

Village of Empire

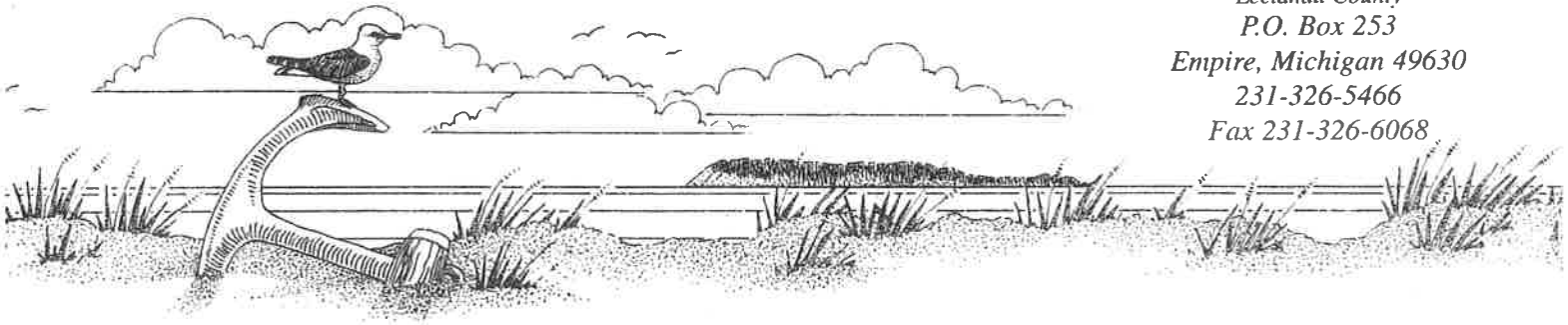
Leelanau County

P.O. Box 253

Empire, Michigan 49630

231-326-5466

Fax 231-326-6068



Empire Village Council Special Meeting Notice

Thursday, February 13th, 2020
Empire Township Hall @ 6:30 PM
10088 Front Street, Empire, MI

The purpose of the meeting is for:

- 1) Appointment of Village Council Trustee
- 2) Adoption of Discharge of Water from Private Property Ordinance

Persons with questions or individuals with disabilities requiring auxiliary aids or services to effectively participate in the meeting should contact the Deputy Clerk at (231) 326-5466, PO Box 253, Empire, MI 49630, or at deputyclerk@villageofempire.com.

**VILLAGE OF EMPIRE
LEELANAU COUNTY, MICHIGAN
Discharge of Water from Private Property
Ordinance #155 - Village of Empire Code of Ordinances**

The Village of Empire ordains:

Part I: Village of Empire hereby enacts Ordinance #155 - Village of Empire Code of Ordinances as follows:

Section 1. Purpose: This Ordinance is intended to protect public safety, public health, public streets/infrastructure and water quality within the Village of Empire. The provisions of this Ordinance are not intended to and do replace any county, state or federal regulation of waters.

Section 2. Definitions: As used in this Ordinance, the following words shall have the meanings:

Discharge Waters: Accumulated waters that are collected within and actively pumped from a structure's basement, crawl space, foundation or other similar structures on real private property within the Village of Empire.

Section 3. Discharge of Water Regulation Established: This regulation shall apply and govern with in the Village of Empire. The discharge of accumulated waters from the basement of residences, businesses and other structures on private property and onto public ways, public streets and alleys, or other public easements and thoroughfares shall be prohibited by this Ordinance. The infiltration and/or discharge of accumulated waters onto a private property is not prohibited, provided that such waters do not enter onto public ways, public streets and alleys, or other public easements and thoroughfares.

Section 4. Administration and Enforcement. The Village President, Zoning Administrator, and Director of the Department of Public Works shall administer and enforce the provisions of this Ordinance. In the case that such discharge of accumulated waters poses a danger to the public health, safety or the environment, such as from the accumulation of ice and/or stagnant waters on public ways, public streets and alleys, or other public easements and thoroughfares, these designated Village officers may order that the discharge of accumulated waters be ceased and desisted. Neither the Village nor any of its signees shall be held liable for any damage from the enforcement of this Ordinance. Violations of this Ordinance shall be subject to the Village of Empire, Civil Infractions & Violations Bureau Ordinance, #107.

Part II. Severability

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. Should any part, clause, sentence, paragraph or section of this Ordinance be found invalid or

unconstitutional for any reason by any court of competent jurisdiction, any such decision shall not affect the validity of the remainder of this Ordinance.

Part III. Conflict and Interpretation

The standards and provisions of this Ordinance shall be interpreted as being the minimum requirements necessary to uphold the purposes of this Ordinance. Whenever this Ordinance imposes a higher standard than that required by other regulations, ordinances, or rules, or by easements, covenants or agreements, the provisions of this Ordinance shall govern. When the provisions of any other statute impose higher standards the provisions of such statutes shall govern. When it is alleged by a petitioner that there is an error in interpretation of this Ordinance by the Village enforcement designees, the Village Council shall review such an appeal, provided that a written appeal is filed within thirty (30) days of the decision of the Village enforcement designee. The concurring vote of a majority of the Village Council shall be necessary to reverse any interpretation of this Ordinance by the Village enforcement designee.

Part IV. Savings Clause

All proceedings pending and rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law in force when they were commenced.

Part V. Effective Date

The provisions of this Ordinance are ordered to take effect thirty (30) days after publication (as the full text or as a summary thereof) in a newspaper of general circulation in the Village of Empire.

Part VI. Adoption

This Ordinance was duly adopted by the Village of Empire Council at its regular meeting called and held on the ____ day of _____, 2020.

Part VII. Publication

The Village Clerk shall cause this Ordinance or summary of this Ordinance to be published in a newspaper of general circulation within Village of Empire within thirty (30) days after adoption.

Wayne Aylsworth, President, Village of Empire

Derith Smith, Clerk, Village of Empire

Adoption date:
Publication date:
Effective date:

CERTIFICATION

I, Derith Smith, the Clerk for Village of Empire, Leelanau County, Michigan, do hereby certify that the foregoing is a true and complete copy of this Ordinance adopted by the Village of Empire Council at a regular meeting held on _____, 2020. The following members of the Village of Empire Council were present at the meeting: _____.

The Ordinance was adopted by the Village of Empire Council with ___ members of the Council voting in favor (_____) and ___ voting against (_____).

A copy of the Ordinance or a summary thereof was published in the Leelanau Enterprise and the Traverse City Record Eagle on _____.

Derith Smith, Clerk, Village of Empire

Village of Empire

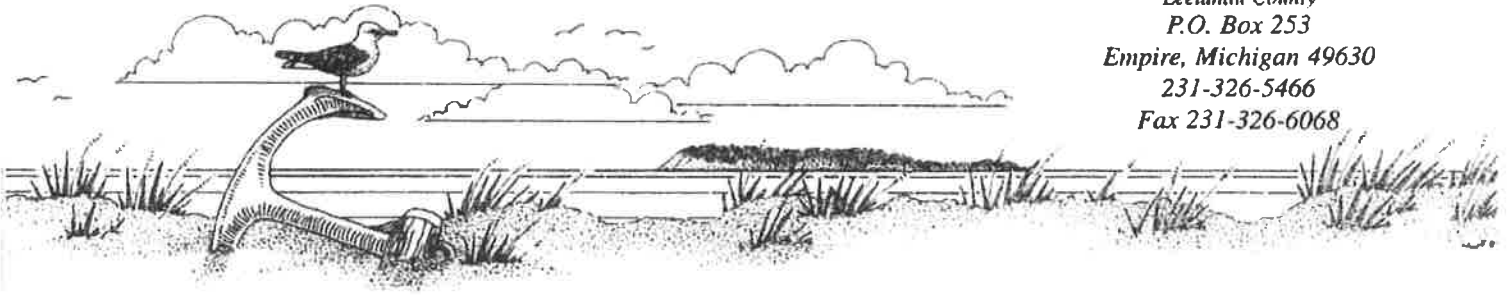
Leelanau County

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Application to Serve on Boards and Committees

The Village of Empire is committed to seeking qualified and interested citizens to participate in public service through appointment to various positions, boards, and commissions. To be considered for appointment, a citizen must have an application on file with the Village Clerk's office. In addition to the completion of this application, please submit references and cover letter that expresses your desire to serve on the specified board/commission. You may also include any relevant education background, experience or area(s) of expertise that may be beneficial.

Name: Margaret (Meg) Walton Date: 1-28-2020

Address: 10888 W. Pitch Apple

Occupation: Retired teacher

Home: — Cell: 810-287-6190 Work: —

Email: MBWalton72@gmail.com

Position(s) Applying For: Village Council trustee

Are you a Village of Empire resident? YES NO If so, for how long? 4 years

What other Boards/Commissions or positions have you served on or held? Master Plan Chair, CIP

Could you regularly attend scheduled Board/Commission meetings? YES NO Conflicts: —

Why do you wish appointment to this position? Empire is in a time of transition and the Village needs a blend of residents (new, long term, from various →

What are your qualifications/credentials for appointment? Education (B.A., M.A.) and a strong commitment to see Empire thrive.

Signature: Meg Walton

By signing this application, you are stating your desire and commitment to serve for length of your term.

neighborhoods. This mix will create a dynamism that will allow the village to meet future challenges. We are losing retail, full time residents, young families and people willing to volunteer. This is why I want to serve.

Village of Empire

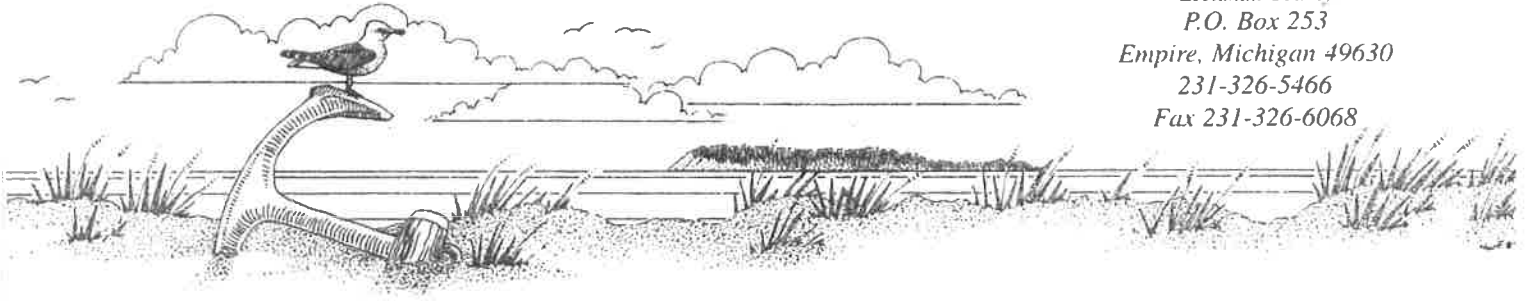
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Name: Sue Palmer Date: 1/27/2020

Address: 12089 S. Wood St. Empire, MI

Occupation: Retired

Home: 231-326-5458 Cell: 402-201-4242 Work: -

Email: sioux.palmer@gmail.com

Position(s) Applying For: Village Council

Are you a Village of Empire resident? YES NO If so, for how long? 8 years

What other Boards/Commissions or positions have you served on or held? Empire United Methodist Church - Chair; Empire Planning Commission - 2 yrs - Chair - one year;
Could you regularly attend scheduled Board/Commission meetings? YES NO Conflicts: _____

Why do you wish appointment to this position? I feel that I can make a difference in our community.

What are your qualifications/credentials for appointment? I am currently involved in Empire by sitting on (and chairing) the Planning Commission. I have a strong commitment to our community + its future.

Signature: Sue Palmer

By signing this application, you are stating your desire and commitment to serve for length of your term.

VC 2/13/20

Wayne 'Soni' Aylsworth
Empire Village President
Empire, MI

Dear Soni,

I am submitting my application to fill a vacant seat on the Empire Village Council.

I have a vast background in the energy industry. My last position was a consultant to a very large Energy company in Denver, CO. My first position in the industry was in 1998 as a clerk. I worked my way from filing, purchasing from small natural gas producers, scheduling natural gas for delivery, training natural gas users in the deregulation of the industry, project lead to a large utility in Chicago deregulating their users, facilitating the development of energy software, on-site project lead, training and consulting in energy deregulation and finally as a consultant/project lead to the CO company. All of this has provided the skills needed to listen, research, facilitate and roll out anything put in my path.

I have been working on the Empire Village Planning Commission for the past 2 years. One year as a commissioner and one as the Commission Chair. Prior to my appointment to the Planning Commission, I served on the Review Committee of the Empire Master Plan. I have learned a great deal about the inner working and processes of local government.

I have taken several classes to help develop my skills in process and job description. One of the best is the MSU Citizen Planner Program – Fundamentals of Planning and Zoning I know there is much more to learn, but I truly welcome the knowledge.

My family has been in Empire since its inception. I feel a strong need to continue to grow in a way that keeps the small town character and charm of our awesome Village.

I appreciate your consideration.

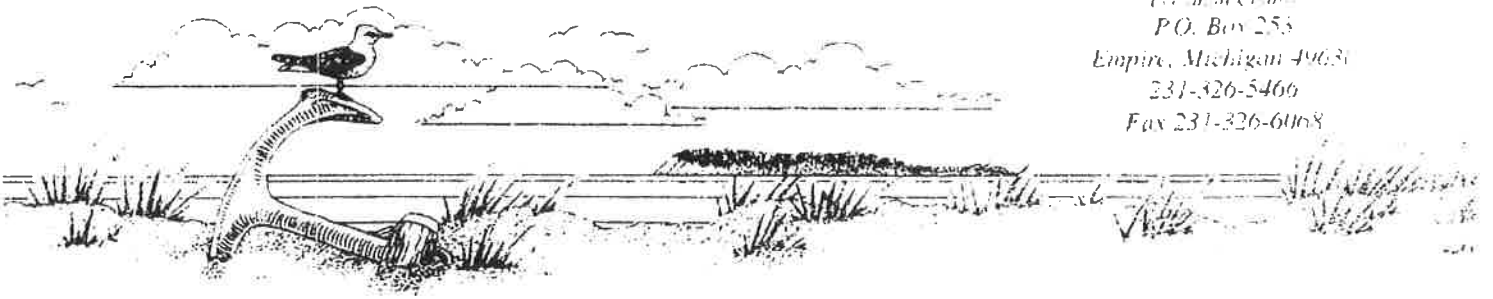
Sincerely,
Sue Palmer
12089 S. Wood St.
Empire, MI

References:

Barb Foged – Empire – 231-326-5998
Tracy Masker – Omaha, NE 402-676-4525
Bill Lyon – Lake Ann – 231-334-4387

Village of Empire

Leelanau County
P.O. Box 253
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Application to Serve on Boards and Committees

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Name: TODD F. AVIS Date: 2/1/2020

Address: PO Box 145, Empire, MI 49630

Occupation: Educator/Business Owner

Home: N/A Cell: 616-915-7049 Work: N/A

Email: tavis@leelanavedgroup.com

Position(s) Applying For: Village Council Trustee vacancy.

Are you a Village of Empire resident? YES NO If so, for how long? Property owner 14 yrs; Resident 6

What other Boards/Commissions or positions have you served on or held? See attached letter of interest

Could you regularly attend scheduled Board/Commission meetings? YES NO Conflicts: I may occasionally have a conflict.

Why do you wish appointment to this position? See attached letter of intent - 2/yr.

What are your qualifications/credentials for appointment? See attached letter of intent

Signature: Todd F. Avis

By signing this application, you are stating your desire and commitment to serve for length of your term.

vc 2/13/20

Todd F. Avis
11779 Erie Street
Empire, MI 49630

February 1, 2020

President Wayne Aylsworth and Empire Village Council
11518 Lacore Road
Empire, MI 49630

Dear Council Members:

Please accept this letter as my application to serve the Village of Empire as Village Trustee. It is my hope you will give my application and experience thoughtful consideration. As you will see in this letter and attached resume, I have the private and civic experience and qualifications to contribute to the Village while helping create and form the vision for the future.

By way of background, I have been a property holder in the Village for approximately 14 years and a full-time resident for over 6 years. Prior to moving to the Village, I lived in four communities where I served in several volunteer and civic roles. Whether it be civic, religious, or non-profit boards, I believe I have contributed to the organization with a high degree of effectiveness, integrity, and passion. Here of some of my past civic and volunteer experiences:

- South Wales Volunteer Fire Department, first responder, fire fighter
- City of Hillsdale, planning commission member
- City of East Grand Rapids, traffic commission member
- Village of Empire, master plan and planning commission member
- Hillsdale First Presbyterian Church, session member

2/13/20

Page 2

- Camp Henry, board member, board president
- Leelanau School, vice chair
- Empire Hops and Asparagus Festivals, volunteer
- Village of Empire Short Term Rental Committee, chair
- East Grand Rapids Lacrosse Parent Board, board president
- MHSAA Lacrosse Official, registered official
- New Neighborhood Phase I and 2, president

The Village is at an important crossroads. With a small village population that experiences high tourist traffic requiring various and changing needs, council members serve as the stewards of tax and fee revenues. Our responsibility is to carefully safeguard the current assets of the Village while preparing for the needs of the future. Oftentimes, and it seems quite often as of late because of emergent issues requiring immediate attention and funding, I sense the Council can get distracted from working on a long-term agenda. While certainly not a criticism, it is reality. I would like to help to set the priorities for the future and that requires planning and due diligence. These are the two key areas in which I can contribute.

A strong and vibrant community such as Empire requires strategic planning and goal setting. It would be my hope I could assist the Village in finding methods to capture the opinions and desires of our residents while developing policies and goals that meet the needs of our residents. While this position is short-term, I understand my role will be short, yet I hope to be impactful during my tenure.

Thank you for your time as you deliberate on this important and critical Village appointment. I am available to speak directly with Council members by phone or in person should they have any questions or comments. I look forward to serving the Village of Empire.

Sincerely,

A handwritten signature in black ink that reads "Todd F. Avis". The signature is written in a cursive style with a long horizontal stroke at the end.

Todd F. Avis

Todd F. Avis
PO Box 145 Empire, MI 49630
Cell: (616) 915-7049
tavis@leelanauedgroup.com

CURRENT EMPLOYER

Leelanau Education Group
CEO/President

EDUCATION

State University College at Buffalo
Master of Science in Educational Foundations, 1988

Hillsdale College

Bachelor of Arts, History Major, English Minor, 1984
State of Michigan Provisional Teaching Certificate

PROFESSIONAL POSITIONS HELD

- 8/08 to 1/13** **Vice President for Education**
American Education Group, Grand Rapids, MI
Designing curriculum and developing schools for students who learn differently
- 7/07 to 7/08** **Education Consultant**
Todd Avis, LLC, Grand Rapids, MI
Providing educational and leadership consulting services for charter schools
- 7/98 to 7/07** **Vice President for Education; Director of School Quality**
National Heritage Academies, Grand Rapids, MI
The nation's third largest education management organization supporting 53 schools with 1,100 classrooms and 22,000 students.
- 7/97 to 6/98** **Principal of Vista Charter Academy**
National Heritage Academies, Grand Rapids, MI
Principalship of 300 student central city elementary school
- 7/93 to 7/97** **Headmaster of Hillsdale Academy and Editor of *Hillsdale Academy Reference Guide***
Hillsdale College, Hillsdale, MI
Hillsdale College's education reform model elementary school
- 6/92 to 6/93** – **Director of Admission; Teacher of Reconstructive Language**
The Gow School, Buffalo, NY
The nation's oldest college preparatory boarding school for dyslexic students in grades seven through twelve
- 6/90 to 6/93** – **Academic Coordinator**
The Gow School Summer Program, Buffalo, NY
- 8/84 to 6/93** – **Teacher, Director of Student Affairs and Coach**
The Gow School

Date 2 / 11 / 2020

From: Sam Barr

P.O. Box 231

1155 Zeller

Empire MI

49630

TO: Village Council and
President

Please consider me
for the vacant Council Seat.
I have a wide knowledge of
Village Business.

Thank you

Sam Barr

VC 2/13/2020

Village of Empire

Leelanau County

P.O. Box 253

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Fax 231-326-6068

Application to Serve on Boards and Committees

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Name: Linda Deering Chase Date: Feb 10, 2020

Address: 11364 S. LaCore Rd, Empire MI 49630

Occupation: retired - 25 years Design + Drapery, Shade Business

Home: 859 9929201 Cell: (859) 992-9201 Work: _____

Email: lhc.empire@gmail.com

Position(s) Applying For: village council member

Are you a Village of Empire resident? YES NO If so, for how long? 22 yrs + (10 months 2019-20)

What other Boards/Commissions or positions have you served on or held? none in Empire, MI

Could you regularly attend scheduled Board/Commission meetings? YES NO Conflicts: Several in 35 years in other states

Why do you wish appointment to this position? Iored to "serve" our small community Empire,

with my talents, business skills and experience with other organizations (religious, school,

What are your qualifications/credentials for appointment? Served in many roles in organizations, that

required planning events and projects, analyzing data and facts, budgeting, business

plans and proposals. In addition, I ran a successful sole proprietorship for 25 years

Signature: Linda Deering Chase Feb 10 2020

By signing this application, you are stating your desire and commitment to serve for length of your term.

VC WS 2/13/20

February 10, 2020

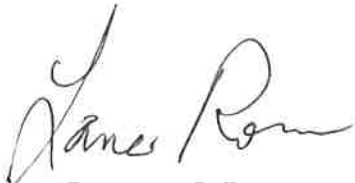
To whom it may concern;

I am writing on behalf of Linda Deering Chase. I have known Linda and the Deering family for over 40 plus years. The Deering's have been very active in the community of Empire for over a century. They have held many civic offices and duties, along with leadership roles and a great deal of community service.

Linda has continued in the same matter in her last 40 years in the communities she has lived. And now she wants to pursue that in her hometown of Empire. She and her husband, Bob, have retired and moved permanently back home.

Linda has spoken to me many times about her interest to serve and to be involved locally. I have known her many years and can vouch of her drive and willingness to get things done.

I would recommend her for a position on the Empire village council.

A handwritten signature in cursive script that reads "Lance Roman". The signature is written in black ink and is positioned above the printed name.

Lance Roman, P.E

Roman-Jones Inc. Engineer consultant in Empire

President of Empire Airport Authority

Chairman of Glen Arbor Township Planning Commission


February 10, 2020

To the Empire Village Council and President;

I am writing to express my desire for the position on the Empire village council. I am very interested in serving on the board and applying my advisory and business skills to the community.

I have spent many years of my life being on several church, school and business-related boards. My life has consistently been about serving others and volunteering my time to make other lives better. My parents (Mark and Alice Deering) were great role models. They were pillars in this community for serving others and helping those in need.

I hope for the opportunity to serve and I am confident you will find me a good fit for your board.

A handwritten signature in black ink, appearing to read "Linda Deering Chase". The signature is fluid and cursive, with the first name "Linda" being the most prominent.

Linda Deering Chase

January 8, 2020

To whom it may concern,

Subject: Reference for Linda Chase

I have known Linda Chase for over four years and during most of that time we served together on the Trustees at our church, Immanuel United Methodist Church in Lakeside Park, KY. Linda served the better part of a three year term, only leaving early to move to Northern Michigan. I was the chairman of Trustees the entire time Linda was a Trustee. The church requires that the nine-member committee include at least three females and they, including Linda, provided a great balance that I very quickly came to appreciate. She rarely missed a monthly Trustee meeting and was always totally engaged in all meeting agenda items.

The church recently completed a 2.5-million dollar renovation of which Linda was an important part. Her input as part of the design team was very helpful in terms of all of the interior finishes selected.

I would certainly recommend her for a position on the Empire Village Council. If you have any questions, please feel free to contact me. My phone number is 859-441-2608 and email is byoakum@csuchico.edu.

Sincerely,

A handwritten signature in black ink, appearing to read "Bruce Yoakum", written in a cursive style.

Bruce Yoakum

Village of Empire Application For Employment

We are an Equal Opportunity Employer and committed to excellence through diversity.

Please print or type. The application must be fully completed to be considered. Please complete each section, even if you attach a resume.

Personal Information

Name

BARBARA J. KELLY

Address

11033 S. LACORE RD.

City

EMPIRE

State

MI

Zip

49630

Phone number

(312) 833-0499

Email address

BKELLYEMPIRE @ GMAIL . COM

Are you legally eligible to work in the US?

Yes No

Are you a veteran?

Yes No

If selected for employment are you willing to submit to a background check?

Yes No

Position

Position you are applying for

EMPIRE VILLAGE COUNCIL

Available start date

ASAP

Desired pay

Ø

Employment desired

Full time

Part time

Seasonal/Temporary

Education

School name

Location

Years attended

Degree received

Major

UNIV. OF MICHIGAN

ANN ARBOR MI

1969-1973

B. MUSIC

MUSIC EDUCATION

WHEATON COLLEGE

WHEATON, IL

1978-1980

M.A.

COUNSELING

ILLINOIS SCHOOL OF PROF.

CHICAGO, IL

1980-1985

PSY.D.

CLINICAL PSYCHOLOGY

PSYCHOLOGY

References (business and professional only)

Name

Title

Company

Phone

DR. BRANDY BLOWNT

DEPT. CHAIR

CHICAGO SCHOOL OF PROFESSIONAL PSYCHOLOGY

404-906-0074

DR. GREEDA McGRATH

DEAN

" "

bmcgrath@thechicago school.ed

MAGGIE PACON

COUNCIL MEMBER

EMPIRE VILL. COUNCIL

231-383-5073

THE REV. VALERIE AMBROSE

PRIEST / CANON

DiO. OF

616-901-5016

MISSIONER - EPISCOPAL
DIOCESE OF
WESTERN MICHIGAN

WESTERN
MICHIGAN


VC 2/13/2020

Employment History

Employer (1) CHICAGO SCHOOL OF PROF. PSYCHOLOGY	Job title CURRENT: PROFESSOR	Dates employed 2007 - CURRENT	
Work phone 312-833-0499	Starting pay rate	Ending pay rate	
Address (I teach from home)	City CHICAGO	State IL	Zip
Employer (2) SAME AS ABOVE	Job title DOCTORAL PROGRAM DEPT. CHAIR: IN CLINICAL PSYCHOLOGY	Dates employed 2007 - 2010	
Work phone	Starting pay rate	Ending pay rate	
Address 350 N. WELLS	City CHICAGO	State IL	Zip 60654
Employer (3) PRIVATE PRACTICE OF PSYCHOLOGY	Job title CLINICAL PSYCHOLOGIST	Dates employed 1988 - 2006	
Work phone	Starting pay rate	Ending pay rate	
Address	City CHICAGO	State IL	Zip
Employer (4) FORT MYERS MIDDLE + HS	Job Title MIDDLE/HS ORCHESTRA TEACHER	Dates employed 1973 - 1978	
Work phone	Starting pay rate	Ending pay rate	
Address	City FORT MYERS	State FL	Zip
Employer (5) INTERLOCHEN / NATIONAL MUSIC CAMP	Job title COUNSELOR / PRACTICE SUPERVISOR	Dates employed MANY SUMMERS IN 1970'S!	
Work phone	Starting pay rate TICKET OFFICE	Ending pay rate	
Address	City INTERLOCHEN	State - M	Zip

Signature Disclaimer

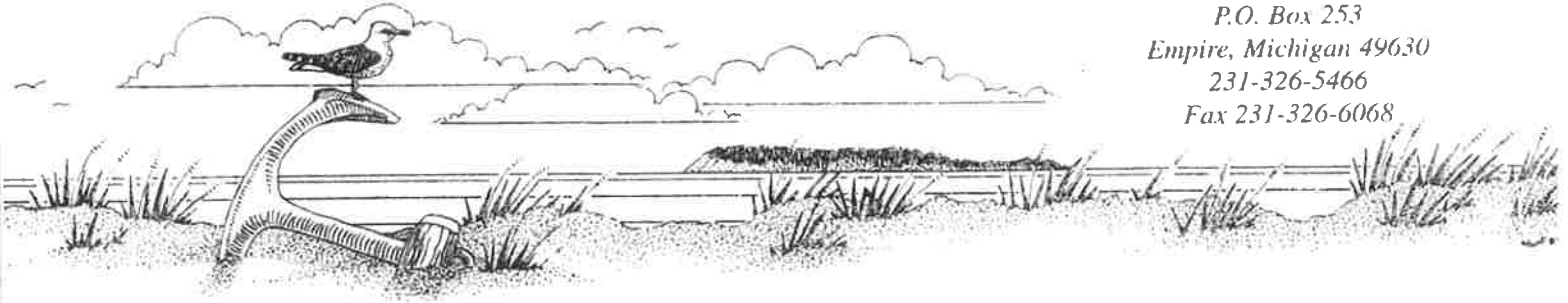
I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my employment being terminated.

Name (please print) BARBARA J. KELLY	Signature 
Date 2-11-20	

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Name: BARRIS KELLY Date: 2/11/20

Address: 11033 S. LACORE RD. EMPIRE MI 49630

Occupation: PSYCHOLOGIST (RETIRED) & EDUCATOR

Home: X Cell: (312) 833-0499 Work: X

Email: BKELLYEMPIRE@GMAIL.COM

Position(s) Applying For: EMPIRE VILLAGE COUNCIL

Are you a Village of Empire resident? YES NO If so, for how long? 9 years (since 2011)

What other Boards/Commissions or positions have you served on or held? FATHER LOVETT FOUNDATION; PARISH COUNCIL (VESTRY); DIOCESAN COUNCIL EPISCOPAL DIOCESE OF WESTERN MICHIGAN

Could you regularly attend scheduled Board/Commission meetings? YES NO Conflicts: _____

Why do you wish appointment to this position? I HAVE RECENTLY COMPLETED 2 TERMS OF SERVICE ON

PARISH COUNCIL, DIOCESAN COUNCIL, & WILL GO OFF FR. LOVETT FOUNDATION (3 TERMS) - AND NOW HAVE TIME TO COMMIT TO SERVING THE COMMUNITY I LOVE.

What are your qualifications/credentials for appointment? IN ADDITION TO HIGHER EDUCATION ADMINISTRATIVE

EXPERIENCE (MANAGING LARGE BUDGET; HIRING/FIRING/EMPLOYEE PERFORMANCE REVIEWS) I AM AN EXCELLEN

Signature: Barbara Kelly LISTENER, SEEK CONSENSUS, EMPLOY GENTLE HUMOR AND AM RESPECTFUL IN ALL MY RELATIONSHIPS.

By signing this application, you are stating your desire and commitment to serve for length of your term.

Barbara J. Kelly
11033 S LaCore Rd.
Empire, MI 49630
312-833-0499
bkellyempire@gmail.com

February 11, 2020

Members of Empire Village Council
Empire, MI

Dear Friends and Neighbors,

Thank you for the opportunity to apply for the open seat on the Empire Village Council. I appreciate your consideration. Please know I would be very willing to be interviewed if that would assist you in making your decision.

As stated in my application, I have lived in the Village of Empire since 2011. During that time, I have been involved as an active member of my local Episcopal Church, where I served on the Vestry (parish council) for six years and another year as Chaplain to the Vestry. Additionally, I have served the church on a regional level, having been elected to serve on the Diocesan Council, where we work with our Bishop and meet throughout the Western half of Michigan to do the business of the church. Finally, I am currently in my last of three terms serving on the board of the Father Lovett Foundation, a granting agency.

However, my focus has been also on our community: I volunteer at the Glen Lake Community Library and enjoy meeting and greeting our local Empire residents as well as our many summer visitors each year. This fall I began to serve the Glen Lake Schools by being a weekly student mentor.

I am a careful listener, a seeker of consensus, in my leadership positions I am known as one who tends to raise morale and good will, and I am a practical problem-solver.

Now that my various volunteer roles with the church have ended (or soon will), I would very much appreciate the opportunity to serve the Village of Empire. I summered with my grandparents on Big Glen Lake (since 1951), but when I had the opportunity to move I chose Empire because of the year-round feeling of village life and caring neighbors, many of whom who devote themselves to the care and support of others. I am a "give back" kind of person and would like to give back to the community that has embraced and nurtured me for nine years.

Thank you for your consideration.

Respectfully yours,

