

CITY OF BURTON
FINANCE SUB-COMMITTEE MEETING MINUTES
DECEMBER 17, 2012, 6:00 P.M., COUNCIL CHAMBERS
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Councilman Vaughn Smith called the Meeting to order at 6:02 p.m.

MEMBERS PRESENT: O'Keefe, Smith and Heffner.

MEMBERS ABSENT: None.

OTHERS PRESENT: S. Bassi, Assessor, L. Moss, Deputy DPW Director, G. Burke-Miller, Controller and L. Young, Clerk's Office.

PURPOSE OF THE MEETING: Discussion and possible recommendations concerning the following:

1. Proposed changes in the Fee Schedule.

PRESENTATION:

Stacey Bassi, City Assessor, said the current fee schedule is not user-friendly and was out of date. They have been redoing the book and each department head was responsible for overseeing the fees that correlate to their department. Other jurisdictions' fee schedules were researched for comparison. None of the fees were changed, but were reorganized. We just wanted to make sure we were covering our costs.

AUDIENCE PARTICIPATION: None.

COMMITTEE DISCUSSION:

Mr. O'Keefe said he looked through the old fee schedule and there is a lot that doesn't belong. He suggested that in the future the fee schedule be reviewed every 90 days and that brackets be put around the changes.

Ms. Moss said the Committee needs to set a fee for the outdoor recreation yearly permit. Mrs. Abbey suggested \$100 to cover her time for inspections. If someone already had one, they can get an administrative approval for that year. It cost \$250 to go before the Zoning Board the first time.

Mr. Heffner suggested they set the renewal fee at \$125, which will save the applicants money and time.

COMMITTEE RECOMMENDATIONS:

Heffner moved and O'Keefe seconded to approve the following motion:

1. The Finance Committee recommends sending the set fee of \$125 for Administrative outdoor recreational yearly permits to the City Council for approval. Motion carried 3-0.

Meeting adjourned at 6:13 p.m.

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