

CITY OF BURTON
FINANCE SUB-COMMITTEE MEETING MINUTES
FEBRUARY 5, 2004, 3:30 P.M., BURTON CITY HALL, COUNCIL CHAMBERS

Robert Bement, Chairperson, called the Finance Meeting to order at 3:30 P.M.

MEMBERS PRESENT: Bement, Centilli and Curtis.

MEMBERS ABSENT: None.

OTHERS PRESENT: C. Abbey, DPW Director; K. Wright, Building Division; T. Strasser, Deputy Planning Official; R. Riess, Water & Sewer Supervisor and C. Ladd, Deputy City Clerk.

PURPOSE OF THE MEETING: DISCUSSION AND POSSIBLE RECOMMENDATIONS CONCERNING
THE FOLLOWING:

1. FEE SCHEDULE

PRESENTATION:

Mr. Abbey gave a brief explanation regarding the increase in the fee structures. Rather than individually discussing the items one at a time, we would like to bring them forward now since most of the fees haven't been increased in quite a number of years. Mr. Abbey gave various examples of fees that do not cover the actual expenses. One of those is the fee charged for marriage licenses. There is clerical work done by the Mayor's secretary and there are actual times when the staff is called in to witness a marriage. Mr. Abbey said the Building Department is subsidized by General Fund and is done so because of the accounting practices as suggested by Mr. Becker and the North American Finance Association. Mr. Abbey said when he became DPW Director, he asked Ken Wright to do some investigating for us in regards to the fees being charged. These numbers will reflect a countywide average and a comparison that was done with several of the Townships we border. We took an average and believe these fees are in the upper two-thirds percentile. He said the residents tax dollars should not subsidize builders or free enterprise. We only want to recoup under Headlee and get these fees more in line to where we break even. We are not breaking even in many areas because some of these fees haven't been increased since the early 1980's. Mr. Abbey said Rick Riess would be reviewing the water and sewer fees after the building department fees are completed. Mr. Abbey said they took last year's utilization of several of the items and looked at where we are today with projects or prospective projects and averaged them out. We know there will be a fairly good increase for the year. We are hopeful the Committee will be able to make a recommendation to the City Council to increase the fees.

Ken Wright then reviewed the various proposed increases in the fee schedule. (A copy is on file in the Clerk's Office for review).

Rick Riess, Water and Sewer Supervisor, reviewed the proposed increases for the Sewer Installer and Watermain Installer licenses. He said he is proposing to increase the rates to \$100.00 for each license. Mr. Riess said he is also proposing to increase the Sewer and Water Tap-in fees in Ordinance 59-C. He reviewed both the direct and indirect connection fees. (A copy is on file in the Clerk's Office for review). Mr. Riess said even with the increases, we are still low in the County. However, the increases will help offset the proposed deficits in the water and sewer budgets.

AUDIENCE PARTICIPATION:

Pauline Dargel, 6119 Hugh St., said she is pleased that Mr. Abbey is addressing the fee increases at this time. She asked how the fees would be handled for those who have festivals and are approved under a resolution rather than ordinance.

Mr. Abbey replied that those people would be coming in and paying an annual fee for each year.

Mr. Curtis said the Zoning Board of Appeals has given some of the places such as Holy Redeemer and Blessed Sacrament a five-year variance, but they should still be paying the annual fee.

COMMITTEE DISCUSSION:

When Mr. Wright explained the increase in fees dealing with the mobile homes, Mr. Centilli indicated that he believed the \$100.00 fee is still too low to move the mobile homes. He inquired as to what Grand Blanc Township and others were charging for this service.

Mr. Curtis commented that when the mobile homes are moved, they are required to have crawl spaces plus the water and sewer so they may be looking at a substantial amount of money when moving these mobile homes out of the parks.

Mr. Wright indicated that Grand Blanc Township also charges \$100.00 to move the mobile homes.

Mr. Curtis said he noticed that many of these fees haven't been increased since 1981. He asked if it would be proper to adopt the proposed fees with the stipulation that they could be adjusted per the Consumer Price Index so the fees don't get way out of the line as they are today.

Mr. Abbey said it might fine to adopt the fees with that stipulation. However, we may still be one year behind.

Mr. Curtis said even so, we wouldn't have the discrepancy we have today going from 1981 to 2004.

Mr. Abbey said the Committee could make this type of recommendation and the administration could check with our legal counsel.

Mr. Bement asked when the proposed fee increases would be ready to present to the full Council

Mr. Abbey replied that we are nearing the construction season and the ordinance would need two readings along with proper publications before going into effect. If you agree with the recommendations, this could be put on the agenda at the next regular meeting. We can put together information and have them in the Council boxes before the next meeting.

Mr. Wright commented that staff didn't want to reprint the booklet until they had Council input and approval.

Mr. Abbey said after just going through the audit review, many of these costs are long overdue.

COMMITTEE RECOMMENDATIONS:

Curtis moved and Centilli seconded the following motion:

1. Approve and authorize the recommendation for approval to the City Council to adopt the proposed fee schedule and include the CPI Index on an annual basis, for building permit fees for the building department.

Motion carried 3-0.

Meeting Adjourned at 5:14 P.M.

Cheryl M. Ladd, CMC
Deputy City Clerk

CML