

4/26/2010
4/14/2010

28-R-10

A RESOLUTION

**Reserving \$6,992,370 of the City's
Bond Volume Cap Allocation for the Year 2010
Industrial/Commercial Revenue Bond Program**

WHEREAS, the City of Evanston, Cook County, Illinois, (the "City") is a home rule unit of government under the Illinois Constitution of 1970; and

WHEREAS, there exists within the borders of the City a recognized need for decent, safe, sanitary, well-constructed and maintained housing which persons of low and moderate income can afford; and

WHEREAS, there exists the need to aid in financing the cost of economic development projects in order to relieve conditions of unemployment and to encourage an increase in commerce and industry within the City, thereby reducing unemployment and providing for the increased welfare and prosperity of the residents; and

WHEREAS, the United States Government has authorized several states and their political subdivisions to issue qualified mortgage bonds ("Bonds") as defined in Section 143(a) of the *Internal Revenue Code of 1986*, as amended, (the "Code"); and

WHEREAS, on January 1, 2010, the Office of the Governor of the State of Illinois issued the *State of Illinois Guidelines and Procedures for the Allocation of Private Activity Bonding Authority in Accordance with the Tax Reform Act of 1986 and 30 ILCS 345*, attached hereto as Exhibit A and

incorporated herein by reference, in order to provide below-market interest rate loans to qualifying individuals and/or to issue mortgage credit certificates ("Certificates") pursuant to Section 25 of the Code *in lieu* of Bonds, thereby entitling qualified individuals to a credit against their federal income tax; and

WHEREAS, the City of Evanston desires to consider establishing and implementing a 2010 Industrial/Commercial Revenue Bond or Mortgage Revenue Bond with the allocation of its 2010 Bond Volume Cap as defined in Section 146 of the Code (the "Volume Cap") in the approximate amount of six million, nine hundred ninety-two thousand, three hundred seventy dollars (\$6,992,370); and

WHEREAS, the City Council hereby proclaims the intent of the City to allocate six million, nine hundred ninety-two thousand, three hundred seventy dollars (\$6,992,370) of the City's Bond Volume Cap for calendar year 2010 to either Industrial/Commercial Revenue Bonds, Mortgage Revenue Bonds, or other eligible programs to be approved by City Council,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: That the City Council hereby finds, determines, and declares that the purposes of this Resolution are to enable the City to: **a)** take steps designed to reduce the cost of financing principal residences located in the City in order to provide decent, affordable, safe and sanitary housing for persons with qualifying income; and **b)** assist in the economic development of the City to relieve unemployment and encourage an increase in commerce and industry.

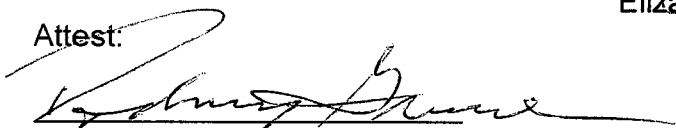
SECTION 2: That the City Council hereby authorizes the reservation of six million, nine hundred ninety-two thousand, three hundred seventy dollars (\$6,992,370) of the City's Bond Volume Cap for calendar year 2010 for either Industrial/Commercial Revenue Bonds, Mortgage Revenue Bonds or other appropriate qualifying and eligible financing instruments or a combination of each, as approved from time to time by the City Council.

SECTION 3: That from and after the adoption of this resolution, the proper officials, agents and employees of the City are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of this resolution, or to effectuate the purposes hereof.

SECTION 4: That this Resolution 28-R-10 shall be in full force and effect from and after its adoption.


Elizabeth B. Tisdahl, Mayor

Attest:


Rodney Greene, City Clerk

Adopted: April 26, 2010

EXHIBIT A

***State of Illinois Guidelines and Procedures for the Allocation of
Private Activity Bonding Authority in Accordance with the
Tax Reform Act of 1986 and 30 ILCS 345***

STATE OF ILLINOIS



GUIDELINES AND PROCEDURES
FOR THE
ALLOCATION OF PRIVATE ACTIVITY BONDING AUTHORITY
IN ACCORDANCE WITH THE TAX REFORM ACT OF 1986
AND 30 ILCS 345

OFFICE OF THE GOVERNOR

Effective January 1, 2010

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Questions regarding these guidelines and procedures may be directed to the Debt Management Unit of the Governor's Office of Management and Budget at (217) 782-5886.

INTRODUCTION

The federal Tax Reform Act of 1986 (the "Code") as amended, imposes a limit on the aggregate amount of "tax exempt private activity" bonds (also know as "Volume Cap") that can be issued by a state.. While the Code provides an allocation scheme for specific issuing authorities, it also provides that a state may, by law, provide a different formula for allocating the State ceiling among the governmental units in the State having authority to issue such bonds. The State of Illinois ("the State") has adopted procedures for the allocation of Volume Cap pursuant to the Illinois Private Activity Bond Allocation Act, 30ILCS 345 (the "Illinois Allocation Act").

The Governor's Office is the entity charged with authority to allocate Volume Cap among the political subdivisions within the State. In the event of conflict between the Code and Illinois Allocation Act and these "2010 Guidelines and Procedures" (the "Guidelines"), the Code and the Illinois allocation Act shall control. Any matters not covered by the Code or the Illinois Allocation Act or the Guidelines shall be decided by the Governor's Office, and the Governor's Office reserves the right to amend the Guidelines at any time.

These Guidelines are provided by the Governor's Office to assist issuers in understanding how the allocation formula will be administered. They do not represent a binding legal interpretation of either the Code or the Illinois Allocation Act. The Governor's Office will not make a legal determination of the applicability of the Code to an issuer nor will it determine an issuer's compliance under the Code. Issuers should consult their own legal counsel to make these determinations.

The Guidelines require certain issuers to submit requests to the Governor's Office for allocations of Volume cap. In addition, they require issuers within the State to report on reallocations and their use of Volume Cap.

PLEASE NOTE - ALL REQUESTS AND REPORTING SUBMISSIONS, AS DESCRIBED HEREIN, MUST BE SUBMITTED IN BOTH (i) HARD AND (ii) ELECTRONIC FORMATS (ADOBE ACROBAT "PDF") TO THE FOLLOWING ADDRESSES:

HARD COPY SUBMISSIONS TO:

**Governor's Office of Management and Budget
Debt Management Unit - Volume Cap Submission
603 Stratton Building
Springfield, IL 62706**

ELECTRONIC (PDF) SUBMISSIONS TO:

OMB.VolumeCapRequest2010@illinois.gov

Please indicate the (i) name, (ii) status of your organization (Home Rule, Non-Home Rule or State Agency) and (iii) type of submission (either a "REPORT" or a "REQUEST") in the "SUBJECT" line of your submission e-mail. Please include the following information for a primary and secondary contact person in the body of each electronic submission (email):

Name
Title
Department/Division
Phone Number
Email address

IMPORTANT NOTE - The time and date stamp of the email will be used for the purpose of determining the order in which the submissions are received unless otherwise noted herein.

Calendar Year 2010 State Ceiling and Allocations

2010 State Ceiling – Background and Calculation

Section 146 of the Code limits the amount of qualified private activity bond debt that may be issued in a state during a calendar year (“the State Ceiling”). Section 146(d) of the Code was amended by H.R. 5662, the “Community Renewal Tax Relief Act of 2000 (the “CRTF Act”),” to specify that beginning in calendar year 2002 the limit shall be the greater of \$75 multiplied by a state’s population or \$225 million. The CRTF Act further specifies that beginning in calendar year 2003 the volume limit may be adjusted annually for inflation. Pursuant to Revenue Procedure 2008-66 published by the Internal Revenue Service, the volume limit on qualified private activity bonds adjusted for inflation for calendar year 2010 is \$90 multiplied by the state’s population.

Section 146(j) of the Code further requires that the calculation of the State Ceiling be based on the most recent resident population estimate released by the U. S. Bureau of the Census before the beginning of the calendar year. On December 29, 2008, the Population Division of the U.S. Census Bureau issued “Table 1: Annual Estimates of the Population for the United States, Regions, States, and Puerto Rico: April 1, 2000 to July 1, 2009 (NST-EST2009-01)” which reports Illinois’s estimated population as 12,910,409.00

Illinois 2010 State Ceiling is \$1,161,936,810 (\$90 x 12,910,409.00).

Allocations

Pursuant to the Statute, the table below denotes the initial allocation of the 2010 State Ceiling.

Home Rule Units	\$704,435,040.00
Non-Home Rule Units	228,750,885.00
State Agencies/Authorities	228,750,885.00
Total	\$1,161,936,810.00

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HOME RULE UNITS

Allocation

January 1 Benchmark

As described in "2010 State Ceiling – Background and Calculation" above, each Home Rule community is allocated an amount equal to \$90.00 multiplied by its population and Cook County, as a Home Rule county, is allocated an amount equal to \$90.00 multiplied by the population of its unincorporated area. Based on the most recent US Census estimates the total amount for all Home-Rule units has been determined to be \$704,435,040. Appendix C attached identifies the list of Home Rule units and the population count used by the Governor's Office for the volume cap allocation. Special census estimates or other estimates for individual municipalities are not recognized by the Governor's Office.

During the period from January 1, 2010 through May 1, 2010 Home Rule units may not apply to the State for an allocation under the Illinois Allocation Act. Rather, Home Rule units must determine and monitor their own private activity bond limits as provided in the Illinois Allocation Act. Please see reporting requirements detailed below in "Home Rule Reporting".

June 1 Benchmark

Of the total amount available to each Home Rule unit of government with less than 2,000,000 inhabitants, the amount that has not been granted, transferred, or reserved by Home Rule units for specific projects or purposes as of May 1, 2010, shall be reserved to the Governor's Office on June 1, 2010 (the "home Rule Pool"). From the period of June 1 through July 15, 2010, one-half of the Home rule Pool will be available to all Home Rule units with less than 2,000,000 inhabitants (the remaining half is available for allocation to the State or State Agencies as hereinafter described).

The Governor's Office will accept Home Rule units' requests for volume cap from the Home Rule Pool beginning on the first State business day on or after June 1, 2010. Requests will be accepted, via the methods described on page 3, only on or after 8:30 a.m., June 1, 2010. No requests can or will be accepted prior to this date and time. **On the first date that applications may be received all applications received between 8:30am and 5pm on such date shall be deemed equally first in line and the Governor's Office shall grant cap as it may determine. If more than one request is received in a day, other than the first day that applications may be submitted, completed requests will be logged in by the time the electronic submission is received, and processed on a first-come, first-granted basis.**

If a determination is made that there is a sufficient amount of allocation remaining in the Home Rule Pool upon a request made, an allocation approval letter will be sent to the applicant. The approval letter will be mailed by first class U.S. Mail to the signator of the application letter. Express mail will be used upon request and at the issuer's expense. The allocation is valid for a period of 60 calendar days from the date of the letter or December 27 of the year of the allocation. This period is set by Illinois Allocation Act and cannot be extended.

July 15 Benchmark

On and after July 15, 2010, the amount of the unused allocation from the Home Rule Pool shall be available to both Home Rule units of government (with less than 2,000,000 inhabitants) and to State agencies. Requests submitted prior to July 15 that are not completely fulfilled must be re-filed after July 15 if cap still is requested.

The Governor's Office will accept Home Rule units' requests for volume cap from the Home Rule pool beginning on the first State business day on or after July 15, 2010. Requests will be accepted, via the methods described on page 3, only on or after 8:30 a.m., July 15, 2010. No requests can or will be accepted prior to this date and time. **On the first date that applications may be received all applications received between 8:30am and 5pm on such date shall be deemed equally first in line and the Governor's Office shall grant cap as it may determine. If more than one request is received in a day, other than the first day that applications may be submitted, completed requests will be logged in by the time the electronic submission is received, and processed on a first-come, first-granted basis.**

Please Note –

- **A completed "Allocation Request Letter" (Appendix A) and a copy of an "Official action", as defined in the Statute, must accompany all request submissions (June 1 or July 15). A submission will not be deemed complete unless a copy of Official action is included in the transmittal.**
- **No Home Rule unit may be granted more than 10% of the amount of total allocation initially available for Home Rule units for a single project. Home Rule units may submit separate requests for multiple projects. Requests must be for specific projects, not general use. Requests will be processed only for allocation to be used directly by the requesting Home Rule unit. Joint requests from more than one unit or requests from one unit for allocation that will also be used by other units of government will not be considered. Once an allocation is given to a specific unit, the Governor's Office will not object if units pool their allocations and join together in a bond issue as advised by legal counsel.**
- **The allocation approval letter to Home Rule units of government is valid for a period of 60 calendar days from the date of the letter or through December 31, 2010, whichever date comes first. If an issuer's allocation has expired, it may apply for a new allocation if allocation is still available. Such application will be processed by the Governor's Office in the same manner as any other new application.**
- **The State, a State agency or Home Rule unit may reallocate all or a portion of its ORIGINAL allocation to a Home Rule Unit, the State, a State agency or a Non Home Rule Unit of local government. Home Rule units may reallocate by official action of their governing body only as to volume cap reserved prior to May 1, 2010. Home Rule units MAY NOT reallocate any allocation granted by the Governor's Office after June 1. Please see "REALLOCATION PROVISIONS" for further details.**

Home Rule Reporting

Confirmation of Issuance

Pursuant to Section 7 of the Illinois Allocation Act, any Home Rule unit utilizing Volume Cap (regardless of its source) is required to report, within 10 calendar days of issuance, the following:

- (a) Name of the Issuer;
- (b) Principal amount of the issue;
- (c) Purpose for which the private activity bonds were issued;
- (d) The amount, if any, used to refund any prior issue of private activity bond; and
- (e) IRS 8038

A form of the "Confirmation of Bond Issuance" letter is provided in Appendix A.

If the amount of bonds issued as stated in the confirmation letter is less than the amount approved for allocation for that project, the amount of unused allocation shall be added to the remaining pool allocation available. This "lapsed" volume cap will be offered first to all issuers who have requested volume cap whose requests were not completely fulfilled, in the order that such requests were initially filed. If more than one request was initially filed at the same time, the order of filing will be randomly assigned for purposes of offering lapsed cap. Volume cap is not considered lapsed unless the issuer or issuer's representative states in writing that all or a portion of the cap will not be used.

Mid-Year Reporting

No later than May 10, 2010, each Home Rule unit with less than 2,000,000 inhabitants must report to the Governor's Office in writing on volume cap (i) granted, (ii) transferred, or (iii) reserved by official action of the unit's governing body prior to May 1, 2010. The form described in Appendix A is provided for this purpose - "Report of Allocation Granted by Home Rule".

Once Volume Cap is properly reserved by a Home Rule unit prior to May 1, 2010, the Governor's Office will not object to the subsequent transfer or reallocation of such cap, or filing of a carry-forward of such volume cap, and no notice to the Governor's Office of any such subsequent action is required. {Please note, however, that Home Rule units must provide notice to the Governor's office, as provided in Section 6 of the Illinois Allocation Act, within fourteen days of said reallocation.}

Please Note - Copies of "Official Action", as defined in the Illinois Allocation Act, must accompany this reporting submission. Submission will not be deemed complete unless a copy of Official Action is included with the submissions.

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NON-HOME RULE UNITS

Allocation Requests

January 1 Benchmark

The 2010 allocation of Volume Cap available on or after January 1, 2010 to be issued by Non-Home Rule units of local government is expected to be \$228,750,885.00. Non-Home Rule units are defined as municipalities or counties, other than Home-Rule units. All other forms of government, such as local water districts or airport authorities, must apply for Volume Cap as a State Agency.

The Governor's Office will accept Non-Home Rule units' requests for Volume Cap from the Local Government Pool beginning on the first State business day on or after January 1, 2010 (January 2, 2010). Requests will be accepted, via the methods described on page 3, only on or after 8:30 a.m., January 2, 2010. No requests can or will be accepted prior to this date and time. **On the first date that applications may be received all applications received between 8:30am and 5pm on such date shall be deemed equally first in line and the Governor's Office shall grant cap as it may determine. If more than one request is received in a day, other than the first day that applications may be submitted, completed requests will be logged in by the time the electronic submission received, and processed on a first-come, first-granted basis.**

If a determination is made that there is a sufficient amount of allocation remaining in the total available allocation, an allocation approval letter will be sent to the applicant. The approval letter will be mailed by first class U.S. Mail to the signator of the application letter. Express mail may be used upon request and at the issuer's expense.

July 15 Benchmark

Of the total amount allocated to Non-Home Rule units, the amount of remaining allocation as of July 14, 2010 (the "Non-Home Rule Pool") shall be reserved to the Governor's Office on July 15, 2010 to be allocated to the State, State agencies or Non-Home Rule units as described in the Illinois Allocation Act. Requests submitted prior to July 15 that are not completely fulfilled must be re-filed on or after July 15 if volume cap is still requested.

The Governor's Office will accept Non-Home Rule units' requests for Volume Cap from the Non-Home Rule Pool beginning on the first State business day on or after July 15, 2010. Requests will be accepted, via the methods described on page 3, only on or after 8:30 a.m., July 15, 2010. No requests can or will be accepted prior to this date and time. **On the first date that applications may be received all applications received between 8:30am and 5pm on such date shall be deemed equally first in line and the Governor's Office shall grant cap as it may determine. If more than one request is received in a day, other than the first day that applications may be submitted, completed requests will be logged in by the time the electronic submission is received, and processed on a first-come, first-granted basis.**

Please Note –

- A completed "Allocation Request Letter" (Appendix A) and a copy of an "Official Action", as defined in the Illinois Allocation Act, **must accompany all** request submissions (January 1 or July 15). A submission **will not** be deemed complete unless a copy of Official Action is included in the transmittal.
- No Non-Home Rule unit may be granted more than 10% of the amount of total allocation initially available to units of local government for a single project. Non-Home Rule units may submit separate requests for multiple projects. Requests must be for specific projects, not general use. Non-Home Rule units do not have

power under statute to transfer or reallocate cap to other Non-Home Rule or Home-Rule units. Requests may be made only for cap that will be used within the Non-Home Rule unit's jurisdiction, as evidenced by such documentation or evidence as the Governor's Office shall request. Letters of intent from lenders shall be deemed prima facie evidence. Units planning to pool their allocations must certify their intent to comply with this section in their request letter.

- The allocation approval letter is valid for a period of 60 calendar days from the date of the letter. This period is set by the Illinois Allocation Act and cannot be extended.
- Pursuant to Section 6 of Illinois Allocation Act, a Non-Home Rule unit IS NOT AUTHORIZED TO REALLOCATE all or any unused portion of its allocation. Direct and indirect reallocations by Non-Home Rule Units are strictly prohibited. This prohibition is discussed more fully in the "Reallocation Provisions" of these Guidelines.
- The proceeds from bonds utilizing Volume Cap allocated to a Non-Home Rule unit pursuant to these Guidelines must be used within the jurisdiction of the Non-Home Rule unit.

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Non-Home Rule Reporting

Confirmation of Issuance

Pursuant to Section 7 of the Illinois Allocation Act, Non-Home Rule units are required to report, within 10 calendar days of issuance, the following:

- (a) Name of the Issuer;
- (b) Principal amount of the issue;
- (c) Purpose for which the private activity bonds were issued;
- (d) The amount, if any, used to refund any prior issue of private activity bond; and
- (e) IRS 8038

A form of the "Confirmation of Bond Issuance" letter is provided in Appendix A.

If the amount of bonds issued as stated in the confirmation letter is less than the amount approved for allocation for that project, the amount of unused allocation shall be added to the remaining pool allocation available. This "lapsed" volume cap will be offered first to all issuers who have requested volume cap whose requests were not completely fulfilled, in the order that such requests were initially filed. If more than one request was initially filed at the same time, the order of filing will be randomly assigned for purposes of offering lapsed cap. Volume cap is not considered lapsed unless the issuer or issuer's representative states in writing that all or a portion of the cap will not be used.

Annual Reporting of Housing Projects

The Illinois Allocation Act requires Non-Home Rule units to provide an annual report of all private activity bonds issued for any housing purposes which utilizes volume cap allocated by the State. Details on the reporting requirement can be located in the Section 7.5 of the Illinois Allocation Act. A form to aid reporting has been provided in Appendix B to these Guidelines. Calendar Year 2008 submissions are to be sent via the instructions set forth on page 3 of these Guidelines by February 1, 2010. Calendar Year 2010 Submissions are to be sent via the instruction set forth on page 3 of these Guidelines by February 1, 2010. An additional copy of this report only must also be submitted to the Illinois Housing Development Authority ("IHDA") at the following address:

Illinois Housing Development Authority
Attention: General Counsel
401 North Michigan Avenue
Chicago, IL 60611

Please Note - Excel version of this form is available for download on our webpage (<http://www.state.il.us/budget/>) for your convenience.

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STATE AGENCIES

Allocation Requests

For calendar year 2010 there is expected to be \$228,750,885.00 for use by State Agencies, (the "State Agency Pool"), defined as any State agency, commission, board, authority, or body politic and corporate of the State authorized by law to issue Private Activity Bonds, other than a Non-Home Rule or Home-Rule unit.

The Governor's Office may allocate among all State agencies from the State Allocation Pool available after January 1, 2010 (January 2, 2010). In addition, State agencies may apply beginning on or after the first State business day after June 1, 2010 for the allocation retained by the Governor's Office from the Home-Rule Pool and beginning on or on July 15, 2010 for the allocation retained, if any, from the Non-Home Rule Pool. Requests submitted prior to June 1 which are not completely fulfilled and requests submitted prior to July 15 which are not completely fulfilled must be re-filed after July 15 if cap from the Non-Home Rule pool is requested. Please see "HOME RULE" and "NON-HOME RULE" sections for submission procedures.

Please Note-

- Requests will be processed only for allocation to be used directly by the requesting State agency. Requests may be requested and granted on a lump-sum by private activity bond category or individual project basis as the Governor's Office may determine. Joint requests from more than one State agency or units of government or requests from one State agency for an allocation that will be used by other units of government will not be considered. Once an allocation is given to a specific State agency, the Governor's Office will not object if units pool their allocations and join together in a bond issue as advised by legal counsel.
- State agencies may submit requests for allocations of any amount. The 10% limit does not apply to State Agencies
- The Governor's Office may consult with State agencies prior to submission of their allocation requests and determine the amount of allocation that shall be requested and approved. The allocation shall be valid through the end of the calendar year.
- State agencies may reallocate their unused allocation in the manner described in "REALLOCATION PROVISIONS" with the approval of the Governor's Office. A State agency that issues bonds after receiving a reallocation from a Home-Rule unit or another State agency shall submit the information described in the "Reporting" section below.
- State agencies also may file a carry-forward of an allocation remaining at the end of one calendar year to the next under certain circumstances, with the approval of the Governor's Office. Issuers should consult their legal counsel with respect to the applicability of this provision to their circumstances

State Agency Reporting

Confirmation of Issuance

Pursuant to Section 7 of the Illinois Allocation Act, State Agencies are required to report, within 10 calendar days of issuance, the following:

- (a) Name of the Issuer;
- (b) Principal amount of the issue;
- (c) Purpose for which the private activity bonds were issued;
- (d) The amount, if any, used to refund any prior issue of private activity bond; and
- (e) IRS 8038

A form of the "Confirmation of Bond Issuance" letter is provided in Appendix A.

If the amount of the bonds issued as stated in the confirmation letter is less than the amount approved for allocation for that project, the unused allocation amount shall be retained by the State Agency unless otherwise directed by the Governor's Office.

Annual Reporting of Housing Projects

Pursuant to the Illinois Allocation Act, State Agencies are required to provide an annual report of all private activity bonds issued for any housing purposes which utilizes volume cap allocated by the State. Details on the reporting requirement can be located in Section 7.5 of the Illinois Allocation Act and a form has been provided in Appendix B for submission. Calendar Year 2008 Submissions are to be sent via the instruction set forth on page 3 of these guidelines by February 1, 2010. Calendar Year 2010 Submissions are to be sent via the instruction set forth on page 3 of these guidelines by February 1, 2010. An additional copy of this report only must also be submitted to the Illinois Housing Development Authority ("IHDA") at the following address:

Illinois Housing Development Authority
Attention: General Counsel
401 North Michigan Avenue
Chicago, IL 60611

Please Note - Excel version of this form is available for download on our webpage (<http://www.state.il.us/budget/>) for your convenience.

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REALLOCATION PROVISIONS

Reallocations by the State, a State Agency or a Home Rule Unit

The State, any State Agency or Home Rule unit may voluntarily reallocate to any Non-Home Rule unit of local government, Home-Rule unit, the State or any State agency all or any portion of its unused allocation. {The State Agency or Home Rule unit reallocating all or a portion of its unused allocation must provide notice to the Governor's office within fourteen days of said reallocation.}

Consistent with the Illinois Allocation Act and these guidelines, entities that issue private activity bonds on the basis of reallocations must submit to the Governor's Office written evidence of such reallocation and a confirmation of bond issuance letter within ten calendar days from the date the bonds are issued.

Reallocations by a Non-Home Rule Unit Are Prohibited

Non-Home Rule units may not reallocate to any issuer. This prohibition applies to direct reallocations and to reallocations attempted via an intergovernmental or other agreement. Allocations made to Non-Home Rule units pursuant to the Illinois Allocation Act and these Guidelines may not be used in an issuance by another governmental entity on behalf of the Non-Home Rule unit or as a surrogate for the Non-Home Rule unit via an intergovernmental or other agreement.

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APPENDIX A

STANDARD FORM OF LETTERS

(Letterhead of Signator)

**ALLOCATION REQUEST LETTER
FROM ALL ISSUERS**

(Date)

Office of the Governor
Governor's Office of Management and Budget
603 Stratton Building
Springfield, Illinois 62706

ATTENTION: Debt Management Unit

RE: Issuer: _____
Type: (Home-Rule, Non-Home Rule or State agency)
Maximum Principal Amount: _____
Bond Description: (project, beneficiary, location, type/category of bonds)

Dear Governor Quinn:

In accordance with the Tax Reform Act of 1986 as passed by 99th Congress 2nd Session (1986), as amended, and 30 ILCS 345, the (name of issuer) respectfully requests an allocation for the above-captioned private activity bonds. In preparation for this bond issue to date, all applicable Federal and State requirements have been complied with. A copy of the inducement resolution or similar official action for this issue has been attached herewith.

[(The following is required only of Non-Home Rule units which expect to join other units in a single bond issue as described in the guidelines): I hereby certify that (name of issuer) intends to comply with requirements set forth in the Governor's Office guidelines and will not transfer or reallocate any cap received from the Governor's Office to other Non-Home Rule or Home-Rule units and will use the cap only within our jurisdiction.]

I hereby certify under penalty of perjury, that to the best of my knowledge, the issuance of the Private Activity Bond was or will not be made in consideration of any bribe, gift, gratuity or direct or indirect contribution to any political campaign.

Please forward the allocation approval letter to the undersigned [or to: _____]. Bond counsel for these bonds [is expected to be _____, who may be reached at [phone number]] [has not yet been selected].

Sincerely,

(name of issuer)

(signature of authorized public official)

(title)

(phone number)

[Note: The Bond description cannot be materially changed after submission.]

(Governor's Letterhead)

BOND ALLOCATION APPROVAL LETTER

(Date)

Allocation Number (our assigned number)

(name of issuer)

Attention: (Name of Official)

Re: Issuer: _____
Type: (Home-Rule, Non-Home Rule or State agency)
Maximum Principal Amount: _____
Bond Description: (project, beneficiary, location, type/category of bonds)

Ladies and Gentlemen:

In accordance with the Tax Reform Act of 1986, as amended, and 30 ILCS 345, the above-captioned Issuer has requested an allocation for Private Activity Bonds with respect to the above-captioned bonds. In support of this request, I have been presented with the resolution duly adopted by the Issuer or similar official action with respect to the above-captioned bonds.

I hereby allocate \$ _____ of the State's 2010 maximum limit on private activity bonds to the above-captioned Issuer.

Pursuant to Section 6 of the Illinois Private Activity Bond Allocation Act, this allocation is only valid if:

- (1) the proceeds from the bonds (the "Bonds") utilizing the bond volume cap are to originate single family mortgages to finance the purchase of homes located within the jurisdiction of the unit local government applying for the bond volume cap, or the costs associated therewith, or, if not so used, applied to redeem the Bonds; and
- (2) the unit of local government is the Issuer of the Bonds.

"Issuer" as used herein is the entity named on the Bonds and obligated for the repayment of the Bonds and does not include an entity for whom bonds have been issued by another party via an intergovernmental or other agreement.

This allocation is valid through and including _____. If the above-captioned bonds have not been issued by said date this allocation automatically expires and is available for reallocation.

Sincerely,
PAT QUINN

Governor

(Letterhead of Signator)

**CONFIRMATION OF BOND ISSUANCE
TO BE PROVIDED BY ISSUER**

(Date) [Within 10 calendar days of issuance]

Allocation Number: (assigned by us in the allocation approval letter)

Office of the Governor
Governor's Office of Management and Budget
603 Stratton Building
Springfield, Illinois 62706

ATTENTION: Debt Management Unit

Re: Issuer: _____
Type: (non Home-Rule, Home-Rule or State agency)
Date of Issuance: _____
Principal Amount Issued: _____
Bond Description: (project, beneficiary, location, type/category of bonds)

Dear _____:

In accordance with the Tax Reform Act of 1986, as amended, and 30 ILCS 345, the above-captioned Issuer is giving notice that the above-captioned private activity bonds have been issued. With regard to the issuance of these bonds, all applicable federal and state requirements have been complied with. The total allocation provided for this bond issue in the Allocation Approval Letter dated _____ was \$_____. The total principal amount actually issued was \$_____ and, therefore, the amount of \$_____ is unused allocation that may be added to the total available allocation.

Sincerely,

(name of issuer)

(signature of authorized public official)
(title)

Attachments

[Note: If the bonds were issued on the basis of a voluntary reallocation of unused allocation or as a result of a carry-forward of allocation from a prior year, this fact should be so stated in this confirmation letter and a copy of the written evidence of such reallocation or carry-forward should be attached.]

(Letterhead of Signator)

**REPORT OF ALLOCATION GRANTED
BY HOME-RULE UNITS**

(Date) [Due Thursday, May 10, 2010]

Office of the Governor
Governor's Office of Management and Budget
603 Stratton Building
Springfield, Illinois 62706

ATTENTION: Debt Management Unit

Re: Issuer: (Home-Rule unit)
Total 2010 Volume Cap Allocation: [see list attached to guidelines for
population, multiplied by \$90.00]

Volume Cap allocations granted, transferred, or reserved by Issuer resolution
prior to May 1, 2010:

1. Principal Amount of Issue: _____
Bond Description: (Type of bond) _____
(Repeat as necessary identify all specific allocations)
If reallocated to another issuer, state name of issuer: _____

Copies of allocation resolutions or ordinances are attached. [Note:
Memorandums of agreements with businesses need not be attached.]

Total Allocation Granted or Reallocated \$ _____

Sincerely,

(name of issuer)

(signature of authorized public official)
(title)
(phone number)

APPENDIX B

ANNUAL HOUSING REPORT

SAMPLE FORM

(Excel version available for download on GOMB website - <http://www.state.il.us/budget/>)

Bond Issuer Annual Reporting Form			
Statutory Requirement (30 ILCS 345/7.5)	Explanation/Detail	Insert Required Information	
Information Required for All Bond Issues			
Bond Issuer	Entity Issuing Bonds:		
Person Completing Report (Drafter)	Name:		
Drafter Contact Information	Company:		
	Address:		
	Address:		
	City, State, Zip:		
	Phone:		
	E-mail Address:		
Reporting Period	Calendar Year:		
Date of Report	Date (no less than 45 days prior to end of Reporting Period):		
Bond Proceeds Used for Projects and Loans	Percentage of Total Issuance:		
Total Cost of Issuance	Amount:		
Bond Proceeds Used to Refund Prior Bonds	Amount:		
Unused Proceeds at Time of Report	Amount:		
Plan for Use of Any Unused Proceeds	Attach Narrative and Supporting Documentation Showing Commitments to Utilize Proceeds, including timetable for use.		
For Multifamily Rental Units Only			
Total Number of Developments	Total:		
Total Number of Units	Total:		
Income Levels for All Units (using Area Median Income, or "AMI")	No. Units at 30% AMI or less:		
	No. Units at 40% AMI:		
	No. Units at 50% AMI:		
	No. Units at 60% AMI:		
	No. of Other Restricted Units (% AMI):		
	No. of Other Restricted Units (% AMI):		
	No. of Other Restricted Units (% AMI):		
	Unrestricted (Market Rate):		
	NOTE: The table of current AMI figures to be used in compiling this information may be found at http://www.ihda.org/Downloads.aspx (search "Income Limits") or by calling the Illinois Housing Development Authority at 312-836-5200.		
	Annual Comprehensive Housing Plan Priorities (see below for priority key)	Attach detail showing the number units serving the priority populations described below, along with documentation showing efforts to serve Priority Populations, when available.	
For Single Family Units Only			
Loans and Households Achieving Homeownership with Bond Proceeds	Number of Mortgage Loans:		
	Number of Households:		
Loan Amounts, Actual and Effective Interest Rates	Attach List of Individual Loan Amounts, detailing the actual and effective interest rate for each loan.		
Annual Comprehensive Housing Plan Priorities (see below for priority key)	Attach detail showing the number units serving the priority populations described below, along with documentation showing efforts to serve Priority Populations, when available.		
First-time Homebuyers	Number:		
Homeownership Counseling	No. of assisted homeowners who received any homeownership counseling:		
Key to Priorities			
Disabled - No. Units Serving People with Disabilities (as defined in the Illinois Comprehensive Housing Plan, found at www.ihda.org ; choose "Housing Policy and Planning" in the left margin)			
Extremely Low Income - No. Units Serving Very Low-Income (less than 30% AMI) Households and Families			
Homeless - No. Units Serving Homeless People and Families and Those At-Risk of Homelessness			
Live Near Work - No. Units Serving Low and Moderate-Income Families and People Unable to Find Affordable Housing Near Employment or Transportation			
Preservation - No. of Units for Low-Income Families and People Living in Existing Affordable Housing that is in Danger of Becoming Unaffordable			
Very Low Income - No. Units Serving Very Low-Income (31 to 50% AMI) Households and Families			
QUESTIONS????			
Any questions on how to complete this form should be directed to Charlotte Flickinger at the Illinois Housing Development Authority at 312-836-5200 or TTD 312-836-5222.			

APPENDIX C
POPULATION ESTIMATES

2010 Home Rule Communities

<u>Home Rule Unit¹</u>	<u>Population²</u>	<u>Home Rule Unit¹</u>	<u>Population²</u>
1 Addison Village	36,917	52 DePue	1,753
2 Alsip Village	18,692	53 Des Plaines City	57,062
3 Alton City	29,393	54 Dolton Village	23,889
4 Arlington Heights Village	73,399	55 Downers Grove Village	49,250
5 Aurora City	171,782	56 Du Quoin City	6,326
6 Bannockburn Village	1879	57 East Dundee Village	3,121
7 Barrington Hills Village	4,354	58 East Hazel Crest Village	1,536
8 Bartlett Village	42,209	59 East St. Louis City	28,773
9 Bartonville Village	6,160	60 Edwardsville City	24,557
10 Batavia	27,502	61 Elgin City	106,330
11 Bedford Park Village	533	62 Elk Grove Village Village	33,320
12 Belleville City	41,097	63 Elmhurst City	46,013
13 Bellwood Village	18,973	64 Elmwood Park Village	24,052
14 Benton City	6,957	65 Elwood Village	2,341
15 Berkeley Village	4,913	66 Evanston City	77,693
16 Berwyn City	49,919	67 Evergreen Park Village	19,359
17 Bloomingdale Village	21,848	68 Fairview Heights City	16,643
18 Bloomington City	73,026	69 Flora City	4,772
19 Bolingbrook Village	70,823	70 Forest View Village	718
20 Bridgeview Village	14,991	71 Freeport City	24,615
21 Bryant Village	242	72 Galesburg City	31,181
22 Buffalo Grove Village	42,972	73 Glendale Heights Village	31,847
23 Burbank City	27,567	74 Glen Ellyn Village	27,142
24 Burnham Village	3,973	75 Glenview Village	46,180
25 Cahokia Village	15,103	76 Glenwood Village	8,489
26 Calumet City City	36,800	77 Golf Village	445
27 Calumet Park Village	7,980	78 Granite City City	30,703
28 Carbon Cliff Village	1,657	79 Gurnee Village	30,608
29 Carbondale City	26,231	80 Hanover Park Village	36,777
30 Carlock Village	478	81 Harvey City	28,056
31 Carol Stream Village	40,004	82 Harwood Heights Village	8,058
32 Carpentersville Village	37,741	83 Hazel Crest Village	14,075
33 Cartersville City	5,441	84 Herrin City	12,337
34 Champaign City	79,389	85 Highland Park City	31,449
35 Channahon Village	14,030	86 Highwood City	5,388
36 Chicago City	2,853,114	87 Hillside Village	8,341
37 Chicago Heights City	30,586	88 Hodgkins Village	2,014
38 Chicago Ridge Village	13,366	89 Hoffman Estates Village	53,641
39 Christopher City	2,819	90 Homer Glen Village	26,111
40 Cicero town	80,414	91 Hopkins Park Village	791
41 Collinsville City	25,960	92 Inverness Village	7,673
42 Cook County, Unincorp	98,329	93 Jacksonville City	19,415
43 Country Club Hills City	16,723	94 Joliet City	146,125
44 Countryside City	5,795	95 Kankakee City	26,710
45 Crainville Village	1,353	96 Lake Barrington Village	4,975
46 Crystal Lake City	41,797	97 Lake Bluff Village	6,222
47 Danville City	32,248	98 Lake Forest City	20,990
48 Darien City	22,370	99 Lake in the Hills Village	29,698
49 Decatur City	76,256	100 Lansing Village	26,672
50 Deerfield Village	19,667	101 LaSalle City	9,520
51 DeKalb City	45,497	102 Lincolnshire Village	7,960

1. List of Home Rule units comes from the Secretary of State Index Division

2. Population data taken from U.S. census website

2010 Home Rule Communities

<u>Home Rule Unit¹</u>	<u>Population²</u>	<u>Home Rule Unit¹</u>	<u>Population²</u>
103 Lincolnwood Village	11,810	152 Quincy City	39,983
104 McCook Village	237	153 Rantoul Village	12,189
105 Manhattan Village	7,166	154 Riverdale Village	14,163
106 Marion City	17,388	155 Riverwoods Village	4,081
107 Mascoutah City	6,701	156 Robbins Village	6,331
108 Maywood Village	25,035	157 Rockdale Village	1,993
109 Mettawa Village	514	158 Rock Island City	38,139
110 Moline City	43,088	159 Rolling Meadows City	23,463
111 Monee Village	4,993	160 Romeoville Village	38,028
112 Monmouth City	9,321	161 Rosemont Village	3,929
113 Morton Grove Village	22,478	162 Round Lake Beach Village	27,855
114 Mound City City	590	163 St. Charles City	32,829
115 Mount Prospect Village	53,338	164 Sauget Village	237
116 Mount Vernon City	16,298	165 Schaumburg Village	71,716
117 Muddy Village	73	166 Schiller Park Village	11,573
118 Mundelein Village	33,717	167 Sesser City	2,121
119 Murphysboro City	8,184	168 Sherman Village	3,827
120 Naperville City	143,117	169 Skokie Village	66,620
121 Naples Town	123	170 South Barrington Village	4,461
122 Nauvoo City	1,155	171 South Holland Village	21,083
123 New Lenox Village	24,137	172 Springfield City	117,352
124 Niles Village	28,666	173 Standard Village	250
125 Normal Town	52,056	174 Stickney Village	5,774
126 Norridge Village	13,954	175 Stone Park Village	4,860
127 Northbrook Village	33,936	176 Streamwood Village	37,119
128 North Chicago City	32,608	177 Sycamore City	17,679
129 Northlake City	11,462	178 Thornton Village	2,386
130 North Utica Village	1,039	179 Tilton Village	2,779
131 Oakbrook Terrace City	2,221	180 Tinley Park Village	59,198
132 Oak Forest City	27,740	181 Tuscola City	4,514
133 Oak Lawn Village	53,244	182 University Park Village	8,171
134 Oak Park Village	49,557	183 Urbana City	39,641
135 O'Fallon City	27,540	184 Valmeyer Village	1,164
136 Old Mill Creek Village	263	185 Volo Village	803
137 Onarga Village	1,376	186 Warrenville City	13,033
138 Orland Park Village	55,514	187 Washington Park Village	5,558
139 Oswego Village	31,504	188 Watseka City	5,481
140 Palatine Village	67,080	189 Waukegan City	90,788
141 Park City City	6,609	190 West Chicago City	26,454
142 Park Forest Village	22,583	191 West City Village	762
143 Park Ridge City	36,927	192 West Dundee Village	7,975
144 Pekin City	33,430	193 West Frankfort City	8,190
145 Peoria City	114,114	194 Wheaton City	54,465
146 Peoria Heights Village	6,230	195 Wheeling Village	36,063
147 Peru City	9,810	196 Williamsville Village	1,388
148 Phoenix Village	2,041	197 Wilmette Village	34,130
149 Plainfield Village	36,507	198 Winnetka Village	12,371
150 Posen Village	4,907	199 Woodridge Village	34,130
151 Prairie Grove Village	1,995		

1. List of Home Rule units comes from the Secretary of State Index Division

2. Population data taken from U.S. census website