

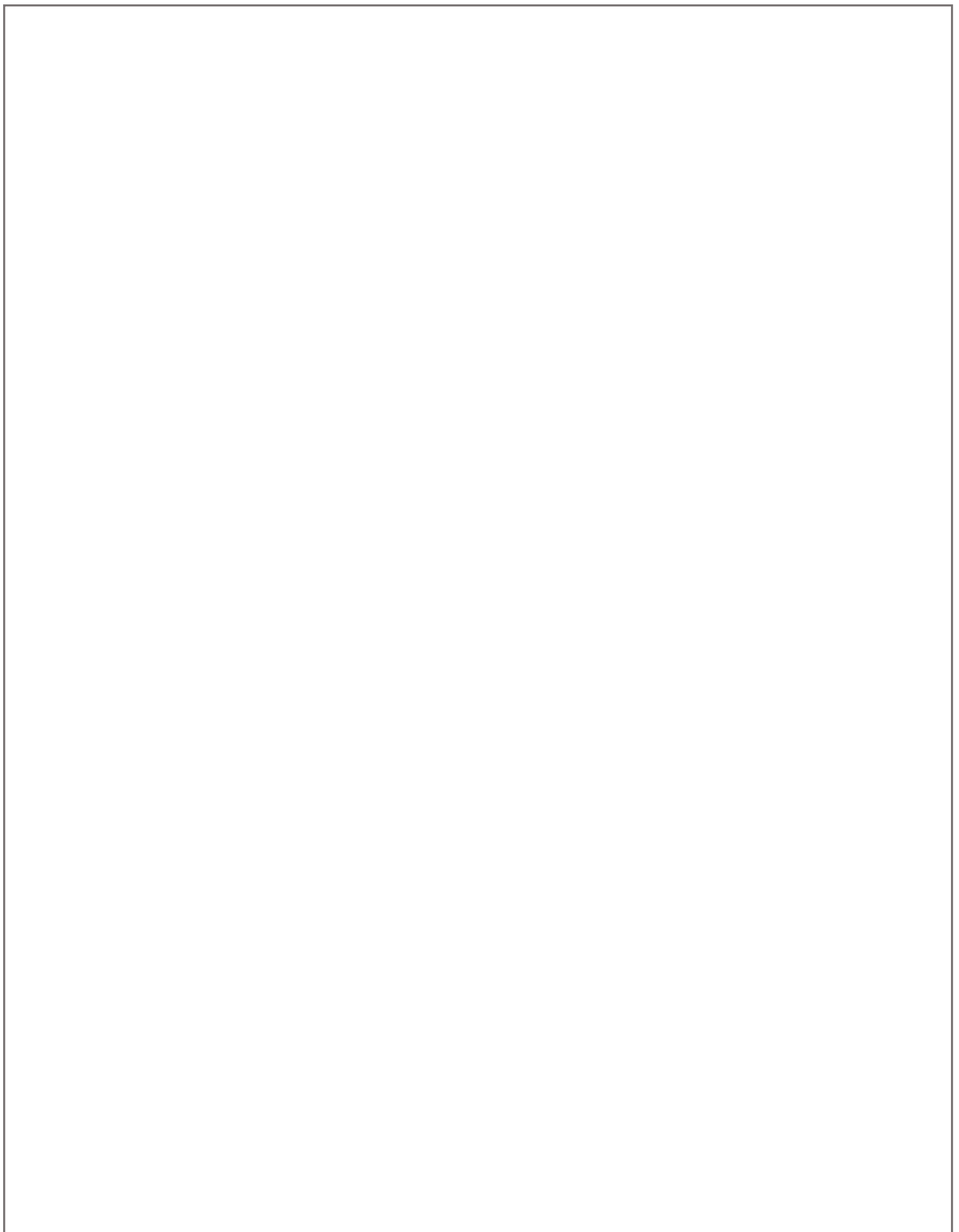
DOWNTOWN
WEST BEND

— BUSINESS IMPROVEMENT DISTRICT —

2021 OPERATING PLAN

V. 9.28.2020

Mike Husar, President



DOWNTOWN WEST BEND BUSINESS IMPROVEMENT DISTRICT 2021 OPERATING PLAN

I. INTRODUCTION

A. Background

In 1984, the Wisconsin legislature created §66.608 of the Statutes enabling cities to establish Business Improvement Districts (BIDs) upon the petition of at least one property owner within the proposed district. The purpose of the law is "... to allow businesses within those districts to develop, to manage and promote the districts and to establish an assessment method to fund these activities." (A copy of the BID law is included as Appendix A of this plan.) Wisconsin Statutes Section 66.608 has been renumbered at 66.1109.

Pursuant to the BID law, the following represents the year 2021 Operating Plan for the Downtown West Bend Business Improvement District. The operating plan has been prepared to manage the activities of the Business Improvement District for Downtown West Bend. This operating plan complies with the requirements of Wis. Statutes 66.1109.

B. Physical Setting

The Downtown West Bend Business Improvement District is located near two of West Bend's main thoroughfares, Main Street and Washington Street. The District's borders are as shown on the attached map, Appendix B. The District offers restaurants, retail stores, professional and financial services, and entertainment. It includes the Cultural District, a portion of the River Walk, the Old Courthouse, the Museum of Wisconsin Art, and the traditional downtown area.

C. BID Board and By-Laws

The BID Board members have been appointed by the Mayor of the City of West Bend and confirmed by the Common Council. The BID Board met and adopted the revised by-laws on February 6, 2018; a copy is attached as Appendix F.

II. OPERATING PLAN

A. Purpose

The purpose of the Business Improvement District is to promote the orderly development of the City of West Bend by providing an organizational and funding vehicle to develop and promote the downtown area for the economic benefit of all businesses and property owners within the district, and make recommendations to the Common Council regarding parking, beautification, and other infrastructure improvements, thereby making the district more physically and economically attractive for use by all citizens and property owners and the City.

B. Goals

1. To promote the development, redevelopment, maintenance, and operation of the Downtown West Bend Business District.
2. To foster, encourage, and advocate downtown development programs and a cooperative spirit between businesses and property owners within the BID.
3. To design, develop, and implement marketing programs and strategies that promote the image of the downtown areas as prosperous and unified, and which specifically work towards minimizing the downtown business vacancy rate, as well as promoting a proper retail mix for this commercial business district.
4. To guide and coordinate the physical development of the downtown area to ensure its commercial viability, both functionally and visually.
5. To coordinate activities of the BID within the City of West Bend, the West Bend Area Chamber of Commerce, Washington County Tourism, West Bend Economic Development Corporation, Downtown West Bend Association, and any other organization that would foster development within the district.

C. 2021 Projects and Activities of the Business Improvement District

See Appendix D

D. Activity Fund

In fiscal year 2021, the Operating Budget for the West Bend BID creates an improvement fund whereas \$3.00 per \$1,000.00 district assessed value of property owners in the district shall be utilized for improvement projects. Funds not marked for specific projects in the 2021 Operating Plan will be saved for future improvements that will require more funds than the BID can provide in one year.

E. Budget

Income: 2021 BID Assessment Revenue \$ 103,324.80

Expenses: Projects listed in Appendix D \$ 103,324.80

F. Method of Special Assessment

In accordance with state law, the district will be funded by special assessments on the properties within the district. After consideration of other methods, it was determined that assessed value of a property was the characteristic most directly related to the potential benefit provided by the BID. Therefore, an assessment on the assessed value of the property was selected as the assessment methodology for this BID.

The projects in the 2021 Operating Plan and the Activity Fund will be funded through a special assessment based on \$3.00 per \$1,000.00 valuation of the property of all properties identified within the district boundaries and attached as Appendix C. Such special assessments will be levied by the City of West Bend. Special assessments will not be levied against residential or tax exempt properties. There are currently two properties located within the district that are used exclusively for manufacturing. Any other properties to be used exclusively for manufacturing shall also be specially assessed because it is assumed they will benefit from development in the district. The BID funds will be maintained and controlled by the BID Board of Directors, which has the powers necessary to implement the operating plan. Upon creation of the BID, the Mayor is required to appoint members to the District Board.

G. Expenditures

The expenditures in the 2021 Operating Plan include the following:

1. Improvements and support of future projects detailed in Appendix D.

H. Description of Method of Financing

BID financing will be done through fund raising, special projects, contributions, and through special assessments administered as detailed above.

All BID revenues will continue to be maintained and accounted for in a dedicated City BID account. Normal administrative procedures, including notification to affected property owners and City Council approval will be followed in levying special assessments. In the event that a surplus of annual BID revenues exist at the end of any fiscal year, the monies may be carried over and re-appropriated in subsequent fiscal years.

I. Relationship to City of West Bend Comprehensive Plan and Orderly Development of the City

The City of West Bend has supported the Downtown by preserving the character, appearance, and vitality of the downtown area. Yet, the Downtown West Bend Strategic Plan, prepared by Camiros, Ltd. in 1999 identified the need for improved preservation and redevelopment. Creation of the Business Improvement District is a means of formalizing and funding the public-private partnership between the City and property owners in the downtown area. Creation of the Business Improvement District is fully consistent with the City of West Bend Comprehensive Plan and will further preservation and redevelopment efforts.

III. CREATION OF THE DOWNTOWN WEST BEND BUSINESS IMPROVEMENT DISTRICT

The Business Improvement District was created January 1, 2001. The year 2021 Operating Plan is designed to promote the Business Improvement District.

APPENDIX A
§ 66.1109, WIS. STATUTES

and present or prospective property owners from investing in the purchase and rehabilitation of housing.

(2) DESIGNATION OF REINVESTMENT NEIGHBORHOODS OR AREAS. A municipality may designate reinvestment neighborhoods or areas after complying with the following steps:

(a) Holding of a public hearing by the planning commission or by the local governing body at which interested parties are afforded a reasonable opportunity to express their views on the proposed designation and boundaries of a reinvestment neighborhood or area. Notice of the hearing shall be published as a class 2 notice, under ch. 985. Before publication, a copy of the notice shall be sent by 1st class mail to the Wisconsin Housing and Economic Development Authority, and a copy shall be posted in each school building and in at least 3 other places of public assembly within the reinvestment neighborhood or area proposed to be designated.

(b) Designation by the planning commission of the boundaries of a reinvestment neighborhood or area recommended by it to be designated and submission of the recommendation to the local legislative body.

(c) Adoption by the local legislative body of a resolution which:

1. Describes the boundaries of a reinvestment neighborhood or area with sufficient definiteness to identify with ordinary and reasonable certainty the territory included in the neighborhood or area. The boundaries may, but need not, be the same as those recommended by the planning commission.

2. Designates the reinvestment neighborhood or area as of a date provided in the resolution.

3. Contains findings that the area to be designated constitutes a reinvestment neighborhood or area.

History: 1977 c. 418; 1979 c. 361 s. 112; 1985 a. 29 s. 3200 (14); 1999 a. 150 s. 479; Stats. 1999 s. 66.1107; 2001 a. 104.

66.1109 Business improvement districts. (1) In this section:

(a) “Board” means a business improvement district board appointed under sub. (3) (a).

(b) “Business improvement district” means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.

(c) “Chief executive officer” means a mayor, city manager, village president or town chairperson.

(d) “Local legislative body” means a common council, village board of trustees or town board of supervisors.

(e) “Municipality” means a city, village or town.

(f) “Operating plan” means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.

1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.

2. The kind, number and location of all proposed expenditures within the business improvement district.

3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

5. A legal opinion that subds. 1. to 4. have been complied with.

(g) “Planning commission” means a plan commission under s. 62.23, or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) has petitioned the municipality for creation of a business improvement district.

(b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40 percent of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(3) (a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

(b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include an independent certified audit of the implementation of the operating plan obtained by the municipality. The municipality shall obtain an additional independent certified audit upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this

section, has all powers necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits required under sub. (3) (c) or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under par. (c) and unless the business improvement district is not terminated under par. (e).

(c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.

(d) Within 30 days after the date of hearing under par. (c), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.

(e) If after the expiration of 30 days after the date of hearing under par. (c), by petition under this subsection or subsequent notification under par. (d), and after subtracting any retractions under par. (d), the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

(5) (a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes

under s. 70.11 may not be specially assessed for purposes of this section.

(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

History: 1983 a. 184; 1989 a. 56 s. 258; 1999 a. 150 s. 539; Stats. 1999 s. 66.1109; 2001 a. 85.

66.1110 Neighborhood improvement districts. (1) In this section:

(a) "Board" means a neighborhood improvement district board elected under sub. (4) (a).

(b) "Chief executive officer" means a mayor, city manager, village president, or town chairperson.

(c) "Local legislative body" means a common council, village board of trustees, or town board of supervisors.

(d) "Municipality" means a city, village, or town.

(e) "Neighborhood improvement district" means an area within a municipality consisting of nearby but not necessarily contiguous parcels, at least some of which are used for residential purposes and are subject to general real estate taxes, and property that is acquired and owned by the board if the local legislative body approved acquisition of the property under sub. (4) (d) as part of its approval of the initial operating plan under sub. (3) (c).

(f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation, and promotion of a neighborhood improvement district.

(g) "Owner" means the owner of real property that is located within the boundaries, or the proposed boundaries, of a neighborhood improvement district.

(h) "Planning commission" means a plan commission under s. 62.23 or, if none exists, a board of public land commissioners or, if none exists, a planning committee of the local legislative body.

(2) An operating plan shall include at least all of the following elements:

(a) The special assessment method applicable to the neighborhood improvement district.

(b) The kind, number, and location of all proposed expenditures within the neighborhood improvement district.

(c) A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

(d) A description of how the creation of the neighborhood improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

(e) A statement as to whether the local legislative body authorizes the board to own real property and, if so, a description of the real property to be owned, the purpose of the ownership, and a statement of to whom the real property will be transferred if the neighborhood improvement district is terminated.

(f) A legal opinion that pars. (a) to (e) have been complied with.

(3) A municipality may create a neighborhood improvement district and adopt its operating plan if all of the following conditions are met:

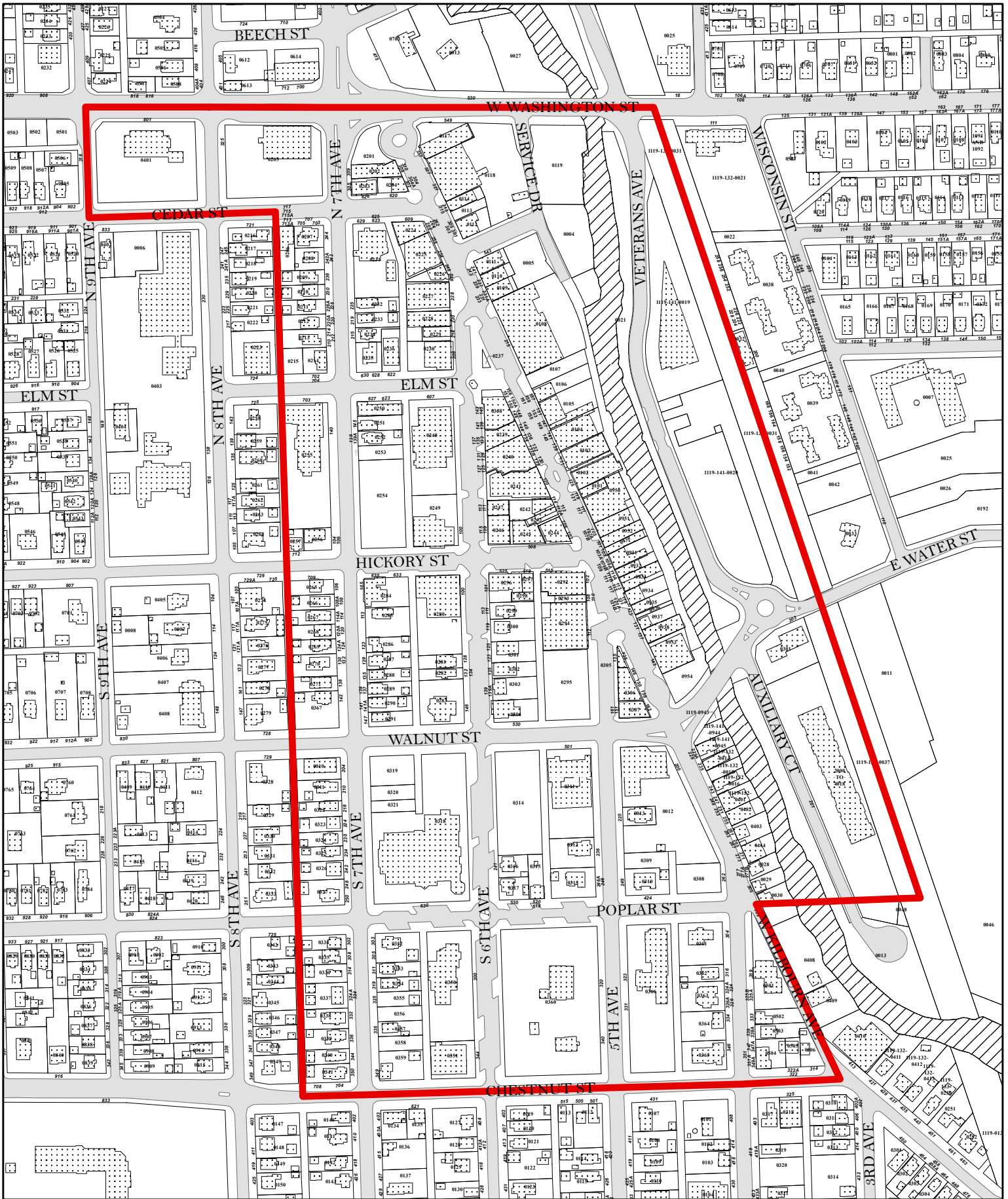
(a) An owner of real property subject to general real estate taxes and located in the proposed neighborhood improvement district designated under par. (b) has petitioned the municipality for creation of a neighborhood improvement district.

(b) The planning commission has designated a proposed neighborhood improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the neighborhood improvement district and adoption of its initial operating plan by

APPENDIX B
BID DISTRICT MAP

Downtown West Bend Business Improvement District



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APPENDIX C
PROPERTY ASSESSMENTS

2021 BID ASSESSMENT

TAX KEY	CLASS	PROPERTY OWNER					PROPERTY ADDRESS	TOTAL LAND & BUILDING VALUE - 2020 BID ASSMNT	2020 BID ASSESSMENT \$3/\$1000	TOTAL LAND & BUILDING VALUE - 2021 BID ASSMNT	2021 BID ASSESSMENT \$3/\$1000
		NAME	STREET ADDRESS	CITY	ST	ZIP					
11191320013	E	CITY OF WEST BEND	1115 S MAIN ST	WEST BEND	WI	53095	345 AUXILIARY CT	\$ -	\$ -	\$ -	\$ -
11191320014	C	D + B MAIN STREET ENTERPRISES LLC	1540 CTY HWY NN	WEST BEND	WI	53095	235 S MAIN ST	\$ 153,000.00	\$ 459.00	\$ 153,000.00	\$ 459.00
11191320015	C	D + B MAIN STREET ENTERPRISES LLC	1540 CTH NN	WEST BEND	WI	53095	S MAIN ST	\$ 26,200.00	\$ 78.60	\$ 26,200.00	\$ 78.60
11191320016	C	STRIGENZ ANTHONY J / ELIZABETH A STRIGENZ	8444 RAVENSWOOD CIR	WAUWATOSA	WI	54935	243 S MAIN ST	\$ 116,100.00	\$ 348.30	\$ 116,100.00	\$ 348.30
11191320028	C	THE DAVIA GROUP LLC	1713 VALLEY RD	WEST BEND	WI	53090	277-277B S MAIN ST	\$ 180,300.00	\$ 540.90	\$ 180,300.00	\$ 540.90
11191320029	C	LORENZ GREGORY R/LISA	5847 HACKER DR	WEST BEND	WI	53095	305 W KILBOURN AVE	\$ 119,400.00	\$ 358.20	\$ 119,400.00	\$ 358.20
11191320030	C	SABISH CHRISTOPHER R	8588 BOLTONVILLE RD	KEWASKUM	WI	53040	307-309 W KILBOURN AVE	\$ 59,700.00	\$ -	\$ 141,000.00	\$ 423.00
11191320031	E	STATE OF WISCONSIN DEPT OF NATURAL RESOURCES	101 S WEBSTER	MADISON	WI	53703	2 WATER ST E	\$ -	\$ -	\$ -	\$ -
11191320037	E	STATE OF WISCONSIN DEPT OF NATURAL RESOURCES	101 S WEBSTER	MADISON	WI	53703	E WATER ST	\$ -	\$ -	\$ -	\$ -
11191320051	E	MUSEUM OF WISCONSIN ART INC	205 VETERANS AV	WEST BEND	WI	53095	VETERANS	\$ -	\$ -	\$ -	\$ -
11191320301	E	VOLUNTEER CENTER OF WASHINGTON COUNTY INC	303 WATER ST	WEST BEND	WI	53095	303 W WATER ST	\$ 410,500.00	\$ 1,231.50	\$ -	\$ -
11191320401	C	STRIGENZ ANTHONY J / ELIZABETH A STRIGENZ	8443 RAVENSWOOD CIR	WAUWATOSA	WI	54935	247-253 S MAIN ST	\$ 169,600.00	\$ 508.80	\$ 169,600.00	\$ 508.80
11191320402	C	W + D KAINZ LLC	255 S MAIN ST	WEST BEND	WI	53095	255 S MAIN ST	\$ 443,100.00	\$ 1,329.30	\$ 443,100.00	\$ 1,329.30
11191320403	C	BOEHLKE DELBERT W/JEAN S	1034 HWY 60	CEDARBURG	WI	53012	261-267 S MAIN ST	\$ 81,500.00	\$ -	\$ 81,500.00	\$ 244.50
11191320414	C	CRG REAL ESTATES LLC / CHAD R GOEMAN	N173W21298 NORTHWEST PASSAGE	JACKSON	WI	53037	271-273 S MAIN ST	\$ 209,400.00	\$ 628.20	\$ 209,400.00	\$ 628.20
11191320501	C	FLOYD + GRACEE 319 LLC	843 DECORAH RD	WEST BEND	WI	53095	319-325 S MAIN ST	\$ 445,500.00	\$ 1,336.50	\$ 445,500.00	\$ 1,336.50
11191320502	R	NICKEL MATTHEW A	333 S MAIN ST	WEST BEND	WI	53095	333 S MAIN ST	\$ 141,100.00	\$ -	\$ 141,100.00	\$ -
11191320503	R	RENNER JOSEPH R & NATALIE ZUBKO	4724 CEDAR VIEW DR	WEST BEND	WI	53095	339-339A S MAIN ST	\$ 150,400.00	\$ -	\$ 150,400.00	\$ -
11191320504	C	TUTAS PAUL S/SANDRA J	PO BOX 381	WEST BEND	WI	53095	347-351 S MAIN ST	\$ 187,800.00	\$ 563.40	\$ 187,800.00	\$ 563.40
11191320505	R	TUTAS PAUL S/SANDRA J	PO BOX 381	WEST BEND	WI	53095	322-322A CHESTNUT ST	\$ 134,000.00	\$ -	\$ 134,000.00	\$ -
11191320506	R	ANDY VOIGT/MEGAN	732 SUMMIT CT	WEST BEND	WI	53095	314 CHESTNUT ST	\$ 123,500.00	\$ -	\$ 123,500.00	\$ -
11191410004	C	215 N MAIN LLC / 6487 CTY HWY 175	6486 CTY HWY 175/BOX 296	ALLENTON	WI	53002	274 SERVICE DR	\$ 78,000.00	\$ 234.00	\$ 78,000.00	\$ 234.00
11191410005	C	215 N MAIN LLC / 6487 CTY HWY 175	6486 CTY HWY 175/BOX 296	ALLENTON	WI	53002	249 SERVICE DR	\$ 63,900.00	\$ 191.70	\$ 63,900.00	\$ 191.70
11191410010	E	KETTLE MORaine BIBLE CHURCH INC	204 S 7TH AV	WEST BEND	WI	53095	204 S 7TH AV	\$ -	\$ -	\$ -	\$ -
11191410011	R	SCHLASS MATASHA	210 S 7TH AV	WEST BEND	WI	53095	210 S 7TH AV	\$ 188,000.00	\$ -	\$ 188,000.00	\$ -
11191410012	C	WEST BEND SAVINGS AND LOAN ASSOC	200 S MAIN ST	WEST BEND	WI	53095	200 S MAIN ST	\$ 2,446,400.00	\$ 7,339.20	\$ 2,446,400.00	\$ 7,339.20
11191410013	C	225 S 5TH AVE LLC	1968 MAPLEDALE RD	WEST BEND	WI	53090	225 5TH AV	\$ 238,300.00	\$ 714.90	\$ 238,300.00	\$ 714.90
11191410019	E	MUSEUM OF WISCONSIN ART INC	205 VETERANS AV	WEST BEND	WI	53095	205 VETERANS AV	\$ -	\$ -	\$ -	\$ -
11191410021	E	CITY OF WEST BEND	1115 S MAIN ST	WEST BEND	WI	53095	VETERANS AV	\$ -	\$ -	\$ -	\$ -
11191410022	E	MUSEUM OF WISCONSIN ART INC	205 VETERANS AV	WEST BEND	WI	53095	205 VETERANS AVE	\$ -	\$ -	\$ -	\$ -
11191410023	E	MUSEUM OF WISCONSIN ART INC	205 VETERANS AV	WEST BEND	WI	53095	VETERANS AV	\$ -	\$ -	\$ -	\$ -
11191410024	E	MUSEUM OF WISCONSIN ART INC	205 VETERANS AV	WEST BEND	WI	53095	VETERANS AV	\$ -	\$ -	\$ -	\$ -
11191410101	C	JCL + SONS LLC	PO BOX 534	JACKSON	WI	53037	119-121 N MAIN ST	\$ 176,100.00	\$ 528.30	\$ 176,100.00	\$ 528.30
11191410102	E	HISTORIC WEST BEND THEATRE INC	125 N MAIN ST	WEST BEND	WI	53095	125 N MAIN ST	\$ 100,000.00	\$ 300.00	\$ -	\$ -
11191410103	C	4MH PROPERTIES I LLC	PO BOX 207	WEST BEND	WI	53095	131 N MAIN ST	\$ 253,100.00	\$ 759.30	\$ 253,100.00	\$ 759.30
11191410104	C	4MH PROPERTIES II LLC	PO BOX 207	WEST BEND	WI	53095	139-145 N MAIN ST	\$ 388,900.00	\$ 1,166.70	\$ 388,900.00	\$ 1,166.70
11191410105	C	MICK MULE LLC	147 N MAIN ST	WEST BEND	WI	53095	147-155 N MAIN ST	\$ 326,000.00	\$ 978.00	\$ 326,000.00	\$ 978.00
11191410106	C	161 N MAIN STREET LLC	161 N MAIN ST	WEST BEND	WI	53095	157-161 N MAIN ST	\$ 214,400.00	\$ 643.20	\$ 214,400.00	\$ 643.20
11191410107	E	CITY OF WEST BEND PARKING AUTHORITY	1115 S MAIN ST	WEST BEND	WI	53095	N MAIN ST	\$ -	\$ -	\$ -	\$ -
11191410108	C	215 N MAIN LLC / 6487 CTY HWY 175	6486 CTY HWY 175/BOX 296	ALLENTON	WI	53002	215 N MAIN ST	\$ 1,329,900.00	\$ 3,989.70	\$ 1,462,300.00	\$ 4,386.90
11191410109	C	BRUNNER HOLDING COMPANY LLC	995 FAIRFIELD LN	WEST BEND	WI	53090	231-233 N MAIN ST	\$ 200,200.00	\$ 600.60	\$ 200,200.00	\$ 600.60
11191410110	C	ULMA INVESTMENTS LLC	7411 W COLDSRING RD	GREENFIELD	WI	53220	237-239 N MAIN ST	\$ 128,500.00	\$ 385.50	\$ 128,500.00	\$ 385.50
11191410111	C	ULMA INVESTMENTS LLC	7411 W COLDSRING RD	GREENFIELD	WI	53220	241-243 N MAIN ST / 543 MILL ST	\$ 323,300.00	\$ 969.90	\$ 323,300.00	\$ 969.90
11191410112	C	TURTLE COVE LLC	5572 POINT DR	WEST BEND	WI	53095	301-305 N MAIN ST	\$ 448,500.00	\$ 1,345.50	\$ 448,500.00	\$ 1,345.50
11191410113	C	MASON JAR DESIGNS LLC	315 N MAIN ST	WEST BEND	WI	53095	308 MAIN ST N	\$ 29,400.00	\$ 88.20	\$ 29,400.00	\$ 88.20
11191410114	C	MASON JAR DESIGNS LLC	315 N MAIN ST	WEST BEND	WI	53095	313-315 N MAIN ST	\$ 233,000.00	\$ 699.00	\$ 233,000.00	\$ 699.00
11191410117	C	HOCHREIN CAPITAL LP	5250 ROAD 2 ST	WEST BEND	WI	53095	549 W WASHINGTON ST / 337 N MAIN ST	\$ 293,800.00	\$ 881.40	\$ 293,800.00	\$ 881.40
11191410118	C	BL-BRANCH GROUP ONE LLC	100 INTREPID LN	SYRACUSE	NY	13205	321-327 N MAIN ST	\$ 1,890,400.00	\$ 5,671.20	\$ 1,890,400.00	\$ 5,671.20
11191410119	C	BL-BRANCH GROUP ONE LLC	100 INTREPID LN	SYRACUSE	NY	13205	507 WASHINGTON ST W	\$ 148,600.00	\$ 445.80	\$ 148,600.00	\$ 445.80
11191410201	C	PORTER LAWRENCE T	310 N MAIN ST	WEST BEND	WI	53095	319 MAIN ST N	\$ 36,600.00	\$ 109.80	\$ 36,600.00	\$ 109.80
11191410202	C	PORTER LAWRENCE T	310 N MAIN ST	WEST BEND	WI	53095	308-310 N MAIN ST / 309 N 7TH AVE	\$ 482,000.00	\$ 1,446.00	\$ 522,300.00	\$ 1,566.90
11191410203	C	626 CEDAR ST LLC	626 CEDAR ST	WEST BEND	WI	53095	305 N 7TH AVE / 626 CEDAR ST	\$ 264,700.00	\$ 794.10	\$ 299,600.00	\$ 898.80
11191410204	C	FASCIANO PROPERTIES LLC	304 N MAIN ST	WEST BEND	WI	53095	302-304 N MAIN ST / 620 CEDAR ST	\$ 277,500.00	\$ 832.50	\$ 277,500.00	\$ 832.50
11191410205	E	CITY OF WEST BEND	1115 S MAIN ST	WEST BEND	WI	53095	325 N 8TH AV	\$ -	\$ -	\$ -	\$ -

2021 BID ASSESSMENT

TAX KEY	CLASS	PROPERTY OWNER					PROPERTY ADDRESS	TOTAL LAND & BUILDING VALUE - 2020 BID ASSMNT	2020 BID ASSESSMENT \$3/\$1000	TOTAL LAND & BUILDING VALUE - 2021 BID ASSMNT	2021 BID ASSESSMENT \$3/\$1000
		NAME	STREET ADDRESS	CITY	ST	ZIP					
11191410936	E	CITY OF WEST BEND	1115 S MAIN ST	WEST BEND	WI	53095	129 MAIN ST S	\$ -	\$ -	\$ -	\$ -
11191410937	C	CRG REAL ESTATE LLC	N173W21298 NORTHWEST PASSAGE	JACKSON	WI	53037	131 S MAIN ST	\$ 130,400.00	\$ 391.20	\$ 130,400.00	\$ 391.20
11191410938	C	STEWART SCOTT W LIVING TRUST	137 S MAIN ST	WEST BEND	WI	53095	137 S MAIN ST	\$ 578,900.00	\$ 1,736.70	\$ 578,900.00	\$ 1,736.70
11191410943	E	CITY OF WEST BEND	1115 S MAIN ST	WEST BEND	WI	53095	213 MAIN ST S	\$ -	\$ -	\$ -	\$ -
11191410944	E	CITY OF WEST BEND	1115 S MAIN ST	WEST BEND	WI	53095	221 MAIN ST S	\$ -	\$ -	\$ -	\$ -
11191410945	C	GUNDRUM JAMES	7297 SALISBURY RD	WEST BEND	WI	53090	229-229A S MAIN ST	\$ 125,000.00	\$ 375.00	\$ 125,000.00	\$ 375.00
11191410950	C	TRS105 MAIN LLC	1109 EVERGREEN ST	WEST BEND	WI	53095	111-117 N MAIN ST	\$ 982,600.00	\$ 2,947.80	\$ 678,800.00	\$ 2,036.40
11191410951	C	TRS105 MAIN LLC	1110 EVERGREEN ST	WEST BEND	WI	53095	105-107 N MAIN ST	\$ 322,800.00	\$ 968.40	\$ 322,800.00	\$ 968.40
11191410952	C	DOWNTOWN WB LLC	1100 SPRUCE ST	WEST BEND	WI	53089	101 S MAIN ST	\$ 167,300.00	\$ 501.90	\$ 167,300.00	\$ 501.90
11191410953	C	WEST BEND PROFESSIONAL CENTER LLC	143 S MAIN ST	WEST BEND	WI	53095	143 S MAIN ST	\$ 1,792,700.00	\$ 5,378.10	\$ 1,792,700.00	\$ 5,378.10
11191410954	E	CITY OF WEST BEND	1115 S MAIN ST	WEST BEND	WI	53095	151 S MAIN ST	\$ -	\$ -	\$ -	\$ -
CONDO1311818	R	AUXILLIARY COURT	PO BOX 1658	FOND DU LAC	WI	54936	201 AUXILIARY COURT	\$ 3,250,900.00	\$ -	\$ 3,250,900.00	\$ -
								\$ 47,398,100.00	\$ 106,743.60	\$ 46,151,100.00	\$ 103,324.80

**APPENDIX D
IMPROVEMENTS AND
FUNDING OF FUTURE PROJECTS**

2021 Projects

1. Improvements and Maintenance within the Business Improvement District

The BID Board has identified the following 2021 projects, including but not limited to:

- a. Administrative Costs
- b. Audit Fees
- c. Bridge Surety
- d. Contingency Fund
- e. Electricity for Building Lights
- f. Historic District
- g. Landscaping Landscaping
- h. Marketing
- i. Holiday Décor
- j. Riverwalk West / Future Projects

All projects will occur within the BID boundaries or directly benefit the district.

2. Funding of Future Projects

Funds not marked for specific projects in the 2021 Operating Plan will be saved for future improvements that will require more funds than the BID can provide in one year.

Project	2021 Budget
Administrative Costs	\$500.00
Audit	\$258.00
Bridge Surety	\$5,395.00
Contingency Fund	\$6,671.80
Electricity	\$6,000.00
Historic District	\$7,500.00
Landscaping	\$15,000.00
Marketing	\$14,000.00
Holiday Décor	\$16,000.00
Riverwalk West / Future Projects	\$32,000.00
Total	\$ 103,324.80

APPENDIX E
LEGAL OPINION



O'Meara Law Firm, LLC

Washington County's Oldest Law Firm, Established 1870

TIMOTHY J. ALGIERS
Owner
Court Commissioner
IAN PRUST
KAREN M. CHRISTIANSON
Of Counsel

September 17, 2020

Mayor Christophe E. Jenkins
City Hall
1115 South Main Street
West Bend, WI 53095

Common Council Members
City Hall
1115 South Main Street
West Bend, WI 53095

Subject: Downtown West Bend Business Improvement District
Bid Opinion for 2021

Dear Mayor Jenkins and Common Council Members,

I have reviewed the Downtown Business Improvement District 2021 Operating Plan that is to be presented to you for your consideration. It is my opinion that the Operating Plan does comply with the statutory requirements of §66.1109(1)(f), Wis. Stats., in that it includes all of the following:

1. The special assessment method applicable to the Business Improvement District, as well as a statement indicating that real property used exclusively for manufacturing purposes will be specially assessed.
2. A description of the kind, number, and location of all proposed expenditures within the Business Improvement District for 2021.
3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

Hartford
124 E. Sumner Street
262-673-7700

West Bend
120 N. Main St., Suite 260
262-334-2331



Web www.omearalawfirm.com
Fax 262-673-7087

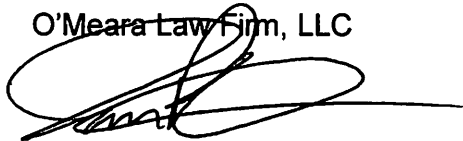
Mailing Address
P. O. Box 270468
Hartford, WI 53027-0468

Page 2

4. A description of how creation of the Business Improvement District promotes the orderly development in the City of West Bend, including the Business Improvement District's relationship to the City of West Bend Comprehensive Plan.

Sincerely,

O'Meara Law Firm, LLC

A handwritten signature in black ink, appearing to read 'Ian Prust', written over the text 'O'Meara Law Firm, LLC'.

Ian Prust
City Attorney

IAP/hmp

File No. hw122-59

APPENDIX F
BY LAWS

**BY-LAWS OF DOWNTOWN WEST BEND
BUSINESS IMPROVEMENT DISTRICT**

Adopted February 6, 2018

By-Laws of the Downtown West Bend Business Improvement District

Adopted February 6, 2018

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ARTICLE I PURPOSE

The Downtown West Bend Business Improvement District (BID) shall perform all acts authorized by law for a Business Improvement District, including, but not limited to, the development, redevelopment, maintenance, operation, and promotion of the District. The BID shall work within the bounds of the law and carry out the BID Operating Plan.

ARTICLE II OFFICES

The mailing address of the BID shall c/o West Bend City Hall, Department of Development 1115 S. Main St., West Bend, WI 53095. Its offices shall be determined from time to time by the BID Board.

ARTICLE III MEMBERS

Owners and tenants of commercial real estate in the BID, upon whom assessments are levied by the City of West Bend for the purpose of funding the BID's operating and program costs, shall be identified as members of the BID, although they are not members of the BID Board. Membership terminates when a member ceases to have an interest in real estate in the district, whether as an owner or tenant. Members shall have no rights other than to receive information and to advise the appointed BID Board.

ARTICLE IV BID BOARD

Section 1. General Powers. The affairs of the BID shall be managed by the BID Board.

Section 2. Number, Tenure and Qualifications. The BID Board shall have at least five (5) members, and all board members shall own or occupy real property in the BID, except that one (1) member of the board shall be an Alderperson of the City of West Bend. The membership of the Board should geographically represent the entire BID to the greatest extent possible. All members of the BID Board shall be appointed by the mayor of the City of West Bend and confirmed by the City of West Bend Common Council. BID Board members shall serve staggered three year terms. Each BID Board member's term shall expire on December 31 unless sooner terminated, but a BID Board member shall continue to have authority to act as a BID Board member until his or her successor has been appointed and confirmed.

The exact size and composition of the BID Board shall, subject to state law requirements, be determined by the mayor of the City of West Bend from time to time. The BID Board deems it desirable, and hereby recommends to the mayor of the City of West Bend, that the BID Board include at least one (1) City of West Bend alderperson.

Section 3. Vacancies and Removal. Any BID Board member shall resign by submitting written notice of resignation to the secretary. Any BID Board member may be removed by an affirmative vote of two-thirds of the total BID Board, whenever in its judgment the best interests of the BID would be served thereby, including, but not limited to, upon the third unexcused absence from a regularly scheduled BID Board meeting within a single calendar year. Upon a vacancy being created on the BID Board, the BID Board shall petition the mayor of the City of West Bend to appoint a replacement.

Section 4. Compensation. BID Board members shall not receive any compensation for their services.

ARTICLE V OFFICERS

Section 1. Officers. The officers of the BID Board shall be a President, Vice President, and a Secretary, and such other officers as may be deemed necessary. The officers shall be BID Board members. An Executive Director will serve the Board.

Section 2. Election and Term of Office. The officers of the BID Board shall be elected annually by the BID Board at the first meeting of the BID Board each year or as soon thereafter as convenient. Term of office shall be one (1) year, but each officer shall hold office until his or her successor shall have been duly elected.

Section 3. Removal. Any officer elected or appointed by the BID Board may be removed by a majority vote of the BID Board whenever in its judgment the best interest of the BID would be served thereby.

Section 4. Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the BID Board for the unexpired portion of the term.

Section 5. President. The President shall be the principal executive officer of the BID and shall in general supervise and control all of the business and affairs of the BID Board. He or she shall preside at all meetings of the BID Board and of the members. The President may sign, with the Secretary or any other proper officer of the BID Board authorized by the BID Board, any deeds, mortgages, bonds, contracts, or other instruments which the BID Board has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the BID Board or by these By-Laws or by statute to some other officer or agent of the BID; and in

general the President shall perform all duties incident to the office of President and such other duties as may be prescribed by the BID Board from time to time.

Section 6. Vice President. In absence of the President or in the event of his or her inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall perform such other duties as from time to time may be assigned to him or her by the President or by the BID Board.

Section 7. Secretary. The Secretary shall ensure the minutes of the meetings of the BID Board are kept; see that all notices are duly given in accordance with the provisions of these By-Laws or as required by law; be custodian of the BID Board records' and in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him or her by the President or by the BID Board.

Section 8. Executive Director. The Executive Director of the BID shall not be a member of the BID Board and holds no voting power on the board. The Executive Director shall be appointed by the BID Board. The Executive Director shall serve the BID Board and manage day to day operations, expenses and obligations. Other duties may be assigned as needed by the President or BID Board.

ARTICLE VI MEETINGS

Section 1. Annual Meeting. Unless otherwise determined by the BID Board, the annual meeting of the Board shall be held the month of September for the purpose of approving the operating plan, at a time and place determined by the BID Board. The plan shall be submitted to the common council for approval. If the common council disapproves the operating plan, the board shall make changes to the operating plan and may continue to resubmit the operating plan until common council approval is obtained.

Section 2. Special Meetings. Special meetings of the members may be called by not less than three (3) BID Board members. The person or persons authorized to call special meetings of the BID Board may select any place in the City of West Bend, Washington County, as the place for holding any special meeting called by them.

Section 3. Regular Meetings. Unless otherwise determined by the BID Board, regular meetings of the Board shall be held at least three (3) times per year at a time and place designated by the Executive Director and/or President. The BID Board may hold such additional meetings as the BID Board deems necessary. All BID Board meetings are public meetings and their records are public records, subject to Wisconsin's open meetings and public records laws.

Section 4. Notice. Notice of any meeting of the BID Board shall be given at least one (1) day previously thereto by notice delivered to each BID Board member. Meeting notice will be attempted to be delivered a minimum of five (5) days notice unless special circumstances inhibit five days notice. Meeting notice will be delivered to all BID Board members as well as posted in three (3) public locations and in accordance with Wisconsin State Statutes. Meeting notice will be delivered by electronic mail or any other method the BID Board deems necessary. Any BID Board member may waive notice of any meeting. The attendance of a BID Board member at any meeting shall constitute a waiver of notice of such meeting, except where a BID Board member attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The business to be transacted at the meeting need not be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by those By-Laws.

Section 5. Quorum. A simple majority of the BID Board shall constitute a quorum for the transaction of business at any meeting of the BID Board; but if less than a simple majority of the BID Board are present at said meeting, a majority of the BID Board present may adjourn the meeting from time to time without further notice.

Section 6. Manner of Acting. The act of a simple majority of the BID Board members present at a meeting at which a quorum is present shall be the act of the BID Board, unless the act of a greater number is required by law or by these By-Laws.

Section 7. Voting. At all meetings, each BID Board member shall have one vote. Proxy votes shall be permitted only to the extent permitted by law.

Section 8. Procedure. All meetings of the Board shall be governed by these By-Laws or Robert's Rules of Order in all matters not covered herein.

Section 9. Minutes. The Executive Director and/or Secretary shall keep an accurate and complete record of all meetings which shall be made available to the public in accordance with public records requirements.

ARTICLE VII CONTRACTS, CHECKS, DEPOSITS AND FUNDS

Section 1. Contracts. The BID Board may authorize any officer or officers, agent, or agents of the BID Board, in addition to the officers so authorized by these By-Laws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the BID, and such authority may be general or confined to specific instances. The Executive Director may approve purchases of less than \$500.00 if it is in accordance with the BID operating plan.

Section 2. Checks, Drafts, Deposits, etc. The City of West Bend's Finance Department shall act as the financial agent of the BID, as long as the offices of the BID are located at West Bend City Hall.

Section 3. Gifts. The BID Board may accept on behalf of the BID any contribution, gift bequest or devise for the general purposes or for any special purpose of the BID.

ARTICLE VIII BOOKS AND RECORDS

The BID shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of the BID Board, and shall keep a record giving the names and addresses of the BID Board members.

ARTICLE IX FISCAL YEAR

The fiscal year of the BID shall begin on the first day of January and end on the last day of December in each year.

ARTICLE X WAIVER OF NOTICE

Whenever any notice is required to be given under the By-Laws of the BID, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE XI AMENDMENTS TO BY-LAWS


These By-Laws may be altered, amended or repealed and new By-Laws may be adopted by a majority of the BID Board present at any regular meeting or at any special meeting, if at least thirty (30) days' written notice is given of intention to alter, amend, or repeal or to adopt new By-Laws at such meeting, provided, however, that the By-Laws may not be amended in conflict with state BID law or the BID operating plan.

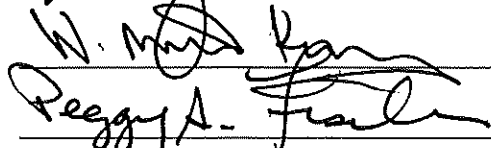
**ARTICLE XII
LIMITED LIABILITY**

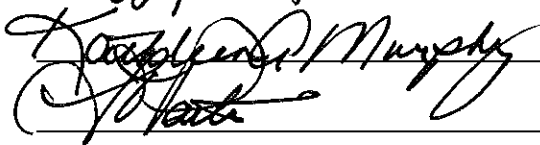
The members of the Board, officers, and Executive Director shall not be liable to owners or occupants of property within the District arising out of or related to the creation or existence of the District or the Board or for any mistake of judgment, failure to adhere to the provisions of any operating plan or these By-Laws, negligence or otherwise, except for their own individual willful misconduct or bad faith. The District shall indemnify, defend and hold harmless each member and Executive Director of the Board against all contractual liability (including, without limitation, reasonable attorney's fees and court costs) to others arising out of contracts made by the Board on behalf of the District unless any such contract shall have been made in bad faith. It is intended that the members of the Board shall have no personal liability with respect to any contract made by them on behalf of the District. Anything herein to the contrary notwithstanding, the liability of the owners and occupants or property located within the District arising out of any contract made by the Board or out of the indemnity in favor of the members of the Board shall be shared by all owners and occupants of property subject to assessments by the District in proportion to the assessed valuation of their property relative to the total assessed valuation of property within the District, and the liability of any single owner or occupant shall be limited to such proportionate share of the total liability.

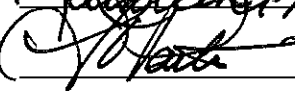
KNOW ALL PERSONS BY THESE PRESENTS: That we, the undersigned, being all members of the BID Board, hereby assent to the foregoing By-Laws and adopt them as the By-Laws of said BID.


IN WITNESS WHEREOF, we have hereunto subscribed our names this 4th day of SEPTEMBER, 2018.

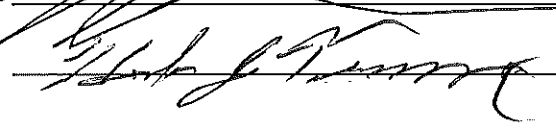


W. Mark Ryan


Peggy A. Franch


Joseph M. Murphy






KNOW ALL PERSONS BY THESE PRESENTS: That the undersigned Secretary of the BID Board does hereby certify that the above and foregoing By-Laws were duly adopted by the BID Board members as the By-Laws of the BID, on the 6th day of FEBRUARY, 2018, and that they do constitute the By-Laws of said BID.

Attest:



_____, Secretary