

(Letterhead of the County)

**Fiscal Strength and Efficient Government Fiscal Confirmation Letter
ThreeStar Program requirements**

This document confirms that _____ County has taken the following actions in accordance with the requirements of the ThreeStar Program:

- The county mayor has reviewed with the county commission at an official meeting the county’s debt management policy that is currently on file with the Comptroller of the Treasury Office. The purpose of this requirement is to ensure that local elected officials are aware and knowledgeable of the county’s debt management policy.
- The county mayor and county commission acknowledge that an annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt. The purpose of this requirement is to ensure elected officials are aware that prior to the issuance of debt the county must go through the process of assessing the county’s cash flow. This is done to evaluate the county’s finances and confirm that sufficient revenues are available to cover additional debt service associated with the proposed issuance of debt.

Debt Management Policy

This is an acknowledgement that *the Debt Management Policy of _____ County is on file with the Office of the Comptroller of the Treasury* and was reviewed with the members of the _____ County Commission present at the meeting held on the ___ day of _____.

Minutes of this meeting have been included as documentation of this agenda item.

Annual Cash Flow Forecast

This is an acknowledgement that *prior to the issuance of debt an annual cash flow forecast was prepared for the appropriate fund and submitted to the Comptroller’s office* and was reviewed with the members of the _____ County Commission present at the meeting held on the ___ day of _____.

Minutes of this meeting have been included as documentation of this agenda item.

Acknowledged this _____ day of _____, 20__.

County Mayor/Executive Name

Signature