



# JOINT TID #1 REVIEW BOARD ANNUAL MEETING

Thursday, June 20, 2024 at 10:00 AM

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**Town Hall Meeting Room, 8348 Hickory Ave, Larsen, WI 54947**

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## AGENDA

### CALL TO ORDER - Kelly Wisnefske, Clayton Town Administrator, Chair

- A. Pledge of Allegiance - Kelly Wisnefske, Chair
- B. Meeting Roll - Kelly Wisnefske, Chair

### APPROVAL OF MINUTES

- A. Approval of the Minutes of the Thursday, June 15, 2023, Joint Review Board Meeting

### REVIEW TID #1 ANNUAL REPORT

- A. 2024 Working Budget for Town of Clayton TID #1

### OTHER BUSINESS

### SET DATE FOR 2024 ANNUAL JRB MEETING

- A. 3rd Thursday of June - June 19, 2025 at 10 am

### ADJOURNMENT

Respectfully submitted,

Kelly Wisnefske  
Town Administrator

The purpose of this meeting is to review the Annual Report for TID #1 pursuant to Wis. Stat. 66.1105 (4m)(f). If you have questions before the meeting, you may contact Kelly Wisnefske, Town Administrator at 920-836-2007.

### CLAYTON JOINT REVIEW BOARD MEMBERS

Kelly Wisnefske, Town Administrator, Town of Clayton

Jon Joch, Chief Financial Officer, Neenah Joint School District

Amy Van Straten, VP Financial Services, Fox Valley Technical College

Jon Doemel, County Executive, Winnebago County

Gary Becker, GWB Professional Services

Dick Knapinski, At-Large

*Pursuant to Wisconsin Statute 19.84 (2) and (3) notice is hereby given to the public and the media that two or more members of any or all Boards, Commissions, and Committees of the Town of Clayton, may attend the meeting of the Town Board in order to gather information. For purposes of the Open Meetings Law only; attendance at a meeting by a quorum of members of the Town Boards, Commissions, and Committees constitutes a meeting of the Board, Commission, or Committee, pursuant to Badke Vs. Village Board of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated that any formal action by those bodies will be taken. The only business to be conducted is for Town Board action.*

*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 call the Town Office at 920.836.2007.*

**This agenda has been posted at the following locations in the Town of Clayton:**

1. The Town Hall Posting Board – 8348 Hickory Ave, Larsen, WI 54947
2. The Town’s Web Page: --

**TOWN OF CLAYTON  
JOINT REVIEW BOARD MEETING  
On the Creation of TID #1**

Clayton Town Hall  
8348 Hickory Ave, Larsen, WI  
June 15, 2023 at 10:00 am

**MEETING MINUTES**

- 1. Call to Order – Chair Kelly Wisnefske

Chair Wisnefske called the meeting to order at 10:02 am.

- 2. Roll Call

**JRB REPRESENTATIVES PRESENT**

Faith Schiedermayer, representing Fox Valley Technical College  
Kelly Wisnefske, Administrator, Town of Clayton  
Dick Knapinski, Member At-Large  
Jon Joch, Chief Financial Officer, Neenah Joint School District  
Gary Becker, GWB Professional Services

**STAFF PRESENT**

Kelsey Faust-Kubale, Clerk, Town of Clayton  
Jackie Zolp, Treasurer, Town of Clayton

- 3. Approval of the Minutes of the Thursday, June 16, 2022 Joint Review Board Meeting

**MOTION:**

**Motion by:** Board Member Knapinski  
**Second by:** Board Member Schiedermayer

**Motion to** approve the June 16, 2022 Joint Review Board Meeting Minutes as presented.

**Motion carried by unanimous voice vote.**

- 4. Review of TID #1 Annual Report - 2022

**DISCUSSION ITEM ONLY – NO ACTION TAKEN**

- 5. Other Business – NONE

- 6. Set Date for 2024 Annual JRB Meeting

The next JRB Annual Meeting is scheduled for June 20, 2024 at 10:00 a.m. at the Clayton Municipal Building, 8348 Hickory Ave, Larsen, WI 54947

- 7. Adjourn

**MOTION:**

**Motion by:** Board Member Knapinski

**Second by:** Board Member Joch

**Motion to adjourn at 10:21 am**

**Motion carried by unanimous voice vote.**

**Town of Clayton Joint Review Board Members:**

Kelly Wisnefske, Administrator, Town of Clayton

Jon Joch, Chief Financial Officer, Neenah Joint School District

Faith Schiedermayer, Fox Valley Technical College

Jon Doemel, County Executive, Winnebago County

Dick Knapinski, Member At-Large

DRAFT

**TOWN OF CLAYTON  
2024 WORKING BUDGET  
TID NO. 1 FUND**

Account Number	Short account description	2021 Actual 12/31/2021	2022 Actual 12/31/2022	2023 Actual 09/30/2023	2023 Projected Year-End	2023 Budget	2024 Proposed Budget
420-00-41100-000-000	PROPERTY TAXES	\$ -	\$ 266,209	\$ 250,000	\$ 250,000	\$ 150,000	\$ 120,000
420-00-41120-000-000	TAX INCREMENTS	\$ 116,042	\$ 88,386	\$ 140,384	\$ 140,384	\$ 150,000	\$ 280,000
420-00-42000-000-000	SPECIAL ASSESSMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
420-00-43790-000-000	CTY AID ECON DEVELOPMENT	\$ 4,681	\$ -	\$ -	\$ -	\$ 4,681	\$ -
420-00-48110-000-000	INTEREST INCOME	\$ 9,496	\$ 7,626	\$ -	\$ 30,000	\$ 3,000	\$ 20,000
420-00-48900-000-000	MISCELLANEOUS REVENUE	\$ -	\$ 36,908	\$ 3,100	\$ -	\$ -	\$ -
420-00-49100-000-000	LT DEBT PROCEEDS	\$ 8,907,500	\$ -	\$ -	\$ 2,600,000	\$ 1,820,000	\$ -
420-00-49300-000-000	PREMIUM ON DEBT	\$ 218,432	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TID NO. 1 REVENUES</b>		<b>\$ 9,256,151</b>	<b>\$ 399,129</b>	<b>\$ 393,484</b>	<b>\$ 3,020,384</b>	<b>\$ 2,227,681</b>	<b>\$ 720,000</b>
420-00-51300-000-000	LEGAL FEES	\$ 4,673	\$ 12,081	\$ 22,694	\$ 38,000	\$ -	\$ -
420-00-51400-000-000	TID NO. 1 ADMIN CHARGES	\$ -	\$ -	\$ -	\$ 47,000	\$ 47,000	\$ 49,000
420-00-51410-000-000	OTHER ADMINISTRATION	\$ -	\$ 12,791	\$ 1,494	\$ 3,000	\$ 5,000	\$ 5,000
420-00-51510-290-000	FINAN ADMIN	\$ -	\$ 6,525	\$ 4,125	\$ -	\$ -	\$ -
420-00-51520-000-000	AUDIT FEES	\$ -	\$ -	\$ 150	\$ 2,500	\$ 2,500	\$ 5,000
420-00-51530-000-000	ACCOUNTING CONSULTING	\$ -	\$ -	\$ -	\$ 6,000	\$ 5,000	\$ 5,000
420-00-56900-000-000	ECONOMIC DEVELOPMENT	\$ -	\$ 7,546	\$ 18,496	\$ 20,000	\$ 8,081	\$ 20,000
420-00-57331-803-000	AMERICAN DRIVE ROAD	\$ -	\$ 420,690	\$ 10,529	\$ 218,000	\$ 555,000	\$ -
420-00-57331-804-000	EAGLE HEIGHTS ROAD	\$ -	\$ 26,891	\$ 890,841	\$ 882,467	\$ 585,000	\$ -
420-00-57348-805-000	EAGLE HEIGHT POND	\$ -	\$ 34,193	\$ 6,449	\$ 120,000	\$ 400,000	\$ -
420-00-57490-801-000	WATER BOOSTER STATION	\$ -	\$ 169,582	\$ 126,570	\$ 125,051	\$ -	\$ -
420-00-57490-807-000	ROCKET WAY TO II W&S	\$ -	\$ -	\$ -	\$ 209,000	\$ -	\$ -
420-00-57490-808-000	II TO CLAYTON AVE W&S	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ -
420-00-57490-806-000	WATER EQUIPMENT	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -
420-00-57620-802-000	FRIENDSHIP TRAIL	\$ -	\$ 329,844	\$ 48	\$ 48	\$ 220,000	\$ -
420-00-57900-000-000	OTHER CAPITAL IMPROVEMENT:	\$ 7,797,125	\$ 18,171	\$ -	\$ -	\$ -	\$ 121,437
420-00-58100-000-000	PRINCIPAL ON LT DEBT	\$ 664,986	\$ -	\$ -	\$ -	\$ -	\$ 518,799
420-00-58200-000-000	INTEREST ON LT DEBT	\$ 193,485	\$ 523,133	\$ 217,550	\$ 435,100	\$ 435,100	\$ -
<b>TID NO. 1 EXPENDITURES</b>		<b>\$ 8,660,269</b>	<b>\$ 1,621,357</b>	<b>\$ 1,298,946</b>	<b>\$ 2,706,166</b>	<b>\$ 2,262,681</b>	<b>\$ 724,236</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>		<b>\$ 595,882</b>	<b>\$ (1,222,228)</b>	<b>\$</b>	<b>\$ 314,218</b>	<b>\$ (35,000)</b>	<b>\$ (4,236)</b>
<b>FUND BALANCE JANUARY 1</b>		<b>\$ 340,412</b>	<b>\$ 936,294</b>	<b>\$</b>	<b>\$ (285,934)</b>	<b>\$ (285,934)</b>	<b>\$ 28,284</b>
<b>FUND BALANCE DECEMBER 31</b>		<b>\$ 936,294</b>	<b>\$ (285,934)</b>	<b>\$</b>	<b>\$ 28,284</b>	<b>\$ (320,934)</b>	<b>\$ 24,048</b>

need to levy for debt payment shortfall

NOTES