

# STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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**TO:** Redevelopment Commissions  
**FROM:** Brian E. Bailey, Commissioner **BEB**  
**RE:** Reporting Requirement for Redevelopment Commissions  
**DATE:** January 2, 2013

On March 19, 2012, Governor Mitch Daniels signed into law Senate Enrolled Act 19 (“SEA 19”), which specifies additional reporting requirements for redevelopment commissions and requires redevelopment commissions to submit copies of required reports to the Department of Local Government Finance (“Department”).

Section 54 of SEA 19 amends the existing reporting requirement under IC 36-7-14-13 as follows:

- (a) Within thirty (30) days after the close of each calendar year, the redevelopment commissioners shall file with the unit's executive a report setting out their activities during the preceding calendar year.
- (b) The report of the commissioners of a municipal redevelopment commission must show the names of the then qualified and acting commissioners, the names of the officers of that body, the number of regular employees and their fixed salaries or compensation, the amount of the expenditures made during the preceding year and their general purpose, an accounting of the tax increment revenues expended by any entity receiving the tax increment revenues as a grant or loan from the commission, the amount of funds on hand at the close of the calendar year, and other information necessary to disclose the activities of the commissioners and the results obtained.
- (c) The report of the commissioners of a county redevelopment commission must show all the information required by subsection (b), plus the names of any commissioners appointed to or removed from office during the preceding calendar year.
- (d) A copy of each report filed under this section must be submitted to the department of local government finance in an electronic format under IC 5-14-6.

The Department requires that redevelopment commissions submit this report through the Indiana Gateway for Government Units (“Gateway”). One commissioner from each redevelopment commission will need to visit <https://gateway.ifionline.org/ReDevRegistration>, create an account, and upload/submit a PDF version of this report before January 31, 2013. **Only redevelopment commissioners are permitted to submit this report through Gateway.**

The Department has prepared a user guide that provides redevelopment commissioners with step-by-step instructions on submitting this report through Gateway. This document is available at [http://www.in.gov/dlgf/files/Redevelopment\\_Commissioners\\_User\\_Guide.pdf](http://www.in.gov/dlgf/files/Redevelopment_Commissioners_User_Guide.pdf).

Any questions concerning the submission of this report may be directed to Colby Shank at (317)234-4480 or [gateway@dlgf.in.gov](mailto:gateway@dlgf.in.gov).