

**VIA CERTIFIED MAIL – RETURN RECEIPT REQUESTED**

# ***MEMO***

TO: Attached Distribution List

FROM: Kane, McKenna and Associates, Inc. on behalf of the City of St. Charles  
**Pheasant Run Tax Increment Finance (TIF) District**

DATE: November 15, 2022

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Enclosed, please find a copy of the draft Tax Increment Financing (TIF) Plan and Project, together with exhibits (the “Plan”) for the proposed City of St. Charles Pheasant Run TIF District. The notice regarding the public hearing for the Proposed TIF District is also included herein.

A Joint Review Board (“JRB”) meeting to review the Plan and other documents is scheduled at the City of St. Charles City Hall, 2 E Main Street, St. Charles, Illinois, on December 1, 2022 at 2:00 p.m.. A public hearing regarding the Proposed TIF District is scheduled at the same location for January 3, 2023 at 7:00 p.m.

Representatives from the following taxing jurisdictions are invited to attend the Joint Review Board meeting on December 1, 2022. At 2:00 p.m. at City Hall.

- DuPage County
- City of St. Charles
- Wayne Township
- St. Charles Unit School District No. 303
- Elgin Community College No. 509
- St. Charles Park District
- St. Charles Public Library

A public member and chairperson the JRB will be selected at the meeting.

For further information about these proceedings, please contact Derek Conley, of Economic Development at 630.762.6924, or by email at [dconley@stcharlesil.gov](mailto:dconley@stcharlesil.gov).

cc: Heather McGuire, Brian Baugh