



Action Minutes

City Council

May 28, 1997

**..Title**

ANN ARBOR CITY COUNCIL MINUTES  
CONTINUED REGULAR SESSION - MAY 28, 1997

**..Body**

Council - May 28, 1997 1

The continued regular session of the Ann Arbor City Council was called to order at 7:41 p.m. in the City Hall Council Chamber by Mayor Ingrid B. Sheldon.

**ROLL CALL OF COUNCIL**

PRESENT: Councilmembers Tobi-Hanna-Davies, Patricia Vereen-Dixon (entered at 7:44 p.m.), Jane Lumm, David Kwan, Jean Carlberg, Heidi Cowing Herrell, Stephen C. Hartwell, Patrick A. Putman (entered at 7:46 p.m.), Christopher Kolb, Elisabeth L. Daley, Mayor Ingrid B. Sheldon, 11.

ABSENT: 0.

**ORDINANCES - SECOND READING (CONT.)**

23-97 APPROVED

**STORMWATER SERVICE CHARGES INCREASE**

An ordinance to amend Sections 2:203, 2:204 and 2:205 of Chapter 33 of Title II of the Code of the City of Ann Arbor This ordinance would increase stormwater service charges effective July 1, 1997.

Councilmember Kolb moved that the ordinance be adopted at second reading.

On roll call the vote was as follows:

Yeas: Councilmembers Hanna-Davies, Lumm, Kwan, Carlberg, Herrell, Kolb, Daley, Mayor Sheldon, 8;

Nays: Councilmember Hartwell, 1.

The Mayor declared the motion carried.

Councilmembers Vereen-Dixon and Putman entered.

Council - May 28, 1997 2

**MOTIONS AND RESOLUTIONS (CONT.)**

R-210-5-97 APPROVED AS AMENDED

**RESOLUTION TO ADOPT ANN ARBOR CITY BUDGET, RELATED PROPERTY TAX MILLAGE RATES, AND VARIOUS FEE INCREASES FOR FISCAL YEAR 1997-1998**

A resolution to adopt Ann Arbor City Budget, related property tax millage rates, and various fee increases for fiscal year 1997-1998 was considered.

Councilmember Kolb moved that the resolution be adopted.

Councilmember Lumm moved that the following spending reductions be incorporated into the proposed budget:

**SAVINGS IMPACT**

ON 1997/1998

**DEPT. PROPOSED BUDGET**

Reductions Required to Avoid Tax Increase \$1,200,000

**POSSIBLE REDUCTIONS**

.Reduce temporary pay in Admin. Svcs., Admin. Svcs. \$275,000

Parks & Rec., and Solid Waste to project- Parks & Rec.

ed 1996/1997 levels plus 3%; reduce Solid Waste

temporary pay in Parks an additional

\$75,000 to reflect permanent hiring

of temporaries

.Reduce Police Dept. total budget Police \$100,000

(Dept. discretion -- possibly by deferring capital spending or reducing overhiring)

.Limit growth in vehicle fleet, maintenance Public Svcs. \$100,000 costs, and/or acceleration of equipment re-purchase schedule

.Defer/Eliminate HRMS Purchase Admin. Svcs. \$80,000

.Increase Building Dept. fees an Revenue code additional 5% (still below other 060 cities and not recover costs)

.Fund \$70,000 of Youth Challenge Non-Departmental \$70,000 earmarked for agencies out of existing Gen=l Fund allocations  
Council - May 28, 1997 3

.Offset increase in Fire Dept. overtime Fire \$50,00 (Dept. discretion)

.Defer hiring Data Base Administrator Admin. Svcs. \$50,000 until IT Strategic Plan (and support/staffing requirements) developed

.Reduce workstation purchases by 50% Admin. Svcs. \$50,000 (deferral until IT Plan developed)

.Eliminate General Fund contribution Community \$50,000 to Affordable Hsg. Trust Fund Development (185,000 available in carry-forwards)

.Hold employee training at 1996/1997 Human Resources \$45,000 budget level of \$160,000 (actual spending of \$15,000 in 95/96 and \$51,000 in 96/97)

.Limit spending on new commercial Solid Waste \$30,000 recycling program to \$30,000

.Not replace Council Secretary Mayor and Council \$25,000

.Reduce *For the People* by 50% City Clerk \$20,000 (City now has Web page)

.Hold educational services contract to Solid Waste Ecology Center at 1996/1997 level

.Eliminate contingency in City Clerk Clerk \$20,000 Dept. and discretionary fund for City Non-Departmental Administrator (No other depts. Have them.)

.Eliminate Mayor and Council travel Mayor and Council \$10,000

.Balance of reductions to be identified All \$115,0 departments on pro-rata basis

TOTAL REDUCTIONS \$1,200,000

Council unanimously agreed that the question be divided in order to consider the 5% increase in Building Department fees separately.

The question being the 5% increase in Building Department fees, on roll call the vote was as follows:

Yeas, Councilmembers Vereen-Dixon, Lumm, Carlberg, Herrell, Putman, Kolb, Daley, 7;

Council - May 28, 1997 4

Nays, Councilmembers Hanna-Davies, Kwan, Hartwell, Mayor Sheldon, 4.

The Mayor declared the motion carried.

The question being the proposed spending reductions, with the exception of the increase in Building Department fees, on roll call the vote was as follows:

Yeas, Councilmembers Lumm, Kwan, Putman, 3;

Nays, Councilmembers Hanna-Davies, Vereen-Dixon, Carlberg, Herrell, Hartwell, Kolb, Daley, Mayor Sheldon, 8.

The Mayor declared the motion defeated.

Councilmember Daley moved that the following language be added to the resolution:

Whereas, The position of Council Secretary (Clerk Typist II) will become vacant as of May 30, 1997, due to the resignation of the individual who has held the position for six years;  
Whereas, Over time there have been many changes in available technological supports and also in the types of supportive services required by Councilmembers;  
Whereas, The position of Council Secretary is included in the FY 97-98 City Budget as presented by the City Administrator; and  
Whereas, The full-time position of executive Secretary to Mayor is also included in the proposed FY 97-98 Budget;  
RESOLVED, That the position of Council Secretary (Clerk Typist II) shall remain in the Budget but shall be neither posted nor filled until the position has been reviewed by a committee consisting of one Councilmember from each Ward, the City Administrator or his designee, and the Mayor as a non-voting member. This committee shall, by June 30, 1997, make a recommendation as to an appropriate and effective job description, classification and title; clear lines of supervision and accountability; the desired hiring qualifications for the Council Secretary; and a process to undertake that hiring within the standard policies and procedures of the City Human Resources Department.

Council unanimously agreed that the last paragraph of Councilmember Daley=s proposed language be amended as follows:

RESOLVED, That the position of Council Secretary (Clerk Typist II) shall remain in the Budget **AS ONE FTE, SOME PORTION THEREOF OR NO PORTION THEREOF**; but shall be ...  
Council - May 28, 1997 5

Councilmember Kwan moved that last paragraph of Councilmember Daley=s proposed language be amended as follows:

RESOLVED,... by a committee consisting of one Councilmember from each Ward, the City Administrator or his designee, <and the Mayor as a non-voting member>....

After further discussion the motion was withdrawn.

Council unanimously agreed that the last paragraph of Councilmember Daley=s proposed language be amended as follows:

RESOLVED, ... by a committee consisting of one Councilmember from each Ward **OR THEIR DESIGNEE**, the City Administrator or his designee and the Mayor as a non-voting member....

Councilmember Hartwell moved that the following sentence be added to the last paragraph of Councilmember Daley=s proposed language:

RESOLVED,... **THE RECOMMENDATION WILL BE PRESENTED TO THE FULL COUNCIL FOR APPROVAL**;

On roll call the vote was as follows:

Yeas, Councilmembers Hanna-Davies, Vereen-Dixon, Lumm, Kwan, Carlberg, Herrell, Hartwell, Putman, Kolb, Mayor Sheldon, 10;

Nays, Councilmember Daley, 1.

The Mayor declared the motion carried.

The question being Councilmember Daley=s proposed language as amended, on a voice vote the Mayor declared the motion carried.

Councilmember Daley moved that the following language be added to the resolution:

RESOLVED, That the proposed \$11,200 in the FY 97-98 Budget for Conference and Training for Mayor and Council be divided into 13 equal shares of \$861.53, with one share to be allocated to each Councilmember, including the Mayor, and to each of the two support staff positions in the division for the purposes of conferences and

training.

RESOLVED, That consistent with Administrative Policy #504, individual Councilmembers be authorized as the sole signatories for the disbursement of these monies, and/or their allocated share or some portion thereof for the appropriate use of other members of this division.

Council - May 28, 1997 6

Council unanimously agreed that the first paragraph of Councilmember Daley=s proposed language be amended as follows:

RESOLVED, That the proposed \$11,200 in the FY 97-98 Budget for Conference and Training for Mayor and Council be divided into 13 equal shares of <\$861.53> **\$860.00**, with one share to be allocated to each Councilmember, including the Mayor, and to each of the two support staff positions in the division for the purposes of conferences and training **WITH THE DIFFERENCE OF \$20 BEING ADDED TO MATERIALS AND SUPPLY BUDGET.**

The question being Councilmember Daley=s proposed language as amended, on roll call the vote was as follows:

Yeas, Councilmembers Hanna-Davies, Kwan, Carlberg, Herrell, Hartwell, Putman, Kolb, Daley, Mayor Sheldon, 9;

Nays, Councilmembers Vereen-Dixon, Lumm, 2.

The Mayor declared the motion carried.

Councilmember Kolb moved that the following language be added to the resolution:

Whereas, The City of Ann Arbor wishes to continue to provide a high quality of quality services to the public;

Whereas, It is expected that the financial resources to support this high level of quality services will continue to be constrained;

Whereas, These endeavors have included the development of a customer satisfaction program; the adoption of a long range financial plan; the creation of a Budget Review Committee to recommend a course of action to reduce the structural deficit; the completion of an income tax study; collaborative projects with other governmental agencies such as joint maintenance facility with Washtenaw County and regional dispatch services; various cost containment and operational efficiencies adopted by the city departments; the bidding of the city solid waste collection contract study of human resources department;

Whereas, The City Council concurs with the recommendation of the Budget Review Committee that the current service levels are appropriate and should be maintained, and the proposed budget of the administrator is based upon those levels of service; and

Whereas, All of the foregoing actions which are focused on maintaining the current high level of quality service have not included a comprehensive examination of the organizational structure and operations of the city to insure that such structure and operations will facilitate and insure the ability to continue to provide high quality services within the constrained financial environment;

RESOLVED, That the budget resolution be amended to provide the amount of \$50,000 to the Non-Departmental Budget for a comprehensive examination (review) of the organizational structure and operations of the city to be funded out of the General Fund Fund Balance; and

RESOLVED, That the City Administrator present to the City Council within 180 days a contract for services or other plan to undertake a comprehensive examination of the organizational structure and operations of the city.

Council unanimously agreed that Councilmember Kolb=s proposed language be amended as follows:

**Fourth paragraph**

<Whereas, The City Council concurs with the recommendation of the Budget Review Committee that the current service levels are appropriate and should be maintained, and the proposed budget of the administrator is based upon those levels of service; and>

**Sixth paragraph**

RESOLVED, That the budget resolution be amended to provide the amount of \$50,000 to the Non-Departmental Budget for a comprehensive examination (review) of the organizational structure and operations of the city to be funded out of the General Fund Fund Balance IF THE CITY ADMINISTRATOR IS UNABLE TO IDENTIFY \$50,000 IN OTHER SOURCES IN THE FY 97-98 BUDGET; and

The question being Councilmember Kolb=s proposed language as amended, on roll call the vote was as follows:

Yeas, Councilmembers Hanna-Davies, Vereen-Dixon, Lumm, Carlberg, Herrell, Hartwell, Putman, Kolb, Daley, Mayor Sheldon, 10;

Nays, Councilmember Kwan, 1.

The Mayor declared the motion carried.

Councilmember Lumm moved that the following language be added to the resolution:

Whereas, The City of Ann Arbor presently faces a revenue/expenditure deficit of about \$3 million, and the Administrator=s proposed budget for 1997/1998 uses \$2 million of the City=s General Fund surplus and raises tax rates to generate an incremental \$1.2 million to fund that deficit;

Council - May 28, 1997 8

Whereas, Assuming existing funding sources, services delivery mechanisms, and service levels, that structural deficit will continue;

Council - May 28, 1997 9

Whereas, City Council is committed to developing a strategy to resolve this issue, and believes broad-based community input must be a cornerstone of that strategy;

Whereas, Other cities have effectively used education and surveys to engage citizens in an informed dialogue about service priorities and how to pay for them; and

Whereas, One city (Eugene, Oregon) that was particularly successful in resolving their deficit through hand-on community participation is similar in many respects to Ann Arbor and their model would offer valuable insights for Ann Arbor;

RESOLVED, That City Council endorse the concept of utilizing a Eugene-type data-gathering approach that encourages active, broad-based participation by citizens in establishing service priorities, budget allocations, and funding mechanisms to help Ann Arbor=s structural revenue/expenditure deficit;

RESOLVED, That the Budget Policy/Process Committee be directed to review the Eugene model (and others as appropriate), and develop a specific proposal for Ann Arbor that:

- fully educates citizens about services, their costs, and possible funding sources
- solicits citizen input on service priorities and tax and fee levels, ensuring that trade-offs are clearly understood and that the resulting data is statistically significant and representative (reflecting a broad cross-section of Ann Arbor households) and specific enough to provide meaningful input for Council decisions on overall tax, fee, and spending levels as

well as specific budget allocations and funding sources  
 - targets implementation of January 1998 to begin the  
 education and data-gathering processes; and

RESOLVED, That the Budget Policy/Process Committee develop  
 with 90 days a general process outline (including any requirements  
 for outside help), workplan, and timetable to be presented to  
 Council.

Council unanimously agreed that Councilmember Lumm=s proposed language be  
 amended as follows:

Whereas, <The City of Ann Arbor presently faces a  
 revenue/expenditure deficit of about \$3 million, and> the  
 Administrator=s proposed budget for 1997/1998 uses \$2 million of  
 the City=s General Fund surplus and raises tax rates to generate an  
 incremental \$1.2 million to fund that deficit;

Council - May 28, 1997 10

Whereas, Assuming existing funding sources, services delivery  
 mechanisms, and service levels, <that structural deficit> **THE  
 BUDGET ISSUES** <will> **MAY** continue;

(Insert paragraph 3)

Whereas, other cities have effectively used education and  
 surveys to engage citizens in an informed dialogue about **VISIONS OF  
 THEIR COMMUNITY AND ITS** service priorities and how to pay for them;  
 and

(Insert paragraph 5)

RESOLVED, That City Council endorses the concept of utilizing  
 a <Eugene-type> data-gathering approach that encourages active,  
 broad-based participation by citizens in establishing service  
 priorities, budget allocations, and funding mechanisms to help Ann  
 Arbor=s structural revenue/expenditure deficit;

**RESOLVED, THAT THE CITY ADMINISTRATOR REVIEW WHAT OTHER  
 CITIES HAVE DONE TO SOLICIT INPUT FROM ITS CITIZENS AND SHARE IT  
 WITH THE COUNCIL;** and

RESOLVED, That the Budget Policy/Process Committee be  
 directed to review **BOTH** the Eugene, Oregon <model> **AND CHATTANOOGA,  
 TENNESSEE MODELS** (and others as appropriate), and develop a  
 specific proposal for Ann Arbor that:

- fully educates citizens about services, their costs,  
 and possible funding sources

- solicits citizen input on **THEIR VISION FOR THE  
 COMMUNITY**, service priorities and tax and fee levels,  
 ensuring that trade-offs are clearly understood and  
 that the resulting data is statistically significant  
 and representative (reflecting a broad cross-section of  
 Ann Arbor households) and specific enough to provide  
 meaningful input for Council decisions on overall tax,  
 fee, and spending levels as well as specific budget  
 allocations and funding sources

- targets implementation of January 1998 to begin the  
 education and data-gathering processes; and

RESOLVED, That the Budget Policy/Process Committee develop  
 with 90 **180** days a general process outline (including any  
 requirements for outside help), workplan, and timetable to be  
 presented to Council **FOR APPROVAL**.

The Mayor declared a recess at 11:11 p.m.

The Mayor again called the meeting to order at 11:20 p.m.

The question being Councilmember Lumm=s proposed language as amended, on roll  
 call the vote was as follows:

Council - May 28, 1997 11

Yeas, Councilmembers Hanna-Davies, Lumm, Kwan, Carlberg, Herrell, Hartwell,

Putman, Kolb, Daley, Mayor Sheldon, 10;

Nays, Councilmember Vereen-Dixon, 1.

The Mayor declared the motion carried.

Councilmember Carlberg moved that the following language be added to the resolution:

Whereas, It is anticipated that there will be additional needs for housing and human services for the already vulnerable population which will be affected by federal and state cutbacks in supportive services=funding;

RESOLVED, That a Housing and Human Services Contingency Fund of \$100,000 be created in the Non-departmental Budget for 1997-98.

Council unanimously agreed that the last paragraph of Councilmember Carlberg=s proposed language be amended as follows:

RESOLVED, That a Housing and Human Contingency Fund of \$100,000 be created in the Non-departmental Budget for 1997-98 FROM GENERAL FUND FUND BALANCE.

Council - May 28, 1997 12

The question being Councilmember Carlberg=s proposed language as amended, on roll call vote the vote was as follows:

Yeas, Councilmembers Hanna-Davies, Vereen-Dixon, Carlberg, Herrell, Hartwell, Kolb, Daley, 7;

Nays, Councilmembers Lumm, Kwan, Putman, Mayor Sheldon, 4.

The Mayor declared the motion carried.

Council unanimously agreed that the following seventh paragraph of the budget resolution be deleted:

<RESOLVED, That the City Council concurs with the Budget

Review Committee=s recommendation that the current service levels are appropriate and should be maintained.>

On roll call the vote was as follows:

Yeas, Councilmembers Hanna-Davies, Lumm, Kwan, Herrell, Hartwell, Putman, Mayor Sheldon, 7;

Nays, Councilmembers Vereen-Dixon, Carlberg, Kolb, Daley, 4.

The Mayor declared the motion carried.

Council unanimously agreed that the resolution be divided to consider the millage and fee increases separately.

The question being the proposed fee schedules as amended, on roll call the vote was as follows:

Yeas, Councilmembers Hanna-Davies, Vereen-Dixon, Lumm, Kwan, Carlberg, Herrell, Putman, Kolb, Daley, Mayor Sheldon, 10;

Nays, Councilmember Hartwell, 1.

The Mayor declared the motion carried.

The question being the proposed millage rates, on roll call the vote was as follows:

Yeas, Councilmembers Hanna-Davies, Vereen-Dixon, Carlberg, Herrell, Kolb, Daley, Mayor Sheldon, 7;

Nays, Councilmembers Lumm, Kwan, Hartwell, Putman, 4.

The Mayor declared the motion carried.

The question being the remaining budget resolution language as amended, on roll call the vote was as follows:

Council - May 28, 1997 13

Yeas, Councilmembers Hanna-Davies, Vereen-Dixon, Kwan, Carlberg, Herrell, Putman, Kolb, Daley, Mayor Sheldon, 9;

Nays, Councilmembers Lumm, Hartwell, 2.

The Mayor declared the motion carried.

The resolution as adopted reads as follows:

Council - May 28, 1997 14

Council - May 28, 1997 15

Council - May 28, 1997 16

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RESOLVED, That the unexpended grant entitlement for the Community Development Block Grant and the HOME Funds shall be reappropriated at the end of the fiscal year until such time as all grant funds have been expended;

RESOLVED, That the City Council concurs with the Budget Review Committee's recommendation that the City Administrator should continue to encourage departments to work toward cost containment and operational efficiencies;

RESOLVED, That any contributions for the Youth Program shall be appropriated upon receipt of the funds;

RESOLVED, That the City Council approves the attached Airport Hangar Lease Rates schedule;

RESOLVED, That the City Council approves the attached Building Department Fee schedules;

RESOLVED, That the City Council approve a fee of \$35.00 per hour for the review of fire suppression and detection system plans and a fee of \$35.00 for the review of site plans;

RESOLVED, That the City Council approves the attached Planning Department Fee

Council - May 28, 1997 2440

schedule;

RESOLVED, That the City Council increases the Building Department Fees by 5% or \$70,000 in revenues to be used to reduce the Employee Benefits millage from 2.1400 to 2.1146 mills;

RESOLVED, That the following language be incorporated in this resolution:

1. Position of Council Secretary

Whereas, The position of Council Secretary (Clerk Typist II) will become vacant as of May 30, 1997 due to the resignation of the individual who has held the position for six years;

Whereas, Over time there have been many changes in available technological supports and also in the types of supportive services required by Councilmembers;

Whereas, The position of Council Secretary is included in the FY 97-98 City Budget as presented by the City Administrator; and



Whereas, The full-time position of Executive Secretary to the Mayor is also included in the proposed FY 97-98 Budget;

Council - May 28, 1997 2441

RESOLVED, That the position of Council Secretary (Clerk Typist II) shall remain in the Budget as one FTE, some portion thereof or no portion thereof; but shall be neither posted nor filled until the position has been review by a committee consisting of one Councilmember from each Ward or their designee, the City Administrator or his designee, and the Mayor as a non-voting member. This committee shall by June 30, 1997, make a recommendation as to an appropriate and effective job description, classification and title; clear lines of supervision and accountability; the desired hiring qualification for the Council Secretary; and a process to undertake that hiring within the standard policies and procedures of the City Human Resources Department. The recommendation will be presented to the full Council for approval;

#### 2. Budget for Mayor/Council Conference and Training

RESOLVED, That the proposed \$11,200 in the FY 97-98 Budget for Conference and Training for the Mayor and Council be divided into 13 equal shares of \$860.00 with one share to be allocated to each Councilmember, including the Mayor, and to each of the two support staff position in the division for purposes of conferences and training with the difference of \$20.00 being added the materials and supply budget;

RESOLVED, That consistent with Administrative Policy #504, individual Councilmembers are authorized as the sole signatories for the disbursement of these monies, and/or to assign their allocated share or some portion thereof for the appropriate use of other members of this division;

#### 3. Establish Review of Organizational Structure and Operations to Insure Continuing High Quality Service

Whereas, The City of Ann Arbor wishes to continue to provide a high level of quality services to the public; and,

Whereas, It is expected that the financial resources to support this high level of quality services will continue to be constrained; and,

Whereas, In recent years the City has initiated various studies, programs and policies to insure that a continuing high level of quality service will be possible within a constrained financial environment; and,

Whereas, These endeavors have included the development of a customer satisfaction program; the adoption of a long range financial plan; the creation of a Budget Review Committee to recommend a course of action to reduce the structural deficit; the completion of an income tax study; collaborative projects with other governmental agencies such as a joint maintenance facility with Washtenaw County and regional dispatch services; various cost containment and operational efficiencies adopted by the city departments; the bidding of the solid waste collection contract; study of the human

Council - May 28, 1997 2442

resources department; and,

Whereas, All of the forgoing actions which are focused on maintaining the current high level of quality service have not included a comprehensive examination of the organizational structure and operations of the city to insure that such structure and operations will facilitate and insure the ability to continue to provide high quality services within the constrained financial environment; now,

RESOLVED, That the budget resolution be amended to provide the amount of \$50,000 to the Non-Departmental Budget for a comprehensive examination (review) of the organizational structure and operations of the city to be funded of the General Fund Fund Balance if the City Administrator is unable to identify \$50,000 in other source in the FY 97-

98 Budget; and,

RESOLVED, That the City Administrator present to the City Council within 180 days a contract for services or a plan to undertake a comprehensive examination of the organizational structure and operations of the city;

#### 4. Community Participation in Developing City Service and Budget Priorities

Whereas, The Administrator=s proposed budget for 1997/1998 uses \$2 million of the City=s General Fund Surplus and raises tax rates to generate an incremental \$1.2 million to fund that deficit; and

Whereas, Assuming existing funding sources, service delivery mechanisms, and service levels, the budget issues may continue; and

Whereas, City Council is committed to developing a strategy to resolve this issue, and believes broad-based community input must be a cornerstone of that strategy; and

Whereas, Other cities have effectively used education and surveys to engage citizens in an informed dialogue about visions of their community and its service priorities and how to pay for them; and

Whereas, One city (Eugene, Oregon) that was particularly successful in resolving their deficit through hands-on community participation is similar in many respects to Ann Arbor and their model would offer valuable insights for Ann Arbor;

RESOLVED, That City Council endorses the concept of utilizing a data-gathering approach that encourages active, broad-based participation by citizens in establishing service priorities, budget allocations, and funding mechanisms to help resolve Ann Arbor=s structural revenue/expenditure deficit; and

RESOLVED, That the City Administrator review what other Cities have done to

Council - May 28, 1997 2443

solicit input from its citizens and share it with the Council, and

RESOLVED, That the Budget Policy/Process Committee is directed to review both the Eugene, Oregon and Chattanooga, Tennessee models (and others as appropriate), and develop a specific proposal for Ann Arbor that:

© fully educates citizens about services, their costs, and possible funding sources

© solicits citizen input on their vision for the community, service priorities and tax and fee levels, ensuring that trade-offs are clearly understood and that the resulting data is statistically significant and representative (reflecting a broad cross-section of Ann Arbor households) and specific enough to provide meaningful input for Council decisions on overall tax, fee, and spending levels as well as specific budget allocations and funding sources

© targets implementation of January 1988 to begin the education and datagathering processes; and

RESOLVED, That the Budget Policy/Process Committee develop within 180 days a general process outline (including any requirements for outside help), work plan, and timetable to be presented to Council for approval, and

RESOLVED, That the budget resolution be amended to provide the amount of \$50,000 to the Non-Departmental Budget for a community participation in developing city service and budget priorities of the city to be funded of the General Fund Fund Balance if the City Administrator is unable to identify \$50,000 in other source in the FY 97-98 Budget;

#### 5. Housing and Human Services Contingency Fund

Whereas, It is anticipated that there will be additional needs for housing and human services for the already vulnerable population which will be affected by federal and state cutbacks in supportive services= funding;

RESOLVED, That a Housing and Human Contingency Fund of \$100,000 be created in

the Non-departmental Budget for 1997-98 from General Fund Fund Balance.

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Council - May 28, 1997 2559

**PLANNING DEPARTMENT**  
**PETITION REVIEW FEE INCREASES**  
**Petition Type Existing Fee (1996-97) Proposed Fee (1997-98)**

PUD Preliminary Phase  
\$1,175 plus \$30 for each  
1,000 square feet, or  
fraction thereof, of gross  
floor area, or \$40 per  
lot/unit

\$1,470 plus \$30 for each  
1,000 square feet, or  
fraction thereof, of gross  
floor area, or \$40 per  
lot/unit

PUD Final Phase  
\$940 plus \$15 for each  
1,000 square feet, or  
fraction thereof, of gross  
floor area, or \$8 per  
lot/unit

\$1,175 plus \$15 for each  
1,000 square feet, or  
fraction thereof, of gross  
floor area, or \$8 per  
lot/unit

Combined PUD  
Preliminary and Final  
Phase

\$1,565 plus \$50 for each  
1,000 square feet, or  
fraction thereof, of gross  
floor area, or \$50 per

\$1,960 plus \$50 for each  
1,000 square feet, or  
fraction thereof, of gross  
floor area, or \$50 per

Council - May 28, 1997 2560

lot/unit lot/unit

Area Plan - Original  
\$780 plus \$50 for each  
acre, or fraction thereof

\$975 plus \$50 for each  
acre, or fraction thereof

Site Plan - Original  
\$1,175 plus \$50 for each  
1,000 square feet, or  
fraction thereof, of new  
gross floor area

\$1,470 plus \$50 for each  
1,000 square feet, or  
fraction thereof, of new  
gross floor area

Council - May 28, 1997 2561

## APPEAL BOARD FEES

Chapter 98 Effective July 1, 1997

Building Board

Single Family Dwelling \$55.00 \$ 75.00

All Other Structures \$105.00 \$140.00

Housing Board

Sign Board

Zoning Board

## BUILDING PERMIT FEES

*Chapter 98 Effective July 1, 1997**Estimated Cost of Construction*

Council - May 28, 1997 2562

*\$500.00 or less \$16.00 \$25.00**Over \$500.00 to \$1,000.00 \$21.00 \$28.00**Over \$1,000.00 to \$10,000.00 \$21 + \$5 per thousand or fraction thereof over \$1,000**\$28 + \$7 per thousand or fraction thereof over \$1,000**Over \$10,000.00 \$66 + \$4 per thousand or fraction thereof over \$10,000**\$91 + \$6 per thousand or fraction thereof over \$10,000**Over \$100,000.00 \$426 + \$3 per thousand or fraction thereof over \$100,000**\$631 + \$5 per thousand or fraction thereof over \$100,000**Fences Standard Permit Fee**Certificate of Occupancy when issued in connection with building permit**\$4.00 \$10.00**Extra inspection \$25.00 \$35.00**Overtime inspection \$30.00 per hour or fraction thereof, with a minimum fee of \$60.00**\$40.00 per hour or fraction thereof, with a minimum fee of \$80.00**If permit not obtained before work is started, the applicant shall be subject to a penalty equal to the permit fee.**Certificate of occupancy inspection**(Change in use from one use group to another use group)**\$50.00 \$75.00**Temporary certificate of occupancy or renewal thereof**\$20.00 \$26.00**Demolition**\$1,0**00 or less**\$21.00 \$28.00**Ov**er \$1,000.00**\$21 + \$5 for each additional \$1,000 or fraction thereof*

\$28 + \$7 for each additional \$1,000 or fraction thereof  
Plan Examination Fee 30% of the building permit fee  
40% of the building permit fee

Council - May 28, 1997 2563

For special inspections not herein specifically prescribed, minimum fee: \$30.00 per hour or fraction thereof

\$40.00 per hour or fraction thereof

Building Board of Appeals  
Single family dwelling \$55.00 \$75.00  
All other buildings and structures \$105.00 \$140.00

**ELECTRICAL PERMIT FEES**

**Chapter 98**

Each inspection \$17.00 \$25.00

Service feeders \$0.11/am

p

\$0.15/am

p

Circuits/feeders, each

20 amp and under

\$1.25

\$1.75

Over 20-50 amp \$3.50 \$4.75

Over 50-100 amp \$4.50 \$6.00

Over 100-200 amp \$5.50 \$7.25

Over 200-400 amp \$6.50 \$8.50

Over 400-800 amp \$8.50 \$11.00

Over 800 amps \$13.00 \$17.00

Misc. wiring/code repairs \$21.00 \$30.00

Temporary service \$16.00 \$25.00

Industrial and commercial inspections:

Existing buildings, per hour or fraction thereof \$30.00 \$40.00

Annual inspection fee \$300.00 \$400.00

Minimum permit fee \$25.00 \$35.00

Special or overtime inspection per hour or fraction thereof \$30.00 \$40.00

With a minimum fee of \$60.00 \$80.00

If permit not obtained before work is started, the applicant shall be subject to a penalty equal to the permit fee.

Council - May 28, 1997 2564

Extra inspection \$20.00 \$35.00

Contractor's license \$60.00 \$80.00

Master's license \$20.00 \$30.00

Journeyman's license \$7.00 \$20.00

Contractor's registration \$5.00

Examination fee \$20.00 \$30.00

Journeyman's registration \$0.50

**ENVIRONMENTAL PERMIT FEES**

Chapter 98 Effective July 1, 1997

Grading Permit Review \$65 per acre computed to the nearest tenth of an acre .....

*\$85 per acre computed  
to the nearest tenth of  
an acre  
Minimum Permit Review Fee \$32.50 \$42.50  
Monthly Grading Inspection Fee \$65 per acre computed  
to the nearest tenth of  
an acre  
\$85 per acre computed  
to the nearest tenth of  
an acre  
Minimum Inspection Fee \$32.50 \$42.50*

Wetland Use Permits

1. Projects which require staff level review only  
(Administrative approval)  
Single one- or two-family dwelling on a parcel  
zoned for residential use

*\$250  
\$325.00  
All other administrative applications \$400 \$520*

2. Projects which require City Planning  
Commission or City Council action

*All projects  
\$1,000  
\$1,300  
If project includes a condominium or \$300 \$390*

Council - May 28, 1997 2565

*subdivision add  
For cumulative filling or draining more than 1  
acre of wetland add  
(An application for a permit shall not be  
deemed*

*as  
received  
or  
filed  
until  
the  
Planning  
Department  
has  
received  
the  
correct  
application  
fee)*

*\$1,000 \$1,300  
3. Should construction activities begin prior to  
issuance of a wetland use permit fee, the  
applicant is subject to double the application  
fee, as determined by the Building Director*

*4. Appeal fee  
\$200 \$260*

**HOUSING INSPECTION FEES**  
*Chapter 105 Effective July 1, 1997*



*Initial*  
*Inspection*  
*First*  
*Reinspection*  
*Second*  
*Reinspect*  
*ion*  
*Additional*  
*l*  
*Reinspect*  
*ion*  
*1 & 2 Family*  
*Dwellings*  
*\$39.00*  
*\$45.00*  
*per Unit*  
*\$39.00*  
*\$45.00*  
*per Unit*  
*\$49.00*  
*\$55.00*  
*per Unit*  
*\$59.00*  
*\$65.00*  
*per Unit*  
*3-10 Unit Bldgs. \$78.00 + \$22.00 \$22.00 \$32.00 \$42.00*  
 Council - May 28, 1997 2566  
*\$90.00 + \$28.00*  
*per Unit over 2*  
*\$28.00*  
*per Unit*  
*\$38.00*  
*per Unit*  
*\$48.00*  
*per Unit*  
*11-25 Unit Bldgs. \$254.00 + \$17.00*  
*\$314.00 + \$23.00*  
*per Unit over 10*  
*\$17.00*  
*\$23.00*  
*per Unit*  
*\$22.00*  
*\$28.00*  
*per Unit*  
*\$32.00*  
*\$38.00*  
*per Unit*  
*26-50 Unit Bldgs. \$509.00 + \$12.00*  
*\$659.00 + \$18.00*  
*per Unit over 25*  
*\$12.00*  
*\$18.00*  
*per Unit*  
*\$16.00*  
*\$22.00*  
*per Unit*  
*\$21.00*

\$27.00  
 per Unit  
 51-100 Unit Bldgs. \$809.00 + \$6.00  
 \$1,109.00 + \$12.00  
 per Unit over 50  
 \$6.00  
 \$12.00  
 per Unit  
 \$11.00  
 \$17.00  
 per Unit  
 \$21.00  
 \$27.00  
 per Unit  
 100 + Unit Bldgs. \$1,109.00 + \$1.00  
 \$1,709.00 + \$7.00  
 per Unit over 100  
 \$6.00  
 \$12.00  
 per Unit  
 \$11.00  
 \$17.00  
 per Unit  
 \$21.00  
 \$27.00  
 per Unit  
 Rooming Houses \$22.00 + \$7.00  
 \$28.00 + \$13.00  
 per Sleeping  
 Room  
 \$22.00 + \$7.00  
 \$28.00 + \$13.00  
 per Sleeping  
 Room  
 \$11.00  
 \$17.00  
 per Room  
 \$16.00  
 \$22.00  
 per Room  
 Complaint  
 (Per Room or  
 Unit)  
 No Charge \$39.00  
 \$45.00  
 \$49.00  
 \$55.00  
 \$59.00  
 \$65.00

Council - May 28, 1997 2567

## MECHANICAL PERMIT FEES

### Chapter 99

#### HEATING PERMITS:

##### Installation Permits

Gas or oil burners not exceeding 50,000 BTU input/hour, each burner \$24.00 \$32.00

Over 50,000 to 200,000 BTU input/hour, each burner \$31.00 \$40.00

Over 200,000 to 500,000 BTU input/hour, each burner \$38.00 \$50.00

*Over 500,000 BTU to 1,000,000 BTU input/hour, each burner \$46.00 \$60.00*

*Over 1,000,000 BTU input/hour, each burner \$115.00 \$150.00*

*New installation or alteration of distribution system \$24.00 \$35.00*

*Incinerator not over 5 bushel capacity \$16.00 \$21.00*

*Incinerator over 5 bushel capacity \$32.00 \$45.00*

*Gas lines, each \$16.00 \$25.00*

*If permit not obtained before work started, the applicant shall be subject to a penalty equal to the permit fee.*

*Gas or Oil Burner Replacement (No other alterations)*

*Units with input rating not exceeding 50,000 BTU/hour, same building:*

*First 5 burners, each \$16.00 \$21.00*

*Each additional burner \$11.00 \$15.00*

*Over 50,000 to 500,000 BTU/hour:*

*First 5 burners, each*

*\$21.00*

*\$28.00*

*Each additional burner \$16.00 \$21.00*

*Over 500,000 BTU input/hour, each burner \$35.00 \$46.00*

*Minimum permit fee \$25.00 \$35.00*

*Special Inspections*

*Council - May 28, 1997 2568*

*For special or extra inspection or installation not herein specifically prescribed, per hour or fraction thereof*

*\$30.00 \$40.00*

*Extra inspection on job with permit \$25.00 \$35.00*

*Overtime inspection for each hour or fraction thereof \$30.00 \$40.00*

*With a minimum fee of \$60.00 \$80.00*

*License, Registration, Examination*

*Contractor's license registration*

*\$15.00*

*\$20.00*

*Journeyman's license \$10.00 \$15.00*

**PLUMBING PERMIT FEES**

*Chapter 98 Effective July 1, 1997*

*New Residential Construction*

*4 or More*

*Units*

*Per*

*Building*

*Each inspection \$17.00 \$25.00 \$17.00 \$25.00*

*Urinal \$4.25 \$5.50 \$2.25 \$3.00*

*Lavatory/sink (and kind) \$4.25 \$5.50 \$2.25 \$3.00*

*Water heater (with new construction) \$4.25 \$5.50 \$2.25 \$3.00*

*Water closet \$4.25 \$5.50 \$2.25 \$3.00*

*Bath tub/shower \$4.25 \$5.50 \$2.25 \$3.00*

*Grease interceptor \$4.25 \$5.50 N/A*

*Indirect drains \$4.25 \$5.50 N/A*

*Dental chairs \$4.25 \$5.50 N/A*

*Clothes washer/standpipe \$4.25 \$5.50 \$2.25 \$3.00*

*Floor Drains/Sumps/Safe waste \$4.25 \$5.50 \$2.25 \$3.00*

*Well and pump \$11.00 \$15.00 N/A*

*Council - May 28, 1997 2569*

*Water service*

*Up to 1 2 inches*

*\$3.50*

*\$5.00*

*\$3.50*

*\$5.00*

2 inches \$7.00 \$10.00 \$7.00 \$10.00

4 inches and

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\$14.00 \$20.00 \$14.00

\$20.00 Sewers

\$3.50

\$5.00

\$3.50

\$5.00

6 inches \$7.00 \$10.00 \$7.00 \$10.00

8 inches \$14.00 \$20.00 \$14.00 \$20.00

Repair/replacement of sewer, water service, water distribution (includes 1 inspection)

\$26.00 \$35.00

Water heater replacement (includes 1 inspection) \$26.00 \$35.00

Minimum permit fee \$25.00 \$35.00

Overtime Inspection per hour or fraction thereof \$30.00 \$40.00

With a minimum fee of \$60.00 \$80.00

If permit not obtained before work started, the applicant shall be subject to a penalty equal to the permit fee.

Extra Inspection \$20.00 \$35.00

Appliance installer's license \$15.00 \$20.00

Examination fee \$20.00 \$30.00

Registration of master plumber license

\$1.00

Registration of Journeyman and Apprentice Plumber License

\$0.50

Sewer installer's license \$15.00 \$20.00

State sewer installer's license registration \$1.00

Commercial cross connection inspections per hour or fraction thereof

\$30.00 \$40.00

Annual inspection fee \$300.00 \$400.00

- Council - May 28, 1997 2570
- Council - May 28, 1997 2571
- Council - May 28, 1997 2572
- Council - May 28, 1997 2573
- Council - May 28, 1997 2574
- Council - May 28, 1997 2575
- Council - May 28, 1997 2576
- Council - May 28, 1997 2577
- Council - May 28, 1997 2578
- Council - May 28, 1997 2579
- Council - May 28, 1997 2580
- Council - May 28, 1997 2581
- Council - May 28, 1997 2582
- Council - May 28, 1997 2583
- Council - May 28, 1997 2584
- Council - May 28, 1997 2585
- Council - May 28, 1997 2586
- Council - May 28, 1997 2587
- Council - May 28, 1997 2588
- Council - May 28, 1997 2589
- Council - May 28, 1997 2590

*Minimum permit fee \$26.00 \$35.00*

**REFRIGERATION PERMITS**

*Effective July 1, 1997*

*Systems and/or compressors activated by motors or engines:*

*1 HP or less, single or multiple, each*

*\$24.00*

*\$32.00*

*Over 1 HP to 5 HP, each \$26.00 \$35.00*

*Over 5 HP to 10 HP, each \$31.00 \$41.00*

*Over 10 HP to 25 HP, each \$40.00 \$52.00*

*Over 25 HP to 50 HP, each \$46.00 \$60.00*

*Over 50 HP to 100 HP, each \$80.00 \$105.00*

*Council - May 28, 1997 2591*

*Over 100 HP \$115.00 \$150.00*

*Distribution System (New or Alteration) \$24.00 \$35.00*

*Self-contained systems:*

*2 HP or less, each*

*\$21.00*

*\$28.00*

*Over 2 HP to 5 HP, each \$27.00 \$35.00*

*Alteration to each system:*

*(This does not include compressors, such requiring installation permits based on their horsepower)*

*\$24.00 \$35.00*

*Special or shop inspection or mechanical equipment; each unit - each visit*

*\$35.00 \$45.00*

*Minimum permit fee \$25.00 \$35.00*

*If permit not obtained before work started, the applicant shall be subject to a penalty equal to the permit fee.*

*Special Inspections*

*For special or extra inspection or installation not herein specifically prescribed, per hour or fraction thereof*

*\$30.00*

*\$40.00*

*Extra inspection on job*

*with permit*

*\$25.00*

*\$35.00 Overtime*

*inspection for*

*each hour or*

*fraction thereof*

*\$30.00*

*\$40.00 With a minimum*

*\$60.00*

*Council - May 28, 1997 2592*

*minimum fee of*

*\$80.00 License, Registration, Examination Contractor's license registration*

*\$15.00*

*\$20.00*

*Journeyman's license*

*\$10.00*

*\$15.00*

**SIGN PERMIT FEES**

*Effective July 1, 1997*

*The permit fee for signs erected pursuant to Sections 5:502 and 5:508, of Chapter 61 shall be based on sign area*

*as follows:*

*Sign Area*

*(Square Feet)*

*0 - 25 \$17.00 \$25.00*

*26 - 50 \$34.00 \$45.00*

*51 - 75 \$50.00 \$65.00*

*76 - 100 \$68.00 \$90.00*

*Over 100 \$120.00 \$160.00*

*For signs erected pursuant to Section 5:505 the fee shall be \$12.50 \$17.00 for the initial permit and a fee of \$6.00 \$8.00 for each renewal. Permits issued for the sole purpose of changing copy of an existing conforming sign shall be \$17.00 \$25.00. The fee for any required permit shall be tripled if the sign is erected prior to the issuance of a permit.*

Council - May 28, 1997 2593

**SPECIAL FEES FOR MISCELLANEOUS SERVICES**

*Effective July 1, 1997*

1. Ordinance violations and inspections:

**Fee - \$50/verified violation.**

2. Zoning compliance permit:

**Fee - \$25.** (Does not include non-profit organizations; does not exclude Art Fair.)

3. Plan review for revised plans submitted after initial review and approval:

**Fee - 25% of original plan review fee for substantial changes to plans.**

4. Quarterly inspections of vacant/abandoned buildings:

**Fee - \$50.**

5. Board-up of abandoned buildings:

**Fee - Time and materials rate, some of this involves after-hours work and involves overtime.**

6. Special permits.\* Fee for administrative time processing, coordinating and scheduling:

**Fee - \$25.**

7. Retrieving plans from the storage vault and transporting same to copy shops for reproducing. Fee for driving to the vault,

finding the plans, and taking them back once they are copied:

**Fee - \$10.**

\*Includes: \*Does NOT include:

Banner Permit Non-Profit Solicitation Permit

Competitive Event Permits Block Party Permit

Non-Competitive Special Events Special Permits during Art Fair

\*\*\*\*\*

Council - May 28, 1997 2594

**POSTPONED**

(RESOLUTION OF INTENT NOT TO PURSUE A CITY INCOME TAX)

Councilmember Putman moved that the resolution be adopted.

Councilmember Kwan moved that the resolution be postponed to the June 2, 1997 regular session of Council.

On a voice vote the Mayor declared the motion carried.

\*\*\*\*\*

**R-211-5-97 APPROVED AS AMENDED**

**RESOLUTION INDICATING NO OPPOSITION**

**TO RELOCATION OF NATIONAL SANITATION FOUNDATION**

The resolution indicating no opposition to the relocation of National Sanitation Foundation was considered.

Councilmember Kwan moved that the resolution be adopted.

Councilmember Kolb moved that the resolution be amended as follows:

Third Paragraph

<Whereas, NSF is a non-profit organization not subject to personal or real property taxes;>

Fourth Paragraph

Whereas, NSF currently leases space <from another entity at 2800 Commonwealth> AT 2100 COMMONWEALTH BLVD., 2311 GREEN RD., AND OWNS AND USES THE BUILDING AT 3475 PLYMOUTH RD.;

Council - May 28, 1997 2595

Fifth Paragraph

Whereas, <The owner of that building and property does pay property taxes to the city of Ann Arbor> NSF CURRENTLY PAYS PROPERTY TAXES TO THE CITY OF ANN ARBOR;

Sixth Paragraph

RESOLVED, That the City of Ann Arbor does not object to the application for this alternative construction financing from the Michigan Strategic Fund <as the City currently receives no tax monies from this organization.> Though the City will miss the employment of over 200 individuals, <it is anticipated that the facility will be rented to a for-profit entity, thus increasing the city=s tax base and ability to provide services to all of the citizens of Ann Arbor> THE FACILITY WILL CONTINUE TO BE A PART OF THE ANN ARBOR TAX BASE AND PROVIDE SPACE FOR EMERGING COMPANIES.

On a voice vote the Mayor declared the motion carried.

The question being the resolution as amended, on a voice vote the Mayor declared the motion carried.

The resolution as adopted reads as follows:

Whereas, National Sanitation Foundation (NSF) has purchased land in Ann Arbor Township in order to construct a building that more adequately meets the demands of their business;

Whereas, NSF has applied to the Michigan Strategic Fund for taxexempt bond financing;

Whereas, NSF currently leases spaces at 2100 Commonwealth Blvd., 2311 Green Road and owns and uses the building at 3475 Plymouth Road; and

Whereas, NSF currently pays property taxes to the City of Ann Arbor.

RESOLVED, That the City of Ann Arbor does not object to the application for this alternative construction financing from the Michigan Strategic Fund. Though the City will miss the employment of over 200 individuals, the facility will continue to be a part of the Ann Arbor tax base and provide space for emerging companies.

Council - May 28, 1997 2596

#### ADJOURNMENT

There being no further business to come before the Council, the Mayor declared the meeting adjourned at 12:30 a.m.

W. Northcross

Clerk of the Council

Frances M. McMullan

Recording Secretary