

STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

**STATE REVOLVING FUND  
DRINKING WATER FACILITIES**

**LOAN APPLICATION**



Florida Department of Environmental Protection  
Bureau of Water Facilities Funding  
Twin Towers Office Building  
2600 Blair Stone Road  
Tallahassee, Florida 32399-2400

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**LOAN APPLICATION**

**(1) SUBMITTAL.** Submit the application and attachments to the Department of Environmental Protection, MS 3505, Bureau of Water Facilities Funding, 2600 Blair Stone Road, Tallahassee, Florida 32399-2400.

**(2) COMPLETING THE APPLICATION.**

(a) This application consists of four parts: (I) ADMINISTRATIVE INFORMATION; (II) PROJECT INFORMATION; (III) FINANCIAL INFORMATION; and (IV) APPLICANT RESOLUTION, ASSURANCES, AND CERTIFICATION.

(b) All information provided on this application must be typed. Monetary amounts may be rounded to the nearest \$1,000.

(c) Attachments to be submitted are denoted with *italic print*. They are to be listed on Page 10.

**(3) ASSISTANCE.**

Bureau of Water Facilities Funding staff are available to provide assistance. Please call (850) 488-8163 or SUNCOM 278-8163.

**PART I - ADMINISTRATIVE INFORMATION**

(1) PROJECT SPONSOR APPLYING FOR LOAN. \_\_\_\_\_

Federal Employer Identification Number. \_\_\_\_\_

(2) AUTHORIZED REPRESENTATIVE. [Person formally authorized by the project sponsor to sign or attest to loan documents, including this application. If more than one, attach the information (*Attachment #* \_\_\_\_).]

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

(3) PRIMARY CONTACT PERSON. (Person to answer questions about this application.)

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Title \_\_\_\_\_ Fax # \_\_\_\_\_

Employer \_\_\_\_\_

Mailing Address \_\_\_\_\_

(4) ADDITIONAL PERSON(S) TO RECEIVE COPY OF DEPARTMENT CORRESPONDENCE. (If more than one, attach the information (*Attachment #* \_\_\_\_)).

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Title \_\_\_\_\_ Employer \_\_\_\_\_

Mailing Address \_\_\_\_\_

(5) PROJECT NUMBER (identified on the Department's priority list). DW \_\_\_\_\_

(6) LOAN AGREEMENT DATE. When do you expect to sign the Loan Agreement? \_\_\_\_\_  
(Allow time for Department preparation of agreement, applicant review, and local commission meeting if applicable.)

(7) PREAWARD COMPLIANCE. Has an *EPA Preaward Compliance Review Report* been submitted for this project? \_\_\_ Yes. \_\_\_ No. If "yes", identify the date submitted to the Department \_\_\_\_\_. If not, please complete and attach the EPA form. (*Attachment #*\_\_\_\_\_)

(8) FEDERAL EQUIVALENCY REQUIREMENTS. As a result of the federal funding of the State Revolving Fund Program for Drinking Water Facilities, there are federal requirements that must be met to enable financial assistance for any project. These requirements are identified under PART IV of this application.

**PART II - PROJECT INFORMATION. Complete SUBPART A or SUBPART B as appropriate.**

**SUBPART (A): PRECONSTRUCTION LOAN INFORMATION.**

(1) PRECONSTRUCTION ACTIVITIES. Attach a brief description of the scope of planning and design activities to be financed by this loan.

(2) PRECONSTRUCTION LOAN SCHEDULE.

(a) Provide proposed completion dates for the items below. (Please call Department staff to discuss time frames needed to complete required tasks.)

Water facilities plan adoption by the Project Sponsor. \_\_\_\_\_

Engineering design. \_\_\_\_\_

Certification of site availability (for construction and operation). \_\_\_\_\_

(b) Do you anticipate that a contractual agreement with another party will be necessary to implement the project? \_\_\_ Yes. \_\_\_ No. If "yes", list entities to be involved.

\_\_\_\_\_  
\_\_\_\_\_

(3) PRECONSTRUCTION LOAN PROJECT COSTS. Is the cost information submitted for the priority list current? \_\_\_ Yes. \_\_\_ No. If "no", please explain and submit revised cost information (*Attachment #*\_\_\_\_) using the appropriate page of the Request for Inclusion on the Priority List for Drinking Water Facilities Form 62-552.900(1), F.A.C. Note that the disbursable amount (including the repayment reserve) will be limited to the priority list amount. Preconstruction loans are not available to finance the non-grant share of SRF preconstruction grants.

**SUBPART B: CONSTRUCTION LOAN INFORMATION.**

(1) CONSTRUCTION ACTIVITIES

(a) Attach a brief description of construction activities to be financed by this loan. Include a list of the construction contracts (by title) corresponding to the plans and specifications accepted by the Department (*Attachment #*\_\_\_\_). Also provide a proposed "start date" and "completion date" for each contract.

(b) Attach a copy of the Department letter(s) accepting the plans and specifications and all addenda (*Attachment #*\_\_\_\_).

(c) Does this project involve a contractual service agreement with other entities? \_\_\_ Yes. \_\_\_ No. If "yes", attach a copy of the Department letter accepting the agreement. (*Attachment #* \_\_\_\_). Is the agreement, as accepted by the Department, fully executed and enforceable? \_\_\_ Yes. \_\_\_ No. If "no", please explain (*Attachment #* \_\_\_\_).

(d) Has the Department accepted a clear site title certification for the project?  Yes.  No. If "yes", provide evidence of such certification or its acceptance. (Attachment #\_\_\_\_) If "no", explain. (Attachment #\_\_\_\_)

(e) Attach evidence that either a permit from the Department is not required to authorize project construction or that such authorization has been issued by the Department. (Attachment # \_\_\_\_)

**(2) CONSTRUCTION LOAN PROJECT COSTS.**

Is the cost information submitted for the priority list current?  Yes.  No. If "no", please explain and submit revised cost information (Attachment #\_\_\_\_) using the appropriate page of the Request for Inclusion on the Priority List for Drinking Water Facilities Form 62-552.900(1), F.A.C. Note that the disbursable amount (including the repayment reserve) will be limited to the priority list amount.

**PART III - FINANCIAL INFORMATION**

(1) PRINCIPAL AMOUNT OF THE LOAN. The requested amount of the loan, including capitalized interest (which is not disbursed), is \$\_\_\_\_\_. The estimate of the capitalized interest is \$\_\_\_\_\_. Note that the disbursable amount will be limited to the priority list amount and must be consistent with the information provided under **PART II** of this application. Also note that the capitalized interest is an inexact estimate, and it is subject to adjustment by the Department to reflect disbursement timing.

**(2) LOAN TERMS AND REPAYMENT.**

(a) If a construction loan involves a financially disadvantaged community, loans are amortized over 30 years, or less, with interest and principal paid semiannually. If a construction loan is not for a project to serve such a community, loans are amortized over 20 years, or less, with interest and principal paid semiannually. Preconstruction loans are amortized over not more than 10 years, with interest and principal paid semiannually. Do you want to repay the loan in less than the maximum amortization period?

Yes.  No. If "yes", identify the number of years \_\_\_\_\_.

(b) Due to limitations on availability of State Revolving Fund revenues, a large (generally in excess of \$8 million unless the loan is to be made from the reserve for small communities in which case the amount generally would be in excess of \$1.5 million) loan amount may be provided in increments pursuant to the initial loan agreement and subsequent amendments as well Chapter 62-552, F.A.C. Each increment shall have a separate interest rate as established in the agreement or amendment providing that increment. If in doubt about whether the funding will be segmented, this matter should be discussed with Department staff.

(c) List all revenues that are to be pledged for repayment of this loan. (Note: Typically, water system or water and sewer system revenues are pledged, and the net revenues available for loan repayment must equal at least 1.15 times the annual debt service unless special reserves are locally funded. Rule 62-552.430, F.A.C., addresses pledged revenues and coverage requirements.

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(3) LOAN REPAYMENT RESERVE. The Applicant will be required to maintain a Loan Repayment Reserve Account to provide an interim remedy for any deficiency in pledged revenues. This reserve shall be no less than 0.03 times the total loan amount less the portion of the loan for capitalized interest and loan repayment reserve. Loan proceeds will be provided to establish the minimum (0.03) reserve.

(4) ADDITIONAL LOAN SECURITIZATION. If the project sponsor does not meet the requirements of Rule 62-552.430(4), F.A.C., for pledged revenue, loan repayment responsibility, default remedies, and debt service

history, indicate which of the following securitization provisions the project sponsor is prepared to negotiate (describe each in *Attachment # \_\_\_\_\_*):

- (a) Additional escrowed loan repayment reserve. No \_\_\_\_\_ Yes \_\_\_\_\_
- (b) Letter of credit. No \_\_\_\_\_ Yes \_\_\_\_\_
- (c) Lien on tangible assets. No \_\_\_\_\_ Yes \_\_\_\_\_
- (d) Personal or corporate obligation. No \_\_\_\_\_ Yes \_\_\_\_\_
- (e) Other equivalent securitization. No \_\_\_\_\_ Yes \_\_\_\_\_

(5) INFORMATION ON LIENS.

(a) Describe all debt obligations having a prior or parity lien on the revenues pledged for this Loan (*Attachment # \_\_\_\_\_*); see the following example:

City Name, Florida, Water and Sewer System Revenue Bonds, Series 1996, issued in the amount of \$10,000,000, pursuant to Ordinance No. 93-104, as amended and supplemented by Ordinance No. 96-156.

(b) Using the *Schedule of Prior and Parity Liens* (page 7 ), provide debt service information on each prior and parity obligation. For the listed obligations, provide a copy of the ordinance(s), resolution(s), official statement(s), or pages thereof, setting forth the definitions, use of proceeds, debt service schedule, pledged revenues, rate covenants, provisions for issuing additional debt, provisions for bond insurance, and debt rating (*Attachment # \_\_\_\_\_*).

(6) ACTUAL AND PROJECTED REVENUES.

(a) Complete the Schedule of Actual Revenues and Debt Coverage for Rate-Based System Pledged Revenues (page 8 ) for the past two fiscal years. Additional information may be required if deemed necessary by the Department to evaluate credit-worthiness of the applicant.

(b) Complete the Schedule of Projected Revenues and Debt Coverage for Rate-Based System Pledged Revenue (page 9 ), demonstrating the availability of pledged revenues for loan repayment. All projects expected to be implemented in the next five years are to be reflected into the need for projected revenues.

(7) LEGAL OPINION ON THE AVAILABILITY OF PLEDGED REVENUES. All sources must be supported by a written legal opinion (*Attachment # \_\_\_\_\_*) addressing the:

- (a) Availability of the revenues to repay the loan;
- (b) Right to increase rates at which revenues shall be collected to repay the loan; and
- (c) Subordination of the pledge if pledged revenues are subject to a prior or parity lien.

(8) RESOLUTION ESTABLISHING PLEDGED REVENUES. Provide a certified resolution or other documentation (*Attachment # \_\_\_\_\_*) of the formal action taken by the applicant that establishes the pledged revenues.

**PART IV - APPLICANT RESOLUTION, ASSURANCES, AND CERTIFICATION**

(1) RESOLUTION. Provide a certified resolution or other documentation (*Attachment # \_\_\_\_\_*) of the formal action taken by Applicant that:

- (a) Authorizes this application; and
- (b) Designates the Authorized Representative(s) to file the application, provide assurances, execute the loan agreement, and represent the Applicant in carrying out responsibilities (including that of requesting loan disbursements) under the loan agreement.

(2) ASSURANCES AND CERTIFICATION. The Applicant agrees to comply with the laws, rules, regulations, policies and conditions relating to the loan for this project. Specifically, the Applicant certifies that it has complied, as appropriate, and will comply with the following requirements in undertaking the project:

- (a) Complete all facilities recommended in the approved facilities plan.
- (b) The Archaeological and Historic Preservation Act of 1974, PL 93-291, and the National Historic Preservation Act of 1966, PL 89-665, as amended, regarding identification and protection of historic properties.
- (c) The Clean Air Act, 42 U.S.C. 7506(c), which requires conformance with State Air Quality Implementation Plans.
- (d) The Coastal Zone Management Act of 1972, PL 92-583, as amended, which requires assurance of project consistency with the approved State management program developed under this Act.
- (e) The Endangered Species Act, 16 U.S.C. 1531, et seq., which requires that projects avoid disrupting threatened or endangered species and their habitats.
- (f) Executive Order 11593, Protection and Enhancement of the Cultural Environment, regarding preservation, restoration and maintenance of the historic and cultural environment.
- (g) Executive Order 11988, Floodplain Management, related to avoiding, to the extent possible, adverse impacts associated with floodplain occupancy, modification and development whenever there is a practicable alternative.
- (h) Executive Order 11990, Protection of Wetlands, related to avoiding, to the extent possible, adverse impacts associated with the destruction or modification of wetlands and avoiding support of construction in wetlands.
- (i) The Fish and Wildlife Coordination Act, PL 85-624, as amended, which requires that actions to control natural streams or other water bodies be undertaken to protect fish and wildlife resources and their habitats.
- (j) The Wild and Scenic Rivers Act, PL 90-542, as amended, related to protecting components or potential components of the national wild and scenic rivers system.
- (k) The federal statutes relating to nondiscrimination, including: The Civil rights Act of 1964, PL 88-352, which prohibits discrimination on the basis of race, color or national origin; the Age Discrimination Act, PL 94-135, which prohibits discrimination on the basis of age; Section 13 of the Federal Water Pollution Control Act, PL 92-500, which prohibits sex discrimination; the Rehabilitation Act of 1973, PL 93-112, as amended, which prohibits discrimination on the basis of handicaps.
- (l) Executive Order 11246, Equal Employment Opportunity, which provides for equal opportunity for all qualified persons.
- (m) Executive Orders 11625 and 12138, Women's and Minority Business Enterprise, which require that small, minority, and women's business and labor surplus areas are used when possible as sources of supplies, equipment, construction, and services.
- (n) The Demonstration Cities and Metropolitan Development Act of 1966, PL 89-754, as amended, which requires that projects be reviewed in accordance with state clearinghouse procedures.
- (o) The Amended Safe Drinking Water Act, PL 104-182, which sets forth requirements for public water systems.
- (p) The Coastal Barrier Resources Act, 16 U.S.C. 3501 et seq., regarding protection and conservation of the coastal barrier resources.
- (q) The Farmland Protection Policy Act, 7 U.S.C. 4201 et seq., regarding protection of agricultural lands from irreversible loss.
- (r) The Uniform Relocation and Real Property Acquisition Policies Act of 1970, PL 91-646, which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally assisted programs.

(s) Section 306 of the Clean Air Act, Section 508 of the Clean Water Act and Executive Order 11738, which prohibit manufacturers, firms, or other enterprises on the EPA's list of Violating Facilities from participating in the Project.

(t) Executive Order 12549, Debarment and Suspension, which prohibits any award to a party which is debarred or suspended or is otherwise excluded from, or ineligible for, participation in federal assistance programs.

(u) Minority and Women's Business Enterprise participation in project work using numerical goals, established by the U.S. Environmental Protection Agency, and to be set forth in the specifications for construction and materials contracts.

I, the undersigned Authorized Representative of the Applicant, hereby certify that all information contained herein and in the attached is true, correct, and complete to the best of my knowledge and belief. I further certify that I have been duly authorized to file the application and to provide these assurances.

Authorized Representative \_\_\_\_\_  
(signature) (name typed)

Signed this \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_\_

Attachments

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## SCHEDULE OF PRIOR AND PARITY LIENS

List annual debt service beginning two years before the anticipated loan agreement date and continuing at least fifteen fiscal years. Use additional pages as necessary.

	<b>#1</b>	<b>#2</b>	<b>#3</b>
<b>Identify Each Obligation</b>	_____	_____	_____
<b>Coverage</b>	_____ %	_____ %	_____ %
<b>Insured?</b>	_____ Yes _____ No	_____ Yes _____ No	_____ Yes _____ No

Fiscal	<u>Annual Debt Service (Principal Plus Interest)</u>			Total	Total Debt Service Incl. Coverage
Year	#1	#2	#3	Debt Service	
1996	\$	\$	\$	\$	\$
1997	\$	\$	\$	\$	\$
1998	\$	\$	\$	\$	\$
1999	\$	\$	\$	\$	\$
2000	\$	\$	\$	\$	\$
2001	\$	\$	\$	\$	\$
2002	\$	\$	\$	\$	\$
2003	\$	\$	\$	\$	\$
2004	\$	\$	\$	\$	\$
2005	\$	\$	\$	\$	\$
2006	\$	\$	\$	\$	\$
2007	\$	\$	\$	\$	\$
2008	\$	\$	\$	\$	\$
2009	\$	\$	\$	\$	\$
2010	\$	\$	\$	\$	\$
2011	\$	\$	\$	\$	\$
2012	\$	\$	\$	\$	\$
2013	\$	\$	\$	\$	\$
2014	\$	\$	\$	\$	\$
2015	\$	\$	\$	\$	\$
2016	\$	\$	\$	\$	\$
2017	\$	\$	\$	\$	\$
2018	\$	\$	\$	\$	\$
2019	\$	\$	\$	\$	\$
2020	\$	\$	\$	\$	\$
2021	\$	\$	\$	\$	\$

**SCHEDULE OF ACTUAL REVENUES AND DEBT COVERAGE  
FOR RATE-BASED SYSTEM PLEDGED REVENUE**

(Provide information for the two fiscal years preceding the anticipated date of the SRF loan agreement.)

	FY 19 _____	FY 19 _____
(a) Operating Revenues:		
Water Service	_____	_____
Other _____	_____	_____
(b) Interest Income	_____	_____
(c) Other Income or Revenue (Identify)		
_____	_____	_____
_____	_____	_____
(d) Total Revenues	_____	_____
(e) Operating Expenses (excluding interest on debt, depreciation, and other non-cash items)	_____	_____
(f) Net Revenues (f = d - e)	_____	_____
(g) Debt Service (including required coverage; should reflect last column of preceding page)	_____	_____
(h) Attach audited annual financial report(s), or pages thereof, and any other documentation necessary to support the above information. Include any notes or comments from the audit reports regarding compliance with covenants of debt obligations having a prior or parity lien on the revenues pledged for repayment of the SRF loan. ( <i>Attachment # _____</i> )		
(i) Attach worksheets reconciling this page with the appropriate financial statements (for example, backing out depreciation and interest payments from operating expenses). ( <i>Attachment # _____</i> )		
(j) If the net revenues were not sufficient to satisfy the debt service and coverage requirement, please explain what corrective action was taken. ( <i>Attachment # _____</i> )		

**SCHEDULE OF PROJECTED REVENUES AND DEBT COVERAGE  
FOR RATE-BASED SYSTEM PLEDGED REVENUE**

(Begin with the fiscal year preceding first anticipated semiannual loan payment.)

	FY _____	FY _____	FY _____	FY _____	FY _____
(a) Water Operating Revenue	_____	_____	_____	_____	_____
(b) Other Operating Revenue	_____	_____	_____	_____	_____
(c) Interest Income	_____	_____	_____	_____	_____
(d) Other Income or Revenue (identify)	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
(e) Total Revenues	_____	_____	_____	_____	_____
(f) Operating Expenses (excluding interest on debt, depreciation, and other non- cash items)	_____	_____	_____	_____	_____
(g) Net Revenues (g = e - f)	_____	_____	_____	_____	_____
(h) Revenue (including coverage) pledged to debt service, excluding SRF loans	_____	_____	_____	_____	_____
(i) Revenue (including coverage) pledged to outstanding SRF loans	_____	_____	_____	_____	_____
(j) Revenue Available for this SRF Loan (j = g - h - i)	_____	_____	_____	_____	_____

(k) Identify the source of the above information and explain methods used to develop the projections (*Attachment # \_\_\_\_\_*). Include an explanation of any revenue and expense growth or other adjustments; for example, any rate increases, service growth, inflation adjustments, expense adjustments reflecting the cost of operating additional facilities, or other considerations.

(m) Are the above projections consistent with the capital improvements financing information in the accepted water facilities plan?  Yes  No. If not, explain on *Attachment # \_\_\_\_\_*.

