

# TIF Division Newsletter



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## County TIF Information Form

The County TIF Information Form for reporting 2018 tax increment financing (TIF) activity and enforcement deduction transfers is now available. Completed forms are due from counties to the Office of the State Auditor (OSA) by March 29, 2019.

The Form should be downloaded from and submitted through the State Auditor's Form Entry System (SAFES). A username and password are required to log in to SAFES. Usernames and password instructions were emailed on February 7, 2019. If you do not have a username and did not get an email and need access, please contact us at [TIF@osa.state.mn.us](mailto:TIF@osa.state.mn.us).

Information provided by the county on the form will be used to prepare the 2018 TIF reporting forms that TIF authorities will complete and file. The OSA will also use the information as a check when reviewing forms filed by TIF authorities. If you have any questions regarding the form, please contact us at [TIF@osa.state.mn.us](mailto:TIF@osa.state.mn.us).

## County Administrative Expenses

Tax increment may be used to reimburse a county for actual administrative expenses incurred under the TIF Act. The county may require reimbursement by February 15th of the year following the year in which expenses were incurred. To obtain reimbursement for the administrative costs, the county auditor must provide to the authority a record of the costs incurred by the county auditor for the administration of the authority's TIF districts.

For more information regarding administrative expenses, please see the OSA's Statement of Position entitled [TIF Administrative Expenses](#).

**Office of the State Auditor  
Tax Increment Financing  
Division**

525 Park Street, Suite 500  
Saint Paul, MN 55103

(651) 296-4716

Fax: (651) 297-3689

[TIF@osa.state.mn.us](mailto:TIF@osa.state.mn.us)

[www.auditor.state.mn.us](http://www.auditor.state.mn.us)

**TIF Videos**

TIF Videos are available on the State Auditor’s website

**Education Series**

[Introduction to TIF](#)

[The History of TIF and Why It Matters](#)

[TIF District Types](#)

[TIF Pooling](#)

[Excess Increments vs. Excess Taxes](#)

**Instruction Series**

[Completing the Pooled Debt Form](#)

[Completing the TIF Annual Reporting Form](#)

[Completing the TIF Plan Collection Form for New Districts](#)

[Completing the TIF Plan Collection Form for Modified Districts](#)

**The Four-Year Knockdown Rule**

Under the TIF Act, if, after four years from the date of certification, the required development activities (i.e., demolition, rehabilitation, renovation or other site preparation) have not taken place on a parcel, the county auditor must ensure no additional tax increment is taken from the parcel and exclude the original net tax capacity of the parcel from the TIF district.

Installation of utility service, including sewer and water systems, does not qualify as development activity for purposes of this rule.

If subsequent development activity takes place, the authority must certify to the county auditor that development activity has taken place on the respective parcels. The authority may request that the most recent net tax capacity of the parcel be added back to the original net tax capacity of the TIF district.

By February 1 of the fifth year following certification, a TIF authority must submit evidence to the county auditor that development activity in accordance with the TIF plan has occurred on parcels in a TIF district. County auditors must then review this evidence and enforce the Four-Year Knockdown Rule if no activity has occurred on a parcel.

For additional information regarding the four-year rule, please see the OSA’s Statement of Position entitled [Four-Year Knockdown Rule](#).

**TIF Division Staff**

If you have questions, please contact us:

Jason Nord  
Assistant State Auditor/TIF Director  
(651) 296-7979  
[Jason.Nord@osa.state.mn.us](mailto:Jason.Nord@osa.state.mn.us)

Kurt Mueller  
TIF Auditor  
(651) 297-3680  
[Kurt.Mueller@osa.state.mn.us](mailto:Kurt.Mueller@osa.state.mn.us)

Lisa McGuire  
TIF Auditor  
(651) 296-9255  
[Lisa.McGuire@osa.state.mn.us](mailto:Lisa.McGuire@osa.state.mn.us)

Barbara Lerschen  
TIF Analyst  
(651) 284-4134  
[Barbara.Lerschen@osa.state.mn.us](mailto:Barbara.Lerschen@osa.state.mn.us)