

**MINUTES**  
**JOINT REVIEW BOARD MEETING**  
**Tuesday, October 10, 2023 at 6:30 PM**  
**Joint Review Board Meeting**

1. Call to Order and Roll Call

Meeting called to order at 6:30 PM by Pres. Heckendorf.

Members Present: Brian Heckendorf - Village of Jackson President, Aaron Daul - Washington County, Peter Rettler - Moraine Park Technical College, Andrew Sarnow - West Bend School District, Don Olson - Public Member.

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Keller, Treasurer Darlene Smith, and Clerk Anastasia Gonstead.

Others Present: Brian Roemer - Ehlers,

Trustees Present in Audience: Tr. Matter & Tr. Kruepke

2. Consideration and Appointment and/or Reaffirmation of the Joint Review Board's Public Member

Motion to appoint Don Olson as the public member of the Joint Review Board was made by A. Daul and seconded by A. Sarnow.

Vote: 4 ayes, 0 nays. D. Olson abstained from the vote. Motion carried.

3. Election and/or Reaffirmation of Chairperson

Motion to appoint Pres. Heckendorf as the chairperson of the Joint Review Board was made by P. Rettler and seconded by A. Sarnow.

Vote: 5 ayes, 0 nays. Motion carried.

4. Approval of Minutes for the Joint Review Board Meeting of August 4, 2022

The motion to approve the minutes of the Joint Review Board meeting of August 4, 2022 was made by A. Sarnow and seconded by P. Rettler.

Vote: 5 ayes, 0 nays. Motion carried.

5. Discuss Responsibilities of the Joint Review Board

Brian Roemer with Ehlers explained that this Board is to meet annually to review districts in the Village that are active. Timelines are based on PE-300, which are filed with Wisconsin Department of Revenue. Mr. Roemer indicated they suggest a Joint Review Board meet after values are certified, to have that additional data point for review, as had been done in this case.

6. Review Annual PE-300 Reports and the Performance and Status of:

Brian Roemer with Ehlers explained that updates were made to the information in the packets for TIDs 6 and 7 since the agenda packet went out. Hard copy was provided in person. He indicated a digital copy would be disseminated to the Board members for their records.

a. Tax Incremental District No. 4

Mr. Roemer explained TID 4 was created on September 28, 1995 and districts created prior to October 1, 1995 were not required to declare a type of district. The TID was amended in 2002, 2006, and 2009. The TID had a mandatory termination date of September 28, 2022, but the life was extended through the technical college extension in that year, providing a new maximum of life of September 28, 2025. Mr. Roemer explained that the Village does have cash for a potential final payout when the increments occur. Likely to see close in 2024. Any remaining balance would be distributed equitably to the various taxing jurisdictions.

b. Tax Incremental District No. 5

Mr. Roemer explained TID #5 was created on May 20, 2014 as an industrial district. The TID has an expenditure period that ends on May 20, 2029 and has a mandatory termination date of May 20, 2034. The current development agreement between the Village, Kerry Industries, Washington County and Washington County Economic Development Corporation (WCEDC) calls for the annual payments as follows: 70% of the increment generated in this TID is paid to Kerry Industry, but is capped at \$2 million. Of the remaining 30%, 80% is paid to Washington County, with 10% of that amount going to WCEDC. The remainder stays with the Village for administrative and TID set up costs. Projected closure in 2035. Mr. Roemer explains this TID has some positive cash flow, but if tax rate keeps dropping, the window gets smaller.

c. Tax Incremental District No. 6

Mr. Roemer explained TID 6 was created on November 14, 2017 as an industrial district. The TID has an expenditure period that ends on November 14, 2023 and has a mandatory termination date of November 14, 2038. The Village has an existing development agreement that requires for annual increment generated in the TID to be allocated to meet the existing annual payments. If the increment were to fall short of the required payment, the developer would be required to make the shortfall payments. Cash

flow - Bonds taken out in beginning of 2023 to help offset some of the payments due. That debt service lightens the cash flow.

d. Tax Incremental District No. 7

Mr. Roemer explained TID 7 was created on June 11, 2019 as a mixed-use district. Amendment occurred in 2022. The TID has an expenditure period that ends on June 11, 2034 and has a mandatory termination date of June 11, 2039. Mr. Roemer explained this is still an immature TID. What they are seeing in this TID is common for young TIDs. Residential and commercial development is occurring. Additional development assumptions- residential of multiple varieties and industrial. A negative cumulative value is expected until everything is fully built out. Cash flow - projected debt issuance incorporated into the spreadsheet.

P. Rettler inquired if all four districts are going along as expected. Noting the prior discussion that tax rate falling could impact performance. Roemer confirmed both these statements.

7. Approve Resolution #23-24 – Resolution Acknowledging Filing of Annual Reports and Compliance with Annual Meeting Requirement

The motion to approve Resolution #23-24 was made by A. Daul and seconded by D. Olson.

Vote: 5 ayes, 0 nays. Motion carried.

8. Citizens/Village Staff to Address the Joint Review Board

None.

9. Adjourn

Motion to adjourn the meeting was made by D. Olson and seconded by A. Daul.

Vote: 5 ayes, 0 nays. Motion carried. The meeting was adjourned at 6:56 PM.

Respectfully Submitted,  
Anastasia Gonstead - Village Clerk