



## MINUTES OF AN OFFICIAL MEETING:

*Regular / Special Meeting:* Joint Review Board

*Date and Time:* Monday, August 2, 2021 at 4:00 pm

*Location:* Brookfield City Hall, 2000 N. Calhoun Rd., Brookfield, WI, 53005, Council Chambers

*Members Present:* Chairman Mayor Steve Ponto - City representative, Jane Kittel - Waukesha County Technical College representative (phone), Glen Allgaier - School District of Elmbrook representative, Tim Rhode - public member, Andrew Thelke - Waukesha County representative

*Members Excused:* N/A

*Others Present:* Director of Finance and Administration Robert Scott, Director of Community Development Dan Ertl, Economic Development Coordinator Todd Willis

### 1. Roll Call

Mayor Steve Ponto noted a quorum present and called the Joint Review Board to order at 4:03 pm

### 2. Minutes of the August 26, 2020 Joint Review Board Meeting

**Member Glen Allgaier, second by Member Andrew Thelke to approve the minutes of the August 26, 2020 Joint Review Board meeting. Motion carried 5-0.**

### 3. New Business

- a. April 16, 2021 memorandum outlining City Annual Report of Tax Increment Districts Number 4, 5, 6, 7 and 8. Also a generalized report dated July 28, 2021 on status of Tax Increment Districts located within the City of Brookfield.

To view City of Brookfield 2020 annual reports filed with WDOR go to and Search for C0-muni Code 67206: <https://ww2.revenue.wi.gov/VaultPublic/publish/tidar/report.html> Body of paragraph here.

Director of Finance and Administration Robert Scott went over the report related open TID's in the City of Brookfield. The reports included actual and projected increments for each district, summaries of sources and use of funds, and budget to actual of project plan estimates versus expenditures to date. Overall with exception of District #4, all the TIF's are projected to cover their costs based on current increment projection. TIF's #5 & #8 based on current projections they may be able to be closed early or at a minimum the call date of the bonds. TIF's #6 & #7 are too early to tell at this point, but are performing as expected.

Director of Community Development Dan Ertl went over summary of TID #4 and the

economic development grant of \$225,000 from CDA funds. He explained that no contract had been signed for the Project Wild project, so if the project were to fall through, the prospects for another industrial property use is still positive in the region. Member Glen Allgaier asked what the total expenditure amount was for TID #4. Director Ertl stated it was around \$2 million. Member Glenn Allgaier asked where the economic development grant funds came from. Director Ertl stated they came from Community Development Authority funding related to hotel room taxes and sales of City owned properties.

- b. Board discussion including the request for the City of Brookfield to increase ( i.e. amend) the allocation of TID No. 8 Projects Costs up to \$1.65 million ( from \$500,000) for the local cost share associated with the construction of a Moorland Road- County O- sidewalk and retaining wall/safety barrier or fence. A process to amend the TID No. 8 Project Plan is proposed by City staff.

Director of Community Development Dan Ertl went over the reasons for increase in costs for the sidewalk along Moorland Rd. from the estimates in the TID #8 Project Plan. Waukesha County advised the City of Brookfield that the federal grant for the Moorland. Rd. reconstruction may not cover all of the costs related to the sidewalk. The volatility in the construction market with material costs, is why there is a wide range in the cost for the project and amendment request for the Project Plan. Director Scott stated that the future projections for the district would not be adversely affect the debt related to TID #8. Member Tim Rhode stated that he felt the walkability in the area is a key to the area, and is positive towards the project. Member Thelke stated he was in support of the project and amendment and continued relationship between the City and County. Member Glen Allgaier asked how the sidewalk related to economic development. Mr. Ertl stated sidewalks, as a whole, are part of a greater network, and integral to economic development to the area, the community and the County. For the Moorland Rd. sidewalk being discussed, it is the only sidewalk that connects the north/south from I-94. Member Jane Kittel asked for it to be clarified that the amendment is for up to \$1.65 million and not an additional \$1.65 million on top of the approved funds (\$500,000) in the Project Plan. Director Ertl stated that is correct. Mr. Allgaier asked if the change in cost for the sidewalk would change the expecting date to close TID #8. Director Scott stated that these additional funds would not change the closing date for the TID because the projections shown will increase over the next couple of years based on projects being completed in the TID.

***Motion by Member Tim Rhode, second by Member Andrew Thelke to accept the Staff Report.  
Motion carried 5-0.***

#### 4. Adjournment

***Motion by Member Tim Rhode, second by Member Andrew Thelke to adjourn the meeting at 4:31 pm.  
Motion carried 5-0.***

Respectfully Submitted:

Todd Willis

Community Development, Economic Development Coordinator