

City of Marshall, Minnesota

Timeline for
Creation of a Tax Increment Financing Plan for
Tax Increment Financing (Redevelopment) District No. 1-15
within Project Area No. 1
Block 11 Redevelopment APX Group

Proposed Schedule of Events – Tax Increment Financing and Planning/Project Review Process

Date	Event	Responsible Party	Information Needed
October 14, 2019	City enters into Preliminary Development Agreement with APX Group (90 days)	City, Kennedy & Graven, Baker Tilly, APX	
Ongoing Winter 2019/Spring 2020	Preliminary negotiations with developer and evaluation of financial information including initial request for financial assistance	City, Kennedy & Graven, Baker Tilly, APX	
Tuesday, January 14, 2020	Preliminary Development Agreement expires Provide update to City Council on development status	City, APX, Baker Tilly	
Ongoing – as needed	City Council update on redevelopment status and terms between City and APX including use of tax increment financing	City, APX, Baker Tilly	
Monday, May 11, 2020	APX provides additional information to City including market analysis, updated financial details including request for public assistance, site and development plans	developer	Market and financial updates and development plans
Ongoing	Drafting of Purchase Agreement and Contract for Private Development	City, Kennedy & Graven, Baker Tilly, APX	Project details
Wednesday, May 20, 2020	EDA review of developer request and need for public financial assistance	City	Project financials
Tuesday, June 9, 2020	City Council calls for public hearing regarding proposed creation of a Redevelopment TIF District and Project Area	City, Kennedy & Graven, Baker Tilly	Resolution
Tuesday, June 9, 2020	City Council workshop to review Purchase Agreement, Contract for Private Development TIF-related materials	City, Baker Tilly	Draft PA and Contract
Friday, June 12, 2020	County Commissioner receives notification letter	Baker Tilly	Project details
Wednesday, June 17, 2020	EDA review of draft term sheet in anticipation of Contract for Private Development	City, Kennedy & Graven, Baker Tilly	Draft term sheet
Friday, June 26, 2020	County and School District receive impact letters & draft TIF plan for TIF (Redevelopment) District (at least 30 days prior to public hearing)	Baker Tilly	Draft TIF Plan
Wednesday, July 8, 2020	Planning Commission review to confirm CUP requirements and meets ordinance requirements	City, developer	Site plan, building plan and building elevation including parking spaces, landscaping
Wednesday, July 8, 2020	Planning Commission review of exterior plans to confirm compliance with Heritage District	Planning Commission	building construction materials and plan

Wednesday, July 8, 2020	City Planning Commission reviews draft TIF plan for TIF District and Project Area documents <i>(documents provided by Baker Tilly and resolution provided by Kennedy & Graven)</i>	City, Kennedy & Graven, Baker Tilly	Draft TIF Plan
Wednesday, July 15, 2020	Publication of notice of public hearing including map of TIF District and Project Area in the Marshall Independent (10-30 days prior to public hearing)	Baker Tilly	Public Hearing Notice and Maps
Wednesday, July 15, 2020	EDA reviews Purchase Agreement and Contract for Private Development	City, Kennedy & Graven, Baker Tilly	Draft PA and Contract
Tuesday, July 28, 2020	HRA review of TIF Plan and TIF District and Project Area documents <i>(documents provided by Baker Tilly and resolution provided by Kennedy & Graven)</i>	City, Kennedy & Graven, Baker Tilly	Draft TIF Plan
Tuesday, July 28, 2020	City Council holds public hearing, and considers adopting resolution establishing TIF Plan and TIF District and Project Area documents <i>(documents provided by Baker Tilly and resolution provided by Kennedy & Graven)</i>	City, Kennedy & Graven, Baker Tilly	Final Draft TIF Plan
Tuesday, July 28, 2020	City Council review of Planning Commission recommendation	City Council	
Tuesday, July 28, 2020	City Council considers adopting resolution approving Purchase Agreement and Contract for Private Development <i>(documents and resolution provided by Kennedy & Graven)</i>	City, Kennedy & Graven, Baker Tilly	Final PA and Contract
Prior to June 30, 2021	State filing and request for county certification	Baker Tilly	Final documents
TBD -	City issuance of building permit (after approval of TIF district)	City staff	Full construction set of drawings

Tax Increment Financing (Redevelopment) District approval process
City Planning and Zoning approval process
Purchase Agreement and Contract for Private Development approval process