Minutes

YPSILANTI COMMUNITY UTILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING
Tuesday, February 24, 2004 – 3:00 p.m.
YCUA Administration Building
2777 State Road
Ypsilanti, MI 48198-9112

Members Present: Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe, Philip W. Wagner and Mark Namatevs

Members Absent: None.

1. CALL TO ORDER: Brenda L. Stumbo called the meeting to order at 3:00 p.m. Ms. Stumbo then introduced new Commissioners, Charter Township of Ypsilanti representative Philip W. Wagner and City of Ypsilanti representative Mark Namatevs to the assembly.

2. MINUTES OF THE PREVIOUS MEETING: Motion by Doe to receive and file the minutes of the January 27, 2004 meeting. Support by Koryzno. In favor: All. Opposed: None. (Motion carried.)

3. NEW BUSINESS:

A. Request to Approve – Annual YCUA Committee Appointments - Larry R. Thomas

Mr. Thomas reminded the Board that February is the month in which committee appointments are made by the Chair and approved by the Board. He directed the Board’s attention to a memo from Kristina Austin regarding those employees recommended by staff for filling the vacant positions in the various standing committees of the Authority. Additionally, he indicated that Board members are appointed to chair each of those committees at this meeting. Mr. Thomas also explained that, typically, the Board members continue chairing the same committees from year to year. He pointed out
that the Bylaws require committee appointments at the regularly scheduled February Board meeting.

Mr. Thomas recommended approval of the staff recommendations of appointing Dana Epps to the Finance Committee, Pam Brady to the Planning Committee, and Steven Vass to the Public Relations and Grant Acceptance Committee and for Mark Namatevs to serve as Finance Committee Chair, Philip W. Wagner to serve as Operations Committee Chair, Edward B. Koryzno, Jr. and Philip W. Wagner to serve as Personnel Committee Chairs, Brenda L. Stumbo to continue to serve as Planning Committee Chair, and Larry J. Doe to continue to serve as Public Relations Committee Chair.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of the staff recommendations of appointing Dana Epps to the Finance Committee, Pam Brady to the Planning Committee, and Steven Vass to the Public Relations and Grant Acceptance Committee and for Mark Namatevs to serve as Finance Committee Chair, Philip W. Wagner to serve as Operations Committee Chair, Edward B. Koryzno, Jr. and Philip W. Wagner to serve as Personnel Committee Chairs, Brenda L. Stumbo to continue to serve as Planning Committee Chair, and Larry J. Doe to continue to serve as Public Relations Committee Chair. Support by Koryzno. In favor: All. Opposed: None. (Motion carried.)

B. YCUA Resolution No. 04-2 re: Designated Signatures with Bank of Ann Arbor - Larry R. Thomas

Mr. Thomas directed the Board’s attention to Resolution No. 04-2 designating Venita Terry and him as signatories on new bank accounts at Bank of Ann Arbor, which were opened to invest lease funds collected from WTUA. He indicated that this authorizes Venita and him to move money in and out of the account as necessary.

Mr. Thomas recommended approval of YCUA Resolution No. 04-2 re: Designated Signatures with Bank of Ann Arbor.

Motion by Koryzno to accept Mr. Thomas’s recommendation for approval of YCUA Resolution No. 04-2 re: Designated Signatures with Bank of Ann Arbor. Support by Doe. In favor: All. Opposed: None. (Motion carried.)

C. Request to Approve – YCUA Resolution No. 04-3 re: Designated Signatures with Standard Federal Bank - Larry R. Thomas

Mr. Thomas directed the Board’s attention to Resolution No. 04-3
designating Venita Terry, Cathy Moorman, and him as signatories on bank accounts at Standard Federal Bank. He indicated that this is for an update of their records. Mr. Thomas also explained that this authorizes Venita, Cathy, and him to move money in and out of the account as necessary.

Mr. Thomas recommended approval of YCUA Resolution No. 04-3 re: Designated Signatures with Standard Federal Bank.

Motion by Koryzno to accept Mr. Thomas’s recommendation for approval of YCUA Resolution No. 04-3 re: Designated Signatures with Standard Federal Bank. Support by Doe. In favor: All. Opposed: None. (Motion carried.)

D. Request to Approve – Change Order No. 1 re: Sherman Oaks Special Assessment District Project - Larry R. Thomas

Mr. Thomas directed the Board’s attention to Change Order No. 1 for Sherman Oaks. He indicated that it increases the cost of the contract by $26,152.38. Mr. Thomas also explained that staff has reviewed the change order and is in agreement with all items. He pointed out that the largest item included replacing two existing broken valves near the project, which we had requested of the contractor. Mr. Thomas explained that this work was not in the contract specifications. He further advised that these are change order items required to complete the contract. Mr. Thomas stated that this is within the amount budgeted for the construction.

Mr. Thomas recommended approval of Change Order No. 1 re: Sherman Oaks Special Assessment District Project in the amount of $26,152.38.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of Change Order No. 1 re: Sherman Oaks Special Assessment District Project in the amount of $26,152.38. Support by Wagner. In favor: All. Opposed: None. (Motion carried.)

E. Request to Approve – Cleaning and Televising of Sanitary Mains for City and Township - Larry R. Thomas

Mr. Thomas advised the Board that YCUA recently requested bids for televising and cleaning certain sanitary mains in the City and the Township. He indicated that the Authority is required by our consent order to review $10,000 linear feet of sanitary sewer main each year. Mr. Thomas also explained that this contract would satisfy that requirement. He pointed out that, in addition, the sanitary sewers within the project areas within the City water main and road paving projects will be reviewed so that repairs can be made prior to road paving. Mr. Thomas explained that four bids were
received but one was late. He further advised that the lowest was from S.O.S. in the amount of $25,022.54. Mr. Thomas stated that YCUA needs to satisfy its consent order requirements with MDEQ as well as insure the sewers in the City project areas are in satisfactory condition.

Staff is recommending that the contract be awarded to S.O.S. in the amount of $25,022.54 and that an additional $5,000 as a contingency sum.

Mr. Thomas recommended approval of the contract with S.O.S. for cleaning and televising of sanitary mains in the City and Township in the amount of $25,022.54 with an additional $5,000 as a contingency sum.

Motion by Koryzno to accept Mr. Thomas’s recommendation for approval of the contract with S.O.S. for cleaning and televising of sanitary mains in the City and Township in the amount of $25,022.54 with an additional $5,000 as a contingency sum. Support by Doe. In favor: All. Opposed: None. (Motion carried.)

F. **Fund Balance Report** - Larry R. Thomas

Mr. Thomas directed the Board’s attention to the Fund Balance Report. He then proceeded to give a detailed report of the information contained in the report and answered questions from the Board.

Informational only; no motion from the Board required.


Mr. Thomas directed the Board’s attention to the Financial Report – Receiving Saving Analysis. He then proceeded to give a detailed report of the information contained in the report and answered questions from the Board.

Informational only; no motion from the Board required.


Mr. Thomas directed the Board’s attention to the Usage Report – Consumption Report. He then proceeded to give a detailed report of the information contained in the report and answered questions from the Board.

Brenda L. Stumbo commented that she would like to see a column added for projections for the coming year.
Informational only; no motion from the Board required.

I. First Quarterly Financial Report - Larry R. Thomas

Mr. Thomas directed the Board’s attention to the first quarterly financial report. He indicated that the report is in a new format from what they have seen in the past. Mr. Thomas also explained that the revised format mimics the format of the audit, which you received last month for last fiscal year. He pointed out that staff has had difficulty in producing the financial reports with the Pentamation system since the retirements that took place in August of last year. Mr. Thomas explained that, in order to get the financial reports done, the Authority has called upon the assistance of both Wright, Griffin, Davis and Rehmann Robson. He further advised that staff anticipates their assistance will not be necessary following the second quarter report. Additionally, Mr. Thomas stated that all of the accounts of the Authority were not reconciled prior to this report being written. He acknowledged that the reconciliation process is under way and any necessary adjustments that will be made to the second quarterly report.

Edward B. Koryzno, Jr. commented that it appeared that the water system is still losing income and asked for clarification. Mr. Thomas responded that he was correct.

Mr. Thomas recommended acceptance of the first quarterly financial report.

Motion by Koryzno to accept Mr. Thomas’s recommendation for approval of the first quarterly financial report. Support by Doe. In favor: All. Opposed: None. (Motion carried.)

J. Community Development Projects – Scott Westover

There were no community development projects for the month.

K. Director’s Report – Larry R. Thomas

Mr. Thomas advised the Board that the Authority has received a serious offer from T-Mobile for the lease of space on top of the Shadford water tower. He reminded the Board that some of that space has already been rented to Sprint and that T-Mobile is interested in a similar contract. He recommended informal Board consensus for the formation of an ad hoc committee to consist of Edward B. Koryzno, Jr., Mark Namatevs, Thomas E. Daniels, and himself in order to investigate this matter further and negotiate a possible agreement with T-Mobile.
Mr. Thomas advised the Board that the Sherman Oaks area in the Township has been made a Special Assessment District for the purpose of installing water mains in an existing subdivision. He stated that the Authority’s cost to hook up these homeowners to the new water mains includes a T & T fee, a meter charge fee, and an inspection fee at a total cost of $753 for each parcel that connects. Mr. Thomas recommended approval for the currently applicable fees to be paid over a three-year period if the homeowner makes the connection within the assessment period rather than requiring up-front payment as is now required.

Philip W. Wagner commented that his excavation company has three homeowners waiting for him to do an installation relative to this matter and inquired with the YCUA attorney as to whether that created a conflict of interest. Thomas E. Daniels responded that it was best if he abstained from the vote.

Motion by Doe to allow Philip W. Wagner to abstain from the vote due to conflict of interest. Support by Koryzno. In favor: All. Opposed: None. (Motion carried.)

Motion by Doe to accept Mr. Thomas’s recommendation for approval for the currently applicable fees to be paid over a three-year period if the homeowner makes the connection within the assessment period rather than requiring up-front payment as is now required. Support by Koryzno. In favor: All. Opposed: None. Abstaining: Wagner. (Motion carried.)

Thomas advised that Board that he has received a request by Karen Lovejoy Roe regarding the involvement of the YCUA Board of Commissioners during disciplinary issues at the Authority. He stated that, inasmuch as the Authority’s founding documents are silent on the issue of Board involvement in employee discipline, it has been past practice and he continues to hold the position that disciplinary action should be handled by staff and are should not be brought before the Board or its individual members for counsel. Mr. Thomas indicated that Ms. Roe is requesting that the Board discuss and set a policy as to exactly what the involvement of the Board in disciplinary actions should be. Mr. Thomas recommended that the matter be referred to the Personnel Committee for discussion and preparation of a recommendation to the YCUA Board.

Motion by Koryzno to accept Mr. Thomas’s recommendation for approval of his request to refer to the YCUA Personnel Committee the matter of establishing a policy for Board involvement in employee disciplinary actions. Support by Doe. In favor: All. Opposed: None. (Motion carried.)

Mr. Thomas also advised by Board that Ms. Roe has requested a meeting with the staff to inform her on the details of the recent disciplinary actions that did occur at
the Authority. He indicated that, since Ms. Roe is no longer a Board member, he has concerns regarding employee and employee record privacy issues. He stated that is requesting direction from the Board on how to respond to the request and recommends that the issue be referred to the Personnel Committee for discussion.

Edward B. Koryzno, Jr. concurred with the recommendation to refer the issue to the Personnel Committee. Brenda L. Stumbo further recommended that YCUA labor attorney John Hancock be present at that meeting.

Motion by Koryzno to accept Mr. Thomas’s recommendation for approval of his request to refer to the YCUA Personnel Committee the matter of responding to Karen Lovejoy Roe’s request to meet with employees regarding the recent disciplinary action taken at the Authority. Support by Doe. In favor: All. Opposed: None. (Motion carried.)

Mr. Thomas again advised the Board that Karen Lovejoy Roe has raised the issue of how the Authority determines its process of connection fees for new water and sewer customers. He stated that YCUA’s connection fees consist of benefit charges, tap fees, meter fees, and trunkline and transmission fees. Mr. Thomas indicated that many municipalities have moved away from this type of fee structure toward a flat fee connection charge. Mr. Thomas further stated that there are some legal conditions attached to this issue since fees need to correspond with the cost of providing the service but that a flat fee should be examined since there are some benefits to doing so. He recommended the issue be referred to YCUA attorney Thomas E. Daniels for review the methods from legal standpoint and to review how much study would be required to determine the correct fee structure to be instituted.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of his request to refer to the YCUA attorney Thomas E. Daniels the matter of responding to Karen Lovejoy Roe’s request to research the possibility of establishing a flat fee for new customer water and sewer system connections. Support by Koryzno. In favor: All. Opposed: None. (Motion carried.)

4. **OLD BUSINESS:**

There was no old business for the month.

5. **OTHER BUSINESS:**

Edward B. Koryzno, Jr. inquired as to whether the agreement between the City of Ypsilanti and YCUA regarding bonds would be coming to the Board after approval by the City or if
the sequence of events was immaterial. Mr. Thomas responded that the agreement could be approved in any sequence needed.

6. **STATEMENTS AND CHECKS:** Motion by Doe to pay the bills in the amount of $2,927,913.40 plus an addendum in the amount of $2,563,276.95. Support by Koryzno. In favor: All. Opposed: None. (Motion carried.)

7. **PUBLIC COMMENTS:**

Karen Lovejoy Roe, 8677 Merritt Road, Ypsilanti Township, addressed the Board regarding the letter she sent to Larry R. Thomas. She indicated that her suggestion for changes in the organizational policy came from a conversation she had with Mr. Thomas after the investigation indicating that the disciplinary action would be referred to the Personnel Committee and then that position was changed. She stated that she then spoke with John Hancock who indicated that other organizations he works for have clear, written policies regarding Board involvement in employee disciplinary actions. She further stated that at the time she requested discussion on the issue of sharing information, she was still expecting to be a member of the YCUA Board until March 1st but will welcome an opinion from John Hancock on whether information regarding the two disciplinary issues can be shared with her as Township Supervisor. Ms. Roe indicated that she would also still be interested in participating in the meeting to discuss why the Township experienced the loss in the recent annual audit. She concluded by stating that serving on the YCUA Board of Commissioners has been a wonderful experience and she would miss everyone but would still come to the meetings.

Larry J. Doe stated that he wanted to personally thank Karen Lovejoy Roe and Peter J. Murdock for the service to the YCUA Board and for their personal assistance to him when he came on board. Edward B. Koryzno, Jr. indicated that he echoes those sentiments as well.

8. **ADJOURNMENT:** Motion by Namatevs to adjourn the meeting at 3:57 p.m. Support by Doe. In favor: All.Opposed: None. (Motion carried.)

Respectfully submitted,

LARRY J. DOE, Secretary/Treasurer
RESOLUTION OF LODGE, ASSOCIATION OR OTHER SIMILAR ORGANIZATION

BANK OF ANN ARBOR
7 W MICHIGAN AVE
YPSILANTI MI 48197

By: YCUA
2777 STATE RD
YPSILANTI MI 48198-9112

Referred to in this document as “Financial Institution”

Referred to in this document as “Association”

1. Larry J. Doe, certify that I am Secretary (clerk) of the above named association organized under the laws of Michigan, Federal Employer I.D. Number 38-2 052446, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on 2/24/04 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

<table>
<thead>
<tr>
<th>Name and Title or Position</th>
<th>Signature</th>
<th>Facsimile Signature (if used)</th>
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<tbody>
<tr>
<td>A. LARRY THOMAS- DIRECTOR</td>
<td>[Signature]</td>
<td>[Facsimile]</td>
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<tr>
<td>D. VENITA TERRY. FINANCE MANAGER</td>
<td>[Signature]</td>
<td>[Facsimile]</td>
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<tr>
<td>C.</td>
<td>[Signature]</td>
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<td>D.</td>
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<td>E.</td>
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<tr>
<td>F.</td>
<td>[Signature]</td>
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POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

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<tr>
<th>Indicate A, B, C, D, E, and/or F</th>
<th>Description of Power</th>
<th>Indicate number of signatures required</th>
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<tr>
<td>A, B</td>
<td>(1) Exercise all of the powers listed in this resolution.</td>
<td>2</td>
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<td>(2) Open any deposit or share account(s) in the name of the Association.</td>
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<td>(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.</td>
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<td>(4) Borrow money on behalf and in the name of the Association, sign, execute and deliver promissory notes or other evidences of indebtedness.</td>
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<td>(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Association as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.</td>
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<td>(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.</td>
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<td>(7) Other</td>
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LIMITATIONS ON POWERS The following are the Association’s express limitations on the powers granted under this resolution.

EFFECT ON PREVIOUS RESOLUTIONS This resolution supersedes resolution dated . If not completed, all resolutions remain in effect.

CERTIFICATION OF AUTHORITY

I further certify that the Association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

☐ If checked, the Association is a non-profit lodge, association or similar organization.

[Signature] Larry J. Doe

[Signature] (Attorney by Other Officer)

[Signature] (Attorney by Other Officer)
RESOLUTIONS

The Association named on this resolution resolves that,

(1) The Financial Institution is designated as a depository for the funds of the Association and to provide other financial accommodations indicated in this resolution.

(2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Association and certified to the Financial Institution as governing the operation of this association's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.

(3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Association. Any Agent, so long as they act in a representative capacity as agents of the Association, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.

(4) All transactions, if any, with respect to any deposits, withdrawals, rediscouts and borrowings by or on behalf of the Association with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.

(5) The Association agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Association. The Association authorizes the Financial Institution, at any time, to charge the Association for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.

(6) The Association acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Association to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.

(7) The Association acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Association with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Association authorizes each Agent to have custody of the Association's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on ______________ (date) by _______ (initials) □ This resolution is superseded by resolution dated ______________

Comments:
BUSINESS ACCOUNT AGREEMENT

OWNERSHIP OF ACCOUNT

☐ SOLE PROPRIETORSHIP ☐ CORPORATION - NOT FOR PROFIT ☐ CORPORATION - FOR PROFIT

☐ PARTNERSHIP ☐ LIMITED LIABILITY CO.

DATE OPENED ___________________ INITIAL DEPOSIT $ ________

OPENED BY ____________________ FORM: ☐ CASH ☐ ________

AUTHORIZATION DATED __________ PREVIOUS BANK ________

BUSINESS ________________________

COUNTY AND STATE OF ORGANIZATION ________________________

TELEPHONE NO.’S: ________________________

ALL NEW ACCOUNTS WILL BE VERIFIED THROUGH: __________

ADDITIONAL INFORMATION:

________

________

________

________

________

ACCOUNT OWNER NAME & ADDRESS

YCUA

2777 STATE ROAD YPSILANTI 48198

NUMBER OF SIGNATURES REQUIRED FOR WITHDRAWAL 2

☐ This is a Temporary account agreement.

SIGNATURE(S) - THE UNDERSIGNED AGREE(S) TO THE TERMS STATED ON PAGES 1 AND 2 OF THIS AGREEMENT, AND ACKNOWLEDGE(S) RECEIPT OF A COMPLETED COPY ON TODAY’S DATE. THE UNDERSIGNED ALSO ACKNOWLEDGE(S) RECEIPT OF A COPY OF AND AGREE(S) TO THE TERMS OF THE FOLLOWING DISCLOSURE(S):

☐ Funds Availability Disclosure ☐ Identifying Info.

(1):

LARRY THOMAS, DIRECTOR

(2):

VENITA TERRY, FINANCE MANAGER

(3):

(4):

☐ FACSIMILE SIGNATURE

BACKUP WITHHOLDING CERTIFICATIONS

TIN: 38-8852446

☐ TAXPAYER I.D. NUMBER - The Taxpayer Identification Number shown above (TIN) is my correct taxpayer identification number.

☐ BACKUP WITHHOLDING - I am not subject to backup withholding because I have not been notified that I am subject to backup withholding as a result of a failure to report all interest or dividends, or the Internal Revenue Service has notified me that I am no longer subject to backup withholding.

☐ EXEMPT RECIPIENTS - I am an exempt recipient under the Internal Revenue Service Regulations.

SIGNATURE: I certify under penalties of perjury that the statements made in this section are true.

LARRY J. DEE 6/24/04


(page 1 of 2)
# YCUA Resolution 04-2

## Business Account Agreement

### Ownership of Account
- [ ] Sole Proprietorship
- [ ] Corporation - Not for Profit
- [ ] Corporation - For Profit
- [ ] Partnership
- [ ] Limited Liability Co.

### Date Opened

### Initial Deposit

### Opened By

### Authorization Dated

### Business

### County and State of Organization

### Telephone No.'s

### All New Accounts Will Be Verified Through:

### Additional Information:

### Type of Account
- [ ] New
- [ ] Checking
- [ ] Money Market
- [ ] Time Deposit
- [ ] Savings

### Account Owner Name & Address

#### YCUA

#### City Division Lease Fund

#### 2777 State Rd

#### Ypsilanti, MI 48198

### Number of Signatures Required for Withdrawal

### (1):

#### Larry Thomas, Director

### (2):

#### Venita Terry, Finance Manager

### (3):

### (4):

- [ ] Facsimile Signature

### Backup Withholding Certifications

- [ ] Taxpayer I.D. Number - The Taxpayer Identification Number shown above (TIN) is my correct taxpayer identification number.
- [ ] Backup Withholding - I am not subject to backup withholding either because I have not been notified that I am subject to backup withholding as a result of a failure to report all interest or dividends, or the Internal Revenue Service has notified me that I am no longer subject to backup withholding.
- [ ] Exempt Recipient - I am an exempt recipient under the Internal Revenue Service regulations.
- [ ] Signature - I certify under penalties of perjury the statements made in this section.

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© 1986-1990 Pensions Systems Inc. 52 Center Ave. From 33A. 2/24/04

Signature: [Signature]

(Date)
BUSINESS ACCOUNT AGREEMENT

OWNERSHIP OF ACCOUNT

- SOLE PROPRIETORSHIP
- CORPORATION - NOT FOR PROFIT
- CORPORATION - FOR PROFIT
- PARTNERSHIP
- LIMITED LIABILITY CO.

DATE OPENED ____________________________
OPENED BY _____________________________
AUTHORIZATION DATED ____________________
BUSINESS ________________________________
COUNTY AND STATE OF ORGANIZATION _________
TELEPHONE NO.: __________________________

ALL NEW ACCOUNTS WILL BE VERIFIED THROUGH:

ADDITIONAL INFORMATION:

TYPE OF ACCOUNT

- NEW
- CHECKING
- MONEY MARKET
- TIME DEPOSIT
- SAVINGS

ACCOUNT OWNER NAME & ADDRESS

YCUA TOWNSHIP DIVISION LEASE FUND
2777 STATE RD
YPSILANTI MI 48198

NUMBER OF SIGNATURES
REQUIRED FOR WITHDRAWAL 2

This is a Temporary account agreement.

SIGNATURE(S) - THE UNDERSIGNED AGREE(S) TO THE TERMS STATED ON PAGES 1 AND 2 OF THIS AGREEMENT, AND ACKNOWLEDGE(S) RECEIPT OF A COMPLETED COPY ON TODAY'S DATE. THE UNDERSIGNED ALSO ACKNOWLEDGE(S) RECEIPT OF A COPY OF AND AGREE(S) TO THE TERMS OF THE FOLLOWING DISCLOSURE(S):

- Funds Availability Disclosure
- Identifying Info.

Signature(s)

(1): LARRY TOTHOM, DIRECTOR

(2): VENITA TERRY, FINANCE MANAGER

(3):

(4):

FACSIMILE SIGNATURE

BACKUP WITHHOLDING CERTIFICATION:

TIN: 37-2633444

- TAXPAYER I.D. NUMBER - The Taxpayer Identification Number shown above (TIN) is my correct taxpayer identification number.

- BACKUP WITHHOLDING - I am subject to backup withholding unless I have not been notified that I am subject to backup withholding as a result of a failure to report all interest or dividends. If the Internal Revenue Service has notified me that I am no longer subject to backup withholding, I am not subject to backup withholding.

(24/04)

Larry A. Doe

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## BUSINESS ACCOUNT AGREEMENT

**OWNERSHIP OF ACCOUNT**
- [ ] Sole Proprietorship
- [ ] Corporation - Not for Profit
- [ ] Corporation - For Profit
- [ ] Partnership
- [ ] Limited Liability Co.

**DATE OPENED**

**INITIAL DEPOSIT**

**OPENED BY**

**AUTHORIZATION DATED**

**PREVIOUS BANK**

**BUSINESS**

**COUNTY AND STATE**

**OF ORGANIZATION**

**TELEPHONE NO.**

**ALL NEW ACCOUNTS WILL BE VERIFIED THROUGH:**

### ADDITIONAL INFORMATION:

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<th>TYPE OF ACCOUNT</th>
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**ACCOUNT OWNER NAME & ADDRESS**

**YCUA**  
**WATER SYSTEM #4**  
**2777 STATE RD**  
**YPSTILANT, MI 48198**

**ACCOUNT NUMBER**

**NUMBER OF SIGNATURES REQUIRED FOR WITHDRAWAL**

- [ ] 2
- [ ] This is a temporary account agreement

**SIGNATURE(S)**

- [ ] Funds Availability Disclosure
- [ ] Identifying into

1. **(1):**  
   - [ ] LARRY THOMAS, DIRECTOR

2. **(2):**  
   - [ ] VENITA TERRY, FINANCE MANAGER

3. **(3):**

4. **(4):**

- [ ] Facsimile Signature

**BACKUP WITHHOLDING CERTIFICATION**

- [ ] TIN: 38-2054445
- [ ] Taxpayer Identification Number shown above (TIN) is my correct taxpayer identification number.
- [ ] Backup withholding is not subject to backup withholding because I have not been notified that I am subject to backup withholding as a result of a failure to report all interest or dividend or the Internal Revenue Service has informed me that I am no longer subject to backup withholding.

**EXEMPT RECIPIENT**

- [ ] Must all exempt recipient under the Internal Revenue Service regulations.

**SIGNATURE**

- [ ] Identify under penalties of perjury the statements made in this section.

**SIGNED**

- [ ] LARRY THOMAS  
  - [ ] 2/24/04 [Signature]


(page 1 of 2)
## Public Unit Account

**YCUA RESOLUTION 04-3**

<table>
<thead>
<tr>
<th>Account Designation</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ypsilanti Community Utilities Authority</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street Address</th>
<th></th>
</tr>
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<tbody>
<tr>
<td>2777 State Road</td>
<td></td>
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</tbody>
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<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
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<tr>
<td>Ypsilanti</td>
<td>MI</td>
<td>48198-9112</td>
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<table>
<thead>
<tr>
<th>Telephone Number</th>
<th>Tax Identification Number</th>
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<tbody>
<tr>
<td>734-484-4600 ext 103</td>
<td>38-2052446</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fax Number</th>
<th>Date</th>
<th>Opened By</th>
</tr>
</thead>
<tbody>
<tr>
<td>734-484-3369</td>
<td>2/24/04</td>
<td>sjk</td>
</tr>
</tbody>
</table>

The above public unit hereby opens a savings or checking account in Standard Federal Bank N.A., national association with its principal office in Troy, Michigan, ("Bank"), and agrees to abide by all applicable laws and the charter, bylaws, rules and regulations of the Bank. This account contract shall apply to any and all savings and checking deposits held by the Bank in the name of the above public unit. Those persons authorized by the resolution contained on the second page of this account contract shall have the right on behalf of the above public unit to open accounts at the Bank, make deposits and withdrawals from such accounts, and generally transact any and all business with respect thereto. The above public unit acknowledges receipt of the Bank’s terms and conditions and fee schedule for each account established in connection with this contract.

The Bank is relieved of all liability in connection with collection or payment of any check or other instrument handled by the Bank without negligence. Withdrawals may not be made on such items until collected and any amount not collected may be charged back to any deposits held by the Bank in the name of the above public unit. The Bank is authorized to supply any endorsement on any check or other instrument deposited in whole or in part to any account held by the Bank in the name of the above public unit.

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By [Signature] Larry J. Doe

[Signature]

Secretary
Resolution of a Public Unit

The undersigned certifies that the following is a true and correct copy of a resolution of the governing body of the public unit named on the first page of this account contract, which resolution was adopted at a legally convened meeting.

Be It Further Resolved, that any 2 of the following named persons:

<table>
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<tr>
<td>Venita A. Terry</td>
<td>Accountant</td>
</tr>
<tr>
<td>Cathy Moorman</td>
<td>Customer Service Manager</td>
</tr>
</tbody>
</table>

be and hereby are authorized for and on behalf of the undersigned to open accounts in the name of the undersigned, make deposits and withdrawals from such accounts, and generally to transact any and all business with respect thereto. Specimen signatures of each of these authorized persons are as follows:

\[ X \] Larry Thomas \[ X \] Cathy Moorman

Be It Further Resolved, that any one of the above authorized representatives or the following named persons:


be and hereby are authorized to establish savings or checking accounts in the name of the undersigned, make deposits and withdrawals from such accounts, and generally to transact any and all business with respect thereto upon unwritten request by telephone or facsimile transmission. In consideration of the Bank's willingness to permit such transactions upon unwritten request, the undersigned hereby releases the Bank from all liability, loss, damage, cost and expense arising from any such request initiated by a person purporting to be an authorized representative of the undersigned as listed above. The Bank is authorized, in its discretion, to record by electronic or other means, telephone conversations relating to requests hereunder. Withdrawals and other transfers shall be subject to any limitations on electronic funds transfers contained in the terms and conditions for each account issued under the account contract set forth on the first page hereof.

Be It Further Resolved, that the Bank is authorized to act in accordance with the foregoing without further inquiry unless and until it has been notified in writing by the undersigned of any changes in these authorizations.

Precise Legal Name of Public Unit

Ypsilanti Community Utilities Authority

By

Larry J. Doe

Secretary

Date

2/24/04
Public Unit Account

YCUA RESOLUTION 04-3

Account Designation
Ypsilanti Community Utilities Authority

Street Address
2777 State Road

City
Ypsilanti

State
MT

Zip Code
48198

Telephone Number
734-484-4600 ext. 103

Tax Identification Number
38-2052446

Fax Number
734-484-3369

Date
2/24/04

Opened By
sjk

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X Larry Thomas
X Venita A. Terry
X Cathy Moorman