

TIF Division Newsletter



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Is Your Data Correct?

Our office will soon be finalizing the pre-populated data for the 2009 TIF Reports to be released this spring. Please review the 2008 reporting forms your entity submitted last year for changes or corrections to the locked portions of the forms. Providing this information in advance will save you time in completing your reports.

Please review the following for any updates or corrections:

- Creation/Formation Dates (Page 1)
- Original TIF Plan Budget (Page 3 – Column A)
- Cumulative Modified TIF Plan Budget (Page 3 – Column B)
- New Districts or TIF Plan Modifications
- Contact Information for TIF Representative(s)

Updates and corrections should be sent to tifdivision@auditor.state.mn.us no later than **Thursday, April 1, 2010**. Questions may be directed to Jenna Braband at (651) 296-7001.

Deadline for 2009 County TIF Information

The Office of the State Auditor is collecting TIF district information for property taxes payable 2009 from each county to be used by the OSA to prepare the 2009 TIF reporting forms. This information is due to our office by Friday, **March 12, 2010**. Counties that have not yet completed this form can find it on our website at: <http://www.auditor.state.mn.us/default.aspx?page=20090112.001>. Questions can be directed to Jenna Braband at (651) 296-7001 or tifdivision@auditor.state.mn.us.

Authorizing External Users to Access TIF Reporting Forms

On February 16, 2010, a mailing was sent to the primary TIF contact for each authority discussing the new State Auditor Form Entry System (SAFES) Authorization Form. In addition, the form was announced in the [February TIF Newsletter](#).

The intent of the [SAFES Authorization Form](#) is to allow the primary TIF contact for each authority to authorize an outside entity, such as a CPA firm or a financial consultant, to download and submit TIF reporting forms on behalf of the authority. This form is not needed if the authority will be completing its own TIF reporting forms. The primary contact for each authority already has a username and password that allows access to the SAFES site to download and submit the annual TIF reporting forms. The forms will not be available until May 1, 2010.

The primary TIF contact must complete and sign the top portion of the form and the outside entity, i.e., a CPA firm or a financial consultant, must complete and sign the bottom portion of the form. The form must contain both signatures for the outside entity to be given access to the TIF reporting forms on the [SAFES site](#).