

CITY OF BURTON
COUNCIL OF THE WHOLE WORKSHOP MINUTES
MARCH 5, 2012 AT 6:00 P.M., COUNCIL CHAMBERS
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The Workshop was called to order by President Tom Martinbianco at 6:15 p.m.

MEMBERS PRESENT: Wells, Martinbianco, Haskins, Smith, Ellenburg, O'Keefe and Heffner.

MEMBERS ABSENT: None.

OTHERS PRESENT: Attorney R. Austin and M. Snow, Clerk's Office.

PURPOSE OF THE MEETING: Discussion and possible recommendation regarding Ordinance 32.19, Sale of City Property.

PRESENTATION:

Mrs. Ellenburg said Mr. O'Keefe, Mr. Austin and herself met to work out a solution to present to Council. She read the letter Mr. Austin created in effort to find a solution between members to sell the City owned properties.

Mr. Austin went over each area of the letter explaining scenarios. In Section 2 if a property is for sale but not bid on only a purchase agreement would be needed, which would need Council approval. Under Section 3 if the property is for sale for the first time it would be done under a sealed bid process.

COUNCIL DISCUSSION:

Mr. Martinbianco asked what happens if the Assessor puts a price on a property and values go up the following year.

Mr. Austin replied that Council establishes prices each January. He said under Section 6 he will correct this wording to incorporate advertising prior to a resolution of intent goes on the agenda, which will specify how bids will be handled.

Mr. Smith said he has been concerned about getting the word out to the public. We must put it in the general publication of the newspaper, on the City's website so people can inquire at the City offices and have signs on the doors.

Mr. Martinbianco said we could establish a link on the website to view the properties.

Mr. Smith said the City gets about 30-50 hits a day on our website.

Mr. Austin said selling these properties isn't a moneymaker so we shouldn't spend lots of money on advertising. Placing an ad in the Burton View will cost the City some money but the other ideas are not cost prohibited but still get the word out. All these notification requirements will be included in this resolution that will be on the March 19th agenda. Once the bids are received the Council is required to approve the highest qualified bidder and be approved on 2 occasions.

Mr. Martinbianco asked if prices are good until they are changed in January.

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Mr. Austin agreed. He said he would be putting in additional notification requirements in the resolution for consideration at the next meeting.

Mr. Smith reiterated that sealed bids will be taken for 5 days from the date of publication and legal notices will be advertised in the general publications area of the newspaper.

Mrs. Ellenburg said after sealed bids are open and after 30 days then we would take bids on the remaining properties. This is so on the 6th day we don't have people coming in and putting their name down instead of going through the bid process.

Mr. Austin said we currently have a sealed bid process but we will probably be doing additional advertising for bids that is not necessarily required by the existing ordinances. It will be up to the Council to award the properties to the highest qualified bidder at an open Council meeting.

Mr. Smith asked if the process would be starting over for the properties we previously had for sale. Mr. Austin replied deposits have been returned to those who submitted purchase agreements.

Mr. Wells asked Mr. Austin how other jurisdictions he works for handles the sales of properties. Mr. Austin said Burton was one of the first to start wholesale acceptance on the properties from the Land Bank and we are one of the biggest areas for these tax reverted properties. We are laboring under the Charter's 2 approval process, which is unique since no one else does that.

Mr. Wells feels 5 days may not be enough for advertising.

Mrs. Ellenburg said the Clerk's Office puts the advertisement in the paper 1 time on a Sunday but the web is our biggest tool. Signs in the windows or yard of the parcels were a good idea as well.

Mr. Smith would be more comfortable allowing 7 days rather than 5.

Mr. Austin confirmed 7 days for notification would be reflected in the resolution.

Mr. Wells feels a sign in the yard is a necessity and the City can add the sales cost onto the bid.

Mr. Austin stated putting signs in the ground would require DPW workers to do that work.

Mr. Haskins said we must have signs in the yard, as it will alleviate some of our issues. He feels adding \$50.00 onto the bid for fees are sufficient.

Mr. Martinbianco said the City would also have to mow the lawn so the sign is visible.

Mr. Austin said he would add the \$50.00 charge.

Meeting adjourned at 6:55 p.m.

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