



Village of Weston, Wisconsin
ATTENTION – NOTICE OF PUBLIC MEETING

Meeting of: **JOINT REVIEW BOARD (JRB)**

JRB Members: **Bender {Village}; Ermeling {c}{Village}; Lutgen {Northcentral Technical College}; Palmer {Marathon County}; Spets {D.C. Everest School District}**

Date/Time: **Wednesday, July 15, 2020 @ 11:00 A.M.**

Location: **Weston Municipal Center (5500 Schofield Ave) – Board Room**

Agenda: The agenda packet will be emailed out 3 days prior to the meeting and posted on the Village website at www.westonwi.gov.

Attendance: All Village officials are encouraged to attend. JRB members, Directors, and guests, please indicate if you will, or will not, be attending so we may determine in advance if there will be a quorum.

Questions: **Jessica Trautman**
jtrautman@westonwi.gov
715-359-6114

This notice was posted at the Municipal Center and was e-mailed to local media outlets (Print, TV, and Radio) on 7/8/2020 @ 9:15 a.m.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Joint Review Board. Should a quorum of other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W.2d 408 (1993).

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center, by 12 noon the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN OFFICIAL MEETING AGENDA OF THE JOINT REVIEW BOARD (JRB).

TO THE HONORABLE VILLAGE TRUSTEE BARBARA ERMELING AND FOUR (4) APPOINTED MEMBERS OF THE JOINT REVIEW BOARD: The following items were listed on the agenda in the Village Clerk's Office and will be ready for your consideration at the next regular meeting of the Joint Review Board which has been scheduled for **Wednesday, July 15, 2020, at 11:00 a.m.**, in the Board Room, at the Weston Municipal Center, 5500 Schofield Avenue, Weston.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may/might attend the above-noticed meeting to gather information. Should a quorum of other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). No official actions other than those of the Joint Review Board shall take place.

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

1. Meeting called to order by JRB Chair Barbara Ermeling.
2. Roll Call by Secretary Trittin
 - Bob Bender, resident/public member {Village}
 - Barbara Ermeling, Village Trustee {C} {Village}
 - Roxanne Lutgen, Vice President - Finance {Northcentral Technical College}
 - Kristi Palmer, Finance Director {Marathon County}
 - Matt Spets, Assistant Superintendent {D.C. Everest School District}
3. Opportunity for citizens to be heard.
 - Join Zoom Meeting by Computer (audio only meeting to make comments):**
<https://zoom.us/j/96224487571>
 - Join Zoom Meeting by Phone (audio only meeting to make comments):**
 - +1 301 715 8592 US (Germantown)
 - +1 312 626 6799 US (Chicago)
 - Meeting ID: 962 2448 7571
4. Written communications received.
5. Approval of minutes from the previous regular meeting: [November 5, 2019](#).
6. [Acknowledgement of TID #1 Annual Report and Update](#)
7. [Acknowledgement of TID #2 Annual Report and Update – Schofield Avenue Business Corridor](#)
8. Any other business that lawfully comes before the JRB.



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
OFFICIAL MEETING AGENDA OF THE JOINT REVIEW BOARD (JRB).

9. Remarks from JRB members.
10. Remarks from staff.
11. Adjournment of JRB

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE JOINT REVIEW BOARD

held on Tuesday, November 5, 2019, at 11:00 a.m., in the Board Room, at the Municipal Center

AGENDA ITEMS.

- 1. Meeting called to order by Joint Review Board Chair & Village Trustee Barb Ermeling at 11:00 a.m.**
- 2. Roll Call of Joint Review Board by Secretary Trittin.**

Roll call indicated 4 Joint Review Board members present.

<u>Member</u>	<u>Present</u>
Ermeling, Barb	YES
Stoskopf, Jack	YES
Lutgen, Roxanne	NO
Palmer, Kristi	YES
Bender, Bob	YES

Village Staff in attendance: Chartrand, Higgins, Donner, Trautman, and Trittin.

- 3. Opportunity for citizens to be heard.**
None.
- 4. Written communications received.**
None.
- 5. Approval of minutes from the previous regular meeting: October 3, 2018.**

Motion by Bender, second by Stoskopf: to approve the minutes from the October 3, 2018, meeting.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Stoskopf, Jack	YES
Lutgen, Roxanne	---
Palmer, Kristi	YES
Bender, Bob	YES

- 5. Acknowledgement of TID #1 Annual Report**
Trautman gave an overview of how TID#1 is doing.

Stoskopf asked if we had any callable debt to take advantage of lower interest rates. Trautman responded that in 2017 a CDA issue was refunded for a lower interest rate and there are not any other issues the Village is looking at refunding.

Palmer asked when we will know more on where the Camp Phillips Centre project is at. Donner responded that there are struggles with the permitting process that the Village is working through. Trautman added that the Village Board is keeping a close eye on this process and is aware of the limited time frame left for expenditures.

Motion by Stoskopf, second by Palmer: to approve TID#1 annual report.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Stoskopf, Jack	YES
Lutgen, Roxanne	---
Palmer, Kristi	YES
Bender, Bob	YES

6. Acknowledgement of TID #2 Annual Report – Schofield Avenue Business Corridor

Trautman gave an overview of TID#2.

Higgins stated the Schofield Avenue Corridor Plan is in its final draft and will be going to public hearing within the next few months. An amendment may also be coming forward to clean up the boundaries of the TID to make it easier to develop; the amendment would be for removal of properties currently in the TID.

Palmer asked what the negative values were for in the Construction Increase or (Decrease) in Value column on the Schedule of Projected Tax Base Growth. Trautman in one of the reports. Trautman responded it is related to when the state reduced the Village's equalized value.

Motion by Bender, second by Palmer: to approve TID#2 annual report.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Stoskopf, Jack	YES
Lutgen, Roxanne	---
Palmer, Kristi	YES
Bender, Bob	YES

8. Any Other Business that Lawfully Comes Before the JRB.

None.

9. Remarks from JRB members.

None.

10. Remarks from staff.

Trautman stated to keep an eye out for a future meeting related to amending TID#2.

11. Adjournment of JRB.

Motion by Stoskopf, second by Bender to adjourn at 11:12 a.m.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Stoskopf, Jack	YES
Lutgen, Roxanne	---
Palmer, Kristi	YES
Bender, Bob	YES

Jenna Trittin, Recording Secretary

Form PE-300	TID Annual Report	2019 WI Dept of Revenue
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Section 1 - Municipality and TID					
Co-muni code 37192	Municipality WESTON	County MARATHON	Due date July 1, 2020	Report type ORIGINAL	
TID number 001	TID type 99	TID name TIF District #1	Creation date 03/30/1998	Mandatory termination date 03/30/2031	Expected termination date N/A

Section 2 - Beginning Balance	Amount
TID fund balance at beginning of year	\$2,954,935

Section 3 - Revenue	Amount
Tax increment	\$5,363,999
Investment income	\$129,800
Debt proceeds	\$0
Special assessments	\$0
Exempt computer aid	\$30,190
Sale of property	\$160,750
Allocation from another TID	
Developer guarantees name	
Transfer from other funds source	
Other grants sources	
Source Federal Aids - Build America Bond Rebate	\$26,778
Other revenue sources	
Source Personal Property Aid	\$50,614
Total Revenue (deposits)	\$5,762,131

Form PE-300	TID Annual Report	2019 WI Dept of Revenue
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Section 4 - Expenditures	Amount
Capital expenditures	
Administration	\$184,406
Professional services	\$179,122
Interest and fiscal charges	\$593,816
DOR fees	\$150
Discount on long-term debt	
Debt issuance costs	
Principal on long-term debt	\$1,930,705
Environmental costs	
Real property assembly costs	
Allocation to another TID	
Developer grants name	
Developer name United Apartments INC	\$150,000
Transfer to other funds source	
Other expenditures source	
Name LOC repayment	\$150,000
Total Expenditures	\$3,188,199

Section 5 - Ending Balance	Amount
TID fund balance at end of year	\$5,528,867
Future costs	\$64,532,856
Future revenue	\$59,003,989
Surplus or deficit	\$0

Section 6 - Preparer/Contact Information	
Preparer name Jessica Trautman	Preparer title Finance Director
Preparer email jtrautman@westonwi.gov	Preparer phone (715) 241-2605
Contact name Jessica Trautman	Contact title Finance Director
Contact email jtrautman@westonwi.gov	Contact phone (715) 241-2605

Form PE-300	TID Annual Report	2019 WI Dept of Revenue
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Submission Information	
Co-muni code	37192
TID number	001
Submission date	06-22-2020 09:56 AM
Confirmation	TIDAR20191970O1592835491193
Submission type	ORIGINAL

**VILLAGE OF WESTON
FINANCING & FEASIBILITY STUDY
TAX INCREMENT DISTRICT #1**

DESCRIPTION	Year #	19	20	21	22	23
	TOTAL	ACTUAL 2016	ACTUAL 2017	ACTUAL 2018	ACTUAL 2019	PROPOSED 2020
PROJECT COSTS:						
Property Acquisition	5,738,249	-	-	-	-	-
Infrastructure Costs	45,562,321	31,384	23,346	2,562,885	136,138	100,000
Neighborhood Devel Plan for SE Quad	186,453	69,947	101,506	15,000	-	-
Study Options for Community ctr Dr/Camp Phillips	325,017	-	133,154	191,863	-	-
Other Planning Costs	-	-	-	-	-	-
Business Park Entrances	127,510	736	995	1,137	-	-
Building Construction	460	-	-	-	-	-
Advertising & Promotional Costs	79,885	Incl. In Adm.	Incl. In Adm.	Incl. In Adm.	-	-
Development Incentives	4,088,892	-	-	-	150,000	-
Administration & Planning	2,118,397	142,166	153,861	243,630	227,541	296,000
Organizational Costs	157,133	-	-	-	-	-
TOTAL COSTS	58,384,317	244,233	412,862	3,014,515	513,679	396,000
REVENUES:						
Property tax increment	52,712,070	4,671,795	4,787,918	5,082,333	5,363,999	5,653,766
Land Sales	4,077,967	-	66,335	-	160,750	-
Grants (including exempt comp aid & pptx)	3,198,914	72,932	29,050	29,477	80,804	144,250
Developer Guarantees	2,126,943	-	-	-	-	-
Special Assessments	1,686,357	89,117	14,697	-	-	-
Proceeds from escrow restructuring	227,904	-	-	-	-	-
BAB's Interest Rebates	343,173	40,157	38,096	36,176	26,779	10,000
Interest Income/Misc. Other	2,789,136	97,557	57,825	(37,926)	129,800	10,000
Transfer from other funds	346,898	-	-	-	-	-
TOTAL REVENUES	67,509,362	4,971,558	4,993,921	5,110,060	5,762,132	5,818,016
NET ANNUAL STATUS B/4 BORROWING	9,125,045	4,727,325	4,581,059	2,095,545	5,248,453	5,422,016
CAPITAL BORROWING:						
G.O. Bonds/Rev. Bonds - Actual	81,306,167	-	19,255,000	2,000,000	-	-
G.O. Bonds/Rev. Bonds - Actual - Cap. Int.	37,270	-	-	-	-	-
TOTAL CAPITAL BORROWING	81,343,437	-	19,255,000	2,000,000	-	-
REPAYMENT COSTS:						
Debt Service - Principal (actual)	52,963,951	4,224,902	21,523,376	1,542,469	1,930,705	3,564,633
Debt Service - Interest (actual)	25,902,950	1,310,525	1,075,792	554,469	591,504	563,203
Dest Service - amt to be reserved for future pmt	289,602	-	-	-	-	-
Debt Service - Principal Refunded (actual)	5,750,000	-	-	-	-	-
Debt Service - Principal (projected)	-	-	-	-	-	-
Debt Service - Interest (projected)	-	-	-	-	-	-
LOC - Repayments	1,149,333	-	141,920	164,238	150,000	150,000
Debt Service - Issue Costs/Misc.	1,389,987	-	404,996	2,851	2,312	-
Imputed Interest	67,723	5,403	3,112	-	-	-
TOTAL REPAYMENT COSTS	87,513,546	5,540,830	23,149,196	2,264,027	2,674,521	4,277,836
NET ANNUAL REVENUE over (under) COSTS		(813,505)	686,863	1,831,518	2,573,932	1,144,180
FUND BALANCE (DEFICIT), December 31	N/A	436,555	1,123,418	2,954,936	5,528,868	6,673,048
Debt Service Reserve Requirement:						
CDA Debt Service Reserve		3,983,838	1,570,358	1,570,358.00	1,570,358	1,570,358
Water Revenue Bonds Reserve - TIF #1		27,574	-	-	-	-
Sewer Revenue Bonds Reserve - TIF #1		79,165	-	-	-	-
Total Debt Service Reserve Requirement		4,090,577	1,570,358	1,570,358	1,570,358	1,570,358
Excess Fund Balance		-	-	1,384,578	3,958,510	5,102,690
(Shortfall) - Advanced from Other Funds		(3,654,022)	(446,940)	-	-	-
TOTAL FUND BALANCE, December 31		436,555	1,123,418	2,954,936	5,528,868	6,673,048

Form PE-300	TID Annual Report	2019 WI Dept of Revenue
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Section 1 - Municipality and TID					
Co-muni code 37192	Municipality WESTON	County MARATHON	Due date July 1, 2020	Report type ORIGINAL	
TID number 002	TID type 2	TID name Schofield Avenue Business Corridor	Creation date 05/17/2004	Mandatory termination date 05/17/2031	Expected termination date N/A

Section 2 - Beginning Balance	Amount
TID fund balance at beginning of year	\$472,260

Section 3 - Revenue	Amount
Tax increment	\$427,655
Investment income	\$19,576
Debt proceeds	
Special assessments	
Exempt computer aid	\$11,944
Sale of property	
Allocation from another TID	
Developer guarantees name	
Transfer from other funds source	
Other grants sources	
Other revenue sources	
Source Personal Property aid	\$3,924
Total Revenue (deposits)	\$463,099

Form PE-300	TID Annual Report	2019 WI Dept of Revenue
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Section 4 - Expenditures	Amount
Capital expenditures	\$282,938
Administration	\$37,370
Professional services	\$19,437
Interest and fiscal charges	\$52,230
DOR fees	\$150
Discount on long-term debt	
Debt issuance costs	
Principal on long-term debt	\$195,000
Environmental costs	
Real property assembly costs	
Allocation to another TID	
Developer grants name	
Developer name n/a	\$0
Transfer to other funds source	
Other expenditures source	
Total Expenditures	\$587,125

Section 5 - Ending Balance	Amount
TID fund balance at end of year	\$348,234
Future costs	\$3,341,819
Future revenue	\$2,993,585
Surplus or deficit	\$0

Section 6 - Preparer/Contact Information	
Preparer name Jessica Trautman	Preparer title Finance Director
Preparer email jtrautman@westonwi.gov	Preparer phone (715) 241-2605
Contact name Jessica Trautman	Contact title Finance Director
Contact email jtrautman@westonwi.gov	Contact phone (715) 241-2605

Form PE-300	TID Annual Report	2019 WI Dept of Revenue
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Submission Information	
Co-muni code	37192
TID number	002
Submission date	06-22-2020 12:10 PM
Confirmation	TIDAR20191970O1592845373357
Submission type	ORIGINAL

**VILLAGE OF WESTON
FINANCING & FEASIBILITY STUDY
TAX INCREMENT DISTRICT #2**

DESCRIPTION	Year #	13 ACTUAL 2016	14 ACTUAL 2017	15 ACTUAL 2018	16 ACTUAL 2019	17 PROPOSED 2020
	TOTAL					
PROJECT COSTS:						
Relocation Costs	-	-	-	-	-	-
Infrastructure Costs	3,090,056	-	-	-	282,770	-
Advertising & Promotional Costs	-	Incl. In Adm.				
Development Incentives	271,746	-	-	-	-	-
Administration & Planning	885,703	30,037	27,698	111,234	57,124	103,000
Organizational Costs	-	-	-	-	-	-
TOTAL COSTS	4,247,505	30,037	27,698	111,234	339,894	103,000
PROJECT REVENUES:						
Property tax increment	8,302,000	338,243	398,660	393,993	427,655	489,253
Grants (including exempt comp aid)	291,593	11,315	11,492	11,661	15,867	18,000
BAB's Interest Rebate	2,031	-	-	-	-	-
Interest Income/Misc. Other	183,712	1,706	5,308	2,956	19,577	3,550
TOTAL REVENUES	8,779,336	351,264	415,460	408,610	463,099	510,803
NET ANNUAL STATUS B/4 BORROWING	4,531,831	321,227	387,762	297,376	123,205	407,803
CAPITAL BORROWING:						
G.O. Bonds/Rev. Bonds - Projected	-	-	-	-	-	-
G.O. Bonds/Rev. Bonds - Actual	3,588,333	-	-	-	-	-
TOTAL CAPITAL BORROWING	3,588,333	-	-	-	-	-
REPAYMENT COSTS:						
Debt Service - Principal (actual)	2,693,333	205,000	220,000	185,000	195,000	-
Debt Service - Interest (actual)	1,549,531	76,645	67,958	59,332	51,080	-
Debt Service - Principal (projected)	895,000	-	-	-	-	205,000
Debt Service - Interest (projected)	143,535	-	-	-	-	42,185
Debt Service - Issue Costs/Misc.	96,739	926	1,038	1,150	1,150	1,150
Imputed Interest	11,817	-	-	-	-	-
TOTAL REPAYMENT COSTS	5,389,955	282,571	288,996	245,482	247,230	248,335
NET ANNUAL REVENUE over (under) COSTS	2,730,209	38,656	98,766	51,894	(124,025)	159,468
FUND BALANCE (DEFICIT), December 31	N/A	321,599	420,365	472,259	348,234	507,702
Debt Service Reserve Requirement:						
CDA Debt Service Reserve		251,253	251,253	251,253	251,253	251,253
Total Debt Service Reserve Requirement		251,253	251,253	251,253	251,253	251,253
Excess Fund Balance		70,346	169,112	221,006	96,981	256,449
(Shortfall) - Advanced from Other Funds		-	-	-	-	-
TOTAL FUND BALANCE, December 31		321,599	420,365	472,259	348,234	507,702