

Operational Services

Administrative Procedure – Revenues From Tax Sources/Tax Abatement

Revenues From Tax Sources

The Board shall determine the rate of taxation and make appropriate levies for the purpose of raising revenue to meet the necessary expenses of the school district, within the limits and subject to the provision of law.

In an attempt to provide the best education possible within the financial resources available, the Board will

- 1) request maximum and/or adequate local funds for the operation of the school district. The amount of the individual levies requested will be adjusted annually for the next year's operating expenses of the school system.
- 2) accept all available state funds to which the District is entitled by law or through regulations of the State Board of Education.
- 3) accept all federal funds which are available, providing there is a specific need for them and that any required matching funds are available.

District employees will not make any formal application for local, state, or federal funds without the express authority from the Board. However, the Superintendent and his designees may investigate funding and eligibility requirements without prior Board authorization.

Tax Abatement

The Board will, as provided by the Code of Illinois, consider tax abatement request and other financial inducements for commercial development which meet the following criteria:

- I. Minimum Criteria for Tax Abatement Requests (TIF)
 - a. Consideration will only be given to new commercial and/or industrial developments (not residential). However, blighted areas which would be eligible for TIF will also be considered, provided they comply with the strict definitions of law.
 - b. The total projected Equalized Assessed Valuation (EAV), based upon projected market value of the completed project, must be in excess of \$5,000,000, assuming that EAV is 1/3 of market value.
 - c. The amount of the request must not exceed 50% of the projected taxes in any given year or the District's pro rata percentage of the total tax bill, whichever is less.
 - d. Each request will be considered on its own merit; the Board may reject any or all such requests without explanation.
- II. Items Required to Consider Tax Abatement Request

- a. A common and legal description of the property, including surveys, Ink Line maps and the like,
 - b. a description of the business, owners, etc,
 - c. projected building schedule,
 - d. projected market value property/business upon completion of construction,
 - e. planned document,
 - f. current tax bills for the subject's premises,
 - g. a list of all governmental bodies who are being requested to abate taxes and the amounts/percentages of each,
 - h. copies of appraisals of the property and of the project as built,
 - i. copies of all loan and financing requests submitted to accounting and/or financial institutions,
 - j. copy of any governmental adopted resolutions(s) and/or ordinances pertaining to projects(s).
- III. Other Requirements
- a. All requests for abatement of taxes must be received at least 60 days prior to when a decision is expected.
 - b. If requested, the petitioning organization must be prepared to make a formal presentation to either the Board or administration, or both, and provide access to all revenue data, experts, and advisors of the petitioner.
 - c. Any business receiving special dispensation must agree in writing not to attempt to have its property's assessment lowered for a mutually agreed to period.
 - d. Any other aspects of an agreement as advised by legal counsel.

Adopted: 7/13/04

Revised: 11/9/04