CITY OF BURTON

BURTON CITY COUNCIL MEETING

JUNE 20, 2016

AGENDA

Council Chambers	Regular Meeting	7:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

A. INVOCATION LED BY: MR. HATFIELD

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

C. ROLL CALL

D. STAFF PRESENT

E. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Jun 6, 2016 7:00 PM

F. ADMINISTRATIVE REPORTS

1. Budget Amendments less than $500

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 (Amanda Doyle) 06/01/16 to 06/15/16 in the amount $7,290.25.

2. Approve and authorize the Attorney Billing (Masud) 05/03/16 to 05/31/16 in the amount $11,077.00.

3. Approve and authorize the Mayor and Clerk to enter into a Professional Services Agreement with Stantec Consulting Michigan Inc., 3754 Ranchero Drive, Ann Arbor, MI 48108 for Professional Engineering Services regarding the Flint Water Customers - Water Main Replacement Project (Menominee and Cheyenne) with a cost not to exceed $82,000.00.

4. Budget Amendment #278-279 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-1001-818.0000 City Council Contractual Services by $10,000; Decrease 1001-1001-818.0001 Master Plan By $10,000.

5. Budget Amendment #280-281 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-1001-910.0000 Liability and Property Insurance By $9,500; Decrease 1001-1001-818.0001 Master Plan by $9,500.

6. Budget Amendment #282-283 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-1001-826.0000 Legal by $30,100; Increase 1001-0000-699.0000 Contingency by $30,100.

7. Budget Amendment #284-292 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-1071-703.0000 Salary by $300; Increase 1001-1071-706.0000 Salaries Permanent by $4,000; Increase 1001-1071-719.0000 Fringe Benefits by $10,000; Increase 1001-1071-864.0000 Training by $1,000; Decrease 1001-1071-984.0000 Office Equipment by $400; Decrease 1001-1071-856.0000 Miscellaneous by $700; Decrease 1001-1071-868.0000 Auto Wash by $300; Decrease 1001-1071-818.0000 Contractual Service by $640; Decrease 1001-2009-719.0000 Fringe Benefits by $13,260.

8. Budget Amendment #293-295 Approve and authorize the following 2015-2016 budget amendment: Increase 2069-2069-705.0000 Coordinator Salary by $4,700; Increase 2069-2069-921.0000 Sewer Payment by $1,250; Decrease 2069-2069-719.0000 Fringe Benefits by $5,950.

9. Budget Amendment # 296-297 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-2009-863.0000 Auto Repair by $2,300; Decrease 1001-2009-826.0000 Legal By $2,300.

10. Budget Amendment #298-302 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-2023-703.0000 Salary by $250; Increase 1001-2023-706.0000 Salaries Permanent by $600; Increase 1001-2023-864.0000 Training by $700; Decrease 1001-2023-984.0000 Office Equipment by $1,000; Decrease 1001-2023-818.0000 Contractual Service by $550.

11. Budget Amendment #303-305 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-2065-727.0000 Office Supplies by $1,000; Increase 1001-2065-910.0000 Building Insurance by $700; Decrease 1001-2065-937.8000 Maintenance and Supplies by $1,700.

12. Budget Amendment #306-310 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-8001-706.0000 Salaries Permanent by $835; Decrease 1001-8001-710.0000 Commission Salaries by $585; Decrease 1001-8001-719.0000 Fringe Benefits by $75; Decrease 1001-8001.864.0000 Training by $75; Decrease 1001-8001-900.0000 Notices by $100.

13. Budget Amendment #311-313 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-8005-706.0000 Salaries Permanent by $550; Decrease 1001-8005-710.0000 Board Salaries by $650; Increase 1001-8005-900.0000 Notices by $100.

14. Budget Amendment #314-316 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-2053-703.0000 Treasurer Salary by $150; Increase 1001-2053-706.0000 Salaries Permanent by $150; Decrease 1001-2053-984.0000 by $300.

15. Budget Amendment #317-319 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-2015-703.0000 by $1,100; Increase 1001-2015-706.0000 Salaries Permanent by $2,000; Decrease 1001-2015-719.0000 Fringe Benefits by $3,100.

16. Budget Amendment #320-331 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-6090-705.0000 Salary by $250; Decrease 1001-6090-710.0000 Commission Salaries by $500; Increase 1001-6090-719.0000 Fringe Benefits by $6,000; Increase 1001-6090-943.0000 Equipment Rental by $6,000; Decrease 1001-6090-956.6090 DNR Grant Expenditures by $14,802.55; Increase 1001-6090-959.7674 Memorial Day Parade by $3,000; Decrease 1001-6090-973.1000 Easter Egg Hunt by $200; Decrease 1001-6090-973.1200 Trick or Treat Trail by $992.80; Decrease 1001-6090-973.1400 Pizza with Santa by $300; Increase 1001-6090-973.2001 Burton Memorial Day Race by $14,000; Decrease 1001-6090-974.7049 Park Projects by $12,000; Decrease 1001-6090-974.7051 Pathway at Kelly Lake by $454.65.

17. Budget Amendment #332-338 Approve and authorize the following 2015-2016 budget amendment: Increase 2006-2006-703.0000 Salary by $800; Increase 2006-2006-706.0000 Salaries Permanent by $1,400; Decrease 2006-2006-707.0000 Part Time Fire by $25,000; Increase 2006-2006-719.0000 Fringe Benefits by $25,000; Decrease 2006-2006-818.0000 Contractual Service by $3,700; Increase 2006-2006-910.0000 Building Insurance by $200; Increase 2006-2006-921.0000 Sewer Payment by $1,300.

18. Budget Amendment #339-356 Approve and authorize the following 2015-2016 budget amendment: Increase 2007-2007-703.0000 Chief of Police Salary by $800; Increase 2007-2007-704.0000 Lieutenants Salaries by $650.00; Increase 2007-2007-705.0000 Sergeants Salaries by $21,801; Decrease 2007-2007-706.0000 Salaries Permanent by $23,251; Increase 2007-2007-863.0000 Auto Repair by $12,000; Decrease 2007-2007-826.0000 Legal by $6,000; Decrease 2007-2007-818.0000 Contractual Services by $6,000; Increase 2007-2007-727.0000 Office Supplies by 500; Decrease 2007-2007-741.0000 Ammunition by $500; Increase 2007-2007-921.0000 Sewer Payments by $1300; Increase 2007-2007-910.0000 Insurance by $1200; Decrease 2007-2007-962.0000 Training (officer) by $2,500; Increase 2007-2007-811.7773 FANG Expenditure by $20,000; Increase 2007-0000-629.7773 FANG Revenue by $20,000; Increase 2007-2007-811.7792 HIDTA Expenditure by $4,000; Increase 2007-2007-629.7792 HIDTA Revenue by $4,000; Increase 2007-2007-811.7798 Hemp Grant Expenditure by $2,000; Increase 2007-0000-629.7798 Hemp Grant Revenue by $2,000.

19. Budget Amendment #357-359 Approve and authorize the following 2015-2016 budget amendment: Increase 6036-6036-703.0000 Salary by $5,500; Increase 6036-6036-719.0000 Fringe Benefits by $3,000; Decrease 6036-6036-968.0000 Depreciation Expense by $8500.

20. Budget Amendment #360-367 Approve and authorize the following 2015-2016 budget amendment: Increase 2003-4074-706.0000 Salaries Permanent-Traffic Signs by $4,000; Increase 2003-4074-719.0000 Fringe Benefits-Traffic Signs by $4,000. Increase 2003-4081-719.0000 Fringe Benefits-Roadside Cleanup by $1,000; Increase 2003-4082-705.0000 Supervision Salaries-Adminstration by $4,000; Increase 2003-4082-706.0000 Salaries Permanent-Administration by $12,000; Decrease 2003-4063-705.0000 Supervision Salaries-Surface Maintenance by $11,000; Decrease 2003-4063-706.0000 Salaries Permanent-Surface Maintenance by $11,000; Decrease 2003-4082-703.0000 Administration Salaries-Administration by $3,000.

21. Budget Amendment #368-382 Approve and authorize the following 2015-2016 budget amendment: Increase 2002-4063-719.0000 Fringe Benefits-Surface Maintenance by $40,260; Increase 2002-4069-705.0000 Supervision Salaries-Drainage by $1,000; Increase 2002-4069-719.0000 Fringe Benefits-Drainage by $6,000; Increase 2002-4074-706.0000 Salaries Permanent-Traffic Signs by $1,500; Increase 2002-4074-719.0000 Fringe Benefits-Traffic Signs by $3,800; Increase 2002-4078-719.0000 Fringe Benefits-Winter Maintenance by $2,776; Increase 2002-4081-719.0000 Fringe Benefits-Roadside Cleanup by $1,500, Increase 2002-4082-703.0000 Administration Salaries-Administration by $1,000; Decrease 2002-4063-705.0000 Supervision Salaries-Surface Maintenance by $6,000; Decrease 2002-4063-706.0000 Salaries Permanent-Surface Maintenance by $8,000; Decrease 2002-4068-719.0000 Fringe Benefits-Trees and Shrubs by $2,000; Decrease 2002-4078-705.0000 Supervision Salaries-Winter Maintenance by $1,800; Decrease 2002-4078-706.0000 Salaries Permanent-Winter Maintenance by $35,736; Decrease 2002-4081-706.0000 Salaries Permanent-Roadside Cleanup by $1,500; 2002-4082-706.0000 Salaries Permanent-Administration $2,800.

22. Budget Amendment #383-387 Approve and authorize the following 2015-2016 budget amendment: Increase 2002-0000-574.0665 Federal/State Construction Match by $500,000; Increase 2002-0000-397-7587 Loan Proceeds Lapeer Rd by $1,993,067; Increase 2002-4051-802.7587 Lapeer (Belsay to Vassar) by $1,111,364; Increase 2002-4090-957.0000 Contingency by $881,703; Decrease 2002-0000-691.0000 Transfer From Other Funds by $500,000.

23. Budget Amendment #388-389 Approve and authorize the following 2015-2016 budget amendment: Decrease 1001-9099-999.2002 Transfer to Major Streets by $500,000; Decrease 1001-0000-699.0000 Contingency by $500,000.

24. Budget Amendment #390-391 Approve and authorize the following 2015-2016 budget amendment: Increase 2073-0000-938.0000 Maintenance of Grounds by $600; Decrease 2073-0000-706.0000 Salaries Permanent by $600.

25. Budget Amendment #392-393 Approve and authorize the following 2015-2016 budget amendment: Increase 3146-0000-403.0000 Current Real/Personal Taxes by $9,000; Increase 3146-0000-999.4146 Transfer to Amy St. Paving Capital Project By $9,000.

26. Budget Amendment #394-401 Approve and authorize the following 2015-2016 budget amendment: Increase 2049-2061-706.0000 Salaries Permanent by $11,500; Increase 2049-2061-727.0000 Office Supplies by $200; Increase 2049-2061-757.0000 Operating Expenditures by $2,200; Increase 2049-2061-864.0000 Training by $250; Increase 2049-2061-964.0000 Soil Erosion Services by $325; Decrease 2049-2061-703.0000 Salaries by $6,000; Decrease 2049-2061-719.0000 Fringe Benefits by $5,500; Decrease 2049-2061-959.0000 Condemned Housing by $2,975.

27. Budget Amendment #402-406 Approve and authorize the following 2015-2016 budget amendment: Increase 6061-6061-706.0000 Salaries Permanent by $13,000; Increase 6061-6061-757.0000 Operating Expenditures by $6,800; Decrease 6061-6061-719.0000 Fringe Benefits by $6,500; Decrease 6061-6061-747.7009 Gravel by $6,500; Decrease 6061-6061-748.7008 Salt by $6,800.

28. Budget Amendment #407-411 Approve and authorize the following 2015-2016 budget amendment: Increase 5090-5090-719.0000 Fringe Benefits by $20,000; Increase 5090-5090-757.0000 Operating Expenditures by 1,000; Increase 5090-5090-789.0000 Pipe & Fittings by $4,000; Increase 5090-5090-818.0000 Contractual Services by $30,000; Decrease 5090-5090-957.0000 Contingency by $55,000.

29. Budget Amendment #412-417 Approve and authorize the following 2015-2016 budget amendment: Increase 5091-5091-706.0000 Salaries Permanent by $26,000; Increase 5091-5091-719.0000 Fringe Benefits by $58,000; Increase 5091-5091-757.0000 Operating Expenditures by $3,000; Increase 5091-5091-816.0000 Charges by $125,000; Increase 5091-5091-864.0000 Training by $1,600; Decrease 5091-5091-957.0000 Contingency by $213,600.

30. Budget Amendment #418-430 Approve and authorize the following 2015-2016 budget amendment: Increase 2003-4063-818.0000 Contractual Services by $46,000; Increase 2003-4078-943.0000 Equipment Rental by $87; Increase 2003-4082-757.0000 Operating Expenditures by $2,000; Increase 2003-4082-828.0000 Memberships by $1,000; Decrease 2003-4063-706.0000 Salaries Permanent by $14,000; Decrease 2003-4063-943.0000 Equipment Rental by $10,000; Decrease 2003-4078-705.0000 Supervision Salaries by $2,248; Decrease 2003-4078-706.0000 Salaries Permanent by $7,653; Decrease 2003-4078-719.0000 Fringe Benefits by $5,447; Decrease 2003-4078-757.0000 Operating Expenditures-Salt by $1,609; Decrease 2003-4078-818.0000 Contractual Services by $130; Decrease 2003-4090-957.0020 Special Assessments by $4,000; Decrease 2003-4082-818.0000 Contractual Services by $4,000.

31. Budget Amendment #431-445 Approve and authorize the following 2015-2016 budget amendment: Increase 2002-4051-802.7590 Center Rd. (Atherton to Lippincott) by $5,000; Decrease 2002-4051-802.7591 Belsay Rd. (Court to Davison) by $10,000; Increase 2002-4051-802.7596 Howe Branch/Center Rd. By $5,000; Increase 2002-4063-818.0000 Contractual Service by $30,000; Decrease 2002-4063-943.0000 Equipment Rental by $35,000; Decrease 2002-4068-818.0000 Contractual Service by $10,000; Increase 2002-4069-818.0000 Contractual Service by $10,000; Increase 2002-4074-818.0000 Contractual Service by $53,000. Increase 2002-4074-943.0000 Equipment Rental by $1,000; Increase 2002-4074-949.0000 RR Crossing Lights/Signal Repair by $1000; Decrease 2002-4078-757.0000 Operating Expenditures/Salt by 16.14; Increase 2002-4078-943.0000 Equipment Rental by 16.14; Decrease 2002-4082-818.0000 Contractual Service by $1,500; Increase 2002-4082-864.0000 Training by $1,500; Decrease 2002-4090-957.0000 Contingency by $50,000.

32. Budget Amendment #446-448 Approve and authorize the following 2015-2016 budget amendment: Decrease 2006-0000-501.0010 Federal AFG FEMA Fire Grant by $900,000; Decrease 2006-2006-985.0000 Vehicle by $899,800; Decrease 2006-2006-977.7089 by $200.

33. Approve and authorize the tax millage levy requested of 1.8673 for the Downtown Development Authority in the affected district for the 2016-2017 fiscal year on a departmental basis.

34. Approve and authorize City of Burton Downtown Development Authority Budget for 2016-2017 Fiscal year.

35. Approve and authorize the following tax millage and fees to be levied for the 2016-2017 fiscal year: General operating 4.7070 mills; voted police 8.4876; voted fire 1.0000; a $123.48 per unit rubbish removal fee on all residential improved parcels and those other parcels that utilize the service; a property tax administration fee of 1% on all tax statements and additional 4% late penalty charge when delinquent.

36. Approve and authorize the City of Burton budget for all General Appropriations Act funds for the 2016-2017 Fiscal year on a line item budget.

37. Approve and authorize the Burton City Council to set a Public Hearing on Thursday August 4, 2016 at 6:00 p.m. For The Following Property: 4090 Homestead to consider any objections and/or favorable comments relative to the Investigation of Potential Nuisance or Hazardous Condition of Premises on the following properties located in the City of Burton: should the council find this favorable or any other date and time Council prefers, allowing 45 days to get title search done and notice to property taxpayers for the scheduled hearings.

CITY OF BURTON

BURTON CITY COUNCIL MEETING

JUNE 6, 2016

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: DENNIS O'KEEFE

B. THE PLEDGE OF ALLEGIANCE IS LED BY: DENNIS O'KEEFE

C. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Present	
Duane Haskins	Vice-President	Present	
Dennis O'Keefe	Councilman	Present	
Steven Heffner	President	Present	
Ellen Ellenburg	Councilwoman	Present	
Vaughn Smith	Councilman	Present	
Steven Hatfield	Councilman	Present	

D. STAFF PRESENT

Mayor Zelenko, Mayor
Rik Hayman, Chief of Staff
Robert Slattery, DPW Director
Sue Warren, Human Resources
Teresa Karsney, Clerk
Ginger Burke-Miller, Controller
Tom Osterholzer, Police Chief
Jean Johnson, Senior Center Director

E. APPROVAL OF MINUTES

1. City Council - Regular Meeting - May 2, 2016 7:00 PM

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

2. City Council - Regular Meeting - May 16, 2016 7:00 PM

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

3. City Council - Special Meeting - Jun 1, 2016 7:00 PM

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

F. ADMINISTRATIVE REPORTS

Mayor Zelenko presented the agenda items for tonight's meeting and provided an update on the following:

- The Cheyenne Menominee water main project is estimated at $1,754,000.000 for a January 2017 bid. The costs for the project is anticipated to come directly from our water fund. If it becomes possible to complete the design and bid sooner, it will likely result in an approximate 30% increase in costs. Dima from Stantec is working on a timeline.
- There is a Finance Committee meeting scheduled for Wednesday, June 15, 2016 at 3:00 PM. We would like some discussion about having Finance Meetings or Special Council meetings for budget amendments.
- You have received copies of demolition packets; The hearings are scheduled for June 21^{st}, 22^{nd}, 23^{rd} and 27^{th}.
- I am requesting a closed session tonight to consider acquisition of real property. This should only take a couple minutes and there will be no action required from council regarding this.
- MDOT bridge work is starting on Belsay Road over pass and exit ramps on I-69 today.

1. Motion to go into closed session per the Mayor's request following council action under the OMA Section 8 (d).

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

G. COMMITTEE REPORTS

Mrs. Ellenburg stated there were 3 pine trees at the library park that were diseased. Mr. Slattery referred to the Cooperative Extension Service and the DPW team removed them. If they had not been removed, the disease would have spread to all the pines in the park.

Mr. Slattery stated the Cooperative Extension Service will be doing an inspection by the end of the month of the rest of the trees.

Mr. Hatfield said Saturday, June 11th we have Movies on the Lawn at the Burton Eagles. The movie will be The Minions, it will begin at dusk and there will be pre-movie prizes and activities.

Mr. Haskins would like to schedule a Legislative Meeting on Monday June 13, 2016 at 5:00 PM to discuss Ordinance 30.03.

Mrs. Ellenburg thanked those involved in the Memorial event.

H. AUDIENCE PARTICIPATION

City Council received comments from the following people:

Bonnie Cheney of Burton regarding dust and noise caused from PJ's Trucking Company and Tri-City dump trucks.

Jason Baxter of Burton concerning the noise and traffic on Kleinpell Street.

Sean Ray of Burton on the toxins in the ground and dust being caused by the trucks on Iron Street and Kleinpell.

Deb Walton of Burton read the Planning meeting minutes regarding the dust. Also, would like to see chloride sprays for this area.

Mr. Slattery stated the third chloride spray is rescheduled to Saturday, June 11th due to scheduling difficulties with the chloride company.

Roger Gilbert of Burton regarding grading roads before chloride treatments and dust issues created by Tri-City.

Larry Brown of Burton- supporting neighbors in dust problem and scheduling of chloride treatments.

Judy Estes of Burton complimented water main workers on Scottwood Avenue.

I. COUNCIL DISCUSSION

Mrs. Ellenburg addressed Mrs. Walton's concerns. She would like to hold the property owner accountable for the dust because he has already violated the terms of his approval there.

Mayor Zelenko stated Mrs. Abbey has scheduled a site visit tomorrow and Mr. Worthing is aware and will likely write a code violation which will give the property owner a few days to clean up the dust. If it is not taken care of, he will be cited and fined.

Mrs. Ellenburg said this is similar to the Zito Construction problem from the past. We took care of the problem there and I am hoping we can get a solution in this case as well.

Mayor Zelenko stated we are trying to get back on the schedule of having three chloride treatments done per year instead of two; around Memorial Day, Independence Day, and Labor Day. We are working on it and the property owners will be held accountable.

Mr. Martinbianco stated the current proposed local street budget only includes 2 treatments per year. He suggests shutting Kleinpell down where it ends as a potential option to fix this situation.

Mr. Smith asked Attorney Doyle if there were other options.

Council discussion regarding potential options and time lines for handling the dust issue.

Mr. Hatfield supports Mr. Martinbianco's suggestion to shut the road down immediately. He is concerned with the safety of the well water in that area. Do you need council action to make this happen?

Mayor Zelenko said no. She is contacting Mr. Howser right now to have him close the road tomorrow first thing.

Mr. Hayman stated we will get a hold of the State of Michigan to further investigate other options as well as the health risks that may be involved.

Mr. Haskins stated when it comes to the health, safety and welfare of our residents, the City Administration has a lot of power. They can act swiftly and justly to protect the residents of Burton. If there are violations tomorrow, I am sure the administration will take care of it. If they don't, come back and let us know and we will continue to work on it.

Council discussion on finance meetings and special council meetings needed for budget amendments before the end of the fiscal year.

Mr. Smith stated we will keep the Finance Meeting at 3:00 PM on 6/15/16.

J. COUNCIL ACTION

1. Approve and authorize the Attorney Billing (Amanda Doyle) 05/10/16 to 05/31/16 in the amount $5,863.25

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Duane Haskins, Vice-President
SECONDER:	Steven Hatfield, Councilman
AYES:	Martinbianco, Haskins, O'Keefe, Heffner, Ellenburg, Smith, Hatfield

2. Approve and authorize the Attorney Billing (Keller Thoma) May 1, 2016 in the amount $87.50.

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

3. Approve and authorize Resolution 2016-14 State Disaster Contingency Fund Grant Application.

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

4. Approve and authorize the Resolution 2016-15 approving submission of a Genesee County Senior Center 2016/2017 Level 3 Funding Application.

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

K. EXECUTIVE SESSION

Council moved to executive session at 8:13 PM.

Council returned from Executive Session and President Heffner called the meeting back to order at 8:28 PM.

Meeting was adjourned at 8:28 PM.

Burton City Council
4303 S. Center Road
Burton, MI 48519

SUBMITTED

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Ginger Burke-Miller

INFORMATION ITEM (ID # 2490)

DOC ID: 2490

Budget Amendments less than $500

City of Burton
2015-16 Budget Amendments

Amendment Number	Account Number	Account Description	Invoice Number	Increase (Decrease)	Date Approved	JE Number
inform	1001-1001-703.0000	Salaries are short 20 cents due to rounding		1.00		
inform	1001-1001-818.0001	moving a dollar as is customary rounding for CPA firm		(1.00)		
inform	1001-1001-710.0000	Committee costs trending toward over		50.00		
inform	1001-1001-956.0000			(50.00)		
inform	6061-6061-864.0000	Training was over by $20		20.00		
inform	6061-6061-867.0000			(20.00)		

Burton City Council
4303 S. Center Road
Burton, MI 48519

SCHEDULED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2521)

DOC ID: 2521

Approve and authorize the Attorney Billing (Amanda Doyle) 06/01/16 to 06/15/16 in the amount $7,290.25.

Burton City Council
4303 S. Center Road
Burton, MI 48519

SCHEDULED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2522)

DOC ID: 2522

Approve and authorize the Attorney Billing (Masud) 05/03/16 to 05/31/16 in the amount $11,077.00.

Burton City Council
4303 S. Center Road
Burton, MI 48519

SCHEDULED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Contract
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2526)

DOC ID: 2526

Approve and authorize the Mayor and Clerk to enter into a Professional Services Agreement with Stantec Consulting Michigan Inc., 3754 Ranchero Drive, Ann Arbor, MI 48108 for Professional Engineering Services regarding the Flint Water Customers - Water Main Replacement Project (Menominee and Cheyenne) with a cost not to exceed $82,000.00.

ATTACHMENTS:

- Stantec (PDF)

Stantec Consulting Michigan Inc.
3754 Ranchero Drive, Ann Arbor MI 48108-2771

June 15, 2016
File: 207585004

Attention: Honorable Paula Zelenko
Mayor of City of Burton
4303 S. Center Road
Burton, Michigan 48519

Dear Mayor Zelenko,

Reference: Professional Engineering Services
Flint Water Customers – Water Main Replacement Project (Menominee and Cheyenne)

As requested, Stantec Consulting Michigan Inc. (Stantec) is pleased to submit this proposal for providing professional engineering services for the above referenced project. Our proposal contains the following major sections for your review:

- Project Background and Understanding
- Project Scope of Services
- Project Assumptions
- Project Schedule
- Project Budget

PROJECT BACKGROUND AND UNDERSTANDING

The City of Burton (City) currently has residents along the border with the City of Flint (Flint) who receive drinking water service from Flint. This area is in the vicinity of Hemphill Road and Dort Highway (Project Service Area). The City has expressed interest in pursuing a project to disconnect from Flint and provide these residents with water from the City's own municipal system.

In preparation of this proposal, we understand that the City would like to:

- Replace the water main the neighborhood along Dort Highway, Menominee St., and Cheyenne Sta.

- Extend the water main along the south side of Hemphill Road from Cheyenne Street to Associates Drive.

We understand this new project will allow for the disconnection of approximately 98 parcels. It will involve detailed design and bidding assistance for the replacement of the existing 8-inch water mains located within the above referenced project service area. The total approximate footage of water main to be installed as part of this project ranges from approximately 7,000 feet.

Reference: Professional Engineering Services
Flint Water Customers – Water Main Replacement Project (Menominee and Cheyenne)

PROJECT SCOPE OF SERVICES

Task 1 – Preliminary Engineering

Under this phase of work, Stantec will identify all critical aspects of the project that will be necessary to allow for a streamlined and efficient design process. Specific work tasks include:

- Perform a field reconnaissance to establish a clear understanding of all field conditions.
- Review available background information including record drawings from the City of Burton, City of Flint, and any other pertinent sources.
- If insufficient record drawings are available, coordinate with the City Utilities Department to field verify the pipe material, pipe condition, valve locations and hydrant locations of the existing system.
- Contact and coordinate with utility companies as necessary to obtain location information relative to gas, electric, phone, cable, etc.
- Perform geotechnical exploration of the project site by drilling soil borings along the proposed routes. It is assumed that approximately twelve (12) soil borings will be drilled to a depth of 10-feet to establish a reasonable familiarity with soil conditions.
- Establish Right-of-Way along the project route.
- Provide survey mapping of the road and front yard corridors to use as a base map for the design.
- Provide a preliminary horizontal pipe layout for review by the City and County to initiate agency coordination at any early stage of the project. Confirmation of the horizontal layout by all agencies at this stage of work will provide for an efficient detailed design stage of work.
- Prepare a Preliminary Estimate of Probable Construction Cost based on the findings of this Preliminary Engineering phase of work.

Task 2 – Detailed Design, Plan Preparation and Contract Documents

In this phase of work, detailed construction plans and specifications would be prepared. A detailed scope for this phase of work is as follows:

- Perform supplemental topographic survey as needed in the specific location of pipe replacement necessary for the detailed stage of design.
- Prepare plan and profile sheets for the proposed water main consistent with City, County and Michigan Department of Environmental Quality (MDEQ) Standards for agency review and approval.
- Include necessary City and County Standard Detail Sheets, as well as prepare any specialized details for the project.
- Include a traffic control plan to allow for water main connections to the existing system at road intersections.

Reference: Professional Engineering Services
Flint Water Customers – Water Main Replacement Project (Menominee and Cheyenne)

- Prepare Contract Documents, including the necessary bidding documents and detailed specifications for the project for City, County and MDEQ review and approval.
- Prepare permit applications for the project. It is anticipated that permits will be required from the Genesee County Drain Commissioner Water and Waste Services (GCDCWWS) and the MDEQ Water Bureau.
- Attend design review meetings with the City. It is assumed that three (3) meetings with the City will be necessary during the design phase.
- Prepare an updated Engineer's Probable Opinion of Construction Cost for the project at the permitting and bidding stages of the project.

Task 3 – Bidding Assistance

Under this phase Stantec will provide public bidding assistance for the project including the following specific tasks:

- Distribute electronic bidding documents (plans and specifications) to interested bidders and plan houses.
- Coordinate and facilitate a pre-bid meeting.
- Field bid questions, prepare and distribute addenda.
- Attend a public bid opening at the City offices.
- Review bids and recommend award.

PROJECT ASSUMPTIONS

The following are major project assumptions associated with our project scope of work:

- The City Utilities Department would be available to assist in field verification of pipe material, locations, elevations and appurtenance locations as requested by Stantec.
- The existing subdivision plat information can be used to establish a majority of the right-of-way locations for this project with minimal field verification of irons and monuments.
- Service leads will be replaced from the new water main up to the road side of the sidewalk by trenchless method for long side leads, and by open cut for short side leads. We assume that no easements will be necessary for replacement of service leads.
- No wetland delineation will be necessary for this project.
- No traffic study will be required for water main connections.
- We have only accounted for a standard traffic control plan in our proposal.
- All permit application fees will be paid by the City.
- Construction engineering services proposal will be provided as a contract amendment.

Reference: Professional Engineering Services
Flint Water Customers – Water Main Replacement Project (Menominee and Cheyenne)

PROJECT SCHEDULE

Normal: We will endeavor to bid this project in the winter of 2017, summarized below:

Activity	No later than
Survey and Geotechnical Investigation	August 2016
Preliminary Design Plans	September 2016
Final Plans and Specifications	November 2016
Regulatory Permits Application Submitted	December 2016
Publication of Bid Advertisement	January 2017
Opening of Bids	February 2017
Award/Construction	April 2017

At this time we anticipate the preliminary engineering phase of the project to begin immediately upon authorization.

PROJECT BUDGET

We propose to complete the preliminary engineering, design and plan preparation phases of the work on a time and material basis for a not-to-exceed fee of $82,000

Task 1	Preliminary Engineering (70%)	$54,000
Task 2	Detailed Design, Plan Preparation and Contract Documents	$27,000
Task 3	Bidding Assistance	$7,000
	TOTAL NOT-TO-EXCEED FEE	**$82,000**

The not-to-exceed budget amount stated above includes all fees for the work described in this proposal, including all reimbursable charges such as charges for sub-consultants and other specialized services.

Please note that Stantec reserves the right to transfer budget between tasks outlined in the scope of work due to the possible occurrence of overlapping tasks, but will not exceed the total amount stated above.

Reference: Professional Engineering Services
Flint Water Customers – Water Main Replacement Project (Menominee and Cheyenne)

Please note that this work would be conducted under the General Engineering Services Agreement that has been previously executed between the City and Stantec Consulting Michigan Inc.

If the above proposal meets your approval, please sign this proposal letter and return a copy to our office.

We appreciate this opportunity to provide professional services to the City. If you have any questions regarding the above information, please do not hesitate to contact us.

Regards,

STANTEC CONSULTING MICHIGAN INC.

Dima El-Gamal, PhD, PE, LEED® AP
Associate
Phone: (734) 214-2516
Fax: (734) 761-1200
dima.el-gamal@stantec.com

STANTEC CONSULTING MICHIGAN INC.

R. Brian Simons, PE, LEED® AP
Principal
Phone: (734) 214-2518
Fax: (734) 761-1200
brian.simons@stantec.com

c. Bob Slattery, City of Burton

ACKNOWLEDGED AND ACCEPTED:

CITY OF BURTON

____

Name of Signer:
Title of Signer:

__________________________, 2016

V:\2075\promotion\2075800\85004\pro_zelenko_flint_wtr_mn_2016_city_review_let_20160615.docx

Budget Amendment #278-279 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-1001-818.0000 City Council Contractual Services by $10,000; Decrease 1001-1001-818.0001 Master Plan By $10,000.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- 278-283 (PDF)
- BA 278-279, 280-283 (PDF)
- BA 278-279 (PDF)

DRAFT

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USE
Fund 1001 - GENERAL FUND						
Expenditures				Avail.		
Dept 1001-COUNCIL					5583.35	
1001-1001-703.0000	SALARY	67,000.00 ↑.20	61,416.85	0.00	(.20) 5,583.15	91.67
1001-1001-710.0000	BOARD OF REVIEW	2,500.00	2,500.00	0.00	0.00	100.00
1001-1001-719.0000	FRINGE BENEFITS	53,300.00	40,737.77	4,494.23 = 0.00	- 8,068 12,562.23	76.43
1001-1001-727.0000	OFFICE SUPPLIES - coffee, bus cards, etc.	900.00	720.40	~~35.60~~ = 0.00	~~144~~ 179.60 ok	80.04
1001-1001-728.0000	INFORMATION TECH ALLOCATION	27,000.00	27,000.00	0.00	0.00	100.00
1001-1001-808.0000	AUDIT	18,020.00	18,020.00	0.00	0.00	100.00
1001-1001-818.0000	CONTRACTUAL SERVICES	50,000.00 ↑2,000.00	49,103.75	0.00	896.25	98.21
1001-1001-818.0001	MASTER PLAN	45,000.00	0.00	0.00	45,000.00	0.00
1001-1001-826.0000	LEGAL — GRS $11,625.00 (?) + MERS $1,000	21,625.00 ↑	19,996.50	0.00	1,628.50	92.47
1001-1001-828.0000	MEMBERSHIP & DUES	12,000.00	9,653.00	2,347.00 = 0.00	2,347.00	80.44
1001-1001-864.0000	TRAINING — ok	12,000.00	10,900.83	0.00	1,099.17 ok	90.84
1001-1001-900.0000	NOTICES	5,000.00	2,690.48	0.00	2,309.52 ok	53.81
1001-1001-910.0000	INSURANCE	94,700.00 ↑10,000	87,223.37	0.00	7,476.63	92.10
1001-1001-956.0000	MISCELLANEOUS	500.00	410.27	0.00	89.73 ok	82.05
Total Dept 1001-COUNCIL		409,545.00	330,373.22	0.00	79,171.78	80.67
TOTAL Expenditures		409,545.00	330,373.22	0.00	79,171.78	80.67
Fund 1001 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		409,545.00	330,373.22	0.00	79,171.78	80.67
NET OF REVENUES & EXPENDITURES		(409,545.00)	(330,373.22)	0.00	(79,171.78)	80.67

Gen Liab + Property

Masoud (?)

$ 65K Master P
$ 25K by end of fisc
$ 20K to more

DRAFT

05/25/2016 02:09 PM
User: millerg
DB: Burton

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

Page: 1/1

~~278-283~~
278-279
280-283

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USED
Fund 1001 - GENERAL FUND						
Expenditures						
Dept 1001-COUNCIL						
1001-1001-703.0000	SALARY	67,000.00 ↑.20	61,416.85	0.00	<.20> 5,583.15	91.67
1001-1001-710.0000	BOARD OF REVIEW	2,500.00	2,500.00	0.00	0.00	100.00
1001-1001-719.0000	FRINGE BENEFITS	53,300.00	40,737.77	4,494.23 = 0.00	- 8,068 12,562.23	76.43
1001-1001-727.0000	OFFICE SUPPLIES - coffee, bus cards, etc.	900.00	720.40	0.00	179.60 ok	80.04
1001-1001-728.0000	INFORMATION TECH ALLOCATION	27,000.00	27,000.00	0.00	0.00	100.00
1001-1001-808.0000	AUDIT	18,020.00	18,020.00	0.00	0.00	100.00
1001-1001-818.0000	CONTRACTUAL SERVICES	50,000.00 ↑2,000.00	49,103.75	0.00	896.25	98.21
1001-1001-818.0001	MASTER PLAN	45,000.00	0.00	0.00	45,000.00	0.00
1001-1001-826.0000	LEGAL	21,625.00 ↑	19,996.50	0.00	1,628.50	92.47
1001-1001-828.0000	MEMBERSHIP & DUES	12,000.00	9,653.00	2,347.00 = 0.00	2,347.00	80.44
1001-1001-864.0000	TRAINING — ok	12,000.00	10,900.83	0.00	1,099.17 ok	90.84
1001-1001-900.0000	NOTICES	5,000.00	2,690.48	0.00	2,309.52 ok	53.81
1001-1001-910.0000	INSURANCE	94,700.00 ↑10,000	87,223.37	0.00	7,476.63	92.10
1001-1001-956.0000	MISCELLANEOUS	500.00	410.27	0.00	89.73 ok	82.05
Total Dept 1001-COUNCIL		409,545.00	330,373.22	0.00	79,171.78	80.67
TOTAL Expenditures		409,545.00	330,373.22	0.00	79,171.78	80.67
Fund 1001 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		409,545.00	330,373.22	0.00	79,171.78	80.67
NET OF REVENUES & EXPENDITURES		(409,545.00)	(330,373.22)	0.00	(79,171.78)	80.67

Avail.

5583.35

GRS $11,625.00 (?)
+ MERS $1,000

Gen Liab + Property

Masoud (?)

$ 65K Master
$ 25K by end of fis
$ 20K ...

Additional GRS
for labor negotiations

↑ Contractual by $8,000

1001-1001-818.0000

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2492)

DOC ID: 2492

Budget Amendment #280-281 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-1001-910.0000 Liability and Property Insurance By $9,500; Decrease 1001-1001-818.0001 Master Plan by $9,500.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- BA 278-279, 280-283 (PDF)

05/25/2016 02:09 PM
User: millerg
DB: Burton

DRAFT

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

~~278-283~~ 278-280 280-283

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USED
Fund 1001 - GENERAL FUND						
Expenditures				Avail.		
Dept 1001-COUNCIL					558335	
1001-1001-703.0000	SALARY	67,000.00 ↑.20	61,416.85	0.00	(.20) 5,583.15	91.67
1001-1001-710.0000	BOARD OF REVIEW	2,500.00	2,500.00	0.00	0.00	100.00
1001-1001-719.0000	FRINGE BENEFITS	53,300.00	40,737.77	4,494.23 = 0.00	- 8,068 12,562.23	76.43
1001-1001-727.0000	OFFICE SUPPLIES - coffee, bus cards, etc.	900.00	720.40	~~35.60~~ = 0.00	- ~~144~~ 179.60 ok	80.04
1001-1001-728.0000	INFORMATION TECH ALLOCATION	27,000.00	27,000.00	0.00	0.00	100.00
1001-1001-808.0000	AUDIT	18,020.00	18,020.00	0.00	0.00	100.00
1001-1001-818.0000	CONTRACTUAL SERVICES	50,000.00 ↑2,000.00	49,103.75	0.00	896.25	98.21
1001-1001-818.0001	MASTER PLAN	45,000.00	0.00	0.00	45,000.00	0.00
1001-1001-826.0000	LEGAL	21,625.00 ↑	19,996.50	0.00	1,628.50	92.47
1001-1001-828.0000	MEMBERSHIP & DUES	12,000.00	9,653.00	2,347.00 = 0.00	2,347.00	80.44
1001-1001-864.0000	TRAINING - ok	12,000.00	10,900.83	0.00	1,099.17 ok	90.84
1001-1001-900.0000	NOTICES	5,000.00	2,690.48	0.00	2,309.52 ok	53.81
1001-1001-910.0000	INSURANCE	94,700.00 ↑10,000	87,223.37	0.00	7,476.63	92.10
1001-1001-956.0000	MISCELLANEOUS	500.00	410.27	0.00	89.73 ok	82.05
Total Dept 1001-COUNCIL		409,545.00	330,373.22	0.00	79,171.78	80.67
TOTAL Expenditures		409,545.00	330,373.22	0.00	79,171.78	80.67
Fund 1001 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		409,545.00	330,373.22	0.00	79,171.78	80.67
NET OF REVENUES & EXPENDITURES		(409,545.00)	(330,373.22)	0.00	(79,171.78)	80.67

GRS $11,625.00(?) + MERS $1,000

Gen Liab+Property

Masoud (?)

$ 65K Master

$ 25K by end of fis

$ 20K

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2493)

DOC ID: 2493

Budget Amendment #282-283 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-1001-826.0000 Legal by $30,100; Increase 1001-0000-699.0000 Contingency by $30,100.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- BA 278-279, 280-283 (PDF)
- BA 282-283 (PDF)

DRAFT

05/25/2016 02:09 PM
User: millerg
DB: Burton

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

~~278-283~~ 278-280 280-283

Page: 1/1

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USED
Fund 1001 - GENERAL FUND						
Expenditures				Avail.		
Dept 1001-COUNCIL						
1001-1001-703.0000	SALARY	67,000.00 ↑.20	61,416.85	0.00	(.20) 5,583.15 .5583.35	91.67
1001-1001-710.0000	BOARD OF REVIEW	2,500.00	2,500.00	0.00	0.00	100.00
1001-1001-719.0000	FRINGE BENEFITS	53,300.00	40,737.77	4,494.23 = 0.00	- 8,068 12,562.23	76.43
1001-1001-727.0000	OFFICE SUPPLIES - coffee, bus cards, etc.	900.00	720.40	~~35.60~~ = 0.00	~~144~~ 179.60 ok	80.04
1001-1001-728.0000	INFORMATION TECH ALLOCATION	27,000.00	27,000.00	0.00	0.00	100.00
1001-1001-808.0000	AUDIT	18,020.00	18,020.00	0.00	0.00	100.00
1001-1001-818.0000	CONTRACTUAL SERVICES	50,000.00 ↑2,000.00	49,103.75	0.00	896.25	98.21
1001-1001-818.0001	MASTER PLAN	45,000.00	0.00	0.00	45,000.00	0.00
1001-1001-826.0000	LEGAL	21,625.00 ↑	19,996.50	0.00	1,628.50	92.47
1001-1001-828.0000	MEMBERSHIP & DUES	12,000.00	9,653.00	2,347.00 = 0.00	2,347.00	80.44
1001-1001-864.0000	TRAINING - ~~[illegible]~~ ok	12,000.00	10,900.83	0.00	1,099.17 ok	90.84
1001-1001-900.0000	NOTICES	5,000.00	2,690.48	0.00	2,309.52 ok	53.81
1001-1001-910.0000	INSURANCE	94,700.00 ↑10,000	87,223.37	0.00	7,476.63	92.10
1001-1001-956.0000	MISCELLANEOUS	500.00	410.27	0.00	89.73 ok	82.05
Total Dept 1001-COUNCIL		409,545.00	330,373.22	0.00	79,171.78	80.67
TOTAL Expenditures		409,545.00	330,373.22	0.00	79,171.78	80.67
Fund 1001 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		409,545.00	330,373.22	0.00	79,171.78	80.67
NET OF REVENUES & EXPENDITURES		(409,545.00)	(330,373.22)	0.00	(79,171.78)	80.67

GRS $11,625.00 (?)
+ MERS $1,000

Gen Liab + Property

Masoud (?)

$ 65K Master
$ 25K by end of fis
$ 20K to move

Attachment: BA 278-279, 280-283 (2493 : Budget Amendment #282-283)

New Budget Amendment. 282-283

Paula K. Zelenko

From: Joshua Leadford <jleadford@masudlaborlaw.com>
Sent: Monday, June 13, 2016 8:21 AM
To: Paula K. Zelenko
Cc: Shannon Groke
Subject: Confidential

Mayor,

This email is in response to the City's request for an estimate of our Firm's attorney fees through June 30, 2016. Actual time expended for May 2016 is $10,070.00. We estimate that fees for June 2016 will also approximate $10,000.00.

Thank you,

Josh Leadford

Ginger
Need to add $20,100.00 to council legal to get us through June 30.
Thanks
B

MASUD
PATTERSON | SCHUTTER | PETERS | VARY
LABOR LAW GROUP

4449 Fashion Square Boulevard - Suite 1
Saginaw, MI 48603
(989) 792-4499
www.masudlaborlaw.com

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2494)

DOC ID: 2494

Budget Amendment #284-292 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-1071-703.0000 Salary by $300; Increase 1001-1071-706.0000 Salaries Permanent by $4,000; Increase 1001-1071-719.0000 Fringe Benefits by $10,000; Increase 1001-1071-864.0000 Training by $1,000; Decrease 1001-1071-984.0000 Office Equipment by $400; Decrease 1001-1071-856.0000 Miscellaneous by $700; Decrease 1001-1071-868.0000 Auto Wash by $300; Decrease 1001-1071-818.0000 Contractual Service by $640; Decrease 1001-2009-719.0000 Fringe Benefits by $13,260.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- BA 284-292 (PDF)
- Mayor Budget Amendments (PDF)

284-292

06/14/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	
Fund 1001 - GENERAL FUND							
Expenditures							
Dept 1071-MAYOR							
1001-1071-703.0000	SALARY	74,300.00	69,163.87	2,846.25	5,136.13	93.09	↑3
1001-1071-706.0000	SALARIES PERMANENT	70,816.40	68,771.43	2,925.01	2,044.97	97.11	↑4
1001-1071-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
1001-1071-717.0000	RETIREMENT - MERS ACTIVE	0.00	446.79	446.79	(446.79)	100.00	
1001-1071-718.0000	RETIREMENT - MERS RETIREES	0.00	1,016.78	1,016.78	(1,016.78)	100.00	
1001-1071-719.0000	FRINGE BENEFITS	91,488.13	83,117.64	(1,849.00)	8,370.49	90.85	↑10,
1001-1071-727.0000	OFFICE SUPPLIES	1,200.00	682.12	0.00	517.88	56.84	
1001-1071-728.0000	INFORMATION TECH ALLOCATION	9,800.00	9,800.00	0.00	0.00	100.00	
1001-1071-731.0000	POSTAGE	500.00	250.02	0.00	249.98	50.00	
1001-1071-757.0000	OPERATING EXPENDITURES	800.00	40.88	0.00	759.12	5.11	
1001-1071-818.0000	CONTRACTUAL SERVICE	1,600.00	0.00	0.00	1,600.00	0.00	↓6
1001-1071-828.0000	MEMBERSHIP & DUES	900.00	485.00	0.00	415.00	53.89	
1001-1071-863.0000	AUTO REPAIR	300.00	98.48	0.00	201.52	32.83	
1001-1071-864.0000	TRAINING	8,000.00	8,990.70	600.00	(990.70)	112.38	↑10
1001-1071-867.0000	GAS & OIL	600.00	259.90	0.00	340.10	43.32	
1001-1071-868.0000	AUTO WASH	300.00	0.00	0.00	300.00	0.00	↓30
1001-1071-956.0000	MISCELLANEOUS	1,800.00	1,087.96	37.85	712.04	60.44	↓70
1001-1071-984.0000	OFFICE EQUIPMENT	400.00	0.00	0.00	400.00	0.00	↓40
1001-1071-985.0000	VEHICLE	0.00	0.00	0.00	0.00	0.00	
Total Dept 1071-MAYOR		262,804.53	244,211.57	6,023.68	18,592.96	92.93	
TOTAL Expenditures		262,804.53	244,211.57	6,023.68	18,592.96	92.93	
Fund 1001 - GENERAL FUND:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES		262,804.53	244,211.57	6,023.68	18,592.96	92.93	
NET OF REVENUES & EXPENDITURES		(262,804.53)	(244,211.57)	(6,023.68)	(18,592.96)	92.93	

D

MEMORANDUM

June 15, 2016

To: Burton City Council
From: Mayor Paula Zelenko PZ

Re: Memo of Explanation for
Finance Meeting of June 15, 2016

Please accept this request approving budget amendments within Mayor's Department as follows:

Increase 1001-1071-703.0000 Salary by $300
Increase 1001-1071-706.0000 Salaries Permanent by $4,000
Increase 1001-1071-719.0000 Fringe Benefits by $10,000

These items are trending toward overage because 27 pay periods fell in the fiscal year. This will be seen in several other salary line items across the city budgets for this same reason. Fringes are increased to absorb any closing entries or accruals that may be done after June 30th and when we will no longer be able to bring before City Council.

Increase 1001-1071-864.0000 Training by $1000

The city receives partial reimbursement for my travel expenditures from MML Liability and Property Pool Board of Directors meetings and the associated RISC conferences. The total cost hits in this account and the reimbursement revenue is received into reimbursement income for General Fund. As of this date, one of the reimbursements has not been received.

Decrease 1001-1071-984.0000 Office Equipment by $400
Decrease 1001-1071-956.0000 Miscellaneous by $700
Decrease 1001-1071-868.0000 Auto Wash by $300
Decrease 1001-1071-818.0000 Contractual Service by $640
Decrease 1001-2009-719.0000 Fringe Benefits by $13,260

Since there is funding in various line items that we are certain will not be utilized in the next 15 days, we should move it where accruals are most likely to be incurred in the budget.

Budget Amendment #293-295 Approve and authorize the following 2015-2016 budget amendment: Increase 2069-2069-705.0000 Coordinator Salary by $4,700; Increase 2069-2069-921.0000 Sewer Payment by $1,250; Decrease 2069-2069-719.0000 Fringe Benefits by $5,950.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- BA 293-295 (PDF)

GL NUMBER	DESCRIPTION		2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USE
Fund 2069 - SENIOR CITIZENS CENTER FUND							
Expenditures							
Dept 0000							
2069-0000-719.0000	Payroll Fringes		0.00	0.00	0.00	0.00	0.00
Total Dept 0000			0.00	0.00	0.00	0.00	0.00
Dept 2069-SENIOR CITIZENS CENTER							
2069-2069-705.0000	COORDINATOR SALARY	#4,700 ↑	58,100.00	57,969.19	2,390.81	130.81	99.77
2069-2069-706.0000	SALARIES PERMANENT	1,000 ↓	89,600.00	81,554.58	3,256.30	8,045.42	91.02
2069-2069-708.0000	SHARED SALARIES		0.00	0.00	0.00	0.00	0.00
2069-2069-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.00
2069-2069-719.0000	FRINGE BENEFITS	10,000 ↓	104,450.00	85,589.13	2,437.48	18,860.87	81.94
Total Dept 2069-SENIOR CITIZENS CENTER			252,150.00	225,112.90	8,084.59	27,037.10	89.28
TOTAL Expenditures			252,150.00	225,112.90	8,084.59	27,037.10	89.28
Fund 2069 - SENIOR CITIZENS CENTER FUND:							
TOTAL REVENUES			0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES			252,150.00	225,112.90	8,084.59	27,037.10	89.28
NET OF REVENUES & EXPENDITURES			(252,150.00)	(225,112.90)	(8,084.59)	(27,037.10)	89.28

Sewer payments - 2069-2069-921.0000 $181.52 ← research

touchscreen monitors -

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 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	141,351.40	0.00	28,948.60	83.00
2069-0000-666.0000	INTEREST INCOME	300.00	102.29	0.00	197.71	34.10
2069-0000-675.0000	REFUNDS & REBATES	500.00	0.00	0.00	500.00	0.00
2069-0000-678.0000	REIMBURSEMENT INCOME	500.00	600.00	600.00	(100.00)	120.00
2069-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	15,400.00	12,913.00	0.00	2,487.00	83.85
2069-0000-691.0654	SENIOR CITIZENS ACTIVITIES REVENUE	0.00	0.00	0.00	0.00	0.00
2069-0000-691.0655	SENIOR CITIZENS DONATION REVENUES	12,000.00	9,942.70	0.00	2,057.30	82.86
2069-0000-691.1001	CONTRIBUTION FROM GENERAL FUND	155,000.00	155,000.00	0.00	0.00	100.00
2069-0000-694.0000	OTHER REVENUES	0.00	0.00	0.00	0.00	0.00
2069-0000-694.0001	HALL RENTAL	5,000.00	4,775.00	(200.00)	225.00	95.50
2069-0000-699.0000	CONTINGENCY	45,050.00	0.00	0.00	45,050.00	0.00
Total Dept 0000		404,050.00	324,684.39	400.00	79,365.61	80.36
TOTAL Revenues		404,050.00	324,684.39	400.00	79,365.61	80.36
Expenditures						
Dept 0000						
2069-0000-719.0000	Payroll Fringes	0.00	0.00	0.00	0.00	0.00
Total Dept 0000		0.00	0.00	0.00	0.00	0.00
Dept 2069-SENIOR CITIZENS CENTER						
2069-2069-705.0000	COORDINATOR SALARY	58,100.00	57,969.19	2,390.81	130.81	99.77
2069-2069-705.8000	MILLAGE-COORDINATOR SALARY	0.00	0.00	0.00	0.00	0.00
2069-2069-706.0000	SALARIES PERMANENT	89,600.00	81,554.58	3,256.30	8,045.42	91.02
2069-2069-706.8000	MILLAGE-SALARIES PERMANENT	0.00	0.00	0.00	0.00	0.00
2069-2069-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00
2069-2069-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
2069-2069-717.0000	RETIREMENT - MERS ACTIVE	0.00	177.39	177.39	(177.39)	100.00
2069-2069-718.0000	RETIREMENT - MERS RETIREES	0.00	536.79	536.79	(536.79)	100.00
2069-2069-719.0000	FRINGE BENEFITS	104,450.00	84,136.04	984.39	20,313.96	80.55
2069-2069-719.8000	MILLAGE-FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00
2069-2069-728.0000	INFORMATION TECH ALLOCATION	4,900.00	4,900.00	0.00	0.00	100.00
2069-2069-757.0000	OPERATING EXPENDITURES	0.00	0.00	0.00	0.00	0.00

2069-2069-776.0000	SUPPLIES	30,000.00	20,252.70	1,082.17	9,747.30	67.51
2069-2069-776.8000	MILLAGE- SUPPLIES	0.00	0.00	0.00	0.00	0.00
2069-2069-818.0000	CONTRACTUAL SERVICES	25,400.00	16,745.95	1,393.00	8,654.05	65.93
2069-2069-818.8000	MILLAGE-CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
2069-2069-828.0000	MEMBERSHIP & DUES	200.00	100.00	0.00	100.00	50.00
2069-2069-864.0000	TRAINING	400.00	0.00	0.00	400.00	0.00
2069-2069-864.8000	MILLAGE-CONFERENCE & WORKSHOPS	0.00	0.00	0.00	0.00	0.00
2069-2069-910.0000	INSURANCE	3,900.00	3,112.78	0.00	787.22	79.81
2069-2069-920.0000	UTILITIES	25,000.00	19,702.78	1,571.45	5,297.22	78.81
2069-2069-920.8000	MILLAGE-UTILITIES	0.00	0.00	0.00	0.00	0.00
2069-2069-921.0000	SEWER PAYMENTS	2,500.00	2,681.52	314.95	(181.52)	107.26
2069-2069-921.8000	MILLAGE-SEWER PAYMENTS	0.00	0.00	0.00	0.00	0.00
2069-2069-931.0000	REPAIR & MAINTENANCE	45,600.00	35,421.32	2,518.20	10,178.68	77.68
2069-2069-931.8000	MILLAGE-REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00
2069-2069-943.0000	EQUIPMENT RENTAL	21,000.00	18,993.95	0.00	2,006.05	90.45
2069-2069-956.0000	MISCELLANEOUS	1,000.00	330.60	0.00	669.40	33.06
2069-2069-956.8000	MILLAGE-MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
2069-2069-977.0000	ADA IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
2069-2069-977.7087	COMMUNITY DEVELOPMENT BLOCK GRANT EXP	0.00	0.00	0.00	0.00	0.00
2069-2069-977.7089	NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00
2069-2069-977.8000	MILLAGE-ADA IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
2069-2069-977.8001	MILLAGE-NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00
2069-2069-985.0000	VEHICLE	0.00	0.00	0.00	0.00	0.00
2069-2069-999.4001	TRANSFER TO CAPITAL IMPROV.	0.00	0.00	0.00	0.00	0.00
Total Dept 2069-SENIOR CITIZENS CENTER		412,050.00	346,615.59	14,225.45	65,434.41	84.12
TOTAL Expenditures		412,050.00	346,615.59	14,225.45	65,434.41	84.12
Fund 2069 - SENIOR CITIZENS CENTER FUND:						
TOTAL REVENUES		404,050.00	324,684.39	400.00	79,365.61	80.36
TOTAL EXPENDITURES		412,050.00	346,615.59	14,225.45	65,434.41	84.12
NET OF REVENUES & EXPENDITURES		(8,000.00)	(21,931.20)	(13,825.45)	13,931.20	274.14
BEG. FUND BALANCE		82,612.54	82,612.54			
END FUND BALANCE		74,612.54	60,681.34			

TOTAL REVENUES - FUND 2069	404,050.00	324,684.39	400.00	79,365.61
TOTAL EXPENDITURES - FUND 2069	412,050.00	346,615.59	14,225.45	65,434.41
NET OF REVENUES & EXPENDITURES	(8,000.00)	(21,931.20)	(13,825.45)	13,931.20
BEG. FUND BALANCE	82,612.54	82,612.54		
END FUND BALANCE	74,612.54	60,681.34		

Attachment: BA 293-295 (2496 : Budget Amendment #293-295)

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2497)

DOC ID: 2497

Budget Amendment # 296-297 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-2009-863.0000 Auto Repair by $2,300; Decrease 1001-2009-826.0000 Legal By $2,300.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- BA 296-297a (PDF)
- BA 296-297b (PDF)

06/09/2016 03:46 PM
User: millerg
DB: Burton

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

296-297

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USE
Fund 1001 - GENERAL FUND						
Expenditures						
Dept 2009-ASSESSOR						
1001-2009-703.0000	SALARY	75,000.00	54,000.00	2,812.50	21,000.00	72.00
1001-2009-706.0000	SALARIES PERMANENT	139,600.00	105,482.37	5,187.05	34,117.63	75.56
1001-2009-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
1001-2009-717.0000	RETIREMENT - MERS ACTIVE	0.00	140.05	140.05	(140.05)	100.00
1001-2009-718.0000	RETIREMENT - MERS RETIREES	0.00	508.33	508.33	(508.33)	100.00
1001-2009-719.0000	FRINGE BENEFITS	162,950.00	59,178.90	2,707.45	103,771.10	36.32
1001-2009-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE	0.00	0.00	0.00	0.00	0.00
1001-2009-727.0000	OFFICE SUPPLIES	2,000.00	1,678.49	0.00	321.51	83.92
1001-2009-728.0000	INFORMATION TECH ALLOCATION	7,400.00	7,400.00	0.00	0.00	100.00
1001-2009-731.0000	POSTAGE	6,500.00	5,719.74	0.00	780.26	88.00
1001-2009-757.0000	OPERATING EXPENDITURES	150.00	125.01	0.00	24.99	83.34
1001-2009-818.0000	CONTRACTUAL SERVICE	6,000.00	2,582.31	0.00	3,417.69	43.04
1001-2009-818.7100	PICTOMETRY & ORTHOIMAGERY PROJECT	3,000.00	0.00	0.00	3,000.00	0.00
1001-2009-826.0000	LEGAL	10,000.00	500.00	31.25	↓ 2,300 9,500.00	5.00
1001-2009-828.0000	MEMBERSHIP & DUES	1,000.00	231.00	0.00	769.00	23.10
1001-2009-863.0000	AUTO REPAIR	1,000.00	530.69	0.00	↑ 2,300 469.31	53.07
1001-2009-864.0000	TRAINING	8,100.00	916.10	0.00	↓ 6,000 7,183.90	11.31
1001-2009-867.0000	GAS & OIL	1,000.00	173.50	0.00	826.50	17.35
1001-2009-868.0000	AUTO WASH	100.00	0.00	0.00	100.00	0.00
1001-2009-880.0000	ECONOMIC DEVELOPMENT	4,000.00	3,000.00	0.00	1,000.00	75.00
1001-2009-934.0000	EQUIPMENT REPAIR	0.00	0.00	0.00	0.00	0.00
1001-2009-960.0000	DEED RECORDING	0.00	0.00	0.00	0.00	0.00
1001-2009-984.0000	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00
1001-2009-985.0000	CAPITAL - VEHICLE	0.00	0.00	0.00	0.00	0.00
1001-2009-999.4001	TRANSFER TO CAPITAL IMPROV.	0.00	0.00	0.00	0.00	0.00
Total Dept 2009-ASSESSOR		427,800.00	242,166.49	11,386.63	185,633.51	56.61
TOTAL Expenditures		427,800.00	242,166.49	11,386.63	185,633.51	56.61
Fund 1001 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		427,800.00	242,166.49	11,386.63	185,633.51	56.61
NET OF REVENUES & EXPENDITURES		(427,800.00)	(242,166.49)	(11,386.63)	(185,633.51)	56.61

Attachment: BA 296-297a (2497 : Budget Amendment #296-297)

Ginger A. Burke-Miller

From: William E. Fowler
Sent: Thursday, June 09, 2016 4:07 PM
To: Ginger A. Burke-Miller
Subject: RE: Monday June 13

Ginger,

Jesse Southard, Master Mechanic, at Motor Pool has placed the cost at $2,300 to repair the Assessment Division car. If a budget adjustment is necessary, please make the transfer from the Legal Services account. 1001-2009-826.0000

Thanks,

Bill

From: Ginger A. Burke-Miller
Sent: Thursday, June 09, 2016 11:01 AM
To: William E. Fowler
Subject: Monday June 13

Bill,

Do you have time at 10am on Monday June 13 to meet regarding any budget amendments that may be needed in your department? If you will be off site, we can correspond via email on Monday. I will be emailing out an up to date Revenue and Expenditure report some time between Friday and Sunday to all department heads. You can review it with as up to date data as possible and then let me know if you think we need to adjust anything.

Regards,

Ginger Burke-Miller, MBA, CPM
Controller
City of Burton, Michigan

(810) 743-1500 ext. 1201
4303 S. Center Rd.
Burton, MI 48519

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2498)

DOC ID: 2498

Budget Amendment #298-302 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-2023-703.0000 Salary by $250; Increase 1001-2023-706.0000 Salaries Permanent by $600; Increase 1001-2023-864.0000 Training by $700; Decrease 1001-2023-984.0000 Office Equipment by $1,000; Decrease 1001-2023-818.0000 Contractual Service by $550.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- BA 298-302 (PDF)
- Controller Office Memo of Explantion (PDF)

06/09/2016 03:45 PM
User: millerg
DB: Burton

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

298-302

J.10.a

All 3 pay periods

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)		AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USE
Fund 1001 - GENERAL FUND							
Expenditures							
Dept 2023-CONTROLLER							
1001-2023-703.0000	CONTROLLER SALARY	12,200.00	11,453.43	474.64	↑ ~~[illegible]~~ 250.00	746.57	93.88
1001-2023-706.0000	SALARIES PERMANENT	34,500.00	32,136.57	1,321.41	↑ 800.00	2,363.43	93.15
1001-2023-709.0000	OVERTIME	0.00	0.00	0.00		0.00	0.00
1001-2023-717.0000	RETIREMENT - MERS ACTIVE	0.00	233.49	233.49		(233.49)	100.00
1001-2023-718.0000	RETIREMENT - MERS RETIREES	0.00	1,163.58	1,163.58		(1,163.58)	100.00
1001-2023-719.0000	FRINGE BENEFITS	70,500.00	54,200.11	711.48		16,299.89	76.88
1001-2023-727.0000	OFFICE SUPPLIES	1,600.00	1,305.97	0.00		294.03	81.62
1001-2023-728.0000	INFORMATION TECH ALLOCATION	7,300.00	7,300.00	0.00		0.00	100.00
1001-2023-731.0000	POSTAGE	200.00	95.31	0.00	550	104.69	47.66
1001-2023-818.0000	CONTRACTUAL SERVICE	5,000.00	1,416.99	0.00	↓ ~~[illegible]~~	3,583.01	28.34
1001-2023-828.0000	MEMBERSHIP & DUES	1,800.00	665.00	0.00	~~400~~	1,135.00	36.94
1001-2023-864.0000	TRAINING	3,400.00	2,548.48	0.00	↑ ~~[illegible]~~ 700	851.52	74.96
1001-2023-956.0000	MISCELLANEOUS	400.00	396.35	0.00		3.65	99.09
1001-2023-984.0000	OFFICE EQUIPMENT	1,000.00	0.00	0.00	1,000 ↓	1,000.00	0.00
Total Dept 2023-CONTROLLER		137,900.00	112,915.28	3,904.60		24,984.72	81.88
TOTAL Expenditures		137,900.00	112,915.28	3,904.60		24,984.72	81.88
Fund 1001 - GENERAL FUND:							
TOTAL REVENUES		0.00	0.00	0.00		0.00	0.00
TOTAL EXPENDITURES		137,900.00	112,915.28	3,904.60		24,984.72	81.88
NET OF REVENUES & EXPENDITURES		(137,900.00)	(112,915.28)	(3,904.60)		(24,984.72)	81.88

Attachment: BA 298-302 (2498 : Budget Amendment #298-302)

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Ginger Burke-Miller, Controller
Date: June 15, 2016

Re: Memo of Explanation for
Finance Meeting of June 15, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Controller's Office.

Explanation:

We are requesting that Council approve a budget amendment within Controller's Office as follows:

Increase 1001-2023-703.0000 Salary by $250
Increase 1001-2023-706.0000 Salaries Permanent by $600

These items are trending toward overage because 27 pay periods fell in the fiscal year. This will be seen in several other salary line items across the city budgets for this same reason.

Increase 1001-2023-864.0000 Training by $700
Decrease 1001-2023-984.0000 Office Equipment by $1,000
Decrease 1001-2023-818.0000 Contractual Service by $550

Since there is excess money in office equipment, now would be the ideal time to look at booking training in the summer concerning the upcoming OPEB reporting requirements.

Thank you.

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2500)

DOC ID: 2500

Budget Amendment #303-305 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-2065-727.0000 Office Supplies by $1,000; Increase 1001-2065-910.0000 Building Insurance by $700; Decrease 1001-2065-937.8000 Maintenance and Supplies by $1,700.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- BA 303-305 (PDF)

06/13/2016

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

303-305

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 1001 - GENERAL FUND						
Dept 2065-CITY HALL						
1001-2065-706.0000	SALARIES PERMANENT	53,100.00	33,994.65	941.96	19,105.35	64.02
1001-2065-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
1001-2065-717.0000	RETIREMENT - MERS ACTIVE	0.00	36.94	36.94	(36.94)	100.00
1001-2065-718.0000	RETIREMENT - MERS RETIREES	0.00	198.72	198.72	(198.72)	100.00
1001-2065-719.0000	FRINGE BENEFITS	44,950.00	15,637.06	(35.23)	29,312.94	34.79
1001-2065-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	426.00	316.17	0.00	109.83	74.22
1001-2065-727.0000	OFFICE SUPPLIES	6,000.00	6,195.73	434.60	(195.73)	103.26 ↑1,0
1001-2065-728.0000	INFORMATION TECH ALLOCATION	82,900.00	82,900.00	0.00	0.00	100.00
1001-2065-757.0000	OPERATING EXPENDITURES	150.00	115.40	0.00	34.60	76.93
1001-2065-818.0000	CONTRACTUAL SERVICE	6,074.00	4,315.03	1,116.29	1,758.97	71.04
1001-2065-825.0000	JANITORIAL	13,000.00	8,640.00	720.00	4,360.00	66.46
1001-2065-826.0000	LEGAL	20,000.00	15,715.34	656.25	4,284.66	78.58
1001-2065-864.0000	TRAINING	0.00	0.00	0.00	0.00	0.00
1001-2065-910.0000	BUILDING INSURANCE	4,000.00	4,643.14	0.00	(643.14)	116.08 ↑70
1001-2065-920.0000	UTILITIES	48,000.00	38,038.41	3,289.09	9,961.59	79.25
1001-2065-937.0000	BUILDING MAINT & SUPPLIES	35,000.00	15,654.96	302.38	19,345.04	44.73
1001-2065-937.8000	ADA BLDG/MAINT & SUPPLIES	6,500.00	1,130.29	0.00	5,369.71	17.39 ↓17
1001-2065-938.0000	MAINT OF GROUNDS	5,700.00	3,662.52	449.65	2,037.48	64.25
1001-2065-943.0000	EQUIPMENT RENTAL	11,940.00	9,039.71	0.00	2,900.29	75.71
1001-2065-956.0401	PAYMENT ON PENSION UAL	1,000,000.00	1,000,000.00	0.00	0.00	100.00
1001-2065-977.7089	NEW EQUIPMENT	15,000.00	8,398.33	0.00	6,601.67	55.99
1001-2065-977.7090	CITY HALL EXPANSION/LEASE	160,900.00	160,440.30	0.00	459.70	99.71
1001-2065-999.4001	TRANSFER TO CAPITAL IMPROV.	0.00	0.00	0.00	0.00	0.00
Total Dept 2065-CITY HALL		1,513,640.00	1,409,072.70	8,110.65	104,567.30	93.09

Attachment: BA 303-305 (2500 : Budget Amendment # 303-305)

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2501)

DOC ID: 2501

Budget Amendment #306-310 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-8001-706.0000 Salaries Permanent by $835; Decrease 1001-8001-710.0000 Commission Salaries by $585; Decrease 1001-8001-719.0000 Fringe Benefits by $75; Decrease 1001-8001.864.0000 Training by $75; Decrease 1001-8001-900.0000 Notices by $100.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- BA 306-310 (PDF)

306-310

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	
Fund 1001 - GENERAL FUND							
Dept 8001-PLANNING							
1001-8001-705.0000	SUPERVISION SALARIES	0.00	0.00	0.00	0.00	0.00	
1001-8001-706.0000	SALARIES PERMANENT	24,400.00	23,057.00	924.51	1,343.00	94.50	↑ 83
1001-8001-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
1001-8001-710.0000	COMMISSION SALARIES	3,600.00	2,640.00	200.00	960.00	73.33	↓ 58
1001-8001-717.0000	RETIREMENT - MERS ACTIVE	0.00	24.97	24.97	(24.97)	100.00	
1001-8001-718.0000	RETIREMENT - MERS RETIREES	0.00	90.59	90.59	(90.59)	100.00	
1001-8001-719.0000	FRINGE BENEFITS	18,500.00	15,198.69	456.98	3,301.31	82.16	↓ 75
1001-8001-727.0000	SUPPLIES & POSTAGE	500.00	374.19	0.00	125.81	74.84	[illegible]
1001-8001-757.0000	OPERATING EXPENDITURES	0.00	0.00	0.00	0.00	0.00	
1001-8001-818.0000	CONTRACTUAL SERVICE	0.00	0.00	0.00	0.00	0.00	
1001-8001-828.0000	MEMBERSHIP & DUES	100.00	27.00	0.00	73.00	27.00	
1001-8001-864.0000	TRAINING	200.00	58.69	0.00	141.31	29.35	↓ 75
1001-8001-900.0000	NOTICES	500.00	296.10	0.00	203.90	59.22	↓ 100
Total Dept 8001-PLANNING		47,800.00	41,767.23	1,697.05	6,032.77	87.38	

Attachment: BA 306-310 (2501 : Budget Amendment #306-310)

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2504)

DOC ID: 2504

Budget Amendment #311-313 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-8005-706.0000 Salaries Permanent by $550; Decrease 1001-8005-710.0000 Board Salaries by $650; Increase 1001-8005-900.0000 Notices by $100.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- BA 311-313 (PDF)

311-313

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	
Fund 1001 - GENERAL FUND							
Dept 8005-ZONING							
1001-8005-705.0000	SUPERVISION SALARIES	0.00	0.00	0.00	0.00	0.00	
1001-8005-706.0000	SALARIES PERMANENT	24,400.00	22,743.58	1,073.38	1,656.42	93.21	↑ 55
1001-8005-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
1001-8005-710.0000	BOARD SALARIES	3,600.00	2,120.00	240.00	1,480.00	58.89	↓ 651
1001-8005-717.0000	RETIREMENT - MERS ACTIVE	0.00	28.97	28.97	(28.97)	100.00	
1001-8005-718.0000	RETIREMENT - MERS RETIREES	0.00	105.20	105.20	(105.20)	100.00	
1001-8005-719.0000	FRINGE BENEFITS	18,600.00	15,121.72	471.06	3,478.28	81.30	
1001-8005-727.0000	SUPPLIES & POSTAGE	1,500.00	579.70	0.00	920.30	38.65	
1001-8005-757.0000	OPERATING EXPENDITURES	0.00	0.00	0.00	0.00	0.00	
1001-8005-818.0000	CONTRACTUAL SERVICE	0.00	0.00	0.00	0.00	0.00	
1001-8005-828.0000	MEMBERSHIP & DUES	100.00	27.00	0.00	73.00	27.00	
1001-8005-864.0000	TRAINING	200.00	22.25	0.00	177.75	11.13	
1001-8005-900.0000	NOTICES	1,000.00	1,057.50	126.90	(57.50)	105.75	↑ 100
Total Dept 8005-ZONING		49,400.00	41,805.92	2,045.51	7,594.08	84.63	

Attachment: BA 311-313 (2504 : Budget Amendment #311-313)

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2505)

DOC ID: 2505

Budget Amendment #314-316 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-2053-703.0000 Treasurer Salary by $150; Increase 1001-2053-706.0000 Salaries Permanent by $150; Decrease 1001-2053-984.0000 by $300.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- BA 314-316 (PDF)

314-316

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 1001 - GENERAL FUND						
Dept 2053-TREASURER						
1001-2053-703.0000	TREASURER SALARY	13,900.00	12,939.70	532.48	960.30	93.09
1001-2053-706.0000	SALARIES PERMANENT	9,500.00	8,523.68	369.65	976.32	89.72
1001-2053-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
1001-2053-717.0000	RETIREMENT - MERS ACTIVE	0.00	9.98	9.98	(9.98)	100.00
1001-2053-718.0000	RETIREMENT - MERS RETIREES	0.00	36.22	36.22	(36.22)	100.00
1001-2053-719.0000	FRINGE BENEFITS	20,000.00	14,080.78	11.78	5,919.22	70.40
1001-2053-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	0.00	0.00	0.00	0.00
1001-2053-727.0000	OFFICE SUPPLIES	650.00	581.36	0.00	68.64	89.44
1001-2053-728.0000	INFORMATION TECH ALLOCATION	1,800.00	1,800.00	0.00	0.00	100.00
1001-2053-731.0000	POSTAGE	15,700.00	7,779.02	1,179.41	7,920.98	49.55
1001-2053-757.0000	OPERATING EXPENDITURES	0.00	0.00	0.00	0.00	0.00
1001-2053-818.0000	CONTRACTUAL SERVICE	3,000.00	2,195.05	0.00	804.95	73.17
1001-2053-827.0000	TAX ROLL EXPENSE	9,000.00	5,254.76	0.00	3,745.24	58.39
1001-2053-828.0000	MEMBERSHIP & DUES	100.00	50.00	0.00	50.00	50.00
1001-2053-864.0000	TRAINING	800.00	125.00	0.00	675.00	15.63
1001-2053-956.0000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
1001-2053-956.3000	BANKING SUPPLIES	500.00	240.75	0.00	259.25	48.15
1001-2053-984.0000	OFFICE EQUIPMENT	850.00	516.55	0.00	333.45	60.77
Total Dept 2053-TREASURER		75,800.00	54,132.85	2,139.52	21,667.15	71.42

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2506)

DOC ID: 2506

Budget Amendment #317-319 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-2015-703.0000 by $1,100; Increase 1001-2015-706.0000 Salaries Permanent by $2,000; Decrease 1001-2015-719.0000 Fringe Benefits by $3,100.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- BA 317-319a (PDF)
- BA 317-319b (PDF)

317-319

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION		2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 1001 - GENERAL FUND							
Expenditures							
Dept 2015-CLERK							
1001-2015-703.0000	CLERK SALARY	1,100 ↑	60,600.00	57,020.88	2,329.60	3,579.12	94.09
1001-2015-706.0000	SALARIES PERMANENT	2,000 ↑	28,216.40	23,186.98	1,350.62	5,029.42	82.18
1001-2015-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.00
1001-2015-717.0000	RETIREMENT - MERS ACTIVE		0.00	429.70	429.70	(429.70)	100.00
1001-2015-718.0000	RETIREMENT - MERS RETIREES		0.00	1,016.43	1,016.43	(1,016.43)	100.00
1001-2015-719.0000	FRINGE BENEFITS		81,488.13	64,512.92	(1,072.71)	16,975.21	79.17
1001-2015-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES		0.00	(1,853.95)	0.00	1,853.95	100.00
1001-2015-727.0000	OFFICE SUPPLIES		700.00	755.79	0.00	(55.79)	107.97
1001-2015-728.0000	INFORMATION TECH ALLOCATION		3,700.00	3,700.00	0.00	0.00	100.00
1001-2015-731.0000	POSTAGE		200.00	122.84	6.47	77.16	61.42
1001-2015-757.0000	OPERATING EXPENDITURES		0.00	0.00	0.00	0.00	0.00
1001-2015-818.0000	CONTRACTUAL SERVICE		500.00	0.00	0.00	500.00	0.00
1001-2015-828.0000	MEMBERSHIP & DUES		800.00	625.00	0.00	175.00	78.13
1001-2015-861.0000	AUTO ALLOWANCE		200.00	33.98	0.00	166.02	16.99
1001-2015-864.0000	TRAINING		3,000.00	1,305.52	300.00	1,694.48	43.52
1001-2015-956.0000	MISCELLANEOUS		200.00	115.00	0.00	85.00	57.50
1001-2015-977.7089	NEW EQUIPMENT		0.00	0.00	0.00	0.00	0.00
1001-2015-984.0000	OFFICE EQUIPMENT		100.00	0.00	0.00	100.00	0.00
1001-2015-999.4001	TRANSFER TO CAPITAL IMPROV.		0.00	0.00	0.00	0.00	0.00
Total Dept 2015-CLERK			179,704.53	150,971.09	4,360.11	28,733.44	84.01
TOTAL Expenditures			179,704.53	150,971.09	4,360.11	28,733.44	84.01
Fund 1001 - GENERAL FUND:							
TOTAL REVENUES			0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES			179,704.53	150,971.09	4,360.11	28,733.44	84.01
NET OF REVENUES & EXPENDITURES			(179,704.53)	(150,971.09)	(4,360.11)	(28,733.44)	84.01

Memo of Explanation

317-319 (b)

Date: June 13, 2016

To: Paula Zelenko

From: Teresa Karsney

Paula

I would like to increase my line item # 1001-2015-706.000 Salaries Permanent by $2,000.00 and decrease 1001-2015-719.0000 Fringe Benefits by $2,000.00. I want like to make sure we have enough money in the salaries permanent line item to cover for Matt Stanley overtime for videotaping the following meetings. He has to video tape the budget meetings, council meetings, planning and zoning meetings, finance, legislative and demo hearings.

Thank you,

Teresa

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2507)

DOC ID: 2507

Budget Amendment #320-331 Approve and authorize the following 2015-2016 budget amendment: Increase 1001-6090-705.0000 Salary by $250; Decrease 1001-6090-710.0000 Commission Salaries by $500; Increase 1001-6090-719.0000 Fringe Benefits by $6,000; Increase 1001-6090-943.0000 Equipment Rental by $6,000; Decrease 1001-6090-956.6090 DNR Grant Expenditures by $14,802.55; Increase 1001-6090-959.7674 Memorial Day Parade by $3,000; Decrease 1001-6090-973.1000 Easter Egg Hunt by $200; Decrease 1001-6090-973.1200 Trick or Treat Trail by $992.80; Decrease 1001-6090-973.1400 Pizza with Santa by $300; Increase 1001-6090-973.2001 Burton Memorial Day Race by $14,000; Decrease 1001-6090-974.7049 Park Projects by $12,000; Decrease 1001-6090-974.7051 Pathway at Kelly Lake by $454.65.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- BA 320-331a (PDF)
- BA 320-331b (PDF)
- Memorial Day Race Fund Balance (PDF)

320-331

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

Fund 1001 - GENERAL FUND

Dept 6090-PARKS & RECREATION

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	
1001-6090-705.0000	RECREATION DIRECTOR SALARY	10,000.00	9,430.88	384.62	569.12	94.31	↑ 2
1001-6090-706.0000	SALARIES PERMANENT	1,500.00	329.35	0.00	1,170.65	21.96	
1001-6090-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
1001-6090-710.0000	COMMISSION SALARIES	3,600.00	2,280.00	200.00	1,320.00	63.33	↓ 50
1001-6090-717.0000	RETIREMENT - MERS ACTIVE	0.00	287.93	287.93	(287.93)	100.00	
1001-6090-718.0000	RETIREMENT - MERS RETIREES	0.00	2,264.73	2,264.73	(2,264.73)	100.00	
1001-6090-719.0000	FRINGE BENEFITS	2,000.00	2,403.94	351.02	(403.94)	120.20	↑ 60
1001-6090-728.0000	INFORMATION TECH ALLOCATION	1,200.00	1,200.00	0.00	0.00	100.00	
1001-6090-731.0000	POSTAGE	850.00	403.26	0.00	446.74	47.44	
1001-6090-757.0000	OPERATING EXPENDITURES	3,100.00	2,566.03	123.01	533.97	82.78	
1001-6090-938.0000	MAINT OF GROUNDS	13,000.00	9,196.32	1,709.30	3,803.68	70.74	
1001-6090-943.0000	EQUIPMENT RENTAL	9,000.00	11,464.61	0.00	(2,464.61)	127.38	↑ 6
1001-6090-956.0000	MISCELLANEOUS	350.00	0.00	0.00	350.00	0.00	
1001-6090-956.6090	DNR GRANT EXPENDITURES	86,805.44	32,191.75	0.00	54,613.69	37.08	↓ 14, 35
1001-6090-959.7674	MEMORIAL DAY PARADE	20,000.00	18,956.59	13,394.05	1,043.41	94.78	↑ 3,
1001-6090-973.0000	P & R COMMUNITY EVENTS	15,194.18	10,994.86	211.40	4,199.32	72.36	
1001-6090-973.1000	EASTER EGG HUNT	200.00	0.00	0.00	200.00	0.00	↓ 20
1001-6090-973.1100	CONCERTS	0.00	0.00	0.00	0.00	0.00	
1001-6090-973.1200	TRICK OR TREAT TRAIL	4,500.00	3,507.20	0.00	992.80	77.94	↓ 99 0
1001-6090-973.1300	CHRISTMAS - POLICE STATION	0.00	0.00	0.00	0.00	0.00	
1001-6090-973.1400	PIZZA WITH SANTA	300.00	0.00	0.00	300.00	0.00	↓ 30
1001-6090-973.1600	FREE FISHING	0.00	0.00	0.00	0.00	0.00	
1001-6090-973.1700	MORS WEEKEND	0.00	0.00	0.00	0.00	0.00	
1001-6090-973.1800	BACK TO BRICKS	0.00	0.00	0.00	0.00	0.00	
1001-6090-973.1900	FIRE SAFETY	0.00	0.00	0.00	0.00	0.00	
1001-6090-973.2000	VETERAN'S HONOR RACE	16,500.00	16,417.45	0.00	82.55	99.50	
1001-6090-973.2001	BURTON MEMORIAL DAY RACE	9,000.00	12,704.96	3,756.71	(3,704.96)	141.17	↑ 14
1001-6090-973.2002	THREE ON THREE BASKETBALL EVENT	0.00	0.00	0.00	0.00	0.00	
1001-6090-973.2003	BURTON MEMORIAL DAY CAR SHOW EXPENDITURE	0.00	0.00	0.00	0.00	0.00	
1001-6090-973.2004	MOVIES EXPENDITURES	5,005.82	3,265.27	0.00	1,740.55	65.23	
1001-6090-974.0000	COMMISSION	0.00	0.00	0.00	0.00	0.00	
1001-6090-974.7049	PARK PROJECTS	23,500.00	5,970.37	0.00	17,529.63	25.41	↓ 12
1001-6090-974.7051	PATHWAY AT KELLY LAKE	21,500.00	21,045.35	0.00	454.65	97.89	↓ 10,465

1001-6090-977.7087	C.D. PARK IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
1001-6090-999.4001	TRANSFER TO CAPITAL IMPROV.	0.00	0.00	0.00	0.00	0.00
1001-6090-999.7001	TRANSFER TO TRUST & AGENCY	0.00	0.00	0.00	0.00	0.00
Total Dept 6090-PARKS & RECREATION		247,105.44	166,880.85	22,682.77	80,224.59	67.53

Ginger A. Burke-Miller

From: Paula K. Zelenko
Sent: Friday, June 10, 2016 3:57 PM
To: Bette A. Bigsby; Ginger A. Burke-Miller
Cc: Richard A. Hayman; Teresa M. Karsney
Subject: RE: expenditure increase

Thank you, Bette. I will forward this on to Ginger for placement on the June 15 Finance Committee and ultimately to the regular city council agenda for June 20.
Thanks,
Mayor Z

From: Bette A. Bigsby
Sent: Friday, June 10, 2016 3:08 PM
To: Paula K. Zelenko
Subject: expenditure increase

Dear Mayor Zelenko,

The Memorial Day Race is in need of an increase in its expenditure line. The money should come from unappropriated surplus to pay the bills from the race. As you are aware, when the proceeds from the race come in they get deposited into the revenue line as incoming money. I cannot deposit monies into the expenditure line. Under the current restrictions set forth by the Burton City Council the Controller cannot just move the money from the revenue line to the expenditure line in order to satisfy the vendors for the race.

I would ask that you take this action item to the Council's budget committee for approval and recommendation to the full Council for approval so I may get these bills taken care of before the end of this fiscal year.

Mrs. Bette Bigsby
City of Burton
Executive Benefits Representative
Park & Recreation Director
4303 S. Center Road
Burton, MI 48519
810-743-1500 X 1702
Confidential Fax 810-743-3001

Burton Memorial Day Race
Fund Balance

11/1/2013	$ 2,672.80
Revenue 2013-14	$ 12,031.80
Expense 2013-14	$ (6,759.28)
Fund Balance 6/30/14	$ 7,945.32
Revenue 2014-15	$ 16,349.25
Expense 2014-15	$ (15,925.85)
Fund Balance 6/30/15	$ 8,368.72
Revenue thru 6/3/2016	$ 10,637.70
Expense thru 6/3/2016	$ (8,948.25)
Fund Balance 6/3/2016	$ 10,058.17

Burton Memorial Day Race
Fund Balance

11/1/2013	$ 2,672.80
Revenue 2013-14	$ 12,031.80
Expense 2013-14	$ (6,759.28)
Fund Balance 6/30/14	$ 7,945.32
Revenue 2014-15	$ 16,349.25
Expense 2014-15	$ (15,925.85)
Fund Balance 6/30/15	$ 8,368.72
Revenue thru 6/15/2016	$ 14,600.70
Expense thru 6/15/2016	$ (12,704.96)
Fund Balance 6/15/2016	$ 10,264.46

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GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 1001-0000-690.2001 TO 1001-0000-690.2001
TRANSACTIONS FROM 07/01/2015 TO 06/30/2016

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 1001 GENERAL FUND							
07/01/2015			1001-0000-690.2001 BURTON MEMORIAL DAY RACE		BEG. BALANCE		0.00
07/20/2015	CR	RCPT	VARIOUS PERSONS	110446216		103.70	(103.70)
08/20/2015	CR	RCPT	ADVANCED TEX SCREEN PRINTING INC	110449352		471.85	(575.55)
08/26/2015	CR	RCPT	RACE SERVICES COMPANY LLC	110449715		100.00	(675.55)
02/08/2016	CR	RCPT	CHRONOTRACK SYSTEMS	110468746		105.00	(780.55)
02/24/2016	CR	RCPT	SEAN BLASIUS	110471404		25.00	(805.55)
02/24/2016	CR	RCPT	JANE FRASIER	110471405		15.00	(820.55)
03/01/2016	CR	RCPT	CHRONO TRACK SYSTEMS CORP	110472469		50.00	(870.55)
03/22/2016	CR	RCPT	CHRONO TRACK SYSTEMS	110474765		50.00	(920.55)
03/22/2016	CR	RCPT	CHRONO TRACK SYSTEMS	110474766		80.00	(1,000.55)
03/23/2016	CR	RCPT	PUZZLERS PUB	110474851		100.00	(1,100.55)
04/01/2016	CR	RCPT	FRANK JOHNSON	110475186		15.00	(1,115.55)
04/08/2016	CR	RCPT	CLARENCE MARLIN BUDDY	110475937		15.00	(1,130.55)
04/08/2016	CR	RCPT	CLARENCE MARLIN SYLVIA	110475937		15.00	(1,145.55)
04/11/2016	CR	RCPT	HURLEY MEDICAL CENTER	110476216		2,500.00	(3,645.55)
04/13/2016	CR	RCPT	LORI TOMLINSON	110476515		15.00	(3,660.55)
04/14/2016	CR	RCPT	CHRONOTRACK SYSTEMS	110476766		160.00	(3,820.55)
04/15/2016	CR	RCPT	KIWANIS CLUB OF BURTON	110477119		150.00	(3,970.55)
04/22/2016	CR	RCPT	PEGGY SOTH	110477948		28.00	(3,998.55)
04/25/2016	CR	RCPT	LAURA SJOSTROM	110478067		25.00	(4,023.55)
04/25/2016	CR	RCPT	CHRONOTRACK SYSTEMS CORP	110478105		50.00	(4,073.55)
04/25/2016	CR	RCPT	CHRONOTRACK SYSTEMS CORP	110478105		55.00	(4,128.55)
04/28/2016	CR	RCPT	DEE MORENO	110478242		15.00	(4,143.55)
05/02/2016	CR	RCPT	JOHN GOOCH	110478427		25.00	(4,168.55)
05/02/2016	CR	RCPT	KAREN LITTLE	110478449		50.00	(4,218.55)
05/02/2016	CR	RCPT	DENISE DASHNER	110478463		15.00	(4,233.55)
05/02/2016	CR	RCPT	DENISE DASHNER	110478463		15.00	(4,248.55)
05/04/2016	CR	RCPT	DE STARNES	110478869		25.00	(4,273.55)
05/05/2016	CR	RCPT	JACOLBI JARRETT	110478907		25.00	(4,298.55)
05/05/2016	CR	RCPT	JACOLBI JARRETT	110478907		25.00	(4,323.55)
05/05/2016	CR	RCPT	SAM CRAWFORD	110478908		25.00	(4,348.55)
05/05/2016	CR	RCPT	MATTHEW MCPHERSON	110478909		25.00	(4,373.55)
05/05/2016	CR	RCPT	MATTHEW MCPHERSON	110478909		25.00	(4,398.55)
05/05/2016	CR	RCPT	CHRONOTRACK SYSTEMS	110478921		180.00	(4,578.55)
05/06/2016	CR	RCPT	SHARMON KEHLER	110479025		25.00	(4,603.55)
05/09/2016	CR	RCPT	SHEILA SMITH	110479197		15.00	(4,618.55)
05/09/2016	CR	RCPT	JANE JOHNSON	110479199		15.00	(4,633.55)
05/11/2016	CR	RCPT	DIANE JERICHOW	110479440		15.00	(4,648.55)
05/13/2016	CR	RCPT	FAMILY CARE PLUS PHY	110479758		350.00	(4,998.55)
05/16/2016	CR	RCPT	CHRONOTRACK SYSTEMS CORP	110480211		75.00	(5,073.55)
05/16/2016	CR	RCPT	CHRONOTRACK SYSTEMS CORP	110480211		415.00	(5,488.55)
05/16/2016	CR	RCPT	ARMAD POURMOVAHED	110480234		15.00	(5,503.55)
05/16/2016	CR	RCPT	HERMAN GRAHAM	110480235		25.00	(5,528.55)
05/17/2016	CR	RCPT	DENNIS KEELY	110480485		15.00	(5,543.55)
05/18/2016	CR	RCPT	WENDY DOVE	110480501		15.00	(5,558.55)
05/18/2016	CR	RCPT	SUSAN SCHARRER	110480502		30.00	(5,588.55)
05/18/2016	CR	RCPT	TRACY SCHMIDT	110480503		25.00	(5,613.55)
05/18/2016	CR	RCPT	CATHERINE LAUBE	110480504		25.00	(5,638.55)
05/19/2016	CR	RCPT	FINLEY	110480603		50.00	(5,688.55)
05/19/2016	CR	RCPT	DEBBIE SUMMERS	110480611		25.00	(5,713.55)
05/19/2016	CR	RCPT	KRISTINE SURDA	110480612		70.00	(5,783.55)
05/19/2016	CR	RCPT	SHERYL KELLY	110480613		25.00	(5,808.55)
05/23/2016	AP	INV	PARTY ANIMALS BURTON MEMORIAL DAY RACE	MEM DAY	650.00		(5,158.55)
05/23/2016	AP	INV	THE SAUCECATS BURTON MEMORIAL DAY RACE	MEM DAY	1,100.00		(4,058.55)
05/23/2016	CR	RCPT	JUDITH MELLOW JUDY MELLOW	110480694		25.00	(4,083.55)
05/23/2016	CR	RCPT	GARETH FINLEY	110480722		15.00	(4,098.55)
05/23/2016	CR	RCPT	CHRONOTRACK SYSTEMS CORP	110480736		560.00	(4,658.55)
05/23/2016	CR	RCPT	SHERRI CLINE	110480739		25.00	(4,683.55)
05/23/2016	CR	RCPT	CATHERINE DETMAN	110480745		15.00	(4,698.55)
05/23/2016	CR	RCPT	JAN WALLEN	110480746		15.00	(4,713.55)
05/23/2016	CR	RCPT	JAN WALLEN	110480746		15.00	(4,728.55)
05/23/2016	CR	RCPT	SHIRLEY LARSEN SHIRLEY	110480801		15.00	(4,743.55)
05/23/2016	CR	RCPT	SHIRLEY LARSEN GLEN	110480801		15.00	(4,758.55)
05/27/2016	CR	RCPT	RACHEL FROST RACHEL FROST	110480963		25.00	(4,783.55)
05/27/2016	CR	RCPT	JUDY LUTZE	110480997		25.00	(4,808.55)
05/31/2016	CR	RCPT	CHRONOTRACK SYSTEMS	110481055		1,355.00	(6,163.55)
06/01/2016	CR	RCPT	GENNIE KELLEY	110481111		50.00	(6,213.55)
06/01/2016	CR	RCPT	CORINNE GOVERN	110481112		60.00	(6,273.55)
06/01/2016	CR	RCPT	EDUARDO MUNOZ	110481113		25.00	(6,298.55)
06/01/2016	CR	RCPT	CHRISTINA HART	110481114		25.00	(6,323.55)
06/01/2016	CR	RCPT	CYNTHIA KASH	110481115		50.00	(6,373.55)
06/01/2016	CR	RCPT	DAWN WISNER	110481116		40.00	(6,413.55)
06/01/2016	CR	RCPT	CAROLYN STINGEL	110481117		20.00	(6,433.55)
06/01/2016	CR	RCPT	LINDSEY WHITMAN	110481118		20.00	(6,453.55)
06/01/2016	CR	RCPT	LIZ HENDERSHOTT	110481119		30.00	(6,483.55)
06/01/2016	CR	RCPT	STEVEN HATFIELD	110481120		60.00	(6,543.55)
06/01/2016	CR	RCPT	ELLEN ELLENBURG	110481121		20.00	(6,563.55)
06/01/2016	CR	RCPT	JANETTE LOHORN	110481122		40.00	(6,603.55)
06/01/2016	CR	RCPT	JOHN THOMAS	110481123		20.00	(6,623.55)
06/01/2016	CR	RCPT	ELLEN ELLENBURG	110481124		30.00	(6,653.55)
06/01/2016	CR	RCPT	JIM KRUSE	110481125		20.00	(6,673.55)
06/01/2016	CR	RCPT	CYNTHIA MCGRADY	110481126		60.00	(6,733.55)
06/01/2016	CR	RCPT	KAREN BUCK	110481127		10.00	(6,743.55)
06/01/2016	CR	RCPT	CHRISTOPHER DICOSOLA	110481128		30.00	(6,773.55)
06/01/2016	CR	RCPT	CEYARD KITCHEN	110481129		40.00	(6,813.55)
06/01/2016	CR	RCPT	KIMBERLY PROPST	110481130		30.00	(6,843.55)
06/01/2016	CR	RCPT	STILL WATERS MASSAGE THERAPY	110481131		28.00	(6,871.55)
06/01/2016	CR	RCPT	CHICA'S FITNESS	110481132		160.00	(7,031.55)
06/01/2016	CR	RCPT	CRISTA THOMPSON	110481133		15.00	(7,046.55)
06/01/2016	CR	RCPT	MELODY HENRY	110481134		28.00	(7

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GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 1001-0000-690.2001 TO 1001-0000-690.2001
TRANSACTIONS FROM 07/01/2015 TO 06/30/2016

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			1001-0000-690.2001 BURTON MEMORIAL DAY RACE	(Continued)			
06/01/2016	CR	RCPT	KELLY RIVERA-CRAINE	110481135		28.00	(7,102.55)
06/01/2016	CR	RCPT	CAROL SMILEY	110481136		56.00	(7,158.55)
06/01/2016	CR	RCPT	MELISSA BARD	110481138		10.00	(7,168.55)
06/01/2016	CR	RCPT	MARYENA & KAYLEE	110481139		30.00	(7,198.55)
06/01/2016	CR	RCPT	ELGA CREDIT UNION	110481140		345.00	(7,543.55)
06/01/2016	CR	RCPT	MID STATES BOLT AND SCREW	110481142		500.00	(8,043.55)
06/01/2016	CR	RCPT	LILY JURVELIN	110481143		15.00	(8,058.55)
06/01/2016	CR	RCPT	LILLIAN PERRON	110481144		15.00	(8,073.55)
06/01/2016	CR	RCPT	PENNY & JEAN	110481145		30.00	(8,103.55)
06/01/2016	CR	RCPT	VARIOUS PERSONS	110481146		2,531.00	(10,634.55)
06/01/2016	CR	RCPT	VARIOUS PERSONS	110481147		3.15	(10,637.70)
06/07/2016	CR	RCPT	CHRONOTRACK SYSTEMS	110481598		3,963.00	(14,600.70)
06/30/2016			1001-0000-690.2001	END BALANCE	1,750.00	16,350.70	(14,600.70)

Attachment: Memorial Day Race Fund Balance (2507 : Budget Amendment #320-331)

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GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 1001-6090-973.2001 TO 1001-6090-973.2001
TRANSACTIONS FROM 07/01/2015 TO 06/30/2016

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 1001 GENERAL FUND							
07/01/2015			1001-6090-973.2001 BURTON MEMORIAL DAY RACE		BEG. BALANCE		0.00
10/28/2015	AP	INV	BURTON HISTORICAL SOCIETY BURTON MEMORIAL DAY RACE	ICE CREAM SOCIAL	300.00		300.00
12/10/2015	AP	INV	ADVANCED TEX SCREEN PRINTING BURTON MEMORIAL DAY RACE	209915	142.00		442.00
02/01/2016	AP	INV	TOMLINSON DESIGN & ADVERTISING BURTON MEMORIAL DAY RACE	128832	85.00		527.00
02/26/2016	AP	INV	NEWTON TIMING & RACE SERVICES BURTON MEMORIAL DAY RACE	1102	104.00		631.00
02/26/2016	AP	INV	SIGN*A*RAMA BURTON MEMORIAL DAY RACE	11464	292.00		923.00
02/26/2016	AP	INV	THE GREAT PUT ON INC. BURTON MEMORIAL DAY RACE	051600	420.00		1,343.00
03/03/2016	AP	INV	TOMLINSON DESIGN & ADVERTISING BURTON MEMORIAL DAY RACE	128927	100.00		1,443.00
03/04/2016	JE	JE	RECL VETERAN'S RUN SHIRT LOGO TOMLIN	5893		100.00	1,343.00
04/14/2016	AP	INV	MAXWELL MEDALS & AWARDS BURTON MEMORIAL DAY RACE	3122769-IN	865.60		2,208.60
04/26/2016	AP	INV	THE GREAT PUT ON INC. BURTON MEMORIAL DAY RACE	052128	847.50		3,056.10
05/26/2016	AP	INV	ADVANCED TEX SCREEN PRINTING BURTON MEMORIAL DAY RACE	218016	5,592.15		8,648.25
05/26/2016	AP	INV	NILMDTS BURTON MEMORIAL DAY RACE	6/19/2016	100.00		8,748.25
05/27/2016	AP	VOID	NILMDTS BURTON MEMORIAL DAY RACE	6/19/2016		100.00	8,648.25
05/27/2016	AP	INV	NILMDTS BURTON MEMORIAL DAY RACE	6/19/16	300.00		8,948.25
06/09/2016	AP	INV	B - DOGS BURTON MEMORIAL DAY RACE	5/31/2016	1,075.00		10,023.25
06/09/2016	AP	INV	NEWTON TIMING & RACE SERVICES BURTON MEMORIAL DAY RACE	1127	2,481.71		12,504.96
06/10/2016	AP	INV	MICHIGAN'S GREATEST FUDGE BURTON MEMORIAL DAY RACE	1726	200.00		12,704.96
06/30/2016			1001-6090-973.2001	END BALANCE	12,904.96	200.00	12,704.96

Attachment: Memorial Day Race Fund Balance (2507 : Budget Amendment #320-331)

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Rachael Boggs
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2508)

DOC ID: 2508

Budget Amendment #332-338 Approve and authorize the following 2015-2016 budget amendment: Increase 2006-2006-703.0000 Salary by $800; Increase 2006-2006-706.0000 Salaries Permanent by $1,400; Decrease 2006-2006-707.0000 Part Time Fire by $25,000; Increase 2006-2006-719.0000 Fringe Benefits by $25,000; Decrease 2006-2006-818.0000 Contractual Service by $3,700; Increase 2006-2006-910.0000 Building Insurance by $200; Increase 2006-2006-921.0000 Sewer Payment by $1,300.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- BA 332-338a (PDF)
- BA 332-338b (PDF)

332-338

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2006 - FIRE DEPARTMENT						
Revenues						
Dept 0000						
2006-0000-403.0000	CURRENT REAL/PERSONAL TAXES	490,100.00	492,262.74	0.00	(2,162.74)	100.44
2006-0000-404.0000	TAX CHARGEBACKS	(4,000.00)	0.00	0.00	(4,000.00)	0.00
2006-0000-407.0000	DELINQUENT PERSONAL TAXES	29,300.00	0.00	0.00	29,300.00	0.00
2006-0000-501.0010	FEDERAL AFG FEMA FIRE GRANT	1,000,000.00	62,291.00	0.00	937,709.00	6.23
2006-0000-501.0020	FEMA SIREN GRANT REVENUE	90,000.00	0.00	0.00	90,000.00	0.00
2006-0000-501.7081	AFG GRANT REVENUE - RADIOS/EMT TRAINING	0.00	0.00	0.00	0.00	0.00
2006-0000-501.7082	FP&S GRANT REVENUE - SMOKE HOUSE TRAILER	0.00	0.00	0.00	0.00	0.00
2006-0000-501.7083	AFG GRANT REVENUE - FIRE ENGINE	0.00	0.00	0.00	0.00	0.00
2006-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	10,000.00	10,719.31	1,788.00	(719.31)	107.19
2006-0000-630.0000	FIRE RECOVERY FEES	47,948.77	37,606.04	854.86	10,342.73	78.43
2006-0000-631.0000	FIRE INSPECTION FEES	3,000.00	2,200.00	275.00	800.00	73.33
2006-0000-633.0000	SITE PLAN REVIEW	1,200.00	450.00	0.00	750.00	37.50
2006-0000-666.0000	INTEREST INCOME	900.00	629.96	0.00	270.04	70.00
2006-0000-673.0000	SALE OF ASSETS	23,300.00	15,925.00	0.00	7,375.00	68.35
2006-0000-675.0000	REFUNDS & REBATES	3,500.00	0.00	0.00	3,500.00	0.00
2006-0000-678.0000	REIMBURSEMENT INCOME	18,125.22	18,094.30	0.00	30.92	99.83
2006-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	0.00	0.00	0.00	0.00	0.00
2006-0000-691.1001	CONTRIBUTION FROM GENERAL FUND	900,000.00	900,000.00	0.00	0.00	100.00
2006-0000-694.0000	OTHER REVENUES	3,500.00	1,998.12	0.00	1,501.88	57.09
2006-0000-699.0000	CONTINGENCY	136,400.00	0.00	0.00	136,400.00	0.00
Total Dept 0000		2,753,273.99	1,542,176.47	2,917.86	1,211,097.52	56.01
TOTAL Revenues		2,753,273.99	1,542,176.47	2,917.86	1,211,097.52	56.01
Expenditures						
Dept 2006-FIRE DEPARTMENT EXPENDITURES						
2006-2006-703.0000	SALARY	61,400.00	57,361.42	2,360.55	4,038.58	93.42 ↑8
2006-2006-706.0000	SALARIES PERMANENT	99,800.00	92,331.60	3,591.33	7,468.40	92.52 ↑1
2006-2006-707.0000	PART-TIME FIREMEN	240,000.00	177,521.58	0.00	62,478.42	73.97 ↓2
2006-2006-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00
2006-2006-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
2006-2006-717.0000	RETIREMENT - MERS ACTIVE	0.00	783.30	783.30	(783.30)	100.00
2006-2006-718.0000	RETIREMENT - MERS RETIREES	0.00	1,825.50	1,825.50	(1,825.50)	100.00

Attachment: BA 332-338a (2508 : Budget Amendment #332-338)

2006-2006-719.0000	FRINGE BENEFITS	161,000.00	166,851.26	(2,569.28)	(5,851.26)	103.63 ↑25
2006-2006-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	0.00	0.00	0.00	0.00
2006-2006-727.0000	OFFICE SUPPLIES	1,000.00	955.44	28.24	44.56	95.54
2006-2006-728.0000	INFORMATION TECH ALLOCATION	25,100.00	25,100.00	0.00	0.00	100.00
2006-2006-744.0000	SAFETY WEAR & HEALTH	68,948.77	65,580.14	10,184.53	3,368.63	95.11
2006-2006-757.0000	OPERATING EXPENDITURES	20,000.00	15,561.85	440.20	4,438.15	77.81
2006-2006-808.0000	AUDIT	2,800.00	2,800.00	0.00	0.00	100.00
2006-2006-818.0000	CONTRACTUAL SERVICES	26,000.00	9,812.26	24.55	16,187.74	37.74 ↓13
2006-2006-826.0000	LEGAL	5,000.00	640.75	0.00	4,359.25	12.82 ↓2
2006-2006-828.0000	MEMBERSHIP & DUES	5,000.00	4,205.90	0.00	794.10	84.12
2006-2006-863.0000	AUTO REPAIR	53,000.00	37,331.30	349.66	15,668.70	70.44
2006-2006-864.0000	TRAINING & CERTIFICATIONS	2,500.00	1,057.60	0.00	1,442.40	42.30
2006-2006-867.0000	GAS & OIL	16,000.00	10,087.50	488.86	5,912.50	63.05
2006-2006-910.0000	INSURANCE	32,000.00	24,306.25	0.00	7,693.75	75.96
2006-2006-910.7020	BUILDING INSURANCE	2,000.00	2,199.97	0.00	(199.97)	110.00 ↑2
2006-2006-920.0000	UTILITIES	39,000.00	32,952.14	1,442.55	6,047.86	84.49
2006-2006-921.0000	SEWER PAYMENTS	5,000.00	5,394.20	485.32	(394.20)	107.88 ↑1
2006-2006-934.0000	EQUIPMENT REPAIR	9,000.00	8.34	0.00	8,991.66	0.09
2006-2006-937.0000	BUILDING MAINT & SUPPLIES	30,749.03	25,668.50	802.76	5,080.53	83.48
2006-2006-943.0000	EQUIPMENT RENTAL	14,500.00	11,072.44	0.00	3,427.56	76.36
2006-2006-956.0000	MISCELLANEOUS	800.00	663.76	0.00	136.24	82.97
2006-2006-957.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
2006-2006-962.0000	TRAINING & MATERIALS	22,800.00	11,723.18	77.58	11,076.82	51.42
2006-2006-963.0000	PREVENTION MATERIALS	9,376.19	8,865.80	0.00	510.39	94.56
2006-2006-977.0020	FEMA SIREN GRANT EXPENDITURE	0.00	0.00	0.00	0.00	0.00
2006-2006-977.7081	AFG - RADIOS/EMT TRAINING	0.00	0.00	0.00	0.00	0.00
2006-2006-977.7082	FP&S SMOKE HOUSE TRAILER	0.00	0.00	0.00	0.00	0.00
2006-2006-977.7087	COMMUNITY DEVELOPMENT BLOCK GRANT EXP	0.00	0.00	0.00	0.00	0.00
2006-2006-977.7089	NEW EQUIPMENT	359,500.00	193,769.79	2,200.00	165,730.21	53.90
2006-2006-984.0000	OFFICE EQUIPMENT	300.00	0.00	0.00	300.00	0.00
2006-2006-985.0000	VEHICLE	899,800.00	45,213.10	0.00	854,586.90	5.02
2006-2006-985.7083	AFG - FIRE ENGINE	0.00	0.00	0.00	0.00	0.00
2006-2006-991.0000	PRINCIPAL ON BONDS	150,000.00	150,000.00	0.00	0.00	100.00
2006-2006-991.0001	PRINCIPAL PORTION OF LEASE (CAPITAL) PMT	44,500.00	0.00	0.00	44,500.00	0.00
2006-2006-995.0000	INTEREST ON BONDS	179,800.00	179,725.00	0.00	75.00	99.96
2006-2006-995.0001	INTEREST PORTION OF LEASE (CAPITAL) PMT	15,900.00	0.00	0.00	15,900.00	0.00
2006-2006-999.0000	PAYING AGENT FEES ON BONDS	700.00	250.00	0.00	450.00	35.71
2006-2006-999.3000	TRANSFER OUT TO DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
2006-2006-999.4206	TRANSFER OUT TO FIRE CAPITAL PROJECTS	150,000.00	0.00	0.00	150,000.00	0.00
Total Dept 2006-FIRE DEPARTMENT EXPENDITURES		2,753,273.99	1,361,619.87	22,515.65	1,391,654.12	49.45
TOTAL Expenditures		2,753,273.99	1,361,619.87	22,515.65	1,391,654.12	49.45
Fund 2006 - FIRE DEPARTMENT:						
TOTAL REVENUES		2,753,273.99	1,542,176.47	2,917.86	1,211,097.52	56.01
TOTAL EXPENDITURES		2,753,273.99	1,361,619.87	22,515.65	1,391,654.12	49.45

NET OF REVENUES & EXPENDITURES	0.00	180,556.60	(19,597.79)	(180,556.60)	100.00
BEG. FUND BALANCE	223,156.11	223,156.11			
END FUND BALANCE	223,156.11	403,712.71			

6-13-2016

Ginger below is my reasons for 3 budget amendments that I am requesting.

1- Please Move 1,300 dollars from Line item 2006-2006-818.0000 contractual services to line item 2006-2006-921.0000 sewer payments. The sewer bill has increased (per city council) over last year. We need this increase to reflect in 2016-2017 fiscal years budget.
2- Building insurance line item 910.7020 has also increased by 200 dollars. Please move 200 dollars from line item 818.0000 contractual services to cover this insurance increase. This also needs to reflect in our 2016-2017 fiscal years budget
3- Fringe benefits line item 719.000 is over budget by 25,000. This was due to tuition reimbursement, flu shots, Workers comp increase due to payroll audit, new hires, flint water crisis payroll. I am requesting 25,000 be moved from line item 707.0000 Part time firemen payroll to offset this deficit. This also needs to reflect in 2016-2017 fiscal years budget.

Thanks for your help in this matter.

Marvin Epperson
Fire Chief City of Burton

Budget Amendment #339-356 Approve and authorize the following 2015-2016 budget amendment: Increase 2007-2007-703.0000 Chief of Police Salary by $800; Increase 2007-2007-704.0000 Lieutenants Salaries by $650.00; Increase 2007-2007-705.0000 Sergeants Salaries by $21,801; Decrease 2007-2007-706.0000 Salaries Permanent by $23,251; Increase 2007-2007-863.0000 Auto Repair by $12,000; Decrease 2007-2007-826.0000 Legal by $6,000; Decrease 2007-2007-818.0000 Contractual Services by $6,000; Increase 2007-2007-727.0000 Office Supplies by 500; Decrease 2007-2007-741.0000 Ammunition by $500; Increase 2007-2007-921.0000 Sewer Payments by $1300; Increase 2007-2007-910.0000 Insurance by $1200; Decrease 2007-2007-962.0000 Training (officer) by $2,500; Increase 2007-2007-811.7773 FANG Expenditure by $20,000; Increase 2007-0000-629.7773 FANG Revenue by $20,000; Increase 2007-2007-811.7792 HIDTA Expenditure by $4,000; Increase 2007-2007-629.7792 HIDTA Revenue by $4,000; Increase 2007-2007-811.7798 Hemp Grant Expenditure by $2,000; Increase 2007-0000-629.7798 Hemp Grant Revenue by $2,000.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- BA 339-356a (PDF)
- BA 339-356b (PDF)

339-356

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2007 - POLICE FUND						
Revenues						
Dept 0000						
2007-0000-403.0000	CURRENT TAXES	4,359,300.00	4,178,398.42	0.00	180,901.58	95.85
2007-0000-404.0000	TAX CHARGEBACKS	(54,500.00)	0.00	0.00	(54,500.00)	0.00
2007-0000-407.0000	DELINQUENT PERSONAL TAXES	95,000.00	0.00	0.00	95,000.00	0.00
2007-0000-501.0000	FEDERAL DONATIONS	0.00	0.00	0.00	0.00	0.00
2007-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	78,000.00	90,982.15	15,177.00	(12,982.15)	116.64
2007-0000-580.0000	CONTRIBUTION FROM LOCAL UNITS	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7771	COURTLAND CENTER CHARGES	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7773	F.A.N.G. CHARGES	175,000.00	124,154.21	11,250.00	50,845.79	70.95
2007-0000-629.7774	CMH GRANT REVENUES	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7775	D.D.A. LABOR CHARGES	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7776	SCHOOL RESOURCE PROGRAM REVENUE	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7777	GAIN UNIT OFFICER REVENUE	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7792	HIDTA GRANT REVENUE (FANG)	15,000.00	15,861.32	0.00	(861.32)	105.74
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	HEMP GRANT REVENUE (FANG)	2,379.29	1,640.39	599.28	738.90	68.94
2007-0000-629.7800	F.A.C.T. GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7802	BRYNE JAG GRANT	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7803	PT-08-38 OHSP SAFE COMMUNITIES GRANT	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7804	PROJECT SAFE NEIGHBORHOODS (FANG)	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7806	PT-09-25 OHSP SAFE COMMUNITIES GRANT	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7807	OCDETF GRANT (FANG) DOJ GLMIE0472	7,500.00	937.32	0.00	6,562.68	12.50
2007-0000-629.7808	PT-10-20 OHSP SAFE COMMUNITIES GRANT	16,000.00	9,517.34	0.00	6,482.66	59.48
2007-0000-629.7809	WEED & SEED GRANT (FANG)	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7810	SOUTH SIDE GRANT (FANG)	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7811	ATF TASK FORCE REVENUE (FANG)	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7812	GENESEE CTY POSSE	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7813	COPS GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
2007-0000-629.7814	BYRNE GRANT - METH (FANG) FED $	5,000.00	236.04	0.00	4,763.96	4.72
2007-0000-629.7815	OCDETF POINT BLANK GRANT	5,264.45	8,295.66	0.00	(3,031.21)	157.58
2007-0000-660.0000	DISTRICT COURT FEES	75,000.00	56,097.77	5,731.16	18,902.23	74.80
2007-0000-661.0000	POLICE FEES	20,000.00	21,600.00	1,400.00	(1,600.00)	108.00
2007-0000-663.0000	S.O. REGISTRY ANNUAL FEE REVENUE	2,200.00	3,150.00	100.00	(950.00)	143.18
2007-0000-666.0000	INTEREST INCOME	200.00	4,117.42	0.00	(3,917.42)	2,058.71
2007-0000-671.0000	DONATIONS	1,000.00	0.00	0.00	1,000.00	0.00

2007-0000-673.0000	SALE OF ASSETS	0.00	1,836.00	0.00	(1,836.00)	100.00	
2007-0000-675.0000	REFUNDS & REBATES	18,500.00	0.00	0.00	18,500.00	0.00	
2007-0000-678.0000	REIMBURSEMENT INCOME	30,000.00	46,774.67	5,436.26	(16,774.67)	155.92	
2007-0000-691.1001	CONTRIBUTION FROM GENERAL FUND	699,084.47	699,084.47	0.00	0.00	100.00	
2007-0000-691.5013	TRANSFER FROM DDA	5,000.00	5,000.00	0.00	0.00	100.00	
2007-0000-694.0000	OTHER REVENUES	10,000.00	10,934.87	90.00	(934.87)	109.35	
2007-0000-696.0000	FACE VALUE OF DEBT PROCEEDS	0.00	0.00	0.00	0.00	0.00	
2007-0000-699.0000	CONTINGENCY	444,315.99	0.00	0.00	444,315.99	0.00	
Total Dept 0000		6,011,244.20	5,278,618.05	39,783.70	732,626.15	87.81	
TOTAL Revenues		6,011,244.20	5,278,618.05	39,783.70	732,626.15	87.81	
Expenditures							
Dept 0000							
2007-0000-719.0000	Payroll Fringes	0.00	0.00	0.00	0.00	0.00	
2007-0000-999.7094	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	
Total Dept 0000		0.00	0.00	0.00	0.00	0.00	
Dept 2007-POLICE FUND EXPENSES							
2007-2007-703.0000	ADMINISTRATIVE SALARIES	70,200.00	65,581.55	2,698.83	4,618.45	93.42	↑80
2007-2007-704.0000	LIEUTENANTS SALARIES	154,000.00	141,908.86	6,274.32	12,091.14	92.15	↑6
2007-2007-705.0000	SERGEANTS SALARIES	312,440.86	303,242.74	15,564.94	9,198.12	97.06	↑21
2007-2007-706.0000	SALARIES PERMANENT	1,885,903.44	1,583,640.87	67,052.04	302,262.57	83.97	↓2
2007-2007-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00	
2007-2007-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2007-2007-709.2007	OVERTIME - BACK TO THE BRICKS	0.00	0.00	0.00	0.00	0.00	
2007-2007-717.0000	RETIREMENT - MERS ACTIVE	0.00	5,028.51	5,028.51	(5,028.51)	100.00	
2007-2007-718.0000	RETIREMENT - MERS RETIREES	0.00	43,561.72	43,561.72	(43,561.72)	100.00	
2007-2007-719.0000	FRINGE BENEFITS	2,429,840.17	2,137,401.96	(44,070.92)	292,438.21	87.96	
2007-2007-719.2007	FRINGE BENEFITS - OT B2B	20,000.00	20,000.00	0.00	0.00	100.00	
2007-2007-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	0.00	0.00	0.00	0.00	
2007-2007-727.0000	OFFICE SUPPLIES	6,000.00	6,331.02	533.08	(331.02)	105.52	↑5
2007-2007-728.0000	INFORMATION TECH ALLOCATION	58,900.00	58,900.00	0.00	0.00	100.00	
2007-2007-728.0001	IT CONNECTIVITY CHARGES	0.00	0.00	0.00	0.00	0.00	
2007-2007-731.0000	POSTAGE	1,000.00	834.38	27.06	165.62	83.44	
2007-2007-741.0000	AMMUNITION & WEAPONS	20,000.00	9,949.66	7,277.63	10,050.34	49.75	↓5
2007-2007-744.0000	UNIFORMS	15,000.00	14,865.32	612.95	134.68	99.10	
2007-2007-757.0000	OPERATING EXPENDITURES	12,000.00	11,624.62	2,351.83	375.38	96.87	
2007-2007-808.0000	AUDIT	3,200.00	3,200.00	0.00	0.00	100.00	
2007-2007-811.7773	F.A.N.G. PROJECT OFFICERS	284,000.00	287,580.81	685.41	(3,580.81)	101.26	↑20
2007-2007-811.7774	CMH GRANT - OWI	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7776	SCHOOL RESOURCE PROGRAM CHARGES	300.00	243.45	243.45	56.55	81.15	
2007-2007-811.7777	POLICE GAIN UNIT OFFICER	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7792	HIDTA GRANT EXPENSE (FANG)	15,000.00	17,131.86	1,209.97	(2,131.86)	114.21	↑4
2007-2007-811.7797	D.H.E. GRANT EXPENSE (FANG)	2,000.00	0.00	0.00	2,000.00	0.00	

Attachment: BA 339-356a (2519 : Budget Amendment #339-356)

2007-2007-811.7798	HEMP GRANT EXPENSE (FANG)	3,179.29	4,213.44	0.00	(1,034.15)	132.53	↑2
2007-2007-811.7800	F.A.C.T. GRANT EXPENSE	600.00	0.00	0.00	600.00	0.00	
2007-2007-811.7802	BRYNE JAG GRANT-RECORDS IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7803	PT-08-38 OHSP SAFE COMMUNITIES GRANT	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7804	PROJECT SAFE NEIGHBORHOODS (FANG)	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7805	PT-08-38 OHSP ENFORCEMENT EQUIPMENT GRNT	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7806	PT-09-25 OHSP SAFE COMMUNITIES GRANT	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7807	PT-09-25 OHSP OPERATING/EQUIPMENT GRANT	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7808	PT-10-20 OHSP SAFE COMMUNITIES GRANT	16,000.00	7,334.18	233.00	8,665.82	45.84	
2007-2007-811.7809	WEED & SEED GRANT (FANG)	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7810	SOUTH SIDE GRANT (FANG)	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7811	ATF TASK FORCE EXPENSE (FANG)	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7812	GENESEE CTY POSSE	0.00	0.00	0.00	0.00	0.00	
2007-2007-811.7813	OCDETF EXPENDITURES	4,000.00	0.00	0.00	4,000.00	0.00	
2007-2007-811.7814	METH GRANT EXPENDITURES	5,000.00	4,053.80	0.00	946.20	81.08	
2007-2007-811.7815	OCDETF POINT BLANK GRANT	8,764.45	7,418.23	161.73	1,346.22	84.64	
2007-2007-818.0000	CONTRACTUAL SERVICE	56,500.00	39,730.10	2,828.05	16,769.90	70.32	↓6)
2007-2007-818.7170	NARCOTICS INVESTIGATION	26,520.00	26,516.26	0.00	3.74	99.99	
2007-2007-826.0000	LEGAL	100,000.00	72,788.94	4,144.50	27,211.06	72.79	↓6 o
2007-2007-828.0000	MEMBERSHIP & DUES	1,500.00	923.00	290.00	577.00	61.53	
2007-2007-863.0000	AUTO REPAIR	60,000.00	71,603.32	8,341.17	(11,603.32)	119.34	↑12)
2007-2007-864.0000	TRAINING & CERTIFICATIONS	3,000.00	1,707.75	0.00	1,292.25	56.93	
2007-2007-867.0000	GAS & OIL	100,000.00	67,117.97	7,990.20	32,882.03	67.12	
2007-2007-868.0000	AUTO WASH	3,500.00	3,474.00	316.00	26.00	99.26	
2007-2007-910.0000	INSURANCE	75,000.00	76,025.93	0.00	(1,025.93)	101.37	↑12
2007-2007-920.0000	UTILITIES	90,000.00	43,081.02	3,453.11	46,918.98	47.87	
2007-2007-921.0000	SEWER PAYMENTS	2,500.00	2,760.07	318.19	(260.07)	110.40	↑E
2007-2007-931.0000	BUILDING REPAIR	0.00	0.00	0.00	0.00	0.00	
2007-2007-934.0000	EQUIPMENT REPAIRS	1,600.00	568.32	0.00	1,031.68	35.52	
2007-2007-943.0000	EQUIPMENT RENTAL	9,000.00	8,181.09	0.00	818.91	90.90	
2007-2007-956.0000	MISCELLANEOUS	2,480.00	45.87	0.00	2,434.13	1.85	
2007-2007-957.0000	CONTINGENCY (SURPLUS)	0.00	0.00	0.00	0.00	0.00	
2007-2007-962.0000	TRAINING (OFFICER)	15,000.00	11,620.59	4,143.31	3,379.41	77.47	↓2)
2007-2007-965.0000	SOR ANNUAL FEE- STATE OF MI PORTION	0.00	0.00	0.00	0.00	0.00	
2007-2007-984.0000	OFFICE EQUIPMENT	1,815.99	1,815.99	0.00	0.00	100.00	
2007-2007-985.0000	POLICE VEHICLES	120,000.00	118,194.00	9,202.00	1,806.00	98.50	
2007-2007-991.0000	PRINCIPAL	0.00	0.00	0.00	0.00	0.00	
2007-2007-991.0001	PRINCIPAL PORTION OF LEASE (CAPITAL) PMT	14,900.00	14,889.34	0.00	10.66	99.93	
2007-2007-995.0001	INTEREST PORTION OF LEASE (CAPITAL) PMT	3,600.00	3,561.52	0.00	38.48	98.93	
2007-2007-999.7094	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	
Total Dept 2007-POLICE FUND EXPENSES		6,014,244.20	5,298,652.06	150,472.08	715,592.14	88.10	
TOTAL Expenditures		6,014,244.20	5,298,652.06	150,472.08	715,592.14	88.10	
Fund 2007 - POLICE FUND: TOTAL REVENUES		6,011,244.20	5,278,618.05	39,783.70	732,626.15	87.81	

TOTAL EXPENDITURES	6,014,244.20	5,298,652.06	150,472.08	715,592.14	88.10
NET OF REVENUES & EXPENDITURES	(3,000.00)	(20,034.01)	(110,688.38)	17,034.01	667.80
BEG. FUND BALANCE	432,535.83	432,535.83			
END FUND BALANCE	429,535.83	412,501.82			

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Thomas Osterholzer
Date: June 13, 20116

Re: Memo of Explanation for
Budget amendment

Madam Mayor:

Agenda item wording:

Budget Amendment within the Police Department Budget for **Auto Repair.**

Explanation:

We are requesting that Council approve a budget amendment within the Police Department as follows:

Transfer $6,000.00 into Auto Repair 2007-2007-863.0000 from Legal 2007-2007-826.000.

Transfer $6,000.00 into Auto Repair 2007-2007-863.0000 from Contractual Service 2007-2007.818.0000.

This item is trending toward overage as the result of collision repair covered under insurance, with insurance monies coming back in under revenue, but not reflected in expenditure.

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Thomas Osterholzer
Date: June 13, 20116

Re: Memo of Explanation for
Budget amendment

Madam Mayor:

Agenda item wording:

Budget Amendment within the Police Department Budget for **Insurance.**

Explanation:

We are requesting that Council approve a budget amendment within the Police Department as follows:

Transfer $1,200.00 into Insurance 2007-2007-910.000 from Training Officer 2007-2007-962.000.

This item is trending toward overage as the result of a rate increase post budget.

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Thomas Osterholzer
Date: June 13, 20116

Re: Memo of Explanation for
Budget amendment

Madam Mayor:

Agenda item wording:

Budget Amendment within the Police Department Budget for **Sewer Payment**.

Explanation:

We are requesting that Council approve a budget amendment within the Police Department as follows:

Transfer $1,300.00 into Sewer Payment 2007-2007-921.0000 from Training Officer 2007-2007-962.000.

This item is trending toward overage as the result of a rate increase post budget.

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Thomas Osterholzer
Date: June 13, 20116

Re: Memo of Explanation for
Budget amendment

Madam Mayor:

Agenda item wording:

Budget Amendment within the Police Department Budget for **FANG Project officers, HIDTA (FANG), and HEMP Grant (FANG)**.

Explanation:

We are requesting that Council approve a budget amendment within the Police Department for the above listed budgets, to be reflected **in both the revenue and expenditure portion of the budget:**

$20,000.00 to 2007-2007-811.7773 FANG Project Officers, both revenue and expenditure.

$4,000.00 to 2007-2007-811.7792 HIDTA Grant, both revenue and expenditure.

$2,000.00 to 2007-2007-811.7798 HEMP Grant, both revenue and expenditure.

These items are trending toward overage as the amount of FANG overtime is projected from year to year based on previous experience, but officers may work more of these grants or less based upon case load, availability, etc.

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Ginger Burke-Miller
Department Head: Ginger Burke-Miller

AGENDA ITEM (ID # 2520)

DOC ID: 2520

Budget Amendment #357-359 Approve and authorize the following 2015-2016 budget amendment: Increase 6036-6036-703.0000 Salary by $5,500; Increase 6036-6036-719.0000 Fringe Benefits by $3,000; Decrease 6036-6036-968.0000 Depreciation Expense by $8500.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- BA 357-359 (PDF)

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USE
Fund 6036 - INFORMATION TECHNOLOGY FUND						
Revenues						
Dept 0000						
6036-0000-645.0000	SALE OF EQUIPMENT	0.00	0.00	0.00	0.00	0.00
6036-0000-666.0000	INTEREST INCOME	400.00	774.27	0.00	(374.27)	193.57
6036-0000-669.0680	TECH CHARGES - LOCAL STREET	2,500.00	2,500.00	0.00	0.00	100.00
6036-0000-669.0681	TECH CHARGES - MAJOR STREET	2,500.00	2,500.00	0.00	0.00	100.00
6036-0000-669.0682	TECH CHARGES - SEWER	54,000.00	54,000.00	0.00	0.00	100.00
6036-0000-669.0683	TECH CHARGES - WATER	39,200.00	39,200.00	0.00	0.00	100.00
6036-0000-669.0684	TECH CHARGES - GENERAL FUND (ALL DEPTS)	146,000.00	142,300.00	0.00	3,700.00	97.47
6036-0000-669.0685	TECH CHARGES - MOTOR POOL	14,700.00	14,700.00	0.00	0.00	100.00
6036-0000-669.0686	TECH CHARGES - POLICE	58,900.00	58,900.00	0.00	0.00	100.00
6036-0000-669.0687	TECH CHARGES - FIRE	25,100.00	25,100.00	0.00	0.00	100.00
6036-0000-669.0689	TECH CHARGES - BUILDING	9,800.00	9,800.00	0.00	0.00	100.00
6036-0000-669.0690	TECH CHARGES-SENIOR CITIZEN	4,900.00	4,900.00	0.00	0.00	100.00
6036-0000-673.0000	SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00
6036-0000-675.0000	REFUNDS & REBATES	8,400.00	8,020.59	0.00	379.41	95.48
6036-0000-691.1001	CONTRIBUTION FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
6036-0000-691.7094	TRANSFERS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
6036-0000-693.0001	GAIN ON SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
6036-0000-694.0000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
6036-0000-699.0000	CONTINGENCY/DEFICIT	89,600.00	0.00	0.00	89,600.00	0.00
Total Dept 0000		456,000.00	362,694.86	0.00	93,305.14	79.54
Dept 6036-INFO TECH EXPENSES						
6036-6036-699.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
Total Dept 6036-INFO TECH EXPENSES		0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		456,000.00	362,694.86	0.00	93,305.14	79.54
Expenditures						
Dept 6036-INFO TECH EXPENSES						
6036-6036-703.0000	ADMINISTRATIVE SALARY	65,000.00	64,929.63	2,677.32	70.37	99.89
6036-6036-706.0000	SALARIES PERMANENT	0.00	0.00	0.00	0.00	0.00
6036-6036-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00
6036-6036-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
6036-6036-717.0000	RETIREMENT - MERS ACTIVE	0.00	451.93	451.93	(451.93)	100.00
6036-6036-718.0000	RETIREMENT - MERS RETIREES	0.00	1,016.04	1,016.04	(1,016.04)	100.00
6036-6036-719.0000	FRINGE BENEFITS	75,500.00	67,496.39	1,333.04	8,003.61	89.40
6036-6036-727.0000	OFFICE SUPPLIES	5,000.00	4,082.08	327.11	917.92	81.64
6036-6036-757.0000	OPERATING EXPENDITURES	1,500.00	1,102.73	0.00	397.27	73.52
6036-6036-808.0000	AUDIT	0.00	0.00	0.00	0.00	0.00
6036-6036-818.0000	CONTRACTUAL SERVICES	158,000.00	149,961.30	1,908.33	8,038.70	94.91
6036-6036-818.6036	INFORMATION TECHNOLOGY LEASE	36,000.00	34,687.03	0.00	1,312.97	96.35
6036-6036-828.0000	MEMBERSHIP & DUES	300.00	150.00	0.00	150.00	50.00
6036-6036-864.0000	TRAINING	3,000.00	0.00	0.00	3,000.00	0.00
6036-6036-910.0000	INSURANCE	200.00	0.00	0.00	200.00	0.00
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	19.99	0.00	80.01	19.99
6036-6036-957.0000	CONTINGENCY/SURPLUS	0.00	0.00	0.00	0.00	0.00
6036-6036-968.0000	DEPRECIATION EXPENSE	106,900.00	0.00	0.00	106,900.00	0.00
6036-6036-984.0000	OFFICE EQUIPMENT	2,500.00	620.26	144.00	1,879.74	24.81
6036-6036-999.4001	TRANSFER TO CAPITAL IMPROV.	0.00	0.00	0.00		

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USE
Fund 6036 - INFORMATION TECHNOLOGY FUND						
Expenditures						
Total Dept 6036-INFO TECH EXPENSES		456,000.00	324,517.38	7,857.77	131,482.62	71.17
TOTAL Expenditures		456,000.00	324,517.38	7,857.77	131,482.62	71.17
Fund 6036 - INFORMATION TECHNOLOGY FUND:						
TOTAL REVENUES		456,000.00	362,694.86	0.00	93,305.14	79.54
TOTAL EXPENDITURES		456,000.00	324,517.38	7,857.77	131,482.62	71.17
NET OF REVENUES & EXPENDITURES		0.00	38,177.48	(7,857.77)	(38,177.48)	100.00

Attachment: BA 357-359 (2520 : Budget Amendment #357-359)

Finance Committee
4303 S. Center Road
Burton, MI 48519

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Ginger Burke-Miller

ADOPTED

AGENDA ITEM (ID # 2495)

DOC ID: 2495

Budget Amendment #360-367 Approve and authorize the following 2015-2016 budget amendment: Increase 2003-4074-706.0000 Salaries Permanent-Traffic Signs by $4,000; Increase 2003-4074-719.0000 Fringe Benefits-Traffic Signs by $4,000. Increase 2003-4081-719.0000 Fringe Benefits-Roadside Cleanup by $1,000; Increase 2003-4082-705.0000 Supervision Salaries-Adminstration by $4,000; Increase 2003-4082-706.0000 Salaries Permanent-Administration by $12,000; Decrease 2003-4063-705.0000 Supervision Salaries-Surface Maintenance by $11,000; Decrease 2003-4063-706.0000 Salaries Permanent-Surface Maintenance by $11,000; Decrease 2003-4082-703.0000 Administration Salaries-Administration by $3,000.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- 360-367 (PDF)

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USE
Fund 2003 - LOCAL STREETS						
Expenditures						
Dept 0000						
2003-0000-719.0000	FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00
Total Dept 0000		0.00	0.00	0.00	0.00	0.00
Dept 4051-CONSTRUCTION						
2003-4051-719.0000	Payroll Fringes	0.00	0.00	0.00	0.00	0.00
Total Dept 4051-CONSTRUCTION		0.00	0.00	0.00	0.00	0.00
Dept 4063-SURFACE MAINTENANCE						
2003-4063-705.0000	SUPERVISION SALARIES	11,000 ↓ 45,000.00	13,510.26	0.00	31,489.74	30.02
2003-4063-706.0000	SALARIES PERMANENT	11,000 ↓ 113,900.00	70,137.61	2,346.77	43,762.39	61.58
2003-4063-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00
2003-4063-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
2003-4063-719.0000	FRINGE BENEFITS	159,000.00	130,399.36	414.28	28,600.64	82.01
Total Dept 4063-SURFACE MAINTENANCE		317,900.00	214,047.23	2,761.05	103,852.77	67.33
Dept 4068-TREES & SHRUBS						
2003-4068-705.0000	SUPERVISION SALARIES	5,100.00	923.83	0.00	4,176.17	18.11
2003-4068-706.0000	SALARIES PERMANENT	13,900.00	2,407.77	0.00	11,492.23	17.32
2003-4068-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
2003-4068-719.0000	FRINGE BENEFITS	14,100.00	6,907.96	0.00	7,192.04	48.99
Total Dept 4068-TREES & SHRUBS		33,100.00	10,239.56	0.00	22,860.44	30.94
Dept 4069-DRAINAGE						
2003-4069-705.0000	SUPERVISION SALARIES	15,100.00	6,528.09	0.00	8,571.91	43.23
2003-4069-706.0000	SALARIES PERMANENT	50,100.00	23,656.16	902.78	26,443.84	47.22
2003-4069-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
2003-4069-719.0000	FRINGE BENEFITS	88,600.00	50,308.77	67.49	38,291.23	56.78
Total Dept 4069-DRAINAGE		153,800.00	80,493.02	970.27	73,306.98	52.34
Dept 4074-TRAFFIC SIGNS						
2003-4074-705.0000	SUPERVISION SALARIES	3,400.00	2,408.38	0.00	991.62	70.83
2003-4074-706.0000	SALARIES PERMANENT	4,000 ↑ 6,000.00	7,466.29	419.04	(1,466.29)	124.44
2003-4074-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
2003-4074-719.0000	FRINGE BENEFITS	4,000 ↑ 14,000.00	15,588.17	31.20	(1,588.17)	111.34
Total Dept 4074-TRAFFIC SIGNS		23,400.00	25,462.84	450.24	(2,062.84)	108.82
Dept 4078-WINTER MAINTENANCE						
2003-4078-705.0000	SUPERVISION SALARIES	5,400.00	3,152.18	0.00	2,247.82	58.37
2003-4078-706.0000	SALARIES PERMANENT	32,000.00	24,346.83	0.00	7,653.17	76.08
2003-4078-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
2003-4078-719.0000	FRINGE BENEFITS	45,000.00	39,553.41	0.00	5,446.59	87.90

Attachment: 360-367 (2495 : Budget Amendment #360-367)

GL NUMBER	DESCRIPTION		2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USE
Fund 2003 - LOCAL STREETS							
Expenditures							
Total Dept 4078-WINTER MAINTENANCE			82,400.00	67,052.42	0.00	15,347.58	81.37
Dept 4081-ROADSIDE CLEANUP							
2003-4081-705.0000	SUPERVISION SALARIES		2,600.00	477.18	0.00	2,122.82	18.35
2003-4081-706.0000	SALARIES PERMANENT		4,100.00	1,813.63	0.00	2,286.37	44.23
2003-4081-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.00
2003-4081-719.0000	FRINGE BENEFITS	1,000 ↑	3,200.00	3,466.96	0.00	(266.96)	108.34
Total Dept 4081-ROADSIDE CLEANUP			9,900.00	5,757.77	0.00	4,142.23	58.16
Dept 4082-ADMINISTRATION							
2003-4082-703.0000	ADMINISTRATION SALARIES	3,000 ↓	11,100.00	3,296.56	835.96	7,803.44	29.70
2003-4082-705.0000	SUPERVISION SALARIES	4,000 ↑	0.00	1,898.39	142.03	(1,898.39)	100.00
2003-4082-706.0000	SALARIES PERMANENT	12,000 ↑	18,700.00	24,357.79	2,064.28	(5,657.79)	130.26
2003-4082-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.00
2003-4082-719.0000	FRINGE BENEFITS		20,000.00	6,617.48	6,617.48	13,382.52	33.09
Total Dept 4082-ADMINISTRATION			49,800.00	36,170.22	9,659.75	13,629.78	72.63
TOTAL Expenditures			670,300.00	439,223.06	13,841.31	231,076.94	65.53
Fund 2003 - LOCAL STREETS:							
TOTAL REVENUES			0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES			670,300.00	439,223.06	13,841.31	231,076.94	65.53
NET OF REVENUES & EXPENDITURES			(670,300.00)	(439,223.06)	(13,841.31)	(231,076.94)	65.53

Budget Amendment #368-382 Approve and authorize the following 2015-2016 budget amendment: Increase 2002-4063-719.0000 Fringe Benefits-Surface Maintenance by $40,260; Increase 2002-4069-705.0000 Supervision Salaries-Drainage by $1,000; Increase 2002-4069-719.0000 Fringe Benefits-Drainage by $6,000; Increase 2002-4074-706.0000 Salaries Permanent-Traffic Signs by $1,500; Increase 2002-4074-719.0000 Fringe Benefits-Traffic Signs by $3,800; Increase 2002-4078-719.0000 Fringe Benefits-Winter Maintenance by $2,776; Increase 2002-4081-719.0000 Fringe Benefits-Roadside Cleanup by $1,500, Increase 2002-4082-703.0000 Administration Salaries-Administration by $1,000; Decrease 2002-4063-705.0000 Supervision Salaries-Surface Maintenance by $6,000; Decrease 2002-4063-706.0000 Salaries Permanent-Surface Maintenance by $8,000; Decrease 2002-4068-719.0000 Fringe Benefits-Trees and Shrubs by $2,000; Decrease 2002-4078-705.0000 Supervision Salaries-Winter Maintenance by $1,800; Decrease 2002-4078-706.0000 Salaries Permanent-Winter Maintenance by $35,736; Decrease 2002-4081-706.0000 Salaries Permanent-Roadside Cleanup by $1,500; 2002-4082-706.0000 Salaries Permanent-Administration $2,800.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- 368-382 (PDF)

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION		2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USE
Fund 2002 - MAJOR STREETS							
Expenditures							
Dept 0000							
2002-0000-719.0000	PAYROLL FRINGES		0.00	0.00	0.00	0.00	0.00
Total Dept 0000			0.00	0.00	0.00	0.00	0.00
Dept 4051-CONSTRUCTION							
2002-4051-719.0000	FRINGE BENEFITS	~~$ 500 ↑~~	0.00	375.29	375.29	(375.29)	100.00
Total Dept 4051-CONSTRUCTION			0.00	375.29	375.29	(375.29)	100.00
Dept 4063-SURFACE MAINTENANCE							
2002-4063-705.0000	SUPERVISION SALARIES	6,000 $ ~~10,000~~ ↓	37,000.00	20,969.84	0.00	16,030.16	56.68
2002-4063-706.0000	SALARIES PERMANENT	8,000 ~~16,000~~ ↓	146,200.00	112,578.19	6,067.03	33,621.81	77.00
2002-4063-708.0000	SHARED SALARIES		0.00	0.00	0.00	0.00	0.00
2002-4063-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.00
2002-4063-719.0000	FRINGE BENEFITS	40260 $ ~~39,000~~ ↑	177,000.00	197,930.46	612.11	(20,930.46)	111.83
Total Dept 4063-SURFACE MAINTENANCE			360,200.00	331,478.49	6,679.14	28,721.51	92.03
Dept 4068-TREES & SHRUBS							
2002-4068-705.0000	SUPERVISION SALARIES	ok	1,600.00	388.72	0.00	1,211.28	24.30
2002-4068-706.0000	SALARIES PERMANENT	ok	3,000.00	1,120.84	0.00	1,879.16	37.36
2002-4068-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.00
2002-4068-719.0000	FRINGE BENEFITS	$ 2,000 ↓	5,200.00	2,014.13	0.00	3,185.87	38.73
Total Dept 4068-TREES & SHRUBS			9,800.00	3,523.69	0.00	6,276.31	35.96
Dept 4069-DRAINAGE							
2002-4069-705.0000	SUPERVISION SALARIES	$ 1,000 ↑	4,000.00	3,441.82	0.00	558.18	86.05
2002-4069-706.0000	SALARIES PERMANENT	~~$ 500~~ ↓	25,600.00	22,794.75	528.08	2,805.25	89.04
2002-4069-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.00
2002-4069-719.0000	FRINGE BENEFITS	$ 6,000 ↑	30,100.00	32,669.59	39.55	(2,569.59)	108.54
Total Dept 4069-DRAINAGE			59,700.00	58,906.16	567.63	793.84	98.67
Dept 4074-TRAFFIC SIGNS							
2002-4074-705.0000	SUPERVISION SALARIES	ok	2,000.00	1,322.63	0.00	677.37	66.13
2002-4074-706.0000	SALARIES PERMANENT	1,500 $ ~~1,000~~ ↑	7,500.00	7,751.37	302.64	(251.37)	103.35
2002-4074-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.00
2002-4074-719.0000	FRINGE BENEFITS	$ 3,800 ↑	7,800.00	10,510.44	22.53	(2,710.44)	134.75
Total Dept 4074-TRAFFIC SIGNS			17,300.00	19,584.44	325.17	(2,284.44)	113.20
Dept 4078-WINTER MAINTENANCE							
2002-4078-705.0000	SUPERVISION SALARIES	$ 1800 ↓	5,200.00	3,377.20	0.00	1,822.80	64.95
2002-4078-706.0000	SALARIES PERMANENT	$35,734.77 ↓	63,900.00	28,163.23	0.00	35,736.77	44.07
2002-4078-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.00
2002-4078-719.0000	FRINGE BENEFITS	$ ~~7,000~~ ↑ 2,775.82	42,800.00	45,575.82	0.00	(2,775.82)	106.49

Attachment: 368-382 (2499 : Budget Amendment #368-382)

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USE
Fund 2002 - MAJOR STREETS						
Expenditures						
Total Dept 4078-WINTER MAINTENANCE		111,900.00	77,116.25	0.00	34,783.75	68.92
Dept 4081-ROADSIDE CLEANUP						
2002-4081-705.0000	SUPERVISION SALARIES	[illegible] 2,500.00	925.19	0.00	1,574.81	37.01
2002-4081-706.0000	SALARIES PERMANENT	1500 ↓ 8,200.00	4,936.28	754.12	3,263.72	60.20
2002-4081-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
2002-4081-719.0000	FRINGE BENEFITS	1500 ↑ 8,500.00	8,929.55	56.16	(429.55)	105.05
Total Dept 4081-ROADSIDE CLEANUP		19,200.00	14,791.02	810.28	4,408.98	77.04
Dept 4082-ADMINISTRATION						
2002-4082-703.0000	ADMINISTRATION SALARIES	$1000 ↑ 5,000.00	3,520.49	835.92	1,479.51	70.41
2002-4082-705.0000	SUPERVISION SALARIES	0.00	1,265.57	94.69	(1,265.57)	100.00
2002-4082-706.0000	SALARIES PERMANENT	2800 ↓ 42,000.00	32,435.55	1,546.62	9,564.45	77.23
2002-4082-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
2002-4082-719.0000	FRINGE BENEFITS	22,500.00	4,651.70	4,651.70	17,848.30	20.67
Total Dept 4082-ADMINISTRATION		69,500.00	41,873.31	7,128.93	27,626.69	60.25
TOTAL Expenditures		647,600.00	547,648.65	15,886.44	99,951.35	84.57
Fund 2002 - MAJOR STREETS:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		647,600.00	547,648.65	15,886.44	99,951.35	84.57
NET OF REVENUES & EXPENDITURES		(647,600.00)	(547,648.65)	(15,886.44)	(99,951.35)	84.57

Budget Amendment #383-387 Approve and authorize the following 2015-2016 budget amendment: Increase 2002-0000-574.0665 Federal/State Construction Match by $500,000; Increase 2002-0000-397-7587 Loan Proceeds Lapeer Rd by $1,993,067; Increase 2002-4051-802.7587 Lapeer (Belsay to Vassar) by $1,111,364; Increase 2002-4090-957.0000 Contingency by $881,703; Decrease 2002-0000-691.0000 Transfer From Other Funds by $500,000.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- 383-387 (PDF)

383-387

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 2002 - MAJOR STREETS						
Revenues						
Dept 0000						
2002-0000-450.0000	RIGHT OF WAY PERMIT FEES	5,000.00	5,362.95	325.00	(362.95)	107.2
2002-0000-539.7589	BRISTOL RD BRIDGE GRANT	0.00	0.00	0.00	0.00	0.0
2002-0000-574.0000	51 GAS & WEIGHT TAX	2,074,513.64	1,721,758.10	167,334.56	352,755.54	83.0
2002-0000-574.0001	OTHER STATE REVENUE SOURCES	400,000.00	299,746.16	0.00	100,253.84	74.9
2002-0000-574.0659	ST OF MI ROW MAINTENANCE FEE	78,500.00	0.00	0.00	78,500.00	0.0
2002-0000-574.0665	FEDERAL/STATE CONST. MATCH $500K ↑	79,000.00	613,707.17	500,000.00	(534,707.17)	776.8
2002-0000-580.0000	CONTRIBUTION FROM LOCAL UNITS	0.00	0.00	0.00	0.00	0.0
2002-0000-649.0000	MATERIAL SALES	6,300.00	6,202.30	0.00	97.70	98.4
2002-0000-666.0000	INTEREST INCOME Also ↑	0.00	2,023.99	0.00	(2,023.99)	100.0
2002-0000-675.0000	REFUNDS & REBATES	100.00	0.00	0.00	100.00	0.0
2002-0000-678.0000	REIMBURSEMENT INCOME Transfer to GF	1,000.00	1,943.03	0.00	(943.03)	194.3
2002-0000-691.0000	TRANSFERS FROM OTHER FUNDS ↓ 500,000	2,651,375.00	2,530,000.00	0.00	121,375.00	95.4
2002-0000-694.0000	MISCELLANEOUS	13,000.00	13,416.82	0.00	(416.82)	103.2
2002-0000-697.0000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.0
2002-0000-697.7587	LOAN PROCEEDS LAPEER RD $1,993,066.70	0.00	1,993,066.70	0.00	(1,993,066.70)	100.0
2002-0000-699.0000	CONTINGENCY/DEFICIT	0.00	0.00	0.00	0.00	0.0
Total Dept 0000		5,308,788.64	7,187,227.22	667,659.56	(1,878,438.58)	135.3
TOTAL Revenues		5,308,788.64	7,187,227.22	667,659.56	(1,878,438.58)	135.3
Expenditures						
Dept 0000						
2002-0000-719.0000	PAYROLL FRINGES	0.00	0.00	0.00	0.00	0.0
Total Dept 0000		0.00	0.00	0.00	0.00	0.0
Dept 4051-CONSTRUCTION						
2002-4051-717.0000	RETIREMENT - MERS ACTIVE	0.00	588.30	588.30	(588.30)	100.0
2002-4051-718.0000	RETIREMENT - MERS RETIREES	0.00	1,388.88	1,388.88	(1,388.88)	100.0
2002-4051-719.0000	FRINGE BENEFITS	0.00	375.29	375.29	(375.29)	100.0
2002-4051-802.7562	I-69 RECONSTRUCTION/REPAIRS	8,000.00	7,469.37	0.00	530.63	93.37
2002-4051-802.7586	CENTER RD (COURT-DAVISON) diff ↑	4,357.86	4,054.87	0.00	302.99	93.05
2002-4051-802.7587	LAPEER (BELSAY TO VASSAR) 1,111,363.73	881,702.97	565,704.94	1,563.49	315,998.03	64.16
2002-4051-802.7588	ATHERTON (DORT_CENTER 2013_2014)	18,474.68	15,781.35	0.00	2,693.33	85.42
2002-4051-802.7589	BRISTOL RD BRIDGE	49,964.66	22,800.32	85.36	27,164.34	45.63
2002-4051-802.7590	CENTER RD (ATHERTON TO LIPPINCOTT)	59,302.80	62,027.38	1,545.52	(2,724.58)	104.59
2002-4051-802.7591	BELSAY RD. (COURT TO DAVISON)	1,000,000.00	862,587.76	1,740.54	137,412.24	86.26
2002-4051-802.7592	POTTER/CASTO ROADS (2015-2016)	725,000.00	715,949.88	0.00	9,050.12	98.75
2002-4051-802.7593	CENTER LIGHT SIGNAL CMAQ	229,850.00	52,364.94	750.00	177,485.06	22.78
2002-4051-802.7594	CHIP SEAL	0.00	0.00	0.00	0.00	0.00
2002-4051-802.7595	DWRF REPAIRS	0.00	0.00	0.00	0.00	0.00
2002-4051-802.7596	HOWE BRANCH THREAD CREEK/CENTER RD	121,375.00	122,849.59	15,829.14	(1,474.59)	101.21
2002-4051-803.0000	MONTHLY PREFERRED PROVIDER BEN	0.00	0.00	0.00	0.00	0.00
2002-4051-957.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
Total Dept 4051-CONSTRUCTION		3,098,027.97	2,433,942.87	23,866.52	664,085.10	78.56
Dept 4063-SURFACE MAINTENANCE						
2002-4063-705.0000	SUPERVISION SALARIES	37,000.00	20,969.84	0.00	16,030.16	56.68
2002-4063-706.0000	SALARIES PERMANENT	146,200.00	112,578.19	6,067.03	33,6[illegible]	[illegible]

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USED
Fund 2002 - MAJOR STREETS						
Expenditures						
Dept 4085-TRANSFER TO LOCAL STREET						
2002-4085-969.0000	MTF/LRP TRANSFER TO LOCAL STREETS	418,902.73	407,074.17	33,466.91	11,828.56	97.18
2002-4085-969.7110	TRANSFER TO DEBT FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 4085-TRANSFER TO LOCAL STREET		418,902.73	407,074.17	33,466.91	11,828.56	97.18
Dept 4090-CONTINGENCY						
2002-4090-957.0000	CONTINGENCY/SURPLUS 881,702.97	164,957.94	0.00	0.00	164,957.94	0.00
Total Dept 4090-CONTINGENCY		164,957.94	0.00	0.00	164,957.94	0.00
TOTAL Expenditures		5,266,243.88	4,084,460.16	107,769.16	1,181,783.72	77.56
Fund 2002 - MAJOR STREETS:						
TOTAL REVENUES		5,308,788.64	7,187,227.22	667,659.56	(1,878,438.58)	135.38
TOTAL EXPENDITURES		5,266,243.88	4,084,460.16	107,769.16	1,181,783.72	77.56
NET OF REVENUES & EXPENDITURES		42,544.76	3,102,767.06	559,890.40	(3,060,222.30)	7,292.95

Attachment: 383-387 (2502 : Budget Amendment #383-387)

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Ginger Burke-Miller

AGENDA ITEM (ID # 2509)

DOC ID: 2509

Budget Amendment #388-389 Approve and authorize the following 2015-2016 budget amendment: Decrease 1001-9099-999.2002 Transfer to Major Streets by $500,000; Decrease 1001-0000-699.0000 Contingency by $500,000.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- 388-389 (PDF)

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 1001 - GENERAL FUND						
Expenditures						
1001-8005-718.0000	RETIREMENT - MERS RETIREES	0.00	105.20	105.20	(105.20)	100.0
1001-8005-719.0000	FRINGE BENEFITS	18,600.00	15,121.72	471.06	3,478.28	81.3
1001-8005-727.0000	SUPPLIES & POSTAGE	1,500.00	579.70	0.00	920.30	38.6
1001-8005-757.0000	OPERATING EXPENDITURES	0.00	0.00	0.00	0.00	0.0
1001-8005-818.0000	CONTRACTUAL SERVICE	0.00	0.00	0.00	0.00	0.0
1001-8005-828.0000	MEMBERSHIP & DUES	100.00	27.00	0.00	73.00	27.0
1001-8005-864.0000	TRAINING	200.00	22.25	0.00	177.75	11.1
1001-8005-900.0000	NOTICES	1,000.00	1,057.50	126.90	(57.50)	105.7
Total Dept 8005-ZONING		49,400.00	41,805.92	2,045.51	7,594.08	84.6
Dept 8090-CONTINGENCY						
1001-8090-957.7890	CONTINGENCY-SURPLUS	0.00	0.00	0.00	0.00	0.0
Total Dept 8090-CONTINGENCY		0.00	0.00	0.00	0.00	0.0
Dept 9099-TRANSFERS OUT						
1001-9099-957.7890	CONTINGENCY-SURPLUS CENTER RD REIMB	0.00	0.00	0.00	0.00	0.0
1001-9099-999.2002	TRANSFER TO MAJOR STREETS 500,000	2,651,375.00	2,530,000.00	0.00	121,375.00	95.4
1001-9099-999.2003	TRANSFER TO LOCAL STREETS	125,000.00	125,000.00	0.00	0.00	100.0
1001-9099-999.2006	TRANSFER TO FIRE DEPARTMENT FUND	900,000.00	900,000.00	0.00	0.00	100.0
1001-9099-999.2007	TRANSFER TO POLICE FUND	699,084.47	699,084.47	0.00	0.00	100.0
1001-9099-999.2049	TRANSFER TO BUILDING FUND	250,000.00	250,000.00	0.00	0.00	100.0
1001-9099-999.2069	TRANSFER TO SENIOR CITIZENS FUND	155,000.00	155,000.00	0.00	0.00	100.0
1001-9099-999.4001	TRANSFER TO CAPITAL IMPROV.	2,067.31	2,067.31	0.00	0.00	100.0
1001-9099-999.4146	TRANSFER TO AMY ST. PAVING CAP PROJECT	0.00	0.00	0.00	0.00	0.0
1001-9099-999.7094	TRANSFER TO OTHER FUNDS	125,000.00	0.00	0.00	125,000.00	0.0
Total Dept 9099-TRANSFERS OUT		4,907,526.78	4,661,151.78	0.00	246,375.00	94.9
TOTAL Expenditures		8,976,286.28	8,045,807.70	99,758.84	930,478.58	89.6
Fund 1001 - GENERAL FUND:						
TOTAL REVENUES		8,976,286.28	5,171,213.76	19,611.63	3,805,072.52	57.6
TOTAL EXPENDITURES		8,976,286.28	8,045,807.70	99,758.84	930,478.58	89.6
NET OF REVENUES & EXPENDITURES		0.00	(2,874,593.94)	(80,147.21)	2,874,593.94	100.0

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USED
Fund 1001 - GENERAL FUND						
Revenues						
Dept 0000						
1001-0000-403.0000	CURRENT REAL/PERSONAL TAXES	2,525,400.00	2,317,230.73	0.00	208,169.27	91.7
1001-0000-404.0000	TAX CHARGEBACKS	(130,000.00)	0.00	0.00	(130,000.00)	0.0
1001-0000-407.0000	DELINQUENT REAL TAXES	202,032.00	0.00	0.00	202,032.00	0.0
1001-0000-417.0000	DELINQUENT PERSONAL TAXES	71,000.00	0.00	0.00	71,000.00	0.0
1001-0000-446.0000	INTEREST & PENALTIES ON TAXES	101,400.00	63,186.56	0.00	38,213.44	62.3
1001-0000-450.0000	ALL PERMITS & LICENSE FEES	22,700.00	5,542.00	0.00	17,158.00	24.4
1001-0000-453.0000	FRANCHISE FEES	500,000.00	348,372.46	0.00	151,627.54	69.6
1001-0000-454.0000	LEASE FEES	37,000.00	35,897.83	0.00	1,102.17	97.0
1001-0000-501.0000	FEDERAL VOTER EQUIPMENT GRANT	0.00	0.00	0.00	0.00	0.0
1001-0000-501.0010	FEDERAL DHS FIRE ACT GRANT	0.00	0.00	0.00	0.00	0.0
1001-0000-539.0002	GRANT REVENUE (STATE) - DNR GRANT	99,372.75	32,152.75	0.00	67,220.00	32.3
1001-0000-539.0005	HAVA GRANT REVENUE	14,300.00	14,280.00	0.00	20.00	99.8
1001-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	43,000.00	50,456.60	8,417.06	(7,456.60)	117.3
1001-0000-574.0000	STATE SHARED REVENUES	2,597,800.00	1,656,461.00	0.00	941,339.00	63.7
1001-0000-574.0665	FED./STATE PASS THROUGH FUNDS	0.00	0.00	0.00	0.00	0.0
1001-0000-576.0000	LIQUOR FEES	26,800.00	18,173.10	0.00	8,626.90	67.8
1001-0000-608.0000	BOARD OF APPEALS	8,500.00	11,850.00	0.00	(3,350.00)	139.4
1001-0000-618.0000	ADMINISTRATION FEES-TAXES	320,000.00	250,022.90	0.00	69,977.10	78.1
1001-0000-619.0000	COLLECTION FEES-DOG LICENSE	0.00	0.00	0.00	0.00	0.0
1001-0000-622.0000	ZONING FEES	12,500.00	11,590.00	400.00	910.00	92.7
1001-0000-627.0000	COPY FEES	1,200.00	1,569.72	37.33	(369.72)	130.8
1001-0000-633.0000	SITE PLAN REVIEW - PLANNING/ZONING	0.00	0.00	0.00	0.00	0.0
1001-0000-640.0000	PROPERTY TRANSFER AFFIDAVIT REVENUE	35,000.00	(3,000.00)	0.00	38,000.00	(8.5
1001-0000-645.0000	SALE OF EQUIPMENT/LAND	0.00	0.00	0.00	0.00	0.0
1001-0000-666.0000	INTEREST INCOME	22,500.00	23,478.90	0.00	(978.90)	104.3
1001-0000-673.0000	SALE OF ASSETS	236,900.00	259,307.50	1,845.00	(22,407.50)	109.4
1001-0000-674.0000	PARKS AND REC DONATIONS	5,500.00	2,407.02	474.28	3,092.98	43.7
1001-0000-674.0001	P&R PATHWAY DONATION	10,000.00	10,000.00	0.00	0.00	100.0
1001-0000-675.0000	REFUNDS & REBATES	35,000.00	0.00	0.00	35,000.00	0.0
1001-0000-678.0000	REIMBURSEMENT INCOME	95,000.00	18,144.66	0.00	76,855.34	19.1
1001-0000-690.2000	VETERAN'S HONOR RACE REVENUE	15,950.00	16,456.00	0.00	(506.00)	103.1
1001-0000-690.2001	BURTON MEMORIAL DAY RACE	13,000.00	14,600.70	8,437.15	(1,600.70)	112.3
1001-0000-690.2002	THREE ON THREE BASKETBALL REVENUE	0.00	0.00	0.00	0.00	0.0
1001-0000-690.2003	BURTON MEMORIAL DAY CAR SHOW REVENUE	0.00	0.00	0.00	0.00	0.0
1001-0000-690.2004	MOVIES REVENUE (P&R)	1,400.00	2,256.00	0.00	(856.00)	161.1
1001-0000-691.0000	TRANSFERS IN - RESIDUAL	0.00	0.00	0.00	0.00	0.0
1001-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	0.00	0.00	0.00	0.00	0.0
1001-0000-691.0653	MEMORIAL DAY PARADE DONATIONS	7,000.00	5,950.00	0.00	1,050.00	85.0
1001-0000-691.2026	TRANSFER FROM RUBBISH FUND	0.00	0.00	0.00	0.00	0.0
1001-0000-691.3001	TRANSFERS IN SWR DEBT RETIREMENT	0.00	0.00	0.00	0.00	0.0
1001-0000-694.0000	OTHER REVENUES	18,000.00	4,827.33	0.81	13,172.67	26.8
1001-0000-699.0000	CONTINGENCY 500,000 CENTER RD REIMB	2,028,031.53	0.00	0.00	2,028,031.53	0.0
Total Dept 0000		8,976,286.28	5,171,213.76	19,611.63	3,805,072.52	57.61
TOTAL Revenues		8,976,286.28	5,171,213.76	19,611.63	3,805,072.52	57.61
Expenditures						
Dept 0000						
1001-0000-719.0000	Payroll Fringes	0.00	0.00	0.00	0.00	0.0
Total Dept 0000		0.00	0.00	0.00	0.00	0.00

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Ginger Burke-Miller

AGENDA ITEM (ID # 2510)

DOC ID: 2510

Budget Amendment #390-391 Approve and authorize the following 2015-2016 budget amendment: Increase 2073-0000-938.0000 Maintenance of Grounds by $600; Decrease 2073-0000-706.0000 Salaries Permanent by $600.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- 390-391 (PDF)

06/14/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2073 - VETERAN'S MEMORIAL PARK FUND						
Revenues						
Dept 0000						
2073-0000-666.0000	INTEREST INCOME	0.00	28.26	0.00	(28.26)	100.00
2073-0000-671.0000	DONATIONS	0.00	0.00	0.00	0.00	0.00
2073-0000-699.0000	CONTINGENCY	2,100.00	0.00	0.00	2,100.00	0.00
2073-0000-699.7001	TRANSFER IN FROM TRUST AND AGENCY	0.00	0.00	0.00	0.00	0.00
Total Dept 0000		2,100.00	28.26	0.00	2,071.74	1.35
TOTAL Revenues		2,100.00	28.26	0.00	2,071.74	1.35
Expenditures						
Dept 0000						
2073-0000-706.0000	SALARIES PERMANENT	1,200.00	0.00	0.00	1,200.00	0.00 #6
2073-0000-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00
2073-0000-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
2073-0000-717.0000	RETIREMENT - MERS ACTIVE	0.00	0.00	0.00	0.00	0.00
2073-0000-718.0000	RETIREMENT - MERS RETIREES	0.00	0.00	0.00	0.00	0.00
2073-0000-818.0000	CONTRACTUAL SERVICES	300.00	0.00	0.00	300.00	0.00
2073-0000-920.0000	UTILITIES	0.00	0.00	0.00	0.00	0.00
2073-0000-938.0000	MAINT OF GROUNDS	600.00	299.05	0.00	300.95	49.84 #6
2073-0000-957.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
Total Dept 0000		2,100.00	299.05	0.00	1,800.95	14.24
TOTAL Expenditures		2,100.00	299.05	0.00	1,800.95	14.24
Fund 2073 - VETERAN'S MEMORIAL PARK FUND:						
TOTAL REVENUES		2,100.00	28.26	0.00	2,071.74	1.35
TOTAL EXPENDITURES		2,100.00	299.05	0.00	1,800.95	14.24
NET OF REVENUES & EXPENDITURES		0.00	(270.79)	0.00	270.79	100.00

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Ginger Burke-Miller

AGENDA ITEM (ID # 2511)

DOC ID: 2511

Budget Amendment #392-393 Approve and authorize the following 2015-2016 budget amendment: Increase 3146-0000-403.0000 Current Real/Personal Taxes by $9,000; Increase 3146-0000-999.4146 Transfer to Amy St. Paving Capital Project By $9,000.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- 392-393 (PDF)

06/14/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION		2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 3146 - 13-008-P AMY STREET PAVING							
Revenues							
Dept 0000							
3146-0000-403.0000	CURRENT REAL/PERSONAL TAXES	9,000 ↑	26,865.04	34,203.48	0.00	(7,338.44)	127.32
3146-0000-446.0000	INTEREST & PENT. ON TAXES		1,134.96	629.55	0.00	505.41	55.47
3146-0000-666.0000	INTEREST INCOME		0.00	71.67	0.00	(71.67)	100.00
Total Dept 0000			28,000.00	34,904.70	0.00	(6,904.70)	124.66
TOTAL Revenues			28,000.00	34,904.70	0.00	(6,904.70)	124.66
Expenditures							
Dept 0000							
3146-0000-999.4146	TRANSFER TO AMY ST. PAVING CAP PROJECT	9,000 ↑	28,000.00	0.00	0.00	28,000.00	0.00
Total Dept 0000			28,000.00	0.00	0.00	28,000.00	0.00
TOTAL Expenditures			28,000.00	0.00	0.00	28,000.00	0.00
Fund 3146 - 13-008-P AMY STREET PAVING:							
TOTAL REVENUES			28,000.00	34,904.70	0.00	(6,904.70)	124.66
TOTAL EXPENDITURES			28,000.00	0.00	0.00	28,000.00	0.00
NET OF REVENUES & EXPENDITURES			0.00	34,904.70	0.00	(34,904.70)	100.00

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Ginger Burke-Miller

AGENDA ITEM (ID # 2512)

DOC ID: 2512

Budget Amendment #394-401 Approve and authorize the following 2015-2016 budget amendment: Increase 2049-2061-706.0000 Salaries Permanent by $11,500; Increase 2049-2061-727.0000 Office Supplies by $200; Increase 2049-2061-757.0000 Operating Expenditures by $2,200; Increase 2049-2061-864.0000 Training by $250; Increase 2049-2061-964.0000 Soil Erosion Services by $325; Decrease 2049-2061-703.0000 Salaries by $6,000; Decrease 2049-2061-719.0000 Fringe Benefits by $5,500; Decrease 2049-2061-959.0000 Condemned Housing by $2,975.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- Budget Amendment 394-401 (PDF)

394-401

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	
Fund 2049 - BUILDING DEPARTMENT FUND							
Revenues							
Dept 0000							
2049-0000-450.0000	PERMITS & LICENSE FEES	85,000.00	122,058.00	7,491.00	(37,058.00)	143.60	
2049-0000-624.0000	CONDEMNED HOUSING	39,600.00	12,945.38	0.00	26,654.62	32.69	
2049-0000-624.0001	SITE CLEAN UP	0.00	1,727.90	0.00	(1,727.90)	100.00	
2049-0000-625.0000	INSPECTION FEES	15,000.00	23,495.00	1,600.00	(8,495.00)	156.63	
2049-0000-626.0000	ABANDON PROPERTY REGISTRATION FEES	15,000.00	7,140.00	560.00	7,860.00	47.60	
2049-0000-641.0000	WEED CUTTING REVENUE (INVOICED OUT)	25,000.00	31,123.15	4,212.22	(6,123.15)	124.49	
2049-0000-664.0000	SOIL EROSION SERVICES	3,400.00	4,550.00	600.00	(1,150.00)	133.82	
2049-0000-666.0000	INTEREST INCOME	100.00	68.38	0.00	31.62	68.38	
2049-0000-675.0000	REFUNDS & REBATES	0.00	0.00	0.00	0.00	0.00	
2049-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	0.00	0.00	0.00	0.00	0.00	
2049-0000-691.1001	CONTRIBUTION FROM GENERAL FUND	250,000.00	250,000.00	0.00	0.00	100.00	
2049-0000-694.0000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00	
2049-0000-699.0000	CONTINGENCY	41,900.00	0.00	0.00	41,900.00	0.00	
Total Dept 0000		475,500.00	453,107.81	14,463.22	22,392.19	95.29	
TOTAL Revenues		475,500.00	453,107.81	14,463.22	22,392.19	95.29	
Expenditures							
Dept 0000							
2049-0000-719.0000	Payroll Fringes	0.00	0.00	0.00	0.00	0.00	
Total Dept 0000		0.00	0.00	0.00	0.00	0.00	
Dept 2061-BUILDING							
2049-2061-703.0000	ADMINISTRATIVE SALARIES	32,600.00	14,305.33	507.82	18,294.67	43.88	↓6,000
2049-2061-703.2042	ADMINISTRATION SALARIES - 2042	0.00	0.00	0.00	0.00	0.00	
2049-2061-705.0000	SUPERVISION SALARY	0.00	0.00	0.00	0.00	0.00	
2049-2061-706.0000	SALARIES PERMANENT	79,400.00	83,214.27	3,526.35	(3,814.27)	104.80	↑11,500
2049-2061-706.1003	CDBG CODE ENFORCEMENT SALARIES	0.00	0.00	0.00	0.00	0.00	
2049-2061-706.2014	SALARIES PERMANENT - 2014	0.00	0.00	0.00	0.00	0.00	
2049-2061-706.2061	SALARIES PERMANENT - 2061	0.00	0.00	0.00	0.00	0.00	
2049-2061-706.2091	SALARIES PERMANENT - 2091	0.00	0.00	0.00	0.00	0.00	
2049-2061-706.2103	SALARIES PERMANENT - 2103	0.00	0.00	0.00	0.00	0.00	
2049-2061-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00	
2049-2061-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2049-2061-717.0000	RETIREMENT - MERS ACTIVE	0.00	265.19	265.19	(265.19)	100.00	
2049-2061-718.0000	RETIREMENT - MERS RETIREES	0.00	811.04	811.04	(811.04)	100.00	
2049-2061-719.0000	FRINGE BENEFITS	95,000.00	70,145.07	(18.99)	24,854.93	73.84	↓5,500
2049-2061-719.2014	FRINGE BENEFITS - 2014	0.00	0.00	0.00	0.00	0.00	
2049-2061-719.2042	FRINGE BENEFITS - 2042	0.00	0.00	0.00	0.00	0.00	
2049-2061-719.2061	FRINGE BENEFITS - 2061	0.00	0.00	0.00	0.00	0.00	

2049-2061-719.2091	FRINGE BENEFITS - 2091	0.00	0.00	0.00	0.00	0.00		
2049-2061-719.2103	FRINGE BENEFITS - 2103	0.00	0.00	0.00	0.00	0.00		
2049-2061-727.0000	OFFICE SUPPLIES	1,000.00	1,088.57	133.20	(88.57)	108.86	increase $200	↑200
2049-2061-728.0000	INFORMATION TECH ALLOCATION	9,800.00	9,800.00	0.00	0.00	100.00		
2049-2061-731.0000	POSTAGE	200.00	133.39	0.00	66.61	66.70		
2049-2061-757.0000	OPERATING EXPENDITURES	5,300.00	6,615.88	9.56	(1,315.88)	124.83	increase by $2200	↑2200
2049-2061-818.0000	CONTRACTUAL SERVICES	4,200.00	1,405.00	0.00	2,795.00	33.45		
2049-2061-826.0000	LEGAL	2,500.00	812.50	62.50	1,687.50	32.50		
2049-2061-828.0000	MEMBERSHIP & DUES	300.00	296.00	0.00	4.00	98.67		
2049-2061-864.0000	TRAINING	1,500.00	1,749.58	0.00	(249.58)	116.64	increase by $250	↑250
2049-2061-920.0000	UTILITIES	4,000.00	2,897.02	0.00	1,102.98	72.43		
2049-2061-943.0000	EQUIPMENT RENTAL	10,000.00	9,805.87	0.00	194.13	98.06		
2049-2061-956.0001	BAD DEBT EXPENDITURE	0.00	0.00	0.00	0.00	0.00		
2049-2061-957.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00		
2049-2061-959.0000	CONDEMNED HOUSING	58,500.00	8,262.10	1,881.21	50,237.90	14.12	decrease $2,975	↓2,975
2049-2061-961.0000	WEED CUTTING EXP. TO BE BILLED OUT	25,000.00	12,809.06	1,487.91	12,190.94	51.24		
2049-2061-964.0000	SOIL EROSION SERVICES	1,100.00	1,403.23	51.72	(303.23)	127.57	increase $325	↑325
2049-2061-966.0000	BLIGHT ELMINATION EXPENDITURE	45,000.00	2,922.21	627.10	42,077.79	6.49		
2049-2061-984.0000	OFFICE EQUIPMENT	100.00	0.00	0.00	100.00	0.00		
Total Dept 2061-BUILDING		375,500.00	228,741.31	9,344.61	146,758.69	60.92		
TOTAL Expenditures		375,500.00	228,741.31	9,344.61	146,758.69	60.92		
Fund 2049 - BUILDING DEPARTMENT FUND:								
TOTAL REVENUES		475,500.00	453,107.81	14,463.22	22,392.19	95.29		
TOTAL EXPENDITURES		375,500.00	228,741.31	9,344.61	146,758.69	60.92		
NET OF REVENUES & EXPENDITURES		100,000.00	224,366.50	5,118.61	(124,366.50)	224.37		
BEG. FUND BALANCE		(7,846.87)	(7,846.87)					
END FUND BALANCE		92,153.13	216,519.63					

Attachment: Budget Amendment 394-401 (2512 : Budget Amendment #394-401)

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Building Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Building Division as follows: **Transfer- $350.00 FROM Department 2049-2061-959.0000 (Condemned Housing), TO Department 2049-2061-964.0000 (Soils Ersion Services).**

This item is trending toward overage because of additional soil erosion and sedimentation control provided by Code Enforcement Officer.

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Building Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Building Division as follows: **Transfer- $250.00 FROM Department 2049-2061-959.0000 (Condemned Housing), TO Department 2049-2061-864.0000 (Training).**

This item is trending toward overage because additional training (soil erosion and sedimentation control) provided to Code Enforcement Officer.

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Building Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Building Division as follows: **Transfer- $200.00 FROM Department 2049-2061-959.0000 (Condemned Housing), TO Department 2049-2061-757.0000 (Office Supplies.)**

This item is trending toward overage because of small cost increases and usage increases in numerous small items including printing of notices, stationary, and the like.

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Building Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Building Division as follows: **Transfer- $2,200.00 FROM Department 2049-2061-959.0000 (Condemned Housing), TO Department 2049-2061-757.0000 (Operating Expenditures.)**

This item is trending toward overage because of small cost increases and usage increases in numerous small items including printing of notices, stationary, and the like.

Finance Committee
4303 S. Center Road
Burton, MI 48519

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Ginger Burke-Miller

ADOPTED

AGENDA ITEM (ID # 2514)

DOC ID: 2514

Budget Amendment #402-406 Approve and authorize the following 2015-2016 budget amendment: Increase 6061-6061-706.0000 Salaries Permanent by $13,000; Increase 6061-6061-757.0000 Operating Expenditures by $6,800; Decrease 6061-6061-719.0000 Fringe Benefits by $6,500; Decrease 6061-6061-747.7009 Gravel by $6,500; Decrease 6061-6061-748.7008 Salt by $6,800.

HISTORY:

06/15/16 **Finance Committee** **CARRIED**

ATTACHMENTS:

- Budget Amendment 402-406 (PDF)

402-406

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 6061 - MOTOR POOL						
Revenues						
Dept 0000						
6061-0000-623.0000	ADMINISTRATION FEES	0.00	0.00	0.00	0.00	0.00
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	4,570.85	372.88	429.15	91.42
6061-0000-650.0607	MATERIAL SALES - TRAFFIC SIGNS	13,400.00	5,467.12	1,285.73	7,932.88	40.80
6061-0000-650.0608	MATERIAL SALES - SALT	180,000.00	168,049.74	(532.50)	11,950.26	93.36
6061-0000-650.0609	MATERIAL SALES - GRAVEL	40,000.00	17,376.90	(3,074.11)	22,623.10	43.44
6061-0000-650.0610	SALE OF GAS	45,000.00	14,107.26	0.00	30,892.74	31.35
6061-0000-650.0670	SALE OF SCRAP	500.00	0.00	0.00	500.00	0.00
6061-0000-666.0000	INTEREST INCOME	1,200.00	2,036.13	0.00	(836.13)	169.68
6061-0000-669.0680	LOCAL ST EQUIPMENT RENTAL	238,000.00	123,794.20	0.00	114,205.80	52.01
6061-0000-669.0681	MAJOR ST EQUIPMENT RENTAL	332,000.00	260,849.17	0.00	71,150.83	78.57
6061-0000-669.0682	SEWER EQUIPMENT RENTAL	78,000.00	116,181.11	0.00	(38,181.11)	148.95
6061-0000-669.0683	WATER EQUIPMENT RENTAL	125,000.00	113,152.13	0.00	11,847.87	90.52
6061-0000-669.0684	GEN FUND EQUIPMENT RENTAL	39,200.00	48,341.32	0.00	(9,141.32)	123.32
6061-0000-669.0685	GEN FUND EQUPMENT REPAIR	20,000.00	23,255.59	0.00	(3,255.59)	116.28
6061-0000-669.0686	POLICE EQUIPMENT RENTAL	6,000.00	8,316.53	0.00	(2,316.53)	138.61
6061-0000-669.0687	TECH CHARGES - FIRE	0.00	0.00	0.00	0.00	0.00
6061-0000-669.0688	CAP IMPROV EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00
6061-0000-669.0689	BUILDING EQUIPMENT RENTAL	10,000.00	13,542.37	0.00	(3,542.37)	135.42
6061-0000-669.0690	SENIOR CITIZEN EQUIPMENT RENTAL	10,000.00	18,993.95	0.00	(8,993.95)	189.94
6061-0000-669.0691	TECH CHARGES FIRE EQUIPMENT	12,000.00	11,072.44	0.00	927.56	92.27
6061-0000-669.0692	AMY ST SA PAVING EQUIP RENTAL	0.00	0.00	0.00	0.00	0.00
6061-0000-669.0693	DDA EQUIPMENT RENTAL	600.00	1,105.07	0.00	(505.07)	184.18
6061-0000-673.0000	SALE OF ASSETS	18,000.00	18,555.00	0.00	(555.00)	103.08
6061-0000-675.0000	REFUNDS & REBATES	9,000.00	0.00	0.00	9,000.00	0.00
6061-0000-678.0000	REIMBURSEMENT INCOME	3,700.00	3,313.54	905.84	386.46	89.56
6061-0000-691.1001	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
6061-0000-691.5090	TRANSFERS FROM SEWER FUND	0.00	0.00	0.00	0.00	0.00
6061-0000-691.5091	TRANSFER FROM WATER FUND	0.00	0.00	0.00	0.00	0.00
6061-0000-694.0000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
6061-0000-699.0000	CONTINGENCY	10,100.00	0.00	0.00	10,100.00	0.00
Total Dept 0000		1,197,200.00	972,080.42	(1,042.16)	225,119.58	81.20
Dept 6061-MOTOR POOL EXPENSES						
6061-6061-699.0000	CONTINGENCY	15,300.00	0.00	0.00	15,300.00	0.00
Total Dept 6061-MOTOR POOL EXPENSES		15,300.00	0.00	0.00	15,300.00	0.00
TOTAL Revenues		1,212,500.00	972,080.42	(1,042.16)	240,419.58	80.17

Expenditures

Attachment: Budget Amendment 402-406 (2514 : Budget Amendment #402-406)

Dept 0000						
6061-0000-719.0000	FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00
6061-0000-925.0000	LOSS ON SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00
Total Dept 0000		0.00	0.00	0.00	0.00	0.00
Dept 6061-MOTOR POOL EXPENSES						
6061-6061-705.0000	SUPERVISION SALARIES	0.00	0.00	0.00	0.00	0.00
6061-6061-706.0000	SALARIES PERMANENT	95,000.00	97,125.89	4,003.44	(2,125.89)	102.24 ↑13,000
6061-6061-706.7007	EQUIPMENT MAINTENANCE	3,640.20	2,627.29	187.11	1,012.91	72.17
6061-6061-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00
6061-6061-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00
6061-6061-717.0000	RETIREMENT - MERS ACTIVE	0.00	85.80	85.80	(85.80)	100.00
6061-6061-718.0000	RETIREMENT - MERS RETIREES	0.00	164.89	164.89	(164.89)	100.00
6061-6061-719.0000	FRINGE BENEFITS	95,300.00	70,124.93	1,201.95	25,175.07	73.58 ↓6500
6061-6061-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	0.00	0.00	0.00	0.00
6061-6061-728.0000	INFORMATION TECH ALLOCATION	14,700.00	14,700.00	0.00	0.00	100.00
6061-6061-746.7006	CULVERTS	5,000.00	4,570.85	372.88	429.15	91.42
6061-6061-746.7017	MONUMENT BOXES	0.00	0.00	0.00	0.00	0.00
6061-6061-747.7009	GRAVEL	40,000.00	17,376.90	(3,074.11)	22,623.10	43.44 ↓6500
6061-6061-748.7008	SALT	180,000.00	168,209.74	(532.50)	11,790.26	93.45 decrease $6800
6061-6061-749.7007	TRAFFIC SIGNS	13,400.00	5,467.12	1,285.73	7,932.88	40.80
6061-6061-757.0000	OPERATING EXPENDITURES	50,000.00	52,055.25	2,055.79	(2,055.25)	104.11 increase $6800
6061-6061-776.0000	BLDG MAINT/SUPPL/JANITORIAL	35,000.00	17,143.26	1,155.24	17,856.74	48.98
6061-6061-808.0000	AUDIT	3,800.00	3,800.00	0.00	0.00	100.00
6061-6061-818.0000	CONTRACTUAL SERVICE	5,659.80	2,157.44	462.33	3,502.36	38.12
6061-6061-864.0000	TRAINING	1,200.00	1,219.34	0.00	(19.34)	101.61 increase $20 ← Info
6061-6061-867.0000	GAS & OIL	132,000.00	72,221.11	0.00	59,778.89	54.71
6061-6061-910.0000	VEHICLE INSURANCE	70,000.00	49,624.70	0.00	20,375.30	70.89
6061-6061-910.7020	BUILDING INSURANCE	3,000.00	1,244.49	0.00	1,755.51	41.48
6061-6061-920.0000	UTILITIES	30,000.00	12,257.80	1,903.17	17,742.20	40.86
6061-6061-925.0000	LOSS ON SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00
6061-6061-934.0000	EQUIPMENT REPAIRS	190,000.00	153,087.41	3,454.67	36,912.59	80.57
6061-6061-957.0000	CONTINGENCY/SURPLUS	0.00	0.00	0.00	0.00	0.00
6061-6061-958.0000	FREIGHT	2,000.00	713.41	0.00	1,286.59	35.67
6061-6061-968.0000	DEPRECIATION EXPENSE	140,000.00	0.00	0.00	140,000.00	0.00
6061-6061-970.0600	2V BOX SPREADERS	0.00	0.00	0.00	0.00	0.00
6061-6061-970.0610	1V BOX SPREADER	0.00	0.00	0.00	0.00	0.00
6061-6061-970.0620	TIRE & WHEEL BALANCER	0.00	0.00	0.00	0.00	0.00
6061-6061-970.0630	TIRE MOUNTING	0.00	0.00	0.00	0.00	0.00
6061-6061-970.0640	ROTARY VEHICLE LIFT	0.00	0.00	0.00	0.00	0.00
6061-6061-978.0000	TOOLS & EQUIPMENT	10,000.00	9,136.51	416.71	863.49	91.37
6061-6061-979.0000	SMALL PARTS & TOOLS	1,000.00	8.29	0.00	991.71	0.83
6061-6061-983.0000	LEASE EXPENSE-BUILDING	20,300.00	19,829.70	0.00	470.30	97.68
6061-6061-983.1000	LEASE EXPENSE-EQUIPMENT	71,500.00	60,914.83	0.00	10,585.17	85.20
6061-6061-999.7094	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
Total Dept 6061-MOTOR POOL EXPENSES		1,212,500.00	835,866.95	13,143.10	376,633.05	68.94
TOTAL Expenditures		1,212,500.00	835,866.95	13,143.10	376,633.05	68.94
Fund 6061 - MOTOR POOL:						
TOTAL REVENUES		1,212,500.00	972,080.42	(1,042.16)	240,419.58	80.17
TOTAL EXPENDITURES		1,212,500.00	835,866.95	13,143.10	376,633.05	68.94
NET OF REVENUES & EXPENDITURES		0.00	136,213.47	(14,185.26)	(136,213.47)	100.00

Attachment: Budget Amendment 402-406 (2514 : Budget Amendment #402-406)

BEG. FUND BALANCE	1,961,185.75	1,961,185.75
END FUND BALANCE	1,961,185.75	2,097,399.22

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Motor Pool Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Motor Pool as follows: **Transfer- $6,800.00 FROM Department 6061-6061-748.7008 (Salt), TO Department 6061-6061--757.0000 (Operating Expenses.)**

This item is trending toward overage because of small cost increases and usage increases in numerous small items including safety glasses, first aid supplies, paper towels, gloves, small parts and various oils, and a charge for small parts that had previously been directed to another line.

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Ginger Burke-Miller

AGENDA ITEM (ID # 2516)

DOC ID: 2516

Budget Amendment #407-411 Approve and authorize the following 2015-2016 budget amendment: Increase 5090-5090-719.0000 Fringe Benefits by $20,000; Increase 5090-5090-757.0000 Operating Expenditures by 1,000; Increase 5090-5090-789.0000 Pipe & Fittings by $4,000; Increase 5090-5090-818.0000 Contractual Services by $30,000; Decrease 5090-5090-957.0000 Contingency by $55,000.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- Budget Amendment 407-411 (PDF)

407-411

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 5090 - SEWER FUND						
Revenues						
Dept 0000						
5090-0000-539.0001	GRANT REVENUE (STATE) - S2 GRANT	0.00	0.00	0.00	0.00	0.00
5090-0000-539.0003	SAW GRANT REVENUE (STATE)	1,738,300.00	914,365.43	0.00	823,934.57	52.60
5090-0000-610.0000	TAP IN FEES	30,500.00	74,568.21	17,325.00	(44,068.21)	244.49
5090-0000-610.1000	CAPITAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
5090-0000-611.0000	USAGE FEES	5,200,000.00	5,553,402.22	1,549.99	(353,402.22)	106.80
5090-0000-625.0000	INSPECTION FEES	2,000.00	3,400.00	175.00	(1,400.00)	170.00
5090-0000-631.0000	SERVICE CHARGES	0.00	0.00	0.00	0.00	0.00
5090-0000-649.0000	MATERIAL SALES	2,700.00	2,208.58	0.00	491.42	81.80
5090-0000-661.0000	LATE CHARGES	0.00	0.00	0.00	0.00	0.00
5090-0000-662.0000	PENALTIES	126,100.00	144,273.03	(58.24)	(18,173.03)	114.41
5090-0000-666.0000	INTEREST INCOME	55,500.00	77,078.19	0.00	(21,578.19)	138.88
5090-0000-666.2002	INTEREST DUE FROM MAJOR STREETS	0.00	0.00	0.00	0.00	0.00
5090-0000-666.2003	INTEREST DUE FROM LOCAL STREETS	0.00	0.00	0.00	0.00	0.00
5090-0000-666.4146	INTEREST DUE FROM AMY STREET	0.00	0.00	0.00	0.00	0.00
5090-0000-667.0000	TAP IN INTEREST CONTRACTS	500.00	682.24	266.00	(182.24)	136.45
5090-0000-673.0000	SALE OF ASSETS	0.00	75.00	0.00	(75.00)	100.00
5090-0000-675.0000	REFUNDS & REBATES	3,000.00	0.00	0.00	3,000.00	0.00
5090-0000-678.0000	REIMBURSEMENT INCOME	5,000.00	60.40	0.00	4,939.60	1.21
5090-0000-691.0000	TRANSFERS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
5090-0000-691.3135	TRANSFER IN FROM TRAIL RIDGE SEWER	0.00	0.00	0.00	0.00	0.00
5090-0000-693.0001	GAIN ON SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
5090-0000-694.0000	MISCELLANEOUS	100.00	1,035.00	0.00	(935.00)	1,035.00
5090-0000-699.0000	CONTINGENCY REVENUE	549,100.00	0.00	0.00	549,100.00	0.00
Total Dept 0000		7,712,800.00	6,771,148.30	19,257.75	941,651.70	87.79
TOTAL Revenues		7,712,800.00	6,771,148.30	19,257.75	941,651.70	87.79
Expenditures						
Dept 0000						
5090-0000-717.0000	RETIREMENT - MERS ACTIVE	0.00	9.68	9.68	(9.68)	100.00
5090-0000-718.0000	RETIREMENT - MERS RETIREES	0.00	104.47	104.47	(104.47)	100.00
5090-0000-719.0000	Payroll Fringes	0.00	10.48	10.48	(10.48)	100.00
5090-0000-925.0000	LOSS ON SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00
Total Dept 0000		0.00	124.63	124.63	(124.63)	100.00
Dept 4090-CONTINGENCY						
5090-4090-957.0030	SPECIAL ASSESSMENTS CITY OWNED TX BILL	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 4090-CONTINGENCY		20,000.00	0.00	0.00	20,000.00	0.00
Dept 5090-SEWER EXPENSES						
5090-5090-703.0000	ADMINISTRATION SALARIES	56,900.00	42,579.72	1,217.95	14,320.28	74.83

Attachment: Budget Amendment 407-411 (2516 : Budget Amendment #407-411)

5090-5090-705.0000	SUPERVISION SALARIES	0.00	2,244.16	2,244.16	(2,244.16)	100.00	
5090-5090-706.0000	SALARIES PERMANENT	326,216.40	224,980.16	8,537.62	101,236.24	68.97	
5090-5090-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00	
5090-5090-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
5090-5090-717.0000	RETIREMENT - MERS ACTIVE	0.00	829.89	829.89	(829.89)	100.00	
5090-5090-718.0000	RETIREMENT - MERS RETIREES	0.00	5,256.43	5,256.43	(5,256.43)	100.00	
5090-5090-719.0000	FRINGE BENEFITS	392,788.13	362,775.71	(6,518.40)	30,012.42	92.36	↑ 20,000
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	0.00	0.00	0.00	0.00	
5090-5090-727.0000	OFFICE SUPPLIES	2,000.00	1,580.73	133.20	419.27	79.04	
5090-5090-728.0000	INFORMATION TECH ALLOCATION	54,000.00	54,000.00	0.00	0.00	100.00	
5090-5090-731.0000	POSTAGE	17,500.00	13,985.06	0.00	3,514.94	79.91	
5090-5090-757.0000	OPERATING EXP & MATERIALS	30,000.00	30,094.48	9,452.84	(94.48)	100.31	increase$1000
5090-5090-789.0000	PIPE & FITTINGS	1,500.00	3,886.19	2,618.31	(2,386.19)	259.08	increase $4000
5090-5090-808.0000	AUDIT	11,000.00	11,000.00	0.00	0.00	100.00	
5090-5090-818.0000	CONTRACTUAL SERVICE	137,700.00	158,783.77	34,243.17	(21,083.77)	115.31	increase by $30,000
5090-5090-819.0000	BILL PRINTING/RETURN ENVELOPES	5,500.00	3,726.71	0.00	1,773.29	67.76	
5090-5090-826.0000	LEGAL	2,600.00	93.75	0.00	2,506.25	3.61	
5090-5090-828.0000	MEMBERSHIP & DUES	0.00	0.00	0.00	0.00	0.00	
5090-5090-864.0000	TRAINING	4,500.00	1,653.68	0.00	2,846.32	36.75	
5090-5090-875.0000	PENSION EXPENSE	0.00	0.00	0.00	0.00	0.00	
5090-5090-924.0000	CHANGE IN INVESTMENT VALUE	0.00	0.00	0.00	0.00	0.00	
5090-5090-925.0000	LOSS ON SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	
5090-5090-928.0000	TREATMENT EXPENSE	3,500,000.00	2,842,553.30	0.00	657,446.70	81.22	
5090-5090-929.0000	PUMP STATION EXPENSE	50,000.00	43,972.99	1,131.90	6,027.01	87.95	
5090-5090-934.0000	REPAIR & MAINTENANCE	83,000.00	81,528.06	3,024.00	1,471.94	98.23	
5090-5090-943.0000	EQUIPMENT RENTAL	70,000.00	55,821.70	0.00	14,178.30	79.75	
5090-5090-956.0000	MISCELLANEOUS EXPENSE	5,000.00	1,044.00	0.00	3,956.00	20.88	
5090-5090-956.0001	BAD DEBT EXPENDITURE	0.00	0.00	0.00	0.00	0.00	
5090-5090-956.0025	WOODROW LIFT STATION	0.00	0.00	0.00	0.00	0.00	
5090-5090-956.2013	S2 GRANT COSTS (TO BE REIMB BY STATE)	0.00	0.00	0.00	0.00	0.00	
5090-5090-956.2014	SAW GRANT EXPENSES (TO BE REIMB BY STATE	2,168,300.00	1,159,603.89	31,569.00	1,008,696.11	53.48	
5090-5090-956.2015	SRF (TO BE REIMBURSED BY STATE)	0.00	0.00	0.00	0.00	0.00	
5090-5090-957.0000	CONTINGENCY/CAPITAL	69,295.47	0.00	0.00	69,295.47	0.00	decrease from contingency
5090-5090-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFERS	50,000.00	45,891.25	0.00	4,108.75	91.78	
5090-5090-968.0000	DEPRECIATION EXPENSE	550,000.00	0.00	0.00	550,000.00	0.00	
5090-5090-970.0200	GIS PHASE I - 50% SWR, 50% WTR	0.00	0.00	0.00	0.00	0.00	
5090-5090-970.0300	LATERAL LAUNCH CAMERA	0.00	0.00	0.00	0.00	0.00	
5090-5090-984.0000	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	
5090-5090-995.2015	INTEREST ON SRF FINANCING	10,000.00	3,569.45	0.00	6,430.55	35.69	
5090-5090-999.7094	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	
Total Dept 5090-SEWER EXPENSES		7,692,800.00	5,151,455.08	93,740.07	2,541,344.92	66.96	
TOTAL Expenditures		7,712,800.00	5,151,579.71	93,864.70	2,561,220.29	66.79	
Fund 5090 - SEWER FUND:							
TOTAL REVENUES		7,712,800.00	6,771,148.30	19,257.75	941,651.70	87.79	
TOTAL EXPENDITURES		7,712,800.00	5,151,579.71	93,864.70	2,561,220.29	66.79	
NET OF REVENUES & EXPENDITURES		0.00	1,619,568.59	(74,606.95)	(1,619,568.59)	100.00	
BEG. FUND BALANCE		34,515,965.92	34,515,965.92				
END FUND BALANCE		34,515,965.92	36,135,534.51				

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 8, 2016

Re: Memo of Explanation for
Finance Committee Meeting of June 15, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Sewer Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Sewer Budget as follows: **Transfer $30,000.00 FROM Department 5090-5090-957.0000 (Contingency/Capital), TO Department 5090-5090-818.0000 (Contractual Services).**

This item is trending toward overage due to the on-going sanitary sewer easement clearing currently in progress to complete SAW Grant work. It should be noted that this work was not covered by the grant as it is a maintenance issue directly related to the operation and maintenance of the system. A majority of these easements are being cleared for the first time since the lines were installed.

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 13, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Sewer Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Sewer Budget as follows: **Transfer- $1,000.00 FROM Department 5090-5090-957.0000 (Contingency/Capital), TO Department 5090-5090-757.0000 (Operating Expense & Materials).Transfer-$4,000.00 FROM Department 5090-5090-957.0000 (Contingency/Capital) TO Department 5090-5090-789.0000 (Pipe & Materials).**

These items are trending toward overage due to necessary purchases for ongoing Operation & Maintenance of the collection system.

Budget Amendment #412-417 Approve and authorize the following 2015-2016 budget amendment: Increase 5091-5091-706.0000 Salaries Permanent by $26,000; Increase 5091-5091-719.0000 Fringe Benefits by $58,000; Increase 5091-5091-757.0000 Operating Expenditures by $3,000; Increase 5091-5091-816.0000 Charges by $125,000; Increase 5091-5091-864.0000 Training by $1,600; Decrease 5091-5091-957.0000 Contingency by $213,600.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- Budget Amendment 412-417 (PDF)

06/09/2016 12:28 PM
User: moffittk
DB: Burton

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 5091-5091-816.0000 TO 5091-5091-816.0000
TRANSACTIONS FROM 07/01/2015 TO 06/30/2016

Page: 1/1

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 5091 WATER DEPARTMENT							
07/01/2015			5091-5091-816.0000 CHARGES		BEG. BALANCE		0.00
08/28/2015	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	2015-00000016	6,116.29		6,116.29
09/30/2015	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	2015-00000017	5,397.92		11,514.21
09/30/2015	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	W59 MM0815	288,196.07		299,710.28
09/30/2015	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	W59 MM0915	297,109.14		596,819.42
10/29/2015	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	W59 MM1015	291,938.36		888,757.78
11/09/2015	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	2015-0000020	6,037.50		894,795.28
11/19/2015	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	2015-00000001	5,237.59		900,032.87
12/08/2015	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	2015-00000022	5,445.09		905,477.96
12/08/2015	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	W59 MM1115	227,921.34		1,133,399.30
12/23/2015	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	W59 MM1215	253,863.50		1,387,262.80
01/14/2016	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	2015-00000023	5,536.74		1,392,799.54
01/29/2016	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	W59 MM0116	224,259.29		1,617,058.83
02/02/2016	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	2016-00000001	5,426.44		1,622,485.27
03/02/2016	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	W59 MM0216	219,050.55		1,841,535.82
03/14/2016	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	2016-00000003	6,360.32		1,847,896.14
03/29/2016	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	2016-00000005	5,651.45		1,853,547.59
04/01/2016	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	W59 MM0316	252,362.46		2,105,910.05
04/26/2016	AP	INV	DENNIS WORDEN CHARGES	WATER	57.71		2,105,967.76
04/26/2016	AP	INV	GARDNER APARTMENT RENTALS CHARGES	WATER	350.61		2,106,318.37
04/26/2016	AP	INV	LESEL SLACK CHARGES	WATER	66.63		2,106,385.00
04/26/2016	AP	INV	RONDA WATSON CHARGES	WATER	540.80		2,106,925.80
04/28/2016	AP	INV	CINDY FUNSCH CHARGES	WATER	417.46		2,107,343.26
04/29/2016	AP	INV	MICHAEL MANSBERRY CHARGES	WATER	334.04		2,107,677.30
05/05/2016	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	W59 MM0416	217,400.48		2,325,077.78
06/06/2016	AP	INV	GENESEE COUNTY DRAIN COMMISSION CHARGES	W59 MM0516	200,949.86		2,526,027.64
06/30/2016			5091-5091-816.0000	END BALANCE	2,526,027.64	0.00	2,526,027.64

BUDGET	2,958,000
EXPENDITURES TO DATE	2,526,028
REMAINING BALANCE	431,972
ESTIMATED MAY/JUNE	<549,504>
☆ ESTIMATED FLINT WATER CREDIT	52,977
ESTIMATED FLINT JUNE	<6,500>
ESTIMATED BUDGET SHORTFALL	<71,055>
	<52,977>
	<124,032>

Can't count on Flint coming through

412-417

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 5091 - WATER DEPARTMENT						
Revenues						
Dept 0000						
5091-0000-403.0000	SPECIAL ASSESSMENT REVENUE	0.00	0.00	0.00	0.00	0.00
5091-0000-539.0004	DISADV COMMUNITY GRANT (DWRF)	0.00	0.00	0.00	0.00	0.00
5091-0000-539.2016	DWRF #2 GRANT REVENUE	807,873.00	807,873.00	0.00	0.00	100.00
5091-0000-539.2017	DWRF #3 GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
5091-0000-610.0000	CITY TAP-IN FEES	120,500.00	151,082.81	7,000.00	(30,582.81)	125.38
5091-0000-610.0625	FRONT FOOT FEE REVENUE	12,000.00	15,428.17	0.00	(3,428.17)	128.57
5091-0000-610.1000	CAPITAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
5091-0000-611.0000	USAGE FEES	4,646,380.00	4,657,686.94	3,069.11	(11,306.94)	100.24
5091-0000-625.0000	INSPECTION & APPROVAL FEES	26,000.00	47,106.49	6,215.00	(21,106.49)	181.18
5091-0000-629.0000	LABOR CHARGES	0.00	0.00	0.00	0.00	0.00
5091-0000-631.0000	SERVICE CHARGES	52,500.00	64,057.44	1,411.35	(11,557.44)	122.01
5091-0000-632.0000	WATER TURN ON/SHUT OFF REVENUE	35,000.00	43,525.44	40.00	(8,525.44)	124.36
5091-0000-648.0000	EQUIPMENT RENTAL SALES	0.00	0.00	0.00	0.00	0.00
5091-0000-649.0000	MATERIAL, REPAIRS & MAINTENANCE	22,000.00	27,309.40	700.00	(5,309.40)	124.13
5091-0000-661.0000	LATE CHARGES	95,000.00	93,872.04	(104.99)	1,127.96	98.81
5091-0000-666.0000	INTEREST INCOME	12,500.00	6,665.92	0.00	5,834.08	53.33
5091-0000-667.0000	TAP IN INTEREST	25,000.00	9,515.20	0.00	15,484.80	38.06
5091-0000-673.0000	SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00
5091-0000-675.0000	REFUNDS & REBATES	3,000.00	0.00	0.00	3,000.00	0.00
5091-0000-678.0000	REIMBURSEMENT INCOME	0.00	8,802.93	0.00	(8,802.93)	100.00
5091-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	0.00	0.00	0.00	0.00	0.00
5091-0000-691.3136	TRANSFER IN FROM TRAIL RIDGE WATER	0.00	0.00	0.00	0.00	0.00
5091-0000-691.7094	TRANSFERS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
5091-0000-693.0001	GAIN ON SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
5091-0000-694.0000	MISCELLANEOUS	0.00	1,495.00	0.00	(1,495.00)	100.00
5091-0000-694.0002	FIRE HYDRANT METER DEPOSIT REVENUE	3,000.00	4,000.00	0.00	(1,000.00)	133.33
5091-0000-699.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
Total Dept 0000		5,860,753.00	5,938,420.78	18,330.47	(77,667.78)	101.33
TOTAL Revenues		5,860,753.00	5,938,420.78	18,330.47	(77,667.78)	101.33
Expenditures						
Dept 0000						
5091-0000-717.0000	RETIREMENT - MERS ACTIVE	0.00	90.90	90.90	(90.90)	100.00
5091-0000-718.0000	RETIREMENT - MERS RETIREES	0.00	364.59	364.59	(364.59)	100.00
5091-0000-719.0000	Payroll Fringes	0.00	243.13	243.13	(243.13)	100.00
5091-0000-925.0000	LOSS ON SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00
Total Dept 0000		0.00	698.62	698.62	(698.62)	100.00
Dept 4090-CONTINGENCY						
5091-4090-957.0030	SPECIAL ASSESSMENTS CITY OWNED TX BILL	0.00	0.00	0.00	0.00	0.00
Total Dept 4090-CONTINGENCY		0.00	0.00	0.00	0.00	0.00
Dept 5091-WATER EXPENSES						
5091-5091-703.0000	ADMINISTRATION SALARIES	41,100.00	30,681.27	835.95	10,418.73	74.65
5091-5091-705.0000	SUPERVISION SALARIES	0.00	2,139.23	2,139.23	(2,139.23)	100.00
5091-5091-706.0000	SALARIES PERMANENT	349,216.40	349,574.16	12,522.09	(357.76)	100.10 ↑ 26,000
5091-5091-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00
5091-5091-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00

Attachment: Budget Amendment 412-417 (2517 : Budget Amendment #412-417)

5091-5091-717.0000	RETIREMENT - MERS ACTIVE	0.00	856.04	856.04	(856.04)	100.00	
5091-5091-718.0000	RETIREMENT - MERS RETIREES	0.00	5,319.70	5,319.70	(5,319.70)	100.00	
5091-5091-719.0000	FRINGE BENEFITS	423,988.13	426,934.70	(4,303.90)	(2,946.57)	100.69	↑ 58,000
5091-5091-719.1000	OPEB EXPENSE	100,000.00	0.00	0.00	100,000.00	0.00	
5091-5091-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	37.00	36.64	0.00	0.36	99.03	
5091-5091-727.0000	OFFICE SUPPLIES	2,000.00	1,537.30	133.20	462.70	76.87	
5091-5091-728.0000	INFORMATION TECH ALLOCATION	39,200.00	39,200.00	0.00	0.00	100.00	
5091-5091-731.0000	POSTAGE	11,000.00	10,843.37	0.00	156.63	98.58	
5091-5091-757.0000	OPERATING EXPENDITURES	20,000.00	22,032.66	1,108.80	(2,032.66)	110.16	increase $3000
5091-5091-776.0000	REPAIR & MAINTENANCE SUPPLIES	58,500.00	13,152.13	0.00	45,347.87	22.48	
5091-5091-782.0000	SAND & GRAVEL	1,800.00	647.63	0.00	1,152.37	35.98	
5091-5091-789.0000	PIPE & FITTING	50,000.00	42,467.94	(8,074.36)	7,532.06	84.94	
5091-5091-808.0000	AUDIT	7,163.00	7,163.00	0.00	0.00	100.00	
5091-5091-814.0000	BILLING CHARGES	5,000.00	3,726.78	0.00	1,273.22	74.54	
5091-5091-816.0000	CHARGES	2,958,000.00	2,526,027.64	200,949.86	431,972.36	85.40	Increase $125,000
5091-5091-818.0000	CONTRACTUAL SERVICE	95,000.00	75,234.74	620.00	19,765.26	79.19	
5091-5091-818.1000	CONTRACTUAL - WATER TESTING	10,000.00	6,204.00	0.00	3,796.00	62.04	
5091-5091-826.0000	LEGAL	500.00	187.50	93.75	312.50	37.50	
5091-5091-828.0000	DUES & MEMBERSHIPS	1,500.00	1,423.00	203.00	77.00	94.87	
5091-5091-864.0000	TRAINING	5,000.00	6,555.64	380.00	(1,555.64)	131.11	Increase $1600
5091-5091-875.0000	PENSION EXPENSE	0.00	0.00	0.00	0.00	0.00	
5091-5091-910.0000	INSURANCE	20,000.00	16,865.31	0.00	3,134.69	84.33	
5091-5091-920.0000	UTILITIES	18,000.00	10,182.64	574.02	7,817.36	56.57	
5091-5091-925.0000	LOSS ON SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	
5091-5091-928.0000	TREATMENT	0.00	0.00	0.00	0.00	0.00	
5091-5091-943.0000	EQUIPMENT RENTAL	125,000.00	84,681.58	0.00	40,318.42	67.75	
5091-5091-956.0000	MISCELLANEOUS	3,000.00	0.00	0.00	3,000.00	0.00	
5091-5091-956.0001	BAD DEBT EXPENDITURE	1,500.00	1,472.03	0.00	27.97	98.14	
5091-5091-956.0002	FIRE HYDRANT METER REFUNDS	3,000.00	2,674.51	0.00	325.49	89.15	
5091-5091-956.7801	PAVING ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	
5091-5091-957.0000	CONTINGENCY	779,448.47	0.00	0.00	779,448.47	0.00	decrease $125,000
5091-5091-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFERS	33,000.00	31,664.05	0.00	1,335.95	95.95	decrease for all other expenditures including fringes and p/r
5091-5091-968.0000	DEPRECIATION EXPENSE	470,000.00	0.00	0.00	470,000.00	0.00	
5091-5091-970.0200	GIS PHASE I - 50% SWR, 50% WTR	0.00	0.00	0.00	0.00	0.00	
5091-5091-970.0400	TAPPING MACHINE	0.00	0.00	0.00	0.00	0.00	
5091-5091-970.0500	STORZ HYDRANT COUPLINGS	10,000.00	9,975.00	0.00	25.00	99.75	
5091-5091-977.7087	COMMUNITY DEVELOPMENT BLOCK GRANT EXP	0.00	0.00	0.00	0.00	0.00	
5091-5091-984.7850	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	
5091-5091-991.0000	2011 REVENUE REFUNDING BOND PRINCIPAL	0.00	0.00	0.00	0.00	0.00	
5091-5091-991.2011	PRINCIPAL 2011 FENTON RD PROJ	0.00	0.00	0.00	0.00	0.00	
5091-5091-994.7851	DISCOUNT ON REVENUE BONDS	0.00	0.00	0.00	0.00	0.00	
5091-5091-995.2011	INTEREST 2011 FENTON RD PROJ	9,900.00	8,105.80	0.00	1,794.20	81.88	
5091-5091-995.2012	INTEREST ON DWRF #1 FINANCING	150,000.00	85,144.90	0.00	64,855.10	56.76	
5091-5091-995.2016	INTEREST ON DWRF #2 FINANCING	42,000.00	17,250.57	0.00	24,749.43	41.07	
5091-5091-995.2017	INTEREST ON DWRF #3 FINANCING	0.00	0.00	0.00	0.00	0.00	
5091-5091-995.7860	2011 REVENUE REFUNDING BOND INTEREST	15,500.00	14,310.00	0.00	1,190.00	92.32	
5091-5091-999.2011	ADMIN FEE 2011 FENTON RD PROJ	700.00	100.00	0.00	600.00	14.29	
5091-5091-999.7094	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	
5091-5091-999.7095	2011 WATER REFUNDING BOND EXPENDITURES	700.00	250.00	0.00	450.00	35.71	
Total Dept 5091-WATER EXPENSES		5,860,753.00	3,854,621.46	213,357.38	2,006,131.54	65.77	
TOTAL Expenditures		5,860,753.00	3,855,320.08	214,056.00	2,005,432.92	65.78	
Fund 5091 - WATER DEPARTMENT:							
TOTAL REVENUES		5,860,753.00	5,938,420.78	18,330.47	(77,667.78)	101.33	
TOTAL EXPENDITURES		5,860,753.00	3,855,320.08	214,056.00	2,005,432.92	65.78	
NET OF REVENUES & EXPENDITURES		0.00	2,083,100.70	(195,725.53)	(2,083,100.70)	100.00	
BEG. FUND BALANCE		13,838,020.54	13,838,020.54				
END FUND BALANCE		13,838,020.54	15,921,121.24				

Attachment: Budget Amendment 412-417 (2517 : Budget Amendment #412-417)

TOTAL REVENUES - FUND 5091	5,860,753.00	5,938,420.78	18,330.47	(77,667.78)
TOTAL EXPENDITURES - FUND 5091	5,860,753.00	3,855,320.08	214,056.00	2,005,432.92
NET OF REVENUES & EXPENDITURES	0.00	2,083,100.70	(195,725.53)	(2,083,100.70)
BEG. FUND BALANCE	13,838,020.54	13,838,020.54		
END FUND BALANCE	13,838,020.54	15,921,121.24		

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 13, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Sewer Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Water Budget as follows: **Transfer- $125,000.00 FROM Department 5091-5091-957.0000 (Contingency/Capital), TO Department 5091-5091-816.0000 (Charges). Transfer-$3,000.00 FROM Department 5091-5091-957.0000 (Contingency/Capital) TO Department 5091-5091-757.0000 (Operating Expenditures). Transfer-$1,600.00 FROM Department 5091-5091-957.0000 (Contingency/Capital) TO Department 5091-5091-864.0000 (Training)**

The first transfer request is due to forecasting being a "best guess" scenario in consumption. Billing cycles are not necessarily a 30day timeframe thus the inaccuracy of exact numbers. The subsequent requests are trending toward overage due to necessary purchases for ongoing Operation & Maintenance as well as required training for our licensed operators of the system.

Finance Committee
4303 S. Center Road
Burton, MI 48519

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Ginger Burke-Miller

ADOPTED

AGENDA ITEM (ID # 2518)

DOC ID: 2518

Budget Amendment #418-430 Approve and authorize the following 2015-2016 budget amendment: Increase 2003-4063-818.0000 Contractual Services by $46,000; Increase 2003-4078-943.0000 Equipment Rental by $87; Increase 2003-4082-757.0000 Operating Expenditures by $2,000; Increase 2003-4082-828.0000 Memberships by $1,000; Decrease 2003-4063-706.0000 Salaries Permanent by $14,000; Decrease 2003-4063-943.0000 Equipment Rental by $10,000; Decrease 2003-4078-705.0000 Supervision Salaries by $2,248; Decrease 2003-4078-706.0000 Salaries Permanent by $7,653; Decrease 2003-4078-719.0000 Fringe Benefits by $5,447; Decrease 2003-4078-757.0000 Operating Expenditures-Salt by $1,609; Decrease 2003-4078-818.0000 Contractual Services by $130; Decrease 2003-4090-957.0020 Special Assessments by $4,000; Decrease 2003-4082-818.0000 Contractual Services by $4,000.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- 418-430 (PDF)

418 - 430

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 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	280.00	40.00	120.00	70.00	
2003-0000-574.0000	GAS & WEIGHT TAX	570,489.33	505,529.16	49,134.65	64,960.17	88.61	
2003-0000-574.0659	ST OF MI ROW MAINTENANCE FEE	35,000.00	0.00	0.00	35,000.00	0.00	
2003-0000-666.0000	INTEREST INCOME	800.00	1,482.00	0.00	(682.00)	185.25	
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	418,902.73	407,074.17	33,466.91	11,828.56	97.18	
2003-0000-678.0000	REIMBURSEMENT INCOME	800.00	393.20	0.00	406.80	49.15	
2003-0000-691.0000	TRANSFERS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	
2003-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	0.00	0.00	0.00	0.00	0.00	
2003-0000-691.1001	CONTRIBUTION FROM OTHER FUNDS	125,000.00	125,000.00	0.00	0.00	100.00	
2003-0000-691.3134	TRANSFER IN FROM TRAIL RIDGE PAVING	0.00	0.00	0.00	0.00	0.00	
2003-0000-694.0000	MISCELLANEOUS REVENUE	0.00	115.00	0.00	(115.00)	100.00	
2003-0000-699.0000	CONTINGENCY	108,807.94	0.00	0.00	108,807.94	0.00	
Total Dept 0000		1,260,700.00	1,039,873.53	82,641.56	220,826.47	82.48	
TOTAL Revenues		1,260,700.00	1,039,873.53	82,641.56	220,826.47	82.48	
Expenditures							
Dept 0000							
2003-0000-719.0000	FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00	
Total Dept 0000		0.00	0.00	0.00	0.00	0.00	
Dept 4051-CONSTRUCTION							
2003-4051-719.0000	Payroll Fringes	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.0000	LOCAL STS-COMMUNITY DEV PROJEC	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7561	2005 CULVERT REPLACEMENT	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7563	2006 LOC ST RESURFACING DIV B	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7564	2007 LOC ST RESURFACING DIV A	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7565	2006/07 HAWKSHIRE PAVING DIV D	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7566	2006/07 MAPLEWOOD MDWS DIV E	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7567	P-04-02 CONST. MATCH DIV F	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7568	06/07 OAKVIEW MEADOWS DIV G	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7569	06/07 THE ORCHARDS DIV H	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7570	WHISPER RIDGE PAVING	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7572	2007 SPRING GARDENS PAVING	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7574	2007 FALL PAVING PROJECT	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7575	WINDING CREEK CONDOS	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7576	PINECREEK #2 PAVING	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7577	CITYWIDE GRAVEL PAVING PROJECT	0.00	0.00	0.00	0.00	0.00	
2003-4051-802.7585	CHIP SEAL CASTO ST. 2012	0.00	0.00	0.00	0.00	0.00	
Total Dept 4051-CONSTRUCTION		0.00	0.00	0.00	0.00	0.00	
Dept 4063-SURFACE MAINTENANCE							
2003-4063-705.0000	SUPERVISION SALARIES	45,000.00	13,510.26	0.00	31,489.74	30.02	↓11,000
2003-4063-706.0000	SALARIES PERMANENT	113,900.00	70,137.61	2,346.77	43,762.39	61.58	decrease by $14,000 ↓14,000 (G) ↓11,000
2003-4063-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00	
2003-4063-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2003-4063-717.0000	RETIREMENT - MERS ACTIVE	0.00	160.40	160.40	(160.40)	100.00	

Attachment: 418-430 (2518 : Budget Amendment #418-430)

2003-4063-718.0000	RETIREMENT - MERS RETIREES	0.00	843.53	843.53	(843.53)	100.00	
2003-4063-719.0000	FRINGE BENEFITS	159,000.00	130,399.36	414.28	28,600.64	82.01	
2003-4063-750.0000	CHLORIDE	33,000.00	14,988.87	0.00	18,011.13	45.42	
2003-4063-751.0000	PATCH	56,086.12	30,510.45	15,599.12	25,575.67	54.40	
2003-4063-752.0000	GRAVEL	15,000.00	1,949.79	(1,844.47)	13,050.21	13.00	
2003-4063-757.0000	OPERATING EXPENDITURES	0.00	0.00	0.00	0.00	0.00	
2003-4063-818.0000	CONTRACTUAL SERVICE	35,400.00	41,695.36	15,082.38	(6,295.36)	117.78	increase by $34,000 ↑5,000 B ↑ 41,000 G
2003-4063-818.7151	MEADOWCROFT ESTATES	0.00	0.00	0.00	0.00	0.00	
2003-4063-943.0000	EQUIPMENT RENTAL	60,000.00	40,035.70	0.00	19,964.30	66.73	decrease by $10000 ↓10,000 G
Total Dept 4063-SURFACE MAINTENANCE		517,386.12	344,231.33	32,602.01	173,154.79	66.53	Decrease Winter Maintainence by $17k or so
Dept 4068-TREES & SHRUBS							
2003-4068-705.0000	SUPERVISION SALARIES	5,100.00	923.83	0.00	4,176.17	18.11	
2003-4068-706.0000	SALARIES PERMANENT	13,900.00	2,407.77	0.00	11,492.23	17.32	
2003-4068-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2003-4068-717.0000	RETIREMENT - MERS ACTIVE	0.00	0.00	0.00	0.00	0.00	
2003-4068-718.0000	RETIREMENT - MERS RETIREES	0.00	0.00	0.00	0.00	0.00	
2003-4068-719.0000	FRINGE BENEFITS	14,100.00	6,907.96	0.00	7,192.04	48.99	
2003-4068-757.0000	OPERATING EXP & MATERIALS	500.00	0.00	0.00	500.00	0.00	
2003-4068-818.0000	CONTRACTUAL SERVICE	8,000.00	1,750.00	0.00	6,250.00	21.88	
2003-4068-943.0000	EQUIPMENT RENTAL	11,400.00	2,303.33	0.00	9,096.67	20.20	
Total Dept 4068-TREES & SHRUBS		53,000.00	14,292.89	0.00	38,707.11	26.97	
Dept 4069-DRAINAGE							
2003-4069-705.0000	SUPERVISION SALARIES	15,100.00	6,528.09	0.00	8,571.91	43.23	
2003-4069-706.0000	SALARIES PERMANENT	50,100.00	23,656.16	902.78	26,443.84	47.22	
2003-4069-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2003-4069-717.0000	RETIREMENT - MERS ACTIVE	0.00	60.98	60.98	(60.98)	100.00	
2003-4069-718.0000	RETIREMENT - MERS RETIREES	0.00	649.36	649.36	(649.36)	100.00	
2003-4069-719.0000	FRINGE BENEFITS	88,600.00	50,308.77	67.49	38,291.23	56.78	
2003-4069-757.0000	OPERATING EXP & MATERIALS	7,000.00	3,001.30	263.92	3,998.70	42.88	
2003-4069-818.0000	CONTRACTUAL SERVICE	45,000.00	26,544.84	6,988.19	18,455.16	58.99	
2003-4069-943.0000	EQUIPMENT RENTAL	55,000.00	28,081.95	0.00	26,918.05	51.06	decrease to cover for traffic signs
Total Dept 4069-DRAINAGE		260,800.00	138,831.45	8,932.72	121,968.55	53.23	
Dept 4074-TRAFFIC SIGNS							
2003-4074-705.0000	SUPERVISION SALARIES	3,400.00	2,408.38	0.00	991.62	70.83	
2003-4074-706.0000	SALARIES PERMANENT	6,000.00	7,466.29	419.04	(1,466.29)	124.44	↑4,000
2003-4074-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2003-4074-717.0000	RETIREMENT - MERS ACTIVE	0.00	51.67	51.67	(51.67)	100.00	
2003-4074-718.0000	RETIREMENT - MERS RETIREES	0.00	659.40	659.40	(659.40)	100.00	
2003-4074-719.0000	FRINGE BENEFITS	14,000.00	15,588.17	31.20	(1,588.17)	111.34	from Drainage ↑4,000
2003-4074-757.0000	OPERATING EXP & MATERIALS	2,000.00	0.00	0.00	2,000.00	0.00	
2003-4074-757.2030	SIGNAGE & GRAVEL FOR CDBG PROJECTS	0.00	0.00	0.00	0.00	0.00	
2003-4074-757.7100	MATERIAL-SIGNS	5,000.00	4,668.78	771.44	331.22	93.38	
2003-4074-943.0000	EQUIPMENT RENTAL	4,600.00	4,015.74	0.00	584.26	87.30	
Total Dept 4074-TRAFFIC SIGNS		35,000.00	34,858.43	1,932.75	141.57	99.60	
Dept 4078-WINTER MAINTENANCE							
2003-4078-705.0000	SUPERVISION SALARIES	5,400.00	3,152.18	0.00	2,247.82	58.37	↓2,247.82 G
2003-4078-706.0000	SALARIES PERMANENT	32,000.00	24,346.83	0.00	7,653.17	76.08	↓7,653.17 G
2003-4078-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2003-4078-717.0000	RETIREMENT - MERS ACTIVE	0.00	0.00	0.00	0.00	0.00	
2003-4078-718.0000	RETIREMENT - MERS RETIREES	0.00	0.00	0.00	0.00	0.00	
2003-4078-719.0000	FRINGE BENEFITS	45,000.00	39,553.41	0.00	5,446.59	87.90	↓5,446.59 G
2003-4078-757.0000	OPERATING EXPENDITURES - SALT	46,000.00	44,391.50	(319.50)	1,608.50	96.50	↓1,608.50 G
2003-4078-818.0000	CONTRACTUAL SERVICES	500.00	0.00	0.00	500.00	0.00	↓130.35 G
2003-4078-943.0000	EQUIPMENT RENTAL	47,458.64	47,545.07	0.00	(86.43)	100.18	↑86.43 G
2003-4078-957.0000	CONTINGENCY/SURPLUS	0.00	0.00	0.00	0.00	0.00	
Total Dept 4078-WINTER MAINTENANCE		176,358.64	158,988.99	(319.50)	17,369.65	90.15	To Surface Main

Attachment: 418-430 (2518 : Budget Amendment #418-430)

J.30.a

Dept 4081-ROADSIDE CLEANUP							
2003-4081-705.0000	SUPERVISION SALARIES	2,600.00	477.18	0.00	2,122.82	18.35	
2003-4081-706.0000	SALARIES PERMANENT	4,100.00	1,813.63	0.00	2,286.37	44.23	
2003-4081-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2003-4081-717.0000	RETIREMENT - MERS ACTIVE	0.00	0.00	0.00	0.00	0.00	
2003-4081-718.0000	RETIREMENT - MERS RETIREES	0.00	0.00	0.00	0.00	0.00	
2003-4081-719.0000	FRINGE BENEFITS	3,200.00	3,466.96	0.00	(266.96)	108.34	↑ 1,000
2003-4081-818.0000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	
2003-4081-943.0000	EQUIPMENT RENTAL	2,800.00	1,856.41	0.00	943.59	66.30	
Total Dept 4081-ROADSIDE CLEANUP		12,700.00	7,614.18	0.00	5,085.82	59.95	
Dept 4082-ADMINISTRATION							
2003-4082-703.0000	ADMINISTRATION SALARIES	11,100.00	3,296.56	835.96	7,803.44	29.70	↓ 3,000
2003-4082-705.0000	SUPERVISION SALARIES	0.00	1,898.39	142.03	(1,898.39)	100.00	↓ 4,000
2003-4082-706.0000	SALARIES PERMANENT	18,700.00	24,357.79	2,064.28	(5,657.79)	130.26	↑ 12,000
2003-4082-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2003-4082-717.0000	RETIREMENT - MERS ACTIVE	0.00	248.25	248.25	(248.25)	100.00	
2003-4082-718.0000	RETIREMENT - MERS RETIREES	0.00	810.35	810.35	(810.35)	100.00	
2003-4082-719.0000	FRINGE BENEFITS	20,000.00	(8,724.92)	(8,724.92)	28,724.92	(43.62)	
2003-4082-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	0.00	0.00	0.00	0.00	
2003-4082-728.0000	INFORMATION TECH ALLOCATION	2,500.00	2,500.00	0.00	0.00	100.00	
2003-4082-757.0000	OPERATING EXP & MATERIALS	10,000.00	10,915.20	491.65	(915.20)	109.15	Increase by $2,000 ↑ 2,000 C
2003-4082-808.0000	AUDIT	1,300.00	1,300.00	0.00	0.00	100.00	
2003-4082-818.0000	CONTRACTUAL SERVICE	11,186.21	1,612.10	0.00	9,574.11	14.41	
2003-4082-826.0000	LEGAL	200.00	0.00	0.00	200.00	0.00	
2003-4082-828.0000	MEMBERSHIP & DUES	500.00	480.00	0.00	20.00	96.00	
2003-4082-864.0000	TRAINING	1,000.00	1,962.03	0.00	(962.03)	196.20	Increase by $1,000 ↑ 1,000 C
2003-4082-943.0000	EQUIPMENT RENTAL	513.79	0.00	0.00	513.79	0.00	
Total Dept 4082-ADMINISTRATION		77,000.00	40,655.75	(4,132.40)	36,344.25	52.80	
Dept 4090-CONTINGENCY							
2003-4090-957.0000	CONTINGENCY/SURPLUS	0.00	0.00	0.00	0.00	0.00	
2003-4090-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFERS	160,000.00	151,018.46	0.00	8,981.54	94.39	decrease by $3000 ↓ 1,000 C ↓ 2,000 C
2003-4090-957.0030	SPECIAL ASSESSMENTS CITY OWNED TX BILL	0.00	0.00	0.00	0.00	0.00	
Total Dept 4090-CONTINGENCY		160,000.00	151,018.46	0.00	8,981.54	94.39	
Dept 9099-TRANSFERS OUT							
2003-9099-999.7094	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	
Total Dept 9099-TRANSFERS OUT		0.00	0.00	0.00	0.00	0.00	
TOTAL Expenditures		1,292,244.76	890,491.48	39,015.58	401,753.28	68.91	
Fund 2003 - LOCAL STREETS:							
TOTAL REVENUES		1,260,700.00	1,039,873.53	82,641.56	220,826.47	82.48	
TOTAL EXPENDITURES		1,292,244.76	890,491.48	39,015.58	401,753.28	68.91	
NET OF REVENUES & EXPENDITURES		(31,544.76)	149,382.05	43,625.98	(180,926.81)	473.56	
BEG. FUND BALANCE		288,989.90	288,989.90				
END FUND BALANCE		257,445.14	438,371.95				

Attachment: 418-430 (2518 : Budget Amendment #418-430)

3

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: May 18, 2016

Re: Memo of Explanation for
Council Meeting of June 6, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Major Streets and Local Streets Budgets for Street Sweeping

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Budget as follows: **Transfer $5,000.00 FROM Department 2002-4063-943.0000 (Major Streets - Surface Maintenance – Equipment Rental), TO Department 2003-4063-818.0000 (Local Streets, Surface Maintenance, Contractual Services).**

This item is trending toward overage because it was approved last fall, after the budget had been approved, with the understanding that funds would need to be transferred from other line items within Major and Local Streets to cover this.

C

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Streets Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Local Streets as follows: **Transfer- $1,000.00 FROM Department 2003-4090-957.0020 (Contingency-Special Assessment City Owned Transfers), TO Department 2003-4082-864.0000 (Administration-Training.)**

This item is trending toward overage because it was approved last fall, after the budget had been approved, with the understanding that funds would need to be transferred from other line items within Major Streets to cover this.

G

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Streets Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Local Streets as follows: **Transfer- $14,000.00 FROM Department 2003-4063-706.0000 (Surface Maintenance-Salaries Permanent), AND $10,0000.00 FROM Department 2003-4063-943.0000 (Surface Maintenance- Equipment Rental) AND $17,000.00 FROM Department 2003-4078 (Winter Maintenance), which totals $41,000.00 TO Department 2003-4063-818.0000 (Surface Maintenance-Contractual Services.)**

This item is trending toward overage because it was approved last fall, after the budget had been approved, with the understanding that funds would need to be transferred from other line items within Local Streets to cover this.

L

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Streets Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Local Streets as follows: **Transfer- $2,000.00 FROM Department 2003-4090-957.0020 (Contingency-Special Assessment City Owned Transfers), TO Department 2003-4082-757.0000 (Administration-Operating Expense and Materials.)**

This item is trending toward overage in part because of expenses related to increased public relations and communications efforts (such as the City of Burton 2016 Calendar) initiated during the year.

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Ginger Burke-Miller
Department Head: Ginger Burke-Miller

AGENDA ITEM (ID # 2513)

DOC ID: 2513

Budget Amendment #431-445 Approve and authorize the following 2015-2016 budget amendment: Increase 2002-4051-802.7590 Center Rd. (Atherton to Lippincott) by $5,000; Decrease 2002-4051-802.7591 Belsay Rd. (Court to Davison) by $10,000; Increase 2002-4051-802.7596 Howe Branch/Center Rd. By $5,000; Increase 2002-4063-818.0000 Contractual Service by $30,000; Decrease 2002-4063-943.0000 Equipment Rental by $35,000; Decrease 2002-4068-818.0000 Contractual Service by $10,000; Increase 2002-4069-818.0000 Contractual Service by $10,000; Increase 2002-4074-818.0000 Contractual Service by $53,000. Increase 2002-4074-943.0000 Equipment Rental by $1,000; Increase 2002-4074-949.0000 RR Crossing Lights/Signal Repair by $1000; Decrease 2002-4078-757.0000 Operating Expenditures/Salt by 16.14; Increase 2002-4078-943.0000 Equipment Rental by 16.14; Decrease 2002-4082-818.0000 Contractual Service by $1,500; Increase 2002-4082-864.0000 Training by $1,500; Decrease 2002-4090-957.0000 Contingency by $50,000.

HISTORY:

06/15/16 Finance Committee CARRIED

ATTACHMENTS:

- 431-445 (PDF)

431-445

06/13/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 06/30/2016
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	
Fund 2002 - MAJOR STREETS							
Revenues							
Dept 0000							
2002-0000-450.0000	RIGHT OF WAY PERMIT FEES	5,000.00	5,362.95	325.00	(362.95)	107.26	
2002-0000-539.7589	BRISTOL RD BRIDGE GRANT	0.00	0.00	0.00	0.00	0.00	
2002-0000-574.0000	51 GAS & WEIGHT TAX	2,074,513.64	1,721,758.10	167,334.56	352,755.54	83.00	
2002-0000-574.0001	OTHER STATE REVENUE SOURCES	400,000.00	299,746.16	0.00	100,253.84	74.94	
2002-0000-574.0659	ST OF MI ROW MAINTENANCE FEE	78,500.00	0.00	0.00	78,500.00	0.00	
2002-0000-574.0665	FEDERAL/STATE CONST. MATCH	79,000.00	613,707.17	500,000.00	(534,707.17)	776.84	
2002-0000-580.0000	CONTRIBUTION FROM LOCAL UNITS	0.00	0.00	0.00	0.00	0.00	
2002-0000-649.0000	MATERIAL SALES	6,300.00	6,202.30	0.00	97.70	98.45	
2002-0000-666.0000	INTEREST INCOME	0.00	2,023.99	0.00	(2,023.99)	100.00	
2002-0000-675.0000	REFUNDS & REBATES	100.00	0.00	0.00	100.00	0.00	
2002-0000-678.0000	REIMBURSEMENT INCOME	1,000.00	1,943.03	0.00	(943.03)	194.30	
2002-0000-691.0000	TRANSFERS FROM OTHER FUNDS	2,651,375.00	2,530,000.00	0.00	121,375.00	95.42	
2002-0000-694.0000	MISCELLANEOUS	13,000.00	13,416.82	0.00	(416.82)	103.21	
2002-0000-697.0000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00	
2002-0000-697.7587	LOAN PROCEEDS LAPEER RD	0.00	1,993,066.70	0.00	(1,993,066.70)	100.00	
2002-0000-699.0000	CONTINGENCY/DEFICIT	0.00	0.00	0.00	0.00	0.00	
Total Dept 0000		5,308,788.64	7,187,227.22	667,659.56	(1,878,438.58)	135.38	
TOTAL Revenues		5,308,788.64	7,187,227.22	667,659.56	(1,878,438.58)	135.38	
Expenditures							
Dept 0000							
2002-0000-719.0000	PAYROLL FRINGES	0.00	0.00	0.00	0.00	0.00	
Total Dept 0000		0.00	0.00	0.00	0.00	0.00	
Dept 4051-CONSTRUCTION							
2002-4051-717.0000	RETIREMENT - MERS ACTIVE	0.00	588.30	588.30	(588.30)	100.00	Karen research
2002-4051-718.0000	RETIREMENT - MERS RETIREES	0.00	1,388.88	1,388.88	(1,388.88)	100.00	Karen research
2002-4051-719.0000	FRINGE BENEFITS	0.00	375.29	375.29	(375.29)	100.00	Karen research
2002-4051-802.7562	I-69 RECONSTRUCTION/REPAIRS	8,000.00	7,469.37	0.00	530.63	93.37	
2002-4051-802.7586	CENTER RD (COURT-DAVISON)	4,357.86	4,054.87	0.00	302.99	93.05	
2002-4051-802.7587	LAPEER (BELSAY TO VASSAR)	881,702.97	565,704.94	1,563.49	315,998.03	64.16	
2002-4051-802.7588	ATHERTON (DORT_CENTER 2013_2014)	18,474.68	15,781.35	0.00	2,693.33	85.42	
2002-4051-802.7589	BRISTOL RD BRIDGE	49,964.66	22,800.32	85.36	27,164.34	45.63	
2002-4051-802.7590	CENTER RD (ATHERTON TO LIPPINCOTT)	59,302.80	62,027.38	1,545.52	(2,724.58)	104.59	Increase $5,000 ↑5,000 (K)
2002-4051-802.7591	BELSAY RD. (COURT TO DAVISON)	1,000,000.00	862,587.76	1,740.54	137,412.24	86.26	decrease Belsay Rd ↓5,000 (F) ↓5,000
2002-4051-802.7592	POTTER/CASTO ROADS (2015-2016)	725,000.00	715,949.88	0.00	9,050.12	98.75	
2002-4051-802.7593	CENTER LIGHT SIGNAL CMAQ	229,850.00	52,364.94	750.00	177,485.06	22.78	
2002-4051-802.7594	CHIP SEAL	0.00	0.00	0.00	0.00	0.00	
2002-4051-802.7595	DWRF REPAIRS	0.00	0.00	0.00	0.00	0.00	
2002-4051-802.7596	HOWE BRANCH THREAD CREEK/CENTER RD	121,375.00	122,849.59	15,829.14	(1,474.59)	101.21	Increase $5,000 ↑5,000 (F)
2002-4051-803.0000	MONTHLY PREFERRED PROVIDER BEN	0.00	0.00	0.00	0.00	0.00	
2002-4051-957.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	
Total Dept 4051-CONSTRUCTION		3,098,027.97	2,433,942.87	23,866.52	664,085.10	78.56	

Attachment: 431-445 (2513 : Budget Amendment #431-445)

Dept 4063-SURFACE MAINTENANCE							
2002-4063-705.0000	SUPERVISION SALARIES	37,000.00	20,969.84	0.00	16,030.16	56.68	↓6,000
2002-4063-706.0000	SALARIES PERMANENT	146,200.00	112,578.19	6,067.03	33,621.81	77.00	↓8,000
2002-4063-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.00	
2002-4063-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2002-4063-717.0000	RETIREMENT - MERS ACTIVE	0.00	315.11	315.11	(315.11)	100.00	
2002-4063-718.0000	RETIREMENT - MERS RETIREES	0.00	2,324.39	2,324.39	(2,324.39)	100.00	
2002-4063-719.0000	FRINGE BENEFITS	177,000.00	197,930.46	612.11	(20,930.46)	111.83	↑40,260
2002-4063-757.0000	OPERATING EXP & MATERIALS	50,000.00	33,283.90	12,794.11	16,716.10	66.57	
2002-4063-818.0000	CONTRACTUAL SERVICE	71,500.00	58,711.10	5,305.65	12,788.90	82.11	↑30,000 (A) ↓5,000 (B)
2002-4063-943.0000	EQUIPMENT RENTAL	180,000.00	91,458.12	0.00	88,541.88	50.81	↓30,000 (A)
Total Dept 4063-SURFACE MAINTENANCE		661,700.00	517,571.11	27,418.40	144,128.89	78.22	
Dept 4068-TREES & SHRUBS							
2002-4068-705.0000	SUPERVISION SALARIES	1,600.00	388.72	0.00	1,211.28	24.30	
2002-4068-706.0000	SALARIES PERMANENT	3,000.00	1,120.84	0.00	1,879.16	37.36	
2002-4068-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2002-4068-717.0000	RETIREMENT - MERS ACTIVE	0.00	0.00	0.00	0.00	0.00	
2002-4068-718.0000	RETIREMENT - MERS RETIREES	0.00	0.00	0.00	0.00	0.00	
2002-4068-719.0000	FRINGE BENEFITS	5,200.00	2,014.13	0.00	3,185.87	38.73	↓2,000
2002-4068-818.0000	CONTRACTUAL SERVICE	20,000.00	6,250.00	0.00	13,750.00	31.25	↓10,000
2002-4068-943.0000	EQUIPMENT RENTAL	3,200.00	2,148.93	0.00	1,051.07	67.15	
Total Dept 4068-TREES & SHRUBS		33,000.00	11,922.62	0.00	21,077.38	36.13	**Use what we need
Dept 4069-DRAINAGE							
2002-4069-705.0000	SUPERVISION SALARIES	4,000.00	3,441.82	0.00	558.18	86.05	↑1,000
2002-4069-706.0000	SALARIES PERMANENT	25,600.00	22,794.75	528.08	2,805.25	89.04	
2002-4069-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2002-4069-717.0000	RETIREMENT - MERS ACTIVE	0.00	60.56	60.56	(60.56)	100.00	
2002-4069-718.0000	RETIREMENT - MERS RETIREES	0.00	761.28	761.28	(761.28)	100.00	
2002-4069-719.0000	FRINGE BENEFITS	30,100.00	32,669.59	39.55	(2,569.59)	108.54	↑6,000
2002-4069-757.0000	OPERATING EXP & MATERIALS	9,550.00	9,431.29	237.57	118.71	98.76	
2002-4069-818.0000	CONTRACTUAL SERVICE	13,450.00	20,744.07	7,910.12	(7,294.07)	154.23	↑10,000
2002-4069-943.0000	EQUIPMENT RENTAL	41,000.00	34,100.50	0.00	6,899.50	83.17	
Total Dept 4069-DRAINAGE		123,700.00	124,003.86	9,537.16	(303.86)	100.25	Increase $18k from Trees and Shrub s
Dept 4074-TRAFFIC SIGNS							
2002-4074-705.0000	SUPERVISION SALARIES	2,000.00	1,322.63	0.00	677.37	66.13	
2002-4074-706.0000	SALARIES PERMANENT	7,500.00	7,751.37	302.64	(251.37)	103.35	↑1,500
2002-4074-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2002-4074-717.0000	RETIREMENT - MERS ACTIVE	0.00	37.31	37.31	(37.31)	100.00	
2002-4074-718.0000	RETIREMENT - MERS RETIREES	0.00	476.23	476.23	(476.23)	100.00	
2002-4074-719.0000	FRINGE BENEFITS	7,800.00	10,510.44	22.53	(2,710.44)	134.75	↑3,800
2002-4074-757.0000	OPERATING EXPENDITURES	1,500.00	8.32	0.00	1,491.68	0.55	
2002-4074-757.2030	TRAFFIC CONTROL BARRELS & CONES	0.00	0.00	0.00	0.00	0.00	
2002-4074-757.7100	MATERIAL SIGNS	3,000.00	2,949.38	514.29	50.62	98.31	
2002-4074-818.0000	CONTRACTUAL SERVICE	79,650.00	90,688.32	12,208.21	(11,038.32)	113.86	↑17,000 (E) ↑36,000 (5)
2002-4074-943.0000	EQUIPMENT RENTAL	4,650.00	5,038.42	0.00	(388.42)	108.35	↑1,000 (I)
2002-4074-949.0000	R.R. CROSSING LIGHTS/SIGNAL REPAIR/MAINT	19,500.00	19,753.01	1,505.17	(253.01)	101.30	↑1,000 (D)
Total Dept 4074-TRAFFIC SIGNS		125,600.00	138,535.43	15,066.38	(12,935.43)	110.30	Increase from winter maintenance $$36K
Dept 4077-PAVEMENT MARK							
2002-4077-818.0000	CONTRACTUAL SERVICES	150,000.00	74,999.54	0.00	75,000.46	50.00	
Total Dept 4077-PAVEMENT MARK		150,000.00	74,999.54	0.00	75,000.46	50.00	

Dept 4078-WINTER MAINTENANCE

2002-4078-705.0000	SUPERVISION SALARIES	5,200.00	3,377.20	0.00	1,822.80	64.95	↑ 1,800
2002-4078-706.0000	SALARIES PERMANENT	63,900.00	28,163.23	0.00	35,736.77	44.07	~~↓ 1,000~~ D ~~↓ 17,000~~ E ↓3 36
2002-4078-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2002-4078-717.0000	RETIREMENT - MERS ACTIVE	0.00	0.00	0.00	0.00	0.00	
2002-4078-718.0000	RETIREMENT - MERS RETIREES	0.00	0.00	0.00	0.00	0.00	
2002-4078-719.0000	FRINGE BENEFITS	42,800.00	45,575.82	0.00	(2,775.82)	106.49	↑ 2,776
2002-4078-757.0000	OPERATING EXPENDITURES - SALT	127,000.00	125,329.95	(213.00)	1,670.05	98.69	↓ 16.14
2002-4078-818.0000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	
2002-4078-943.0000	EQUIPMENT RENTAL	77,455.24	77,471.38	0.00	(16.14)	100.02	↑ 16.14
2002-4078-957.0000	CONTINGENCY/SURPLUS	0.00	0.00	0.00	0.00	0.00	
Total Dept 4078-WINTER MAINTENANCE		316,355.24	279,917.58	(213.00)	36,437.66	88.48	decrease $36,437
Dept 4081-ROADSIDE CLEANUP							
2002-4081-705.0000	SUPERVISION SALARIES	2,500.00	925.19	0.00	1,574.81	37.01	
2002-4081-706.0000	SALARIES PERMANENT	8,200.00	4,936.28	754.12	3,263.72	60.20	↓ 1,500
2002-4081-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2002-4081-717.0000	RETIREMENT - MERS ACTIVE	0.00	36.96	36.96	(36.96)	100.00	
2002-4081-718.0000	RETIREMENT - MERS RETIREES	0.00	328.17	328.17	(328.17)	100.00	
2002-4081-719.0000	FRINGE BENEFITS	8,500.00	8,929.55	56.16	(429.55)	105.05	~~Ginger Doing this~~ ↑1500
2002-4081-757.0000	OPERATING EXP & MATERIALS	0.00	0.00	0.00	0.00	0.00	
2002-4081-943.0000	EQUIPMENT RENTAL	10,000.00	6,266.66	0.00	3,733.34	62.67	
Total Dept 4081-ROADSIDE CLEANUP		29,200.00	21,422.81	1,175.41	7,777.19	73.37	
Dept 4082-ADMINISTRATION							
2002-4082-703.0000	ADMINISTRATION SALARIES	5,000.00	3,520.49	835.92	1,479.51	70.41	↑ 1,000
2002-4082-705.0000	SUPERVISION SALARIES	0.00	1,265.57	94.69	(1,265.57)	100.00	
2002-4082-706.0000	SALARIES PERMANENT	42,000.00	32,435.55	1,546.62	9,564.45	77.23	↓ 2,800
2002-4082-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2002-4082-717.0000	RETIREMENT - MERS ACTIVE	0.00	228.45	228.45	(228.45)	100.00	
2002-4082-718.0000	RETIREMENT - MERS RETIREES	0.00	685.13	685.13	(685.13)	100.00	
2002-4082-719.0000	FRINGE BENEFITS	22,500.00	(6,268.19)	(6,268.19)	28,768.19	(27.86)	
2002-4082-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGES	0.00	0.00	0.00	0.00	0.00	
2002-4082-728.0000	INFORMATION TECH ALLOCATION	2,500.00	2,500.00	0.00	0.00	100.00	
2002-4082-757.0000	OPERATING EXPENDITURES	11,000.00	7,945.46	328.76	3,054.54	72.23	
2002-4082-808.0000	AUDIT	3,700.00	3,700.00	0.00	0.00	100.00	
2002-4082-818.0000	CONTRACTUAL SERVICE	6,186.92	2,246.61	0.00	3,940.31	36.31	Decrease $1500 ↓ 1500 H
2002-4082-826.0000	LEGAL	2,000.00	531.25	0.00	1,468.75	26.56	
2002-4082-828.0000	MEMBERSHIP & DUES	1,000.00	369.50	0.00	630.50	36.95	
2002-4082-864.0000	TRAINING	1,000.00	2,276.69	0.00	(1,276.69)	227.67	increase $1500 ↑ 1500 H
2002-4082-943.0000	EQUIPMENT RENTAL	513.08	0.00	0.00	513.08	0.00	
2002-4082-956.7587	INTEREST EXP LAPEER RD LOAN	0.00	0.00	0.00	0.00	0.00	
2002-4082-956.7802	INTEREST EXP CENTER RD LOAN	47,400.00	23,633.66	0.00	23,766.34	49.86	
Total Dept 4082-ADMINISTRATION		144,800.00	75,070.17	(2,548.62)	69,729.83	51.84	
Dept 4085-TRANSFER TO LOCAL STREET							
2002-4085-969.0000	MTF/LRP TRANSFER TO LOCAL STREETS	418,902.73	407,074.17	33,466.91	11,828.56	97.18	
2002-4085-969.7110	TRANSFER TO DEBT FUND	0.00	0.00	0.00	0.00	0.00	
Total Dept 4085-TRANSFER TO LOCAL STREET		418,902.73	407,074.17	33,466.91	11,828.56	97.18	
Dept 4090-CONTINGENCY							
2002-4090-957.0000	CONTINGENCY/SURPLUS	164,957.94	0.00	0.00	164,957.94	0.00	↓1,000 D ↓17,000 E ↓1,000 ↓ 36,000 I
Total Dept 4090-CONTINGENCY		164,957.94	0.00	0.00	164,957.94	0.00	
TOTAL Expenditures		5,266,243.88	4,084,460.16	107,769.16	1,181,783.72	77.56	
Fund 2002 - MAJOR STREETS:							
TOTAL REVENUES		5,308,788.64	7,187,227.22	667,659.56	(1,878,438.58)	135.38	

TOTAL EXPENDITURES	5,266,243.88	4,084,460.16	107,769.16	1,181,783.72	77.56
NET OF REVENUES & EXPENDITURES	42,544.76	3,102,767.06	559,890.40	(3,060,222.30)	7,292.95
BEG. FUND BALANCE	(809,404.64)	(809,404.64)			
END FUND BALANCE	(766,859.88)	2,293,362.42			

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: May 18, 2016

Re: Memo of Explanation for
Council Meeting of June 6, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Major Streets and Local Streets Budgets For Street Sweeping

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Major Streets Budget as follows: **Transfer $30,000.00 FROM Department 2002-4063-943.0000 (Major Streets - Surface Maintenance – Equipment Rental), TO Department 2002-4063-818.0000 (Major Streets, Surface Maintenance, Contractual Services).**

This item is trending toward overage because it was approved last fall, after the budget had been approved, with the understanding that funds would need to be transferred from other line items within Major Streets to cove this.

3

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: May 18, 2016

Re: Memo of Explanation for
Council Meeting of June 6, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Major Streets and Local Streets Budgets for Street Sweeping

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Budget as follows: **Transfer $5,000.00 FROM Department 2002-4063-943.0000 (Major Streets - Surface Maintenance – Equipment Rental), TO Department 2003-4063-818.0000 (Local Streets, Surface Maintenance, Contractual Services).**

This item is trending toward overage because it was approved last fall, after the budget had been approved, with the understanding that funds would need to be transferred from other line items within Major and Local Streets to cover this.

D

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Streets Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Major Streets as follows: **Transfer- $1,000.00 FROM Department 2002-4078-706.0000 (Winter Maintenance-Salaries Permanent), TO Department 2002-4074-949.0000 (Traffic Signs-RR Crossing Lights and Signal Repair).**

This item is trending toward overage because of the unpredictable nature of maintenance performed on signals and crossing in Burton as performed and billed to us by the various railroad lines that our roads cross.

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Streets Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Major Streets as follows: **Transfer- $17,000.00 FROM Department 2002-4078-706.0000 (Winter Maintenance-Salaries Permanent), TO Department 2002-4074-818.0000 (Traffic Signs-Contractual Services).**

This item is trending toward overage because of the unpredictable nature of maintenance of traffic signals and signs as performed and billed by the Genesee County Road Commission.

P

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Streets Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Major Streets as follows: **Transfer- $5,000.00 FROM Department 2002-4051-802.7591 (Construction-Belsay Road Court to Davison), TO Department 2002-4051-802.7596 (Construction-Howe Branch Thread Creek-Center)**

This item is trending toward overage because this 2016, is not closed out. A recent Change Order reducing the cost of this project is not yet processed.

(H)

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Streets Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Major Streets as follows: **Transfer- $1,500.00 FROM Department 2002-4082-818.0000 (Administration-Contractual Service), TO Department 2002-4082-864.0000 (Administration Training).**

This item is trending toward overage because it was approved last fall, after the budget had been approved, with the understanding that funds would need to be transferred from other line items within Major Streets to cove this.

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Streets Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Major Streets as follows: **Transfer- $1,000.00 FROM Department 2002-4078-706.0000 (Winter Maintenance-Salaries Permanent), TO Department 2002-4074-943.0000 (Traffic Signs-Equipment Rental).**

This item is trending toward overage because of the increased use of City of Burton Sign truck for doing traffic counts as requested by Genesee County Planning Commission.

8

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Streets Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Major Streets as follows: **Transfer- $36,000.00 FROM Department 2002-4078 (Winter Maintenance), TO Department 2002-4074-818.0000 (Drainage-Contractual Service).**

This item is trending toward overage in part because NPDES Phase II Permit Fees, costs related to design of Howe Brach Center Road Drain crossing by CHMP.

INTEROFFICE MEMORANDUM

To: Paula Zelenko, Mayor
From: Robert Slattery, DPW Director
Date: June 14, 2016

Re: Memo of Explanation for
Finance Meeting of June 16, 2016

Madam Mayor:

Agenda item wording:

Budget Amendment within the Department of Public Works Streets Division.

Explanation:

We are requesting that Council approve a budget amendment within the Department of Public Works Major Streets as follows: **Transfer- $5,000.00 FROM Department 2002-4051-802.7591 (Construction-Belsay Road Court to Davison), TO Department 2002-4051-802.7590 (Construction-Center Road Atherton-Lippincott)**

This item is trending toward overage because this 2015 Advance Construct project , which is not closed out, has not been fully Converted (reimbursed).

Finance Committee
4303 S. Center Road
Burton, MI 48519

ADOPTED

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Ginger Burke-Miller
Department Head: Ginger Burke-Miller

AGENDA ITEM (ID # 2515)

DOC ID: 2515

Budget Amendment #446-448 Approve and authorize the following 2015-2016 budget amendment: Decrease 2006-0000-501.0010 Federal AFG FEMA Fire Grant by $900,000; Decrease 2006-2006-985.0000 Vehicle by $899,800; Decrease 2006-2006-977.7089 by $200.

HISTORY:

06/15/16 Finance Committee CARRIED

Burton City Council
4303 S. Center Road
Burton, MI 48519

SCHEDULED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Miscellaneous
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2477)

DOC ID: 2477

Approve and authorize the tax millage levy requested of 1.8673 for the Downtown Development Authority in the affected district for the 2016-2017 fiscal year on a departmental basis.

ATTACHMENTS:

- L4029 DDA (PDF)

Michigan Department of Treasury
614 (Rev. 04-16)

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each township or city clerk

L-4029

2016 Tax Rate Request (This form must be completed and submitted on or before September 30, 2016)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes **GENESEE**	2016 Taxable Value of ALL Properties in the Unit as of 5-23-16 **18,535,010**
Local Government Unit Requesting Millage Levy **CITY OF BURTON - DDA**	For LOCAL School Districts: 2016 Taxable Value excluding Principal Residence, Qualified Agricutlural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2016 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2015 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2016 Current Year "Headlee" Millage Reduction Fraction	(7) 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Charter	Operating	**N/A**	**2.0000**	**1.8673**	**1.0000**	**1.8673**	**1.0000**	**1.8673**	**1.8673**		**Charter**

Prepared by	Telephone Number	Title of Preparer	Date
William E. Fowler	**810.743.1500**	**Assessor**	6-3-16

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with thestate constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

	Signature	Print Name	Date
☐ Clerk ☐ Secretary		**Teresa Karsney, City Clerk**	
☐ Chairperson ☐ President		**Paula Zelenko, Mayor**	

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2016 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

** Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.*

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Attachment: L4029 DDA (2477 : Millage Rate for DDA)

Burton City Council
4303 S. Center Road
Burton, MI 48519

SCHEDULED

Meeting: 06/20/16 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Ginger Burke-Miller
Department Head: Ginger Burke-Miller

AGENDA ITEM (ID # 2426)

DOC ID: 2426

Approve and authorize City of Burton Downtown Development Authority Budget for 2016-2017 Fiscal year.

ATTACHMENTS:

- DDA proposed budget finalized on 05312016 (PDF)

05/31/2016 11:34 AM
User: millerg
DB: Burton

BUDGET REPORT FOR CITY OF BURTON
Fund: 5013 DOWNTOWN DEVELOPMENT AUTHORITY

Calculations as of 12/31/2015

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 BCC APPROVED BUDGET	2015-16 AMENDED BUDGET	2015-16 ACTIVITY THRU 12/31/15	2015-16 PROJECTED ACTIVITY	2016-17 MAYOR RECOMMENDED BUDGET
ESTIMATED REVENUES							
Dept 0000							
5013-0000-403.0000	CURRENT TAX REVENUE	28,700	31,700	31,700	27,700	31,400	31,500
5013-0000-404.0000	TAX CHARGEBACKS	(100)	(100)	(100)		(100)	(100)
5013-0000-407.0000	DELINQUENT PERSONAL TAXES	3,500	1,000	1,000		1,000	1,000
5013-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STA					1,400	800
5013-0000-666.0000	INVESTMENT INTEREST	1,700	300	300			900
	FOOTNOTE AMOUNTS:						900
	ALLOCATION OF INTEREST EARNED ON CASH INVESTED - ESTIMATE PROVIDED BY TREASURER						
5013-0000-678.0000	REIMBURSEMENT INCOME		100	100			
5013-0000-699.0000	USE OF FUND BALANCE		3,800	3,800			
Totals for dept 0000-		33,800	36,800	36,800	27,700	33,700	34,100
TOTAL ESTIMATED REVENUES		33,800	36,800	36,800	27,700	33,700	34,100
APPROPRIATIONS							
Dept 0000							
5013-0000-717.0000	RETIREMENT - MERS ACTIVE						100
5013-0000-718.0000	RETIREMENT - MERS RETIREES						100
5013-0000-719.0000	Payroll Fringes						1,000
5013-0000-757.0000	OPERATING EXPENDITURES	400	800	800	(100)	800	800
5013-0000-808.0000	AUDIT	400	400	400	400	500	500
5013-0000-879.0000	PUBLIC RELATIONS	400					500
5013-0000-880.0000	COMMUNITY DECORATIONS	2,700	2,600	2,900	2,900	5,000	4,000
	FOOTNOTE AMOUNTS:					5,000	
	FISCAL YTD IS $4800 AS OF END OF MARCH 2016						
5013-0000-938.0000	LANDSCAPE/MAINTENANCE	16,400	17,000	17,000	6,900	17,000	18,000
5013-0000-956.0000	MISCELLANEOUS	9,800	5,000	4,700	100	4,700	
5013-0000-999.2007	TRANSFER TO POLICE FUND	7,500	5,000	5,000		5,000	5,000
5013-0000-999.4001	TRANSFER TO CAPITAL IMPROV.		3,000	3,000		1,000	3,000
5013-0000-999.7891	CLOCK CORNER IMPROV/MAINT.		3,000	3,000		3,000	
Totals for dept 0000-		37,600	36,800	36,800	10,200	37,000	33,000
TOTAL APPROPRIATIONS		37,600	36,800	36,800	10,200	37,000	33,000
NET OF REVENUES/APPROPRIATIONS - FUND 5013		(3,800)			17,500	(3,300)	1,100
BEGINNING FUND BALANCE		217,000	213,200	213,300	213,300	213,300	210,000
ENDING FUND BALANCE		213,200	213,200	213,300	230,800	210,000	211,100

Burton City Council
4303 S. Center Road
Burton, MI 48519

SCHEDULED

Meeting: 06/20/16 07:00 PM
Department: Clerk's Office
Category: Finance
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

AGENDA ITEM (ID # 2478)

DOC ID: 2478

Approve and authorize the following tax millage and fees to be levied for the 2016-2017 fiscal year: General operating 4.7070 mills; voted police 8.4876; voted fire 1.0000; a $123.48 per unit rubbish removal fee on all residential improved parcels and those other parcels that utilize the service; a property tax administration fee of 1% on all tax statements and additional 4% late penalty charge when delinquent.

ATTACHMENTS:

- L4029 City of Burton (PDF)

Michigan Department of Treasury
614 (Rev. 04-16)

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each township or city clerk

L-4029

2016 Tax Rate Request (This form must be completed and submitted on or before September 30, 2016)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes **GENESEE**	2016 Taxable Value of ALL Properties in the Unit as of 5-23-16 **540,102,772**
Local Government Unit Requesting Millage Levy **CITY OF BURTON**	For LOCAL School Districts: 2016 Taxable Value excluding Principal Residence, Qualified Agricutlural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2016 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2015 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2016 Current Year "Headlee" Millage Reduction Fraction	(7) 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Charter	Operating	N/A	5.0000	4.7070	1.0000	4.7070	1.0000	4.7070	4.7070		Charter
EV	Police	11/05/04	1.0000	0.9876	1.0000	0.9876	1.0000	0.9876	0.9876		6/30/24
EV	Police	07/01/07	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000		6/30/26
EV	Fire	08/03/10	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000		6/30/31
EV	Police	11/05/13	6.5000	6.5000	1.0000	6.5000	1.0000	6.5000	6.5000		6/3034

Prepared by	Telephone Number	Title of Preparer	Date
William E. Fowler	810.743.1500	Assessor	6-3-16

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with thestate constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

	Signature	Print Name	Date
☐ Clerk ☐ Secretary		Teresa Karsney, City Clerk	
☐ Chairperson ☐ President		Paula Zelenko, Mayor	

** Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.*

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2016 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Approve and authorize the City of Burton budget for all General Appropriations Act funds for the 2016-2017 Fiscal year on a line item budget.

Burton City Council
4303 S. Center Road
Burton, MI 48519

SCHEDULED

Meeting: 06/20/16 07:00 PM
Department: Department of Public Works
Category: Resolution
Prepared By: Amber Abbey
Department Head: Robert Slattery

AGENDA ITEM (ID # 2525)

DOC ID: 2525

Approve and authorize the Burton City Council to set a Public Hearing on Thursday August 4, 2016 at 6:00 p.m. For The Following Property: 4090 Homestead to consider any objections and/or favorable comments relative to the Investigation of Potential Nuisance or Hazardous Condition of Premises on the following properties located in the City of Burton: should the council find this favorable or any other date and time Council prefers, allowing 45 days to get title search done and notice to property taxpayers for the scheduled hearings.

ATTACHMENTS:

- Construction Board of Appeals Mtg Minutes 6-9-16 (PDF)

CITY OF BURTON

CONSTRUCTION BOARD OF APPEALS MEETING

JUNE 9, 2016

MINUTES

Council Chambers	Regular Meeting	2:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Board Member John Gazall at 2:00 PM.

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Donald Standel	Board Member	Present	
John Gazall	Board Member	Present	
Randy Stewart	Board Member	Present	

B. STAFF PRESENT

Stuart Worthing, Building Code Enforcer
Racheal Boggs, Clerk's Office

C. MINUTES APPROVAL

1. Construction Board of Appeals - Regular Meeting - May 25, 2016 12:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Donald Standel, Board Member
SECONDER:	Randy Stewart, Board Member
AYES:	Standel, Gazall, Stewart

D. AUDIENCE PARTICIPATION

None.

E. BOARD DISCUSSIN & ACTION

1. Appeal from Pamela Muir about property address of 4090 Homestead, Burton, MI 48529.

   Mr. Gazall stated the purpose of the meeting today is to discuss and make a decision regarding an appeal application received by Pamela Muir regarding 4090 Homestead Dr., Burton, MI 48529. According to Section 111 of the International Property Maintenance Code any person directly affected by a decision of the code official or a notice or order issued under this code has the right to appeal to the Board of Appeals. Mrs. Muir filed a written application for appeal within the required 20 days. The board shall modify or reverse the decision of the code official only by a majority vote of the total number of appointed board members.

   Mr. Worthing stated he deemed the entire building unoccupiable on April 15. 2016 when he was called to the property by Consumer's Energy. Based on the exterior and partial interior of the structure, he notified Mrs. Muir that the current tenants needed to move. He also requested a structural engineer's report for the building from roof to foundation be submitted to his office. In the meantime, the apartments were not to be occupied. The reports received by Mrs. Muir were incomplete.

Attorney Denise Fish of Flint will be representing Mrs. Muir. She stated Mrs. Muir did receive reports from two companies; Lopez Engineering and Smith's Construction. However, due to cost restrictions, Mrs. Muir was unable to get the structural engineer's report requested by Mr. Worthing. Currently, Mrs. Muir has tenants residing on the property and others that are wanting to move in. She would like to keep the property and fix it up but she needs the rental income and time to do the repairs.

Pamela Muir of Grand Blanc stated Sal with Consumer's Energy is coming out on Monday to put new gas lines into the building.

Craig Muir of Grand Blanc stated he respects Mr. Worthing and agrees with him that the property needs a lot of work. The dangerous parts are roped off and no one rents them. They have the safety of everyone in mind. He feels pulling the rug out from under them is unfair. They would like six months to make the repairs.

Mr. Stewart stated he agrees the foundation is in fair shape however, the rest of the structure is his concern. If this board allows you to make necessary repairs they would have to be according to the International Property Maintenance Code in terms of workmanship. This code sets the minimum standard for structures including drywall, painting, trim, doors, windows, lighting, for example.

Mr. Stewart referred to the following sections as violations of the International Property Maintenance Code:

- 302.5 Rodents
- 302.6 Exhaust Vents
- 304.2 Protective Treatment
- 304.3 Premises Identification
- 304.4 Structural Members
- 304.7 Roofs and Drainage
- 304.8 Decorative Features
- 304.9 Overhang Extensions
- 304.10 Stairways, Decks, Porches and Balconies
- 304.11 Chimneys and towers
- 304.12 Handrails and Guards
- 304.13 Window, Skylight and Door Frames
- 304.15 Doors
- 304.16 Basement Hatchways
- 304.18 Building Security
- 305.2 Structural Members
- 305.3 Interior Surfaces
- 305.4 Stairs and Walking Surfaces
- 307.1 Accumulation of Rubbish/Garbage
- 308 Extermination

- Chapter 4 Light and Ventilation
- Chapter 5 Plumbing Facilities
- 505 Water System
- Chapter 6 Mechanical and Electrical
- Chapter 7 Fire Safety
- 702 Means of Egress

Mr. Stewart stated the building violates more than 60% of the requirements and it is in extremely hazardous conditions. The cost of repairs will exceed $100,000.00 which is more than the property is worth.

Mr. Gazall stated he agrees with the foundation report but the other issues have not been addressed. He is unsure of the qualifications of Smith's Construction. Having tenants in the building while doing repairs is unsafe. He is also very concerned about the code violations described by Mr. Stewart.

Mr. Standel said you cannot allow people to live in this building because it is a life safety issue.

Denise Fish stated the field correction notice they were given mentions mainly the structural part of the building. Her client needs the rental income to save the building.

Mr. Gazall stated the board is knowledgeable about the amount of that is required and the associated costs. In terms of the structure, the wood is very rotted especially the entire west side of the building. Also, there are exposed wires throughout the entire complex.

Denise Fish asked if the tenants signed waivers if they could stay in the apartments.

Mr. Gazall said the building code doesn't allow that. If the list of violations only consisted of a few items instead of 25 or more, we could work with you.

Board discussion with Mrs. Muir about the structural issues of the building such as the rotted wood under the carpet as opposed to cosmetic issues like soiled carpet.

Mr. Worthing said we had a similar situation with another apartment complex on Hemphill Road. For safety reasons, we did not allow anyone to live there during the complete remodel.

Mr. Gazall stated we have two options: 1.) Allow the applicant to fix the structure within the specified time frame (6 months). 2.) Follow the recommendation of the Building Department and begin the demolition process. This boards decision is not the final say. The next step would be to appeal to the State of Michigan.

Mr. Stewart clarified that this appeal is for the structural report. He would like to overturn Mr. Worthing's decision and send this property to City Council for immediate demolition based on the following reasons: the property violations exceed 50% of the estimated net value of the building, the property violates more than 60% of the International Property Maintenance Code, repairs would need to be done by a licensed contractor and will cost more than the value of the property.

Mrs. Muir stated she would like to try to sell the building to someone who can afford to make the improvements.

Mr. Worthing said the tenants need to move from the building immediately.

2. Motion to Overturn Mr. Worthings Decision and Refer the Property at 4090 Homestead Drive to City Council for Immediate Demolition.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Randy Stewart, Board Member
SECONDER:	Donald Standel, Board Member
AYES:	Standel, Gazall, Stewart

Meeting was adjourned at 3:04 PM.