

Economic Vitality Incentive Program/County Incentive Program Certification of Unfunded Accrued Liability Plan

Issued under authority of 2013 Public Act 59. Filing is mandatory to qualify for payments.

Each city/village/township/county applying for Unfunded Accrued Liability Plan payments must:

1. Certify to the Michigan Department of Treasury (Treasury) that the local unit listed below has produced and made readily available to the public, an Unfunded Accrued Liability Plan. The plan shall be made available for public viewing in the clerk's office or posted on a publicly accessible Internet site as required by 2013 Public Act 59.
2. Submit to Treasury an Unfunded Accrued Liability Plan, if selecting Option 1 of Part 2 below.

City/village/township: This certification, along with the Unfunded Accrued Liability Plan, **must be received by June 1, 2014**, to receive the June and August payments or on or before July 31, 2014, to receive the August payment. Post mark dates will not be considered. For questions, call (517) 373-2697.

County: This certification, along with the Unfunded Accrued Liability Plan, **must be received by June 1, 2014**, (or the first day of a payment month) in order to qualify for that month's payment. Post mark dates will not be considered. For questions, call (517) 373-2697.

PART 1: LOCAL UNIT INFORMATION			
Local Unit Name CITY OF LITCHFIELD		Local Unit County Name HILLSDALE COUNTY	
Local Unit Code 30-2020		Contact E-Mail Address treasurer@cityoflitchfield.org	
Contact Name Jill A. Pelham	Contact Title Treasurer/Finance Director	Contact Telephone Number (517) 542-2921	Extension
Website Address, if plan is available online www.cityoflitchfield.org			Date of Last Audited Financial Report 06/30/13
PART 2: STATEMENT OF UNFUNDED ACCRUED LIABILITIES			
Indicate the option that pertains to your local unit:			
<input checked="" type="checkbox"/> 1. Unfunded Accrued Liabilities Exist A local unit who has unfunded accrued liabilities pertaining to pensions or other post-employment benefits must attach a plan as required by 2013 Public Act 59.			
<input type="checkbox"/> 2. No Unfunded Accrued Liabilities Exist A local unit who does not have any unfunded accrued liabilities pertaining to pensions or other post-employment benefits must provide, in the box below, an explanation of why the local unit does not have any unfunded accrued liabilities.			
PART 3: CERTIFICATION			
In accordance with 2013 Public Act 59, the undersigned hereby certifies to Treasury that the above mentioned local unit has produced an Unfunded Accrued Liability Plan and has made the plan available for public viewing in the city, village, township or county clerk's office, or has posted the plan on a publicly accessible Internet site. The Unfunded Accrued Liability Plan, if required, is attached to this signed certification.			
Chief Administrative Officer Signature (as defined in MCL 141.422b) 		Printed Name of Chief Administrative Officer (as defined in MCL 141.422b) Douglas K. Terry	
Title City Manager		Date 05/27/14	

Completed and signed form (including required attachment, if selected option 1) should be e-mailed to: TreasRevenueSharing@michigan.gov

If you are unable to submit via e-mail, fax to (517) 335-3298, or mail the completed form and required attachment (if selected option 1) to:

Michigan Department of Treasury
Office of Revenue and Tax Analysis
PO Box 30722
Lansing MI 48909

TREASURY USE ONLY		
EVIP/CIP Eligible Y N	Certification Received	EVIP/CIP Notes
Final Certification	Plan Received	

Economic Vitality Incentive Program/County Incentive Program FY 2014 Unfunded Accrued Liability Plan

Local Unit Name: CITY OF LITCHFIELD

Local Unit Code: 30-2020

PREVIOUS ACTION TAKEN TO REDUCE UNFUNDED ACCRUED LIABILITIES

Previous Actions Taken To Reduce Unfunded Accrued Liabilities		
	Unfunded Accrued Liability Type	Previous Action Taken
1.	MERS Pension	Overfunded the plan. July 1, 2012 – June 30, 2013 the City contributed 5.53% over the 11.97% required employer contribution for a total of 17.5%.
2.	Accrued Vacation, Sick, and Compensatory Time Off Payouts	City Council eliminated compensatory time off accumulation. Payout at the end of an employee's service to the City for accumulated compensatory time off no longer exists.
3.		
4.		

How Will The Local Unit Continue To Implement And Maintain Previous Actions Taken

MERS Pension: The City will continue to overfund the plan until the unfunded accrued liability is eliminated. July 1, 2013 – June 30, 2014 the City is contributing 4.46% over the 13.04% required employer contribution for a total of 17.5%.

Accrued Vacation, Sick, and Compensatory Time Off Payouts: The City will not allow accumulation of compensatory time off.

Additional Actions That Could Be Implemented

Note: Actuarial assumption changes and issuance of debt instruments do not qualify as a new action.

1.	City Administration is continually looking at ways to reduce operating costs and can assess whether additional funds normally used for operations can be diverted to MERS Pension UAL.
2.	City Administration can encourage City employees to reduce their unused vacation and sick time by using it or donating it back to the City.
3.	