

APPROVED - 6/3/15

STATE OF MICHIGAN
CITY OF ALLEN PARK
RECEIVERSHIP TRANSITION ADVISORY BOARD
HEARING WEDNESDAY, MAY 6, 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:

William B. Matakas, Mayor
Robert E. Cady, Finance Director/Acting City Administrator

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1 Allen Park, Michigan
2 Wednesday, May 6, 2015 - at 2:00 p.m.
3 MS. SCHAFER: Okay, I think we will get started.
4 It's two o'clock.
5 Mr. Cline, will you take roll call, please?
6 ROLL CALL
7 MR. CLINE: Yes. Suzanne Schafer.
8 MS. SCHAFER: Here.
9 MR. CLINE: Joyce Parker.
10 MS. PARKER: Here.
11 MR. CLINE: Kris Barann.
12 MS. BARANN: Here.
13 MR. CLINE: Fred Frank.
14 MR. FRANK: Here.
15 MR. CLINE: We have a quorum.
16 APPROVAL OF AGENDA
17 MS. SCHAFER: The next item is the approval of the
18 Agenda. I'll entertain a motion to approve the Agenda as
19 presented.
20 MS. PARKER: So moved.
21 MS. BARANN: Support.
22 MS. SCHAFER: All those in favor, say "aye."
23 RTAB BOARD: Aye.
24 MS. SCHAFER: Opposed?
25 RTAB BOARD: (No response).

1 MS. SCHAFER: Hearing none - hearing none, the -
2 the Agenda has been approved.

3 Motion by Parker, support by Barann, to approve
4 the Agenda for the 5/6/15 RTAB meeting. Approved
5 unanimously.

6 MS. SCHAFER: I want to remind the public at this
7 time to sign in for Public Comment period, otherwise, you
8 will not be recognized. And just a reminder that comments
9 from the speakers must be civil and - and respectful; so,
10 please keep that in mind.

11 APPROVAL OF RTAB MINUTES

12 MS. SCHAFER: The next item is the approval of the
13 April 8th, 2015 RTAB Minutes. I'll entertain a motion to
14 approve the Regular Meeting Minutes as presented.

15 MR. FRANK: So moved.

16 MS. BARANN: I'll support.

17 MS. SCHAFER: Been moved and supported. All those
18 in favor, say "aye."

19 RTAB BOARD: Aye.

20 MS. SCHAFER: Opposed?

21 RTAB BOARD: (No response).

22 MS. SCHAFER: Hearing none, we have approved the
23 April 8th, 2015 Regular Meeting Minutes as presented.

24 Motion by Frank, support by Barann, to approve the
25 Minutes of the RTAB 4/8/15 meeting. Approved

unanimously.

OLD BUSINESS

MS. SCHAFFER: Next item on the Agenda is Old Business. We have none, so we move on to New Business.

NEW BUSINESS

MS. SCHAFFER: The first item is the approval of Resolutions and Ordinances from the Regular City Council Meeting of March 24th, 2015. Does the Board have any questions or comments?

MS. PARKER: I do have a question in reference to the fuel pump item that was approved. It's - about something that can be discussed later at a meeting when we get to the item.

MR. CLINE: It is on the Agenda under the -

MR. CADY: This - this item on this was - was one we asked to rebid it for the first reading.

MR. CLINE: Oh,

MR. CADY: So it's - it will circle around.

MS. PARKER: Okay. Thank you.

MS. SCHAFFER: Okay. If there are no other questions, I'll entertain a motion to approve the matter postponed, all resolutions from the Regular City Council Meeting on March 24th, 2015.

MR. FRANK: Move to approve

MS. BARANN: I'll support.

1 MS. SCHAFER: Are there any other further
2 discussions?

3 Hearing none, all those in favor of approving the
4 Resolutions - all Resolutions for the Regular City Council
5 Meeting on March 24th, 2015, say "aye."

6 RTAB BOARD: Aye.

7 MS. SCHAFER: Opposed?

8 RTAB BOARD: (No response).

9 MS. SCHAFER: Hearing none, the Board has approved
10 the - all Resolutions from the Regular City Council Meeting
11 on March 24th, 2015.

12 **Motion by Frank, support by Barann, to approve the**
13 **Resolutions from the Regular City Council Meeting**
14 **of March 24, 2015. Approved unanimously.**

15 MS. SCHAFER: The next item on the - the Agenda are
16 the Resolutions from the Regular City Council Meeting of
17 April 14th, 2015. Mr. Cline has requested an opportunity to
18 address the Board on this matter.

19 So, Mr. Cline.

20 MR. CLINE: Yes. I just wanted to draw your
21 attention, I believe it is - it's Resolution number 8 - 89
22 that deals with the budget amendments for the resolution -
23 or from the - excuse me - the reimbursement received from
24 Wayne County. All budget amendments have to be approved by
25 the State Treasurer, so this approval of that from this

1 Board will be a recommendation to the State Treasurer. So,
2 any motion that you decide to make that's in the affirmative
3 should include the - the caveat that you're also
4 recommending to the State Treasurer approval of these budget
5 amendments.

6 MS. PARKER: And can some ex - explain the budget
7 amendments to us in - in more detail as far as what they
8 are?

9 MR. CLINE: Yes, as - as I understand it, is a
10 reimbursement for a park project that funds were - it is was
11 a grant project received from Wayne County and it was
12 reimbursement for up-front costs for that project. I don't
13 know if the City Administrator would like to add anything to
14 that, but that is my understanding of the project.

15 MR. CADY: I certainly will as soon as I find my
16 note on that.

17 MS. PARKER: Yeah, because there's - there's
18 several accounts; that's why I wanted to know -

19 MR. CADY: Right.

20 MS. PARKER: - what was -

21 MR. CADY: I - I can go -

22 MS. PARKER: - taking place.

23 MR. CADY: - run on this. Let me find the memo.

24 It is -

25 MR. FRANK: I would move to approve the

1 resolutions, except for the resolution dealing with the
2 budget amendment, which we vote on - I suggest we do
3 separately?

4 MR. CLINE: Well, you could do it potentially as
5 one if you're, you know - and just -

6 MR. FRANK: And - and include a resolution - a
7 recommendation to the State Treasurer as to approval of the
8 budget amendments, which is Resolution No. 89 from the
9 meeting.

10 MR. CLINE: Okay. So, just - just for clarity,
11 you're - you are moving to approve and make a recommendation
12 to the State Treasurer to approve the budget amendments,
13 which was -

14 MR. FRANK: Correct.

15 MR. CLINE: Okay.

16 MR. CADY: Okay. If - if you'd like, I can deal
17 with the budget amendments.

18 MS. SCHAFER: Please do.

19 MR. CADY: The first one for two hundred thousand
20 dollars, and I think Ms. Parker will remember when she was
21 here, she approved this grant from Wayne County. It was for
22 Parks grant to replace equipment in the parks.

23 MS. PARKER: Okay.

24 MR. CADY: It was on a reimbursement basis from the
25 County. So we had to spend the money and then submit the

1 invoices to the County to get the money back, the two
2 hundred thousand. So this first budget amendment is to show
3 that in the '14 and '15 year budget that two hundred
4 thousand dollars was not only expended, but get back from
5 the County. We need to show it was a revenue and expense
6 there.

7 The next one is we received about two hundred
8 thousand dollars from the court as a - a reimbursement from
9 an excess of their budget as part of the - their audit
10 report. And so what I've done is I've shown that hundred
11 and eighty thousand dollars, I just credited to
12 miscellaneous revenue at this point. And then as mentioned
13 earlier, I've taken care of some of the other problems in
14 the other accounts that were over budget for various
15 problems. For example, a few - I think the big numbers was
16 the sixty-three thousand dollars on (12218-16); that was the
17 legal fees for the Ford tax appeal. That went way over
18 budget. And then the remainder at the bottom you can
19 clearly see was what was left over and it's remaining on a
20 contingency in the general fund, which we really didn't have
21 until now.

22 MS. PARKER: So - so did we get the budget
23 amendment or just the - it's in the minutes -

24 MS. BARANN: Right.

25 MS. PARKER: - and I didn't see it?

1 MS. BARANN: So part of the problem I think - or
2 opportunity we have going forward is the budget amendment
3 via Council there, Mr. Cady -
4 MS. PARKER: But it doesn't give us -
5 MS. BARANN: - but no dollar amounts.
6 MS. PARKER: - some detail that there's a -
7 MR. CADY: Well, it isn't - it isn't in your - you
8 didn't get this -
9 MS. PARKER: No.
10 MR. CADY: - memo like this?
11 MS. PARKER: No, I didn't.
12 MS. BARANN: Yeah, like this?
13 MR. CLINE: Yeah, that - that memo -
14 MS. BARANN: Unless it's under a different
15 attachment.
16 MR. CLINE: - I believe - that memo was in -
17 MR. CADY: Unless it was in -
18 MS. SCHAFER: Hang on; hang on.
19 MR. CLINE: It should be in the City Council
20 packet. It's like the last page of that -
21 MR. CADY: It should be in the packet -
22 MR. CLINE: - particular -
23 MR. CADY: - yeah, it's in the packet.
24 MS. SCHAFER: For that City Council meeting?
25 MR. CLINE: Yes. For the 4/14 City Council

1 meeting -

2 MR. CADY: It's 4 - 4/14 packet.

3 MS. PARKER: No, I just got the minutes. I have

4 the minutes. I didn't get a packet. Maybe I'm missing

5 something.

6 MR. CLINE: I will check into that. I apologize

7 that the Board did not receive that.

8 MS. PARKER: We didn't.

9 MR. CLINE: No, it did. It did.

10 MS. SCHAFER: I think it got left out.

11 MR. CADY: Would - would it be helpful if I went

12 and made copies of this real quick for you so you can look

13 it over, and then -

14 MS. BARANN: I'd love a copy. Do you mind?

15 MR. FRANK: Yes.

16 MS. PARKER: Yes.

17 MR. CADY: Okay.

18 MS. BARANN: That would be very helpful.

19 MR. FRANK: To the Chair, I'm wondering - Chair, if

20 we want to table this one item, and then go onto the rest

21 and come back after we get the copies to look at? Or, we

22 can wait a moment. It looks like he'll be done in a minute.

23 MR. CADY: And we'll get - get it quick.

24 MR. FRANK: Thank you.

25 MR. CADY: Is - is there another format, maybe,

1 that we should be sending those out?

2 MR. CLINE: No, I believe - I believe the lack of
3 this memo might have been an internal issue on us; so I'll -
4 I'll run that down and -

5 MR. CADY: Okay.

6 MR. CLINE: - make sure that doesn't happen again,
7 so.

8 MS. PARKER: So it sounds like the majority of it
9 is really - it's lacking the - the Parks grant and the
10 additional revenue through the court.

11 MR. CADY: In - in essence, they're all good
12 things -

13 MS. PARKER: Yeah.

14 MR. CADY: - because I'm - I'm trying to record
15 them in the budget, the two hundred thousand dollars that we
16 got from the grant, make it part of the budget with a
17 record. And then the - the - almost two hundred thousand
18 dollars we got from the court, as well as take care some of
19 the budget overages that we gone - because of things like
20 the legal fees and that, and a few other accounts. So it's
21 kind of like housekeeping, really.

22 MS. PARKER: Okay.

23 MR. CADY: It has - it has no form - effect on the
24 expenditures because, for example, the Park grant was
25 approved to spend money, and I'm just trying to record it

1 now. I believe at your next RTAB meeting you're gonna see a
2 lot of this 'cause I'll be doing the budget amendments for
3 year end.

4 MS. BARANN: It's getting closer.

5 MR. CADY: Yeah, well, I'm trying to get it done
6 early since I wanted to - if - or I need to get them really
7 approved at your next meeting because the meeting after
8 that's not 'til after the fiscal year end; right?

9 MS. PARKER: That's correct.

10 MR. CLINE: Correct.

11 MR. CADY: So I'll try to get it all in the next
12 RTAB meeting for approval for year end.

13 MR. CLINE: My apologies for this.

14 MR. CADY: The revised 5-year budget we've - we've
15 done some tweaks to it based on things that have happened so
16 far this year, things that we - we know that were - were
17 wrong when we did the first pass. I just finished the
18 general fund last night. The review has begun on the other
19 funds, and I told Eric I will try and have that out to him
20 by the end of this week, early next week. And I've logged
21 anything that's changed significantly from the original 5-
22 year budget so you can see those things as - if there's any
23 questions.

24 MR. CLINE: That seems - well, I - I guess I should
25 have thought this to just speed this up. Here's my copy if

1 you just want to take a quick glance and pass it down.

2 MS. SCHAFER: Pass it down.

3 (Brief pause)

4 MS. PARKER: The professional services is the
5 increase in the fees for Ford?

6 MS. BARANN: Is that something -

7 MS. PARKER: The Ford lawsuit?

8 MR. CADY: Are you talking about the 101-221?

9 MS. BARANN: Yes.

10 MR. CADY: Yes, that's the one where we expended
11 the legal fees -

12 MS. PARKER: Thank you.

13 MR. CADY: - as part of the - the - assembled the
14 appeal for Ford Motor. I believe then it was Foster Smith
15 (phonetically) who was handling that case for us.

16 MS. PARKER: What's the contingency?

17 MR. CADY: That is the excess fund really. I - I
18 need to - I need to put it somewhere, so I set up a
19 contingency account. And if we have need for money and
20 there's no place to take it from, I - that's where we'll
21 transfer from that account. It's really - at the end of the
22 year, if that's unused, it just fronts the fund balance.

23 (Brief pause)

24 MR. CADY: Again, these are budget amendments that
25 just basically correct things that have already been spent.

1 I'm just trying to put money in the budget to - to correct
2 and so they're not over budget.

3 MS. PARKER: Okay.

4 MS. BARANN: Can I go ahead and support the motion?

5 MS. SCHAFER: I was just gonna say we have a motion
6 on the floor to approve all the resolutions from the April
7 14th Meeting, and to make the recommendation to the State
8 Treasurer to approve the budget amendments.

9 MS. BARANN: Okay.

10 MS. SCHAFER: So do I have a second?

11 MS. BARANN: I will second it.

12 MS. SCHAFER: Any further discussions?

13 All those in favor of approving all the
14 Resolutions from the Regular City Council Meeting of March -
15 or I'm sorry - of April 14th, 2015, and - and including the
16 recommendation to the State Treasurer to approve the budget
17 amendments, say "aye."

18 RTAB BOARD: Aye.

19 MS. SCHAFER: Opposed?

20 RTAB BOARD: (No response).

21 MS. SCHAFER: Hearing none, the Board has approved
22 all Resolutions from the Regular City Council Meeting of
23 April 14th, 2015 - 2015, and is recommending to the State
24 Treasurer to approve the - the budget amendments.

25 **Motion by Frank, support by Barann, to approve all**

1 Resolutions from the Regular City Council Meeting
2 of April 14, 2015, and to recommend approval of
3 the budget amendments to the State Treasurer.
4 Approved unanimously.

5 MS. SCHAFER: The next item on the Agenda is the
6 City Administrator Items. The first item under City
7 Administrator Items is to request approval for H. Domine
8 Enterprises to replace Gasboy Fuel Pumps. Treasury staff
9 has - has requested the opportunity to speak to the Board on
10 this matter, so Mr. Cline.

11 MR. CLINE: Yes. Just - just to clarify on this
12 particular matter, as is our practice, because this item was
13 included in the City Administrator's Item - or a report to
14 us, we put it on the Agenda. However, this particular item
15 was - was outside of our normal review period, and we had
16 decided not to ask the Board to address this at this time.
17 We've had some prior conversations with the former City
18 Administrator on this issue, and before we ask the Board to
19 - to react to this, I wanted to - to have just a short
20 opportunity to speak with Mr. Cady about this to see if they
21 might want to readdress it. So, the City has informed me
22 that they - they have, you know, sources for - for fuel for
23 the fleet for the time being, so they're fine; so we're -
24 we're just gonna leave this issue aside. I just wanted to
25 clarify why that was on the Agenda. So, we're not asking

1 for any action at this time.

2 MS. PARKER: So should we have a motion to table
3 the item?

4 MR. CADY: Well, would you like to talk about it at
5 all, or?

6 MR. CLINE: Well, we can do it. I think it's more
7 of a - more of a staff level discussion at this point, but
8 we - you could certainly make that motion, or you could make
9 a motion to receive and file, whichever you - whichever you
10 would prefer.

11 MS. PARKER: So, I would move to receive and file
12 the information.

13 MS. SCHAFER: Do I have a second for that?

14 MS. BARANN: I'll support.

15 MS. SCHAFER: Okay, we have a motion to receive and
16 file. It's been moved and supported. Any further
17 discussion?

18 All those in favor of receiving and filing the
19 information provided by Mr. Cline, say "aye."

20 RTAB BOARD: Aye.

21 MS. SCHAFER: Opposed?

22 RTAB BOARD: (No response).

23 MS. SCHAFER: Hearing none, we have moved to - or
24 approved the re - receipt and filing of the information
25 provided by Mr. Cline.

1 Motion by Parker, support by Barann, to receive
2 and file the information provided by Mr. Cline on
3 retaining H. Domine Enterprises, Inc. to replace
4 Gasboy Fuel Pumps. Approved unanimously.

5 MS. SCHAFER: Moving onto the next item, request to
6 ap (sic) - request approval to retain Dominic Gaglio
7 Construction for CDBG concrete replacement projects. Again,
8 Mr. Cline has requested an opportunity to address the Board.

9 MR. CLINE: Yes. My - these comments sort of apply
10 to this item and the - and the next one that's on this
11 Agenda. The - the City has asked the Board pull both of
12 these issues forward from a meeting outside of our normal
13 review period and - and grant approval for these so that
14 they can get on the spring sched (sic) - spring and summer
15 schedules with the contractors to get this work done. Given
16 the circumstances, I think that might be appropriate in this
17 situation to - to do that. We try and reduce the number of
18 times that the Board has to take things out of sequence
19 because it - it just makes things a little more confusing.
20 But in this particular situation, and - and given that we've
21 been - you know, the City's been undergoing some transition,
22 I - I think that the approval of this case - you know, I
23 think that would be appropriate for the Board to consider.

24 MS. SCHAFER: What's the Board - the Board's
25 pleasure?

1 MR. FRANK: Well, this will - I will make a motion
2 to approve the request to retain Dominic Gaglio Construction
3 for the CDBG concrete replacement projects described in our
4 Attachment 4b.

5 MS. BARANN: I - I just need to clarify. So this
6 has gone through Mayor and Council approval already.

7 MR. CADY: Yes.

8 MS. BARANN: It has.

9 MR. CADY: It was approved April 28th.

10 MS. BARANN: I just want to make sure it was
11 approved at a meeting.

12 MR. CADY: Yes.

13 MS. BARANN: Okay. So we're just pulling those
14 resolutions forward into this meeting.

15 MR. CLINE: Yes.

16 MS. BARANN: Okay.

17 MR. CLINE: Yes.

18 MS. BARANN: And just to make sure that from a
19 budget standpoint, we're good to go on that.

20 MR. CADY: Yes, those are - those are budgeted
21 items and -

22 MS. BARANN: To the CDBG.

23 MR. CADY: - they were approved by Council, Items
24 2 and 3. And as Eric mentioned, because of the fact these
25 contractors are extremely busy, it's - it's tough to get on

1 their schedules to get things done in a timely manner. And
2 our roads issue, you know, we know are - are pretty bad.
3 So, I'm trying to - trying to get these guys moving as fast
4 as I can. That's why I asked for your - to get credit to
5 move this forward.

6 MS. BARANN: I'll support the motion.

7 MS. SCHAFER: Thanks. Okay, we have a - a motion
8 that's been supported. Do we have any further discussion
9 questions?

10 MS. PARKER: Just a question if - for Mr. Cline.
11 What does your reprocess entail, you know, in terms of
12 putting the items on the Agenda? What normally takes place?

13 MR. CLINE: Normally, when we review these things,
14 if it was - we have a cutoff date internally on what
15 meetings we're gonna review. And if there are situations
16 that develop that the City or municipalities requested us to
17 pull something out of sequence to look at that, sometimes we
18 will discuss it internally and collectively reach a decision
19 to either present that to the Board for their consideration
20 or not. And - but we also have the - the thing that if it
21 is on the City Administrator's list or report to the Board
22 that we put that on the Agenda. Now in this case, it was a
23 request to pull them forward, but the City Administrator
24 also put it on his - his report to us, which - which we have
25 a practice because that is a public document that - that we

1 put it on the Agenda. So, what we felt was warranted in
2 this case was to put it on the Agenda and then ask the Board
3 to consider these things because of the scheduling issue,
4 and ask you to - to consider it. However, we do try and
5 work with the communities to make sure that they allow
6 enough time on their scheduling projects to not have this
7 situation develop where we're always pulling things forward.
8 However, given some of the recent transition and everything,
9 and you know, it's just one of those things that the timing
10 didn't quite work out right. So, we're - we're trying to
11 minimize that, but, you know, sometimes it's hard to avoid.

12 MS. SCHAFER: Any further - any further questions
13 or discussion?

14 Okay. All those in favor of approving the
15 retainment of Dominic Gaglio Construction for CDBG concrete
16 replacement projects, say "aye."

17 RTAB BOARD: Aye.

18 MS. SCHAFER: Opposed?

19 RTAB BOARD: (No response).

20 MS. SCHAFER: Hearing none, the Board has approved
21 the retainment of Dominic Gaglio Construction for CDBG
22 concrete replacement projects.

23 Motion by Frank, support by Barann, to approve the
24 retainment of Dominic Gaglio Construction, Inc.
25 for CDBG concrete replacement projects. Approved

1 **unanimously.**

2 MS. SCHAFER: The next item is the request to
3 approved (sic) - the approval to retain S&J Asphalt Paving
4 Company to replace asphalt within the City. Mr. Cline has
5 requested an opportunity to address the Board on this
6 matter.

7 I know you lumped the two together.

8 MR. CLINE: Yeah.

9 MS. SCHAFER: Would you like to say anything
10 further?

11 MR. CLINE: No, basically, the same - same comments
12 apply, so.

13 MS. SCHAFER: All right. Does the Board have any
14 questions or comments?

15 MS. BARANN: So moved.

16 MS. PARKER: Support. +

17 MS. SCHAFER: Any further discussions?

18 All those in favor of approval of the retainment
19 of S&J Asphalt Paving Company to replace the asphalt within
20 the City, say "aye."

21 RTAB BOARD: Aye.

22 MS. SCHAFER: Opposed?

23 RTAB BOARD: (No response).

24 MS. SCHAFER: Hearing none, the Board has approved
25 the retainment of S&J Asphalt Paving Company.

1 Motion by Barann, support by Parker, to approve
2 the retainment of S&J Asphalt Paving Company to
3 replace asphalt within the City. Approved
4 unanimously.

5 MS. SCHAFER: The next item is the request of - to
6 request approval to retain TJA Staffing Services to fill the
7 vacant position of the City Administrator. Do we have any -
8 any questions?

9 MS. PARKER: I have a couple of questions.

10 MS. SCHAFER: Sure.

11 MS. PARKER: I just wondered if the City requested
12 proposals or not, or if this is a - is there a reason why we
13 only have the one proposal?

14 MR. CLINE: I - I can address that if -

15 MS. PARKER: Okay.

16 MR. CLINE: - if the Board - the Department of
17 Treasury is working with the City on this project, and the
18 Department has used this particular staffing service in a
19 number of different distressed communities. And we have
20 sort of connected this - this service up with the - with the
21 City, and the Treasury is also helping defray some of the
22 expenses for this - for this search; so, that's how that
23 project has come about.

24 MS. SCHAFER: Any further questions?

25 MS. BARANN: I just wanted to confirm the funding

1 because I don't think this is a budgeted item. And is it my
2 understanding that this - does the State have a - a dollar
3 amount that the City's gonna be responsible for and the
4 State's gonna be responsible for?

5 MR. CLINE: We have a dollar amount that we're
6 gonna be responsible for and the City will be responsible
7 for anything above that, not what the total - total cost of
8 the process would be. I - I am not aware of that particular
9 number today.

10 MS. PARKER: Do you know the dollar amount?

11 MR. CLINE: The - that the - the Department is
12 looking at?

13 MS. PARKER: Yes.

14 MR. CLINE: It is \$25,000.00.

15 MR. FRANK: And the estimated fee from the proposed
16 contract at the moment, based upon an estimated salary, is
17 thirty-three thousand, my understanding.

18 MR. CLINE: That sounds correct. I don't have that
19 in front of me; that sounds reasonable. Yes, so the City
20 would be responsible for anything above the twenty-five.
21 And as I indicated, we've used this particular firm in
22 multiple other communities when other avenues of - of search
23 processes have not worked out satisfactorily. So, we've -
24 you know, there's been some good results with this firm, so.

25 MS. BARANN: The only other comment I had is - and

1 it could be semantics, but it - it says that we're looking
2 for a city manager? We're looking for a city administrator;
3 right? I just want to make sure that the understanding
4 (sic) is -

5 MR. CLINE: Yes, that's - their official title is
6 "city administrator" -

7 MS. BARANN: Okay.

8 MR. CLINE: - so.

9 MS. SCHAFER: Any further questions?

10 I'll entertain a motion to approve, deny, or
11 postpone this request.

12 MR. FRANK: I would move to approve the request to
13 en - engage the search from TJA Staffing Services as
14 described in our Attachment 4d.

15 MS. BARANN: Can I ask just one more question?

16 MS. SCHAFER: Sure.

17 MS. BARANN: Is this - is this an option for the
18 City, or is this pretty much, "We're gonna do this along
19 with the State?" So this is a State recommendation, really.

20 MR. CLINE: This is a opportunity that the State
21 has made to partner with the City to try and move forward
22 and, you know, find a new permanent city administrator. So,
23 I don't know what else to say beyond that, so. We - we're
24 hoping that - we're - we're hoping to move this project
25 forward as quickly as we can given all the issues we've had

1 in the past few months. So, you know, I think that was one
2 way that there was hope that that could sort of begin the -
3 to - to move on from - from that period of time and - and,
4 you know -

5 MS. PARKER: I just wanted to ask Mr. Cady or
6 someone from the City if they've had involvement in the
7 recommendation to move forward with this group.

8 MR. CADY: With this group?

9 MS. PARKER: Yes.

10 MR. CADY: No, that's been a discussion between the
11 Mayor and Treasury.

12 MS. PARKER: Okay.

13 MS. SCHAFER: We - we have a motion on the floor.

14 MR. FRANK: With - with the permission - if the
15 motion - or second that - with the permission of the Chair,
16 I would like to ask that we call upon the Mayor who's going
17 to get - and our understanding that he's support and that of
18 the Council. Is -

19 MS. SCHAFER: Mr. Mayor, would you please address
20 the Board?

21 MAYOR MATAKAS: Certainly. When we met with
22 Treasury, and that was myself, Mr. Templin, and - or Mr.
23 Keenan and Mr. Sisko, and we were asking to replace our city
24 administrator, and finally, there was an agreement that we
25 could go further with that. As part of the agreement, we

1 were given the right to have interim City Administrator and
2 that we would agree to have a national search for a city
3 administrator; and that we would use the T.J. Adams Company.
4 And, they said that we would have an opportunity to
5 interview TJA - the TJA is Mr. Adams - Mr. Adams and Ms.
6 Taylor, they are the principals of that firm. And so, Mr.
7 Templin and I subsequently met with them, and came back with
8 a recommendation to all Council that - that we go forward
9 with this. The State has confirmed that they will
10 contribute the first \$25,000.00 for the search. We put the
11 parameters for the city administrator between ninety and a
12 hundred and twenty thousand dollars. Mr. Adams and Mr.
13 (sic) Taylor said, currently, we would probably be expecting
14 to pay something around a hundred and ten thousand dollars
15 for the city administrator for a community of Allen Park's.
16 And so, that's how they develop the billing 'cause they bill
17 it in - in three pieces. The State will pay the - the first
18 couple of pieces, and then the third bill will be the
19 adjustment and that will probably be mostly Allen Park's
20 responsibility. But we did meet with T.J. Adams and it did
21 come about through a series of meetings with Treasury where
22 in order for us to accomplish the goal that we wanted in the
23 interim administrator, we agreed to the national search and
24 the TJA Staffing subject to a meeting with them; and they
25 have a very good reputation and they have been very

1 successful in finding us personnel and all over Michigan.

2 MS. BARANN: Okay. Thank you.

3 I'll support.

4 MS. SCHAFER: Any further discussion?

5 Hearing none, all those in favor of approving the
6 retainment of TJA Staffing Services to fill the vacant
7 position of the City Administrator, say "aye."

8 RTAB BOARD: Aye.

9 MS. SCHAFER: Opposed?

10 Hearing none, the Board has approved the
11 retainment of TJA Staffing Services.

12 Motion by Frank, support by Barann, to approve the
13 retainment of TJA Staffing Services to fill the
14 vacant position of City Administrator. Approved
15 unanimously.

16 NON ACTION ITEMS

17 MS. SCHAFER: The next item on the Agenda are Non
18 Action Items. We have three items, the Monthly Financial
19 Report of February 2015, the Litigation Report, and the City
20 Administrator Report, in which I would ask, Mr. Cady, if you
21 could, perhaps, say a few words on - on all three.

22 MR. CADY: Good afternoon. I'll give you the - the
23 most current one rather than give you something that's
24 already two months old because of the way your meetings
25 fall. So, this is the report that we just finished for the

1 month of April and has gone through Council. As you know,
2 we are in - we just finished April, so 83-percent of our
3 budget is complete for the fiscal year, which 10/12th of the
4 year.

5 As far as revenue, all taxes and special
6 assessments are complete, and settlement from Wayne County
7 has been received and recorded for all outstanding taxes.
8 All other special revenue, such as cable franchise fees,
9 equipment rentals, Metro Authority, drug sec (sic) - drug
10 subsidy funds, judges standardization payments, revenue
11 sharing have been received on schedule and been recorded.
12 You don't have the report in front of you, but you can see
13 it was a positive month for the month of April where the
14 City in-flows were two hundred, fifty-four thousand for the
15 next months. The - the total tax settlement for Wayne
16 County was \$925,211.71, of which three hundred, fifty
17 thousand was general fund, and two hundred and six thousand
18 was the police and fire special assessment.

19 On the expenditure side, I'm happy to report that
20 for the month of March and April, there were departments
21 that were over the 20-percent threshold, that I used to use,
22 for reporting. Everybody's falling in line thanks to the
23 budget amendments that were made. The only departments that
24 are just slightly over the 10/12 threshold would be DPW,
25 which is at 89-percent, and re - remember, we should be

1 about 83-percent expended to the end of April; Treasurer at
2 93-percent; Assessor at 91-percent; and Mayor/Council, 89-
3 percent, slightly over. And those departments will be
4 monitored throughout the rest of the fiscal year to make
5 sure they're on budget, or adjusting the future budget
6 amendments.

7 And to conclude, the total general fund via the
8 actual revenues we're at 93.20 percent collected, which is
9 excellent. And year-to-date expenditures is at 77.82
10 percent, so we're actually under budget on expenditures.
11 So, I would say right now the City's in excellent shape.

12 MS. SCHAFER: Very good.

13 MR. CADY: I really don't have anything on the -
14 the legal. I believe that's a report that's prepared and
15 sent to you. I - I don't typically review that.

16 As far as the - the last part, I do a housekeeping
17 every two weeks from Council, and just - just a - basically,
18 we're escrowing the city administrator, or so to speak; and
19 I can tell you that as of right now we have start scheduling
20 negotiations with our police unions. Our next one will be
21 command and patrol units scheduled for May 20th. We were in
22 the process, as you know, of upgrading all of our computers
23 and - and the systems; and the Sensus System which handles
24 all of our water with the electronic reads, last week was
25 the - they were converting all that over. That is now done

1 and we are now operating under the cloud.

2 MS. SCHAFER: Great.

3 MR. CADY: So we're now getting - getting water
4 reads again with the new operating system there.

5 We're still looking at May 23rd as the target date
6 for the move to the new City Hall. The other delay that
7 we're looking at right now that may cause us a little bit of
8 a hiccup is the elevators, which are - are still not ready.
9 Time Equities, the owner of the building, tell us that it
10 would be maybe two to three weeks out before they are
11 completed. We'll have to make arrangements for anybody with
12 a dis - disability issue so that we can handle those
13 customers.

14 Contractors started the street repairs in the
15 southern part of the City about a week and a half ago, and
16 they're working north. A complete list of the streets is
17 posted on our Website so the residents can see those -
18 what's going on. And DPW is working to update the road
19 evaluation or what's called - it's a rating on the streets.
20 We hope to have that within the next couple of months.

21 The City received confirmation of the first
22 payment from FEMA for the - for the flooding that happened
23 last September. A hundred and sixty-seven thousand to date
24 has been approved to repairs to the - to the pumps stations
25 - or the pump station in the basin, and that pump station

1 that - or it's probably near you.

2 MS. BARANN: Yes, it is, very close to me.

3 MR. CADY: The BS&A Software upgrade is to begin on

4 May 11th. It's the new software to the new servers that

5 we've downloaded to the new server. The training of staff

6 is scheduled for the second week of June.

7 MS. SCHAFER: Thank you.

8 Any questions for Mr. Cady?

9 MS. PARKER: Yes. What's the status on the bond

10 issue? Where are things at and what's the time frame?

11 MR. CADY: I just spoke to them yesterday.

12 Everything is on schedule. We're hoping to finish by the

13 end of June. Everything's been done with the DTCC as far as

14 the key steps. They are getting ready to release the

15 statements. I sent the - the forms up to Treasury, the -

16 the long form application for approval. And I think once we

17 have that, they'll be ready to tender. So, we're still

18 looking at completing the whole process by the second week

19 in June.

20 MS. PARKER: Okay. Thank you.

21 MS. SCHAFER: Any other questions?

22 Thank you, Mr. Cady.

23 MR. FRANK: Well, I did have one.

24 MS. SCHAFER: Oh, sorry.

25 MR. FRANK: Sorry.

1 Two questions, if you know. One is on the
2 Litigation Report. We had the matters involving Ford Motor
3 Company. Do you -

4 MR. CADY: Are you talking about the tax appeal?

5 MR. FRANK: Yes, the three - generally, the tax
6 appeal items. Do you have an estimate of what the ranges
7 are depending on if we're successful or unsuccessful as what
8 that would mean to the City?

9 MR. CADY: I could - that's something I could
10 probably supply to the Board and I can get you. I don't
11 have that candidly in front of me.

12 MR. FRANK: And the other question is you also -
13 understand that you might have in front of you is this
14 year's budget. How are we doing compared to last year's
15 actuals this time?

16 MR. CADY: This year's budget is - is much better
17 than last year's, and I won't say it's because of anything
18 I've done. Certainly, it's - no, it isn't. It's really -
19 actually, probably Ms. Parker deserves most of the credit.
20 That 6.75 mills increase for the police and fire is what -

21 MS. BARANN: Yeah. Sure.

22 MR. CADY: - it made the positive difference, and
23 I think we'll see a big difference between last year's
24 budget and this budget.

25 MR. FRANK: Thank you.

1 MS. SCHAFER: Thank you.

2 So we'll consider the - the Monthly Financial
3 Report, the Litigation Report, and the City Administrator
4 Report as received and filed.

5 The next time is a Staff Report. Mr. Cline, do
6 you have anything to -

7 MR. CLINE: Yes, I just -

8 MS. SCHAFER: - provide for us?

9 MR. CLINE: - wanted to update the Board on a
10 couple of items, and we've already covered a couple of 'em.
11 It is - as mentioned earlier, the 5-year budget, in
12 discussions with the City, we're gonna make some adjust
13 (sic) - there's gonna be some adjustments made to that that
14 will take into account the completion of the bond tender
15 before that gets resubmitted back to Treasury for analysis,
16 and then ultimately, brought to the Board.

17 The Capital Improvements Plan is under review. My
18 - my intention is to - to hopefully have that done by the
19 next meeting. We've had to divert to some other projects
20 here recently, but that is in progress.

21 We just had a comment on the bond tender.

22 I just wanted to clarify for the Litigation
23 Report, the final emergency manager order, I believe,
24 requires that, and that's a report that - that Treasury has
25 asked a number of communities to provide just so we have

1 some idea of the level of lit - litigation that they're
2 experiencing and - and some of the ramifications for that.
3 And it's just a way for us to help discuss those matters
4 with the City. So, that was - that was provided with the
5 intention of being an informational item for - for you to
6 just be aware. So, that's really the - sort of the genesis
7 behind - behind receiving that report today, so.

8 That's all I have.

9 MS. SCHAFER: Thank you, Mr. Cline.

10 **PUBLIC COMMENTS**

11 MS. SCHAFER: The next item would be Public
12 Comment.

13 (Brief pause)

14 MR. CLINE: We have three individuals that would
15 like to speak. First one is Patrick Hawkins.

16 MR. HAWKINS: Thank you. My name is Patrick
17 Hawkins. I'm the Director of Parks & Recreation and the
18 Community Center. I approach you with respect, but I must
19 feel I have to question some procedures. And at the same
20 time, this is pretty awkward because I'm approaching with
21 these questions with the hand that feeds you.

22 At the time Ms. Parker, our prior emergency
23 manager, left, orders were written that requested the City
24 of Allen Park and its department heads to prepare a 5-year
25 budget and a 6-year capital improvement plan. These were

1 required within 90 days and the City submitted these
2 documents within that time frame. As I'm sure you must
3 agree, much success is driven by proper planning. This
4 department head took the task of preparing the documents
5 submitted to you very seriously, and they've been on your
6 desk since - or they've been on your agenda since January.

7 As time goes on, prices change; costs go up. As
8 time goes on, grants go away. And I just ask you, we're
9 left with no direction and no action. I certainly would
10 like some direction, even if some of these items are not
11 going to be approved, or - of if you have questions that we
12 may - that departments have to answer to the City
13 Administrator. And we're asking that some type of direction
14 be given to us because I - on - as the only full-time
15 administrator - or the only full-time employee in the
16 department, I still spend a lot of time on this getting
17 prepared, getting ready; because first we have to bid, then
18 we have to award it, then we have to wait for your approval,
19 and it's just a time factor. And, probably, the one that
20 comes to mind the most has to do with the - DTE. And as we
21 look throughout the City at outdated lights and trying to
22 put efficient lighting and - newer efficient lighting, they
23 often offer rebates; but they're gen (sic) - that amount is
24 generally set at the beginning of the year. We can't apply
25 for the rebate until we know that we're going to do it.

1 But, that money that they set aside at the beginning of the
2 year goes away as people request it. And even if it is
3 approved in September, we could be very much out of twenty
4 or thirty thousand dollar rebate.

5 And so, I only ask you to please, please give us
6 some direction; that's all. Thank you.

7 MS. SCHAFER: Thank you.

8 MR. CLINE: Mayor Matakas.

9 MAYOR MATAKAS: Thank you. For the record, William
10 Matakas, Mayor of the City of Allen Park. I just wanted to
11 speak to the H. Domine Enterprises, the Gasboy Fuel Pumps
12 that you've withheld action on. I know you wanted to have
13 discussion, and we sent that out for bids originally and -
14 and we got bids back; and they were eighty thousand-plus
15 dollars. We felt it was much too high. We rebid it; came
16 back for forty-six thousand; came in. We had a
17 recommendation to the BPS. City Administrator thought it
18 was a - reasonably well. These fuel pumps work for our
19 diesel and also our gas, 70 to 80 vehicles in our city that
20 - that use those pumps. The current system that we have -
21 first of all, it - it can't measure who's using the fuels
22 any longer, and they periodically go out of service. But in
23 order to secure that we do not have improper usage of the -
24 the fuels there, we lock the gates on the property and it
25 creates some issues of getting that opened up, because we

1 got to - whoever's there is gonna have to get the fire
2 department to kind of unlock so we get in. It's been
3 working. It's inconvenient, but the - really, the bigger
4 issue, and I think something people don't realize, we have
5 our pumps and everything with a backup with generators.
6 This week we lost power for four hours over in that area.
7 There was backups. We use them principally to service,
8 obviously, the DPS department so that they can function and
9 get information; but, also the fire department. But, also,
10 these pumps they're backed up, and because we're one of the
11 few communities that has generator backup for the pumps, we
12 are the supplier. If the Wayne County Yard on Goddard loses
13 its power over there, they don't have any way to get fuel.
14 They come to us, as does the State Police in our area. So,
15 these are pumps that are used not just by the City. And, of
16 course, the new pumps have the ability to measure the usage
17 of the fuel and - and, appropriately, we - we get our
18 reimbursement if they're being used by other entities than
19 ourselves.

20 MS. SCHAFER: Thank you.

21 MR. CLINE: The last public comment is Dennis
22 Hayes.

23 MR. HAYES: Thank you. I'll take the - my
24 honorable friend the Mayor's last comment, as you know, I
25 wrote you about my concern with the pumps. The pumps

1 haven't recorded usage for as long as 10 years. The answer
2 to a theft problem by our former administrator was, "We're
3 gonna fix the gas pour." Now I don't doubt - and I know,
4 Mr. Menzi, that you're here and others - that there could be
5 a breakdown in those pumps for some other reasons. I just
6 want the record to be clear that the original purpose was to
7 provide security.

8 Secondly, I was kind of dumbfounded, Mr. Cline,
9 that you are up there in the Treasury Office, and I thought
10 you were a party to all these various negotiations. We were
11 told very emphatically that the State demanded that we
12 accept this search firm. And I don't know where you were or
13 if you weren't part of those negotiations, or whatever; but
14 it seemed like if you're working out of that department you
15 would have known such.

16 And finally, the other night, my good friend, Mr.
17 Sisko, urged us to pass a resolution that these meetings be
18 tape recorded. I don't think it's being tape recorded, and
19 I'm disappointed in that because our citizens are very upset
20 that they don't have the right to be here. Some of 'em have
21 to work. Few of us are retired or semi-retired; others
22 would like to know what's going on. And I believe that we
23 resolve that these should be televised; and furthermore, I
24 would hope at some point - I - I can appreciate you don't
25 like to answer emails or anything like that, but at some

1 point - I got an acknowledgment from Mr. Frank, and I thank
2 you, sir. But we need to have some responsiveness from you
3 - your panel up here because you are supposed to be guiding
4 us. And if we're just gonna kick the ball down the road
5 every time, and Mr. Hawkins is trying to do the best he can;
6 Mr. Hayes is doing an excellent job; we're finally getting
7 some communication, something we've never had in this city
8 for the last 3 years. And - and - and I think you're a
9 stumbling block to that process going forward. Thank you.

10 MR. CLINE: That's all.

11 MS. SCHAFER: Okay, that concludes Board - Public
12 Comment.

13 BOARD COMMENTS

14 MS. SCHAFER: Does the Board have comment?

15 RTAB BOARD: (No response).

16 ADJOURNMENT

17 MS. SCHAFER: Hearing none, then I will move for -
18 ask for a motion for adjournment.

19 MS. BARANN: So moved.

20 MS. PARKER: Support.

21 MS. SCHAFER: All those in favor, say "aye."

22 RTAB BOARD: Aye.

23 MS. SCHAFER: Opposed?

24 RTAB BOARD: (No response).

25 MS. SCHAFER: Hearing none, we're adjourned. Thank

1 you.

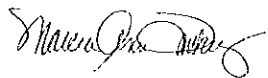
2 Motion by Barann, support by Parker, to adjourn
3 the RTAB meeting of 5/6/15. Approved unanimously.
4 (At 2:49 p.m., meeting concluded)

STATE OF MICHIGAN

COUNTY OF WAYNE:

I, Marcia Ann Tomkiewicz, certify that this transcript, consisting of 41 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 May 6, 2015.

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



May 19, 2015

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