

**VILLAGE OF JACKSON**  
**JOINT REVIEW BOARD MEETING**  
**Tuesday, August 27, 2024 at 5:15 PM**  
**Minutes**

1. Call to Order and Roll Call

Meeting called to order at 5:15 PM by Pres. Heckendorf.

Members Present: Brian Heckendorf - Village of Jackson President, Peter Rettler - Moraine Park Technical College, Aaron Daul - Washington County, Sarah Malchow - Public Member  
Members Excused: None  
Members Absent: Don Olson - Village of Jackson Trustee  
Staff Present: Administrator Jen Heidtke, Treasurer Darlene Smith, and Clerk Jackie Schuh  
Others Present: Brian Roemer - Ehlers, Ariana Schmidt - Ehlers  
Trustees Present in Audience: None

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

The motion to appoint Sarah Malchow as the public member of the Joint Review Board was made by Pres. Heckendorf and seconded by P. Rettler.

Vote: 3 ayes, 0 nays. S. Malchow abstained from the vote. Motion carried.

3. Election and/or Reaffirmation of Chairperson

The motion to appoint Brian Heckendorf as the chairperson of the Joint Review Board was made by A. Daul and seconded by S. Malchow.

Vote: 3 ayes, 0 nays. B. Heckendorf abstained. Motion carried.

4. Approval of Minutes for the Joint Review Board Meeting of September 13, 2022

The motion to approve the minutes of the Joint Review Board meeting of September 13, 2022, was made by P. Rettler and seconded by A. Daul.

Vote: 4 ayes, 0 nays. Motion carried.

5. Approval of Minutes for the Joint Review Board Meeting of October 10, 2023

The motion to approve the minutes of the Joint Review Board meeting of October 10, 2023, was made by A. Daul and seconded by P. Rettler.

Vote: 4 ayes, 0 nays. Motion carried.

6. Discuss Responsibilities of the Joint Review Board

Brian Roemer of Ehlers explained that the Joint Review Board meets annually to review the Village's annual financing report and to review the performance and status of each district. Per Roemer, the meeting is informational, and the only action to be taken is the appointment of a chair and a public member, and to acknowledge the filing of the annual PE-300 report with the Wisconsin Department of Revenue, as well as compliance with the annual meeting requirement.

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

a. Tax Incremental District No. 4

Mr. Roemer explained that TID 4 was created on September 28, 1995, before declaring a type of district was required. The TID was amended in 2002, 2006, and, in 2009, the District became a recipient District through an amendment to TID 2. In 2018, a portion of TID 4 was then overlaid with TID 6. The TID had a mandatory termination date of September 28, 2022, but the life was extended through the technical college extension providing a new maximum life of September 28, 2025. With the anticipated increment collection allowable through 2026, along with the projected increased development, the Village anticipates being able to fully reimburse past advances in 2024 and close in 2025 due to the Affordable Housing Extensions.

b. Tax Incremental District No. 5

Mr. Roemer explained that TID 5 was created on May 20, 2014, as an Industrial District. It has an expenditure period that ends on May 20, 2029, with a mandatory termination date of May 20, 2034. The development agreement between the Village, Kerry Industries, Washington County and the Washington County Economic Development Corporation (WCEDC) calls for the following annual payments: 70% of the increment generated in TID 5 is paid to Kerry Industries, but is capped at \$2 million. Of the remaining 30% of the annual increment, 80% is paid to Washington County, of which 10% of their payment goes to WCEDC. The remaining increment remains with the Village for administrative and TID set-up costs. The projected closure, based on current cash flow, is 2035.

c. Tax Incremental District No. 6

Mr. Roemer explained that TID 6 was created on November 14, 2017, as an Industrial District. The TID has an expenditure period that ends on November 14, 2033, and has a mandatory termination date of November 14, 2038. The Village has an existing development

agreement that requires for annual increment generated in TID 6 to be allocated to meet the existing annual payments. If the increment were to fall short of the required payments, the Developer would be required to make shortfall payments. The projected closure date is 2039, based on current cash flow projections.

d. Tax Incremental District No. 7

Mr. Roemer explained that TID 7 was created on June 11, 2019, as a Mixed-Use District. The Project Plan and Boundary was amended on July 12, 2022, with it being the first allowable boundary amendment. TID 7 has an expenditure period that ends on June 11, 2034, and has a mandatory termination date of June 11, 2039. It was created as a catalyst for commercial and residential development on the eastern edge of the Village. In 2022, a development agreement was finalized that would deliver condo and commercial development on the north side of SH 60 within TID 7. The projected closure year is 2036, based on current cash flow projections. He noted, however, that there are many developments ongoing in the district that, based on valuations, will significantly impact the cash flow of the District.

8. Resolution #24-20 – Resolution Acknowledging Filing of Annual Reports and Compliance with Annual Meeting Requirement

The motion to approve Resolution #24-20 was made by P. Rettler and seconded by S. Malchow.

Vote: 5 ayes, 0 nays. Motion carried.

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

None.

10. Adjourn

The motion to adjourn the meeting was made by Pres. Heckendorf and seconded by S. Malchow.

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

Respectfully Submitted,  
Jackie Schuh - Village Clerk