

Exhibit A

TIF INTERESTED PARTIES REGISTRY REGISTRATION RULES

A. ***Definitions.*** As used in these Registration Rules, the following items shall have the definitions set forth below.

1. “*Act*” shall mean the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1, *et seq.*, as amended from time to time.
2. “*City*” shall mean the City of DeKalb, a municipal corporation and political subdivision of the State of Illinois.
3. “*City Clerk*” shall mean the City Clerk for the City of DeKalb and the Office of the City Clerk.
4. “*Corporate Authorities*” means the Mayor and City Council of the City of DeKalb then holding office.
5. “*Department*” shall mean any department, division, or administrative subdivision of the City.
6. “*Executive Assistant*” shall mean the Executive Assistant for the City and the Office of the Executive Assistant.
7. “*Interested Party(s)*” shall mean:
 - (a) any organization(s) active within the municipality;
 - (b) any resident(s) of the City; and,
 - (c) any other entity or person otherwise entitled under the Act to register in a specific Registry who has registered in such Registry and whose registration has not been terminated in accordance with these Registration Rules.
8. “*Municipality*” shall mean the City of DeKalb.
9. “*Organization active within the municipality*” shall mean any of the following:
 - (a) any organization which has its headquarters, principal office, or place of business within the limits of the municipality; or,
 - (b) any organization which has its headquarters, principal office, or place of business within five miles of the municipality’s borders.
 - (c) The term “*organization active within the municipality*” shall specifically exclude international, national, statewide, and other

organizations unless such organizations have a local office within the territory of the municipality. The term “*organization active within the municipality*” shall specifically exclude other non-international, non-national, non-statewide, and other organizations not meeting the definition above in subclauses (a) or (b).

(d) The term “*active*” shall mean an organization that has no less than twenty-five percent (25%) of its membership as residents of the municipality. For the purposes of this definition, “resident” encompasses both individuals and businesses. Thus, an individual not residing within the municipality but who is an owner, shareholder, employer, or employee of a business situated within the borders of the municipality is deemed a resident of the municipality.

(e) An international, national, statewide, or other organization not meeting the requirements of the definition of “Organization active within the municipality” under subsections (a) and (b) of this paragraph 8 may petition the Mayor for an exemption to the definition of the term “Organization active within the municipality.” Upon receipt of such petition, the Mayor shall review the petition and make a determination, within sixty (60) days of receipt, to grant or deny the petition. If the Mayor denies an organization’s petition for exemption, the organization shall then request a hearing before the Corporate Authorities, provided the organization makes a written request within ten (10) calendar days of the date on which the Mayor issued his/her determination to deny the petition. Upon receipt of the request for a hearing, the Corporate Authorities, within a reasonable period of time, shall set a date for the hearing, provided however, that the petitioning organization shall have no less than ten (10) days prior written notice of the time and place of the hearing. Formal rules of evidence shall not apply and the petitioning organization may be represented by an attorney if it so desires. The Corporate Authorities shall conduct the hearing and permit the petitioning organization to present any and all reasons it should be allowed to register as an interested party. The Corporate Authorities shall issue a determination on the organization’s petition within thirty (30) days after conclusion of the hearing. In the event that the Corporate Authorities shall grant the petition for exemption, the organization shall comply with the other requirements of the ordinance and submit the requisite interested party registry form within ten (10) days of the date of the decision granting the exemption. Any decision of the Corporate Authorities shall not affect any rights of the organization under the Freedom of Information Act.

10. “*Redevelopment Project Area*” shall mean a redevelopment project area that is:

(a) intended to qualify (or that has subsequently qualified) as a “redevelopment project area” under the Act; and,

(b) is subject to the “interested parties” registry requirements of the Act.

11. “*Registration Form*” shall mean the form appended to these Registration Rules or such revised form as may be approved by the Executive Assistant consistent with the requirements of the Act.
12. “*Registry*” or “*Registries*” shall mean each interested parties registry, and all such registries, collectively, established by the City pursuant to Section 11-74.4-4.2 of the Act for a Redevelopment Project Area.

B. ***Establishment of Registry.*** The City shall establish a separate interested parties Registry for each Redevelopment Project Area, whether existing as of the date of the adoption of these Rules or hereafter established.

C. ***Maintenance of Registry.*** The Registries shall be maintained by the Executive Assistant, which has a principal business office located at 164 E. Lincoln Hwy., DeKalb, Illinois 60115. If the City determines that another Department should maintain the Registries, the City may transfer the responsibility for maintaining the Registries to such other Department, provided that the City (a) gives prior written notice to all Interested Parties not less than thirty (30) days before such transfer; and (b) publishes notice of such transfer at least twice, the first publication to be not more than thirty (30) nor less than ten (10) days prior to such transfer, in a newspaper of general circulation in the City.

D. ***Registration by Residents.*** An individual seeking to register as an Interested Person with respect to a Redevelopment Project Area must complete and submit a Registration Form to the Executive Assistant. Such individual must also submit a copy of a current driver’s license, lease, utility bill, financial statement, or such other evidence as may be acceptable to the Executive Assistant to establish the individual’s current City residency.

E. ***Registration by Organizations.*** An organization seeking to register as an Interested Person with respect to a Redevelopment Project Area must complete and submit an application to the Executive Assistant on a form provided by the Clerk’s office. Such organization must also submit a copy of a one-page statement describing the organization’s current operations in the City.

F. ***Determination of Eligibility.*** All individuals and organizations whose Registration Form and supporting documentation complies with these Registration Rules shall be registered in the applicable Registry within ten (10) business days of the Executive Assistant’s receipt of all such documents. The Executive Assistant shall provide written notice to the registrant confirming such registration. Upon registration, Interested Parties shall be

entitled to receive all notices and documents required to be delivered under these Rules or as otherwise required under the Act with respect to the applicable Redevelopment Project Area. If the Executive Assistant determines that a registrant's Registration Form and/or supporting documentation is incomplete or does not comply with these Registration Rules, the Executive Assistant shall give written notice to the registrant specifying the defect(s). The registrant shall be entitled to correct any defects and resubmit a new Registration Form and supporting documentation.

G. ***Renewal and Termination.*** An Interested Person's registration shall remain effective for a period of three (3) years. At any time after such three year period, the Executive Assistant may provide written notice by regular mail to the Interested Person stating that such registration shall terminate unless the Interested Person renews such registration within thirty (30) days of the Executive Assistant's mailing of written notice. To renew such registration, the Interested Person shall, within such thirty (30) day period, complete and submit the same Registration Form and supporting documentation then required of initial registrants in order to permit the Executive Assistant to confirm such person's residency or such organization's operations in the City. The registration of all individuals and organizations whose Registration Form and supporting documentation is submitted in a timely manner and complies with these Registration Rules shall be renewed for an additional consecutive three (3) year period. If the Executive Assistant determines that a registrant's renewal Registration Form and/or supporting documentation is incomplete or does not comply with these Registration Rules, the Executive Assistant shall give written notice to the registrant at the address specified in the renewal Registration Form submitted by such registrant, specifying the defect(s). The registrant shall be entitled to correct any defects and resubmit a new Registration Form and supporting documentation within thirty (30) days of receipt of the Executive Assistant's notice. If all defects are not corrected within thirty (30) days of the Interested Person's receipt of the Executive Assistant's notice, the Interested Person's registration shall be terminated. Any Interested Person whose registration is terminated shall be entitled to register again as a first-time registrant.

H. ***Amendment to Registration.*** An Interested Party may amend its registration by giving notice to the Executive Assistant by certified mail of any of the following:

- (a) a change in address for notice purposes;
- (b) in the case of organizations, a change in name of the contact person; and,
- (c) a termination of registration.

Upon receipt of such notice, the Executive Assistant shall revise the applicable Registry accordingly. In the absence of notice of an amendment to a registrant's information, the Executive Assistant shall be entitled to rely on the information on file with respect to any Registrant and shall have no duty to seek corrected information in the event that the Registrant provided erroneous information or if the information of the Registrant becomes inaccurate in any way or for any reason.

I. ***Registries Available for Public Inspection.*** Each Registry shall be available for public inspection during normal City business hours. The Registry shall include the name, address, and telephone number of each Interested Person and for organizations, the name and phone number of a designated contact person.

J. ***Notices to be sent to Interested Parties.*** Interested Parties shall be sent the following notices and any other notices required under the Act with respect to the applicable Redevelopment Project Area:

- (a) pursuant to § 74.4-5(a) of the Act, notice of the availability of a proposed redevelopment plan and eligibility report, including how to obtain this information: such notice shall be sent by mail within a reasonable period of time after the adoption of the ordinance fixing the public hearing for the proposed redevelopment plan;
- (b) pursuant to § 74.4-5(a) of the Act, notice of changes to proposed redevelopment plans that do not (1) add additional parcels of property to the proposed redevelopment project area; (2) substantially affect the general land uses proposed in the redevelopment plan; (3) substantially change the nature or extend the life of the redevelopment plan; or, (4) increase the number of low or very low income households to be displaced from the redevelopment project area, provided that measured from the time of creation of the redevelopment project area the total displacement of the households will exceed ten (10); such notice shall be sent by mail not later than ten (10) days following the City's adoption by ordinance of such changes;
- (c) pursuant to § 74.4-5(c) of the Act, notice of amendments to previously approved redevelopment plans that do not (1) add additional parcels of property to the redevelopment project area; (2) substantially affect the general land uses in the redevelopment plan; (3) substantially change the nature of the redevelopment project; (4) increase the total estimated redevelopment project costs set out in the redevelopment plan by more than five percent (5%) after adjustment for inflation from the date the plan was adopted; (5) add additional redevelopment project costs to the itemized list of redevelopment project costs set out in the redevelopment plan; or, (6) increase the number of low or very low income households to be displaced from the redevelopment project area, provided that measured from the time of creation of the redevelopment project area the total displacement of households will exceed ten (10); such notice shall be sent by mail not later than ten (10) days following the City's adoption by ordinance of any such amendment;
- (d) pursuant to § 74.4-5(d)(9) of the Act, for redevelopment plans or projects that would result in the displacement of residents from ten (10) or more

inhabited residential units or that contain seventy-five (75) or more inhabited residential units, notice of the availability of the certified audit report described in § 74.4-5(d)(9), including how to obtain the certified audit report: such notice shall be sent by mail within a reasonable period of time after completion of the certified audit report; and,

- (e) pursuant to § 74.4-6(e) of the Act, notice of the preliminary public meeting required under the Act for a proposed Redevelopment Project Area that will result in the displacement of ten (10) or more inhabited residential units or which will contain seventy-five (75) or more inhabited residential units, such notice shall be sent by certified mail not less than fifteen (15) days before the date of such preliminary public meeting.

K. ***Non-Interference.*** These Registration Rules shall not be used to prohibit or otherwise interfere with the ability of eligible organizations and individuals to register for receipt of information to which they are entitled under the Act.

L. ***Amendment of Registration Rules.*** These Registration Rules may be amended by the City Manager, subject to and consistent with the requirements of the Act.