



CITY OF MERRILL

COMMON COUNCIL

AGENDA • TUESDAY SEPTEMBER 12, 2023

Regular Meeting

City Hall Council Chambers

7:00 PM

To attend remotely call 201-903-3241 PIN 623 693 018#

- I. Call to Order
- II. Invocation - Pastor Paul Hohman - New Testament Church
- III. Pledge of Allegiance
- IV. Roll Call
- V. Proclamation:
Chamber of Commerce Month
- VI. Public Comment
- VII. Minutes from previous meeting:
 1. Consider placing the minutes from the August 8th Common Council meeting on file
- VIII. Revenue and Expense Reports:
 1. Discussion and approval of August Revenue and Expense Reports
- IX. General Agenda Items:
 1. Employee Years of Service Recognition:
Ross Witucki - 10 years - Fire Department
 2. Consider a temporary class "B" picnic license for the Merrill Historical Society for September 23, 2023 at the Expo Center, 303 N Sales Street in conjunction with GLCW - Down the Middle with Earl Hebner. This is being brought directly to the Common Council for approval.
 3. Discussion and consideration regarding rebidding 503 Wisconsin St. The recommendation is no minimum bid amount and the bid submittal's should include the bidders plan for use and rehabilitation of the property as well as a time table for the rehab. This is being brought directly to the Council by Mayor Hass.
- X. Health and Safety Committee:
 1. Consider the change of agent for Kwik Trip Store 386, 2311 E Main Street, to Holly Hilgart. The Health and Safety Committee recommends approval.
 2. Consider a Class "B" (beer only) liquor license for SmokeHouse TX BBQ LLC (Casa Amigos), 722 E 2nd Street. The Health and Safety Committee recommends approval.

XI. Parks and Recreation Committee:

1. Consider approval of Parks & Recreation Department fee schedule and proposed changes. The Parks & Recreation Commission recommends approval.

XII. Place Committee Reports on File:

1. Consider placing the following committee reports on file: Airport Commission, Historic Preservation, Transit Commission, TB Scott Library Board, Marketing & Communications, Merrill Enrichment Center, Health & Safety, Board of Public Works, Personnel & Finance, Merrill Housing Authority and Park & Recreation Commission.

XIII. Resolutions:

1. A Resolution authorizing application to the Wisconsin DNR Wisconsin Assessment Monies (WAM) Program

XIV. Mayor's Appointments:

Consider the following appointments:

RDA: Gary Hartwig replacing James Koppleman - term to expire 04/01/2026

Transit Commission: Jill Weber replacing Katie Swope - term to expire 05/01/2024

XV. Mayor's Communications

XVI. Adjournment

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



2023 Mayoral Proclamation: Chamber of Commerce Month

WHEREAS, there are 235 local members of the Merrill Chamber of Commerce; and

WHEREAS, Chambers of Commerce provide a wide variety of services to their members and community, including advocacy, education, and economic development, to promote entrepreneurship, tourism, and to solve economic challenges; and

WHEREAS, the Chambers of Commerce are critical community partners and problem solvers with the unique ability to work with stakeholders from both the private and public sectors; and

WHEREAS, September is recognized annually as Chamber of Commerce Month in the hopes of encouraging Chambers of Commerce statewide to spotlight their work and facilitate greater community connection; and

WHEREAS, this month, the City of Merrill commends the local Chamber of Commerce which works hard to make the city a better place to live, work and play;

NOW THEREFORE, I, Mayor Steve J. Hass, hereby declare the September 2023 as Merrill Chamber of Commerce Month.

Proclaimed this ____ day of _____, 2023 by Mayor of the City of Merrill, Steve J. Hass.

Steve J. Hass, Mayor

Attachment: 2023 Chamber Proclamation (10346 : Chamber of Commerce Month)

**CITY OF MERRILL
COMMON COUNCIL
Tuesday, August 8, 2023 MINUTES
Regular Meeting City Hall Council Chambers 7:00 p.m.**

- I. **Call to Order:** Mayor Hass called the meeting to order at 7:00 p.m. The following elected officials, department heads and residents were in attendance:

Elected Officials and Department Heads present: Mayor Hass, City Attorney Hayden, City Clerk Anderson-Malm, Finance Director Unertl, Public Works Director/City Engineer Akey, Library Director Ollhoff, Police Chief Bennett, Building Inspector/Zoning Administrator Pagel, Fire Chief Klug, Enrichment Center Director Mrachek, Information Technology Manager Brown, Park & Recreation Director Wendorf, Street Superintendent Bonack, and Utility Operations Manager Steinagel.

Others in attendance: Pastor Mike Southcomb, Boy Scout Troop 503 with parents and leaders, Hollie Stoerzer, Mike Ravn, Scott Steele, John Greenwood, Steve Osness, Dave Sousek, John Geiss, Arthur Merget, Andy Geiss, Chuck Bolder, Donald Mootz, Todd and Renea Frederick, Anna Wright, Jeff Troupe, Bob and Peggy Johnson, Corey Nowak, Kendall Nelson and Merrill Productions.

- II. **Invocation** – Pastor Mike Southcomb from St Stephens United Church of Christ gave the invocation.

- III. **Pledge of Allegiance** was recited.

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

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

- V. **Public Comment** –

Mike Ravn – W4397 Eagle Ridge Road, Pine River – represented AAC and thanked the Council and Marketing Committee regarding the marketing position for the city. He urged the Council to keep momentum going with marketing Merrill.

Scott Steele – 13675 S County Road, Merrill – spoke regarding moving forward with marketing Merrill. He stated marketing and branding is only one piece of the puzzle.

- VI. **Minutes from previous meeting:**

Aldersperson Russell made a motion to approve the July 11th Common Council meeting minutes. Aldersperson Lupton seconded and the motion carried.

- VII. **Revenue & Expense Reports:**

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

VIII.

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

Christine Brahos – 25 years – Police Department

Andrea Bennett – 15 years – TB Scott Library

Corey Nowak – 15 years – Fire Department

Mayor Hass congratulated all employees and thanked them for serving the Citizens of Merrill. He also presented Corey Nowak with his certificate.

IX.

City Plan Commission:

1. Consider rezoning request from R-1 to Thoroughfare Commercial for a vacant property behind 1003 S Center Avenue (Plant Garden Center) – Alderperson Rick made a motion to approve the rezoning request with a 30 foot buffer. Alderperson Sabatke seconded for discussion.

Public Works Director/City Engineer Akey spoke regarding the request and asked to remove the 30 foot buffer restriction. Alderperson Rick amended the original motion to remove the buffer. Alderperson Sabatke seconded the revised motion and the motion carried.

X.

Health & Safety Committee:

1. Consider temporary Class “B” picnic licenses for the Lincoln County Fair Association – Alderperson Rick made a motion to approve the picnic licenses for the Lincoln County Fair Association. Alderperson Caylor seconded and the motion carried on a 7/0 voice vote. Alderperson Meyer abstained from the vote.

2. Consider an Amusement Arcade Permit for Funtime Action Center from the previous held special Health & Safety meeting – Alderperson Meyer motioned to approve the amusement arcade permit for Funtime Action Center. Alderperson Rick seconded and the motion carried.

XI.

Board of Public Works:

1. Consider allowing Geiss Meats/Little Florida Trailer Court to connect and dispose of sanitary waste to our system – PWDCE Akey mentioned Utility Operations Manager Steinagel looked at other communities who have completed this type of connection. He also stated Andy and John Geiss will be hiring an engineering firm regarding the operation.

Alderperson Fermanich stated she would like to see a map and a financial guarantee for this future development. Alderperson Russell asked City Attorney Hayden if a MOU or agreement would be created. City Attorney Hayden stated there would be a MOU and/or agreement however this is just in the concept stage.

After discussion, Alderperson Russell made a motion to allow Geiss Meats/Little Florida Trailer Court to connect and dispose of sanitary waste to our system concept. Alderperson Sabatke seconded and the motion carried.

2. Consider the delinquent property bid of \$5,500.00 for 503 Wisconsin Street – Alderperson Rick made a motion to approve. Alderperson Lupton seconded.

Alderperson Caylor asked the intended use. BIZA Pagel stated the intention is to turn into a duplex with conditions that were stated at the Board of Public Works meeting.

Following a brief discussion, the motion carried.

3. Consider the delinquent property bid of \$25,695.00 for 1704 E Second St – Alderperson Sabatke made a motion to approve. Alderperson Meyer seconded.

Alderperson Caylor asked the intended use. BIZA Pagel stated there is no intended use however there will be agreements with conditions. After the questions were answered favorable the motion carried.

XII. Redevelopment Authority:

1. Consider listing the Lincoln County Highway G Industrial/Business Park with real estate broker, Tony T.J. Morice from NAI Pfefferle. – Alderperson Meyer made a motion to approve the listing. Alderperson Weix seconded and the motion carried after a brief discussion.

XIII. Place Committee Reports on File:

Alderperson Russell made a motion to place the committee reports on file. Alderperson Meyer seconded and the motion carried.

XIV. Resolution

City Attorney Hayden read the following resolution:

A Resolution granting the Haunted Sawmill a street use permit in October for a period of 10 years at Hendricks Street, Merrill

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

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

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

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

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

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

Alderperson Rick made a motion to approve the resolution. Alderperson Lupton seconded and the motion carried.

XV. Mayor's Communications:

Mayor Hass read the following communications:

August 9 - is the last City Band Concert at Normal Park.

August 9 – bring your own book club at the Library from 4:00 to 5:00

August 9 – Aspirus Comfort Care session at 1:00 pm at the Enrichment Center

August 10 – Trades and consumer protection at the Enrichment Center from 1:00 – 3:00 and will talk about identity theft and common scams.

August 15 – 10:00 am at the Fire Memorial honoring Chief Talbot

August 16 – Dream Flights will be at the airport terminal, veterans will fly over Merrill in a war plane. Veterans from Bell Tower are participating in this event.

August 16 – 20 is the Lincoln County Fair

August 17 and 24 – Wiggle, Giggle and Shake at the library at 10:30 for ages 0-5

August 29 – 1:00 pm at the library – Common scams and frauds targeting seniors

August 30 – Bankers Square – bring lunch and enjoy music from 11:00 – 1:00

September 4 – Labor Day Parade and car show at the Festival Grounds

September 9 – Riders Club at the Festival Grounds

September 9 – City Wide Garage Sale

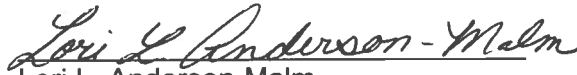
September 12 – Budget season is fast approaching; we will be having a Committee of the Whole with a presentation from Clifton Larson Auditors at 6:00 pm

XVI. Adjournment – Alderperson Meyer made a motion to adjourn. Alderperson Rick seconded and the motion carried. The meeting was adjourned at 7:31 pm.

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

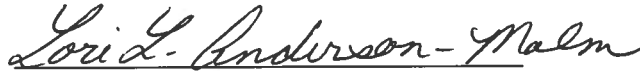


Steve Hass
Mayor



Lori L. Anderson-Malm
City Clerk

I, Lori L. Anderson-Malm, City Clerk of the City of Merrill, Wisconsin, do hereby certify that the Mayor approved the above action of the Common Council on August 16th, 2023.



Lori L. Anderson-Malm
City Clerk



City of Merrill

Treasurer

Kathy Unertl, Finance Director

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

Date: September 5, 2023

To: Mayor Steve Hass
Alderspersons

From: Kathy Unertl, Finance Director

RE: August 2023 - Revenue & Expense Reports

2022 Taxes – Final Settlement:

Lincoln County paid City of Merrill for the balance of the 2022 Real Estate Taxes - .with payments of \$146,709 for TIDs and \$451,767 for General-Fund 10 (i.e. total \$598,476)

Revenues – General Fund:

Consistent with budgeted amounts except:

- Interest Income is already at \$172,957 which is \$143,351 more than the \$29,606 budgeted level for 2023. This revenue will entirely offset the Water PILOT difference.
- Utility Payment in Lieu of Taxes (PILOT) is likely going to be about \$75,000 lower than 2023 budget based upon City Auditor 2022 calculation.

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

Expenses – General Fund:

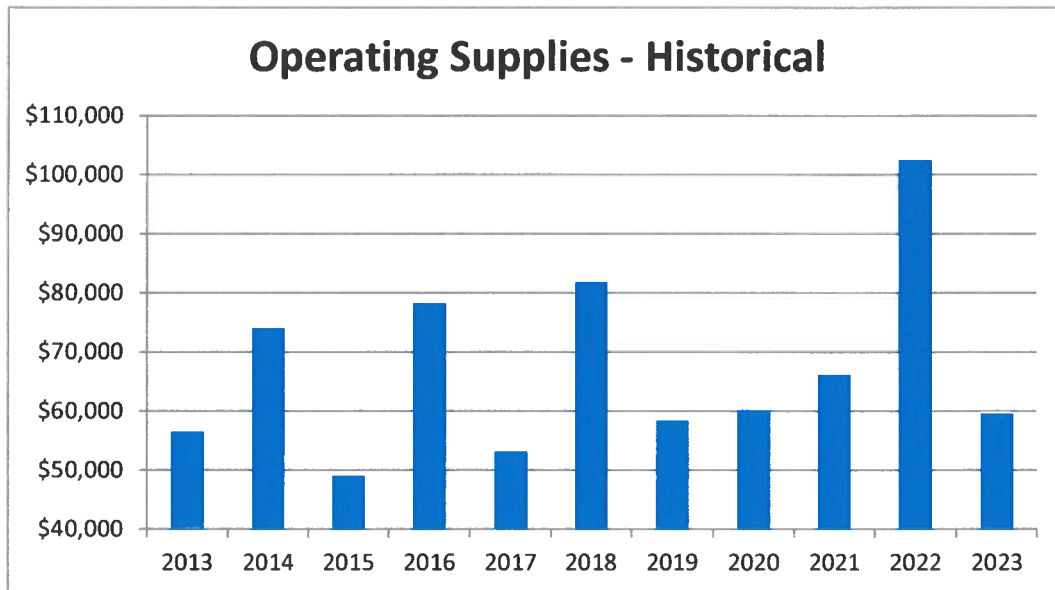
Consistent with budgeted amounts. Key items to monitor:

- Diesel and Unleaded Fuel expenses.
- Snow & Ice – Operating Supplies has expended \$59,524 of the \$67,500 budgeted level. Although minimal sand purchases are projected for 2023 year-end, winter conditions could result in overage. Please see historical fiscal information that follows.
- Wisconsin Public Service electric and natural gas expenses. Personnel & Finance Committee has requested updated review of the main City facilities every-other-month.

An equal opportunity/affirmative action employer.

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

**City of Merrill - Street Department
Snow & Ice - Operating Supplies**



Through 8/31/2023

	Amount	
2013	\$56,521	
2014	\$74,014	
2015	\$49,043	
2016	\$78,236	Additional sand & salt of \$49,234 in December
2017	\$53,170	
2018	\$81,810	Additional sand & salt of \$23,198 in December
2019	\$58,365	
2020	\$60,154	
2021	\$66,140	
2022	\$102,411	Additional sand & salt of \$39,351 in December
2023	\$59,524	Through 8/31/2023

\$67,986 Average 10 Years **2023 Budget @ \$67,500**

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

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,363,956.00	454,622.13	4,276,293.46	97.99	87,662.54
Intergovernmental	4,457,013.25	0.00	1,582,461.97	35.50	2,874,551.28
Licenses and Permits	40,120.00	559.00	38,685.00	96.42	1,435.00
Fines, Forfeits, & Pen.	117,500.00	11,186.31	93,744.61	79.78	23,755.39
Public Charges-Services	8,600.00	312.48	4,740.84	55.13	3,859.16
Miscellaneous Revenues	129,031.00	26,607.50	256,132.57	198.50	(127,101.57)
TOTAL Non-Departmental	9,116,220.25	493,287.42	6,252,058.45	68.58	2,864,161.80
<u>Municipal Court</u>					
Intergov Charges (Misc.)	8,175.00	780.00	3,902.00	47.73	4,273.00
TOTAL Municipal Court	8,175.00	780.00	3,902.00	47.73	4,273.00
<u>City Attorney</u>					
Intergov Charges (Misc.)	9,000.00	2,098.95	4,322.20	48.02	4,677.80
Miscellaneous Revenues	35,000.00	0.00	0.00	0.00	35,000.00
TOTAL City Attorney	44,000.00	2,098.95	4,322.20	9.82	39,677.80
<u>Mayor</u>					
Miscellaneous Revenues	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL Mayor	2,500.00	0.00	0.00	0.00	2,500.00
<u>City Administrator</u>					
Intergovernmental	45,000.00	0.00	0.00	0.00	45,000.00
Miscellaneous Revenues	17,667.00	0.00	0.00	0.00	17,667.00
TOTAL City Administrator	62,667.00	0.00	0.00	0.00	62,667.00
<u>Elections - AVERAGED</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Elections - AVERAGED	0.00	0.00	0.00	0.00	0.00
<u>Treasurer/Finance Dir.</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Licenses and Permits	400.00	1,812.74	5,849.07	462.27	(5,449.07)
Miscellaneous Revenues	43,826.00	0.00	0.00	0.00	43,826.00
TOTAL Treasurer/Finance Dir.	44,226.00	1,812.74	5,849.07	13.23	38,376.93
<u>Information Technology</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Information Technology	0.00	0.00	0.00	0.00	0.00

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>City Maintenance</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL City Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Over-Collected Taxes</u>					
Miscellaneous Revenues	750.00	0.00	45.21	6.03	704.79
TOTAL Over-Collected Taxes	750.00	0.00	45.21	6.03	704.79
<u>Police</u>					
Intergovernmental	184,774.00	172,413.38	190,969.16	103.35	(6,195.16)
Public Charges-Services	14,000.00	1,243.85	8,566.04	61.19	5,433.96
Intergov Charges (Misc.)	11,336.00	0.00	8,221.97	72.53	3,114.03
Miscellaneous Revenues	0.00	0.00	100.00	0.00	(100.00)
TOTAL Police	210,110.00	173,657.23	207,857.17	98.93	2,252.83
<u>Traffic Control</u>					
Miscellaneous Revenues	0.00	1,000.00	20,055.04	0.00	(20,055.04)
TOTAL Traffic Control	0.00	1,000.00	20,055.04	0.00	(20,055.04)
<u>Fire Protection</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	13,050.00	300.00	3,005.00	23.03	10,045.00
Intergov Charges (Misc.)	221,899.00	0.00	221,898.60	100.00	0.40
Miscellaneous Revenues	0.00	1,558.60	1,558.60	0.00	(1,558.60)
TOTAL Fire Protection	234,949.00	1,858.60	226,462.20	96.39	8,486.80
<u>Ambulance/EMS</u>					
Intergovernmental	1,198,137.00	82,419.99	626,764.76	52.31	571,372.24
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Ambulance/EMS	1,198,137.00	82,419.99	626,764.76	52.31	571,372.24
<u>Bldg. Inspection/Zoning</u>					
Licenses and Permits	43,500.00	15,308.70	38,483.10	88.47	5,016.90
Miscellaneous Revenues	5,258.00	0.00	0.00	0.00	5,258.00
TOTAL Bldg. Inspection/Zoning	48,758.00	15,308.70	38,483.10	78.93	10,274.90
<u>Public Works/Engineer</u>					
Miscellaneous Revenues	123,733.00	0.00	0.00	0.00	123,733.00
TOTAL Public Works/Engineer	123,733.00	0.00	0.00	0.00	123,733.00
<u>Street Superintendent</u>					
Miscellaneous Revenues	22,427.00	0.00	0.00	0.00	22,427.00
TOTAL Street Superintendent	22,427.00	0.00	0.00	0.00	22,427.00

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Garage Maintenance</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Operations Support (M&E)</u>					
Intergovernmental	368,500.00	32,504.10	222,683.60	60.43	145,816.40
Miscellaneous Revenues	0.00	788.00	1,226.75	0.00	(1,226.75)
TOTAL Operations Support (M&E)	368,500.00	33,292.10	223,910.35	60.76	144,589.65
<u>Roads</u>					
Intergovernmental	84,000.00	95,040.28	125,475.51	149.38	(41,475.51)
Licenses and Permits	0.00	0.00	800.00	0.00	(800.00)
Public Charges-Services	2,500.00	0.00	0.00	0.00	2,500.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Roads	86,500.00	95,040.28	126,275.51	145.98	(39,775.51)
<u>Snow and Ice</u>					
Intergovernmental	0.00	0.00	865.70	0.00	(865.70)
Public Charges-Services	10,000.00	0.00	2,200.00	22.00	7,800.00
TOTAL Snow and Ice	10,000.00	0.00	3,065.70	30.66	6,934.30
<u>Stormwater Maintenance</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Stormwater Maintenance	0.00	0.00	0.00	0.00	0.00
<u>Street Painting-Marking</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Street Painting-Marking	0.00	0.00	0.00	0.00	0.00
<u>Street Lighting</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Street Lighting	0.00	0.00	0.00	0.00	0.00
<u>Stormwater Plan/Const.</u>					
Miscellaneous Revenues	0.00	0.00	17,414.03	0.00	(17,414.03)
TOTAL Stormwater Plan/Const.	0.00	0.00	17,414.03	0.00	(17,414.03)
<u>Airport</u>					
Public Charges-Services	26,000.00	265.00	21,380.66	82.23	4,619.34
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Airport	26,000.00	265.00	21,380.66	82.23	4,619.34
<u>Transit</u>					
Specials (Utility Rev.)	257,500.00	0.00	141,505.87	54.95	115,994.13
Intergovernmental	77,500.00	0.00	16,003.00	20.65	61,497.00
Public Charges-Services	122,000.00	7,034.90	63,754.73	52.26	58,245.27
Miscellaneous Revenues	2,500.00	0.00	5,098.56	203.94	(2,598.56)
TOTAL Transit	459,500.00	7,034.90	226,362.16	49.26	233,137.84

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Garbage Collection</u>					
Miscellaneous Revenues	1,000.00	0.00	629.19	62.92	370.81
TOTAL Garbage Collection	1,000.00	0.00	629.19	62.92	370.81
<u>Recycling</u>					
Intergovernmental	32,750.00	0.00	32,628.59	99.63	121.41
Miscellaneous Revenues	1,500.00	0.00	470.00	31.33	1,030.00
TOTAL Recycling	34,250.00	0.00	33,098.59	96.64	1,151.41
<u>Weed & Nuisance Control</u>					
Public Charges-Services	7,500.00	0.00	0.00	0.00	7,500.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Weed & Nuisance Control	7,500.00	0.00	0.00	0.00	7,500.00
<u>MEC - Enrichment</u>					
Intergovernmental	12,500.00	12,500.00	12,500.00	100.00	0.00
Public Charges-Services	15,649.00	0.00	0.00	0.00	15,649.00
TOTAL MEC - Enrichment	28,149.00	12,500.00	12,500.00	44.41	15,649.00
<u>Library</u>					
Intergovernmental	484,602.00	41,733.00	263,380.00	54.35	221,222.00
Public Charges-Services	2,600.00	(233.49)	2,931.33	112.74	(331.33)
Miscellaneous Revenues	0.00	1,176.22	9,008.64	0.00	(9,008.64)
TOTAL Library	487,202.00	42,675.73	275,319.97	56.51	211,882.03
<u>Parks</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	28,000.00	2,749.99	16,095.12	57.48	11,904.88
Miscellaneous Revenues	0.00	0.00	5,925.79	0.00	(5,925.79)
TOTAL Parks	28,000.00	2,749.99	22,020.91	78.65	5,979.09
<u>Recreation Programs</u>					
Public Charges-Services	50,500.00	(412.95)	30,647.48	60.69	19,852.52
TOTAL Recreation Programs	50,500.00	(412.95)	30,647.48	60.69	19,852.52
<u>Cable Franchise Adm</u>					
Licenses and Permits	5,000.00	0.00	0.00	0.00	5,000.00
TOTAL Cable Franchise Adm	5,000.00	0.00	0.00	0.00	5,000.00
<u>MARC - Smith Center</u>					
Public Charges-Services	68,750.00	7,274.18	50,364.59	73.26	18,385.41
Miscellaneous Revenues	0.00	0.00	1,209.25	0.00	(1,209.25)
TOTAL MARC - Smith Center	68,750.00	7,274.18	51,573.84	75.02	17,176.16

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Aquatic Center</u>					
Intergovernmental	50,000.00	50,000.00	50,000.00	100.00	0.00
Public Charges-Services	90,000.00	14,383.27	65,902.60	73.23	24,097.40
TOTAL Aquatic Center	140,000.00	64,383.27	115,902.60	82.79	24,097.40
TOTAL REVENUE	12,917,503.25	1,037,026.13	8,545,900.19	66.16	4,371,603.06
EXPENDITURES					
<u>Common Council</u>					
Personnel Services	37,140.00	2,098.66	17,941.54	48.31	19,198.46
Contractual Services	3,500.00	0.00	458.33	13.10	3,041.67
Supplies & Expenses	9,635.00	515.74	5,660.66	58.75	3,974.34
TOTAL Common Council	50,275.00	2,614.40	24,060.53	47.86	26,214.47
<u>Municipal Court</u>					
Personnel Services	96,944.00	7,689.87	60,664.53	62.58	36,279.47
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	3,800.00	188.95	2,338.11	61.53	1,461.89
Capital Outlay	500.00	0.00	0.00	0.00	500.00
Technology	6,025.00	0.00	6,103.00	101.29	(78.00
TOTAL Municipal Court	107,769.00	7,878.82	69,105.64	64.12	38,663.36
<u>City Attorney</u>					
Personnel Services	222,490.00	17,055.93	137,853.12	61.96	84,636.88
Contractual Services	16,500.00	1,862.00	12,919.21	78.30	3,580.79
Supplies & Expenses	6,250.00	292.62	3,585.14	57.36	2,664.86
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL City Attorney	245,240.00	19,210.55	154,357.47	62.94	90,882.53
<u>Mayor</u>					
Personnel Services	26,915.00	2,070.20	16,704.39	62.06	10,210.61
Supplies & Expenses	950.00	238.00	273.02	28.74	676.98
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Mayor	27,865.00	2,308.20	16,977.41	60.93	10,887.59
<u>City Administrator</u>					
Personnel Services	88,917.00	0.00	0.00	0.00	88,917.00
Contractual Services	650.00	0.00	0.00	0.00	650.00
Supplies & Expenses	12,100.00	0.00	0.00	0.00	12,100.00
Technology	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL City Administrator	102,667.00	0.00	0.00	0.00	102,667.00

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

CITY OF MERRILL
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AS OF: AUGUST 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Personnel - HR</u>					
Contractual Services	9,750.00	540.30	4,029.10	41.32	5,720.90
Supplies & Expenses	250.00	90.00	90.00	36.00	160.00
TOTAL Personnel - HR	10,000.00	630.30	4,119.10	41.19	5,880.90
<u>City Clerk</u>					
Personnel Services	84,067.00	6,527.01	52,775.95	62.78	31,291.05
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	4,500.00	243.65	1,439.92	32.00	3,060.08
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Technology	4,750.00	0.00	5,030.49	105.91	(280.49)
TOTAL City Clerk	93,817.00	6,770.66	59,246.36	63.15	34,570.64
<u>Clerk/Treasurer Staff</u>					
Personnel Services	166,740.00	11,287.90	104,850.00	62.88	61,890.00
Supplies & Expenses	2,550.00	0.00	889.40	34.88	1,660.60
TOTAL Clerk/Treasurer Staff	169,290.00	11,287.90	105,739.40	62.46	63,550.60
<u>Elections - AVERAGED</u>					
Personnel Services	27,975.00	0.00	14,524.88	51.92	13,450.12
Contractual Services	11,500.00	0.00	227.50	1.98	11,272.50
Supplies & Expenses	6,025.00	0.00	1,827.55	30.33	4,197.45
Technology	0.00	0.00	600.00	0.00	(600.00)
TOTAL Elections - AVERAGED	45,500.00	0.00	17,179.93	37.76	28,320.07
<u>Treasurer/Finance Dir.</u>					
Personnel Services	126,952.00	9,867.24	79,754.00	62.82	47,198.00
Contractual Services	6,350.00	98.50	1,421.44	22.38	4,928.56
Supplies & Expenses	26,150.00	1,632.63	21,861.94	83.60	4,288.06
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Treasurer/Finance Dir.	159,452.00	11,598.37	103,037.38	64.62	56,414.62
<u>Information Technology</u>					
Personnel Services	72,605.00	4,326.54	40,912.17	56.35	31,692.83
Technology	107,395.00	5,203.13	48,629.51	45.28	58,765.49
TOTAL Information Technology	180,000.00	9,529.67	89,541.68	49.75	90,458.32
<u>Assessment of Property</u>					
Contractual Services	32,000.00	0.00	21,375.00	66.80	10,625.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Assessment of Property	32,000.00	0.00	21,375.00	66.80	10,625.00
<u>Independent Auditing</u>					
Contractual Services	17,250.00	0.00	19,691.21	114.15	(2,441.21)
Technology	1,540.00	0.00	1,548.00	100.52	(8.00)
TOTAL Independent Auditing	18,790.00	0.00	21,239.21	113.03	(2,449.21)

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

CITY OF MERRILL
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AS OF: AUGUST 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>City Maintenance</u>					
Personnel Services	130,740.00	10,004.89	82,547.91	63.14	48,192.09
Contractual Services	79,160.00	6,710.12	65,469.32	82.71	13,690.68
Supplies & Expenses	15,800.00	1,495.96	11,723.20	74.20	4,076.80
Capital Outlay	7,000.00	32.98	3,478.15	49.69	3,521.85
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL City Maintenance	232,700.00	18,243.95	163,218.58	70.14	69,481.42
<u>City Maint-Library</u>					
Personnel Services	0.00	40.45	1,160.59	0.00	(1,160.59)
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL City Maint-Library	0.00	40.45	1,160.59	0.00	(1,160.59)
<u>City Maint-Fire Station</u>					
Personnel Services	0.00	0.00	31.27	0.00	(31.27)
TOTAL City Maint-Fire Station	0.00	0.00	31.27	0.00	(31.27)
<u>Livingston Building</u>					
Contractual Services	2,500.00	57.57	1,613.18	64.53	886.82
TOTAL Livingston Building	2,500.00	57.57	1,613.18	64.53	886.82
<u>Over-Collected Taxes</u>					
Supplies & Expenses	600.00	312.66	868.94	144.82	(268.94)
TOTAL Over-Collected Taxes	600.00	312.66	868.94	144.82	(268.94)
<u>Insurance/Employee</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	358,250.00	34,570.23	318,211.87	88.82	40,038.13
TOTAL Insurance/Employee	358,250.00	34,570.23	318,211.87	88.82	40,038.13
<u>Police</u>					
Personnel Services	2,696,139.00	188,729.77	1,585,636.00	58.81	1,110,503.00
Contractual Services	47,600.00	1,083.93	38,012.72	79.86	9,587.28
Supplies & Expenses	79,250.00	7,457.63	36,959.89	46.64	42,290.11
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	11,000.00	0.00	0.00	0.00	11,000.00
Technology	29,000.00	0.00	2,655.80	9.16	26,344.20
TOTAL Police	2,862,989.00	197,271.33	1,663,264.41	58.10	1,199,724.59
<u>Traffic Control</u>					
Personnel Services	10,192.00	523.23	5,277.65	51.78	4,914.35
Supplies & Expenses	15,758.00	317.11	7,458.81	47.33	8,299.19
TOTAL Traffic Control	25,950.00	840.34	12,736.46	49.08	13,213.54

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CITY OF MERRILL
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AS OF: AUGUST 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Fire Protection</u>					
Personnel Services	1,580,299.00	104,645.65	946,876.24	59.92	633,422.76
Contractual Services	24,125.00	2,298.26	17,753.55	73.59	6,371.45
Supplies & Expenses	71,000.00	15,772.76	41,289.48	58.15	29,710.52
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Technology	6,000.00	389.47	4,465.13	74.42	1,534.87
TOTAL Fire Protection	1,681,424.00	123,106.14	1,010,384.40	60.09	671,039.60
<u>Fire Protection-Hydrants</u>					
Contractual Services	0.00	0.00	0.00	0.00	0.00
TOTAL Fire Protection-Hydrants	0.00	0.00	0.00	0.00	0.00
<u>Ambulance/EMS</u>					
Personnel Services	1,064,820.00	73,780.20	635,439.22	59.68	429,380.78
Contractual Services	24,850.00	2,298.25	17,750.52	71.43	7,099.48
Supplies & Expenses	101,967.00	5,951.94	51,530.69	50.54	50,436.31
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Technology	6,500.00	389.48	4,464.20	68.68	2,035.80
TOTAL Ambulance/EMS	1,198,137.00	82,419.87	709,184.63	59.19	488,952.37
<u>Bldg. Inspection/Zoning</u>					
Personnel Services	158,525.00	12,594.72	101,754.58	64.19	56,770.42
Contractual Services	450.00	11.22	78.53	17.45	371.47
Supplies & Expenses	3,975.00	138.43	1,997.71	50.26	1,977.29
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Bldg. Inspection/Zoning	162,950.00	12,744.37	103,830.82	63.72	59,119.18
<u>City Sealer</u>					
Contractual Services	4,800.00	0.00	2,000.00	41.67	2,800.00
TOTAL City Sealer	4,800.00	0.00	2,000.00	41.67	2,800.00
<u>Public Works/Engineer</u>					
Personnel Services	123,233.00	6,345.80	51,277.05	41.61	71,955.95
Contractual Services	1,500.00	60.00	2,923.75	194.92	1,423.75
Supplies & Expenses	2,000.00	87.17	730.48	36.52	1,269.52
Technology	2,000.00	0.00	154.57	7.73	1,845.43
TOTAL Public Works/Engineer	128,733.00	6,492.97	55,085.85	42.79	73,647.15
<u>Street Commissioner</u>					
Personnel Services	4,305.00	331.24	2,672.77	62.09	1,632.23
Contractual Services	250.00	22.42	156.99	62.80	93.01
Supplies & Expenses	800.00	0.00	344.56	43.07	455.44
TOTAL Street Commissioner	5,355.00	353.66	3,174.32	59.28	2,180.68

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Superintendent</u>					
Personnel Services	104,677.00	7,845.50	62,840.63	60.03	41,836.37
Supplies & Expenses	1,200.00	0.00	673.91	56.16	526.09
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Street Superintendent	105,877.00	7,845.50	63,514.54	59.99	42,362.46
<u>Garage Maintenance</u>					
Personnel Services	200.00	0.00	268.37	134.19	(68.37)
Contractual Services	29,850.00	1,604.00	26,727.56	89.54	3,122.44
Supplies & Expenses	18,500.00	599.58	8,127.03	43.93	10,372.97
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Garage Maintenance	48,550.00	2,203.58	35,122.96	72.34	13,427.04
<u>Operations Support (M&E)</u>					
Personnel Services	217,924.00	18,474.51	146,862.43	67.39	71,061.57
Contractual Services	3,024.00	0.00	2,736.00	90.48	288.00
Supplies & Expenses	381,850.00	35,344.62	314,981.90	82.49	66,868.10
Technology	575.00	0.00	0.00	0.00	575.00
TOTAL Operations Support (M&E)	603,373.00	53,819.13	464,580.33	77.00	138,792.67
<u>Roads</u>					
Personnel Services	237,959.00	18,665.71	130,731.93	54.94	107,227.07
Supplies & Expenses	95,250.00	4,280.31	67,555.53	70.92	27,694.47
TOTAL Roads	333,209.00	22,946.02	198,287.46	59.51	134,921.54
<u>Street Cleaning</u>					
Personnel Services	48,495.00	4,129.22	24,266.41	50.04	24,228.59
Supplies & Expenses	2,900.00	116.14	1,257.62	43.37	1,642.38
TOTAL Street Cleaning	51,395.00	4,245.36	25,524.03	49.66	25,870.97
<u>Snow and Ice</u>					
Personnel Services	199,474.00	0.00	165,164.07	82.80	34,309.93
Contractual Services	1,600.00	0.00	1,575.00	98.44	25.00
Supplies & Expenses	69,500.00	13,857.05	61,221.11	88.09	8,278.89
TOTAL Snow and Ice	270,574.00	13,857.05	227,960.18	84.25	42,613.82
<u>Stormwater Maintenance</u>					
Personnel Services	37,900.00	4,249.77	17,330.18	45.73	20,569.82
Contractual Services	2,000.00	0.00	0.00	0.00	2,000.00
Supplies & Expenses	22,500.00	677.16	22,553.73	100.24	(53.73)
TOTAL Stormwater Maintenance	62,400.00	4,926.93	39,883.91	63.92	22,516.09
<u>Street Painting-Marking</u>					
Personnel Services	19,800.00	6,620.42	19,203.44	96.99	596.56
Supplies & Expenses	20,000.00	0.00	8,280.25	41.40	11,719.75
TOTAL Street Painting-Marking	39,800.00	6,620.42	27,483.69	69.05	12,316.31

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Street Leave Expenses</u>					
Personnel Services	69,452.00	2,529.53	28,504.63	41.04	40,947.37
TOTAL Street Leave Expenses	69,452.00	2,529.53	28,504.63	41.04	40,947.37
<u>Street Lighting</u>					
Personnel Services	0.00	0.00	403.43	0.00	(403.43)
Contractual Services	161,500.00	12,787.98	96,338.07	59.65	65,161.93
TOTAL Street Lighting	161,500.00	12,787.98	96,741.50	59.90	64,758.50
<u>Stormwater Plan/Const.</u>					
Contractual Services	4,000.00	0.00	2,500.00	62.50	1,500.00
TOTAL Stormwater Plan/Const.	4,000.00	0.00	2,500.00	62.50	1,500.00
<u>Airport</u>					
Personnel Services	981.00	83.30	646.55	65.91	334.45
Contractual Services	118,669.00	7,785.04	81,198.87	68.42	37,470.13
Supplies & Expenses	22,825.00	4,496.58	17,214.22	75.42	5,610.78
TOTAL Airport	142,475.00	12,364.92	99,059.64	69.53	43,415.36
<u>Transit</u>					
Personnel Services	409,161.00	28,836.93	238,151.28	58.20	171,009.72
Contractual Services	4,000.00	270.63	3,411.88	85.30	588.12
Supplies & Expenses	93,350.00	4,205.62	38,908.43	41.68	54,441.57
Fixed Charges	32,325.00	511.00	31,622.40	97.83	702.60
Technology	4,995.00	157.01	3,808.07	76.24	1,186.93
TOTAL Transit	543,831.00	33,981.19	315,902.06	58.09	227,928.94
<u>Garbage Collection</u>					
Personnel Services	98,488.00	5,959.02	43,884.28	44.56	54,603.72
Supplies & Expenses	112,900.00	11,593.44	76,941.68	68.15	35,958.32
Capital Outlay	50,000.00	2,646.99	29,502.44	59.00	20,497.56
TOTAL Garbage Collection	261,388.00	20,199.45	150,328.40	57.51	111,059.60
<u>Recycling</u>					
Personnel Services	125,779.00	5,758.38	46,883.71	37.27	78,895.29
Supplies & Expenses	107,950.00	12,505.99	81,667.12	75.65	26,282.88
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Recycling	233,729.00	18,264.37	128,550.83	55.00	105,178.17
<u>Weed & Nuisance Control</u>					
Personnel Services	10,765.00	1,178.80	4,508.67	41.88	6,256.33
Contractual Services	250.00	0.00	0.00	0.00	250.00
Supplies & Expenses	1,500.00	0.00	528.00	35.20	972.00
TOTAL Weed & Nuisance Control	12,515.00	1,178.80	5,036.67	40.25	7,478.33

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10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Health Officer</u>					
Personnel Services	5,813.00	0.00	2,906.56	50.00	2,906.44
Supplies & Expenses	75.00	0.00	0.00	0.00	75.00
TOTAL Health Officer	5,888.00	0.00	2,906.56	49.36	2,981.44
<u>MEC - Enrichment</u>					
Personnel Services	164,485.00	12,467.67	99,765.35	60.65	64,719.65
Contractual Services	600.00	66.28	465.90	77.65	134.10
Supplies & Expenses	1,975.00	0.00	211.87	10.73	1,763.13
Technology	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL MEC - Enrichment	168,060.00	12,533.95	100,443.12	59.77	67,616.88
<u>Library</u>					
Personnel Services	794,981.00	59,434.69	469,662.90	59.08	325,318.10
Contractual Services	47,400.00	3,641.83	40,098.34	84.60	7,301.66
Supplies & Expenses	47,500.00	1,634.51	38,566.63	81.19	8,933.37
Fixed Charges	9,400.00	10,884.00	13,391.00	142.46	(3,991.00
Capital Outlay	0.00	0.00	2,534.56	0.00	(2,534.56
Print Media - Library	51,000.00	2,961.56	26,136.01	51.25	24,863.99
Non-Print Media-Library	16,001.00	764.25	10,157.95	63.48	5,843.05
Technology	45,363.00	948.05	25,009.27	55.13	20,353.73
TOTAL Library	1,011,645.00	80,268.89	625,556.66	61.84	386,088.34
<u>Parks</u>					
Personnel Services	309,796.00	30,736.93	192,428.84	62.11	117,367.16
Contractual Services	34,000.00	6,502.29	21,474.12	63.16	12,525.88
Supplies & Expenses	46,950.00	3,991.01	35,747.15	76.14	11,202.85
Fixed Charges	0.00	0.00	0.00	0.00	0.00
Capital Outlay	18,500.00	1,322.25	7,419.60	40.11	11,080.40
TOTAL Parks	409,246.00	42,552.48	257,069.71	62.82	152,176.29
<u>Athletic Park Lights</u>					
Contractual Services	1,750.00	461.65	933.78	53.36	816.22
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL Athletic Park Lights	1,750.00	461.65	933.78	53.36	816.22
<u>Ott's Park Lights</u>					
Contractual Services	1,450.00	187.74	689.48	47.55	760.52
Supplies & Expenses	50.00	0.00	0.00	0.00	50.00
TOTAL Ott's Park Lights	1,500.00	187.74	689.48	45.97	810.52
<u>Recreation Programs</u>					
Personnel Services	217,738.00	30,414.57	143,691.97	65.99	74,046.03
Contractual Services	5,450.00	251.30	5,767.99	105.83	(317.99
Supplies & Expenses	23,325.00	6,494.88	20,067.51	86.03	3,257.49
TOTAL Recreation Programs	246,513.00	37,160.75	169,527.47	68.77	76,985.53

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

CITY OF MERRILL
REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: AUGUST 31ST, 2023

10 -General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Community/Events</u>					
Personnel Services	3,300.00	859.92	2,599.61	78.78	700.39
Supplies & Expenses	20,200.00	1,500.00	16,090.00	79.65	4,110.00
TOTAL Community/Events	23,500.00	2,359.92	18,689.61	79.53	4,810.39
<u>Decorations & Banners</u>					
Personnel Services	2,775.00	0.00	881.57	31.77	1,893.43
Contractual Services	300.00	0.00	325.61	108.54	(25.61
Supplies & Expenses	5,000.00	0.00	0.00	0.00	5,000.00
Capital Outlay	1,500.00	0.00	1,094.00	72.93	406.00
TOTAL Decorations & Banners	9,575.00	0.00	2,301.18	24.03	7,273.82
<u>Outside Agencies</u>					
Supplies & Expenses	40,889.00	0.00	34,388.65	84.10	6,500.35
TOTAL Outside Agencies	40,889.00	0.00	34,388.65	84.10	6,500.35
<u>MARC - Smith Center</u>					
Personnel Services	40,850.00	1,700.93	27,137.61	66.43	13,712.39
Contractual Services	52,450.00	6,846.55	37,884.57	72.23	14,565.43
Supplies & Expenses	13,150.00	1,380.18	7,241.84	55.07	5,908.16
Capital Outlay	5,000.00	235.40	3,574.03	71.48	1,425.97
TOTAL MARC - Smith Center	111,450.00	10,163.06	75,838.05	68.05	35,611.95
<u>Aquatic Center</u>					
Personnel Services	94,430.00	40,588.81	90,620.96	95.97	3,809.04
Contractual Services	52,170.00	5,293.88	16,482.25	31.59	35,687.75
Supplies & Expenses	50,900.00	14,084.18	38,342.91	75.33	12,557.09
Technology	2,500.00	0.00	1,176.00	47.04	1,324.00
TOTAL Aquatic Center	200,000.00	59,966.87	146,622.12	73.31	53,377.88
<u>Economic Development</u>					
Contractual Services	20,200.00	0.00	20,200.00	100.00	0.00
TOTAL Economic Development	20,200.00	0.00	20,200.00	100.00	0.00
<u>Transfers</u>					
Transfers	26,945.00	0.00	26,945.00	100.00	0.00
TOTAL Transfers	26,945.00	0.00	26,945.00	100.00	0.00
TOTAL EXPENDITURES	13,128,282.00	1,011,707.95	8,121,836.65	61.87	5,006,445.35
REVENUES OVER/ (UNDER) EXPENDITURES	(210,778.75)	25,318.18	424,063.54	0.00	(634,842.29

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

20 -Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Remediation Action</u>					
Taxes (or Utility Rev.)	26,945.00	0.00	26,945.00	100.00	0.00
TOTAL Remediation Action	26,945.00	0.00	26,945.00	100.00	0.00
TOTAL REVENUE	26,945.00	0.00	26,945.00	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>Remediation Action</u>					
Personnel Services	11,280.00	94.23	7,654.73	67.86	3,625.27
Contractual Services	19,767.00	294.30	17,312.67	87.58	2,454.33
Capital Outlay	0.00	0.00	4,826.18	0.00	(4,826.18)
TOTAL Remediation Action	31,047.00	388.53	29,793.58	95.96	1,253.42
TOTAL EXPENDITURES	31,047.00	388.53	29,793.58	95.96	1,253.42
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(4,102.00)	(388.53)	(2,848.58)	0.00	(1,253.42)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

21 -Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Police-SRO</u>					
Taxes (or Utility Rev.)	62,661.00	0.00	62,661.00	100.00	0.00
Intergovernmental	65,161.00	0.00	31,039.08	47.63	34,121.92
TOTAL Police-SRO	127,822.00	0.00	93,700.08	73.31	34,121.92
<u>Police-23rd Officer</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Police-23rd Officer	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	127,822.00	0.00	93,700.08	73.31	34,121.92
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>Police-SRO</u>					
Personnel Services	124,922.00	8,577.55	71,483.50	57.22	53,438.50
Supplies & Expenses	500.00	270.00	549.00	109.80	(49.00
Fixed Charges	2,400.00	0.00	1,968.00	82.00	432.00
TOTAL Police-SRO	127,822.00	8,847.55	74,000.50	57.89	53,821.50
<u>Police-23rd Officer</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
TOTAL Police-23rd Officer	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	127,822.00	8,847.55	74,000.50	57.89	53,821.50
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	(8,847.55)	19,699.58	0.00	(19,699.58
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

24 -Merrill Festival Grounds

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Merrill Festival Grounds</u>					
Taxes (or Utility Rev.)	46,000.00	0.00	46,000.00	100.00	0.00
Public Charges-Services	12,500.00	0.00	11,511.25	92.09	988.75
Miscellaneous Revenues	4,750.00	0.00	1,162.97	24.48	3,587.03
TOTAL Merrill Festival Grounds	63,250.00	0.00	58,674.22	92.77	4,575.78
<u>Room Tax</u>					
Taxes (or Utility Rev.)	125,000.00	14,514.14	74,254.32	59.40	50,745.68
TOTAL Room Tax	125,000.00	14,514.14	74,254.32	59.40	50,745.68
<u>Bierman Building</u>					
Public Charges-Services	9,500.00	450.00	9,650.00	101.58	(150.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Bierman Building	9,500.00	450.00	9,650.00	101.58	(150.00
TOTAL REVENUE	197,750.00	14,964.14	142,578.54	72.10	55,171.46
=====					
EXPENDITURES					
=====					
<u>Merrill Festival Grounds</u>					
Personnel Services	10,965.00	959.60	3,713.56	33.87	7,251.44
Contractual Services	35,964.00	8,466.07	18,789.89	52.25	17,174.11
Supplies & Expenses	6,500.00	3,109.28	4,561.34	70.17	1,938.66
Capital Outlay	15,700.00	11,211.86	13,802.26	87.91	1,897.74
TOTAL Merrill Festival Grounds	69,129.00	23,746.81	40,867.05	59.12	28,261.95
<u>Room Tax</u>					
Supplies & Expenses	98,000.00	0.00	40,327.64	41.15	57,672.36
TOTAL Room Tax	98,000.00	0.00	40,327.64	41.15	57,672.36
<u>Bierman Building</u>					
Personnel Services	11,052.00	906.71	8,436.50	76.33	2,615.50
Contractual Services	18,750.00	1,482.01	14,570.91	77.71	4,179.09
Supplies & Expenses	4,125.00	97.93	2,938.08	71.23	1,186.92
Capital Outlay	0.00	0.00	3,203.00	0.00	(3,203.00
TOTAL Bierman Building	33,927.00	2,486.65	29,148.49	85.92	4,778.51
TOTAL EXPENDITURES	201,056.00	26,233.46	110,343.18	54.88	90,712.82
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(3,306.00)	(11,269.32)	32,235.36	0.00	(35,541.36
=====					

*** END OF REPORT ***

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

25 -Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	229,525.00	134,692.06	259,861.59	113.22	(30,336.59)
TOTAL CDBG Grants/Loans	229,525.00	134,692.06	259,861.59	113.22	(30,336.59)
<u>Community Development</u>					
Taxes (or Utility Rev.)	10,000.00	0.00	10,000.00	100.00	0.00
Intergov Charges (Misc.)	34,500.00	0.00	0.00	0.00	34,500.00
TOTAL Community Development	44,500.00	0.00	10,000.00	22.47	34,500.00
TOTAL REVENUE	274,025.00	134,692.06	269,861.59	98.48	4,163.41
=====					
EXPENDITURES					
=====					
<u>CDBG Grants/Loans</u>					
Special Services	150,500.00	295.00	179,918.78	119.55	(29,418.78)
TOTAL CDBG Grants/Loans	150,500.00	295.00	179,918.78	119.55	(29,418.78)
<u>Community Development</u>					
Personnel Services	48,737.00	3,801.20	30,693.33	62.98	18,043.67
Contractual Services	400.00	11.21	78.47	19.62	321.53
Supplies & Expenses	1,975.00	12.49	581.29	29.43	1,393.71
Technology	0.00	0.00	0.00	0.00	0.00
TOTAL Community Development	51,112.00	3,824.90	31,353.09	61.34	19,758.91
TOTAL EXPENDITURES	201,612.00	4,119.90	211,271.87	104.79	(9,659.87)
=====					
REVENUES OVER/(UNDER) EXPENDITURES	72,413.00	130,572.16	58,589.72	0.00	13,823.28
=====					

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

27 -Merrill Airport Fuel

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES =====					
<u>Aviation Fuel</u>					
Public Charges-Services	76,000.00	30,033.76	62,240.77	81.90	13,759.23
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Aviation Fuel	76,000.00	30,033.76	62,240.77	81.90	13,759.23
TOTAL REVENUE	76,000.00	30,033.76	62,240.77	81.90	13,759.23
EXPENDITURES =====					
<u>Aviation Fuel</u>					
Contractual Services	4,925.00	1,296.80	3,102.86	63.00	1,822.14
Special Services	78,000.00	1,007.60	40,509.06	51.93	37,490.94
Fixed Charges	5,625.00	0.00	762.50	13.56	4,862.50
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL Aviation Fuel	88,550.00	2,304.40	44,374.42	50.11	44,175.58
TOTAL EXPENDITURES	88,550.00	2,304.40	44,374.42	50.11	44,175.58
REVENUES OVER/(UNDER) EXPENDITURES	(12,550.00)	27,729.36	17,866.35	0.00	(30,416.35)

*** END OF REPORT ***

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

30 -Debt Service

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Debt Service</u>					
Taxes (or Utility Rev.)	3,095,643.48	1,610.79	1,881,206.83	60.77	1,214,436.65
Miscellaneous Revenues	0.00	0.00	10,618.81	0.00	(10,618.81)
Other Financing Sources	<u>37,870.00</u>	<u>0.00</u>	<u>14,722.00</u>	<u>38.88</u>	<u>23,148.00</u>
TOTAL Debt Service	3,133,513.48	1,610.79	1,906,547.64	60.84	1,226,965.84
TOTAL REVENUE	3,133,513.48	1,610.79	1,906,547.64	60.84	1,226,965.84
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>Debt Service</u>					
Debt Service	<u>1,791,352.36</u>	<u>1,700.00</u>	<u>378,881.82</u>	<u>21.15</u>	<u>1,412,470.54</u>
TOTAL Debt Service	1,791,352.36	1,700.00	378,881.82	21.15	1,412,470.54
<u>TID - Debt Service</u>					
Debt Service	<u>1,336,604.48</u>	<u>0.00</u>	<u>134,064.53</u>	<u>10.03</u>	<u>1,202,539.95</u>
TOTAL TID - Debt Service	1,336,604.48	0.00	134,064.53	10.03	1,202,539.95
TOTAL EXPENDITURES	3,127,956.84	1,700.00	512,946.35	16.40	2,615,010.49
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	5,556.64	(89.21)	1,393,601.29	0.00	(1,388,044.65)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #3 - East Side</u>					
Taxes (or Utility Rev.)	991,440.08	146,708.66	991,440.07	100.00	0.01
Intergovernmental	47,294.52	0.00	47,294.42	100.00	0.10
TOTAL TID #3 - East Side	1,038,734.60	146,708.66	1,038,734.49	100.00	0.11
<u>TID #3 -Festival Grounds</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 -Festival Grounds	0.00	0.00	0.00	0.00	0.00
<u>TID #3 - Idle Sites Grant</u>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 - Idle Sites Grant	0.00	0.00	0.00	0.00	0.00
<u>TID #3 - Wal-Mart Dev.</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 - Wal-Mart Dev.	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	1,038,734.60	146,708.66	1,038,734.49	100.00	0.11
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #3 - East Side</u>					
Personnel Services	3,800.00	0.00	0.00	0.00	3,800.00
Contractual Services	2,650.00	0.00	2,400.00	90.57	250.00
Special Services	25,000.00	0.00	0.00	0.00	25,000.00
Fixed Charges	792,982.00	0.00	33,166.00	4.18	759,816.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
Transfers	237,500.00	0.00	0.00	0.00	237,500.00
TOTAL TID #3 - East Side	1,061,932.00	0.00	35,566.00	3.35	1,026,366.00
<u>TID #3 -Festival Grounds</u>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 -Festival Grounds	0.00	0.00	0.00	0.00	0.00
<u>TID #3 - Idle Sites Grant</u>					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #3 - Idle Sites Grant	0.00	0.00	0.00	0.00	0.00

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

43 -TID #3 - East Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TID #3 - Wal-Mart Dev.</u>					
Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #3 - Wal-Mart Dev.	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,061,932.00	0.00	35,566.00	3.35	1,026,366.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(23,197.40)	146,708.66	1,003,168.49	0.00	(1,026,365.89)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

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

44 -TID #4 - Thielman/P Ridge

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

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

45 -TID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #5 - Hwy 107/Taylor</u>					
Taxes (or Utility Rev.)	14,131.63	0.00	14,131.63	100.00	0.00
Intergovernmental	137.00	0.00	137.21	100.15	(0.21)
TOTAL TID #5 - Hwy 107/Taylor	14,268.63	0.00	14,268.84	100.00	(0.21)
TOTAL REVENUE	14,268.63	0.00	14,268.84	100.00	(0.21)
	=====	=====	=====	=====	=====
 EXPENDITURES					
=====					
<u>TID #5 - Hwy 107/Taylor</u>					
Personnel Services	376.00	0.00	0.00	0.00	376.00
Contractual Services	400.00	0.00	650.00	162.50	(250.00)
Fixed Charges	2,317.00	0.00	413.86	17.86	1,903.14
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #5 - Hwy 107/Taylor	3,093.00	0.00	1,063.86	34.40	2,029.14
TOTAL EXPENDITURES	3,093.00	0.00	1,063.86	34.40	2,029.14
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	11,175.63	0.00	13,204.98	0.00	(2,029.35)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

46 -TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
TID #6 - Downtown					
Taxes (or Utility Rev.)	113,251.78	0.00	113,251.78	100.00	0.00
Intergovernmental	2,844.00	0.00	2,844.45	100.02	(0.45)
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #6 - Downtown	116,095.78	0.00	116,096.23	100.00	(0.45)
TOTAL REVENUE	116,095.78	0.00	116,096.23	100.00	(0.45)
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
TID #6 - Downtown					
Personnel Services	2,985.00	0.00	0.00	0.00	2,985.00
Contractual Services	2,400.00	30.00	2,680.00	111.67	(280.00)
Special Services	10,000.00	10,000.00	12,044.62	120.45	(2,044.62)
Fixed Charges	32,271.00	0.00	4,854.68	15.04	27,416.32
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #6 - Downtown	47,656.00	10,030.00	19,579.30	41.08	28,076.70
TOTAL EXPENDITURES	47,656.00	10,030.00	19,579.30	41.08	28,076.70
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	68,439.78	(10,030.00)	96,516.93	0.00	(28,077.15)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

47 -TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #7 - N Center Ave</u>					
Taxes (or Utility Rev.)	552,655.70	0.00	152,655.70	27.62	400,000.00
Intergovernmental	1,476.00	0.00	1,475.77	99.98	0.23
Miscellaneous Revenues	<u>60,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>60,000.00</u>
TOTAL TID #7 - N Center Ave	614,131.70	0.00	154,131.47	25.10	460,000.23
TOTAL REVENUE	614,131.70	0.00	154,131.47	25.10	460,000.23
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #7 - N Center Ave</u>					
Personnel Services	9,575.00	0.00	804.73	8.40	8,770.27
Contractual Services	12,900.00	0.00	2,650.00	20.54	10,250.00
Special Services	0.00	0.00	0.00	0.00	0.00
Fixed Charges	164,425.00	109,000.00	111,212.50	67.64	53,212.50
Capital Outlay	<u>390,000.00</u>	<u>0.00</u>	<u>996.80</u>	<u>0.26</u>	<u>389,003.20</u>
TOTAL TID #7 - N Center Ave	576,900.00	109,000.00	115,664.03	20.05	461,235.97
TOTAL EXPENDITURES	576,900.00	109,000.00	115,664.03	20.05	461,235.97
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	37,231.70	(109,000.00)	38,467.44	0.00	(1,235.74
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

48 -TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #8 - West Side</u>					
Taxes (or Utility Rev.)	628,440.41	0.00	128,440.41	20.44	500,000.00
Intergovernmental	3,668.00	0.00	3,667.68	99.99	0.32
Public Charges-Services	200.00	0.00	175.00	87.50	25.00
Miscellaneous Revenues	50,000.00	0.00	0.00	0.00	50,000.00
TOTAL TID #8 - West Side	682,308.41	0.00	132,283.09	19.39	550,025.32
<u>TID #8 - 201 S Prospect</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL TID #8 - 201 S Prospect	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	682,308.41	0.00	132,283.09	19.39	550,025.32
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #8 - West Side</u>					
Personnel Services	29,030.00	2,120.22	51,927.58	178.88	(22,897.58)
Contractual Services	9,650.00	0.00	2,258.00	23.40	7,392.00
Special Services	212,500.00	20,000.00	131,730.83	61.99	80,769.17
Fixed Charges	310,595.00	0.00	55,297.50	17.80	255,297.50
Capital Outlay	275,000.00	83,170.78	202,013.25	73.46	72,986.75
TOTAL TID #8 - West Side	836,775.00	105,291.00	443,227.16	52.97	393,547.84
<u>TID #8 - 201 S Prospect</u>					
Special Services	0.00	0.00	0.00	0.00	0.00
TOTAL TID #8 - 201 S Prospect	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	836,775.00	105,291.00	443,227.16	52.97	393,547.84
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(154,466.59)	(105,291.00)	(310,944.07)	0.00	156,477.48
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

49 -TID#9 -WI River/S Center

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #9-WI River/S Center</u>					
Taxes (or Utility Rev.)	400,000.00	0.00	0.00	0.00	400,000.00
Intergovernmental	4,896.00	0.00	4,895.81	100.00	0.19
Public Charges-Services	0.00	0.00	375.00	0.00	(375.00)
Miscellaneous Revenues	37,500.00	0.00	0.00	0.00	37,500.00
TOTAL TID #9-WI River/S Center	442,396.00	0.00	5,270.81	1.19	437,125.19
<u>TID #9-Idle Sites (Page)</u>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-Idle Sites (Page)	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	442,396.00	0.00	5,270.81	1.19	437,125.19
=====					
EXPENDITURES					
=====					
<u>TID #9-WI River/S Center</u>					
Personnel Services	22,506.00	0.00	0.00	0.00	22,506.00
Contractual Services	6,400.00	288.00	3,781.35	59.08	2,618.65
Special Services	10,000.00	0.00	2,503.83	25.04	7,496.17
Fixed Charges	32,450.00	0.00	3,725.00	11.48	28,725.00
Capital Outlay	370,000.00	0.00	61.11	0.02	369,938.89
TOTAL TID #9-WI River/S Center	441,356.00	288.00	10,071.29	2.28	431,284.71
<u>TID #9-Idle Sites (Page)</u>					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
TOTAL TID #9-Idle Sites (Page)	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	441,356.00	288.00	10,071.29	2.28	431,284.71
=====					
REVENUES OVER/(UNDER) EXPENDITURES	1,040.00	(288.00)	(4,800.48)	0.00	5,840.48
=====					

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

40 -TID No. 10 - Fox Point

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #10-Fox Point</u>					
Taxes (or Utility Rev.)	733,335.22	0.00	58,355.22	7.96	674,980.00
Public Charges-Services	0.00	0.00	425.00	0.00	(425.00)
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL TID #10-Fox Point	733,335.22	0.00	58,780.22	8.02	674,555.00
TOTAL REVENUE	733,335.22	0.00	58,780.22	8.02	674,555.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #10-Fox Point</u>					
Personnel Services	4,575.00	7,908.86	7,959.10	173.97	(3,384.10)
Contractual Services	7,400.00	0.00	900.00	12.16	6,500.00
Special Services	0.00	0.00	10,000.00	0.00	(10,000.00)
Fixed Charges	29,125.00	0.00	0.00	0.00	29,125.00
Capital Outlay	665,000.00	214,356.04	214,617.15	32.27	450,382.85
TOTAL TID #10-Fox Point	706,100.00	222,264.90	233,476.25	33.07	472,623.75
TOTAL EXPENDITURES	706,100.00	222,264.90	233,476.25	33.07	472,623.75
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	27,235.22	(222,264.90)	(174,696.03)	0.00	201,931.25
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

41 -TID No. 11- Apartments

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #11 - Apartments</u>					
Taxes (or Utility Rev.)	636,061.06	0.00	236,061.06	37.11	400,000.00
Intergovernmental	16,304.81	0.00	16,304.81	100.00	0.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
TOTAL TID #11 - Apartments	652,365.87	0.00	252,365.87	38.68	400,000.00
TOTAL REVENUE	652,365.87	0.00	252,365.87	38.68	400,000.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #11 - Apartments</u>					
Personnel Services	15,406.00	17.84	2,117.99	13.75	13,288.01
Contractual Services	2,900.00	0.00	2,565.00	88.45	335.00
Special Services	150,000.00	10,000.00	30,000.00	20.00	120,000.00
Fixed Charges	119,115.00	0.00	20,237.50	16.99	98,877.50
Capital Outlay	287,500.00	124.40	199,805.70	69.50	87,694.30
TOTAL TID #11 - Apartments	574,921.00	10,142.24	254,726.19	44.31	320,194.81
TOTAL EXPENDITURES	574,921.00	10,142.24	254,726.19	44.31	320,194.81
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	77,444.87	(10,142.24)	(2,360.32)	0.00	79,805.19
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

42 -TID # 12 - Weinbrenner

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>TID #12 - Weinbrenner</u>					
Taxes (or Utility Rev.)	25,393.90	0.00	25,393.90	100.00	0.00
TOTAL TID #12 - Weinbrenner	25,393.90	0.00	25,393.90	100.00	0.00
TOTAL REVENUE	25,393.90	0.00	25,393.90	100.00	0.00
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>TID #12 - Weinbrenner</u>					
Personnel Services	2,575.00	102.05	208.24	8.09	2,366.76
Contractual Services	900.00	0.00	975.00	108.33	(75.00
Fixed Charges	7,775.00	0.00	1,387.50	17.85	6,387.50
Capital Outlay	30,000.00	0.00	0.00	0.00	30,000.00
TOTAL TID #12 - Weinbrenner	41,250.00	102.05	2,570.74	6.23	38,679.26
TOTAL EXPENDITURES	41,250.00	102.05	2,570.74	6.23	38,679.26
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(15,856.10)	(102.05)	22,823.16	0.00	(38,679.26
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

53 -TID No. 13 - Industrial

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

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

54 -TID #14 - Car Wash

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

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	503,000.00	172.60	114,310.57	22.73	388,689.43
Specials (Utility Rev.)	10,000.00	0.00	4,910.75	49.11	5,089.25
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	234,478.75	0.00	(234,478.75
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	513,000.00	172.60	353,700.07	68.95	159,299.93
<u>Streets - Sealcoat</u>					
Taxes (or Utility Rev.)	60,000.00	0.00	0.00	0.00	60,000.00
TOTAL Streets - Sealcoat	60,000.00	0.00	0.00	0.00	60,000.00
<u>Streets - Concrete</u>					
Taxes (or Utility Rev.)	85,000.00	0.00	0.00	0.00	85,000.00
Specials (Utility Rev.)	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL Streets - Concrete	95,000.00	0.00	0.00	0.00	95,000.00
<u>Streets - Resurfacing</u>					
Taxes (or Utility Rev.)	100,000.00	0.00	0.00	0.00	100,000.00
TOTAL Streets - Resurfacing	100,000.00	0.00	0.00	0.00	100,000.00
TOTAL REVENUE	768,000.00	172.60	353,700.07	46.05	414,299.93
=====	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>Streets - Sealcoat</u>					
Personnel Services	0.00	0.00	1,544.96	0.00	(1,544.96
Supplies & Expenses	60,000.00	0.00	54,957.70	91.60	5,042.30
TOTAL Streets - Sealcoat	60,000.00	0.00	56,502.66	94.17	3,497.34
<u>Streets - Concrete</u>					
Personnel Services	41,300.00	9,597.95	16,297.29	39.46	25,002.71
Supplies & Expenses	53,700.00	5,913.00	10,780.53	20.08	42,919.47
TOTAL Streets - Concrete	95,000.00	15,510.95	27,077.82	28.50	67,922.18
<u>Streets - Resurfacing</u>					
Personnel Services	23,000.00	0.00	3,349.84	14.56	19,650.16
Supplies & Expenses	77,000.00	2,950.10	2,950.10	3.83	74,049.90
TOTAL Streets - Resurfacing	100,000.00	2,950.10	6,299.94	6.30	93,700.06

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

52 -Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Capital Outlay/Projects</u>					
Personnel Services	0.00	1,434.50	6,385.15	0.00	(6,385.15
Capital Outlay	<u>463,000.00</u>	<u>57,606.27</u>	<u>211,491.61</u>	<u>45.68</u>	<u>251,508.39</u>
TOTAL Capital Outlay/Projects	463,000.00	59,040.77	217,876.76	47.06	245,123.24
<u>Financing Costs</u>					
Debt Service	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Financing Costs	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	<u>718,000.00</u>	<u>77,501.82</u>	<u>307,757.18</u>	<u>42.86</u>	<u>410,242.82</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>50,000.00</u>	<u>(77,329.22)</u>	<u>45,942.89</u>	<u>0.00</u>	<u>4,057.11</u>

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	124,885.00	6,791.21	83,579.91	66.93	41,305.09
Specials (Utility Rev.)	(1,438.00)	0.00	0.00	0.00	(1,438.00)
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	1,830,470.00	87,973.94	1,161,952.97	63.48	668,517.03
Intergov Charges (Misc.)	26,250.00	906.01	16,075.42	61.24	10,174.58
Miscellaneous Revenues	500.00	1,558.21	11,726.96	345.39	(11,226.96)
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	1,980,667.00	97,229.37	1,273,335.26	64.29	707,331.74
TOTAL REVENUE	1,980,667.00	97,229.37	1,273,335.26	64.29	707,331.74
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	122,500.00	0.00	25,483.42	20.80	97,016.58
TOTAL Non-Departmental	122,500.00	0.00	25,483.42	20.80	97,016.58
<u>Pumping Expenses</u>					
	92,500.00	1,339.32	51,847.28	56.05	40,652.72
TOTAL Pumping Expenses	92,500.00	1,339.32	51,847.28	56.05	40,652.72
<u>Water Treatment Expenses</u>					
	73,250.00	1,009.52	52,683.60	71.92	20,566.40
TOTAL Water Treatment Expenses	73,250.00	1,009.52	52,683.60	71.92	20,566.40
<u>Trans & Distribution Exp</u>					
	280,500.00	14,321.63	169,583.55	60.46	110,916.45
TOTAL Trans & Distribution Exp	280,500.00	14,321.63	169,583.55	60.46	110,916.45
<u>Customer Accts Expenses</u>					
	97,750.00	8,654.85	68,231.98	69.80	29,518.02
TOTAL Customer Accts Expenses	97,750.00	8,654.85	68,231.98	69.80	29,518.02
<u>Admin & General Expenses</u>					
	828,250.00	37,710.92	243,949.65	29.45	584,300.35
TOTAL Admin & General Expenses	828,250.00	37,710.92	243,949.65	29.45	584,300.35

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

62 -Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Contract Work</u>					
	2,000.00	0.00	500.90	25.05	1,499.10
TOTAL Contract Work	2,000.00	0.00	500.90	25.05	1,499.10
<u>Taxes</u>					
	415,000.00	2,279.68	332,857.51	80.21	82,142.49
TOTAL Taxes	415,000.00	2,279.68	332,857.51	80.21	82,142.49
<u>Debt Service</u>					
	36,179.00	0.00	18,662.21	51.58	17,516.79
TOTAL Debt Service	36,179.00	0.00	18,662.21	51.58	17,516.79
TOTAL EXPENDITURES	1,947,929.00	65,315.92	963,800.10	49.48	984,128.90
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	32,738.00	31,913.45	309,535.16	0.00	(276,797.16
	=====	=====	=====	=====	=====

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
=====					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	8,500.00	6,957.50	52,587.94	618.68	(44,087.94)
Specials (Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergov Charges (Misc.)	7,500.00	431.92	4,195.97	55.95	3,304.03
Miscellaneous Revenues	1,500.00	1,558.20	11,726.98	781.80	(10,226.98)
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
Public Charges-Services	1,648,775.00	81,037.79	1,038,422.00	62.98	610,353.00
Other Charges-Services	170,000.00	16,799.24	165,165.57	97.16	4,834.43
TOTAL Non-Departmental	1,836,275.00	106,784.65	1,272,098.46	69.28	564,176.54
TOTAL REVENUE	1,836,275.00	106,784.65	1,272,098.46	69.28	564,176.54
=====					
EXPENDITURES					
=====					
<u>Non-Departmental</u>					
Work Orders - Utility	345,000.00	1,814.33	104,099.19	30.17	240,900.81
TOTAL Non-Departmental	345,000.00	1,814.33	104,099.19	30.17	240,900.81
<u>Contract Work</u>					
	500.00	0.00	110.48	22.10	389.52
TOTAL Contract Work	500.00	0.00	110.48	22.10	389.52
<u>Taxes - SS/Medicare</u>					
	39,500.00	2,985.07	24,607.69	62.30	14,892.31
TOTAL Taxes - SS/Medicare	39,500.00	2,985.07	24,607.69	62.30	14,892.31
<u>Operations</u>					
	295,250.00	9,817.20	209,825.18	71.07	85,424.82
TOTAL Operations	295,250.00	9,817.20	209,825.18	71.07	85,424.82
<u>Maintenance</u>					
	322,500.00	18,681.33	163,386.36	50.66	159,113.64
TOTAL Maintenance	322,500.00	18,681.33	163,386.36	50.66	159,113.64
<u>Customer Accts Expenses</u>					
	123,500.00	7,158.51	79,810.96	64.62	43,689.04
TOTAL Customer Accts Expenses	123,500.00	7,158.51	79,810.96	64.62	43,689.04

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

63 -Sewer Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>Admin & General Expenses</u>					
	485,500.00	76,685.25	287,379.56	59.19	198,120.44
TOTAL Admin & General Expenses	485,500.00	76,685.25	287,379.56	59.19	198,120.44
<u>Taxes & Depreciation</u>					
	362,000.00	0.00	0.00	0.00	362,000.00
TOTAL Taxes & Depreciation	362,000.00	0.00	0.00	0.00	362,000.00
<u>Transfers</u>					
	10,200.00	0.00	5,382.00	52.76	4,818.00
TOTAL Transfers	10,200.00	0.00	5,382.00	52.76	4,818.00
TOTAL EXPENDITURES	1,983,950.00	117,141.69	874,601.42	44.08	1,109,348.58
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(147,675.00)	(10,357.04)	397,497.04	0.00	(545,172.04)
	=====	=====	=====	=====	=====

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

*** END OF REPORT ***

Attachment: Revenue Expense Reports August 2023 (10343 : Discussion and approval of August Revenue and Expense Reports)

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

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

FEE \$ 10 - Ryan S.

Application Date: 8/21/23

☐ Town ☐ Village ☒ City of Merrill

County of Lincoln

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

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

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

at the premises described below during a special event beginning September 23, 2023 and ending September 23, 2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☒ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Merrill Historical Society

(b) Address 100 E 3rd Street Merrill, WI 54452
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized 1977

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Mike Holasinski

Vice President Mike Westworth

Secretary David Johnson

Treasurer Pat Burg

(g) Name and address of manager or person in charge of affair: Ryan Schwartzman
401 E. 3rd Street Merrill, WI 54452 (715-218-7310)

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

(a) Street number 303 N. Sales Street Merrill WI 54452

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event GLCW - Down the Middle with Earl Hebner

(b) Dates of event September 23rd, 2023

DECLARATION

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

Officer

Patricia Burg 8/18/2023 Merrill Historical Society
(Signature / Date) (Name of Organization)

Date Filed with Clerk 8/21/23

Date Reported to Council or Board _____

Date Granted by Council _____

License No. 09775



CITY OF MERRILL

Steve Hass, Mayor

1004 East First Street • Merrill, Wisconsin • 54452

Phone (715) 536-5595 • FAX (715) 539-2668

e-mail: steve.hass@ci.merrill.wi.us

M E M O R A N D U M

DATE: September 7, 2023
TO: City Council members
FROM: Mayor Hass
RE: 503 Wisconsin

City staff requests that 503 Wisconsin be re-bid. We recommend that there is no minimum bid amount. The bid submittals should include the bidders plan for use and rehabilitation of the property as well as a time table for the rehabilitation.

Thanks

Attachment: 503 Wisconsin memo (10355 : Discussion and consideration regarding rebidding 503 Wisconsin St.)

"Focusing on the Future"

An equal opportunity/affirmative action employer.

Kwik Trip
INC.**Kwik Star**

Legal

PHONE 608-781-8988

FAX 608-793-6120

1626 Oak St., P.O. Box 2107

La Crosse, WI 54602

www.kwiktrip.com

July 19, 2023

City Clerk
City of Merrill
1004 E. First St.
Merrill, WI 54452

RE: Agent Appointment
Kwik Trip 386
2311 E. Main St.

Dear City Clerk:

A new manager, Holly Hilgart, has been assigned to take over leadership responsibilities of our Merrill Kwik Trip store. Therefore, we would like to name Holly as the agent of the store.

Enclosed please find the completed Appointment of Successor Agent and Supplemental Questionnaire forms. Also enclosed is a \$10.00 check to cover the processing fee. I respectfully request that you include this item on the agenda of your next City Council meeting for consideration.

Please contact me if you require anything further regarding this change. I can be reached at (608) 793-6262 or DHafner@kwiktrip.com. Thank you in advance for your assistance with this matter.

Yours truly,

Deanna Hafner
Legal Dept.

Enclosures

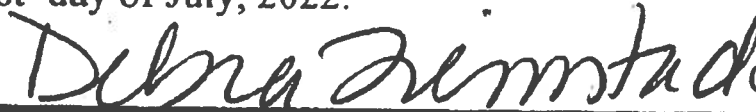
Attachment: Kwik Trip 2311 E Main Agent Change (10347 : Consider the change of agent for Kwik Trip Store 386 to Holly Hilgart)

CITY OF BLAIR OPERATOR'S LICENSE

No: 8-2022

WHEREAS, the local governing body of the City of Blair, County of Trempealeau, Wisconsin, has, upon application duly made, granted and authorized the issuance of an "Operator's" license to: Holly R Hilgart, 39969 US 53, Whitehall, WI.

AND WHEREAS, the said applicant as paid to the treasurer the sum of \$17.00 as required by local ordinances and has complied with all requirements necessary for obtaining a license: NOW THEREFORE, an "Operator's License", pursuant to sections 125.17(1), 125.32(2) and 125.68(2) of the Wisconsin Statutes, and local ordinances, is hereby issued to said applicant. FOR THE PERIOD from July 1, 2022 to June 30, 2023. Given under my hand and the corporate seal of the City of Blair this 1st day of July, 2022.



Clerk/Deputy Clerk

Attachment: Kwik Trip 2311 E Main Agent Change (10347 : Consider the change of agent for Kwik Trip Store 386 to Holly Hilgart)

Form
AT-106Original Alcohol Beverage
License Application

FOR CLERKS ONLY	
Municipality	
License Period	

License(s) Requested

#09776

- ☐ Class "A" Beer \$ _____
 ☐ "Class A" Liquor \$ _____
- ☒ Class "B" Beer \$ 84.00
☐ "Class B" Liquor \$ _____
- ☐ "Class C" Wine \$ _____
☐ "Class A" Liquor (Cider Only) \$ 0
- ☐ Reserve "Class B" Liquor \$ _____
☐ "Class B" (Wine Only) Winery \$ _____

License Fees	\$ <u>84.00</u>
Publication Fee	\$ <u>10.00</u>
Background Check	\$ _____
Total Fees	\$ <u>94.00</u>

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship)

SmokeHouse Tx BBQ

2. Trade Name or DBA

SmokeHouse Tx BBQ LLC

3. Premises Address

722 E 2nd St

4. County

Lincoln

5. Municipality

Merrill

6. Aldermanic District

7. Mailing Address (if different from premises address)

722 E 2nd St

8. FEIN

932367500

9. Wisconsin Seller's Permit Number

456 1031466434 04

10. Premises Phone

715 722 0944

11. Premises Email

Casaamigos951@gmail.com

12. Entity Type (check one)

- ☐ Sole Proprietor
 ☐ Partnership
 ☒ Limited Liability Company
 ☐ Corporation
 ☐ Nonprofit Organization

13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary.

Selling alcohol on premises inside building.

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate. ☒ Yes ☐ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No
If yes, please explain using the space below. Attach additional sheets if necessary.

Attachment: Smokehouse TX BBQ liquor license (10349 : Consider a Class "B" (beer only) liquor license for SmokeHouse TX BBQ LLC)

Part C: For Corporate/LLC Applicants Only

1. State of Registration WI		2. Date of Registration 2023	
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors. ☐ Yes ☒ No			
Name of Parent Company		FEIN of Parent Company 932367500	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No If yes, please explain using the space below. Attach additional sheets if necessary.			
5. Agent's Last Name Gutierrez		Agent's First Name Yareldi	
		Phone 9204150854	

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
Gutierrez	Yareldi	owner	9204150854
Gutierrez	Ramon	owner	920372245

Part E: Attestation

Who must sign this application?

- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 		Date 8/21/2023	
Name (Last, First, M.I.) Gutierrez, Yareldi B			
Title owner	Email Yareldicolon1997@gmail.com	Phone 9204150854	

Part F: For Clerk Use Only

Date application was filed with clerk 8/22/23	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		

Parks & Recreation Department Fee Schedule and Proposed Changes

Program/Service Provided	Current Fee	Proposed Fee	How charged/duration
Little Dribblers Basketball	\$20.00 (\$30 late fee)	\$25.00 (\$35.00 late fee)	Season
Kids in Motion	\$10.00	Same	Program
Tiny Tots Skate	\$1.00	Same	Per session
Open Skate	\$4.00	\$5.00	Per session
Animal Art	\$10.00	Same	Program
Flag Football	\$20.00 (\$30.00 late fee)	\$25.00 (\$35.00 late fee)	Season
Swim Day Pass	\$4.00 (ages 2-61)	\$5.00	Daily
Swim Day Pass	\$2.00 (ages 62+ and military)	\$3.00	Daily
Season Pass Pool Pass(Individual)	Punch Pass only		
Season Pool Pass (Family)	Punch Pass only		
Non Swimmer Fee	\$2.00	\$3.00	Daily
Pool Rental 1-50 people	\$125.00/hr	\$150.00	2 hours
Pool Rental 51-75 people	\$150.00/hr	\$175.00	2 hours
Pool Rental 76-100 people	\$175.00/hr	\$200.00	2 hours
Pool Rental 101 + people	\$1.00/person/hr	\$2.00/person/hr	2 hours
Pool Group Rates	\$2.00/person	\$3.00/person	Groups of 50 or more
Pool Punch Passes	\$70.00 for 25 visits/\$30 for 10 visits and \$15 for 5 visits	\$85 for 25 visits/\$37 for 10 visits and \$20 for 5 visits	One "visit" equals one entry per person
Smith Center Ice Skate Pass	\$75.00 res/\$85 non res	\$100.00 (no res/non res)	Family Season Pass
Skate Rental	\$2.00	\$4.00	Per pair per time
5 th Quarter	\$8.00	\$10.00	Per session 1-2 per fall season
Tee Ball	\$20.00 (\$30.00 late fee)	\$25.00 (\$35.00 late fee)	Season
Starter Tee Ball	\$20.00 (\$30.00 late fee)	\$25.00 (\$35.00 late fee)	Season
Nature Nuts	\$5/class	Same	Program (3 classes total)
Summer Playground	\$50 including pool & bus	\$50 (excludes pool & bus)	Per week
Summer Playground	\$50 including pool & bus	\$50 (excludes pool & bus)	Per week
Summer Playground	\$50 including pool & bus	\$50 (excludes pool & bus)	Per week
Summer Playground	\$50 including pool & bus	\$50 (excludes pool & bus)	Per week
Colorama Bicycle Ride	\$30.00 Early \$35.00 Late Reg.	\$35.00 (\$45.00 late fee)	Special Event
Athletic Field Rental	\$30/field/day	Same	Per field per day rent
Athletic League Play	\$10.00	Same	Adult season player fee
Athletic League Play	\$5.00	\$6.00	Youth season player fee
Smith Center Arena Rental	\$350.00	Same	One day full arena rental
Park Shelter Reservations	\$60.00	Same	Per day (Ott's, Normal, Riverside)
Park Shelter Reservations	\$70.00	Same	Per day (Kitchenette, Stange)
Park Shelter Reservations	\$90.00	Same	Per Day (Agra Pavilion)
Birthday Party Packages	\$8.00, \$9.00, \$10.00	\$9.00, \$10.00, \$12.00	Per Person/party for Hotdog, Ice Cream, Pizza Parties at SMPC
Breakfast with Santa	\$3.00	\$5.00	Suggested donation
Tree memorial	\$200.00	\$250.00	Per Tree
Memorial bench	\$250.00	Remove	Too many benches
Smith Center Arena Sponsorship	\$500.00	Same	Per year/dasher boards
Smith Center Arena Sponsorship	\$200.00/\$400.00	Same	Per year/4'x4' or 4'x8' billboard
Smith Center Arena Sponsorship	\$200.00/\$350	Same	Per year/3x6 & 4x8 hang banner
Smith Center Arena Sponsorship	\$500.00	Same	Per season/in ice logo
Ice Rental	\$105.00/hr	\$125/hr	Per hour/out of town groups
Ice Rental	\$78.00/hr	\$85/hr	Per hour/in town user groups
Mushy, Gushy, Sticky Icky Fun	\$10.00	Same	Program
Shake Your Sillies Out	\$10.00	Same	Program

Attachment: Adjusted Fee Structures - proposed increases (10356 : Consider approval of Parks & Recreation Department fee schedule and

City of Merrill
 Airport Commission Meeting Minutes
 Wednesday, July 19, 2023
 Merrill Airport Terminal

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

Public Present: Draco Fink (Cameraman)

1. Call to Order – Meeting called to order at 19:00 hours by Chairman Schwartz.
2. Approval of Meeting Minutes from June 21, 2023. Motion by Malsack; second by Weix. All ayes. Motion carried.
3. Approval of Vouchers – Vouchers presented, received and initialed. Motion to pay vouchers by Baner; second by Schulz. All ayes. Motion carried.
4. Runway 16/34 Project Status – Schwartz reported we are waiting for Congress to move on re-authorization bill.
5. Update Entitlement Projects 2022/2023 – Some finishing work on landscaping and seal coating needs to be done. Waiting for contractors to schedule. New blacktop by T-hangars is sloped perfectly.
6. Discussion/Decision RFP Current FBO Hanger – Nothing new. Will be taken off Agenda.
7. Update Airport Signage – Malsack reported signs are being made now. Have the permits; so when they are done, they will be installed.
8. Update F-84 Monument – McCullough reported he tried to contact the Reserve Unit tasked with display maintenance. The person responsible is on deployment now and will make contact when back from deployment.
9. Airport General Maintenance – McCullough is having electrical contractor RTL work on lighting outages/issues. He will talk to the City Carpenter for replacement of Maintenance Shop walk-in door replacement.

Status House Sewer Service Improvement - Should be started in a week for locates; and measurements and construction to start in August. FAA surveyed the Airport for obstructions and reported to McCullough for corrections.

10. Chairman's Report – Schwartz has a meeting scheduled with David Green, the head of the Bureau of Aeronautics (BOA), Mark Grazskavic, Head of Financing, Andy Trimmel and Matt

Maleki, on August 14 to discuss the future of Merrill Airport regarding the Maintenance Hangar, T-Hangar and Runway Project. A company installing solar panels expressed interest in Merrill Airport. We will follow up with them. BOA was contacted about the weak signal/poor reception pilots are getting on the Merrill AWOS (Automatic Weather Observation System). Diagnosis of the problem is underway. Two T-Hangar rents are behind. One tenant is waiting for the Lease Agreement; and the other will be contacted to bring rent up to date.

11. Aviation Happenings – Schulz reported a United 767 on approach lost its emergency inflatable slide four miles from O'Hare Airport. It fell into a backyard. Luckily, no injuries. FAA has issued an Advisory Circular regarding straight in approaches at non-controlled airports when other planes are in the traffic pattern. The straight-in traffic should fly a traffic pattern when other aircraft are in the pattern. Discussed initial call to enter traffic patterning using number and subsequent call can include plane model/type. FAA has been without an administrator and is potentially moving to install Mike Whitaker in that vacant position. FAA announced two new grant programs to encourage pilot training and maintenance mechanics, called Workforce Development Programs. Garmin has a new instrument intended for Instrument Flight Rules (IFR). It tells pilots how close to the ground they are in poor visibility conditions, with all the instruments giving the pilots a great variety of information, including weather. Pilots must focus more attention outside the plane to watch for and avoid other planes and obstacles.
12. Discussion EAA Cup Race – Malsack reported everything is ready and he will be helping set up. Merrill Fire Department, Merrill PD and County PD will be notified. Also, Foto News has been notified that the finish for the fastest planes will be about 9:30a.m. and continuing on.
13. Public Comment – None.
14. Agenda Items for Next Meeting – T-hangar Lease Agreement Terms
15. Closed Session – Schwartz asked for motion to go into Closed session and informed members that he would be seeking a roll call vote to do so. Schulz motioned to go into closed Session; second by Banser. All members by roll call vote were aye. Motion carried. Camera staff were excused and Commission went into closed session. Closed session ended with motion and approval to close session with out going back into open session.
16. Adjournment – Motion by Malsack to adjourn; second by Weix. All ayes. Motion carried.

Minutes prepared by Lyle Banser

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

**CITY OF MERRILL
HEALTH & SAFETY COMMITTEE
MONDAY, August 8, 2023 - MINUTES
Special Meeting City Hall Council Chambers 6:30 p.m.**

Members Present: Alderpersons Mark Weix and Michael Caylor. Alderperson Mike Rick was absent.

Others present in person or remote: Mayor Hass, City Clerk Anderson-Malm, Police Chief Bennett, City Attorney Hayden, Building Inspector/Zoning Administrator Pagel, Alderperson Lupton, Alderperson Fermanich, Library Director Ollhoff, IT Manager Brown and Merrill Productions.

- I. Chair Weix called the meeting to order at 6:30 p.m.
- II. **Consider an Amusement Arcade Permit for Funtime Action Center, 1307 E Main St :**
Chief Bennett explained this permit would include 6 machines and will be located in the former Van's Meat Market building. There are not concerns.

Alderperson Caylor made a motion to approve the amusement arcade permit and forward to the Common Council. Chair Weix seconded and the motion carried.

- III. **Adjournment:**
Alderperson Caylor made a motion to adjourn. Chair Weix seconded and the motion carried. The meeting was adjourned at 6:32 PM.

Minutes prepared by: Lori L Anderson-Malm City Clerk

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

**City of Merrill
Historic Preservation Committee
Wednesday, August 9, 2023
City Hall Common Council Chambers**

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

Other's present: City Clerk Anderson-Malm and Merrill Productions

I. Call to order – Chair Caylor called the meeting to order at 6:00 PM

II. Approval of Previous Meeting Minutes from July 19, 2023

Alderperson Sabatke made a motion to approve the July 19 minutes. Elizabeth McCrank seconded and the motion carried.

III. General Agenda Items:

1. Discussion on Legion Building:

Chair Caylor included a response from Park & Recreation Director Wendorf and read it to the committee regarding the use of the Legion Building.

Elizabeth McCrank gave an update on the story board. She asked this to be on the September agenda. The committee is looking for inside pictures of the Legion Building to include on the story board. Chair Caylor will post this on a Facebook page.

2. Discussion regarding historic homes and buildings including media coverage:

Chair Caylor provided the letter that has been generated to send to six historic homeowners. This letter asks the possibility in having personnel from Merrill Media interview the homeowner, either inside their home or outside, regarding their historic home.

Chair Caylor also talked with Mike Ravn and John Greenwood, members of AAC. They are interested in collaborating with the Historic Preservation Committee regarding historic buildings. This will be added to the September agenda for further discussion.

3. Continued discussion on sign placement schedule and media coverage:

Chair Caylor updated the committee on the sign placement schedule. This will be a recurring item on the proceeding agendas. Chair Caylor contacted Kuffer Kaltenborn, a descendent of Hans von Kaltenborn; he will try to establish an interview that can be added to the QR code.

IV. Next meeting date and time:

The next meeting will be Wednesday, September 20 at 6:00 pm

V. Public Comment

There was no public comment.

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

VI. Adjournment

Bill Heideman made a motion to adjourn. Alderperson Sabatke seconded and the motion carried. The meeting was adjourned at 6:19 PM.

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

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

Transit Commission Meeting
August 21, 2023
Minutes

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

1) Call to order: 4:00pm

2 Public Comment – None

3) Approval of July, 2023 minutes

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

4) Administrator's Report:

A. Ridership – holding steady

B. Employee Status – hired 1 p/t driver still short 1 p/t. Discussions on options

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

5) Restructure Employee to maintain coverage- Discussions on options. Put together plans for future

7) Future Agenda Items: Admin Report, Restructure Employees plans, budget

8) Next meeting date will be September 18, 2023 at 4:00pm. Meeting will be held at the Council
Chambers in City Hall, 1004 E 1st St, Merrill, WI 54452.

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

Respectfully submitted by:

Brad Brummond
Transit Administrator

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

T. B. Scott Free Library · Board of Trustees
Minutes of the Regular Meeting July 19, 2023

Opening

President Michael Geisler called the regular meeting of the Board of Trustees to order at 4:00 p.m. in the Library Community Room. Present: Katie Breitenmoser, Michael Caylor, Audrey Huftel, Richard Mamer, Ryan Martinovici, Elizabeth McCrank. Excused: Darcy Dalsky, Chris Grunenwald. Also present: Laurie Ollhoff, Andrea Bennett, camera operator, and Carol Wendorf (community member).

No correspondence.

No public comment was made.

Consent items

K. Breitenmoser/E. McCrank/C to approve the minutes of the regular meeting of June 21, 2023.

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

Reports/discussion items/action items

- A. R. Martinovici/A. Huftel/C** amended motion to approve the 2023 Mid-year Endowment Fund Report and payment of Invoice for accounting services rendered to Richard A. Mamer, CPA., in the amount of \$400. Discussion included a review of the IRS Form 990 and the completion of the IRS form by staff at the office of Richard A. Mamer, CPA.
- B. K. Breitenmoser/M. Caylor/C** to approve the 2024 Library Budget Proposal. L. Ollhoff explained budget considerations for 2024 and funding source request to the City of Merrill and Lincoln County. Budget request reflects substantial increase in fixed expenses primarily as a result of rising costs in utilities. Overall, library is experiencing an increase in all material costs.
- C. A. Huftel/E. McCrank/C** to approve request by Ana Blair's Coffee on the Go Coffee Truck to setup at the Library. L. Ollhoff presented the request and explained preferred location for setup. Discussion included hookup requirements. E. McCrank recommended that the City be contacted to ascertain a list of other local food truck vendors to offer the same opportunities to them. L. Ollhoff will contact the City. Food truck setup at the library will be reviewed periodically.
- D. Church Property Status.**
M. Caylor reported as the City-appointed board member. New owner was asked to provide Common Council with plans for the church property. Plans have not been presented. As a result, the new owner will need to reapply for rezoning if they wish to do so.
- E. Committee Appointments:** M. Geisler asked for volunteers to serve on the Personnel & Finance Committee and the Buildings and Grounds Committee. M. Caylor offered to be on the Building and Grounds Committee and was appointed by M. Geisler. Volunteers did not step forward for the Personnel & Finance Committee. M. Geisler will contact board members directly before the August Board meeting to ascertain a committee member.
- F. Service recognitions** were presented by L. Ollhoff. Kay Andrews for 20 years of service and Andrea Bennett for 15 years of service. They are commended for their dedication in providing great service to the community and being exemplary library team members.
- G. Strategic Plan Goals and Objectives #1.** L. Ollhoff provided updates on Strategic Plan Goals and Objective #1.
- H. Wisconsin Trustee Essential #2: Bylaws—Organizing the Board for Effective Action.** L. Ollhoff provided copies of Trustee Essential #2 for review and questions. No further discussion.

Library Director's Report

- Library program highlights announced.

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

T.B. Scott Free Library

Board of Trustees

May 17, 2023

- Nothing to report from the Wisconsin Valley Library System representative Diane Peterson.
- Friends of the Library will not meet during the summer months and reconvene in September just in time to discuss the Fall Book Sale.
- Communication with Kristilyn Vercruyese of MSR Design continues as we advance to a proposal for the addition of a activity/meeting room in the Youth Services Department. Project option proposals will be presented at the August Board meeting.
- Long Range Plan development continues with a Library Visits Report by library administration to be presented at the September Board meeting. Local survey will be developed and delivered for community member input in October.
- Welcome to new Board member, Michael Caylor, as city-appointed member from City of Merrill Common Council.
- Board of Trustees are offered great resources to support them in their duties and responsibilities as Board members by the State of Wisconsin Department of Public Instruction: United for Libraries (<https://www.ala.org/united/>)

President's remarks

- Board members will be contacted for remaining committee appointments.

E. McCrank/M. Caylor/C moved to adjourn the meeting at 4:40 p.m. The next regular business meeting of the Board of Trustees is scheduled for August 16, 2023, at 4:00 p.m. in the Library Community Room.

Respectfully submitted,
Laurie Ollhoff, Secretary

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

CITY OF MERRILL
MARKETING & COMMUNICATIONS COMMITTEE
THURSDAY, August 24, 2023 - MINUTES
Regular Meeting City Hall Council Chambers 5:15 p.m.

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

Also Present: Mayor Hass, Interim City Administrator Akey, Social Media Specialist Savall, Interim City Administrator Bennett and Merrill Community Media.

- I. Chair Fermanich called the meeting to order at 5:15 PM.
- II. **Approval of previous meeting minutes:**
Alderson Weix made a motion to approve the July 20th meeting minutes. Alderson Meyer seconded and the motion carried.
- III. **General Agenda Items:**
 1. Discussion on general budgetary guidelines and clarification from Finance Director Unertl – Chair Fermanich asked this be included in the packet for clarification. General guidelines so committee knows which account expenses are credited.
 2. Consider and approval Midwest Communications ads for on-line marketing – Chair Fermanich explained the ads for on-line marketing. Ads will be run in the targeted markets. Alderson Meyer made a motion to approve the Midwest Communications ads starting in September. Alderson Weix seconded and the motion carried.
 3. Discuss and consider WEDC Talent Marketing Grant – Chair Fermanich brought this for consideration and thoughts on possible uses for this grant. Money needs to be spent before reimbursement of the grant. It was decided to bring this back to the September meeting. No further action was taken.
 4. Update on potential costs for the 2024 Visitors Guide – no current information available. It was decided to bring this back on a future agenda.
 5. Continued discussion of Marketing Consultant options – Chair Fermanich spoke about this item. Scott Steele said focus should be on media/news stations and press releases, searches and optimization (SEO) and the website and oversee Midwest Communications marketing. Park and Rec Director Wendorf would like someone to funnel thoughts and ideas to press releases and social media. Following discussion, it was decided to map out quarterly events and have Midwest Communications handle marketing. New events would be added or updated as necessary. Alderson Weix made a motion to contact Midwest Communications about marketing the City of Merrill. Alderson Meyer seconded and the motion carried.
 6. Consider and approve the Budget Proposal for 2024 – Chair Fermanich explained the budget proposal for 2024. Alderson Meyer made a motion to forward the budget proposal to the Common Council. Alderson Weix seconded and the motion carried.

IV. Monthly Reports and Updates:

1. Survey results from Community Night Out and future Facebook posts – Social Media Specialist Savall – She reported on the night and received comments regarding what the community would like to see on the Facebook page. Citizens would like to see more events from businesses, street updates and city events.

2. Monthly Report – Social Media Specialist Savall – the report was in the packet.

3. Consider placing reports on file – Alderperson Meyer made a motion to place the reports on file. Alderperson Weix seconded and the motion carried.

V. Public Comment:

There was no public comment.

VI. Next meeting date: Thursday, September 21 at 5:15 pm**VII. Adjournment** – Alderperson Weix made a motion to adjourn. Alderperson Meyer seconded and the motion carried. The meeting was adjourned at 6:03 PM.

Minutes respectfully submitted by City Clerk - Lori Anderson-Malm from video footage from Merrill Community Media.

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

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

Meeting was held on August 24th, 2023 at 2:15pm

Merrill Enrichment Center Conference Room – 303 N. Sales Street

Present: Laura Bertagnoli (Chair), Gene Bebel, Sharon Anderson, Sharon Harvey, Jay Tlusty, Nathan Meyer (Aldersperson), Hallie Savall (Social Media Specialist)

Excused: Teresa Baker, Jennifer Clark (ADRC representative)

1. Opening

- a. Bertagnoli called the meeting to order.

2. Consent Items

- a. Motion by Bebel second by Tlusty to approve July '23 minutes. Anderson added a correction to July's minutes by adding the word tax; *Anderson suggested adding 401(k) donations may also be tax exempt.* Motion carried.
- b. Motion by Bebel second by Meyer to approve July/Aug '23 vouchers. Motion carried.

3. Public Comment

- a. None

4. Operations

- a. Director shared Endowment flyer for final proof. Discussion and suggestions included created a reporting policy so as to have it on record of how/where the money has been spent, where the flyers would be placed included churches, law /estate planning offices and funeral homes, and at our large events. Bebel made a motion to conduct an endowment report every December, second by Tlusty. Motion carried. Bebel also recommended setting a policy for oversight of the Endowment. Meyer stated it may not be necessary until we have funds available for spending. Director will begin work on the policy so it is in place once the flyers are ready to promote. Anderson added the importance of transparency of spending/reporting. Bebel further brought up the need to personally thank the donors. Director will draft a thank you letter. Director reminded committee that we will not have a traditional endowment which earns any interest income. The MEC endowment gifts will be directly deposited into the MEC's designated budget endowment fund to be spent as donors request or at the Directors discretion.
- b. Director shared some September offerings including workshops; Fire Safety and Red Cross CPR/AED and disaster ready rating and the ADRC's offering dementia basics, memory screens, and brain health basics.
- c. MEC's open house date is September 28th from 2-6pm. People will meet staff and instructors, tour the facility, participate in fitness classes and make & take projects, observe demonstrations and displays, and enjoy free appetizers and refreshments, and have an opportunity to win Door Prizes.
 - i. Director shared there have been people who stopped at the Center who thought they needed to be a resident of the City or County to attend offerings here. We will communicate this in our newsletters as well as online that all are welcome regardless of where you live.
 - ii. Meyer and Savall provided extensive discussion regarding advertising not only MEC's open house, but the MEC overall. Ideas included 10-15 second videos for use on websites and Facebook. Savall discussed the effectiveness of Reels on FB. Director suggested she speak with Vicki as she is the MEC's marketing coordinator. Meyer will be working with Director on the video in the next few weeks.
- d. Director discussed advertising for our newsletters. We received a call from LPI (our printing service) to inform us that we needed more advertisers or we may lose pages. The MEC staff provided LPI with a number of area businesses that may be interested. Committee ideas were to post on our FB page and contact both the Merrill and Tomahawk Chambers to see if any businesses are looking for new ways to advertise.

5. ADRC

- a. No updates

6. Discussion

- a. Director shared the confusion with renters using the Enrichment Center name for their events. Director spoke with Krista Mitchell, City Attorney's office. Our contract does state rental of the Expo. She will inform renters who are promoting their event to use the Bierman/Expo name for their event. Savall added that she would take care of social media posts to avoid confusion.

7. Adjournment

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

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

The next meeting date is **September 21st, 2023 at 2:15pm at the MEC.** *Vouchers will be available for review 10 minutes prior to meeting time.*

Respectfully submitted
TMrachek



Tammie Mrachek
Director
Merrill Enrichment Center
City of Merrill
(715) 536-4226
MEC@ci.merrill.wi.us
303 North Sales St., Merrill, WI
54452
www.ci.merrill.wi.us



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Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

**CITY OF MERRILL
HEALTH & SAFETY COMMITTEE
MONDAY, August 28, 2023 - MINUTES
Regular Meeting City Hall Council Chambers 5:15 p.m.**

Members Present: Chair Mark Weix, Alderperson Michael Caylor and Alderperson Mike Rick

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

- I. Chair Weix called the meeting to order at 5:15 p.m.

- II. **Minutes from the July 24 and August 8, 2023 meetings:**
Alderperson Rick motioned to place the minutes from July 24 and August 8 meetings on file. Alderperson Caylor seconded and the motion carried.

- III. **Nuisance Complaints & Vouchers:**
 1. **Nuisance Complaints** – Deputy Health Officer Ashbeck reported on the nuisance complaints that were in the agenda packet.

 2. **Vouchers** – Alderperson Caylor motioned to approve the vouchers. Alderperson Rick seconded and the motion carried.

- IV. **General Agenda Items:**
 1. **Consider a Class “B” (beer only) liquor license for Casa Amigo’s location at 722 E 2nd St.** - Alderperson Rick made a motion to approve the Class “B” liquor license for Casa Amigo’s and forward to the Common Council. Alderperson Caylor seconded and the motion carried.

 2. **Consider an agent change for Kwik Trip Store #386** – Alderperson Rick made a motion to approve the agent change. Alderperson Caylor seconded and the motion carried.

 3. **Discuss and consider the Strategic Planning proposal for the Merrill Fire Department** - Fire Chief Klug discussed the value of a strategic plan and mentioned the value of having internal and external clients attend. This would not take place until January 2024 and would have a total of 4 meetings at the Fire Station. The internal participants would be volunteers only and not receive pay for their participation. Following discussion, not action was taken.

- V. **Monthly Reports:**
 1. **Monthly Report** – Fire Chief Klug – He highlighted some items in his report and answered questions from the committee.

 2. **Monthly Report** – Police Chief Bennett – The report was in the packet. Three liquor license issues were discussed. Merrill Historical Society license will be taken directly to the Common Council by Mayor Hass. The Eagles Labor Day license will be approved by Police Chief Bennett and City Clerk Anderson-Malm per ordinance. Sunset Hollow’s address change from 813 to 811 will be referred to as a clerical change and not require further action.

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

3. Monthly Report – Lincoln County Humane Society – The report was in the packet.

4. Alderperson Caylor made a motion to place the reports on file. Alderperson Rick seconded and the motion carried.

VI. **Establish date and time of next regular meeting:**

The next meeting will be Monday, September 25 at 5:15

VII. **Public Comment**

There was no public comment

VIII. **Adjournment**

Alderperson Caylor motioned to adjourn the meeting. Alderperson Rick seconded and the motion carried. The meeting was adjourned at 5:42 PM.

Minutes prepared by: Lori L Anderson-Malm City Clerk

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

**CITY OF MERRILL
BOARD OF PUBLIC WORKS
WEDNESDAY, August 30, 2023 - MINUTES**

Regular Meeting City Hall Council Chambers 5:00 p.m.

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

Others Present: Public Works Director/City Engineer Akey, City Attorney Hayden, Street Superintendent Bonack, City Clerk Anderson-Malm, Utility Superintendent Steinagel, Alderperson Meyer, Daniella from C&D Guardianship (remote) and Merrill Community Media. Street & Weed Commissioner Liberty and Building and Inspector/Zoning Administrator Pagel were excused.

- I. **Call to Order** – Alderperson Rick chaired the meeting and called the meeting to order at 5:00 PM.

- II. **Consider approval of meeting minutes from July 26, 2023**
Alderperson Sabatke motioned to approve the July 26th minutes. Alderperson Lupton seconded and the motion carried.

- III. **Water and Sewer Agenda Items:**
 1. **Water and Sewer Vouchers**
Alderperson Lupton motioned to approve the vouchers. Alderperson Sabatke seconded and the motion carried.

 2. **Discuss Capital Project for 2025 – Sewer Vac Truck** - Utility Superintendent Steinagel reported on the capital request for 2025. The money will come out of the replacement fund and the current truck will be traded or sold. If the truck is ordered in 2024, the price will be locked in.

Following discussion, Alderperson Lupton motioned to approve and forward this to the budget meeting. Alderperson Rick seconded and the motion carried.

 3. **Water & Sewer Operation Monthly Report – Utility Superintendent Steinagel** -
Utility Superintendent Steinagel highlighted some items on his report. There were no additional questions.

- IV. **Street Department Agenda Items:**
 1. **Street Department Vouchers**
Alderperson Lupton made a motion to approve the Street Department vouchers. Alderperson Rick seconded and the motion carried.

 2. **Discussion, review and consideration regarding the Natural Lawn Permit for Golden Harvest** – Street Superintendent Bonack discussed the permit and the information that was included in the packet.

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

Following discussion, the committee members requested more information regarding Golden Harvest's intentions regarding a Natural Lawn. No action was taken until further clarification is received. This will be brought back on a future agenda.

3. Discussion and consideration regarding 710 Pier Street snow removal – Street Superintendent Bonack answered questions from the committee. Daniella from C&D Guardianship was remote and was granted privileges to address the committee. She stated the current resident does not have the financial means to pay the \$300.00 fee charged for shoveling. She also stated the current resident now has a service for snow removal.

Public Works Director/City Engineer Akey stated there is an option to work out a payment plan or include on their property taxes.

Following further discussion, Alderperson Sabatke made a motion to reduce the fee to \$150.00 and add to the property taxes. Alderperson Lupton seconded and the motion carried.

V. Monthly Reports:

All monthly reports were included in the packet. Alderperson Lupton motioned to place the reports on file. Alderperson Sabatke seconded and the motion carried.

VI. Determine date and time of next meeting:

The next meeting will be Wednesday, September 27 at 5:15 PM

VII. Public Comment

There was no public comment

VIII. Adjournment

Alderperson Lupton made a motion to adjourn. Alderperson Sabatke seconded and the motion carried. The meeting was adjourned at 5:21 PM.

Prepared by: Lori L Anderson-Malm - City Clerk

**CITY OF MERRILL
PERSONNEL & FINANCE COMMITTEE
TUESDAY, August 30, 2023 - MINUTES**

Regular Meeting

City Hall Council Chambers

6:00 p.m.

Members Present: Chairperson Russell, Alderperson Fermanich, Alderperson Caylor

Others Present: Mayor Hass (remote), City Attorney Hayden, City Clerk Anderson-Malm, Finance Director Unertl, Interim Administrator Akey, Library Director Ollhoff, Transit Director Brummond, Alderperson Weix, Alderperson Lupton, Alderperson Sabatke, Alderperson Meyer and Merrill Community Media.

- I. **Call to Order** – Chairperson Russell called the meeting to order at 6:00 PM.
- II. **Vouchers** – Alderperson Caylor made a motion to approve the July vouchers. Alderperson Fermanich seconded and the motion carried.
- III. **Minutes from previous meeting** – Alderperson Fermanich made a motion to approve the July 25th meeting minutes. Alderperson Caylor seconded and the motion carried.
- IV. **Agenda Items for Consideration -**
 1. Review the revised Finance Director job description – The job description was reviewed by Mayor Hass, Interim Administrators Akey and Bennett, City Attorney Hayden and Treasurer Staff. The job description was posted on various websites. It was suggested the job description/ad be posted on Linked In and Indeed.
 2. Update and continued discussion of 2024 budget status – Finance Director Unertl provided additional information. She is waiting for the Capital plan from some departments. Chair Russell asked that list be emailed to him. The following budget meetings were set: September 26 at 6:30, October 16 at 6:00 and October 24 at 6:00 if needed. The budget information will be available Monday, September 18th for review. It was asked that committee/council members have questions ready for the September 26th meeting.
 3. Continued discussion regarding accumulated sick leave payable at retirement – Interim Administrator Akey spoke on this item and mentioned Mayor Hass and Interim Administrator Bennett have met and are working on concepts regarding accumulated sick leave. It was decided he will bring back number to a future meeting for further discussion.
 4. Consider writing off 2022 personal property tax bill for Tara Inn Inc. for \$312.66 (former Econo Lodge) – Alderperson Caylor motioned to approve writing off the personal property taxes of \$312.66 for Tara Inn Inc. Alderperson Fermanich seconded and the motion carried.
 5. Discussion and consideration regarding an employee volunteer day for City employees – Alderperson Meyer requested this agenda item and provided additional

Attachment: Committee Reports (10353 : Consider placing the following committee reports on file:)

information at the meeting and explained the reasoning for this request. He also stated this is only for a discussion. Alderperson Caylor expressed his concern with this request stating with departments being short staffed, taxpayers would not like the idea to allow city employees to take time off for volunteering. He also stated this is a good idea and it's great for private businesses but would not work for municipalities.

Interim Administrator Akey stated the same concerns regarding this type of policy. He thinks this is a good idea for private businesses but not for a municipality. Alderperson Fermanich and Chair Russell also stated like concerns and comments.

Following further discussion, Alderperson Caylor motioned to table this request. Chair Russell seconded and the motion carried.

- V. **Monthly Reports** – Alderperson Caylor made a motion to place the monthly reports on file. Alderperson Fermanich seconded and the motion carried.
- VI. **Public Comment** – There was no public comment
- VII. **Date and time of next meeting** – It was decided the next meeting would be Tuesday, September 26 at 6:00 PM in the Council Chambers.
- VIII. **Adjournment** – Alderperson Fermanich made a motion to adjourn. Alderperson Caylor seconded and the meeting was adjourned at 6:40 PM.

Minutes prepared by: Lori Anderson-Malm – City Clerk

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

Regular Meeting @ 7:30am

July 11, 2023

Main Office 701 E 1st Street

1. Call to Order: Chair Nancy Kwiesielewicz called the meeting to order at 7:30am.
2. Roll Call: Chair Nancy Kwiesielewicz, Vice Chair Jeremy Cordova, Jeff Schneider, Andrew Polzin, Ex-Officio Dick Lupton, Executive Director Lynn Ross, Assistant Director Jeremy Winningham, Park Place Tenant Advisor Randy Ellis, Jenny Tower Tenant Advisor Jan Frederickson, Recording Secretary Jamie Schmeltzer

Absent: Nicole Johnson
3. Public Comment: None
4. Tenant Advisor Updates:
 - a. Jenny Towers: Jan reported everything is going well. There was a slight problem at a party on the Fourth of July between the host and a tenant. Also, thanked the maintenance staff for all the hard work that is being done to keep the building looking nice.
 - b. Park Place & Westgate LLC: Randy reported that the spitting issues is still happening and this same individual is not allowing visitors in the building.
5. Approval of Meeting Minutes: Motion to approve June Meeting minutes (Schneider/Polzin) 3 Ayes/ 0 Nays motion carried.
6. Approval of Financials: Executive Director Ross briefed by exception. Motion to approve bank register and cash position report. (Cordova/Schneider) 4 Ayes/ 0 Nays motion carried.
7. Old/Unfinished Business:
 - a. Election of Chair and Vice Chair (Resolution 472)
8. New Business: None
9. Assistant Director Update:
 - a. Bluejay #6 (Duplexes): Foundation work is slated to start.
 - b. General Maintenance: Work continues to replace sections of sidewalks along with the steps on the east side of the building in addition to completing service requests in preparation for the REAC Inspection at Jenny Towers on July 19, 2023.

Attachment: 2023-07-11-Merrill Housing Authority Minutes (10353 : Consider placing the following committee reports on file:)

10. Executive Director Update:
 - a. Occupancy Update:
 - Park Place & Westgate LLC 96% Occupancy (4 vacant units)
 - Jenny Towers 96% Occupancy (4 vacant units)
 - b. Annual Building Fire Drills: Very low tenant participation.
 - c. JT REAC Inspection: Work continues to gather all the necessary paperwork ready to be placed in a binder for the inspector.
11. Closed Session Meeting: Motion to move to closed session at 7:58am (Schneider/Cordova)
12. Open Session: Motion to move to open session at 8:58am (Cordova/Polzin)
13. Next Monthly Meeting: Tuesday, August 15, 2023 at 7:30am (701 E 1st St Main Office)
14. Adjournment: Meeting adjourned at 9:00am (Polzin/Johnson). Roll call 4 Ayes/0 Nays

Attachment: 2023-07-11-Merrill Housing Authority Minutes (10353 : Consider placing the following committee reports on file:)

PARKS AND RECREATION COMMISSION

September 6, 2023

The Merrill Parks and Recreation Commission met on Wednesday, September 6, 2023 at 4:15 p.m., at Merrill City Hall.

Members Present: Kyle Gulke, Chad Krueger, Dan Novitch, Rebecca Rutkowski, Jean Ravn, and Mark Weix

Members Excused Absent: Joan Tabor

Department Staff Present: Dan Wendorf and Dawn Smith

***Motion by Weix, seconded by Krueger to approve the minutes from the August meeting.

***Carried unanimously.

***Motion by Weix, seconded by Rutkowski, to approve the claims from August.

Weix questioned if the high school helps pay for infield mix or for any diamond usage. Wendorf stated they do not because we also use their facilities without a charge. Wendorf also stated that the Optimist Club paid for all the damages done at Normal Park playground. Weix questioned if any money has been recouped from the vandalism since the cameras have been installed. Wendorf stated that not yet, some has from gazebo damage but vandalism is down.

***Carried unanimously.

Public Comment: none

The next item on the agenda was to review and approve 2024 fees. Wendorf stated that every year the cost is going up and we need to start adjusting some of our fees accordingly. Novitch stated that every year we should be reviewing our fees.

***Motion by Gulke, seconded by Weix to approve the new 2024 fees as presented.

***Carried unanimously.

The next item on the agenda was to review and approve 2024 capital requests. Wendorf stated there was an addition. Wendorf stated that the purchase of tables and chairs for Smith Center and Agra Pavilion have been added to capital requests. Wendorf stated that the chairs at the Smith Center are close to 20 years old and some tables have also seen their better days. Wendorf stated that the number one project on the list would be Ott's Park dock/boat landing. Wendorf stated that this would be the priority order: 1. Ott's boat ramp, 2. Riverside dock, 3. Nicklaus Bridge, 4. Streeter basketball courts, 5. Tables/chairs at Smith Center and Agra, 6. Refurbish decking and rails at Prairie Trails bridge, 7. Replace park entrance signs and 8. Finish concrete surrounds on shelters. Gulke stated that the Ott's dock will have to be done so that the kayak launch can go in. Wendorf is really hoping that all eight projects the Park and Recreation have for capital improvements can be done this year, the longer they are put off the more cost it will be. Weix questioned if the county has been approached regarding the funding for possible money through ARPA. Wendorf stated that not at this time. This item will be discussed more when we get to that agenda item.

Attachment: 2023-09-06 Park and Rec Minutes (10353 : Consider placing the following committee reports on file:)

***Motion by Weix, seconded by Rutkowski to approve the 2024 capital requests and priority.

***Carried unanimously.

The next item on the agenda was to review and approve 2024 operating budget. Wendorf requested two changes in the operating budget. Wendorf would like to add \$1,000.00 to the education and conference account and request another \$500.00 into the advertisement account. Wendorf stated that it would be nice to have some of the employees attend the educational conferences that are offered. Wendorf stated the aquatic center is not on the operational budget yet. Wendorf stated that Finance Director Kathy Unertl will have aquatic center information ready for the October meeting.

***Motion by Gulke, seconded by Rutkowski to approve the 2024 operating budget with the change of \$1,000.00 to the education and conference account and another \$500.00 to the advertisement account.

***Carried unanimously.

The next item on the agenda was continued discussion on potential camping at a park location. Wendorf stated that he has collected some information from Festival Grounds Manager Bjorklund and also from Dean Bowe from the county. Novitch questioned if there was a deadline on the ARPA money. Rutkowski stated that there is but she was not sure what the date was. Weix stated that the Festival Grounds has a great camping location and there were 20 new sites that have been put in with electricity and he thought a great addition to that would to request money for a shower house for the campers. Other ideas that were considered are adding a primitive campground at the City Forest. One thing that could be added would be a water supply for the campers. It would have to be on a first come first serve basis. It was discussed that Riverside would not be a good location due to flooding every year, Ott's Park would be very hard due to park rentals, pickle ball courts and tennis courts being there and not enough bathrooms. Another location to consider would be the Jackson Street location. After some more discussion the commission requested that Wendorf brings back some amounts on what starting a campground would cost. This item will be brought back to the October meeting.

The next item on the agenda was monthly reports. Wendorf asked if anyone had questions. Ravn questioned if the aquatic center is busy during the fair. Wendorf stated that it is pretty steady with people. Wendorf wanted to thank his full time and year round employees for a great job this summer.

The next regular meeting is scheduled for Wednesday, Oct. 11, 2023 at 4:15 p.m. at the Merrill City Hall.

Public Comment: none

***Motion by Ravn, seconded by Rutkowski to adjourn at 5:30 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

Attachment: 2023-09-06 Park and Rec Minutes (10353 : Consider placing the following committee reports on file:)

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING APPLICATION TO THE WISCONSIN
DEPARTMENT OF NATURAL RESOURCES (“DNR”) WISCONSIN
ASSESSMENT MONIES (WAM) PROGRAM FOR THE PROPERTY AT 401
KYES ST. (“PROPERTY”) BY THE CITY OF MERRILL.**

WHEREAS, the City of Merrill considers the Property to meet the definition of “brownfield” due to the presence or potential presence of a hazardous substance, pollutant, or contaminant that hinders the expansion, redevelopment or reuse of the Property; and

WHEREAS, the City of Merrill recognizes that the environmental assessment of brownfields is an important part of protecting Wisconsin’s resources; and

WHEREAS, a municipal resolution is required to apply for the WAM program; and

WHEREAS, the City of Merrill will allow the DNR and its duly authorized representatives, agents or contractors access to inspect the Property and award records should the application be awarded.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL ON THIS 12TH DAY OF SEPTEMBER 2023:

Section 1: That an application may be submitted to the DNR for contractor services or community-managed funding under the WAM program.

Section 2: That the City of Merrill will comply with all state and federal rules and requirements of the WAM program.

Section 3. That the City Engineer/City Administrator is authorized to act on behalf of the City of Merrill to submit an application to the DNR for contractor services or community-managed funding under the WAM program, sign documents and take necessary action to comply with approved award activities.

Recommended by:

CITY OF MERRILL, WISCONSIN

Moved: _____

Steve J. Hass
Mayor

Passed: _____

Lori Anderson-Malm
City Clerk