

CITY OF WEST ALLIS, WI
2023 REHAB OR BLIGHT TAX INCREMENTAL DISTRICT NO. 19 CREATION
Proposed Timetable - 4/19/23

<u>ACTION DATE</u>	<u>STEP</u>
April	City will provide Ehlers with a list of the parcel tax key #'s within the District, pertinent parcel information, the maps, list of projects and costs, etc.
	Ehlers will prepare & provide an applicable findings report.
	Ehlers will prepare & provide the City with a feasibility analysis report, options, and/or draft project plan document
April 25	CDA makes a motion to call for a public hearing (optional)
May 8	Ehlers' will e-mail a Notice to Official City Newspaper of organizational JRB meeting & public hearing. (cc: City)
	If a blight/rehab TID: Ehlers will provide City with a draft of a notice that must be sent to property owners within the proposed TID, for the City's use.
	Ehlers will mail notification letters, along with required enclosures, to overlapping taxing jurisdictions of JRB organizational meeting & public hearing, as well as the agenda - to be posted by the City. (cc: City & attorney) <i>(Letters must be postmarked prior to first publication).</i>
May 8 - May 16	If a blight/rehab TID: City will send notices, along with required enclosures, to applicable properties within proposed boundaries. (cc: Ehlers & attorney). <i>(Letters must be postmarked prior to first publication & at least 15 days prior to hearing). Properties may be removed, but may not be added after publications.</i>
May	Ehlers will provide City, overlapping taxing entities, and/or City Attorney with [revised] draft Project Plan document, if not yet provided and/or necessary, as well as agenda language (City to post) & resolution (City to distribute) for first meetings, and will also request legal opinion of the plan.
May 17	First Publication of Public Hearing & JRB Meeting Notice <i>(Week prior to second notice & at least 5 days prior to JRB meeting)</i>
May 24	Second Publication of Public Hearing & JRB Meeting Notice. <i>(At least 7 days prior to public hearing)</i>
May 22 - June 6	Joint Review Board meets to review plan, appoint chairperson and public member and set next meeting date. <i>(Prior to public hearing)</i>
June 6	CDA Public Hearing on Project Plan and approval of TID boundary. <i>(Within 14 days of second publication)</i>
	CDA reviews plan & approval of District Project Plan and boundaries.
June	Ehlers will provide City & City Attorney with revised draft Project Plan, if necessary, as well as agenda language (City to post) & resolution (City to distribute) for Common Council meeting.
June 20	Common Council reviews Plan & adopts resolution approving District Project Plan and boundaries. <i>(at least 14 days after hearing)</i>
TBD	Ehlers' will e-mail a Class 1 Notice to Official City Newspaper of JRB meeting. (cc: City)
	Ehlers will mail notices & required attachments to JRB of the final meeting, along with the Agenda (City to post). (cc: City & Attorney) <i>(Letters must be postmarked prior to publication).</i>
TBD	Publication of JRB Meeting Notice <i>(At least 5 days prior to meeting)</i>
TBD	Joint Review Board consideration. <i>(Within 45 days of notification of meeting / receipt of CDA & Common Council resolutions)</i>
July – Oct.	Ehlers will notify the DOR within 60 days of approval that the TID creation took place. Ehlers will then gather prepare, and submit state forms & required documents to the state, once the 2023 assessed parcel values available (following the BOR) & we receive all remaining maps, legal descriptions, parcel information, documents, etc. from the City. DOR filing deadline October 31.

CDA meets 2nd Tuesday's @ 6 p.m.

Common Council meets: 1st & 3rd Tuesday's (except July & August on 1st Tuesday only)

*Official City Newspaper is: Southwest NOW & publishes Wednesday's with a deadline of Tuesday prior
via mjs-legal@gannett.com*