CITY OF BURTON

BURTON CITY COUNCIL MEETING

DECEMBER 18, 2017

AGENDA

Council Chambers	**Regular Meeting**	**7:00 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

A. INVOCATION LED BY: CHRISTINA CONLEY

B. THE PLEDGE OF ALLEGIANCE IS LED BY: CHRISTINA CONLEY

C. ROLL CALL

D. STAFF PRESENT

E. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Nov 9, 2017 7:00 PM
2. City Council - Regular Meeting - Nov 20, 2017 7:00 PM
3. City Council - Inaugural Ceremony - Nov 20, 2017 8:00 PM

F. ADMINISTRATIVE REPORTS

1. November 2017 Revenue and Expenditure Report

G. COMMITTEE REPORTS

H. AUDIENCE PARTICIPATION

Now is the time set-aside for members of the audience to address the Burton City Council. I would ask each individual to give their name and address for the record and to limit their comments to three (3) minutes and to speak on the topics germane to City business.

I. COUNCIL DISCUSSION

J. COUNCIL ACTION

1. Approve and Authorize the attorney billing (A. Doyle) from 11-29-17 to 12-12-17 in the amount of $4,267.75.

2. Approve and authorize the employment agreement of Ietta Sue Warren expiring December 31, 2018.

3. Approve and authorize Brian Warden to purchase two (2) years and zero (0) months of MERS pension generic service time. The total cost of $39,308.00 will be at the employee's expense.

4. Approve and authorize Donald G. Schreiber II to purchase five (5) years and zero (0) months of MERS pension generic service time. The total cost of $93,751.00 will be at the employee's expense.

5. Approve and authorize the Resolution 2017- ___ objecting to the transfer of tax reverted property from Genesee County to the City of Burton.

K. TABLED ITEMS

1. Approve and authorize the Treasurer to adjust the City of Burton's water usage commodity charge from $6.48 to $6.67 per 100 cubic feet (includes system losses) in accordance with the pass through increase from Genesee County Water and Waste of $0.18 per 100 cubic feet of usage, and to adjust the Readiness To Serve charge per meter on all active domestic metered water accounts to be increased $3.98 monthly.

2. Approve and Authorize the Mayor and Clerk to enter into an agreement with WHG, the Woodhill Group, 20145 Woodhill Dr. Northville, MI 48167, to conduct rate studies for the purpose of setting both the water and sewer rates, for a cost not to exceed $13,110.00.

L. SECOND READING OF ORDINANCE

1. Approve and authorize the second reading of an ordinance to repeal Chapter 153, the City of Burton Sign Ordinance, and to replace it with a new Chapter 153, which shall regulate signs within the City of Burton and which provides for the penalty for the violation thereof.

2. Approve and authorize the second reading of an ordinance to add Chapter 152, the Wireless Communication Facilities Ordinance, to the City of Burton Code of Ordinances to regulate Distributed Antenna Systems (DAS)/small cell wireless facilities located in city roads right-of-ways.

3. Approve and Authorize the second reading of an ordinance amending the City of Burton Code of Ordinances by the addition of Chapter 33 - City Property, generally, and by adding section 33.01 regarding the display of flags on city-owned property and providing the penalties for violation thereof.

4. Approve and authorize the second reading of an ordinance to amend Chapter 92 of the City of Burton Code of Ordinances to regulate fire prevention for commercial medical marijuana facilities.

CITY OF BURTON

BURTON CITY COUNCIL MEETING

NOVEMBER 9, 2017

MINUTES

Council Chambers	Regular Meeting	7:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

A. INVOCATION LED BY: STEVE HATFIELD

B. THE PLEDGE OF ALLEGIANCE IS LED BY: STEVE HATFIELD

C. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Present	
Duane Haskins	Councilman	Present	
Steven Heffner	President	Excused	
Christina Conley	Councilwoman	Present	
Steven Hatfield	Councilman	Present	
Dennis O'Keefe	Councilman	Present	
Vaughn Smith	Councilman	Present	

D. STAFF PRESENT

Robert Slattery, DPW Director
Charles Abbey, Deputy DPW Director
Karen Moffitt, Deputy Controller
Richard Hayman, Chief of Staff
Marcy Kimball, Clerk's Office

E. APPROVAL OF MINUTES

1. City Council - Special Meeting - Aug 9, 2017 7:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

2. City Council - Regular Meeting - Aug 21, 2017 7:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

3. City Council - Workshop - Sep 28, 2017 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

F. ADMINISTRATIVE REPORTS

Charles Abbey spoke regarding the past 7-8 weeks and how successful DPW has been. He said the guys have been working hard on local streets and crack sealing. They are getting ready for winter maintenance, doing work in DPW to make more storage available. We need a motorpool mechanic. We are getting ready for the government auction to get rid of old police cars and DPW fleet. The guys have been busy with board ups and are all doing what is needed, even while working with and around the auditors.

Robert Slattery spoke about the Asset Management Plan for the water department and integrating with the Cartegraph software. He said crews have been tweaking the snow and ice removal plan. Mr. Abbey and Mr. Howser are trying to find ways to make that plan even better.

Rik Hayman brought up the pooled cash report, attorney billing and all agenda items briefly. He invited the city attorney to speak about Agenda Item K - First reading of an Ordinance, which Amanda Doyle gave a brief description of.

Duane Haskins invited Mr. Thomas Colis from Miller/Canfield to speak about the bond issues.

Mr. Colis explained there are two separate bond issues. There is a notice of intent for phase 5 for next year DEQ for the 2017/2018 year. He spoke on resolutions to advertise in the paper and go back to Council with an ordinance for their review and how revenues would be used to pay for bonds. He said the next resolution would be for the authorization for the issuance of bonds. The method of sales - they would seek proposals from different institutions.

Mr. Hayman wanted to correct a typo for Item #9 on the Agenda - The GL# should be 5091-5091-999.7095.

1. Pooled Cash Investment Report

G. COMMITTEE REPORTS

Tina Conley thanked everyone for their help with the Trick or Treat trail. She said over 2,200 kids showed up. She spoke regarding the afternoon with Santa and Christmas Parade event. Ms. Conley stated it will be held on October 2nd, 2017 from 12 to 3 PM, and the parade will begin at 5:30 PM if anyone would like to participate. The Veterans Ceremony will be held at 11:00 AM on Veterans Day.

Duane Haskins spoke regarding three ordinances that will be moving forward to City Council for the 12/4/17 meeting. He said one was tabled that will be coming before Council as a whole: the Non-discrimination ordinance involving LGBTQ and questions on how to enforce this ordinance.

Mr. Hayman said he has been in contact with the State Department of Justice and a meeting is supposed to be set to discuss the enforcement of such an ordinance.

H. AUDIENCE PARTICIPATION

Rick Fuhst from Burton said he wants the Genesee County Drain Commissioner to discuss why the rates are going up. He discussed Agenda Items 10 & 11 - sale of properties. He said I noticed that someone from out of state is buying these properties. Why such an interest from out of state people.

Jim Craig from Burton spoke about the Veterans Honor Run. He said there was a strong showing of people. The race series has been a big public image boost and great marketing for the City. People loved seeing the Fire Station and liked the course and thanked the police and fire for the traffic control.

Genevieve Fields from Burton thanked everyone for their work so far on the discrimination ordinance. I look forward to seeing the resolution to go in front of Council again soon.

John Stapish from Burton had questions on Ordinance No. 4 for the proof for the water rates. He said rates are going to go up. We don't need to hire someone for $13,000 to tell us that.

I. COUNCIL DISCUSSION

Mr. O'Keefe stated I drove through Mallard Ponds and was astonished over all of the new builds going up in the neighborhood and it was really great to see. This is the last meeting for my colleague, Mr. Hatfield. I am going to miss him, along with his knowledge of union contracts. In September, I requested the 5-Year Forecast to be updated. I still have not received it. This is his 4th request for that information.

Mr. Smith said I don't feel comfortable voting on some of these items tonight. Item #4, due to the Council President not being present and new Council people starting on November 20th. Item #14, I would like to table that as well until all Council is present.

Mr. Haskins said I believe Item #4 was voted down because they wanted Drain Commissioner Jeff Wright to be present to explain the increases and that never happened.

Mr. Smith said the amounts have already grown. I want to know what the increases are for.

Mr. Haskins said I would like Mr. Wright to come in and explain this matter.

Mr. Hayman stated the DPW has some concerns by not acting on this item tonight.

Mr. Haskins said I respect their concerns, but they really want to hear from Jeff Wright. He stated as far as Item #14 goes, I think this item will need further discussion from Council.

Mrs. Conley thanked Vaughn Smith and Goyette for putting on Project Heats On.

Mr. Abbey stated please make Item #4 a priority at the next meeting. We don't want to fall too far behind.

Mr. Hatfield stated the rates are what they are. We could ask Jeff Wright all the questions we want, the rates will still be the rates, it's a county pass through. I would rather start paying now, than wait and be hit with a bigger bill later on.

Mr. Hayman stated Dima already went over all of this.

Mr. Smith wants the question in writing, along with the answer in writing.

Karen Moffitt stated the $2 million went towards loan forgiveness. The money ends up as revenue in financial statements.

Mr. Smith asked why we aren't seeing the savings, where did the $2 million go. Why are we over the total?

Mr. Hayman stated I will forward that question in writing to Dima and we will see what response we get. I honestly thought she answered those questions in previous presentations.

Mr. Haskins inquired about the Mayor's attorney billing. Mr. Hayman said I could not find a contract or an agreement for that attorney.

Mr. Haskins said I cannot agree with the tax payers paying $13,000 for the Mayor to take the Council to court for an ongoing issue.

Mr. Hayman stated I cannot produce a document that doesn't exist.

Mr. Hatfield spoke regarding Item #5 - Street Administrator. He said I received an email from a resident pertaining to the intersection at Bristol and Vassar Road. The resident suggested putting up a flashing light (yellow for Bristol) instead of a stop sign. He would like this looked into. He also stated he read an article approximately two months ago regarding the ten most dangerous intersections in the County and Burton has two of them: #3 was Grand Traverse and Bristol and #4 was Court and Center Roads. This needs to be addressed.

Mr. Slattery asked Mr. Hatfield to forward the article to him. He said I thought that it was the Michigan State Police that put out that article.

Mr. Hatfield stated that it was his privilege and honor to serve the residents of the City and thanked everyone.

Mr. Smith asked Attorney Doyle about a phone call she received on 10/16/17 to Attorney Greenfelder and asked if she had any conversations from him since then.

Attorney Doyle stated they met on the 12th in her office, she prepared a memo on the 16th and Attorney Greenfelder called regarding that Memo. That is the last she heard from him.

Mr. Hatfield said I want to thank Amber Abbey and the DPW for getting things under control at Mallard Ponds. There are 24-26 building permits. It has been frustrating for the residents but houses are selling fast.

J. COUNCIL ACTION

1. Approve and authorize the Attorney Billing (A. Doyle) 10/11/17 to 10/31/17 in the amount of $8,259.95.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

2. Approve and authorize Resolution 2017-10 authorizing notice of intent to issue bonds and declaration of intent to reimburse from bond proceeds (2018 DWRF Project No. 7400-01 Phase 5).

   Mr. Hatfield had to abstain from voting due to his financial licensing.

RESULT:	**CARRIED [5 TO 0]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, Haskins, Conley, O'Keefe, Smith
ABSTAIN:	Hatfield
EXCUSED:	Heffner

3. Approve and authorize Resolution 2017-11 authorizing issuance of 2017 General Obligation Limited Tax Refunding Bonds (Fire Stations) in an amount not to exceed $3.4 million.

   Mr. Hatfield had to abstain from voting due to his financial licensing.

RESULT:	**CARRIED [5 TO 0]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, Haskins, Conley, O'Keefe, Smith
ABSTAIN:	Hatfield
EXCUSED:	Heffner

4. Approve and authorize the Treasurer to adjust the City of Burton's water usage commodity charge from $6.48 to $6.67 per 100 cubic feet (includes system losses) in accordance with the pass through increase from Genesee County Water and Waste of $0.18 per 100 cubic feet of usage, and to adjust the Readiness To Serve charge per meter on all active domestic metered water accounts to be increased $3.98 monthly.

   Item #4 was removed.

RESULT:	**WITHDRAWN**

5. Approve and authorize the designation of DPW Director Robert Slattery as Street Administrator as required by Section 247.663.13(9) of Public Acts 51 of 1951.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

6. Approve and authorize John Owens to purchase three (3) years and five (5) months of MERS pension generic service time. The total cost of $63,149.00 will be at the employee's expense.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

7. Approve and authorize the transfer of the 2016 Community Development Block Grant monies allocation as follows: the unused balance of LED Lighting Improvements at the Senior Center in the amount of $24,531.64 to the Infrastructure improvements project.

   Mr. Haskins asked for an explanation on this item.

   Mr. Slattery stated the project at the senior center for the LED lighting was done for less than what was estimated because the work was done in house. The funds left over were transferred to the Flint Water Main Project for the CDBG funds that we are using on that project.

   Mr. Haskins asked if the $24,531.64 would have been better used to help out with Fire Department issues instead of this blanket infrastruction improvement project.

   Mr. Abbey stated it has to go into a prequalified project.

   Mr. Hayman said the answer is no.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

8. Budget Amendment (Budget #1979-1982) Approve and authorize the following 2017-2018 budget amendment: Decrease (2069-2069-977.7087 Senior Center CDBG Expenditures) by $24,531.64; Decrease(2069-0000-691.0651 Senior Center CDBG Revenue) by $24,531.64; Increase (5091-5091-977.7087 Water CDBG Expenditure) by $24,531.64; Increase (5091-0000-691.0651 Water CDBG Revenue by $24,531.64.

Mr. Smith said it looks like it's going to go into the water CDBG revenue. So, that's going to be going into the water fund, is that correct?

Mrs. Moffitt stated yes, that is where the Flint water project is budgeted, you are increasing the revenue and the expenditure by the same amount.

Mr. Smith said as we issue the bonds, how much is left for additional investment? What is our long term revenue sources.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Steven Hatfield, Councilman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

9. Budget Amendment (Budget #1983-1984) Approve and authorize the following 2017-2018 budget amendment: Decrease (5091-5091-757.0000 Water Operating Expenditures) by $200 ; Increase (5091-5091-999.7096 Water Paying Agent Fees) by $200.

   Mr. Haskins asked for an explanation on this.

   Mrs. Moffitt stated the system rounds when budgeting. It rounded down instead of up so we needed a little bit more money.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

10. Approve and authorize the sale of Vacant Lot - Donovan St., Parcel No. 59-30-578-063, to give first and final approval for the sale of this improved parcel to Daniel McClung, on behalf of Rocky Brook Land Company, Inc., 483 Billings Road, Hermon, ME 04401 for the sum of $150 cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate this sale.

    Mr. Haskins stated that Mr. Fuhst asked about out of state buyers.

    Mr. Abbey said you will see things like that, they are just big investors.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

11. Approve and authorize the sale of Vacant Lot - Farley St., Parcel No. 59-21-530-002, to give first and final approval for the sale of this improved parcel to Daniel McClung, on behalf of Rocky Brook Land Company, Inc., 483 Billings Road, Hermon, ME 04401 for the sum of $250 cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate this sale.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Steven Hatfield, Councilman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

12. Budget Amendment (Budget #1987-1988) Approve and authorize the following 2017-2018 budget amendment: Decrease (1001-2071-922.0002) General Fund Gilkey Creek Interest) by $1,000; Increase (1001-2071-922.0000 Drains at Large) by $1,000.

    Mr. Haskins asked for an explanation on this item.

    Mrs. Moffitt stated annually we receive an invoice from the County for maintenance on our drains. We just received an invoice for the principal payment and interest payment for Gilkey Creek. In total we have enough money budgeted except one of those line items are short.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

13. Budget Amendment (Budget #1989-1990) Approve and authorize the following 2017-2018 budget amendment: Decrease (2007-2007-709.0000 Police Overtime) by $4,800; Increase (2007-2007-709.2007 Police Overtime - Back to the Bricks) by $4,800.

    Mr. Haskins asked for an explanation on this item.

    Mrs. Moffitt stated the overtime for the Back to the Bricks exceeded the amount budgeted so we are asking to move money from the regular police overtime account to the police overtime account for the Back to the Bricks. For some reason we lowered the budget, the cost last year may have not been as much as we had budgeted due to the weather.

Mr. Martinbianco asked, how much did the DDA dedicate towards the police presence during Back to the Bricks?

Mr. Hayman said I don't remember.

Duane Haskins said it has been discussed at different amounts so I am not sure either.

Mr. Martinbianco stated it has become quite the event and at some point Back to the Bricks itself may have to dip in and help these local communities out.

Mr. Haskins said they tried and Back to the Bricks said no.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Steven Hatfield, Councilman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

14. Approve and Authorize the Mayor and Clerk to enter into an agreement with WHG, the Woodhill Group, 20145 Woodhill Dr. Northville, MI 48167, to conduct rate studies for the purpose of setting both the water and sewer rates, for a cost not to exceed $13,110.00.

Mr. Smith stated I want to make a motion that this item be tabled until the 20th so that the other two council members can be here.

RESULT:	**TABLED [UNANIMOUS]**	**Next: 11/20/2017 7:00 PM**
MOVER:	Vaughn Smith, Councilman	
SECONDER:	Christina Conley, Councilwoman	
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith	
EXCUSED:	Heffner	

K. FIRST READING OF ORDINANCE

Mr. Smith stated this is a fairly common template to do this. This is being used for non profits.

Attorney Doyle said this was used for Kings Lane and for Blackberry Creek.

1. Approve and authorize first reading of Ordinance 2017-____-116.05, an Ordinance Amending Chapter 116 by the addition of Section 05 providing for the PILOT program extension for Burton Place Apartments.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, Haskins, Hatfield, Conley, O'Keefe, Smith
EXCUSED:	Heffner

Meeting was adjourned at 9:03 PM.

CITY OF BURTON

BURTON CITY COUNCIL MEETING

NOVEMBER 20, 2017

MINUTES

Council Chambers	Regular Meeting	7:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 7:00 PM.

A. INVOCATION LED BY: DUANE HASKINS

B. THE PLEDGE OF ALLEGIANCE IS LED BY: DUANE HASKINS

C. ROLL CALL

me	Title	Status	ive
nco	Councilman	Present	
s	Councilman	Present	
r	President	Present	
ey	Councilwoman	Present	
d	Councilman	Present	
	Councilman	Present	
e	Councilman	Present	

D. STAFF PRESENT

Paula Zelenko, Mayor
Robert Slattery, DPW Director
Sue Warren, HR Director
Micheal Odette, Lieutenant
Betty Bigsby, Benefits

Richard Hayman, Chief of Staff
Charles Abbey, DPW Director
Ginger Burke-Miller, Controller
Kirk Wilkinson, Asst. Fire Chief
Amber Abbey, Planning/Zoning

E. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Oct 2, 2017 7:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Heffner, Conley, Hatfield, Smith, O'Keefe

F. ADMINISTRATIVE REPORTS

Mayor Zelenko stated the end of the year is coming up fast on us. We will have some annual business that will be taking place and will be on your agenda December 4, 2017. The annual lump sum payment for MERS as well as the action on Public Act 152, which is the Hard Cap/80-20/Opt Out annual action will be on that agenda. The Drain Commissioner, Jeff Wright will be available for a Special Meeting November 22nd or the December 4th meeting. You have a copy of the flyer that residents will be receiving when the Genesee County Drain Commission begins treating the water. The Budget Amendment before you tonight is moving funds from contractual services to the contractual service line item in the election department from per diem line item in the election department for the payment of invoices from Davison Township and Genesee County for their assistance in our election. You were given copies of all the correspondence we have had regarding the references we have received under the tabled item of the Water and Sewer Rate study. The first reading of the ordinance tonight is amending the Medical Marijuana facilities so that we are in compliance with the new state law. Revenue and Expenditure is in your packet. Plante and Moran has completed the audit. We need to set up a meeting for the annual audit workshop. We are looking at the second week in December. You should also have the General Fund 5-Year Forecast. I would like to ask the Council to consider a software purchase from Plante and Moran that will enable us to forecast all of our funds and save on manpower and time. The State of Michigan Treasury Department will pay half of the cost if we contract with that before December 1st. The total cost of the program is $7,000 per year. Attorney Leadford will be here at the December 4th meeting to give an update on negotiation strategies.

Mrs. Ginger Burke Miller explained how the program worked.

1. October 2017 Revenue and Expenditure Report

G. COMMITTEE REPORTS

None.

1. Motion to add as Item #3, Approve and Authorize the Mayor and Clerk to enter into a three year agreement with Forecast Five Analytics at a cost of $7,000 per year pending review of the City Attorney.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, Haskins, Heffner, Conley, Hatfield, Smith, O'Keefe

H. AUDIENCE PARTICIPATION

Danny Wells of Burton said I would like to thank Mr. Hatfield for his service. One suggestion I have is to possibly have an alternate Councilman in the future.

Genevieve Field of Burton said on behalf of the Poly Caucus of Genesee County, we would like to thank Councilman Hatfield for his service and support of the LGBTQ Community.

I. COUNCIL DISCUSSION

Mr. O'Keefe said I want to thank the Controller and the Mayor for the Five-Year Forecast. The two components that are missing are the Police and the Fire Departments. The Mayor said these may be done in the next week.

Mr. Heffner and Mr. Martinbianco thanked Mr. Hatfield for his service and for doing an outstanding job.

J. COUNCIL ACTION

1. Approve and authorize the Attorney Billing (A. Doyle) 11-01-17 to 11-14-17 in the amount of $4,434.25.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Heffner, Conley, Hatfield, Smith, O'Keefe

2. Budget Amendment (Budget #1985-1986) Approve and authorize the following 2017-2018 budget amendment: Decrease (1001-1091-710.0000 General Fund - Elections- Fees Per Diem) by $25,000; Increase (1001-1091-818.0000 General Fund - Elections-Contractual Service) by $25,000.

   Mr. Martinbianco asked how much longer it will take to get our sworn in City Clerk and Deputy Clerk back in action.

   Mayor Zelenko said we do not have a time frame as of yet. The $25,000 is to cover the invoices for the help with the election from Davison Twp. and Genesee County. We are moving this to contractual services so that it is better accounted for.

   Mr. Haskins asked is there a breakdown on this $25,000?

   Mayor Zelenko stated yes the invoices are all broken down, we can get that to you tomorrow.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, Haskins, Heffner, Conley, Hatfield, Smith, O'Keefe

3. Approve and Authorize the Mayor and Clerk to enter into a three year agreement with Forecast Five Analytics at a cost of $7,000 per year pending review of the City Attorney.

   Mr. O'Keefe said with the 5-Year Plan we will know where we are at with the Sewer and Water Fund.

   Mr. Haskins asked if this contract is for three years and what will happen after that.

   Mrs. Ginger Burke-Miller said yes it is a contract for three years. If at any point the state decides not to do the partial reimbursement there is an out-clause. After the three years, if we are happy with the service, we will have to enter into another contract. The school systems have been offered this program through the State for the last three years. The software providers actually encouraged the State to open it up to local municipalities because they thought that we would see value in this product as well. For financial planning, this seems to be the best fit for you.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Vaughn Smith
SECONDER:	Tom Martinbianco, Christina Conley
AYES:	Martinbianco, Haskins, Heffner, Conley, Hatfield, Smith, O'Keefe

K. TABLED ITEMS

1. Approve and Authorize the Mayor and Clerk to enter into an agreement with WHG, the Woodhill Group, 20145 Woodhill Dr. Northville, MI 48167, to conduct rate studies for the purpose of setting both the water and sewer rates, for a cost not to exceed $13,110.00.

L. FIRST READING OF ORDINANCE

1. Approve and Authorize first reading of an ordinance for Zoning Case #318, amend chapter 157, the zoning ordinance, of the code of ordinances of the City of Burton to regulate Commercial Medical Marijuana Transaction Facilities

   Mr. Smith asked Mrs. Abbey if there will be a Council of the Whole meeting regarding the fees.

   Mrs. Abbey said I am prepared to speak on this now. Most municipalities are leaning toward the $5,000 fee. If the first reading goes through tonight, the second reading should be December 4, 2017. We can have a special meeting if the Council feels the need for it. The state allows us to charge up to $5,000 annually. You do need to be able to justify the amount that we charge and the yearly renewal amount to the State. Our program would include Fire Prevention, Code Enforcement, Building Inspection and possibly more Police Enforcement and I believe we are justified in charging the $5,000 fee.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Heffner, Conley, Hatfield, Smith, O'Keefe

Meeting was adjourned at 7:31 PM.

CITY OF BURTON

BURTON CITY COUNCIL MEETING

NOVEMBER 20, 2017

MINUTES

Council Chambers	Inaugural Ceremony	8:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 8:00 PM.

I. THE INVOCATION WAS LED BY PASTOR DALE PATTEE.

II. PLEDGE OF ALLEGIANCE WAS LED BY COUNCIL PRESIDENT, STEVE HEFFNER.

III. CALL TO ORDER

Danny Wells was sworn in by the Honorable Judge Latchana. He said this campaign is about our future. We have to start watching out for our children and grandchildren. The world is a different place right now. I am thankful for my wife, mother and the all of my family. I would also like to thank all of my friends and the community for their help with my campaign.

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Present	
Duane Haskins	Councilman	Present	
Steven Heffner	President	Present	
Christina Conley	Councilwoman	Present	
Vaughn Smith	Councilman	Present	
Danny Wells	Councilman	Present	
Dennis O'Keefe	Councilman	Present	

IV. STAFF PRESENT

Paula Zelenko, Mayor
Richard Hayman, Chief of Staff
Robert Slattery, DPW Director
Charles Abbey, DPW Director
Sue Warren, HR Director
Ginger Burke-Miller, Controller
Micheal Odette, Lieutenant
Amber Abbey, Planning/Zoning
Jean Johnson, Senior Center Director

V. ADMINISTRATIVE REPORT

Mayor Zelenko said I want to thank Councilman Steve Hatfield for your service and all that you have done. It's been great having you on board. I would like to congratulate Councilmembers Christina Conley, Dennis O'Keefe, Vaughn Smith and welcome back Danny Wells.

VI. MASTER OF CEREMONIES HONORABLE JUDGE MARK LATCHANA

Judge Latchana stated Judge Manley and I, as elected officials, truly value the Swearing-In Ceremony. These elected officials have worked very hard and will continue to do so for the better of the community. I want to congratulate all of the City Council that were appointed tonight and to those that ran. We need folks that are interested in what goes on in our municipality to be involved. Whether that's sitting on the Council, participating in the discussion as members of the public, or running for office.

A. *Oath of Office Council (4-year term)*

i. Dennis O'Keefe

Dennis O'Keefe was sworn in by the Honorable Judge Latchana. He stated, I would like to thank the residents of the City of Burton and my wife for their support. I have lived my entire adult life in Burton. I have raised my family in Burton and I do this because I want it to be a better place to live and work.

ii. Vaughn Smith

Vaughn Smith was sworn in by the Honorable Judge Jennifer Manley. He stated, I grew up in Burton and raised my family here. I know that we have a lot of challenges. Times have changed and we have to make some tough decisions. We are making progress. I want to thank my family and the community for their support. We have to give back to our community. If everyone takes and does not give back to their community they will lose it. We have to make this world a better place.

iii. Danny Wells

Danny Wells was sworn in by the Honorable Judge Latchana. He said, I want to thank my wife, mother and all of my family for the love and support they have given me. I also thank the community and all the friends that have helped me with my campaign. I love this City and the people that live and work here and I love being back. We need to get our young people more involved in their community and show them the right way.

B. *Oath of Office Council (2-year term)*

i. Tina Conley

Christina Conley was sworn in by the Honorable Judge Jennifer Manley. She said, I want to say thank you to my husband, my son and all of my family. I wouldn't be the person I am today if it wasn't for my mom and dad. I thank everyone who showed their support for me. I thank Vaughn Smith for his help and encouragement. I do this because I care about the residents of the City of Burton. My priority is the City of Burton.

ii. Pastor Dale Pattee gave the benediction.

VII. NOMINATIONS

1. Nominations for Council President

   Steve Heffner

2. Motion to nominate and appoint Steve Heffner for Council President for the Nov. 2017-Nov. 2019 term.

RESULT:	**CARRIED [6 TO 1]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Haskins, Heffner, Conley, Smith, O'Keefe
NAYS:	Wells

VIII. THE ELECTED COUNCIL PRESIDENT NOW CONDUCTS THE ELECTION OF THE VICE PRESIDENT

1. Nominations for Vice President

   Duane Haskins

IX. Motion to nominate and appoint Duane Haskins for Council Vice President for the Nov. 2017-Nov. 2019 term.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Christina Conley, Councilwoman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Haskins, Heffner, Conley, Smith, Wells, O'Keefe

Meeting was adjourned at 8:35 PM.

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 11/30/2017
% Fiscal Year Completed: 41.92
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 1001 - GENERAL FUND						
Revenues						
Dept 0000						
1001-0000-403.0000	CURRENT REAL/PERSONAL TAXES	2,135,300.00	1,992,508.48	18,670.06	142,791.52	93.31
1001-0000-404.0000	TAX CHARGEBACKS	(55,000.00)	11,273.61	0.00	(66,273.61)	(20.50)
1001-0000-407.0000	DELINQUENT REAL TAXES	3,200.00	0.00	0.00	3,200.00	0.00
1001-0000-446.0000	INTEREST & PENALTIES ON TAXES	147,000.00	16,969.93	11,456.27	130,030.07	11.54
1001-0000-450.0000	ALL PERMITS & LICENSE FEES	4,000.00	1,398.50	255.00	2,601.50	34.96
1001-0000-453.0000	FRANCHISE FEES	475,000.00	111,935.12	91,894.77	363,064.88	23.57
1001-0000-454.0000	LEASE FEES	37,000.00	16,468.45	3,293.69	20,531.55	44.51
1001-0000-539.0002	GRANT REVENUE (STATE) - DNR GRANT	7,000.00	0.00	0.00	7,000.00	0.00
1001-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	31,400.00	30,375.00	30,375.00	1,025.00	96.74
1001-0000-574.0000	STATE SHARED REVENUES	2,539,100.00	927,090.00	477,938.00	1,612,010.00	36.51
1001-0000-576.0000	LIQUOR FEES	18,100.00	18,909.55	0.00	(809.55)	104.47
1001-0000-608.0000	BOARD OF APPEALS	10,700.00	3,250.00	450.00	7,450.00	30.37
1001-0000-618.0000	ADMINISTRATION FEES-TAXES	273,000.00	191,680.63	1,839.11	81,319.37	70.21
1001-0000-622.0000	ZONING FEES	11,000.00	4,035.00	330.00	6,965.00	36.68
1001-0000-627.0000	COPY FEES	1,300.00	849.23	84.24	450.77	65.33
1001-0000-666.0000	INTEREST INCOME	15,000.00	17,979.46	0.00	(2,979.46)	119.86
1001-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	729.71	0.00	(729.71)	100.00
1001-0000-673.0000	SALE OF ASSETS	5,800.00	3,090.00	0.00	2,710.00	53.28
1001-0000-674.0000	PARKS AND REC DONATIONS	3,000.00	615.41	0.00	2,384.59	20.51
1001-0000-675.0000	REFUNDS & REBATES	14,000.00	0.00	0.00	14,000.00	0.00
1001-0000-678.0000	REIMBURSEMENT INCOME	20,000.00	975.00	975.00	19,025.00	4.88
1001-0000-690.2000	VETERAN'S HONOR RACE REVENUE	18,000.00	14,545.00	5,005.00	3,455.00	80.81
1001-0000-690.2001	BURTON MEMORIAL DAY RACE	17,000.00	480.00	435.00	16,520.00	2.82
1001-0000-690.2004	MOVIES REVENUE (P&R)	2,000.00	0.00	0.00	2,000.00	0.00
1001-0000-690.2005	PATRIOT DAY HERO RACE PROCEEDS	5,000.00	25.00	0.00	4,975.00	0.50
1001-0000-691.0653	MEMORIAL DAY PARADE DONATIONS	7,000.00	0.00	0.00	7,000.00	0.00
1001-0000-691.4001	TRANSFER FROM CAPITAL IMPROV.	20,000.00	0.00	0.00	20,000.00	0.00
1001-0000-694.0000	OTHER REVENUES	18,000.00	1,140.92	200.00	16,859.08	6.34
Total Dept 0000		5,782,900.00	3,366,324.00	643,201.14	2,416,576.00	58.21
TOTAL REVENUES		5,782,900.00	3,366,324.00	643,201.14	2,416,576.00	58.21
Expenditures						
Dept 1001-COUNCIL						
1001-1001-703.0000	SALARY	67,000.00	28,312.59	5,979.19	38,687.41	42.26
1001-1001-710.0000	BOARD OF REVIEW	2,500.00	262.50	0.00	2,237.50	10.50
1001-1001-719.0000	FRINGE BENEFITS	48,900.00	13,654.34	1,844.71	35,245.66	27.92

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 1001 - GENERAL FUND						
Expenditures						
1001-1001-727.0000	OFFICE SUPPLIES	1,000.00	595.93	83.10	404.07	59.59
1001-1001-728.0000	INFORMATION TECH ALLOCATION	22,400.00	22,400.00	0.00	0.00	100.00
1001-1001-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	22,000.00	13,851.61	13,850.00	8,148.39	62.96
1001-1001-818.0000	CONTRACTUAL SERVICES	5,000.00	3,371.49	3,371.49	1,628.51	67.43
1001-1001-818.0001	MASTER PLAN	10,000.00	2,955.04	0.00	7,044.96	29.55
1001-1001-826.0000	LEGAL	60,000.00	49,992.81	3,018.45	10,007.19	83.32
1001-1001-828.0000	MEMBERSHIP & DUES	12,000.00	11,974.00	0.00	26.00	99.78
1001-1001-864.0000	TRAINING	10,000.00	1,035.00	0.00	8,965.00	10.35
1001-1001-900.0000	NOTICES	5,000.00	346.86	0.00	4,653.14	6.94
1001-1001-910.0000	INSURANCE	105,000.00	84,303.87	0.00	20,696.13	80.29
1001-1001-956.0000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
1001-1001-956.0003	CITY COUNCIL NEWSLETTER	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 1001-COUNCIL		376,300.00	233,056.04	28,146.94	143,243.96	61.93
Dept 1071-MAYOR						
1001-1071-703.0000	SALARY	75,000.00	31,308.75	8,538.75	43,691.25	41.75
1001-1071-706.0000	SALARIES PERMANENT	57,700.00	23,784.36	6,495.44	33,915.64	41.22
1001-1071-717.0000	RETIREMENT - MERS ACTIVE	9,100.00	3,838.69	1,046.90	5,261.31	42.18
1001-1071-718.0000	RETIREMENT - MERS RETIREES	15,500.00	6,468.82	1,777.71	9,031.18	41.73
1001-1071-719.0000	FRINGE BENEFITS	71,300.00	16,223.38	2,554.15	55,076.62	22.75
1001-1071-727.0000	OFFICE SUPPLIES	1,000.00	219.82	0.00	780.18	21.98
1001-1071-728.0000	INFORMATION TECH ALLOCATION	8,200.00	8,200.00	0.00	0.00	100.00
1001-1071-731.0000	POSTAGE	400.00	578.99	0.00	(178.99)	144.75
1001-1071-757.0000	OPERATING EXPENDITURES	1,000.00	0.00	0.00	1,000.00	0.00
1001-1071-818.0000	CONTRACTUAL SERVICE	1,000.00	125.50	125.50	874.50	12.55
1001-1071-828.0000	MEMBERSHIP & DUES	2,000.00	1,174.00	0.00	826.00	58.70
1001-1071-863.0000	AUTO REPAIR	500.00	0.00	0.00	500.00	0.00
1001-1071-864.0000	TRAINING	5,000.00	760.95	760.95	4,239.05	15.22
1001-1071-867.0000	GAS & OIL	1,000.00	353.36	268.56	646.64	35.34
1001-1071-868.0000	AUTO WASH	300.00	0.00	0.00	300.00	0.00
1001-1071-956.0000	MISCELLANEOUS	1,500.00	899.44	0.00	600.56	59.96
1001-1071-984.0000	OFFICE EQUIPMENT	400.00	0.00	0.00	400.00	0.00
Total Dept 1071-MAYOR		250,900.00	93,936.06	21,567.96	156,963.94	37.44
Dept 1091-ELECTION						
1001-1091-706.0000	SALARIES PERMANENT	68,900.00	28,770.64	7,770.51	40,129.36	41.76
1001-1091-709.0000	OVERTIME	6,100.00	2,438.75	1,002.08	3,661.25	39.98

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Fund 1001 - GENERAL FUND						
Expenditures						
1001-1091-710.0000	FEES PER DIEM	31,000.00	18,227.13	8,992.04	12,772.87	58.80
1001-1091-717.0000	RETIREMENT - MERS ACTIVE	5,000.00	1,844.60	541.31	3,155.40	36.89
1001-1091-718.0000	RETIREMENT - MERS RETIREES	39,000.00	15,629.04	4,358.93	23,370.96	40.07
1001-1091-719.0000	FRINGE BENEFITS	35,000.00	10,700.16	1,632.49	24,299.84	30.57
1001-1091-727.0000	SUPPLIES	6,000.00	1,167.62	635.66	4,832.38	19.46
1001-1091-728.0000	INFORMATION TECH ALLOCATION	1,100.00	1,100.00	0.00	0.00	100.00
1001-1091-731.0000	POSTAGE	5,500.00	1,914.56	0.00	3,585.44	34.81
1001-1091-818.0000	CONTRACTUAL SERVICE	29,000.00	6,529.49	4,068.88	22,470.51	22.52
1001-1091-861.0000	AUTO ALLOWANCE	500.00	72.07	0.00	427.93	14.41
1001-1091-864.0000	TRAINING	3,000.00	0.00	0.00	3,000.00	0.00
1001-1091-900.0000	NOTICES	400.00	0.00	0.00	400.00	0.00
1001-1091-943.0000	EQUIPMENT RENTAL	1,500.00	165.47	0.00	1,334.53	11.03
1001-1091-956.0000	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00
1001-1091-977.7089	NEW EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
1001-1091-999.4001	TRANSFER TO CAPITAL IMPROV.	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 1091-ELECTION		235,600.00	88,559.53	29,001.90	147,040.47	37.59
Dept 2009-ASSESSOR						
1001-2009-703.0000	SALARY	75,000.00	35,625.00	10,812.50	39,375.00	47.50
1001-2009-706.0000	SALARIES PERMANENT	141,700.00	56,364.05	16,104.01	85,335.95	39.78
1001-2009-709.0000	OVERTIME	1,500.00	758.10	758.10	741.90	50.54
1001-2009-717.0000	RETIREMENT - MERS ACTIVE	2,800.00	467.03	141.72	2,332.97	16.68
1001-2009-718.0000	RETIREMENT - MERS RETIREES	15,100.00	2,539.71	769.80	12,560.29	16.82
1001-2009-719.0000	FRINGE BENEFITS	83,500.00	28,539.95	4,094.72	54,960.05	34.18
1001-2009-727.0000	OFFICE SUPPLIES	1,200.00	84.43	0.00	1,115.57	7.04
1001-2009-728.0000	INFORMATION TECH ALLOCATION	6,100.00	6,100.00	0.00	0.00	100.00
1001-2009-731.0000	POSTAGE	6,700.00	192.00	0.00	6,508.00	2.87
1001-2009-757.0000	OPERATING EXPENDITURES	200.00	0.00	0.00	200.00	0.00
1001-2009-818.0000	CONTRACTUAL SERVICE	4,000.00	0.00	0.00	4,000.00	0.00
1001-2009-818.7100	PICTOMETRY & ORTHOIMAGERY PROJECT	3,000.00	0.00	0.00	3,000.00	0.00
1001-2009-826.0000	LEGAL	2,000.00	125.00	0.00	1,875.00	6.25
1001-2009-828.0000	MEMBERSHIP & DUES	1,000.00	0.00	0.00	1,000.00	0.00
1001-2009-863.0000	AUTO REPAIR	3,000.00	710.97	0.00	2,289.03	23.70
1001-2009-864.0000	TRAINING	3,500.00	1,477.50	1,025.00	2,022.50	42.21
1001-2009-867.0000	GAS & OIL	1,000.00	167.09	0.00	832.91	16.71
1001-2009-868.0000	AUTO WASH	100.00	0.00	0.00	100.00	0.00
1001-2009-984.0000	OFFICE EQUIPMENT	1,200.00	0.00	0.00	1,200.00	0.00

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Fund 1001 - GENERAL FUND						
Expenditures						
Total Dept 2009-ASSESSOR		352,600.00	133,150.83	33,705.85	219,449.17	37.76
Dept 2015-CLERK						
1001-2015-703.0000	CLERK SALARY	60,600.00	25,625.60	6,988.80	34,974.40	42.29
1001-2015-706.0000	SALARIES PERMANENT	31,200.00	12,832.07	3,708.02	18,367.93	41.13
1001-2015-709.0000	OVERTIME	1,800.00	1,300.18	482.84	499.82	72.23
1001-2015-717.0000	RETIREMENT - MERS ACTIVE	10,900.00	4,491.00	1,235.91	6,409.00	41.20
1001-2015-718.0000	RETIREMENT - MERS RETIREES	23,000.00	5,138.02	1,485.94	17,861.98	22.34
1001-2015-719.0000	FRINGE BENEFITS	52,300.00	13,832.11	1,306.07	38,467.89	26.45
1001-2015-727.0000	OFFICE SUPPLIES	800.00	50.00	0.00	750.00	6.25
1001-2015-728.0000	INFORMATION TECH ALLOCATION	3,100.00	3,100.00	0.00	0.00	100.00
1001-2015-731.0000	POSTAGE	300.00	25.20	0.00	274.80	8.40
1001-2015-818.0000	CONTRACTUAL SERVICE	600.00	350.00	0.00	250.00	58.33
1001-2015-828.0000	MEMBERSHIP & DUES	900.00	0.00	0.00	900.00	0.00
1001-2015-861.0000	AUTO ALLOWANCE	300.00	0.00	0.00	300.00	0.00
1001-2015-864.0000	TRAINING	3,500.00	0.00	0.00	3,500.00	0.00
1001-2015-956.0000	MISCELLANEOUS	300.00	30.00	0.00	270.00	10.00
1001-2015-977.7089	NEW EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 2015-CLERK		190,600.00	66,774.18	15,207.58	123,825.82	35.03
Dept 2023-CONTROLLER						
1001-2023-703.0000	CONTROLLER SALARY	12,400.00	5,115.01	1,317.95	7,284.99	41.25
1001-2023-706.0000	SALARIES PERMANENT	37,000.00	15,048.91	4,322.55	21,951.09	40.67
1001-2023-709.0000	OVERTIME	1,600.00	292.50	68.72	1,307.50	18.28
1001-2023-717.0000	RETIREMENT - MERS ACTIVE	6,100.00	2,489.88	688.85	3,610.12	40.82
1001-2023-718.0000	RETIREMENT - MERS RETIREES	24,300.00	9,601.09	2,707.95	14,698.91	39.51
1001-2023-719.0000	FRINGE BENEFITS	28,700.00	8,549.75	1,077.01	20,150.25	29.79
1001-2023-727.0000	OFFICE SUPPLIES	1,600.00	417.69	90.36	1,182.31	26.11
1001-2023-728.0000	INFORMATION TECH ALLOCATION	6,100.00	6,100.00	0.00	0.00	100.00
1001-2023-731.0000	POSTAGE	200.00	8.91	0.00	191.09	4.46
1001-2023-818.0000	CONTRACTUAL SERVICE	1,500.00	1,500.00	1,500.00	0.00	100.00
1001-2023-828.0000	MEMBERSHIP & DUES	1,800.00	879.10	579.10	920.90	48.84
1001-2023-864.0000	TRAINING	3,400.00	55.11	0.00	3,344.89	1.62
1001-2023-956.0000	MISCELLANEOUS	400.00	0.00	0.00	400.00	0.00
Total Dept 2023-CONTROLLER		125,100.00	50,057.95	12,352.49	75,042.05	40.01
Dept 2053-TREASURER						

12/01/2017 03:29 PM
User: millerg
DB: Burton

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 11/30/2017
% Fiscal Year Completed: 41.92
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 1001 - GENERAL FUND						
Expenditures						
1001-2053-703.0000	TREASURER SALARY	13,900.00	5,857.44	1,597.47	8,042.56	42.14
1001-2053-706.0000	SALARIES PERMANENT	9,600.00	3,881.40	1,108.96	5,718.60	40.43
1001-2053-709.0000	OVERTIME	200.00	0.00	0.00	200.00	0.00
1001-2053-717.0000	RETIREMENT - MERS ACTIVE	300.00	32.14	9.74	267.86	10.71
1001-2053-718.0000	RETIREMENT - MERS RETIREES	1,000.00	174.87	53.01	825.13	17.49
1001-2053-719.0000	FRINGE BENEFITS	10,600.00	6,010.07	1,259.50	4,589.93	56.70
1001-2053-727.0000	OFFICE SUPPLIES	600.00	289.00	8.38	311.00	48.17
1001-2053-728.0000	INFORMATION TECH ALLOCATION	1,600.00	1,600.00	0.00	0.00	100.00
1001-2053-731.0000	POSTAGE	15,000.00	5,609.36	0.00	9,390.64	37.40
1001-2053-757.0000	OPERATING EXPENDITURES	200.00	0.00	0.00	200.00	0.00
1001-2053-818.0000	CONTRACTUAL SERVICE	2,600.00	1,030.40	210.08	1,569.60	39.63
1001-2053-827.0000	TAX ROLL EXPENSE	7,500.00	3,879.46	0.00	3,620.54	51.73
1001-2053-828.0000	MEMBERSHIP & DUES	100.00	0.00	0.00	100.00	0.00
1001-2053-864.0000	TRAINING	1,000.00	5.00	5.00	995.00	0.50
1001-2053-956.3000	BANKING SUPPLIES	500.00	0.00	0.00	500.00	0.00
1001-2053-984.0000	OFFICE EQUIPMENT	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 2053-TREASURER		66,200.00	28,369.14	4,252.14	37,830.86	42.85
Dept 2065-CITY HALL						
1001-2065-706.0000	SALARIES PERMANENT	38,000.00	6,107.64	409.78	31,892.36	16.07
1001-2065-709.0000	OVERTIME	300.00	196.25	0.00	103.75	65.42
1001-2065-717.0000	RETIREMENT - MERS ACTIVE	800.00	50.87	5.49	749.13	6.36
1001-2065-718.0000	RETIREMENT - MERS RETIREES	4,200.00	276.92	29.70	3,923.08	6.59
1001-2065-719.0000	FRINGE BENEFITS	21,000.00	5,087.25	581.57	15,912.75	24.23
1001-2065-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	(72.40)	0.00	72.40	100.00
1001-2065-727.0000	OFFICE SUPPLIES	6,000.00	809.85	0.00	5,190.15	13.50
1001-2065-728.0000	INFORMATION TECH ALLOCATION	95,000.00	95,000.00	0.00	0.00	100.00
1001-2065-757.0000	OPERATING EXPENDITURES	200.00	56.06	0.00	143.94	28.03
1001-2065-818.0000	CONTRACTUAL SERVICE	5,000.00	2,417.68	1,058.99	2,582.32	48.35
1001-2065-825.0000	JANITORIAL	10,000.00	4,320.00	2,160.00	5,680.00	43.20
1001-2065-826.0000	LEGAL	18,000.00	2,666.99	656.25	15,333.01	14.82
1001-2065-910.0000	BUILDING INSURANCE	4,700.00	3,759.59	0.00	940.41	79.99
1001-2065-920.0000	UTILITIES	45,000.00	12,318.71	3,084.90	32,681.29	27.37
1001-2065-937.0000	BUILDING MAINT & SUPPLIES	25,000.00	17,739.98	1,751.84	7,260.02	70.96
1001-2065-937.8000	ADA BLDG/MAINT & SUPPLIES	4,800.00	0.00	0.00	4,800.00	0.00
1001-2065-938.0000	MAINT OF GROUNDS	5,700.00	1,097.53	211.77	4,602.47	19.25
1001-2065-943.0000	EQUIPMENT RENTAL	8,000.00	2,862.28	0.00	5,137.72	35.78
1001-2065-956.0401	PAYMENT ON PENSION UAL	976,000.00	0.00	0.00	976,000.00	0.00
1001-2065-977.7089	NEW EQUIPMENT	3,000.00	0.00	0.00	3,000.00	0.00

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Fund 1001 - GENERAL FUND						
Expenditures						
1001-2065-977.7090	CITY HALL EXPANSION/LEASE DEBT SERVICE	150,000.00	5,887.35	0.00	144,112.65	3.92
Total Dept 2065-CITY HALL		1,420,700.00	160,582.55	9,950.29	1,260,117.45	11.30
Dept 2071-PUBLIC SERVICE						
1001-2071-717.0000	RETIREMENT - MERS ACTIVE	0.00	16.76	16.76	(16.76)	100.00
1001-2071-718.0000	RETIREMENT - MERS RETIREES	0.00	130.40	130.40	(130.40)	100.00
1001-2071-719.0000	FRINGE BENEFITS	0.00	51.40	51.40	(51.40)	100.00
1001-2071-879.0000	PUBLIC RELATIONS	1,200.00	0.00	0.00	1,200.00	0.00
1001-2071-880.0000	ECONOMIC DEVELOPMENT-NEXT CORP	3,000.00	0.00	0.00	3,000.00	0.00
1001-2071-922.0000	DRAINS AT LARGE	46,000.00	45,813.00	45,813.00	187.00	99.59
1001-2071-922.0001	GILKEY CREEK PRINCIPAL	39,000.00	38,923.00	38,923.00	77.00	99.80
1001-2071-922.0002	GILKEY CREEK INTEREST	5,000.00	4,968.58	4,968.58	31.42	99.37
1001-2071-926.0000	STREET LIGHTING	380,000.00	131,204.25	33,331.48	248,795.75	34.53
1001-2071-959.7654	DISASTER AID	10,000.00	0.00	0.00	10,000.00	0.00
1001-2071-959.7660	HOLIDAY DECORATIONS/LABOR COST	5,000.00	0.00	0.00	5,000.00	0.00
1001-2071-961.0000	WEED CUTTING - TAX REVERTED PROP.	16,000.00	12,810.22	407.51	3,189.78	80.06
Total Dept 2071-PUBLIC SERVICE		505,200.00	233,917.61	123,642.13	271,282.39	46.30
Dept 6090-PARKS & RECREATION						
1001-6090-705.0000	RECREATION DIRECTOR STIPEND	10,000.00	4,703.84	1,875.00	5,296.16	47.04
1001-6090-706.0000	SALARIES PERMANENT	1,500.00	0.00	0.00	1,500.00	0.00
1001-6090-709.0000	OVERTIME	600.00	90.61	0.00	509.39	15.10
1001-6090-710.0000	COMMISSION SALARIES	3,900.00	680.00	160.00	3,220.00	17.44
1001-6090-717.0000	RETIREMENT - MERS ACTIVE	400.00	745.73	284.15	(345.73)	186.43
1001-6090-718.0000	RETIREMENT - MERS RETIREES	1,000.00	513.36	15.74	486.64	51.34
1001-6090-719.0000	FRINGE BENEFITS	7,000.00	608.19	188.93	6,391.81	8.69
1001-6090-728.0000	INFORMATION TECH ALLOCATION	1,100.00	1,100.00	0.00	0.00	100.00
1001-6090-731.0000	POSTAGE	1,000.00	3.68	0.00	996.32	0.37
1001-6090-757.0000	OPERATING EXPENDITURES	3,000.00	903.12	115.89	2,096.88	30.10
1001-6090-818.0000	CONTRACTUAL SERVICES	10,000.00	0.00	0.00	10,000.00	0.00
1001-6090-938.0000	MAINT OF GROUNDS	14,000.00	3,100.54	329.09	10,899.46	22.15
1001-6090-943.0000	EQUIPMENT RENTAL	14,000.00	4,289.31	0.00	9,710.69	30.64
1001-6090-956.0000	MISCELLANEOUS	700.00	0.00	0.00	700.00	0.00
1001-6090-956.6090	DNR GRANT EXPENDITURES	10,000.00	0.00	0.00	10,000.00	0.00
1001-6090-959.7674	MEMORIAL DAY PARADE	20,000.00	134.74	134.74	19,865.26	0.67
1001-6090-962.0000	TRAINING & MEMBERSHIPS	3,000.00	0.00	0.00	3,000.00	0.00
1001-6090-973.0000	P & R COMMUNITY EVENTS	5,000.00	192.73	192.73	4,807.27	3.85

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Fund 1001 - GENERAL FUND						
Expenditures						
1001-6090-973.1000	EASTER EGG HUNT	2,000.00	0.00	0.00	2,000.00	0.00
1001-6090-973.1200	TRICK OR TREAT TRAIL	5,000.00	2,548.77	2,563.77	2,451.23	50.98
1001-6090-973.1400	PIZZA WITH SANTA	3,000.00	410.00	410.00	2,590.00	13.67
1001-6090-973.2000	VETERAN'S HONOR RACE	17,000.00	10,668.57	7,450.50	6,331.43	62.76
1001-6090-973.2001	BURTON MEMORIAL DAY RACE	16,000.00	1,474.25	468.75	14,525.75	9.21
1001-6090-973.2004	MOVIES EXPENDITURES	4,500.00	0.00	0.00	4,500.00	0.00
1001-6090-973.2005	PATRIOT DAY HERO RACE EXPENDITURES	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 6090-PARKS & RECREATION		158,700.00	32,167.44	14,189.29	126,532.56	20.27
Dept 8001-PLANNING						
1001-8001-706.0000	SALARIES PERMANENT	24,900.00	9,707.40	2,773.50	15,192.60	38.99
1001-8001-709.0000	OVERTIME	1,100.00	288.96	92.47	811.04	26.27
1001-8001-710.0000	COMMISSION SALARIES	3,600.00	760.00	280.00	2,840.00	21.11
1001-8001-717.0000	RETIREMENT - MERS ACTIVE	500.00	84.57	24.42	415.43	16.91
1001-8001-718.0000	RETIREMENT - MERS RETIREES	2,700.00	471.11	132.57	2,228.89	17.45
1001-8001-719.0000	FRINGE BENEFITS	18,300.00	5,241.96	490.53	13,058.04	28.64
1001-8001-727.0000	SUPPLIES & POSTAGE	500.00	165.82	0.00	334.18	33.16
1001-8001-828.0000	MEMBERSHIP & DUES	200.00	163.20	0.00	36.80	81.60
1001-8001-864.0000	TRAINING	500.00	642.43	0.00	(142.43)	128.49
1001-8001-900.0000	NOTICES	500.00	84.60	42.30	415.40	16.92
Total Dept 8001-PLANNING		52,800.00	17,610.05	3,835.79	35,189.95	33.35
Dept 8005-ZONING						
1001-8005-706.0000	SALARIES PERMANENT	24,900.00	9,706.59	2,773.36	15,193.41	38.98
1001-8005-709.0000	OVERTIME	400.00	275.40	111.69	124.60	68.85
1001-8005-710.0000	BOARD SALARIES	2,500.00	356.00	240.00	2,144.00	14.24
1001-8005-717.0000	RETIREMENT - MERS ACTIVE	500.00	80.38	24.39	419.62	16.08
1001-8005-718.0000	RETIREMENT - MERS RETIREES	2,600.00	437.37	132.57	2,162.63	16.82
1001-8005-719.0000	FRINGE BENEFITS	17,100.00	5,209.72	488.84	11,890.28	30.47
1001-8005-727.0000	SUPPLIES & POSTAGE	800.00	78.20	0.00	721.80	9.78
1001-8005-828.0000	MEMBERSHIP & DUES	100.00	81.80	0.00	18.20	81.80
1001-8005-864.0000	TRAINING	600.00	642.42	0.00	(42.42)	107.07
1001-8005-900.0000	NOTICES	800.00	296.10	126.90	503.90	37.01
Total Dept 8005-ZONING		50,300.00	17,163.98	3,897.75	33,136.02	34.12

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Fund 1001 - GENERAL FUND						
Expenditures						
Dept 9099-TRANSFERS OUT						
1001-9099-999.2006	TRANSFER TO FIRE DEPARTMENT FUND	929,200.00	0.00	0.00	929,200.00	0.00
1001-9099-999.2007	TRANSFER TO POLICE FUND	500,000.00	0.00	0.00	500,000.00	0.00
1001-9099-999.2049	TRANSFER TO BUILDING FUND	94,000.00	0.00	0.00	94,000.00	0.00
1001-9099-999.2069	TRANSFER TO SENIOR CITIZENS FUND	190,000.00	0.00	0.00	190,000.00	0.00
1001-9099-999.7094	TRANSFER TO OTHER FUNDS	125,000.00	0.00	0.00	125,000.00	0.00
Total Dept 9099-TRANSFERS OUT		1,838,200.00	0.00	0.00	1,838,200.00	0.00
TOTAL EXPENDITURES		5,623,200.00	1,155,345.36	299,750.11	4,467,854.64	20.55
Fund 1001 - GENERAL FUND:						
TOTAL REVENUES		5,782,900.00	3,366,324.00	643,201.14	2,416,576.00	58.21
TOTAL EXPENDITURES		5,623,200.00	1,155,345.36	299,750.11	4,467,854.64	20.55
NET OF REVENUES & EXPENDITURES		159,700.00	2,210,978.64	343,451.03	(2,051,278.64)	1,384.46
BEG. FUND BALANCE		1,073,862.19	1,073,862.19			
END FUND BALANCE		1,233,562.19	3,284,840.83			

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Fund 2002 - MAJOR STREETS						
Revenues						
Dept 0000						
2002-0000-450.0000	RIGHT OF WAY PERMIT FEES	5,800.00	1,575.00	25.00	4,225.00	27.16
2002-0000-574.0000	51 GAS & WEIGHT TAX	2,768,900.00	729,117.74	236,564.83	2,039,782.26	26.33
2002-0000-574.0659	ST OF MI ROW MAINTENANCE FEE	78,500.00	0.00	0.00	78,500.00	0.00
2002-0000-649.0000	MATERIAL SALES	6,000.00	2,628.18	154.56	3,371.82	43.80
2002-0000-666.0000	INTEREST INCOME	500.00	0.00	0.00	500.00	0.00
2002-0000-675.0000	REFUNDS & REBATES	100.00	0.00	0.00	100.00	0.00
2002-0000-678.0000	REIMBURSEMENT INCOME	3,000.00	0.00	0.00	3,000.00	0.00
2002-0000-694.0000	MISCELLANEOUS	13,400.00	0.00	0.00	13,400.00	0.00
Total Dept 0000		2,876,200.00	733,320.92	236,744.39	2,142,879.08	25.50
TOTAL REVENUES		2,876,200.00	733,320.92	236,744.39	2,142,879.08	25.50
Expenditures						
Dept 4051-CONSTRUCTION						
2002-4051-717.0000	RETIREMENT - MERS ACTIVE	0.00	8.66	8.66	(8.66)	100.00
2002-4051-718.0000	RETIREMENT - MERS RETIREES	0.00	46.98	46.98	(46.98)	100.00
2002-4051-719.0000	FRINGE BENEFITS	0.00	171.43	171.43	(171.43)	100.00
2002-4051-802.7562	I-69 RECONSTRUCTION/REPAIRS	3,000.00	0.00	0.00	3,000.00	0.00
2002-4051-802.7587	LAPEER (BELSAY TO VASSAR)	104,000.00	6,391.24	0.00	97,608.76	6.15
2002-4051-802.7589	BRISTOL RD BRIDGE	206,000.00	75,016.04	1,774.65	130,983.96	36.42
2002-4051-802.7591	BELSAY RD. (COURT TO DAVISON)	83,800.00	22,977.21	4,710.50	60,822.79	27.42
2002-4051-802.7593	CENTER LIGHT SIGNAL CMAQ	289,000.00	60,660.30	80.81	228,339.70	20.99
2002-4051-802.7594	CHIP SEAL	300,000.00	148,360.00	148,360.00	151,640.00	49.45
2002-4051-802.7595	DWRF REPAIRS	300,000.00	27,361.01	27,011.21	272,638.99	9.12
2002-4051-802.7597	CENTER RD (LIPPINCOTT TO LAPEER)	504,000.00	35,395.16	2,452.35	468,604.84	7.02
2002-4051-802.7599	SAGINAW ST. (BRISTOL - HEMPHILL)	103,500.00	0.00	0.00	103,500.00	0.00
2002-4051-802.7600	POTTER RD. (EGLESTON - BELSAY)	200,000.00	0.00	0.00	200,000.00	0.00
Total Dept 4051-CONSTRUCTION		2,093,300.00	376,388.03	184,616.59	1,716,911.97	17.98
Dept 4063-SURFACE MAINTENANCE						
2002-4063-705.0000	SUPERVISION SALARIES	30,000.00	12,684.51	3,661.58	17,315.49	42.28
2002-4063-706.0000	SALARIES PERMANENT	124,000.00	31,007.39	10,685.85	92,992.61	25.01
2002-4063-708.0000	SHARED SALARIES	32,500.00	13,172.21	3,639.71	19,327.79	40.53
2002-4063-709.0000	OVERTIME	14,700.00	515.44	218.10	14,184.56	3.51
2002-4063-717.0000	RETIREMENT - MERS ACTIVE	9,700.00	4,231.73	1,003.33	5,468.27	43.63
2002-4063-718.0000	RETIREMENT - MERS RETIREES	66,600.00	19,758.37	5,372.20	46,841.63	29.67

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Fund 2002 - MAJOR STREETS						
Expenditures						
2002-4063-719.0000	FRINGE BENEFITS	115,700.00	34,283.26	2,003.72	81,416.74	29.63
2002-4063-751.0000	PATCH	50,000.00	4,876.04	266.76	45,123.96	9.75
2002-4063-752.0000	GRAVEL	20,000.00	3,511.50	0.00	16,488.50	17.56
2002-4063-757.0000	OPERATING EXPENDITURES	5,000.00	1,200.61	55.80	3,799.39	24.01
2002-4063-818.0000	CONTRACTUAL SERVICE	5,000.00	5,000.00	0.00	0.00	100.00
2002-4063-818.2000	CONTRACTUAL SERVICE - CRACK SEAL	75,000.00	170.00	0.00	74,830.00	0.23
2002-4063-818.3000	CONTRACTUAL SERVICE - STREET SWEEPING	56,400.00	9,146.73	6,232.40	47,253.27	16.22
2002-4063-943.0000	EQUIPMENT RENTAL	150,000.00	21,741.51	0.00	128,258.49	14.49
Total Dept 4063-SURFACE MAINTENANCE		754,600.00	161,299.30	33,139.45	593,300.70	21.38
Dept 4068-TREES & SHRUBS						
2002-4068-705.0000	SUPERVISION SALARIES	2,500.00	368.95	72.30	2,131.05	14.76
2002-4068-706.0000	SALARIES PERMANENT	3,200.00	358.80	54.60	2,841.20	11.21
2002-4068-709.0000	OVERTIME	400.00	0.00	0.00	400.00	0.00
2002-4068-717.0000	RETIREMENT - MERS ACTIVE	100.00	69.29	9.66	30.71	69.29
2002-4068-718.0000	RETIREMENT - MERS RETIREES	600.00	437.30	77.85	162.70	72.88
2002-4068-719.0000	FRINGE BENEFITS	4,700.00	259.56	16.20	4,440.44	5.52
2002-4068-818.0000	CONTRACTUAL SERVICE	5,000.00	598.09	598.09	4,401.91	11.96
2002-4068-943.0000	EQUIPMENT RENTAL	3,200.00	428.77	0.00	2,771.23	13.40
Total Dept 4068-TREES & SHRUBS		19,700.00	2,520.76	828.70	17,179.24	12.80
Dept 4069-DRAINAGE						
2002-4069-705.0000	SUPERVISION SALARIES	3,100.00	6,564.02	1,285.50	(3,464.02)	211.74
2002-4069-706.0000	SALARIES PERMANENT	15,000.00	10,140.95	1,751.68	4,859.05	67.61
2002-4069-709.0000	OVERTIME	3,800.00	563.19	0.00	3,236.81	14.82
2002-4069-717.0000	RETIREMENT - MERS ACTIVE	1,300.00	1,345.87	178.69	(45.87)	103.53
2002-4069-718.0000	RETIREMENT - MERS RETIREES	7,300.00	8,353.89	1,428.64	(1,053.89)	114.44
2002-4069-719.0000	FRINGE BENEFITS	10,500.00	6,970.66	385.33	3,529.34	66.39
2002-4069-757.0000	OPERATING EXPENDITURES	12,000.00	2,039.45	100.00	9,960.55	17.00
2002-4069-818.0000	CONTRACTUAL SERVICE	55,000.00	22,939.48	16,280.00	32,060.52	41.71
2002-4069-943.0000	EQUIPMENT RENTAL	30,000.00	13,038.52	0.00	16,961.48	43.46
Total Dept 4069-DRAINAGE		138,000.00	71,956.03	21,409.84	66,043.97	52.14
Dept 4074-TRAFFIC SIGNS						
2002-4074-705.0000	SUPERVISION SALARIES	2,500.00	863.15	243.63	1,636.85	34.53

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2002 - MAJOR STREETS						
Expenditures						
2002-4074-706.0000	SALARIES PERMANENT	6,900.00	1,137.24	527.78	5,762.76	16.48
2002-4074-709.0000	OVERTIME	1,100.00	4.37	0.00	1,095.63	0.40
2002-4074-717.0000	RETIREMENT - MERS ACTIVE	600.00	152.55	35.55	447.45	25.43
2002-4074-718.0000	RETIREMENT - MERS RETIREES	3,200.00	1,013.91	280.12	2,186.09	31.68
2002-4074-719.0000	FRINGE BENEFITS	5,900.00	599.65	96.54	5,300.35	10.16
2002-4074-757.0000	OPERATING EXPENDITURES	1,500.00	0.00	0.00	1,500.00	0.00
2002-4074-757.7100	MATERIAL SIGNS	9,000.00	672.57	0.00	8,327.43	7.47
2002-4074-818.0000	CONTRACTUAL SERVICE	284,000.00	44,460.35	24,094.96	239,539.65	15.66
2002-4074-943.0000	EQUIPMENT RENTAL	3,800.00	699.04	0.00	3,100.96	18.40
2002-4074-949.0000	R.R. CROSSING LIGHTS/SIGNAL REPAIR/MAINT	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 4074-TRAFFIC SIGNS		343,500.00	49,602.83	25,278.58	293,897.17	14.44
Dept 4077-PAVEMENT MARK						
2002-4077-818.0000	CONTRACTUAL SERVICES	80,000.00	0.00	0.00	80,000.00	0.00
Total Dept 4077-PAVEMENT MARK		80,000.00	0.00	0.00	80,000.00	0.00
Dept 4078-WINTER MAINTENANCE						
2002-4078-705.0000	SUPERVISION SALARIES	7,000.00	146.06	24.76	6,853.94	2.09
2002-4078-706.0000	SALARIES PERMANENT	24,900.00	870.10	252.16	24,029.90	3.49
2002-4078-709.0000	OVERTIME	6,500.00	0.00	0.00	6,500.00	0.00
2002-4078-717.0000	RETIREMENT - MERS ACTIVE	1,800.00	44.19	5.35	1,755.81	2.46
2002-4078-718.0000	RETIREMENT - MERS RETIREES	10,900.00	226.55	38.03	10,673.45	2.08
2002-4078-719.0000	FRINGE BENEFITS	15,400.00	374.48	28.69	15,025.52	2.43
2002-4078-757.0000	OPERATING EXPENDITURES - SALT	110,000.00	889.95	0.00	109,110.05	0.81
2002-4078-943.0000	EQUIPMENT RENTAL	82,000.00	343.42	0.00	81,656.58	0.42
Total Dept 4078-WINTER MAINTENANCE		258,500.00	2,894.75	348.99	255,605.25	1.12
Dept 4081-ROADSIDE CLEANUP						
2002-4081-705.0000	SUPERVISION SALARIES	2,500.00	194.03	31.69	2,305.97	7.76
2002-4081-706.0000	SALARIES PERMANENT	8,300.00	2,996.79	43.62	5,303.21	36.11
2002-4081-709.0000	OVERTIME	100.00	396.50	0.00	(296.50)	396.50
2002-4081-717.0000	RETIREMENT - MERS ACTIVE	400.00	87.61	4.41	312.39	21.90
2002-4081-718.0000	RETIREMENT - MERS RETIREES	2,500.00	377.80	35.32	2,122.20	15.11
2002-4081-719.0000	FRINGE BENEFITS	6,500.00	1,095.22	11.60	5,404.78	16.85
2002-4081-757.0000	OPERATING EXPENDITURES	2,000.00	300.00	100.00	1,700.00	15.00

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2002 - MAJOR STREETS						
Expenditures						
2002-4081-943.0000	EQUIPMENT RENTAL	15,000.00	4,269.33	0.00	10,730.67	28.46
Total Dept 4081-ROADSIDE CLEANUP		37,300.00	9,717.28	226.64	27,582.72	26.05
Dept 4082-ADMINISTRATION						
2002-4082-703.0000	ADMINISTRATION SALARIES	17,100.00	13,427.71	3,307.61	3,672.29	78.52
2002-4082-705.0000	SUPERVISION SALARIES	1,000.00	771.96	771.96	228.04	77.20
2002-4082-706.0000	SALARIES PERMANENT	6,900.00	2,784.37	795.55	4,115.63	40.35
2002-4082-709.0000	OVERTIME	0.00	4.98	0.00	(4.98)	100.00
2002-4082-717.0000	RETIREMENT - MERS ACTIVE	2,900.00	1,150.46	648.79	1,749.54	39.67
2002-4082-718.0000	RETIREMENT - MERS RETIREES	11,200.00	3,548.47	2,011.38	7,651.53	31.68
2002-4082-719.0000	FRINGE BENEFITS	12,100.00	6,138.98	2,193.98	5,961.02	50.74
2002-4082-728.0000	INFORMATION TECH ALLOCATION	2,100.00	2,100.00	0.00	0.00	100.00
2002-4082-757.0000	OPERATING EXPENDITURES	10,000.00	1,377.36	80.85	8,622.64	13.77
2002-4082-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	4,000.00	4,000.00	4,000.00	0.00	100.00
2002-4082-818.0000	CONTRACTUAL SERVICE	3,000.00	1,745.50	1,745.50	1,254.50	58.18
2002-4082-826.0000	LEGAL	1,000.00	0.00	0.00	1,000.00	0.00
2002-4082-828.0000	MEMBERSHIP & DUES	500.00	0.00	0.00	500.00	0.00
2002-4082-864.0000	TRAINING	2,000.00	83.00	83.00	1,917.00	4.15
2002-4082-956.7587	INTEREST EXP LAPEER RD LOAN	40,000.00	0.00	0.00	40,000.00	0.00
2002-4082-956.7802	INTEREST EXP CENTER RD LOAN	20,800.00	0.00	0.00	20,800.00	0.00
Total Dept 4082-ADMINISTRATION		134,600.00	37,132.79	15,638.62	97,467.21	27.59
Dept 4085-TRANSFER TO LOCAL STREET						
2002-4085-969.0000	MTF/LRP TRANSFER TO LOCAL STREETS	583,000.00	237,486.16	47,312.97	345,513.84	40.74
Total Dept 4085-TRANSFER TO LOCAL STREET		583,000.00	237,486.16	47,312.97	345,513.84	40.74
TOTAL EXPENDITURES		4,442,500.00	948,997.93	328,800.38	3,493,502.07	21.36
Fund 2002 - MAJOR STREETS:						
TOTAL REVENUES		2,876,200.00	733,320.92	236,744.39	2,142,879.08	25.50
TOTAL EXPENDITURES		4,442,500.00	948,997.93	328,800.38	3,493,502.07	21.36
NET OF REVENUES & EXPENDITURES		(1,566,300.00)	(215,677.01)	(92,055.99)	(1,350,622.99)	13.77

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2002 - MAJOR STREETS						
BEG. FUND BALANCE		1,693,507.43	1,693,507.43			
END FUND BALANCE		127,207.43	1,477,830.42			

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2003 - LOCAL STREETS						
Revenues						
Dept 0000						
2003-0000-450.0000	RIGHT OF WAY PERMIT FEES	400.00	70.00	0.00	330.00	17.50
2003-0000-574.0000	GAS & WEIGHT TAX	754,700.00	214,222.46	69,505.23	540,477.54	28.39
2003-0000-574.0659	ST OF MI ROW MAINTENANCE FEE	45,000.00	0.00	0.00	45,000.00	0.00
2003-0000-666.0000	INTEREST INCOME	2,000.00	(842.95)	0.00	2,842.95	(42.15)
2003-0000-675.0000	REFUNDS & REBATES	500.00	0.00	0.00	500.00	0.00
2003-0000-676.0000	MTF/LRP TRANS FROM MAJOR STREET	583,000.00	237,486.16	47,312.97	345,513.84	40.74
2003-0000-678.0000	REIMBURSEMENT INCOME	1,900.00	0.00	0.00	1,900.00	0.00
2003-0000-694.0000	MISCELLANEOUS REVENUE	800.00	660.87	0.00	139.13	82.61
Total Dept 0000		1,388,300.00	451,596.54	116,818.20	936,703.46	32.53
TOTAL REVENUES		1,388,300.00	451,596.54	116,818.20	936,703.46	32.53
Expenditures						
Dept 4063-SURFACE MAINTENANCE						
2003-4063-705.0000	SUPERVISION SALARIES	20,000.00	12,179.88	3,224.58	7,820.12	60.90
2003-4063-706.0000	SALARIES PERMANENT	115,300.00	33,066.89	12,451.78	82,233.11	28.68
2003-4063-708.0000	SHARED SALARIES	41,300.00	16,563.30	4,579.63	24,736.70	40.10
2003-4063-709.0000	OVERTIME	1,600.00	971.38	579.80	628.62	60.71
2003-4063-717.0000	RETIREMENT - MERS ACTIVE	13,600.00	4,618.91	1,055.90	8,981.09	33.96
2003-4063-718.0000	RETIREMENT - MERS RETIREES	68,100.00	20,286.31	5,253.54	47,813.69	29.79
2003-4063-719.0000	FRINGE BENEFITS	110,500.00	43,242.46	2,448.93	67,257.54	39.13
2003-4063-750.0000	CHLORIDE	60,000.00	32,144.88	0.00	27,855.12	53.57
2003-4063-751.0000	PATCH	35,000.00	2,505.80	1,297.40	32,494.20	7.16
2003-4063-752.0000	GRAVEL	20,000.00	11,331.84	0.00	8,668.16	56.66
2003-4063-757.0000	OPERATING EXPENDITURES	5,000.00	423.48	0.00	4,576.52	8.47
2003-4063-818.0000	CONTRACTUAL SERVICE	1,000.00	0.00	0.00	1,000.00	0.00
2003-4063-818.2000	CONTRACTUAL SERVICE - CRACK SEAL	50,000.00	60.00	0.00	49,940.00	0.12
2003-4063-818.3000	CONTRACTUAL SERVICE - STREET SWEEPING	30,000.00	2,571.50	0.00	27,428.50	8.57
2003-4063-943.0000	EQUIPMENT RENTAL	60,000.00	22,151.33	1,240.00	37,848.67	36.92
Total Dept 4063-SURFACE MAINTENANCE		631,400.00	202,117.96	32,131.56	429,282.04	32.01
Dept 4068-TREES & SHRUBS						
2003-4068-705.0000	SUPERVISION SALARIES	1,000.00	950.65	499.14	49.35	95.07
2003-4068-706.0000	SALARIES PERMANENT	4,900.00	1,606.84	559.13	3,293.16	32.79
2003-4068-709.0000	OVERTIME	300.00	0.00	0.00	300.00	0.00
2003-4068-717.0000	RETIREMENT - MERS ACTIVE	400.00	166.73	68.33	233.27	41.68

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Fund 2003 - LOCAL STREETS						
Expenditures						
2003-4068-718.0000	RETIREMENT - MERS RETIREES	2,100.00	1,113.42	549.79	986.58	53.02
2003-4068-719.0000	FRINGE BENEFITS	4,100.00	729.97	110.78	3,370.03	17.80
2003-4068-757.0000	OPERATING EXPENDITURES	1,500.00	0.00	0.00	1,500.00	0.00
2003-4068-818.0000	CONTRACTUAL SERVICE	3,000.00	0.00	0.00	3,000.00	0.00
2003-4068-943.0000	EQUIPMENT RENTAL	7,000.00	348.23	0.00	6,651.77	4.97
Total Dept 4068-TREES & SHRUBS		24,300.00	4,915.84	1,787.17	19,384.16	20.23
Dept 4069-DRAINAGE						
2003-4069-705.0000	SUPERVISION SALARIES	8,800.00	6,175.57	901.72	2,624.43	70.18
2003-4069-706.0000	SALARIES PERMANENT	28,000.00	9,560.42	1,789.24	18,439.58	34.14
2003-4069-709.0000	OVERTIME	1,000.00	181.23	0.00	818.77	18.12
2003-4069-717.0000	RETIREMENT - MERS ACTIVE	2,100.00	1,213.11	130.25	886.89	57.77
2003-4069-718.0000	RETIREMENT - MERS RETIREES	12,500.00	7,554.36	1,027.54	4,945.64	60.43
2003-4069-719.0000	FRINGE BENEFITS	37,200.00	5,487.80	326.86	31,712.20	14.75
2003-4069-757.0000	OPERATING EXPENDITURES	7,000.00	4,428.75	102.79	2,571.25	63.27
2003-4069-818.0000	CONTRACTUAL SERVICE	45,000.00	5,260.98	1,573.48	39,739.02	11.69
2003-4069-943.0000	EQUIPMENT RENTAL	55,000.00	12,622.18	0.00	42,377.82	22.95
Total Dept 4069-DRAINAGE		196,600.00	52,484.40	5,851.88	144,115.60	26.70
Dept 4074-TRAFFIC SIGNS						
2003-4074-705.0000	SUPERVISION SALARIES	5,100.00	1,405.26	307.01	3,694.74	27.55
2003-4074-706.0000	SALARIES PERMANENT	6,400.00	849.62	390.48	5,550.38	13.28
2003-4074-709.0000	OVERTIME	300.00	25.91	0.00	274.09	8.64
2003-4074-717.0000	RETIREMENT - MERS ACTIVE	700.00	230.72	42.43	469.28	32.96
2003-4074-718.0000	RETIREMENT - MERS RETIREES	3,900.00	1,603.49	340.64	2,296.51	41.12
2003-4074-719.0000	FRINGE BENEFITS	8,200.00	686.18	91.16	7,513.82	8.37
2003-4074-757.0000	OPERATING EXPENDITURES	1,000.00	0.00	0.00	1,000.00	0.00
2003-4074-757.7100	MATERIAL-SIGNS	5,000.00	296.68	0.00	4,703.32	5.93
2003-4074-943.0000	EQUIPMENT RENTAL	5,000.00	784.73	0.00	4,215.27	15.69
Total Dept 4074-TRAFFIC SIGNS		35,600.00	5,882.59	1,171.72	29,717.41	16.52
Dept 4078-WINTER MAINTENANCE						
2003-4078-705.0000	SUPERVISION SALARIES	8,100.00	4.94	0.00	8,095.06	0.06
2003-4078-706.0000	SALARIES PERMANENT	16,800.00	231.20	164.00	16,568.80	1.38
2003-4078-709.0000	OVERTIME	2,400.00	0.00	0.00	2,400.00	0.00

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Fund 2003 - LOCAL STREETS						
Expenditures						
2003-4078-717.0000	RETIREMENT - MERS ACTIVE	1,500.00	5.12	1.44	1,494.88	0.34
2003-4078-718.0000	RETIREMENT - MERS RETIREES	9,000.00	20.81	7.84	8,979.19	0.23
2003-4078-719.0000	FRINGE BENEFITS	15,500.00	41.00	17.11	15,459.00	0.26
2003-4078-757.0000	OPERATING EXPENDITURES - SALT	40,000.00	0.00	0.00	40,000.00	0.00
2003-4078-943.0000	EQUIPMENT RENTAL	60,000.00	46.09	0.00	59,953.91	0.08
Total Dept 4078-WINTER MAINTENANCE		153,300.00	349.16	190.39	152,950.84	0.23
Dept 4081-ROADSIDE CLEANUP						
2003-4081-705.0000	SUPERVISION SALARIES	1,000.00	90.53	63.38	909.47	9.05
2003-4081-706.0000	SALARIES PERMANENT	1,500.00	455.49	212.60	1,044.51	30.37
2003-4081-709.0000	OVERTIME	100.00	0.00	0.00	100.00	0.00
2003-4081-717.0000	RETIREMENT - MERS ACTIVE	200.00	20.11	9.92	179.89	10.06
2003-4081-718.0000	RETIREMENT - MERS RETIREES	900.00	119.61	76.38	780.39	13.29
2003-4081-719.0000	FRINGE BENEFITS	1,300.00	132.60	32.21	1,167.40	10.20
2003-4081-943.0000	EQUIPMENT RENTAL	3,000.00	591.24	0.00	2,408.76	19.71
Total Dept 4081-ROADSIDE CLEANUP		8,000.00	1,409.58	394.49	6,590.42	17.62
Dept 4082-ADMINISTRATION						
2003-4082-703.0000	ADMINISTRATION SALARIES	17,100.00	13,427.66	3,307.59	3,672.34	78.52
2003-4082-705.0000	SUPERVISION SALARIES	100.00	1,157.97	1,157.97	(1,057.97)	1,157.97
2003-4082-706.0000	SALARIES PERMANENT	6,900.00	2,784.76	795.62	4,115.24	40.36
2003-4082-709.0000	OVERTIME	0.00	4.98	0.00	(4.98)	100.00
2003-4082-717.0000	RETIREMENT - MERS ACTIVE	2,800.00	1,184.81	697.88	1,615.19	42.31
2003-4082-718.0000	RETIREMENT - MERS RETIREES	10,800.00	4,168.33	2,414.90	6,631.67	38.60
2003-4082-719.0000	FRINGE BENEFITS	12,100.00	4,772.25	2,921.58	7,327.75	39.44
2003-4082-728.0000	INFORMATION TECH ALLOCATION	2,100.00	2,100.00	0.00	0.00	100.00
2003-4082-757.0000	OPERATING EXPENDITURES	9,200.00	2,749.40	121.22	6,450.60	29.88
2003-4082-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	2,000.00	2,000.00	2,000.00	0.00	100.00
2003-4082-818.0000	CONTRACTUAL SERVICE	2,500.00	1,205.50	1,205.50	1,294.50	48.22
2003-4082-826.0000	LEGAL	200.00	0.00	0.00	200.00	0.00
2003-4082-828.0000	MEMBERSHIP & DUES	500.00	0.00	0.00	500.00	0.00
2003-4082-864.0000	TRAINING	2,000.00	21.00	21.00	1,979.00	1.05
Total Dept 4082-ADMINISTRATION		68,300.00	35,576.66	14,643.26	32,723.34	52.09
Dept 4090-CONTINGENCY						

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2003 - LOCAL STREETS						
Expenditures						
2003-4090-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFERS	84,300.00	0.00	0.00	84,300.00	0.00
Total Dept 4090-CONTINGENCY		84,300.00	0.00	0.00	84,300.00	0.00
TOTAL EXPENDITURES		1,201,800.00	302,736.19	56,170.47	899,063.81	25.19
Fund 2003 - LOCAL STREETS:						
TOTAL REVENUES		1,388,300.00	451,596.54	116,818.20	936,703.46	32.53
TOTAL EXPENDITURES		1,201,800.00	302,736.19	56,170.47	899,063.81	25.19
NET OF REVENUES & EXPENDITURES		186,500.00	148,860.35	60,647.73	37,639.65	79.82
BEG. FUND BALANCE		804,860.33	804,860.33			
END FUND BALANCE		991,360.33	953,720.68			

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Fund 2006 - FIRE DEPARTMENT						
Revenues						
Dept 0000						
2006-0000-403.0000	CURRENT REAL/PERSONAL TAXES	533,800.00	498,094.30	4,667.00	35,705.70	93.31
2006-0000-404.0000	TAX CHARGEBACKS	(2,400.00)	2,818.39	0.00	(5,218.39)	(117.43)
2006-0000-407.0000	DELINQUENT PERSONAL TAXES	200.00	0.00	0.00	200.00	0.00
2006-0000-501.0010	FEDERAL AFG FEMA FIRE GRANT	121,700.00	0.00	0.00	121,700.00	0.00
2006-0000-501.7081	AFG GRANT REVENUE - RADIOS/EMT TRAINING	2,600.00	2,340.00	0.00	260.00	90.00
2006-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	5,900.00	6,453.21	6,453.21	(553.21)	109.38
2006-0000-630.0000	FIRE RECOVERY FEES	20,000.00	13,785.34	3,230.75	6,214.66	68.93
2006-0000-631.0000	FIRE INSPECTION FEES	3,000.00	2,225.00	0.00	775.00	74.17
2006-0000-633.0000	SITE PLAN REVIEW	400.00	525.00	0.00	(125.00)	131.25
2006-0000-673.0000	SALE OF ASSETS	1,500.00	5,000.00	0.00	(3,500.00)	333.33
2006-0000-675.0000	REFUNDS & REBATES	3,000.00	0.00	0.00	3,000.00	0.00
2006-0000-678.0000	REIMBURSEMENT INCOME	2,000.00	1,558.72	425.00	441.28	77.94
2006-0000-691.1001	CONTRIBUTION FROM GENERAL FUND	929,200.00	0.00	0.00	929,200.00	0.00
2006-0000-694.0000	OTHER REVENUES	2,000.00	0.00	0.00	2,000.00	0.00
2006-0000-694.0004	CPR CLASS REVENUE	0.00	120.00	0.00	(120.00)	100.00
Total Dept 0000		1,622,900.00	532,919.96	14,775.96	1,089,980.04	32.84
TOTAL REVENUES		1,622,900.00	532,919.96	14,775.96	1,089,980.04	32.84
Expenditures						
Dept 2006-FIRE DEPARTMENT EXPENDITURES						
2006-2006-703.0000	SALARY	61,400.00	25,966.08	7,081.65	35,433.92	42.29
2006-2006-706.0000	SALARIES PERMANENT	95,900.00	36,714.28	10,222.30	59,185.72	38.28
2006-2006-707.0000	PART-TIME FIREMEN	211,200.00	66,741.73	30,288.14	144,458.27	31.60
2006-2006-708.0000	SHARED SALARIES	38,300.00	15,945.31	4,385.56	22,354.69	41.63
2006-2006-709.0000	OVERTIME	4,500.00	252.58	39.14	4,247.42	5.61
2006-2006-717.0000	RETIREMENT - MERS ACTIVE	23,000.00	9,784.45	2,680.74	13,215.55	42.54
2006-2006-718.0000	RETIREMENT - MERS RETIREES	34,700.00	14,755.71	4,106.86	19,944.29	42.52
2006-2006-719.0000	FRINGE BENEFITS	146,400.00	33,312.46	7,029.01	113,087.54	22.75
2006-2006-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	(108.60)	0.00	108.60	100.00
2006-2006-727.0000	OFFICE SUPPLIES	1,500.00	160.96	0.00	1,339.04	10.73
2006-2006-728.0000	INFORMATION TECH ALLOCATION	20,900.00	20,900.00	0.00	0.00	100.00
2006-2006-744.0000	SAFETY WEAR & HEALTH	44,000.00	5,770.83	472.25	38,229.17	13.12
2006-2006-757.0000	OPERATING EXPENDITURES	18,000.00	4,114.12	326.17	13,885.88	22.86
2006-2006-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	3,000.00	3,000.00	3,000.00	0.00	100.00
2006-2006-818.0000	CONTRACTUAL SERVICES	15,000.00	4,493.88	4,423.88	10,506.12	29.96
2006-2006-826.0000	LEGAL	3,000.00	437.50	0.00	2,562.50	14.58

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REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 11/30/2017
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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2006 - FIRE DEPARTMENT						
Expenditures						
2006-2006-828.0000	MEMBERSHIP & DUES	6,000.00	5,005.95	2,796.50	994.05	83.43
2006-2006-863.0000	AUTO REPAIR	78,000.00	27,696.18	2,347.32	50,303.82	35.51
2006-2006-864.0000	TRAINING & CERTIFICATIONS	3,500.00	232.00	0.00	3,268.00	6.63
2006-2006-867.0000	GAS & OIL	10,000.00	3,413.08	0.00	6,586.92	34.13
2006-2006-910.0000	INSURANCE	25,000.00	19,680.99	0.00	5,319.01	78.72
2006-2006-910.7020	BUILDING INSURANCE	2,000.00	1,755.40	0.00	244.60	87.77
2006-2006-920.0000	UTILITIES	39,000.00	10,065.91	2,416.69	28,934.09	25.81
2006-2006-921.0000	SEWER PAYMENTS	5,000.00	1,542.20	541.20	3,457.80	30.84
2006-2006-934.0000	EQUIPMENT REPAIR	9,000.00	75.59	0.00	8,924.41	0.84
2006-2006-937.0000	BUILDING MAINT & SUPPLIES	40,000.00	8,781.93	4,926.72	31,218.07	21.95
2006-2006-943.0000	EQUIPMENT RENTAL	14,500.00	2,290.67	0.00	12,209.33	15.80
2006-2006-956.0000	MISCELLANEOUS	500.00	48.10	22.71	451.90	9.62
2006-2006-962.0000	TRAINING & MATERIALS	17,000.00	4,930.40	3,658.74	12,069.60	29.00
2006-2006-963.0000	PREVENTION MATERIALS	9,500.00	6,915.69	1,034.00	2,584.31	72.80
2006-2006-977.7081	AFG (FEDERAL)- RADIOS/EMT/SAFETYWEAR	2,600.00	2,600.00	0.00	0.00	100.00
2006-2006-977.7089	NEW EQUIPMENT	32,000.00	18,648.84	0.00	13,351.16	58.28
2006-2006-977.8010	AFG GRANT EXPENDITURES (FEDERAL)	121,700.00	103,792.50	0.00	17,907.50	85.29
2006-2006-984.0000	OFFICE EQUIPMENT	3,500.00	1,070.00	214.00	2,430.00	30.57
2006-2006-991.0000	PRINCIPAL ON BONDS	200,000.00	200,000.00	0.00	0.00	100.00
2006-2006-991.0001	PRINCIPAL PORTION OF LEASE (CAPITAL) PMT	48,000.00	0.00	0.00	48,000.00	0.00
2006-2006-995.0000	INTEREST ON BONDS	162,000.00	83,112.50	0.00	78,887.50	51.30
2006-2006-995.0001	INTEREST PORTION OF LEASE (CAPITAL) PMT	13,000.00	0.00	0.00	13,000.00	0.00
2006-2006-999.0000	PAYING AGENT FEES ON BONDS	700.00	125.00	0.00	575.00	17.86
2006-2006-999.4206	TRANSFER OUT TO FIRE CAPITAL PROJECTS	50,000.00	0.00	0.00	50,000.00	0.00
Total Dept 2006-FIRE DEPARTMENT EXPENDITURES		1,613,300.00	744,024.22	92,013.58	869,275.78	46.12
TOTAL EXPENDITURES		1,613,300.00	744,024.22	92,013.58	869,275.78	46.12
Fund 2006 - FIRE DEPARTMENT:						
TOTAL REVENUES		1,622,900.00	532,919.96	14,775.96	1,089,980.04	32.84
TOTAL EXPENDITURES		1,613,300.00	744,024.22	92,013.58	869,275.78	46.12
NET OF REVENUES & EXPENDITURES		9,600.00	(211,104.26)	(77,237.62)	220,704.26	2,199.00
BEG. FUND BALANCE		244,255.07	244,255.07			
END FUND BALANCE		253,855.07	33,150.81			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

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Fund 2007 - POLICE FUND						
Revenues						
Dept 0000						
2007-0000-403.0000	CURRENT TAXES	4,530,900.00	4,227,880.21	39,615.55	303,019.79	93.31
2007-0000-404.0000	TAX CHARGEBACKS	(14,000.00)	23,921.46	0.00	(37,921.46)	(170.87)
2007-0000-407.0000	DELINQUENT PERSONAL TAXES	2,300.00	0.00	0.00	2,300.00	0.00
2007-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	55,000.00	54,772.00	54,772.00	228.00	99.59
2007-0000-629.7773	F.A.N.G. CHARGES	90,000.00	37,500.00	7,500.00	52,500.00	41.67
2007-0000-629.7792	HIDTA GRANT REVENUE (FANG)	15,000.00	0.00	0.00	15,000.00	0.00
2007-0000-629.7797	D.H.E. GRANT REVENUE (FANG)	2,000.00	0.00	0.00	2,000.00	0.00
2007-0000-629.7798	DCESP HEMP GRANT REVENUE (FANG)	5,000.00	248.99	0.00	4,751.01	4.98
2007-0000-629.7808	PT-10-20 OHSP SAFE COMMUNITIES GRANT	10,000.00	(0.01)	0.00	10,000.01	0.00
2007-0000-629.7815	OCDETF POINT BLANK GRANT	5,000.00	0.00	0.00	5,000.00	0.00
2007-0000-660.0000	DISTRICT COURT FEES	60,000.00	17,625.44	3,769.03	42,374.56	29.38
2007-0000-661.0000	POLICE FEES	20,000.00	6,100.00	1,200.00	13,900.00	30.50
2007-0000-663.0000	S.O. REGISTRY ANNUAL FEE REVENUE	2,000.00	100.00	0.00	1,900.00	5.00
2007-0000-675.0000	REFUNDS & REBATES	10,000.00	0.00	0.00	10,000.00	0.00
2007-0000-678.0000	REIMBURSEMENT INCOME	35,000.00	14,650.22	546.88	20,349.78	41.86
2007-0000-691.1001	CONTRIBUTION FROM GENERAL FUND	500,000.00	0.00	0.00	500,000.00	0.00
2007-0000-691.5013	TRANSFER FROM DDA	5,000.00	0.00	0.00	5,000.00	0.00
2007-0000-694.0000	OTHER REVENUES	10,000.00	5,128.09	231.00	4,871.91	51.28
Total Dept 0000		5,343,200.00	4,387,926.40	107,634.46	955,273.60	82.12
TOTAL REVENUES		5,343,200.00	4,387,926.40	107,634.46	955,273.60	82.12
Expenditures						
Dept 2007-POLICE FUND EXPENSES						
2007-2007-703.0000	ADMINISTRATIVE SALARIES	70,200.00	29,687.12	8,096.48	40,512.88	42.29
2007-2007-704.0000	LIEUTENANTS SALARIES	134,300.00	54,217.12	15,490.61	80,082.88	40.37
2007-2007-705.0000	SERGEANTS SALARIES	369,800.00	122,737.55	34,302.92	247,062.45	33.19
2007-2007-706.0000	SALARIES PERMANENT	1,428,500.00	557,000.08	155,818.63	871,499.92	38.99
2007-2007-708.0000	SHARED SALARIES	136,200.00	54,440.79	15,141.81	81,759.21	39.97
2007-2007-709.0000	OVERTIME	128,800.00	68,615.88	26,296.62	60,184.12	53.27
2007-2007-709.2007	OVERTIME - BACK TO THE BRICKS	12,200.00	12,161.40	0.00	38.60	99.68
2007-2007-717.0000	RETIREMENT - MERS ACTIVE	93,200.00	34,489.93	9,793.80	58,710.07	37.01
2007-2007-718.0000	RETIREMENT - MERS RETIREES	1,007,700.00	368,019.53	104,916.46	639,680.47	36.52
2007-2007-719.0000	FRINGE BENEFITS	1,351,300.00	318,773.73	40,005.36	1,032,526.27	23.59
2007-2007-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	(36.20)	0.00	36.20	100.00
2007-2007-727.0000	OFFICE SUPPLIES	6,000.00	2,006.62	239.37	3,993.38	33.44
2007-2007-728.0000	INFORMATION TECH ALLOCATION	48,800.00	48,800.00	0.00	0.00	100.00

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Fund 2007 - POLICE FUND						
Expenditures						
2007-2007-731.0000	POSTAGE	1,000.00	147.66	9.42	852.34	14.77
2007-2007-741.0000	AMMUNITION & WEAPONS	20,000.00	5,313.34	0.00	14,686.66	26.57
2007-2007-744.0000	UNIFORMS	15,000.00	2,107.75	669.95	12,892.25	14.05
2007-2007-757.0000	OPERATING EXPENDITURES	12,000.00	4,474.12	1,583.39	7,525.88	37.28
2007-2007-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	3,200.00	3,200.00	3,200.00	0.00	100.00
2007-2007-811.7773	F.A.N.G. PROJECT OFFICERS	180,000.00	66,469.70	14,916.40	113,530.30	36.93
2007-2007-811.7792	HIDTA GRANT EXPENSE (FANG)	15,000.00	7,964.85	1,115.92	7,035.15	53.10
2007-2007-811.7797	D.H.E. GRANT EXPENSE (FANG)	2,000.00	0.00	0.00	2,000.00	0.00
2007-2007-811.7798	HEMP GRANT EXPENSE (FANG)	5,000.00	374.00	0.00	4,626.00	7.48
2007-2007-811.7808	PT-10-20 OHSP SAFE COMMUNITIES GRANT	10,000.00	1,736.68	315.92	8,263.32	17.37
2007-2007-811.7813	OCDETF EXPENDITURES	5,000.00	0.00	0.00	5,000.00	0.00
2007-2007-811.7814	METH GRANT EXPENDITURES	5,000.00	0.00	0.00	5,000.00	0.00
2007-2007-811.7815	OCDETF POINT BLANK GRANT	5,000.00	116.53	0.00	4,883.47	2.33
2007-2007-818.0000	CONTRACTUAL SERVICE	75,000.00	19,443.59	11,448.17	55,556.41	25.92
2007-2007-818.7170	NARCOTICS INVESTIGATION	26,600.00	0.00	0.00	26,600.00	0.00
2007-2007-826.0000	LEGAL	75,000.00	31,709.25	8,957.00	43,290.75	42.28
2007-2007-828.0000	MEMBERSHIP & DUES	1,500.00	235.00	0.00	1,265.00	15.67
2007-2007-863.0000	AUTO REPAIR	85,000.00	40,757.15	17,604.57	44,242.85	47.95
2007-2007-864.0000	TRAINING & CERTIFICATIONS	3,000.00	3,000.00	2,938.68	0.00	100.00
2007-2007-867.0000	GAS & OIL	75,000.00	23,908.71	0.00	51,091.29	31.88
2007-2007-868.0000	AUTO WASH	3,500.00	3.00	0.00	3,497.00	0.09
2007-2007-910.0000	INSURANCE	75,000.00	67,407.51	0.00	7,592.49	89.88
2007-2007-920.0000	UTILITIES	33,000.00	14,297.33	3,149.56	18,702.67	43.33
2007-2007-921.0000	SEWER PAYMENTS	3,200.00	964.00	349.00	2,236.00	30.13
2007-2007-931.0000	BUILDING REPAIR	15,000.00	5,946.27	69.26	9,053.73	39.64
2007-2007-934.0000	EQUIPMENT REPAIRS	1,500.00	344.95	0.00	1,155.05	23.00
2007-2007-943.0000	EQUIPMENT RENTAL	6,000.00	2,450.29	0.00	3,549.71	40.84
2007-2007-956.0000	MISCELLANEOUS	2,400.00	249.27	89.04	2,150.73	10.39
2007-2007-962.0000	TRAINING (OFFICER)	15,000.00	650.00	650.00	14,350.00	4.33
2007-2007-984.0000	OFFICE EQUIPMENT	2,000.00	178.34	0.00	1,821.66	8.92
2007-2007-985.0000	POLICE VEHICLES	100,000.00	77,592.16	48,594.00	22,407.84	77.59
2007-2007-991.0001	PRINCIPAL PORTION OF LEASE (CAPITAL) PMT	16,600.00	0.00	0.00	16,600.00	0.00
2007-2007-995.0001	INTEREST PORTION OF LEASE (CAPITAL) PMT	1,900.00	0.00	0.00	1,900.00	0.00
Total Dept 2007-POLICE FUND EXPENSES		5,681,400.00	2,051,955.00	525,762.34	3,629,445.00	36.12
TOTAL EXPENDITURES		5,681,400.00	2,051,955.00	525,762.34	3,629,445.00	36.12

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Fund 2007 - POLICE FUND						
Fund 2007 - POLICE FUND:						
TOTAL REVENUES		5,343,200.00	4,387,926.40	107,634.46	955,273.60	82.12
TOTAL EXPENDITURES		5,681,400.00	2,051,955.00	525,762.34	3,629,445.00	36.12
NET OF REVENUES & EXPENDITURES		(338,200.00)	2,335,971.40	(418,127.88)	(2,674,171.40)	690.71
BEG. FUND BALANCE		662,078.96	662,078.96			
END FUND BALANCE		323,878.96	2,998,050.36			

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Fund 2026 - RUBBISH COLLECTION & DISPOSAL						
Revenues						
Dept 0000						
2026-0000-403.0000	RUBBISH FEES	1,382,100.00	1,180,342.69	15,808.28	201,757.31	85.40
2026-0000-404.0000	TAX CHARGEBACKS	(2,000.00)	0.00	0.00	(2,000.00)	0.00
2026-0000-650.0000	CURBSIDE RECYCLING INCOME	1,300.00	721.00	133.00	579.00	55.46
2026-0000-666.0000	INTEREST INCOME	900.00	0.00	0.00	900.00	0.00
2026-0000-671.0000	DONATIONS	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 0000		1,387,300.00	1,181,063.69	15,941.28	206,236.31	85.13
TOTAL REVENUES		1,387,300.00	1,181,063.69	15,941.28	206,236.31	85.13
Expenditures						
Dept 0000						
2026-0000-830.0000	GARBAGE COLLECTION	1,382,100.00	691,014.00	230,338.00	691,086.00	50.00
2026-0000-999.2072	TRANSFER OUT TO POLICE/FIRE SCULPTURE	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 0000		1,387,100.00	691,014.00	230,338.00	696,086.00	49.82
TOTAL EXPENDITURES		1,387,100.00	691,014.00	230,338.00	696,086.00	49.82
Fund 2026 - RUBBISH COLLECTION & DISPOSAL:						
TOTAL REVENUES		1,387,300.00	1,181,063.69	15,941.28	206,236.31	85.13
TOTAL EXPENDITURES		1,387,100.00	691,014.00	230,338.00	696,086.00	49.82
NET OF REVENUES & EXPENDITURES		200.00	490,049.69	(214,396.72)	(489,849.69)	5,024.85
BEG. FUND BALANCE		77,211.36	77,211.36			
END FUND BALANCE		77,411.36	567,261.05			

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Fund 2049 - BUILDING DEPARTMENT FUND						
Revenues						
Dept 0000						
2049-0000-450.0000	PERMITS & LICENSE FEES	130,000.00	70,080.50	7,717.50	59,919.50	53.91
2049-0000-624.0000	CONDEMNED HOUSING	13,000.00	22,086.83	0.00	(9,086.83)	169.90
2049-0000-624.0001	SITE CLEAN UP	600.00	12,430.54	400.06	(11,830.54)	2,071.76
2049-0000-625.0000	INSPECTION FEES	30,000.00	14,735.00	2,220.00	15,265.00	49.12
2049-0000-626.0000	ABANDON PROPERTY REGISTRATION FEES	7,000.00	1,260.00	280.00	5,740.00	18.00
2049-0000-641.0000	WEED CUTTING REVENUE (INVOICED OUT)	30,000.00	23,454.78	1,559.28	6,545.22	78.18
2049-0000-664.0000	SOIL EROSION SERVICES	4,000.00	700.00	200.00	3,300.00	17.50
2049-0000-678.0000	REIMBURSEMENT INCOME	6,000.00	11,427.54	0.00	(5,427.54)	190.46
2049-0000-691.1001	CONTRIBUTION FROM GENERAL FUND	94,000.00	0.00	0.00	94,000.00	0.00
2049-0000-694.0000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
Total Dept 0000		315,100.00	156,175.19	12,376.84	158,924.81	49.56
TOTAL REVENUES		315,100.00	156,175.19	12,376.84	158,924.81	49.56
Expenditures						
Dept 2061-BUILDING						
2049-2061-703.0000	ADMINISTRATIVE SALARIES	16,900.00	6,713.95	1,653.81	10,186.05	39.73
2049-2061-706.0000	SALARIES PERMANENT	117,000.00	47,492.02	13,385.93	69,507.98	40.59
2049-2061-708.0000	SHARED SALARIES	24,300.00	10,215.62	2,815.04	14,084.38	42.04
2049-2061-709.0000	OVERTIME	4,200.00	50.18	16.57	4,149.82	1.19
2049-2061-717.0000	RETIREMENT - MERS ACTIVE	8,200.00	2,880.07	758.84	5,319.93	35.12
2049-2061-718.0000	RETIREMENT - MERS RETIREES	27,300.00	7,495.67	2,025.42	19,804.33	27.46
2049-2061-719.0000	FRINGE BENEFITS	55,000.00	26,684.49	2,814.47	28,315.51	48.52
2049-2061-727.0000	OFFICE SUPPLIES	1,000.00	428.85	165.35	571.15	42.89
2049-2061-728.0000	INFORMATION TECH ALLOCATION	8,200.00	8,200.00	0.00	0.00	100.00
2049-2061-731.0000	POSTAGE	400.00	383.76	0.00	16.24	95.94
2049-2061-757.0000	OPERATING EXPENDITURES	6,500.00	1,558.84	0.00	4,941.16	23.98
2049-2061-818.0000	CONTRACTUAL SERVICES	18,500.00	13,869.15	54.15	4,630.85	74.97
2049-2061-826.0000	LEGAL	2,500.00	62.50	62.50	2,437.50	2.50
2049-2061-828.0000	MEMBERSHIP & DUES	600.00	0.00	0.00	600.00	0.00
2049-2061-864.0000	TRAINING	2,500.00	0.00	0.00	2,500.00	0.00
2049-2061-920.0000	UTILITIES	3,500.00	497.50	0.00	3,002.50	14.21
2049-2061-943.0000	EQUIPMENT RENTAL	18,000.00	5,047.82	0.00	12,952.18	28.04
2049-2061-959.0000	CONDEMNED HOUSING	90,000.00	758.83	457.19	89,241.17	0.84
2049-2061-961.0000	WEED CUTTING EXP. TO BE BILLED OUT	25,000.00	8,359.15	955.89	16,640.85	33.44
2049-2061-964.0000	SOIL EROSION SERVICES	1,100.00	0.00	0.00	1,100.00	0.00
2049-2061-966.0000	BLIGHT ELMINATION EXPENDITURE	85,000.00	103.23	0.00	84,896.77	0.12

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 11/30/2017
% Fiscal Year Completed: 41.92
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2049 - BUILDING DEPARTMENT FUND						
Expenditures						
2049-2061-984.0000	OFFICE EQUIPMENT	200.00	0.00	0.00	200.00	0.00
Total Dept 2061-BUILDING		515,900.00	140,801.63	25,165.16	375,098.37	27.29
TOTAL EXPENDITURES		515,900.00	140,801.63	25,165.16	375,098.37	27.29
Fund 2049 - BUILDING DEPARTMENT FUND:						
TOTAL REVENUES		315,100.00	156,175.19	12,376.84	158,924.81	49.56
TOTAL EXPENDITURES		515,900.00	140,801.63	25,165.16	375,098.37	27.29
NET OF REVENUES & EXPENDITURES		(200,800.00)	15,373.56	(12,788.32)	(216,173.56)	7.66
BEG. FUND BALANCE		309,169.70	309,169.70			
END FUND BALANCE		108,369.70	324,543.26			

% Fiscal Year Completed: 41.92

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2065 - DRUG LAW ENFORCEMENT FUND						
Revenues						
Dept 0000						
2065-0000-673.0000	SALE OF ASSETS	0.00	13,095.00	0.00	(13,095.00)	100.00
2065-0000-678.0001	DRUG FORFEITURE CLEARED	15,000.00	(4,103.81)	0.00	19,103.81	(27.36)
Total Dept 0000		15,000.00	8,991.19	0.00	6,008.81	59.94
TOTAL REVENUES		15,000.00	8,991.19	0.00	6,008.81	59.94
Expenditures						
Dept 0000						
2065-0000-955.0000	DRUG LAW ENFORCEMENT RELATED EXP	15,000.00	0.00	0.00	15,000.00	0.00
Total Dept 0000		15,000.00	0.00	0.00	15,000.00	0.00
TOTAL EXPENDITURES		15,000.00	0.00	0.00	15,000.00	0.00
Fund 2065 - DRUG LAW ENFORCEMENT FUND:						
TOTAL REVENUES		15,000.00	8,991.19	0.00	6,008.81	59.94
TOTAL EXPENDITURES		15,000.00	0.00	0.00	15,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	8,991.19	0.00	(8,991.19)	100.00
BEG. FUND BALANCE		6,667.48	6,667.48			
END FUND BALANCE		6,667.48	15,658.67			

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2067 - POLICE K9 FUND						
Revenues						
Dept 0000						
2067-0000-671.0000	DONATIONS	500.00	0.00	0.00	500.00	0.00
Total Dept 0000		500.00	0.00	0.00	500.00	0.00
TOTAL REVENUES		500.00	0.00	0.00	500.00	0.00
Expenditures						
Dept 0000						
2067-0000-757.0000	OPERATING EXPENDITURES	2,300.00	310.90	58.98	1,989.10	13.52
2067-0000-962.0000	TRAINING	400.00	0.00	0.00	400.00	0.00
Total Dept 0000		2,700.00	310.90	58.98	2,389.10	11.51
TOTAL EXPENDITURES		2,700.00	310.90	58.98	2,389.10	11.51
Fund 2067 - POLICE K9 FUND:						
TOTAL REVENUES		500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES		2,700.00	310.90	58.98	2,389.10	11.51
NET OF REVENUES & EXPENDITURES		(2,200.00)	(310.90)	(58.98)	(1,889.10)	14.13
BEG. FUND BALANCE		3,896.17	3,896.17			
END FUND BALANCE		1,696.17	3,585.27			

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2069 - SENIOR CITIZENS CENTER FUND						
Revenues						
Dept 0000						
2069-0000-580.0000	COUNTY SENIOR MILLAGE REVENUE	170,300.00	40,379.51	15,534.20	129,920.49	23.71
2069-0000-666.0000	INTEREST INCOME	300.00	0.00	0.00	300.00	0.00
2069-0000-675.0000	REFUNDS & REBATES	500.00	0.00	0.00	500.00	0.00
2069-0000-678.0000	REIMBURSEMENT INCOME	500.00	400.00	0.00	100.00	80.00
2069-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	22,568.36	10,091.36	10,091.36	12,477.00	44.71
2069-0000-691.0655	SENIOR CITIZENS DONATION REVENUES	12,000.00	2,180.00	569.00	9,820.00	18.17
2069-0000-691.1001	CONTRIBUTION FROM GENERAL FUND	190,000.00	0.00	0.00	190,000.00	0.00
2069-0000-694.0001	HALL RENTAL	6,000.00	2,575.00	850.00	3,425.00	42.92
Total Dept 0000		402,168.36	55,625.87	27,044.56	346,542.49	13.83
TOTAL REVENUES		402,168.36	55,625.87	27,044.56	346,542.49	13.83
Expenditures						
Dept 2069-SENIOR CITIZENS CENTER						
2069-2069-705.0000	COORDINATOR SALARY	62,200.00	25,980.15	7,172.43	36,219.85	41.77
2069-2069-706.0000	SALARIES PERMANENT	62,400.00	25,017.15	6,986.28	37,382.85	40.09
2069-2069-708.0000	SHARED SALARIES	23,700.00	9,651.82	2,566.00	14,048.18	40.72
2069-2069-709.0000	OVERTIME	1,000.00	31.34	7.37	968.66	3.13
2069-2069-717.0000	RETIREMENT - MERS ACTIVE	4,200.00	1,521.01	416.43	2,678.99	36.21
2069-2069-718.0000	RETIREMENT - MERS RETIREES	13,600.00	4,134.55	1,137.44	9,465.45	30.40
2069-2069-719.0000	FRINGE BENEFITS	101,700.00	27,135.57	3,836.52	74,564.43	26.68
2069-2069-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	(36.20)	0.00	36.20	100.00
2069-2069-728.0000	INFORMATION TECH ALLOCATION	4,100.00	4,100.00	0.00	0.00	100.00
2069-2069-757.0000	OPERATING EXPENDITURES	100.00	0.00	0.00	100.00	0.00
2069-2069-776.0000	SUPPLIES	20,000.00	6,572.00	1,395.96	13,428.00	32.86
2069-2069-818.0000	CONTRACTUAL SERVICES	20,000.00	8,397.52	4,218.52	11,602.48	41.99
2069-2069-828.0000	MEMBERSHIP & DUES	200.00	50.00	50.00	150.00	25.00
2069-2069-864.0000	TRAINING	400.00	0.00	0.00	400.00	0.00
2069-2069-910.0000	INSURANCE	3,900.00	2,520.45	0.00	1,379.55	64.63
2069-2069-920.0000	UTILITIES	25,000.00	6,297.70	1,280.69	18,702.30	25.19
2069-2069-921.0000	SEWER PAYMENTS	3,600.00	688.16	234.92	2,911.84	19.12
2069-2069-931.0000	REPAIR & MAINTENANCE	30,000.00	3,062.20	470.55	26,937.80	10.21
2069-2069-943.0000	EQUIPMENT RENTAL	20,000.00	9,541.45	0.00	10,458.55	47.71
2069-2069-956.0000	MISCELLANEOUS	1,000.00	25.00	50.00	975.00	2.50
2069-2069-977.7087	COMMUNITY DEVELOPMENT BLOCK GRANT EXP	10,168.36	9,007.04	0.00	1,161.32	88.58
2069-2069-977.7089	NEW EQUIPMENT	7,000.00	0.00	0.00	7,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2069 - SENIOR CITIZENS CENTER FUND						
Expenditures						
Total Dept 2069-SENIOR CITIZENS CENTER		414,268.36	143,696.91	29,823.11	270,571.45	34.69
TOTAL EXPENDITURES		414,268.36	143,696.91	29,823.11	270,571.45	34.69
Fund 2069 - SENIOR CITIZENS CENTER FUND:						
TOTAL REVENUES		402,168.36	55,625.87	27,044.56	346,542.49	13.83
TOTAL EXPENDITURES		414,268.36	143,696.91	29,823.11	270,571.45	34.69
NET OF REVENUES & EXPENDITURES		(12,100.00)	(88,071.04)	(2,778.55)	75,971.04	727.86
BEG. FUND BALANCE		92,996.71	92,996.71			
END FUND BALANCE		80,896.71	4,925.67			

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Fund 2071 - BURTON YOUTH LEAGUE						
Revenues						
Dept 0000						
2071-0000-695.0000	ACTIVITIES REVENUE	31,200.00	108.00	0.00	31,092.00	0.35
Total Dept 0000		31,200.00	108.00	0.00	31,092.00	0.35
TOTAL REVENUES		31,200.00	108.00	0.00	31,092.00	0.35
Expenditures						
Dept 0000						
2071-0000-706.0000	SALARIES PERMANENT	18,000.00	6,830.00	0.00	11,170.00	37.94
2071-0000-719.0000	PAYROLL FRINGES	1,500.00	(677.49)	0.00	2,177.49	(45.17)
2071-0000-757.0000	OPERATING EXPENDITURES	14,000.00	498.78	0.00	13,501.22	3.56
Total Dept 0000		33,500.00	6,651.29	0.00	26,848.71	19.85
TOTAL EXPENDITURES		33,500.00	6,651.29	0.00	26,848.71	19.85
Fund 2071 - BURTON YOUTH LEAGUE:						
TOTAL REVENUES		31,200.00	108.00	0.00	31,092.00	0.35
TOTAL EXPENDITURES		33,500.00	6,651.29	0.00	26,848.71	19.85
NET OF REVENUES & EXPENDITURES		(2,300.00)	(6,543.29)	0.00	4,243.29	284.49
BEG. FUND BALANCE		15,856.01	15,856.01			
END FUND BALANCE		13,556.01	9,312.72			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2072 - POLICE/FIRE SCULPTURE FUND						
Revenues						
Dept 0000						
2072-0000-666.0000	INTEREST INCOME	0.00	31.05	0.00	(31.05)	100.00
2072-0000-671.0000	DONATIONS	0.00	1,000.00	0.00	(1,000.00)	100.00
2072-0000-699.2026	TRANSFER IN FROM RUBBISH FUND	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 0000		5,000.00	1,031.05	0.00	3,968.95	20.62
TOTAL REVENUES		5,000.00	1,031.05	0.00	3,968.95	20.62
Expenditures						
Dept 0000						
2072-0000-818.0000	CONTRACTUAL SERVICES	27,000.00	0.00	0.00	27,000.00	0.00
Total Dept 0000		27,000.00	0.00	0.00	27,000.00	0.00
TOTAL EXPENDITURES		27,000.00	0.00	0.00	27,000.00	0.00
Fund 2072 - POLICE/FIRE SCULPTURE FUND:						
TOTAL REVENUES		5,000.00	1,031.05	0.00	3,968.95	20.62
TOTAL EXPENDITURES		27,000.00	0.00	0.00	27,000.00	0.00
NET OF REVENUES & EXPENDITURES		(22,000.00)	1,031.05	0.00	(23,031.05)	4.69
BEG. FUND BALANCE		36,213.36	36,213.36			
END FUND BALANCE		14,213.36	37,244.41			

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REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2073 - VETERAN'S MEMORIAL PARK FUND						
Revenues						
Dept 0000						
2073-0000-666.0000	INTEREST INCOME	100.00	0.00	0.00	100.00	0.00
Total Dept 0000		100.00	0.00	0.00	100.00	0.00
TOTAL REVENUES		100.00	0.00	0.00	100.00	0.00
Expenditures						
Dept 0000						
2073-0000-706.0000	SALARIES PERMANENT	1,200.00	0.00	0.00	1,200.00	0.00
2073-0000-818.0000	CONTRACTUAL SERVICES	400.00	249.20	0.00	150.80	62.30
2073-0000-920.0000	UTILITIES	300.00	0.00	0.00	300.00	0.00
2073-0000-938.0000	MAINT OF GROUNDS	3,500.00	51.12	17.04	3,448.88	1.46
Total Dept 0000		5,400.00	300.32	17.04	5,099.68	5.56
TOTAL EXPENDITURES		5,400.00	300.32	17.04	5,099.68	5.56
Fund 2073 - VETERAN'S MEMORIAL PARK FUND:						
TOTAL REVENUES		100.00	0.00	0.00	100.00	0.00
TOTAL EXPENDITURES		5,400.00	300.32	17.04	5,099.68	5.56
NET OF REVENUES & EXPENDITURES		(5,300.00)	(300.32)	(17.04)	(4,999.68)	5.67
BEG. FUND BALANCE		10,654.99	10,654.99			
END FUND BALANCE		5,354.99	10,354.67			

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 4001 - CAPITAL IMPROVEMENT						
Revenues						
Dept 0000						
4001-0000-666.0000	INTEREST INCOME	100.00	12.42	0.00	87.58	12.42
4001-0000-691.1001	CONTRIBUTION FROM OTHER FUNDS	2,500.00	0.00	0.00	2,500.00	0.00
4001-0000-691.5013	TRANSFER FROM DDA	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 0000		5,600.00	12.42	0.00	5,587.58	0.22
TOTAL REVENUES		5,600.00	12.42	0.00	5,587.58	0.22
Expenditures						
Dept 0000						
4001-0000-887.0000	CLERK/ELECTION EQUIPMENT	20,000.00	0.00	0.00	20,000.00	0.00
4001-0000-903.0000	LIBRARY EXPANSION	23,900.00	0.00	0.00	23,900.00	0.00
4001-0000-903.0001	BURTON MEMORIAL LIBRARY PARKING LOT	30,000.00	0.00	0.00	30,000.00	0.00
4001-0000-906.0000	TECHNOLOGY UPGRADES	9,100.00	260.51	0.00	8,839.49	2.86
4001-0000-908.0000	DDA CORRIDOR IMPROVEMENTS	6,000.00	0.00	0.00	6,000.00	0.00
4001-0000-999.1001	TRANSFER TO GENERAL FUND	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 0000		109,000.00	260.51	0.00	108,739.49	0.24
TOTAL EXPENDITURES		109,000.00	260.51	0.00	108,739.49	0.24
Fund 4001 - CAPITAL IMPROVEMENT:						
TOTAL REVENUES		5,600.00	12.42	0.00	5,587.58	0.22
TOTAL EXPENDITURES		109,000.00	260.51	0.00	108,739.49	0.24
NET OF REVENUES & EXPENDITURES		(103,400.00)	(248.09)	0.00	(103,151.91)	0.24
BEG. FUND BALANCE		123,169.43	123,169.43			
END FUND BALANCE		19,769.43	122,921.34			

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 4146 - AMY ST PAVING CAP PROJ 13-008-P						
Revenues						
Dept 0000						
4146-0000-691.3146	TRANSFER IN FROM FUND 3146	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 0000		20,000.00	0.00	0.00	20,000.00	0.00
TOTAL REVENUES		20,000.00	0.00	0.00	20,000.00	0.00
Expenditures						
Dept 0000						
4146-0000-995.5090	LOAN INTEREST DUE TO SEWER	5,600.00	0.00	0.00	5,600.00	0.00
Total Dept 0000		5,600.00	0.00	0.00	5,600.00	0.00
TOTAL EXPENDITURES		5,600.00	0.00	0.00	5,600.00	0.00
Fund 4146 - AMY ST PAVING CAP PROJ 13-008-P:						
TOTAL REVENUES		20,000.00	0.00	0.00	20,000.00	0.00
TOTAL EXPENDITURES		5,600.00	0.00	0.00	5,600.00	0.00
NET OF REVENUES & EXPENDITURES		14,400.00	0.00	0.00	14,400.00	0.00
BEG. FUND BALANCE		(146,885.09)	(146,885.09)			
END FUND BALANCE		(132,485.09)	(146,885.09)			

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Fund 5013 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 0000						
5013-0000-403.0000	CURRENT TAX REVENUE	32,300.00	29,718.23	711.82	2,581.77	92.01
5013-0000-407.0000	DELINQUENT PERSONAL TAXES	1,000.00	0.00	0.00	1,000.00	0.00
5013-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	1,000.00	800.00	800.00	200.00	80.00
5013-0000-666.0000	INVESTMENT INTEREST	100.00	0.00	0.00	100.00	0.00
Total Dept 0000		34,400.00	30,518.23	1,511.82	3,881.77	88.72
TOTAL REVENUES		34,400.00	30,518.23	1,511.82	3,881.77	88.72
Expenditures						
Dept 0000						
5013-0000-717.0000	RETIREMENT - MERS ACTIVE	0.00	88.14	88.14	(88.14)	100.00
5013-0000-718.0000	RETIREMENT - MERS RETIREES	0.00	702.66	702.66	(702.66)	100.00
5013-0000-719.0000	Payroll Fringes	0.00	172.79	172.79	(172.79)	100.00
5013-0000-757.0000	OPERATING EXPENDITURES	500.00	0.00	0.00	500.00	0.00
5013-0000-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	500.00	500.00	500.00	0.00	100.00
5013-0000-826.0000	LEGAL	500.00	0.00	0.00	500.00	0.00
5013-0000-879.0000	PUBLIC RELATIONS	2,000.00	0.00	0.00	2,000.00	0.00
5013-0000-880.0000	COMMUNITY DECORATIONS	5,000.00	1,635.93	1,635.93	3,364.07	32.72
5013-0000-938.0000	LANDSCAPE/MAINTENANCE	3,900.00	950.00	0.00	2,950.00	24.36
5013-0000-956.0000	MISCELLANEOUS	4,000.00	140.70	71.19	3,859.30	3.52
5013-0000-999.2007	TRANSFER TO POLICE FUND	5,000.00	0.00	0.00	5,000.00	0.00
5013-0000-999.4001	TRANSFER TO CAPITAL IMPROV.	3,000.00	0.00	0.00	3,000.00	0.00
5013-0000-999.7891	CLOCK CORNER IMPROV/MAINT.	38,521.85	39,741.38	0.00	(1,219.53)	103.17
Total Dept 0000		62,921.85	43,931.60	3,170.71	18,990.25	69.82
TOTAL EXPENDITURES		62,921.85	43,931.60	3,170.71	18,990.25	69.82
Fund 5013 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		34,400.00	30,518.23	1,511.82	3,881.77	88.72
TOTAL EXPENDITURES		62,921.85	43,931.60	3,170.71	18,990.25	69.82
NET OF REVENUES & EXPENDITURES		(28,521.85)	(13,413.37)	(1,658.89)	(15,108.48)	47.03
BEG. FUND BALANCE		214,727.55	214,727.55			
END FUND BALANCE		186,205.70	201,314.18			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED

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REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 11/30/2017
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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 5090 - SEWER FUND						
Revenues						
Dept 0000						
5090-0000-539.0003	SAW GRANT REVENUE (STATE)	45,000.00	0.00	0.00	45,000.00	0.00
5090-0000-610.0000	TAP IN FEES	80,000.00	56,018.74	3,373.07	23,981.26	70.02
5090-0000-611.0000	USAGE FEES	6,700,000.00	2,891,144.36	442,374.38	3,808,855.64	43.15
5090-0000-625.0000	INSPECTION FEES	4,500.00	1,825.00	250.00	2,675.00	40.56
5090-0000-649.0000	MATERIAL SALES	2,000.00	0.00	0.00	2,000.00	0.00
5090-0000-662.0000	PENALTIES	145,000.00	64,862.83	12,139.86	80,137.17	44.73
5090-0000-666.0000	INTEREST INCOME	67,200.00	11,286.79	0.00	55,913.21	16.80
5090-0000-666.2002	INTEREST DUE FROM MAJOR STREETS	20,800.00	0.00	0.00	20,800.00	0.00
5090-0000-666.4146	INTEREST DUE FROM AMY STREET	5,600.00	0.00	0.00	5,600.00	0.00
5090-0000-667.0000	TAP IN INTEREST CONTRACTS	400.00	0.00	0.00	400.00	0.00
5090-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	(8,503.62)	0.00	8,503.62	100.00
5090-0000-675.0000	REFUNDS & REBATES	3,000.00	1,762.00	0.00	1,238.00	58.73
5090-0000-678.0000	REIMBURSEMENT INCOME	4,000.00	54.49	0.00	3,945.51	1.36
5090-0000-694.0000	MISCELLANEOUS	1,000.00	250.00	0.00	750.00	25.00
Total Dept 0000		7,078,500.00	3,018,700.59	458,137.31	4,059,799.41	42.65
TOTAL REVENUES		7,078,500.00	3,018,700.59	458,137.31	4,059,799.41	42.65
Expenditures						
Dept 5090-SEWER EXPENSES						
5090-5090-703.0000	ADMINISTRATION SALARIES	50,600.00	20,141.45	4,961.41	30,458.55	39.81
5090-5090-705.0000	SUPERVISION SALARIES	51,200.00	23,307.25	6,794.51	27,892.75	45.52
5090-5090-706.0000	SALARIES PERMANENT	176,600.00	52,845.62	14,629.29	123,754.38	29.92
5090-5090-708.0000	SHARED SALARIES	43,000.00	17,790.07	4,920.68	25,209.93	41.37
5090-5090-709.0000	OVERTIME	10,800.00	3,084.93	472.96	7,715.07	28.56
5090-5090-717.0000	RETIREMENT - MERS ACTIVE	18,300.00	8,924.48	2,381.92	9,375.52	48.77
5090-5090-718.0000	RETIREMENT - MERS RETIREES	109,700.00	39,317.34	10,933.41	70,382.66	35.84
5090-5090-719.0000	FRINGE BENEFITS	225,900.00	70,032.81	6,341.32	155,867.19	31.00
5090-5090-719.1000	OPEB EXPENSE	95,000.00	0.00	0.00	95,000.00	0.00
5090-5090-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	(362.00)	0.00	362.00	100.00
5090-5090-727.0000	OFFICE SUPPLIES	2,000.00	461.68	101.04	1,538.32	23.08
5090-5090-728.0000	INFORMATION TECH ALLOCATION	44,700.00	44,700.00	0.00	0.00	100.00
5090-5090-731.0000	POSTAGE	18,000.00	5,630.76	864.15	12,369.24	31.28
5090-5090-757.0000	OPERATING EXPENDITURES	25,000.00	9,432.13	3,474.97	15,567.87	37.73
5090-5090-789.0000	PIPE & FITTINGS	10,000.00	185.90	0.00	9,814.10	1.86
5090-5090-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	12,000.00	12,000.00	12,000.00	0.00	100.00
5090-5090-818.0000	CONTRACTUAL SERVICE	300,000.00	32,922.50	2,033.00	267,077.50	10.97

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 5090 - SEWER FUND						
Expenditures						
5090-5090-819.0000	BILL PRINTING/RETURN ENVELOPES	5,000.00	1,582.42	302.57	3,417.58	31.65
5090-5090-826.0000	LEGAL	2,000.00	437.00	0.00	1,563.00	21.85
5090-5090-828.0000	MEMBERSHIP & DUES	200.00	0.00	0.00	200.00	0.00
5090-5090-864.0000	TRAINING	5,000.00	8.82	22.50	4,991.18	0.18
5090-5090-875.0000	PENSION EXPENSE	100,000.00	0.00	0.00	100,000.00	0.00
5090-5090-928.0000	TREATMENT EXPENSE	3,500,000.00	579,824.91	0.00	2,920,175.09	16.57
5090-5090-929.0000	PUMP STATION EXPENSE	40,000.00	28,440.48	2,271.29	11,559.52	71.10
5090-5090-934.0000	REPAIR & MAINTENANCE	200,000.00	2,668.78	0.00	197,331.22	1.33
5090-5090-943.0000	EQUIPMENT RENTAL	80,000.00	35,378.13	0.00	44,621.87	44.22
5090-5090-956.0000	MISCELLANEOUS EXPENSE	2,500.00	0.00	0.00	2,500.00	0.00
5090-5090-956.2014	SAW GRANT EXPENSES (TO BE REIMB BY STATE	45,000.00	32,958.00	7,802.00	12,042.00	73.24
5090-5090-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFERS	23,000.00	0.00	0.00	23,000.00	0.00
5090-5090-968.0000	DEPRECIATION EXPENSE	662,400.00	0.00	0.00	662,400.00	0.00
5090-5090-995.2015	INTEREST ON SRF FINANCING	182,000.00	92,721.63	0.00	89,278.37	50.95
Total Dept 5090-SEWER EXPENSES		6,039,900.00	1,114,435.09	80,307.02	4,925,464.91	18.45
TOTAL EXPENDITURES		6,039,900.00	1,114,435.09	80,307.02	4,925,464.91	18.45
Fund 5090 - SEWER FUND:						
TOTAL REVENUES		7,078,500.00	3,018,700.59	458,137.31	4,059,799.41	42.65
TOTAL EXPENDITURES		6,039,900.00	1,114,435.09	80,307.02	4,925,464.91	18.45
NET OF REVENUES & EXPENDITURES		1,038,600.00	1,904,265.50	377,830.29	(865,665.50)	183.35
BEG. FUND BALANCE		35,047,686.19	35,047,686.19			
END FUND BALANCE		36,086,286.19	36,951,951.69			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

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Fund 5091 - WATER DEPARTMENT						
Revenues						
Dept 0000						
5091-0000-610.0000	CITY TAP-IN FEES	75,000.00	53,197.50	3,000.00	21,802.50	70.93
5091-0000-610.0625	FRONT FOOT FEE REVENUE	6,000.00	0.00	0.00	6,000.00	0.00
5091-0000-611.0000	USAGE FEES	5,800,000.00	2,697,550.95	345,462.53	3,102,449.05	46.51
5091-0000-625.0000	INSPECTION & APPROVAL FEES	50,000.00	29,150.00	1,800.00	20,850.00	58.30
5091-0000-631.0000	SERVICE CHARGES	75,000.00	18,866.98	1,934.08	56,133.02	25.16
5091-0000-632.0000	WATER TURN ON/SHUT OFF REVENUE	45,000.00	20,280.00	3,360.00	24,720.00	45.07
5091-0000-649.0000	MATERIAL, REPAIRS & MAINTENANCE	35,000.00	17,897.19	5,317.47	17,102.81	51.13
5091-0000-661.0000	LATE CHARGES	105,000.00	46,199.38	8,402.77	58,800.62	44.00
5091-0000-666.0000	INTEREST INCOME	10,300.00	2,571.13	0.00	7,728.87	24.96
5091-0000-667.0000	TAP IN INTEREST	1,300.00	25.00	0.00	1,275.00	1.92
5091-0000-675.0000	REFUNDS & REBATES	2,000.00	0.00	0.00	2,000.00	0.00
5091-0000-678.0000	REIMBURSEMENT INCOME	2,000.00	163.02	0.00	1,836.98	8.15
5091-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	207,931.64	183,374.00	183,374.00	24,557.64	88.19
5091-0000-694.0000	MISCELLANEOUS	1,400.00	0.00	0.00	1,400.00	0.00
5091-0000-694.0002	FIRE HYDRANT METER DEPOSIT REVENUE	5,000.00	1,000.00	0.00	4,000.00	20.00
Total Dept 0000		6,420,931.64	3,070,275.15	552,650.85	3,350,656.49	47.82
TOTAL REVENUES		6,420,931.64	3,070,275.15	552,650.85	3,350,656.49	47.82
Expenditures						
Dept 0000						
5091-0000-717.0000	RETIREMENT - MERS ACTIVE	0.00	110.41	110.41	(110.41)	100.00
5091-0000-718.0000	RETIREMENT - MERS RETIREES	0.00	652.26	652.26	(652.26)	100.00
5091-0000-719.0000	Payroll Fringes	0.00	1,470.25	1,470.25	(1,470.25)	100.00
Total Dept 0000		0.00	2,232.92	2,232.92	(2,232.92)	100.00
Dept 5091-WATER EXPENSES						
5091-5091-703.0000	ADMINISTRATION SALARIES	33,700.00	13,427.66	3,307.60	20,272.34	39.84
5091-5091-705.0000	SUPERVISION SALARIES	56,200.00	23,535.16	6,794.01	32,664.84	41.88
5091-5091-706.0000	SALARIES PERMANENT	342,900.00	103,509.51	28,110.98	239,390.49	30.19
5091-5091-708.0000	SHARED SALARIES	44,600.00	17,885.23	4,944.54	26,714.77	40.10
5091-5091-709.0000	OVERTIME	35,000.00	3,843.51	737.10	31,156.49	10.98
5091-5091-717.0000	RETIREMENT - MERS ACTIVE	28,200.00	8,245.98	2,227.39	19,954.02	29.24
5091-5091-718.0000	RETIREMENT - MERS RETIREES	170,700.00	39,621.65	11,009.78	131,078.35	23.21
5091-5091-719.0000	FRINGE BENEFITS	348,400.00	75,221.42	7,828.28	273,178.58	21.59
5091-5091-719.1000	OPEB EXPENSE	100,000.00	0.00	0.00	100,000.00	0.00

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Fund 5091 - WATER DEPARTMENT						
Expenditures						
5091-5091-727.0000	OFFICE SUPPLIES	2,200.00	461.70	101.03	1,738.30	20.99
5091-5091-728.0000	INFORMATION TECH ALLOCATION	32,600.00	32,600.00	0.00	0.00	100.00
5091-5091-731.0000	POSTAGE	12,200.00	5,071.32	864.15	7,128.68	41.57
5091-5091-757.0000	OPERATING EXPENDITURES	24,800.00	1,726.04	29.28	23,073.96	6.96
5091-5091-776.0000	REPAIR & MAINTENANCE	40,000.00	26,368.89	0.00	13,631.11	65.92
5091-5091-782.0000	SAND & GRAVEL	1,800.00	179.50	0.00	1,620.50	9.97
5091-5091-789.0000	PIPE & FITTING	90,000.00	16,671.17	0.00	73,328.83	18.52
5091-5091-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	8,000.00	8,000.00	8,000.00	0.00	100.00
5091-5091-814.0000	BILLING CHARGES	5,000.00	1,582.42	302.57	3,417.58	31.65
5091-5091-816.0000	CHARGES	3,300,000.00	982,588.46	6,519.09	2,317,411.54	29.78
5091-5091-818.0000	CONTRACTUAL SERVICE	335,000.00	142,499.54	11,887.54	192,500.46	42.54
5091-5091-818.1000	CONTRACTUAL - WATER TESTING	9,000.00	6,715.00	1,055.00	2,285.00	74.61
5091-5091-826.0000	LEGAL	500.00	316.25	0.00	183.75	63.25
5091-5091-828.0000	DUES & MEMBERSHIPS	1,500.00	800.00	0.00	700.00	53.33
5091-5091-864.0000	TRAINING	6,000.00	22.50	22.50	5,977.50	0.38
5091-5091-875.0000	PENSION EXPENSE	100,000.00	0.00	0.00	100,000.00	0.00
5091-5091-910.0000	INSURANCE	22,000.00	13,655.99	0.00	8,344.01	62.07
5091-5091-920.0000	UTILITIES	10,000.00	1,520.88	191.90	8,479.12	15.21
5091-5091-943.0000	EQUIPMENT RENTAL	125,000.00	32,610.20	0.00	92,389.80	26.09
5091-5091-956.0000	MISCELLANEOUS	2,500.00	0.00	0.00	2,500.00	0.00
5091-5091-956.0002	FIRE HYDRANT METER REFUNDS	5,000.00	583.00	0.00	4,417.00	11.66
5091-5091-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFERS	18,000.00	0.00	0.00	18,000.00	0.00
5091-5091-968.0000	DEPRECIATION EXPENSE	567,700.00	0.00	0.00	567,700.00	0.00
5091-5091-970.0500	STORZ HYDRANT COUPLINGS	20,000.00	9,996.00	0.00	10,004.00	49.98
5091-5091-977.7087	COMMUNITY DEVELOPMENT BLOCK GRANT EXP	207,931.64	0.00	0.00	207,931.64	0.00
5091-5091-995.2011	INTEREST 2011 FENTON RD PROJ	9,000.00	4,370.41	0.00	4,629.59	48.56
5091-5091-995.2012	INTEREST ON DWRF #1 FINANCING	136,000.00	69,062.50	0.00	66,937.50	50.78
5091-5091-995.2016	INTEREST ON DWRF #2 FINANCING	94,000.00	47,875.00	0.00	46,125.00	50.93
5091-5091-995.2017	INTEREST ON DWRF #3 FINANCING	82,000.00	42,679.47	0.00	39,320.53	52.05
5091-5091-995.2018	INTEREST ON DWRF #4 FINANCING	140,000.00	0.00	0.00	140,000.00	0.00
5091-5091-995.7860	2011 REVENUE REFUNDING BOND INTEREST	8,000.00	4,635.00	0.00	3,365.00	57.94
5091-5091-999.2011	ADMIN FEE 2011 FENTON RD PROJ	100.00	50.00	0.00	50.00	50.00
5091-5091-999.7095	2011 WATER REFUNDING BOND EXPENDITURES	300.00	125.00	0.00	175.00	41.67
Total Dept 5091-WATER EXPENSES		6,575,831.64	1,738,056.36	93,932.74	4,837,775.28	26.43
TOTAL EXPENDITURES		6,575,831.64	1,740,289.28	96,165.66	4,835,542.36	26.46

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Fund 5091 - WATER DEPARTMENT						
Fund 5091 - WATER DEPARTMENT:						
TOTAL REVENUES		6,420,931.64	3,070,275.15	552,650.85	3,350,656.49	47.82
TOTAL EXPENDITURES		6,575,831.64	1,740,289.28	96,165.66	4,835,542.36	26.46
NET OF REVENUES & EXPENDITURES		(154,900.00)	1,329,985.87	456,485.19	(1,484,885.87)	858.61
BEG. FUND BALANCE		15,207,786.08	15,207,786.08			
END FUND BALANCE		15,052,886.08	16,537,771.95			

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Fund 6036 - INFORMATION TECHNOLOGY FUND						
Revenues						
Dept 0000						
6036-0000-666.0000	INTEREST INCOME	1,000.00	0.00	0.00	1,000.00	0.00
6036-0000-669.0680	TECH CHARGES - LOCAL STREET	2,100.00	2,100.00	0.00	0.00	100.00
6036-0000-669.0681	TECH CHARGES - MAJOR STREET	2,100.00	2,100.00	0.00	0.00	100.00
6036-0000-669.0682	TECH CHARGES - SEWER	44,700.00	44,700.00	0.00	0.00	100.00
6036-0000-669.0683	TECH CHARGES - WATER	32,600.00	32,600.00	0.00	0.00	100.00
6036-0000-669.0684	TECH CHARGES - GENERAL FUND (ALL DEPTS)	44,700.00	144,700.00	0.00	(100,000.00)	323.71
6036-0000-669.0685	TECH CHARGES - MOTOR POOL	12,200.00	12,200.00	0.00	0.00	100.00
6036-0000-669.0686	TECH CHARGES - POLICE	48,800.00	48,800.00	0.00	0.00	100.00
6036-0000-669.0687	TECH CHARGES - FIRE	20,900.00	20,900.00	0.00	0.00	100.00
6036-0000-669.0689	TECH CHARGES - BUILDING	8,200.00	8,200.00	0.00	0.00	100.00
6036-0000-669.0690	TECH CHARGES-SENIOR CITIZEN	4,100.00	4,100.00	0.00	0.00	100.00
6036-0000-675.0000	REFUNDS & REBATES	3,000.00	65.01	65.01	2,934.99	2.17
Total Dept 0000		224,400.00	320,465.01	65.01	(96,065.01)	142.81
TOTAL REVENUES		224,400.00	320,465.01	65.01	(96,065.01)	142.81
Expenditures						
Dept 6036-INFO TECH EXPENSES						
6036-6036-703.0000	ADMINISTRATIVE SALARY	69,700.00	29,182.88	8,031.99	40,517.12	41.87
6036-6036-706.0000	SALARIES PERMANENT	8,600.00	3,912.58	1,117.87	4,687.42	45.50
6036-6036-717.0000	RETIREMENT - MERS ACTIVE	11,700.00	4,874.10	1,330.30	6,825.90	41.66
6036-6036-718.0000	RETIREMENT - MERS RETIREES	25,700.00	10,575.57	2,885.52	15,124.43	41.15
6036-6036-719.0000	FRINGE BENEFITS	31,500.00	9,217.04	1,395.41	22,282.96	29.26
6036-6036-727.0000	OFFICE SUPPLIES	9,000.00	2,111.08	0.00	6,888.92	23.46
6036-6036-757.0000	OPERATING EXPENDITURES	1,500.00	406.00	0.00	1,094.00	27.07
6036-6036-818.0000	CONTRACTUAL SERVICES	187,000.00	92,044.17	7,835.29	94,955.83	49.22
6036-6036-818.6036	INFORMATION TECHNOLOGY LEASE	50,600.00	29,503.08	7,516.88	21,096.92	58.31
6036-6036-828.0000	MEMBERSHIP & DUES	300.00	0.00	0.00	300.00	0.00
6036-6036-864.0000	TRAINING	3,000.00	10.00	10.00	2,990.00	0.33
6036-6036-934.0000	EQUIPMENT REPAIRS	2,000.00	0.00	0.00	2,000.00	0.00
6036-6036-956.0000	MISCELLANEOUS	100.00	23.75	0.00	76.25	23.75
6036-6036-984.0000	OFFICE EQUIPMENT	2,500.00	1,011.00	0.00	1,489.00	40.44
Total Dept 6036-INFO TECH EXPENSES		403,200.00	182,871.25	30,123.26	220,328.75	45.35
TOTAL EXPENDITURES		403,200.00	182,871.25	30,123.26	220,328.75	45.35

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 11/30/2017
% Fiscal Year Completed: 41.92
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 6036 - INFORMATION TECHNOLOGY FUND						
Fund 6036 - INFORMATION TECHNOLOGY FUND:						
TOTAL REVENUES		224,400.00	320,465.01	65.01	(96,065.01)	142.81
TOTAL EXPENDITURES		403,200.00	182,871.25	30,123.26	220,328.75	45.35
NET OF REVENUES & EXPENDITURES		(178,800.00)	137,593.76	(30,058.25)	(316,393.76)	76.95
BEG. FUND BALANCE		235,011.62	235,011.62			
END FUND BALANCE		56,211.62	372,605.38			

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 6061 - MOTOR POOL						
Revenues						
Dept 0000						
6061-0000-645.0000	SALE OF VEHICLES	500.00	0.00	0.00	500.00	0.00
6061-0000-650.0606	MATERIAL SALES - CULVERTS	5,000.00	1,318.04	0.00	3,681.96	26.36
6061-0000-650.0607	MATERIAL SALES - TRAFFIC SIGNS	14,000.00	969.25	0.00	13,030.75	6.92
6061-0000-650.0608	MATERIAL SALES - SALT	150,000.00	889.95	0.00	149,110.05	0.59
6061-0000-650.0609	MATERIAL SALES - GRAVEL	40,000.00	6,933.00	0.00	33,067.00	17.33
6061-0000-650.0610	SALE OF GAS	45,000.00	7,489.26	2,142.09	37,510.74	16.64
6061-0000-650.0670	SALE OF SCRAP	500.00	1,314.95	1,314.95	(814.95)	262.99
6061-0000-666.0000	INTEREST INCOME	3,600.00	0.00	0.00	3,600.00	0.00
6061-0000-669.0680	LOCAL ST EQUIPMENT RENTAL	192,000.00	35,121.63	0.00	156,878.37	18.29
6061-0000-669.0681	MAJOR ST EQUIPMENT RENTAL	284,000.00	47,144.45	0.00	236,855.55	16.60
6061-0000-669.0682	SEWER EQUIPMENT RENTAL	80,000.00	17,205.73	0.00	62,794.27	21.51
6061-0000-669.0683	WATER EQUIPMENT RENTAL	125,000.00	47,896.35	0.00	77,103.65	38.32
6061-0000-669.0684	GEN FUND EQUIPMENT RENTAL	26,500.00	14,681.68	0.00	11,818.32	55.40
6061-0000-669.0685	GEN FUND EQUPMENT REPAIR	20,000.00	0.00	0.00	20,000.00	0.00
6061-0000-669.0686	POLICE EQUIPMENT RENTAL	6,000.00	2,450.29	0.00	3,549.71	40.84
6061-0000-669.0689	BUILDING EQUIPMENT RENTAL	18,000.00	5,349.46	0.00	12,650.54	29.72
6061-0000-669.0690	SENIOR CITIZEN EQUIPMENT RENTAL	26,000.00	9,541.45	0.00	16,458.55	36.70
6061-0000-669.0691	TECH CHARGES FIRE EQUIPMENT	9,000.00	2,290.67	0.00	6,709.33	25.45
6061-0000-669.0693	DDA EQUIPMENT RENTAL	2,600.00	0.00	0.00	2,600.00	0.00
6061-0000-673.0000	SALE OF ASSETS	20,000.00	0.00	0.00	20,000.00	0.00
6061-0000-675.0000	REFUNDS & REBATES	9,000.00	0.00	0.00	9,000.00	0.00
6061-0000-678.0000	REIMBURSEMENT INCOME	3,500.00	30.00	0.00	3,470.00	0.86
Total Dept 0000		1,080,200.00	200,626.16	3,457.04	879,573.84	18.57
TOTAL REVENUES		1,080,200.00	200,626.16	3,457.04	879,573.84	18.57
Expenditures						
Dept 6061-MOTOR POOL EXPENSES						
6061-6061-706.0000	SALARIES PERMANENT	107,900.00	7,537.89	1,704.56	100,362.11	6.99
6061-6061-706.7007	EQUIPMENT MAINTENANCE	3,200.00	3,965.91	1,476.90	(765.91)	123.93
6061-6061-708.0000	SHARED SALARIES	6,900.00	2,750.05	766.70	4,149.95	39.86
6061-6061-709.0000	OVERTIME	6,400.00	41.37	5.40	6,358.63	0.65
6061-6061-717.0000	RETIREMENT - MERS ACTIVE	3,700.00	492.49	163.50	3,207.51	13.31
6061-6061-718.0000	RETIREMENT - MERS RETIREES	13,900.00	2,511.27	907.02	11,388.73	18.07
6061-6061-719.0000	FRINGE BENEFITS	75,500.00	7,071.94	1,133.19	68,428.06	9.37
6061-6061-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	(108.60)	0.00	108.60	100.00
6061-6061-728.0000	INFORMATION TECH ALLOCATION	12,200.00	12,200.00	0.00	0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 11/30/2017

% Fiscal Year Completed: 41.92

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 6061 - MOTOR POOL						
Expenditures						
6061-6061-746.7006	CULVERTS	5,000.00	1,318.04	0.00	3,681.96	26.36
6061-6061-747.7009	GRAVEL	40,000.00	6,933.00	0.00	33,067.00	17.33
6061-6061-748.7008	SALT	140,000.00	889.95	0.00	139,110.05	0.64
6061-6061-749.7007	TRAFFIC SIGNS	4,200.00	969.25	0.00	3,230.75	23.08
6061-6061-757.0000	OPERATING EXPENDITURES	50,000.00	1,762.21	79.84	48,237.79	3.52
6061-6061-776.0000	BLDG MAINT/SUPPL/JANITORIAL	20,000.00	5,225.04	2,555.69	14,774.96	26.13
6061-6061-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	4,200.00	4,200.00	4,200.00	0.00	100.00
6061-6061-818.0000	CONTRACTUAL SERVICE	1,000.00	178.80	76.50	821.20	17.88
6061-6061-864.0000	TRAINING	3,000.00	30.00	30.00	2,970.00	1.00
6061-6061-867.0000	GAS & OIL	120,000.00	18,562.06	0.00	101,437.94	15.47
6061-6061-910.0000	VEHICLE INSURANCE	50,000.00	38,625.52	0.00	11,374.48	77.25
6061-6061-910.7020	BUILDING INSURANCE	3,000.00	2,436.80	0.00	563.20	81.23
6061-6061-920.0000	UTILITIES	15,000.00	3,449.62	1,479.94	11,550.38	23.00
6061-6061-934.0000	EQUIPMENT REPAIRS	150,000.00	59,282.02	10,154.72	90,717.98	39.52
6061-6061-958.0000	FREIGHT	2,000.00	0.00	0.00	2,000.00	0.00
6061-6061-968.0000	DEPRECIATION EXPENSE	363,400.00	0.00	0.00	363,400.00	0.00
6061-6061-978.0000	TOOLS & EQUIPMENT	10,000.00	563.97	0.00	9,436.03	5.64
6061-6061-979.0000	SMALL PARTS & TOOLS	1,000.00	91.96	0.00	908.04	9.20
6061-6061-983.0000	LEASE EXPENSE-BUILDING	19,000.00	727.65	0.00	18,272.35	3.83
6061-6061-983.1000	LEASE EXPENSE-EQUIPMENT	30,000.00	13,530.05	0.00	16,469.95	45.10
Total Dept 6061-MOTOR POOL EXPENSES		1,260,500.00	195,238.26	24,733.96	1,065,261.74	15.49
TOTAL EXPENDITURES		1,260,500.00	195,238.26	24,733.96	1,065,261.74	15.49
Fund 6061 - MOTOR POOL:						
TOTAL REVENUES		1,080,200.00	200,626.16	3,457.04	879,573.84	18.57
TOTAL EXPENDITURES		1,260,500.00	195,238.26	24,733.96	1,065,261.74	15.49
NET OF REVENUES & EXPENDITURES		(180,300.00)	5,387.90	(21,276.92)	(185,687.90)	2.99
BEG. FUND BALANCE		1,831,074.46	1,831,074.46			
END FUND BALANCE		1,650,774.46	1,836,462.36			
TOTAL REVENUES - ALL FUNDS		34,033,900.00	17,515,680.37	2,190,358.86	16,518,219.63	51.47
TOTAL EXPENDITURES - ALL FUNDS		35,420,021.85	9,462,859.74	1,822,399.78	25,957,162.11	26.72

12/01/2017 03:29 PM
User: millerg
DB: Burton

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 11/30/2017
% Fiscal Year Completed: 41.92
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
NET OF REVENUES & EXPENDITURES		(1,386,121.85)	8,052,820.63	367,959.08	(9,438,942.48)	580.96
BEG. FUND BALANCE - ALL FUNDS		57,543,800.00	57,543,800.00			
END FUND BALANCE - ALL FUNDS		56,157,678.15	65,596,620.63			

Amanda N. Doyle

702 Church Street
Flint, MI 48502

PHONE: (810) 767-6860 FAX: (810) 767-2817 amandadoylelaw@gmail.com

MONTHLY BILLING INVOICE

INVOICE NUMBER: 192
INVOICE DATE: DECEMBER 13, 2017

City of Burton
Teresa Karsney, Clerk
4094 Manor Drive
Burton, MI 48519

DATE	PROJECT	DESCRIPTION	QTY	RATE	AMOUNT
NOV-29-17	Prosecutorial Work	Call to/with witness in Leave scene PDA matter re: restitution and contact info of victims; note contact info and provide to court for transmittal of restitution	0:15	$125.00	$31.25
NOV-29-17	Warrants	Review/authorize complaint/warrant	7.00	$4.00	$28.00
NOV-30-17	Prosecutorial Work	Calls w/ Court; calls w/ BPD re: OUID matter and charging as felony v. misdemeanor for arraignment/bond purposes	0:15	$125.00	$31.25
NOV-30-17	Prosecutorial Work	Call from/with Officer; rec/rev complaint/warrant for in-jail domestic; authorization and transmittal of same to officer; call w/ Atty Meiers re: same	0:30	$125.00	$62.50
NOV-30-17	Prosecutorial Work	Call to/with victim Crossnoe re: larceny of mower; discussion re: identification issues and resolution options	0:15	$125.00	$31.25
DEC-01-17	Prosecutorial Work	Call from victim Smith in A&B matter re: next court date and information on defendant	0:15	$125.00	$31.25
DEC-02-17	Prosecutorial Work	Rec/rev tx/email from Det re: complaint/report in possible domestic; review report and warrant and authorization and transmittal of same; Follow up w/ Detective re: same (Burmeister DV complaint)	0:30	$125.00	$62.50
DEC-03-17	Prosecutorial Work	12/2-12/3: Calls w/ from Sgt re: firearm issue; mental health hold; harassing tx charge; possible securing of weapons	0:30	$125.00	$62.50
DEC-04-17	Prosecutorial Work	Telephone conference with Defendant regarding arraignment on today's date and need for correct address; Defendant declined (City of Burton v Wade Goins)	0:15	$125.00	$31.25
DEC-04-17	Prosecutorial Work	Telephone conference with Defendant (City of Burton v Leonard Leitzke)	0:15	$125.00	$31.25
DEC-04-17	Prosecutorial Work	Rec/rev of Reese complaint (mental health issue/ DV / harassing tx); call from/with Atty Meiers re: status and request for bond conditions; call w/ Det. Abraham re: same; Review code for DV v. harassing tx; review and authorize warrant for harassing tx; transmittal of same	0:45	$125.00	$93.75

INVOICE NUMBER: 192

DATE	PROJECT	DESCRIPTION	QTY	RATE	AMOUNT
DEC-04-17	Prosecutorial Work	Rec/rev email from Atty Vicari re: Wilson A&B matter; review attached photos	0:15	$125.00	$31.25
DEC-04-17	Prosecutorial Work	Rec/rev Hickman DV matter; review complaint and warrant docs; authorization and transmittal of same; follow up call w/ Det	0:30	$125.00	$62.50
DEC-04-17	Victim Notice	City of Burton v Daniel L. Bowman- Preparation and transmittal of victim notice; forwarding to YWCA	1.00	$10.00	$10.00
DEC-04-17	Victim Notice	- Preparation and transmittal of victim notice; forwarding to YWCA	1.00	$10.00	$10.00
DEC-05-17	Prosecutorial Work	Call w/ Detective re: service of appearance ticket; call w/ court re: same	0:15	$125.00	$31.25
DEC-05-17	Prosecutorial Work	Receipt and review of Police Report (City of Burton v Morgan Gross)	0:15	$125.00	$31.25
DEC-05-17	Prosecutorial Work	Receipt and review of Appearance and Demand for Discovery (City of Burton v Jonathan Ramey)	0:15	$125.00	$31.25
DEC-05-17	Prosecutorial Work	Receipt and review of Police Report; Correspondence regarding same (City of Burton v Jonathan Ramey)	0:15	$125.00	$31.25
DEC-05-17	Prosecutorial Work	Rec/rev and authorize warrant request for OUID per court and BPD (Mosier); transmittal of same	0:15	$125.00	$31.25
DEC-05-17	Prosecutorial Work	Telephone conference with victim (City of Burton v Michael O'Neal, Jr.)(MJ)	0:15	$125.00	$31.25
DEC-05-17	Victim Notice	City of Burton v Lydia M. Gamboa- Preparation and transmittal of victim notice; forwarding to YWCA	1.00	$10.00	$10.00
DEC-06-17	Prosecutorial Work	Receipt and review of Appearance and Demand for Discovery; Correspondence regarding same (City of Burton v Jeffrey Scott Singleton)	0:15	$125.00	$31.25
DEC-06-17	Prosecutorial Work	Receipt and review of Police Report; Correspondence regarding same (City of Burton v Jeffrey Scott Singleton)	0:15	$125.00	$31.25
DEC-06-17	Prosecutorial Work	Telephone conference with Officer Czapski regarding trial (City of Burton v Priscilla Montalbo)	0:15	$125.00	$31.25
DEC-06-17	Prosecutorial Work	Rec/rev email update re: service of appearance ticket in McKinzie matter and follow up re: same	0:15	$125.00	$31.25
DEC-06-17	Prosecutorial Work	Receipt and review of Police Report (City of Burton v Jeffrey Singleton)	0:15	$125.00	$31.25
DEC-07-17	Prosecutorial Work	Preparation for/attendance at Central Court PTs/JTs (9-12); Conduct Jury Trial (Pitts RF) (1-3) (Guilty)	5:00	$125.00	$625.00
DEC-07-17	Prosecutorial Work	Attention to Central Court PTs (MJ)	3:00	$125.00	$375.00
DEC-07-17	Prosecutorial Work	Rec/rev email and attached subpoena to Home Care for records from Detective for authorization re: larceny investigation; authorization and transmittal of same	0:15	$125.00	$31.25

INVOICE NUMBER: 192

DATE	PROJECT	DESCRIPTION	QTY	RATE	AMOUNT
DEC-07-17	Prosecutorial Work	Receipt and review of Police Report; Correspondence regarding same (City of Burton v Spencer Richey)	0:15	$125.00	$31.25
DEC-07-17	Victim Notice	Victim Notice			$10.00
DEC-07-17	Subpoena Fee	City of Burton v Lakeisha Lee - Preparation and transmittal of Subpoena Order to Appear and/or Produce	1.00	$10.00	$10.00
DEC-07-17	Warrants	Signing of Warrants (MJ)	17.00	$4.00	$68.00
DEC-08-17	Prosecutorial Work	Call from/with Detective re: A&B process, 24-48 hour victim notice requirement; review complaint	0:15	$125.00	$31.25
DEC-08-17	Prosecutorial Work	Call from/with Defendant Sells re: entry w/o permission matter and community service requirements; discussion re: warrant status and disposition of case	0:15	$125.00	$31.25
DEC-09-17	Prosecutorial Work	Call from/with Detective re: joyriding out of Davison; larceny; Burton R & C; NSF charge; etc.	0:15	$125.00	$31.25
DEC-11-17	Prosecutorial Work	Call to Rite Aid rep re: subpoena and Defendant's warrant status; advised re: process; etc. City v. Montalbo (RF); call to Defendant's mother (Treva Thomas matter - MDOP) re: dismissal due to restitution	0:15	$125.00	$31.25
DEC-11-17	Prosecutorial Work	Receipt and review of Appearance and Demand for Discovery; Request for Adjournment; Correspondence regarding same (City of Burton v Dennis Kellogg)	0:15	$125.00	$31.25
DEC-11-17	Prosecutorial Work	Receipt and review of Police Report; Correspondence regarding same (City of Burton v Dennis Kellogg)	0:15	$125.00	$31.25
DEC-12-17	Prosecutorial Work	Meeting w/ Detectives re: ID of walmart retail fraud from mug and surveillance; prior notification of trespass for trespass complaint (CSC); Discussion re: 90-day safety hold of firearms	0:30	$125.00	$62.50
DEC-12-17	Prosecutorial Work	Phone call with Gene Butler regarding Burton v Michelle Williams DNA Request for Bench Warrant (MTJ)	0:15	$125.00	$31.25
DEC-12-17	Prosecutorial Work	Preparation for/attendance at and follow up regarding Central Court Pretrials	2:30	$125.00	$312.50
DEC-12-17	Prosecutorial Work	Attention to Central Court Pretrials (MJ)	2:30	$125.00	$312.50
DEC-12-17	Warrants	Review/authorize complaint/warrant	7.00	$4.00	$28.00
		Total hours for this invoice	23:00		
		Total amount of this invoice			$3,049.00

Attachment: Attorney Billing Prosecutorial 192 (3408 : Attorney Billing (A. Doyle))

Amanda N. Doyle

702 Church Street
Flint, MI 48502

PHONE: (810) 767-6860 FAX: (810) 767-2817 amandadoylelaw@gmail.com

MONTHLY BILLING INVOICE

INVOICE NUMBER: 193
INVOICE DATE: DECEMBER 13, 2017

City of Burton
Teresa Karsney, Clerk
4094 Manor Drive
Burton, MI 48519

DATE	PROJECT	DESCRIPTION	HOURS	RATE	AMOUNT
NOV-29-17	Non-Prosecutorial	Rec/rev email and attached ordinance from Admin re: Fire Prevention Code in regard to MMFLA; Review ordinance; call w/ Lt. Wilkinson re: same; follow up w/ City	0:30	$125.00	$62.50
NOV-29-17	Non-Prosecutorial	Email correspondence, finalization of 3 ordinance for meeting; transmittal of same for agenda	0:15	$125.00	$31.25
NOV-30-17	Non-Prosecutorial	Call from/with zoning re: marijuana product (non-thc) vending machines; zoning re: same	0:15	$125.00	$31.25
NOV-30-17	Non-Prosecutorial	Telephone conference with Brady Lane of People's Furniture regarding Dog House Lounge	0:15	$125.00	$31.25
DEC-01-17	Non-Prosecutorial	Calls w/ Legislative committee members re: meeting actions; civil rights ordinance; resolution; updates from state or DOJ; etc.	0:15	$125.00	$31.25
DEC-01-17	Non-Prosecutorial	Rec/rev email and attached correspondence from Plunkett Cooney re: Alexander v. Viviano matter	0:15	$125.00	$31.25
DEC-04-17	Non-Prosecutorial	Call from/with Mayor re: agenda items, union updates, discussion re: real property acquisition and development	0:15	$125.00	$31.25
DEC-04-17	Non-Prosecutorial	Rec/rev email from Atty re: Burton PILOT ordinance and status on agenda; respond to same	0:15	$125.00	$31.25
DEC-04-17	Non-Prosecutorial	Attendance at City Council Meeting	3:30	$125.00	$437.50
DEC-05-17	Non-Prosecutorial	Review and revision/edits to closed session minutes and filing of same	0:15	$125.00	$31.25
DEC-05-17	Non-Prosecutorial	Rec/rev email and attached deposition summaries in Lancaster v. Collier, et al matter (Plunkett Cooney) (N/C)	0:00	$125.00	$0.00
DEC-05-17	Non-Prosecutorial	Call from/with Admin re: potential land donation; discussion re: clear title; etc.	0:15	$125.00	$31.25
DEC-05-17	Non-Prosecutorial	Rec/rev email and attached correspondence re: depositions of Ofc Lakey (Barnett v. COB, et al) from Plunkett Cooney	0:15	$125.00	$31.25

INVOICE NUMBER: 193

DATE	PROJECT	DESCRIPTION	HOURS	RATE	AMOUNT
DEC-07-17	Non-Prosecutorial	Rec/rev email and attached deposition summaries from Plunkett Cooney in Lancaster v. Collier, et al (N/C)	0:00	$125.00	$0.00
DEC-07-17	Non-Prosecutorial	Rec/rev email and attached responsive pleadings from Plunkett Cooney in Barnett v. City of Burton, et al (summary of client meeting; notice to remove; answer to complaint; etc.)	0:15	$125.00	$31.25
DEC-07-17	Non-Prosecutorial	12/6-12/7: Rec/rev email and attached draft City of Burton Medical Marijuana Facility License Application; email correspondence and follow up w/ zoning re: same	0:30	$125.00	$62.50
DEC-07-17	Non-Prosecutorial	Call with City re: proposed donation of land to city; deed requirements; title search; public purpose issues; etc.; call from/to potential donor	0:15	$125.00	$31.25
DEC-08-17	Non-Prosecutorial	Call from/with zoning re: marijuana application; application process; FOIA exemptions re: same; review updates/emergency rules; fire dept ordinance amend to add appeal process; etc.	0:30	$125.00	$62.50
DEC-08-17	Non-Prosecutorial	Calls w/ Tarik Dinha; discussion re: deed, policy, process, etc; preparation and transmittal of correspondence to Mayor re: same; follow up email correspondence w/ Mayor re: title search, taxes owed, council decision, etc.	0:30	$125.00	$62.50
DEC-11-17	Non-Prosecutorial	Calls w/ Zoning re: publication of ordinance, existing facilities, change of ownership situation, etc. Follow up w/ Clerk's office re: confirmation of publication/posting; review recent 2nd readings; rec/rev email from Clerk's office and attached notices for publication review and response to same	0:45	$125.00	$93.75
DEC-12-17	Non-Prosecutorial	Rec/rev email correspondence and attached letter from zoning re: existing marijuana facilities and new ordinance requirements; response to same	0:15	$125.00	$31.25
DEC-12-17	Non-Prosecutorial	Rec/rev email correspondence from Plunkett Cooney w/ attached summary of Plaintiff's deposition in Alexander v. Viviano, et al; review summary	0:15	$125.00	$31.25
		Total hours for this invoice	9:45		
		Total amount of this invoice			$1,218.75

AGREEMENT OF EMPLOYMENT

Between

THE CITY OF BURTON

and

Ietta Sue Warren

Director of Human Resources and Labor Relations

Effective January 1, 2018 to December 31, 2018

AGREEMENT OF EMPLOYMENT

This Agreement of Employment, hereinafter referred to as the Agreement, is made and entered into by and between the CITY OF BURTON, hereinafter referred to as the Employer, and IETTA SUE WARREN, hereinafter referred to as the Employee, for the position of Director of Human Resources and Labor Relations. The purpose of the agreement is the promotion of harmonious relations between the Employer and the Employee, the establishment of wages, hours and days of work, and other conditions of employment.

ARTICLE I
DISCHARGE AND SUSPENSION

The Employee serves, at will, solely at the pleasure of the Mayor. In the event the employee is discharged without cause, the employee may be entitled to receive a severance package of one week pay for every year employed by the city. In the event the Employee is discharged for cause, there will be no severance package. The discharged employee will surrender any and all city issued equipment, keys, badges, security codes and passwords. Employee's final payout and or severance package may be held until all city property is returned and until Employee signs a waiver and release of claims acceptable to the Employer.

ARTICLE II
BEREAVEMENT LEAVE

Bereavement leave may be granted for up to five (5) consecutive calendar days in the event of death in the immediate family. Immediate family shall be defined as employee's spouse, legal dependent of the employee, child, step-child, parent, step-parent, parent-in-law, sibling, step-sibling, grandparent, grandchild, grandparent-in-law, brother-in-law, sister-in-law or any individual residing in the employee's household prior to death. Documentation substantiating the need for leave may be required by the Employer.

ARTICLE III
PAY PERIOD AND WAGE/SALARY

Employee shall be paid in full by direct deposit. In the event this day is a holiday, the preceding day shall be the payday. The annual wage/salary for this agreement is $ 60,000.00.

ARTICLE IV
DISABILITY, SICKNESS OR ACCIDENT

The City agrees to provide sick and accident insurance for Employee. The Employee shall receive 100% payment of their salary and benefits from the city for the first thirty (30) days while off work due to disability. Thereafter, she shall receive two-thirds (2/3) of their regular salary from the insurance carrier for a period not to exceed one year from the date of the first day of disability leave. Plan documents shall at all times control.

ARTICLE V
LIFE, HEALTH, DENTAL AND OPTICAL COVERAGE

The City agrees that subject to the terms and conditions of the carrier and applicable plan documents, it shall offer to the Employee and family group life insurance, health care coverage, dental coverage, and optical coverage. The City retains the right to amend, change, or terminate any of these benefits at any time.

ARTICLE VI
VACATION

Employee shall be entitled to fifteen (15) days of vacation. All vacation time to be taken within the calendar year. Unused vacation time shall be forfeit, and not roll over into the next calendar year.

ARTICLE VII
PERSONAL TIME OFF (PTO) DAYS

Employee shall be entitled to receive ten (10) PTO days per year. Unused PTO days shall be forfeit, and not roll over into the next calendar year.

ARTICLE VIII
HOLIDAY PAY

Employee shall be entitled to the following holidays: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, day after Thanksgiving, day before Christmas, Christmas Day, and New Year's Eve.

ARTICLE IX
RETIREMENT

The employer shall contribute to the MERS Defined Contribution Plan in the amount of fifteen percent (15%) of base pay on behalf of Employee.

ARTICLE XIV
SEPARABILITY AND SAVINGS CLAUSE

In the event that any provisions of this Agreement shall at any time be declared invalid by any Court of competent jurisdiction, the decision shall not invalidate the entire Agreement, being the expressed intent of the Parties that all other provisions shall remain in full force and effect.

ARTICLE XV
TERMINATION

This Agreement shall be effective as of **January 1, 2018** and shall remain in full force and effect until **December 31, 2018**, when it shall terminate without any notice required by either party.

CITY OF BURTON:

____
Paula Zelenko, Mayor Date

____
Teresa Karsney, City Clerk Date

EMPLOYEE:

____
Ietta Sue Warren, Director HR/LR Date

RESOLUTION NO. 2017- ___
CITY OF BURTON
GENESEE COUNTY, MICHIGAN
RESOLUTION OBJECTING TO THE TRANSFER OF TAX REVERTED PROPERTY FROM GENESEE COUNTY TO THE CITY OF BURTON

At the Regular City Council meeting on December 18, 2017, ___________________moved and _______________seconded and motion passed __ yeas __ nays to adopt the following resolution:

WHEREAS, Public Act 123 of 1999, 211.78 m(6) requires that any tax reverted parcels not sold at the mandatory yearly auctions automatically revert back to the local unit of government in which the property is located unless written objection is received by the Foreclosing Governmental Unit (Genesee County); and

WHEREAS, Public Act 123, 211.78 m(6) requires the Treasurer of Genesee County give a list to the Clerk of the City of Burton which shall contain all the property in the City on which the Treasurer has foreclosed that has not been sold prior to December 1 of the year in which it is foreclosed upon; and

WHEREAS, the City of Burton has received the 2017 list from the Treasurer of Genesee County. The City of Burton does **not** wish to obtain from the Treasurer of Genesee County the following list of thirteen parcels that the Treasurer of Genesee County has foreclosed because the cost of maintaining such property will exceed the benefit that will be obtained.

NOW THEREFORE, BE IT RESOLVED, that the City of Burton wishes to exercise its option under Public Act 123 to object to the transfer of the thirteen parcels listed below foreclosed upon by the Treasurer of Genesee County.

City	Burton	59-13-529-052	1064 RINN ST
City	Burton	59-21-528-036	2063 TERM ST
City	Burton	59-21-529-098	3462 LODER CT
City	Burton	59-21-578-033	2279 MORRISH ST
City	Burton	59-28-528-190	3354 MCKEIGHAN AVE
City	Burton	59-29-553-011	2152 CONNELL ST
City	Burton	59-30-576-131	1456 DECAMP ST
City	Burton	59-30-576-194	1462 NORTON ST
City	Burton	59-30-576-208	1390 NORTON ST
City	Burton	59-30-578-043	1310 CARMAN ST
City	Burton	59-31-527-067	1461 SCHUMACHER AVE
City	Burton	59-32-501-035	2151 SCOTTWOOD AVE
City	Burton	59-33-400-002	3501 E MAPLE AVE

December 2017
Tax Reverted Properties

City	Burton	59-03-552-008	2257 GLADE ST	
City	Burton	59-12-502-037	1468 N BELSAY RD	
City	Burton	59-13-502-018	KENDALL DR	
City	Burton	59-13-529-027	1205 RINN ST	
City	Burton	59-13-529-052	1064 RINN ST	Demo Grant
City	Burton	59-13-529-074	RINN ST	
City	Burton	59-14-501-001	LAPEER RD	
City	Burton	59-14-527-069	1269 FOREST AVE	VL
City	Burton	59-14-576-257	1338 DENIES AVE	
City	Burton	59-15-200-027	4474 E COURT ST	VL
City	Burton	59-21-526-005	2032 MORRISH ST	VL
City	Burton	59-21-528-036	2063 TERM ST	Demo Grant
City	Burton	59-21-529-062	3475 LODER CT	VL
City	Burton	59-21-529-098	3462 LODER CT	Demo Grant
City	Burton	59-21-578-033	2279 MORRISH ST	Demo Grant
City	Burton	59-25-527-045	VINELAND AVE	
City	Burton	59-28-501-050	3036 LUDWIG ST	
City	Burton	59-28-501-107	3028 SHAW ST	
City	Burton	59-28-501-186	SHAW ST	
City	Burton	59-28-528-069	3342 LETA ST	
City	Burton	59-28-528-189	MCKEIGHAN AVE	
City	Burton	59-28-528-190	3354 MCKEIGHAN AVE	Demo Grant
City	Burton	59-29-553-011	2152 CONNELL ST	Land Bank Agreement
City	Burton	59-29-577-040	3271 CHEYENNE ST	
City	Burton	59-30-576-131	1456 DECAMP ST	Land Bank Agreement
City	Burton	59-30-576-194	1462 NORTON ST	Demo Grant
City	Burton	59-30-576-208	1390 NORTON ST	Demo Grant
City	Burton	59-30-576-287	1314 WELLS ST	VL
City	Burton	59-30-577-002	1377 CARMAN ST	VL
City	Burton	59-30-578-043	1310 CARMAN ST	Demo Grant
City	Burton	59-31-527-067	1461 SCHUMACHER AVE	Land Bank Agreement
City	Burton	59-31-527-226	MORRISON ST	
City	Burton	59-31-528-048	1452 NATALIE DR	VL
City	Burton	59-31-576-003	E JUDD RD	
City	Burton	59-31-576-203	1370 READY AVE	
City	Burton	59-32-501-035	2151 SCOTTWOOD AVE	Demo Grant
City	Burton	59-32-503-072	2065 SCHUMACHER AVE	
City	Burton	59-32-503-130	2173 E JUDD RD	
City	Burton	59-32-503-151	2125 WILLIAMSON AVE	VL
City	Burton	59-32-503-201	2138 MCLEAN AVE	VL
City	Burton	59-32-503-248	2132 SCOTTWOOD AVE	VL
City	Burton	59-32-504-084	2253 WILLIAMSON AVE	
City	Burton	59-32-530-025	2402 BERGIN AVE	
City	Burton	59-33-400-002	3501 E MAPLE AVE	Demo Grant

RESOLUTION
CITY OF BURTON
GENESEE, COUNTY

RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF BURTON, A MUNICIPAL CORPORATION OF GENESEE COUNTY, DOES HEREBY:

Approve and authorize the Treasurer to adjust the City of Burton's water usage commodity charge from $6.48 to $6.67 per 100 cubic feet (includes system losses) in accordance with the pass through increase from Genesee County Water and Waste of $0.18 per 100 cubic feet of usage. Also, to adjust the Readiness To Serve charge per meter on all active domestic metered water accounts to be increased $3.98 monthly. Example — 5/8 meter will increase from $17.04 monthly to $21.02.

CERTIFICATION

I, Teresa Karsney, City Clerk of Burton, do certify that the above Resolution was duly adopted in conformance with Act 267 Public Acts of Michigan, 1976, at a Regular Council Meeting of the City of Burton Council held at City Hall, November 9, 2017 by the following vote:

Ayes:
Nays:
Absent:

Date:
Prepared by Teresa Karsney
City of Burton
4303 S. Center Rd.
Burton, MI 48519

Teresa Karsney, City Clerk

To: Paula Zelenko, Mayor
From: Dave Marshke, Utilities Superintendent
Date: October 23, 2017

Re: Memo of Explanation for Agenda ID # 3310
Regular Council Meeting of November 9, 2017

Resolution to adjust the City of Burton's water use charges in accordance with pass-through

Madam Mayor,

Agenda language:

Approve and authorize the Treasurer to adjust the City of Burton's water usage commodity charge from $6.48 to $6.67 per 100 cubic feet (includes system losses) in accordance with the pass through increase from Genesee County Water and Waste of $0.18 per 100 cubic feet of usage, and to adjust the Readiness To Serve charge per meter on all active domestic metered water accounts to be increased $3.98 monthly.

BACKGROUND

The Genesee County Drain Commissioner has increased water rates to its wholesale water customers on all bills issued by the county agency after September 2, 2017. These increases will affect the Commodity Rate as well as the Readiness To Serve charges to the City of Burton. **This increase being proposed to City Council addresses this "pass thru" cost only, and does NOT reflect any future adjustments that may be necessary for cost recovery on the operation and maintenance of Burton's distribution system.** These increases from Genesee County will impact the current 2017-18 operating budget in the amount of approximately an additional $374,000.00 expenditure.

WHG
ACCOUNTING. BETTER.

October 3, 2017

Paula Zelenko, Mayor
City of Burton
4303 S. Center Rd.
Burton, MI 48519

Re: Sanitary Collection System Rate Study for the City of Burton

This proposal for outside consulting services to the City of Burton ("City") from The WoodHill Group LLC ("WHG") for the sanitary collection system.

1. Introduction & Background

Our municipal experts have in excess of 160 years combined management experience with accounting systems, municipal financial reporting, budgeting, audit preparation, fee and cost analysis, tax collection, payroll and benefits administration, investment administration, debt administration, grant administration and reporting, utility rate studies, labor negotiations, as well as conducting pension and other in depth financial analyses.

After discussion with Burton's management, WHG is pleased to offer outside services in the capacity outlined below.

2. Objective(s)

To provide the City with a comprehensive rate structure allowing for full cost recovery and a self-sustaining utility management program. The basis for this structure would be a versatile rate model to examine various impacts of executable decisions on a go-forward basis.

3. Scope

The following services are offered in this proposal:

- Sanitary Sewer Utility rate study and proposal

Building a comprehensive, self-sustaining rate structure considers capital cost recovery for asset depreciation, operations and maintenance as well as positioning the fund reserve balance for future capital improvements.

To accomplish this, the following actionable items are required:

1) Review of annual budgets and operational variances
2) Review of Capital Improvement Plan (CIP), current assets and Asset Management Plan (AMP)
    - Current list of assets and remaining useful life (to be provided by engineering)

   - Fixed assets depreciation schedules (to be provided by finance or auditing)
   - Planned capital expenditures to determine effects on proposed rate
   - Current capital reserves
3) Review of historical flow (purchased and billed)
4) Review and analysis of existing rate structure
5) Review and analysis of proposed rate structure
6) Financial pro-forma projecting impacts of proposed rates and future capital improvements
7) Draft report and analysis for review with City staff and/or Council
8) Final report and presentation for City staff and Council

NOTE: The proposed rate structure should be reviewed with the City's legal counsel for compliance with city ordinances and potential changes to resolutions.

4. Timeline

Completion of the financial analysis committed for October 29th, 2017.

5. Assumptions

- With reasonable exceptions, the City's finances are in a fundamentally functional and accessible state of good standing

6. Additions to Scope

WHG offers a full suite of financial, accounting and project services of which the following is a non-inclusive list of services that have not been considered for this current engagement:

- Ownership of accountancy operations and data entry, including: cash receipting, accounts payable and purchase orders, payroll processing, ledger entries and overall book management
- Ownership of treasury operations and cashflow, including responsibility for: signing checks, cash handling, initiating ACH or wire transfers, non-operational investment decision-making
- Managing software implementation or expansion projects and operational migrations beyond the functionality of current scope (e.g. accounting software implementations)
- Raw data cleansing or ownership of software not currently in-use
- Formal internal / external audit services

7. Deliverables

- Customized rate model so annual sewer rate analysis and updates can be performed by City of Burton staff (xls)
- Draft report and analysis (pdf/word)
- Final report and presentation (pdf/word)

8. Risks / Constraints

- Issues uncovered during engagement requiring immediate attention outside the intended scope of services managed according to the Change Management Governance documented below

9. Commercials

For the City of Burton, WHG proposes to offer a dedicated Senior Associate with Principal oversight. Based on previous experience, the anticipated cost breakdown and fee structure would be as follows for Sanitary Sewer. If the City wished to add the Water Distribution System into the study the additional cost breakdown is provided for a cumulative system rate study.

	Sanitary Collection System +			Water Distribution System =			W&S
Function	Hours	Rate	Cost est	Hours	Rate	Cost est	Cost est
Data gathering	16	$100	$1,600	8	$100	$800	$2,400
Rate model and review	24	"	$2,400	16	"	$1,600	$4,000
Draft report	10	"	$1,000	6	"	$600	$1,600
Report Review	6	"	$600	2	"	$200	$800
Finalize Report & review	6	"	$600	2	"	$200	$800
WHG Principal Review	8	150	$1,200	4	150	$600	$1,800
Totals	**70**	**-**	**$7,400**	**38**	**-**	**$4,000**	**$11,400**
Max Cost (115% Total)			*$8,510*			*$4,600*	*$13,110*

Fee Structure: Service fees will be based on actual staff time billed on an hourly basis, not to exceed "Max Cost" listed above. Time costs incurred for travel will be a pass-through to the City at half-time.

Invoice Frequency:	Monthly
Payment Terms:	Due on receipt
Address for Correspondence:	The WoodHill Group 20145 WoodHill Drive Northville, MI 48167

10. Governance

Service Level Governance: Project review of incurred costs as requested by client, activities and future engagement plans with the service sponsor(s) and/or management stakeholder(s) with the engagement Principal(s) and/or Senior Executive(s) from WHG.

Change Management Governance: To assist the City with any potential shift in needs and to ensure cost controls are in place, a change in scope that would have a material impact on anticipated efforts and time commitment beyond that anticipated in the cost breakdown above requires express approval with reference to the primary engagement scope to be approved by the service sponsor(s) and/or management stakeholder(s).

11. Engagement Framework

WHG staff is available to perform the scope of services listed above subject to the terms, limitations and conditions to be set forth in the Letter of Engagement and Professional Services Agreement.

Respectfully,

The WoodHill Group LLC

Authorization & Approval

The undersigned formally accept the above statement of work.	
On behalf of:	City of Burton
Name:	
Designation:	
Date:	/ /
On behalf of:	The WoodHill Group LLC.
Name:	
Designation:	Principal
Date:	/ /

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: November 6, 2017

Re: Memo of Explanation for Agenda ID # 3338
Regular Council Meeting of November 9, 2017

Water and Sewer Rate Studies

Madam Mayor,

Agenda language:

Approve and Authorize the Mayor and Clerk to enter into an agreement with WHG, the Woodhill Group, 20145 Woodhill Dr. Northville, MI 48167, to conduct rate studies for the purpose of setting both the water and sewer rates, for a cost not to exceed $13,110.00.

BACKGROUND

We received quotes from two companies in response to our request for proposals for a sewer rate study: WHG, the Woodhill Group, out of Northville, and H.W. Umbaugh & Associates out of Okemos. Having reviewed these proposals the consensus from DPW is to recommend WHG, the Woodhill Group, and have them do rate studies for BOTH sewer and water. We're going to have to do both anyway. And WHG proposes to do both for less than the cost that Umbaugh proposes for just sewer.

David W. Marshke

From: Tom Traciak <traciak@umbaugh.com>
Sent: Thursday, October 12, 2017 3:32 PM
To: David W. Marshke
Subject: SAW AMFP Engagement/RATE STUDY
Attachments: SAW financial scope.pdf

David,

It was good to talk to you earlier today. I have reviewed the profile of the community including your most recent audit. Based on this information, my fee quote is $18,000 for an Asset Management Financial Plan ... see attached scope of services.

Let me know if you have any questions.

UMBAUGH

Tom Traciak
Principal
H.J. Umbaugh & Associates
Certified Public Accountants, LLP
2150 Association Drive, Suite 100
Okemos, MI 48864
517-321-0110
traciak@umbaugh.com
www.umbaugh.com

UMBAUGH

H. J. Umbaugh & Associates
Certified Public Accountants, LLP
2150 Association Drive
Suite 100
Okemos, MI 48864
Phone: 517-321-0110
Fax: 517-321-8866
www.umbaugh.com

Historical and Current Financials

Historical operating expenses are reviewed using audit and budget information.
- Three years audits.
- Current and proposed budgets.

A "Test Year" is developed that reflects a baseline operating cost.
- Based on current budget with leveling for base operating cost.
- Determination of anticipated changes to operating cost.

Customer Base

The customer base is reviewed, including the number of billable customers and volumetric sales.
- The accuracy of this data is verified by applying it to the current rate structure and compared to "Test Year" revenue.
- Other operating and non-operating revenues evaluated.

Forecasting

Assumptions are made regarding the customer base through the forecasted period.
- Prediction of customer and volume counts (may include more than one scenario).
- Trending in system utilization, particularly for industry.

Projection of operating cost.
- Anticipated inflation by expense category.
- Determination of any additions or reductions based on changing operations.

Compilation of existing debt.
- Existing annual debt service by debt issue.
- Debt is separated by revenue support, in particular, debt that is paid from rates.
- Refinancing and/or restructuring possibilities are explored.

Asset Management Funding

The Asset Management System will identify the estimated asset investment cost by year for a selected forecast period of time.

- The annual investment cost is evaluated and scenarios developed for cash funding and debt financing.
- Funding asset investment from cash balances is weighed against potential efficiency of grouping certain cost together for purposes of debt financing.
- Financing options are considered including State and Federal agency funding sources as well as open market bonds. Open market options will be effected by the size of the borrowing as well as other aspects such as credit and security.

The projected cash flow is solved to a cash and investment balance.

- Actual cash and investments are analyzed.
- A cash balance policy is developed that identifies a targeted upper limit as well as a minimum balance. These balances encompass legal commitments and good business practices.
- The policy includes flexibility for temporary reductions below the minimum balance based on a plan to attain the level within a given period.
- Separate capital improvement funds are considered. If utilized, policy is developed as to whether they are to be restricted, and if so, whether by resolution or ordinance.

Rate management may be accomplished with more than one approach as to rate structuring and rate adjustment timing.

- The elements of a rate structure, including the proportion of revenue generated from ready to serve and commodity charge are determined by allocation of fixed and variable cost, and other customer base characteristics.
- Rate adjustment over time may be incremental or one time in nature.

CITY OF BURTON
GENESEE COUNTY, MICHIGAN

ORDINANCE NO. 2017- -153

AN ORDINANCE TO REPEAL CHAPTER 153, THE CITY OF BURTON SIGN ORDINANCE, AND TO REPLACE IT WITH A NEW CHAPTER 153, WHICH SHALL REGULATE SIGNS WITHIN THE CITY OF BURTON AND WHICH PROVIDES FOR THE PENALTY FOR THE VIOLATION THEREOF

THE CITY OF BURTON ORDAINS:

SECTION I

Chapter 153 of the Code of ordinances of the City of Burton shall be and is hereby repealed and is replaced with the following:

§ 153.01 PURPOSE.

This Chapter is intended to:

(A) Enhance and protect the physical appearance of the City of Burton.

(B) Promote and maintain visually attractive, residential, commercial and industrial areas.

(C) Promote the economic well-being of the community by creating a favorable physical image.

(D) Ensure that signs are located and designed to:

(1) Provide an effective means of way-finding in the community;

(2) Afford the community an equal and fair way to advertise and promote its products and services;

(3) Reduce sign clutter and the distractions and confusion that may be contributing factors in traffic congestion and accidents, and maintain a safe and orderly pedestrian and vehicular environment;

(4) Minimize the disruption of the scenic views which when maintained protect important community values; and

(5) Afford businesses, individuals, and institutions a reasonable opportunity to use signs as an effective means of communication.

(E) Provide review procedures that assure that signs are consistent with the City's objectives and within the City's capacity to efficiently administer the regulations.

(F) Prohibit all signs not expressly permitted by this Chapter.

§ 153.02 SUBSTITUTION CLAUSE.

A protected noncommercial message of any type may be substituted, in whole or in part, for the message displayed on any sign for which the sign structure or mounting device is legal without consideration of message content. This provision applies to all signs, including outdoor general advertising devices (billboards), allowed under this ordinance. Such substitution of message may be made without any additional approval, permitting, registration or notice to the City.

§ 153.03 DEFINITIONS.

BANNER. Sign intended to be hung, displayed, or mounted in the ground either with or without frames, possessing characters, letters, illustrations or ornamentations applied to paper, plastic, vinyl or fabric of any kind. Banners shall be considered to be temporary signs under the terms of this Chapter and, where applicable, subject to the regulations thereof.

BILLBOARD. A sign advertising products not made, sold, used, or served on the premise displaying the sign or that conveys an informational or noncommercial message.

COMMERCIAL SIGN. A sign which identifies, advertises, or directs attention to a business or is intended to induce a purchase of a good, property, or service, including, without limitation, any sign naming a brand of good or service and any sign which is not a noncommercial sign.

ELECTRONIC SIGN. A sign that is capable of displaying words, symbols, figures or images and that can be electronically or mechanically changed by remote or automatic means.

NAME PLATE. A building sign not exceeding two (2) square feet indicating the street number, name of the person, business, profession or activity occupying the lot, building or part thereof; or other information pertaining to the use on the lot.

NONCOMMERCIAL SIGN. A sign which in no way identifies, advertises, or directs attention to a business or is intended to induce a purchase of a good, property, or service, or portrays or symbolizes a good, property, or service, especially, but, without limitation, a brand or trade name, an identifiable container shape, or a trademark.

SIGN. A visual communication display, object, device, graphic, structure or part, situated outdoors, or attached to, painted on or displayed from a building or structure, in order to direct or attract attention to, or to announce or promote, an object, product, place, activity, person, institution, organization or business or the like, by means of letters, words, model, banner, flag, pennant, insignia, device, designs, colors, symbols, fixtures, images, illuminations or representation used as, or which is in the nature of, an announcement, direction or advertisement.

SIGN, BUILDING. A sign, or any portion thereof, erected, constructed or affixed to the roof, wall of building, awning or window, whether the principal support for the sign is on the roof, wall, window, or any other structural element of the building.

SIGN, FREESTANDING. A sign, or any portion thereof, erected, constructed or projecting upon a parcel of land which includes a sign structure permanently installed in the ground.

SIGN, INFLATABLE. An inflatable shape or figure designed or used to attract attention to a business event or location. Inflatable promotional devices shall be considered to be temporary signs under the terms of this Chapter and, where applicable, subject to the regulations thereof.

SIGN, TEMPORARY. A sign that is designed to be used only temporarily and is not intended to be permanently attached to a building wall or sign structure or permanently installed in the ground.

§ 153.04 EXEMPTIONS FROM REGULATIONS.

The following signs are permitted in all zoning districts and are exempt from regulations:

(A) Signs placed, constructed, erected or displayed by any entity of federal, state, or local government, or signs required to be placed, constructed, erected or displayed by such entity(ies), including but not limited to public notice signs and any sign which conforms or is required by law to conform to the Manual of Uniform Traffic Control Devices.

(B) Signs placed, constructed or erected on any parcel of property or right-of way owned or maintained by any entity of federal, state, or local government.

(C) Traffic control signs and other signs related to public safety that the City installs or requires to be installed.

§ 153.05 EXEMPTIONS FROM PERMITS.

The following signs are permitted in all zoning districts and are exempt from the permit requirements of this section, but shall in all other respects comply with the requirements of this code unless expressed below:

(A) A sign not exceeding sixteen square feet on property in which construction work is being done to warn of danger or hazardous conditions. Such sign is also exempt from the setback, limitation on number of freestanding signs, and total sign area regulations of this section.

(B) A work of art that in no way identifies or advertises a product, service, or business or impedes traffic safety.

(C) A private traffic directional signs within a property that does not exceed three square feet per face in area and six feet in height, does not contain any advertising or trade name identification, and is not illuminated, internally illuminated, or indirectly illuminated.

(D) Signs that are not visible from abutting property or public rights of way.

§ 153.06 GENERAL RESTRICTIONS AND REQUIREMENTS.

(A) No sign shall be erected, constructed, or maintained within the City without obtaining the prior permission of the owner or the person in possession of the property upon which it is placed.

(B) A sign permit shall be required for the erection, construction, or alteration of any sign, except as provided in 153.05, and all such signs shall be approved by the Zoning Administrator or their designee as to compliance with the requirements of the zoning district wherein the sign or signs are to be located and the requirements of this section.

(C) No sign shall be erected at the intersection of any streets in such a manner as to obstruct free and clear vision or at any location where, by reason of the position, shape, or color, it may interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or device or in such a manner as to interfere with, mislead, or confuse traffic. Nor shall any sign, signal, marking, or device be placed, erected, or operated in such a manner as to interfere with the necessary free and unobstructed view of vehicular or pedestrian traffic.

(D) Unless otherwise specifically provided in this ordinance, no sign, except those placed and maintained by the City, County, or State, shall be erected or placed in the public right-of-way, nor be allowed to project further than 15 inches into the public right-of-way without special approval from the DPW Director or his designee based on the following conditions:

(1) The lower edge thereof is 10 feet or more above the ground level;

(2) That a sign shall not extend over any part of the public right-of-way used for vehicular traffic;

(3) Existing utilities and/or existing structures; and

(4) Setback or lot line requirements.

(E) No light pole, utility pole, telephone pole or other similar type structure shall be used for the placement of any sign.

(F) Signs must be maintained so as not to endanger life, property, or be in a state of disrepair in the opinion of the Code Enforcement Officer or Building Inspector. Any sign which, through lack of maintenance or type of construction or otherwise, imperils life or property, or leaves any portion of the sign exposed to weather when typically would be covered, shall be deemed a nuisance.

§ 153.07 COMMERCIAL SIGNS.

(A) General Provisions in all Commercial and Industrial Districts

(1) Not more than 1 freestanding sign may be erected accessory to any single building, structure, or shopping center regardless of the number of separate parties, tenants, or uses contained therein; provided, however, when any single building, structure, or shopping center is located on a parcel of land that abuts on 2 or more streets, it may have 2 freestanding signs.

(2) No freestanding accessory signs shall have a surface area exceeding 0.5 square foot for each lineal foot of street frontage. No freestanding accessory sign shall exceed 300 square feet total surface area. No business shall be required by this ordinance to have an accessory sign smaller than 100 square feet. All freestanding signs shall be placed on the same parcel of property as the building or use to which they are accessory; except that billboard freestanding signs shall be permitted only in the industrial districts as noted in subsection (B)(2) of this section.

(3) The total surface area of all signs erected on any single building or structure shall not exceed 2 square feet for each lineal foot of building frontage, with a maximum permitted surface area of 200 square feet. Building frontage is defined as the front of the principal structure of the building only, and does not include any side walls, roof lines, or other measurements. For uses located in an approved multiple tenant space, the frontage shall be that as defined as the frontage of the unit in which is intended to occupy.

(4) There shall be no flashing, electronic, oscillating, or intermittent type of illuminated sign or display within 100 feet of any residential district or use, except that those signs shall be permitted adjacent to a residential district when mounted along the face of a building which does not face the residential district, or when the signs face is perpendicular to the residential district or use.

(5) All illuminated signs shall be so arranged to prevent glare into residential districts.

(6) All spotlights shall be diffused or shielded to not shine on other properties.

(7) No sign, unless otherwise permitted, shall exceed the maximum height limitations of the zoning district in which it is located.

(8) No ground-mounted or free standing sign above a height of 2 feet from the established street grade shall be permitted within the triangular area formed at the intersection of any street right-of- way lines by a straight line drawn between the right-of-way lines at a distance along each line of 25 feet from their point of intersection.

(9) One "A" frame or sandwich board type sign not exceeding 42 inches in height may be placed in front of a business, provided that such sign shall be set back not closer than 10 feet from any public road, street or right-of-way, and further provided that the sign shall be removed during non-business hours.

(10) Unless otherwise approved by the Zoning Board of Appeals, temporary signs, banners, or inflatable signs shall not be allowed.

(B) Industrial Districts are permitted as follows:

(1) No sign so permitted shall be located nearer to the front lot line than ½ the required front setback nor nearer the side lot line than the required side yard setback; and

(2) Billboard type freestanding signs (off-site advertising), provided that:

a. Maximum size be 300 square feet per face, with a limit of 2 faces;

b. Maximum height be 25 feet;

c. Located not closer than 50 feet of any public right-of-way or nearer than 660 feet to any interstate freeway;

d. Have a 10-foot unobstructed clearance from surrounding grade of land and bottom of sign;

e. Be no closer than 500 feet to any other non-accessory sign on either side of the street or freeway;

f. Not be located on any residentially used or zoned parcel or nearer than 200 feet to any residence even if zoned M-1 or M-2 or 200 feet from any residentially zoned district;

g. Must not obstruct view of other existing signs nearby;

h. A drawing with specifications approved by a state registered engineer or architect is filed with the Building Inspector for review and approval prior to any construction;

i. The despoiling of natural features, including trees, vegetation, water, land forms, and scenic views be avoided whenever possible;

j. All non-accessory signs be approved by the Board of Zoning Appeals in an M-1 or M-2 district after public hearing and determination that the above provisions in subsections(B)(2)(a) - (B(2)(i) have been met; and

k. An administrative approval subject to §157.092, site plan review.

(C) Multiple Family Districts are permitted as follows:

(1) 1 ground or wall sign indicating the name of the multiple housing development in addition to individual dwelling name plates. These signs shall not exceed 64 square feet in area.

(2) No sign shall be illuminated by other than continuous indirect white light nor shall contain any visible moving parts.

(D) Residential Districts are permitted as follows:

(1) For permitted principal uses other than dwellings (home occupations approved in §157.100) and for permitted uses after special approval, 1 bulletin or announcement board not exceeding 32 square feet in area.

(2) No sign so permitted shall be located nearer to the front lot line than ½ the required front yard setback nor nearer the side lot line than the required side yard setback.

§ 153.08 NONCOMMERCIAL SIGNS.

(A) Residential Districts & Multi-family Districts. Noncommercial signs in residential and multi-family districts are regulated as follows:

(1) Temporary signs

a. No temporary sign shall be erected, constructed, or maintained for more than 30 days immediately preceding the function, event, or the completion of purpose for which it is placed. Notwithstanding the above restriction, in no event shall the sign be erected, constructed, or maintained for more than a total of 60 days in any calendar year;

b. No such sign erected or maintained on private property immediately adjacent to a state highway or a city major street shall be larger than 16 square feet or which shall exceed a height of 6 feet above the grade at the base of the sign;

c. No such sign erected or maintained on private property on a city local street, or private drive as designated for the purpose of Act 51 of the State of Michigan shall be larger than 6 square feet nor shall it exceed a height of 3 feet above the grade at the base of the sign.

(2) For each dwelling unit, 1 name plate sign displaying the street name and number and name of occupant, not exceeding 2 square foot in area is permitted;

(3) In the multiple-family districts, 1 ground or wall sign indicating the name of the multiple housing development in addition to individual dwelling name plates are permitted provided that these signs shall not exceed 64 square feet in area; and

(4) No sign shall be illuminated by other than continuous indirect white light nor shall contain any visible moving parts.

(B) Commercial and Industrial Districts. Noncommercial signs in commercial and industrial districts are regulated as follows:

(1) No temporary sign shall be erected, constructed, or maintained for more than 30/ 90/180/# days within a calendar year.

(2) A temporary signs erected or maintained on private property immediately adjacent to a state highway, a city major street within the city shall be no larger than 16 square feet nor shall it exceed a height of 6 feet above the grade at the base of the sign;

(3) For each unit, 1 name plate sign displaying the street name and number and name of occupant, not exceeding 2 square foot in area; and

(4) No sign shall be illuminated by other than continuous indirect white light nor shall contain any visible moving parts.

§ 153.09 VIOLATIONS.

(A) Any sign that is found to be in violation of §153.06(A), §153.06(E), §153.07(A)(9), and §153.07(A)(10) may be subject to the immediate confiscation, removal and destruction by the City of Burton.

(B) In the case of commercial advertising signs found to violate §153.06(E), §153.07(A)(9), and §153.07(A)(10), rather than immediately confiscating, removing and destroying a non-conforming sign, the city may, at its option, elect to notify the individual, corporation or other entity advertising its goods or services by first class mail at any address displayed on the sign that the sign is in violation of this ordinance and that in the event the sign is not removed within 5 business days of the date of the mailing of the notice, the individual, corporation or other entity shall be charged with a municipal civil infraction and shall be subject to such fines and costs as set forth in the City of Burton Code of Ordinances, §131.05, Civil Infraction Penalties.

(C) In the event a sign found to be in violation of §153.06(A), §153.06(E), §153.07(A)(9), or §153.07(A)(10) shall not set forth the address or any business or individual, but shall display a telephone number, the city may elect to place a telephone call to the number displayed and notify any individual who answers such a telephone call, or leave a recording on any recording device, that the sign must be removed within 5 business days of the telephone notification, and that the failure to remove the sign within that time shall result in the issuance of a civil infraction citation.

(D) In the event of a violation of any other section of this ordinance, the City shall notify the individual, corporation or other entity owning the property at which the sign is placed by first class mail, at the address on record with the Assessors office, that the sign is in violation of this ordinance and that in the event the sign is not removed, repaired, or brought into compliance of this ordinance within 10 business days of the date of the mailing of the notice, the individual, corporation or other entity shall be charged with a municipal civil infraction and shall be subject to such fines and costs as set forth in the City of Burton Code of Ordinances, §131.05, Civil Infraction Penalties and/or subject to immediate confiscation, removal and destruction by the City of Burton, in which all costs will be charged to the property owner.

§ 153.10 APPEALS.

Any appeal to this Ordinance shall be heard and action taken by the Zoning Board of Appeals as outlined in §157.151 through §157.155.

§ 153.11 SEVERABILITY

If any section, sentence, clause, or phrase of the Ordinance is for any reason held to be invalid or unconstitutional by a decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION II

All other provisions of this Chapter shall be and are hereby ratified.

SECTION III

The violation of the terms of this Ordinance shall be a municipal civil infraction.

SECTION IV

This Ordinance, or a synopsis thereof, shall be published in a newspaper of general circulation within the City of Burton, Genesee County, Michigan, and shall become effective 30 days after publication.

SECTION V

A copy of this Ordinance may be inspected at the City Hall, 4303 S. Center Road, Burton, Michigan, during regular business hours.

CITY OF BURTON,

____
By: PAULA ZELENKO, MAYOR

____
By: TERESA KARSNEY, CLERK

Ordinance introduced on:
Second Reading:
Publication date:
Effective date:

CITY OF BURTON
GENESEE COUNTY, MICHIGAN

ORDINANCE NO. 2017- -152

AN ORDINANCE TO ADD TO CHAPTER 152, THE WIRELESS COMMUNICATION FACILITIES ORDINANCE, OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO REGULATE DISTRIBUTED ANTENNA SYSTEMS/ SMALL CELL WIRELESS FACILITIES LOCATED IN THE CITY ROAD RIGHT OF WAY

THE CITY OF BURTON ORDAINS:

SECTION I

Section 152.02 of Chapter 152 of the Code of Ordinances of the City of Burton shall be amended by the addition of the following:

§152.02 DEFINITIONS.

DISTRIBUTED ANTENNA SYSTEMS (DAS)/ SMALL CELL WIRELESS FACILITIES. Structures, antennas and associated equipment installed and/or operated for the provision of telecommunication or wireless services, including without limitation, antennas, supporting structures for antennas, poles, equipment shelters or houses, and any ancillary equipment.

SECTION II

Section 152.13 of Chapter 152 of the Code of Ordinances of the City of Burton shall be amended by the addition of the following:

§152.13 DISTRIBUTED ANTENNA SYSTEMS/ SMALL CELL WIRELESS FACILITIES.

(A) *License Agreement*. No person shall install or operate, in whole or in part, DAS/small cell/wireless facilities or DAS/small cell/wireless network facilities in a city public right-of-way or other public place without first applying for and receiving a DAS/small cell/wireless license from the City in a form and subject to such terms and conditions as is acceptable to the City.

(1) Nothing herein shall be interpreted to require the City to issue a license and the City reserves to itself discretion to grant, deny or modify a request for a license as it determines to be in the best interest of the City and its citizens taking into account such proprietary, safety and fiduciary interests as it deems warranted.

(2) It is the policy of the City to encourage the co-location of antennas and similar facilities first, outside of public rights-of-way and, secondarily, within the pubic rights-of-way

on existing poles. The co-location of uses shall be a condition of approval of any license granted for a new supporting structure in the public right-of-way.

(B) *Right of Way permit.* No person shall install or operate wireless communication facilities," as defined henein including any part of a DAS/small cell/wireless system constituting wireless communication facilities without first obtaining a right of way permit from the City.

(C) *Design parameters.* The following minimal design parameters shall apply to DAS/small cell/wireless network facilities in City public rights-of-way:

(1) The required map(s) for proposed DAS/small cell/wireless facilities shall be legible, to scale, labeled with streets, and contain sufficient detail to precisely identify the proposed DAS/small cell/wireless network facilities' locations and surroundings. Where applicable, the required map shall include and identify any requested pole height(s), all attachments and detailed drawings of any attachment.

(2) The maximum height of a pole or other supporting structure installed to accommodate a DAS/small cell/wireless network shall be 40 feet. Equipment on a supporting structure may not exceed an aggregate width of four feet (centered on pole) and shall be secured a minimum of ten feet from the ground surface or 18 feet from the ground where equipment may overhang the back of curb line. Ground level equipment or shelters are not permitted.

(3) Unless otherwise permitted in subsection (C)(6), DAS/small cell/wireless facilities shall be located no closer than 18 inches from an existing sidewalk/face of curb or 18 inches from a proposed future sidewalk/face of curb location.

(4) Unless otherwise permitted in subsection (C)(6), DAS/small cell/wireless facilities shall be located no closer than ten feet from any driveway.

(5) In residential areas, DAS/small cell/wireless facilities shall be located in line with a side lot line and not in front of a residence.

(6) The licensee shall field-stake all proposed locations for DAS/small cell/wireless facilities which shall be subject to the advance approval of the City and/or the Michigan Department of Transportation as applicable. All approved DAS/small cell/wireless facilities' locations shall be on a per pole/equipment/other basis. Such approvals shall be memorialized by the City and licensee.

(7) Once precise locations have been approved in accordance with subsection (C)(6), the licensee shall provide latitude and longitude coordinates for the DAS/small cell/wireless facilities' locations to the city's engineering department as well as detailed as-built drawings within 90 days of the completion of installation.

(8) The licensee shall be responsible to obtain such other permits and approvals as required by law.

(9) Architectural design:

a. All poles shall be wood unless the City approves or required by the Federal Communications Commission (FCC), the Federal Aviation Administration (FAA), or applicable codes, an alternate material such as a galvanized silver, gray or concrete finish or, subject to any applicable standards of the FAA, FCC or such codes, be painted a neutral color so as to reduce visual obtrusiveness.
b. At all pole sites related equipment shall use materials, colors, textures, screening, and landscaping that will blend the facilities to the natural setting and environment.
c. All poles shall be of monopole design and construction unless the City approves an alternate design. Disguising or stealthing poles is encouraged.

(D) Modification of design parameters. Upon the written request of an applicant for a license, the City Council may modify the design parameters of subsection (C) at its sole discretion following a hearing and based on its review of factors affecting the public health, safety and welfare including, but not limited to, the following: the presence of existing poles or other structures or equipment in the immediate vicinity; the ability to reasonably comply with the design parameters set forth in subsection (C); the visual and aesthetic impact of the proposed pole, antenna or facilities on the adjacent area; the existing and planned character of the adjacent area; public comment; the scale and scope of the poles, antennas or facilities relative to the existing character of the area; whether granting the modification will adversely impact public safety; and the recommendations of city department heads (if any). Following its review, the City Council may grant, deny or grant with conditions a request to modify the design parameters and shall provide its decision and the basis for the same to the applicant in writing. The applicant shall be responsible to pay all costs of the City associated with the request to modify the design parameters.

(E) Compliance with applicable law. The licensee shall be responsible to comply with all applicable legal requirements and to obtain any permits or approvals otherwise required by law relative to the installation or operation of DAS/small cell wireless facilities in the City's public rights-of-way (e.g., electrical permits). The City, in reviewing and authorizing a permit under the act and/or a license referred to in this section, and the licensee, in the establishment and operation of any DAS/small cell/wireless network facilities, shall comply with all applicable federal and state laws.

(F) Fees. Fees for the required permits and license agreement required shall be established, and from time to time be amended by resolution of the Burton City Council.

(G) Removal. In the event that removal is deemed necessary as outlined in 152.08 (A)(1) and/or (2), it shall be the sole responsibility of the license holder to comply with the removal as outlined in 152.08 (C) and 152.08 (D).

SECTION III

All other provisions of Chapter 152 shall be and are hereby ratified.

SECTION IV

This Ordinance shall be published in a newspaper of general circulation within the City of Burton, Genesee County, Michigan, and shall become effective upon publication.

SECTION V

A copy of this Ordinance may be inspected at the City Clerk's office at the Burton City Hall, 4303 S. Center Road, Burton, Michigan, during regular business hours.

CITY OF BURTON

____
BY: PAULA ZELENKO, MAYOR

____
BY: TERESA KARSNEY, CLERK

Ordinance introduced on:

Enacted:

Effective date:

Upon Publication-

CITY OF BURTON
GENESEE COUNTY, MICHIGAN

ORDINANCE NO. 2017- - _______

AN ORDINANCE AMENDING THE CITY OF BURTON CODE OF ORDINANCES BY THE ADDITION OF CHAPTER 33 – CITY PROPERTY, GENERALLY, AND BY ADDING SECTION 33.01 REGARDING THE DISPLAY OF FLAGS ON CITY OWNED PROPERTY AND PROVIDING THE PENALTIES FOR VIOLATION THEREOF

THE CITY OF BURTON ORDAINS:

SECTION I

Chapter _________of the Code of Ordinances of the City of Burton, City Property – Generally, is hereby added and Section 33.01 shall read as follows:

SECTION 33.01 - DISPLAY OF FLAGS ON CITY OWNED PROPERTY

(A) Flags may be displayed on City owned property subject to the following:

(1) The American flag, the State of Michigan flag, the City of Burton flag, and the POW-MIA flag (and United States Armed Forces flags) shall be permitted to be displayed on any City owned property;

(2) No flag not specifically referenced in subsection (1) shall be displayed on any City property.

(B) Violation of this Section shall be a civil infraction and shall further result in the immediate removal of the offending flag by City Department of Public Works, Code Enforcement, or Police Department.

SECTION II

All other provisions of Chapter 33 inconsistent with the provisions of this Ordinance are hereby repealed. All other provisions of Chapter 33 shall be and are hereby ratified.

SECTION III

The various sections and provisions of this Ordinance shall be deemed to be severable and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, the same shall not affect the validity of this Ordinance as a whole or any section hereof other than the section or provisions so declared to be unconstitutional or invalid.

SECTION IV

This Ordinance shall be published in a newspaper of general circulation within the City of Burton, Genesee County, Michigan and shall become effective immediately upon publication.

SECTION V

A copy of this Ordinance may be inspected at the City Clerk's office at the Burton City Hall, 4303 S. Center Road, Burton, Michigan, during regular business hours.

CITY OF BURTON,

____
By: PAULA ZELENKO, MAYOR

____
By: TERESA KARSNEY, CLERK

Ordinance introduced on:
Second Reading:
Publication date:
Effective date:

CITY OF BURTON
GENESEE COUNTY, MICHIGAN

ORDINANCE NO 2017- -92

AN ORDINANCE TO AMEND CHAPTER 92 OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO REGULATE FIRE PREVENTION FOR COMMERCIAL MEDICAL MARIJUANA FACILITIES

THE CITY OF BURTON ORDAINS:

SECTION I

Section 92.02 of Chapter 92 of the Code of ordinances of the City of Burton shall be amended by the addition of the following:

§92.02 DEFINITIONS.

MEDICAL MARIJUANA PROVISIONING CENTER. A medical marijuana provisioning center ("Provisioning Center" or "Dispensary") shall mean a commercial facility that purchases marijuana from a grower or processor and sells, supplies, or provides to registered qualifying patients directly or through the patients' registered primary caregivers. Provisioning center includes any commercial property where marijuana is sold at retail to registered qualifying patients or registered primary caregivers.

MEDICAL MARIJUANA GROWING FACILITY. A medical marijuana growing facility ("Grow Facility", "Growing Facility" or "Cultivation Facility") shall mean an industrial facility that cultivates, dries, trims, or cures and packages marijuana for sale to a processer or provisioning center

MEDICAL MARIJUANA PROCESSING FACILITY. A medical marijuana processing facility ("Processing Facility" or "Oil Extracting Facility") shall mean an industrial facility that purchases marijuana from a grower and that extracts resin from the marijuana or creates a marijuana infused products for sale and transfer in packaged form to a provisioning center.

MEDICAL MARIJUANA SAFETY COMPLIANCE FACILITY. A medical marijuana safety compliance facility ("Safety compliance facility", "compliance facility" or "Testing Facility") shall mean an industrial facility that received marijuana from a marijuana facility or registered primary caregiver, tests it for contaminants and for tetrahydrocannabinol and other cannabinoids, returns the test results, and may return the marijuana to the marijuana facility.

SECTION II

Section 92.08 through 92.13 of Chapter 92 of the Code of Ordinances of the City of. Burton shall be amended by the addition of the following:

COMMERCIAL MEDICAL MARIJUANA TRANSACTION FACILITIES

§92.08 OCCUPANCY CLASSICIATIONS.

The determination of an occupancy classifications of any Commercial Medical Marijuana Transaction Facilities, as defined in the International Building Code (IBC) and the International Fire Code (IFC), shall be determined as follows:

(A) Medical Marijuana Provisioning Center:
- (1) M Occupancy; or
- (2) B Occupancy if there is a patient care similar

(B) Medical Marijuana Grow Facility:
- (1) F-1 Occupancy

(C) Medical Marijuana Processing Facility:
- (1) H Occupancy when use of propane or butane; or
- (2) F-1 Occupancy – for all other processes

(D) Marijuana Safety Compliance Facilities:
- (1) F-1 Occupancy

§92.09 LOCAL REQUIREMENTS.

Local requirements are provisions that exceed the requirements of International Building Code (IBC) and International Fire Code (IFC) for the purpose of the protection of life, property, and assets of all parties involved including the building and property owners, employees, and first responders.

(A) FIRE PROTECTION.

(1) Growing Facilities, Processing Facilities and Safety Compliance Facilities shall:

a. Be located only in a standalone, single occupancy buildings and shall not share a building with any other related or non-related business

b. Be completely suppressed with a fire sprinkler system that complies with NFPA 13.

c. Have an FDC located on the side of the building facing the road. There shall be a fire hydrant within 50 feet of the FDC on the same side of the road and or any driveways so that a supply line from the fire hydrant to a fire apparatus will not obstruct any other fire apparatus from entering the drive or facility.

d. Have a monitored fire alarm system that complies with NFPA 72.

(2) Provisioning Centers may be located in multi-occupancy buildings, as allowed under the provisions of City of Burton zoning ordinance.

(B) ACCESS.

(1) All Commercial Medical Marijuana Transaction Facilities shall:
   a. Install a Knox Box located within 10 feet of the main entrance into the building.
   b. Have approved by the Fire Department any gates that may cross access roads to the property or building and a means of access given to the fire department for the purpose of responding to emergencies at the facility whether or not occupied.
   c. Install address numbers on the side of the building facing the road and visible from the road. Numbers shall be at least six (6) inches tall and be a contrasting color from the surface they are mounted on.

(C) HAZARDOUS CONDITIONS.

(1) Rooms containing fire protection equipment, controls for ventilation equipment, utility controls, and hazardous materials must be adequately marked and identified to make them easily located by firefighters.

(2) Safety Data Sheets (SDS) shall be located in an organized binder or filing system located inside the building within 15 feet of the main entrance or secured in a weather proof container on the exterior of the building that can be accessed with a key that shall be stored in the Knox Box.

(D) CARBON DIOXIDE (CO_2) ENRICHMENT SYSTEMS.

(1) The storage, use, and handling of carbon dioxide shall be in accordance with IFC and NFPA 55. All equipment utilized in compressed gas systems shall be compatible with the intended gas and use.

(2) Natural gas burners that are utilized to generate CO_2 in plant growing applications shall be listed, labeled, and installed in accordance with the manufacturer's installation instructions. Piping systems, combustion and ventilation air and venting for natural gas appliances shall be designed and installed in accordance with approved standards, the International Fuel Gas Code and manufacturer's recommendations.

(3) Where natural gas burners are located indoors for CO_2 enrichment or CO_2 storage tanks, cylinders, piping, and equipment are located indoors, rooms or areas containing CO_2 storage tanks, cylinders, piping and fittings and grow room/areas where CO_2 is released and can collect shall be provided with an emergency alarm system that shall comply with the following:

a. Continuous gas detection shall be provided to monitor areas where CO_2 ca accumulate. Detection equipment shall be provided to indicate CO_2 levels in each grow cultivation area / room and interior CO_2 storage location. Detectors shall be:
   (1) Listed or approved devices
   (2) Permanently mounted
   (3) Installed at a height of no more than 48 inches above the floor
   (4) Directly connected to the building electrical supply and fire alarm systems and protected from accidental disconnect or damage
   (5) Auto calibrating and self "zeroing" devices are not permitted unless they can be zeroed and spanned.
   (6) Located within manufacturers specified detection range for each point of use and storage location

b. Activation of the emergency alarm system shall initiate amber strobes and audible horns provided in the vicinity of each interior storage container, cylinder or tank, at each point of release, and where CO_2 can accumulate. Additional amber strobes and audible horns shall be placed at entrances to below grade locations and confined spaces. The notification devices shall be rated a minimum of 80cd for visible effect and 75 dBA for an audible effect and shall be mounted in accordance with NFPA 72 requirements. Provide audible visual notification devices at the following locations:
   (1) Inside an interior storage room / area and outside the room / area at each entrance
   (2) Inside grow cultivation room / areas

c. Local alarm set points shall be set at 5,000 PPM – Latching alarm as follows:
   (1) Visual and audible notification in approved locations at room or area in alarm
   (2) Activation of automatic system shut off valve
   (3) Activation of the automatic natural gas control valves to each burner to a closed position stopping the generation of CO_2
   (4) Evacuate the room and contact a qualified service company to investigate and address the condition
   (5) Reset of the emergency alarm to be conducted by qualified personnel.

(4) Signage shall be required adjacent to each horn/strobe as follows:

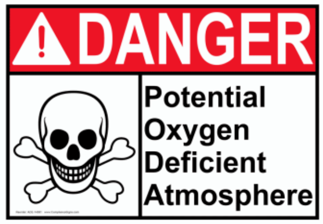
a. Storage area / room: **"DO NOT ENTER WHEN LIGHT IS FLASHING – CARBON DIOXIDE LEAK DETECTED"**

b. Grow cultivation room / area dispensing: **"FLASHING LIGHT MEANS CARBON DIOXIDE LEAK DETECTED – EVACUATE ROOM"**

c. Entrance to below grade location: **"DO NOT ENTER WHEN LIGHT IS FLASHING – CARBON DIOXIDE LEAK DETECTED"**

d. The sign shall have a minimum 1-inch lettering with a minimum ¼-inch stroke. The sign shall be on a contrasting surface of black on yellow and shall be of durable construction.

e. Signage on the entrance doors to grow, cultivation, and storage rooms shall be provided as below:



(5) A minimum of one (1) portable CO_2 meter shall be in use during business hours.

(E) CARBON MONOXIDE (CO) DETECTION

(1) CO gas detection shall be provided to monitor products of combustion continuously. Detectors shall be:

a. Listed or approved devices
b. Permanently mounted
c. Installed per manufacturer's recommendations and directions
d. Directly connected to the buildings electrical supply and fire alarm system and protected from accidental disconnection or damage

(2) CO detection shall be set at 35 PPM and upon activation shall initiate the following:

a. Close the automatic valve to each burner
b. Activate the mechanical exhaust system

(3) All CO_2 burner systems shall shut down in the event of a loss of electrical power to the CO detectors

(4) A minimum of one (1) portable CO meter shall be in use during business hours.

§92.10 INSPECTION AND TESTING.

(A) Semi-Annual fire inspections will be conducted by the City of Burton Fire Inspector, business owner shall pay the nonrefundable inspection fee as shall be established, and from time to time be amended by resolution of the Burton City Council.

(B) All CO and CO2 detectors, alarms, and CO2 burners must be visually inspected, calibrated, and tested to determine that the materials, design, fabrication, and installation practices comply with the requirements of this code. Written records of all required inspections, testing, calibration, and maintenance shall be maintained in a log book on the premises containing the three (3) most current years of records and be available for review by City of Burton Fire Inspection personnel as described below:

(1) **Acceptance testing**. Appliances and equipment shall not be placed in operation until after the detectors, notification devices, automatic gas control valves and mechanical exhaust systems have been tested by a qualified service company. Acceptance testing is required to be witnessed by a fire inspector.

(2) **Daily inspections.** All detectors and alarms shall be visibly inspected daily. These inspections are permitted to be conducted by trained employees.

(3) **Monthly inspections.** All CO2 burners shall be visibly inspected monthly. These inspections are permitted to be conducted by trained employees

(4) **Semi-annual inspections.** Systems shall be visually inspected and gas detectors calibrated in accordance with manufacturer specification semi-annually by a qualified service company.

(5) **Annual testing.** All detectors, alarms, gas control valves, and mechanical exhaust systems shall be tested annually by a qualified service company.

(6) **Alterations and repairs.** In the event alterations, repairs, or additions are made, the affected equipment shall receive a new acceptance test.

§92.11 TRAINING.

All employees shall receive annual training in hazard identification, physical properties, inspections, and emergency procedures. Training records shall be maintained on site and be available to inspectors upon request.

§ 92.12 VIOLATIONS.

The violation of the terms of this ordinance shall be deemed a criminal penalty and shall be enforced as provided by section 130.02 of the Code of Ordinances of the City of Burton

§ 92.13 APPEALS.

Any appeal to this Ordinance shall be heard and action taken as provided by Section 109 of the International Fire Code.

SECTION III

All other provisions of Chapter 92 shall be and are hereby ratified.

SECTION IV

This Ordinance shall be published in a newspaper of general circulation within the City of Burton, Genesee County, Michigan, and shall become effective 30 days after publication

SECTION V

A copy of this Ordinance may be inspected at the City Clerk's office at the Burton City Hall, 4303 S. Center Road, Burton, Michigan, during regular business hours.

CITY OF BURTON

BY: PAULA ZELENKO, MAYOR

BY: , CLERK

Ordinance introduced on:

Enacted:

Effective date:

Upon Publication-