



AN ORDINANCE OF THE CITY OF CRYSTAL LAKE, ILLINOIS
AUTHORIZING THE ESTABLISHMENT OF
TAX INCREMENT FINANCING "INTERESTED PARTIES" REGISTRIES
AND ADOPTING REGISTRATION RULES FOR SUCH REGISTRIES

ORDINANCE

WHEREAS, the City of Crystal Lake (the "City") is a home rule municipality as described in Section § 6(a), Article VII of the 1970 Constitution of the State of Illinois, and as such may exercise any power and function pertaining to its government and affairs;

WHEREAS, pursuant to Section § 11-74.4-4.2 of the Tax Increment Allocation Redevelopment Act, 65 ILCS § 5/11-74.4-1, et seq. (the "TIF Act"), the City is required to establish certain "interested parties" registries and adopt registration rules for such registries;

WHEREAS, the City desires to adopt this ordinance in order to comply with such requirements of the TIF Act; now, therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE;

SECTION 1. The above recitals are incorporated herein and made a part hereof.

SECTION 2. The City Clerk or his designee, is hereby authorized and directed to create an "interested parties" registry in accordance with Section § 11-74.4-4.2 of the Act for each redevelopment project area created under the Act, whether now existing or created after the date of the adoption of this ordinance.

SECTION 3. In accordance with Section § 11-74.4-4.2 of the Act, the City hereby adopts the registration rules attached hereto as Exhibit A as registration rules for each such "interested parties" registry. The City Clerk, with the consent of the City Attorney as to form and legality, shall have the authority to amend such registration rules from time to time as may be necessary or desirable to comply with and carry out the purposes intended by the Act.

SECTION 4. If any provision of this ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such provision shall not affect any of the other provisions of this ordinance.

SECTION 5. All ordinances, resolutions, motions or orders in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 6. This ordinance shall be in full force and effect immediately upon its passage.

AYES: 7

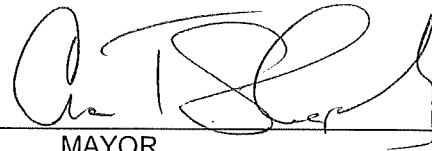
NAYS: 0

ABSTENTIONS: 0

ABSENT: 0

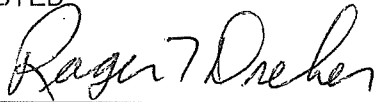
PASSED this 18th day of January, 2005.

APPROVED by me this 18th day of January, 2005.



MAYOR

ATTESTED:



CITY CLERK

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

Attachment:

Exhibit A: TIF Interested Parties Registry Registration Rules and Form

EXHIBIT A
INTERESTED PARTIES REGISTRY REGISTRATION RULES AND FORMS

TAX INCREMENT FINANCING
INTERESTED PARTIES REGISTRATION RULES

- A. *Definitions:* The following words and terms as used in these Registration Rules shall have the following meanings:

“Act” means the Tax Increment Allocation Redevelopment Act, as amended (65 ILCS § 5/11-74.4-1 *et seq.*).

“City” means the City of Crystal Lake, McHenry County, Illinois.

“Interested Party(s)” means (a) any organization(s) active within the City (b) any resident(s) of the City, and (c) 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.

“Redevelopment Project Area” means a redevelopment project area that (a) is intended to qualify (or has subsequently qualified) as a “redevelopment project area” under the Act and (ii) is subject to the “interested parties” registry requirements of the Act.

“Registration Form” means 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.

“Registry” or “Registries” means each interested parties registry established by the City pursuant to Section § 11-74.4-4.2 of the Act for the Redevelopment Project Area.

- B. *Establishment of Registry:* The City shall establish a separate Registry for each Redevelopment Project Area within the City, whether existing as of the date of the adoption of these Rules or hereafter designated. 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 each 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.
- C. *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 designee other than the City Clerk should maintain the Registries, the City Clerk may transfer the responsibility for maintaining the Registries to such other designee *provided* that the City (i) gives prior written notice by first class mail to all Interested Parties not less than thirty (30) days prior to such transfer and (ii) publishes notice of such transfer in a newspaper of general circulation within the taxing districts affected by the respective Redevelopment Project Area.
- D. *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, voter's registration card, financial statement or such other evidence as may be acceptable to the City Clerk to establish the individual's current permanent residency.

- E. *Registration by Organizations:* An organization seeking to register as an Interested Organization 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.
- F. *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 City Clerk shall provide written notice by first class mail to the registrant confirming 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 City Clerk shall give written notice by first class mail 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.
- G. *Renewal and Termination:* An Interested Person's registration shall remain effective for a period of three years. At any time after such three year period the City Clerk may provide written notice by first class mail to the Interested Person stating that such registration shall terminate unless the Interested Person renews such registration within thirty (30) days of the City 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 City 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 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 City Clerk shall give written notice by first class mail 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 Form and supporting documentation within thirty (30) days of receipt of the City Clerk's 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.
- H. *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: (i) a change in address for notice purposes; (ii) in the case of organizations, a change in the name of the contact person; and (iii) a termination of registration. Upon receipt of such notice, the City Clerk shall revise the applicable Registry accordingly.
- I. *Registries Available for Public Inspection:* Each Registry shall be available for public inspection during normal City of Crystal Lake 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.

- J. *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:
- (i) pursuant to sub-section § 74-4-5(a) of the Act, notice of the availability of a proposed redevelopment plan and eligibility report, including how to obtain such proposed redevelopment plan and any related eligibility report, shall be sent by first class mail within a reasonable period of time after the adoption of the ordinance fixing the public hearing for the proposed redevelopment plan.
 - (ii) pursuant to sub-section § 74-4.5(a) of the Act, notice of changes to proposed redevelopment plans that do not (1) add additional parcels of property to a 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, shall be sent by first class mail not later than ten (10) days following the City's adoption by ordinance of such changes.
 - (iii) pursuant to sub-section § 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 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, shall be sent by first class mail not later than 10 days following the City's adoption by ordinance of any such amendment.
 - (iv) pursuant to sub-section § 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 the availability of the annual report described by sub-section § 74.4-5(d), including how to obtain the annual report, shall be sent by first class mail within a reasonable period of time after completion of the certified audit report.
 - (v) pursuant to sub-section § 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 or which will contain 75 or more inhabited residential units such notice shall be sent by certified mail not less than 15 days before the date of such preliminary public meeting.

- K. *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.
- I. *Amendment of Registration Rules:* These Registration Rules may be amended by the City subject to and consistent with the requirements of the Act.

TIF INTERESTED PARTIES REGISTRATION FORM

Registration for City Residents: If you are a City of Crystal Lake 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, lease, 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 Crystal Lake 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 Crystal Lake as of the date of this registration form.

Please list the TIF(s) you are interested in below:

PART B: REGISTRATION FOR ORGANIZATIONS (Please Print)

Organization Name _____

Contact Name _____

Street Address _____

City _____ State _____ Zip Code _____

Telephone (____) _____ Fax (____) _____

Check here _____ if a statement describing your organization's current operations in the City of Crystal Lake is attached.

Please list the TIF(s) you are interested in below:

Please return this form to: TIF Interested Parties Registry
c/o Crystal Lake City Clerk
100 W. Municipal Complex
P.O Box 597
Crystal Lake, Illinois 60039-0597

Signature/Title _____ Date _____