

DRAFT

STATE OF MICHIGAN
CITY OF ALLEN PARK
RECEIVERSHIP TRANSITION ADVISORY BOARD
HEARING WEDNESDAY, JANUARY 7, 2015
2:00 P.M.

ALLEN PARK CITY HALL
CITY COUNCIL CHAMBERS
16850 Southfield Road
Allen Park, Michigan 48101

PRESENT FOR RTAB:

R. Eric Cline, Department of Treasury
Suzanne Schafer, Department of Treasury
Joyce A. Parker, Department of Technology, Management & Budget
Kristine L. Barann
Frederick Frank

PRESENT FOR CITY OF ALLEN PARK:

Karen L. Folks, City Administrator

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Allen Park, Michigan

Wednesday, January 7, 2015 - at 2:02 p.m.

MS. SCHAFER: Okay, we're going to call the meeting. If Mr. Cline would please take roll call?

ROLL CALL

MR. CLINE: Yes. Suzanne Schafer.

MS. SCHAFER: Here.

MR. CLINE: Joyce Parker.

MS. PARKER: (Not present at roll call).

MR. CLINE: Kris Barann.

MS. BARANN: Here.

MR. CLINE: Frederick Frank.

MR. FRANK: Here.

MR. CLINE: All right. We do have a quorum.

MS. SCHAFER: Okay. I'd like to, just before we get started, remind everybody for public comments - we do have Joyce walking in.

For public comments, please sign in up front so that we can recognize you during the Public Comment period.

APPROVAL OF AGENDA

MS. SCHAFER: All right. The next thing on the Agenda is the approval of the Agenda.

MR. CLINE: Recommending approval as presented.

MS. BARANN: So moved.

MR. FRANK: Second.

1 MS. SCHAFER: All right. The approval of the
2 Agenda has been moved and second. May I - all those in
3 favor, say "aye."

4 RTAB BOARD: Aye.

5 MS. SCHAFER: Opposed?

6 RTAB BOARD: (No response).

7 MS. SCHAFER: The Agenda is approved as presented.
8 Motion by Barann, support by Frank, to approve the
9 Agenda for the 1/7/15 RTAB meeting. Approved
10 unanimously.

11 APPROVAL OF RTAB MINUTES

12 MS. SCHAFER: The next item is the approval of the
13 RTAB Minutes.

14 Mr. Cline, do you have anything to report?

15 MR. CLINE: No. Actually, the - the minutes look
16 very good. Just a couple - three or four minor
17 clarifications that we had noted and attached to your
18 copies. So, we're recommending approval of the Minutes with
19 - with the noted clarifications.

20 MS. SCHAFER: Does the Board have any questions?

21 MS. BARANN: So moved.

22 MR. FRANK: Second.

23 MS. SCHAFER: Do I have a second? Okay.

24 The approval of the RTAB Minutes had been moved
25 and seconded. May - all those in favor, say "aye."

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RTAB BOARD: Aye.

MS. SCHAFER: Those opposed?

RTAB BOARD: (No response).

MS. SCHAFER: Hearing none, the RTAB Minutes for the December 3rd, 2014 meeting has been approved - have been approved.

Motion by Barann, support by Frank, to approve the Minutes of the RTAB 12/03/14 meeting. Approved unanimously.

OLD BUSINESS

MS. SCHAFER: The next item of business is Old Business; Resolution Number 14 (dash) 1110 (dash) 171, Budget Amendment to Reflect the State of Michigan Emergency Loan. You have - the Board has in front of them Attachment No. 2.

Mr. Cline, could you please report on?

MR. CLINE: Yes, at your last meeting, the Board postponed consideration of this - this resolution, which was a budgeting amendment to reflect the emergency loan received from the State of Michigan. You had asked for some additional information from the City on how the funds would be utilized, and then how the budget amendment would be executed. The - I believe it was the Finance Director provided a memorandum on this issue. As I look through it, I think that - and then some additional discussion we

1 actually had at the last meeting may have clarified a lot of
2 - a lot of that for you, and I - I believe that - a number
3 of the questions that - that were brought up were - were
4 addressed in all that information. So, I'm recommending
5 approval of this resolution.

6 MS. SCHAFER: Does the Board have any questions for
7 Mr. Cline?

8 Hearing none, I'll entertain a motion.

9 MR. FRANK: So moved to approve.

10 MS. PARKER: Support.

11 MS. SCHAFER: Any further discussion?

12 All those in favor of approving Resolution Number
13 14 (dash) 1110 (dash) 171, please say "aye."

14 RTAB BOARD: Aye.

15 MS. SCHAFER: Opposed?

16 RTAB BOARD: (No response).

17 MS. SCHAFER: Hearing none, Resolution No. 14
18 (dash) 1110 (dash) 171 is approved.

19 Motion by Frank, support by Parker, to approve
20 Resolution 14-1110-171 (budget amendment to
21 reflect State of Michigan emergency loan).
22 Approved unanimously.

23 MS. SCHAFER: The next item of business is the
24 Process for Payroll.

25 Mr. Cline.

1 MR. CLINE: Yes. As you recall, we have the - the
2 structure set up here in the City that - actually, payroll
3 expenses should be processed before - or with RTAB approval
4 before being paid, which is not really conducive to - to
5 meeting your payroll made. So, we talked about developing a
6 system very similar to what is utilized in a couple of other
7 RTAB communities, most notably, the city of Ecorse, where we
8 would provide preapproval, if you will, to the City to make
9 payroll up to a certain hard-cap amount that is a certain
10 percentage above their standard payroll. So I discussed
11 this at length with the City Administrator, and by our best
12 determination, their mean payroll is approximately \$265,000.
13 And, we thought to account for, you know, unexpected
14 overtime, any other situations that might develop. We were
15 gonna put a - recommend "may not to exceed a cap of an
16 additional 20-percent" on top of that, which would - which
17 would provide them a total of up to \$318,000 if - of
18 preapproval that they could have to meet their payroll means
19 between RTAB meetings. They would still have to provide us
20 with the information of - of what they paid and how that is
21 staying within their budget constraints and everything, and
22 we would take care of the approval process at our meetings;
23 but this would allow payroll means to be met.

24 City Administrator seemed very comfortable with
25 this - with this process. As I said, it's been implemented

1 in the city of Ecorse and seems to work quite well. So,
2 this is I think a very - very doable process. So, I'd like
3 to recommend that RTAB approve this.

4 MS. PARKER: I would move for the approval.

5 MS. BARANN: Second.

6 MS. SCHAFER: Okay. The approval of the Process
7 for Payroll has been moved and supported. All those in
8 favor, say "aye."

9 RTAB BOARD: Aye.

10 MS. SCHAFER: Those opposed?

11 RTAB BOARD: (No response).

12 MS. SCHAFER: Hearing none, the approval for the
13 payroll - Process for Payroll has been approved.

14 Motion by Parker, support by Barann, to approve
15 the Process for Payroll. Approved unanimously.

16 MS. SCHAFER: The next item is - under Old Business
17 is Process for Claims and Accounts.

18 Mr. Cline.

19 MR. CLINE: Yes. A very similar discussion to the
20 payroll is that we need to set up a process for claims and
21 accounts for those vendors that are time sensitive or - such
22 as utilities, or anything that might cause a penalty to the
23 City; again, utilizing processes that are similar in other
24 communities under transition. Did have some discussions
25 with this on the - with the City Administrator.

1 Unfortunately, we were unable to finalize a - a
2 recommendation to the Board at this time.

3 Now, the City Administrator did provide us a list
4 of those claims that they did pay ahead of time in order to
5 meet timely demands. I - I reviewed those. I didn't have
6 any particular concerns with them as I - as I recall. And I
7 do apologize for not having this - this prepared. There
8 were some other items and - and just the holidays' time just
9 became too compressed. So, what I'd like to recommend is
10 that the Board postpone this item again until the February
11 meeting and grant an additional approval to the City to pay
12 those sensitive claims, as you will, until the next meeting,
13 which will be reported to us and reviewed. So, I'd like to
14 recommend that we continue on as - as we have for this past
15 month until - until the next month.

16 MS. SCHAFER: Does the Board have any questions for
17 Eric?

18 MS. PARKER: Yes. What's considered a - a
19 "sensitive claim?"

20 MR. CLINE: Well, when - that's just sort of a term
21 that has come up. I mean it doesn't have any special
22 meaning. We're - we're trying to identify those claims that
23 are - need to be paid timely: Utilities, maybe certain
24 contractor payments, loan payments that have to be made,
25 anything that - that might create a penalty or a default

1 situation for the City. And that's part of what we're
2 working through, and we're trying to keep those payments
3 that are made. In consultation with the City Administrator,
4 we're trying to keep those to an absolute minimum. And
5 anything that is - that absolutely needs to be paid before
6 the next RTAB meeting.

7 MS. PARKER: Well, the reason I'm asking, I'm
8 assuming that there are certain vendors that are not being
9 paid since we started the discussion about the process.

10 MR. CLINE: My understanding is, and the City
11 Administrator may want to clarify this, is that they have
12 notified their vendors that there might be an additional
13 delay; and I don't think there's been any major
14 complications with that. And if there are some that
15 absolutely need to be paid for a particular reason, the City
16 Administrator's providing justification for why she's done
17 that. And we've - we've worked through that, and I haven't
18 noticed anything that's been too - that I would have any
19 real disagreements with. So, this is to some degree - this
20 one's a little trickier to put in place 'cause you have to
21 get the right type of vendors identified and - and put on
22 this list. So we're trying to make sure that we don't grant
23 complete blanket approval to the City, but I want to make
24 sure that we don't nec (sic) - unnecessarily interfere with
25 their operations.

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MS. PARKER: Okay.

MS. SCHAFER: Any further questions for Mr. Cline?

Okay, I'll entertain a motion for postponement of a process for the claims and accounts, and approval to continue authorization for the City to process sensitive claims until the next meeting.

MS. BARANN: Through February.

MS. SCHAFER: Through -

MS. BARANN: Until the February meeting.

MS. SCHAFER: Until February meeting, yep - yes.

MS. BARANN: I will - so moved.

MR. FRANK: Support.

MS. SCHAFER: Any further discussion?

All those in favor, say "aye."

RTAB BOARD: Aye.

MS. SCHAFER: Opposed?

RTAB BOARD: (No response).

MS. SCHAFER: Hearing none, the Board's approved the postponement of Process for Claims and Accounts until the February RTAB meeting, along with continuing the authorization for the City to continue to process sensitive claims until the next February - until the February meeting.

Motion by Barann, support by Frank, to postpone the Process for Claims and Accounts, and to continue authorization for the City to process

1 sensitive claims until the February RTAB meeting.

2 Approved unanimously.

3 NEW BUSINESS

4 MS. SCHAFER: The next item of business is New
5 Business. We have the approval of Resolutions and
6 Ordinances for the City Council meetings.

7 The first item is the Resolutions for - from the
8 Special City Council Meeting of November 20th, I think
9 that's 2014, which is Attachment 3, which the Board has in
10 front of them.

11 Mr. Cline, would you like to report on -

12 MR. CLINE: Yes.

13 MS. SCHAFER: - that meeting?

14 MR. CLINE: Yes. And it is "2014," not "3014."

15 So, yes, we reviewed everything in this, and - and
16 primarily, the purpose of this meeting was to approve a
17 number of City Council minutes that had sort of been
18 backlogged in the approval process that we needed in order
19 to prepare for last month's meetings. So, that was the
20 major agenda item. There was also a vendor contract that
21 was approved. I went through all this material; had no
22 concerns about it, so recommending approval of all the
23 resolutions from - from the November 20th meeting.

24 MS. SCHAFER: Any questions for Mr. Cline?

25 Okay. I'll entertain a motion to - for the

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approval.

MS. BARANN: So moved.

MR. FRANK: Second.

MS. SCHAFFER: All those in favor, say "aye."

RTAB BOARD: Aye.

MS. SCHAFFER: Opposed?

RTAB BOARD: (No response).

MS. SCHAFFER: Hearing none, the Board has approved all the resolutions from the November 20th, 2014 Special Meeting.

Motion by Barann, support by Frank, to approve the Resolutions from the Special City Council Meeting of November 20, 2014. Approved unanimously.

MS. SCHAFFER: The next item is the resolution - or the Resolutions from the Regular City Council Meeting of November 25th, 2014, which is Attachment 4.

Mr. Cline.

MR. CLINE: Yes. And really, the City only approved some fairly routine business items, minutes and that, the nature of this meeting. We had no concerns about any of the items in there, so I'm recommending approval of - of those items.

MS. SCHAFFER: Any further questions from the Board?

Okay. I'll entertain a motion.

MS. PARKER: So moved.

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MS. BARANN: Support.

MS. SCHAFER: All those in favor of adopt - or approving the resolutions for the Regular City Council Meeting of November 25th, say "aye."

RTAB BOARD: Aye.

MS. SCHAFER: Those opposed?

RTAB BOARD: (No response).

MS. SCHAFER: Hearing none, the Board's approved the resolutions from the Regular City Council Meeting of November 25th, 2014.

Motion by Parker, support by Barann, to approve the Resolutions from the Regular City Council Meeting of November 25, 2014. Approved unanimously.

MS. SCHAFER: The next item is the resolutions from the Special City Council Meeting of December 2nd, 2014.

Mr. Cline.

MR. CLINE: Yes. As I recall, there's basically one agenda item on this meeting and that business item was postponed. I think there might have been a - an invitation - or a vote to extend an invitation to another party to come to a future City Council meeting; so that was really the only action item. So, recommending approval of all items from this meeting.

MR. FRANK: So moved.

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MS. PARKER: Support.

MS. SCHAFER: All those in favor of approving the resolutions from the December 2nd, 2014 Special Meeting, please say "aye."

RTAB BOARD: Aye.

MS. SCHAFER: Those opposed?

RTAB BOARD: (No response).

MS. SCHAFER: Hearing none, the Board approves the - all resolutions from the December 2nd, 2014 Special Meeting.

Motion by Frank, support by Parker, to approve the Resolutions from the Special City Council Meeting of December 2, 2014. Approved unanimously.

MS. SCHAFER: The next item is the Resolutions from the Regular Cit (sic) - Regular City Council Meeting of December 9th, 2014.

Mr. Cline.

MR. CLINE: Yes. Reviewing all of the items from this meeting, I just want to draw your attention to a couple items: That the City Council did conduct a - a public hearing for the 2015 Community Development Block Grant Program, and they did approve a new waste water services contract with - between Allen Park and the - and the City of Detroit. Did follow up with the City Administrator on a couple of questions, but I had no concerns over any actions

1 taken at this meeting. And, I'm recommending approval of
2 all those - all those items, so.

3 MS. SCHAFER: Okay. Any questions for Mr. Cline?

4 MR. FRANK: In terms of the DWSD contract, is it an
5 - are the rates there and the payments owed to the budget
6 that was approved for that line item?

7 MR. CLINE: I would have to specifically defer to
8 the City on that, but I believe that the - the primary
9 purpose of this contract was to simplify out how the rates
10 would - were to be calculated. And, it's a little hard to
11 determine at this point. I know a number of other
12 communities are going through this process as we speak. You
13 know, but the City seems fairly confident that they're not
14 gonna be exceeding their expenses and - and may actually
15 come in a little below expenses; but, it's still early to
16 tell. But that's - at least the - as I understand it, the
17 ability to determine and project what your costs may be is a
18 lot cleaner, if you will, now, so.

19 MR. FRANK: Thank you, Mr. Cline.

20 MR. CLINE: Hm-hmm.

21 MS. SCHAFER: Any further questions?

22 Okay. I'll entertain a motion?

23 MS. BARANN: So moved.

24 MS. PARKER: Support.

25 MR. FRANK: Second.

1 MS. SCHAFER: Okay. All those in favor of
2 approving the resolutions from the Regular City Council
3 Meeting of December 9th, 2014, please say "aye."

4 RTAB BOARD: Aye.

5 MS. SCHAFER: Opposed?

6 RTAB BOARD: (No response).

7 MS. SCHAFER: Hearing none, the Board has approved
8 the resolutions from the Regular City Council Meeting of
9 December 9th, 2014.

10 Motion by Barann, support by Parker, to approve
11 the Resolutions from the Regular City Council
12 Meeting of December 9, 2014. Approved
13 unanimously.

14 MS. SCHAFER: The next item on the Agenda is - are
15 the City Administrator Items.

16 MR. CLINE: Madame Chair, if - if I may for just a
17 moment. One of the things I had a discussion before the
18 meeting with the City Administrator, and you notice on your
19 Agenda there's a - there's a number of items listed here
20 that we say that we've already addressed in - in different
21 points. One of the things that we have done at - at
22 Treasury is that when the chief administrative officer,
23 which is the liaison from the local community to this Board,
24 submits a report saying, "Here are the items," even if we've
25 already addressed it, we put on the Agenda whatever they put

1 on there just for the purposes of making sure that all the
2 documentation is the same, and whatever they submit is
3 reflected in our agenda.

4 Now, what I had a discussion with is that if - if
5 we know we've already covered it, the City Administrator
6 doesn't have to put this in her memo for us because we know
7 we've already covered it. So, as we - as we roll forward -
8 and this is, actually, a very common problem we have when we
9 introduce a new RTAB to a community, that - that we'll
10 reduce some of this - this down to just those items that we
11 specifically need to address. But I just wanted to explain
12 for - for the Board and for the audience why these items are
13 on there. But, typically, what we do is - just for the
14 record, we just mention what it is and - and that it's
15 already been addressed, until we get to our action items.
16 So -

17 MS. SCHAFER: Okay.

18 MR. CLINE: - I hope that - that clarifies that
19 for everyone, so.

20 MS. SCHAFER: So, the - the first item under the
21 City Administrator Items is the Approval of City Council
22 Meeting Minutes for November 20th, 2014, November 25th, 2014,
23 December 2nd, 2014, and December 9th, 2014. This has been
24 addressed in New Business.

25 The Department Payroll was also addressed in New

1 Business.

2 Vendor Payments were addressed in New Business.

3 And, Resolutions for Approval were addressed in
4 New Business.

5 So that brings us to the 5-year Financial
6 Projection.

7 MR. CLINE: Yes. Emergency Manager Order 57
8 requires the City to submit a 5-year Financial Projection to
9 this Board for review and approval within 90 days of the
10 order being issued. The City has submitted that by the
11 stated deadline; however - which again is not unusual in
12 some of other transitions communities. Given the - the way
13 the schedules fall, as I understand it, the 5-year Financial
14 Projection is still in draft stage because the final form
15 has not gone yet to the City Council for review; and, also,
16 our office. My office has not had an opportunity yet to
17 review it anyway, given the - the time line that we've been
18 working with here. I want to note for the record the City
19 has met their deadline, and what I've discussed with the
20 City Administrator is that they're gonna continue putting
21 their final draft together. That's gonna be given to the
22 City Council. They're gonna review it and take action on
23 it, and at that point, we'll get the updated draft. Then my
24 office will review it, and then we'll bring it back to the
25 Board for final consideration. And that process, it may

1 take a month; it may take longer. In another community, it
2 took several months, actually, to - to get that finalized.

3 What is important here is that the City has gone
4 through the exercise and they've developed this document
5 which will be a future planning tool for them. I think it
6 will be very beneficial, and their intent is to use it,
7 which is what we would like to see. So, that's very much a
8 positive, but we want to make sure that we get a quality
9 document before we bring it to you for - for review. So,
10 what we're recommending is postponement of this item until
11 such time as the final draft is - is acted on by the City
12 and brought back to us, so.

13 MS. SCHAFER: Any questions for Mr. Cline?

14 MR. FRANK: Mr. Cline, I would ask - I know that
15 it's going to be quite an important document -

16 MR. CLINE: Hm-hmm.

17 MR. FRANK: - for the City, and I would hope that
18 when it's delivered to us for review before our meeting,
19 maybe that could be done more than the usual "just the
20 Friday before the meeting," the Wednesday meeting, if
21 possible.

22 MR. CLINE: We will certainly make every attempt to
23 do so, and -

24 MR. FRANK: Just if you could try. I - I
25 understand.

1 MR. CLINE: - and what we will probably do, I think
2 as we've done in the past, one of the other members of our
3 office is a - is a CPA. He's - he will probably come and
4 make a presentation to this Board on - on the details of
5 this report. So, we will - we will give you all the
6 information in a very timely manner, so.

7 MS. PARKER: But it sounds like members of your
8 staff will work with the City staff on the review process so
9 that -

10 MR. CLINE: Absolutely.

11 MS. PARKER: - they're really incorporated into
12 the final document.

13 MR. CLINE: Absolutely.

14 MS. PARKER: Okay.

15 MR. CLINE: Absolutely. And we've done that in
16 other communities as well, so. We will - we will closely
17 coordinate with them, because ultimately, what we want to
18 see is this document succeed and work to their benefit, so.

19 MS. PARKER: So, with the information that was
20 provided to the RTAB, if we have any comments, should we
21 provide those comments to you or to -

22 MR. CLINE: Absolutely.

23 MS. PARKER: - the City Administrator?

24 MR. CLINE: No, you can provide them to me.

25 MS. PARKER: Okay.

1 MR. CLINE: Or you can provide them to both of us.
2 MS. PARKER: Both of - okay. And we will have a -
3 a formal presentation when the item comes back?
4 MR. CLINE: We can - we can certainly work that in.
5 MS. PARKER: Okay.
6 MS. SCHAFER: Any other questions for Mr. Cline?
7 MS. BARANN: I would move to postpone.
8 MS. PARKER: Support.
9 MS. SCHAFER: Okay. All those in favor of
10 postponing the 5-year Financial Projection, say "aye."
11 RTAB BOARD: Aye.
12 MS. SCHAFER: Those opposed?
13 RTAB BOARD: (No response).
14 MS. SCHAFER: Hearing none, the Board has approved
15 the postponement of the submission of the 5-year Financial
16 Projection until the final draft has been approved by the
17 City and reviewed by the State.
18 Motion by Barann, support by Parker, to postpone
19 the approval of the 5-year Financial Projection
20 until the final draft has been approved by the
21 City and reviewed by the Department of Treasury.
22 Approved unanimously.
23 MS. SCHAFER: The next item on the Agenda is the 6-
24 year Capital Improvements Plan.
25 MR. CLINE: And - and again, everything I just said

1 applies to this item as well. So, this is also a document
2 that I think has a lot of benefit for the City, and I think
3 capital improvements plans are - personally, I think they're
4 an underutilized document; so I think this one could be very
5 beneficial to the City. Again, a final draft is being
6 developed. They have met their deadline to submit it to the
7 State, but they still have to go through their final review
8 process and then give us the document, and then we'll look
9 at it again and followup with them on any - any questions or
10 concerns that we have. And then, we'll bring it to the
11 Board, hopefully, at the same meeting as the - as the
12 financial plan. We'll - we'll bring it back for your
13 consideration. So, again, we're recommending postponement
14 until the final draft is prepared, so.

15 MS. SCHAFER: Any questions for Mr. Cline?

16 MS. PARKER: I would move for the approval to
17 postpone the capital improvement plan.

18 MS. BARANN: Second.

19 MR. FRANK: Second.

20 MS. SCHAFER: Okay. All those in favor of
21 postponing the 6-year Capital Improvements Plan until the
22 final draft is ready, say "aye."

23 RTAB BOARD: Aye.

24 MS. SCHAFER: Those opposed?

25 Hearing none, the Board has approved the

1 postponement of the 6-year Capital - Capital Improvements
2 Plan.

3 Motion by Parker, support by Barann, to postpone
4 the approval of the 6-year Capital Improvements
5 Plan until the final draft has been approved by
6 the City and reviewed by the Department of
7 Treasury. Approved unanimously.

8 MS. SCHAFER: The next item on the Agenda is the
9 Bond Tender Offer.

10 Mr. Cline.

11 MR. CLINE: Yes. Over the past several months, the
12 City has been involved in a highly complex process to issue
13 a bond tender offer that ultimately will lead to some
14 refinancing of some general obligation tax bonds that were
15 issued in 2009. This process actually was initiated under
16 the emergency manager and some of the initial steps were
17 taken. The City is moving closer to issuing this bond
18 tender. Part of the discussion and part of the im (sic) -
19 part of the approval process was actually acted upon by this
20 Board at, I believe, our first meeting, and this is sort of
21 the next phase of this. And, my office, myself directly,
22 have been participating in these weekly calls on this issue,
23 and as I indicated, that this is something the City needs to
24 undertake and they need to do this. And, their bond counsel
25 has recommended that this Board approve the issuance of the

1 bond tender, which tentatively will be coming up sometime
2 over the next few months, and that they just want to make
3 sure that they have covered all their basis by getting RTAB
4 to approve this. We believe that this process is very vital
5 to this City's transition back to local control, and I am
6 highly recommending that the Board approve this process and
7 approve this item as - as it has been recommended. I think
8 if there are any specific questions, I'm hoping between the
9 Finance Director and the City Administrator and I we can
10 answer them. And as I said, this is a very highly technical
11 process, and I'm - I tend to stumble somewhat over the
12 jargon; so, I will do the best I can to address any
13 questions. But, I am recommending - and I believe the
14 City's bond counsel is also here today, if - if I
15 understand. So - so I don't know if there's any questions
16 from anybody.

17 MS. PARKER: Just a couple.

18 MR. CLINE: Okay.

19 MS. PARKER: I guess, first of all, I just wondered
20 whether the Mayor and the City Council approved the bond
21 tender.

22 MR. CLINE: They approved the bond tender.

23 MS. FOLKS: We're not there yet.

24 MR. CLINE: This is -

25 MS. PARKER: So what are we asked - being asked to

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do?

MS. FOLKS: Just to review - or to - do you want - good afternoon. Karen Folks, I'm the City Administrator. And just a - a couple of points that I'll make. Order 56 was put into place and we - it paints with a very broad brush the direction for the City for tender offers, and also I believe the refunding of the 2009 bonds. That order before it was finalized - or no, no, no, no. I believe it was signed by the emergency manager, but then we used that provision under Public Act (4-36) to bring it to the Council so they could review it, have an opportunity to bring forward, if they would like within ten days, an alternative, or to approve it or disapprove it. And they did pass a resolution which came before you, I believe, in our first meeting -

MR. CLINE: Yes.

MS. FOLKS: - that they in fact approved it. And so if I understand correctly, and Barbara Bowman is here who is bond counsel and I know she'll correct me if I'm absolutely dead wrong here. But, because of that approval not only by the emergency manager putting the order in place, but the Council passing a resolution to approve it as well, that has already provided the approvals necessary to go forward when and if the City takes that particular course of action in tendering an offer and looking at the refunding

1 of the 2009 bonds. Does that answer your question?

2 MS. PARKER: It - it does.

3 MS. FOLKS: Okay.

4 MS. PARKER: But as a followup question -

5 MS. FOLKS: Yes.

6 MS. PARKER: - if the Mayor and the Council
7 approved it, did the RTAB approve it afterwards as part of
8 the minutes, or was it prior to the RTAB? I'm just trying
9 to establish whether we've actually approved it by virtue of
10 approving the City Council's minutes.

11 MS. FOLKS: Yes, to the above.

12 MS. PARKER: Okay.

13 MS. FOLKS: It came before you and I want to say it
14 was the minutes from the October 8th, maybe? I - I -

15 MS. PARKER: Okay.

16 MS. FOLKS: - might not be correct on that.

17 MS. PARKER: Okay, but -

18 MS. FOLKS: But it was like within that first week
19 in October -

20 MS. PARKER: Okay.

21 MS. FOLKS: - that - that they went ahead and did
22 - it might have even been September 30th. I can look that
23 up and get -

24 MS. PARKER: Okay.

25 MS. FOLKS: - back to you with that. But that did

1 come before you; that might have come before you as part of
2 the - the package of minutes that have been approved by the
3 Council and then brought for your review and approval.

4 MS. PARKER: Okay. So -

5 MR. CLINE: I believe that was in ours - I think it
6 might have been our second meeting.

7 MS. PARKER: Okay. So do we still need to take
8 action again today?

9 MR. CLINE: That is the recommendation to the City
10 from their bond counsel that they want to see approval of
11 this Board documented for this step.

12 MS. FOLKS: And - and, technically - and I'm going
13 to make this statement and - and then ask Barbara to - to
14 clarify if there needs to be clarification. But if I'm not
15 mistaken, under Order 57, and I can't quote you the actual
16 provision, I think that there is a provision that indicates
17 that any time the City is potentially looking at the
18 issuance of debt that it must receive - or it must be
19 "reviewed" I think -

20 MS. BOWMAN: Correct.

21 MS. FOLKS: - is the terminology -

22 MS. BOWMAN: Correct.

23 MS. FOLKS: - is that correct? Reviewed by the
24 RTAB. And so, we bring it to your attention to actually do
25 a vote and do an approval, actually, more than seals the

1 deal for us and - and that probably would be helpful.

2 This is Barbara Bowman.

3 MS. BOWMAN: Ladies and gentlemen, my name is
4 Barbara Bowman and I'm with Bodman PLC, and I am acting as
5 bond counsel to the City on this matter. And, I - I think
6 that technically your approval is not required, but your
7 review is required under your rules of procedure. The - the
8 City is required to bring any debt issuance to your
9 attention. And as Mr. Cline has said, he's been present on
10 the phone calls which we have on a weekly basis and we've
11 been discussing this for several months. And in a nutshell,
12 what we plan to do, assuming that the market conditions are
13 right so that we will be able to achieve a savings is to
14 have a tender offer for the 2009 A and - and 2009 B bonds,
15 and there's about 27 million in the aggregate outstanding.
16 The price that we will offer to - to the bondholders has
17 not yet been determined and that will obviously be
18 determined based on market conditions. And then, based on
19 the number of bondholders who tender, there will then be a
20 bond offering by the City to refund the remaining bonds
21 which will not be purchased as - as part of the tender. And
22 it's anticipated that the City will issue its obligations to
23 the Michigan Finance Authority under the Local Government
24 Loan Program, and the Michigan Finance Authority will then
25 issue its bonds to provide the Michigan Finance Authority

1 with the - the funds to purchase the City's obligations.
2 And then, the City intends to use a portion of the proceeds
3 which it received from the sale of the Southfield lease
4 property to accomplish the purchase of the bonds pursuant to
5 the tender and refunding, and then the re - remainder would
6 come from bond proceeds and - and if any other funds which
7 the City decided to apply to this purpose. And again, the
8 whole objective of this exercise is to be able to achieve
9 cost savings, and - and obviously, the City has a financial
10 ad - advisor, R.W. Baird; and also the dealer manager, which
11 is Bank of America Merrill Lynch, will be reviewing that and
12 making the rec - recommendation to the City based on current
13 market conditions whether it makes sense to go ahead or not.

14 So, if there are any further questions, I'd be
15 happy to answer them.

16 MR. FRANK: So as I looked at the draft tender - or
17 - is it still the proposal to go out yet this month in
18 January to seek -

19 MS. BOWMAN: Based on -

20 MR. FRANK: - proposals?

21 MS. BOWMAN: - on the assessment of the financial
22 advisor, and I know that the City is still interviewing
23 potential information and tender agents, because - because
24 the bonds are not held by institutional investors, but are
25 instead held by what we call "retailer in - investors," the

1 so-called "moms and pops." It's going to be difficult and
2 time consuming to reach out to all these holders and explain
3 to them what's going on and try to solicit that; so it's
4 very important to have a process in place with a seasoned
5 information and tender agent to reach out to these people.
6 And there have been discussions with - with one firm and,
7 you know, the City is - is trying to reduce - potentially
8 reveal to reduce its costs there, so it's reached out to a
9 couple more; and I understand that further conversations are
10 going to be happening this week with potential information
11 and tender agents, so.

12 MR. FRANK: Thank you.

13 MS. BOWMAN: Thank you.

14 MS. PARKER: And just one other question.

15 MS. BOWMAN: Okay.

16 MS. PARKER: I don't know if it's for Attorney
17 Bowman or to the City Administrator. But, do you envision
18 this entire process being completed prior to the next bond
19 payment that's due by the City?

20 MS. BOWMAN: I'm not sure what date that is -

21 MS. PARKER: It's -

22 MS. BOWMAN: - but -

23 MS. PARKER: - May 1st, I believe.

24 MS. BOWMAN: - I think it would probably take,
25 approximately, six to eight weeks from start to finish. So

1 depending on market conditions and when - when they are able
2 to start, that's what's going to make the difference.
3 Because, again, if - if the bonds were held by a couple of
4 institutional investors, it would just be, you know, go in,
5 slam dunk, and - and we could handle it very quickly. But
6 the concern is that the retail investors will need a lot of
7 hand-holding and the - will - will need a lot, you know,
8 reaching out to those people so they'll understand and be
9 able to participate in the process.

10 Okay? Thank you.

11 MS. SCHAFER: So, Mr. Cline, I have one - just
12 clarification. So what we're voting on or approving here is
13 the process that the City is taking for the Bond Tender
14 Offer. Is that correct?

15 MR. CLINE: Yes, I believe that would be -

16 MS. SCHAFER: Okay.

17 MR. CLINE: - be a fair statement.

18 MS. SCHAFER: All right.

19 MS. BARANN: So, do you want to restate -

20 MR. FRANK: And is that the process -

21 MS. BARANN: - that then?

22 MR. FRANK: - that works for bond counsel?

23 MS. BOWMAN: And - and the refunding.

24 MR. FRANK: And you want - you're - we're being
25 asked then also to approve the refunding -

1 MS. BOWMAN: Well -
2 MR. FRANK: I want to make it easy -
3 MS. BOWMAN: - again, I think under -
4 MR. FRANK: - for your opinion.
5 MS. BOWMAN: - your rules of procedure you are
6 being asked to review this. So, we just - you know, the
7 emergency manager already issued the order to do this, which
8 wasn't obviously subject to your review at that time; but
9 your procedures do require you to review it. And so,
10 obviously, the City and its advisors are go - are going to
11 be listening to any concerns that the RTAB has.
12 MR. CLINE: So, I would believe that if we approve
13 the process that the City has outlined -
14 MS. BOWMAN: Hm-hmm.
15 MR. CLINE: - that they continue - no, that we
16 approve their continuation along the process as outlined by
17 bond counsel.
18 MS. BOWMAN: Right.
19 MR. CLINE: I think that would - that would
20 suffice -
21 MS. BOWMAN: That would suffice.
22 MR. CLINE: - for this discussion.
23 MS. BOWMAN: Yes.
24 MR. FRANK: Thank you. So moved -
25 MS. PARKER: Support.

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MR. FRANK: - that we approve that process.

MS. SCHAFER: Okay. I need a pen that works.

All those in favor of approving the continuation of the City's process as outlined, say "aye."

RTAB BOARD: Aye.

MS. SCHAFER: Those opposed?

RTAB BOARD: (No response).

MS. SCHAFER: Hearing none, the Board has approved the continuation of the City's process as outlined for the Bond Tender Offer and Refund.

Motion by Frank, support by Parker, to approve the continuation of the City's process as outlined for the 2009 Bond Tender Offer and Refund. Approved unanimously.

MS. SCHAFER: The next two items on the Agenda, I am assuming, are for informational purposes only?

MR. CLINE: Yes, that was provided as part of the City Administrator's reports -

MS. SCHAFER: Okay.

MR. CLINE: - so we should just -

MS. SCHAFER: I just wanted to make sure.

MR. CLINE: - note those for the record and - and we have no need to take any action on those, so.

MS. SCHAFER: Okay. So, the next item is Disclosure of Policies and Procedures. It was informational.

1 only and no action is required by the Board.

2 And then, the last item is the Time Equities Site
3 Plan. Again, it was for informational purposes; no action
4 is required by the Board.

5 MR. FRANK: Madame Chair, I have a question before
6 we move to our Non-Action Items?

7 MS. SCHAFER: Yes.

8 MR. FRANK: In the report from the City
9 Administrator, it indicated that we're forwarding a number
10 of Council resolutions. One listed was December 18, which
11 we did not vote on, and that is - that resolution, as
12 reported in the City Administrator's report, deals with
13 appointments to commissions. And I was wondering if there
14 was a way to bring that to us yet at this meeting so that
15 the appointments that are made by the City, and that under
16 our - under the - one of the emergency manager orders
17 require this Board's approval, if there's a way we can
18 handle that today that - so that people approved and in
19 place now we're not waiting to the February meeting. But,
20 at least my packet and our list does not have the December
21 18 -

22 MR. CLINE: Right. Well -

23 MR. FRANK: - minutes.

24 MR. CLINE: - no, it does not. And while certainly
25 that's possible, we would have to, basically, suspend our

1 rules of procedures, add the item; but, I would, from a
2 staff perspective, be reluctant to suggest that we do this
3 'cause that information has not been reviewed, and since
4 it's outside of our normal review process, I didn't really
5 review what those appointments were. I would - I would
6 think that if the City was in need of a timely appointment,
7 you know, it became say a quorum issue or something like
8 that, they would have drawn our attention to that
9 immediately. As I said, the report, which is not unheard of
10 in - in many communities that have just newly gone into
11 transition status, that - that some of the information, you
12 know, comes up that, you know, they're reporting on stuff
13 that we don't directly need to take action on at this point.
14 So, I - I am not aware of the City - City Administrator
15 mentioning any immediate need for these appointments. And
16 without having an opportunity to review it, I would be
17 somewhat reluctant to offer a recommendation to you, so.

18 MR. FRANK: Thank you for your report. I was mere
19 - I was asking an informational question, "Do we need to do
20 this," so -

21 MR. CLINE: Yeah.

22 MR. FRANK: - I appreciate your analysis.

23 MR. CLINE: Thank you. Sorry to be long-winded for
24 the - for a short answer, so.

25 MR. FRANK: That's all right. I spent many years

1 as a practicing attorney. I don't know what "long-winded"
2 means.

3 NON ACTION ITEMS

4 MS. SCHAFER: Okay. We're going to move on to Non
5 Action Items now, and the first item is - under Non Action
6 Items is the Monthly Financial Report.

7 MR. CLINE: To do that, the City would make a quick
8 re - report on that, so.

9 MS. SCHAFER: Okay. The City Administrator, would
10 you like to provide us a report?

11 MR. CLINE: Thank you.

12 MS. FOLKS: Sure. If I - if I may, just before I
13 do that, let me just - if I can just comment on the six
14 boards and commissions to which certain appointments have
15 been made. The Council has - has already approved that, and
16 so, that - that actually is in place and I believe that
17 there is a provision also under our charter and ordinances
18 that indicate that the person who occupies that particular
19 position continues to serve until another appointment is
20 made. So, that is covered anyway you look at it.

21 The Financial Report, which I think is your Item
22 8, probably looks extremely similar to October. No, we
23 didn't copy it verbatim. It's just that some of the same
24 conditions apply, and that is that all of the taxes and
25 special assessments that were collected through the end of

1 November have been transferred. Also, you'll see that the -
2 the other kinds of revenues concerning like cable franchise,
3 equipment rental, all of those have been received and
4 received on schedule. The expenditures, this particular
5 item references the \$2.6 million transfer for the emergency
6 loan, and at that time, of course, we were still looking at
7 the various departments that - that caused it - a out of
8 balance year-to-date. And one of the examples certainly was
9 in the Mayor and Council budget where the pension expense,
10 which was over thirty-seven thousand, about thirty-seven-
11 five almost, is more than half of their annual budget.

12 As was explained I think when we were here in
13 December, we adopt expenditures on a departmental level in
14 our budget, so that's how it's reflected. So, you see that
15 there are some variances that are over the 20-percent
16 threshold and the explanations for those as well. And then,
17 also, you have, for instance, under Administration, you have
18 some expenditures that have been made that are annual
19 payments, and that would include things, such as, liability
20 insurance or the transfer to the Southfield lease properties
21 of the debt service payment of the \$1.2 million. And so, it
22 does then tend to make it look to be over budget to date.
23 And so over time, this is going to smooth away, if you will,
24 and slowly fall in line.

25 You also have in the finance accounting - or

1 accounts the combination of the pension payment and payment
2 for the annual audit, which took place. Parks & Recreation,
3 I think as was discussed the last time, there was the grant
4 received through the county of a hundred and sixty thousand,
5 and that's a reimbursable grant. So, that's another reason
6 why some of those line items are going to look out of whack
7 at this point.

8 The regular pension payments for November were
9 made, and as you have heard, already we continue to work on
10 the restructuring of the debt. And I think as to the other
11 two items that I was going to make mention of, Ms. Schafer
12 already made mention of those and that includes the fact
13 that on December 18th, in compliance with Order 55, we put
14 together a training program that was led by disclosure
15 counsel, John Kamins. And so, this fulfilled the City's SEC
16 obligations. And as I understand from a recent
17 communication with him, I think the information about the
18 fact that the training has taken place and a list of all of
19 the participants has now been submitted to the SEC as well.

20 Time Equities is in the process of - or is
21 expected to close on a sale of about 5.5 acres to Allen Park
22 Inn & Suites Incorporated. And so, that - we have received
23 the site plan - or they've received the site plan approval
24 for the two hotels. And while I don't have the formula
25 firmly affixed in my head, I know that under the land

1 contract what happens is there is an acceleration of a
2 payment when they out-and-out sell acreage. And so, once
3 they do go through their closing, we will receive some
4 dollars; but that does not add to the dollars for which the
5 property was sold, but it simply accelerates the payment
6 schedule. And that's all I have.

7 MS. SCHAFER: Okay. Thank you.

8 MS. FOLKS: Hm-hmm.

9 MS. SCHAFER: Do I have a motion to re - receive
10 and - basically, receive and file the report?

11 MS. PARKER: So -

12 MS. SCHAFER: Let me stumble over that a little bit
13 more.

14 MS. PARKER: I would move for the receipt of the
15 report.

16 MS. BARANN: Support.

17 MS. SCHAFER: All those in favor of accepting the
18 report as received and filed, say "aye."

19 RTAB BOARD: Aye.

20 MS. SCHAFER: All those opposed?

21 RTAB BOARD: (No response).

22 MS. SCHAFER: Hearing none, the report - the
23 Monthly Financial Report has been received and filed.

24 Motion by Parker, support by Barann, to receive
25 and file the Monthly Financial report as

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presented. Approved unanimously.

MS. SCHAFER: Does the City Administrator have any further information to report under the City Administrator Report?

MS. FOLKS: I do not.

MS. SCHAFER: Nothing further to add? Thank you. The next item on the Agenda then is the RTAB Staff Update.

Mr. Cline?

MR. CLINE: I have nothing additional to add at this time.

PUBLIC COMMENTS

MS. SCHAFER: All right. Then we move to Public Comment.

(Brief pause)

MR. CLINE: Just three names at this meeting.

MS. SCHAFER: Okay. Mr. Dennis Hayes.

MR. HAYES: Thank you. I - I try to understand the purpose of this Board, frankly. The underlying issue was a financial one, and yet we find that our friend, Mr. Cline, who seems to be the person doin' all the reviewing, and it sounds like the others of you probably don't get too much information except what you rely on from him. Why would it be fiscally arguable that the appointments to a commission, like the Festivities Commission or the Parks Commission,

1 would have any bearing on your role and why you would have
2 to approve that; that's just one thought.

3 Secondly, because of your limited time frame you
4 allow people to speak, let me just express my absolute
5 despair at the absence of communication from our City
6 Administrator, so-called at least, and the kind of ongoing
7 stonewalling we are faced with here. And I invite you and
8 challenge you to watch those meetings or attend those
9 meetings and find out just what the public and I are so
10 disgusted with. I've taken the opportunity to write down a
11 few of my thoughts. I've made five copies. I'm gonna leave
12 these here, one for each of you, and hopefully you'll read
13 them with some attention, and recognize that we have some
14 serious, serious problems and we're not getting the kind of
15 information we need. Thank you so much.

16 (Applause)

17 MS. SCHAFER: Bryan Diebolt.

18 MR. DIEBOLT: Good afternoon. I also would like to
19 add to what Mr. Hayes just said. Just by a cursory review of
20 what is happening at the Council meetings and in listening
21 to the comments from the Council people, or listening to the
22 citizens, you can see that there is a problem with the
23 management of the City. Give you an example: We had at the
24 last meeting a C - CVRE - I'm not sure if I got the letters
25 correct - denied - or assess what the property value was.

1 And they came with a value of four hundred fifty thousand to
2 five hundred thousand per acre. It caught everybody by
3 surprise, and yet the Council is supposed to be making
4 inputs on the sale of the land. And yet, they didn't know
5 anything about this prior to it. There was a 6-page report
6 that produced; they were only given two pages. We're not
7 sure how that sits with the Boji Group of their offer of
8 \$300,000 per acre. Also, there's the EM Executive Order 55A
9 that says that the City Administrator has the authority to
10 conduct the purchase agreement with the Boji Group. That
11 also muddies up the water.

12 Another example on city hall movement, I asked the
13 question of is there a time table for the city hall to move
14 out of this building to a temporary facility. The answer
15 was - I bel (sic) - I asked for the City Administrator, and
16 I believe the answer from the Mayor was there was a time
17 line before. Then I asked the City Administrator when are
18 we supposed to make our first payment over there for rent.
19 She - her response just, "I don't know. When I find out,
20 I'll let you know." Now, this is - citizen looking at this,
21 and as the previous manager for over 23 years, I'm looking
22 at and going, "There's no plan. A plan has timetables. It
23 has milestones. It has criteria that has to be met. It has
24 a critical path that has a lot of issues with it in order to
25 develop what a plan is." There's no plan there; or if there

1 is a plan, it's not being communicated to the City Council
2 or to the citizens. We ask questions of our elected
3 officials. They have no answers because they're not given
4 any information.

5 (2-minute warning sounds)

6 MR. DIEBOLT: Time's up? Thank you for listening.

7 (Applause)

8 MS. SCHAFER: Andrea Hammond.

9 MS. HAMMOND: Good afternoon. Andrea Hammond. I
10 would like to just make a brief statement that the City must
11 be flush with money that they're not telling you about,
12 because there is a water main break on my street in Allen
13 Park that's been there be (sic) - since before Christmas.
14 The City come out and put a cone on it. Water's bubbling
15 out of the ground, and now that it's cold, it's freezing.
16 There's also a fire hydrant that has been leaking for two
17 weeks. I called the City and they said, "Um, we're aware of
18 it. We - we had to order a part." But what do they do?
19 They came and put a cone there. Still leaking. So like I
20 said, the City must be flush with money, or they just love
21 paying money to the City of Detroit for water. Thank you.

22 I have a concern. Last week - last month, I had
23 asked a question, and I understand you're not - you don't
24 have to respond. It was in regards to a comment that the
25 City Administrator made in or (sic) - about Order No. 49

1 about changing a year factor in that particular order from 7
2 years to 2 (sic) - to 5 years. According to the - the
3 Board's own duties and authority, it says that
4 recommendations - that - that the City Administrator cannot
5 arbitrarily change any of the EM's order. It has to come
6 before this Board, and also, it has to be approved by the
7 Treasury Department. That - that's your own rules and
8 procedures.

9 Also, in regards to the 5-year plan and the 6-year
10 plan, the EM Order No. 57 clearly states the Mayor, City
11 Administrator, and the City Council shall implement the
12 following best practices, and two of them listed in that
13 order, it's Ord (sic) - it's number 3, it's -

14 (2-minute warning sounds)

15 MS. HAMMOND: - to develop the plan, and number 4
16 is for the Capital Improvements Plan. That's not been
17 followed. Thank you.

18 (Applause)

19 BOARD COMMENTS

20 MS. SCHAFER: Okay. Then next item on the Agenda
21 are Board Comments. Does the Board have anything they wish
22 to say?

23 RTAB BOARD: (No response).

24 MS. SCHAFER: No?

25 ADJOURNMENT

1 MS. SCHAFER: Okay. Then do we need a mo - motion
2 to adjourn?

3 MR. CLINE: I think we've been doing that.

4 MS. SCHAFER: Have we? Okay.

5 MR. CLINE: Yeah.

6 MS. SCHAFER: Then I will entertain a motion to
7 adjourn the meeting.

8 MS. BARANN: So moved.

9 MS. PARKER: Support.

10 MS. SCHAFER: All those in favor of adjournment,
11 say "aye."

12 RTAB BOARD: Aye.

13 MS. SCHAFER: Opposed?

14 RTAB BOARD: (No response).

15 MS. SCHAFER: Hearing none, meeting's adjourned.
16 Thank you.

17 Motion by Barann, support by Parker, to adjourn
18 the RTAB meeting of 1/7/15. Approved unanimously.

19 (At 2:59 p.m., meeting concluded)

STATE OF MICHIGAN

COUNTY OF WAYNE:

I, Marcia Ann Tomkiewicz, certify that this transcript, consisting of 47 pages, is a true, complete and correct transcript, to the best of my ability, of the minutes of the hearing of the City of Allen Park Receivership Transition Advisory Board on January 7, 2015.

I also certify that I am not related or associated with any of the parties in this hearing.



January 15, 2015

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