



Michigan Municipal Services Authority

PO BOX 12012, LANSING MI 48901-2012

PUBLIC NOTICE OF ELECTRONIC MEETING OF THE MICHIGAN MUNICIPAL SERVICES AUTHORITY

PLEASE NOTE: THIS NOTICE IS GIVEN AND PUBLISHED PURSUANT TO SECTION 1 (e) OF EXECUTIVE ORDER 2020-129 ISSUED BY GRETCHEN WHITMER, GOVERNOR FOR THE STATE OF MICHIGAN.

The Executive Committee of the Michigan Municipal Services Authority is meeting electronically as a result of the COVID-19 virus pursuant to law and the mandates of Executive Order 2020-154 issued by Governor Gretchen Whitmer.

The **Executive Committee of the Michigan Municipal Services Authority** will hold a regular meeting on the following date and at the following time:

Date

Thursday, September 10, 2020

Time

1:30 PM

Refer to the MMSA's website to view the complete Agenda and Packet for the meeting.

Specific instructions for public participation via a webinar will be posted on the MMSA's

website: <http://michiganmsa.org/>

WEBINAR LINK: <https://zoom.us/j/93546591954>

WEBINAR ID: 935 4659 1954

The meeting is open to the public and this notice is provided under the Open Meetings Act, 1976 PA 267, MCL 15.261 to 15.275.

The meeting location is barrier-free and accessible to individuals with special needs. Individuals needing special accommodations or assistance to attend or address the meeting should contact the Authority at (248) 925-9295 prior to the meeting to assure compliance with Subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, and 42 USC 12131 to 12134.

A copy of the proposed meeting minutes 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**

Thursday, September 10, 2020 at 1:30 PM

LIVE ZOOM WEBINAR

Capitol View Building
201 Townsend St Suite 900
Lansing, MI 48933

AGENDA

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Approval of Minutes**
 - a. Minutes of the August 13, 2020 Executive Committee meeting
- V. Administrative Report**
 - a. FMS Project Update
 - b. LCSA Update & Legislation
- VI. New Business**
 - a. Resolution 2020-05 2019-2020 General Appropriations Act Amendment
 - b. Six Month Check-In Discussion
- VII. Public Comment**
- VIII. Other Business**
- IX. 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**

Thursday, August 13, 2020 at 1:30 p.m.

LIVE ZOOM MEETING

Capital View Building
Constitution Room – 9th Floor
201 Townsend Street
Lansing, MI 48933

MINUTES

Proposed Minutes Approved

MEETING TYPE: Regular Special

I. Call to Order

The meeting was called to order at 1:34 PM.

II. Roll Call

Executive Committee Member Attendance:

	PRESENT	ABSENT
Kelli Scott, Chairperson*	X	
James Cambridge, Secretary		X
Eric DeLong, Treasurer*	X	
Dominick Pallone, Member*	X	

*Participated via teleconference.

Other attendees:

- Shea Charles, MMSA*
- Kristen Delaney, MMSA*
- Jessica Moy

III. Approval of Agenda

Moved by: DeLong
Supported by: Pallone

Yes: X No: ___

IV. Approval of Minutes

a. Minutes of the July 9, 2020 and July 16, 2020 Executive Committee meetings.

Moved by: Pallone
Supported by: DeLong

Yes: X No: ___

V. Administrative Report

CEO Charles delivered the administrative report. He reviewed the status of the FMS agreement between CGI and Kent County. Charles noted that the LCSA legislation is still pending.

Charles updated the board on the collaboration between Treasury, MMSA and City of Flint, noting that Mr. Wollenweber was hard at work and reviewed the areas he was focusing on.

Charles noted that he was working on a project for a municipality and would update the board at a later meeting.

VI. Old Business

a. Appointments Update

Charles stated that he has contacted the Governor's appointments office. He has also talked with the Mayor of Livonia. They are working on new board appointments.

VII. New Business

a. Treasury Technical Services Team Proposal

Charles noted that he has been involved in work group meetings for distressed communities. He will determine if there is a role for MMSA to play. He noted that his impression was at this time, they are not inclined to provide a dedicated revenue source to have staff on hand.

DeLong had a question about the organizational report in the packet.

VIII. Public Comment

None.

IX. Other Business

None.

X. Adjournment

Motion to adjourn the meeting at 2:12 PM.

Moved by: Pallone

Supported by: DeLong

Yes: X No:

Certification of Minutes

Approved by the Executive Committee on September 10, 2020.

Authority Secretary

Date



Michigan Municipal Services Authority

PO BOX 12012, LANSING MI 48901-2012

DATE: September 3, 2020
TO: Executive Committee
FROM: Shea Charles, CEO
SUBJECT: August Report

I am pleased to submit my report of MMSA activities for August.

Monthly Financials

Please find the attached monthly financial report for July 2020.

FMS/CGI

Kent County is in the final steps of their exploratory meetings with CGI on outstanding implementation issues. I did meet with Molly Clarin, Grand Rapids CFO, and Jeff Dood, Kent County Fiscal Services Director this week to discuss next steps. After the first of the year will be the earliest both organizations will be ready to move forward with implementation of the 4x software. Grand Rapids has issued a software RFP to test the waters for a new system. Their decision to do this is being driven on the proposed 4x implementation costs and overall service.

LCSA Administrative Update

The LCSA legislation started to move forward this week with an initial Senate Finance Committee hearing on September 2nd. The substitute bills will be emailed to the Committee for your reference, which are mostly technical clean-ups from the bills approved by the House in January. The LCSA funding is in HB 4928 and does not mention this fiscal year's payment, so it is unclear if they will get it. I am awaiting feedback from Senate Policy staff on this issue.

City of Flint

Mr. Wollenweber continues his work with the City of Flint. Areas of focus over the last month include:

- Purchasing procedures and practices. Mr. Wollenweber will be setting additional training for staff regarding purchasing.

- Addressing assorted issues from last year’s audit findings.
- Assisting the City is resolving an outstanding contractual issue with Genesee County Sheriff’s Department.

Health Care Pool

Earlier this year Jefferson Health Plan, a municipal health insurance pool from Ohio, was granted permission to begin operations in the State of Michigan. This initiative was led by Mark Manquen of Manquen Vance agency. Attached is a presentation from Jefferson Health Plan providing background on the consortium. I have had preliminary conversations with Jefferson representatives and Mr. Manquen about potential partnerships and opportunities.

As this is an established health insurance pool with significant history, I have a higher level of comfort with its viability. A potential partnership is facilitating group of municipalities coming together providing ratings. These conversations are in the early stage and will continue later this month.

Community Consulting Assistance

MMSA has been approached by a Michigan community about providing an analysis of one of their departments. The analysis would include investigating whether the department is structured and sized correctly, if there are potential operational improvements, and identification of any other issues. I had an initial conversation with the community’s manager and will be following up next week on potential options.

MMSA Next steps

Progress on the MMSA visioning plan is moving forward, below is a summary of on-going activities.

Topic	Partner	Status
Reaffirm support for MMSA by its founding members	<ul style="list-style-type: none"> • City of Livonia • City of Grand Rapids • State of Michigan. 	<ul style="list-style-type: none"> • Mayor Bronson has identified one person for the Board and is in the process of asking another person for the second spot. • Grand Rapids has reappointed Mr. Delong as well as appointing Ms. Clarin.
Upon reaffirmation look to host a facilitated visioning session with the Board, stakeholders and representatives from the State of Michigan.	<ul style="list-style-type: none"> • City of Livonia • City of Grand Rapids • State of Michigan • Other partners? 	<ul style="list-style-type: none"> • On-Going meeting with Treasury staff about development of technical services team.
Realignment of the MMSA Board	<ul style="list-style-type: none"> • MML • MTA 	<ul style="list-style-type: none"> • Discussed appointments with Governor’s appointment offices.

Topic	Partner	Status
	<ul style="list-style-type: none"> • MAC 	Applications have been submitted to for consideration.
Identify Board replacements for Livonia Representatives	City of Livonia	<ul style="list-style-type: none"> • Mayor Bronson has identified City Council member Brandon McCullough for appointment to the MMSA. I am awaiting confirmation of the second person.
Initiate formal cooperative agreements with Oakland County's G2G Marketplace, MAC's CoPro	Oakland County MiDeal MAC	<ul style="list-style-type: none"> • Follow up meeting with G2G staff in September on next steps. • MAC affirmed interest in partnering with CoPro. Will continue conversations.
Begin comprehensive marketing effort of MMSA to local governments		Identified marketing person who will be able to assist in this effort.
MASIA Insurance Pool (suggested by Steve Liedel)		Will begin work with Mr. Liedel on this effort after Labor Day.



Plante & Moran, PLLC
27400 Northwestern Highway
P.O. Box 307
Southfield, MI 48037-0307
Tel: 248.352.2500
Fax: 248.352.0018
plantemoran.com

August 14, 2020

To: Shea Charles, CEO
Michigan Municipal Services Authority (MMSA) Board of Directors

Re: July 2020 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

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 July 31, 2020

	Year Ending	Year Ending		Year To Date	% BDGT
	09/30/2019	09/30/2020	09/30/2020	07/31/2020	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	
Revenue					
671000 - Contract Revenue	150,000	150,000	150,000	112,500	75.00 %
Total Revenue	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>112,500</u>	<u>75.00 %</u>
Expenses					
Salary and Fringes					
701000 - Personal Services	152,089	200,000	181,000	145,119	80.18 %
715000 - Social Security & Medicare	0	0	13,847	11,158	80.58 %
718000 - Insurance - Health	0	0	9,934	7,031	70.77 %
Total Salary and Fringes	<u>152,089</u>	<u>200,000</u>	<u>204,781</u>	<u>163,308</u>	<u>79.75 %</u>
Operating					
752000 - Office Expense	0	0	2,000	2,558	127.88 %
801000 - Professional and Contractual Services	0	0	0	3,115	0.00 %
801500 - Office Rent	0	0	9,700	4,425	45.62 %
802000 - Legal	13,519	18,000	18,000	13,717	76.21 %
803000 - Accounting	14,930	16,000	16,000	10,979	68.62 %
803500 - Audit	10,600	11,000	11,000	11,000	100.00 %
804000 - Bank Service Charges	2,311	2,500	2,500	577	23.08 %
805000 - HR and Benefits Consulting	12,133	16,000	5,000	616	12.33 %
840000 - Insurance	2,160	2,781	2,810	3,624	128.96 %
861000 - Mileage Reimbursement	0	0	3,500	2,744	78.42 %
910000 - Professional Development	1,170	1,560	2,000	2,615	130.75 %
913000 - Conference Expenses	0	0	1,000	616	61.54 %
955000 - Miscellaneous	10,954	12,000	2,000	881	44.07 %
Total Operating	<u>67,777</u>	<u>79,841</u>	<u>75,510</u>	<u>57,467</u>	<u>76.10 %</u>
Total Expenses	<u>219,866</u>	<u>279,841</u>	<u>280,291</u>	<u>220,775</u>	<u>78.77 %</u>
Revenue in Excess of Expenses	<u>(69,866)</u>	<u>(129,841)</u>	<u>(130,291)</u>	<u>(108,275)</u>	<u>83.10 %</u>
Transfers					
699273 - Interfund Transfer In - FMS	119,637	122,922	92,017	135,125	146.85 %
Total Transfers	<u>119,637</u>	<u>122,922</u>	<u>92,017</u>	<u>135,125</u>	<u>146.85 %</u>
Change in Equity	<u>49,771</u>	<u>(6,919)</u>	<u>(38,274)</u>	<u>26,850</u>	<u>(70.15) %</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 July 31, 2020

	Year Ending	Year Ending		Year To Date	% BDGT
	09/30/2019	09/30/2020	09/30/2020	07/31/2020	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	
Revenue					
671000 - Contract Revenue	1,885,941	1,889,620	1,417,215	1,105,988	78.04 %
Total Revenue	<u>1,885,941</u>	<u>1,889,620</u>	<u>1,417,215</u>	<u>1,105,988</u>	<u>78.04 %</u>
Expenses					
Operating					
801000 - Professional and Contractual Services	1,766,304	1,766,698	1,325,198	970,863	73.26 %
Total Operating	<u>1,766,304</u>	<u>1,766,698</u>	<u>1,325,198</u>	<u>970,863</u>	<u>73.26 %</u>
Total Expenses	<u>1,766,304</u>	<u>1,766,698</u>	<u>1,325,198</u>	<u>970,863</u>	<u>73.26 %</u>
Revenue in Excess of Expenses	<u>119,637</u>	<u>122,922</u>	<u>92,017</u>	<u>135,125</u>	<u>146.85 %</u>
Transfers					
995101 - Transfer Out - GF	(119,637)	(122,922)	(92,017)	(135,125)	146.85 %
Total Transfers	<u>(119,637)</u>	<u>(122,922)</u>	<u>(92,017)</u>	<u>(135,125)</u>	<u>146.85 %</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>(350.00) %</u></u>

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Michigan Municipal Services Authority
REVENUE AND EXPENDITURE REPORT
As of July 31, 2020

	Year Ending	Year Ending		Year To Date	% BDGT
	09/30/2019	09/30/2020	AMENDED BUDGET	07/31/2020	
	END BALANCE	ORIGINAL BUDGET		YTD BALANCE	
Revenue					
671000 - Contract Revenue	2,035,941	2,039,620	1,567,215	1,218,488	77.75 %
Total Revenue	<u>2,035,941</u>	<u>2,039,620</u>	<u>1,567,215</u>	<u>1,218,488</u>	<u>77.75 %</u>
Expenses					
Salary and Fringes					
701000 - Personal Services	152,089	200,000	181,000	145,119	80.18 %
715000 - Social Security & Medicare	0	0	13,847	11,158	80.58 %
718000 - Insurance - Health	0	0	9,934	7,031	70.77 %
Total Salary and Fringes	<u>152,089</u>	<u>200,000</u>	<u>204,781</u>	<u>163,308</u>	<u>79.75 %</u>
Operating					
752000 - Office Expense	0	0	2,000	2,558	127.88 %
801000 - Professional and Contractual Services	1,766,304	1,766,698	1,325,198	973,978	73.50 %
801500 - Office Rent	0	0	9,700	4,425	45.62 %
802000 - Legal	13,519	18,000	18,000	13,717	76.21 %
803000 - Accounting	14,930	16,000	16,000	10,978	68.62 %
803500 - Audit	10,600	11,000	11,000	11,000	100.00 %
804000 - Bank Service Charges	2,311	2,500	2,500	578	23.08 %
805000 - HR and Benefits Consulting	12,133	16,000	5,000	616	12.33 %
840000 - Insurance	2,160	2,781	2,810	3,623	128.96 %
861000 - Mileage Reimbursement	0	0	3,500	2,745	78.42 %
910000 - Professional Development	1,170	1,560	2,000	2,615	130.75 %
913000 - Conference Expenses	0	0	1,000	615	61.54 %
955000 - Miscellaneous	10,954	12,000	2,000	882	44.07 %
Total Operating	<u>1,834,081</u>	<u>1,846,539</u>	<u>1,400,708</u>	<u>1,028,330</u>	<u>73.42 %</u>
Total Expenses	<u>1,986,170</u>	<u>2,046,539</u>	<u>1,605,489</u>	<u>1,191,638</u>	<u>74.22 %</u>
Revenue in Excess of Expenses	<u>49,771</u>	<u>(6,919)</u>	<u>(38,274)</u>	<u>26,850</u>	<u>(70.15) %</u>
Transfers					
699273 - Interfund Transfer In - FMS	119,637	122,922	92,017	135,125	146.85 %
995101 - Transfer Out - GF	(119,637)	(122,922)	(92,017)	(135,125)	146.85 %
Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00 %</u>
Change in Equity	<u>49,771</u>	<u>(6,919)</u>	<u>(38,274)</u>	<u>26,850</u>	<u>(70.15) %</u>

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Michigan Municipal Services Authority COMPARATIVE BALANCE SHEET

	PERIOD ENDED 09/30/2019	PERIOD ENDED 07/31/2020	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts	258,277	323,108	64,831	25.10 %
Other Current Assets				
040000 - Accounts Receivable	40,092	0	(40,092)	(100.00) %
123000 - Prepaid Expenses	2,063	695	(1,367)	(66.29) %
Total Other Assets	42,155	695	(41,459)	(98.35) %
Total Current Assets	300,432	323,803	23,372	7.77 %
TOTAL ASSETS	300,432	323,803	23,372	7.77 %
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
202000 - Accounts Payable	2,791	970	(1,821)	(65.24) %
Total Accounts Payable	2,791	970	(1,821)	(65.24) %
Other Current Liabilities				
257000 - Accrued Salaries Wages	1,658	0	(1,658)	(100.00) %
Total Other Current Liabilities	1,658	0	(1,658)	(100.00) %
Total Current Liabilities	4,449	970	(3,479)	(78.19) %
Total Liabilities	4,449	970	(3,479)	(78.19) %
Equity				
390000 - Fund Balance - Unassigned	246,212	295,983	49,771	20.21 %
Net Revenue	49,771	26,850	(22,920)	(46.05) %
Total Equity	295,983	322,833	26,851	9.07 %
TOTAL LIABILITIES AND EQUITY	300,432	323,803	23,372	7.77 %

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Created on: 08/01/2020, 3:44 PM EDT

Michigan Municipal Services Authority Check Register

Date	Payee	Document No	Amount Cleared
Bank: Bill.com Clearing - Bill.com Clearing		Account No:	
07/01/2020	10025--Reid S. Charles II		416.45 In Transit
07/01/2020	10009--Kristen Delaney		24.00 In Transit
07/01/2020	10002--Plante Moran		758.72 In Transit
07/01/2020	10003--Dykema Gossett, PLLC		735.00 In Transit
07/08/2020	10012--CGI - Technologies and Solutions		970,165.22 In Transit
07/23/2020	10025--Reid S. Charles II		2,271.49 In Transit
07/23/2020	10026--Advocate Solutions, LLC		140.00 In Transit
07/23/2020	10009--Kristen Delaney		1,166.56 In Transit
07/23/2020	10002--Plante Moran		1,680.49 In Transit
07/23/2020	10003--Dykema Gossett, PLLC		4,709.93 In Transit
07/30/2020	10026--Advocate Solutions, LLC		210.00 In Transit
Total for Bill.com Clearing			<u>982,277.86</u>
Bank: Fifth Third - 1244 - Firth Third		Account No: 7169301244	
07/02/2020	10015--Gusto		51.00 07/31/2020
07/09/2020	10015--Gusto		2,266.36 07/31/2020
07/23/2020	10015--Gusto		2,266.34 07/31/2020
07/28/2020	10005--BCBSM		465.40 07/31/2020
Total for Fifth Third - 1244			<u>5,049.10</u>

Michigan Municipal Services Authority Reconciliation Report

As Of 07/31/2020
Account: 5/3 Checking

Statement Ending Balance	323,107.92
Deposits in Transit	0.00
Outstanding Checks and Charges	0.00
Adjusted Bank Balance	323,107.92
Book Balance	323,107.92
Adjustments*	0.00
Adjusted Book Balance	323,107.92

Total Checks and Charges Cleared	997,827.97	Total Deposits Cleared	1,038,076.79
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Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
City of Grand Rapids	City of Grand Rapids	07/03/2020		1,038,076.79	
Total Deposits				1,038,076.79	0.00

Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
General Ledger Entry		07/01/2020		1,934.17	
Gusto	June 2020 Invoice	07/02/2020		51.00	
General Ledger Entry		07/08/2020		970,165.22	
Gusto	07.09.2020 Payroll	07/09/2020		2,266.36	
General Ledger Entry	07.09.20 Payroll	07/09/2020		5,194.62	
Gusto	07.23.2020 Payroll	07/23/2020		2,266.34	
General Ledger Entry		07/23/2020		9,968.47	
General Ledger Entry	07.23.20 Payroll	07/23/2020		5,194.63	
BCBSM	Health Care Premium	07/28/2020		465.40	
General Ledger Entry		07/30/2020		210.00	
General Ledger Entry	July 2020 Bank Fees	07/31/2020		111.76	
Total Checks and Charges				997,827.97	0.00



Statement Period Date: 7/1/2020 - 7/31/2020
 Account Type: COMM'L 53 ANALYZED
 Account Number: [REDACTED]

██████ MICHIGAN MUNICIPAL SERVICE
 ██████ 200 TOWNSEND ST STE 900
 ██████ LANSING MI 48933
 ██████



0

Banking Center: Grand Rapids
 Banking Center Phone: 616-653-5440
 Commercial Client Services: 866-475-0729

5286

Account Summary - [REDACTED]

07/01	Beginning Balance	\$282,859.10	Number of Days in Period	31
	Checks			
11	Withdrawals / Debits	\$(997,827.97)		
1	Deposits / Credits	\$1,038,076.79		
07/31	Ending Balance	\$323,107.92		

Withdrawals / Debits

11 items totaling \$997,827.97

Date	Amount	Description
07/01	1,934.17	Bill.com Payables 016RNZFIT1G9FBN Michigan Municipal Ser Multiple Payments Bill.com Payables 016RNZFIT1G9FBN 070120
07/02	51.00	GUSTO 6semjm5pp6f FEE 956047 6semjol7767 MICHIGAN MUNICIPAL SER 070220
07/08	2,266.36	GUSTO 6semjm5r31h TAX 998897 6semjolare9i MICHIGAN MUNICIPAL SER 070820
07/08	5,194.62	GUSTO 6semjm5r31f NET 998895 6semjolare98 MICHIGAN MUNICIPAL SER 070820
07/08	970,165.22	Bill.com Payables 016HULUQU1GJOH7 Michigan Municipal Ser CGI - Technologies and Solutions Bill.com 016HULUQU1GJOH7 Inv #US002045555 070
07/13	111.76	SERVICE CHARGE
07/22	2,266.34	GUSTO 6semjm5u7uq TAX 102234 6semjon6ma8 MICHIGAN MUNICIPAL SER 072220
07/22	5,194.63	GUSTO 6semjm5u7uo NET 102232 6semjon6ma5 MICHIGAN MUNICIPAL SER 072220
07/23	9,968.47	Bill.com Payables 016ISEAFV1H3O4P Michigan Municipal Ser Multiple Payments Bill.com Payables 016ISEAFV1H3O4P 072320
07/28	465.40	BCBS Michigan PREMIUM MS283851 MICHIGAN MUNICIPAL SER 072820
07/30	210.00	Bill.com Payables 016WMBWNM1HCY32 Michigan Municipal Ser Advocate Solutions, LLC Bill.com 016WMBWNM1HCY32 Inv #INV4786 073020

Deposits / Credits

1 item totaling \$1,038,076.79

Date	Amount	Description
07/03	1,038,076.79	DEPOSIT

Daily Balance Summary

Date	Amount	Date	Amount	Date	Amount
07/01	280,924.93	07/08	341,324.52	07/23	323,783.32
07/02	280,873.93	07/13	341,212.76	07/28	323,317.92
07/03	1,318,950.72	07/22	333,751.79	07/30	323,107.92



Michigan Municipal Services Authority

PO BOX 12012, LANSING MI 48901-2012

DATE: September 3, 2020
TO: Executive Committee
FROM: Shea Charles, CEO
SUBJECT: September Budget Amendment – FY 2019-2020

Please find attached resolution 2020-05 amending the 2019-2020 MMSA Budget. The amendment accounts for previously approved changes to expenditures and revenues associated with the Flint project. The amendment also accounts for actual FMS revenues and expenses resulting in a net increase in revenues to the MMSA due to Kent County paying their full amount.

Overall, the budget amendment shows a slight decrease in fund balance of \$2,233 lowering it to \$295,983. I do anticipate we will in the positive, but there are some unknowns such as legal costs.

The enclosed line-item detail reflects the changes the MMSA Board had requested. Resolution 2020-05 is ready for approval by the Committee.



**EXECUTIVE COMMITTEE
RESOLUTION 2020-05**

FY 2019-2020 General Appropriations Act Amendment

The Executive Committee of the Michigan Municipal Services Authority (“Authority”) resolves that the FY 2019-2020 General Appropriations Act is amended as follows:

Section 6. Estimated Revenues and Expenditures. Estimated total revenues and expenditures for the Authority for FY 2019-2020 are:

<u>Fund</u>	<u>Revenue</u>	<u>Expenditures</u>
General Fund	\$172,000	\$309,358
VHWM Fund	\$0	\$0
FMS Fund	\$1,105,988	\$970,863

The Chief Executive Officer is permitted to execute transfers within these limits between appropriations without the prior approval of 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 September 10, 2020.

By: _____
James Cambridge
Authority Secretary

**Michigan Municipal Services Authority
General Fund**

General Fund	Year Ending	Year Ending	Year Ending		
	9/30/2018	9/30/2019	ORIGINAL BUDGET	YTD 7/31/2020	AMENDED BUDGET
OPERATING REVENUES					
Intergovernmental	150,000	150,000	150,000	112,500	172,000
TOTAL OPERATING REVENUES	150,000	150,000	150,000	112,500	172,000
EXPENDITURES					
SALARY AND FRINGES					
701000 - Personal Services	197,947	152,089	200,000	145,116	199,000
702000 - Wages - Administrative Staff	0	0	0	0	0
703000 - Salary Director	0	0	0	0	0
708000 - MESC Taxes	0	0	0	0	0
710000 - FUTA Taxes	0	0	0	0	0
715000 - Social Security & Medicare	0	0	0	11,158	15,224
718000 - Insurance - Health	0	0	0	7,031	10,735
TOTAL SALARY AND FRINGES	197,947	152,089	200,000	163,305	224,958
OPERATING EXPENSES					
752000 - Office Expense	0	0	0	2,558	4,000
801000 - Professional and Contractual Services	0	0	0	3,115	3,500
801500 - Office Rent	0	0	0	4,425	9,700
802000 - Legal	30,198	13,519	18,000	13,717	18,000
803000 - Accounting	26,973	14,930	16,000	10,979	16,000
803500 - Audit		10,600	11,000	11,000	11,000
804000 - Bank Service Charges		2,311	2,500	577	2,500
805000 - HR and Benefits Consulting	11,027	12,133	16,000	616	5,000
840000 - Insurance	3,298	2,160	2,781	3,624	4,200
861000 - Mileage Reimbursement		0	0	2,744	3,500
910000 - Professional Development		1,170	1,560	2,615	4,000
913000 - Conference Expenses		0	0	616	1,000
955000 - Miscellaneous	2,107	10,954	12,000	881	2,000
TOTAL OPERATING EXPENSES	73,603	67,777	79,841	57,467	84,400
TOTAL EXPENDITURES	271,550	219,866	279,841	220,772	309,358
OPERATING INCOME (LOSS)	(121,550)	(69,866)	(129,841)	(108,272)	(137,358)
TRANSFERS					
Transfers in	140,157	119,637	122,922	0	135,125
Transfers out	(143,910)	0	0	0	0
CHANGE IN NET POSITION	(125,303)	49,771	(6,919)	(108,272)	(2,233)
BEGINNING NET POSITION	371,515	246,212	295,983	295,983	295,983
ENDING NET POSITION	246,212	295,983	289,064	187,711	293,750

Notes

Michigan Municipal Services Authority
VHWM

VHWM	Year Ending 9/30/2018	Year Ending 9/30/2019	Year Ending 9/30/2020	
	END BALANCE	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET
OPERATING REVENUES				
Intergovernmental	57,225	0	0	0
TOTAL OPERATING REVENUES	57,225	0	0	0
EXPENDITURES				
OPERATING EXPENSES				
801000 - Professional and Contractual Services	201,135	0	0	0
TOTAL OPERATING EXPENSES	201,135	0	0	0
TOTAL EXPENDITURES	201,135	0	0	0
OPERATING INCOME (LOSS)	(143,910)	0	0	0
TRANSFERS				
Transfers in	143,910	0	0	0
Transfers out	0	0	0	0
CHANGE IN NET POSITION	0	0	0	0
BEGINNING NET POSITION	0	0	0	0
ENDING NET POSITION	0	0	0	0

Notes

**Michigan Municipal Services Authority
FMS**

FMS	Year Ending 9/30/2018	Year Ending 9/30/2019	ORIGINAL BUDGET	Year Ending 9/30/2020 YTD 7/31/2020	AMENDED BUDGET
	END BALANCE	END BALANCE			
OPERATING REVENUES					
Intergovernmental	2,362,025	1,885,941	1,889,620	1,105,988	1,105,988
TOTAL OPERATING REVENUES	2,362,025	1,885,941	1,889,620	1,105,988	1,105,988
EXPENDITURES					
OPERATING EXPENSES					
801000 - Professional and Contractual Services	2,221,868	1,766,304	1,766,698	970,863	970,863
TOTAL OPERATING EXPENSES	2,221,868	1,766,304	1,766,698	970,863	970,863
TOTAL EXPENDITURES	2,221,868	1,766,304	1,766,698	970,863	970,863
OPERATING INCOME (LOSS)	140,157	119,637	122,922	135,125	135,125
TRANSFERS					
Transfers in					
Transfers out	(140,157)	(119,637)	(122,922)	(135,125)	(135,125)
CHANGE IN NET POSITION	0	0	0	0	0
BEGINNING NET POSITION	0	0	0	0	0
ENDING NET POSITION	0	0	0	0	0

Notes

Michigan Municipal Services Authority
All Funds

All Funds	Year Ending 9/30/2018	Year Ending 9/30/2019	ORIGINAL BUDGET	Year Ending 9/30/2020 YTD 07/31/2020	AMENDED BUDGET
OPERATING REVENUES					
Intergovernmental	2,569,250	2,035,941	2,039,620	1,218,488	1,277,988
TOTAL OPERATING REVENUES	2,569,250	2,035,941	2,039,620	1,218,488	1,277,988
EXPENDITURES					
TOTAL SALARY AND FRINGES	197,947	152,089	200,000	163,305	224,958
TOTAL OPERATING EXPENSES	2,496,606	1,834,081	1,846,539	1,028,330	1,055,263
TOTAL EXPENDITURES	2,694,553	1,986,170	2,046,539	1,191,635	1,280,221
OPERATING INCOME (LOSS)	(125,303)	49,771	(6,919)	26,853	(2,233)
TRANSFERS					
Transfers in	284,067	119,637	122,922	0	135,125
Transfers out	(284,067)	(119,637)	(122,922)	(135,125)	(135,125)
BEGINNING NET POSITION	371,515	246,212	295,983	295,983	295,983
ENDING NET POSITION	246,212	295,983	289,064	187,711	293,750

Notes