4542 : Water Fund)

CITY OF MERRILL

SEWER UTILITY

2020 BUDGET REQUEST

Preliminary Sewer Utility 2020 borrowing projected.

Additional fiscal review needed after the 2019 audit completed.

Revised: 9/27/2019

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

City of Merrill - Sewer Utility Budget Summary — Enterprise Fund

Annual 2.5% rate increases for 2018 through 2021 were approved by Merrill Common Council on 12/12/2017 (Ordinance 2017-32).
Finance Director has included Depreciation Adjustment to better reflect Sewer Utility cash flow.

There is designated a **Sewer Replacement Fund** which will be used for some capital equipment and facility improvements.

Revenues	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Budget	Difference
New Borrowing - Pending Actual 2018 & 2019	$0	$0	**$0**	**$235,000**	**Pending**	**Pending**
Sewage Replacement Fund	**$227,314**	**$282,433**	**$475,113**	**$95,000**	**$95,000**	**$0**
Utility Revenue - Contracts/Interest	$7,384	$12,035	$16,079	$10,000	$20,000	$10,000
Utility Revenue - Sale of Equipment	$0	$0	$140,000	$0	$0	$0
Utility Revenue - Interest	$9,016	$11,457	$9,000	$9,000	$9,000	$0
Utility Revenue - BAB Federal	$594	$479	$365	$247	$150	($97)
Other Financing Sources (Including TIDs)	$206,456	$7,596	$107,673	**Pending**	**Pending**	**Pending**
Public Charges - Services	$1,474,154	$1,465,098	$1,502,799	$1,484,000	$1,523,000	$39,000
Other Charges - Services	$100,942	$115,813	$90,000	$110,000	$110,000	$0
Total Revenues	**$2,025,860**	**$1,894,911**	**$2,341,029**	**$1,943,247**	**$1,757,150**	**$48,903**
Expenditures						
Capital Projects** & Work Orders - Utility	$559,606	$333,134	$502,595	**$725,000**	**Pending**	**Pending**
Contract Work	$0	$442	$500	$500	$500	$0
Taxes - Social Security/Medicare	$32,031	$32,143	$32,500	$33,500	$33,500	$0
Operations	$275,637	$251,914	$262,901	$276,250	$278,750	$2,500
Maintenance	$253,599	$246,891	$379,449	$273,072	$286,072	$13,000
Customer Accounts (Collection)	$77,307	$98,431	$91,127	$100,500	$103,500	$3,000
Administration, General, & Depreciation	$386,960	$448,675	$451,719	$451,150	$451,650	$500
Taxes & Depreciation on Plant	$272,717	$298,828	$312,729	$278,500	$315,000	$36,500
Depreciation Adjustment	($352,024)	($378,135)	($392,229)	($358,000)	($394,307)	$36,307
Tax Equivalent - Meters	$6,316	$9,716	$10,507	$7,500	$10,500	$3,000
Transfers (Amortization/Debt Service Interest)	$5,456	$3,600	$11,503	$2,750	**Pending**	**Pending**
Total Expenditures	**$1,517,605**	**$1,345,639**	**$1,663,301**	**$1,790,722**	**$1,085,165**	**$22,193**
Net Revenues minus Expenditures	**$508,255**	**$549,271**	**$677,728**	**$152,525**	**$671,985**	**$26,710**
	2016	**2017**	**2018**	**2019**	**2020**	Difference
Debt Service - Principal (Balance Sheet)	**$31,505**	**$35,496**	**$36,043**	**$38,000**	**Pending**	**Pending**

**Capital projects are reclassified as Assets during the year-end audit process. Shown in this analysis for informational purposes.

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund
Non-Departmental

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
REVENUES								
Taxes (or Utility Rev.)								
40000-41150 M.J.C. Work Revenue	8,576	4,444	2,500	4,602	5,000	5,000	2,500	
40000-41195 Interest-Capital Replacement	3,460	11,634	7,500	15,252	20,000	15,000	7,500	
TOTAL Taxes (or Utility Rev.)	12,035	16,079	10,000	19,853	25,000	20,000	10,000	
Intergov Charges (Misc.)								
40000-47500 GIS Map-Sewer Rev.	0	0	0	0	0	0	0	
40000-47700 Interest - Sewer Bills	11,457	7,939	9,000	4,745	8,000	8,000	(1,000)	
TOTAL Intergov Charges (Misc.)	11,457	7,939	9,000	4,745	8,000	8,000	(1,000)	
Miscellaneous Revenues								
40000-48100 Interest - Investments	0	2,456	2,500	2,149	2,750	2,500	0	
40000-48222 Proceeds Long-Term Debt	0	0	235,000	0	235,000	0	(235,000)	
40000-48250 Fed Stimulus-BAB	479	365	275	247	247	150	(125)	
40000-48300 Insurance Reimb.	0	0	0	0	0	0	0	
40000-48999 Focus on Energy Grant	0	0	0	0	0	0	0	
TOTAL Miscellaneous Revenues	479	2,820	237,775	2,397	237,997	2,650	(235,125)	
Other Financing Sources								
40000-49777 TID Capital Contribution	7,596	107,673	0	0	0	0	0	
TOTAL Other Financing Sources	7,596	107,673	0	0	0	0	0	

40000-49777 TID Capital Contribution

PERMANENT NOTES:
In 2018, TID No. 11 - part of Wisconsin St. lift station generator and TID No. 8 - Alexander/Heldt Street improvements.

40000-49777 TID Capital Contribution

CURRENT YEAR NOTES:
There will be TID contributed sewer infrastructure in both 2019 and 2020.

Public Charges-Services								
40000-62221 Metered - Residential	934,899	975,192	942,500	737,231	975,000	985,000	42,500	
40000-62222 Metered - Commercial	252,876	253,617	254,500	183,574	254,000	254,500	0	
40000-62223 Metered - Industrial	91,273	82,202	92,500	67,275	87,500	87,500	(5,000)	
40000-62224 Metered - Municipal	104,191	107,021	106,500	75,440	107,500	108,000	1,500	
40000-62225 Metered - Multi-Family Res	66,359	69,268	72,500	53,338	71,250	72,500	0	
40000-62275 Industrial Monitoring Rev.	15,500	15,500	15,500	11,625	15,500	15,500	0	
TOTAL Public Charges-Services	1,465,098	1,502,799	1,484,000	1,128,483	1,510,750	1,523,000	39,000	

40000-62221 Metered - Residential

PERMANENT NOTES:
Common Council action of 12/13/2016 - annual Sanitary Sewer rate increase of 2.5% (2017 through 2022).

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund
Non-Departmental

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
Other Charges-Services								
40000-63350 Other Operating Revenues	115,729	122,876	110,000	93,021	120,000	125,000	15,000	
TOTAL Other Charges-Services	115,729	122,876	110,000	93,021	120,000	125,000	15,000	
TOTAL REVENUES	1,612,393	1,760,187	1,850,775	1,248,500	1,901,747	1,678,650	(172,125)	
EXPENDITURES								
Work Orders - Utility								
50000-07-00700 WO-Tap Service	0	0	0	(142)	0	0	0	
50000-07-55525 Lift Station- 5th-Logan	0	0	0	188	1,000	0	0	
50000-07-55530 Generator-WI St. Lift Sta	0	0	0	3,445	3,445	0	0	
50000-07-55635 Water Garage Roof	0	0	40,000	20,419	40,000	0	(40,000)	
50000-07-55640 M-1 Project-Sewer	0	0	100,500	95,870	115,000	0	(100,500)	
50000-07-55645 M-1-2019 - Sewer	0	0	225,000	126,667	225,000	0	(225,000)	
50000-07-55647 Lining - Sewer Mains	0	0	50,000	7,245	50,000	50,000	0	
50000-07-55722 Radios	0	0	0	1,724	1,724	0	0	
50000-07-55790 WWT - Lab Update	0	0	100,000	105,482	105,482	0	(100,000)	
50000-07-56333 Primary Effluent Pumps	0	0	35,000	20,110	35,000	0	(35,000)	
50000-07-56337 Grid Pad - Build	0	0	85,000	2,340	40,000	0	(85,000)	
50000-07-56340 MCC Grit Bldg Blowers	0	0	60,000	33,319	85,000	0	(60,000)	
50000-07-62515 Mower/Snowblower	0	0	30,000	25,365	25,365	0	(30,000)	
TOTAL Work Orders - Utility	0	0	725,500	442,033	727,016	50,000	(675,500)	
TOTAL EXPENDITURES	0	0	725,500	442,033	727,016	50,000	(675,500)	
REVENUE OVER/(UNDER) EXPENDITURES	1,612,393	1,760,187	1,125,275	806,467	1,174,731	1,628,650	503,375	

CAPITAL PENDING –
SEE REQUESTS

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund
Contract Work

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
53717-00-41600 Merc.,Job.,&Contract Work	442	140	500	1,698	2,000	500	0	
TOTAL	442	140	500	1,698	2,000	500	0	
TOTAL EXPENDITURES	442	140	500	1,698	2,000	500	0	

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund
Taxes - SS/Medicare

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
54080-00-51000 SS/Medicare Taxes	32,143	31,894	33,500	25,558	32,750	33,500	0	
TOTAL	32,143	31,894	33,500	25,558	32,750	33,500	0	
TOTAL EXPENDITURES	32,143	31,894	33,500	25,558	32,750	33,500	0	

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund
Operations

		2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES									
56150-00-82000	Operating Plant	64,954	57,914	67,500	45,995	62,500	63,000	(4,500)	
56150-00-82010	Lab. Labor	51,284	54,382	51,750	41,369	56,500	57,250	5,500	
56150-00-82100	Power & Fuel for Pumping	27,955	29,985	30,000	17,537	30,000	30,500	500	
56150-00-82200	Power & Fuel for Aeration	35,348	38,721	43,500	19,818	43,500	44,000	500	
56150-00-82210	Gas for Heat & Digesters	11,712	13,896	12,500	7,576	12,500	12,500	0	
56150-00-82300	Chlorine	1,053	3,744	3,500	2,180	3,500	3,500	0	
56150-00-82400	Phosphorous Removal Chem.	28,517	35,485	35,000	18,526	35,000	35,000	0	
56150-00-82700	Other Operating Sup/Exp	5,593	3,502	5,500	4,601	5,500	5,500	0	
56150-00-82705	Industrial Monitoring	7,049	8,904	7,500	7,029	8,000	8,000	500	
56150-00-82710	Laboratory Supplies	8,477	6,640	10,000	4,152	10,000	10,000	0	
56150-00-82720	Landfill Tipping Fees	2,990	2,104	3,000	1,661	3,000	3,000	0	
56150-00-82800	Transportation	6,982	7,624	6,500	3,504	6,500	6,500	0	
	TOTAL	251,914	262,901	276,250	173,948	276,500	278,750	2,500	
TOTAL EXPENDITURES		251,914	262,901	276,250	173,948	276,500	278,750	2,500	

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund
Maintenance

		2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES									
56152-00-83100	Sewer Main Maintenance	56,108	53,484	56,500	38,001	56,500	57,000	500	
56152-00-83107	Televising of Sewers	572	14,846	10,000	11,933	15,000	15,000	5,000	
56152-00-83110	Repair of Sewers	20,043	63,276	20,000	0	20,000	20,000	0	
56152-00-83200	Lift Station Maintenance	34,174	22,242	27,500	19,356	27,500	27,500	0	
56152-00-83300	Primary Maintenance	26,262	31,689	30,000	24,443	32,500	32,500	2,500	
56152-00-83301	PSC Amortization Expense	5,072	0	5,072	0	5,072	5,072	0	
56152-00-83310	Secondary Maintenance	23,259	37,030	32,500	17,541	32,500	32,500	0	
56152-00-83320	Digesters Maintenance	30,115	91,175	30,000	22,635	30,000	30,000	0	
56152-00-83330	Belt Press Maintenance	8,972	7,074	10,000	13,746	10,000	10,000	0	
56152-00-83340	Sludge Disposal	4,944	7,429	6,500	3,151	6,500	6,500	0	
56152-00-83400	Bldg./Grounds Maintenance	37,274	43,938	40,000	33,791	40,000	40,000	0	
56152-00-83500	Maint of SCADA System	98	7,266	5,000	2,914	7,500	10,000	5,000	
TOTAL		246,891	379,449	273,072	187,511	283,072	286,072	13,000	

56152-00-8332Digesters Maintenance — PERMANENT NOTES:
Cleaning/inspection every five years - 2018 expense $54,320.

56152-00-8332Digesters Maintenance — CURRENT YEAR NOTES:
In 2019, PBBS Equipment expense of $8,195 pending Finance Director evaluation if balance sheet asset.

56152-00-8350Maint of SCADA System — PERMANENT NOTES:
For 2020, beginning replacement of cables and antennas at lift stations.

TOTAL EXPENDITURES		246,891	379,449	273,072	187,511	283,072	286,072	13,000	

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund
Customer Accts Expenses

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
56154-00-84000 Billing, Collection, Acct	67,750	74,394	70,250	55,865	71,500	72,000	1,750	
56154-00-84150 Credit Card Fees	447	1,129	1,000	1,409	2,250	2,250	1,250	
56154-00-84200 Meter Reading	6,177	4,212	6,250	3,856	6,250	6,250	0	
56154-00-84500 Repair/Maintenance-Meters	24,057	11,391	23,000	8,829	23,000	23,000	0	
TOTAL	98,431	91,127	100,500	69,960	103,000	103,500	3,000	
56154-00-8400Billing, Collection, Acct.	PERMANENT NOTES: Two full-time Utility Billing positions effective in 2017. Split 50% Water and 50% Sewer.							
TOTAL EXPENDITURES	98,431	91,127	100,500	69,960	103,000	103,500	3,000	

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund
Admin & General Expenses

		2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES									
56156-00-85000	Admin & General Salaries	60,477	53,361	59,750	48,695	57,500	59,750	0	
56156-00-85010	Computer & Software	42,134	53,813	32,500	29,585	37,500	37,500	5,000	
56156-00-85025	Fiber - Internet-PRI	17,400	17,400	18,250	13,050	18,000	9,000	(9,250)	
56156-00-85045	GIS - Sewer Design	0	23,177	20,000	15,510	20,000	20,000	0	
56156-00-85050	GIS - Sewer Components	1,918	2,627	5,000	2,584	5,000	5,000	0	
56156-00-85100	Office Supplies & Expense	4,785	2,725	5,000	2,665	5,000	5,000	0	
56156-00-85200	Outside Service Employed	13,936	12,348	20,000	12,500	20,000	20,000	0	
56156-00-85220	Outside Lab Services	9,510	9,427	5,000	3,101	7,500	5,000	0	
56156-00-85300	Insurance-Liability & Pro	49,222	47,153	50,000	49,527	49,527	50,000	0	
56156-00-85400	WC Insurance	11,940	10,076	12,500	12,261	12,261	12,500	0	
56156-00-85410	Employee Retirement-WRS	45,725	28,278	27,750	22,003	28,250	29,500	1,750	
56156-00-85420	Employee Health Ins.	85,459	92,837	92,500	74,710	92,500	95,500	3,000	
56156-00-85430	Employee Life Ins.	1,571	1,562	1,650	1,190	1,550	1,650	0	
56156-00-85435	Sick Leave Lump Sum	4,025	0	0	0	0	0	0	
56156-00-85500	Regulatory Com. Expense	11,225	11,152	14,250	10,764	14,250	14,250	0	
56156-00-85600	Misc General Expense	10,041	6,475	7,500	3,263	7,500	7,500	0	
56156-00-93426	Contributed Plant Depreci	79,307	79,307	79,500	0	79,500	79,500	0	
TOTAL		448,675	451,719	451,150	301,410	455,838	451,650	500	

56156-00-8500Admin & General Salaries
PERMANENT NOTES:
Includes 12.5% of City Administrator, 12.5% of IT Manager, 25% of Public Works Director/City Engineer, and Utility Manager.

56156-00-8502Fiber - Internet-PRI
PERMANENT NOTES:
In 2020, City-owned fiber network.

56156-00-8504GIS - Sewer Design
PERMANENT NOTES:
GIS position with 37.5% to Water, 37.5% to Sewer, and 25.0% to General Fund.

56156-00-8504GIS - Sewer Design
CURRENT YEAR NOTES:
In 2020, City-wide 3-inch pixel resolution ortho photos - $17,850 cost will be split between Water, Sewer, and City.

TOTAL EXPENDITURES	448,675	451,719	451,150	301,410	455,838	451,650	500	

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund
Taxes & Depreciation

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
56170-00-40300 Depreciation on Plant	298,828	312,729	278,500	0	315,000	315,000	36,500	
56170-00-40800 Tax Equiv. - Meter Portio	9,716	0	7,500	0	10,500	10,500	3,000	
TOTAL	308,544	312,729	286,000	0	325,500	325,500	39,500	
56170-00-4030Depreciation on Plant	PERMANENT NOTES: Depreciation amounts from Schenck year-end audit entries.							
56170-00-4080Tax Equiv. - Meter Portion	PERMANENT NOTES: Finance Director Note: Pending 2018 journal entry - should be $10,507.							
TOTAL EXPENDITURES	308,544	312,729	286,000	0	325,500	325,500	39,500	

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)

CITY OF MERRILL
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2019

63 -Sewer Fund
Transfers

	2017 ACTUAL	2018 ACTUAL	2019 CURRENT BUDGET	2019 Y-T-D ACTUAL	2019 PROJECTED YEAR END	2020 REQUESTED BUDEGT	2020 BUDGET CHANGE	2020 PROPOSED BUDGET
EXPENDITURES								
56172-00-42600 Interest on Debt Service	3,600	11,503	2,750	1,640	2,750	2,750	0	
TOTAL	3,600	11,503	2,750	1,640	2,750	2,750	0	
56172-00-4260Interest on Debt Service	PERMANENT NOTES: For 2020, pending Series 2019C borrowing information.							
TOTAL EXPENDITURES	3,600	11,503	2,750	1,640	2,750	2,750	0	
FUND TOTAL REVENUES	1,612,393	1,760,187	1,850,775	1,248,500	1,901,747	1,678,650	(172,125)	
FUND TOTAL EXPENDITURES	1,390,640	1,541,463	2,149,222	1,203,757	2,208,426	1,532,222	(617,000)	
REVENUE OVER/(UNDER) EXPENDITURES	221,753	218,724	(298,447)	44,743	(306,679)	146,428	444,875	

*** END OF REPORT ***

Attachment: Budget 2020 - Sewer (4543 : Sewer Fund)