City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

JOINT REVIEW BOARD MEETING
IN PERSON AND VIA ZOOM
MONDAY, JULY 27, 2026 – 3:00 PM
MUNICIPAL BUILDING – SECOND FLOOR

MINUTES

1. Call meeting to order

Chairperson Manager Houseman called the meeting to order at 3:00 pm.

2. Roll call

Present: Joint Review Board Members: Chairperson and City Representative Rebecca Houseman; Jefferson County Representative Michael Luckey; Fort Atkinson School District Representative Nathan Knitt; Madison Area Technical College Representative Shawna Marquardt and Citizen Representative Jonah Ralston. Also present: City Clerk/Treasurer/Finance Director.

3. Discuss Role of the Joint Review Board

a. *Department of Revenue Tax Incremental Financial Manual - Role of JRB*

Chairperson Manager Houseman provided that the Joint Review Board consists of one representative from each taxation jurisdiction (school district, technical college, county, municipality), and one public member. The JRB must make a decision based on the documents and information provided by the municipality and three criteria found in state law (secs. 66.1105(4m)(c), 66.1106(3)(c), and 60.85(4)(c), Wis. Stats.). The JRB must determine whether the:

1. Development expected in the TID would occur without the use of TIF ("but for" requirement).
2. Economic benefits of the TID, as measured by increased employment, business and personal income and property value, are sufficient to compensate for the cost of the improvements.
3. Benefits of the proposal outweigh the anticipated tax increments to be paid by the property owners in the overlying taxing jurisdictions.

4. 2025 TID Reports

a. *Review and possible action relating to the 2025 TID No. 6 Report*

TID NO. 6

TID No. 6 was created as an Industrial TID on January 18, 2000. 2018 was the last year to incur TIF-related costs. This TID has been designated as a “distressed TID” which allows the City to extend its life by 10 years to recover the costs associated with the improvements to the TID. This designation also allows the City’s other TIDs (No. 7 and No. 8) to donate excess increment to this TID. In 2025, the TID recovered all funds, including some unanticipated revenue. In the fall of 2025, the City Council adopted a resolution extending the life of TID No. 6 for an additional year to support affordable housing. In 2026, the City Council terminated the TID. The ending balance in TID No. 6 is almost $1.3M, which will be distributed to the overlaying taxing jurisdictions per the audit, which will be completed in late 2026.

b. *Review and possible action relating to the 2025 TID No. 7 Report*

TID NO. 7

TID No. 7 was created as a Blight Elimination TID on January 18, 2000. 2022 was the last year to incur TIF-related costs. As such, no new projects, incentives, or financing may be implemented. This TID was scheduled to close in 2027; however, because it has been designated as a Donor to Distressed TID No. 6, its life can be extended to 2033, consistent with a maximum legal life of the TID of 27 years plus 6 years as a Donor to Distressed. In the fall of 2025, the City Council adopted a resolution extending the life of TID No. 7 for an additional year to support affordable housing. In 2026, the City Council terminated the TID. At the end of 2025, there was a positive balance of $282,134 in this TID. These funds will be distributed to the overlaying taxing jurisdictions per the audit, which will be completed in late 2026.

c. *Review and possible action relating to the 2025 TID No. 9 Report*

TID NO. 9

In late 2022, the Joint Review Board approved a new mixed-use TID (TID No. 9), which overlayed TID No. 8, and included recently annexed land as well as undeveloped and underdeveloped land. This TID was created to support the development of the City-owned land along Banker Road, as well as additional major projects as described in the Project Plan. The JRB approved the TID and Project Plan on November 1, 2022, and the TID was established in 2023. The fund balance at the end of 2025 was -$1,565,631 which includes a $1,625,000 loan from the General Fund and the Wastewater Utility to support the Ridge View Estates public infrastructure. As shown in the attached pro forma from the City's financial advisors, and in the 2025 audit document, the City has a plan and a debt schedule to repay the interfund loan with increment over the life of the TID. Staff is not concerned about the negative fund balance reported in this TID.

d. *Review and possible action relating to the 2025 TID No. 10 Report*

TID NO. 10

TID No. 10 was created as a Blight Elimination TID in November 2022, with values established on January 1, 2023. TID No. 10 in Fort Atkinson is projected to run until 2050, with the final tax collection slated for 2051. The expenditure period will end in 2043. The fund balance at the end of 2025 was $4,322. Staff anticipates additional projects in TID No. 10, including a proposed multifamily residential project known as River Point Commons, in the coming months and years.

Ralston moved, seconded by Marquardt to approve the 2025 Annual Reports for TID 6, TID 7, TID 9 and TID 10. Motion carried.

5. Unfinished Business

a. Review and possible action relating to the Minutes of the June 22, 2026 Joint Review Board meeting

Marquardt moved, seconded by Knitt to approve the minutes of the June 22, 2026 Joint Review Board meeting. Motion carried.

b. Review and discussion of the proposed Project Plan and Boundary of Tax Incremental District No. 11

Chairperson Houseman discussed that the Tax Increment District ("TID") is being created as a "Mixed-Use District" based on the identification and classification of the property proposed to be included in the TID. The maximum life (absent extension) of the TID is 20 years from the date of adoption. TID #11 encompasses approximately 249 acres, of which about 87 acres (35%) are relevant to newly platted calculation. The City confirms less than 35% percent of the district is land proposed for newly platted residential development as none of the development is expected to be newly platted.

c. Review and possible action relating to the Joint Review Board Resolution creating TID No. 11

Knitt moved, seconded by Marquardt to approve the Joint Review Board Resolution approving the Creation of the Tax Incremental District No 11, City of Fort Atkinson, Jefferson County Wisconsin. Motion carried.

d. Review and discussion of the proposed Project Plan and Territory Addition Amendment #1 for Tax Incremental District No. 9

Chairperson Manager Houseman reviewed the amendment that included lots existing in Koshkonong Estates.

e. Review and possible action relating to the Joint Review Board Resolution amending TID No. 9

Ralston moved, seconded by Marquardt to approve the Joint Review Board Resolution approving the Territory Addition Amendment No. 1 of Tax incremental District No 9, City of Fort Atkinson, Jefferson County, Wisconsin. Motion carried.

6. New Business

a. Appointment of Chairperson for TID No. 12 and TID No. 13

Ralston moved, seconded by Marquardt to appoint Manager Houseman to serve as Chairperson for TID 12 and TID 13. Houseman accepted. Motion carried.

b. Appointment of Public Member for TID No. 12 and TID No. 13

Houseman moved, seconded by Marquardt to appoint Jonah Ralston to serve as the Public

Member for TID 12 and TID 13. Ralston accepted. Motion carried.

c. *Overview of purpose and description of the Tax Incremental District No. 12 being created*
Chairperson Houseman provided that Tax Increment District ("TID") is being created as a "Blight District" based on the identification and classification of the property proposed to be included in the TID. Not less than 50% by area of the real property within the District is a blighted area as defined by Wis. Stat. § 66.1105(2)(ae)1. A blighted area is property that may consist or but is not limited to structural deterioration, health and safety hazards, environmental issues, or economic stagnation. The maximum life (absent extension) of the TID is 27 years from the date of adoption. Future projects include but not limited to: sanitary sewer, pedestrian and bicycle safety improvements, boat launch, parking lot, park and trail improvements, land purchases and stormwater improvements.

d. *Overview of purpose and description of the Tax Incremental District No. 13 being created*
Chairperson Houseman provided that Tax Increment District ("TID") is being created as a "Blight District" based on the identification and classification of the property proposed to be included in the TID. Not less than 50% by area of the real property within the District is a blighted area as defined by Wis. Stat. § 66.1105(2)(ae)1. A blighted area is property that may consist of but is not limited to structural deterioration, health and safety hazards, environmental issues, or economic stagnation. The maximum life (absent extension) of the TID is 27 years from the date of adoption. Market square improvements, Whitewater and Main Street intersection, S. Main Street, S 3rd Street, parking lot, park, trial, utility and road improvements, land purchases and stormwater improvements.

e. *Set the next meeting date for formal review and action on TID No. 12 and TID No. 13 (August 31, 2026)*
Marquardt moved, seconded by Knitt to set the meeting date for formal review and action on TID 12 and TID 13 for August 31, 2026 for 3:00 pm. Motion carried.

7. Adjournment

Knitt moved, seconded by Marquardt to adjourn. Meeting adjourned at 3:40 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer/Finance Director