

STATE OF MICHIGAN - CITY OF ALLEN PARK

RECEIVERSHIP TRANSITION ADVISORY BOARD MEETING MINUTES

ALLEN PARK CITY HALL

CITY COUNCIL CHAMBERS

16630 Southfield Road

Allen Park, Michigan 48101

Wednesday, June 22, 2016

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RTAB MEMBERS PRESENT:

Suzanne Schafer, Chair, Department of Treasury
Scott Lites
Frederick Frank

MEMBERS ABSENT:

Mark Wollenweber
Kristine Barann

ALSO PRESENT:

Mark Kibby, City Administrator
Robert Cady, Finance Director
Patrick Dostine, Department of Treasury
Drew Van de Grift, Department of Treasury

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1 **CALLED TO ORDER: 2:00 p.m.**

2 Allen Park, Michigan

3 Wednesday, June 22, 2016

4 MS. SCHAFER: Okay. We're going to get started.

5 Mr. Dostine, will you do roll call for me,

6 please?

7 MR. DOSTINE: Mark Wollenweber has been asked to

8 be excused. Kristine Barann has asked to be excused.

9 Suzanne Schafer.

10 MS. SCHAFER: Here.

11 MR. DOSTINE: Scott Lites?

12 MR. LITES: Here.

13 MR. DOSTINE: Fred Frank?

14 MR. FRANK: Here.

15 MR. DOSTINE: You have a quorum, madam chair.

16 MS. SCHAFER: Thank you.

17 The next item is the approval of the agenda. I

18 will entertain a motion to approve the agenda as

19 presented.

20 MR. LITES: So moved.

21 MR. FRANK: I would like to amend the agenda.

22 To add to agenda discussion of the remarketing of the 2015

23 ending in 2015 B bonds.

24 MS. SCHAFER: Do you want to amend the agenda

25 for that or do you want that included in the city

1 administrator update?

2 MR. FRANK: I think that should be part of the
3 meeting agenda and not after we vote on everything.

4 That's only my view.

5 MR. LITES: You want it added to --

6 MR. FRANK: To the agenda. Yes.

7 MR. LITES: Add it to the agenda.

8 MR. DOSTINE: I put at the top. Under new
9 business.

10 MS. SCHAFER: Under old or new?

11 MR. DOSTINE: I guess it would be old business.

12 MS. SCHAFER: It would be old business.

13 MR. FRANK: Old business.

14 MS. SCHAFER: But the Board will not be taking any
15 action of this. This would just be for discussion purposes.

16 MR. FRANK: Information purposes, correct. I'll
17 have to see what it says. I can't commit in advance not to
18 suggest we take any action.

19 MR. LITES: All right. I don't have any objection
20 to putting --

21 MR. FRANK: New business.

22 MR. LITES: Okay. You had a motion to -- I'll
23 second that.

24 MR. FRANK: And we can add it to the agenda.

25 MR. LITES: Yeah.

1 MS. SCHAFER: It's been moved and seconded. All
2 those in favor of approving the agenda with the amendment of
3 adding discussion regarding bond tender under old business say
4 aye?

5 MR. FRANK: Aye.

6 MR. LITES: Aye.

7 MS. SCHAFER: Opposed?

8 (No response)

9 MS. SCHAFER: Hearing none we've approved the
10 agenda as presented with the amendment of discussion
11 regarding the bond tender.

12 I just want to remind everyone to sign up for
13 public comment period so that you can be recognized during
14 that period.

15 The next item is the approval of the RTAB
16 minutes from the May 4, 2016 meeting. I'll entertain a
17 motion to approve those minutes as presented.

18 MR. FRANK: So moved.

19 MR. LITES: Second.

20 MS. SCHAFER: It's been moved and seconded
21 Any further discussion?

22 (No response.)

23 MS. SCHAFER: All those in favor of approving
24 the RTAB minutes from the May 4, 2016 meeting say aye.

25 MR. LITES: Aye.

1 MR. FRANK: Aye.

2 MS. SCHAFER: Opposed?

3 (No response.)

4 MS. SCHAFER: Hearing none, the RTAB minutes
5 from May 4, 2016 has been approved.

6 **OLD BUSINESS:**

7 MS. SCHAFER: That takes us to old business which
8 is the discussion regarding bond tender.

9 Mr. Kibby or Mr. Cady would you like to --

10 MR. CADY: Good afternoon.

11 Is this on?

12 How about that. There we go.

13 Do you want to start out with where we're at
14 with this or did you have specific questions or --

15 MR. FRANK: Tell us where we are?

16 MR. CADY: Yesterday we received final pricing
17 on the bonds. I've given you an update on the process
18 where we started and where it is as of now. The pricing
19 yesterday was as you know this was a negotiated sale. It
20 wasn't your typical bond sale that you would say where you
21 put something out on a market especially with also where
22 they're tax exempt. This was not tax exempt. It was a
23 taxable bond. Let me back up a little bit to explain what
24 happened in the market the last couple of weeks.

25 Last week bond rates went down significantly

1 because of what was going on in the world. This week --
2 you'd think that's a really good thing -- but this week
3 what happened was everybody that was going to come to
4 market decided to come to market. There was over a
5 billion dollars in taxable bonds out there for sale. Our
6 little \$16.75 million dollar issue didn't get a lot of
7 notice. Even though they did a lot of due diligence to
8 get the pricing where they thought it should be. When
9 they tried to do pre sales there was only about \$280,000
10 that anybody wanted. BAMAL stepped to the plate, that's
11 Bank of America / Merrill Lynch and they bought the issue
12 at the interest rate that was suggested so it is scheduled
13 to close on the 29th. We are now doing all our due
14 diligence, all the sign offs and all the paperwork
15 necessary to complete that process for next week which
16 would coincide with the close of our fiscal year.

17 The rate is just south of 4 and 1/2 overall. It
18 starts out in the early years it's a variable rate.
19 Starts out at about 3 and 1/8 and it goes up I think it's
20 up around 4.8 near the end. To help balance the bonds
21 with the untendered 2009 A and B bonds that are still out
22 there and if you look at the schedule and I can forward
23 that to you so you can see the debt schedule. You see in
24 the first, I think six or seven years we're only going to
25 pay interest so that we can keep a level amount every year

1 in payment.

2 The most important factor of this whole thing is
3 that our bond payment goes from about \$2.2 million
4 annually now to about \$1.5 million so we're saving almost
5 \$600,000 a year overall. With the tendering and the
6 refinancing.

7 MR. FRANK: And some of them have been paid off
8 already, right? Some of the bonds that were tendered?

9 MR. CADY: Yes. When -- you know, we've been
10 paying on the bonds obviously every year. As a matter of
11 fact that's what got us into trouble. We paid on the
12 bonds instead of paying the pension system but so matter
13 of fact we just made a \$230,000 bond payment on May 1st so
14 pay off some of those. There were some -- there was some
15 when we did the tendering initially, \$935,000 was paid on
16 principal right off the bat which was the proceeds that we
17 took from the sale of this property.

18 MR. LITES: It appears from the summary you gave
19 us on November 18 you sold \$16,750,000 of bonds.

20 MR. CADY: That was the tendered. That's -- in
21 other words, of the \$28,000,000 that was out there --

22 MR. LITES: Yeah.

23 MR. CADY: -- 62.4 percent of the people sold
24 those bonds back to us.

25 MR. LITES: Okay. So how much -- was the 60 --

1 what's the amount of the debt that was closed on
2 yesterday? It's going to be closed on the 29th?

3 MR. CADY: The 16.75. That's --

4 MR. LITES: It's the same \$16,750,000?

5 MR. CADY: Basically what we did was -- let me
6 back up again, then. When we tendered the bonds we didn't
7 have the rate, the interest rate. The city couldn't get
8 anything above a triple C. So we basically parked that
9 money is the best way to put it, at Bank of
10 America/Merrill Lynch, kind of like a TANA (sic) a TANA.
11 And we had a 5 percent interest rate and they gave us
12 until I think it was the end of August, Suzanne, to get
13 our final financing in place which gave us from when we
14 closed in November until August to get the interest rate -
15 - or the rating back up to where we needed to be
16 investment grade as they call it.

17 MR. LITES: Uh-huh.

18 MR. CADY: Once we achieved that at the end of
19 May we got our A minus rating, they were then able to
20 proceed to go to market with a negotiated sale and get
21 this whole thing done.

22 If we hadn't finished this process by August
23 BAMEL would have kept it but it would have stayed at the
24 five percent rate and it would have had I think there was
25 some more provisions in there as far as closing and things

1 like that that would have cost us extra.

2 So it was imperative that we get this process
3 done as soon as possible.

4 MR. LITES: But my question is does the savings
5 that was place that in November to now is how much? The
6 annual savings?

7 MR. CADY: Interest rate, annually, overall it's
8 about half a percent a year.

9 MR. LITES: Right.

10 MR. CADY: We went from about five to about
11 4.58.

12 MR. LITES: So it's about --

13 MR. CADY: Just at .48.

14 MR. LITES: Right. So it's about \$250,000?

15 MR. CADY: From where we are to November to now
16 if you'll look at the net present value the whole thing is
17 just over a million dollars, a million two. Over 30
18 years.

19 MS. SCHAFER: Any further questions for Mr.
20 Cady?

21 MR. FRANK: So it took almost two years you're
22 satisfying?

23 MR. CADY: Nothing I can do now. No, it didn't
24 take two years. We started the process in earnest, I
25 would say November of '13, somewhere in there. So a year

1 and a half. The tendering process was long and arduous
2 and probably could have went a little faster but uhm -- it
3 didn't. Let's leave it at that.

4 MR. FRANK: I have nothing else.

5 MS. SCHAFER: Thank you, Mr. Cady.

6 MR. FRANK: Glad to hear we're at this stage.

7 MR. CADY: I'm telling you right now I'm sure
8 that anybody that was involved in this can say that we're
9 glad it's over. We can go on with our business now.

10 Thank you.

11 MS. SCHAFER: Thank you, Mr. Cady.

12 MR. FRANK: Thank you.

13 **NEW BUSINESS:**

14 MS. SCHAFER: Okay. We'll get on to new
15 business.

16 The first item is the draft amended order or EM
17 order number 2014-057 and I just want to note for the
18 record that the draft handed to the board members by Mr.
19 Dostine a few minutes ago contained one minor amendment.
20 On page 3 the date was incorrect. It was a March date and
21 Mr. Dostine has given us a draft that has -- reflects the
22 correct date of September 25, 2014.

23 With that said, I'm going to ask Mr. Dostine to
24 provide a summary to the board regarding the amendment.

25 MR. DOSTINE: Sure.

1 Madam Chair, let me start off by saying first
2 and noting that this board and the city for that matter,
3 have been very engaged in this amendment process with
4 discussions at the previous meetings and subsequent
5 communications to treasury and actually even before that
6 the board's involvement with the content of their annual
7 evaluation and talking about discussing a recommendation
8 so thank you.

9 This proposed amended order before the board
10 represents a significant departure and nearly total
11 revision of the original EM order. It's been reduced from
12 an 11-page document to two and three quarter pages, 2500
13 words to 734 words. Under this proposed order the
14 controlling document for the city of Allen Park will be
15 the city charter with certain exceptions. And the board
16 will meet on an as needed basis for these exceptions. And
17 they're listed in the order. I will touch on a few of
18 them at this point; adoption of budgets, budget
19 amendments, collective bargaining agreements, legal
20 settlements greater than \$250,000, new contracts greater
21 than \$250,000. When there's either a modification of
22 amendment or to terminate existing contracts greater than
23 \$250,000. The issue refund or incurring of additional
24 debt, these items would come before this board and the
25 board would call special meetings for that.

1 I should add that all the resolutions adopted by
2 the city council going forward would be advantaged by this
3 order if it is adopted today and signed by the treasurer.
4 So for example, if there's some items on the June 28th
5 council meeting that perhaps would need a July RTAB to
6 approve. If the order is signed by the treasurer it's --
7 you would be advantaged by that.

8 I also want to point out one other aspect of the
9 order and it's on the last page. Within 90 days of the
10 approval of this order by the state treasurer the board
11 may resolve to revive one more provisions from the
12 original order without submission to the state treasurer.
13 So if some provision is needed back in the order it can be
14 done with a vote of this board.

15 That concludes my introduction, madam chair.

16 MS. SCHAFER: Thank you.

17 Any discussions or questions?

18 MR. FRANK: Two questions. In section 3D Roman
19 at IV, applies to all economic development projects. Must
20 be submitted to the board for approval prior to
21 implementation. I'm just wondering should -- are other
22 situations have a -- put a value on that in that almost
23 anything could be an economic development project. And I
24 don't think it's the intent to hamper the city officials
25 or the city council in moving forward with projects.

1 MR. DOSTINE: I guess the short answer is it's
2 an inclusion in the order that I think the state treasurer
3 would be comfortable approving. I understand your comment
4 that it's broad and it may involve the board and perhaps
5 too many projects. I guess I would leave it to the board
6 to discuss it.

7 MR. FRANK: If I may -- to the chair -- I mean
8 did the city have -- I guess I should ask whether the city
9 administrator or the council or may or the financial
10 director have an issue with this?

11 UNIDENTIFIED PERSON: Can you read the whole --

12 MS. SCHAFER: May I interject for just a second?

13 MR. FRANK: Sure.

14 MS. SCHAFER: Maybe perhaps if Drew Van de Grift
15 from Department of Treasury could step forward and maybe
16 explain some of the -- because I believe Drew has worked
17 with you at the amendment and perhaps between Drew and the
18 city we can get some clarification?

19 MR. VAN de GRIFF: Good afternoon. Drew Van de
20 Grift, Department of Treasury.

21 MS. SCHAFER: I think we've got to turn a
22 microphone on. Thank you.

23 MR. VAN de GRIFF: Good afternoon. Drew Van de
24 Grift, Department of Treasury.

25 It's true, I have worked with amendments to

1 final orders, most notably in the city of Pontiac where
2 very similar language was adopted and it served well.

3 If I heard the concern correctly, Board Member
4 Frank, it's that your concern that the verbiage "economic
5 development projects" would include more than is intended,
6 that you would think that perhaps some other development
7 or contracts would be included in that and then would be
8 -- there would be a chilling effect on it because it would
9 have to come to the board. Well, I think this would be a
10 great opportunity, you know, to clarify if you will, kind
11 of almost the legislator's intent here. I don't think
12 that that was designed to include more than, you know,
13 large-scale projects that are labeled "economic
14 development projects" and so as you are aware there are
15 enabling statutes in the state code for you know, economic
16 development projects. And if the city were to undertake
17 one of those large-scale projects that you know, is called
18 an economic development project then that would be an
19 important thing for the city and perhaps something that
20 the board would want to review prior to an investment by
21 the city into such a project.

22 So for what it's worth, let me give you, you
23 know, my interpretation and I suppose treasury's assurance
24 that this is not going to be applied to small-scale
25 contracts that, you know, could arguably have some

1 economic import.

2 Does that address your concern?

3 MR. FRANK: Well, the agreement of the proposed
4 amended order that the treasurer has reviewed already
5 provides for any resolution of contract over \$250,000 and
6 I didn't know whether this was intended to maybe deal with
7 smaller ones, \$100,000, \$50,000, I don't know.

8 MR. VAN de GRIFF: Indeed it could. If it was
9 one of those, you know, predescribed economic development
10 projects so you know if you get together some sort of
11 inter-local agreement or a 425 agreement that as a
12 necessary component has an economic development project
13 and if it were to be \$200,000 I imagine it would come
14 before this board. These projects tend to be long-term.
15 They tend to involve investment from multiple parties and
16 so that initial contract amount may not be the full amount
17 with the economic development project so it was set aside
18 specifically.

19 Any other questions from any other board
20 members?

21 MR. FRANK: Can I ask on one other section?

22 MS. SCHAFER: Sure.

23 MR. FRANK: So in that same general provision it
24 provides that any action to modify current pension plans
25 must be approved by the board. I would think you might

1 want to include although probably unlikely to happen
2 whether it's modify or any new pension plans. That is one
3 of the things that put the city a little bit over the
4 edge.

5 MR. VAN DE GRIFF: Well, of course you know as
6 you just pointed out and I fully agree but pension
7 liability and plan can only be modified by contract
8 whether it's the increase or modification of a benefit to
9 a bargaining unit or the management of pension assets. So
10 it would be very difficult, in fact perhaps impossible, to
11 modify a pension plan of a scale of a city of Allen Park
12 and still be below the quarter of a million dollars. So
13 I'm much more confident that any action would be caught by
14 the contract clause. Can you think of any example where
15 the pension plan could be implemented without a contract?

16 MR. FRANK: A new pension plan that was less
17 than -- ultimate impact of less than \$250,000 probably
18 wouldn't have been concerned. So. Thank you.

19 MR. VAN DE GRIFF: Very good.

20 MS. SCHAFER: Any further questions?

21 MR. VAN DE GRIFF: Any other concerns?

22 Thank you very much.

23 MS. SCHAFER: Thank you.

24 MR. FRANK: Thank you.

25 MS. SCHAFER: So I will entertain a motion to

1 approve, deny, or postpone a draft of -- of recommending a
2 draft amended EM order to the state treasurer, EM order
3 number 2014-057?

4 MR. LITES: So moved.

5 MR. FRANK: Support.

6 MR. CADY: One moment.

7 I'm sorry.

8 MR. CADY: We're not too sure we can jump and --

9 MS. SCHAFER: You can jump in.

10 MR. CADY: I'm sorry.

11 The question of budget amendments or transfers,
12 it mentions in the order that we would have a special
13 meeting for that. I'd hate to call a special meeting of
14 the RTAB to approve my mid-year adjustments or transfers
15 which probably in total would be under the original
16 threshold of \$250,000. Is there a reason for that or can
17 we amend that or? It looks like all transfers the way
18 it's read now have to be approved by the RTAB.

19 MS. SCHAFER: We'll call on Drew again.

20 MR. CADY: I'm sorry.

21 MS. SCHAFER: That's okay.

22 MR. KIBBY: I think the budget amendment we have
23 on there currently for -- about \$100,000 and that was for
24 the full year.

25 MR. VAN DE GRIFF: Yeah. Uh-huh. No, I think

1 that in a way that makes sense. I do want to
2 contextualize the purpose kind of the enabling statute for
3 your board and the purpose of Emergency Manager orders.
4 You know, by virtue of state law Section 23 at 436, it's
5 one of the, I'll say hard-wired duties of the board is to
6 review all budget amendments and there's not a dollar
7 lower there and so you know, I think the notion was that
8 you know, the legislators that passed the law that created
9 this board did not anticipate such a floor. And so we
10 didn't include it in the order. And it's also possible
11 that there would be budget amendments that would be about
12 a subject matter that's very important to the city but
13 perhaps at a large dollar amount. So you know you could
14 imagine the changing of the operations or structure of the
15 city in some way that the board may wish to be aware of
16 before it happens. So I think it's possible to imagine.
17 I agree. I think your example may not be particularly
18 important but there could be an important budget amendment
19 that would have a relatively small dollar amount.

20 So I think there's a perhaps a good reason to
21 leave it as it is.

22 MS. SCHAFER: So -- I'm sorry, Drew. You're
23 indicating that the Act itself requires the RTAB to
24 approve a budget amendment and --

25 MR. VAN DE GRIFT: Correct.

1 MS. SCHAFER: -- and that's the basis of this
2 clause?

3 MR. VAN DE GRIFT: Yeah, I think that's one of
4 the reasons that buttresses -- that rationale. Yes, you
5 know, Section 23 includes all budget amendments. So, you
6 know, without regard to dollar amount.

7 The board can waive any authority and I think
8 we're seeing that today. This is a really big step for
9 the city and I don't know that I've heard that said yet
10 but you know, from the financial emergency to you know,
11 the exit of the emergency manager to the implementation of
12 a robust final order, this is another really big step for
13 the city and so you know, the things that are in this
14 order are really kind of the bare bones authorities of the
15 board and it's a one of those authorities is the review of
16 budgets and budget amendments. And so that's why it reads
17 the way it is and I fully appreciate and in a way I
18 empathize with the notion of a really small budget
19 amendment still coming before the board. But you won't
20 know what future budget amendments will hold and so you
21 know there has not been a floor yet and so I think that's
22 why we got to this order.

23 MS. SCHAFER: Okay. Thank you.

24 Any questions for Drew?

25 MS. MCLEOD: I do.

1 MR. FRANK: Mayor Pro-tem.

2 MR. CADY: Madam Chair.

3 MR. FRANK: To the chair.

4 MS. SCHAFER: I'll recognize the Mayor Pro-tem.

5 MS. MCLEOD: Is this still on?

6 MR. VAN DE GRIFT: It is.

7 MS. MCLEOD: Mayor Pro-tem, Gail Mcleod. I've
8 been listening to all this and I'm hearing a lot of things
9 like how he interprets or the state might interpret and it
10 seems a little ludicrous to me that we're talking about
11 unless an expenditure is over \$250,000 we don't have to
12 come or seek board approval. But if there's a budget
13 amendment of some miniscule amount we have to come.

14 Now granted you can waive it but it's still time
15 spent. I just -- I think Fred brought up a wonderful
16 point. I think you need to be a little more definitive
17 about some of these items so that people aren't wasting
18 their time or sitting there thinking well, does this go or
19 doesn't? I can't believe that some minor budget
20 adjustment is going to have great import or impact on
21 anything. Just my opinion.

22 Thank you.

23 MS. SCHAFER: Does the --

24 MR. FRANK: I think as a practical matter the
25 mid-year -- Drew, the end of year budget amendments don't

1 usually have any particular time sensitivity and it could
2 wait and as this board will continue to meet on a regular
3 basis although much less often, I don't think it would --

4 MR. VAN DE GRIFF: I would agree.

5 MR. FRANK: I don't think it would hamper
6 anything.

7 MS. SCHAFER: Any further questions or
8 discussions?

9 (No response)

10 MS. SCHAFER: Okay. Then I will entertain a motion
11 to approve, deny, postpone the recommendation to the state
12 treasurer for the draft amended EM Order Number 2014-057.

13 MR. LITES: Move to adopt.

14 MR. FRANK: Second.

15 MS. SCHAFER: It's been moved and supported.
16 Any further discussion?

17 (No response)

18 MS. SCHAFER: Hearing none, all those in favor of
19 approving the recommendation of the draft Amended Order 2014-
20 057 say aye.

21 MR. LITES: Aye.

22 MR. FRANK: Aye.

23 MS. SCHAFER: Aye.

24 Opposed?

25 (No response)

1 MS. SCHAFER: Hearing none, the board has approved
2 the recommendation to the state treasurer for the draft
3 Amended EM Order 2014-057.

4 The next item of business is the approval of
5 resolutions from the regular city council meeting of April 26,
6 2016. I will note that Resolutions Number 102, 105 and 106
7 were approved by this board at our last RTAB meeting.

8 Do we have any questions regarding the resolutions
9 from the April 26, 2016?

10 MR. FRANK: I have no other than I see that we're
11 calling it Resolution Number 107 for separate discussion.

12 MS. SCHAFER: Thank you. That's a good point.

13 So, I would entertain a motion to approve all
14 resolutions from regular city council meeting of April 26,
15 2016 with the exception of Resolution Number 16-0426-107 which
16 is the award bid for demolition of the old city hall. Which
17 will be discussed next.

18 MR. FRANK: So move.

19 MR. LITES: Second.

20 MS. SCHAFER: It's been moved and supported. Any
21 further discussion or questions?

22 (No response.)

23 MS. SCHAFER: Hearing none, all those in favor of
24 approving all resolutions from the city council meeting of
25 April 26, 2016 with the exception of Resolution Number 16-

1 0426-107 say aye.

2 MR. FRANK: Aye.

3 MR. LITES: Aye.

4 MS. SCHAFER: Opposed?

5 (No response.)

6 MS. SCHAFER: Hearing none, the board has approved
7 all resolutions from the regular city council meeting of April
8 26, 2016 with the noted exception.

9 The next item is Resolution Number 16-0426-107 which
10 is the award bid for the demolition of old city hall and I'm
11 going to ask Mr. Dostine to provide a summary for the board.

12 MR. DOSTINE: Sure.

13 So Madam Chair, on April the city council approved a
14 demolition contract to low bidder and actually I think at that
15 time the city wanted to pull this forward in order to move on
16 it. And unfortunately we're a 55(a) is a -- it stipulates
17 that the purchaser of the property must also incur the debt --
18 or incur the cost of demolition and the way the city was
19 moving forward the city would have themselves would have had
20 to pay for the demolition. So the resolution had the
21 consequence -- had to be placed on the agenda as being denied.
22 Mark, did you want to add?

23 MR. CADY: When we amended 55(a) to allow for the
24 sale of the property that part slipped by. It actually lists
25 out that Boji would be responsible for the cleanup -- or the

1 demolition and the final cost. But obviously that's not going
2 to be the case as Mr. Boji's group is no longer interested in
3 the parcel. We have already talked to the real estate group
4 and mentioned that this is still an issue, that ideally I
5 think that everybody would like to see the building gone, be
6 easier to sell. But it involves standing until and unless
7 this board says otherwise it'll be part of the sales agreement
8 that will be credited or they can use that contractor or
9 something on that. It was an excellent price that we were
10 able to receive for that, I think it was less than \$100,000
11 for demolition of that building. And those bids range from
12 the \$98,500 which was the low bid to \$496 (sic). So a wide
13 variety of pricing in there. That's why we were wanting to
14 move forth, get it cleared off but.

15 MR. CADY: Mark, a real estate person would get a
16 better price if it's gone, too.

17 MR. KIBBY: The idea was to tear it down for the --
18 have a clean parcel there as it is more appealing to the
19 potential buyers. Like in the order 55(a) is still -- a
20 portion of that was not modified.

21 MR. FRANK: Thank you, Mr. Dostine for reviewing
22 the order carefully. It's correct. I am wondering if it
23 would be appropriate given that the city administrator is
24 indicating that it would make the property more marketable and
25 obtain a higher price if it would be the pleasure of this

1 board to recommend to the treasurer to modify 55(a) as under
2 its last amendment to remove the stipulation that a purchaser
3 of the property must take care of demolition? Which is an
4 indirect way of my asking does treasury staff have a view
5 about that also? Not wanting to go too far without hearing
6 from them?

7 MR. DOSTINE: So I guess I'm just trying to think
8 how it would be handled practically here, right now. I mean
9 it's not on the agenda, the order per se to be amended.
10 Otherwise it would just follow the normal protocol which is to
11 you know, amend the order and send it. Or recommend the state
12 treasurer approve the amendment. It would require us, I
13 guess, to that to have a meeting perhaps not. I'm thinking on
14 my feet here. I'm sorry.

15 MR. FRANK: I think orders have been amended
16 without a recommendation from this board. But I might be
17 wrong.

18 MR. DOSTINE: I guess the problem I have is the
19 only -- I mean if -- I've been part of now four or five orders
20 that have been amended and have always been on the agenda and
21 discussed and then move forward to the state treasurer with a
22 recommendation and they approve it; 55(a) is not on the
23 agenda. I don't know if my colleagues at treasury could offer
24 some suggestions on how to move this forward.

25 MR. FRANK: Drew?

1 MR. VAN DE GRIFT: Hello, again.

2 Drew Van De Grift, Department of Treasury. I want
3 to make sure I understand your question, Board Member Frank.

4 MR. FRANK: Yes.

5 MR. VAN DE GRIFT: Was your question logistically
6 how to amend an order without a recommendation from this
7 board?

8 MR. FRANK: My suggestion was that we should
9 consider recommending to the treasurer amending the order to
10 delete that provision. Based upon the city administrator's
11 report with -- they believe it would be possible to obtain a
12 better price and to market more quickly.

13 MR. VAN DE GRIFT: Okay.

14 MR. FRANK: And it's -- I won't say that \$99,000 is
15 an insignificant amount but it is well under the threshold
16 that we just recommended for any resolutions and contracts.

17 MR. VAN DE GRIFT: Well --

18 MR. FRANK: So perhaps you could tell us
19 logistically what we can do?

20 MR. VAN DE GRIFT: Well, that's the easy part. You
21 know, if you wanted to recommend an amendment then I suppose
22 there would be an addition to the agenda and then there would
23 be a motion to make that recommendation. After a second and
24 discussion this board could do that. Just for my own
25 edification, are you discussing an amendment to Order 57 as it

1 stands right now or as it has been recommended to be amended
2 one resolution ago?

3 MR. FRANK: This would be an amendment to Order
4 55(a) as amended.

5 MR. VAN DE GRIFF: Okay, 55(a). That's a different
6 order.

7 MR. FRANK: Right.

8 MR. VAN DE GRIFF: I see.

9 MR. FRANK: It was amended I think twice.

10 MR. VAN DE GRIFF: I see. Well, you know I would
11 defer to the willingness of the board. If a majority of the
12 board would like to do that then it can be done.

13 MS. SCHAFER: I would suggest that we act upon the
14 Resolution Number 107 first and then if it is the pleasure of
15 the board to add to the agenda and make a recommendation to
16 the treasurer we do so but I do think that we have to at least
17 address the resolution at hand at the moment.

18 MR. FRANK: I move to deny Resolution Number 16-046
19 -- excuse me, 0426 - 107, the award bid for demolition of old
20 city hall.

21 MR. DOSTINE: Madam Chair, may I ask a question?

22 MS. SCHAFER: Sure.

23 MR. DOSTINE: So, if we don't deny this and 57,
24 Amended Order Number 57 has been passed and move forward would
25 this then be advantage by that order -- by the order that just

1 has been approved, the amended order that's been approved
2 today?

3 MS. SCHAFER: Drew, I think you need to weigh in on
4 that?

5 MR. VAN DE GRIFF: Okay. So you know, your board
6 makes recommendations to the state treasurer who on his own
7 authority by virtue of both PA 436 and your appointment
8 letters makes the amendment to the order. At the time that
9 the treasurer amends the final order all of the resolutions
10 that are outstanding as it may have not been approved by your
11 board, those are all now subject to that final order. So
12 hypothetically if this board were to take no action on this
13 resolution and the treasurer were to amend later today or
14 tomorrow or next week the recommendations to the final order
15 then unless it hits one of those criteria in that recommended
16 order it would not return to you. Is that the answer to the
17 question that was asked?

18 MR. LITES: Yes.

19 MR. DOSTINE: Partially, yes.

20 MR. VAN DE GRIFF: So the rules change once the
21 final order is amended as you recommended.

22 MR. LITES: What's the time frame for that?

23 MR. VAN DE GRIFF: I can't speak to when the
24 treasurer will sign. Pontiac it happened quite quickly. I
25 would anticipate that this would happen within short order.

1 MR. LITES: Sure.

2 MR. FRANK: So I will withdraw my motion and I am
3 going to suggest that we either perhaps table this or not take
4 action today. And I understand it's treasury's to ask
5 conclusion that this particular resolution would then be
6 governed by Amended Order --

7 MR. VAN DE GRIFT: Fifty seven.

8 MR. FRANK: And would not be deemed to be so in
9 conflict if the order was to require it not to be able to go
10 forward.

11 MS. SCHAFER: Okay, so there's a motion to table
12 Resolution 16-0426-107.

13 MR. LITES: Second.

14 MS. SCHAFER: Second. It's been moved and
15 supported. Any further discussion or questions?

16 (No response.)

17 MS. SCHAFER: Hearing none all those in favor of
18 tabling Resolution Number 16-0426-107 say aye.

19 MR. FRANK: Aye.

20 MR. LITES: Aye.

21 MS. SCHAFER: Opposed?

22 (No response.)

23 MS. SCHAFER: Hearing none the board has tabled
24 Resolution Number 16-0426-107.

25 Okay, next item of business, resolutions from the

1 regular city council meeting of May 10, 2016.

2 Do we have any questions or discussions regarding
3 the resolutions from that meeting?

4 MR. FRANK: This is the meeting which adopted the
5 budget for '16-'17 to the upcoming fiscal year?

6 MR. LITES: Uh-huh.

7 MS. SCHAFER: Yes.

8 (Brief pause, reviewing documents.)

9 MR. FRANK: I'll move to approve all of the
10 resolutions from the regular city council meeting of May 10,
11 2016.

12 MR. LITES: Second.

13 MS. SCHAFER: It's been moved and supported. Any
14 further discussions or questions?

15 (No response.)

16 MS. SCHAFER: Hearing none, all those in favor of
17 approving all resolutions from the regular city council
18 meeting of May 10, 2016 say aye.

19 MR. FRANK: Aye.

20 MR. LITES: Aye.

21 MS. SCHAFER: Opposed?

22 (No response)

23 MS. SCHAFER: Hearing none, the board had
24 approved all resolutions from the regular city council
25 meeting of May 10, 2016.

1 Next item of business, the resolutions from the
2 regular city council meeting of May 24, 2016.

3 Any questions or discussion?

4 (No response.)

5 MS. SCHAFER: I'll entertain a motion to
6 approve, deny or postpone all resolutions from the regular
7 city council meeting of May 24, 2016.

8 MR. LITES: So moved.

9 MR. FRANK: I'll second the motion to approve.

10 MS. SCHAFER: It's been moved and supported.

11 Any further discussion?

12 (No response)

13 MS. SCHAFER: Hearing none, all those in favor
14 of approving the resolutions from the regular city council
15 meeting of May 24, 2016 say aye.

16 MR. LITES: Aye.

17 MR. FRANK: Aye.

18 MS. SCHAFER: Opposed?

19 (No response.)

20 MS. SCHAFER: Hearing none, the board has
21 approved the resolutions from the regular city council
22 meeting of May 24, 2016.

23 Next item are the resolutions from regular city
24 council meeting of June 14, 2016. I will note that we
25 will address Resolution Number 16-0614-143 separately.

1 Any questions or discussion?

2 MR. FRANK: No. I believe that's 142.

3 MS. SCHAFER: One-four-two?

4 Yes. You're right, 142.

5 MR. LITES: So moved.

6 MR. FRANK: I'll support the motion to approve
7 all resolutions from that meeting except for number 142.

8 MS. SCHAFER: It's been moved and supported.

9 Any further discussion?

10 (No response.)

11 MS. SCHAFER: Hearing none, all those in favor
12 of approving the resolutions from the regular city council
13 meeting of June 14, 2016 with the exception of resolution
14 142 say aye?

15 MR. FRANK: Aye.

16 MR. LITES: Aye.

17 MS. SCHAFER: Opposed?

18 (No response.)

19 MS. SCHAFER: Hearing none the board has
20 approved the resolutions from the regular city council
21 meeting of June 14, 2016 with the exception of 142,
22 Resolution 142 of which we will address next.

23 Mr. Kibby could you please provide a summary of
24 Resolution Number 142?

25 MR. KIBBY: Go ahead.

1 MR. CADY: He's deferring to me.

2 I'm actually kind of shocked that there's only
3 five post amendments at year end but I think it's a
4 testimony to the diligence of the staff to hold their
5 expenditures in line with the budget year that we've had.
6 I will just really go quickly through the five. The first
7 one is to actually increase the budget. The clerk went
8 over on his elections but he also got reimbursed by the
9 state for one of the school elections so you over expend
10 on the expenditure side but the money came in on the
11 revenue side so all we're doing here is increasing the
12 budget and increasing the revenue on the expenditure side
13 equally.

14 The other four are ones where we've actually
15 gone over budget. Plante-Moran went over. I had, as you
16 know I used PM Gap (sic) up to two days a week here to
17 help fill the needs of the finance office. During the
18 audit last year when I was -- before Mark came in full
19 time as administrator I was doing both jobs. I had to
20 rely on them a lot more than I thought I would and as a
21 consequence we went over budget there. So that will
22 require a budget amendment from the general fund
23 contingency fund.

24 Also with the treasurer's office, postage went
25 over because of the mailings that we've done throughout

1 the year to the residents regarding the road millage, the
2 change in the trash service. All those different things
3 and at the time that the budget was done, let me think
4 about it, probably over 18 months ago those things weren't
5 anticipated.

6 The third one is the City Hall utilities. I
7 think I've mentioned this at one of our RTAB meetings
8 before. It took us a lot longer than we anticipated to
9 get all the services moved from that building over to this
10 building: phones, a lot of the police dispatch services,
11 those things. And I wasn't able to turn the power off
12 over there and those bills kept running so went over
13 budget on utilities. So that'll be also be another
14 transfer from contingency to cover that.

15 And lastly the DPW pension contribution
16 typically when I do the budget I try to figure out how
17 many people are going to be working on water and sewer and
18 how many in general fund. And we try to estimate you
19 know, because water has money that contributes. It's an
20 enterprise funding. Pension and general fund, more people
21 worked in general fund than water last year so that
22 consequently that went over so that's another transfer
23 from the contingency.

24 So overall, the transfers are less than
25 \$100,000. So that's less than 1/2 of one percent of the

1 total budget. So. Pretty good.

2 MR. LITES: What was total amount of original
3 budget for Plante Moran?

4 MR. CADY: I think it was \$85,000.

5 MR. FRANK: And the upcoming fiscal year budget?

6 MR. CADY: Well, we have in the upcoming fiscal
7 year budget to replace that with a fulltime position.
8 Obviously if you look at the numbers we can get a full-
9 timer in here five days a week with benefits for less than
10 we're paying them for two days a week. Not that I don't
11 appreciate their expertise, I mean. I make a call and it
12 goes all the way up the food chain. But we really need
13 somebody in finance full time.

14 MR. LITES: Full time, five days a week. Right.

15 MS. SCHAFER: Thank you, Mr. Cady.

16 Any further questions or discussion?

17 (No response)

18 MS. SCHAFER: Then I'll entertain a motion to
19 approve, deny or postpone Resolution Number 142.

20 MR. LITES: So moved.

21 MR. FRANK: Support.

22 MS. SCHAFER: It's been moved and supported to
23 approve Resolution Number 142. Any further discussion?

24 (No response)

25 MS. SCHAFER: Hearing none, all those in favor

1 of approving say aye?

2 MR. FRANK: Aye.

3 MR. LITES: Aye.

4 MS. SCHAFER: Opposed?

5 (No response)

6 MS. SCHAFER: Hearing none, the board has

7 approved Resolution Number 16-0614-142.

8 I've been handed a note by our liaison that we
9 still need to address resolution 55(a).

10 MR. DOSTINE: Correct.

11 So the board still needs to recommend that 55(a)
12 be amended in order to allow the city -- well, what we'd
13 do is strike out that language that says the purchaser of
14 the property has to pay for the demolition cost.
15 Resolution 107 was correctly tabled. And pending Amended
16 Order 57 getting approval by the state treasurer then it's
17 advantaged by that so it won't have to come to the board
18 to be approved. But we still need to address 55(a) which
19 would allow the city to incur the cost of demolition. So
20 a motion should be made to recommend amending Order 55(a)
21 such that city can pay for the cost of demolition of old
22 city hall.

23 MR. FRANK: I'll move that this board recommend
24 to the treasurer that Emergency Manager Order 55(a) as
25 amended be further amended to delete the requirement that

1 the purchaser of the old city hall property be required to
2 pay for the demolition.

3 MR. DOSTINE: That's correct.

4 MR. LITES: Second.

5 MS. SCHAFER: It's been moved and seconded to
6 amend Emergency Manager Order Number 55(a) -- I'll get
7 this right.

8 Any further discussion?

9 (No response)

10 MS. SCHAFER: Hearing none, I will -- all those
11 in favor of recommending to the state treasurer to amend
12 Emergency Order Number 55(a) to delete the requirement for
13 the purchaser to pay for the demolition say aye?

14 MR. FRANK: Aye.

15 MR. LITES: Aye.

16 MS. SCHAFER: Opposed?

17 (No response)

18 MS. SCHAFER: Hearing none, the board has
19 approved recommending to the state treasurer to amend EM
20 Order Number 55(a).

21 That takes us to city administrator items of
22 which there are none.

23 And then we move on to the non-action items.
24 The budget to actual report for April 2016 has been
25 received and filed. And we now go to the city

1 administrator update.

2 **CITY ADMINISTRATOR REPORT**

3 MR. KIBBY: Good afternoon.

4 We work -- I'll give you a quick update. I've
5 got a couple items here but this is a team. I've
6 mentioned that a number of times when we've been here. We
7 work very hard as a team and a couple meetings ago I
8 failed to mention the most vital parts of our team. It's
9 not Bob, it's not me. It's not anybody here. It's Deb
10 Zettel and Jackie Baxter. Deb is our administrative
11 assistant. She keeps us in line, kind of like your Angela
12 at your office and then Jackie came on board to help with
13 the -- as payroll coordinator she's been helping with HR
14 and just kind of helping move everything along in the
15 administrative side as well. So I don't want to fail to
16 mention those two.

17 As important as Bob is and everything like that,
18 Bob would even agree. It's those ladies back there.

19 MR. CADY: I agree wholeheartedly.

20 MR. KIBBY: Since we met last time we had some
21 great news. We've been able to hire four new police
22 officers. We went through a stretch there, you'll recall
23 seeing up here and you heard us each time we're going to
24 go out and try this effort and try that effort. I think
25 there was two key components that we were able to do with

1 the help of the state approval and the RTAB approval of a
2 new contract for the police department. That helped give
3 some stabilization back to the department. One of those
4 items that were in there was an increase and a new hire
5 portion and I think we jumped up about \$4,4500 and we got
6 into a range that is now competitive with some of our
7 neighboring communities. Probably still in the lower end
8 of that but we're still at least competitive.

9 The second item that was approved and that was
10 through a change in one of the orders and approved here by
11 the RTAB and also by the city council was to change the
12 health care premium share for the employees to go to a
13 hard cap. That, for a family and I think we've got a
14 couple of the new hires are on the family plan -- it is
15 about \$2500 less -- that they'll be able to take home.
16 That's real dollars. It's \$100 a paycheck. I had an
17 example that one of the gentlemen we hired came from Wayne
18 County. He was paying in the range of \$180 per pay for
19 his health care. He'll now be in the range of about \$45
20 per pay. You know that's \$135, \$140 that he's going to be
21 able to take home additionally each paycheck and that made
22 a big difference for him to be able to leave. I think he
23 had 13 years at the county as well so it's kind of hard
24 sometimes to walk away from that. But when you can look
25 at the benefits of coming to a community. He's going to

1 be out on road patrols and that. So we're hoping that we
2 can now convince those guys to maybe look to moving into
3 the community and also just will be here for their entire
4 career, will come here for the next 25 years.

5 Kind of interesting and we have one of the young
6 men is -- as we joked around he's old enough to arrest you
7 but he's not old enough to go drink in the bar room. So
8 it's a 20-year-old young man so we're very happy to have
9 him and the other three officers as well.

10 Additionally, we've got the road work is
11 continuing on. I think we just drove by there after
12 lunch. They've got one -- two more small sections of
13 block to finish on the first road. Probably been about
14 six to seven weeks that we'll be with that portion of the
15 project and it'll be moving on. That's Garfield Street so
16 they did a long four-block section. It was the biggest
17 section of road that we were working on for this year's
18 road millage money. They'll be moving on to Niver Street.
19 I think they're going to start on Niver at the end of this
20 week by working up some asphalt and getting on there.
21 We're looking probably about a month on that time frame.
22 Shenandoah is another street that we'll be working on in
23 about another month. And then Colwell will be our last
24 one. So those re four major roads that were in really bad
25 shape that are now either completed or ready to be

1 earmarked for completion.

2 Additionally, the orange barrels are still hot
3 and heavy here in the city of Allen Park. The streets
4 sectioning work has continued on throughout the city.
5 Also the block grant work continued in the south end. All
6 those were street sectioning projects in various areas.
7 We tried to make sure that with the millage money we
8 touched each section of the city. The same with the
9 sectioning money that we were able to touch each section
10 of the city and the middle of this block grant we are kind
11 of limited to our particular area. But the people are
12 seeing the money, they're seeing their tax dollars, their
13 federal tax dollars at work as well.

14 I think also one of the projects we have
15 scheduled for the budget year 2016-17 is ready to start in
16 earnest after the July 1st. It's going to be the DTE
17 street lighting project where they'll be converting over
18 to LED's. Southfield Road, I think is going to be one of
19 those and then we have some neighborhood areas. It should
20 be safe to -- I think there was about a year and a half
21 pay back on that. And which was an excellent return on
22 that investment there.

23 The master plan update is continuing on. In
24 fact the Thursday the Max Smith will be here to do a
25 public hearing, public event with the board members of the

1 planning commission and ZBA. I believe the DBA is going
2 to be letting out of their meeting early so I can make it
3 over here for that meeting as well. So they're moving
4 forth. They're about half way through that process and we
5 figure it'll be about a year so they should be done around
6 December, so.

7 And then finally the last one, just kind of an
8 interesting item here. Just going to steal some notes
9 here. The police department has started a program called
10 "Extra Eyes" and this is an ability where the residents
11 can sign up with the police department to let them know
12 that they have a camera system at their house and if
13 there's a crime in that area the police department will
14 then contact those residents, say hey you know, you live
15 over on 123 Colwell. We had a crime in that area. And
16 they'll be able to look at their video footage to see if
17 they can find any signs of the criminal on that aspect.
18 And a lot of the cameras now scan not only your own
19 property but the neighboring areas so it's a volunteer
20 program and just allows them to go in and look at that
21 footage. We're not viewing that footage, it's not big
22 brother where we look at that footage on a regular basis.
23 But only if there's a crime they'll be able to go back and
24 work with the homeowner to get that footage to be viewed.

25 I believe it's a similar program that Troy is

1 also involved with and has had some good success on that.
2 So people want to help, this might be the best way for
3 them in their neighborhood, keep their neighbor safe. So.

4 Other than that, a lot of other small projects
5 going on. Just been very, very busy with the construction
6 that's been taking a lot of the effort out.

7 We have had some issues with trash. We did
8 transfer that contract over to Advance Disposal. I cannot
9 tell you it hasn't been without problem. There has been a
10 few issues. I think one of the issues that they moved
11 very quickly and we were happy that they were able to move
12 rather quickly. But it's kind of not allowed us to get
13 the word out as quickly as we'd like to to the residents.
14 So placement of a garbage can, I don't know if I'd ever
15 thought there'd be an issue but that has been the main
16 issue so far. As the residents are conflicted as to where
17 they need to put their can at. So we're continuing to
18 work with Advance Disposal on that and hopefully within
19 the next few weeks we'll get that all wrapped up and go
20 on. I think we've heard a lot of positive responses on
21 the cans. We've had some negative responses as well. So
22 it's just change. But it seems to have worked out fairly
23 well so far.

24 MS. SCHAFER: Thank you. Any questions for Mr.
25 Kibby?

1 (No response)

2 MS. SCHAFER: Thank you, Mr. Kibby.

3 That takes us to public comment.

4 MR. DOSTINE: Madam Chair, there was one
5 request, Mr. Ray Magusin.

6 MR. MAGUSIN: And as I always do when I come up
7 here, I give respect to the American flag. So I'm doing
8 it again. I pledge allegiance to that flag of the United
9 State of America and to the republic for which it stands,
10 one nation under God indivisible with liberty and justice
11 for all.

12 Now for a couple of my other comments. I want
13 to thank Mr. Lite and Mr. Frank for the very intense
14 discussion. You're involved. You're very involved. I
15 want to thank you. I also want to bring up a couple other
16 things. I think it is a resolution for what you try to do
17 with us paying for knocking down the building next door
18 should be brought up. But we have a city council. It
19 should be brought up on the city council. It should be
20 asked by the city council and then brought up to you.
21 They run this city. I think it's a very good amendment.
22 It needs to be brought in.

23 You know, I just respect the flag. I'm sorry.
24 We've got a lot of people that have died for that flag and
25 gave us the opportunity to come up here.

1 So I want to thank you for it.

2 I know many, many months ago I might have asked
3 a couple of you guys to go ahead and please step down and
4 resign and the reason why I did that was because there was
5 no involvement. You are involved. I did not see the
6 involvement behind the scenes. I just see the involvement
7 when I come up here. So you know what, thank you very
8 much. If I came over harsh that day I apologize. But
9 thank you. And hopefully moving forward and really watch
10 how we, the citizens, have to be deeply involved moving
11 our city forward by paying millages and our taxes. And
12 we, the citizens, of Allen Park with the help of our
13 administrators and with the help of our city council can
14 move the city forward. But most of that comes out of my
15 wallet. And I respect some of that. So thank you very
16 much. You guys all have a good day and let's enjoy this
17 weather.

18 MS. SCHAFER: Thank you.

19 MR. DOSTINE: That concludes public comments,
20 Madam Chair.

21 MS. SCHAFER: That brings us to board comments.
22 Any board comments?

23 MR. FRANK: I would just like to congratulate the
24 officials, the employees, the citizens of Allen Park. This
25 board has made a recommendation to make a large step forward

1 and we hope that the treasurer will see fit to approve the
2 order as recommended and while I might miss seeing each of you
3 every month not so much that I feel I would need to be here.
4 I want to also thank the staff of treasury who ably helped us
5 move through this process.

6 Have a wonderful afternoon.

7 MS. SCHAFER: Any other comments?

8 (No response.)

9 MS. SCHAFER: I shall entertain a motion to
10 adjourn. The meeting.

11 MR. LITES: So moved.

12 MR. FRANK: Support.

13 MS. SCHAFER: Darn.

14 So it's been moved and supported. I'm assuming
15 there's no discussion.

16 The meeting is adjourned. Thank you.

17 (At 3:00 p.m., meeting concluded)

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STATE OF MICHIGAN

COUNTY OF WASHTENAW) .ss

I certify that this transcript is a complete, true, and correct transcript to the best of my ability of the RTAB meeting held on June 22, 2016 at the City of Allen Park. I also certify that I am not a relative or employee of the parties involved and have no financial interest in this case.

RESPECTFULLY SUBMITTED:

June 24, 2016

s/ *Amy Shankleton-Novess*

Amy Shankleton-Novess (CER 0838)

Certified Electronic Reporter