

**TOWN OF RIB MOUNTAIN**  
**Public Works Committee**  
**February 6, 2018**

Chairman Fred Schaefer called the meeting of the Public Works Committee to order at 5:32 p.m. at the Town of Rib Mountain Municipal Center, 3700 North Mountain Road. Present was Supervisor Gerry Klein and Chairman Schaefer participated via telephone conference. Supervisor Kachel was excused.

Also present were Town Administrator Gaylene Rhoden, Streets/Parks Superintendent, Scott Turner, Supervisor Legner, Community Development Director Steve Kunst, Town Attorney Dean Dietrich, Town Intern Nathan Treadwell and Town Clerk Michelle Peter.

Approval of Minutes from December 19, 2017 – **Motion by Klein/Schaefer to approve the minutes of December 19, 2017 Public Works meeting. Questioned and carried 2:0.**

Discussion and Recommendation for possible Amendment to the Royal View Estates and Royal Ridge Estates Developers Agreements – Chairman Schaefer provided background information that Royal View Estates and Royal Ridge Estates which came before the Public Works Committee in December stating they were unable to complete the roadways and trails prior to the end of 2017. The Committee amended their Developers Agreement changing construction competition dates to 2018.

The developer is requesting to renegotiate the Developers Agreement to cap the development costs at \$20,000 or 50% of the noted current up front costs. He would also like to be able to pay within one year and allow for quarterly payments.

Upon discussion of the project, it was noted that easements have not been secured. Supervisor Klein noted he was not inclined to award the developers request for a cap on costs. Chairman Schaefer expressed his desire to have the Town complete its obligation for easements in a timely manner. He also noted, the project is not completed as originally proposed and the Town could draw down on the developer's letter of credit for associated costs. **Motion by Klein/Schaefer recommended approval to amend the agreement to include full payment by the end of the year with quarterly payments and decline the request to cap construction costs. Questioned and carried 2:0.**

Update on Tax Incremental Financing Planning – Street Superintendent Turner stated the redevelopment of commercial areas adjacent to the Rib Mountain Dr. corridor have been discussed the last few years. The concept of a TIF District was discussed as part of the 2017 strategic planning session and the Town Board directed staff to gather information on potential concepts.

Staff is currently drafting a Request for Proposals to have a consultant to prepare a preliminary TIF plan. Staff is still in search of a funding source for this district. Consulting estimates are ranging from \$7,000 to \$10,000. Staff will provide the Town Board a report after they have completed their fact finding.

Adjourn - **Motion by Klein/Schaefer to adjourn at 5:51 p.m. Questioned and carried 2:0.**

Submitted by,  
Michelle Peter  
Town Clerk

Note: These minutes are not to be considered official until acted upon at an upcoming regular meeting, therefore, they are subject to revision.