



## OFFICIAL MEETING MINUTES

OF A REGULAR SCHEDULED MEETING OF THE **JOINT REVIEW BOARD**  
FOR ANNUAL REVIEW HELD ON JULY 11, 2019 @ 8:30 AM, AT THE  
WAUKESHA COUNTY ADMINISTRATION CENTER, 515 W. MORELAND  
BLVD., ROOM 155/159, WAUKESHA, WI

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### MEMBERS PRESENT:

Mayor Steven Ponto  
Glen Allgaier  
Jane Kittel  
Andrew Thelke

### MEMBERS EXCUSED:

Tim Rhode

### MEMBER ABSENT AND EXCUSED:

### OTHERS PRESENT:

Dir. Of Finance Robert Scott, Dir. of Community Dev. Dan Ertl, Bill Duckwitz- Waukesha County; Kristin Sobocinski- School District of Elmbrook

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### Roll Call

In absence of a Chairperson Dan Ertl called the meeting to order at 8:30 am. Mr. Ertl took a roll call of the Joint Review Board noted a quorum present.

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### Announcements

Director Ertl stated that the meeting of the Joint Review Board for the annual review of the City of Brookfield's Taxable Increment District's (TID's) was properly noticed.

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### Election of Chairperson

*Glen Allgaier nominated Mayor Steven Ponto as Chairperson. No other nominees were presented. On a voice vote of members present, Mayor Ponto was elected Chairperson unanimously.*

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### Order of Business

**Item 2** – 2018 Annual Reports submitted by City of Brookfield to Wisconsin Department of Revenue for City of Brookfield Tax Increment Districts Number 4, 5, and 6 (TID 8 not available for filing on DOR website); and, May 31, 2019 memorandum outlining City Annual Report of Tax Increment Districts Number 3, 4, 5, 6, and 8. In addition, generalized June 24, 2019 report on status of Tax Increment Districts located within the City of Brookfield.

Robert Scott highlighted the cover memo that was included in the materials provided to the Joint Review Board (JRB). He stated that the format is similar to that of what was reported prior to the Department of Revenue requiring annual reporting by municipalities to the JRB. In addition the City Alderman had asked for additional information, which gives a budget versus actual and the estimated increment vs. debt of the outstanding districts. For TID's 5 & 6 based on the current increment projections, they should be retired on or before the associated debt is scheduled to be paid. TID 4 is a small industrial TIF, where the associated development has not occurred, remaining unexpended project funding from the initial debt issue is being used to subsidize the initial debt payments most likely continuing through next year. The funds for TID 4 are expected to be exhausted by 2021.

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**Item 3 - Board discussion**

Mrs. Kittel asked if there was anticipation that something will get built on the property, or is there the thought that a development may not happen. Mr. Ertl stated that there are no guarantees, but had spoken to the property's brokers and they were hopeful something would come in the future. Mr. Ertl also stated that a number of opportunities had come forward, but for a number of reasons did not lead to a development on the property. Mr. Allgaier asked if developers that were interested in the property on TID 4 had come to the City with any of those opportunities? Mr. Ertl stated that nothing had reached a level of seriousness that it was brought forward to the City. He added that the City and Waukesha County Center for Growth send any available opportunity to the developer or brokers. Mr. Scott added that the idea behind the project, was that it could pose as a catalyst for the Capitol Drive plan for that area, but has fragmented property ownership and fragmented governmental body regulation. Mr. Ertl stated that one of the difficulties of the site is the flight restriction zones of the Capitol Drive Airport located to the east of the site. Mayor Ponto stated that the City has reached out to the owner of the airport to discuss the possibility of moving the runway from North/South to East/West. Mr. Scott stated that TID 7 had been formed (Milwaukee Tool), but that there has been no expenditures because the amounts per the TIF development agreement are completed, with an expected debt issuance date at some point this fall. Mr. Allgaier asked which developments were TID 5 and TID 6? Mr. Scott stated that TID 5 is the Corridor (Bluemound Rd. & Calhoun Rd.) development TID 6 is the first Milwaukee Tool (Research & Development) project. Mrs. Kittel asked about TID 5 and TID 6 being potentially closed early? Mr. Scott stated that they could be potentially closed early based on the development and the increment created. Mr. Thekke as about TID 5 and the amount of space left for future development. Mr. Ertl stated that there was currently two (2) sites still available for development (1 8-9 acre office site, 1 retail/restaurant site). Mr. Ertl mentioned that improvements to the sites south of Golf Pkwy. Are not intended or included in the increment anticipation to retire the debt, the land was included, but not any of the building developments on them. Mr. Allgaier asked then what would add to the increment in TID 5. Mr. Scott stated that the hotels being developed currently, the mid-box retail development and the vacant retail/restaurant parcel would add to the increment. Mr. Allgaier asked if similar to TID 8, there would be a slight delay in the increment value for TID 5 based on the projections. Mr. Scott stated that the increment is there because the Pro Health development was completed in 2018 (not included in the projections), so while it was slightly delayed earlier, it will be on track as of 1/1/2019. Mr. Ertl stated that the developments that are included in the increment to retire the debt are: Portillo's, Associated Bank, Charles Schwab, Dick's Sporting Goods, mid box development, Pro Health, the two (2) hotels, and the yet to be developed retail/restaurant site. Mr. Ertl stated that TID 8 was originally was created to serve two (2) purposes in buying the City's Conference Center site and construct a sidewalk along Moorland Rd. along Brookfield Square Mall. In recent meetings it has been determined that the County construct the sidewalk with its reconstruction Moorland Rd., so those expenditures will be delayed as a cost. The City still needs to determine internally if it will be expending TID 8 project costs to pay for it. Mr. Allgaier asked if the County was to pay for the sidewalk on Moorland Rd., would the amount drop out of the TID? Mr. Scott stated that the dollar amount for the TID would go down somewhat less than the present estimates. Mr. Scott then went over the schedule of the various TIDs and the estimates associated with them. Mr. Thekke asked what was all included within the TID 8 boundary for the City Conference Center land purchase. Mr. Ertl stated that the boundary of TID 8 includes the construction of a Hilton Garden Inn, several restaurants, Whirly Ball, and Marcus movie theatre. Mr. Ertl added that the City is financing the construction of the City's Conference Center with hotel room tax and not any TID funds, the City also used its portion of the excess increment funds from the TID 3 closure to offset the costs of the land purchase of the Conference Center. Mr. Scott added that the City increased its room tax rate last year, so that it would have money in the bank to facilitate payment of the Conference Center construction. Mayor Ponto stated that the City currently has 4 hotels under construction that will be online next year.

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**Adjournment**

*Motion was made by Mr. Glen Allgaier, and seconded by Andrew Thekke to adjourn the Joint Review Board meeting. Motion carried 4 – 0. Meeting adjourned at 8:58 am.*

Next meeting: TBD

Minutes respectfully submitted by Todd Willis