



# STAFF REPORT

<b>MEMO DATE:</b>	May 14, 2021
<b>TO:</b>	Village Board
<b>FROM:</b>	Matt Giese – Village Administrator
<b>RE:</b>	Escrow Agreement Regarding TID 5 – CTH N Bike Path Extension Project

The Village’s TID #5 has an Expenditure Period deadline of May 19, 2021. This means the Village cannot approve any new expenditures after the deadline. However, if action is taken prior to the deadline, incentives, and in this case TID cash for a project, can be earmarked and expended at a later date. To accomplish this objective, staff proposes the Village Board approves the attached Escrow Agreement with Monona Bank. The Village will transfer the budgeted \$450,000 from TID #5 to the escrow account managed by Monona Bank. At such time as the Village needs the \$450,000 for the bike path extension, we can get the money out of the escrow. Approval of the agreement and escrow earmarks the TID money for the specific purpose of the CTH N bike path extension and cannot be used elsewhere.

The agreement in the packet is in draft form. Staff anticipates finalizing the document on Monday. We recommend approval subject to necessary additions to highlighted/incomplete sections of the document.