State Auditor
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OFFICE OF THE STATE AUDITOR

E-Update

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The official online news publication of the Office of the State Auditor

1. Available: TIF Enforcement Deduction Report

2. Pensions: Consultant Insurance Requirement

3. Released: TIF Newsletter

4. Avoiding Pitfalls: Administrative Traffic Citations

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1. Available: TIF Enforcement Deduction Report

The 2012-2013 TIF Enforcement Deduction Report is now available. Counties can use this form to report the deduction for TIF enforcement made by the county for the period from May 1, 2012 to April 30, 2013.

The deadline to return the form is June 7. The form can be accessed at:

http://www.auditor.state.mn.us/default.aspx?page=tifforms.

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2. Pensions: Consultant Insurance Requirement

Minnesota law places conditions on consultants who provide legal or financial advice to volunteer fire relief associations. If a relief association hires or contracts with a consultant, the association must obtain from the consultant a copy of the consultant's certificate of insurance.

A consultant is defined as any person who is employed under contract to provide legal or financial advice and who is or who represents to the relief association that the person is: an actuary; a certified public accountant; an attorney; an investment advisor or manager, or an investment counselor; an investment advisor or manager selection consultant; a pension benefit design advisor or consultant; or any other financial consultant.

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3. Released: TIF Newsletter

The April **TIF Newsletter** has been released. The newsletter includes information on certification of a TIF district and on annual TIF Report Filing Requirements. To view the complete Newsletter, go to:

http://www.auditor.state.mn.us/default.aspx?page=tifDocs.

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4. Avoiding Pitfalls: Administrative Traffic Citations

The Minnesota Legislature enacted a new law, Minnesota Statute § 169.999, to authorize the issuance of administrative citations for certain traffic offenses and to prescribe criteria for the citations. To use this authority, local governments must do the following two things, among others:

- They must pass a resolution that conforms to the law to authorize issuance of administrative citations; and
- They must use the Uniform Administrative Citation form created by the Minnesota Department of Public Safety.

Local units of government can purchase administrative traffic citation books through the Cooperative Purchasing Venture (the state contract). If you have questions about the Uniform Administrative Citation form, contact Steve Bluml, Director of Information Services, Minnesota State Patrol, at (651) 201-7119.

For additional general information about the law, see the Statement of Position "Administrative Citations for Traffic Violations", which can be found at:

http://www.auditor.state.mn.us/default.aspx?page=20110607.022.

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