



FINANCE COMMITTEE MEETING

MONDAY, MARCH 9, 2026 – 2:00 PM

Sister Bay Liberty Grove Fire Station – 2258 Mill Road

To access the meeting electronically, click:

<https://zoom.us/j/4439901723?pwd=yAVpi40M1OlqgNufcVUE8XWCUSkKaH.1&omn=97063638580>

Meeting ID: 443 990 1723 Passcode: 304078

To connect by phone: 1-301-715-8592 - Meeting ID 443 990 1723#

[Deviations from the agenda order shown may occur](#)

For additional meeting information visit: www.sisterbaywi.gov, click 'Agendas and Minutes'

AGENDA

1. Call to Order (Zoom Participants Mute Devices)
2. Roll Call
3. Approve Agenda
4. Approve Meeting Minutes:
 - a) February 23, 2026
5. Comments, Correspondence and Concerns from the Public
6. Executive Session
 - a) Adjourn into closed session pursuant to 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved:
 - i. Fiber Optic Bond Discussion
7. Discussion/Action Items
 - a) Municipal Reimbursement Fund; Proposed Parks Projects
 - b) Tax Incremental Financing Policy
8. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
9. Next Meeting
10. Adjourn

Public Notice

Questions regarding the nature of the Agenda items or more detail on the items listed can be directed to Benjamin Andrews, Village Administrator, at administrator@sisterbaywi.gov. It is possible that members of and possibly a quorum of members of other governmental bodies may attend the meeting to gather information; no action will be taken by any governmental body other than the body specifically referred to above. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid or accommodation at no cost to the individual. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administration Office at 854-4118; (FAX) 854-9637; or by writing to the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review online.

The Village of Sister Bay is an Equal Opportunity Provider and Employer

FINANCE COMMITTEE MEETING MINUTES

Monday, February 23, 2026, 1:00 PM

(Approval Pending)

1. Call to Order

Chair Bhirdo called the Finance Committee meeting to order on Monday, February 23, 2026 at 2:00 PM.

Present: Chairperson Denise Bhirdo, and members Louise Howson, Brigid White, Mike Laszkiewicz and Andy Woerfel

Staff: Administrator Benjamin Andrews, Financial Specialist/Treasurer Vlad Gannik, Utilities Director Megan Barnes, Village Clerk Julie Thyssen

Other: Nick and Mary Deviley

2. Roll Call

Committee members present: Bhirdo, White, Laszkiewicz, Howson, and Woerfel.

3. Approve Agenda

Motion by Laszkiewicz, second by Howson to approve the agenda as presented. Motion carried - all ayes.

4. Approve Meeting Minutes

a. February 9, 2026 – Regular Meeting

Bhirdo requested amendments to the minutes including striking a line about committee agreement on future budget documentation and clarifying the TID incentive request section to note that Deviley provided documentation confirming properties within TID 2 after initially being told he was not in the TID.

Motion by Howson, second by Laszkiewicz to approve the February 9, 2026 meeting minutes as amended. Motion carried - all ayes.

5. Comments, Correspondence, and Concerns from the Public

No public comments were made.

6. Discussion/Action Items

a. 2026 Budget; Review Allocation for SAIL

Andrews provided research on municipal donations to SAIL (Senior Activity in Liberty). The findings showed that Sister Bay and Liberty Grove are the only municipalities within the county that contribute to SAIL, with both allocating \$10,000 for 2026. Some communities like Gibraltar have no donation policies, while Ephraim has a partial donation policy. SAIL's service area includes Bailey's Harbor, Ephraim, Liberty Grove, and Sister Bay.

Andrews explained that SAIL charges \$150 for nine visits over a period of time, with other donations potentially covering costs for those unable to afford the fee. Laszkiewicz inquired about the funding structure and whether Sister Bay's contribution would provide priority access for village residents. Andrews clarified this would be a general sustaining donation, not service-specific.

The committee took no action on this item.

b. Hwy-57 Trail-Utilities Infrastructure Discussion

Andrews presented the Highway 57 multi-use trail utility extension project, explaining that while initially planned for spring 2026, the trail project will likely be delayed. This presents an opportunity to extend utilities along the corridor before trail construction to avoid future disruption and relocation costs.

The utility extension was partially budgeted with \$650,000 allocated (\$400,000 for collection and \$250,000 for water distribution). The total project cost estimate from Robert E. Lee Engineers is \$921,600, not including the lift station, which could cost between \$1,000,000 and \$2,500,000 depending on design requirements.

Utilities Director Barnes joined remotely and confirmed she is working with engineers on lift station design. She explained that gravity service can reach approximately 400 feet south of Eagle Mechanical, but anything beyond requires the lift station.

Laszkiewicz expressed concern about approving an unbudgeted expense representing a significant budget variance two months into the fiscal year. He questioned the project's merit without a comprehensive process including public hearings and clear cost understanding.

Property owner Nick Deviley addressed the committee, explaining he initiated discussions with Barnes about bringing laterals to his properties. He expressed concern about potential special assessment costs, estimating \$750,000 over his quarter-mile frontage, which would result in \$75,000 annually over ten years plus taxes. Deviley indicated this would not be financially feasible and he might pursue private installation instead.

White raised questions about special assessment methodology, asking whether costs would be divided by total project linear footage or calculated per section. Barnes explained that assessments typically consider which properties benefit from specific infrastructure, with lift station costs allocated only to properties requiring that service.

Committee members White and Woerfel noted they own properties along the proposed route and would abstain from voting due to potential conflicts of interest.

Discussion revealed that properties requiring lift station service would bear both main line and lift station assessment costs, while properties served by gravity would only pay for main line infrastructure. This could result in significantly higher costs for properties south of Eagle Mechanical.

Woerfel suggested considering TID financing since most affected properties are within TID 1 and TID 2, noting that such infrastructure investments align with TID purposes and could generate increased property values and tax increment.

Laszkiewicz identified three concerns: lack of established special assessment methodology, unknown total project costs significantly exceeding the \$650,000 budgeted amount, and the need for a robust public process including stakeholder input.

Action Items:

- Staff will work with consultants to finalize engineering and develop financing alternatives
- Andrews and Barnes will collaborate on developing special assessment calculations and TID financing options
- Information will be brought back to Finance Committee for further review

1 **7. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee**

2 -TIF Incentive Policy

3 -Utility Extension

4 -Fiber optic bond discussion was added to future agenda items per board direction.

5 -A TID 101 presentation by Baird was discussed for scheduling after April 20, 2026 to accommodate the
6 new board composition.

7
8 **8. Next Meeting**

9 **a. Monday, March 9, 2026 at 2:00 PM**

10 The next Finance Committee meeting is scheduled for Monday, March 9, 2026 at 2:00 PM

11
12 **9. Adjourn**

13 *Motion by Laszkiewicz, second by White to adjourn at 3:19 PM. Motion carried - all ayes.*

14
15 Minutes by Julie Thyssen, Village Clerk



STAFF REPORT

Date: March 9, 2026

To: Finance Committee

Re: Municipal Reimbursement Funds; Proposed Park Projects

Author(s): Benjamin Andrews, Village Administrator

Action(s) Requested: ☐ Ordinance ☐ Resolution ☒ Motion ☒ Receive/File

POLICY ISSUE(S)

“Should the Finance Committee recommend that the use of the municipal reimbursement funds be used for various tourism enhancement projects?”

BACKGROUND INFORMATION

Annually, the Village of Sister Bay receives Municipal Reimbursement Funds for payments made to the Door County Tourism Zone Commission (DCTZC). Destination Door County provides reimbursements from its 70% portion of room tax collections, and, per state statute, the funds must be used for tourism development and/or promotion. The Village has \$42,058.71 available for 2026.

In previous years, the Finance Committee has allocated funds for the Municipal Reimbursement Fund for specific projects. The same process is being proposed for 2026 funds. Village Staff recommends using funds for Tree Plantings and/or Historical Signage. Further, the cost estimates are attached. Lastly, Erik Linczmaier is available to answer any questions regarding the projects or cost estimates.

PRIOR ACTION/REVIEW

- In 2023, \$51,000 was received.
- In 2024, \$51,800 was received.
- In 2025, \$65,200 was received.

FINANCIAL INFORMATION

Village Staff reached out to obtain project estimates:

FISCAL IMPACT:

1. Is There a Fiscal Impact?	<u>Yes</u>	
2. Is it Currently Budgeted?	<u>Yes</u>	
3. If Budgeted, Where:	<u>400-48995-000-000</u>	<u>MISC OTHER REVENUE</u>
4. Amount:		
	a. Historical Signs	\$28,300
	b. <u>Tree Planting:</u>	<u>\$8,050</u>
	TOTAL:	\$36,350

RECOMMENDED ACTION(S)

Village Staff recommends allocating the 2026 Municipal Reimbursement Fund for the Tree Planting AND Historical Signage projects, in the estimated amount of \$36,350.

If the Finance Committee were in favor of this policy action, the following motion may be made:

“I move to allocate the 2026 Municipal Reimbursement Funds to be used for the Tree Planting and Historical Signage projects.”

POLICY ALTERNATIVE(S)

The Finance Committee could take the following actions:

- Recommend Proposed Allocation for Municipal Reimbursement Funds
- Recommend Alternative Allocation for Municipal Reimbursement Funds
- No Action
- Postpone

ATTACHMENT(S)

1. Historical Signage Estimate
2. Tree Planting Estimate

Interpretive Development | Exhibit Design | Fabrication

10-SEPT-25

PROJECT DESCRIPTION

Phase One: Lake Ledge Naturalist, LLC to provide the Village of Sister Bay with all labor, materials, services, project management and facilities necessary to professionally concept, plan, research, write, design, and fabricate two low profile wall mount history panel exhibits. Research in collaboration with the Sister Bay Historical Society.

SERVICES AND DELIVERABLES

PHASE ONE	Historical Timeline of the Village	\$25,000
	Two 6x2' exhibit panels, research, content, design, fabrication	
	Two 6x2' low profile custom baseplate mounts and frames	
	to bolt to stone pedestals; design, fabrication, delivery	
	One Draft Review, Final Proof	
	Estimated Installation June 2026	

Thank you for the Opportunity
 Julie Hein, Owner
 Lake Ledge Naturalist, LLC
a woman-owned small business



PLEASE NOTE THIS A CONFIDENTIAL DOCUMENT

With the intended sole purpose being a document of deliverables between Lake Ledge Naturalist, LLC and The Village of Sister Bay It may not be used as an example or replacement for any documents intended for use by other bidders, employees, clients, contractors, or sub-contractors. *Each project is unique. This is specific to the Village of Sister Bay and the requirements of this project.*

Approved 9/16/25



Nate Bell

Village President

11895 Lakeview Rd
Ellison Bay WI 54210-9703

+1 (920) 421-0456



8

Bill to
Erik.linczmaier@sisterbaywi.gov

Estimate details
Estimate no.: 1159
Estimate date: 11/19/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Stamped Concrete		1.00	\$3,300.00	\$3,300.00

Subtotal \$3,300.00

Note to customer

Total \$3,300.00

Price includes 14F x 4F concrete slab 8" thick with 3/4 wash stone base. Base to be flag stone stamp at no additional cost falling under job-minimum.

Accepted date

Accepted by



Bridenhagen Tree & Landscape

Bridenhagen Tree and Landscape

PO Box 920

Sister Bay, WI 54234

Bridenhagentreelandlandscape@gmail.com

Village of Sister Bay

Erik Linczmaier

(920)421-3200

Erik.linczmaier@sisterbaywi.gov

Estimate for Landscape work: After meeting with Erik and walking the properties, I have created the following proposal for Landscape work. The Planting areas and locations were determined by Erik after his walk through with the Parks committee. Exact planting locations will be marked and denoted prior to work being started. Once exact planting locations are determined, Diggers Hotline will be contacted prior to any work.

Park by Music Pavillion:

Add 1-4-4.5" Autumn Blaze maple. For a tree of this caliper I would recommend a spring install due to both Availability and viability. Transplant prior to cold weather along the lake front can be very challenging. We would install tree and warranty for 1 year as there is water on site.

\$1,250

Henrickson Park

Add 1 8-9' Balsam Fir for new Christmas Tree. This is for a new town Christmas Tree. Unsure of current availability for this fall could for sure get one spring 2026. We would install and warranty for period of 1 year as there is irrigation at this site.

Subtotal: \$1,100

Boat Rental Area

4 Trees Installed. Goal is to match the water side of this park. Looking for something to offset the maples and Oaks on other side along boardwalk. I would recommend alternation 3" Autumn blaze maple and 10-12' Multi Stem Renaissance Oasis Birch Clump.

2 3" Autumn Blaze

2 10-12' Renaissance Oasis Birch Clump

We would install and warranty for period of 1 year as there is irrigation at this site.

Subtotal: \$2,800

Sports Complex

1 3" Autumn Blaze maple REPLACEMENT

2 2" Ivory Silk Lilac Replacement for Mountain Ash

3" Autumn Blaze maple Ash replacement Near Playground

We would install but there would be no warranty as this area does not have irrigation.

Watering would be responsibility of Sister Bay Staff.

Subtotal: \$2,900

Please Note: upon acceptance, we request a deposit of 1/3. Please send deposit in amount of:
\$2,685.00

Bridenhagen Tree and Landscape

PO BOX 920

Sister bay, 54234

**STAFF REPORT**

Date: March 9, 2026

To: Finance Committee
Re: Tax Incremental Financing (TIF) Assistance Policy
Author(s): Benjamin Andrews, Village Administrator
Action(s) Requested: ☐ Ordinance ☐ Resolution ☒ Motion ☒ Receive/File

POLICY ISSUE(S)

“Should the Village of Sister Bay develop a formal TIF Policy?”

PRIOR ACTION/REVIEW**January 20, 2026 - Village Board:**

The Board discussed a TIF incentive request from Nick Deviley for his planned development. Deviley explained the project would include approximately 55 homes and sought TIF funding of approximately \$2.75 million to help reduce home prices and make them more affordable for local residents. *The Board decided to refer the matter to the Finance Committee and potentially the Housing Committee for further evaluation, with a focus on developing a formal TIF policy.*

February 9, 2026 – Finance Committee:

The committee agreed that a formal TIF policy is necessary and directed Village Staff to draft a TIF policy based on examples provided and committee input, for future committee review.

March 9, 2026 – Finance Committee:

Village Staff drafted a policy for Finance Committee review.

BACKGROUND INFORMATION

- Tax Incremental Financing (TIF) is an important tool at the Village’s disposal for funding projects/developments that expand the tax base.
- If the Village of Sister Bay is seeking to provide TIF Assistance to developers/applicants, the Village Board would need to adopt a TIF Assistance Policy.

RECOMMENDED ACTION(S)

If the Village of Sister Bay expects to provide TIF assistance for future projects or development, Village Staff recommends reviewing the proposed DRAFT TIF Policy and making applicable modifications before providing a recommendation to the Village Board.

POLICY ALTERNATIVE(S)

The Finance Committee could take the following actions:

- Recommend policy to Village Board (with or without modifications)
- Recommend revisions (further review at Finance Committee)
- Request additional information (if so, what?)
- Recommend no policy to the village board
- Table discussion (future Finance Committee meeting)

ATTACHMENT(S)

1. Tax Incremental Financing (TIF) Assistance Policy (DRAFT)



Village of Sister Bay
Tax Incremental Financing (TIF) Assistance Policy (DRAFT)

1. Purpose

The purpose of this policy is to establish clear, consistent, and transparent standards for evaluating and approving requests for financial assistance within the Village of Sister Bay's ("Village") Tax Incremental Districts (TIDs). This policy ensures that public resources are used responsibly, support the Village's comprehensive planning goals, and provide a predictable process for developers, residents, and elected officials. Tax Incremental Financing (TIF) is a tool intended to encourage eligible projects that would not occur "but for" the use of TIF assistance. This policy outlines the goals and objectives, eligibility requirements, outline of eligible and ineligible costs, financial structures and limits, application requirements, and review process applied when the Village considers TIF assistance requests.

2. Disclaimer

- a. **No Entitlement or Guarantee**
 Submission of a TIF Assistance application does not create any right or entitlement to TIF assistance. The Village retains full and sole discretion to approve, modify, or deny any request for assistance, regardless of whether the application meets stated criteria.
- b. **Subject to Wisconsin Law & TID Project Plans**
 All reviews, determinations, and potential approvals are governed by Wisconsin Statute 66.1105 and the adopted TID Project Plan. The Village cannot approve assistance that is not permitted under state law or not included as an eligible expenditure in the applicable Project Plan
- c. **Village Discretion & Public Purpose Requirement**
 The Village shall determine whether a project meets the statutory "but for" test and whether the public benefits justify any proposed assistance. The Village may deny a request if public benefits are insufficient, if financial analysis is inconclusive, or for any reason it deems in the best interest of the community.
- d. **Incomplete or Inaccurate Applications**
 Applications that are incomplete, inaccurate, or missing required attachments may be returned or delayed. The Village may suspend review until all required information is provided.
- e. **Third-Party Review Costs**
 Financial, legal, engineering, or other third-party reviews deemed necessary by the Village will be performed at the applicant's expense. Submission of this application constitutes agreement to reimburse such costs.
- f. **Confidentiality Limits**
 Certain financial or proprietary documents submitted by the applicant may be treated as confidential to the extent allowed under Wisconsin Public Records Law (Wis. Stat. Ch. 19). However, the Village cannot guarantee confidentiality for any submitted documents.



- g. **Assessment Appeals & Tax-Exempt Status**
Applicants receiving assistance may be required to enter into agreements restricting assessment appeals or tax-exempt conversion during the incentive period. Loss of taxable status may trigger repayment or termination of assistance.
- h. **Changes to Project Scope**
Any material change to the project's design, timeline, financing, ownership, or expected taxable value must be disclosed immediately. The Village reserves the right to reevaluate, modify, or terminate consideration or approval based on such changes.
- i. **Final Terms via Development Agreement**
No assistance is granted until a development agreement is executed. Terms outlined in that agreement (not the TIF Assistance application) constitute the binding obligations of the parties.
- j. **Right to Modify Policy or Application Requirements**
The Village may amend its TID policy, including the application process or evaluation procedures, at any time, including during the review of an application. Applicants will be notified if modifications affect their submission.

3. Authority

This policy is guided by Wisconsin Statutes §66.1105, the project plans for each Village TID, and this adopted policy. The Village Board retains full discretion to approve, modify, or deny requests for assistance. No applicant is entitled to assistance merely by meeting the minimum standards.

4. Goals and Objectives

Projects requesting TID assistance should help achieve one or more of the following Village objectives:

- a. Encourage private investment that increases property values and tax revenue, thereby strengthening the tax base of the Village.
- b. Support attainable workforce and year-round housing opportunities.
- c. Promote redevelopment or reinvestment in underutilized or challenged properties.
- d. Facilitate infrastructure improvements benefiting both the project and the broader community.
- e. Advance economic vitality through commercial, mixed-use, or employment-generating development.
- f. Improve community character, streetscape, and public amenities.
- g. Address locally identified needs such as housing affordability, infrastructure costs, or environmental remediation.



5. Eligibility Requirements

To be considered for assistance, a project must meet all the following criteria to be considered eligible for TIF Assistance:

- a. Location
Must be located within an existing Village TID or must necessitate consideration of creating or amending a TID.
- b. "But For" Test
The applicant must demonstrate that the project is not financially feasible without Village participation. Documentation submitted by the applicant to the Village may include:
 - i. Developer pro forma showing inadequate returns without assistance.
 - ii. Financing gaps verified by the Village or a third-party reviewer.
 - iii. Extraordinary site, infrastructure, environmental, or development costs.The Village will independently evaluate all financial materials.
- c. Developer Qualifications
Applicants must demonstrate:
 - i. A successful track record of comparable projects
 - ii. Financial capacity to complete and operate the project
 - iii. Good standing with taxes, zoning, and code requirements
 - iv. Willingness to enter into a Development Agreement with performance guarantees
- d. Performance Guarantees
Applicant may be required to provide:
 - i. Letters of credit
 - ii. Minimum assessed value guarantees
 - iii. Completion guarantees
 - iv. Personal or corporate guarantees
- e. Consistency with Village Plans and Policies
Applications must align with:
 - i. The adopted TID Project Plan
 - ii. Comprehensive Plan/housing goals
 - iii. Zoning and land use regulations
 - iv. Infrastructure and utility planning
- f. Public Benefit
Projects must generate measurable community benefit proportional to the assistance requested, including:
 - i. Increased tax base
 - ii. Housing availability or affordability
 - iii. Infrastructure improvements
 - iv. Job retention or creation
 - v. Blight reduction or redevelopment of challenged sites
 - vi. Support for year-round population and community sustainability

**6. Eligible Costs**

TIF eligible expenditures are defined by Wisconsin Statutes 66.1105, which the Village may further limit on a project-by-project basis. The following are typical eligible costs:

- a. Public infrastructure (streets, utilities, stormwater, sidewalks)
- b. Site preparation, grading, remediation
- c. Demolition
- d. Property acquisition or assembly (if included in TID Project Plan)
- e. Professional services (engineering, legal, planning)
- f. Cash grants under a Development Agreement (Pay-As-You-Go preferred)

7. Ineligible or Typically Ineligible Costs

TIF ineligible expenditures are also defined by Wisconsin Statutes 66.1105. The following are ineligible project costs:

- a. Land or building acquisition above fair market value
- b. Routine private building construction (unless justified as extraordinary cost)
- c. Operating expenses or working capital
- d. Projects resulting in tax-exempt property
- e. Costs incurred prior to Village approval
- f. Developer profit guarantees

8. Financial Structures and Limits

To ensure financial responsibility and minimize the Village's financial risk, as related to TIF administration, the following financial structures and limits are included as part of this policy:

- a. Primary Method: Pay-As-You-Go (PAYGO)

The Village strongly favors PAYGO assistance, where the applicant funds upfront costs and is reimbursed by the Village from a portion of the actual tax increment generated by the project. Reimbursements to the applicant start the first year the Village receives taxes from the improved property. The terms of the annual payment are subject to the development agreement negotiated and signed by both parties. The terms are typically represented as a percentage of the annual tax increment collected over a set period of years (up to the TID's termination).

- b. Other Financing Options

- i. Tax Incremental Financing Loan

The Village may provide financing to the applicant in the form of a tax increment loan. Under this financing option the Village provides a cash payment either at the start of the project, when completing an agreed upon project milestone (outlined in the development agreement), or at the completion of the project. The loan is paid back through future tax increment generated from the project based on the terms of the development agreement with the applicant. The Village reserves the right to include interest on the loan.

- ii. Traditional Loan

The Village may provide financing in the form of a loan, following the execution of the development agreement. The terms of the loan would be negotiated as part of the development agreement and may include non-interest loans or loans with principal forgiveness. This type of financing is generally best suited for improvement projects that may generate minimal or no tax increment value yet provide other community benefits.



- iii. Land Donations or Write-Down
Where the project involves the sale of Village property, the Village may provide a development incentive through the sale of property at less than market value. The Village reserves the right to include the value of any donated lands, or write-downs, as part of the maximum assistance qualification.
- c. Maximum Assistance Levels
As a general guideline, total assistance should not exceed 25% of the project's total costs unless an extraordinary public benefit is demonstrated. The Village may also use benchmarks such as:
 - i. No more than 75% of the net present value (NPV) of the generated increment returned to the developer
 - ii. Demonstrated private-to-public investment ratio of at least 2:1
 - iii. Payback period fitting within the remaining life of the TID

9. Application Requirements

Developers seeking assistance must submit a complete application, including:

- i. Project description and site plan
- ii. Detailed development budget and pro forma (with and without TID assistance)
- iii. Sources and uses of funds
- iv. Market or feasibility documentation (as applicable)
- v. Construction schedule
- vi. Expected increment generation (with supporting assumptions)
- vii. Description of public benefits
- viii. Evidence of financing commitments and developer equity

The Village may utilize third-party consultants for financial review, with the costs billed to the applicant.

10. Review Process

- a. Pre-Application Meeting: Applicants meet with staff to review eligibility and expectations.
- b. Formal Application Submission: All required materials and fees must be submitted.
- c. Staff Review and Financial Analysis: Staff conducts the "but for" analysis, financial review, and scoring against policy criteria.
- d. Finance Committee Review: Committee evaluates staff findings and makes a recommendation.
- e. Village Board Action: Board may approve, deny, or modify the request.
- f. Development Agreement Preparation: Includes performance obligations, timelines, guarantees, and reimbursement terms.
- g. Implementation & Monitoring: Village tracks increment, enforces agreements, and ensures compliance.

11. Policy Amendments

The Village Board may amend this policy at any time. Amendments may be warranted as financial, market, or regulatory conditions change.

12. No Entitlement

Meeting the criteria herein does not create any right, entitlement, or expectation of TIF assistance. All decisions rest solely with the Village Board.