

TIF Division Newsletter



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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
www.auditor.state.mn.us

2014 TIF Annual Reporting Forms Available

The Office of the State Auditor (OSA) is pleased to announce that the 2014 TIF Annual Reporting Forms are now available for download from the [State Auditor's Form Entry System \(SAFES\)](#). TIF Annual Reporting Forms and the Pooled Debt Forms (if applicable) must be submitted through SAFES on or before **August 1, 2015**.

Updated instructions and new instructional videos can be found on the [TIF Forms page on our website](#). For more information on the videos, see page 2 of this Newsletter.

To access SAFES, you must be an authorized user with an assigned username and password. To become an authorized user, development authority staff must contact the TIF Division at (651) 296-4716. To authorize a consultant, a development authority must complete a [User Authorization Form](#) and submit it to the OSA.

Notable Changes for 2014 Forms

The PAYG tab now allows for up to ten pay-as-you-go obligations to be entered. The totals column has been moved to the left and is now the first column.

On the Balance Sheet tab, Unearned Revenue replaces Deferred Revenue, and new lines have been added relating to deferred inflows. NOTE: The amount of Deferred Revenue reported in 2013 is pre-populated in the prior year column of Unearned Revenue. The pre-populated amount should be reviewed. Any portion that constitutes a Deferred Inflow should be moved to the prior year column on that line.

Please contact us with any questions on completing TIF Forms at TIF@osa.state.mn.us.

TIF Videos

TIF Videos are available on the State Auditor’s website. Educational topics include:

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

[Introduction to Tax Increment Financing](#)

[TIF District Types](#)

[TIF Pooling](#)

[Excess Increments vs. Excess Taxes](#)

Instructional videos include:

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

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

[Instructions for Completing the TIF Annual Reporting Form](#)
(14 videos)

[Instructions for Completing the Pooled Debt Form](#)

New TIF Instructional Videos

There are 15 new TIF instructional videos available on the OSA website. Fourteen of the short videos provide guidance for completing the TIF Annual Reporting Form tab by tab. The other demonstrates how to complete the Pooled Debt Form. The videos can be found on the [TIF Forms page of the OSA website](#).

2015 TIF Training for Development Authorities

The OSA is pleased to announce upcoming TIF training sessions for development authorities (cities, HRAs, EDAs, etc.). The sessions will focus on TIF basics, TIF laws and limitations, administration, and reporting. The sessions will be held from 1:00 pm to 4:30 pm at the following locations:

- Wednesday, June 24, in Detroit Lakes
- Thursday, June 25, in Waite Park
- Wednesday, July 8, in Grand Rapids
- Thursday, July 9, in Burnsville
- Wednesday, July 15, in Mankato

There is no cost to attend the training. [Click here for more information and to register](#). Space is limited, and registration ends on June 12. If you have any questions, please contact Bob Odell at (651) 296-4716.

2015 TIF Training for Counties

The OSA will also be offering a TIF training session for counties on June 3rd from 1:00 pm to 4:30 pm at the Anoka County Government Center. The session will focus on the roles and responsibilities of counties with TIF and the [OSA County TIF Guide](#) will be reviewed.

There is no cost to attend the training. [Please click here for more information and to register](#). Space is limited, and registration ends May 22.

For those attending the MCCC conference on June 2nd, an abbreviated two-hour version of this session will be offered at the conference.

If you have any questions, please contact Bob Odell at (651) 296-4716.

Statements of Position

TIF Statements of Position can be accessed by going to our website at:

www.auditor.state.mn.us

At the top of the page, choose “For Local Officials” then click “Statements of Position”

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Reporting Reminder

Authorities must provide copies of any submitted TIF Annual Reporting Forms to the County Auditor and the governing body of the municipality, if the authority is not the municipality.

TIF Enforcement Deduction Reminder

The County Treasurer must complete and submit the [TIF Enforcement Deduction Form](#) to the OSA by Friday, June 5, 2015. The form summarizes the transfers of the deduction for enforcement costs made from the county to Minnesota Management & Budget from May 2014 through April 2015. E-mail notifications regarding this reporting requirement were sent to counties on Wednesday, April 8, 2015. Questions regarding the form may be directed to Bob Odell by phone at (651) 296-4716 or by e-mail at TIF@osa.state.mn.us.

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

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

Robert Odell
TIF Administrator
(651) 296-4716
Robert.Odell@osa.state.mn.us

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

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