

CITY OF MENASHA
Winnebago County Joint Review Board
Council Chambers, City Hall – 140 Main Street
July 16, 2015
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:00 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Brian Adesso, Mark Harris, Amy Van Straten, Scott Francis, and Mayor Merkes.

MEMBERS EXCUSED: None.

OTHERS PRESENT: CDD Keil, ASD Steeno, AP Englebert, CDC Heim, and Todd Taves representing Ehlers.

C. MINUTES TO APPROVE

1. **Minutes of the June 16, 2015 Joint Review Board Meeting**

Motion by Amy Van Straten, seconded by Mark Harris to approve the June 16, 2015 Joint Review Board, Winnebago County meeting minutes as presented.

The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. ACTION/DISCUSSION ITEMS

1. **Review of the Public Record, Planning Documents, Plan Commission Resolutions, and the Resolutions passed by the Common Council Approving the Creation of Tax Incremental District #13 and Project Plan Amendment to Tax Incremental District #5**

Mr. Taves gave an overview of the required documents that state statues indicates must be reviewed by the Joint Review Board. A brief overview the respective documents was given by Mr. Taves.

2. **Consideration of the City of Menasha, Joint Review Board – Winnebago County Resolution 1-15 Approving the Creation of Tax Incremental District #13**

Mr. Taves indicated that the Joint Review Board resolution outlines the three criteria that are required for the Joint Review Board to approve the creation of Tax Incremental District #13.

No further discussion by the board.

Motion by Amy Van Straten, seconded by Scott Francis to approve City of Menasha Joint Review Board resolution 1-15 approving the creation of Tax Incremental District #13. Motion carried on roll call 5-0.

3. **Consideration of the City of Menasha, Joint Review Board – Winnebago County Resolution 2-15 Approving Project Plan Amendment to Tax Incremental District #5**

Mr. Taves provided an overview of the resolution and how it relates to State Statues. Brian Adesso questioned if any members of the Board knew if the exempt computer TID payment legislation was passed. Mark Harris indicated that the legislation never made it to the floor of the legislative for a vote.

Motion by Scott Francis, seconded by Mark Harris to approve City of Menasha Joint Review Board resolution 2-15 approving project plan amendment to Tax Incremental District #5. Motion carried on roll call 5-0.

4. **Determination of Whether to Designate Joint Review Board as a Standing Joint Review Board, or to Disband Following Adjournment**

Mr. Taves indicated that statutes do not require the board has to take action on this item. CDD Keil explained that the city would prefer to have a standing board for ease of contacting board members.

Motion by Mark Harris, seconded by Brian Adesso to designate the Joint Review Board a standing board. The motion carried 5-0.

G. ADJOURNMENT

Motion by Scott Adesso, seconded by Scott Francis to adjourn at 3:10 p.m.

The motion carried.

Minutes respectfully submitted by CDC Kristi Heim.