



Michigan Municipal Services Authority
PO BOX 12012, LANSING MI 48901-2012

**EXECUTIVE COMMITTEE
REGULAR MEETING**

Friday, October 13, 2023 at 11:00 AM
Dykema
723 S State St Suite 400
Ann Arbor, MI 48104

Zoom Link:

<https://dykema.zoom.us/j/88182777625?pwd=azJNQk5oVUQyM0xETTFVbzduZ2ZKZz09>

Meeting ID: 881 8277 7625

Passcode: 151397

AGENDA

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Approval of Minutes**
 - a. Minutes of the September 8, 2023 Executive Committee regular meeting
- V. Old Business**
 - None.
- VI. New Business**
 - a. Selection of RFP for Managed IT/Security Services
 - b. Resolution 2023-08 Depository Bank Account Signers
 - c. Resolution 2023-09 Schedule of Regular Meetings for Calendar Year 2024
- VII. Administrative Report**
- VIII. Public Comment**
- IX. Other Business**
- X. Adjournment**

A copy of the proposed minutes of the meeting will be available for public inspection at the principal office of the Authority within 8 business days. A copy of the approved minutes of the meeting, including any corrections, will be available for public inspection at the principal office of the Authority within 5 business days after approval.



Michigan Municipal Services Authority
PO BOX 12012, LANSING MI 48901-2012

**EXECUTIVE COMMITTEE
REGULAR MEETING**

Friday, September 8, 2023 at 11:00 a.m.

Dykema
201 Townsend St, #900
Lansing, MI 48933

MINUTES

Proposed Minutes Approved

MEETING TYPE: Regular Special

I. Call to Order

The meeting was called to order at 10:39 a.m.

II. Roll Call

Executive Committee Member Attendance:

	PRESENT	ABSENT
Angela Rogensues, Chair	X	
Doug Matthews, Treasurer	X	
Kathleen Lomako, Secretary	X	
Scott Erbisch	X	
Aaron Wagner	X	

Other attendees:

- Samantha Harkins, MMSA
- Kristen Delaney, MMSA
- Steve Liedel, Dykema
- Kari Shea, Plante Moran

**Participated via teleconference.*

III. Approval of Agenda

Moved by: Lomako
Supported by: Erbisch

Yes: X No:

IV. Approval of Minutes

- a. Approval of the minutes from the regular May 12, 2023 Executive Committee meeting.

Moved by: Erbisch
Supported by: Wagner

Yes: X No:

V. Administrative Report & New Business

Harkins presented her CEO report.

VI. Old Business

None.

VII. New Business

- a. Resolution 2023-05 FY 2022-2023 Budget Amendment 2

Harkins noted that the budget amendment was necessary because the MMSA received additional revenue from the Lincoln Institute and from a MEDC webinar that Matthews and Harkins participated in. She noted that Kent County had paid a portion of their CGI fee, which hadn't been budgeted for.

Motion to approve Resolution 2023-05 FY 2022-2023 Budget Amendment 2 as presented.

Moved by: Wagner
Supported by: Lomako

Yes: X No:

- b. Resolution 2023-06 FY 2023-2024 Budget Time Schedule

Motion to approve Resolution 2023-06 FY 2023-2024 Budget Time Schedule as presented.

Moved by: Lomako

Supported by: Wagner

Yes: No:

c. Presentation of the Proposed Budget for FY 2023-2024

Harkins stated that, as in the previous year, she continues to work on revenue for the MMSA. She stated that in the coming budget year, the MMSA will still have revenue from the CGI contract with Grand Rapids. This contract expires in 2025. She stated that Grand Rapids has chosen a new ERP vendor and will work with a different company after this contract ends. She noted that Kent County has decided to terminate work with CGI now, which will be discussed later in the agenda.

Rogensues opened the Public Hearing at 11:14 a.m.

No members of the public were present.

Rogensues closed the public hearing at 11:15 a.m.

Motion to approve FYE 2023-2024 MMSA Proposed Budget as presented.

Motion by: Wagner

Supported by: Erbisich

Ayes:

Nayes:

Erbisich
Lomako
Matthews
Rogensues
Wagner

d. Resolution 2023-07 General Appropriations

Motion to approve Resolution 2023-07 General Appropriations as presented.

Moved by: Lomako

Supported by: Wagner

Ayes:

Nayes:

Erbisich
Lomako
Matthews
Rogensues
Wagner

e. Kent County Termination

Harkins and Liedel explained the context of the termination agreement.

Motion to approve the termination agreement with Kent County and authorize the MMSA chairperson to sign the agreement.

Moved by: Erbisch
Supported by: Lomako

Yes: No:

f. Discussion of RFP for Managed IT/Cybersecurity Services: Review Proposals from Guidehouse, GSG and Dewpoint

The board reviewed the finalists from the RFP for Managed IT/Cybersecurity Services. Harkins stated that the board can decide at the next meeting.

VIII. Public Comment

None.

IX. Other Business

None.

X. Adjournment

Motion to adjourn the meeting 11:51 a.m.

Moved by: Erbisch
Supported by: Lomako

Yes: No:

Certification of Minutes

Approved by the Executive Committee on September 13, 2023.

Authority Secretary

Date



Michigan Municipal Services Authority

October 3, 2023

TO: MMSA Executive Committee and Board Members

RE: Executive Committee meeting report – October 13, 2023

1. Program update
 - a. Select vendor for Managed IT/Cybersecurity services (need vote from executive committee)
 - b. Programs for discussion/update:
 - i. MEDC RRC work (Mt. Pleasant missing middle RFI)
2. Monthly Financial Statements
Please find attached monthly financial statements for September 2023

Sincerely,

A handwritten signature in black ink, appearing to read "Samantha Harkins", written in a cursive style.

Samantha Harkins
CEO, Michigan Municipal Services Authority



Plante & Moran, PLLC
P.O. Box 307
3000 Town Center, Suite 100
Southfield, MI 48075
Tel: 248.352.2500
Fax: 248.352.0018
plantemoran.com

October 9, 2023

To: Samantha Harkins, CEO
Michigan Municipal Services Authority (MMSA) Board of Directors

Re: September 2023 Monthly Statements

Enclosed are the following Monthly Statements for your review:

1. Revenue & Expenditure Report – General Fund
2. Revenue & Expenditure Report – Financial Management System Fund
3. Revenue & Expenditure Report – All Funds
4. Balance Sheet
5. Check Register
6. Bank Account Reconciliation
7. Bank Statement

Fiscal year ending September 30, 2023, balances are still in draft form and subject to change in conjunction with the audit. Audit fieldwork is scheduled to begin December 4, 2023.

Please contact Kari Shea (248-223-3287) or Kelly Schimmoeller (734-302-6456) with any questions.

Thank you.

Disclaimer: These financial statements have not been subjected to an audit, review or compilation engagement, and no assurance is provided on them.



Michigan Municipal Services Authority
REVENUE AND EXPENDITURE REPORT
As of September 30, 2023

	Year Ending 09/30/2022	Year Ending 09/30/2023		Year To Date 09/30/2023	% BDGT
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	
Revenue					
671000 - Contract Revenue	155,000	166,000	172,000	172,750	100.44 %
676000 - Reimbursement	86	0	0	152	0.00 %
Total Revenue	<u>155,086</u>	<u>166,000</u>	<u>172,000</u>	<u>172,902</u>	<u>100.52 %</u>
Expenses					
Salary and Fringes					
701000 - Personal Services	57,966	57,740	59,625	57,417	96.30 %
710000 - FUTA Taxes	110	375	375	0	0.00 %
715000 - Social Security & Medicare	4,447	4,380	4,600	4,414	95.97 %
718000 - Insurance - Health	5,629	6,255	10,325	9,915	96.03 %
Total Salary and Fringes	<u>68,152</u>	<u>68,750</u>	<u>74,925</u>	<u>71,746</u>	<u>95.76 %</u>
Operating					
752000 - Office Expense	1,480	2,000	3,000	2,584	86.13 %
801000 - Professional and Contractual Services	93,378	93,600	95,000	94,200	99.16 %
801500 - Office Rent	6,057	0	0	0	0.00 %
802000 - Legal	6,861	18,000	18,000	22,648	125.82 %
803000 - Accounting	12,960	16,500	16,500	11,538	69.92 %
803500 - Audit	11,400	11,800	11,800	11,800	100.00 %
804000 - Bank Service Charges	725	1,200	200	101	50.54 %
805000 - HR and Benefits Consulting	0	250	250	0	0.00 %
806000 - Program Development	0	5,000	5,000	0	0.00 %
840000 - Insurance	5,533	8,000	8,400	8,492	101.10 %
861000 - Mileage Reimbursement	304	500	700	285	40.70 %
955000 - Miscellaneous	1,498	2,000	2,000	1,413	70.66 %
Total Operating	<u>140,196</u>	<u>158,850</u>	<u>160,850</u>	<u>153,061</u>	<u>95.16 %</u>
Total Expenses	<u>208,348</u>	<u>227,600</u>	<u>235,775</u>	<u>224,807</u>	<u>95.35 %</u>
Revenue in Excess of Expenses	<u>(53,262)</u>	<u>(61,600)</u>	<u>(63,775)</u>	<u>(51,905)</u>	<u>81.39 %</u>
Transfers					
699273 - Interfund Transfer In - FMS	139,755	71,840	89,519	89,519	100.00 %
Total Transfers	<u>139,755</u>	<u>71,840</u>	<u>89,519</u>	<u>89,519</u>	<u>100.00 %</u>
Change in Equity	<u><u>86,493</u></u>	<u><u>10,240</u></u>	<u><u>25,744</u></u>	<u><u>37,614</u></u>	<u><u>146.11 %</u></u>

These financial statements have not been subjected to an audit, review or compilation engagement, and no assurance is provided on them.

Michigan Municipal Services Authority REVENUE AND EXPENDITURE REPORT As of September 30, 2023

	Year Ending 09/30/2022	Year Ending 09/30/2023		Year To Date 09/30/2023	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	% BDGT
Revenue					
671000 - Contract Revenue	2,146,920	2,079,010	1,368,362	1,368,362	100.00 %
Total Revenue	<u>2,146,920</u>	<u>2,079,010</u>	<u>1,368,362</u>	<u>1,368,362</u>	<u>100.00 %</u>
Expenses					
Operating					
801000 - Professional and Contractual Services	2,007,165	2,007,170	1,278,843	1,278,843	100.00 %
Total Operating	<u>2,007,165</u>	<u>2,007,170</u>	<u>1,278,843</u>	<u>1,278,843</u>	<u>100.00 %</u>
Total Expenses	<u>2,007,165</u>	<u>2,007,170</u>	<u>1,278,843</u>	<u>1,278,843</u>	<u>100.00 %</u>
Revenue in Excess of Expenses	<u>139,755</u>	<u>71,840</u>	<u>89,519</u>	<u>89,519</u>	<u>100.00 %</u>
Transfers					
995101 - Transfer Out - GF	(139,755)	(71,840)	(89,519)	(89,519)	100.00 %
Total Transfers	<u>(139,755)</u>	<u>(71,840)</u>	<u>(89,519)</u>	<u>(89,519)</u>	<u>100.00 %</u>
Change in Equity	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0.00 %</u></u>

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Michigan Municipal Services Authority
REVENUE AND EXPENDITURE REPORT
As of September 30, 2023

	Year Ending	Year Ending		Year To Date	% BDGT
	09/30/2022	09/30/2023	09/30/2023	09/30/2023	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	
Revenue					
671000 - Contract Revenue	2,301,920	2,245,010	1,540,362	1,541,112	100.05 %
676000 - Reimbursement	86	0	0	152	0.00 %
Total Revenue	<u>2,302,006</u>	<u>2,245,010</u>	<u>1,540,362</u>	<u>1,541,264</u>	<u>100.06 %</u>
Expenses					
Salary and Fringes					
701000 - Personal Services	57,966	57,740	59,625	57,416	96.30 %
710000 - FUTA Taxes	110	375	375	0	0.00 %
715000 - Social Security & Medicare	4,447	4,380	4,600	4,415	95.97 %
718000 - Insurance - Health	5,629	6,255	10,325	9,915	96.03 %
Total Salary and Fringes	<u>68,152</u>	<u>68,750</u>	<u>74,925</u>	<u>71,746</u>	<u>95.76 %</u>
Operating					
752000 - Office Expense	1,480	2,000	3,000	2,584	86.13 %
801000 - Professional and Contractual Services	2,100,543	2,100,770	1,373,843	1,373,043	99.94 %
801500 - Office Rent	6,057	0	0	0	0.00 %
802000 - Legal	6,861	18,000	18,000	22,648	125.82 %
803000 - Accounting	12,960	16,500	16,500	11,538	69.92 %
803500 - Audit	11,400	11,800	11,800	11,800	100.00 %
804000 - Bank Service Charges	725	1,200	200	101	50.54 %
805000 - HR and Benefits Consulting	0	250	250	0	0.00 %
806000 - Program Development	0	5,000	5,000	0	0.00 %
840000 - Insurance	5,533	8,000	8,400	8,492	101.10 %
861000 - Mileage Reimbursement	304	500	700	285	40.70 %
955000 - Miscellaneous	1,498	2,000	2,000	1,413	70.66 %
Total Operating	<u>2,147,361</u>	<u>2,166,020</u>	<u>1,439,693</u>	<u>1,431,904</u>	<u>99.46 %</u>
Total Expenses	<u>2,215,513</u>	<u>2,234,770</u>	<u>1,514,618</u>	<u>1,503,650</u>	<u>99.28 %</u>
Revenue in Excess of Expenses	<u>86,493</u>	<u>10,240</u>	<u>25,744</u>	<u>37,614</u>	<u>146.11 %</u>
Transfers					
699273 - Interfund Transfer In - FMS	139,755	71,840	89,519	89,519	100.00 %
995101 - Transfer Out - GF	(139,755)	(71,840)	(89,519)	(89,519)	100.00 %
Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00 %</u>
Change in Equity	<u>86,493</u>	<u>10,240</u>	<u>25,744</u>	<u>37,614</u>	<u>146.11 %</u>

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Michigan Municipal Services Authority COMPARATIVE BALANCE SHEET

	PERIOD ENDED 09/30/2022	PERIOD ENDED 09/30/2023	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts	1,560,489	481,270	(1,079,219)	(69.15) %
Other Current Assets				
040000 - Accounts Receivable	(1,108,844)	0	1,108,843	(100.00) %
123000 - Prepaid Expenses	2,284	0	(2,283)	(100.00) %
Total Other Assets	(1,106,560)	0	1,106,560	(100.00) %
Total Current Assets	453,929	481,270	27,341	6.02 %
TOTAL ASSETS	453,929	481,270	27,341	6.02 %
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
202000 - Accounts Payable	13,102	3,120	(9,982)	(76.18) %
Total Accounts Payable	13,102	3,120	(9,982)	(76.18) %
Other Current Liabilities				
257000 - Accrued Salaries Wages	291	0	(291)	(100.00) %
Total Other Current Liabilities	291	0	(291)	(100.00) %
Total Current Liabilities	13,393	3,120	(10,273)	(76.70) %
Total Liabilities	13,393	3,120	(10,273)	(76.70) %
Equity				
390000 - Fund Balance - Unassigned	354,043	440,536	86,493	24.43 %
Net Revenue	86,493	37,614	(48,879)	(56.51) %
Total Equity	440,536	478,150	37,614	8.53 %
TOTAL LIABILITIES AND EQUITY	453,929	481,270	27,341	6.02 %

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Created on 10/04/2023, 8:43 PM EDT

Michigan Municipal Services Authority Check register

Date	Payee	Document no.	Amount Cleared
	Bank: Bill.com Clearing - Bill.com Clearing	Account no:	
09/01/2023	10032--Hundred Place Consulting, LLC		4,680.00 In Transit
09/07/2023	10029--Vettraino Consulting, LLC		3,120.00 In Transit
09/14/2023	10009--Kristen Delaney		1,492.38 In Transit
09/14/2023	10027--Michigan Municipal Risk Management Authority		625.50 In Transit
09/14/2023	10002--Plante Moran		2,993.00 In Transit
09/14/2023	10032--Hundred Place Consulting, LLC		270.00 In Transit
09/27/2023	10003--Dykema Gossett, PLLC		22,648.05 In Transit
09/28/2023	10009--Kristen Delaney		141.31 In Transit
	Total for Bill.com Clearing		35,970.24
	Bank: Fifth Third - 1244 - Firth Third	Account no: 7169301244	
09/05/2023	10015--Gusto		45.00 09/30/2023
09/14/2023	10015--Gusto		695.32 09/30/2023
09/28/2023	10015--Gusto		695.32 09/30/2023
	Total for Fifth Third - 1244		1,435.64

Michigan Municipal Services Authority

Reconciliation report

As of 09/30/2023
Account: 5/3 Checking

Statement ending balance	481,315.58
Deposits in transit	0.00
Outstanding checks and charges	0.00
Adjusted bank balance	481,315.58
Book balance	481,315.58
Adjustments*	0.00
Adjusted book balance	481,315.58

Total Checks and charges Cleared	130,295.88	Total Deposits Cleared	90,421.04
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Deposits

Name	Memo	Date	Doc no.	Cleared	In transit
State of Michigan	MEDC	09/21/2023		750.00	
MMRMA	MMRMA Reimbursement of excess net assets	09/25/2023		152.00	
General Ledger entry	Transfer from Fund 273 to Fund 101	09/30/2023		89,519.04	
Total Deposits				90,421.04	0.00

Checks and charges

Name	Memo	Date	Check no.	Cleared	Outstanding
General Ledger entry	BILL 09/01/23 Payables Funding	09/01/2023		4,680.00	
Gusto	August 2023 Invoice	09/05/2023		45.00	
General Ledger entry	BILL 09/07/23 Payables Funding	09/07/2023		3,120.00	
General Ledger entry	Late fee to Grand River Insurance	09/08/2023		25.00	
Gusto	09.14.2023 Payroll	09/14/2023		695.32	
General Ledger entry	BILL 09/14/23 Payables Funding	09/14/2023		5,380.88	
General Ledger entry	09.14.23 Payroll	09/14/2023		1,672.98	
General Ledger entry	BILL 09/27/23 Payables Funding	09/27/2023		22,648.05	
General Ledger entry	09.28.23 Payroll	09/28/2023		1,672.98	
General Ledger entry	BILL 09/28/23 Payables Funding	09/28/2023		141.31	
Gusto	09.28.2023 Payroll	09/28/2023		695.32	
General Ledger entry	Transfer from Fund 273 to Fund 101	09/30/2023		89,519.04	
Total Checks and charges				130,295.88	0.00



FIFTH THIRD BANK
(WESTERN MICHIGAN)
P.O. BOX 630900 CINCINNATI OH 45263-0900

MICHIGAN MUNICIPAL SERVICE
200 TOWNSEND ST STE 900
LANSING MI 48933



0

4690

Statement Period Date: 9/1/2023 - 9/30/2023

Account Type: COMM'L 53 ANALYZED

Account Number: 7169301244

Banking Center: Grand Rapids

Banking Center Phone: 616-653-5440

Commercial Client Services: 866-475-0729

Account Summary - 7169301244

09/01	Beginning Balance	\$521,190.42	Number of Days in Period	30
	Checks			
11	Withdrawals / Debits	\$(40,776.84)		
2	Deposits / Credits	\$902.00		
09/30	Ending Balance	\$481,315.58		

Withdrawals / Debits

11 items totaling \$40,776.84

Date	Amount	Description
09/01	4,680.00	Bill.com Payables 016VFSSIF2RKBVGX Michigan Municipal Ser Hundred Place Consulting, LLC Bill.com 016VFSSIF2RKBVGX Inv #1104 090123
09/06	45.00	GUSTO 3qhk FEE 645450 6semjv3ak73 MICHIGAN MUNICIPAL SER 090623
09/07	3,120.00	Bill.com Payables 016KTWEFH2RSMP5 Michigan Municipal Ser Jaymes Vettraino Bill.com 016KTWEFH2RSMP5 Inv #2384 090723
09/08	25.00	Grand River Insu INS PREM 000000000029588 090823
09/13	695.32	GUSTO 6SEMJMUEAIJ TAX 795027 6semjv514ol MICHIGAN MUNICIPAL SER 091323
09/13	1,672.98	GUSTO 6SEMJMUEAII NET 795026 6semjv514ok MICHIGAN MUNICIPAL SER 091323
09/14	5,380.88	Bill.com Payables 016RWTBBS2S21LI Michigan Municipal Ser Multiple Payments Bill.com Payables 016RWTBBS2S21LI 091423
09/27	695.32	GUSTO 6SEMJMUOP6T TAX 137693 6semjv8apue MICHIGAN MUNICIPAL SER 092723
09/27	1,672.98	GUSTO 6SEMJMUOP6S NET 137692 6semjv8apud MICHIGAN MUNICIPAL SER 092723
09/27	22,648.05	Bill.com Payables 016FWDKLU2XJEBS Michigan Municipal Ser Dykema Gossett PLLC Bill.com 016FWDKLU2XJEBS Multiple invoices 092723
09/28	141.31	Bill.com Payables 016NDGWW2XJYNV Michigan Municipal Ser Kristen Delaney Bill.com 016NDGWW2XJYNV Inv #9/26/23 092823

Deposits / Credits

2 items totaling \$902.00

Date	Amount	Description
09/20	750.00	STATEOFMICHIGAN PMT/REFUND 202309153741392 MICHIGAN MUNICI NTE*230000958673 *CV0053980 *MICHIGAN MUNICIPAL SERVICES AU 092023
09/25	152.00	DEPOSIT

Daily Balance Summary

Date	Amount	Date	Amount	Date	Amount
09/01	516,510.42	09/13	510,952.12	09/25	506,473.24
09/06	516,465.42	09/14	505,571.24	09/27	481,456.89
09/07	513,345.42	09/20	506,321.24	09/28	481,315.58
09/08	513,320.42				

PLEASE NOTE THAT WE HAVE UPDATED OUR ACCOUNT RULES AND TERMS & CONDITIONS. DISCLOSURES CAN BE VIEWED ONLINE AT: COMMERCIAL ACCOUNT RULES: 53.COM/TM-CA-RULES TREASURY MANAGEMENT TERMS & CONDITIONS: 53.COM/TM-TC



**EXECUTIVE COMMITTEE
RESOLUTION 2023-08**

Depository Bank Account Signers

The executive committee of the Michigan Municipal Services Authority resolves:

- that the following individuals are the authorized signers for the depository account for money of the Michigan Municipal Services Authority (“**Authority**”) by Fifth Third Bank:

Name	Title
Samantha Harkins	CEO
Kristen Hatfield	Assistant to the Chief Executive Officer
Doug Matthews	Treasurer

(each an “**Authorized Signer**”);

- that Fifth Third Bank is authorized and directed to recognize the signatures of the Authorized Signers on checks drawn on, for the withdrawal of funds, and for the transaction of any other business regarding the indicated account or accounts of the Authority until such time as the Authority gives written notice of a change in authorization and Fifth Third Bank has a reasonable opportunity to act on that notice;
- that Fifth Third Bank also is authorized in its discretion to accept additions, deletions, changes, and other updates to the Commercial Master Signature on file with Fifth Third Bank on behalf of the Authority in a separate, written instrument signed by an Authorized Signer;
- that in connection with the Authority’s ongoing use of the Authority’s account or accounts at Fifth Third Bank, the treasurer is authorized to sign and deliver a Commercial Master Signature Card or updates to the Commercial Master Signature Card consistent with this resolution, including replacing the Authority’s existing Commercial Master Signature Card on file with Fifth Third Bank on the date this resolution is adopted;
- that by signing and delivering the Commercial Master Signature Card, or any updates, the treasurer is authorized on behalf of the Authority to acknowledge receipt of and agree to the Fifth Third Bank Commercial Account Rules governing the Authority’s account or accounts (as amended or updated), and agree to the related operating policies in effect at Fifth Third Bank with respect to the account or accounts;

- that the treasurer is authorized by the Authority to certify that that the treasurer is duly authorized by the Authority to execute and deliver the Commercial Master Signature Card or any updates, and that the signatures on the Commercial Master Signature Card and any of its exhibits or updates are the genuine specimen signatures of the listed persons;
- that the Authorized Signers are authorized to execute on behalf of the Authority the documents, certifications, or other authorizations, and make subsequent changes, as required by Fifth Third Bank to effectuate this resolution; and
- that this resolution shall remain effective until rescinded or superseded by the executive committee.

Secretary's Certification:

I certify that this resolution was adopted by the Executive Committee of the Michigan Municipal Services Authority at a properly-noticed open meeting held with a quorum present on October 13, 2023.

By: _____
Authority Secretary



Michigan Municipal Services Authority
PO BOX 12012, LANSING MI 48901-2012

**EXECUTIVE COMMITTEE
RESOLUTION 2023-09**

Schedule of Regular Meetings for Calendar Year 2024

The executive committee of the Michigan Municipal Services Authority (the “**Authority**”) resolves that the following notice and schedule of regular meetings is adopted and approved as the schedule of regular meetings for the executive committee of the Authority for the calendar year ending December 31, 2024:

Date	Time	Location
Friday, February 9, 2024	10:30 a.m.	Dykema 2723 S State St, Suite 400 Ann Arbor, MI 48104
Friday, May 10, 2024	10:30 a.m.	Dykema Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Friday, September 13, 2024	10:30 a.m.	Dykema 2723 S State St, Suite 400 Ann Arbor, MI 48104
Friday, October 11, 2024	10:30 a.m.	Dykema Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933

Secretary’s Certification:

I certify that this resolution was adopted by the executive committee of the Michigan Municipal Services Authority at a properly-noticed open meeting held with a quorum present on October 13, 2023.

Authority Secretary

Date