
DOR Update

Municipal Treasurers
Wisconsin Department of Revenue
September 2017

Presenter

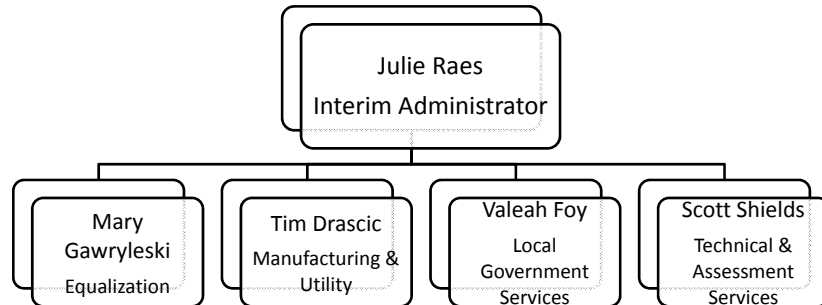
Valeah Foy
Director, Local Government Services

Topics of Discussion

- SLF division updates
- Electronic filing
- Law changes
- State debt collection
- Resources

State and Local Finance (SLF) Division Updates

SLF Division



2017

Wisconsin Department of Revenue

5

Outreach Events

- 9/2017: Fall Workshops – various locations
- 9/19 – 9/22: Assessors Institute - Delevan
- 9/29: Municipal Treasurers – Sturgeon Bay
- 10/6: Register of Deeds – Milwaukee
- 10/8 - 10/10: Towns Association – Stevens Point
- 10/12: County Treasurers – Wisconsin Dells
- 11/2017: SLF Round Table – Madison

2017

Wisconsin Department of Revenue

6

Outreach Events, *cont.*

- 11/2017: Annual Assessor Meeting –
 - 11/7 – Eau Claire
 - 11/8 – Wausau
 - 11/9 – Green Bay
 - 11/14 – Madison
 - 11/15 – Pewaukee (Milwaukee)

General Calendar

- 9/1: OTAS – posts Tax Incremental Certification Report
- 9/8: LGS – posts county and municipal levy limit worksheets (SL-202c and SL-202m) online
- 9/15: LGS – sends revised and original shared revenue estimates
- On-going: EQ - individual property owner appeals (70.85s)

General Calendar, *cont.*

- 10/1: LGS – certifies equalized values for school districts, technical colleges and special districts
- 10/1: LGS – Forms PC-201: *Chargeback Request* and PC-205: *Sharing Non-MFG Omitted Request* – filing deadline
- 10/1: EQ – final Municipal Assessment Report (MAR) – filing deadline
- 10/1: LGS – sends exempt computer value notices

General Calendar, *cont.*

- 10-12/2017: MFG – equating manufacturing assessment values and producing final Statement of Assessments
- 10/12: EQ – posts statistical report online
- 10/2017: LGS – posts Apportionment forms (PC-400, PC-401V and PC-505) online
- 10/31: OTAS – tax incremental district creations, territory amendments and base value redeterminations packets – filing deadline
- 10/31: LGS – Form PC-401V – filing deadline

General Calendar, *cont.*

- 11/1: EQ - major class comparison (assessment compliance), posts report and sends non-compliance notices to municipalities
- 11/1: LGS – sends expenditure restraint budget limit letters
- 11/2017: LGS – sends final special charge and non-primary residence reports to counties for lottery credit
- 11/15: LGS – sends PC-201 and PC-205 determinations
- 11/15: LGS – Forms PC-400 and PC-505 – filing deadline

General Calendar, *cont.*

- 11/2017: LGS – posts Tax Increment Worksheet (TIW) and Statement of Taxes (SOT) online
- 11/20: LGS – shared revenue distribution
- 11/20: LGS – sends max credit values for first dollar and lottery and gaming credits
- 11/20: LGS – sends school levy tax credit and estimated major aid amounts (full disclosure)

Electronic Filing

Electronic Filing

- Most SLF forms require electronic filing (e-filing)
- Transitioning to a new e-file framework
- HTML-based
- Advantages to e-filing and our new system:
 - Auto-fills amounts and applicable district codes
 - Reduction of errors
 - Confirmation of filing
 - Access the form within your browser
 - Email authorization (additional security)

Email Authorization

- Enter your email address

Accessing your form - email authorization:

For added verification, the Wisconsin Department of Revenue (DOR) utilizes email authorization to begin a filing session. You must enter an email address to receive a link and begin filing.

Accessing the form

- Once you click the Login link in your email, the form becomes accessible
- You can access the form from the same computer and browser anytime within 30 days. Once you access the form, it resets your 30-day window.
- If you do not access the form within 30 days or if you delete your browsing history (cookies), you must reenter your email address to generate a new link.

Note

- Use the same computer and browser to access the form. If you would like to use a different computer, you must reenter your email address to receive a new Login link.
- Because your email is registered in our system, you do not need a password to access the form.

Questions? contact us at olea@wisconsin.gov

Revenue System Login (this page will expire in 00:14:07)

Enter your email address and click "Login."

Email:

2017

Wisconsin Department of Revenue

15

Email Authorization, *cont.*

- Click the link in the email to access our website

Reply
 Reply All
 Forward

Tue 7/25/2017 8:15 AM

DOR_SLF_DO_NOT_REPLY@wisconsin.gov

Login authorization link

To: Foy, Valeah R - DOR

Click the login link below to open the application in your Internet browser.

<http://test.revenue.wi.gov:80/VaultExternal/index.html? t=56.40.BE.EA.86.D5.B3.02& d=864000000>

2017

Wisconsin Department of Revenue

16

Email Authorization, *cont.*

- Select the e-file form

Wisconsin Dept of Revenue		(D) State and Local Finance Online Filing	
The State and Local Finance forms below are organized by the local official required to file with the Wisconsin Department of Revenue (DOR). Select a form and submit to DOR by the due date.			
Municipal Clerk			
Form	Name	Due Dates	
PE-300	TID Annual Report	July 03, 2017	
SL-304	Room Tax Report	May 01, 2017	
PA-521	Statement of Assessment	June 12, 2017	
PC-400	Certification of the Apportionment of State and County Property Taxes and Charges	October 1, 2017	
PC-505	Special District Apportionment	October 1, 2017	
PC-401V	Technical College Apportionment	October 1, 2017	
SL-203	Expenditure Restraint Program Worksheet	July 31, 2017	
SL-202c	County Levy Limit Worksheet	August 01, 2017	
SL-202m	Municipal Levy Limit Worksheet	August 01, 2017	
Need help? If you have questions, contact us: • Phone: (608) 266-2149 • Email: otas@wisconsin.gov			

2017

Wisconsin Department of Revenue

17

Electronic Filing

- Updated 2017 e-file forms
 - PA-521c: Statement of Assessment
 - SL-202c: County Levy Limit Worksheet
 - SL-202m: Municipal Levy Limit Worksheet
 - PC-400: State and County Apportionment
 - PC-401V: Technical College Apportionment
 - PC-505: Special District Apportionment
 - New! SL-304: Room Tax Report
 - New! PE-300: TID Annual Report

2017

Wisconsin Department of Revenue

18

Other Forms

- Property tax bill templates and backers
revenue.wi.gov/Pages/Form/govbill-Home.aspx
- Form PA-687: *Property Tax Bill – Referenda/Resolution Data*
revenue.wi.gov/Pages/Form/govprtax-Home.aspx

Other Forms, *cont.*

Form CT Resources

- Form instructions
revenue.wi.gov/DORForms/sl-103.pdf
- Tax roll reconciliation instructions
revenue.wi.gov/DORForms/sl-103tax-roll.pdf
- Training videos
revenue.wi.gov/Pages/Training/MFR-training-home.aspx

Other Resources

Open Book and Board of Review (BOR) calendar

- Assessor or municipal clerk enters dates into calendar revenue.wi.gov/Pages/Municipalities/bor-calendar.aspx
- Public can view:
 - Open Book and BOR dates
 - Links to Appeal Guide and Guide for Property Owners
 - Municipal clerk and assessor contact information
 - If dates are not listed, user can enter an email address to receive an update when the dates are added
- Available in January for current year entries

Law Changes

2017 Act 1 – Village of Oostburg TIF

- Effective February 18, 2017
- Allows TID No. 3 in the Village of Oostburg to exceed the 12 percent limit
- Applies 15 percent limit

<https://docs.legis.wisconsin.gov/2017/related/acts/2>

2017 Act 15 – Tax Incremental Finance

TIF Deadline changes

- Effective January 1, 2018
- Administrative fee (\$150 per active TID) due April 15
 - Prior law: May 15
- TID terminations due April 15
 - Prior law: May 15
 - Ex: termination resolution adopted May 16, 2017 to April 15, 2018 – termination is 2018; removed from 2018 tax roll
 - Ex: termination resolution adopted April 16, 2018 to April 15, 2019 – termination is 2018; removed from 2019 tax roll

2017 Act 15 – Tax Incremental Finance, *cont.*

TID Annual Report changes

- Effective January 1, 2018
- First applies to 2017 reporting year
- Maximum penalty of \$6,000 for reports not filed timely
 - Penalty remains \$100 per TID day (begins when report is 60 days past due)
- Reduction of shared revenue for unpaid penalties
- Removes additional 30-day extension when estimated report is filed

2017 Act 15 – Tax Incremental Finance, *cont.*

Base value for Town TIDs created under s. 60.85

- Effective retroactive to October 1, 2015
- Excludes town-owned property from the TID base value calculation
- Town TIDs are now consistent with municipal TIDs which were changed with 2015 Act 255

2017 Act 15 – Tax Incremental Finance, cont.

Notification to DOR of adopted amendments – s. 60.85(5)(f)

- Effective January 1, 2018
- Removed requirement for municipalities to notify DOR of TID amendments during May 1 to May 21 each year
- Retains requirement to notify DOR within 60 days after the amendment is adopted

<https://docs.legis.wisconsin.gov/2017/related/acts/15>

2017 Act 17 – Tax Administration Changes

- Effective June 23, 2017
- Assessment roll modernization – s. 70.52
 - Updates terminology for an electronic assessment roll
- Managed forest land process change – s. 77.82(8)
 - Reduces the number of paper copies of MFL orders the Wisconsin Department of Natural Resources sends to DOR to one

2017 Act 17 – Tax Administration Changes, cont.

Chargeback changes – s. 74.41

- Effective January 1, 2018
- Requests must be \$250 or more per property and for any of the last five assessment years
- Exception: rescissions/refunds due to a court determination must be submitted to DOR within one year of the court determination

<https://docs.legis.wisconsin.gov/2017/related/acts/17>

2017 Act 43 – Fences on Managed Forest Lands

- Effective August 4, 2017
- A fence on closed managed forest land that prevents the free and open movement of wild animals is considered an improvement unless all apply:
 - Used for dog training purposes
 - On land owned by an IRC 501(c) non-profit org. with a dog club training license under s. 169.20(3)
 - Fence existed on January 1, 2017 on closed managed forest land

<https://docs.legis.wisconsin.gov/2017/related/acts/43>

2017 Act 50 – Special Meeting Notifications

- Effective August 4, 2017
- For special meetings, mayor may notify council in a manner likely to give each member notice and provide notice at least 6 hours before the meeting
- Prior requirement: written notice delivered personally to each member or left at member's home

<https://docs.legis.wisconsin.gov/2017/related/acts/50>

2017 Act 52 – Municipal Treasurer's Bond

- Effective for 2017 property taxes distributed in 2018
- Municipal treasurer must execute bond for no less than the amount of state and county taxes apportioned to the municipality
 - Prior law: \$500k or \$250k limit if guaranteed by surety co.
- Not required if municipality enacts an ordinance obligating the municipality to pay the county, if the municipal treasurer fails to do so
- County treasurer must still provide a receipt for the bond and keep the bond in their office

<https://docs.legis.wisconsin.gov/2017/related/acts/52>

2017 Act 58 – Electronics/Info Tech MFG Zone

Tax Increment Finance

- Mixed used and industrial types
- 30-year life instead of 20 years
- 12 percent limit does not apply
- Payment for eligible costs throughout the county

Expenditure Restraint Program

- Additional exception: expenditures of grant payments under s. 16.297(1m)

Additional tax law changes

<https://docs.legis.wisconsin.gov/2017/related/acts/58>

2017

Wisconsin Department of Revenue

33

2017 Act 59 – 2017-19 State Budget

Property tax exemptions

- Effective January 1, 2018
- Incorporated college/university – s. 70.11(3)
 - Less than 150 acres
 - Nonprofit organization
 - Founded before January 1, 1900
 - Total annual undergrad enrollment of at least 5,000 not including online-only students

2017

Wisconsin Department of Revenue

34

2017 Act 59 – 2017-19 State Budget, cont.

Property tax exemptions

- Effective January 1, 2018
- Destroyed religious property – s. 70.11(4)
 - Property owned by church or religious association
 - Necessary for the location and convenience of a building that they intend to construct to replace a building destroyed by fire, natural disaster, or criminal act
 - Regardless of whether preconstruction planning or construction started
 - Applies for first 25 years after the year the building was destroyed

2017

Wisconsin Department of Revenue

35

2017 Act 59 – 2017-19 State Budget, cont.

Property tax exemptions

- Effective January 1, 2018
- Bible camp – s. 70.11(11)
 - Changed 30 acre limitation to 40 acres
- Computers – s. 70.11(39) & Cash registers – s. 70.11(39m)
 - Removes reporting requirement for exemption

2017

Wisconsin Department of Revenue

36

2017 Act 59 – 2017-19 State Budget, cont.

Property tax exemptions

- Effective January 1, 2018
- Machinery, tools and patterns – s. 70.111 (27)
 - Machinery, tools, and patterns not including items used in manufacturing
 - "Machinery" - structure or assemblage of parts that transmits force, motion, or energy from one part to another in a predetermined way by electrical, mechanical, or chemical means. Does not include a building.
 - Local governments may include the most recent valuation of this personal property for purposes of complying with debt limitations

2017

Wisconsin Department of Revenue

37

2017 Act 59 – 2017-19 State Budget, cont.

State Forestation Taxes - s. 70.58

- Effective January 1, 2017
- State forestation taxes will no longer be imposed
- December 2017 property tax bills will show zero state taxes
- 2017 property tax bill backer updated
- Starting in FY18, 0.1697 mills per Total State Equalized Value will be transferred to conservation fund

2017

Wisconsin Department of Revenue

38

2017 Act 59 – 2017-19 State Budget, cont.

Room Taxes – s. 66.0615

- Effective September 23, 2017
- Requires lodging marketplace to:
 - Register with DOR for a license to collect taxes imposed by the state for short-term rentals and room taxes collected by municipalities
 - Collect sales and use tax from occupant and forward to DOR
 - Collect room tax from occupant and forward to municipality
 - Notify owner of short-term rental of collected and forwarded taxes
 - Note: Municipality may not impose and collect room tax from owner of short-term rental if collected from lodging marketplace

2017

Wisconsin Department of Revenue

39

2017 Act 59 – 2017-19 State Budget, cont.

Room Taxes

- "Lodging marketplace" – an entity that provides a platform through which an unaffiliated 3rd party offers to rent a short-term rental to an occupant and collects the consideration for the rental from the occupant
- "Occupant" – a person who rents a short-term rental through a lodging marketplace
- "Owner" – the person who owns the residential dwelling that has been rented

2017

Wisconsin Department of Revenue

40

2017 Act 59 – 2017-19 State Budget, cont.

Room Taxes

- "Residential dwelling" – any building, structure, or part of the building or structure, that is used or intended to be used as a home, residence, or sleeping place by one person or by 2 or more persons maintaining a common household, to the exclusion of all others

2017

Wisconsin Department of Revenue

41

2017 Act 59 – 2017-19 State Budget, cont.

Room Taxes

- Prohibits limits on residential dwelling rentals – s. 66.1014
 - Municipality or county may not enact or enforce an ordinance that prohibits the rental of residential dwellings for 7 consecutive days or longer
 - Additional requirements were also added
- Person who maintains, manages, or operates a short-term rental for more than 10 nights each year must:
 - Obtain a license from DATCP as a tourist rooming house under s. 97.01(15k)
 - Obtain a license from municipality for conducting such activities, if an ordinance exists requiring so

2017

Wisconsin Department of Revenue

42

2017 Act 59 – 2017-19 State Budget, cont.

Real Estate Transfer Returns – s. 77.22(2)

- Effective for eRETR recorded on September 23, 2017
- Eliminates the requirement to indicate if rental weatherization standards were met
- Removes other statutory references related to the requirement of rental weatherization certificate
- eRETR is being updated; DOR will send additional information

2017 Act 59 – 2017-19 State Budget, cont.

Managed Forest Lands – s. 77.89

- Continuing to review
- DOR will send additional information and update the applicable forms

2017 Act 59 – 2017-19 State Budget, cont.

Levy Limits

- Effective for December 2017 tax levies
- Negative debt adjustment – s. 66.0602(2m)(a)
 - Requires reduction of levy limit if the levy for debt service authorized prior to July 1, 2005 is less in the current year compared to prior year
 - Prior law: exception provided if municipality/county did not use allowable increase calculated in Section B under s. 66.0602(3)(f)1

2017

Wisconsin Department of Revenue

45

2017 Act 59 – 2017-19 State Budget, cont.

Levy Limits

- Effective for December 2017 tax levies
- Amends "covered service" definition for fire protection – s. 66.0602(2m)(b)1
- Fire protection does not include the production, storage, transmission, sale and delivery, or furnishing of water for public fire protection purposes

2017

Wisconsin Department of Revenue

46

2017 Act 59 – 2017-19 State Budget, cont.

Levy Limits

- Effective for resolutions on September 23, 2017
- Amends referenda language – s. 66.0602(4)(c)
- Applies to municipalities/counties that must have approval by referendum to exceed levy limit
- Governing body's resolution must include the purpose for which the tax levy increase will be used
- Referendum ballot must also include the purpose for which the tax levy increase will be used

2017

Wisconsin Department of Revenue

47

2017 Act 59 – 2017-19 State Budget, cont.

Levy Limits

- Effective for December 2018 tax levies
- Calculation of levy limit increase – s. 66.0602(2)
- Adjusts the base to include the new personal property aid before the valuation factor is calculated
- DOR will send additional information

2017

Wisconsin Department of Revenue

48

2017 Act 59 – 2017-19 State Budget, cont.

Exempt Computer Aid

- Effective for 2018 payments
- 2018 payment equals 2017 payment multiplied by 1.0147
- 2019 payment equals 2018 payment multiplied by one plus an inflation factor (CPI)
- 2020 payment and thereafter will equal the prior year payment

2017 Act 59 – 2017-19 State Budget, cont.

Exempt Computer Aid

- Eliminates the following requirements:
 - To report exempt computer values to DOR – s. 79.095(2) and s. 70.35
 - DOR to review exempt computer values – s. 73.06
 - Fee associated with reporting erroneous exempt computer values – s. 70.36(1m)
 - DOR to issue exempt computer values by October 1 – s. 79.095(3)
 - DOR to calculate aid based on assessed value and tax rate – s. 79.095(4)(a)

2017 Act 59 – 2017-19 State Budget, cont.

School levy tax credit – s. 79.14

- Effective 2018 distributions
- Increase from \$853,000,000 to \$940,000,000

2017 Act 59 – 2017-19 State Budget, cont.

Act 190 change – s. 79.10(7m)(cm)1.a

- Effective 2018 distributions
- Municipality with property tax credit distributions of \$3M or more may enact an ordinance and provide copy to DOA and DOR
- No longer required to submit request each year
- Payments would be distributed to municipality until:
 - Municipality repeals the ordinance, or
 - Total distribution amount is less than \$3M

2017 Act 59 – 2017-19 State Budget, cont.

Expenditure Restraint Program – s. 79.05(7)

- Effective for 2018 through 2022 distributions
- Add \$583,000 to payment for:
 - Village of Maine, Marathon County
 - City of Janesville, Rock County

2017 Act 59 – 2017-19 State Budget, cont.

Utility Aid – s. 79.04(1)(am)

- Effective September 23, 2017 through 2022
- Population cap will not apply to any municipality if the distribution first exceeds the population cap after 2010
- Currently, only applies to one municipality

2017 Act 59 – 2017-19 State Budget, cont.

County and Municipal Aid – s. 79.035(7)

- Reduce payments to any municipality or county that receives a grant under s. 16.047(4m)
- Based on eligibility and population:
 - Under s. 85.20 (4m) (a) 6. cm. or d. and serving population over 200,000 – reduce by 75 percent of total grant
 - Under s. 85.20 (4m) (a) 7. and serving population of at least 50,000 – reduce by 20 percent of total grant
 - Under s. 85.20 (4m) (a) 8. and serving population less than 50,000 – reduce by 10 percent of total grant

2017

Wisconsin Department of Revenue

55

2017 Act 59 – 2017-19 State Budget, cont.

County and Municipal Aid – s. 79.035(7)

- Effective for first CMA payment after grant monies received
- Reduction must be applied for 10 consecutive years by equal amounts
- If reduction exceeds CMA payment, the remaining will be deducted from utility aid

2017

Wisconsin Department of Revenue

56

2017 Act 59 – 2017-19 State Budget, cont.

Personal Property Aid – s. 79.096

- Starting in 2019, state will pay each taxing jurisdiction the amount of taxes levied on personal property – machinery, tools, and patterns – based on January 1, 2017 assessments
- Reporting may be required for 2017 taxes
- Each taxing jurisdiction would distribute the appropriate amount of aid to any applicable TID
- Payment on first Monday in May

State Debt Collection

State Debt Collection (SDC)

- DOR provides debt collection services to local governments
- Over 200 municipalities currently participate
- Debts delinquent for 90 days are eligible for referral
 - Debt is owed directly to local government
 - Debtor received notice/appeal rights

State Debt Collection (SDC), *cont.*

- Common examples:
 - Personal property taxes
 - Municipal utility bills
 - Local police and fire dept. inspection/service fees
 - Municipality-owned ambulance service debts
 - Housing authority debts
 - Municipal court debts
 - Parking tickets

State Debt Collection (SDC), *cont.*

- SDC Process
 - DOR utilizes tools to collect municipal debt, such as payment plans, wage garnishments, bank levies, income tax refund offset (i.e., TRIP), and unclaimed property setoffs
 - DOR assesses the debtor a fee
 - No charge to local governments for participating
- For more information and/or to enroll:
 - Phone – (608) 264-0344
 - Email – SDC@wisconsin.gov

Resources

Email Updates

- Stay Informed!
- Receive email updates about law changes, filing reminders, updated reports and notifications
- Subscribe at revenue.wi.gov/Pages/HTML/lists.aspx
 - click "Sign up for email updates"
 - Municipal Treasurer
 - Municipal Clerk

Resources

- DOR website: revenue.wi.gov
- Online videos – see DOR Video Center
 - Select "Government"
 - Examples: My tax account, eRETR, assessment topics (fractional, use-value)
- Annual calendar:
revenue.wi.gov/DORReports/tvccal.pdf

Resources

- Wisconsin Property Assessment Manual:
revenue.wi.gov/Pages/HTML/govpub.aspx
- Publications: revenue.wi.gov/Pages/HTML/govpub.aspx
- Reports: revenue.wi.gov/Pages/Report/Home.aspx
- Common questions:
revenue.wi.gov/Pages/FAQS/home-pt.aspx

Thank you

- Questions/comments/suggestions?