

MEMORANDUM

TO: William T. Lichter, Village Manager

FROM: David A. Hulseberg, AICP, Director of Community Development

DATE: December 6, 2003

SUBJECT: TIF INTERESTED PARTIES REGISTRY

Attached is a letter and draft Ordinance from Village Counsel relative to establishing the Interested Parties Registry (IPR) reporting process. The Ordinance is intended to formalize the notification and reporting requirements for those individuals and/or organizations that wish to be included in the Village's notification process. In the past, staff has tracked the TIF interested parties and has notified the individuals as required by State Statutes of any proposed TIF actions. The attached Ordinance is intended to formalize the processes already undertaken by staff.

This process would be applicable to all existing and proposed TIF Districts within the community.

RECOMMENDATION:

Staff recommends approval of the attached Ordinance. Staff also requests a waiver of first reading.