

CITY OF WARREN BUILDING AUTHORITY
REGULAR MEETING
April 1, 2015

A Regular Meeting of the City of Warren Building Authority convened in the Warren Community Center Conference Room A, 1st Floor, 5460 Arden, Warren, MI 48092, at 4:00 P.M., John Becher, Chairman.

Members of the Board present:

John (Jack) Becher, Chairman
David Koury, Secretary
Mark Wyer, Commissioner

Also present:

Dennis Clark, Assistant City Controller
Roxanne Canestrelli, Assistant City Attorney

Board Members Absent:

None

1. CALL TO ORDER

Chairman Becher called the meeting to order at 4:00 p.m.

2. PLEDGE OF ALLEGIANCE

All stood and recited the Pledge of Allegiance.

3. ROLL CALL

Chairman Becher called the roll. All Members were present.

4. ADOPTION OF THE AGENDA

Motion:

Secretary Koury made a motion to adopt the Agenda, supported by Commissioner Wyer; discussion of the Chairman's yearly report would be discussed under new business. A voice vote was taken on the motion and it carried (3-0).

5. APPROVAL OF THE BILLS

- a. Request of the Controller's Office to issue a replacement check payable to the State of Michigan in the amount of \$2, 221.75 to escheat old checks for the old Joe Coach rent account. Building Authority **Check # 1575.**

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Dennis Clark, Assistant City Controller stated these were refunds under security deposits and key deposits that have never been cashed. A lot of them are made out to the estate of. In order to clean up the books the City was going to send them to the State escheat board.

Commission Wyer asked that the money then goes up to the State.

Dennis Clark said yes, rather than getting requests monthly from companies that look for outstanding money and then they call people and harass them and tell them they found outstanding money. If the Controller's office does not have this on the list, there is nothing there from them through the Freedom of Information Act. The controller's office can direct them to the State.

Commissioner Wyer stated, so they will go to the State looking for it there and it remains in their name when it goes to the State.

Chairman Becher asked the question, whether this should come out of the Building Authority account or the Joe Coach account.

Dennis Clark said this money is being held in the old Building Authority bank account before they rolled it over to the Joe coach account.

Chairman Becher said so the Building Authority still has money in there.

Dennis Clark said yes, this would clean up and close that account.

Secretary Koury said he did not know that, he was going to ask the same question. He thought when the funds were rolled over; he thought everything got rolled over.

Dennis Clark said he would double check but he thought they had keep this amount in the Joe Coach account because the checks were still outstanding and literally out there.

Secretary Koury said so the account is still open, a separate account.

Dennis Clark said yes.

Secretary Koury said, so that account would be closed and this would be drained?

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Dennis Clark said yes, it would have a zero balance and that would close it.

Secretary Koury asked if the board would get notice when that is closed, being that they were still in control of that money; how does that work?

Dennis Clark said he would have to check with the bank and see what they have to say.

Chairman Becher asked if there were other accounts that the Building Authority still controlled and have money in them.

Dennis Clark said he would have to check on that too, but he would assume that the rest of the money was rolled over, when the approval of transferring that money and the City put it under the general funds name because the bonds went over to the general fund as obligations.

Chairman Becher, joked, he was just trying to figure out who was going to pay his \$50.00.

Chairman Becher continued and asked if there were any other questions on the approval of the bill 5a?

Motion:

Secretary Koury made a motion to approve, supported by Commissioner Wyer.

Check for \$2,221.75 #1575.

Recording Secretary, Mary Kamp, Deputy Council Secretary requested clarification. Was the check being requested to be written out of the Building Authority account that she has only ever used in the past, ends in 8196.

Dennis Clark said yes, that was correct, that was the account Kris Battle would like the funds taken from.

Mary Kamp continued and said that account was where the board members \$50.00 comes from, where she would be depositing

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\$617,000.00 and then writing a check from the same account for the same amount...

Chairman Becher said the account would not be closed until everything was cleared.

Mary Kamp continued and said there are other bank account supplies that she has never used in her time her, upstairs locked away in the office.

Dennis Clark said that was because when they moved the other stuff over to the general fund, when the bonds and obligations.

Chairman Becher asked if those other accounts should be closed.

Dennis Clark said he would have to check into it.

Chairman Becher said to make sure that the checks are picked up and have them destroyed too.

Secretary Koury said there was going to be a meeting in October, correct? Put it on record that the board would like to meet and review all account status.

Mary Kamp said she would bring all the information she has on file.

Chairman Becher said, if Mr. Clark in the meantime finds out that those accounts are no longer valid, no longer in business, then he could pick up the old checks from the office and have them destroyed properly.

Mary Kamp said that would be great, as that was her concern. Check books, bank books, stamps, all kinds of financial instruments.

Dennis Clark said he would have to do some homework on it, he has been far away from the bank and reconciliation side of it, he does not know to be truthful.

Roll Call:

A roll call was taken and the motion carried (3-0).

Koury	Yes on Item 5a
Wyer	Yes on 5a

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Becher Yes on Item 5a for \$2,221.75 to State of Michigan Escheat, check fund, check #1575.

- b. Request of the Controller's Office to issue a check in the amount of \$617,100.00 payable to US Bank for agency fees for payment of final Building Authority 2005 Equipment Bonds, Warren Building Authority. **Check # 1576** (funds have been paid to the Building Authority from the general fund to cover this amount as approved by City Council-March 24, 2015, City check # 552940.

Motion:

Commissioner Wyer made a motion to approve, supported by Secretary Koury.

Commissioner Wyer was curious that the meetings were arranged to be in April, and that this bill was due in May, he believed, was there any reason this was sent to council early for them to have approved it in March, without hearing from the board?

Dennis Clark said it was sent early so that it would be on the Agenda and they would not have to have a special meeting or do anything special to get approval. He figured it was the last one, Kris Battle requested it be on the March list of bills, could he get it on the April 1, 2015 Building Authority Agenda. It was sent over and handled by the Mary Kamp. Now, Mary could sit on the check for a couple months if the board would like.

Commissioner Wyer said he did not know if there was any kind of interest involved.

Denis Clark said there was a little bit of interest involved.

Commissioner Wyer said he was just curious why it was approved early, normally the board would have approved it today and the City Council would have approved it in April and it still would have had time to be paid. He did not know what the rush was.

Dennis Clark said Kris Battle had time and asked if she could do it, and he told her fine.

Commissioner Wyer said that was fine with him.

Chairman Becher said he was glad they were cleaning up stuff.

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Secretary Koury said the board cleaned-up too much; they put themselves out of a job.

Roll Call:

A roll call was taken and the motion carried (3-0).

Wyer	Yes on Item 5b
Koury	Yes on 5b
Becker	Yes on Item 5b to approve Ck# 1576 payable to US Bank for payment of the final Building Authority 2005, equipment bonds in the amount of \$617,100.00.

c. Meeting Allowance Checks:

- | | | |
|----------------|-------------------|---------|
| 1. John Becher | Ck. # 1577 | \$50.00 |
| 2. Dave Koury | Ck. # 1578 | \$50.00 |
| 3. Mark Wyer | Ck. # 1579 | \$50.00 |

Motion:

Commissioner Wyer made a motion to approve, supported by Secretary Koury.

Roll Call:

A roll call was taken and the motion carried (3-0).

Wyer	Yes on Item 5c
Koury	Yes on 5c
Becher	Yes on 5c meeting allowance checks.

6 OLD BUSINESS

Chairman Becher said no old business remains at this time.

7 NEW BUSINESS

Chairman Becher said the only new business he was aware of was the year-end report. He made the rough draft and there have been some suggestions and he would take any other suggestions offered as the board went through and reviewed the report. It was just recommended in the first paragraph that the last sentence be deleted.

Secretary Koury stated that the board continues to serve until replaced.

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Commissioner Wyer and Chairman Becher agreed.

Chairman Becher stated the City could replace us or they will continue to serve, being that their terms expired in September, 2014.

Secretary Koury said no, at this point they should leave us on, there is too much information.

Chairman Becher continued and stated in the third from the end, it was also recommended that; he put in "at the final meeting"; and it was suggested he replace that with the April 1, 2015 meeting rather than the word final.

Both Commissioner Wyer and Secretary Koury agreed with that.

Chairman Becher said "this action ends the need for a Building Authority", did the board want to keep that line in?

Secretary Koury said no, let's take that out.

Chairman Becher agreed and stated "we also requested any monies remaining in any of the accounts be returned to the City of Warren" should the board take that out too?

Secretary Koury said yes.

Dennis Clark said that needed to be researched, legal and what to be done.

Chairman Becher said he would remove that for right now.

Secretary Koury said, there may come a reason for an emergency meeting.

Chairman Becher said he would reprint this, were there any additional corrections or suggestions?

Secretary Koury said he thought Chairman Becher had always done a great job on this.

Chairman Becher asked if it should be called the final report of the should it be called the 2015 report.

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Commissioner Wyer suggested the annual report.
Secretary Koury said yes, annual report. Final made it sound like it was the end of a television series.

Chairman Becher said that was what he was trying to do but evidently he was the only one that wanted to run away from this place.

Secretary Koury said once again, Chairman Becher does a great job.

Chairman Becher thanked Secretary Koury and asked if there were any other suggestions. Hearing none, he said he would do that but someone should make a motion to accept it.

Motion:

Secretary Koury made a motion to accept the annual report with the changes as discussed. Commissioner Wyer supported the motion.

Roll Call:

A roll call was taken and the motion carried (3-0).

Koury	Yes
Wyer	Yes
Becher	Yes

8 AUDIENCE PARTICIPATION

No one appeared

9 ADJOURNMENT

Commissioner Wyer asked for a clarification that there would be an October meeting to discuss the bank account information.

Chairman Becher answered yes and stated the next meeting would be October 7, 2015.

Motion:

Secretary Koury made a motion to adjourn, supported by Commissioner Wyer.

A vote was taken on the motion to adjourn, and it carried (3-0).

Chairman Becher adjourned the meeting at 4:23 p.m.

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Minutes Declared Adopted this _____ 2015, by David
Koury Building Authority Secretary.

APPROVED