

**Joint Community Development Authority
& Village Board
MINUTES**

September 14, 2022

Members Present: Austen Conrad, Dan Kolk, Kristin Ellis, Stephanie Brassington, Ken Brost, TJ Jerke

Members Absent:

Village Board

Present: TJ Jerke, Carolyn Clow, Mike Flaherty, Ed Wreh, Stephanie Brassington, Hilary Brandt

Excused: Carrie Nelson

Staff Present: Andrew Bremer, Karen Knoll

1. CALL TO ORDER

Clow called the Village Board to order at 7:15 p.m.
Brassington called the meeting to order at 7:15 pm.

2. PUBLIC APPEARANCES

None

3. APPROVAL OF MINUTES

- a. Review and possible approval of the Community Development Authority draft minutes from the July 13, 2022 meeting.

Brassington moved to approve the July 13, 2022 Community Development Authority minutes. Brost seconded the motion. Motion carried 6-0.

4. BUSINESS.

- a. Discussion regarding possible amendments to the Village's Tax Increment Financing Development Incentives Policy Manual and Application.
Clow reviewed that this meeting came about as members of the Village Board had indicated they wanted to better understand what was in the TIF Incentive Policy Manual and Application and their desire to meet with CDA for how it was applied.

Bremer indicated the purpose of tonight's meeting was for discussion only there is no action to be taken. It is to discuss the TIF Policy Manual and its related application. The purpose of the document is to guide requests for incentives. Bremer reviewed the history of the manual with attendees. It was decided to see if there were areas needing change about one year ago, along with a general overview of possible areas of change. Included in packets is a redline copy of all of the proposed changes to date of the policy manual. The proposed changes are a combination of staff and Community Development Authority meetings.

Bremer shared his screen showing the fourth draft with the proposed changes, going through each area section by section with Village Board and Community Development Authority members. They are not trying to be overly prescriptive but more of guardrail offering the ability for negotiations. They are trying to provide guidance so the applicant see what is important to the Village, but they do not have to check all of the boxes of what the Village is looking for. Bremer summarized the general timeline is after tonight's meeting the proposed changes and draft will go back to the CDA who will then send their recommendation to the Village Board.

Village Board members and CDA members discussed the draft TIF Incentive Policy Manual and Application and its proposed changes as presented by Bremer.

Clow summarized the next steps in the approval process and indicated a lot of time and effort has gone in to this. If anyone had specific concerns they can always reach out to Bremer. Kolk summarized the history of the CDA and TID's and how the goal has always been to use incentives for projects which would not have taken place through a more natural process, TID financing is not the same as bank financing.

Village Board members and CDA members discussed and summarized their thoughts and feelings about TIF Districts, incentives offered to developers and what fits the Villages plans and needs.

7. SCHEDULE NEXT MEETING DATE.

- a. Tuesday September 20, 2022 at 7:15 pm. (Joint Plan Commission CDA meeting)
- b. Wednesday October 12, 2022 at 7:00 p.m. (Regular CDA meeting)

8. ADJOURNMENT.

Brassington moved to adjourn the Community Development Authority. Brost seconded the motion. Motion carried 6-0. Meeting adjourned at 8:56 p.m.

Clow moved to adjourn the Village Board. Jerke seconded the motion. Motion carried 6-0. Meeting adjourned at 8:56 p.m.