

## Department of City Development

Brian F. O'Connell, AICP  
Director of City Development



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March 12, 2013

Mayor John Dickert  
Members of the Common Council  
c/o Janice Johnson-Martin, City Clerk

Subject: Communication from the Director of City Development requesting the termination of Tax Incremental District No. 6 (Main – Lake)

Dear Mayor Dickert and Honorable Aldermen:

Tax Incremental District No. 6 has received tax increments that equal or exceed the total project costs of the district and must be closed. The Common Council must take action to close the district by the adoption of a resolution, which must be done prior to May 15, 2013.

I respectfully ask that the Council close the district by adoption of a resolution in substantially the same form as the attached and that the Finance Director and City Clerk be authorized and directed to submit the necessary forms and reports to the Wisconsin Department of Revenue.

Please refer this request to the Finance and Personnel Committee.

Sincerely

A handwritten signature in blue ink, which appears to read "Brian F. O'Connell", is written over a large, faint watermark of the same signature.

Brian F. O'Connell  
Director of City Development

Attachment

C: Tom Friedel, City Administrator  
David Brown, Director of Finance  
File

\_\_\_\_\_  
Introduced By

\_\_\_\_\_  
Prepared By

\_\_\_\_\_  
Referred To

\_\_\_\_\_  
Date

**RESOLUTION No. \_\_\_\_\_**  
**DISSOLVING/TERMINATING TIF DISTRICT No. \_\_ AND AUTHORIZING**  
**CITY/VILLAGE TREASURER TO DISTRIBUTE EXCESS INCREMENT TO**  
**OVERLYING TAXING DISTRICTS**

**WHEREAS**, the City/Village, of \_\_\_\_\_ passed a creation resolution creating Tax Incremental District No. \_\_\_ on \_\_\_\_\_, and adopted a project plan that year; and

**WHEREAS**, all TIF District No. \_\_\_ projects were completed in the prescribed allowed time; and

**WHEREAS**, sufficient increment has been collected as of the 20\_\_\_ tax roll, payable 20\_\_\_, to cover TIF District No. \_\_\_ projects costs, and to escrow funds to cover the District's remaining outstanding debt;

**NOW BE IT HEREBY RESOLVED**, that the City/Village Common Council does dissolve/terminate TIF District No. \_\_\_; and

**BE IT FURTHER RESOLVED**, that the City/Village Clerk shall notify the Wisconsin Department of Revenue, within 60 days of this resolution, or prior to the deadline of May 15, 20\_\_\_, whichever comes first, that the District has been terminated; and

**BE IT FURTHER RESOLVED**, that the City/Village Clerk shall sign the required Wisconsin Department of Revenue final accounting form agreeing on a date by the which the city/village shall send final audited information to the Wisconsin Department of Revenue; and

**BE IT FURTHER RESOLVED**, that the City/Village Treasurer shall distribute any excess increment collected after providing for ongoing expenses of the District, to the affected taxing districts with proportionate shares to be determined by the final audit by the City's Auditors, \_\_\_\_(name)\_\_\_\_\_.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_

\_\_\_\_\_  
(Name), City/Village, Clerk

\_\_\_\_\_  
(Name), City/Village, Mayor