

CITY OF BURTON
FINANCE SUB-COMMITTEE MEETING MINUTES
JULY 15, 2003, 4:15 P.M., BURTON CITY HALL, COUNCIL CHAMBERS

MEETING CALLED TO ORDER BY COUNCIL VICE-PRESIDENT DANNY WELLS AT 4:15 P.M.

MEMBERS PRESENT: Wells, Tinnin, Centilli

MEMBERS ABSENT: None

OTHERS PRESENT: B. Whitman, Police Chief, C. Abbey, Administrative Asst., J. Adams, Clerk's Office

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

1. Transfer of fund of \$30,000 from General Fund-Contingency to the Police/Fire Statue Project as an advance of funding to be reimbursed with project donations.
2. Codification of Ordinances.

POLICE/FIRE STATUE PROJECT

PRESENTATION:

Police Chief Bruce Whitman addressed the history of the Police/Fire Statue Project. He said it will serve as a reminder of what the police and firemen do and basically be a living memorial to those that serve and will serve.

Chief Whitman spoke further regarding fund raising efforts. He stated Southmoor Golf donated a custom Harley Davidson golf cart to auction off. We are in the process of obtaining the license to raffle it off and are anticipating a \$4,000 to \$5,000 payoff. We are also selling memorial bricks at \$60.00 a piece. There are 600 bricks that will bring well over \$30,000 which should fund this project fully. We want to put anything above that into a fund to maintain it so that at some point if we want to add lighting or other items we can do it through that fund. We want to make it self-sufficient.

Chief Whitman stated another idea is to tie a walkway from the City Hall parking lot to the Police/Fire facility. When people come here for meetings or training we are afraid of a slip and fall going down the driveway. We would line up some steps coming from the parking lot, extend the walkway over to the front of our building and then it would flow all the way over to the pavilion at the park. We were struggling with some of the fundraiser ideas and we simply wanted to bring it to Council to ask for support in our endeavors and transfer the money to get us up and running and complete the project. We are virtually guaranteeing the money back and we see it as nothing but a win situation.

AUDIENCE PARTICIPATION: No audience participation.

COMMITTEE DISCUSSION:

Mrs. Tinnin asked how much money has been generated from the bricks.

Chief Whitman replied they have had verbal commitments but we have not taken in anything until we send the forms out. We need a solid commitment from a company and we are deciding between two companies. We will offer a \$60.00 individual brick which is a 4 x 8 style, or an 8 x 8 which will be a sponsor brick for \$1,000. We have already had several of those verbally. We have raised about \$3,500 to \$4,000 that we have used to pay up to where we are with the project. We don't owe anything else at this point.

Mrs. Tinnin asked if the project has been started.

FINANCE SUB-COMMITTEE MEETING MINUTES

JULY 15, 2003 / 4:15 P.M.

PAGE –2-

Chief Whitman replied just for the design work and by donations. Wal-mart has donated money for police and fire departments over time. About every 6 months they will have some type of fund-raiser and they have ear-marked this project we are trying to get done. We have a schematic at the office as well as an artist conception of what it will look like. This has all been paid for at this point.

Mrs. Tinnin inquired as to the urgency of doing this for September 11th.

Chief Whitman responded there is no urgency from our end. September 11th was not by design our original target. We have had something planned for the Terry Thompson family. This is the 20th anniversary of his murder and we were going to do a small formal function at our building in August. We would like to have the statues in place at least to unveil to that family.

Mrs. Tinnin expressed the UAW is doing a memorial and their bricks are \$30.00 each. They might consider that price range to get more people involved.

Chief Whitman said he does not know the profit margin, but once they have it both he and Chief Halstead are going to their chief's associations. I think we will have a real easy time filling a huge amount of the orders just in that vein because you are talking about hundreds of officers on both sides.

Mrs. Tinnin inquired further as to the type of fund the money will go into.

Chief Whitman said it is being earmarked Police/Fire Statue Donations.

Mr. Centilli said he believes the money is going to Mr. Becker and any bills would be paid by him. It will be handled the same as the Veterans Memorial was.

Mrs. Tinnin asked if there is one designated person to take the money.

Chief Whitman replied they accept cash and checks. So far it has been Chief Halstead, but either one of us will collect.

Mr. Centilli inquired regarding the timeframe of raffling the golf cart.

Chief Whitman said they are in the process of drawing their license and they are looking at August. Officer Shawn Duncanson's church made us their yearly project. They are having a live and silent auction and all the proceeds will go to this same fund. We hope to have our license and tickets in place at that point to try and do it around the same time. The church has a promotional flyer sent out to get their auction set up in late August. I believe they are in the process of soliciting their items to be auctioned off.

Mr. Centilli expressed that the project could not be completed by September 11th.

Chief Whitman said he has discussed the September 11th date with Chief Halstead and they are not comfortable with the date. That is the time to reflect the loss of lives as opposed to unveiling something that is about the people that are still surviving. We want to pick a medium date and we realize the unveiling/opening date is not a high priority, we are just getting frustrated and running into walls with this dying down each time. I think we will get the funds once these other things kick off, especially with the brick sales. Even with word of mouth at \$60.00, a lot of people said they want to do it. Chief Whitman stated further, he would like to have had at least the police statue in place for the Thompson family and we are working with the artist on that. He may have them finished and placed in a base stand that we can set up in the foyer to display as soon as they are done.

Mr. Centilli said he feels this could be planned for next year and that will give plenty of time to raise quite a bit of money.

Chief Whitman stated by next year it would be funded, bought and paid for.

FINANCE SUB-COMMITTEE MEETING MINUTES

JULY 15, 2003 / 4:15 P.M.

PAGE –3-

Mrs. Tinnin asked how the \$30,000 transfer would affect the timetable.

Chief Whitman responded if the transfer occurred now, we would be able to secure the heavy equipment to top off the hill to get the cement posts in place to put the statues on. You have to go fairly deep with these bases to even get them prepared to set up.

Mr. Centilli said this year they could possibly do the back foundation, the curvature, wall and the statues set up. But to get all the walkways done, one side is handi-cap and the other side is steps and they have to be individually formed. It looks like each step is about 75 to 100 bricks from the drawings he saw. That would not get done this year.

Chief Whitman said the bricks would be primarily in the walkway area and not in the design area where the statues will stand. That will be brick as well but we don't want that cluttered up with the names on it. We want the names leading to and from, and not detract from the actual statuary itself.

Mr. Centilli expressed the cost of the project would be \$75,000 to \$85,000 if it was bid out to a contractor.

Chief Whitman said they were looking at it as more of a supportive jester because he firmly believes the money will be there and it will be repaid. We view this as something that benefits the public and it will be here a lot longer than all of us. We basically wanted to come to the Council for help. We will still continue with all the fundraisers as planned. The \$30,000 transfer would help us to begin and get going on it as much as we possibly could before the weather breaks. We would like to have some bricks to display in their building so if someone comes in they can pick up the form and order a brick, or at City Hall.

Mrs. Tinnin said she thinks this is a solid idea and it looks nice. I don't think it will be hard to generate the money necessary to build it. I think it is just a matter of advertising, putting out flyers and letting the public know.

Chief Whitman said they received a lot of calls after the article came out in the newspaper for donations.

Mrs. Tinnin said she does not like the idea of using General Fund money because we are cutting back on positions in the City. I think we need to evaluate our needs and prioritize first. Mrs. Tinnin stated she would be more than happy to help advertise in this effort. She re-iterated it will not be difficult to raise the money.

Mr. Centilli said he is in favor of the \$30,000 transfer. I know it can be built and will be. But he suggests it be withdrawn and brought back in the spring.

Mr. Wells asked at what point will they stop selling bricks.

Chief Whitman responded it will take 600 by original design. There is 600 by their drawing that we can use for the memorial bricks.

Mr. Wells said the rules have been changed and we continue to lose state revenue and I don't know where it will end up. I think we can raise the money and I will do whatever it takes to do it. We have to make sound financial decisions. I don't know that the City should finance it up front at this particular time. I think we have some time, we have the statues donated and if it is stainless steel, it is not going to hurt to store them another year. It will give us some time to sit back and you might come up with some new ideas by the time this is all over with.

Mrs. Tinnin said she recommends they let this fundraising effort go on for the next six months and see where it is at. If it is successful we know it is a go.

Chief Whitman stated if it is the recommendation of the Finance Committee that it does not go before Council, then we will agree to that. He does not want to see it become a big political issue. We know all the budgets are in place and we are sympathetic to what the City has been going through as well. We believe this money would be repaid in a couple of months. All these projects will proceed regardless of what happens here.

Mr. Wells inquired regarding monies coming from the Police and Fire departments budget for this project.

Chief Whitman explained briefly why it is not feasible to go into their budgets for this project.

Mr. Centilli asked if there were any bills acquired for the project.

Chief Whitman said everything has been paid fully for what was done so far. Rowe Engineering was paid \$2,500 from donations.

Mr. Centilli asked Chief Whitman if he was withdrawing the request.

Chief Whitman re-iterated his comments that it is up to the Committee's recommendation.

Mr. Centilli said nobody wants to turn it down and we all know it is a good cause. But I don't think it is going to pass and we are not going to be able to accomplish much this year.

COMMITTEE RECOMMENDATIONS:

Tinnin moved and Centilli seconded the following motion:

1. The Finance Committee recommends no affirmative action be taken at this time for the Police/Fire Statue Project.

Motion carried, 3-0.

CODIFICATION OF ORDINANCES

PRESENTATION:

Mr. Abbey said they have discussed codification of ordinances many times over the past years. He came with a proposal two years ago and it was asked by Mr. Martinbianco why there was only one bid. There are very few companies that do this type of work. We have many ordinances that are either antiquated or out-dated and really need to be addressed. He spoke to three companies and all were amazed that a city our size had never codified their ordinances. One stated they don't know of a city over 9,000 people that haven't at least codified their ordinances. They could not believe we could still be functioning from ordinances that were carried over from the Township days.

Mr. Abbey stated further, we need to make sure all our ordinances will stand the test of both state and federal statutes. We were supposed to receive an additional bid today by noon but it has not come through the fax yet. He will follow through with this company early tomorrow morning.

Mr. Abbey said he started this in 1998 and we had a bid from Municipal Code Corporation (Muni-Code) from Tallahassee Florida, one of the largest in the country. They bid this at a base price of \$12,200. We ended up waiting and I went back to them last year and got another quote which increased \$2,600. American Legal Publishing Corporation from Cincinnati Ohio is another large company. We receive a lot of publications from them such as human resources and legal reviews. Their cost is around \$13,500 and Muni-Code cost is \$14,800. We are waiting for a response from a company in Ann Arbor Michigan.

Mr. Abbey expressed that the cost could be higher than \$15,000. He presented Council with a sample from the Municipal Code Corporation for the City of Vassar.

COMMITTEE DISCUSSION:

Mrs. Tinnin said she thinks it is a good idea that once this is completed, we pay to keep it current.

Mr. Wells asked Mr. Abbey if he would be prepared to bring a bid package for Monday night's Council meeting.

Mr. Abbey replied that he would. The two companies are reputable, nationally known and have top-notch legal staffs. They are recommended both by MML and the National League of Cities uses them.

COMMITTEE RECOMMENDATIONS:

Centilli moved and Tinnin seconded the following motion:

1. The Finance Committee recommends to approve and authorize the transfer of \$15,000 for the Codification of Ordinances.

Motion carried, 3-0.

Meeting adjourned at 5:10 p.m.

jra