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# STATE OF INDIANA

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DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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**TO: County Auditors and Redevelopment Commissions**

**FROM: Fred Van Dorp, Budget Division Director**

**SUBJECT: Redevelopment Commission Responsibilities Regarding Excess Assessed Valuation**

**DATE: May 21, 2020**

This memorandum provides guidance to county auditors regarding the statutory responsibility of redevelopment commissions to determine and report the amount of any excess assessed value within Tax Increment Finance (“TIF”) districts before June 15 of each year. (IC 36-7-14-39(b)(4)). The Department of Local Government Finance (“Department”) recommends that each county auditor contact his or her county’s redevelopment commissions to notify them of this responsibility. **Reporting the excess assessed value is especially important when a referendum has been approved for a unit or school within the TIF allocation area.**

Each redevelopment commission must submit a written notice to the county auditor, the fiscal body of the county or municipality that established the department of redevelopment, and the officers who are authorized to fix budgets, tax rates, and tax levies under IC 6-1.1-17-5 for each of the other taxing units that is wholly or partly located within the allocation area. Each redevelopment commission must submit an electronic copy of the notice to the Department. Instructions on the electronic submission procedures can be found below. The notice must include either of the following:

- 1) The amount, if any, of excess assessed value that the commission has determined may be allocated to the respective taxing units.
- 2) A statement that the commission has determined that there is no excess assessed value that may be allocated to the respective taxing units.

The county auditor must allocate to the respective taxing units the amount, if any, of excess assessed value as determined by the commission. The commission may not authorize an allocation of assessed value to the respective taxing units if to do so would jeopardize the interests of lessors or the bondholders.

If the amount of excess assessed value as determined by the commission is expected to generate more than 200% of the amount of allocated tax proceeds necessary to make, when due, principal and interest payments on bonds, plus the amount necessary for other purposes described in IC 36-7-14-39(b)(3), the commission must submit to the legislative body of the unit its determination of the excess assessed value that the commission proposes to allocate to the respective taxing units. The legislative body of the unit may approve the commission’s

determination or modify the amount of the excess assessed value that will be allocated to the respective taxing units.

### **Gateway Submission Procedures**

Redevelopment commissions will submit the Notice to the Department through Gateway's Budget application. Redevelopment commissions that have emailed their 2020 Notices for 2021 budgets still must upload them through Gateway.

To access the Budget application, users should go to [www.Gateway.in.gov](http://www.Gateway.in.gov) and login through the Local Officials login link. Instructions on submitting the Notice may be found on the [Department's website](#).

In addition to the upload, redevelopment commissions submitting a Notice indicating they have excess assessed value are encouraged to email their [Budget Field Representative](#) to indicate the dollar amount of the excess assessed value. Redevelopment commissions indicating that they do not have excess assessed value still must upload the Notice to Gateway, but do not need to email the Department.

If you have any questions, please contact the Department's Gateway support team at [Gateway@dlgf.in.gov](mailto:Gateway@dlgf.in.gov) or (317) 234-4480.