

# Application for State Treasurer's Approval to Issue Pension or Other Post-Employment Benefits (OPEB) Long-Term Securities

The municipality identified below applies for permission to issue securities under authority of the statute(s) and resolution Public Act 34 of 2001, Section 518, as amended.

**INSTRUCTIONS:** Complete all parts of this application. The Department of Treasury may request additional information.

**FILE WITH:** Community Engagement and Finance Division, Michigan Department of Treasury.  
E-mail to [Treas\\_Municipal\\_Finance@Michigan.gov](mailto:Treas_Municipal_Finance@Michigan.gov). Direct questions, call 517-335-7469.

Date Resolution Was Adopted
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Legal Name of Municipality	Legal Classification	County (ies)
Title of Security		
Amount of Security	Date of Security	
Chief Administrative Officer Name		
Address (Street, City, State, ZIP Code)		Telephone Number
Bond Counsel Name	Firm Name	
Address (Street, City, State, ZIP Code)		Telephone Number
Local Attorney Name	Firm Name	
Address (Street, City, State, ZIP Code)		Telephone Number
Financial Consultant Name	Firm Name	
Address (Street, City, State, ZIP Code)		Telephone Number
Underwriter Name	Firm Name	
Address (Street, City, State, ZIP Code)		Telephone Number
Engineer or Architect Name	Firm Name	
Address (Street, City, State, ZIP Code)		Telephone Number

## CERTIFICATION

*I, the undersigned, certify that this application and the attachments were authorized by the governing body of this municipality, and that they are complete and accurate in all respects. I further certify that the funds on hand (if any) listed on page 4 of this application are on hand and available for use on this project.*

Chief Administrative Officer Name and Title (Typed or Printed)	Chief Administrative Officer's Signature	Date
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Purpose
Maturity Schedule

Interest  % Maximum	First Interest Payment Date	Interest Payments
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Optional Securities  
 Securities maturing at 20 \_\_\_\_\_ / \_\_\_\_\_ are non callable  
 Securities maturing at 20 \_\_\_\_\_ / \_\_\_\_\_ are callable on any interest payment on or after \_\_\_\_\_  
 at par and accrued interest, plus a premium ranging from \_\_\_\_\_% to \_\_\_\_\_% in \_\_\_\_\_ order.

**SECURITY**

Full Faith and Credit Pledge

Unlimited Tax Full Faith and Credit Pledge

Limited Tax Full Faith and Credit Pledge

No Full Faith and Credit Pledge

Authorized by a Vote?

Yes Date of Election: \_\_\_\_\_

No

Votes For:	Votes Against:	Spoiled Ballots:
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Source of Revenues

Rates and Charges

Taxes

Special Assessments

Michigan Transportation Fund Revenues

Other (Specify): \_\_\_\_\_

Additional Security

TAX INFORMATION		
Fiscal Year	Date Taxes Due	Date Taxes Delinquent
Maximum authorized statutory, constitutional or charter tax levy (# mills)	Maximum estimated annual millage requirement for this issue (# mills)	Date of first levy for this issue (if tax supported)

Tax Collection History for Last Four Completed Fiscal Years			
Fiscal Year Ending	Tax Levy	Collections to Date Delinquent	Percentage
			%
			%
			%
			%
Municipal Milage Rates	Operating	Debt	Other

This municipality is in compliance with the provisions of Article IX, Section 6, of the Michigan Constitution of 1963 .....  Yes  No

SEV INFORMATION				
Breakdown of Current Year's State Equalized Valuation		STATE EQUALIZED VALUATION	Current Year	
Industrial	%			Prior Year
Commercial	%		Prior Year	
Utility	%	TAXABLE VALUE	Current Year	
Agricultural	%		Prior Year	
Residential	%		Prior Year	
Other	%	POPULATION	Census Current	
			Census 2010	
			Census 2000	
TOTAL	100 %	SEV PER CAPITA	Current Year	

**DEBT INFORMATION**

You must attach the following lists unless the Department of Treasury waives the requirement for this detail:

1. All outstanding securities or debt with no full faith and credit pledge. Include title and date of issue and the amount outstanding.
2. All outstanding securities or debt with either a limited or unlimited full faith and credit pledge. Include title, date and type of issue, the amount outstanding, and the amount supported by taxes.
3. All outstanding securities or debt with either a limited or unlimited full faith and credit pledge that has been issued by an overlapping municipality. Include the name of the issuing municipality, the amount outstanding, the share applicable to your municipality, the net tax supported amount outstanding and the share applicable to your municipality.
4. All projects currently being planned for future indebtedness. Include an estimate of the amount of indebtedness to be incurred.

**REPAYMENT SCHEDULE**

Attach a schedule of revenues available for repayment of the proposed and outstanding securities and indicate coverage. Include operation and maintenance expenses and reserve requirements (when applicable) in addition to principal and interest requirements. Begin with one year of actual revenues and expenses. Revenue supported securities need only project for a 7 to 10 year period. In lieu of this schedule, voted general obligation securities may submit a principal and interest schedule.

10 LARGEST PROPERTY TAXPAYERS	
NAME	SEV
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.

10 LARGEST EMPLOYERS AND EMPLOYMENT DATA	
NAME	Number of Employees
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.

Local unemployment rate for the most recently available month	Seasonally adjusted unemployment rate for the preceding month
%	%

ESTIMATED COSTS	
Project Category	Estimated Costs
Construction cost (materials and labor).....	
Equipment .....	
Site acquisition and development.....	
Architect or engineer (including survey, design, inspection, etc.).....	
Issuance costs.....	
Capitalized interest ( _____ months at _____ %).....	
Other costs .....	
Contingencies.....	
Total projected cost.....	
Less.....	
Funds on Hand.....	
Grants.....	
Other.....	
BALANCE: Amount of the security .....	

## **Instruction for State Treasurer's Approval to Issue Pension or Other Post-Employment Benefits (OPEB) Long-Term Securities**

1. The following constitutes a completed filing and shall be submitted in total at the time of filing the request:
  - a. The completed application with a satisfactory response to all requested information.
  - b. A fee payment (payable to the "State of Michigan") of .03% of securities not less than \$800 or greater than \$2,000.
  - c. Copies of all federal, state and local permits for the project(s).
  - d. A certified copy of the resolution or ordinance adopted by the governing body authorizing the issuance of the securities, specifying the securities details (including the notice of sale, if any, and authorizing the utilization of a credit enhancement, if any). If a negotiated sale is chosen, the resolution indicating the reason a negotiated sale was chosen.
  - e. Certified copies of all other resolutions, ordinances, offer and acceptance forms on grants, or other legal documents as may be required.
  - f. A copy of the General Fund and applicable Enterprise Fund budget or proposed General Fund and applicable Enterprise Fund budget for the current fiscal year (unless previously submitted).
  - g. A copy of any credit enhancement the municipality is authorized to enter into.
  - h. A feasibility study, if one has been prepared.
  - i. If the authorizing resolution or ordinance was adopted at a special meeting and if any member of the governing body was absent, notarized proofs of call and posting of special meeting or a waiver or waivers of notice.
  - j. If the security is voted, a copy of the ballot and election results.
  - k. Qualifying statement if not previously filed and a \$100 late fee, if necessary.
2. When the issuer of the security is a municipality with a contractual agreement with one (1) or more other municipalities relating to the proposed securities, or when a municipality other than the issuer shall have pledged revenues or its full faith and credit to secure repayment of the securities, then each municipality shall file a separate application, completing the following sections:
  - a. Certification
  - b. Security
  - c. Tax information
  - d. State equalized valuation information
  - e. Debt information
  - f. Ten largest property taxpayers
  - g. Ten largest employers and employment data
3. If municipal securities are to be qualified school bonds, a school district shall file a letter of preliminary qualification from the Department of Treasury before the granting of a prior approval.
4. The project cost sheet shall include the anticipated interest to be earned on the securities proceeds, including supporting documentation indicating how the municipality arrived at the amount.
5. All securities greater than \$5 million shall be rated by a nationally recognized rating agency unless the securities will be purchased by a government agency, or an exemption from this requirement has been granted by the State Treasurer prior to the sale.
6. An official statement or preliminary official statement shall not be mailed, or authorized to be mailed, or otherwise distributed as a sales document to prospective purchasers before the issuance of an order of approval.