

MEETING AGENDA
JOINT REVIEW BOARD ANNUAL MEETING
CITY OF PLYMOUTH, WISCONSIN

MONDAY JULY 6, 2023 @ 9:00 A.M.

Plymouth City Hall
Room 210
128 Smith Street
Plymouth, WI 53073

Members Present:

____ Mayor Pohlman
____ Grace Meyer, At-
Large Member
____ Tom Wegner,
Sheboygan County
____ Amy Williams,
Plymouth School District
____ John Wyatt,
Technical College Rep.

Staff:

____ Tim Blakeslee
____ Anna Voigt
____ Chris Russo

Alternates:

1. Call to order and roll call.
2. Approve July 11, 2022 Meeting Minutes.
3. Review of Tax Incremental Finance District #4, #5, and #6 Annual Reports and Status.
4. Approve Resolution 1 of 2023 of the Joint Review Board acknowledging filing of annual report and compliance with the annual meeting requirement.
5. Adjournment.

It is likely a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City of Plymouth ADA Coordinator Leah Federwisch, located in the Plymouth Utilities office at 900 County Road PP, Plymouth, WI or call 920-893-3853.

**CITY OF PLYMOUTH
JOINT REVIEW BOARD
MONDAY, JULY 11, 2022
ROOM 210, PLYMOUTH CITY HALL, 128 SMITH STREET, PLYMOUTH, WI**

Official Meeting Minutes

I. Call to Order/Roll Call The Joint Review Board held a meeting on Monday, July 11, 2022 at 8:00 am. Members present were Mayor Pohlman, Grace Meyer, Tom Wegner, Amy Williams, Monica Nichter. Interim City Administrator/Utilities Manager Cathy Austin, City Treasurer Brenda Hanson and City Clerk Anna Voigt were also present.

II. Approve July 21, 2021 Meeting Minutes. Motion by Wegner, seconded by Williams to approve the meeting minutes with date correction. Unanimous aye vote was cast.

III. Review of Tax Incremental Finance District #4, #5, and #6 Annual Reports and Status. Interim City Administrator/Utilities Manager Austin reviewed the 2021 TID Annual Reports for TID's 4,5 and 6. The board discussed the reports. Austin mentioned TIF 4 has a mandatory termination date in 2024. Mayor Pohlman stated with the closing of TID 4 the City will probably open a new one. Discussion concluded.

IV. Approve Resolution 01-2022 of the Joint Review Board acknowledging filing of annual report and compliance with the annual meeting requirement. Motion by Wegner, seconded by Williams to approve the resolution as presented. On the call of the roll, all voted aye. Motion carries.

Adjournment. Unanimous aye vote to adjourn the meeting. Motion carried.

Respectfully Submitted by Anna Voigt, City Clerk

Form PE-300	TID Annual Report	2022 WI Dept of Revenue
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Section 1 - Municipality and TID					
Co-muni code 59271	Municipality PLYMOUTH		County SHEBOYGAN	Due date 07/03/2023	Report type ORIGINAL
TID number 004	TID type 4	TID name TID #4	Creation date 09/11/2001	Mandatory termination date 09/11/2024	Expected termination date N/A

Section 2 - Beginning Balance	Amount
TID fund balance at beginning of year	\$2,144,126

Section 3 - Revenue	Amount
Tax increment	\$2,773,678
Investment income	\$23,366
Debt proceeds	\$0
Special assessments	\$0
Shared revenue	\$69,272
Sale of property	\$0
Allocation from another TID	
TID number	\$0
Developer guarantees	
Developer name	\$0
Transfer from other funds	
Source	\$0
Grants	
Source	\$0
Other revenue	
Source	\$0
Total Revenue (deposits)	\$2,866,316

Form PE-300	TID Annual Report	2022 WI Dept of Revenue
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Section 4 - Expenditures	Amount
Capital expenditures	\$0
Administration	\$8,850
Professional services	\$26,386
Interest and fiscal charges	\$149,105
DOR fees	\$1,352
Discount on long-term debt	\$0
Debt issuance costs	\$0
Principal on long-term debt	\$1,766,000
Environmental costs	\$0
Real property assembly costs	\$0
Allocation to another TID	
TID number	\$0
Developer grants	
Developer name Great Lakes Cheese Inc	\$0
Developer name Sartori Food Corporation	\$0
Transfer to other funds	
Fund Loan Repayment to RLF for Willow Rd & RR Corr	\$213,188
Other expenditures	
Name Unrealized Loss on Investments	\$43,781
Total Expenditures	\$2,208,662

Section 5 - Ending Balance	Amount
TID fund balance at end of year	\$2,801,780
Future costs	\$3,309,672
Future revenue	
Surplus or deficit	\$-507,892

Section 6 - Preparer/Contact Information	
Preparer name Brenda Hanson	Preparer title Treasurer
Preparer email bhanson@plymouthgov.com	Preparer phone (813) 893-1271
Contact name Timothy Blakeslee	Contact title City Administrator / Utilities Manager
Contact email tblakeslee@plymouthwi.gov	Contact phone (920) 893-1271

Form PE-300	TID Annual Report	2022 WI Dept of Revenue
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Submission Information	
Co-muni code	59271
TID number	004
Submission date	06-27-2023 08:27 AM
Confirmation	TIDAR20221622O1686083271089
Submission type	ORIGINAL

Form PE-300	TID Annual Report	2022 WI Dept of Revenue
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Section 1 - Municipality and TID					
Co-muni code 59271	Municipality PLYMOUTH		County SHEBOYGAN	Due date 07/03/2023	Report type ORIGINAL
TID number 005	TID type 5	TID name TID #5	Creation date 01/29/2008	Mandatory termination date 01/29/2028	Expected termination date N/A

Section 2 - Beginning Balance	Amount
TID fund balance at beginning of year	\$67,351

Section 3 - Revenue	Amount
Tax increment	\$319,139
Investment income	\$1,517
Debt proceeds	\$0
Special assessments	\$0
Shared revenue	\$14,968
Sale of property	\$0
Allocation from another TID	
TID number	\$0
Developer guarantees	
Developer name	\$0
Transfer from other funds	
Source	\$0
Grants	
Source	\$0
Other revenue	
Source	\$0
Total Revenue (deposits)	\$335,624

Form PE-300	TID Annual Report	2022 WI Dept of Revenue
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Section 4 - Expenditures	Amount
Capital expenditures	\$39,602
Administration	\$3,500
Professional services	\$13,425
Interest and fiscal charges	\$37,395
DOR fees	\$150
Discount on long-term debt	\$0
Debt issuance costs	\$0
Principal on long-term debt	\$215,000
Environmental costs	\$0
Real property assembly costs	\$0
Allocation to another TID	
TID number	\$0
Developer grants	
Developer name Masters Gallery Foods	\$0
Developer name RDA Project - Cheese Counter - 133 E Mill	\$50,000
Transfer to other funds	
Fund	\$0
Other expenditures	
Name	\$0
Total Expenditures	\$359,072

Section 5 - Ending Balance	Amount
TID fund balance at end of year	\$43,903
Future costs	\$210,000
Future revenue	\$0
Surplus or deficit	\$-166,097

Section 6 - Preparer/Contact Information	
Preparer name Brenda Hanson	Preparer title Treasurer
Preparer email bhanson@plymouthgov.com	Preparer phone (813) 893-1271
Contact name Timothy Blakeslee	Contact title City Administrator / Utilities Manager
Contact email tblakeslee@plymouthwi.gov	Contact phone (920) 893-1271

Form PE-300	TID Annual Report	2022 WI Dept of Revenue
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Submission Information	
Co-muni code	59271
TID number	005
Submission date	06-27-2023 08:29 AM
Confirmation	TIDAR20221622O1686083451434
Submission type	ORIGINAL

Form PE-300	TID Annual Report	2022 WI Dept of Revenue
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Section 1 - Municipality and TID					
Co-muni code 59271	Municipality PLYMOUTH		County SHEBOYGAN	Due date 07/03/2023	Report type ORIGINAL
TID number 006	TID type 5	TID name TID #6	Creation date 12/07/2010	Mandatory termination date 12/07/2030	Expected termination date N/A

Section 2 - Beginning Balance	Amount
TID fund balance at beginning of year	\$-894,407

Section 3 - Revenue	Amount
Tax increment	\$152,217
Investment income	\$0
Debt proceeds	\$0
Special assessments	\$0
Shared revenue	\$2,598
Sale of property	\$0
Allocation from another TID	
TID number	\$0
Developer guarantees	
Developer name	\$0
Transfer from other funds	
Source	\$0
Grants	
Source	\$0
Other revenue	
Source Contractual Penalty Revenue	\$27,949
Total Revenue (deposits)	\$182,764

Form PE-300	TID Annual Report	2022 WI Dept of Revenue
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Section 4 - Expenditures	Amount
Capital expenditures	\$0
Administration	\$550
Professional services	\$11,229
Interest and fiscal charges	\$22,400
DOR fees	\$150
Discount on long-term debt	\$0
Debt issuance costs	\$0
Principal on long-term debt	\$80,000
Environmental costs	\$0
Real property assembly costs	\$0
Allocation to another TID	
TID number	\$0
Developer grants	
Developer name N/A	\$0
Transfer to other funds	
Fund	\$0
Other expenditures	
Name	\$0
Total Expenditures	\$114,329

Section 5 - Ending Balance	Amount
TID fund balance at end of year	\$-825,972
Future costs	\$0
Future revenue	\$0
Surplus or deficit	\$-825,972

Section 6 - Preparer/Contact Information	
Preparer name Brenda Hanson	Preparer title Treasurer
Preparer email bhanson@plymouthgov.com	Preparer phone (813) 893-1271
Contact name Timothy Blakeslee	Contact title City Administrator / Utilities Manager
Contact email tblakeslee@plymouthwi.gov	Contact phone (920) 893-1271

Form PE-300	TID Annual Report	2022 WI Dept of Revenue
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Submission Information	
Co-muni code	59271
TID number	006
Submission date	06-27-2023 08:31 AM
Confirmation	TIDAR20221622O1686083597681
Submission type	ORIGINAL

RESOLUTION NO. 1 of 2023

**A RESOLUTION ACKNOWLEDGING FILING OF ANNUAL REPORT
AND COMPLIANCE WITH ANNUAL MEETING REQUIREMENT FOR
FISCAL YEAR 2022**

WHEREAS, Wis. Stat. 66.1105(4m)(f) requires that the Joint Review Board (“JRB”) meet annually on July 1, or when an annual report under Wis. Stat. 66.1105(6m)(c)(intro.) becomes available, to view the annual report and to review the performance and status of each district governed by the JRB; and

WHEREAS, the City has filed an annual report with the Wisconsin Department of Revenue for the following districts:

Tax Incremental Finance District No. 4; Tax Incremental Finance District No. 5; Tax Incremental Finance District No. 6; and

WHEREAS, a copy of the annual report has been provided to each overlying taxing jurisdiction; and

WHEREAS, the JRB met on July 6, 2023 to review the annual reports and the performance and status of the districts governed by the JRB.

NOW, THEREFORE, BE IT RESOLVED, that the City of Plymouth has complied with its reporting requirement under Wis. Stat. 66.1105(6m)(c)(intro.) and requirement to hold an annual JRB meeting under Wis. Stat. 66.1105(4m)(f).

Adopted: July 6, 2023

JOINT REVIEW BOARD

Sheboygan County

City of Plymouth

Plymouth School District

Public Member

Lakeshore Technical College District

Resolution Requested By: Tim Blakeslee, City Administrator/Utilities Manager