INSTRUCTIONS FOR COMPLETING THE <u>CITY</u> TIF INDEBTEDNESS CERTIFICATION FORMS USING MICROSOFT EXCEL

Create a separate Excel workbook file for each Urban Renewal Area in your City naming the individual files using the Area Name and County-assigned Area Number.

FORM 1 - USED AS THE COVER SHEET FOR URBAN RENEWAL AREA INDEBTEDNESS CERTIFICATIONS

Enter the City, County, Urban Renewal Area Name, and County-assigned Urban Renewal Number on Form 1 which passes this information to all of the Forms 1.1. Use the Urban Renewal Names and Numbers assigned by the County Auditor.

Indebtedness amounts must be individually entered on Forms 1.1 where they are then carried forward and totaled onto Form 1.

FORM 1.1 - USED FOR ENTERING TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED

List the individual TIF indebtedness obligations not previously certified to the County Auditor. Start entering data on Page 1 of Form 1.1 and move to subsequent pages if necessary.

List the type of indebtedness such as Rebate Agreement, Internal Loan, G.O. Bond, or TIF Revenue Bond.

For Rebate Agreements provide details such as % of TIF dollars going to the developer, maximum dollar amounts, time limits, etc. Where the county will be segregating the rebate property into separate TIF Base and Increment taxing districts, list the five-digit county-assigned TIF Increment taxing district number, if known. Error on the side of providing too much detail as opposed to not enough. Attach supporting documentation, such as development agreements, to aid the County Auditor in administering your request.

If indebtedness is legally structured to be subject to annual appropriation list only the amount that the City has obligated to pay next fiscal year.

FORM 2 - USED <u>ONLY</u> FOR INDIVIDUAL FISCAL YEARS WHERE ALL OF THE LEGALLY AVAILABLE TIF INCREMENT TAX IS NOT WANTED

File Form 2 with the County Auditor by December 1, prior to any fiscal year, **ONLY** when for that upcoming fiscal year less than the legally available TIF Increment tax is requested.

Provide sufficient detail so that the County Auditor will know how to specifically administer your request. For example you may have multiple indebtedness certifications in an Urban Renewal Area, and want the maximum tax for rebate agreement property that the County has segregated into separate taxing districts, but only want a portion of the available increment from the remainder of the taxing districts in the Area.

FORM 3 - USED <u>ONLY</u> WHEN INDEBTEDNESS HAS BEEN REDUCED BY ANY REASON OTHER THAN APPLICATION OF TIF INCREMENT TAX RECEIVED FROM THE COUNTY TREASURER

File this form with the County Auditor **ONLY** when TIF indebtedness has been reduced by reason other than application of TIF increment tax received from the County Treasurer. Reasons could include receipt of PPEL funds from a school district for the purposes of paying down TIF bonds issued before July 1, 2001; reducing previously certified indebtedness, that for any reason, is later determined to be in excess of what is required; and for de-certifying balances which are refinanced.

If balances are refinanced, you will file both a Form 3 (to decertify the outstanding balance) and a Form 1 to certify the newly refinanced amount.

Provide sufficient detail so that the County Auditor will know how to specially administer your request. For example, you may have multiple indebtedness certifications in the Urban Renewal Area and the County Auditor will need to know which particular indebtedness certification to reduce.

CODE OF IOWA SECTION 403.19 TAX INCREMENT FINANCING (TIF) INDEBTEDNESS CERTIFICATION TO COUNTY AUDITOR

Due To County Auditor By December 1 Prior To The Fiscal Year TIF Increment Tax Is Requested Use One Certification Per Urban Renewal Area

City:	Oelwein	County: Fayette
Urba	n Renewal Area Nam <u>eOelwein Indust</u>	rial Park UR (Urban Renewal #2) East Penn Related
Urba	n Renewal Area Numbe 33004	(Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above the City has outstanding loans, advances, indebtedness, or bonds, none of which have been previously certified, in the collective amount shown below, all of which qualify for repayment from the special fund referred to in paragraph 2 of Section 403.19 of the Code of Iowa.

Urban Renewal Area Indebtedness Not Previously Certified*:

\$

*There must be attached a supporting itemized listing of the dates that individual loans, advances, indebtedness, or bonds were initially approved by the governing body. (Complete and attach 'CITY TIF FORM 1.1'.)

The County Auditor shall provide the available TIF increment tax in subsequent fiscal years without further certification until the above-stated amount of indebtedness is paid to the City. However, for any fiscal year a City may elect to receive less than the available TIF increment tax by certifying the requested amount to the County Auditor on or before the preceding December 1. (File 'CITY TIF FORM 2' with the County Auditor by the preceding December 1 for each of those fiscal years where all of the TIF increment tax is not requested.)

A City reducing certified TIF indebtedness by any reason other than application of TIF increment tax received from the County Treasurer shall certify such reduced amounts to the County Auditor no later than December 1 of the year of occurrence. (File 'CITY TIF 'FORM 3' with the County Auditor when TIF indebtedness has been reduced by any reason other than application of TIF increment tax received from the County Treasurer.)

Notes/Additional Information:

Dated this <u>14</u> day of	November	, 2022
		319-283-5440
Signature of Authorized Official		Telephone

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TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: Oelwein C	ounty: Fayette	
Urban Renewal Area Nam Oelwein Industrial Park UR (Urban	Renewal #2) East Penn Related	
Urban Renewal Area Numbe 33004 (Use five-digit Area Num	ber Assigned by the County Auditor)	
Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. Resol #4937 Interfund Loan from water fund to pay FY 2017 inter	rest 11-14-16	0
due on 2016 Series GO Bonds		
Year 1 of 3 years		
☐'X' this box if a rebate agreement. List administrative details or	n lines above.	
2. Resol #4998 Interfund Loan from water fund to pay FY 2018 inter	rest 10-09-17	0
due on 2016 series GO Bonds		
Year 2 of 3 years		
☐'X' this box if a rebate agreement. List administrative details or	n lines above.	
3. Resol #5067 interfund Loan from water fund to pay FY 2019 inter	rest <u>11-26-18</u>	0
due on 2016 Series GO Bonds		
Year 3 of 3 years		
☐'X' this box if a rebate agreement. List administrative details or	lines above	
4. Rebate Agreement - E Penn Manufacturing	2-16-2016	0
Year 1 of annual appropriation reabate (90% of available - appro	ximately	
\$3,340,000 NTE overlife of rebate, FY will be yr of 10 yr a Annual Appropriation	greement	
X' this box if a rebate agreement. List administrative details or	n lines above.	
5.		
5		
X' this box if a rebate agreement. List administrative details or	n lines above.	
If more indebtedness entry lines are needed continue to Form 1.1 Pa		

Total For City TIF Form 1.1 Page 1:

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: Oelwein	County: Fayet	te	
Urban Renewal Area Nam <u>Oelwein Indu</u>	ustrial Park UR (Urban Renewal #2) East Penn Related	
Urban Renewal Area Numbe <u>33004</u>	Use five-digit Area Number Assigned b	by the County Auditor)	
Individual TIF Indebtedness Type/De	escription/Details:	Date Approved*:	Total Amount:
6.			
X' this box if a rebate agreement. Lis	t administrative details on lines above.		
7			
X' this box if a rebate agreement. Lis	t administrative details on lines above		
8			
∐'X' this box if a rebate agreement. Lis	t administrative details on lines above.		
9			
☐'X' this box if a rebate agreement. Lis	t administrative details on lines above.		
10			
X' this box if a rebate agreement. Lis	t administrative details on lines above.		
If more indebtedness entry lines are needed	I continue to Form 1.1 Page 3.		
	Total For Cit	y TIF Form 1.1 Page 2:	0

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: Oelwein	County: Fayet	te	
Urban Renewal Area Nam Oelwein Industrial Park UR (U	rban Renewal #2) East Penn Related	
Urban Renewal Area Numbe 33004 (Use five-digit Are	a Number Assigned b	by the County Auditor)	
Individual TIF Indebtedness Type/Description/Details:		Date Approved*:	Total Amount:
11			
X' this box if a rebate agreement. List administrative det	ails on lines above.		
12			
☐'X' this box if a rebate agreement. List administrative det	ails on lines above.		
13			
X' this box if a rebate agreement. List administrative det	ails on lines above.		
14.			
│ 'X' this box if a rebate agreement. List administrative det	ails on lines above		
15			
X' this box if a rebate agreement. List administrative det			
If more indebtedness entry lines are needed continue to Form '	1.1 Page 4.		
	Total For Cit	y TIF Form 1.1 Page 3:	0

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: Oelwein	County: Fayett	е	
Urban Renewal Area Nam Oelwein Industrial Park UR (I	Jrban Renewal #2)) East Penn Related	
Urban Renewal Area Numbe 33004 (Use five-digit Ar	ea Number Assigned b	y the County Auditor)	
Individual TIF Indebtedness Type/Description/Details	:	Date Approved*:	Total Amount:
16			
☐'X' this box if a rebate agreement. List administrative de	tails on lines above.		
17			
☐'X' this box if a rebate agreement. List administrative de	tails on lines above.		
_			
18			
☐'X' this box if a rebate agreement. List administrative de	tails on lines above.		
19			
☐'X' this box if a rebate agreement. List administrative de	tails on lines above.		
20			
☐'X' this box if a rebate agreement. List administrative de	tails on lines above.		

Total For City TIF Form 1.1 Page 4: _____0

CITY TIF FORM 1.1 - To be attached to CITY TIF FORM 1 - INDEBTEDNESS CERTIFICATION

Page	5
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TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: Oelwein	County: Fayet	te	
Urban Renewal Area NameOelwein Industria	I Park UR (Urban Renewal #2)) East Penn Related	
Urban Renewal Area Numbe <u>33004</u> (U	se five-digit Area Number Assigned b	y the County Auditor)	
Individual TIF Indebtedness Type/Descrip	otion/Details:	Date Approved*:	Total Amount:
21			
☐'X' this box if a rebate agreement. List admi	nistrative details on lines above.		
22			
│ X' this box if a rebate agreement. List admi	nistrative details on lines above.		
23			
VI this hav if a relate agreement. List admi	nistrativa dataila an linca abava		
☐'X' this box if a rebate agreement. List admi	nistrative details on lines above.		
24			
☐'X' this box if a rebate agreement. List admi	nistrative details on lines above.		
25			
X' this box if a rebate agreement. List admi	nistrative details on lines above.		

Total For City TIF Form 1.1 Page 5: _____0

CITY TIF FORM 1.1 - To be attached to CITY TIF FORM 1 - INDEBTEDNESS CERTIFICATION

Page	6
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TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: Oelwein	County: Fayette
Jrban Renewal Area Nam <u>(Oelwein Industrial Park UR (Urba</u>	an Renewal #2) East Penn Related
Jrban Renewal Area Numbe <u>33004</u> (Use five-digit Area N	Number Assigned by the County Auditor)
Individual TIF Indebtedness Type/Description/Details:	Date Approved*: Total Amount
26	
'X' this box if a rebate agreement. List administrative details	on lines above.
27	
X' this box if a rebate agreement. List administrative details	on lines above.
28	
☐'X' this box if a rebate agreement. List administrative details	
29	
X' this box if a rebate agreement. List administrative details	on lines above.
30	
X' this box if a rebate agreement. List administrative details	on lines above.

Total For City TIF Form 1.1 Page 6: _____0

SPECIFIC DOLLAR REQUEST FOR AVAILABLE TIF INCREMENT TAX FOR NEXT FISCAL YEAR CERTIFICATION TO COUNTY AUDITOR

Due To County Auditor By December 1 Prior To The Fiscal Year Where Less Than The Legally Available TIF Increment Tax Is Requested Use One Certification Per Urban Renewal Area

City: Oelwein

County: Fayette

Urban Renewal Area Name Oelwein Industrial Urban Renewal (Urban Renewal #2) East Penn

Urban Renewal Area Numbe 33004 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the next fiscal year and for the Urban Renewal Area within the City and County named above, the City requests less than the maximum legally available TIF increment tax as detailed below.

Provide sufficient detail so that the County Auditor will know how to specifically administer your request. For example you may have multiple indebtedness certifications in an Urban Renewal Area, and want the maximum tax for rebate agreement property that the County has segregated into separate taxing districts, but only want a portion of the available increment tax from the remainder of the taxing districts in the Area.

Specific Instructions To County Auditor For Administering The Request That This		
Urban Renewal Area Generate Less Than The Maximum Available TIF Increment Tax:	Requested:	
The City requests 100% of available TIF dollars for East Penn Urban Renewal area for FY 2024		
Approximately	730,000	
The above dollars will service the following debts:		
2016A Taxable GO Annual Appropriation Bonds - FY 2024 payment \$552,000		
2016B GO Bonds - FY 2024 payment \$30,252.50		
Funds rec'd over what is neecessary for GO Bond payments will go to pay back 3 water fund		
interfund loans which paid interest on the bonds in early years totaling \$590,297.		
Certified new debt for first 3 years interst due on 2016 Series GO Bond Water fund transfer		
per Ted Dept Mgmt totaling \$12,661		
Once all the above debt is paid, the City requests:		
East Penn Rebate - 90% of available , approximately \$ 0.00		
Dated this <u>14</u> day of <u>November</u>	, 2022	
	-283-5440	
Signature of Authorized Official Tele	ephone	

TIF INDEBTEDNESS HAS BEEN REDUCED BY REASON OTHER THAN APPLICATION OF TIF INCREMENT TAX RECEIVED FROM THE COUNTY TREASURER CERTIFICATION TO COUNTY AUDITOR

Use One Certification Per Urban Renewal Area

City: Oelwein	County: Fayette
Urban Renewal Area Name	
Urban Renewal Area Numbe	(Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above, the City has reduced previously certified indebtedness, by reason other than application of TIF increment tax received from the County Treasurer, by the total amount as shown below.

Provide sufficient detail so that the County Auditor will know how to specially administer your request. For example, you could have multiple indebtedness certifications in the Urban Renewal Area, and the County Auditor would need to know which particular indebtedness certification(s) to reduce. If rebate agreements are involved with a reduction, and the County has segregated the rebate property into separate TIF Increment taxing districts, provide the five-digit county increment taxing district numbers for reference.

Individual TIF Indebtedness Type/Description/Details:	
Total Reduction In Indebtedness For This Urban Renewal Area:	0
Dated thisday of,	
Signature of Authorized Official Teleph	none