



HISTORIC  
FRANKLIN  
TENNESSEE

ITEM #5  
FINANCE  
08-28-13

## MEMORANDUM

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August 22, 2013

**TO:** Board of Mayor & Aldermen  
**FROM:** Eric S. Stuckey, City Administrator  
Russ Truell, Assistant City Administrator  
**SUBJECT:** Resolution to Update U S Treasury Account Information

### Purpose

The purpose of this agenda item is to amend the contact information for staff members to authorize transactions in the City's account with the U S Treasury.

### Background

The City of Franklin maintains an account with the United States Treasury to purchase and sell treasury securities. Purchasing securities through this account allows the city to avoid brokerage charges. This resolution updates the contact information authorizing staff to initiate transactions with the Treasury.

### Financial Impact

There is no direct financial impact.

### Recommendation

Staff recommends approval of the agreement.

RESOLUTION 2013-60

For official use only: Customer Name	Customer No.
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PD F 1010 E  
Department of the Treasury  
Bureau of the Public Debt  
(Revised August 2011)

OMB 1535-0117

**RESOLUTION FOR TRANSACTIONS  
INVOLVING TREASURY SECURITIES**

www.treasurydirect.gov

**IMPORTANT:** Follow instructions in filling out this form. You should be aware that the making of any false, fictitious, or fraudulent claim or statement to the United States is a crime that is punishable by fine and/or imprisonment.

**1. RESOLUTION**

List the name(s) of individuals presently duly qualified and acting on behalf of the organization.

Resolved that:

\_\_\_\_\_ Name(s) and Title(s) of Authorized Individual(s)

is/are authorized to perform any and all transactions relating to United States Treasury Securities held in the name of

\_\_\_\_\_ Name of Organization Taxpayer ID No./Account No.

either in its own right or in a fiduciary capacity, including the right to execute tax documents related to these securities.

If more than one individual is named, they are authorized to act  separately  jointly.  
*(If neither box is selected, the authority to act jointly will be assumed unless the names are joined by "or.")*

If the Department of the Treasury requires a Bond of Indemnity to protect the interests of the United States, the named individual(s) are authorized to execute the Bond of Indemnity on behalf of this organization as  principal  surety  principal or surety.  
*(If not completed, no authority will be assumed.)*

It is further resolved that any action taken by the named individual(s) is hereby ratified and that this authorization shall remain in effect  until revoked or for  1 year  2 years  other \_\_\_\_\_ from the date of certification.  
*(One year will be assumed unless otherwise indicated.)*

The named individual(s) are authorized to perform transactions relating to  all accounts/securities  only the accounts/securities specified on the attached additional pages (attach a page describing the accounts/securities).  
*(All accounts/securities will be assumed unless otherwise indicated.)*

**2. AUTHORIZATION—If the organization does not have a seal, you MUST wait until you are in the presence of a certifying officer to sign this form. The form must be signed by an officer other than the person(s) authorized in item 1 above.**

I certify under penalty of perjury that the foregoing is a true copy of a resolution adopted at a meeting of the governing body of:

\_\_\_\_\_ Name of Organization \_\_\_\_\_ Taxpayer Identification Number  
 and that said meeting was duly called and held and that the resolution was duly adopted and is in full force.

(SEAL OF THE ORGANIZATION)

\_\_\_\_\_ Signature(s) \_\_\_\_\_ Date  
 \_\_\_\_\_ Title \_\_\_\_\_ Telephone No.

**3. CERTIFICATION—Certification required ONLY if organization's seal is NOT affixed above.**

Instructions to Certifying Officer:

1. Name of person(s) who appeared and date of appearance **MUST** be completed.
2. Medallion stamps require an original signature.
3. Person(s) must sign in your presence.

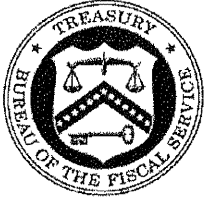
I certify that \_\_\_\_\_, whose identity(ies) is/are  
 Name of Person(s) Who Appeared  
 known or proven to me, personally appeared before me this \_\_\_\_\_ day of \_\_\_\_\_  
 Month/Year  
 at \_\_\_\_\_ and signed this form.  
 City/State

(OFFICIAL STAMP OR SEAL)

\_\_\_\_\_ Signature and Title of Certifying Officer  
 \_\_\_\_\_ Name of Financial Institution  
 \_\_\_\_\_ Address  
 \_\_\_\_\_ City/State/ZIP Code  
 \_\_\_\_\_ Telephone

ACCEPTABLE CERTIFICATIONS:  
 Financial Institution's Official Seal or Stamp  
 (such as Corporate Seal, Signature Guaranteed Stamp, or Medallion Stamp). **Brokers must use a Medallion Stamp.**

(Notary certification is NOT acceptable.)



# Treasury Retail Securities

August 6, 2013

Customer: 0000843253S

Mike Lowe



MIKE LOWE  
CITY OF FRANKLIN  
109 THIRD AVE SOUTH STE 111  
FRANKLIN TN 37064-2519

Dear Mr. Lowe:

This letter refers to your recent transaction and/or inquiry.

Please provide the Legacy Treasury Direct account number(s), the organization's taxpayer identification number (TIN), and **one** of the following:

- A written request for account verification on the organization's letterhead. The letter must contain an officer's signature and title, the Legacy Treasury Direct account number, and the organization's TIN.
- A certified copy of your organization's resolution, or original copies or pertinent extracts of other supporting documents (i.e., bylaws, charters, constitutions, or board minutes), that are certified by an officer who has access to the organization's records.
- The enclosed *Resolution for Transactions Involving Treasury Securities* (PD F 1010 E). An officer of the organization (other than yourself) who is responsible for maintaining the organization's records should sign and date the form. This officer cannot be among those named on the front of the form (i.e., an officer may not sign his or her own authorization to conduct transactions). In addition, the organization's seal should be affixed to the form. If the organization does not have a seal, the form must be certified.

Please list the information that needs to be verified, so that only a confirmation is necessary.

If you have any questions concerning this transaction, please contact one of our Legacy Treasury Direct® team members at 800-722-2678.

Sincerely,

Federal Reserve Bank of Minneapolis

Enclosure: PD F 1010 - Resolutions for Transactions  
Return Envelope

For information about Treasury Retail securities, go to:  
[www.treasurydirect.gov](http://www.treasurydirect.gov)