TASK AUTHORIZATION

Task Authorization Description: Start-up Administrative Services

Effective Date: January 1, 2017

KMPA and KyMEA agree that this Task Authorization and the performance of all services and work pursuant hereto shall be governed by the terms and conditions of the Master Services Agreement dated December 14, 2016, including any amendments thereto, unless specifically modified herein.

**SCOPE OF SERVICES**

Provide assistance and consultation to KyMEA in its start-up and establishment of administrative procedures and financial books and ledgers, including the following specific items:

1. Find locations for and coordination of meetings, including the preparation of agendas and minutes;
2. Create accounting procedures and ledgers, including the monthly invoicing of KyMEA members;
3. Prepare an RFP for outside accounting professionals and work with such professionals in having KyMEA’s initial audit prepared;
4. Establish a record keeping system for KyMEA;
5. Assist KyMEA’s financial advisor and other consultants in gathering and preparing information for credit rating analysis;
6. Work with KyMEA’s Board to establish a logo and a website;
7. Review need and potential sites for office space;
8. Discuss and review with KyMEA’s consultants potential synergies which might be established to coordinate services and functions with KMPA; and
9. Provide assistance in such other areas as requested from time to time by KyMEA’s officers for KyMEA’s start-up operations.

**SCHEDULE**

It is anticipated that the services requested under this Task Authorization will take place during the calendar year 2017.

**FEE FOR SERVICES**

KyMEA will pay KMPA a monthly retainer of $\_\_\_\_\_\_\_\_\_\_\_\_\_ for services provided under this Task Authorization.

**AMENDMENT TO TERMS OF MASTER SERVICES AGREEMENT**

None

IN WITNESS WHEREOF, the Parties have executed this Task Authorization as of the date first written above.

Kentucky Municipal Energy Agency Kentucky Municipal Power Agency

By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name: Ronald Herd Printed Name: Gary Zheng

Title: Chairman Title: General Manager

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_