CHAPTER 44

TAX INCREMENT FINANCING

ARTICLE I – INTERESTED PARTIES REGISTRY REGISTRATION RULES

44-1-1 **DEFINITIONS.** As used in these Registration Rules, the following terms shall have the definitions set forth below.

(A) **"Act"** shall mean the Tax Increment Allocation Redevelopment Act **65 ILCS Sec. 5/11-74.4-1 et seq.** as amended from time to time.

(B) **"City"** shall mean City of Belleville, a home rule unit of government under Section 6(a) Article VII of the 1970 Constitution of the State of Illinois.

(C) **"Interested Party(s)"** shall mean (1) any organization(s) active within the City (2) any resident(s) of the City, and (3) any other entity or person otherwise entitled under the Act to register in a specific Registry who has registered in such Registry and whose registration has not been terminated in accordance with these Registration Rules.

(D) **"Redevelopment Project Area"** shall mean a redevelopment project area that (1) is intended to quality (or has subsequently qualified) as a "redevelopment project area" under the Act and (2) is subject to the "interested parties" registry requirements of the Act.

(E) **"Registration Form"** shall mean the form appended to these Registration Rules or such revised form as may be approved by the City consistent with the requirements of the Act.

(F) **"Registry" or "Registries"** shall mean each interested parties registry, and all such registries, collectively, established by the City pursuant to Section 11-74.4-4.2 of the Act for the Redevelopment Project Area.

44-1-2 **ESTABLISHMENT OF REGISTRY.** The City shall establish a separate interested parties registry for each Redevelopment Project Area, whether existing as of the date of the adoption of these Rules or hereafter established. The City shall establish a new registry whenever it has identified an area for study and possible designation as a Redevelopment Project Area. In any event the process of establishing the new registry must be completed prior to the deadline for sending any of the notices required by Section (J) of these rules or any other notices required by the Act with respect to the proposed Redevelopment Project Area.

44-1-3 **MAINTENANCE OF REGISTRY.** The Registries shall be maintained by the City Clerk or his or her designee. In the event the City determines that a person other than the Clerk should maintain the Registries, the City may transfer the responsibility for maintaining the Registries to such other Department provided that

the City (1) gives prior written notice to all Interested Parties not less than **thirty (30) days** prior to such transfer and (2) publishes notice of such transfer in a newspaper of general circulation in the City.

44-1-4 REGISTRATION BY RESIDENTS. An individual seeking to register as an Interested Person with respect to a Redevelopment Project Area must complete and submit a Registration Form to the City Clerk. Such individual must also submit a copy of a current driver's license, lease, utility bill, financial statement or such other evidence as may be acceptable to the Clerk to establish the individual's current City residency.

44-1-5 REGISTRATION OF ORGANIZATIONS. An organization seeking to register as an Interested Person with respect to a Redevelopment Project Area must complete and submit a Registration Form to the City Clerk. Such organization must also submit a copy of a one-page statement describing the organization's current operations in the City.

44-1-6 DETERMINATION OF ELIGIBILITY. All individuals and organizations whose Registration Form and supporting documentation complies with these Registration Rules shall be registered in the applicable Registry within **ten (10) business days** of the City Clerk's receipt of all such documents. The Clerk shall provide written notice to the registrant conforming such registration. Upon registration Interested Parties shall be entitled to receive all notices and documents required to be delivered under these Rules or as otherwise required under the Act with respect to the applicable Redevelopment Project Area. If the City Clerk determines that a registrant's Registration Form and/or supporting documentation is incomplete or does not comply with these Registration Rules, the Clerk shall give written notice to the registrant specifying the defect(s). The registrant shall be entitled to correct any defects and resubmit a new Registration Form and supporting documentation.

44-1-7 RENEWAL AND TERMINATION. An Interested Person's registration shall remain effective for a period of **three (3) years**. At any time after such **three (3) year** period, the City Clerk may provide written notice by regular mail to the Interested Person stating that such registration shall terminate unless the Interested Person renews such registration within **thirty (30) days** of the Clerk's mailing of written notice. To renew such registration, the Interested Person shall, within such **thirty (30) day** period, complete and submit the same Registration Form and supporting documentation then required of initial registrants in order to permit the Clerk to confirm such person's residency or such organization's operations in the City. The registration of all individuals and organizations whose Registration Form and supporting documentation is submitted in a timely manner and complies with these

Regulation Rules shall be renewed for an additional, consecutive **three (3) year** period. If the City Clerk determines that a registrant's renewal Registration Form and/or supporting documentation is incomplete or does not comply with these Registration Rules, the Clerk shall give written notice to the registrant at the address specified in the renewal Registration Form submitted by such registrant, specifying the defect(s). The registrant shall be entitled to correct any defects and resubmit a new Registration notice. If all defects are not corrected within **thirty (30) days** of the Interested Person's receipt of the City Clerk's notice, the Interested Person's registration shall be terminated. Any Interested Person whose registration is terminated shall be entitled to register again as if a first-time registrant.

44-1-8 **AMENDMENT TO REGISTRATION.** An Interested Party may amend its registration by giving written notice to the City Clerk by certified mail of any of the following: (1) a change in address for notice purposes; (2) in the case of organizations, a change in the name of the contact person; and (3) a termination of registration. Upon receipt of such notice, the Clerk shall revise the applicable Registry accordingly.

44-1-9 **REGISTRIES AVAILABLE FOR PUBLIC INSPECTION.** Each Registry shall be available for public inspection during normal City business hours. The Registry shall include the name, address and telephone number of each Interested Person and for organizations, the name and phone number of a designated contact person.

44-1-10 **NOTICES TO BE SENT TO INTERESTED PARTIES.** Interested Parties shall be sent the following notices and any other notices required under the Act with respect to the applicable Redevelopment Project Area:

(A) pursuant to subsection 74-4-5(a) of the Act, notice of the availability of a proposed redevelopment plan and eligibility report, including how to obtain this information, such notice shall be sent by mail within a reasonable period of time after the adoption of the ordinance fixing the public hearing for the proposed redevelopment plan;

(B) pursuant to subsection 74-4.5(a) of the Act, notice of changes to proposed redevelopment plans that do not (1) add additional parcels of property to the proposed redevelopment project area, (2) substantially affect the general land uses proposed in the redevelopment plan, (3) substantially change the nature of or extend the life of the redevelopment project, or (4) increase the number of low or very low income households to be displaced from the redevelopment project area, provided that measured from the time of creation of the redevelopment project area the total displacement of households will exceed 10; such notice shall be sent by mail not later than **ten (10) days** following the City's adoption by ordinance of such changes.

(C) pursuant to subsection 74-4-5(c) of the Act, notice of amendments to previously approved redevelopment plans that do not (1) add additional parcels of property to the redevelopment project area, (2) substantially affect the general land uses in the redevelopment plan, (3) substantially change the nature of the redevelopment project, (4) increase the total estimated redevelopment project costs set out in the redevelopment plan by more than **five percent (5%)** after adjustment for inflation from the date the plan was adopted, (5) add additional redevelopment project costs to the itemized list of redevelopment project costs set out in the redevelopment plan or (6) increase the number of low or very low income households to be displaced from the redevelopment project area, provided that measured from the time of creation of the redevelopment project area the total displacement of households will exceed 10; such notice shall be sent by mail not later than **ten (10) days** following the City's adoption by ordinance of such amendment.

(D) pursuant to subsection 74-4-5(d)(9) of the Act for redevelopment plans or projects that would result in the displacement of residents from **ten (10)** or more inhabited residential units or that contain **seventy-five (75)** or more inhabited residential units, notice of the availability of the annual report described by subsection 74-4-5(d), including how to obtain the annual report; such notice shall be sent by mail within a reasonable period of time after completion of the certified audit report.

(E) pursuant to subsection 74-4-6(e) of the Act, notice of the preliminary public meeting required under the Act for a proposed Redevelopment Project Area that will result in the displacement of **ten (10)** or more inhabited residential units or which contain **seventy-five (75)** or more inhabited residential units, such notice shall be sent by certified mail not less than **fifteen (15) days** before the date of such preliminary public meeting.

44-1-11 **NON-INTERFERENCE.** These Registration Rules shall not be used to prohibit or otherwise interfere with the ability of eligible organizations and individuals to register for receipt of information to which they are entitled under the Act.

44-1-12 **AMENDMENT OF REGISTRATION RULES.** These Registration Rules may be amended by the City subject to and consistent with the requirements of the Act.

(Ord. No. 6690; 11-15-04)

(See 65 ILCS Sec. 5/11-74.4-1 et seq.)

NOTICE - CITY OF BELLEVILLE
TAX INCREMENT FINANCING REDEVELOPMENT PROJECT AREA
REGISTRATION FOR INTERESTED PARTIES REGISTRY

Pursuant to Section 5/11-74.4-4.2 of the Tax Increment Allocation Redevelopment Act, **65 ILCS 5/11-74.4-1 et seq.** (the "Act") the City of Belleville (the "City") is required to establish an interested parties registry ("Registry" or "Registries") for each Tax Increment Financing ("TIF") redevelopment project area created pursuant to the Act (a "Redevelopment Project Area") whether existing as of the date of this notice or hereafter established. On _____ the City adopted an ordinance authorizing the establishment of Registries by the City Clerk ("Clerk") and adopting registration rules for such Registries. The purpose of this notice is to inform interested parties of the Registries and registration rules for the Registries and to invite Interested Parties (as defined below) to register in the Registry for any Redevelopment Project Area.

Any organization active within the City and any resident of the City (an "Interested Party") is entitled to register in the Registry for any Redevelopment Project Area. Organizations include, but are not limited to, businesses, business organizations, civic groups, not-for-profit corporations and community organizations.

An organization seeking to register as an Interested Party with respect to a Redevelopment Project Area must also complete and submit a registration form to the Clerk. Such individual must also submit a copy of a current driver's license, lease, voter registration card, utility bill, financial statement or such other evidence as may be acceptable to the Clerk to establish the individual's current City residency.

Interested Party Registries are being established for the following TIF Redevelopment Project Areas, which have either been adopted by the City or which the City has decided to consider establishing:

All individuals and organizations whose registration form and supporting documentation comply with the registration rules and who submit such documentation, either in person or by mail, to the City Clerk, (insert address), will be registered in the applicable Registry within ten (10) business days of the Clerk's receipt of all such documents. The Clerk will provide written notice to the registrant confirming such registration. Upon registration, Interested Parties will be entitled to receive all notice and documents required to be delivered under the Act with respect to the applicable Redevelopment Project Area. If the Clerk determines that a registrant's registration form and/or supporting documentation is incomplete or does not comply with the registration rules adopted by the City, the Clerk will give written notice to the registrant specifying the

defects. The registrant will be entitled to correct any defects and resubmit a new registration form and supporting documentation. An Interested Party's registration will remain effective for a period of three years. Rules for the renewal or amendment of an Interested Party's registration are included with the registration form that may be obtained as described herein.

Each Registry will be available for public inspection at the office of the Clerk during normal City business hours. The Registry will include the name, address and telephone number of each Interested Person and, for organizations, the name and phone number of a designated contact person.

Interested Parties will be sent the following notices and any other notices required under the Act with respect to the applicable Redevelopment Project Area:

1) pursuant to § 5/11-74.4-5(a) of the Act, notice of the availability of a proposed redevelopment plan and eligibility report, including how to obtain this information; such notice will be sent by mail within a reasonable period of time after the adoption of the ordinance fixing the public hearing for the proposed redevelopment plan;
2) pursuant to § 5/11-74.4-4(a) of the Act, notice of changes to proposed redevelopment plans that do not (a) add additional parcels of property to the proposed development project area, (b) substantially affect the general land uses proposed in the redevelopment plan, (c) substantially change the nature of or extend the life of the redevelopment project or (d) increase the number of low or very low income households to be displaced from the redevelopment project area, provided that, measured from the time of creation of the redevelopment project area, the total displacement of inhabited households will exceed 10; such notice will be sent by mail not later than 10 days following the City's adoption by ordinance of such changes;
3) pursuant to § 5/11-74.4-5(c) of the Act, notice of amendments to previously approved redevelopment plans that do not (a) add additional parcels of property to the redevelopment project area, (b) substantially affect the general land uses in the redevelopment plan, (c) substantially change the nature of the redevelopment project, (d) increase the total estimated redevelopment project costs set out in the redevelopment plan by more than 5% after adjustment for inflation from the date the plan was adopted, (e) add additional redevelopment project costs to the itemized list of redevelopment project costs set out in the redevelopment plan, or (f) increase the number of low or very low income households to be displaced from the redevelopment project area, provided that measured from the time of creation of the redevelopment project area the total displacement of inhabited households will exceed 10; such notice will be sent by mail not later than 10 days following the City's adoption by ordinance of such amendment;

4) pursuant to § 5/11-74.4-5(d)(9) of the Act, for redevelopment plans or projects that would result in the displacement of residents from 10 or more inhabited residential units or that contain 75 or more inhabited residential units, notice of availability of this information, including how to obtain the report, required by subsection (d) of Section 5/11-74.4-5 of the Act; such notice will be sent by mail within a reasonable period of time after completion of the certified audit report;
5) pursuant to § 5/11-74.4-6(e) of the Act, notice of the preliminary public meeting required under the Act for a proposed Redevelopment Project Area that will result in the displacement of 10 or more inhabited residential units, such notice will be sent by certified mail not less than 15 days before the date of such preliminary public meeting.

Registration forms can be picked up at the office of the City Clerk, (insert address). Registration forms can be obtained by Interested Parties in person or by their representatives. Registration forms will not be mailed or faxed. If you require additional information, please call the office of the City Clerk at (insert phone number).

TIF INTERESTED PARTIES REGISTRATION FORM

Registration for City Residents: If you are a City of Belleville resident and would like to register on the Interested Parties Registry for one or more tax increment financing (TIF) redevelopment project areas, please complete Part A of this form. Proof of residency is required. Please attach a photocopy of one of the following (driver's license, utility bill, financial statement, or such other evidence as may be suitable to establish your current municipal residency) to this form.

Registration for Organizations: If your organization is active in the City of Belleville and would like to register on the Interested Parties Registry for one or more tax increment financing (TIF) redevelopment project areas, please complete Part B of this form. Please attach a one-page statement which describes the organization's current operations in the municipality to this form. (Note: Existing organizational documents that provide this information will also be accepted.)

Part A: Registration for Municipal Residents (Please Print)

Name _____
Street Address _____
Zip Code _____ Home Telephone _____

I have attached a copy of _____ as proof that I am a resident of the City of Belleville as of the date of this registration form.
Please list, below, the TIF Areas in which you are interested:
_____

Part B: Registration for Organizations (Please Print)

Organization Name _____
Contact Name _____
Street Address _____
City _____ State _____ Zip Code _____
Telephone _____ FAX _____
Please list, below, the TIF Areas in which you are interested:
_____

Please return this form to: TIF Interested Parties Registry
City of Belleville
101 South Illinois
Belleville, IL 62220

Signature/Title _____ Date_____