

**Minutes of the Town of Lisbon Joint Review Board
Tax Incremental District No. 1 Creation
Thursday, October 4, 2018 at 4:30 p.m.
Lisbon Town Hall
W234 N8676 Woodside Road**

Call to Order.

Waukesha County Technical College Chief Financial Officer Cary Tessmann called the Joint Review Board to order at 4:30 PM.

Roll Call.

Present: Town of Lisbon Chairman Joe Osterman, Hamilton School District Representative Bryan Ruud, WCTC Chief Financial Officer Cary Tessmann, Waukesha County Director of Administration Norm Cummings, Ehlers Representatives Jon Cameron and Todd Taves, Town of Lisbon Administrator Gina Gresch and proposed JRB Public Member, Matthew Gehrke.

Election and/or reaffirmation of Chairperson.

Motion by Norm Cummings to appoint Cary Tessmann as the Joint Review Board's Chairperson. Seconded by Bryan Ruud, motion carried, 5-0.

Consideration and appointment and/or reaffirmation of the Joint Review Board's public member.

Motion by Joe Osterman to appoint Matthew Gehrke as the Joint Review Board's public member. Seconded by Bryan Ruud, motion carried, 5-0.

Discuss responsibilities of the Joint Review Board.

Jon Cameron of Ehlers explained this is the first step in the process, next the Plan Commission holds a public hearing then the Town Board adopts a resolution to create the TID District. The JRB will meet again after the Town Board action to vote whether or not the development expected in the TID District would occur without the use of a TID. The current project plan does meet the "But For" test; but for this TID, the development wouldn't occur.

Discuss & review project plan.

Jon Cameron explained that the plan boundary encompasses the Lied's property which has been vacant for a number of years. Development of this site is the main driver for the TID creation. The district is being driven by a cost standpoint by adding infrastructure for capacity in the Lannon Interceptor, to allow flow to go to the Village of Sussex where Town already has capacity rights in their wastewater treatment facility. This is a heavy infrastructure district in terms of costs. The Town has been working on this for quite some time, has invested heavily and is hoping to sell the land to help development occur.

Also included in the boundary is the Hamilton School District to make the boundary contiguous to Silver Spring and Townline where another development is proposed so as to keep the boundary contiguous. There was discussion about including a “not to exceed” number with a contingency. Without that it’s hard to calculate a return on investment (ROI). They also discussed the infrastructure expenditures and how they must occur within the first 10 years of the TID. The Town doesn’t have any developers interested yet, but understands Developer’s Agreements must be in place before any money is spent. Casey’s General Store property is also included in the TIF boundary, which could trigger more development down Townline Road, which could also provide an increment right away.

Set next meeting date.

The Town Board and Plan Commission are conducting a joint public hearing on October 11; Town Board will vote on the TID at their November 26 meeting. The JRB needs to meet and take action no later than 45 days from Town Board approval, which would mean the JRB would meet on Monday, December 3, 2018 at 4:30pm.

Adjourn.

Motion by Norm Cummings to adjourn the Thursday, October 4, 2018 Joint Review Board meeting at 4:55 PM. Seconded by Bryan Ruud. Motion carried 5-0.

Respectfully submitted,

Gina C. Gresch, MMC/WCPC
Town Administrator