



PLAN COMMISSION REPORT – DIR. ADMINISTRATIVE SERVICES

Tax Incremental District No. 7 – Public Hearing and Resolution No. 2012-1

REPORT PREPARED BY: Chris Haltom

REPORT DATE: August 17, 2012

The Village of Howard is in the process of creating Tax Incremental District No. 7. Attached to this document is a timeline of events that must take place in order for the TID to be created in 2012. The Plan Commission has the responsibility to call for a public hearing (this was completed on July 16, 2012), hold a public hearing (scheduled for August 20, 2012), review plans, consider approval of the plans and pass a resolution adopting the plan (also scheduled for August 20, 2012). The plan will include a schedule of projects, a map of the TID boundaries and narrative explanations of the project, the financing and other related information.

TIDs are used in Wisconsin by municipalities to assist the municipality in financing various projects within the TID boundaries. Without the TID financing, the project would not be able to be completed (also known as the “but for test” requirement of every TID). TID financing allows municipalities to capture new property taxes (except for state of Wisconsin portion of property taxes) within the TID boundaries to help finance project costs of items listed within the TID plan. The new property taxes are generated from new increment or increases in property values within the TID after the TID is created. The property values that exist at the time of creating the TID are frozen and all property taxes generated from the frozen values will continue to be collected by the overlying taxing jurisdictions.

The village has been working with consultants from Ehlers & Associates to prepare the project plan documents, create all public notices, send out mailings to the overlying jurisdictions and provide all the necessary services in creation of TID No. 7. One of the consultants from Ehlers will be in attendance at Monday’s Plan Commission meeting to discuss and handout the TID project plan.

Attached to this report is a listing of possible projects that could be accomplished within TID 7 and an estimated year of completing the projects. Only projects listed within the TID document will be allowed as future projects. TID amendments can be made with a similar process as creating the TID.

VILLAGE OF HOWARD, WI
TAX INCREMENTAL DISTRICT NO. 7 BLIGHT CREATION
Proposed Timetable – 6 15 12

ACTION DATE	STEP
June	Village will provide Ehlers with a list of the parcel tax key #'s within the District, pertinent parcel information, the maps, list of projects and costs, etc.
June	Ehlers will prepare & provide an applicable blight findings report.
June	Ehlers will prepare & provide the Village with a feasibility analysis report, options, and/or draft project plan document
July 16	Plan Commission makes a motion to call for a public hearing (optional).
July 30	Ehlers' will send a Notice to Official Village Newspaper of organizational JRB meeting & public hearing. (cc: Village)
	Ehlers will provide Village with a draft of a notice that must be sent to property owners within the proposed TID, for the Village's use.
	Ehlers will send notification letters, along with required enclosures, to overlapping taxing jurisdictions of JRB organizational meeting & public hearing, as well as the agenda - to be posted by the Village. (cc: Village & attorney) <i>(Letters must be postmarked prior to first publication).</i>
July 31 – August 1	Village will send notices, along with required enclosures, to applicable properties within proposed boundaries. (cc: Ehlers & attorney). <i>(Letters must be postmarked prior to first publication & at least 15 days prior to hearing). Properties may be removed, but may not be added after publications.</i>
July	Ehlers will provide Village, overlapping taxing entities, and/or Village Attorney with [revised] draft Project Plan document, if not yet provided and/or necessary, as well as agenda language (Village to post) & resolution for first meetings, and will also request legal opinion of the plan.
August 3	First Publication of Public Hearing & JRB Meeting Notice <i>(Week prior to second notice & at least 5 days prior to JRB meeting)</i>
August 10	Second Publication of Public Hearing & JRB Meeting Notice. <i>(At least 7 days prior to public hearing)</i>
August 20	Joint Review Board meets to review plan, appoint chairperson and public member and set next meeting date. <i>(Prior to public hearing)</i>
	Plan Commission Public Hearing on Project Plan and TID boundary. <i>(Within 14 days after second publication)</i>
	Plan Commission reviews plan & considers approval of District Project Plan and boundaries.
August	Ehlers will provide Village & Village Attorney with revised draft Project Plan, if necessary, as well as agenda language (Village to post) & resolution for Village Board meeting.
Sept. 10	Village Board reviews Plan & adopts resolution approving District Project Plan and boundaries. <i>(at least 14 days after hearing)</i>
TBD	Ehlers' will send a Class 1 Notice to Official Village Newspaper of JRB meeting. (cc: Village)
TBD	Ehlers will send notices & required attachments to JRB of the final meeting, along with the Agenda (Village to post). (cc: Village & Attorney) <i>(Letters must be postmarked prior to publication).</i>
TBD	Publication of JRB Meeting Notice <i>(At least 5 days prior to meeting)</i>
TBD	Joint Review Board considers approval of District Project Plan and boundaries. <i>(Within 30 days of notification of meeting / receipt of Plan Commission & Village Board resolutions)</i>
July – Oct.	Ehlers will gather, prepare, and submit state forms & required documents to the state, once the 2012 assessed parcel values available (following the BOR) & we receive all remaining maps, legal descriptions, parcel information, documents, etc. from the Village. DOR filing deadline October 31.

**Village of Howard, Wisconsin
TID No. 7
Project List**

2013

Acquisition of property	\$ 300,000
Marketing	100,000
Planning, design and engineering	100,000
	<u>\$ 500,000</u>

2014

Acquisitions - land, buildings, etc.	\$ 700,000
Infrastructure - roadway, utilities, amenities	900,000
Memorial Park improvements	100,000
Geothermal production facility	1,200,000
Riverview Drive reconstruction	1,700,000
	<u>\$ 4,600,000</u>

2015

Quarry water park/acquatic center/skating	\$ 1,250,000
Trails, pedestrian access	100,000
Signage, building rehabilitation	300,000
Developer incentive	1,000,000
Business loan program	500,000
	<u>\$ 3,150,000</u>

2016

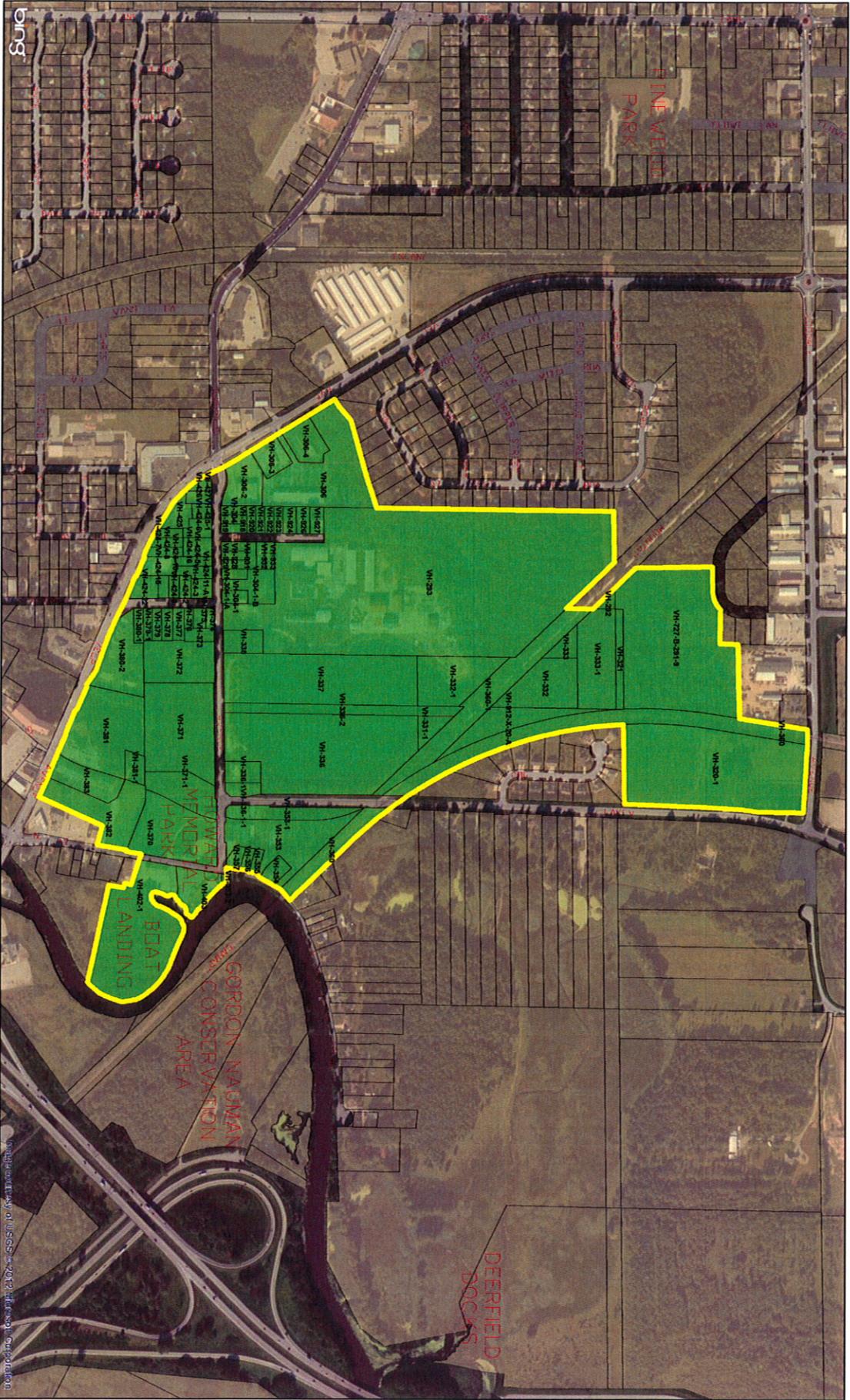
Brown County facility acquisition	\$ 1,200,000
Brown County site clean up	1,000,000
Marketing and advertizing	100,000
Mass transit	250,000
Special events	100,000
Small Quarry Improvements	400,000
	<u>\$ 3,050,000</u>

2017

Infrastructure - roadway, utilities, amenities and Ardenness reconstruction	\$ 1,400,000
Memorial Park improvements	\$ 100,000
Rentmester Historical Property improvements	150,000
	<u>\$ 1,650,000</u>

2018

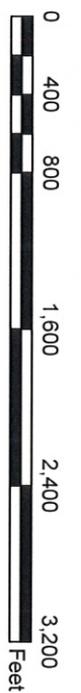
Glendale Avenue reconstruction	\$ 1,000,000
Property acquisition	1,000,000
	<u>\$ 2,000,000</u>



Print Date:
July 20, 2012



TID 7



Boundary of USGS or 2012 data not available

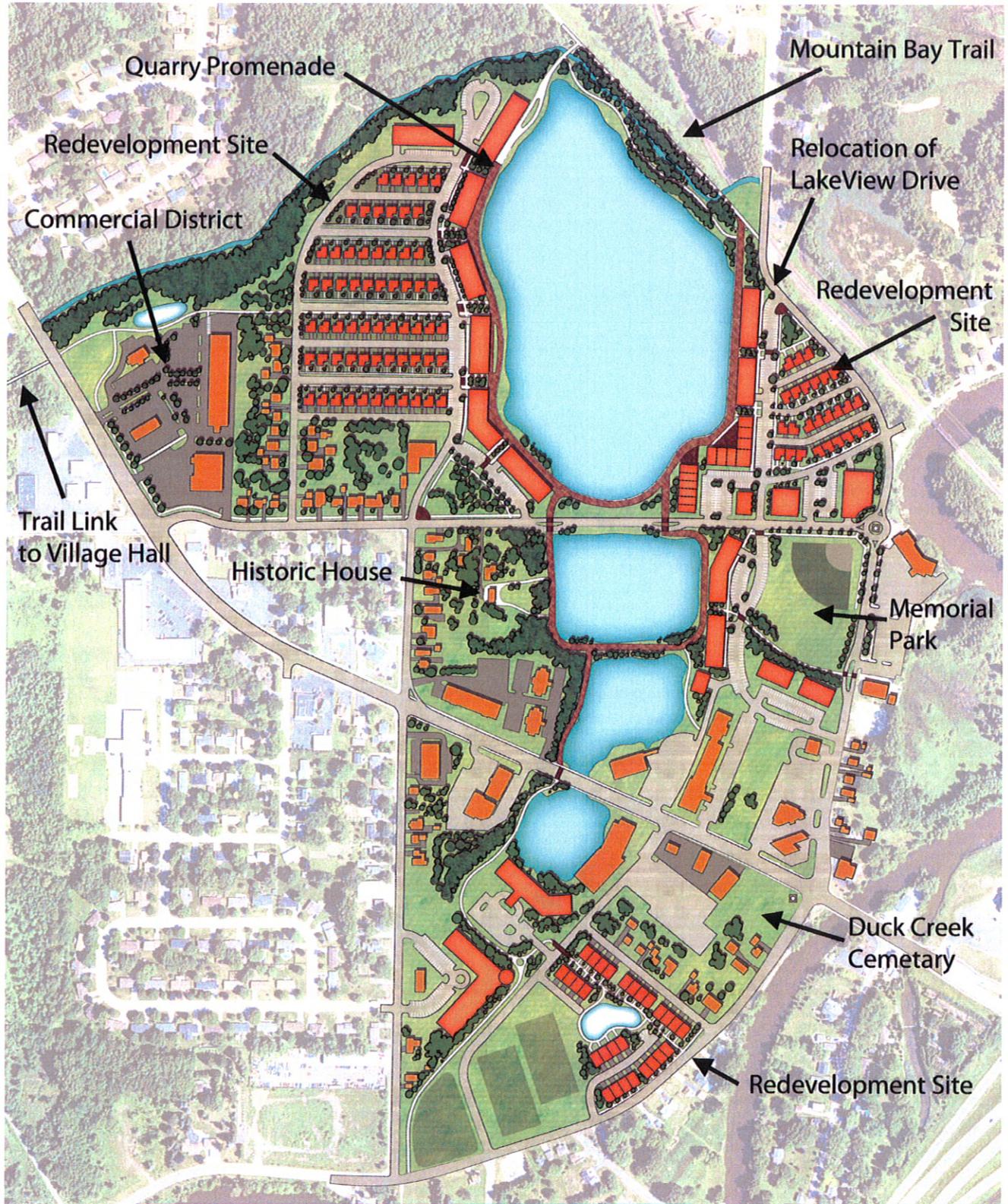


Figure 10.2 - Duck Creek Quarry Concept. Existing buildings are shown in orange, with proposed buildings in pink.

RESOLUTION NO. 2012-1

**RESOLUTION DESIGNATING PROPOSED BOUNDARIES
AND APPROVING A PROJECT PLAN
FOR TAX INCREMENTAL DISTRICT NO. 7,
VILLAGE OF HOWARD, WISCONSIN**

WHEREAS, the Village of Howard (the "Village") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the Village; and

WHEREAS, Tax Incremental District No. 7 (the "District") is proposed to be created by the Village as a rehabilitation - conservation district in accordance with the provisions of Section 66.1105, Wisconsin Statutes (the "Tax Increment Law"); and

WHEREAS, the Plan Commission has prepared a Project Plan for the District that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., Wisconsin Statutes, outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and Village ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the District promotes the orderly development of the Village;
- k. An opinion of the Village Attorney or of an attorney retained by the Village advising that the plan is complete and complies with Section 66.1105(4)(f)., Wisconsin Statutes.

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to owners of all rehabilitation property in the proposed District, to the chief executive officers of Brown County, the Howard-Suamico School District, and the Northeast Wisconsin Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on August 20, 2012 held a public hearing concerning the project plan and boundaries and proposed creation of the District, providing interested parties a reasonable opportunity to express their views thereon.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the Village of Howard that:

1. It recommends to the Village Board that Tax Incremental District No. 7 be created with boundaries as designated in Exhibit A of this Resolution.

2. It approves the Project Plan for the District, attached as Exhibit B, and recommends its approval to the Village Board.
3. Creation of the District promotes orderly development in the Village.
4. The Village Clerk is hereby directed to provide the Village President and Village Board with certified copies of this Resolution, upon its adoption by the Plan Commission.

Adopted this _____ day of _____, 2012.

Plan Commission Chair

Secretary of the Plan Commission